

Board Agenda October 13, 2021

Salem City Board of Education Salem, New Jersey 08079 Board of Education Meeting October 13, 2021

CALL TO ORDER: A meeting of the Salem City Board of Education is called to order at _____ p.m. in the Salem High School Library located at 219 Walnut Street in Salem, New Jersey 08079.

OPEN MEETING: Adequate notice of this meeting has been provided in the local news media and a place of public notice located at the Salem City Board of Education Office, 205 Walnut Street, Salem, New Jersey as required in the Open Public Meeting Act, Chapter 231, P.L. 1975.

FLAG SALUTE

Board Members

Carol Adams
Kendra Fletcher
Daffonie Moore

Laquendala Bentley
Yuenge Groce
Nilda Wilkins

Christopher Colon
Joan Hoolahan

District Representatives:

LAC: Laura Tice Crane
Quinton: William McDonald
Mannington: Eric Buzby

Administrators:

Dr. Patrick Michel, Superintendent
Herbert Schectman, School Business Administrator
Dr. Meghan Taylor, Director of Special Services
Linda Del Rossi, Supervisor of Literacy/SS PreK-12
John Mulhorn, Principal Salem High School
Jordan Pla, VP Salem High School

Pascale DeVilmé, Principal Salem Middle School
Will Allen, VP Salem Middle School
Michele Beach, VP Salem Middle School
Syeda Carter, Principal John Fenwick Academy
Gia Sparacio Scarani, VP of Early Childhood
Darryl Roberts, VP Salem High School

OTHERS: Mr. Corey Ahart

AUDIENCE PARTICIPATION

Audience members attending Board of Education Meetings are permitted to voice their opinions on school related topics at specified times during the regular meeting. These times are included in the printed agenda for the meeting. Members of the public are encouraged to speak during the public portion of the meeting. Complaints stated, or actions requested by the public, will be taken under advisement by the Board for investigation, discussion, and action or disposition at a later time/date.

When addressing the Board of Education, please respect the following procedure:

1. Be recognized by the Board President.
2. State your full name and address before commenting.
3. Identify the resolution on which you will be commenting.
4. Wait to be recognized before making your comment(s).
5. Limit your comments to the specific resolution.
6. Time is limited to three (3) minutes per person.
7. If your questions or comments pertain to litigation, student or personnel items or negotiations, we would ask that you see the Superintendent after the meeting since we do not discuss these items in public.

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PRESENTATION

Students of the month for September/2021:

John Fenwick Academy	Caiden Davis	Grade K	Ms. Mullen
	Ashya Turner	Grade K	Ms. Pastor
Salem Middle School	Onesty Morris	3 rd Grade	Ms. Pino
	Kimora Bell	3 rd Grade	Ms. McDermott
Salem High School	Brooklynn Johnson	9 th Grade	Ms. Santarelli
	Colin Roy	12 th Grade	Ms. Unger

Staff Member(s) of the month for September/2021:

Kristina Bergman	Salem High School	Special Education Teacher
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BOARD COMMITTEE REPORTS

PRINCIPALS'/ADMINISTRATORS' REPORTS AND COMMENTARY

SUPERINTENDENT'S COMMENTS/REPORTS

- Rob Notley Football Field Inquiries

Motion (/) Board to approve regular minutes of September 8, 2021, Board of Education meeting.

BOARD SECRETARY/BUSINESS ADMINISTRATOR REPORTS

Board Reports (Exhibit A)

Motion (/) To approve the Board Secretary's reports in memo: **#2-A-E-4.**

- A. *Request Board approval of the transfer of the funds as previously approved by the Superintendent pursuant to 18A:22-8.1 for the month(s) of August 2021.
- B. *Pursuant to N.J.A.C. 6A:23A-16.10 (c) 3, I certify for the month ending August 2021 no budgetary line item account has obligations and payments (contractual orders) which in total exceed the amount appropriated by the Salem City Board of Education pursuant to N.J.S.A. 18A:22-8.1 and N.J.S.A. 18A:22-8.2 and no budgetary line item account has been over-expended in violation of N.J.A.C. 6A:23A-16.10 (a) 1
In accordance with N.J.A.C. 6A:23A-16.10 (c) 2, it is certified that anticipated revenue has changed for the month ending August 2021 as follows:

Board Secretary

Date

- C. *Treasurer's Report in accordance with 18A:17-36 and 18A:17-9 for the month of August 2021. The Treasurer's Report and Secretary's Report are in agreement for the month of August 2021 pending audit.
- D. Pursuant to N.J.A.C. 6A: 23A-16.10 (c) 4, the Salem City Board of Education certifies for the month ending August 2021 and after review of the Secretary's Monthly Financial Report and the Treasurer's Monthly Financial Report and upon consultation with the appropriate district officials, to the best of the Boards' knowledge, no major account or fund has been over-expended in violation of N.J.A.C. 6A:23A-16.10 (a)1 and that sufficient funds are available to meet the district's financial obligations for the remainder of the fiscal year.

- E. To approve the Payment of Bills and Purchase Report:
From the General Account for Balance as summarized on attached board memo(s)
To approve Purchases Report for September 2021 \$1,813,954.00

To approve Payment of Bills for September 2021
General Account \$ 1,194,350.23

To approve Payment of Bills for October 2021
General Account \$ 624,715.66

Confirmation of payrolls for September 2021

<u>September 15, 2021</u>	General Acct. Transfer	\$699,487.63
<u>September 30, 2021</u>	General Acct. Transfer	\$686,657.82

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Miscellaneous

Upon the Recommendation of the Superintendent of Schools

Motion (/) Board to Approve: **#2-F-4**

1. **Whereas**, the N. J. Department of Education requires New Jersey school districts to submit three-year comprehensive maintenance plans documenting “required” maintenance activities for each of its public school facilities, and
Whereas, the required maintenance activities as listed in the Comprehensive Maintenance Plan document for the various school facilities of the Salem City School District are complete and in compliance with the requirements of N.J.A.C. 6A:26-20, and
Whereas, the comprehensive maintenance plan includes activities and expenditures, for each school facility, that qualify as required maintenance pursuant to N.J.A.C. 6A:26-20.3 and are reasonable to keep school facilities open and safe for use or in their original; condition and to keep their system warranties valid,
Now Therefore Be It Resolved, that the Salem City School District hereby authorizes the School Business Administrator to submit the 2022-23 Comprehensive Maintenance Plan for the Salem City School District in compliance with N. J. Department of Education requirements.
2. Request Board approval to contract Cassandra Lockerman-Robinson to provide counseling services on an as needed basis for the Child Study Team. Mrs. Lockerman-Robinson will be available Monday, Tuesday & Thursday from 9:00 a.m. to 3:00 p.m. Cost will be \$80.00 an hour, not to exceed \$5,000.00. Account #11-000-216-320-00-CST
3. Request Board approval for authorization to apply for post-school outcome study reimbursement from New Jersey Department of Education/Office of Special Education. Reimbursement is contingent on the amount of time CST staff work outside of contracted hours to contact special education students who exited the district in 2019-20 and conduct a post-school outcome survey.
4. Request Board approval to apply for the IDEA additional funding under the American Rescue Act:
 - IDEA Basic - \$70,657
 - IDEA Preschool - \$5,988
5. Request Board approval:

2022-2023 Proposed budget for the Tri County Conference

\$1,400 per school

2022-2023 Ticket prices

All athletic events for the 2022-2023 school year:

\$3.00 – Adults

\$2.00 – Students and Senior Citizens (the admission price for senior citizens and military personnel is at the discretion of the home team; By – laws B2.3.6 pg. 18)

All West Jersey Football League Varsity Football Games:

\$4.00 – Adults

Approval for the following schools to join the Tri County Conference in the Fall of 2022

Washington Township High School

Salem County Vocational Technical School

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Home Instruction: In/ Out of District/Residential

Motion (/) Board to Approve: **#7-C-4**

1. Request Board approval for Dwayne Humenik to provide home instruction for the district for the 2021-2022 school year. Cost will be \$35.00 per hour. Account # 11-000-216-320-00-CST
2. Request Board approval of the following students for home instruction:

Student ID	Health Care/Teacher	Costs (Prorated)	Dates	Account #
01250150	Rosalyn Chieves	\$35.00/hr. 5 hrs./wk.	09/28/2021 – TBD	11-150-100-320-00-BUS
02230004	Rosalyn Chieves	\$35.00/hr. 5 hrs./wk.	09/01/2021-10/15/2021	11-150-100-320-00-BUS
01300074	Inspira Health Network (partial hospitalization care program)	\$35.00/hr. 80 hrs./wk.	09/03/2021- 40 days	11-150-100-320-00-BUS
01290161	Inspira Health Network (partial hospitalization care program)	\$35.00/hr. 80 hrs./wk.	09/03/2021- 40 days	11-150-100-320-00-BUS
01260077	Inspira Health Network (partial hospitalization care program)	\$35.00/hr. 80 hrs./wk.	09/03/2021- 40 days	11-150-100-320-00-BUS
01320137	Brookfield Schools/Inspira Elmer	\$35.00/hr. 5 hrs./wk.	09/30/2021-11/11/2021	11-150-100-320-00-BUS

3. Request Board approval for the following special education students to receive home instruction while a patient at A Step Ahead.

Student ID#	Grade	Dates	Rate	Account #
01220193	12	9/8/21 – TBD	\$35.00 / hour	11-219-100-320-00-CST
01270113	6	9/8/21 – TBD	\$35.00 / hour	11-219-100-320-00-CST

Miscellaneous

Motion (/) Board to Approve: **#7-D-4**

1. Request Board approval of Senior Privilege for Kaiana Hickman to continue her 12th grade year at Salem High School. Pupil's mother has moved from Salem City to Woodstown. Guardian will provide transportation.

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PERSONNEL

A. Resignation/Retirement

Upon the Recommendation of the Superintendent of Schools

Motion (/) Board to Approve: **#8-A-4**

1. Request Board approval of the resignation of Mr. Hugh Dixon, teacher at Salem Middle School, effective September 15, 2021.
2. Request Board approval of the resignation of Ms. Krystina Gorman, teacher at Salem High School, effective October 14, 2021.
3. Request Board approval of the resignation of Ms. Tracie Lomonico, teacher at Salem High School, effective November 23, 2021.
4. Request Board approval of the resignation of Ms. Talisha Allison, executive secretary for the Business Office effective November 12, 2021.

C. Financial Request

Upon the Recommendation of the Superintendent of Schools

Motion (/) Board to Approve: **#8-D-4**

1. Request Board approval for the following staff to be paid from Perkins Funds for the 2021-2022 school year.

Suzanne Landolfi - \$540. (Perkins clerical – Summer of 2021)

Funds are available in Account 20-361-200-100-00-DIS.

2. Request Board approval of the following contract stipend positions that were previously -OPEN- from August 2021.

Renee Murray	Dept. Chairperson Fine Arts (5)	\$1101 + \$33
Renee Murray	Choral Advisor	\$1469
Renee Murray	Theatre Arts Music Director	\$1730
Nicholas Cesario	Assistant Band Director	\$771

3. Request Board approval for acceptance of a grant in the amount of \$45,463 to restart the Family Friendly Center afterschool program for year 2021-2022. Kindergarten, First and Second grade students will attend Monday thru Thursday from 3:30-5:00 p.m. starting October 5, 2021 thru May 18, 2022.

In addition, recommending the approval of the following pay rates and staff members who will manage the program:

Teacher/Substitute Teacher/Social Worker/Nurse:	\$35.00/hr.
Secretary:	\$22.00/hr.
Program Administrator:	\$1,100/month (<i>prorated</i>)

Teachers

Kaneisha Boyce
Susan Gilmore
Deanna Livingston

Substitutes

Ruqayyah Ali
Mary Morris
Cheri Parsons

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Karen Pastor

Transition Coach/Social Worker

Dale Garner

Nurse

Jill Sutton-Parris

Secretary:

Lynne Chappell

Program Administrator:

Syeda Carter

4. Request Board approval of the following faculty & staff members to fill SCEA-BOE contracted extra-pay positions*:

Co-curricular Positions:

Art Club	Jason Kutzura	\$ 516.00
Band Director	Nicholas Cesario	\$ 918.00
Cheer Team	OPEN	
Choir Director	Paige Pendleton	\$ 918.00
National Junior Honor Society	OPEN	
Office Detention	Lisa Moore, Christina Banks	\$ 23.30 p/h
Student Council	Paige Pendleton	\$ 552.00
Yearbook	Melanie Nugent	\$ 276.00

**The operation of the aforementioned programs is subject to the conditions of COVID-19 for the 2021-2022 school year and guidance from the CDC, NJ Department of Education, State of NJ Governor's Office, and the Salem City Board of Education. Co-curricular Positions: Acc't. #15-401-100-100-02 SMS (\$ 6,870.00)*

5. Request Board approval of the following faculty & staff members to fill non-contractual/grant funded extra-pay positions*:

Academic League Advisor	Melanie Nugent	\$ 1,009.00
Odyssey of the Mind Advisor (2) for Team grades 3-5	OPEN	\$ 2,500.00 each
Odyssey of the Mind Advisor (2) for Team grades 6-8	OPEN	\$ 2,500.00 each
Odyssey of the Mind Judge (2)	OPEN	\$ 500.00 each
Play United/Special Olympics Team Advisor/Coach	OPEN	\$ 1,500.00
Play United/Special Olympics Coach	OPEN	\$ 1,000.00

**The operation of the aforementioned programs is subject to the conditions of COVID-19 for the 2021-2022 school year and guidance from the CDC, NJ Department of Education, State of NJ Governor's Office, and the Salem City Board of Education. Account #15-401-100-110R-02 SMS*

6. Request Board approval of the following substitute detention teacher for SHS after school detention:

Add Substitute: Kathleen Hibbard

Cost: \$23.30 per hour

7. Request Board approval to conduct a "Focus on Education" after school program for grades 3 and 4, Monday through Thursday from 3:00 p.m. to 5:00 p.m. beginning on October 18, 2021, through May 26, 2022. The program will focus on students who are below grade level in literacy and math.

Professional Development will be provided on October 14, 2021 for all FOE Staff.

Angela Crowley
Tara McDermott

Substitutes: Laura Tomasetti
Christine Banks

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Kamee Reese
John Flaherty

Lisa Morris

4 teaching positions @ \$80 per day stipend x 96 days - \$30,720.

Site Coordinator – Linda DelRossi @ \$100 per day x 96 days = \$9,600.

Substitutes: Pascale DeVilme' and Michele Beach

Secretary – Christine Peltz @ \$22 per hour x 2 hours x 96 days = \$4,224.

Security – Bonita Gullett @ \$22 per hour x 2 hours x 96 days = \$4,224.

Funds are available in Account 20-235-100-100-00-DIS

20-235-200-100-00-DIS

20-235-100-100-PY-DIS

20-235-200-100-PY-DIS

8. Resolved, upon the recommendation of the Superintendent, that Dr. Meghan Taylor is appointed as the SEMI Coordinator starting November 15, 2021, and for the remainder of the 2021-2022 school year with a stipend amount of \$3,000 (prorated).

D. Leave of Absence

Upon the Recommendation of the Superintendent of Schools

Motion (/) Board to Approve: **#8-E-4**

1. Request Board approval of the following leave of absences:

Employee ID#	1242	1509	459	828	559
Employee Name	R.C.	A.V.	L.M.	A.C.	G.C.
Type of Leave	Intermittent – Medical	Intermittent – Family	Intermittent – Medical	Intermittent – Medical	Intermittent – Medical
Leave Requested	09/13/2021 – 09/13/2022	09/16/2021 – 09/16/2022	09/17/2021 – 09/17/2022	09/01/2021 – 09/01/2022	09/26/2021 – 09/26/2022
Fed Max Leave (max 90 days)	09/13/2021 – 09/13/2022	09/16/2021 – 09/16/2022	09/17/2021 – 09/17/2022	09/01/2021 – 09/01/2022	09/26/2021 – 09/26/2022
Time Usage of FMLA	12 weeks	12 weeks	12 weeks	12 weeks	12 weeks
NJ Family Leave (max 90 days)	N/A	N/A	N/A	N/A	N/A
Time Usage of FLA	N/A	N/A	N/A	N/A	N/A
*Use of Sick Days	7 days	N/A	52.5 days	36.5 days	8 days
*Use of Personal Days	3 days	3 days	3 days	3 days	2.5 days
*Use of Vacation Days	37 days	N/A	N/A	N/A	N/A
Unpaid Leave	After exceeding all sick, personal and vacation days	After exceeding all personal days	After exceeding all sick and personal days	After exceeding all sick and personal days	After exceeding all sick and personal days

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Intermittent Leave	1-2X per month 1 day per episode	1-2X per month 2-3 days per episode	1-3X per month 1-3 days per episode	1-2X per month 1-2 days per episode	1x per month 1-3 days per episode
Extended Leave	N/A	N/A	N/A	N/A	N/A
Est. Return Date	N/A	N/A	N/A	N/A	N/A

Curriculum /Professional Development

Upon the Recommendation of the Superintendent of Schools

Motion (/) Board to Approve: **#11-4**

1. Board to approve the following out of district professional developments:

Staff Member	Building	Administrator Approving	Title	Date of Program	Location	Registration and Mileage Cost
Latisha Thomas	JFA	Syeda Carter	Synchronous Pyramid Modulas	9/27/2021 9/28/2021 9/29/2021	Zoom	\$200.00 20-218-200-590-01-JFA
Gia Sparacio-Scarani	JFA	Syeda Carter	Coping with Workplace Stress	10/25/2021	Virtual 10 a.m. – 1 p.m.	\$149.00 20-218-200-590-01-JFA
Adam Pszwaro	SMS	Pascale DeVilme'	Salem County School Counselors Association Meeting	10/15/2021	Salem County Vocational-Technical School	---
Latisha Thomas	JFA	Syeda Carter	PIRS/MT Amended Course (TPOT)	10/2/2021 10/19/2021 11/2/2021 11/30/2021 12/14/2021 1/4/2022 1/11/2022 1/8/2022	Zoom	\$300.00 20-218-200-590-01-JFA
Gia Scarani	JFA	Syeda Carter	Early Childhood Leadership Seminar Series	10/13/2021 10/20/2021 11/10/2021 12/8/2021 1/12/2022 3/8/2022 4/13/2022	Virtual	\$300.00 20-218-200-590-01-JFA

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Danielle Secula	JFA	Syeda Carter	Practical Early Intervention Strategies that Work: Supporting Young Children with Developmental Delays	11/30/2021	Live – On-line	\$279.00 11-000-216-800-00-CST
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Monthly Reports

Motion (/) Board to Approve: **#13-4**

1. Board to approve monthly reports for filing: (attached)

Policies

Motion (/) Board to Approve: **#14-4**

1. Request Board approval upon the first reading of the following policies:

- Face Coverings: 5141.10
- Vaccination and Testing: 5141.11

Miscellaneous

Motion (/) Board to Approve: **#15-4**

1. Request Board approval for the members of the Salem Jr. Rams Midget Football to use the Salem High School Cafeteria on Fridays for the month of October 2021, from 6:30pm to 9pm for a dinner. The expected attendance throughout the event is 100-120 people.

Fees are as follows:

- Cafeteria (Waived)
- Total Costs: \$0

EXECUTIVE SESSION

Motion (/) Board to adopt the following Resolution to go into executive session at _____:

R E S O L U T I O N

BE IT RESOLVED by the Board of Education of Salem City that in compliance with “The Open Public Meeting Act”, P.L., 1975, C. 173, NJSA 10:4-6 et seq., that the Board shall move to a closed portion of this meeting from which the public is excluded for the purpose of discussing a matter or matters permitted to be so discussed by that Act. The general nature of the matter(s), which the Board intends to discuss, is: _____ Minutes of such discussions shall be taken and released as soon as permitted by law in accordance with the specific individual topic discussed.

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The Board shall take action as a result of such discussions only in an open to the Public session unless there is an express provision of law authorizing or requiring that such action be taken in a closed to the Public portion of a Board Meeting.

RETURN TO REGULAR SESSION

Motion (/) Board to return to open session at _____.

NEW BUSINESS:

Motion (/) Board to Approve:

ADJOURNMENT

Motion (/) Board to adjourn the September 8, 2021 meeting of the Salem City Board of Education at _____.