

December 10, 2014 Agenda

**Salem City Board of Education
Salem, New Jersey 08079
Board of Education Meeting
December 10, 2014**

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 in 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

Julian LeFlore

Joan Hoolahan

Christopher Colon

Yuenge Groce

Stephanie Walsh

Daffonie Moore

Katrina Tatem

District Representatives:

Elsinboro-Mary Master

LAC-Laura Tice Crane

Administrators:

Dr. Patrick Michel, Superintendent

Pascale DeVilmé, Principal-Salem Middle School

Deborah Piccirillo, School Business Administrator

Will Allen, Vice Principal-Salem Middle School

Pamela Thomas, Director of Special Services

Michele Beach, VP Salem Middle School

Linda Del Rossi, Supv. Literacy/SS PreK-12

Syeda Woods, Principal John Fenwick School

John Mulhorn, Principal, Salem High School

Sharen Cline, Supv. Early Childhood

Jennifer Pell, VP Salem High School

Darryl Roberts, VP Salem High School

OTHERS: Mr. Barbour - Solicitor

Dr. Theodore Johnson – Consultant

Board Motion

Motion (/) Board to Approve: **#1-A-6/DIST**

Board to approve the appointment of _____, as Board member to the Salem City School District. (Due to the passing of Mrs. Chrisden).

Swearing in of new Board of Education member _____
(By Roger Barbour)

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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

PRESENTATION

Students of the month for December 2014:

John Fenwick School	Aaliyah Garlic-	1 st grade	Mr. Jackson
	Dashawn Debose-	1 st grade	Ms. Douglas
Salem Middle School	Ke'Asia Anthony -	5th grade -	Ms. Howard
	Noah Evans -	5th grade -	Ms. Ryan
Salem High School	Dione Alston	12 th grade	Mr. Thomas
	Shamal Hayward	12 th grade	Mr. Thomas

Staff Member(s) of the month for December 2014:

John Fenwick Academy Lisa Marich Secretary to Supervisor of Early Childhood and Attendance Secretary at John Fenwick Academy

Presentation:

Dr. Librera – Development of District Goals - 2015-2018

Auditors – Presentation of the School Audit

Michael J. Welding, CPA, RMA, Partner

Shawn M. Glynn, CPA, Supervisor

BOWMAN & COMPANY LLP

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BOARD COMMITTEE REPORTS

PRINCIPALS'/ADMINISTRATORS' REPORTS AND COMMENTARY

SUPERINTENDENT'S COMMENTS/REPORTS

Motion (/) Board to approve regular and executive minutes of November 12, 2014 Board of Education meeting.

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BOARD SECRETARY/BUSINESS ADMINISTRATOR REPORTS

Board Reports (Exhibit A)

Motion (/) To approve the Board Secretary’s reports in memo: #2-A-E-6/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(s) of October 2014.
- B. *Pursuant to N.J.A.C. 6A:23A-16.10 (c) 3, I certify for the month ending October 2014 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 October 2014 as follows:

Board Secretary	Date
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- C. *Treasurer’s Report in accordance with 18A:17-36 and 18A:17-9 for the month of October 2014 The Treasurer’s Report and Secretary’s Report are in agreement for the month of October 2014 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 October 2014 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.
- 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 balance of November 2014 **\$ 266,964.80**

To approve Payment of Bills for December 2014

General Account \$813,030.25	Food Service \$116,713.75
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Confirmation of payrolls for November 2014

<u>November 14, 2014</u>	General Acct. Transfer	\$694,067.96
<u>November 26, 2014</u>	General Acct. Transfer	\$712,151.79

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Elections Results

Motion (/) Board to Approve: **#2-F-6/DIST**

Board to approve election results as follows:

Election Results: Official (3 year term)

Barbara Chrisden 689 Votes

Daffonie Moore 817 Votes

Katrina Tatem 771 Votes

Miscellaneous

Motion (/) Board to Approve: **#2-G-6/DIST**

1. Board to approve receiving the following foster students from the State of NJ for the 14-15 SY.

<u>Initials</u>	<u>Grade</u>	<u>Tuition Revenue</u>
T.T.	PK	\$14,000
L.W.	1st	\$14,500
A.W.	BD (3 rd)	N/A*

*A.W. tuition will be paid to SCSSSD directly by the State of NJ. A.W. transportation will be reimbursed at \$27/day.

2. Board to approve Regan Young England and Butera (RYEBREAD) to do the emergent boiler replacement project at John Fenwick Academy. Project funded though the School Development Authority (SDA).
3. Board to accept and approve the 2013-2014 Comprehensive Annual Financial Report (CAFR), audit synopsis as presented and discussed. There is no Corrective Action Plan required since there are no audit comments or recommendations.
4. Board to approve the 2015-2016 Tri County Conference proposed budget and ticket price. All athletic events for the 2015-2016 school year: (Budget attached)
\$3.00 – Adults
\$2.00 – Students and Senior Citizens (the admission price for senior citizens and military personnel is at the discretion of the home team; By-Laws B2.3.6 pg 18)
All West Jersey Football League Varsity Football Games
\$4.00 – Adults

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STUDENT MATTERS HIGH SCHOOL

A. Field Trips #4-A-6/HS

Motion (/) Board to Approve: **#4-A-6/HS**

- Board to approve the following High School field trips:

Junior Achievement Financial Park Wilmington DE 8:30 am – 1:30 pm	January 14, 2015 40 students/semester I Economics Class	Mrs. Hibbard, Mrs. Poinsett 2 subs 1 bus
Junior Achievement Financial Park Wilmington DE 8:30 am – 1:30 pm	May 15, 2015 40 student/semester II Economics Class	Mrs. Hibbard, Mrs. Poinsett 2 subs 1 bus
Russian Community Visits Northeast, Phila., PA	December 19, 2014 10 students 8:00 am – 2:30 pm	Ms. Bergman, Mrs. Yurchenko 2 subs 1 bus
Costs:	Subs: \$750.00 Buses: \$424.80	#20-361-200-500-00-SPP

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

Motion (/) Board to Approve: **#7-C-6/DIST**

- Board to approve the following home instruction and out of district students:

Student ID	Health Care/teacher	Costs (Prorated)	Effective Date	Account #
01150085	Janice Davis	\$29/hr 5 hrs/wk	11-13-14	#11-150-100-101-00-BUS
01270048	Karen Pastor	\$29/hr 5 hrs/wk	10-6-14	#11-150-100-101-00-BUS
01270027	Brenda Bundy	\$29/hr 10 hrs/wk	11-24-14 1-14-15	#11-219-100-101-00-CST
0160150	Karen Pastor	\$29/hr 5 hrs/wk	11-18-14 1-14-15	#11-150-100-101-00-BUS
01270048	A Step Ahead Bridgeton	\$29/hr 10 hrs/wk	11-17-14 4-6 wks	#00-150-100-320-00-BUS
8568097130	Pineland	\$34,492.22	11-13-14 6-30-15	#11-000-100-566-00-BUS

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C. Miscellaneous

Motion (/) Board to Approve: **#7-D-6/HS**

- Board to approve for student AG, to attend the Honors Algebra I class during period I at Salem High School starting Thursday, December 11, 2014 until the end of the 2014-2015 school year. She is a full-time eight grade student at Elsinboro Township School. The family will provide transportation.

STUDENT MATTERS NON-HIGH SCHOOL

A. Field Trips #4-A-6/NHS

Motion (/) Board to Approve: **#4-A-6/NHS**

- Board to approve the following Middle School field trips:

Sheraton Univ. City Hotel Phila., PA 7:30 am – 2:30 pm	December 5, 2014 DVC for Excellence & Equity 10 students	Adam Pszwaro 1 bus
Rowan University Glassboro, NJ 8:00 am – 2:30 pm	January 8, 2015 All-SJ Choral Rehearsal 4 students	Shaun Brauer 1 sub 1 bus
Eastern Regional HS Voorhees, MK 1:00 pm - 6:00 pm	January 26, 2015 All South Jersey Choir 25 students	Shaun Brauer, Irina Yurchenko, Cathy McConathey, Mrs. DeVilmé, Mrs. Beach 1 bus
Costs:	Substitutes: \$125.00 Transportation: \$835.48	#15-120-100-101S-02-SMS #15-000-270-512-02-SMS

PERSONNEL DIST/ HIGH SCHOOL

A. Retirement/Resignation

Motion (/) Board to Approve: **#8-A-5/HS**

- Board to approve the resignation of Maura Schwartz, Music/Choral Instructor at Salem High School. She will be held to her 60 day contractual obligation, January 16, 2015.

B. Employment

Motion (/) Board to Approve: **#8-C-5/HS**

- Board to approve the following substitute(s) for the 2014-2015 school year.
Amber Fair Sub Cert Salem

C. Financial Request:

Motion (/) Board to Approve: **#8-D-6/HS**

- Board to approve the additional Health Waivers 2014-2015:

Health, prescription and dental waiver

<u>Name</u>	<u>Annual Amount</u>	<u>Account#</u>	<u>December Payment</u>
Anwar Golden	\$6554.66	15-000-290-291-02-SMS	\$1,966.50

Dental waiver only

<u>Name</u>	<u>Annual Amount</u>	<u>Account#</u>	<u>December Payment</u>
Nina Miller	\$93.32	11-000-290-291-00-BUS	\$23.32

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2. Board to approve the following staff to be paid from Perkins Funds for the 2014-2015 school year. Account #20-361-200-100-00-SPP
Suzanne Landolfi – \$612. (Perkins clerical – Summer of 2014)
3. Board to approve for Lisa Mutter to receive a stipend of \$3000.00 for being the district Webmaster for the 14-15 SY. Account #15-000-222-100X-03-SHS

4. Board to approve the Revised Winter Staffing Memo:

Ticket Taker Girls	12 games	\$56	Rachel Bartlett
Replaces			Alfreda McCoy-Cuff
Ticket Taker Boys	12 games	\$56	Alfreda McCoy-Cuff
Replaces			Lisa Mutter
Middle School Basketball JV Coach		\$1542	Jason Kutzura (replacement)

5. Board to approve the following employee 2013-2014 membership reimbursements:

NJSPA

Dr. Gregory Dunham	\$950	Will Allen	\$820
Syeda Woods	\$950	Linda DelRossi	\$820
John Mulhorn	\$820	Sharen Cline	\$820
Pascale DeVilme'	\$820	David Suiter	\$820
Pamela Thomas	\$820	Jonathan Price	\$123

Miscellaneous

Shaun Brauer	MENC Music Educators	\$120.00
Maura Schwartz	NAFME	\$120.00
Elizabeth Irvine	NAEA National Art Education, Studies in Art Education	\$ 85.00
Loretta Zink	NJ Association of School Librarians	\$ 50.00
Steven Sheffield	National Federation of HS Coaches Association	\$ 35.00
David Suiter	AAPHERD Annual Dues	\$185.00
Sharen Cline	NAEYC National Assoc. for the Education of Young Children	\$110.00
Syeda Woods	NAEYC National Assoc. for the Education of Young Children	\$ 86.00
Syeda Woods	NCTE National Council of Teachers English	\$100.00
Melissa McLaughlin	NJ Association for Health, Physical Education, Recreation and Dance	\$ 25.00
Sharon Paris	NASET Special Education	\$ 95.00
Linda Barbara	International Reading Association Reading Specialist	\$ 53.00
Victoria Galasso	NAEYC National Assoc. for the Education of Young Children	\$ 66.00
Jane Luzzo	NAEYC National Assoc. for the Education of Young Children	\$ 66.00
Cassandra Sholders	NAEYC National Assoc. for the Education of Young Children	\$ 66.00
Steve Merritt	NCTE National Council of Teachers English	\$ 50.00
Jonathan Botbyl	National Association of Music Educators	\$120.00
Christina C-Pierangeli	International Association of Blacks in Dance	\$135.00

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D. Leave of Absences:

Motion (/) Board to Approve: **#8-E-6/HS**

- Board to approve the following leave of absence:

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	Return Date
JG	Medical	12/8/14 1/16/15	12/8/14 1/16/15	6 wks	N/A	N/A	23 days	N/A	N/A	N/A	1/19/2015
DR	Medical	10/17/14 12/1/14	10/17/14 12/1/14	6 wks	12/1/14 12/31/14	N/A	17.5 days	N/A	N/A	11/14/14 12/1/14	1/5/2015
LG	Intermittent	12/2/14 12/01/15	12/2/14 12/01/15	N/A	N/A	12 wks	1 day	2 days	N/A	N/A	N/A

PERSONNEL Non-High School

A. Retirement/Resignation

Motion (/) Board to Approve: **#8-A-6/NHS**

- Board to approve the resignation of Kimberley Katelhon, Special Education Teacher at the John Fenwick Academy. She will be held to her 60 day contractual obligation unless a replace is found sooner. (January 20, 2015)

B. Financial Request:

Motion (/) Board to Approve: **#8-D-6/NHS**

- Board to approve for Ms. Eyde Baker to provide 14.5 hours of comp ed. speech/language services as stated in a students' IEP at the Salem Middle School. Student #7238627336 cost will be \$26/hr. Account #11-000-216-100X-00-CST
- Board to approve the following employee tuition reimbursement for the Spring/Summer Semester.

Catherine McConathey	\$7,656.00
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- Board to approve for John Breslin, Jack Grimes and Melissa McLaughlin to conduct after school practice for chorus, school plays and videos for the concerts and plays that take place at JFA during the 2014-2015 school year. Practices will occur on various days for one hour each day at a rate of \$26/hr, not to exceed \$2500. Account #15-401-100-100-01-JFA.

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Curriculum /Professional Development

Motion (/) Board to Approve: #11-6/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
Steve Sheffield	SHS	John Mulhorn	42 nd Annual Be the Best You Are Coaching Clinic	1/9/15	Crowne Plaza Cherry Hill NJ	\$140.00 -0- 15-402-100-500-03-ATH
Karen Wright	JFA	Syeda Woods	Salem County School Counselors Association Meeting	12/19/14	Rowan College at Gloucester County Sewell NJ	-0- \$15.06 15-000-223-500-01-JFS
Rachel Fernicola	SMS	Pascale DeVilme'	Dr. Kresge – Pull Out Domain 4 Professional Responsibilities	12/2/14	Salem Middle School	-0- -0-
Christopher Lee	SMS	Pascale DeVilme'	Dr. Kresge – Pull Out Curriculum Writing	12/15/14	Salem Middle School	-0- -0-
Kristina Bergman	SHS	John Mulhorn	Practical Strategies for Highly Effective Co-Teach Model	12/15/14	EIRC – South Mullica Hill NJ	\$149.00 -0- 15-000-223-500-03-SHS
Tracie LoMonico	SHS	John Mulhorn	Healthy Interventions for Autism, Sensory, and ADHD	12/12/14	Cherry Hill NJ	\$199.00 -0- 15-000-223-500-03-SHS
Tonya Connor	JFA	Syeda Woods	Salem County School Counselors Association Meeting	12/19/14	Rowan College at Gloucester County Sewell NJ	-0- -0-
Kourtney Maurizio Melissa Newkirk	JFA	Syeda Woods	Practical Strategies to Help Every Student Succeed with Your State Standards in Reading (K-2)	1/20/15	Cherry Hill (Voorhees) NJ	\$235.00 -0- \$235.00 -0- 15-421-200-500-01-JFS
Jane Luzzo Karen DeMarco	JFA	Syeda Woods	2015 Conference for New Jersey PreK Teachers	2/23/15	Atlantic City NJ	\$252.00 \$39.12 \$252.00 -0- 20-218-200-580-00-JFS

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H. Meehan C. Sholders V. Galasso Elyssa Haines	JFA	Syeda Woods	2015 Conference for New Jersey PreK Teachers	02/24/15	Atlantic City NJ	\$235.00 \$40.69 \$235.00 -0- \$235.00 -0- \$235.00 -0- 20-218-200-580-00-JFS
Ina Jetter	SHS	John Mulhorn	Healthy Interventions for Autism	12/12/14	Cherry Hill NJ	\$199.00 -0- 20-435-500-300-00-SPP
Ina Jetter Lamont Robinson	SHS	John Mulhorn	School Based Youth Services Program - Statewide Meeting	1/14/15	New Brunswick NJ	-0- -0-
Pascale DeVilme'	SMS	Dr. Michel	CASIE Conference	5/08/15 5/09/15 5/10/15	Atlanta GA	\$775.00 H-\$600 T-\$100 M-\$196 15-000-240-500-02-SMS
Lori Weigler	SMS	John Mulhorn	Intervention for Autism, Sensory and ADHD	12/12/14	Crowne Plaza Cherry Hill NJ	\$199.00 -0- 15-200-223-500-02-SMS
Heidi Bower	SHS	John Mulhorn	Legal Liability ad Athletics, Hazing, Bullying and Athletics	12/16/14	Robbinsville NJ	\$150.00 -0- 15-402-100-500-03-ATH

2. Board to approve the Practicum Request for two Rowan students:
 Matthew Clark High School English Spring 2015 (1-20 – 5-11-2015)
 Justin Franzwa High School Social Studies Spring 2015 (1-20 – 5-11-2015)
 Clinical Nursing Student from Rutgers
 Sherry A Biddle High School Nurse Ms. Nitshe Spring 2015 (1-5 – 5-30-2015)
 (Approved by John Mulhorn Principal Salem High School)

3. Board to approve the Practicum III Request for a Wilmington student:
 Jady Shetter Ms. Michelle Maccarone Spring 2015
 (Approved by Syeda Woods Principal John Fenwick Academy)

Facility Request

Motion (/) Board to Approve: #12-6/DIST

1. Board to approve the following facility request.

Organization	USE	Date	Time	Charge
Mt. Pisqah AME Church MLK Scholarship Breakfast	SHS Cafeteria & 1 Classroom for Coats	1/19/2015	1/17/15 1 PM-3 PM setup 1/19/15 7 AM-1 PM	Rental Waived Custodial \$350 \$350

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Monthly Reports

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

1. Board to approve monthly reports for filing:

Policy

Motion (/) Board to Approve: #14-6/DIST

1. Board to approve Second Reading and Adoption Policies:
9111 Qualifications of BOE Members

2. Board to approve the Salem City Board of Education meetings for 2015, meetings will be held the 2nd of Wednesday of the month, unless otherwise noted and will take place the Salem High School Library at 6:00 pm.
 Wednesday January 7, 1015* Reorganization
 Wednesday February 11, 2015
 Wednesday March 11, 2015
 Wednesday April 8, 2015
 Wednesday May 6, 2015* Public Hearing Budget
 Wednesday June 10, 2015
 Wednesday July 8, 2015
 Wednesday August 12, 2015
 Wednesday September 9, 2015
 Wednesday October 14, 2015
 Wednesday November 11, 2015
 Wednesday December 9, 2015

* 1st Wednesday of the month

Miscellaneous

Motion (/) Board to Approve: #15-6/DIST

1. Board to approve the following board members to attend the National School Board Convention being held in Nashville, Tennessee March 20, 2015 through March 23, 2015. Costs not to exceed \$5,000.
 Katrina Tatem and Stephanie Walsh

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: _____

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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.

RETURN TO REGULAR SESSION

Motion (/) Board to return to open session at _____.

NEW BUSINESS:

Motion (/) Board to Approve:

ADJOURNMENT

Motion (/) Board to adjourn the December 10, 2014 meeting of the Salem City Board of Education at _____.