

Board Minutes January 2, 2019

014502

**Salem City Board of Education
Salem, New Jersey 08079
Board of Education Meeting
January 2, 2019**

CALL TO ORDER: A meeting of the Salem City Board of Education is called to order at 6:04 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 (Arrived 6:20 PM)	Joan Hoolahan	Julian LeFlore (Arrived 6:04 PM)
Rebecca Livingston	Daffonie Moore (Absent)	

District Representatives:

Quinton: Absent

Administrators:

Dr. Patrick Michel, Superintendent	Pascale DeVilmé, Principal Salem Middle School
Herbert Schectman, School Business Administrator	Pamela Thomas, Director of Special Services
Michele Beach, VP Salem Middle School	Linda Del Rossi, Supervisor of Literacy/SS PreK-12
Syeda Carter, Principal John Fenwick Academy	John Mulhorn, Principal Salem High School
Gia Sparacio Scarani, VP of Early Childhood	Jordan Pla, VP Salem High School
Darryl Roberts, VP Salem High School	

OTHERS: Corey Ahart - Solicitor

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 December 2018:

John Fenwick	Elizabeth Reed	Kindergarten	Ms. Livingston
	Kevin Robinson	Kindergarten	Ms. Mullen
Salem High School	Marissa Seals	Grade 10	Ms. Lamont
	Isaiah Michel	Grade 10	Ms. Unger
Salem Middle School	Renasia Henson	Grade 6	Ms. Skinner
	Mya DiAngelo	Grade 6	Ms. Graham

Staff Member(s) of the month for December 2018:

Child Study Team	Ms. Wendelin Dublin	1-to-1 Aide	Salem High School
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PRESENTATION

IB Diploma Recipient – Arianna Lapp Class of 2017

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BOARD COMMITTEE REPORTS

Personnel Committee

- There were no reports from the Personnel Committee during this meeting.

Curriculum Committee

- There were no reports from the Curriculum Committee during this meeting.

Finance Committee

- Ms. Moore is absent but we're not fully into budget season.

PRINCIPALS'/ADMINISTRATORS' REPORTS AND COMMENTARY

JFA Commentary/Event Activities included: December 13th, Santa Pictures Hosted by Ms. Wright, former employee Mr. Daniels dressed as Santa and took pictures with students of Pre-K and Kindergarten. Literacy Night was hosted by Ms. Barbara and Ms. Kelley, parents came out to participate in literacy night and the scholastic book fair, each child was able to receive a free book.

SMS Commentary/Event Activities included: The enrollment currently stands at 414 students in grades 3-8. The staffing includes 60 employees. The Students of the Month for December were honored at a breakfast catered by Metz Culinary and hosted by Ms. Beach, Vice Principal for grades 3-8. The honored students each received a tee shirt and a sport bag that contained school supplies. At this time, one year ago, the Salem Middle School's students and staff made their anxiously awaited return to our home at 51 New Market Street. Our students continue to thrive and progress both academically and socially here in our home. The SMS currently have 145 VIP Card holders. 10 Gold Card Holders: All A's; 36 Blue Card Holders: All A's & B's; 99 White Card Holders: No Failing Grades. All VIP members went on a skating trip in December. Mid-Year benchmark assessments in math and reading (Lexile) will be administered during the week of January 7, 2019. The National Assessment of Educational Progress (NAEP)! NAEP will be testing our 8th grade students on Tuesday, January 29, 2019 at Salem Middle School in both mathematics and literacy. The end of the first semester will take place at the end of the month and report cards will be issued for the second marking period.

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SHS Commentary/Event Activities included: SHS hosted an IB Student Alumni meet and greet on December 21st. The event brought 12 previous SHS student out for lunch and fellowship. An educational and enlightening time was had by all. Mid Term Examinations are slated for January 22-25, 2019. The ACT Ultimate Course classes will begin Saturday, January 12, 2019 to 46 select Juniors. This 14-week class will include twenty five hours of classroom instruction as well as three practice diagnostic tests. Classroom instruction and all materials are provided for each student by The Princeton Review. The final class is slated for June 1, 2019 and each student has the potential of earning \$700.00 and an undeniable priceless educational value. Additionally, students will take the ACT test in June, 2019 at a testing location to be determined. The annual Winter Showcase and Elective Fair is scheduled for February 6, 2019 from 6PM-8PM. We will again be presenting all of SHS's academic achievements and offerings. We look forward to a fun-filled and educational evening. All are welcome to attend. A mailer will be delivered to homes in Salem County during the week of January 21st. Salem High School "At-A-Glance" dates with sending districts are in the works. January 16th Lower Alloway's Creek Township School and February 5th Quinton Township. The student college bulletin board continues to Grow! Please stop in anytime, the big blue doors are always open for visitors! Student scheduling for 2019-2020 school year will begin in February 2019 as the newest edition of the Program of Studies is being printed. The Student College Board continues to grow! Stop by and check it out in the main entry. Under the direction of Ms. Anne Hudock, Ms. Renee Murray and Ms. Jessica Dixon, the Salem High Ram Theater will present, Shrek the Musical on March 8 and March 9, 2019 in the Salem High School auditorium. More details will be forthcoming! You won't want to miss this show!

SUPERINTENDENT'S COMMENTS/REPORTS

- a. Dr. Michel stated 32 Pre-K students lagging in immunization shots
- b. Ms. Moore recently lost 2 brothers
- c. Ms. Groce's father is ill

012504

Motion (Colon/Bentley) Board approved minutes of December 12, 2018 Board of Education.

Motion approved by unanimous voice vote of 7-0-0; Ayes: Adams, Bentley, Colon, Hoolahan, Livingston, Leflore, and Groce Nays: 0 Abstain: 0

Reorganization of Board Members

- 1. Swearing in newly elected Board of Education members and sending districts:
- 2. Roll Call:
 - Carol Adams
 - Laquendala Bentley
 - Christopher Colon
 - Yuenge Groce
 - Joan Hoolahan
 - Julian LeFlore
 - Rebecca Livingston

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Reorganization of the Board of Education:

Election of officers:

a. President

Motion (Colon/Hoolahan) Board opened the nominations for the position of President.

Motion (Colon/Hoolahan) Board nominated Yuenge Groce to serve as President.

Motion (Colon/Hoolahan) Board closed 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 2, 2019 for one year or until her successor is elected and shall qualify.

b. Vice President

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

Motion (Colon/Bentley) Board nominated Sister Carol Adams serves as Vice President.

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

Board voted by a roll call vote 7-0 to elect Sister Carol Adams as Vice President of the Salem City Board of Education from January 2, 2019 for one year or until her successor is elected and shall qualify.

c. Code of Ethics

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

Motion approved by unanimous voice vote of 7-0-0; Ayes: Adams, Bentley, Colon, Hoolahan, Livingston, Leflore, and Groce Nays: 0 Abstain: 0

d. Appointment of Committees:

Motion (Colon/Bentley) Board established the following Board of Education Committees with committee members pending the review and reappointment by the seated president:

- i. Personnel/Negotiations/Climate Committee (Rebecca Livingston to replace Heidi Holden)
- ii. Facilities/Finance/Policy Committee (Julian Leflore added)
- iii. Curriculum/Technology/Student Committee (Same members)
- iv. SCSBA Representative
- v. Urban Boards Delegate
- vi. Legislative Chairperson
- vii. Chamber of Commerce Delegate

e. NJSBA Delegate:

Motion (Colon/Bentley) Board approved the appointment of a Salem City Board of Education member as the NJSBA Delegate.

Name: Carol Adams

Alternate: Yuenge Groce

Motion approved by unanimous voice vote of 7-0-0; Ayes: Adams, Bentley, Colon, Hoolahan, Livingston, Leflore, and Groce Nays: 0 Abstain: 0

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Miscellaneous

Motion (Colon/Bentley) Board approved: **#2-F-7**

- The Board of Education authorized Herbert Schectman, Business Administrator, to submit the Corrective Action Plan to the State Department of Agriculture in response to the National School Lunch, Breakfast, and Snack Programs, Administrative Review on November 13, 2018. The Administrative Review conducted on November 13, 2018 evaluated the overall operation of program costs, site records, menus, training, monitoring, civil rights and vendor documentation.
- Board approved the renewal of a contract with B.R. Williams, Inc. to transport Salem City Students to athletic events, band events and field trips for the 2018-2019 school year.

The C.P.I is 1.51% increase:

FD1	Various Field Trips < 50 Miles	\$226.19
FD2	Various Field Trips > 50 Miles	\$248.26
ATH1	Various Athletic Trips < 50 Miles	\$209.66
ATH2	Various Athletic Trips > 50 Miles	\$242.76
B1	Various Band Trips < 50 Miles	\$209.66
B2	Various Band Trips > 50 Miles	\$242.76

014507

- Board approved Epic Health Services, Inc. to provide one to one nursing services for a middle school special education student (01250039). Cost for nursing services will be \$45.00 per hour for an LPN and a Transportation Fee of \$115.00 per trip. Services will begin on January 3, 2019.
Account #11-000-217-320-00-CST
- Board approved the submission of the Freshwater Wetlands Letter of Interpretation: Line Verification from the State of New Jersey Department of Environmental Protection to the Salem County Clerk's office and send resolution to the Division of Land Use Regulation.

Motion approved by unanimous voice vote of 7-0-0; Ayes: Adams, Bentley, Colon, Hoolahan, Livingston, Leflore, and Groce Nays: 0 Abstain: 0

STUDENT MATTERS

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

Motion (Colon/Bentley) Board approved: **#4-A-7**

- Board approved the following Field Trip(s):

Place	Date	Teacher Subs/Buses
Radio City Music Hall New York City, NY	02/27/19 40 Students	Mr. Kline, Ms. Irvine, Mr. Salandria, Ms. Dixon, Ms. Murray 1 sub - \$125.00 15-140-100-101s-03-SHS Students pay their own ticket fees. Charter bus paid through performing arts account
Harrah's Convention Center Atlantic City, NJ FBLA Annual State Leadership Conference	03/20/19 – 03/22/19 11 students	Ms. Landolfi, Ms. Bower Costs - \$4252.00 Total for Students and Advisor 1 sub (2 days) - \$250.00 15-140-100-101s-03-SHS 2 buses - \$441.80 15-000-270-512-03-SHS

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Annenberg Center Philadelphia, PA Dance Theater of Harlem Performance	03/01/19 25 Students	Ms. Dixon, Ms. Murray 1 sub - \$125.00 15-140-100-101s-03-SHS 1 bus - \$220.90 15-000-270-512-03-SHS
Salem Community College Carneys Point, NJ Greater Philadelphia Expo Center Philadelphia, PA	03/07/19 – Science Fair Set Up Day 03/08/19 – Science Fair Day 04/03/19 – First Place Winners Day 4 Students	Mr. Ferguson 2 subs - \$250.00 15-140-100-101s-03-SHS 3 buses - \$662.70 15-000-270-512-03-SHS No Fee for students
Rutgers University – Camden Camden, NJ Annual College Visit	02/15/19 Approx. 55 students Seventh Grade	Mr. Pszwaro, Ms. Boyce, Ms. Griffith, Mr. Johnson, Mr. Lee, Ms. Tortella 2 buses – \$444.32 15-000-270-512-02-SMS 1 sub - \$125.00 15-130-100-101S-02-SMS

- Board approved Mr. Vernon Long from Opportunities for All, Inc. from Camden, NJ, to provide pre-employment transition services to high school self-contained students, who are referred by the Division of Vocational Rehabilitation Service (DVR). This will consist of writing resumes and employment opportunities. There is no cost to the district for these services.

Motion approved by unanimous voice vote of 7-0-0; Ayes: Adams, Bentley, Colon, Hoolahan, Livingston, Leflore, and Groce Nays: 0 Abstain: 0

3. Home Instruction: In/ out of district/residential

Motion (Colon/Bentley) Board approved: #7-C-7

- Board approved the 2018-2019 Out of District placements and Home Instruction:

Student ID	Health Care/teacher	Costs (Prorated)	Effective Date	Account #
06190002	Rachel Hunt	\$34.00/hr. 5 hrs./wk.	12/17/18 – 01/11/19 (approximate)	11-150-100-101-00-BUS

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Motion approved by unanimous voice vote of 7-0-0; Ayes: Adams, Bentley, Colon, Hoolahan, Livingston, Leflore, and Groce Nays: 0 Abstain: 0

PERSONNEL MATTERS

A. Resignation/Retirement:

Motion (Colon/Bentley) Board approved: #8-A-7

- Board approved the retirement of Mr. Donald Crane, Custodian at Salem High School, effective February 1, 2019.

Motion approved by unanimous voice vote of 7-0-0; Ayes: Adams, Bentley, Colon, Hoolahan, Livingston, Leflore, and Groce Nays: 0 Abstain: 0

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B. Employment:

Motion (Colon/Bentley) Board approved: **#8-C-7**

- Board approved the following new substitute for the 2018-2019 school year:
 Amber Liber Elmer Substitute Certificate

Motion approved by unanimous voice vote of 7-0-0; Ayes: Adams, Bentley, Colon, Hoolahan, Livingston, Leflore, and Groce Nays: 0 Abstain: 0

C. Miscellaneous:

Motion (Colon/Bentley) Board approved: **#8-E-7**

- Board approved the following request for leave:

Name	H.M.	D.A.
Type of Leave	Medical	Intermittent – Medical
Leave Requested	11/02/18-12/31/18	12/13/18 - 12/12/19
Fed Max Leave (max 90 days)	11/02/18-12/31/18	12/13/18 - 12/12/19
Time Usage of FMLA	8 weeks	12 weeks
NJ Family Leave (max 90 days)	12/14/18 – 02/15/19	N/A
Time Usage of FLA	9 weeks	N/A
*Use of Sick Days	25 days	68.25 days
*Use of Personal Days	N/A	1 day
*Use of Vacation Days	N/A	N/A
Unpaid Leave	N/A	After exceeding sick and personal days
Intermittent Leave	N/A	1 – 2x per month for a period of 1 to 2 days
Extended Leave	N/A	N/A
Est. Return Date	02/19/19	N/A

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*all time is accrued up date of leave.

Motion approved by unanimous voice vote of 7-0-0; Ayes: Adams, Bentley, Colon, Hoolahan, Livingston, Leflore, and Groce Nays: 0 Abstain: 0

014520

Curriculum /Professional Development

Motion (Colon/Bentley) Board approved: #11-7

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

Staff Member	Building	Admin. Approving	Title	Date of Program	Location	Registration and Mileage Cost
Rebecca Elder	SMS	Pascale DeVilme'	Salem County School Counselors Association Meeting	01/17/19	Pennsville Middle School	-0-
Adam Pszwaro	SMS	Pascale DeVilme'	Salem County School Counselors Association Meeting	01/17/19	Pennsville Middle School	-0-
John Grimes	JFA	Syeda Carter	Live Sound for Music Teachers	02/02/19	Rowan University Glassboro, NJ	\$100.00 15-190-100-610-01-JFS
Gia Sparacio Scarani	JFA	Syeda Carter	ASCD -- The 3 rd Annual Early Childhood Summit	02/11/19	Monroe Twp., NJ	\$145.00 20-218-200-800-01-JFA

Motion approved by unanimous voice vote of 7-0-0; Ayes: Adams, Bentley, Colon, Hoolahan, Livingston, Leflore, and Groce Nays: 0 Abstain: 0

Policies/Job Descriptions

Motion (Colon/Bentley) Board approved: #14-7

1. Board approved the review of the following policy series:
 - i. Series 6000 Instructional Program

2. Board approved the 2nd reading and adoption of the following policies:
 - i. 4111.3 Domestic Violence (Instructional Personnel)
 - ii. 4211.3 Domestic Violence (Support Personnel)

Motion approved by roll call voice vote of 7-0-0; Ayes: Adams, Bentley, Colon, Hoolahan, Livingston, Leflore, and Groce Nays: 0 Abstain: 0

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EXECUTIVE SESSION

There was no Executive Session during this meeting.

NEW BUSINESS:

- Personnel Committee to interview Board Member applicant, February 2019.

ADJOURNMENT

Motion (Colon/Bentley) Board adjourned the January 2, 2019 meeting of the Salem City Board of Education at 6:51 PM.



Herbert Schectman
Business Administrator/Board Secretary
HS/ta

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