

Board Agenda January 6, 2016

**Salem City Board of Education
Salem, New Jersey 08079
Board of Education Meeting
January 6, 2016**

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 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
Christopher Colon	Yuenge Groce	Heidi Holden
Daffonie Moore	Katrina Tatem	Laquendala Bentley

District Representatives:

Quinton: Richard Watson

Administrators:

Dr. Patrick Michel, Superintendent	Pascale DeVilmé, Principal-Salem Middle School
Harold O’Neil Jr., Interim 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, 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: Mr. Barbour - Solicitor	Dr. Theodore Johnson – Consultant

Reorganization of Board Members

1. Swearing in newly elected Board of Education members and sending districts:

2. Roll Call:

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

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3. Reorganization of the Board of Education:

Election of officers:

a. President

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

Motion (/) Board to nominate to serve as President.

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

Board voted by a roll call vote to elect _____ as President of the Salem City Board of Education from January 6, 2016 for one year or until his/her successor is elected and shall qualify.

b. Vice President

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

Motion (/) Board to nominate to serve as Vice President.

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

Board voted by a roll call vote of _____ to elect _____ as Vice President of the Salem City Board of Education from January 6, 2016 for one year or until his/her successor is elected and shall qualify.

Code of Ethics

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

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c. Appointment of Committees:

Motion (/) Board to establish the following Board of Education Committees with committee members pending the review and reappoint 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

d. NJSBA Delegate:

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

Name: _____

Alternate: _____

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, 2015:

John Fenwick	Arianna Myers	Kindergarten	Ms. Livingston
	Da'Mon Banks	Kindergarten	Ms. Pastor
Salem Middle School	Divine Lewis	Grade 6	Ms. Fernicola
	Jamal Helton	Grade 6	Ms. Fernicola
Salem High School	James Tunis	Grade 12	Mr. DeStefano
	Tatiana Williams	Grade 12	Ms. Vengenock

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Staff Member(s) of the month for December, 2015:

Child Study Team – Josiah Hughes Special Education Teacher at Salem Middle School

PRESENTATIONS

Auditors – Presentation of the School Audit

Michael J. Welding, CPA, RMA, Partner

Shawn M. Glynn, CPA, Supervisor

BOWMAN & COMPANY LLP

BOARD COMMITTEE REPORTS

PRINCIPALS'/ADMINISTRATORS' REPORTS AND COMMENTARY

SUPERINTENDENT'S COMMENTS/REPORTS

Motion (/) Board to approve regular and executive minutes of December 9, 2015 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-7/DIST***.

1. *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 November, 2015.
2. *Pursuant to N.J.A.C. 6A:23A-16.10 (c) 3, I certify for the month ending November, 2015 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
3. 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, 2015 as follows:

Board Secretary

Date

4. *Treasurer's Report in accordance with 18A:17-36 and 18A:17-9 for the month of November, 2015. The Treasurer's Report and Secretary's Report are in agreement for the month of November, 2015 pending audit.
5. Pursuant to N.J.A.C. 6A: 23A-16.10 (c) 4, the Salem City Board of Education certifies for the month ending November, 2015 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.

6. 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, 2015 \$389,224.43**

To approve Payment of Bills for **January, 2016**

General Account **\$805,076.51**

Confirmation of payrolls for December 2015

December 15, 2015 General Acct. Transfer **\$952,298.62**

December 23, 2015 General Acct. Transfer **\$670,220.37**

- a) 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.

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Miscellaneous

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

- Board to approve sending the following homeless students to the Vineland City School District for the 15-16 SY:

<u>Initials</u>	<u>Grade</u>	<u>Tuition Expense</u>	<u>Effective Dates</u>
B.C.	2 nd	\$13,517.02	9/9/15-6/30/16
A.G.	7 th	\$ 82.71	9/3/15
J.G.	9 th	\$ 80.16	9/3/15
N.M.	4 th	\$3,436.65	9/3/15-11/12/15
R.M.	2 nd	\$3,436.65	9/3/15-11/12/15
J.M.	SLD/2 nd	\$4,257.00	9/3/15-11/12/15
N.M.	K	\$3,324.85	9/3/15-11/12/15

Board to approve receiving the following homeless student from the Black Horse Pike Regional School District for the 15-16 SY:

<u>Initials</u>	<u>Grade</u>	<u>Tuition Revenue</u>	<u>Effective Dates</u>
R.H.	11 th	\$13,567	11/23/15-6/30/16

- Board to approve the Preschool Education Aid (PEA) budget for the 2016-2017 school year, in the amount of \$2,191,125.00.
Board to approve the Preschool Program Update 2016-2017.
- Board to approve the submittal of the New Jersey Single Accountability Continuum –Long Term Planning for the 2015-2016 to the State of New Jersey. (as attached)
- Board to accept and approve the 2014-2015 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.
- Board to approve to contract with The Foundation for Educational Administration and the Salem City school District to provide 3 hours of training covering the following:
School Law Update
Costs: \$2000.00 Training will be held January 6, 2016 from 9:00 am to 12:00 pm

STUDENT MATTERS HIGH SCHOOL

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

- Request approval for the following HS field trips:

FBLA Regional Summit Bridgewater Raritan HS 6:45 am – 2:30 pm	January 15, 2016 1 student	Mrs. Landolfi 1 bus
FBLA Regional Summit North Burlington Regional HS 7:40 am – 2:30 pm	January 21, 2016 15 students	Mrs. Landolfi 1 bus

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William Paterson University Tour Wayne NJ 8:30 am – 2:30 pm	February 3, 2016 30 students	Mrs. Gatson, Ms. Hall, Mr. Hunt No cost to district sponsored by NJ Educational Talent Search
Costs	Buses - \$484.92	15-000-270-512-03-SHS

2. Board to approve for John Fuga of Steered Straight to conduct 8 group sessions with freshman and sophomore male students. These sessions shall be beginning on January 8, 2016. Each session will be held on Fridays at a cost of \$50.00 per session.
January 8, 15, 22, 29, 2016

Home Instruction: In/ Out of District/Residential

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

1. Board to approve the following out of district students:

Student ID	Health Care/Teacher	Costs (Prorated)	Dates	Account #
01240148	A Step Ahead	\$29/pr/hr \$812.00	12/2015	11-219-100-320-00-CST
7900152657	Melissa Skinner	\$29/hr 10 hrs/wk	11/2/15 12/7/15	11-219-100-101-00-CST
5013567974	Dwayne Humenik	\$29/hr 10 hrs/wk	11/10/15 12/3/15	11-219-100-101-00-CST
EC	GCSSSD Shady Lane Dev. Center	\$35,640.00 \$3,000.00 Out of County Fee	1/16 (TBD) 6/30/16	11-000-100-565-00-BUS
4381524546	A Step Ahead Program	\$29/hr 10 hrs/wk	12/16/15 4-6 weeks	11-000-219-320-00-CST

STUDENT MATTERS Non HIGH SCHOOL

Motion (/) Board to Approve: **#4-A-7/NHS**

1. Board to approve the following field trips for Salem Middle School:

Richard Stockton University Galloway NJ 8:45 am – 2:00 pm	January 27, 2016 75 students/college tour Grade 8 1 sub 3 buses	Mr. Pszwaro, Ms. Stanton, Ms. Bey, Mr. Dixon, Ms. Owen, Mr. Oberman, Ms. Montgomery
Toms River HS Six Flags Great Adventure 7:00 am – 9:30 pm	May 20, 2016 Choral Competition 75/students \$70 p/p cost	Mr. Brauer, Mr. Lindsey, Ms. McConathey, Ms. Howard, Ms. Allen 1 sub 2 buses

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Bernard Jacobs Theatre NY, NY 10:00 am – 9:00 pm	June 1, 2016 8 th Grade Choir members 17 students \$90 p/p costs	Mr. Brauer, Mr. Lindsay, Ms. DeVilme, Ms Patterson 1 sub 1 coach bus
Costs	Substitutes: \$375.00 Transportation: \$1462.09	15-120-100-101S-02-SMS 15-000-270-512-02-SMS

PERSONNEL / NON-HIGH SCHOOL

Financial Request

Motion (/) Board to Approve: **#8-D-7/NHS**

1. Board to approve for John Breslin, Jack Grimes and Melissa McLaughlin to conduct after school practices for chorus, school plays and videos for the concerts and plays that take place at JFA during the 2015-2016 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-JFS

PERSONNEL / Dist-HIGH SCHOOL

Employment

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

1. Board to approve the following Substitute(s) for 15-16 SY

Michael Hughes	Sub Certification
Bill Martell	Special Ed Certification
Shannonlee Reese	RN

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Financial Request

Motion (/) Board to Approve: **#8-C-7/DIST**

- Board to approve the Ratification of contract salary guide (January 5, 2016) between the Salem City School District BOE and the Salem City Association of School Administrators (SCASA): (Retro from July 1, 2015)

ADMINISTRATION STAFF							
Salem City School District							
Last Name	First Name	Job Title	School	15-16 Salary	16-17 Salary	17-18 Salary	Stipend
Allen, III	William	SMS Vice Principal	SMS	81,500	84,000	86,100	
Beach	Michelle	SMS Vice Principal	SMS	81,500	84,000	86,100	
Cline	Sharen	Supervisor-PEA	JFS	101,700	104,533	106,416	
Delrossi	Linda A.	Supervisor	CO	102,800	105,633	107,516	
Francois-Devilme	Pascale	SMS Principal	SMS	91,500	94,333	96,216	
Mulhorn	John R.	SHS Principal	SMS	121,500	124,333	126,216	
Pla	Jordan	SHS Vice Principal	SHS	80,000	83,500	85,800	
Roberts	Darryl	SHS Vice Principal	SHS	81,500	84,000	86,100	10,000 Site Management
Thomas	Pamela	CST Director	CST	107,000	109,833	111,716	
Woods	Syeda	JFS Principal	JFS	96,700	99,533	101,416	

Miscellaneous

Motion (/) Board to Approve: **#8-E-7/DIST**

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
NM	Medical	12/2/15 1/15/16	12/2/15 1/15/16	6 wks	N/A	N/A	25 days	N/A	N/A	N/A	1/18/2016
CT	Medical	1/15/16 3/9/16	1/15/16 3/9/16	7 wks	N/A	N/A	9.5 days	2.5 N/A	N/A	2/4/16 3/9/16	3/10/2016

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Curriculum /Professional Development

Motion (/) Board to Approve: **#11-7/DIST**

1. Board to approve the following out of district professional developments:

Staff Member	Building	Admin. Approving	Title	Date of Program	Location	Registration and Mileage Cost
Montrey Wright	SHS	John Mulhorn	U. S. National Team	01/20/16 02/03/16	Arlington, TX	-0- -0-
Jill Sutton-Parris	JFA	Syeda Woods	2016 Statewide PreSchool Nurses Meeting	02/03/16	Michael T. Lake Performance Arts Center, Neptune NJ	-0- \$63.24 20-218-200-329-00-JFS
Heather Meehan	JFA	Syeda Woods	Increase Student Learning by Using iPads and Other Mobile Devices in your PreKindergarten Class	01/21/16	The Mansion Voorhees, NJ	\$239.00 \$24.67 20-218-200-329-00-JFS
Dale Garner	CST	Dr. Michel	Dare to Dream Student Leadership Conference	06/03/16	Rowan College at Gloucester County	-0- -0-

2. Board to approve the following Field Experience/Internship as listed:

Name	School	Time	Administrator/Cooperating Teacher
Ms. Valerie Bey	JFA	90 hrs to be completed after school hours 1/2016-2/2016	Ms. Syeda Woods - Principal
Mr. Hugh Dixon	SMS	Administrative Internship 300 clocked hours	Mrs. Pascale DeVilmé - Principal

Monthly Reports

Motion (/) Board to Approve: **#13-7/DIST**

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EXECUTIVE SESSION

Motion (_____ / _____) Board to adopt the following Resolution to go into executive session at _____:

R E S O L U T I O N

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, N.J.S.A 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: _____

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 January 6, 2016 meeting of the Salem City Board of Education at _____.