

Board Agenda February 13, 2019

**Salem City Board of Education
Salem, New Jersey 08079
Board of Education Meeting
February 13, 2019**

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	Laquendala Bentley	Christopher Colon
Yuenge Groce	Joan Hoolahan	Julian LeFlore
Rebecca Livingston	Daffonie Moore	

District Representatives:

LAC: Laura Tice Crane
Quinton: William McDonald
Mannington: Eric Buzby

Administrators:

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

Presented by Corey Ahart:

a. Swearing in newly elected Board of Education member and sending district:

LAC: Laura Tice Crane
Quinton: William McDonald
Mannington: Eric Buzby

b. Code of Ethics

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

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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

Students of the month for January 2019:

John Fenwick Academy:	Jayla Watson	Grade 1	Ms. Vernon
	Joseph Ferguson	Grade 1	Ms. Thompson
Salem Middle School:	Dominique Lewis	Grade 7	Mr. Johnson
	Richard Nichols	Grade 7	Mr. Johnson
Salem High School:	D'Angelo Maldonado	Grade 12	Mr. Buck
	Danajia Kent	Grade 12	Ms. Vengenock

Staff Member(s) of the month for January 2019:

Ms. Kristin Unger	English Teacher	Salem High School
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PRESENTATIONS

Rob Notley – New Road Construction
Bids for the Track Project

BOARD COMMITTEE REPORTS

PRINCIPALS'/ADMINISTRATORS' REPORTS AND COMMENTARY

SUPERINTENDENT’S COMMENTS/REPORTS

Motion (/) Board to approve regular and executive minutes of January 2, 2019 Board of Education meeting.

BOARD SECRETARY/BUSINESS ADMINISTRATOR REPORTS

Board Reports (Exhibit A)

Motion (/) To approve the Board Secretary’s reports in memo: **#2-A-E-8**

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 December 2018.
2. *Pursuant to N.J.A.C. 6A:23A-16.10 (c) 3, I certify for the month ending December 2018 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 December 2018 as follows:

Board Secretary	Date
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4. *Treasurer’s Report in accordance with 18A:17-36 and 18A:17-9 for the month of December 2018. The Treasurer’s Report and Secretary’s Report are in agreement for the month of December 2018 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 December, 2018 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 January 2019	\$290,298.04
To approve Payment of Bills for January 2019	
General Account	\$870,240.43
To approve Payment of Bills for February 2019	
General Account	\$692,256.15

Confirmation of payrolls for January 2019	
<u>January 15, 2019</u> General Acct. Transfer	\$722,427.03
<u>January 30, 2019</u> General Acct. Transfer	\$676,790.56

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Miscellaneous

Motion (/) Board to Approve: **#2-F-8**

1. Board to approve the submission of the Bilingual/ESL Three-Year Program Plan to the New Jersey Department of Education for the school years 2017-2020.
2. Board to approve the Nursing Services Plan for the 2018-2019 school year.
3. Board to approve contracting with Penn Literacy Network Professional Development Program. (Coaching for grades 3-8 ELA teachers facilitated by Elizabeth Williams). Total cost \$19,500.00. Funds are available in 20-235-200-300-00-SMS.
4. Board to approve a contract with Dr. James Hewitt, M.D. Psychiatrist, for the remainder of the 2018-2019 school year. Dr. Hewitt will be called in on an as needed basis for students who are required to have a psychiatric evaluation per their IEP's. Cost for an evaluation will be \$600.00, not to exceed \$15,000.00 for the school year.
Account #11-000-219-390-00-CST
5. Board to approve a contract with Dr. Joseph N. Mobilio, D.O. Psychiatrist, for the remainder of the 2018-2019 school year. Dr. Mobilio will be called in on an as needed basis for students who are required to have a psychiatric evaluation per their IEP's. Cost for an evaluation will be \$700.00, not to exceed \$10,000.00 for the school year. Dr. Mobilio will only see students who are 12 years old and older.
Account #11-000-219-390-00-CST
6. Board to approve the submission of Report Period #1 (September 1, 2018 to December 31, 2018) for the Student Safety Data Submission (SSDS) to the State of New Jersey DOE (under the Anti-Bullying Bill of Rights Act).
7. Resolved, that the Board of Education authorize Herbert Schectman, Business Administrator, to transfer an amount of \$231,111 from the General Fund to the Capital Reserve Fund.
8. Board to approve the tuition rates for the 2019-2020 school year and board approval to contract with the sending districts of Lower Alloways Creek, Quinton, Elsinboro, and Mannington Township at the following pupil rates:

Preschool/Kindergarten	\$13,000
Grades 1-5	\$13,500
Grades 6-8	\$13,750
Grades 9-12	\$14,000
Multiple Disabilities	\$20,000
Preschool Disabled – Full Time	\$20,000
Resource Room	\$25.40/hr.
Extended School Year	\$3,500
9. Resolved, that the Board of Education authorize Herbert Schectman, Business Administrator, to enter into negotiations and contract with American Athletics, Inc. for the construction of the Salem City track. American Athletes, Inc. is the current awardee of the Middlesex COOP for bid no. 18/19-55 authorizing this vendor to provide track and field improvement services and construction to school districts. We will keep the Board of Education apprised of negotiations and request authorization for the total cost of this proposed vendor.

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10. Resolved, that the Board of Education authorize Herbert Schectman, Business Administrator, to submit a refusal to Accept Reallocated Title I Funds for a partial school year from February 1, 2019 to June 30, 2019.
11. Resolved, that the Board of Education approve the correction of minutes as indicated on the listing provided. The corrections refer to Resolutions 2-A-E-_* for each of the months in question.

STUDENT MATTERS

Motion (/) Board to Approve: **#4-A-8**

1. Board to approve the following field trips:

The Merriam Theater Philadelphia, PA "Shen Yun" A Chinese cultural and dance performance experience	02/21/19 IB Dance Students	Ms. Dixon, 1 Chaperone Ticket Price & Fees - \$519.00 Paid through student fundraising 1 bus - \$220.90 15-000-270-512-03-SHS
Camp YMCA of the Pines Medford, NJ Teen Pep Program	03/14/19-03/15/19 10 Teen Pep Scholars	Mr. Levitsky, Ms. Woodlock Costs: All costs associated with the trip are paid through the Salem Health and Wellness Grant 2 subs – 250.00 15-10-100-101s-03-SHS 1 bus - \$220.90 20-005-200-800-03-SHS
Stockton University Galloway, NJ Annual College Visitation	02/28/19 Approx. 60 Eighth Grade Students	Mr. Pszwaro, Ms. Bey, Ms. Lusby, Ms. Montgomery, Mr. Oberman, Ms. Tortella, Ms. Welch 2 buses - \$444.32 15-000-270-512-02-SMS 1 Sub - \$125.00 15-130-100-101S-02-SMS

2. Board to approve a field trip to Main Event for a total of 35 students on March 7, 2019 from 1:00 pm to 4:00 pm. School Based will cover all activity/transportation costs. Chaperones include Kellie Smith, Montrey Wright, and Joseph Hembrick of Young Life.
3. Board to approve a trip by the Salem Middle School's Odyssey of the Mind Team to the OOTM Coastal Plains Regional Competition at Northern Burlington County Regional Middle School, 180 Mansfield Road East in Columbus, New Jersey. The 15 students will be accompanied by four faculty chaperones. The trip will take place on Saturday, March 2, 2019.
Costs:

Ground Transportation	\$243.84	15-000-270-512-02-SMS
Rental of U-Haul Vehicle	\$ 80.00	15-401-100-800-02-SMS
Student Meals	\$200.00	15-401-100-800-02-SMS
4. Board to approve the Gateway Community Action Partnership Wellness on Wheels to set up a mini dental office in the Salem Middle School during Spring 2019. The W.O.W. Program dentist and hygienist will provide dental examinations, cleanings, fluoride treatments, x-rays, sealants and fillings, as well as extractions (if necessary) for Salem Middle School children whose parents have completed W.O.W. Mobile services application forms.
The Gateway Community Action Partnership Wellness on Wheels Programs provides these services to families who need financial assistance and it has subsidized fees for those who choose to pay for preventive care. No child is ever turned away due to lack of finances.

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Home Instruction: In/ Out of District/Residential

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

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

Student ID	Health Care/Teacher	Costs (Prorated)	Dates	Account #
01270163	Deanna Micalizzi	\$34.00/hr. 10 hrs./wk.	01/08/19 – TBD	11-219-100-101-00-CST
01310117	Rockford Center Newark, DE	\$44.00/hr. 5 hrs./wk.	01/09/19 Approx. 6 wks.	11-150-100-320-00-BUS
01290080	Rockford Center Newark, DE	\$44.00/hr. 5 hrs./wk.	01/21/19 – 02/21/19	11-150-100-320-00-BUS
01060089	Pineland	\$32,076.00	01/04/19 – 06/30/19	11-000-100-566-00-BUS
01260147	A Step Ahead	\$34.00/hr. 10 hrs./wk.	01/14/19 – TBD	11-219-100-320-00-CST
01210236	A Step Ahead	\$34.00/hr. 10 hrs./wk.	01/14/19 – TBD	11-219-100-320-00-CST
01220193	A Step Ahead	\$34.00/hr. 10 hrs./wk.	01/30/19 – TBD	11-219-100-320-00-CST
01220063	Rockford Center Newark, DE	\$702.24	12/07/18 – 12/17/18	11-219-100-320-00-CST
01280057	A Step Ahead	\$1,700.00	02/21/19 Approx. 6 wks.	11-150-100-320-00-BUS
01270151	A Step Ahead	\$1,700.00	02/22/19 Approx. 6 wks.	11-150-100-320-00-BUS
05190001	Shelter of Hope Williamstown, NJ	01/17/19 – TBD	\$40.00/hr. 5 hrs./wk.	11-150-100-320-00-BUS
01320094	A Step Ahead	01/24/19 – TBD	\$34.00/hr. 10 hrs./wk.	11-150-100-320-00-BUS
01270163	A Step Ahead	02/12/19 – TBD	\$34.00/hr. 10 hrs./wk.	11-219-100-320-00-CST

Miscellaneous

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

1. Board to approve A.F.B of Carney's Point as a 9th Grade Interdistrict Choice student at Salem High School for the 2019-2020 school year.
2. Board to approve M.H. of Carney's Point as a 9th Grade Interdistrict Choice student at Salem High School for the 2019-2020 school year.

PERSONNEL MATTERS

Resignation/Retirement/Increment Withholding

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

1. Board to approve the resignation of Ms. Jennifer Rufino, Sixth Grade Mathematics Teacher at Salem Middle School, effective March 8, 2019.

Employment

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

1. Board to approve the following new substitute for 2018-2019 school year:

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Kelley Hughes Quinton Substitute Certificate (Will substitute at SHS only)

2. Resolved, that the Board of Education authorize Herbert Schectman, Business Administrator, to employ the following individuals as substitute custodians:

Amani Justice
Jonathan Taylor
Jeffery G. Mitchell
Timmer Hayes
Ramir Harold

Funds are available in the General Fund.

Financial Request

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

1. Board to approve the following athletic Coaching positions:

Basketball (Girls')	Middle School JV Coach	\$1,541	Sharon Montgomery
Basketball (Boys')	Middle School JV Coach	\$1,541	Christopher Lee
Baseball	Head Coach	\$4,762	Josiah Hughes
Baseball	Assistant Coach (Varsity)	\$3,822	Steve Sheffield
Baseball	Assistant Coach (JV)	\$2,761	Michael Hughes
Softball	Head Coach	\$4,762	Steve Merritt
Softball	Assistant Coach (Varsity)	\$1,697	Bridget Cheeseman
Softball	Assistant Coach (JV)	\$3,281	Miranda Clour
Track (Spring)	Head Coach	\$6,141	David Hunt
Track (Spring)	Assistant to Head Coach	\$1,379	Rebecca Elder
Track (Spring)	Assistant Coach	\$3,822	Scot Levitsky
Track (Spring)	Assistant Coach	\$3,822	Cameron Smith
Track (Spring)	Assistant Coach	\$3,822	Montrey Wright
Track (Spring)	Assistant Coach	\$3,822	Regina Gatson
Intramurals	Advisor	\$1,050	Shikeena Lynard
Spring	Weight Room Supervisor	\$1,696	Curtis Schofield

2. Board to approve the following athletic support positions:

Event Staff (MS)	As Needed	\$34/game	Bonita Gullett
Scoreboard Operator (B/G)	As Needed	\$53/game	Sean O'Brien
Event Staff (HS)	As Needed	\$34/game	Theresa Aitken

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Miscellaneous

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

1. Board to approve the following leave of absences:

Employee ID#	277	966	1209	1224	560	905	1517
Type of Leave	Medical	Intermittent – Medical	Intermittent – Medical	Medical	Medical	Intermittent – Medical	Medical
Leave Requested	01/30/19 – 04/24/19	01/23/19 – 01/22/20	02/01/19 – 09/30/19	01/03/19 – 02/28/19	12/17/18-03/12/19	01/09/19 – 01/08/20	12/05/18-02/04/19
Fed Max Leave (max 90 days)	01/30/19 – 04/24/19	01/23/19 – 01/22/20	02/01/19 – 09/30/19	01/03/19 – 02/28/19	12/17/18-03/12/19	N/A	12/05/18-02/04/19
Time Usage of FMLA	12 wks.	12 wks.	4 wks.	8 wks.	12 wks.	N/A	8 wks.
NJ Family Leave (max 90 days)	N/A	N/A	N/A	N/A	N/A	01/09/19 – 01/08/20	N/A
Time Usage of FLA	N/A	N/A	N/A	N/A	N/A	12 wks.	N/A
*Use of Sick Days	0 days	3 days	1 day effective 09/01/19	3 days	0 days	N/A	17 days
*Use of Personal Days	0 days	1.25 days	0.25 days	1 day	3 days	1.75 days	1.75 days
*Use of Vacation Days	N/A	N/A	N/A	N/A	N/A	N/A	20.5 days
Unpaid Leave	N/A	N/A	N/A	N/A	N/A	After exceeding personal days	N/A
Intermittent Leave	N/A	N/A	N/A	N/A	N/A	N/A	N/A
Extended Leave	04/25/19 – 05/06/19	N/A	N/A	N/A	N/A	N/A	N/A
Est. Return Date	05/07/19	N/A	N/A	03/01/19	03/13/19	N/A	02/05/19

*all time is accrued up date of leave.

2. Board to approve the following non-FMLA leave of absences:

Employee	Requested Period	Return Date
V.B.	06/12/18 – 12/16/18 17 weeks	03/13/19
T.R.	01/16/19 – 03/12/19 8 weeks	03/13/19

*all time is accrued up to date of leave

Curriculum /Professional Development

Motion (/) Board to Approve: **#11-8**

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

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Staff Member	Building	Admin. Approving	Title	Date of Program	Location	Registration and Mileage Cost
Melissa McLaughlin	JFA	Syeda Carter	Winter Youth Summit	01/07/19	Riverwinds Community Center National Park, NJ	-0-
Darryl Roberts	SHS	John Mulhorn	DAANJ State Conference	03/11/19-03/15/19	Golden Nugget Atlantic City, NJ	\$375.00 15-402-100-500-03-SHS
Renee Murray	SHS	John Mulhorn	NJMEA Conference	02/22/19-02/23/19	East Brunswick, NJ	-0-
Ryan Salandria	SHS	John Mulhorn	Governor Livingston High School Observation	02/08/19	Governor Livingston High School Berkeley Heights, NJ	-0-
Talisha Allison	DO	Herbert Schectman	2019 SFSP Application Training	01/31/19	Department of Agriculture Trenton, NJ	-0- \$30.40 11-000-251-800-DIS
Dale Primas-Garner	CST	Pamela Thomas	Supporting Grieving Students	04/12/19	Educational Services Commission Clementon, NJ	-0-
Linda Barbara	JFA	Syeda Carter	Embracing Authentic Literature throughout ELA and the Content Areas	03/15/19	Cherry Hill, NJ	-0-
William Allen	SMS	Pascale DeVilme'	Handle with Care Instructor and Recertification Program	03/11/19-03/13/19	Camden County Educational Services Commission Clementon, NJ	\$1,250.00 15-000-240-500-02-SMS
Carla Kelley	JFA	Syeda Carter	Embracing Authentic Literature throughout ELA and the Content Areas	03/15/19	Cherry Hill, NJ	-0-
Paul Bartholomew Drew Favat	SHS	John Mulhorn	Tri-State Project Based Learning Summit Innovative PBL: Coding and Making	03/12/19	Rutgers Continuing Education Center Somerset, NJ	-0-

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Monthly Reports

Motion (/) Board to Approve: **#13-8**

Policy/Job Descriptions/Calendar

Motion (/) Board to Approve: **#14-8**

1. Board to approve the 1st reading of the following policy:
 - i. 4115/4116 Supervision and Evaluation (Instructional Personnel)
 - ii. 6146.2 Grading System
 - iii. 6171.45 Independent Education Evaluations

Miscellaneous

Motion (/) Board to Approve: **#15-8**

1. Board to approve the following clinical practice placement from Wilmington University:
Clinical Intern: Mr. Cameron Smith
Education Major: M. Ed. 8900 Practicum in School Leadership
Placement School: Salem High School and the Transition Program
Mentor: Mr. John Mulhorn, Principal SHS and TTP Administrator
Mr. William Allen, TTP Administrator
Practicum hours (300) will be completed as needed as determined by the program. These hours will be unpaid.
2. Board to approve the following individuals as Volunteer Coaches for the Spring 2019 season:
Baseball:
Joel Bacon
Dominic Wyshinski
Eric Shimp
Matt Eller
PJ Panko

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, 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: _____
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.

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RETURN TO REGULAR SESSION

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

NEW BUSINESS:

Motion (/) Board to Approve:

ADJOURNMENT

Motion (/) Board to adjourn the February 13, 2019 meeting of the Salem City Board of Education at _____.