

Board Agenda April 12, 2017

**Salem City Board of Education
Salem, New Jersey 08079
Board of Education Meeting
April 12, 2017**

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	Laquendala Bentley	Christopher Colon
Yuenge Groce	Heidi Holden	Joan Hoolahan
Daffonie Moore	Katrina Tatem	Stephanie Walsh

District Representatives:

Quinton: Alicia Sperry

Administrators:

Dr. Patrick Michel, Superintendent	Pascale DeVilmé, Principal Salem Middle School
Herbert Schectman, School Business Administrator	Will Allen, VP 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
Jordan Pla, VP Salem High School	Darryl Roberts, VP Salem High School

OTHERS: Mr. Corey Ahart - 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 March, 2017:

John Fenwick	Janila Sanchez	Kindergarten	Ms. Mullen
	Jamir Lackey	Kindergarten	Ms. Pastor
Salem Middle School	Jada Govan	Grade 5	Mr. Brauer
	Bria Lewis	Grade 7	Mr. Lindsay
Salem High School	Edward Zane	Grade 10	Ms. Clour
	Elise Davenport	Grade 12	Mr. Lagakos

Staff Member(s) of the month for March, 2017:

John Fenwick Academy – Mrs. Melissa Newkirk

PRESENTATIONS

BOARD COMMITTEE REPORTS

PRINCIPALS'/ADMINISTRATORS' REPORTS AND COMMENTARY

SUPERINTENDENT'S COMMENTS/REPORTS

Motion (/) Board to approve regular and executive minutes of March 8, 2017 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-10/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 February, 2017.
2. *Pursuant to N.J.A.C. 6A:23A-16.10 (c) 3, I certify for the month ending February, 2017 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 February, 2017 as follows:

Board Secretary	Date
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4. *Treasurer’s Report in accordance with 18A:17-36 and 18A:17-9 for the month of February, 2017. The Treasurer’s Report and Secretary’s Report are in agreement for the month of February, 2017 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 February, 2017 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 **March, 2017** **\$109,773.60**

 To approve Payment of Bills for **April, 2017**
 General Account \$824,595.90 Food Service \$201,428.87

Confirmation of payrolls for March 2017

<u>March 15, 2017</u>	General Acct. Transfer	\$705,507.49
<u>March 30, 2017</u>	General Acct. Transfer	\$689,924.12

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Miscellaneous

Motion (/) Board to Approve: **#2-F-10/DIST**

1. Board to approve that Dr. Patrick Michel be appointed the District's DCPD (Division of Child Protection and Permanency – formerly DYFS) Liaison for the 2016-2017 school year, in accordance with a new QSAC requirement.
2. Board to approve the Inter-Local Agreement with the City of Salem to provide for Salem City Schoolchildren to have the access to the City pool in accordance with the regulations and policies established by the City.
Cost of this agreement not to exceed \$38,500.00
Account #11-800-330-500-00-BUS
3. Board to approve the Board of Education Policies and Procedures for Eligibility under Part B of the IDEA Statement of Assurances for the 2016-2017 school year.
4. Board to approve the Elementary and Secondary Education Act (ESEA) Corrective Action Plan of 2016. State assessment system to measure the academic progress of students, legislation requires 95% of students enrolled in a testing grade must participate in the statewide assessment for a district or a school to meet the participation requirement. Districts/Schools not attaining the 95% participation rate are required to complete a corrective action plan.
5. Resolved, that the Board of Education authorize the Business Administrator to enter into an agreement between the Salem City Board of Education and NWN at a total cost of \$117,012.90. This will allow us to upgrade our current network which was purchased over eight years ago and is nearing obsolescence. This cost will be submitted for E-rate reimbursement which should pay for 85% of category two costs (\$92,647) and 90% of the category one costs (\$24,365). This will leave a one-time payment of \$16,334. This project will allow us to overhaul all switches and routers throughout the school district.
6. Resolved, that the Board of Education authorize the Business Administrator to enter into an agreement between the Salem City Board of Education and Xtel at an annual cost of \$35,580. This will allow us to continue with our current service provider and, at the same time, upgrade our internet access speed. This cost will be submitted for E-rate reimbursement which should pay for 90% of the costs (\$32,022). This will allow the district continued access to the internet and increase network speed.

Miscellaneous

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

1. Board to approve the following resolution:
The Board of Education of the Salem City School District, County of Salem, State of New Jersey, as provided for in the Chapter 172 Laws 1979 (*N.J.S.A. 18A: 11-3, et seq.*) herewith enrolls Salem High School as a member of the New Jersey Interscholastic Athletic Association to participate in the approved interschool athletic program sponsored by the NJSIAA.

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This resolution to continue in effect until or unless rescinded by the Board of Education and shall be among policies adopted annually by the Board. *Pursuant to N.J.S.A. 18A 11:3, in adopting this resolution, the Board of Education adopts as its own policy and agrees to be governed by the Constitution, Bylaws, and Rules and Regulations of the NJSIAA.*

STUDENT MATTERS HIGH SCHOOL

Motion (/) Board to Approve: **#4-A-10/HS**

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

Temple University Philadelphia, PA	05/15/17 8 Students IB Juniors 8 th Annual Math OWLympiad	Mr. Lagakos 1 bus - @220.90 15-000-270-512-03-SHS 1 sub - \$125.00 15-140-100-101a-03-SHS
Holocaust Museum Washington, DC	05/23/17 Approx 20-30 Students Museum tour and meet with Congressman LoBiondo	Mr. Hauenstein, Ms. Vengenock, Dr. DeStefano 1 bus - \$220.90 15-000-270-512-03-SHS 3 subs - \$375.00 15-140-00-101a-SHS
National Museum of African American History & Culture Washington, DC	05/01/17 40 Students Museum Tour	Ms. Jetter, Mr. Boone, Mr. Buck, Ms. Pierangeli 1 bus - \$220.90 15-000—270-512-03-SHS 3 subs - \$375.00 15-140-100-101a-03-SHS
Newlin Grist Mill Park Glen Mills, PA	04/28/17 35 Students	Ms. Derham, Ms. LoMonico, Mr. Bartholomew 1 bus - \$220.90 15-000-270-512-03-SHS 3 Subs - \$375.00 15-140-100-101a-03-SHS \$15 cost each student paid by students
Apple Farm Arts & Music Center Elmer, NJ	04/21/17 80 Students Art Competition	Ms. Murray, Ms. Irvine, Ms. Pierangeli 2 buses- \$441.80 15-000-270-512-03-SHS 3 subs - \$375.00 15-140-100-101a-03-SHS
Ocean County College Toms River, NJ State Competition (Based on winning on 04/21/17 in Elmer)	05/31/17, 06/01/17, 06/02/17 (Date to be determined by selection at Apple Farms Teen Arts Festival) 80 Students	Ms. Murray, Ms. Irvine, Ms. Pierangeli 2 buses- \$441.80 15-000-270-512-03-SHS 3 subs - \$375.00 15-140-100-101a-03-SHS
Philadelphia University Philadelphia, PA	05/31/17 51 Students SHS STEM Club	Mr. Bartholomew, Ms. Derham, Ms. Lomonico 1 bus - @220.90 15-000-270-512-03-SHS 3 subs – \$375.00 15-140-100-101a-03-SHS
Heldrich Hotel New Brunswick, NJ	04/20/17-04/23/17 1 student FBLA Board Meeting	Ms. Landolfi 2 subs - \$250.00 No cost to student. No bus. 15-140-100-101a-03-SHS

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2. Board to approve SHS School Based Youth Services to hold a Girls Empowerment Summit on Saturday, May 13, 2017 from 9:00 am to 1:00 pm. This activity will target girls in grades 8 through 12. Approximate cost - \$1,075.00
 Acct #20-435-200-300-00SPP – Presenter/Zumba Instructor - \$575.00
 Acct #20-435-200-800-00SPP – Lunch, Beverages, and Awards - \$500.00

3. Board to approve One Village Alliance to provide weekly services to 30 students participating in Raising Kings and Girls Can Do Anything weekly for 45 minutes. This is an evidence based curriculum activity. The primary initiatives are education, prevention, leadership, positive relationship building, health, and wellness. The SHSBYS Program and One Village Alliance will enter a Memorandum of Understanding. Services will begin on April, 19, 2017.
 Cost: \$1,300.00 – Acct #20-435-200-300-00SPP

4. Board to approve the SHSBYS Program to hold a Family Night on May, 15, 2017 from 5:00 pm to 7:00 pm. This program will target 8th grade students transitioning to SHS, and HS students (mentors) and their families. Location to be determined. Approximate cost - \$1,200.00
 Acct # 20-435-200-800-00SPP

5. Board to approve Betsy Tortella, Special Education teacher, Wendy Dublin, Para Professional, and Dale Garner, transition coordinator, to accompany Middle School and High School special education students to Rowan College in Pemberton, NJ for the “Dare to Dream” conference, which helps students with disabilities prepare for college and career. This trip is scheduled for May 5, 2017. Students will leave SHS at 6:30 am and return at 4:00 pm. The only cost will be for the transportation. Acct #15-000-270-512-03-SHS

Home Instruction: In/ Out of District/Residential

Motion (/) Board to Approve: **#7-C-10/DIST**

1. Board to approve the following students for home instruction:

Student ID	Health Care/Teacher	Costs (Prorated)	Dates	Account #
01280031	A Step Ahead Bridgeton, NJ	\$32/hour 10 hrs/week	03/21/17 6 weeks	11-150-100-101-00-BUS
01270073	A Step Ahead Bridgeton, NJ	\$32/hour 10 hrs/week	03/21/17 6 weeks	11-150-100-101-00-BUS
01010005	Ranch Hope Alloway, NJ	\$910	12/01/16- 12/23/16	15-150-100-320-00-BUS
01280115	A Step Ahead Bridgeton, NJ	\$32.00/hour 10 hrs/week	03/21/17 6 weeks	11-150-100-101-00-BUS
01260014	A Step Ahead Bridgeton, NJ	\$32.00/hour 10 hrs/week	03/27/17 4-6 weeks	15-150-100-320-00-BUS
01200235	Shikeena Lynard	\$32.00/hour 10 hrs/week	04/10/14 – 06/30/17	11-000-219-101-00-CST
01290039	A Step Ahead Bridgeton, NJ	\$32.00/hour 10 hrs/week	03/27/17 6 weeks	11-150-100-101-00-BUS

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Miscellaneous

Motion (/) Board to Approve: **#7-D-10/HS**

- Board to approve P.W. of Egg Harbor Township to attend Salem High School for the 2017-2018 school year as a choice student.

STUDENT MATTERS Non HIGH SCHOOL

Motion (/) Board to Approve: **#4-A-10/NHS**

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

Franklin Institute Philadelphia, PA	04/29/17 Focus on Education Program Approx. 40 students	Ms. Crowley, Ms. Owen, Ms. Pino, Ms. McDermott, Ms. Eck, Ms. Bey, Mr. Newell, Ms. Griffith, Ms. Starn, Ms. Montgomery, Ms. Shute Bus - \$850 Admission/Lunch - \$1597.50 20-231-100-800F-02-SMS
Rutgers University Camden, NJ	05/02/17 61 Grade 7 students College Tour	Mr. Pszwaro, Ms. Boyce, Mr. Hughes, Mr. Johnson, Mr. Lee, Ms. Shute 2 buses - \$441.80 15-000-270-512-02-SMS
Cedar Cliff High School Camp Hill, PA Hershey Park Hershey, PA	05/19/17 Trills & Thrills Music Festival 50 Choir Members \$75 cost to students. Monies raised through fundraising	Mr. Brauer, Ms. Bey, Ms. Howard, Mr. Linsday, Ms. Montgomery 2 subs - \$250 15-130-100-101-02-SMS 2 buses - \$441.80 15-000-270-512-02-SMS
Mt. Zion Methodist Church Lawnside, NJ	04/23/17 Rite of Passage Mentoring Program Approx. 20 Students	Mr. Allen, Ms. Beach, Ms. DeVilme, Ms. Busch, Ms. Bey, Ms. Montgomery 1 bus - \$220.90 15-000-270-512-02-SMS
Cape May Whale Watcher Miss Chris Marina North Cape May, NJ	05/26/17 Whale & Dolphin Watching Approx. 50 students \$20 cost to each student	Ms. Tortella, Ms. Allen, Ms. Hughes, Ms. Lusby, Ms. Miller, 2 nurses, Ms. Owen, Ms. Ricker, Ms. Starn, Ms. Tulini, Ms. Weigler 2 buses - \$450.62 15-000-270-512-02-SMS

- Board to approve a trip by the Salem Middle School's Odyssey of the Mind team to the OOTM National Competition at Michigan State University in Detroit, MI. The 14 students will be accompanied by five faculty chaperones. The trip will begin on Wednesday, May 24, 2017 and return on Sunday, May 28, 2017.

Costs:

Ground Transportation to PHL (RT)	\$444.32	Acct#15-000-270-512-02-SMS
Air Transportation to Detroit, MI (RT)	\$6,080.00	Acct#15-401-100-800-02-SMS
Room & Board in Detroit, MI	\$10,925.00	Acct#15-401-100-800-02-SMS
Other Expenses	\$490.00	Acct#15-401-100-800-02-SMS

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PERSONNEL / Dist-HIGH SCHOOL

Retirement/Resignation/Termination

Motion (/) Board to Approve: **#8-A-10/DIST**

1. Board to approve the retirement of Colleen Mitchell, Special Education teacher at Salem High School, effective June 30, 2017.
2. Board to approve the resignation of Michelle Leach, Special Education Teacher at Salem High School. Effective date is June 30, 2017.

Employment

Motion (/) Board to Approve: **#8-C-10/DIST**

1. Board to approve the hiring of James Marich as a Substitute Grounds Keeper effective April 13, 2017.

Financial Request

Motion (/) Board to Approve: **#8-D-10/HS**

1. Board to approve the following stipend change for the Regina Gatson:
From – Indoor track (Assistant Coach) \$2,761.00
To – Indoor Track (Assistant Coach) \$ 3,822.00
2. Board to approve John Breslin, Jack Grimes, Rebekah Cohen, & Melissa McLaughlin to conduct after school practice for JFA’s Spring Arts Festival. Practices will occur on various days for one hour each day at a rate of \$26/hour starting in Mid-April, not to exceed \$2,500 from Account#15-401-100-100-01-JFA
3. Board to approve the following employee’s tuition reimbursement for the Fall/Winter Semester

Rachel Fernicola	\$2,730.00
Robin Winrow	\$761.17
Syeda Woods	\$1,720.00
Dale Garner	\$1,720.00

Leave of Absence

Motion (/) Board to Approve: **#8-E-10/HS**

1. Board to approve the following leave(s) of absences:

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	Use of Vaca Days	Unpaid Leave	Est. Return Date
JR	Maternity	03/14/17-10/27/17	03/14/17-05/24/17	10 wks	05/25/17-10/19/17	12 wks	46 days	N/A	N/A	05/25/17-10/27/17	10/30/17
EI	Intermittent-Medical	03/01/17-02/28/18	03/01/17-02/28/18	12 wks	N/A	N/A	65 days	2.5 days	N/A	N/A	N/A
KR	Medical	02/21/17-04/04/17	02/21/17-04/04/17	6 wks	N/A	N/A	31 days	N/A	N/A	N/A	04/05/17

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Curriculum /Professional Development

Motion (/) Board to Approve: **#11-10/DIST**

- Board to approve the Credit Reinstatement Program starting Monday, May 1, 2017 through Friday, May 12, 2017 from 2:45 to 4:45 daily. Students with 18+ unexcused absences will be required to attend this program.

Rate: @26/hour x 2 hours/day x 2 teachers per day x 10 days = \$1,040.00

Account: 15-140-140-100-101S-03-SHS

Teachers: Ms. Diana Mace, Ms. Kathleen Hibbard

Substitutes: Ms. Rosalyn Chieves, Ms. Christina Lord

- Board to approve the following out of district professional developments:

Staff Member	Building	Admin. Approving	Title	Date of Program	Location	Registration and Mileage Cost
Shaun Brauer	SMS	Pascale DeVilme'	South Jersey Choral Directors Association – Membership Meeting; Seminar; Choral Reading	04/28/17	Crowne Plaza Cherry Hill, NJ	\$24.00 Paid by teacher
Janine Champion	CST	Pamela Thomas	NASW-NJ-2917 Annual Conference Exhibition	04/30/17 – 05/02/17	Borgata Hotel Atlantic City, NJ	R- \$610.00 H - \$283.50 11-000-219-595-00-CST
Joseph Longo	CST	Pamela Thomas	NASW-NJ-2917 Annual Conference Exhibition	04/30/17 – 05/02/17	Borgata Hotel Atlantic City, NJ	R- \$610.00 H - \$283.50 11-000-219-595-00-CST
Dale Garner	CST	Pamela Thomas	Safe and Positive Approaches for Preventing and Responding to Crisis	04/12/17 – 04/13/17	Yes Facility Glassboro, NJ	No Cost
Thronna Busch	SMS	Pascale DeVilme'	Salem County Youth Wellness Collaborative	04/11/17	EERC (PSE&G)	No Cost
Jordan Pla Kristin Unger	SHS	John Mulhorn	NJ PBSIS Helping Schools Build Systems of Support	06/01/17	Conference Center at Mercer	No Cost
Joshua Tunstall	JFA	Syeda Woods	Wired Differently	05/08/17	Philadelphia, PA	R - \$149.00 Mileage - \$30.56 15-190-100-601-01-JFA

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Monthly Reports

Motion (/) Board to Approve: **#13-10/DIST**

Policy/Job Descriptions/Calendar

Motion (/) Board to Approve: **#14-10/DIST**

1. Board to approve the 2nd Reading and Adoption of the following board policy(s).
 - i. 6171.4 Special Education
 - ii. 4112.8 Nepotism (Instructional Personnel)
 - iii. 4212.8 Nepotism (Support Personnel)
 - iv. 4219.26 Acceptable Use of Computer Networks/Computers & Resources by Teaching Staff Members (Support Personnel)
 - v. 6146.5 Honorary Award of Diplomas (Posthumous Awards)

Miscellaneous

Motion (/) Board to Approve: **#15-10/DIST**

1. Board to approve the following individual as a Volunteer Coach for the Spring 2017 season:
Ericka Mulhorn - Softball
2. Board to approve the following individual as a Volunteer Coach for the Spring 2017 season:
Scott Ward/Joel Bacon – Baseball
3. Board to approve the following individual as a Volunteer Coach for the Spring 2017 season:
Morris Evans – Boys’ Track & Field
Larry Brown – Boys’ Track & Field
David Hunt - Boys’ Track & Field

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.

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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 April 12, 2017 meeting of the Salem City Board of Education at _____.