

*Board Agenda August 8, 2018*

**Salem City Board of Education  
Salem, New Jersey 08079  
Board of Education Meeting  
August 8, 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
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:** Mr. 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.

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**PRESENTATION**

Salem District PARCC Presentation 2017-2018

**BOARD COMMITTEE REPORTS**

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

**SUPERINTENDENT'S COMMENTS/REPORTS**

Motion ( / ) Board to approve regular and executive minutes of July 11, 2018 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-2**

- 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 June 2018.
  
- B.     \*Pursuant to N.J.A.C. 6A:23A-16.10 (c) 3, I certify for the month ending July 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 July 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 July 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 July 2018

<b>July</b>	<b>\$9,646,175.54</b>
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To approve the Payment of Bills for July 2018

<b>July</b>	<b>\$ 106,209.73</b>
<b>August</b>	<b>\$ 472,597.14</b>

Board to approve that the Business Administrator be authorized to process additional invoices for payment for the current and next fiscal year with Board confirmation at the next regular board meeting

Board to approve the Business Administrator be authorized to do account transfers that may be needed to close the fiscal year with Board confirmation at the next regular board meeting.

Confirmation of payrolls for July 2018

<b><u>July 12, 2018</u></b>	General Acct. Transfer	\$179,554.13
<b><u>July 30, 2018</u></b>	General Acct. Transfer	\$218,505.39

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**Miscellaneous**

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

1. Board to approve Ms. Marissa Vengenock to serve as SCIP-SHS liaison for the 2018-2019 school year.
2. Board to approve the School Improvement Panel member Ms. Elyssa Haines; John Fenwick Academy teacher.
3. Board to approve the assignment of Kimberly Osman, Teacher, to the Salem Middle School's School Improvements Panel for the 2018-2019 school year.  
This assignment is in accordance with the provisions of the TEACHNJ Act and AchieveNJ.
4. Board to approve the New Jersey Commission of the Blind and Visually Impaired to provide Level One Services to special education student (01260134). Cost for the services will be \$1,900.00 and will run from September 1, 2018 to June 30, 2019.  
Account #11-000-216-320-00-CST
5. Board to approve Paulette Taylor to provide speech/language evaluations as needed for the 2018-2019 school year at \$325.00 per evaluation not to exceed \$5,000.00.  
Account #11-000-216-320-00-CST
6. Board to approve Paulette Taylor to provide speech/language services for the 2018 Extended School Year as a related service per the student's IEP. Ms. Taylor will be paid \$45.00 per hour, 3 days a week not to exceed \$3,000.00 for the program.  
Account #11-000-216-320-00-CST
7. Resolved, that the Board of Education authorize the Business Administrator to enter into an agreement with Stacy C. Davis Electric Contractor to install exterior emergency lighting at both the Salem High School and the John Fenwick Academy. This exterior emergency lighting has been cited by the Fire Marshall and is a requirement of the Department of Community Affairs to provide a safe egress from these school buildings.  
Total Cost - \$38,000  
\$22,800.00 Account #12-000-400-334-01-JFA  
\$15,200.00 Account #12-000-400-334-03-SHS
8. Board to approve the following Learning Consultants to provide learning evaluations as needed at a cost of \$325.00 per evaluation for the 2018-2019 school year. Not to exceed \$5,000.00 each.  
Christine Menold  
Rolanda Sykes  
Account #11-000-100-566-00-BUS
9. Board to approve the following Bilingual LDTC, Psychologist & Social Worker to provide bilingual evaluations as needed at a cost of \$325.00 per evaluation for the 2018-2019 school year. Not to exceed \$5,000.00 each.

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Krista Bey – School Psychologist  
 Azucena Calderon – School Psychologist  
 Mary Ann Marinelli – LDTC  
 Delta Terrero – Social Worker  
 Patricia Nelson – Social Worker

Account #11-000-100-566-00-BUS

10. Resolved, that the Board of Education authorize the Business Administrator to enter into an agreement with A-N-S Construction to remove and replace asphalt sidewalk at the John Fenwick Academy playground with a concrete sidewalk.  
 This sidewalk was noted to be in disrepair during our annual facilities review by a NJSIG risk control representative. This work is preventative maintenance.  
 The cost of this contract not to exceed \$3,870.00  
 Account # 12-000-400-334-01-JFA

**STUDENT MATTERS**

**A. Field Trips/Activities #4-A-2**

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

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

Place	Date	Teacher Subs./Buses
Rowan College at Gloucester County ACT Test	09/08/18 Approx. 50 Students	Mr. Ferguson 1 bus - \$220.90 15-000-270-512-03-SHS 1 Teacher - \$34.00. 8 hrs. = \$272.00 15-140-100-101a-03-SHS
Christiana Skating Center Newark, DE	10/05/18 12/07/18 02/22/19 05/24/19 Salem Pride/VIP Winners Approx. 150 students	Mr. Allen, Mrs. Beach, Various Faculty & Instructional Assistants 4 buses each trip - \$3,901.44 15-000-270-512-02-SMS Admission - \$3,000.00 15-190-100-500-02-SMS

2. Board to approve the Family Friendly Center after-school program for the 2018-2019 school year. It will run from October 2018 through June 2019. The budget for the Family Friendly Center program is \$45,463.00.

**B. Graduates/Miscellaneous**

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

1. Request approval to officially certify the following graduates receive the Salem High School diploma for satisfactory completion of the Salem Board of Education and the State of New Jersey requirements for high school graduation:  
 Christopher John Lopatin, Jr. – August 2018  
 Devin Leroy Shimp – August 2018

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2. Board to approve student, L.A. of Woodstown, NJ (resident district school – Woodstown High School) to attend Salem High School as an 11<sup>th</sup> grade pupil. Student would like to enroll in the IB Diploma Programme beginning the 2018-2019 school year. Parents have completed a School Choice form and will be providing transportation.
3. Board to approve the enrollment of DB, son of Ms. Stefanie Crawford, Second Grade Teacher at John Fenwick Academy, to attend JFA for the 2018-2019 school year, based upon availability of enrollment. Salem City residents will have priority.

**PERSONNEL MATTERS**

**A. Resignation/Retirement**

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

1. Board to approve the resignation of Ms. Veronica Shute, Mathematics teacher at Salem Middle School, effective July 23, 2018.
2. Board to approve the resignation of Mr. Joshua Tunstall, Grade 2 Teacher at John Fenwick, effective August 2, 2018.
3. Board to approve the resignation of Ms. Julie Fialkow-Kropp, Guidance Counselor at Salem Middle School, effective August 2, 2018.
4. Board to approve the resignation of Ms. Lisa Poinsett, Special Education Teacher at Salem High School, effective July 23, 2018

**B. Reassignment/Transfer**

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

1. Board to approve the transfer of employment of Mrs. Irena Yurchenko from full time World Language Teacher (SHS) and Basic Skills Teacher (SMS) to full time Special Education Resource Room Teacher (SHS) for the 2018-2019 school year.  
Mrs. Yurchenko's salary will remain the same.

**B. Employment**

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

1. Board to approve the employment of Ms. Erica Schaffer as a Mathematics Teacher at Salem Middle School effective September 1, 2018 through June 30, 2019. She will be paid (BA Step 01) \$52,024.00 per annum.
2. Board to approve the employment of Ms. Tiara Barron as a Second Grade Teacher at the John Fenwick Academy at a salary of \$52,324.00 (BA Step 02), for the 2018-2019 school year, beginning September 1, 2018.
3. Board to approve Mr. Ryan Salandria as Visual Arts Instructor for the 2018-2019 school year. Mr. Salandria's hiring is contingent on him receiving his NJ Teaching certification. Mr. Salandria's salary will be \$55,224.00 (BA Step 6).

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4. Board to approve the employment of Mr. Nikolai Dubowski as a PSD Para-Professional at John Fenwick Academy at a salary of \$21,332.00 (Step 2, Tier 4) for the 2018-2019 school year, beginning September 1, 2018.
5. Board to approve the following new substitute for the 2018-2019 school year:  
Michael Deans                      Pennsville                      Substitute Certificate

**C. Financial Request:**

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

1. Board to approve the following extra pay positions for the 2018-2019 school year:  
District Webmaster: Lisa Mutter  
\$3,000.00/year  
Pay to be split between three schools:  
Account numbers:  
15-000-222-100x-03-SHS  
15-000-222-100x-02-SMS  
15-000-222-100x-01-JFA  
  
IB Coordinator: Helen Hall  
\$5,000.00/year  
Account number:  
15-000-218-104x-03-SHS  
  
IB CAS Coordinator: Renee Murray  
\$2,500.00 per coordinator / per year  
Account number:  
15-301-100-101x-03-SHS
2. Board to approve the following staff members to be employed with Salem City Transition Program for the 2018-2019 school year beginning on September 6, 2018.  
  
Administrators:                      William Allen, Michele Beach  
Teachers:                              Kenneth Buck, Kathleen Hibbard, Greg Lagakos, Steve Sheffield  
Secretary:                              Lisa Bacon  
School Counselors:                      Cameron Smith, Adam Pzswaro, Kellie Smith  
Substitutes:  
Administrators:                      Jordan Pla, Pascale DeVilme', John Mulhorn  
Secretary:                              Alfreda McCoy-Cuff  
Counselor:                              Jacquelyn Thompson  
Teachers:                              Nicole Boyce, Drew Favat
3. Board to approve six teachers as chaperones for Summer Enrichment (OOTM) trip to the Camden Adventure Aquarium. The trip will be on Thursday, August 9, 2018, leaving from John Fenwick Academy at 8:40 a.m. and Salem Middle School at 8:50 a.m. and returning at 3:00 p.m. The teachers will be compensated for an additional two hours. There are 39 students and 6 teachers that will attend.  
Teachers:                      Cheryl Flitcraft and Deanna Livingston (JFA)

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Melissa Skinner, Jason Kutzura  
 William Oberman, Roger Call (SMS)  
 August 9<sup>th</sup> Field Trip – 2 extra hours x \$34/hour x 6 staff = \$408.00  
 Admission: \$643.50  
 Admission (Chaperones) \$66.00  
 Parking Fee (Bus) \$10.00  
 Café Vouchers \$450.00  
 Sheppard Bus Services \$795.00  
 Funds available in Account 20-231-100-800-00-DIS-C  
 ESSA – Carryover – 2018-2019

4. Board to approve Ms. Anita Garcia to work up to 24 hours per week at John Fenwick Academy to assist with Spanish speaking parents and preschool registration at a rate of \$10.00 per hour, Monday through Thursday during July and August.  
 Funds exist in the following account: #20-218-100-106R-00-JFA

5. Board to approve:

Announcer (Football)	4 games	\$83/game	Kenneth Buck
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6. Board to approve:

Substitute Ticket Seller/Taker	As Needed	\$75/\$56	Francine Alston
Event Staff (HS)	As Needed	\$34/game	Francine Alston

7. Board to approve the following staff to be paid from ESSA Title I for the 2018-2019 school year:

<u>ESSA Title I</u>		<u>Total Salary</u>	<u>ESSA Allocation</u>	
Carla Kelley	JFS Reading Specialist	\$59,674	100%	\$59,674
Linda Barbara	JFS Reading Specialist	\$81,405	100%	\$81,405
Dale Garner	Transition Coach	\$67,484	66%	\$43,924
Cameron Smith	SHS Family Coach	\$67,463	100%	\$67,463
<u>ESSA Title I FOCUS</u>				
Christopher Cuprak	SMS IT Data	\$75,072	28%	\$21,020
John Bacon	Truancy Officer	\$56,699	66%	\$37,421

Funds are available in Account #20-231-100-100-00-SPP  
 ESSA 2018-2019 Funds

8. Board to approve the following contract stipend positions:

**Department Chairpersons:**

Suzanne Landolfi	Applied Academics (4)	\$1101
Renee Murray	Fine Arts (5)	\$1101 + \$33
Scot Levitsky	Health/Physical Education (4)	\$1101
Edward DeStefano	Humanities (4)	\$1101
Victor Boone	Language Arts (6)	\$1101 + \$66
Miranda Clour	Mathematics (7)	\$1101 + \$132
Theresa Derham	Science (5)	\$1101 + \$33



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Steve Sheffield	Special Education (7)	\$1101 + \$132
OPEN	World Languages (3)	\$1101
Nicholas Kline	Band Advisor	\$3762
Chris Lindsay	Asst. Band Director	\$771
Renee Murray	Choral Advisor	\$1195
Jessica Dixon	Choreographic Director	\$771
Bridget Cheeseman	Class Advisor- Freshman	\$369
Cindi Tapia-James	Class Advisor – Sophomore	\$737
Heidi Bower	Class Advisor – Junior	\$1284
Anne Hudock	Class Advisor – Senior	\$1558
Lisa Mutter	Director of Audio/Visual Services	\$1101
Susan Nitshe	District Chairperson of School Health	\$857
Kristin Unger	National Honor Society Advisor	\$276
Lisa Mutter	Student Council Advisor	\$895
Victor Boone	Teacher of Detention	\$24/hour
Sara Lamont	Substitute Teacher of Detention	\$24/hour
Kathleen Hibbard	Substitute Teacher of Detention	\$24/hour
Drew Favat	Substitute Teacher of Detention	\$24/hour
Anne Hudock	Theatre Arts Advisor	\$3460
Renee Murray	Theatre Arts Music Director	\$1730
Kathleen Hibbard	Theatre Business Manager	\$333
Sara Lamont	Walnut Street Journal	\$847
Christina Lord	Yearbook Advisor	\$1469
Patricia Tedesco	Yearbook Business Advisor	\$1304

**Curriculum /Professional Development**

Motion (        /        ) Board to Approve: **#11-12**

1. Board to approve the out of district professional development for the staff listed:

<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>
<b>REVISED</b> Paul Bartholomew	SHS	John Mulhorn	Project Lead the Way Core Training: Computer Science Principles	08/06/18-08/17/18	Milwaukee School of Engineering Milwaukee, WI	Flight: \$476.40 Hotel: \$2,058.00 Meals: TBD <b>70 Hours of PLTW Training: \$2,380.00</b> 15-000-223-500-03-SHS
<b>REVISED</b> Drew Favat	SHS	John Mulhorn	Project Lead the Way Core Training: Computer Science Principles	08/06/18-08/17/18	Milwaukee School of Engineering Milwaukee, WI	Flight: \$476.40 Hotel: \$2,058.00 Meals: TBD <b>70 Hours of PLTW Training: \$2,380.00</b> 15-000-223-500-03-SHS

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<b>REVISED</b> Kellie Smith	SHS	John Mulhorn	Youth Thrive	07/24/18- 07/26/18	Stockton University Galloway, NJ	<b>Mileage: \$88.56</b> <b>Tolls: \$50.00</b> <b>Meals: \$158.12</b> <b>Total: \$296.68</b> 20-435-200-800-00-SPP
Talisha Allison	DO	Herb Schectman	Fresh Fruits and Vegetable (FFVP) Orientation and Budgets	08/29/18	NJ Department of Agriculture Trenton, NJ	-0-
Dennis Spence	DO	Herb Schectman	Southern Regional Facilities Evaluation Training	08/22/18	Cherokee High School Marlton, NJ	-0-

**Facilities Use**

Motion (        /        ) Board to Approve: **#12-2**

1.

<b>Organization</b>	<b>Use</b>	<b>Date</b>	<b>Charge</b>
NAACP Better Education	Book Bag Giveaway	08/14/2018 10:00 am – 3:00 pm	Fees Waived

**Policy**

Motion (        /        ) Board to Approve: **#14-2**

1. Board to approve the review of the following policy series:
  - i. Series 3000 Business & Non-Instructional Operations

**Miscellaneous**

Motion (        /        ) Board to Approve: **#15-2**

1. Board to approve the following full-year Clinical Practice Placements from Rowan University:

<b>Clinical Intern</b>	<b>Education Major</b>	<b>Placement School</b>	<b>Teacher/Grade Level</b>
Rebecca Newton	Elementary Education	John Fenwick Academy	Krystle Mullen/Kindergarten
Harpreet Kaur	Social Studies	Salem Middle School	William Oberman/Grade 8

**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.

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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:

1.     Open Board seat

**ADJOURNMENT**

Motion (        /        ) Board to adjourn the August 8, 2018 meeting of the Salem City Board of Education at \_\_\_\_\_.