

*Board Agenda March 11, 2020*

**Salem City Board of Education  
Salem, New Jersey 08079  
Board of Education Meeting  
March 11, 2020**

**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
Kendra Fletcher	Yuenge Groce	Joan Hoolahan
Daffonie Moore	Nilda Wilkins	Veronica Wright

**District Representatives:**

LAC: Laura Tice Crane  
Quinton: William McDonald  
Mannington: Bethanne Patrick

**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:** Mr. Corey Ahart

**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.

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**Swearing in of Board President**

**Appointment of Committees:**

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

**PRESENTATION**

**Students of the month for February/2020:**

John Fenwick Academy	Shy'la Butler	2 <sup>nd</sup> Grade	Mr. Riskie
	Myles Oliver	2 <sup>nd</sup> Grade	Ms. Crawford
Salem Middle School	Shaniya Nichols	8 <sup>th</sup> Grade	Ms. Montgomery
	Yanderin Castellanos	8 <sup>th</sup> Grade	Ms. Montgomery
Salem High School	Tarrah Roberts	9 <sup>th</sup> Grade	Mr. Bartholomew
	Ariecelis Gonzalez-Rivera	11 <sup>th</sup> Grade	Mr. Bartholomew

**Staff Member(s) of the month for February/2020:**

Nicole Boyce                  English Teacher                  Salem Middle School

**BOARD COMMITTEE REPORTS**

**PRINCIPALS'/ADMINISTRATORS' REPORTS AND COMMENTARY**

**SUPERINTENDENT'S COMMENTS/REPORTS**

Motion ( / ) Board to approve regular and executive minutes of February 12, 2020 Board of Education meeting.



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**Miscellaneous**

**Upon the Recommendation of the Superintendent of Schools**

Motion (            /            ) Board to Approve: **#2-F-9**

1. Resolved, that the Board of Education authorize Herbert Schectman to submit the Summer Food Service Program (SFSP) application for the months of July & August for the 20-21 school year. The program ensures that low-income children continue to receive nutritious meals when school is not in session.
  
2. Resolved, that the Board of Education authorize Herbert Schectman to submit the 20-21 FSMC contract addendum to the Department of Agriculture. The management and administrative total flat fee for the 20-21 school year will be \$50,000.00.
  
3. Board to approve (2<sup>nd</sup>) second, lunch prices for all students. The district will however, offer free first meals to all students as a Community Eligible Provision (CEP) district. The staff lunch prices will remain the same.

	<u>2<sup>nd</sup> Lunch</u>	<u>Breakfast</u>
JFA	\$2.65	N/A
SMS	\$2.80	N/A
SHS	\$2.80	N/A
Staff <i>(All Schools)</i>	\$3.90	\$2.85

\*N.J.A.C. 2:36-1.10 requires that adult meal prices shall be established to cover all costs associated with production and service of the adult meal. There is no maximum set for adult prices.\*

4. Board to approve the 2019 Uniform State Memorandum of Agreement Between Education and Law Enforcement Officials.
  
5. Request Board approval to contract with Cassandra Lockerman-Robinson to provide counseling services on an as needed basis for the Child Study Team. Cost will be \$80.00 an hour not to exceed \$5,000.00.
  
6. Board to approve the Adoption of the 2020-2021 School Year Tentative Budget:

BE IT RESOLVED, that the budget be approved for the 2020-2021 School Year and the Secretary to the Board of Education be authorized to submit the tentative budget to the Salem County Executive Superintendent of Schools for approval as follows:

**BE IT RESOLVED** to approve the 2020-2021 school district budget:

	<b>Budget</b>	<b>Local Tax Levy</b>
General Fund	\$22,494,974	\$2,488,970
Special Revenue	\$ 3,609,603	
Debt Service	\$ 286,944	\$ 98,802
	<u>\$26,391,521</u>	<u>\$2,587,772</u>

**AND BE IT RESOLVED**, to approve the 2020-2021 school district budget.

**RESOLVED**, that taxes should be raised from the City of Salem in the amount of \$2,488,970 for the General Fund for the 2020-2021 school year.

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**WHEREAS**, the District needs to appropriate money from the excess surplus for the 2020-2021 budget in the amount of \$155,798 and

**WHEREAS**, the District makes the following assurances: 1.) No other line item balances are or will be available, 2.) No other emergency reserves or maintenance 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, and

**NOW**, Therefore, be it resolved that Salem City School District shall appropriate excess surplus the amount of \$155,798 to be used for the 2020-2021 school year.

7. Request Board approval to accept the MOU between Salem High School, Rutgers, The State University of New Jersey and Partnership for the Delaware Estuary, Inc., for the design and implementation of a green infrastructure project at Salem High School.
8. Request Board approval to renew the revised contract with B.R. Williams, Inc. to transport Salem City students to athletic events, band events and field trips for the 2019-2020 school year. The contract include revised contract language.

The C.P.I. is 1.45% increase:

FD1	Various Field Trips < 50 Miles	\$229.47
FD2	Various Field Trips > 50 Miles	\$251.86
ATH1	Various Athletic Trips < 50 Miles	\$212.70
ATH2	Various Athletic Trips > 50 Miles	\$246.28
B1	Various Band Trips < 50 Miles	\$212.70
B2	Various Band Trips > 50 Miles	\$246.28

9. Request Board approval of the tuition/service agreement paid by the State of New Jersey with the Department of Children and Families Office of Education, for state responsible students #01320074 and #0422009, with disabilities or engaged service provider, for the 2019-2020 school year.

**STUDENT MATTERS**

Motion (         /         ) Board to Approve: **#4-A-9**

1. Board to approve the following field trips:

Kean University Union, NJ NJ FBLA	May 20, 2020  2 Students	Ms. Landolfi 1 Bus = \$251.86 Account # 15-000-270-512-03-SHS 1 Substitute x 1 Day only = \$125.00 Account # 15-140-100-101s-03-SHS Registration fees: N/A
Cape May Zoo  School Based Youth Services (SBYS)	May 28, 2020  20-35 Ram Connection Participants	Ms. Kellie Smith 1 Bus = \$251.86 Account# 20-435-200-800-00SPP No substitutes

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Lindsey Meyer Teen Institute Summer Camp  School Based Youth Services (SBYS)	Date: TBD  20-35 Ram Connection Participants	Ms. Kellie Smith 1 Bus = \$251.86 Account# 20-435-200-800-00SPP No substitutes
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**Home Instruction: In/ Out of District/Residential**

Motion (        /        ) Board to Approve: **#7-C-9**

1. Board to approve the following students for home instruction:

Student ID	Health Care/Teacher	Costs (Prorated)	Dates	Account #
01280194	A Step Ahead Bridgeton, NJ	\$35.00/hr. 9 hrs./wk.	02/18/20 – 9 days	11-219-100-320-00-CST
01270083	A Step Ahead Elmer, NJ	\$35.00/hr. 60 hrs./wk.	02/18/20 – 30 days	11-150-100-320-02-BUS
02230004	Rachel Hunt	\$35.00/hr. 5 hrs./wk.	02/27/20 – 05/14/20	TBD
01270126	Katherine Starn	\$35.00/hr. 5 hrs./wk.	02/28/20 – TBD	11-150-100-101-00-BUS

2. Request Board approval for the following middle school special education student to receive home instruction while a patient at “A Step Ahead”.

Student ID#	Grade	Effective Dates	Location	Home Instruction Cost	Account #
01240163	8	1/30/20 – TBD	A Step Ahead	\$35.00 / Hour	11-219-100-320-00-CST

**PERSONNEL**

**A. Resignation/Retirement**

**Upon the Recommendation of the Superintendent of Schools**

Motion (        /        ) Board to Approve: **#8-A-9**

1. Board to approve the retirement of Mrs. Esther Bundy, CST Secretary, effective June 30, 2020.
2. Board to approve the resignation of Mrs. Deanna Micalizzi, paraprofessional, effective March 31, 2020.
3. Board to approve the resignation of Mr. Douglas Hogate, custodian, effective February 16, 2020.

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**B. Employment**

**Upon the Recommendation of the Superintendent of Schools**

Motion (        /        ) Board to Approve: **#8-C-9**

1. Recommend the hiring of Dean Marich as substitute custodian effective March 12, 2020.
2. Recommend the hiring of Spencer Jarrett as substitute custodian effective February 19, 2020.
3. Recommend the hiring of the following new substitute teachers for 2019-2020 school year:
  - Wendelin Dublin            Delaware            NJ Teaching Certificate: School Counselor
  - Susan Cahill                Pennsville            NJ Substitute Certificate
4. Recommend the hiring of the following substitute teacher for the 2019-2020 school year.

Diane Mack

**C. Financial Request**

**Upon the Recommendation of the Superintendent of Schools**

Motion (        /        ) Board to Approve: **#8-D-9**

1. Request Board approval for the following Spring 2020 Coaching staff and volunteer positions:

Baseball	Assistant Coach (JV)	\$3,281	Michael Hughes
Softball	Assistant Coach (Varsity)	\$2,230	Drew Favat
Track (Spring)	Assistant to Head Coach	\$2,381	Regina Gatson
Baseball	Volunteer Coach	\$0	Bradley Seeney

2. Request Board approval to add Debra Persicketti to the After School Tutoring Program substitute list. This program is for grades K, 1 and 2, Monday through Thursday, from 3:30 p.m. – 4:30 p.m. in the John Fenwick Academy.

Funds are available in Account #: 20-235-100-100-01-JFA  
ESEA – Title I Funds (2019-2020)

3. Board to approve a stipend change for the following coach:  
To:    Track (Spring)    Head Coach    \$8,522            David Hunt

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**D. Leave of Absence**

**Upon the Recommendation of the Superintendent of Schools**

Motion (        /        ) Board to Approve: **#8-E-9**

1. Board to approve the following leave(s) of absence:

<b>Employee ID#</b>	774	1420	1116	784
<b>Employee</b>	M.M.	R. A.	C.K.	L.B.
<b>Type of Leave</b>	Medical	Medical – Family	Intermittent-Medical	Medical
<b>Leave Requested</b>	12/17/2019 – 3/17/2020	2/28/2020 – 5/04/2020	2/03/2020 – 2/02/2021	2/18/2020 – 4/13/2020
<b>Fed Max Leave (max 90 days)</b>	12/17/2019 – 3/17/2020	1/07/2020 – 2/27/2020	2/03/2020 – 2/02/2021	2/18/2020 – 4/13/2020
<b>Time Usage of FMLA</b>	12 weeks	7 weeks	12 weeks	8 weeks
<b>NJ Family Leave (max 90 days)</b>	N/A	2/28/2020 – 5/04/2020	N/A	N/A
<b>Time Usage of FLA</b>	N/A	9 weeks	N/A	N/A
<b>*Use of Sick Days</b>	20 Days	N/A	N/A	37.5 days
<b>*Use of Personal Days</b>	.25 day earned at the end of the month	N/A	0 days	.5 day
<b>*Use of Vacation Days</b>	N/A	N/A	N/A	N/A
<b>Unpaid Leave</b>	N/A	N/A	N/A	N/A
<b>Intermittent Leave</b>	N/A	N/A	2x per week needed out for 4 months	N/A
<b>Extended Leave</b>	N/A	N/A	N/A	N/A
<b>Est. Return Date</b>	N/A	5/05/2020	N/A	4/14/2020

2. Board to approve the extension of the following non-FMLA leaves of absence:

<u>Employee</u>	<u>Requested Period</u>	<u>Return Date</u>
Michelle Maccarone	3/18/20 to 5/1/20 6 weeks (leave of absence)	5/4/2020

**\*all time is accrued up to date of leave**

**Curriculum /Professional Development**

**Upon the Recommendation of the Superintendent of Schools**

Motion (        /        ) Board to Approve: **#11-9**

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

<b>Staff Member</b>	<b>Building</b>	<b>Admin. Approving</b>	<b>Title</b>	<b>Date of Program</b>	<b>Location</b>	<b>Registration and Mileage Cost</b>
Kristina Bergman	SHS	John Mulhorn	Modification of General Education Curriculum for SWD	05/05/2020	Rowan University Glassboro, NJ	-0-



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Adrienne Brown	CST	Pamela Thomas	Get A Grit! Moving Past the Trauma Toward Fostering Resiliency	03/25/2020	Hong Kong Fusion Cherry Hill, NJ	-0-
Christine Peltz	SMS	Pascale DeVilme'	Odyssey of the Mind – Judge Event	03/14/2020	Woodstown High School Woodstown, NJ	-0-
Dale Primas-Garner	JFA	Syeda Carter	Get A Grit! Moving Past Trauma Toward Resiliency	03/25/2020	Hong Kong Fusion Cherry Hill, NJ	-0-
Tonya Connor	JFA	Syeda Carter	Teaching Pyramid Observation Tool (TPOT) Reliability Training	04/02/2020 04/03/2020	Camden County Educational Services Clementon, NJ	-0-

**Monthly Reports**

Motion (        /        ) Board to Approve: **#13-9**

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

**Policies/Calendars**

Motion (        /        ) Board to Approve: **#14-9**

1. Board to approve the 2nd reading of the following policy:

3100/3110                      Business & Non-Instructional Operations  
Budget Planning, Preparation & Adoption

2. Board to approve the 1<sup>st</sup> reading of the following policy:

7000/7117                      Property & Facilities  
Lactation Room

**Miscellaneous**

Motion (        /        ) Board to Approve: **#15-9**

1. Resolved, that the Board of Education authorize the Business Administrator to enter into an agreement(s) to remove and, when possible, sell the following obsolete and unusable inventory items:
  - a. Cafeteria tables located at John Fenwick Academy, and
  - b. Cafeteria tables located at Salem Middle School.

These items are obsolete and cannot be repaired in a cost-effective manner. The Food Service fund has sufficient funds available to purchase new tables that will be better suited to our students.

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**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:\_\_\_\_\_

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 March 11, 2020 meeting of the Salem City Board of Education at \_\_\_\_\_.