

*Board Minutes September 9, 2020*

**Salem City Board of Education  
Salem, New Jersey 08079  
Board of Education Meeting  
September 9, 2020**

**CALL TO ORDER:** A meeting of the Salem City Board of Education is called to order at 6:00 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**

**911 MOMENT OF SILENCE – Presented by Mr. McDonald**

**Board Members**

Carol Adams	Laquendala Bentley (Absent)	Christopher Colon
Kendra Fletcher	Yuenge Groce	Joan Hoolahan
Daffonie Moore	Nilda Wilkins	Veronica Wright

**District Representatives:**

LAC: Laura Tice Crane (Absent)  
Quinton: William McDonald  
Mannington: Michael Bower

**Administrators:**

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

**OTHERS:** Mr. Corey Ahart

**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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### **AUDIENCE PARTICIPATION**

Paula Gillian, 355 E. Broadway, Salem NJ 08079

- Expressed concerns regarding her son, that he should bring his own supplies and computers, pencils, etc.

### **Swearing in of Board Member**

- ❖ Mannington Representative: Michael Bower by Corey Ahart

### **BOARD COMMITTEE REPORTS**

Curriculum

- ❖ None

Finance

- ❖ None

Personnel / Negotiations

- ❖ Did not have a committee meeting

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

#### **Salem High School (SHS) Commentary/Event Activities:**

- ❖ Salem High School enjoyed a very enthusiastic and successful start of the 2020-2021 school year. There are 115 freshmen, 88 sophomores, 97 juniors and 82 seniors enrolled for a total school population of 382 students as of today. We had 110 pupils opt out for remote instruction.
- ❖ The ACT Test will be administered at Salem High School on Saturday, September 12<sup>th</sup>. A total of 47 SHS students will take the test. Students completed the ACT Prep program this summer remotely.
- ❖ The Fall 2020 sports season officially opens on September 11<sup>th</sup> with great excitement! Phase I and Phase II ran successfully until August 28<sup>th</sup>.
- ❖ Our Collegewise counselor, Mr. Chris LaBounty continues to work remotely with our current seniors concerning submitting college applications. All seniors are applying to a minimum of eight colleges by November 1<sup>st</sup>.
- ❖ Currently, there are 22-Senior IB students and 28-Junior IB students enrolled in the program for the 2020-2021 school year.
- ❖ Please be sure to keep up to date with SHS happenings via the SHS home page: [http://www.salemnj.org/schools/salem\\_high\\_school](http://www.salemnj.org/schools/salem_high_school)

#### **Salem Middle School (SMS) Commentary/Event Activities:**

- ❖ We opened our doors and welcomed our students with the mindset that our students will continue to receive a first-rate education.
- ❖ Our total enrollment as of today is 435 students.
- ❖ Students enter the school building in one of the following ways:
  - 3rd grade Back playground/Center "Guidance Doors" located near Administrative Parking
  - 4th grade Doors located on the far side of the playground; behind gym; next to the loading dock
  - 5th grade Doors in the front of the building between the main entrance and the 6th grade doors
  - 6th grade Doors in front of building near Wesley Street side of school
  - 7th grade Main Entrance doors
  - 8th grade Doors located in the front of the building on Carpenter Street side of school
- ❖ Students met their homeroom teachers outside for their Qualtrics check and then they proceed to have breakfast in the classroom behind their desk shields. Their homeroom teacher is also their first period teacher. Lunch is served in both the gymnasium and the cafeteria to ensure social distancing. Students use their desk shields at this time as well.
- ❖ In lieu of woodwind and brass instruments for music lessons, all students are being instructed on how to play the drums. The kids are very excited about this!

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- ❖ Google Classroom Professional development training is underway in order to get the Faculty ready for virtual learning. And, this week marked the beginning of benchmark testing for all grades.

### **John Fenwick Academy (JFA) Commentary/Event Activities:**

- ❖ Camp Fenwick (PK-2): 60 students were invited 48 attended
- ❖ Teachers prepared classrooms the week of August 25- August 28
- ❖ The custodians/maintenance did an excellent job preparing school for opening day (Ida, Neil, Ed, Ray, Jahiem and Charlie) Kudos to them!
- ❖ New plumbing fixtures were installed in the 30's & 40's PK wings (20's wing will be completed in November) Thanks to Joe Cole!
- ❖ All heating and air conditioning vents were cleaned this summer (Thanks to Mr. Spence!)
- ❖ Antibacterial hand sanitizing stations set up outside of each classroom, masks, disinfectant wipes provided for each class, desk dividers for each student (K-2)
- ❖ Current total enrollment: 373 students (Virtual 118, In-School 255), PK-70 (Virtual 23, In-School 47) K-94 (Virtual 24, In-School 70) 1<sup>st</sup>-89 (Virtual 31, In-School 58) 2<sup>nd</sup>-120, (Virtual 40, In-School 80)
- ❖ 8 preschool registrations in queue (6 applications completed)

### Upcoming October ACTIVITIES:

- ❖ October 19-20: Fall Pictures

### **SUPERINTENDENT'S COMMENTS/REPORTS**

- ❖ We had a good school opening
- ❖ Qualtrics system being tweaked
- ❖ Childcare issues due to inclement weather will be addressed
- ❖ Effective School Solutions (ESS) started at all schools
- ❖ Spending money on technology
- ❖ Supporting teachers on virtual teaching vs. in-school instruction

**Question from C. Colon: Is there a need for technology grants?**

**Answer from Superintendent: No**

Motion (Colon/Fletcher) Board approved regular minutes of August 12, 2020 Board of Education meeting.

**Motion approved by unanimous voice vote of 10-0-0; Ayes: Adams, Bower, Colon, Fletcher, Hoolahan, McDonald, Moore, Wilkins, Wright and Groce Nays: 0 Abstain: 0**



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**Miscellaneous**

**Upon the Recommendation of the Superintendent of Schools**

Motion (Colon/Fletcher) Board approved: **#2-F-3**

1. Board approved to accept the Fresh Fruit and Vegetable Program September 2020 budgets awarded by the Department of Agriculture. John Fenwick Academy \$1,647.36 and Salem Middle School \$1,731.84.
2. Board approved of the partnership agreement between Big Brothers Big Sisters of Cumberland and Salem Counties (BBBS) and the Salem Board of Education for the 20-21 school year. Big Brothers Big Sisters (BBBS) will provide professionally monitored virtual mentoring meetings for existing and new matches as a program modification during the COVID-19 pandemic.
3. Board approved of the 20-21 Salem City School District Reopening Plan.
4. The Board of Education authorized Herbert Schectman, Business Administrator, to apply for a Digital Divide Grant in the amount of \$276,349.

The NJDOE has notified us that the 2020 Bridging the Digital Divide grant program is prepared to award the Salem City School District an award amount of \$276,349.

5. The Board of Education authorized the following staff members to transfer from the School-Based Youth Grant program to the General Fund.

On August 27, 2020, the NJ Department of Children and Families notified the district that it will not fund this grant after September 30, 2020. This is a result of Governor Murphy's amended budget program for the State.

The staff members funded by this grant will be moved to the General Fund as noted on the attached vacancy listing.

6. Board approved to adopt the resolution to borrow funds due to the delay in September state school aid payments.

**BORROWING DUE TO DELAY IN SEPTEMBER STATE SCHOOL AID PAYMENT RESOLUTION**

Whereas, NJSA 18A:22-44.2 provides a board of education the ability to enter into short term loans with the bank of their choice, if needed, due to the delay in the September state school aid payment; and

Whereas, the September 22<sup>nd</sup> State School Aid payment is delayed until October, the Salem City School District will be required to borrow funds totaling \$900,000 to meet general fund and preschool expenditures for September; and

Whereas, the Salem City School District will borrow the funds from Franklin Bank no earlier than September 22, 2020 at 3% interest; and

Whereas, the State of New Jersey will pay the Salem City School District in full the principal of the amount borrowed and interest of \$1,275.00 no later than October 8, 2020 and

Whereas, the Salem City School District will repay to the bank in full the principal of the amount borrowed and interest of \$1,275.00 no later than October 8, 2020 or

Whereas, the State of New Jersey will pay the Salem City School District in full the principal of the amount borrowed and interest of \$1,350.00 no later than October 9, 2020 and

Whereas, the Salem City School District will repay to the bank in full the principal of the amount borrowed and interest of \$1,350.00 no later than October 9, 2020 and

Therefore, be it resolved by the Board of Education of the Salem City School District, approval of the borrowing of funds not to exceed \$900,000 at 3% interest due to the delay in the September 22<sup>nd</sup> State School Aid payments.

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7. The Board of Education authorized Herbert Schectman to enter into a Parental Transportation Contract with K.H. to reimburse the parent for 20-21 transportation costs. Cost not to exceed \$10,000. Account# 11-000-270-505-00-BUS

**Motion approved by roll call voice vote of 9-0-1; Ayes: Adams, Bower, Colon, Fletcher, Hoolahan, McDonald, Moore, Wilkins, and Groce Nays: 0 Abstain: 1 = V. Wright #5**

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

Motion (Colon/Fletcher) Board approved: **#7-C-3**

1. Board approved of an 11th grade student (05190001) to receive educational instruction at Salem County Special Services School District Alternative School located at Salem Community College. Tuition Cost: \$27,841 for the 2020-2021 school year.
2. Board approved of an 11th grade student (04220001) to receive educational instruction at Salem County Special Services School District Alternative School located at Salem Community College. Tuition Cost: \$27,841 for the 2020-2021 school year.

**Motion approved by unanimous voice vote of 10-0-0; Ayes: Adams, Bower, Colon, Fletcher, Hoolahan, McDonald, Moore, Wilkins, Wright and Groce Nays: 0 Abstain: 0**

**Miscellaneous**

Motion (Colon/Fletcher) Board approved: **#7-D-3**

1. Board approved of C.M., son of Ms. Heather Meehan, to attend John Fenwick Academy as an Interdistrict Public School Choice Student for the 2020-2021 school year. Parent will provide transportation.

**Motion approved by unanimous voice vote of 10-0-0; Ayes: Adams, Bower, Colon, Fletcher, Hoolahan, McDonald, Moore, Wilkins, Wright and Groce Nays: 0 Abstain: 0**

**PERSONNEL**

**A. Resignation/Retirement/Termination**

**Upon the Recommendation of the Superintendent of Schools**

Motion (Colon/Fletcher) Board approved: **#8-A-3**

1. Board approved of the resignation of Ms. Angelica Espinal, secretary at SMS, effective August 27, 2020.
2. Board approved of the resignation of Ms. Deidra Davis, paraprofessional at JFA, effective September 14, 2020.
3. Board approved of the resignation of Ms. Caitlin Long, long-term substitute teacher at JFA, effective August 24, 2020.
4. Board approved of the resignation of Ms. Anita Garcia, paraprofessional at SHS, effective August 20, 2020.
5. Board approved of the resignation of Ms. Yamileth Ortiz, teacher at JFA, effective August 19, 2020.
6. Board approved of the resignation of Ms. Brittany Forsythe, teacher at JFA, effective August 16, 2020.
7. Board approved of the termination of Mr. John Russo, notification of termination, September 2, 2020.

**Motion approved by unanimous voice vote of 10-0-0; Ayes: Adams, Bower, Colon, Fletcher, Hoolahan, McDonald, Moore, Wilkins, Wright and Groce Nays: 0 Abstain: 0**

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**B. Employment**

**Upon the Recommendation of the Superintendent of Schools**

Motion (Colon/Fletcher) Board approved: #8-C-3

1. Board approved of the employment of Elena Harris as a Special Education Teacher for Salem Middle School effective September 1, 2020 through June 30, 2021. Salary will be \$52,657 (BA01) per annum.

**Motion approved by roll call voice vote of 10-0-0; Ayes: Adams, Bower, Colon, Fletcher, Hoolahan, McDonald, Moore, Wilkins, Wright and Groce Nays: 0 Abstain: 0**

**C. Financial Request**

**Upon the Recommendation of the Superintendent of Schools**

Motion (Colon/Fletcher) Board approved: #8-D-3

1. Board approved of Coaching Positions for the Fall 2020 season.

Sport	Position	Stipend	Coach
Tennis (Girls')	Assistant Coach	\$2,761	Renee Murray
Cross Country	Head Coach	\$4,762	Scot Levitsky
Soccer (Boys')	Head Coach	\$4,762	Michael Hughes
Soccer (Boys')	Assistant Coach (Varsity)		OPEN
Soccer (Boys')	Assistant Coach (JV)	\$3,822	Josiah Hughes
Cheerleading	Fall Advisor	\$2,381	Thronna Busch

\*Payment of full stipend will be contingent upon the decision by the Governor's office and the NJSIAA whether or not to continue with a Fall athletics season due to the Covid-19 pandemic.

2. Board approved to pay Tenyatta Sanders, Executive Secretary, JFA, 5.50 (22.00/hr.) additional summer hours in the amount of \$121.00.

**Motion approved by unanimous voice vote of 10-0-0; Ayes: Adams, Bower, Colon, Fletcher, Hoolahan, McDonald, Moore, Wilkins, Wright and Groce Nays: 0 Abstain: 0**

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**D. Leave of Absence**

**Upon the Recommendation of the Superintendent of Schools**

Motion (Colon/Fletcher) Board approved: **#8-E-3**

- Board approved the following leave of absences:

Employee ID#	38	1420	459	963	828	559	213
Employee	E.I.	R.A.	L.M.	G.G.	A.C.	G.C.	H.B.
Type of Leave	Intermittent - Medical	Medical – Family	Intermittent - Medical	Medical	Intermittent - Medical	Intermittent – Medical	Medical
Leave Requested	09/01/2020-08/31/2021	09/01/2020 – 11/01/2020	09/01/2020-08/31/2021	09/01/2020 – 11/30/2020	09/01/2020-08/31/2021	09/26/2020-09/25/2021	08/03/2020-08/31/2020
Fed Max Leave (max 90 days)	09/01/2020-08/31/2021	09/01/2020 – 11/01/2020	09/01/2020-08/31/2021	09/01/2020 – 11/30/2020	09/01/2020-08/31/2021	09/26/2020-09/25/2021	08/03/2020-08/31/2020
Time Usage of FMLA	12 weeks	8 weeks	12 weeks	12 weeks	12 weeks	12 weeks	4 weeks
NJ Family Leave (max 90 days)	N/A	09/01/2020 – 11/01/2020	N/A	N/A	N/A	N/A	N/A
Time Usage of FLA	N/A	N/A	N/A	N/A	N/A	N/A	N/A
*Use of Sick Days	42 days	10 days	52.75 days	27 days	33.5 days	17 days	
*Use of Personal Days	3 days	3 days	3 days	3 days	3 days	3 days	
*Use of Vacation Days	N/A	N/A	N/A	N/A	N/A	N/A	N/A
Unpaid Leave	After exceeding all sick and personal days	After exceeding all sick and personal days	After exceeding all sick and personal days	After exceeding all sick and personal days	After exceeding all sick and personal days	After exceeding all sick and personal days	N/A
Intermittent Leave	1-2X per month for up to 3 days	N/A	1-3X per month for up to 3 days	N/A	1-2X per month for up to 2 days	1x per month for up to 3 days	N/A
Extended Leave	N/A	N/A	N/A	N/A	N/A	N/A	N/A
Est. Return Date	N/A	11/02/2020	N/A	12/01/2020	N/A	N/A	09/01/2020

- Board approved the extended leave of absence of the following Non-FMLA:

Employee	Requested Period	Return Date
Tonya Connor	09/01/2020 – 12/14/2020	12/14/2020

\*all time is accrued up to date of leave

**Motion approved by unanimous voice vote of 10-0-0; Ayes: Adams, Bower, Colon, Fletcher, Hoolahan, McDonald, Moore, Wilkins, Wright and Groce Nays: 0 Abstain: 0**



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**Policies/Calendars**

Motion (Colon/Fletcher) Board approved: **#14-3**

1. Board approved of the 2<sup>nd</sup> reading of the following policies:

2000/2111.6	Re-Opening School Following a Pandemic
2000/2111.63	District All-Virtual Policy
2000/2111.65	Contact Tracing and Screening – Pandemic

2. Board approved of the Special Education Paraprofessional job description.

**Motion approved by roll call voice vote of 10-0-0; Ayes: Adams, Bower, Colon, Fletcher, Hoolahan, McDonald, Moore, Wilkins, Wright and Groce Nays: 0 Abstain: 0**

**Miscellaneous**

Motion (Colon/Fletcher) Board approved: **#15-3**

1. Board approved of the following individual as a Volunteer Coach for the Fall 2020 season:

Girls' Tennis  
Amelia Salina

Coach Kutzura concurs with this recommendation.

**Motion approved by unanimous voice vote of 10-0-0; Ayes: Adams, Bower, Colon, Fletcher, Hoolahan, McDonald, Moore, Wilkins, Wright and Groce Nays: 0 Abstain: 0**

**EXECUTIVE SESSION**

Motion (SCA/Colon) Board adopted the following Resolution to go into executive session at 6:42 P.M.

**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: **Litigation**

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.

**Motion approved by unanimous voice vote of 10-0-0; Ayes: Adams, Bower, Colon, Fletcher, Hoolahan, McDonald, Moore, Wilkins, Wright and Groce Nays: 0 Abstain: 0**

**RETURN TO REGULAR SESSION**

Motion (Colon/Fletcher) Board returned to open session at 8:05 P.M.

**Motion approved by unanimous voice vote of 10-0-0; Ayes: Adams, Bower, Colon, Fletcher, Hoolahan, McDonald, Moore, Wilkins, Wright and Groce Nays: 0 Abstain: 0**

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**NEW BUSINESS:**

Motion (Colon/Fletcher) Board approved:

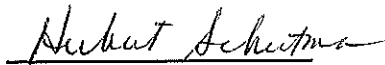
- Proposed settlement agreement

**Motion approved by roll call voice vote of 10-0-0; Ayes: Adams, Bower, Colon, Fletcher, Hoolahan, McDonald, Moore, Wilkins, Wright and Groce Nays: 0 Abstain: 0**

**ADJOURNMENT**

Motion (Colon/Fletcher) Board adjourned the September 9, 2020 meeting of the Salem City Board of Education at 8:07 P.M.

**Motion approved by unanimous voice vote of 10-0-0; Ayes: Adams, Bower, Colon, Fletcher, Hoolahan, McDonald, Moore, Wilkins, Wright and Groce Nays: 0 Abstain: 0**



Herbert Schectman

Business Administrator/Board Secretary

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