

Board Agenda December 9, 2015

**Salem City Board of Education
Salem, New Jersey 08079
Board of Education Meeting
December 9, 2015**

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	Julian LeFlore	Joan Hoolahan
Christopher Colon	Yuenge Groce	Stephanie Walsh
Daffonie Moore	Katrina Tatem	Heidi Holden

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
Pamela Thomas, Director of Special Services	Michele Beach, VP Salem Middle School
Linda Del Rossi, Supervisor of Literacy/SS PreK-12	Syeda Woods, Principal John Fenwick Academy
John Mulhorn, Principal, Salem High School	Sharen Cline, Supervisor of Early Childhood
Jennifer Pell, VP Salem High School	Darryl Roberts, VP Salem High School
OTHERS: Mr. Barbour - Solicitor	Dr. Theodore Johnson – Consultant

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 November, 2015:

John Fenwick	Ryan Davis	Grade 2	Ms. Maurizio
	Tahirah Davenport-White	Grade 2	Mrs. Newkirk
Salem Middle School	James Carter	Grade 5	Ms. Eck
	Andrew Rivera	Grade 5	Ms. Tortella
Salem High School	Amani Justice	Grade 11	Ms. Woodlock
	Eddie Burden	Grade 9	Ms. Lynard

Staff Member(s) of the month for November, 2015:

John Fenwick Academy- Krystle Mullen – Kindergarten Teacher

PRESENTATIONS

BOARD COMMITTEE REPORTS

PRINCIPALS'/ADMINISTRATORS' REPORTS AND COMMENTARY

SUPERINTENDENT'S COMMENTS/REPORTS

Motion (/) Board to approve regular and executive minutes of November 11, 2015 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-6/DIST***.

1. *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 October, 2015.
2. *Pursuant to N.J.A.C. 6A:23A-16.10 (c) 3, I certify for the month ending October, 2015 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
3. 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 October, 2015 as follows:

Board Secretary

Date

4. *Treasurer’s Report in accordance with 18A:17-36 and 18A:17-9 for the month of October, 2015. The Treasurer’s Report and Secretary’s Report are in agreement for the month of October, 2015 pending audit.
5. Pursuant to N.J.A.C. 6A: 23A-16.10 (c) 4, the Salem City Board of Education certifies for the month ending September, 2015 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.

6. 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 **November, 2015 \$200,063.89**

To approve Payment of Bills for **December 2015**
 General Account **\$804,823.14** Food Service **\$138,428.00**

Confirmation of payrolls for November 2015
November 13, 2015 General Acct. Transfer **\$677,463.66**
November 30, 2015 General Acct. Transfer **\$706,218.16**

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Miscellaneous

Motion (/) Board to Approve: **#2-G-6/DIST**

1. Board to approve to return the unspent funds from the SBYS grant from the 2014-2015 school year in the amount of \$1,603.96.
2. Board to approve to pay Kevin P. McCann \$1,390.50 for professional services rendered in matter of the Estate of Forman S. Action, Deceased.
3. Board to approve services through Collegewise (Christopher La Bounty) for our Salem High School Junior Program. (Anticipated Forman Foundation reimbursement)
Itemized costs for the period 1-15-2016- through 6-15-2016

	Cost	# of students	Total Cost
Junior student Program	\$2500	44	\$110,000.00
4. Board to approve the Curriculum Audit Proposal from Go Teach Consultants, LLC.
Go Teach Consultants purpose the following focus areas for the external audit at the Salem Middle School: Total cost of the audit is \$9,900.
Classroom observation of middle school instruction
Assessment of student learning
5. Board to approve services through The Princeton Review for our Salem High School students to prepare them for ACT testing. (Anticipated Forman Foundation reimbursement)
Total cost for the period February-2016- through August-2016 is \$31,500.00

STUDENT MATTERS HIGH SCHOOL

Motion (/) Board to Approve: **#4-A-6/HS**

1. Request approval for the following HS field trips:

5 th Annual Boys to Men Conference Montclair University Montclair NJ 7:00 am – 4:00 pm	March 18, 2015 35 students	Mr. Bacon, Mr. Hunt, Mr. Smith, Mr. Wright 1 bus (double)
Costs	Bus: \$484.92	15-000-270-512-03-SHS

2. Board to approve a Winter Cheerleading camp to be conducted by the A & R Instruction at a cost of \$1575 to be held on December 5, 12 and 13, 2015. Account # 15-402-100-500-03-ATH

Home Instruction: In/ Out of District/Residential

Motion (/) Board to Approve: **#7-C-6/DIST**

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

Student ID	Health Care/Teacher	Costs (Prorated)	Dates	Account #
01170056	Transition Program Brookfield School	\$29.00 hour	10/15/2015	11-150-100-320-00-BUS

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01290088	A Step Ahead	\$29.00/hr 10 hrs/wk	11/12/2015	11-150-100-101-00-BUS
7525980954	SCSSSD Alternative School	\$18,000.00	11/18/15- 6/30/16	11-000-100-563-00-BUS
5013567974	Hampton Academy	\$46,868.00	12/3/15 6/30/16	11-000-100-566 -00-BUS
9304296991	SCSSSD Upper Pittsgrove ASD Program	\$39,202.00	12/8/15 6/30/16	11-000-100-565-00-BUS
7900152657	Creative Achievement	\$41,605.00	12/14/15 6/30/16	11-000-100-566-00-BUS

STUDENT MATTERS Non HIGH SCHOOL

Motion (/) Board to Approve: **#4-A-6/NHS**

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

Sheraton University City Hotel MS Student Leadership Institute Phila., PA	December 3, 2015 10 students	Mr. Pszwaro, Ms. Stanton, Intern 1 bus
Costs	Bus: \$208.87	

Miscellaneous

Motion (/) Board to Approve: **#7-A-6/NHS**

1. Board to approve for NM daughter of Mrs. Katrina Maddox a Kindergarten Para-Professional at John Fenwick Academy to attend JFA Pre-School Program for the remainder of the 2015-2016 school year.

PERSONNEL DIST/ HIGH SCHOOL

Employment

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

1. Board to approve the following Substitute(s) (returning) for 15-16 SY

Tatiana Paris	Sub Cert
Daniel Schiavo	CE Elementary K-6
Megan Reino	Standard TOH
Anna Poliski	Sub Cert
Jancy Pitts	Pre School Grade 3 standard
2. Board to approve the employment of Harold O’Neil, Jr. as Interim School Business Administrator for the Salem City School District. Start date will be December 10, 2015 at a per diem rate of \$500 per day.

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PERSONNEL Non-High School

Financial Request:

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

1. Board to approve the additional health waivers for 2015-2016.

Name	Annual Amount	Account #	December Payment
Katrina Maddox	\$7,131.32	15-000-291-290-01-JFS	\$1,782.82
Krystle Mullen	\$10,697.00	15-000-291-290-01-JFS	\$5,348.50
Jeffrey Sanders	\$7,131.32	15-000-291-290-02-SMS	\$1,782.82

2. Board to approve the following Winter 2015-2016 Support Staff:

Event Staff HS As Needed \$34/game Jacquelyn Thompson

3. Board to approve the following 2014-2015 membership reimbursement:

NJPSA

Syeda Woods	\$950	Pamela Thomas	\$820	Will Allen	\$820
John Mulhorn	\$820	David Suiter	\$82	Darryl Roberts	\$820
Jennifer Pell	\$820	Sharen Cline	\$820	Michele Beach	\$820
Pascale DeVilme	\$820	Linda DelRossi	\$820		

Miscellaneous

Shaun Brauer	MENC Music Educators	\$122
Jane Luzzo	NAEYC National Assoc. for the Education of Young Children	\$ 66
Sharen Cline	NAEYC National Assoc. for the Education of Young Children	\$110
Barry Weiss	Boiler License	\$ 80
Loretta Zink	NJ Association of School Librarians	\$ 65
Carla Kelley	International Literacy Association	\$ 39
Linda Barbara	International Reading Association	\$ 59
Bruce Ferguson	National Science Teachers Association	\$ 69
	American Chemical Society	\$213

4. Board to approve for the following employee's tuition reimbursement for the Spring/ Summer Semester.

Dale Primas-Garner	\$3888.00
Robin Winrow	\$ 927.35

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5. Board to approve the salary increases for the Non-Unit Staff for the 2015-2016, 2016-2017 and the 2017-2018 school years as follows:
 Additional agreement: When July 4th falls on a Friday or weekend it will be recognized for those days **only**. Not the following Monday.

NON-UNIT STAFF			2% Incr	3% Incr	2% Incr		
Last Name	First Name	Job Title	15-16 Salary	16-17 Salary	17-18 Salary	*Executive Salary	Stipend
Bacon	John	Truancy Officer	52,346	53,916	54,994		
Jones	Linda	Treasurer	3,835	3,950	4,029		
Shimp	Jennifer	District Accountant	61,734	63,586	64,858		Homeless 2,000
Struss	Donna	Sec. for Board Secretary	41,016	42,246	43,091	612	
Trout	Jacalyn	Sec. for Superintendent	46,610	48,008	48,968	1,209	SEMI 3,000
Winrow	Robin	Payroll Accountant	51,527	53,073	54,134		
Garner	Dale	Transition Coach	62,303	64,172	65,455		
Keen	Dave	Tech. Coordinator	94,458	97,292	99,238		
Sumiel	Keith	Supervisor of Custodians	46,179	47,564	48,515		
Jetter	Ina	Dir. SBYS	68,555	70,612	72,024		
Wright	Montrey	Support	40,800	42,024	42,864		
Pitts	Theresa	Secretary	37,685	38,816	39,592		
Carp	Robert	Information Tech.	39,350	40,531	41,342		
Smith	Cameron	Family Coach Specialist	62,198	64,064	65,345		
Cuprak	Christopher	Information Tech.	69,308	71,387	72,815		

6. Board to approve the Tentative Agreement between the Salem City School District BOE and the Salem City Association of School Administrators (SCASA): Pending Ratification.

Increases as follows:

School Year	2015-2016	2.00% (with retro)
	2016-2017	2.96%
	2017-2018	2.04%

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Curriculum /Professional Development

Motion (/) Board to Approve: **#11-6/DIST**

Staff Member	Building	Admin. Approving	Title	Date of Program	Location	Registration and Mileage Cost
Mark Anderson Deanna Livingston	JFA	Ms. Woods	2016 Conference for NJ Kindergarten Teachers	2/23/16	Atlantic City, NJ	\$242.00 \$242.00
Adam Pszwaro	SMS	Mrs. DeVilme	Salem County School Counselors Association Meeting	12/18/15	Rowan College at Gloucester County	-0- 0-
Paul Bartholomew John Mulhorn	SHS	John Mulhorn	Project Lead the Way Conference	1/13/16	Rowan University	-0- -0-
Melissa McLaughlin	JFA	Ms. Woods	SPARK ABC's Training	1/29/16	Rutgers Coop. Extension Clayton NJ	-0- -0-
Joseph Cole	DO	Deborah Piccirillo	Boiler Operation-Low Pressure Course	1/7/16	Holiday Inn Bridgeport, NJ	-0- -0-

2. Board to approve the following Field Experience Request at John Fenwick Academy:

Student Name	School	Report Time	Cooperating Teacher
Ms. Jimenez	JFA	70 hrs	Mr. Anderson and Ms. Wright

All hours for this request will be done during after school hours - Per Ms. Woods

Facilities Request

Motion (/) Board to Approve: **#12-6/DIST**

Organization	Use	Date	Time	Charge
Mt. Pisgah Church	Kitchen Cafeteria SHS	1/16/16 Set up 1/18/16 Event	10 am-12pm 8AM-11:30AM	Rental \$
				Custodial \$350.00
				Total \$350.00
Salem Midget Football Kids Pageant	Auditorium	3/19/2016	12PM-5PM	Rental \$450.00
				Custodial \$200.00
				Total \$650.00
Salem Midget Football Chinese Auction	Cafeteria	3/18/2016	5PM-9PM	Rental \$100.00
				Custodial \$ 75.00
				Total \$175.00
Salem Midget Football Sports Banquet	Cafeteria	2/13/2016	12PM-5PM	Rental \$100.00
				Custodial \$150.00
				Total \$250.00
Mannington School Holiday Program	Auditorium	12/16/2015	8AM-9PM Rehearsal & Program	Rental \$Waived
				Custodial \$
				Total \$

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Monthly Reports

Motion (_____ / _____) Board to Approve: **#13-6/DIST**

Policy/Job Descriptions

Motion (_____ / _____) Board to Approve: **#14-6/DIST**

1. Board to approve the 2nd Reading and Adoption of the following board policy(s).
This address the Corrective Action Plan Federal Audit finding.
3335 Business & Non-Instructional Operations
2. Board to approve the Salem City Board of Education meetings for 2016, meetings will be held the 2nd of Wednesday of the month, unless otherwise noted and will take place the Salem High School Library at 6:00 pm.

Wednesday January 6, 2016* Reorganization
Wednesday February 10, 2016
Wednesday March 9, 2016
Wednesday April 13, 2016
Wednesday May 4, 2016* Public Hearing
Wednesday June 8, 2016
Wednesday July 13, 2016
Wednesday August 10, 2016
Wednesday September 14, 2016
Wednesday October 12, 2016
Wednesday November 9, 2016
Wednesday December 14, 2016

* 1st Wednesday of the month

EXECUTIVE SESSION

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

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: _____

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.

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RETURN TO REGULAR SESSION

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

NEW BUSINESS:

Motion (/) Board to Approve:

ADJOURNMENT

Motion (/) Board to adjourn the December 9, 2015 meeting of the Salem City Board of Education at _____.