

Board Minutes March 13, 2024

**Salem City Board of Education
Salem, New Jersey 08079
Board of Education Meeting
March 13, 2024**

CALL TO ORDER: A meeting of the Salem City Board of Education was 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: Mr. Christopher Colon, Board President, announced that adequate notice of this meeting has been provided in accordance with the Open Public Meetings Act, Chapter 231, P.L. 1975. The Salem City Board of Education has caused notice of this meeting to be published by having the date, time and place thereof posted in the South Jersey Times, the Courier Post, on the school website, with Salem City and Salem County Clerks and in a place of public notice located at the Salem City Board of Education Office, 205 Walnut Street, Salem, New Jersey

FLAG SALUTE

Board Members

Sister Carol Adams (Arrived 6:05)	Jared Bacon, Sr.	Laquendala Bentley (Absent)
Christopher Colon	Kendra Fletcher	Heidi Holden
Joan Hoolahan	Daffonie Moore	Nilda Wilkins

Student Representative:

District Representatives:

Elsinboro: Madinah Thomas
Quinton: Joanne Nacucchio
Mannington: Dee DiTeodoro (Absent)

Administrators:

Dr. Patrick Michel, Superintendent	Pascale DeVilme, Principal Salem Middle School
Herbert Schectman, School Business Administrator	Mark Baker, VP Salem Middle School
Dr. Meghan Taylor, Director of Special Services	Michele Beach, VP Salem Middle School (Arrived 6:20)
John Mulhorn, Principal Salem High School	Syeda Carter, Principal John Fenwick Academy
Jordan Pla, VP Salem High School	Shasharaa Blackshear, VP of Early Childhood
Darryl Roberts, VP Salem High School (Absent)	Ryan Caltabiano, Director of Curriculum, Instruction, and Grants

OTHERS: Mr. Corey Ahart, Esq.

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.

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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.

Audience Participation

Rebecca Gower Ferguson
410 Griscom Drive
Quinton, NJ

- Corrected herself from the last Board meeting; 3 notifications re: gun at school last month within a 2.5 hour period
- Has a solution 5131.7, 5132, 5124, 5135 BOE Policies
- Will create a Facebook page
- Dr. Michel rebutted her comments
- Accused Dr. Michel of discrediting her integrity
- Dr. Michel accused Ms. Ferguson of same

PRESENTATION

Students of the month for February 2024:

Salem High School

Sierra Sakaguchi	11 th Grade	Mr. Lagakos
Gianna Pelura	12 th Grade	Ms. Hudock

Salem Middle School

A'Moni Cabbell	8 th Grade	Ms. Bey
Payton Pfeffer	8 th Grade	Ms. Bey

John Fenwick Academy

Jassiem Whitaker	2 nd Grade	Ms. Massie
Lilliana Handy	2 nd Grade	Mr. Forti

Staff Member(s) of the month for February 2024:

Ms. Allyson Bey Salem Middle School

- Ms. DeVilme, Ms. Beach, Mr. Baker and Mr. Allen honored Ms. Bey for her 26 years in the District

BOARD COMMITTEE REPORTS

Curriculum – Sister Carol Adams reported that the curriculum committee had a meeting

Finance – Met to discuss preliminary budget; uniform policy items submitted

Personnel – Met prior to the Board meeting; support all Superintendent recommendations; will meet with SCEA on 3/25/2024 to discuss salary guides.

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PRINCIPALS'/ADMINISTRATORS' REPORTS AND COMMENTARY

Salem High School (SHS) Events/Commentary/Highlights

- NJGPA testing for 11th grade scholars is currently taking place 3/12 and 3/13
- Our student College Board continues to grow!
- The Salem Ram High School Theater presented Mamma Mia! on 3/8 and 3/9/2024. Special thanks for Mr. Eric Fizur, Mrs. Anne Hudock, Mrs. Renee Mizger, Ms. Brianna Santarelli, Mr. Skarzynski and Mr. Steven Clar.
- The IB Art Show was held on 3/6. IB Scholars presented their best work to friends, family and fellow pupils

Salem Middle School (SMS) Events/Commentary/Highlights

- Parent/Teacher conferences held this week.
- 98 students recognized for being on the Principal's List and Honor Roll for the 2nd marking period
- 133 students recognized for being a VIP, with no failing grades and good attendance
- The School Counseling Office escorted the Seventh Grade to Delaware State University for a campus tour
- We have two Odyssey of the Mind competing under the guidance of Ms. Nugent, Sixth Grade Science teacher
- Ms. Toogood will be escorting outstanding members of our student band and choir to Temple University's Performing Arts College and then to a performance at the Kimmel Cultural Center in Philadelphia later this month.
- The Middle School Girls and Boys basketball teams competed very well this season, and the SMS Spirit Team did a great job cheering them on.

John Fenwick Academy (JFA) Events/Commentary/Highlights

- Our PreK classes went to "Pump It Up" in February
- Three IB students (Bianca Gibson/Mia Lopez/Taquia Thomas from SHS provided Ms. Traini (Art) with service hours on February 20
- Over 80 students honored with medals for completion of the 100, 200, 300, 400, 500+ book reading challenges!
- PTO/Char Wilson/Beth Cosper donated 19 cases of water
- Jennifer Crumb donated 12 cases of water
- 15 volunteers arrived and read to our PK-2 students for Black History Month

SUPERINTENDENT'S COMMENTS/REPORTS

- Dr. Michel discussed the District repair list; the list will be updated to include quotes
- Dr. Michel discussed the tax levy for the 2024-2025 school budget

Motion (KF/HH) Board approved the regular minutes of February 14, 2024 Board of Education meeting.

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Miscellaneous

Upon the Recommendation of the Superintendent of Schools

Motion (KF/HH) Board Approved: **#2-F-9**

1. Board approved the following monthly eRate reimbursement amounts related to the previously approved contract with xtel Communications to upgrade the District's infrastructure. \$1,966.79 for internet services and \$292.28 for firewall services.

2. The Salem City Board of Education authorized Herb Schectman, Business Administrator, to enter into a contract with Parker McCay for construction related legal services.

3. Board approved for an Agreement for Student Internships between Rowan University and Salem City School District.

4. Board approved the Joint Transportation Agreement with Westville School District for the period of 9/1/2023-2/27/2024. This agreement is to transport two students who are attending Westville schools during this period under McKinney-Vento.

5. The Salem City Board of Education approved a contract with Dr. Amiot P. Michel to serve as the Superintendent for the contract period July 1, 2024 through June 30, 2027. This contract has been reviewed and approved by the Executive County Superintendent.

6. Board approved of the Memorandum of Understanding between Dr. Amiot P. Michel and Marie Myrlene Dupont, Ph.D. Ms. Dupont is a candidate in the Department of Education Leadership at New Jersey City University.

7. Board approved of the Adoption of the 2024-2025 School Year Tentative Budget:

RESOLVED, that the budget is approved for the 2024-2025 School Year and the Secretary to the Board of Education is authorized to submit the tentative budget to the Salem County Executive Superintendent of Schools for approvals as follows:

RESOLVED to approve the 2024-2025 school district budget:

	Budget	Local Tax Levy
General Fund	\$ 31,765,242	\$ 2,641,314
Special Revenue	\$ 5,252,812	
Debt Service	\$ 330,253	\$
	\$ 37,348,307	\$ 2,641,314

RESOLVED, that the 2024-2025 school district budget is approved.

RESOLVED, that taxes should be raised from the City of Salem in the amount of \$2,641,314 for the General Fund for the 2024-2025 school year,

WHEREAS, the District makes the following assurances: 1) No other line-item balances are or will be available, 2) No other emergency reserves or maintenances reserves (for maintenance purposes) are available for transfer, 3) The transfer is for T&E purposes OR to ensure health and safety of students/or staff, 4) any unbudgeted or under-budgeted revenue or excess (under projected) unreserved undesignated fund balance has been utilized.

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8. Board approved to enter into an articulation agreement with Rowan College of Gloucester County for students who complete the Audio/Video Productions program of study to receive 3 credits at Rowan College of Gloucester County.
9. Board approved the maximum travel expenditure resolution in accordance with NJAC 6A:23A-7.3:

MAXIMUM TRAVEL EXPENDITURE

WHEREAS, Pursuant to *N.J.S.A. 18A:11-12*, in each pre-budget year, the Salem Board of Education is required to establish a maximum travel expenditure amount for the budget year which may not be exceeded; and

WHEREAS, The Board of Education has determined that the maximum travel expenditure amount includes all travel that is supported by State and local funds; and

WHEREAS, The Board of Education had previously established a maximum amount for the pre-budget year 2024-2025 as \$100,000 and

WHEREAS, The Board of Education has expended \$0 of the maximum amount for the pre-budget year to date; and

WHEREAS, The Board of Education has not elected to exclude travel expenditures supported by federal funds from the maximum travel expenditure amount; and

WHEREAS, The board has determined that the total amount of travel expenditures supported by federal funds is \$0 for the pre-budget year to date; and

WHEREAS, The board has determined that the total amount of travel expenditures supported by federal funds for the school year 2024-2025 is \$30,000, be it

RESOLVED, That the Salem City Board of Education hereby establishes the maximum travel expenditure amount for the 2024-2025 school year as \$100,000.

Motion approved by unanimous roll call vote of 10-0-0, Ayes: Adams, Bacon, Colon, Fletcher, Holden, Hoolahan, Moore, Wilkins, Thomas, Nacucchio Nays: 0 Abstain: 0

STUDENT MATTERS

Motion (KF/HH) Board Approved: **#4-A-9**

1. Board approved the below field trips for March/April/May 2024:

Destination	Date / Students	Staff/Bus/Fees
Temple University 2001 North 13 th Street Kimmel Cultural Center 300 South Broad Street Philadelphia, PA 8:00A-5:00P	March 27, 2024 Approx. 30 students College Performing Arts Tour \$60.00/student fundraising to cover cost	Carleigh Toogood Nicholas Cesario 1 Faculty/Staff Member 1 bus \$60.00/student; fundraising to cover cost 1 bus (\$300.98 per bus)
Junior Achievement Delaware 522 South Walnut Street Wilmington, DE 8:45a-2:00p	April 10, 2024 Approx. 140 students Financial Literacy	Mr. William Oberman 8 Faculty/Staff Members 4 buses, per BR Williams rate 2 substitutes (\$125.00 per sub)
Salem County Historical Society Market Street Salem NJ	3/14/2024 38 pupils	Ms. Bergman, Mr. Farmer, Mr. James, Ms. Owen, Ms. Champion, Dr. Taylor, Ms. Luciani No cost to pupils
YMCA of the Pines Medford NJ	Teen Pep Annual Trip March 19-20 2024 18 pupils	Mr. Levitsky, Ms. Woodlock 1 bus, per BR Williams rate Lodging, food and camp activities: \$2,142 Paid for by Salem Health and Wellness Grant

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Salem County Courthouse	May 3, 2024	Mrs. Elizabeth Irvine, Mr. John Mulhorn
Salem County Art Contest winners	3 students	No cost to students No substitutes needed No bus needed

Motion approved by unanimous voice vote of 10-0-0, Ayes: Adams, Bacon, Colon, Fletcher, Holden, Hoolahan, Moore, Wilkins, Thomas, Nacucchio Nays: 0 Abstain:0

Home Instruction: In/ Out of District/Residential

Motion (KF/HH) Board Approved: #7-C-9

1. Board approved for the below Home Instruction requests:

Student ID	HealthCare / School / Teacher	Grade	Costs / Tuition	Start/End Dates
01340040	Karen Pastor	1 st	Teacher pay of \$35.00/hr for 5 hours per week (pay rate from 22-23 school year and will if applicable be adjusted upon settlement of contract.)	2/26/2024-3/29/2024
01330136	Betsy Tortella	3 rd	Teacher pay of \$35.00/hr for 5 hours per week (pay rate from 22-23 school year and will if applicable be adjusted upon settlement of contract.)	1/10/2024-TBD
01310002	Brookfield Schools	5 th	\$35.00 per hour for 60 hours \$2,100.00	2/13/2024-3/13/2024
01280217	Brookfield Schools	8 th	\$35.00 per hour for 2 hours per day	2/28/2024-TBD
01270113	Pineland	8	\$58,780.00	3/5/2024-6/30/2024
01290093	Brookfield Schools	6	\$35.00 per hour for 2 hours per day	3/5/2024-4/5/2024
01340093	Karen Pastor	1 st	Teacher pay of \$35.00/hr for 5 hours per week (pay rate from 22-23 school year and will if applicable be adjusted upon settlement of contract.)	3/15/2024-4/26/2024
01340040	Brookfield Schools	1 st	\$35.00 per hour for 2 hours per day	3/11/2024-4/22/2024

Motion approved by unanimous voice vote of 10-0-0, Ayes: Adams, Bacon, Colon, Fletcher, Holden, Hoolahan, Moore, Wilkins, Thomas, Nacucchio Nays: 0 Abstain:0

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Miscellaneous

Motion (KF/HH) Board Approved: **#7-D-9**

1. Board approved for Dzijah Morris (resident district school Penns Grove Carneys Point) to attend Salem High School as an 11th grade pupil. Guardians have completed School Choice forms and will provide their own transportation.

Board approved for Brielle Robinson (resident district school – Woodstown/Piles Grove) to attend Salem High School as a 9th grade pupil. Guardians have completed School Choice forms and will provide their own transportation.

Motion approved by unanimous voice vote of 10-0-0, Ayes: Adams, Bacon, Colon, Fletcher, Holden, Hoolahan, Moore, Wilkins, Thomas, Nacucchio Nays: 0 Abstain:0

Personnel

A. Resignation/Retirement

Upon Recommendation of the Superintendent of Schools

Motion (KF/HH) Board Approved: **#8-A-9**

1. Board approved the resignation of Danielle D'Amico (Abrantes), Paraprofessional at John Fenwick Academy, effective March 8, 2024.
2. Board approved the revised resignation date of Brandon Taylor, Attendance Secretary at John Fenwick Academy. Mr. Taylor's last day of work was February 26th, 2024.
3. Board approved the retirement of Dr. Amiot P. Michel, Superintendent of Salem City School District, effective January 1, 2025.
4. Board approved the suspension without pay of Curtis Schofield for February 26, 2024.

Motion approved by unanimous voice vote of 10-0-0, Ayes: Adams, Bacon, Colon, Fletcher, Holden, Hoolahan, Moore, Wilkins, Thomas, Nacucchio Nays: 0 Abstain:0

B. Employment

Upon the Recommendation of the Superintendent of Schools

Motion (KF/HH) Board Approved: **#8-C-9**

1. Board approved the employment of Lea Bell as a One to One Paraprofessional (Step II/Tier I) at John Fenwick Academy for the 2023-2024 school year, beginning March 4, 2024. Lea Bell's salary will be \$19,105, prorated to the start date of March 4, 2024. Salary is from the 2022-2023 school year and will, if applicable, be adjusted upon settlement of contract.
2. Board approved the following new substitute for the 2023-2024 school year. Ms. Grusemeyer is approved to substitute at John Fenwick Academy only.

Madeline Grusemeyer

NJ Substitute Certificate

3. Board approved the employment of Eric Flitcraft as a Maintenance Technician for Salem City School District. Eric Flitcraft's salary will be \$50,000 per annum, prorated to his start date of March 14th, 2024.

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4. Board approved to hire the following substitute staff: Michael Deans to work as a substitute custodian (currently employed as a Paraprofessional at Salem High School); Shayonna Floyd as a substitute custodian; Timothy Washington, Sr. as a substitute groundskeeper.
5. Board approved the employment of Marcina Hopkins as a Preschool Teacher at John Fenwick Academy for the 2024-2025 school year, beginning September 1, 2024.. Marcina Hopkins' salary will be \$59,518 (BA Step 8). Salary is from the 2022-2023 school year and will, if applicable, be adjusted upon settlement of contract.
6. Board approved the employment of Kemp Carr as Teacher of Physical Education for the 2024-2025 school year. Kemp Carr's salary will be \$89,221 (MA Step 18). Salary is from the 2022-2023 school year and will, if applicable, be adjusted upon settlement of contract.
7. Board approved the employment of Cequence Parsons as a JFA Kindergarten Paraprofessional (Step II/Tier I) for the 2023-2024 school year, beginning on March 11, 2024. Cequence Parson's salary will be \$19,105 per annum, prorated to the start date of March 11, 2024. Salary is from the 2022-2023 school year and will, if applicable, be adjusted upon settlement of contract.

Motion approved by unanimous roll call vote of 10-0-0, Ayes: Adams, Bacon, Colon, Fletcher, Holden, Hoolahan, Moore, Wilkins, Thomas, Nacucchio Nays: 0 Abstain:0

C. Financial Request

Upon the Recommendation of the Superintendent of Schools

Motion (KF/HH) Board Approved: #8-D-9

1. Board approved for Dione Alston to be added to the after-school detention substitute list for Salem High School, at a pay rate of \$23.00/hr. Pay rate is from the 2022-2023 school year and will, if applicable, be adjusted upon settlement of contract.
2. Board approved the below Winter 2024 Athletic Support Staff positions for Salem Middle School. Stipend amount is from the 2022-2023 school year and will, if applicable, be adjusted upon settlement of contract.

Event Staff (MS)	As Needed	\$33.75/game	Thronna Busch
Event Staff (MS)	As Needed \$	\$33.75/game	John Murray

3. Board approved the revised stipend as below. Stipend amount is from the 2022-2023 school year and will, if applicable, be adjusted upon settlement of contract.

Softball	Assistant Coach (JV)	Bridget Bernardini	\$3,822
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4. Board approved for Rachel Hunt to proctor the NJGPA for pupils on home instruction.
Dates: March 11, 2024 through March 22, 2024
Times: After regular school hours
Costs: \$35.00*/hour x 5 hours x 9 pupils = \$1,575.00 (Account 15-140-100-101S-03-SHS)
*pay rate indicated is from the 2022-2023 school year and will, if applicable, be adjusted upon settlement of contract

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5. Board approved the Fall 2024 Coaching Staff position below. Stipend amount is from the 2022-2023 school year and will, if applicable, be adjusted upon settlement of contract.

Football Head Coach \$5,947 Kemp Carr

6. Board approved the below Spring 2024 Staff Position. Stipend amount is from the 2022-2023 school year and will, if applicable, be adjusted upon settlement of contract.

Weight Room Supervisor \$1,696 Kemp Carr

D. Leave of Absence

Motion (KF/HH) Board Approved #8-E-9

1. Board approved the following non-FMLA leave of absence:

Employee	Requested Period
Stephanie Phy	2/20/2024-6/30/2024

2. Board approved the following FMLA leave of absences:

Employee ID#	852	1038
Employee Name	D.A.	N.T.
Type of Leave	Intermittent – Medical	Medical
Leave Requested	02/27/2024 – 02/26/2025	02/22/2024 – 03/21/2024
Fed Max Leave (max 90 days)	02/27/2024 – 02/26/2025	02/22/2024 – 03/21/2024
Time Usage of FMLA	12 weeks	4 weeks
Time Usage of FLA	N/A	N/A
*Use of Sick Days	50.75 days	21 days
*Use of Personal Days	1 day	N/A
*Use of Vacation Days	N/A	N/A
Unpaid Leave	After all sick and personal days are exhausted	N/A
Intermittent Leave	2-3x per month 3-4 days per episode	N/A
Extended Leave	N/A	N/A
Est. Return Date	N/A	03/22/2024

Motion approved by unanimous voice vote of 10-0-0, Ayes: Adams, Bacon, Colon, Fletcher, Holden, Hoolahan, Moore, Wilkins, Thomas, Nacucchio Nays: 0 Abstain:0

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Curriculum/Professional Development

Motion (KF/HH) Board Approved: #11-9

1. Board approved the following out of district professional developments:

Staff Member	Building	Administrator Approving	Title	Date of Program	Location	Registration and Mileage Cost
Ryan Caltabiano Meghan Taylor Syeda Carter Jacklyne Prater Chibuzo Idimaogu Michelle Beach Trish Tedesco David Hunt Montrey Wright John Bacon	Curr CST JFA JFA SMS SMS SHS SHS SHS DIST	Dr. Michel	OnCourse User Group Training	3/19/2024	Pittsgrove School District	No cost
Ryan Caltabiano	CURR	Dr. Michel	RAPID+ Training	3/3-3/7/24, 5-6PM 3/23/24, 11a-3p	Online and In-Peson	No cost to District

Motion approved by unanimous voice vote of 10-0-0, Ayes: Adams, Bacon, Colon, Fletcher, Holden, Hoolahan, Moore, Wilkins, Thomas, Nacucchio Nays: 0 Abstain:0

Facilities Requests

Motion (KF/HH) Board Approved: #12-9

1. Board approved the below Use of Facilities request:

Organization	Use	Date*	Time	Charge
Rivive South Jersey	Salem Middle School Auditorium for Dance Showcase	March 13, 2024	6:00p-8:15p	\$33.75 Custodial fee (\$15.00 per hour x 2.25 hours)

Motion approved by unanimous voice vote of 10-0-0, Ayes: Adams, Bacon, Colon, Fletcher, Holden, Hoolahan, Moore, Wilkins, Thomas, Nacucchio Nays: 0 Abstain:0

Monthly Reports

Motion (KF/HH) Board Approved: #13-9

1. Board approved the monthly reports for filing: (attached)

Motion approved by unanimous voice vote of 10-0-0, Ayes: Adams, Bacon, Colon, Fletcher, Holden, Hoolahan, Moore, Wilkins, Thomas, Nacucchio Nays: 0 Abstain:0

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Miscellaneous

Motion (KF/HH) Board Approved: #14-9

1. Board approved the below Volunteer Coaches:

Softball

Allyson Murphy

Steve Merritt

Track & Field

Dominque Hickman

2. Board approved upon the first reading of the following updated policy:

- 4150/4250 Family Leave and Medical Leave

3. Board approved the attached job descriptions, for the two positions listed below. These positions will be filled for the 2024-2025 school year.

1. Athletic Field Groundskeeper
2. Truancy Officer for John Fenwick Academy

Motion approved by unanimous voice vote of 10-0-0, Ayes: Adams, Bacon, Colon, Fletcher, Holden, Hoolahan, Moore, Wilkins, Thomas, Nacucchio Nays: 0 Abstain:0

ADJOURNMENT

Motion (KF/HH) Board to adjourn the March 13, 2024 meeting of the Salem City Board of Education at 7:17PM.