

*Board Minutes January 4, 2017*

**Salem City Board of Education  
Salem, New Jersey 08079  
Board of Education Meeting  
January 4, 2017**

**CALL TO ORDER:** A meeting of the Salem City Board of Education is called to order at 6:05 PM. 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	Joan Hoolahan	Stephanie Walsh (Arrived 6:15PM)
Christopher Colon	Yuenge Groce	Heidi Holden
Daffonie Moore (Arrived 6:15PM)	Katrina Tatem	Laquendala Bentley

**District Representatives:**

Quinton: Sperry, Alicia (Absent)

**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:** Corey Ahart - Solicitor                      Dr. Theodore Johnson – Consultant

**Reorganization of Board Members**

1. Swearing in newly elected Board of Education members Groce, Holden, and Walsh.

2. Roll Call:

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

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3. Reorganization of the Board of Education:

Election of officers:

a. President

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

Motion (Tatem/Hoolahan) Board to nominate Yuenge Groce to serve as President.

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

***Board voted by a roll call vote 7-0 to elect Yuenge Groce as President of the Salem City Board of Education from January 4, 2017 for one year or until his/her successor is elected and shall qualify.***

b. Vice President

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

Motion (Colon/Bentley) Board to nominate Sister Carol Adams to serve as Vice President.

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

***Board voted by a roll call vote of 7-0 to elect Sister Carol Adams as Vice President of the Salem City Board of Education from January 4, 2017 for one year or until his/her successor is elected and shall qualify.***

Code of Ethics

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

***Motion approved by unanimous voice vote of 9-0-0; Ayes: Adams, Bentley, Colon, Holden, Hoolahan, Moore, Tatem, Groce and Walsh Nays: 0 Abstain: 0***

c. Appointment of Committees:

Motion (Colon/Holden) 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

***Motion approved by unanimous voice vote of 9-0-0; Ayes: Adams, Bentley, Colon, Holden, Hoolahan, Moore, Tatem, Groce and Walsh Nays: 0 Abstain: 0***

d. NJSBA Delegate:

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

Name: Yuenge Groce

Alternate: Sister Carol Adams

**Motion approved by unanimous voice vote of 9-0-0; Ayes: Adams, Bentley, Colon, Holden, Hoolahan, Moore, Tatem, Groce and Walsh Nays: 0 Abstain: 0**

**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.

**PRESENTATION**

**Students of the month for December 2016:**

Salem Middle School	Tatiana Trinidad	Grade 6	Mr. Newell
	Aaron Vaughan	Grade 6	Ms. Fernicola
John Fenwick Academy	Samantha Altidor	Kindergarten	Ms. Trout
	Sincere Gillis	Kindergarten	Ms. Livingston
Salem High School	Jameera Ingram	Grade 12	Nominated by Administration
	Jonathan Taylor	Grade 12	Nominated by Administration

**Staff Member(s) of the month for December 2016:**

Child Study Team Ms. Jacquelyn Thompson, 1:1 Paraprofessional

**Army Recruiter Presentation** – Lt. Col. Edward Croot, US Army  
SSG Russell Walker, US Army Recruiter  
Presentation included and introduced a partnership with the district to offer opportunities to SHS graduates to enter military service.

**BOARD COMMITTEE REPORTS**

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Personnel Committee did not meet.  
Curriculum Committee did not meet.  
Finance Committee did not meet.

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

The Principals' reports and commentary were omitted for this meeting.

**SUPERINTENDENT'S COMMENTS/REPORTS**

The Superintendents' reports and commentary were omitted for this meeting.

Motion (Colon/Holden) Board to approve regular and executive minutes of December 14, 2016 Board of Education.

**Motion approved by unanimous voice vote of 9-0-0; Ayes: Adams, Bentley, Colon, Holden, Hoolahan, Moore, Tatem, Groce and Walsh Nays: 0 Abstain: 0**

**BOARD SECRETARY/BUSINESS ADMINISTRATOR REPORTS**

**Board Reports (Exhibit A)**

Motion (Colon/Bentley) To approve the Board Secretary's reports in memo: **#2-A-E-7/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 of November 2016.
- B. \*Pursuant to N.J.A.C. 6A:23A-16.10 (c) 3, I certify for the month ending November 2016 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 2016 as follows:

\_\_\_\_\_  
Board Secretary

\_\_\_\_\_  
Date

- C. \*Treasurer's Report in accordance with 18A:17-36 and 18A:17-9 for the month of November 2016 The Treasurer's Report and Secretary's Report are in agreement for the month of November 2016 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 2016 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.

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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 2016**

December	\$187,954.32
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To approve Payment of Bills for **January 2017**

General Account	\$595,996.54	Food Service	\$200.00
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Confirmation of payrolls for December 2016

<u>December 15, 2016</u>	General Acct. Transfer	\$965,000.07
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<u>December 23, 2016</u>	General Acct. Transfer	\$678,032.88
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F. 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.

**Motion approved by unanimous voice vote of 9-0-0; Ayes: Adams, Bentley, Colon, Holden, Hoolahan, Moore, Tatem, Groce and Walsh Nays: 0 Abstain: 0**

**Miscellaneous**

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

1. Board to approve the Preschool Education Aid (PEA) budget for the 2017-2018 school year, in the amount of \$2,191,352.00. In addition, recommending approval for the Preschool Plan Update 2017-2018.
2. Board to approve Paulette Taylor to approve, monitor, and certify the documentation for the NJ Special Education Medicaid Initiative for the months of January through June 2017 at a cost of \$400 per month, not to exceed \$2,400.00 for the six month period.  
Account # 11-000-216-320-00-CST
3. Board to approve the services of 360 Translations to provide sign language translation for the eligibility and individualized education program meetings on an as needed basis for the remainder of the 2016-2017 school year at a cost of \$62.50 per hour at a two hour minimum for up to four meetings.  
Account # 11-000-219-300-00-CST
4. Board to approve the submission of the Report Period #1(July 1, 2016 to December 31, 2016) for the Salem City School District HIB Investigation, Trainings and Programs (HIP-ITP Data Collection) to the State of New Jersey DOE (Under the Anti-Bullying Bill of Rights Act).  
Board to approve the submission of the EVVRS for Report Period #1 to the State of New Jersey DOE.
5. Board to approve Dr. Natalie P. Alford to provide grief counseling to Salem City School District students on a consultation basis two days a week at a cost not to exceed \$5000.00. Administration will provide particulars of this service at the next board meeting.

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

**STUDENT MATTERS HIGH SCHOOL**

**A. Field Trips/Student Activities #4-A-7/HS**

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

1. Board to approve the following HS Field Trip(s):

Place	Date	Teacher Subs./Buses
Lenape High School Medford, NJ	01/03/17 3 Students Choir/Band Rehearsal	Ms. Murray 1 bus - \$220.90 15-000-270-512-03-SHS No sub needed
Rowan University Glassboro, NJ	01/12/17 3 Students Choir/Band Rehearsal	Ms. Murray 1 bus - \$220.90 15-000-270-512-03-SHS 1 sub - \$125 15-140-100-101a-SHS
Lenape High School Medford, NJ	01/20/17 3 Students Choir/Band Rehearsal	Ms. Murray 1 bus - \$220.90 15-000-270-512-03-SHS No sub needed

*Motion approved by unanimous voice vote of 9-0-0; Ayes: Adams, Bentley, Colon, Holden, Hoolahan, Moore, Tatem, Groce and Walsh Nays: 0 Abstain: 0*

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

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

1. Board to approve the 2016-2017 Out of District placements and Home Instruction:

Student ID	Health Care/teacher	Costs (Prorated)	Effective Date	Account #
01220064	SCSSSD-Salem	\$37,773.00	01/3/17 – 6/30/17	11-000-100-566-00-BUS
01190064	Hampton	\$45,216.00	01/23/17 - 06/30/17*	11-000-100-566-00-BUS
01190064	Melissa Skinner	\$32.00/hour 10 hrs/week	12/23/16 – 01/20/17*	11-219-100-101-00-CST

\*Revised dates from December 14<sup>th</sup> Board Meeting.

*Motion approved by unanimous voice vote of 9-0-0; Ayes: Adams, Bentley, Colon, Holden, Hoolahan, Moore, Tatem, Groce and Walsh Nays: 0 Abstain: 0*

**STUDENT MATTERS NON-HIGH SCHOOL**

**A. Resignation/Retirement**

Motion (Colon/Holden) Board to Approve: #8-A-7/DIST

1. Board to approve the retirement of Ernest Parker, custodian at John Fenwick Academy, effective August 1<sup>st</sup>, 2017.

*Motion approved by unanimous voice vote of 9-0-0; Ayes: Adams, Bentley, Colon, Holden, Hoolahan, Moore, Tatem, Groce and Walsh Nays: 0 Abstain: 0*

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**B. Financial Request:**

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

1. Board to approve the following Winter Coaching Positions for the 16-17 SY:

Wrestling	Assistant Coach*	\$1,697	Bruce Stratton, Jr.
Basketball (Boys')	Assistant Coach (JV)	\$3,822	Cameron Smith
Basketball (Girls')	Middle School Coach*	Volunteer	Shareef Green
Basketball (Girls')	Middle School Coach (JV)	\$1,541	Rachel Ferincola
Basketball (Boys')	Middle School Coach (JV)	\$1,541	Brian Kelly

\*Pending Fingerprint Verification.

**Motion approved by unanimous voice vote of 9-0-0; Ayes: Adams, Bentley, Colon, Holden, Hoolahan, Moore, Tatem, Groce and Walsh Nays: 0 Abstain: 0**

**Curriculum /Professional Development**

Motion (Colon/Holden) 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
Montrey Wright	SHS	John Mulhorn	National All-American	01/05/17 – 01/06/17	San Antonio, TX	Air \$477.20 Hotel \$591.93 15-402-100-500-03-ATH
Montrey Wright	SHS	John Mulhorn	USA Football	01/11/17 – 01/17/17	Dallas, TX	Paid by USA Football
Curtis Schofield	JFA	Sharen Cline	USA Football	01/11/17 – 01/17/17	Dallas, TX	Paid by USA Football
Lamont Johnson, Jr.	JFA	Sharen Cline	USA Football	01/11/17 – 01/17/17	Dallas, TX	Paid by USA Football
Robin Winrow	DO	Herbert Schectman	Certification Program – NJ School Business Administrator Certification	09/10/16 – 05/10/17	NJASBO Conference Center, Robbinsville, NJ	\$2,030.00 11-000-251-592-00-BUS
Darryl Roberts	SHS	John Mulhorn	NJ Project Lead the Way Conference	01/11/17	Rowan University, Glassboro, NJ	No Cost

**Motion approved by unanimous voice vote of 9-0-0; Ayes: Adams, Bentley, Colon, Holden, Hoolahan, Moore, Tatem, Groce and Walsh Nays: 0 Abstain: 0**

**Facilities Requests**

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

Organization	Use	Date	Time	Charge
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Wildcat Harmonizers	Fundraiser Concert	01/13/2017	5pm – 9pm	All Fees Waived
Dance Expressions	Dress Rehearsal for Recital	06/23/2017	3:30pm – 10pm	Classrooms(2) \$130.00 Auditorium \$350.00 Custodial \$97.50 Total \$577.50
Dance Expressions	Dance Recital	06/24/2017	3pm – 10pm	Classrooms (2) \$130.00 Auditorium \$350.00 Custodial \$175.00 Total \$655.00

**Motion approved by unanimous voice vote of 9-0-0; Ayes: Adams, Bentley, Colon, Holden, Hoolahan, Moore, Tatem, Groce and Walsh Nays: 0 Abstain: 0**

**Monthly Reports**

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

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

**Motion approved by unanimous voice vote of 9-0-0; Ayes: Adams, Bentley, Colon, Holden, Hoolahan, Moore, Tatem, Groce and Walsh Nays: 0 Abstain: 0**

**Policies**

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

1. Board to approve the 2<sup>nd</sup> reading and adoption of the following board policy(s):
  - 4119.26 Acceptable Use of Computer Network(s) / Computers & Resources by Teaching Staff Members

Board to approve the 1<sup>st</sup> reading of the following board policy(s):

  - 4117.27 Arrest Reporting Requirements for Certificated Staff Members (Instructional Personnel)
  - 4217.27 Arrest Reporting Requirements for Certificated Staff Members (Support Personnel)

2. Board to approve the revised Salem City School District calendar for the 2016-2017 school year, additional days needed for the John Fenwick Academy and Salem Middle School (Grade 3 only) students and staff due to an emergency closing.

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

**EXECUTIVE SESSION**

An Executive Session did not take place during this meeting.

**ADJOURNMENT**

Motion (Colon/Holden) Board to adjourn the January 4, 2017 meeting of the Salem City Board of Education at 8:02 PM.



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Herbert Schectman  
Business Administrator/Board Secretary  
HS/ta