

Board Agenda January 4, 2023

**Salem City Board of Education
Salem, New Jersey 08079
Board of Education Meeting
January 4, 2023**

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 accordance with the Open Public Meetings Act, Chapter 231, P.L. 1975. The Salem City Board of Education has caused notice of this meeting to be published by having the date, time and place thereof posted in the South Jersey Times, the Courier Post, on the school website, with Salem City and Salem County Clerks and in a place of public notice located at the Salem City Board of Education Office, 205 Walnut Street, Salem, New Jersey.

FLAG SALUTE

Board Members

Sister Carol Adams
Kendra Fletcher
Joan Hoolahan

Laquendala Bentley
Yuenge Groce
Daffonie Moore

Christopher Colon
Heidi Holden
Nilda Wilkins

Student Representative:

Hannah Sharp

District Representatives:

LAC: Jenni Eber
Quinton: Joanne Nacucchio
Mannington: Dee DiTeodoro

Administrators:

Dr. Patrick Michel, Superintendent
Herbert Schectman, School Business Administrator
Dr. Meghan Taylor, Director of Special Services
John Mulhorn, Principal Salem High School
Jordan Pla, VP Salem High School
Darryl Roberts, VP Salem High School

Pascale DeVilme, Principal Salem Middle School
Will Allen, VP Salem Middle School
Michele Beach, VP Salem Middle School
Syeda Carter, Principal John Fenwick Academy
Shasharaa Blackshear, VP of Early Childhood
Ryan Caltabiano, Director of Curriculum, Instruction, and Grants

OTHERS: Mr. Corey Ahart, Esq.

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Reorganization of Board Members

1. Swearing in newly elected Board of Education members and sending districts:

Yuenge Groce
Heidi Holden
Nilda Wilkins

2. Roll Call:

Sister Carol Adams
Laquendala Bentley
Christopher Colon
Dee DiTeodoro (Mannington)
Jenni Eber (Lower Alloway Creek)
Kendra Fletcher
Yuenge Groce
Heidi Holden
Joan Hoolahan
Daffonie Moore
Joanne Nacucchio (Quinton)
Nilda Wilkins

3. Reorganization of the Board of Education:

Election of officers:

- a. President

Motion (/) Board to open the nominations for the position of President.

Motion (/) Board to nominate to serve as President.

Motion (/) Board to close the nominations for President.

Board voted by a roll call vote to elect _____ as President of the Salem City Board of Education from January 4, 2023 for one year or until his/her successor is elected and shall qualify.

- b. Vice President

Motion (/) Board to open the nominations for the position of Vice President.

Motion (/) Board to nominate to serve as Vice President.

Motion (/) Board to close the nominations for Vice President.

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Board voted by a roll call vote of _____ to elect _____ as Vice President of the Salem City Board of Education from January 4, 2023 for one year or until his/her successor is elected and shall qualify.

c. Code of Ethics

Motion (/) Board to adopt the New Jersey School Board Member Code of Ethics, with presentation by Attorney Corey Ahart, signature on file at Board Office.

d. Appointment of Committees:

Motion (/) Board to establish the following Board of Education Committees with committee members pending the review and reappointment by the seated president:

- i. Personnel/Negotiations/Climate Committee
- ii. Facilities/Finance/Policy Committee
- iii. Curriculum/Technology/Student Committee
- iv. SCSBA Representative
- v. Urban Boards Delegate
- vi. Legislative Chairperson
- vii. Chamber of Commerce Delegate

e. NJSBA Delegate:

Motion (/) Board to approve the appointment of a Salem City Board of Education member as the NJSBA Delegate.

Name: _____

Alternate: _____

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.

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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.

PRESENTATION

IB Programme Diploma Recipients for 2022

Presentation by Ms. Jordan Pla

Andrew Cadwallader

Erin Pankok

Irving Talavera Rosas

Students of the month for December 2022:

John Fenwick Academy	Christopher Donelson Elliott Bradway	Kindergarten Kindergarten	Ms. Mullen Ms. Terrell-Porter
Salem Middle School	Aaliyah Hutton Joseph Thorpe	6 th Grade 6 th Grade	6 th Grade Team 6 th Grade Team
Salem High School	Mary Griffith Zoe Eldridge	9 th Grade 12 th Grade	Ms. Marioni Mr. Phillips

Staff Member(s) of the month for December 2022:

Katie Starn Salem Middle School Resource Room

BOARD COMMITTEE REPORTS

PRINCIPALS'/ADMINISTRATORS' REPORTS AND COMMENTARY

SUPERINTENDENT'S COMMENTS/REPORTS

Motion (/) Board to approve the regular minutes of December 14, 2022 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-7**.

- A. *Request Board approval of the transfer of funds pursuant to 18A:22-8.1 for the month of November 2022.
- B. *Pursuant to N.J.A.C. 6A:23A-16.10 (c) 3, I certify for the month ending November 2022 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 November 2022 as follows:

Board Secretary

Date

- C. *Treasurer's Report in accordance with 18A:17-36 and 18A:17-9 for the month of November 2022. The Treasurer's Report and Secretary's Report are in agreement for the month of November 2022 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 November 2022 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 December 2022	\$1,315,190.28
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To approve Payment of Bills for January 2023:

January General Account	\$634,054.40
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Confirmation of payrolls for December 2022

December 15, 2022	General Acct. Transfer	\$860,479.74
December 22, 2022	General Acct. Transfer	\$678,801.69

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Miscellaneous

Upon Recommendation of the Superintendent of Schools

Motion (/) Board to Approve: **#2-F-7**

1. Resolved, that the Salem City Board of Education authorize Herbert Schectman, Business Administrator, to enter into a contract with Xtel Communication, Inc. to upgrade service at Salem Middle School and to provide communications circuits for the John Fenwick Academy and Salem High School.

The current cost of \$1,828.15 each month will increase to \$3,544.26. Part of these monthly costs will be submitted for an e-rate reduction.

2. Request Board approval to increase the amount for payment to Interactive Kids Behavior Consultant from \$20,000 to \$55,000 for the remainder of the 2022-2023 school year.

STUDENT MATTERS

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

1. Request Board approval for the creation of the following new club* for Third Grade students. Ms. Tara McDermott, Third Grade Teacher, has submitted a request to form an after-school Library Club. The club would meet after school beginning on Thursday, January 19, 2023, and continue to meet on subsequent Thursdays, weather permitting. The Third Grade Students who sign up for this activity will meet with Ms. McDermott after school and they will depart for a walking trip to the Salem Free Public Library at 3:15 pm. Parents will be responsible for pick-up of their children from the Library located at 112 West Broadway, Salem, New Jersey at 4:30 pm.

The purpose of this club is to foster the love of reading and working together while building reading and vocabulary skills.

**The club will operate without a budget and at no cost to the school district.*

Home Instruction: In/ Out of District/Residential

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

1. Request Board approval for the following special education high school student (05260010) to receive homebound instruction from Ms. Sandra Langley, SHS Spanish Teacher. Ms. Langley will provide the instruction at \$35.00 per hour, 2 hours a day, 5 days a week. Start date was December 7, 2022. Account #11-000-219-100-101-00-CST.
2. Request Board approval for 9th grade student (05260007) to receive educational instruction at the Rockford Center through Learn Well Education Services. Pupil is Quinton Township sending district.
Dates: December 11, 2022 through December 16, 2022
Tuition Cost: \$51.75 per hour at 5 hours per week.

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3. Request Board approval for 1st grade student (01340072) to attend the Brookfield Schools/Inspira Elmer program from December 14, 2022 to January 25, 2023. We will be billed monthly for the homebound instruction that will be provided by Brookfield Schools.
4. Request Board approval for 12th grade student (05230006) receive home instruction.
Hours: 5 hours per week
Dates: Begin: Immediately
End: For the remainder of the 22-23 school year
Costs: Teacher Pay 5 hours per week x \$35.00 per hour
Teacher: Mrs. Rosalyn Chieves

Personnel

A. Resignation/Retirement

Upon Recommendation of the Superintendent of Schools

Motion (/) Board to Approve: **#8-A-7**

1. Request Board approval of the resignation of Mark Drummond, Head Custodian at Salem High School, effective December 15, 2022.
2. Request Board approval of the resignation of Ashley Vernon, First Grade Teacher at John Fenwick Academy, effective February 14, 2023.
3. Request Board approval of the resignation of Christine Peltz, Vice Principal's secretary at Salem Middle School, effective January 31, 2023.

B. Employment

Upon the Recommendation of the Superintendent of Schools

Motion (/) Board to Approve: **#8-C-6**

1. Request Board approval of the following new substitute teacher for the 2022-2023 school year:
Kerry Thompson Elementary School Teacher K-5
Alexa DeVilme NJ Substitute Certificate

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C. Financial Request

Upon the Recommendation of the Superintendent of Schools

Motion (/) Board to Approve: **#8-D-7**

1. Request Board approval for the following corrected Health Waiver December payment:

John Fenwick School Health , Prescription & Dental

Name	Title	Total	Account #	December Payment
Brandie Parks-Chollis	Para-professional	\$5,000.00	15-000-291-290-01-JFA	\$500.00

2. Request Board approval for the following Winter 2022-2023 Athletic staff positions:

Event Staff (HS)	As Needed	\$34/game	Dashon Bundy
Scoreboard Operator (MS)	As Needed	\$53.46	Melissa Skinner
Substitute Scoreboard Operator (MS)	As Needed	\$53.46	Lisa Anderson
Event Staff (MS)	As Needed	\$33.75/game	John Murray

D. Leave of Absence

Motion (/) Board to Approve **#8-E-7**

1. Request Board approval of the following leaves of absence:

Employee ID#	1569	1718	1509
Employee Name	M.M.	A.D.	A.V.
Type of Leave	Intermittent – Family	Intermittent - Medical	Intermittent – Family
Leave Requested	12/01/2022 – 11/31/2023	02/10/2023 – 02/09/2024	12/14/2022 – 02/14/2023
Fed Max Leave (max 90 days)	12/01/2022 – 11/31/2023	02/10/2023 – 02/09/2024	12/14/2022 – 02/14/2023
Time Usage of FMLA	12 weeks	12 weeks	9 weeks
Time Usage of FLA	N/A	N/A	N/A
*Use of Sick Days	N/A	5 days	N/A
*Use of Personal Days	1.25 days	3 days	2 days
*Use of Vacation Days	N/A	N/A	N/A
Unpaid Leave	After exhausting all personal days	After exhausting all sick and personal days	After exhausting all personal days
Intermittent Leave	Up to 3 days per month	1x per week 1-2 hours per episode	Up to 3x per month 1 day per episode
Extended Leave	N/A	N/A	N/A
Est. Return Date	N/A	N/A	N/A

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Facilities Requests

Motion (/) Board to Approve: **#12-7/DIST**

Organization	Use	Date*	Time	Charge
Food and Water Watch	Public education event regarding water issues happening across the nation	2/9/2023	7:00 PM – 8:30 PM	Classroom: \$65.00 Custodial: \$22.50 (1.5 hours)

Monthly Reports

Motion (/) Board to Approve: **#13-7**

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

Policies /Calendars

Motion (/) Board to Approve: **#14-7**

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

- 6010 Goals and Objectives
- 6111 School Calendar
- 6112 School Day
- 6114 Emergencies and Disaster Preparedness
- 6115 Ceremonies and Observances
- 6121 Nondiscrimination, Affirmative Action
- 6122 Articulation
- 6140 Curriculum Adoption
- 6141 Curriculum Design, Development
- 6141.2 Recognition of Religious Beliefs and Customs
- 6141.5 Advanced Placement
- 6142 Subject Fields
- 6142.1 Family Life Education
- 6142.2 ESL, Bilingual
- 6142.4 Physical Education and Health
- 6142.4 R Phys. Ed. & Health (Dating Violence)
- 6142.6 Basic Skills
- 6142.9 Arts
- 6142.10 Internet Safety and Technology
- 6142.11 R Acceptable Use of the Internet
- 6142.12 Career and Technical Education
- 6142.13 HIV Prevention Education
- 6143 Curriculum Guides
- 6143.1 Lesson Plans
- 6144 Controversial Issues
- 6144 P2 Controversial Issues

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- 6144 P3 Controversial Issues
- 6145 Extracurricular Activities
- 6145.1, 6145.2 Intramural, Interscholastic Competition
- 6145.1, 6145.2 Opioid Fact Sheet Sign-Off, Exhibit
- 6145.3 Publications
- 6146 Graduation Requirements
- 6146 R Graduation Requirements Opt. Learning Exp,
- 6146.1 Acceleration Kindergarten to 8th Grade
- 6146.1 Regulation, Acceleration Grade 1 to Grade 8
- 6146.2 Promotion and Retention
- 6146.2 R Promotion Retention Regulation
- 6147 Standards of Proficiency
- 6147.1 Evaluation of Individual Student Performance
- 6147.1 R Evaluation of Individual Student Performance
- 6151 Class Size
- 6153 Field Trips
- 6153 R Field Trip, Regulation
- 6154 Homework, Makeup Work
- 6156 Instructional Planning, Scheduling
- 6156.2 Retention & Promotion, Regulations
- 6160 Instructional Services and Resources
- 6161.1 Evaluation and Selection of Instructional Materials
- 6161.2 Complaints Regarding Instructional Materials
- 6161.2R Complaints Regarding Instructional Materials
- 6162.4 Community Resources
- 6162.5 Research
- 6163.1 Media Center, Library
- 6164.1 Intervention and Referral
- 6164.2 Guidance Services
- 6164.4 Child Study Team
- 6171 Special Instructional Programs
- 6171.1 Remedial Instruction
- 6171.2 Gifted and Talented
- 6171.3 Title 1_Family Engagement (Approved Sept 2022)
- 6171.4 E Procedural Safeguard Statement
- 6171.4 R Special Education Screening
- 6171.4 Special Education
- 6171.5 Speech Correction
- 6171.7 Section 504
- 6172 Alternative Education Programs
- 6173 Home Instruction
- 6178 Early Childhood Education, Preschool
- 6200 Adult, Community Education
- 6300 Evaluation of the Instructional Program

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Miscellaneous

Motion (/) Board to Approve: **#15-7**

1. Board to approve the following Clinical Practice Placements from Rowan University:

Clinical Intern	Education Major	Placement School	Dates	Placement Requirements	Teacher/Grade Level
Tiasia Tatem	Counseling	Salem Middle School	01/17/2023 – 04/27/2023	70 hours	Rebecca Elder – School Counselor

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.

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 January 4, 2023 meeting of the Salem City Board of Education at _____.