

*February 11, 2015 Minutes*

**Salem City Board of Education  
Salem, New Jersey 08079  
Board of Education Meeting  
February 11, 2015**

A meeting of the Salem City Board of Education is called to order at 6:04PM in the Salem High School Library located at 219 Walnut Street in Salem, New Jersey 08079.

Adequate notice of this meeting has been provided in the local news media and in 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:** Led by Yuenge Groce

**Board Members**

Carol Adams	Julian LeFlore	Joan Hoolahan
Christopher Colon	Yuenge Groce	Stephanie Walsh (Arrives at 6:08)
Daffonie Moore	Katrina Tatem	Heidi Holden (Absent)

**District Representatives:**

Quinton: Richard Watson

**Administrators:**

Dr. Patrick Michel, Superintendent	Pascale DeVilmé, Principal-Salem Middle School
Deborah Piccirillo, School Business Administrator	Will Allen, Vice Principal-Salem Middle School (Absent)
Pamela Thomas, Director of Special Services	Michele Beach, VP Salem Middle School
Linda Del Rossi, Supervisor Literacy/SS PreK-12	Syeda Woods, Principal John Fenwick School
John Mulhorn, Principal, Salem High School	Sharen Cline, Supervisor Early Childhood
Jennifer Pell, VP Salem High School	
Darryl Roberts, VP Salem High School	

**OTHERS:** Mr. Barbour - Solicitor

Dr. Theodore Johnson – Consultant

1. Swearing in newly elected Board of Education members:

Led by Mr. Roger Barbour

Daffonie Moore                      Katrina Tatem                      Stephanie Walsh

\*Code of Ethics was reviewed/passed out by our Solicitor Roger Barbour

**AUDIENCE PARTICIPATION: None**

**PRESENTATION**

**PRESENTATION**

**Students of the month for February 2015:**

Salem High School	Ezekiel Patterson	Presented by Mr. Mulhorn 9 <sup>th</sup> Grade Class
	Michael Kamenakis	Presented by Mr. Mulhorn 11 <sup>th</sup> Grade Class
John Fenwick Academy	Harmony Wilmore	Presented by Ms. Woods, Ms. Sharon-Paris Kindergarten Class
	Cameron Vile	Presented by Ms. Woods Ms. Lauren Conroy Kindergarten Class
Salem Middle School	Quadier Adams	Presented by Ms. Devilmé' Mr. Lee 7 <sup>th</sup> Grade Class
	Ashantie Wright	Presented by Ms. Devilmé' Mrs. Tortella 7 <sup>th</sup> Grade Class

**Staff Member(s) of the month for February 2015:**

Salem Middle School - Sandra Laubengeyer – School Nurse

**BOARD COMMITTEE REPORTS**

Personnel, Joan Hoolahan, Agrees with the Superintendent's recommendations.

6:08 Stephanie Walsh Arrives

**PRINCIPALS'/ADMINISTRATORS' REPORTS AND COMMENTARY**

Ms. Syeda Woods, Mrs. Pascale Devilmé' and Mr. John Mulhorn updated the board with each schools reports.

**SUPERINTENDENT'S COMMENTS/REPORTS**

PARCC schedules have been set for testing. Science Labs have been setup as testing areas. Keyboard software is being taught to the students.

Motion (Colon\Hoolahan) Board to approve regular and executive minutes of January 7, 2015 Board of Education meeting.

**Motion unanimously approved**

**BOARD SECRETARY/BUSINESS ADMINISTRATOR REPORTS**

**Board Reports (Exhibit A)**

Motion (Colon\Hoolahan) To approve the Board Secretary's reports in memo: #2-A-E-8/DIST\*.

- 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 December 2014.
- B. \*Pursuant to N.J.A.C. 6A:23A-16.10 (c) 3, I certify for the month ending December 2014 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 December 2014 as follows:

- |    | Board Secretary   | Date |
|----|---|------|
| C. | *Treasurer's Report in accordance with 18A:17-36 and 18A:17-9 for the month of December 2014 The Treasurer's Report and Secretary's Report are in agreement for the month of December 2014 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 December 2014 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:<br>From the General Account for Balance as summarized on attached board memo(s)<br>To approve Purchases Report for January 2015 <b>\$ 85,263.77</b><br>To approve Payment of Bills for February 2015<br><b>General Account \$ 809,785.90    Food Service \$93,030.74</b>   |      |

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Confirmation of payrolls for January 2015

<b>January 15, 2015</b>	General Acct. Transfer	<b>\$733,033.63</b>
<b>January 30, 2015</b>	General Acct. Transfer	<b>\$693,854.06</b>

**Motion unanimously approved**

**Miscellaneous**

Motion (Colon/Hoolahan) Board to Approve: **#2-G-8/DIST**

1. Board to approve the submittal to the NJDOE: HIB Investigations, Trainings and Programs and EVVRS Data Report for Report Period #1 July 1, 2014 through December 31, 2014.
2. Request board approval of the tuition rates for the 2015-2016 school year and board approval to contract with the sending districts at the following estimated per pupil rates.

Preschool/Kindergarten	\$14,000	Multiple Disabilities	\$20,000
Grades 1-5	\$14,500	Preschool Disabled-Full Time	\$20,000
Grades 6-8	\$15,500	Resource Room	\$25.40/per hour
Grades 9-12	\$18,500	Extended School Year	\$3,500

3. Board to approve receiving the following homeless students from Trenton City School District for the 14-15 SY effective December 18, 2014.

<u>Initials</u>	<u>Grade</u>	<u>Tuition Revenue</u>
Z.L.	K	\$8,633

Board to approve sending the following homeless students to Vineland School District for the 14-15 SY:

<u>Initials</u>	<u>Grade</u>	<u>Tuition Expense</u>	<u>Effective</u>
N.M.	3	\$10,894.50	11/13/14
J.M.	1	\$10,894.50	11/13/14
R.M.	1	\$10,894.50	11/13/14
N.M.	PK	\$8,375.40	01/05/15
R.C.	2	\$4,196.40	10/02/14-12/23/14
R.C.	3	\$4,196.40	10/02/14-12/23/14
A.G.	6	\$16,952.00	09/04/04
J.G.	8	\$16,952.00	09/04/04

4. Board to approve the following staff to be expensed to the IDEA Part B Preschool Grant #20-253-100-106-00-BUS: Erin Ecret 33% of total salary of \$20,475

**Motion approved by roll call vote of 9-0-0; Ayes: Adams, Colon, Hoolahan, LeFlore, Moore, Tatem, Walsh, Watson, and Groce. Nays: 0 Abstain: 0**

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**STUDENT MATTERS HIGH SCHOOL**

**A. Field Trips #4-A-8/HS**

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

1. Board to approve the following High School field trips:

FBLA State Leadership Conference East Brunswick NJ 3:00 pm (2/25/15) 6:00 pm (2/27/15)	2/25/15 2/27/15 1 student	Mrs. Landolfi 1 bus All other cost paid by Perkins Fund
FBLA State Leadership Conference East Brunswick NJ 7:30 am (2-26-15) 6:00 pm (2/27/15)	2/26/15 2/27/15 8 students	Mrs. Landolfi, Mrs. Poinsett 2 bus 4 substitutes All other cost paid by Perkins Fund Registration - \$630 #20-361-100-800-00-SPP Hotel/Food- \$1,244.88 #20-361-100-800-00-SPP
Salem County Science Fair set up Carneys Point NJ 11:00 am – 1:00 pm	2/26/15 30 students	Mr. Ferguson 1 bus
Salem County Science Fair judging Carneys Point NJ 8:00 am – 2:15 pm	2/26/15 30 students	Mr. Ferguson 1 bus 1 substitute
Salem County Honors Choir/Band Pennsville High School Pennsville NJ 8:30 am – 2:15 pm	3/18/15 4/01/15 19 students	Mr. Botbyl, Ms. Murray 2 substitutes 2 buses
NYC Theatre Trip New York NY 6:30 am – 10:00 pm	3/26/15 50 students	Mr. Botbyl, Mrs. C-Pierangeli, Mrs. Hudock, Mrs. Irvine, Mr. Mellon, Ms. Murray, Mrs. Poinsett 7 substitutes (All expenses including the bus are paid by the student and fundraisers \$150/ea)
Salem County Honors Choir/Band Pennsville High School Pennsville NJ 5:30 pm – 9:00 pm	4/01/15 4/01/15 19 students	Mr. Botbyl, Ms. Murray 1 bus
Costs: Substitutes: \$1750.00 Transportation: \$1761.36		Various Accounts #15-000-270-512-03-SHS

**Motion unanimously approved**

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**B. Home Instruction: In/ out of district/residential**

Motion (Colon/Hoolahan) Board to Approve: **#7-C-8/DIST**

1. Board to approve the following home instruction and out of district students:

<b>Student ID</b>	<b>Health Care/teacher</b>	<b>Costs (Prorated)</b>	<b>Effective Date</b>	<b>Account #</b>
01280085	A Step Ahead Bridgeton	\$29/hr 2 hr/5 days/wk	01/06/15 4-6 months	#11-219-100-320-00-CST
01270082	A Step Ahead Bridgeton	\$29/hr 2 hr/5 days/wk	01/06/15 4-6 weeks	#11-150-100-320-00-BUS
01210005	Kennedy University Hospital	\$396.00 \$44/hr x 9 hrs	01/22/2015 02/03/2015	#11-150-100-320-00-BUS
01240110	The Rockford Center	\$44/hr \$1,232.00	01/12/15 03/2/15	#11-219-100-320-00-CST
5944984368	SCSSD/Cumberland 1-1 Aide	\$42,850. \$37,400.	01/28/15 06/30/15	#11-000-100-565-00-BUS #11-000-100-565-00-BUS
01170056	Ranch Hope	\$35/hr 2 hr/5 days/wk	01/05/15 TBD	#11-150-100-320-00-BUS
01210012	The Rockford Center	\$44/hr \$1,232.	01/29/15 02/13/15	#11-150-100-320-00-BUS
01220015	A Step Ahead Bridgeton	\$29/hr 2 hr/5 days/wk \$1740.	01/27/15 03/10/15	#11-150-100-320-00-BUS

**Motion unanimously approved**

**STUDENT MATTERS NON-HIGH SCHOOL**

**A. Field Trips #4-A-8/NHS**

Motion (Colon\Hoolahan) Board to Approve: **#4-A-8/NHS**

1. Board to approve the following Middle School field trips:

Quinton Township School Quinton, NJ 12 noon – 2:00 pm	02/25/15 Academic League match 12 students	Dayna Cregar 1 bus
Salem Community College Carneys Point, NJ 10:30 – 11:15 am	02/26/15 Salem County Science Fair 15 students (set-up)	Allyson Bey, Christopher Lee 1 bus
Salem Community College Carneys Point, NJ 8:30 – 2.00 pm	02/27/15 Salem County Science Fair 15 students (awards)	Allyson Bey, Christopher Lee 1 bus. 2 substitutes
Lindenwold HS Lindenwold, NJ 2:00 pm – 6:30 pm	03/07/15 Music Festival 30 students (\$5.00 each)	Shaun Brauer, Irina Yurchenko, Cathy McConathey, Mrs. DeVilmé 1 bus
Franklin Institute Philadelphia, PA 8:30 am – 2:45 pm	05/22/15 Science/Geography 41 students (\$15.50 each)	Tortella, Starn, Moore, Lusby, Hughes, Weigler, Miller, Tulini, Owen Dublin1 1 sub 2 buses
Costs:	Admission cost: \$637.50 Substitutes (2): \$250.00 Substitute (1): \$125.00 Transportation: \$1,462.09	#15-190-100-500-02-SMS #15-120-100-101S-02-SMS #15-130-100-101S-02-SMS #15-000-270-512-02-SMS

**Motion unanimously approved**

**PERSONNEL DIST/ HIGH SCHOOL**

**A. Employment**

Motion (Colon\Hoolahan) Board to Approve: **#8-C-8/HS**

1. Board to approve the following substitute(s) for the 2014-2015 school year.

David Coyle	CE Teacher of Math	Theresa Marini	Substitute Certification
Mary Ann Penn	Substitute Certification	Albert Fisher IV	Substitute Certification

**Motion unanimously approved**

**B. Financial Request:**

Motion (Colon\Hoolahan) Board to Approve: **#8-D-8/HS**

1. Board to approve the following Winter 14-15 Athletic Staffing Placements:

Basketball Girls – Assistant Coach Freshman	Jaime Bacon	\$1,698
Event Staff MS - As needed	Pamela Foster	\$34/game

2. Board to approve to add Jennifer Rufino as a substitute to the Focus on Education after school program. This program focuses on students who are below grade level in literacy and math. Account #20-231-100-100F-02-SMS

3. Board to approve the following Stipend positions:

Renee Murray	Choral Advisor (Feb.-June 2015)	\$459
Jonathan Botbyl	Theatre Arts Music Director	\$1730
(Both positions are open due to Maura Schwartz resignation.)		
Renee Murray	Theatre Business Manager	\$333

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4. Board to approve the following Spring 2015 Athletic Coaching Positions:

Baseball	Head Coach	\$5,094	Sean O'Brien
Baseball	Assistant Coach (Varsity)	\$1,698	Josiah Hughes
Baseball	Assistant Coach (JV)	\$3,821	Steve Sheffield
Softball	Head Coach	\$5,094	Jamie Bacon
Softball	Assistant Coach (Varsity)	\$3,821	Charles Mellon
Softball	Assistant Coach (JV)	\$1,698	Shikeena Lynard
Tennis (Boys')	Head Coach	\$4,034	Jason Kutzura
Track (Boys')	Head Coach (Boys)	\$5,094	Dennis Thomas
Track (Boys')	Assistant Coach (Boys)	\$2,230	Montrey Wright
Track (Girls)	Head Coach (Girls)	\$5,094	Jeff James
Track (Girls)	Assistant Coach (Girls)	\$1,698	Regina Gatson

**Motion unanimously approved**

**C. Leave of Absences:**

Motion (Colon\Hoolahan) Board to Approve: **#8-E-8/HS**

1. Board to approve the following leave of absence:

Leave of Absence	Type of Leave	Leave Request	Fed Med Leave (max 90 days)	Time usage of FMLA	NJ Family Leave (max 90 days)	Time Usage of FLA	Use of Sick Days	Use of Personal Days	Unpaid Leave	Extend Leave	Return Date
AM	Medical	2/17/15 5/4/15	2/17/15 3/23/15	6wks	3/24/15 5/4/15	6 wks	25 days	N/A	3/24/15 5/4/15	N/A	5/05/2015
EP	Medical	1/9/15 2/20/15	1/9/15 2/20/15	6 wks	N/A	N/A	30 days	N/A	N/A	2/13/15 3/6/15	3/09/2015
JS	Medical	4/20/15 7/10/15	4/20/15 6/1/15	6 wks	N/A	N/A	30 days	N/A	N/A	N/A	7/13/2015
MN	Medical	2/17/15 5/4/15	2/17/15 4/1/15	7 wks	N/A	N/A	31.5 days	N/A	N/A	N/A	5/05/2015

**Motion unanimously approved**

**D. Miscellaneous:**

Motion (Colon\Hoolahan) Board to Approve: **#8-F-8/HS**

1. Board to approve to contract with the following eight musicians to perform in the pit orchestra for this year's musical, *The Wizard of Oz* to be presented on March 6 & 7, 2015. The musicians will provide 5 services (3 rehearsals/2 shows).

Ms. Amy Botbyl	Flute	Mr. Peter McCarthy	Bass
Ms. Misty Fiske	Piano	Mr. Ken Rafter	Trumpet
Mr. Jack Grimes	Clarinet	Mr. Gary Schneider	Clarinet
Mr. Matthew Martin	Percussion	Mr. Kevin Sykes	French Horn

Costs: 7 musicians x 5 services @ \$60.00/service = \$2100.00    #15-401-100-500-03-SHS  
 1 musician x 5 services @ \$60.00/service = \$300.00    #15-401-100-101-03-SHS

**Motion unanimously approved**

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**PERSONNEL Non-High School**

**A. Employment**

Motion (Colon\Hoolahan) Board to Approve: **#8-C-8/NHS**

1. Board to approve the employment of Donna Moore, JFA Para Professional to cover a Preschool maternity leave, from February 17, 2015 through May 4, 2015. Her salary will be \$51,084 BA00 prorated. Ms. Moore will return to her Para Professional position.
2. Board to approve the employment of Michael Berry for Second Grade maternity leave from February 17, 2015 through May 4, 2015. Salary will be \$51,084 BA00 prorated.

**Motion approved by roll call vote of 8-0-0; Ayes: Adams, Colon, Hoolahan, LeFlore, Moore, Tatem, Walsh and Groce. Nays: 0 Abstain: 0**

**B. Financial Request:**

Motion (Colon\Hoolahan) Board to Approve: **#8-D-8/NHS**

1. Board to approve the request for salary level increase:  
Lamont Johnson Jr. from \$18,475 Step 1 Tier 3 to \$20,475 Step 1 Tier 4 September 1, 2014  
Catherine McConathey from \$57,034 BA08 to \$59,034 MA08 January 1, 2015

**Motion approved by roll call vote of 8-0-0; Ayes: Adams, Colon, Hoolahan, LeFlore, Moore, Tatem, Walsh and Groce. Nays: 0 Abstain: 0**

**C. Miscellaneous:**

Motion (Colon\Hoolahan) Board to Approve: **#8-E-8/NHS**

1. Board to approve for AHA Heartsaver CPR/AED Training for 10 John Fenwick Academy staff members at JFA. The training will be held on February 5, 2015 @ 3:30pm. The instructor will be Ms. Tonya M. Faggins who will be paid \$55 per participant, totaling \$550.00. Funds for said training exist in the following account: 15-000-223-500-01-JFA.

**JFA staff members:**

Doreen Price	Sharon Gross	Valerie Bey	Melissa McLaughlin
Cheri Parsons	Kourtney Maurizio	Janita Eason	Lisa Marich
Debra Garvine	Ruqayyah Ali		

**Motion unanimously approved**



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**Curriculum /Professional Development**

Motion (Colon\Hoolahan) Board to Approve: **#11-7/DIST**

1. Board to approve the out of district professional development for the staff listed:

Staff Member	Building	Admin. Approving	Title	Date of Program	Location	Registration and Mileage Cost
John Bacon	Dist	Dr. Michel	National Family Engagement Summit 2015	03/12/15 03/13/15	Lynchburg, VA	Registration \$575.00 Hotel \$205.88 Meals \$153.33 15-000-211-500(01-02-03)
Linda DelRossi Robert Carpo Christopher Cuprak	Dist SHS SMS	Dr. Michel	PARCC Online Assessment 2015 Update	01/14/15	Performing Arts Center at Richard Stockton College	-0- -0-
Julie Fialkow Michele Beach	SMS	Pascale DeVilme'	Teasing and Bullying for School Safety and Climate Teams	01/29/15	New Jersey Law Center -- New Brunswick NJ	-0- -0-
Linda DelRossi Helen Hall Adam Pszwaro	Dist SHS SMS	Dr. Michel J. Mulhorn P. DeVilme'	PARCC 2014-2015 New Jersey State Administration Training	01/21/15	Ramada Inn Vineland NJ	-0- -0-
Bobbie Robinson	CST	Pamela Thomas	Annual New Jersey School Transportation Meeting	02/25/15	Clarksboro NJ	-0- \$17.23 11-000-219-592-00-CST
Karen Wright	JFS	Syeda Woods	Salem County School Counselors Association Meeting	02/20/15	Salem Community College	-0- \$6.96 15-000-223-500-01-JFS
Krystle Mullen Lauren Conroy	JFS	Syeda Woods	Conference for New Jersey Kindergarten Teachers	02/23/15	Atlantic City	\$242.00 -0- \$242.00 -0- 15-000-223-500-01-JFS
D. Thomas C. Smith L. Robinson M. Wright L. Johnson Jr.	SHS SHS SHS SMS JFA	J. Mulhorn J. Mulhorn J. Mulhorn P. DeVilme' S. Woods	NIKE Coach of the Year Clinic	03/05/15 03/06/15 03/07/15	Breinigsville PA	Registration \$375.00 (All five) 15-402-100-500-030-SHS
Julie Fialkow	SMS	P. DeVilme'	Salem County Counselor Meeting	02/20/15	Salem Community College	-0- -0-

**Motion unanimously approved (Julian LeFlore Abstained)**

**Facility Request**

Motion (Colon\Hoolahan) Board to Approve: **#12-8/DIST**

1. Board to approve the following facility request.

Organization	USE	Date	Time	Charge
Dance Expressions-Pennsville	Auditorium SHS	Thursday 6/25/15	6PM – 10 PM	Rental \$1050.00
		Saturday 6/27/15	1PM – 5 PM	Custodial \$ 350.00
		Sunday 6/28/15	5PM – 9PM	Total \$1400.00

**Motion unanimously approved**

**Monthly Reports**

Motion (Colon\Hoolahan) Board to Approve: **#13-8/DIST**

1. Board to approve monthly reports for filing:

**Motion unanimously approved**

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**Policy**

Motion (Colon\Hoolahan) Board to Approve: **#14-8/DIST**

1. Board to approve for 1<sup>st</sup> Reading of the revised/new Policy(s).  
3542.1 Wellness and Nutrition  
Board to approve for 2<sup>nd</sup> Reading and Adoption of the listed Policy(s)  
6171.45 Independent Educational Evaluations

**Motion approved by roll call vote of 9-0-0; Ayes: Adams, Colon, Hoolahan, LeFlore, Moore, Tatem, Walsh, Watson, and Groce. Nays: 0 Abstain: 0**

**Miscellaneous**

Motion (Colon\Hoolahan) Board to Approve: **#15-8/DIST**

1. Board to approve the reorganization of the Salem Middle School Parent Teacher Organization (PTO) by Ms. Kiesha Davenport, parent volunteer, for the 2014-15 school year.

**Motion unanimously approved**

**EXECUTIVE SESSION**

Motion (Adams\Hoolahan) Board to adopt the following Resolution to go into executive session at 7:10PM:

**Motion unanimously approved**

*RESOLUTION*

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: Legal.

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 (Colon\Hoolahan) Board to return to open session at 7:43PM.

**NEW BUSINESS:** None

**ADJOURNMENT**

Motion (Colon\Hoolahan) Board to adjourn the February 11, 2015 meeting of the Salem City Board of Education at 7:45PM.

**Motion unanimously approved**

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Deborah A. Piccirillo  
School Business Administrator/Board Secretary  
DAP\ds