

Board Agenda October 10, 2018

**Salem City Board of Education
Salem, New Jersey 08079
Board of Education Meeting
October 10, 2018**

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	Heidi Holden	Joan Hoolahan
Julian LeFlore	Rebecca Livingston	Daffonie Moore

District Representatives:

Quinton: Alicia Sperry

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 Guyton, VP of Early Childhood
Jordan Pla, VP Salem High School	Darryl Roberts, VP Salem High School

OTHERS: Corey Ahart - Solicitor

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.

Board Agenda October 10, 2018

PRESENTATION

Students of the month for September 2018:

John Fenwick	Logan Buenviaje	Kindergarten	Ms. Pastor
	Cyani Sackes	Kindergarten	Ms. Terrell-Porter
Salem Middle School	Syani Terrell	Grade 3	Ms. McDermott
	A'Moni Cabbell	Grade 3	Ms. Pino
Salem High School	Tasjane' Taylor	Grade 12	Ms. Lopez
	Du'Shawn Badie	Grade 10	Mr. Carney

Staff Member(s) of the month for September 2018:

Ms. Irina Yurchenko	Teacher of Special Education	Salem High School
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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 September 12, 2018 Board of Education.

BOARD SECRETARY/BUSINESS ADMINISTRATOR REPORTS

Board Reports (Exhibit A)

Motion (/) To approve the Board Secretary's reports in memo: **#2-A-E-4** *.

- 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 of August 2018.

- B. *Pursuant to N.J.A.C. 6A:23A-16.10 (c) 3, I certify for the month ending August 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
 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 August 2018 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 August 2018 The Treasurer's Report and Secretary's Report are in agreement for the month of August 2018 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 August 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.

- 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 September 2018

September	\$226,425.86
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To approve Payment of Bills for October 2018

General Account	\$731,639.66
Food Service	\$ 15,038.61

Confirmation of payrolls for September 2018

<u>September 14, 2018</u>	General Acct. Transfer	\$689,997.97
<u>September 28, 2018</u>	General Acct. Transfer	\$676,984.44

Miscellaneous

Motion (/) Board to Approve: **#2-F-4**

- 1. Board to approve Gloucester County Special Services School District to provide Educational Interpreter services for student #01300066 while attending their Extended School Year program. Costs for services are \$3,800.00.
 Account #11-000-219-320-00-CST

Board Agenda October 10, 2018

2. Board to approve the employment of Wright Choice Home Health Care Services located in Lindenwold, NJ for nursing services for an out of district student (#01290097) per the student's IEP. This service will be shared with two other districts. Costs will be \$22.00 per hour. Services are for the 2018 ESY program and the 2018-2019 school year. Not to exceed \$25,000.00.
Account #11-000-217-320-00-CST
3. Board to approve the 2019-2020 Budget Preparation Calendar.
4. Board to approve the following student tuition contract (DCP&P Placement):

Student ID #	School	Grade	Tuition	Dates	Account #
3564970949	Ranch Hope	10 th	Per diem rate of \$365.97	09/06/18 – 06/30/18	11-000-100-562-00-BUS
5. Board to approve a collaborative agreement between Gateway Head Start and the John Fenwick Academy pre-school. The additional funding will assist with but is not limited to the following: additional classroom supplies, an outside water fountain, a sun shade for the playground, additional AED defibrillator and asphalt on the pre-school walkway. The annual funding includes \$100 per child/month plus \$80 per child twice a year (September & February).
6. Board to approve South Jersey Solutions, LLC, located in Sicklerville, NJ to certify SEMI and also provide speech/language services to speech students at the Salem Middle School for the 2018-2019 school year. Cost for services will be \$80.00 per hour x 7.5 hours per day x 5 days per week, starting September 27, 2018.
Account #11-000-219-320-00-CST

STUDENT MATTERS

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

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

1. Board to approve the following Field Trip(s):

Place	Date	Teacher Subs./Buses
Delaware State University Dover, DE Annual College Visit	10/29/2018 Approx. 75 students 6 th grade	Mr. Pszwaro, Ms. Graham, Ms. Nugent, Ms. Rufino, Ms. Skinner, Ms. Starn, Ms. Moore 3 buses - \$666.48 Acct 15-000-270-512-02-SMS
Rowan University Glassboro, NJ The Rowan University Young Men's Festival of Song	10/24/18 12 students	Ms. Murray 1 bus - \$220.90 Acct 15-000-270-512-03-SHS 1 sub - \$125.00 Acct 15-140-100-101s-03-SHS \$12 fee for students paid through fundraising
Kimmel Center Philadelphia, PA Philadelphia Orchestra Rehearsal	October 2018 35 students (Date of the trip is via Kimmel Center lottery and to be determined in October)	Ms. Murray, Mr. Kline 1 bus - \$220.90 Acct 15-000-270-512-03-SHS 1 sub - \$125.00 Acct 15-140-100-101s-03-SHS

Board Agenda October 10, 2018

FBLA Fall Conference Officer Training Edison, NJ	10/26/18 6 students	Ms. Landolfi 1 bus - \$220.90 Acct 15-000-270-512-03-SHS 1 sub - \$125.00 Acct 15-140-100-101s-03-SHS \$50.00 fee per student paid through fundraising
Junior Achievement Competition Wilmington, DE	11/01/18 25 Students	Ms. Landolfi 1 bus - \$220.90 Acct 15-000-270-512-03-SHS 1 sub - \$125.00 Acct 15-140-100-101s-03-SHS
Scotland Run Park Clayton, NJ Follows the College Board AP Curriculum	11/02/18 20 students	Ms. Derham, Ms. LoMonico 1 bus (paid by Environmental Club Fundraising) 2 subs - \$250.00 Acct 15-140-100-101s-03-SHS
Annual Fall Harvest Parade John Fenwick Academy	10/26/18 20 students	Mr. Kline, Ms. Murray 1 bus - \$220.90 Acct 15-000-270-512-03-SHS
Atlantic City Convention Center Atlantic City, NJ Annual College Fair	11/01/18 70 students	Ms. Hall, Ms. Gatson, Mr. Hunt, Mr. Levitsky 1 sub - \$125.00 Acct 15-140-100-101s-03-SHS 2 buses - \$441.80 Acct 15-000-270-512-03-SHS

2. Board to approve the participation of select students in grades 3-8 in the BARK Buddies Book Program. The selected students will primarily be identified as struggling readers. Volunteers with BARK Buddies Book Program will bring canine companions into the Salem Middle School after regular school hours (tentatively scheduled for Thursdays for 3:00 – 5:00 PM) to engage in activities with the canines that will build self-confidence and self-esteem in the students as well as help them to develop improved reading and communication skills. Parental permission will be a requirement for participation.

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

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

1. Board to approve the 2018-2019 Out of District placements and Home Instruction:

Student ID	Health Care/teacher	Grade	Costs (Prorated)	Effective Date	Account #
01310061	A Step Ahead Bridgeton, NJ	K	\$33.00/hr. 10 hrs./wk.	06/18/18 – 10/13/18	11-150-100-101-00-BUS
01290003	A Step Ahead Bridgeton, NJ	2	\$33.00/hr. 10 hrs./wk.	09/04/18 6 weeks	11-150-100-101-00-BUS
01210238	Pineland	10	\$51,381.00	09/19/18-06/30/19	11-000-100-566-00-BUS
01250064	Pineland	6	\$51,381.00	09/18/18-06/30/19	11-000-100-566-00-BUS
01310129	SCSSSD- Cumberland	K	\$30,600.00	09/20/18-06/30/19	11-000-100-566-00-BUS
01250167	A Step Ahead Bridgeton, NJ	6	\$476.00	07/01/18-09/14/18	11-150-100-320-00-BUS
01260178	A Step Ahead Bridgeton, NJ	7	\$1,360.00	09/07/18-11/02/18 (approx.)	11-150-100-320-00-BUS

Board Agenda October 10, 2018

01260184	Curtis Schofield	5	\$34.00/hr. 5 hrs./wk.	10/02/18 6 weeks	11-150-100-101-00-BUS
01280028	Curtis Schofield	3	\$34.00/hr. 5 hrs./wk.	10/03/18 – 10/10-18 (approx.)	11-150-100-101-00-BUS

PERSONNEL MATTERS

A. Resignation/Retirement

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

1. Board to approve the resignation of Ms. Maryanne Loughran, paraprofessional at John Fenwick Academy, effective October 20, 2018.
2. Board to approve the resignation of Mrs. Judit Lopez-Delgado, Spanish Teacher at Salem High School, effective November 27, 2018.
3. Board to approve the resignation of Ms. Makema Douglas, First Grade Teacher at John Fenwick Academy, effective October 5, 2018.

B. Employment

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

1. Board to approve the employment of Ms. Michele Norton as a pre-school paraprofessional at John Fenwick Academy at a salary of \$19,832.00 (Tier 3, Step 3) with longevity at a rate of \$500.00 for the 2018-2019 school year, beginning September 17, 2018.
2. Board to approve the employment of Mr. John Timothy Doubet as an Information Technology Specialist for the Salem Middle School effective September 19, 2018 through June 30, 2019. He will be paid \$54,000.00 per annum (pro-rated).
3. Board to approve the following substitutes for the 2018-2019 school year:

La Shawn Best-Key	Salem	Substitute Certificate
Isaac Rocco	Carneys Point	Substitute Certificate

Returning substitute:

Tracy Scull (Nurse)	Quinton	Substitute Certificate/Registered Nurse Certification
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4. Board to approve the employment of Mrs. Rachel Hunt as Spanish Instructor for the 2018-2019 school year. Mrs. Hunt's salary will be \$63,810.00 (BA Step 12) (to be pro-rated after her start date). Mrs. Hunt will replace Mrs. Lopez-Delgado.

C. Financial Request:

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

1. Board to approve the "Focus on Education" after-school program for grades 3-8 Monday through Thursday from 3:00 p.m. – 5:00 p.m., beginning on October 11, 2018 through April 25, 2019 with professional development for teachers on October 11, 2018. The program will focus on students who are below grade level in literacy and math.

Grade 3	Angela Crowley	Math and ELA
	Tara McDermott	Math and ELA
Grade 4	Kamee Reese	Math and ELA
	Allyson Bey	Math and ELA

Board Agenda October 10, 2018

Grades 5/6	Patricia Stewart Miranda Clour	ELA (Mon and Tues) Math (Wed and Thurs)
Grades 7/8	Nicole Graham Megan Welch	ELA (Mon and Tues) Math (Wed and Thurs)
Sp. Ed.	Christa Ricker Randi Griffith	ELA (Mon and Tues) Math (Wed and Thurs)
Substitutes:	Betsy Tortella Karen Owen Greg Lagakos Nicole Boyce	

Secretary – Lynne Chappell @ \$40.00/day stipend x 88 days = \$3,520.00

Substitute: Tatiana Mulhorn, Tina Sanders

Site Coordinator – Linda DelRossi @ \$100.00/day x 88 days = \$8,800.00

(substitute site coordinators: Pascale DeVilme', Michele Beach)

11 Teaching positions @ \$80.00/day stipend x 88 days = \$77,440.00

Funds are available in Account #20-235-100-100-02-SMS-SIA C/O

20-235-200-100-02-SMS-SIA C/O

2. Board to approve for the following staff to be paid from Perkins Fund for the 2018-2019 school year.
Suzanne Landolfi - \$540.00 (Perkins clerical – Summer of 2018)
Funds are available in Account #20-361-200-100-03-SHS
Perkins Grant – 2018-2019
3. Request Board approval to replace Ms. Cindi Tapia-James with Ms. Kari Silvers-Vasquez and Mr. Drew Favat as Sophomore Class Co-Advisors for the 2018-2019 school year.
Stipend remains at \$737.00 and shall be split evenly between the two Co-Advisors.
4. Board to approve the After-School Tutoring Program for grades K, 1, and 2 to be held at John Fenwick Academy Monday through Thursday from 3:30 p.m. – 4:30 p.m., beginning October 22, 2018 through May 2, 2019.
Tutoring Coordinators: Carla Kelley
Linda Barbara
Kindergarten (2 days a week): Cheri Parsons
Debbie Garvine
First Grade (4 days a week): Debbie Persicketti
Michael Hughes
Second Grade (4 days a week): Kimberly Pankok
Patricia McClaren & Michelle Maccarone
Substitutes: Ashley Vernon
Karen Pastor
Melissa McLaughlin
Stefanie Crawford
Tiara Barron
8 Teaching positions @ \$35/day x 88 days = \$24,640
Funds are available in Account #20-231-100-100-00-DIS
ESSA – Title I Funds (2018-2019)

Board Agenda October 10, 2018

5. Board to approve the following non-contractual stipend positions:

Academic League Advisor	OPEN	\$1,009.00
Odyssey of the Mind Advisor	Allyson Bey, Grades 3-5	\$5,000.00
Odyssey of the Mind Advisor	Sharon Montgomery, Grades 6-8	\$5,000.00
Odyssey of the Mind Judges	OPEN	\$ 500.00
	Christopher Lindsay	\$ 500.00

Extra Instructional Assignment/Co-Curricular Positions: Account #15-401-100-110R-02-SMS

6. Board to approve Mrs. Rachel Hunt as World Language Department Chairperson for the 2018-2019 school year. Mrs. Hunt will fill the current open position. The \$1,101.00 extra-pay stipend will be prorated after Mrs. Hunt's start date.

E. Miscellaneous:

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

1. Board to approve the following request for leave:

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	Unpaid Leave	Intermittent Leave	Extend Leave	Return Date
PM	Intermittent-Medical	09/26/18-09/27/19	09/26/18-09/27/19	12 wks.	N/A	N/A	10.5 days	3 days	After exceeding 3 personal days	2x per month needed out for period of 2 to 3 days	N/A	N/A
GC	Intermittent-Medical	09/26/18-09/27/19	09/26/18-09/27/18	12 wks.	N/A	N/A	13 days	3 days	After exceeding 3 personal days	2x per month needed out for period of 2 to 3 days	N/A	N/A
DG	Medical	10/30/18-01/01/19	10/30/18-01/01/19	8 wks.	N/A	N/A	N/A	34 days	N/A	N/A	N/A	01/02/19
KE	Intermittent-Medical	09/19/18-03/19/19	09/19/18-03/19/19	12 wks.	N/A	N/A	44.25 days	3 days	After exceeding all days	2x per week for 6 months; duration 1 day	N/A	N/A
JB	Medical	09/01/18-10/25/18	09/01/18-10/25/18	7 wks.	10/26/18-01/18/19	12 wks.	37 days	N/A	10/26/18 – 01/18/19	N/A	N/A	01/22/19
HM	Medical	11/02/18-12/31/18	11/02/18-12/31/18	8 wks.	Pending	Pending	32 days	N/A	N/A	N/A	N/A	pending

***all time is accrued per month.**

Curriculum /Professional Development

Motion (/) Board to Approve: **#11-4**

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
Gia Guyton	JFA	Syeda Carter	Leaders 2 Leaders Peer Support Meeting (Mandatory)	12/04/18	Gloucester County Library Mullica Hill, NJ	-0-
Gia Guyton	JFA	Syeda Carter	The Principal/AP/VP's Survival Guide (NJPSA/FEA)	01/17/19	Cherry Hill High School East	\$150.00 20-218-200-580-00-JFS

Board Agenda October 10, 2018

Linda DelRossi	DO	Dr. Michel	Everyday Practices that Engage and Empower Readers and Writers Grades 6 through 12	12/03/18	Hilton Philadelphia Philadelphia, PA	\$209 20-270-200-300-00-CO
Victor Boone Kristin Unger Sally Lamont	SHS	John Mulhorn	Everyday Practices that Engage and Empower Readers and Writers Grades 6 through 12	12/03/18	Hilton Philadelphia Philadelphia, PA	\$209 x 3 = \$627 20-270-200-300-00-CO
Christina Lord Trish Tedesco	SHS	John Mulhorn	Jostens Fall Workshop	10/05/18	Lindenwold High School	-0-
Jordan Pla	SHS	John Mulhorn	IB Coordinator Category 2 Training	12/04/18	Tradewinds Island Resort Tampa, FL	Regis \$925.00 Flight \$230.00 Hotel \$723.20 Meals TBD
Gia Guyton	JFA	Syeda Carter	Abbott Supervisors	10/15/18 05/03/19	Trenton, NJ	-0-
Brooke Woodlock Scot Levitsky	SHS	John Mulhorn	Teen PEP One Day Advanced Training	10/25/18	Mercerville, NJ	-0-
Rebecca Elder Adam Pszwaro	SMS	Pascale DeVilme'	Salem County School Counselors Associating Meeting	10/04/18	Salem County Vo-Tech	-0-
Renee Murray Nicholas Kline	SHS	John Mulhorn	Salem County Honors Band and Choir Meeting	10/12/18	Harrison House Mullica Hill, NJ	-0-
Patricia Stewart Nicole Graham	SMS	Pascale DeVilme'	Holistic Scoring	10/11/18	Quinton Township School District	-0-
Christina Lord	SHS	John Mulhorn	Quinton Writing Workshop	10/11/18	Quinton Township School District	-0-
Herbert Schectman	DO	Dr. Michel	SEMI Workshop 2018-2019	10/18/18	Vineland, NJ	-0-
Dale Garner	CST	Pamela Thomas	SEMI Workshop 2018-2019	10/18/18	Vineland, NJ	-0-
John Bacon	DO	Dr. Michel	McKinney-Vento Training 101	10/30/18	Vineland, NJ	-0-
Pamela Thomas	CST	Dr. Michel	Special Education Directors Toolkit	11/12/18	FEA- Monroe, NJ	\$149.00 11-000-219-592-00-CST
Adam Pszwaro	SMS	Pascale DeVilme'	Salem County Traumatic Loss Coalition	10/15/18	Robin's Nest Salem, NJ	-0-

Facilities Requests

Motion (/) Board to Approve: **#12-4**

Organization	Use	Date	Time	Charge
Salem Midget Football	Use of JFA Trailers during games	09/23/18 – 11/17/18	10:00 am – 6:00 pm	All fees waived
AT&T Mid Atlantic Careers and Education Center	AT&T Program Kickoff SHS Auditorium	10/06/18	1:00 pm – 4:00 pm	All fees waived
Diamonds in the Rough Inc.	Talent Show SHS Auditorium	12/14/18	5:30 pm – 9:30 pm	All fees waived

Monthly Reports

Motion (/) Board to Approve: **#13-4**

1. Board to approve monthly reports for filing: (attached)

Board Agenda October 10, 2018

Policies/Calendar

Motion (/) Board to Approve: **#14-4**

1. Board to approve the review of the following policy series:
 - i. Series 1000 Community Relations

2. Board to approve the 2nd reading and adoption of the following policy series:
 - i. 6145.25 Precautions for Heat & Humidity During Athletics & Other Extra-Curricular Activities
 - ii. 5141.26 Opioids

3. Board to approve the 1st reading of the following policies:
 - i. 5131.9 Harassment, Intimidation & Bullying
 - ii. 9315 Annual Review and Approval of Policies, Procedures, Bylaws & Regulations
 - iii. 4152.3 Family Leave (Instructional Personnel)
 - iv. 4252.3 Family Leave (Support Personnel)

Miscellaneous

Motion (/) Board to Approve: **#15-4**

1. Board to approve the following individual as a Volunteer Coach for the Fall 2018 season:
Football – Deron Barnes
Coach Wright concurs with this recommendation.

2. Board to approve the following Clinical Practice Placement from Wilmington University:

Clinical Intern	Education Major	Placement School	Teacher/Grade Level
Elton Suah	Middle School Science	Salem Middle School	Hugh Dixon/Grade 5

Practicum hours will be completed every Tuesday from 9:00 a.m. to 2:00 p.m. and these hours will be unpaid.

3. Board to approve Food Trust and the Ready Set Grow Program to set up a Farm Stand for our Pre-K parents on October 18, 2018 at 12:45 pm located on our Pre-K playground. The organization will provide funds to have produce available to our Pre-K parents and nutritional information will be made available as well.

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.

Board Agenda October 10, 2018

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 October 10, 2018 meeting of the Salem City Board of Education at _____.