

*Minutes January 6, 2016*

**Salem City Board of Education  
Salem, New Jersey 08079  
Board of Education Meeting  
January 6, 2016**

A meeting of the Salem City Board of Education is called to order at 6:05 p.m. by Mr. Harold E. O'Neil Jr. 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 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	Joan Hoolahan	Stephanie Walsh (Arrive 6:10)
Christopher Colon	Yuenge Groce	Heidi Holden
Daffonie Moore (Absent)	Katrina Tatem (Arrive 6:10)	Laquendala Bentley

**District Representatives:**

Quinton: Richard Watson (Absent)

**Administrators:**

Dr. Patrick Michel, Superintendent	Pascale DeVilmé, Principal-Salem Middle School
Harold O'Neil Jr., Interim School Business Administrator	Will Allen, Vice Principal-Salem Middle School (Absent)
Pamela Thomas, Director of Special Services	Michele Beach, VP Salem Middle School (Absent)
Linda Del Rossi, Supervisor of Literacy/SS PreK-12	Syeda Woods, Principal John Fenwick Academy (Absent)
John Mulhorn, Principal, Salem High School	Sharen Cline, Supervisor of Early Childhood
Darryl Roberts, VP Salem High School	
Jordan Pla, VP Salem High School	

**OTHERS:** Mr. Barbour - Solicitor Mr. DiMaggio Solicitor Assistant Dr. Theodore Johnson – Consultant

**Reorganization of Board Members**

1. Swearing in newly elected Board of Education members and sending districts:  
Mr. Barbour, Board Solicitor swore in returning board members; C. Colon, H. Holden, and C. Adams  
New board member Laquendala Bentley was sworn in.

2. Roll Call:

Carol Adams	Joan Hoolahan	Laquendala Bentley
Christopher Colon	Daffonie Moore (Absent)	Richard Watson (Absent)
Yuenge Groce	Katrina Tatem	
Heidi Holden	Stephanie Walsh	

3. Reorganization of the Board of Education:

Election of officers:

a. President

Motion (Groce\Holden) Board to open the nominations for the position of President.

**Motion unanimously approved**

Motion (Colon\Holden) Board to nominate to serve as President.

Mrs. Yuenge Groce

**Motion unanimously approved**

Motion (Colon\Holden) Board to close the nominations for President.

**Motion unanimously approved**

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Board voted by a roll call vote of 8-0 to elect Yuenge Groce as President of the Salem City Board of Education from January 6, 2016 for one year or until his/her successor is elected and shall qualify.

Mrs. Yuenge Groce assumed chair.

b. Vice President

Motion (Colon\Holden) Board to open the nominations for the position of Vice President.

**Motion unanimously approved**

Motion Colon\Tatem) Board to nominate to serve as Vice President.

Sister Carol Adams

**Motion unanimously approved**

Motion (Colon\Holden) Board to close the nominations for Vice President.

**Motion unanimously approved**

Board voted by a roll call vote of 8-0 to elect Carol Adams as Vice President of the Salem City Board of Education from January 6, 2016 for one year or until his/her successor is elected and shall qualify.

Code of Ethics

Motion (Colon\Holden) Board to adopt the New Jersey School Board Member Code of Ethics, with presentation by Attorney Roger Barbour, signature on file at Board Office.

c. Appointment of Committees:

Board to establish the following Board of Education Committees with committee members pending the review and reappoint by the seated president:

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

d. NJSBA Delegate:

Board to approve the appointment of a Salem City Board of Education member as the NJSBA Delegate.

Name: \_\_\_\_\_

Alternate: \_\_\_\_\_

To be determined by Board President Yuenge Groce at a later time.

**AUDIENCE PARTICIPATION: NONE**

**SUPERINTENDENT'S COMMENTS/REPORTS**

Dr. Michel; presented to the Board and the Public a summary and explanation of sending districts tuition and how it is determined. HE also indicated that it is recommending that tuition for grade 9-12 regular education students to be reduced to \$18,000 per pupil. This will be discussed and voted on at the February, 2016 board meeting.

**PRESENTATION**

**Students of the month for December, 2015:**

Presented by Ms. Sharen Cline	JFA	Arianna Myers	Kindergarten	Ms. Livingston
Presented by Ms. Sharen Cline	JFA	Da'Mon Banks	Kindergarten	Ms. Pastor
Presented by Mrs. DeVilmé	SMS	Divine Lewis	Grade 6	Ms. Fericola
Presented by Mrs. DeVilmé	SMS	Jamal Helton	Grade 6	Ms. Fericola
Presented by Mr. Roberts	SHS	James Tunis	Grade 12	Mr. DeStefano
Presented by Mr. Roberts	SHS	Tatiana Williams	Grade 12	Ms. Vengenock

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

Presented by Ms. Pamela Thomas, Child Study Team – Josiah Hughes Special Education Teacher at SMS.

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Mr. John Mulhorn, Salem High School Principal presented Tanner Humphries and Adam Dodds who received their graduation certificated from the International Baccalaureate Program. These students are the first two students in South Jersey to graduate from the program.

**PRESENTATIONS**

Auditors – Presentation of the School Audit: Did not show

BOWMAN & COMPANY LLP, Michael J. Welding, CPA, RMA, Partner, Shawn M. Glynn, CPA, Supervisor

**BOARD COMMITTEE REPORTS: NONE**

**PRINCIPALS'/ADMINISTRATORS' REPORTS AND COMMENTARY: NONE**

Motion (Colon\Holden) Board to approve regular and executive minutes of 12/9/15 Board of Education meeting.

**Motion unanimously approved voice 8-0**

**BOARD SECRETARY/BUSINESS ADMINISTRATOR REPORTS**

**Board Reports (Exhibit A)**

Motion (Colon\Hoolahan) To approve the Board Secretary's reports in memo: **#2-A-E-7/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 November, 2015.
2. \*Pursuant to N.J.A.C. 6A:23A-16.10 (c) 3, I certify for the month ending November, 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 November, 2015 as follows:

<u>Board Secretary</u>	<u>Date</u>
4. *Treasurer's Report in accordance with 18A:17-36 and 18A:17-9 for the month of November, 2015. The Treasurer's Report and Secretary's Report are in agreement for the month of November, 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 November, 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 <b>December, 2015</b> <b>\$389,224.43</b> To approve Payment of Bills for <b>January, 2016</b> General Account <b>\$805,076.51</b> Confirmation of payrolls for December 2015 <b>December 15, 2015</b> General Acct. Transfer <b>\$952,298.62</b> <b>December 23, 2015</b> General Acct. Transfer <b>\$670,220.37</b>	

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- a) Move that the Business Administrator be authorized to process additional invoices for payment for the current month with Board confirmation at the next regular board meeting.

Added Motion:

7. Board to approve the 2014-2015 comprehensive Annual Financial Report (CAFR) with no corrective action plan. The audit synopsis was available for the public.

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

**Miscellaneous**

Motion (Colon\Holden) Board to Approve: **#2-F-7/DIST**

1. Board to approve sending the following homeless students to the Vineland City School District for the 15-16 School Year:

<u>Initials</u>	<u>Grade</u>	<u>Tuition Expense</u>	<u>Effective Dates</u>
B.C.	2 <sup>nd</sup>	\$13,517.02	9/9/15-6/30/16
A.G.	7 <sup>th</sup>	\$ 82.71	9/3/15
J.G.	9 <sup>th</sup>	\$ 80.16	9/3/15
N.M.	4 <sup>th</sup>	\$3,436.65	9/3/15-11/12/15
R.M.	2 <sup>nd</sup>	\$3,436.65	9/3/15-11/12/15
J.M.	SLD/2 <sup>nd</sup>	\$4,257.00	9/3/15-11/12/15
N.M.	K	\$3,324.85	9/3/15-11/12/15

Board to approve receiving the following homeless student from the Black Horse Pike Regional School District for the 15-16 SY:

<u>Initials</u>	<u>Grade</u>	<u>Tuition Revenue</u>	<u>Effective Dates</u>
R.H.	11 <sup>th</sup>	\$13,567	11/23/15-6/30/16

2. Board to approve the Preschool Education Aid (PEA) budget for the 2016-2017 school year, in the amount of \$2,191,125.00.  
Board to approve the Preschool Program Update 2016-2017.
3. Board to approve the submittal of the New Jersey Single Accountability Continuum –Long Term Planning for the 2015-2016 to the State of New Jersey. (as attached)
4. Board to accept and approve the 2014-2015 Comprehensive Annual Financial Report (CAFR), audit synopsis as presented and discussed. There is no Corrective Action Plan required since there are no audit comments or recommendations.
5. Board to approve to contract with The Foundation for Educational Administration and the Salem City school District to provide 3 hours of training covering the following:  
School Law Update  
Costs: \$2000.00 Training will be held January 6, 2016 from 9:00 am to 12:00 pm

**Motion unanimously approved voice 8-0**

**STUDENT MATTERS HIGH SCHOOL**

Motion (Colon\Holden) Board to Approve: **#4-A-7/HS**

1. Request approval for the following HS field trips:

FBLA Regional Summit Bridgewater Raritan HS 6:45 am – 2:30 pm	January 15, 2016 1 student	Mrs. Landolfi 1 bus
FBLA Regional Summit North Burlington Regional HS 7:40 am – 2:30 pm	January 21, 2016 15 students	Mrs. Landolfi 1 bus

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William Paterson University Tour Wayne NJ 8:30 am – 2:30 pm	February 3, 2016 30 students	Mrs. Gatson, Ms. Hall, Mr. Hunt No cost to district sponsored by NJ Educational Talent Search
Costs	Buses - \$484.92	15-000-270-512-03-SHS

2. Board to approve for John Fuga of Steered Straight to conduct 8 group sessions with freshman and sophomore male students. These sessions shall be beginning on January 8, 2016. Each session will be held on Fridays at a cost of \$50.00 per session.  
January 8, 15, 22, 29, 2016, **Motion unanimously approved voice 8-0**

**Home Instruction: In/ Out of District/Residential**

Motion (Colon\Holden) Board to Approve: **#7-C-7/DIST**

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

Student ID	Health Care/Teacher	Costs (Prorated)	Dates	Account #
01240148	A Step Ahead	\$29/pr/hr \$812.00	12/2015	11-219-100-320-00-CST
7900152657	Melissa Skinner	\$29/hr 10 hrs/wk	11/2/15 12/7/15	11-219-100-101-00-CST
5013567974	Dwayne Humenik	\$29/hr 10 hrs/wk	11/10/15 12/3/15	11-219-100-101-00-CST
EC	GCSSSD Shady Lane Dev. Center	\$35,640.00 \$3,000.00 Out of County Fee	1/16 (TBD) 6/30/16	11-000-100-565-00-BUS
4381524546	A Step Ahead Program	\$29/hr 10 hrs/wk	12/16/15 4-6 weeks	11-000-219-320-00-CST

**Motion unanimously approved voice 8-0**

**STUDENT MATTERS Non HIGH SCHOOL**

Motion (Colon\Holden) Board to Approve: **#4-A-7/NHS**

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

Richard Stockton University Galloway NJ 8:45 am – 2:00 pm	January 27, 2016 75 students/college tour Grade 8 - 1 sub 3 buses	Mr. Pszwaro, Ms. Stanton, Ms. Bey, Mr. Dixon, Ms. Owen, Mr. Oberman, Ms. Montgomery
Toms River HS Six Flags Great Adventure 7:00 am – 9:30 pm	May 20, 2016 Choral Competition 75/students \$70 p/p cost	Mr. Brauer, Mr. Lindsey, Ms. McConathey, Ms. Howard, Ms. Allen 1 sub 2 buses
Bernard Jacobs Theatre NY, NY 10:00 am – 9:00 pm	June 1, 2016 8 <sup>th</sup> Grade Choir members 17 students \$90 p/p costs	Mr. Brauer, Mr. Lindsay, Ms. DeVilme, Ms Patterson 1 sub 1 coach bus
Costs	Substitutes: \$375.00 Transportation: \$1462.09	15-120-100-101S-02-SMS 15-000-270-512-02-SMS

**Motion unanimously approved voice 8-0**

**PERSONNEL / NON-HIGH SCHOOL**

**Financial Request**

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Motion (Colon\Holden) Board to Approve: **#8-D-7/NHS**

1. Board to approve for John Breslin, Jack Grimes and Melissa McLaughlin to conduct after school practices for chorus, school plays and videos for the concerts and plays that take place at JFA during the 2015-2016 school year. Practices will occur on various days for one hour each day at a rate of \$26/hr, not to exceed \$2500. Account #15-401-100-100-01-JFS

**Motion unanimously approved voice 8-0**

**PERSONNEL / Dist-HIGH SCHOOL**

**Employment**

Motion (Colon\Holden) Board to Approve: **#8-D-7/DIST**

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

Michael Hughes	Sub Certification
Bill Martell	Special Ed Certification
Shannonlee Reese	RN

**Motion unanimously approved voice 8-0**

**Financial Request**

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

1. Board to approve the Ratification of contract salary guide (January 5, 2016) between the Salem City School District BOE and the Salem City Association of School Administrators (SCASA): (Retro from July 1, 2015)

<b>ADMINISTRATION STAFF</b>							
Salem City School District							
Last Name	First Name	Job Title	School	15-16 Salary	16-17 Salary	17-18 Salary	Stipend
Allen, III	William	SMS VP	SMS	\$ 81,500	\$ 84,000	\$ 86,100	
Beach	Michelle	SMS VP	SMS	\$ 81,500	\$ 84,000	\$ 86,100	
Cline	Sharen	Supervisor-PEA	JFS	\$101,700	\$104,533	\$106,416	
Delrossi	Linda A.	Supervisor	CO	\$102,800	\$105,633	\$107,516	
Francois-Devilme	Pascale	SMS Principal	SMS	\$ 91,500	\$ 94,333	\$ 96,216	
Mulhorn	John R.	SHS Principal	SMS	\$121,500	\$124,333	\$126,216	
Pla	Jordan	SHS VP	SHS	\$ 80,000	\$ 83,500	\$ 85,800	
Roberts	Darryl	SHS VP	SHS	\$ 81,500	\$ 84,000	\$ 86,100	10,000 Site Mgmt.
Thomas	Pamela	CST Director	CST	\$107,000	\$109,833	\$111,716	
Woods	Syeda	JFS Principal	JFS	\$ 96,700	\$ 99,533	\$101,416	

**Motion unanimously approved voice 8-0**

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**Miscellaneous**

Motion (Colon\Holden) Board to Approve: **#8-E-7/DIST**

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	Unpaid Leave	Extended Leave	Return Date	Leave of Absence
NM	Medical	12/2/15 1/15/16	12/2/15 1/15/16	6 wks	N/A	N/A	25 days	N/A	N/A	N/A	1/18/2016
CT	Medical	1/15/16 3/9/16	1/15/16 3/9/16	7 wks	N/A	N/A	9.5 days	2.5 N/A	N/A	2/4/16 3/9/16	3/10/2016

**Motion unanimously approved**

**Curriculum /Professional Development**

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

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

Staff Member	Building	Admin. Approving	Title	Date of Program	Location	Registration and Mileage Cost
Montrey Wright	SHS	John Mulhorn	U. S. National Team	01/20/16 02/03/16	Arlington, TX	-0- -0-
Jill Sutton-Parris	JFA	Syeda Woods	2016 Statewide PreSchool Nurses Meeting	02/03/16	Michael T. Lake Performance Arts Center, Neptune NJ	-0- \$63.24 20-218-200-329-00-JFS
Heather Meehan	JFA	Syeda Woods	Increase Student Learning by Using iPads and Other Mobile Devices in your Pre-Kindergarten Class	01/21/16	The Mansion Voorhees, NJ	\$239.00 \$24.67 20-218-200-329-00-JFS
Dale Garner	CST	Dr. Michel	Dare to Dream Student Leadership Conference	06/03/16	Rowan College at Gloucester County	-0- -0-

2. Board to approve the following Field Experience/Internship as listed:

Name	School	Time	Administrator/Cooperating Teacher
Ms. Valerie Bey	JFA	90 hrs to be completed after school hours 1/2016-2/2016	Ms. Syeda Woods - Principal
Mr. Hugh Dixon	SMS	Administrative Internship 300 clocked hours	Mrs. Pascale DeVilmé - Principal

**Motion unanimously approved voice 8-0**

**Monthly Reports**

Motion (Colon\Holden) Board to Approve: **#13-7/DIST**

**Motion unanimously approved voice 8-0**

**EXECUTIVE SESSION**

Motion (Adams\Holden) Board to adopt the following Resolution to go into executive session at 6:55PM.

**Motion unanimously approved voice 8-0**

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**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: Student issue and personnel matters. 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\Holden) Board to return to open session at 10:43PM.

**Motion unanimously approved voice 8-0**

**NEW BUSINESS:**

Motion (Colon\Holden) Board to Approve:

1. Board motion to affirm disciplinary action of student M.H. State ID Number: 3075967010

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

2. Board to approve Herbert G. Schectman as School Business Administrator\Board Secretary effective upon approval of his contract by the Executive County Superintendent through June 30, 2016 at the salary of \$110,000 (prorated).

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

**ADJOURNMENT**

Motion (Colon\Holden) Board to adjourn the January 6, 2016 meeting of the Salem City Board of Education at 10:45PM.

**Motion unanimously approved voice 8-0**

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Harold E. O'Neil Jr.  
Interim School Business Administrator/Board Secretary  
HEO/ds