

*Board Minutes December 12, 2018*

**Salem City Board of Education  
Salem, New Jersey 08079  
Board of Education Meeting  
December 12, 2018**

**CALL TO ORDER:** A meeting of the Salem City Board of Education is called to order at 6:00 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 (Absent)	Heidi Holden	Joan Hoolahan
Rebecca Livingston	Julian LeFlore	Daffonie Moore

**District Representatives:**

Quinton: Alicia Sperry (Absent)

**Administrators:**

Dr. Patrick Michel, Superintendent	Pascale DeVilmé, Principal Salem Middle School
Herbert Schectman, School Business Administrator	Pamela Thomas, Director of Special Services
Michele Beach, VP Salem Middle School	Syeda Carter, Principal John Fenwick Academy
John Mulhorn, Principal Salem High School	Gia Sparacio Scarani, VP of Early Childhood
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.

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### **PRESENTATION**

#### **Students of the month for November 2018:**

John Fenwick	Zaishaun Thomas-Hall	Grade 2	Ms. Barron
	Jonathan Thompson	Grade 2	Mrs. Paris
Salem Middle School	Shaniyah Rainer	Grade 5	Ms. Cocca
	Cequoia Corbin	Grade 5	Ms. Cocca
Salem High School	Elinor Frank	Grade 11	Ms. Hudock
	Trinity Summiel	Grade 12	Ms. Poole

#### **Staff Member(s) of the month for November 2018:**

John Fenwick Academy	Ms. Alberte Martin	Preschool Teacher
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### **BOARD COMMITTEE REPORTS**

- There were no committee reports during this meeting

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

JFA Commentary/Event Activities included: On November 1<sup>st</sup>, Reader's Challenge Began; November 7<sup>th</sup>, Jump Rope for Hearts; November 14<sup>th</sup>, Assembly Sadecky's Puppets "The Magic Book"; November 5<sup>th</sup> and 19<sup>th</sup> Girl Scouts; December 3<sup>rd</sup>-7<sup>th</sup>, Santa's Workshop sponsored by PTO; December 6<sup>th</sup>, Winter Concert at SHS. Total enrollment PK-2 460 students; December 13<sup>th</sup>, Scholastic Book Fair/Literacy Night 5:30-7:00pm; Activities for students and families, books to purchase, students received free books; December 19<sup>th</sup>, Reader's Challenge Assembly for Top Readers (K-2) 1:45pm (Our students read over 5000 books in little over a month.); December 21<sup>st</sup>, Ugly Christmas sweater contest and Pollyanna for staff.

SMS Commentary/Event Activities included: The enrollment currently stands at 410 students in grades 3-8. The staffing includes 60 employees. On December 12<sup>th</sup>, the entire student body enjoyed a wonderful performance by an African Drum and Dance troupe. The children learned African phrases and chants. Several were called upon to join the troupe for a dance. The highlight for all the students was a performance that included many members of the faculty including myself, Mrs. Beach and the school counselors. The prior evening, the Salem Middle School hosted its annual Winter Concert and Art Show. The packed house was treated to holiday favorites and a few new winter classics performed by the concert band and our growing choir. Art created by our Art Club was on display in the main hall. Ms. Kettrell, Mr. Kutzura and Mr. Lindsay did a fine job preparing our students. Sports physicals for the basketball and cheer teams are nearing completion. The middle school has 76 potential student athletes currently signed up for these two activities. On December 3<sup>rd</sup>, the students received their new VIP Membership Cards during two assemblies. We are at an all time high of 11 Gold Card holders: 0 absences, 0 discipline incidents, all-A's for the first marking period. That following Friday all 147 VIP Members were taken on a field trip to the skating rink. November 16<sup>th</sup>, the eighth grade was taken to see the film THE HATE YOU GIVE based on a popular teen novel of the same name. It was a thought-provoking experience that gave the students and Faculty a lot to reflect upon and write about for their assigned class work.

SHS Commentary/Event Activities included: ACT Ultimate Course classes will begin Saturday, January 12, 2019 to 46 select juniors. This 14-week class will include twenty five hours of classroom instruction as well as three practice diagnostic tests. Classroom instruction and all materials are provided for each student by The Princeton Review. The final class is slated for June 1, 2019 and each student has the potential of earning \$700.00 and an undeniable priceless educational

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value. Additionally, students will take the ACT test in June, 2019 at a testing location to be determined. The annual Winter Showcase and Elective Fair is scheduled for February 6, 2019 from 6-8PM. The SHS will be presenting all of the academic achievements and offerings. The SHS look forward to a fun-filled and educational evening. All are welcome to attend. A mailer will be delivered to homes in Salem County during the week of February 5<sup>th</sup>. SHS "At-A-Glance" dates with sending districts are in the works. Student mid-term examinations will be given January 22-25, 2019. The student college bulletin board continues to GROW! Please stop in anytime, our big blue doors are always open for visitors! The annual holiday concert will be held on Thursday, December 13, 2018. All are invited for an evening or pure holiday enjoyment! The SHS Ram Singers will again perform for the residents at Golden Rehab and Healthcare facility on December 19<sup>th</sup>! The fall sports awards banquet was held December 11<sup>th</sup> to a packed house! A nice dinner was provided followed by awards and fellowship in recognition of our student athletes.

**SUPERINTENDENT'S COMMENTS/REPORTS**

1. Mrs. Groce sent sentiments and thanks to Ms. Holden

Motion (Colon/Bentley) Board approved regular and executive minutes of November 14, 2018 Board of Education.

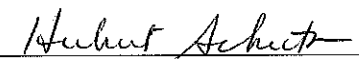
**Motion approved by unanimous voice vote of 8-0-0; Ayes: Adams, Bentley, Colon, Holden, Hoolahan, Livingston, LeFlore, and Moore**  
**Nays: 0 Abstain: 0**

**BOARD SECRETARY/BUSINESS ADMINISTRATOR REPORTS**

**Board Reports (Exhibit A)**

Motion (Colon/Holden) Board approved the Board Secretary's reports in memo: #2-A-E-6 \*.

- A. \*Board approved of the transfer of the funds as previously approved by the Superintendent pursuant to 18A:22-8.1 for the month of October 2018.
- B. \*Pursuant to N.J.A.C. 6A:23A-16.10 (c) 3, I certify for the month ending October 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 October 2018 as follows:

	<u>12/21/18</u>
Board Secretary	Date

- C. \*Treasurer's Report in accordance with 18A:17-36 and 18A:17-9 for the month of October 2018 The Treasurer's Report and Secretary's Report are in agreement for the month of October 2018 pending audit. (Attachment)
- D. Pursuant to N.J.A.C. 6A: 23A-16.10 (c) 4, the Salem City Board of Education certifies for the month ending October 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. Board approved the Payment of Bills and Purchase Report:  
From the General Account for Balance as summarized on attached board memo(s)  
Board approved Purchases Report for November 2018

November	<b>\$132,668.75</b>
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Board approved Payment of Bills for December 2018

General Account	\$934,162.70	Food Service	\$121,395.30
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Confirmation of payrolls for November 2018

<b><u>November 15, 2018</u></b>	General Acct. Transfer	\$693,689.36
<b><u>November 30, 2018</u></b>	General Acct. Transfer	\$696,822.76

**Motion approved by unanimous voice vote of 8-0-0; Ayes: Adams, Bentley, Colon, Holden, Hoolahan, Livingston, LeFlore, and Moore  
Nays: 0 Abstain: 0**

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**Miscellaneous**

Motion (Colon/Holden) Board approved: **#2-F-6**

1. The Salem City Board of Education approved the updated Organizational Chart to reflect the current reporting lines of the district.
2. Board approved to contract with Lenox Law Firm, Michael Pattanite as counsel, to provide legal services relating to special education cases. The annual cost of the contract for January 1, 2019 through June 30, 2019 will be \$12,750 with a recurring monthly payment of \$2,215. The expectation is that we will continue to retain this firm each year.
3. The Board of Education authorized Herbert Schectman, Business Administrator, to submit the Corrective Action Plan to the State Department of Agriculture in response to the Summer Food Service Program Administrative Review on October 26, 2018. The Administrative Review conducted on October 26, 2018 evaluated the overall operation of program costs, site records, menus, training, monitoring, civil rights, and vendor documentation.
4. Board approved the Preschool Education Aid (PEA) budget for the 2019-2020 school year in the amount of \$2,239,315.

***Motion approved by unanimous voice vote of 8-0-0; Ayes: Adams, Bentley, Colon, Holden, Hoolahan, Livingston, LeFlore, and Moore  
Nays: 0 Abstain: 0***

**STUDENT MATTERS**

**A. Field Trips/Student Activities #4-A-6**

Motion (Colon/Holden) Board approved: **#4-A-6**

1. Board approved the following Field Trip(s):

Place	Date	Teacher Subs./Buses
Philadelphia Museum of Art Philadelphia, PA External Assessment for IB	01/09/19 6 students	Ms. Irvine, Ms. Mutter 1 sub - \$125.00 15-140-100-101s-03-SHS 1 bus - \$220.90 15-000-270-512-03-SHS \$7 fee for students (Paid by fundraising)
Golden Rehab and Nursing Home Mannington, NJ Choir will sing to residents	12/19/18 25 students	Ms. Murray 1 bus - \$220.90 15-000-270-512-03-SHS
Lincoln University Lincoln University, PA Campus visit & tour	01/22/19 Approx. 65 students Grade 5	Mr. Pszwaro, Ms. Cocca, Mr. Dixon, Ms. Elder, Ms. Miller, Ms. Raines, Ms. Stewart, Ms. Weigler, Nurse 2 buses - \$444.32 15-000-270-512-02-SMS 1 sub - \$125.00 15-120-100-101s-02-SMS
Philadelphia Zoo Philadelphia, PA Tour of zoo exhibits	03/28/19 Approx. 100 students Grade 5	Ms. Weigler, Ms. Cocca, Mr. Dixon, Ms. Miller, Ms. Raines, Ms. Stewart, Ms. Williams, Nurse 2 buses - \$444.32 15-000-270-512-02-SMS 1 sub - \$125.00 15-120-100-101s-02-SMS
2019 National Combine at the All- American Bowl Alamodome San Antonio, TX	01/03/19-01/06/19 8 Athletes & 1 Coach	Coach Wright Travel Costs - \$5,883.54* 15-405-100-500-03-SHS Registration fee paid by athletes Airport shuttle fees sponsored by Coach Wright *1 Additional Athlete to be included with additional fees not to exceed an estimated \$2,000.00.

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2. Board approved special education and general education students at the Salem Middle School and Salem High School to participate in the Special Olympics Youth Leadership Summit on Friday, January 25, 2019, from 9:00 am to 2:00 pm. This program is being held at the Riverwinds Community Center located in West Deptford, NJ. Approximately twenty-two (22) students have been selected pending parent permission. Staff members attending this trip are:

Dwayne Humenik – SMS  
 Melissa Skinner – SMS  
 Melissa McLaughlin – JFA

Cost for the program and transportation will be covered by the Special Olympics of New Jersey.

**Motion approved by unanimous voice vote of 8-0-0; Ayes: Adams, Bentley, Colon, Holden, Hoolahan, Livingston, LeFlore, and Moore  
 Nays: 0 Abstain: 0**

**C. Home Instruction: In/ out of district/residential**

Motion (Colon/Holden) Board approved: **#7-C-6**

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

<b>Student ID</b>	<b>Health Care/teacher</b>	<b>Costs (Prorated)</b>	<b>Effective Date</b>	<b>Account #</b>
01190094	Rosalyn Chieves	\$34.00/hr. 5 hrs./wk.	11/27/18 – TBD	11-150-100-101-00-BUS
01270129	Dwayne Humenik	\$34.00/hr. 5 hrs./wk.	12/03/18 – TBD	11-150-100-101-00-BUS
01220089	A Step Ahead	\$34.00/hr. 5 hrs./wk.	10/01/18 – TBD	11-150-100-101-00-BUS
01290024	A Step Ahead	\$34.00/hr. 5 hrs./wk.	11/12/18 6-8 wks.	11-150-100-320-00-BUS
01310035	A Step Ahead	\$34.00/hr. 5 hrs./wk.	09/06/18 – 11/06/18	11-219-100-320-00-CST
01230169	SCSSD-Daretown	\$30,644.00	12/13/18 – 06/30/19	11-000-100-565-00-BUS

**Motion approved by unanimous voice vote of 8-0-0; Ayes: Adams, Bentley, Colon, Holden, Hoolahan, Livingston, LeFlore, and Moore  
 Nays: 0 Abstain: 0**

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**PERSONNEL**

**A. Resignation/Retirement**

Motion (Colon/Holden) Board approved: **#8-A-6**

- Board approved the retirement of Mr. Donald Crane, Head Custodian at Salem High School, effective July 1, 2019.

*Motion approved by unanimous voice vote of 8-0-0; Ayes: Adams, Bentley, Colon, Holden, Hoolahan, Livingston, LeFlore, and Moore  
Nays: 0 Abstain: 0*

**B. Employment**

Motion (Colon/Holden) Board approved: **#8-C-6**

- Board approved the following new substitute for the 2018-2019 school year:  

Megan Johnson	Pennsville	Substitute Certificate
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*Motion approved by unanimous voice vote of 8-0-0; Ayes: Adams, Bentley, Colon, Holden, Hoolahan, Livingston, LeFlore, and Moore  
Nays: 0 Abstain: 0*

**C. Financial Request:**

Motion (Colon/Holden) Board approved: **#8-D-6**

- Board approved:

Basketball (Boys')	Assistant Coach (JV)	\$3,822	Montrey Wright
Basketball (Boys')	Assistant Coach (Freshman)	\$3,822	Lamont Johnson
Winter	Weight Room Supervisor	\$1,696	Curtis Schofield
Basketball (Girls')	Middle School Coach (V)	\$1,541	Sharon Montgomery

- Board approved Ms. Kathleen Eck to the Focus on Education substitute list for the remainder of the program. This program will focus on students who are below grade level in literacy and math. There are sufficient funds available in Account #20-235-100-100-02-SMS-SIA
- Board approved the following Health Waiver payments:

High School				December Payment
Health , Prescription & Dental				
Larry Brown	Security	\$3,893.00	15-000-291-290-03-SHS	1,946.50
Bridget Cheeseman	Teacher	\$3,893.00	15-000-291-290-03-SHS	1,946.50
David Hunt	Teacher	\$9,784.00	15-000-291-290-03-SHS	4,892.00
Kline, Nicholas	Teacher	\$815.34	15-000-291-290-03-SHS	815.34
Scott Levitsky	Teacher	\$9,784.00	15-000-291-290-03-SHS	4,892.00
Alfreda McCoy-Cuff	Secretary	\$9,784.00	15-000-291-290-03-SHS	4,892.00
John Mulhorn	Principal	\$13,045.00	15-000-291-290-03-SHS	6,522.50
Cindi Tapia-James	Teacher	\$2,106.00	15-000-291-290-03-SHS	2,106.00
<b>TOTAL</b>		<b>\$53,104.34</b>		<b>\$28,012.84</b>

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<b>Health &amp; Prescription</b>				
Christina Lord	Teacher	\$8,424.00	15-000-291-290-03-SHS	4,212.00
Jordan Pla	Vice Principal	\$12,905.00	15-000-291-290-03-SHS	6,452.50
Darryl Roberts	Vice Principal	\$12,905.00	15-000-291-290-03-SHS	6,452.50
Kristin Unger	Teacher	\$9,679.00	15-000-291-290-03-SHS	4,839.50
<b>DENTAL</b>				
Teresa Derham	Teacher	\$105.00	15-000-291-290-03-SHS	52.50
<b>High School Total</b>				
		<b>\$97,122.34</b>		<b>\$50,021.84</b>
<b>General Fund</b>				
<b>Health , Prescription &amp; Dental</b>				
Avonda Green-Ransome	Para-professional	\$ 9,784.00	11-000-291-290-00-BUS	4,892.00
Devon Russell	Superintendent Secretary	\$ 9,784.00	11-000-291-290-00-BUS	4,892.00
Herbert Schectman	Business Administrator	\$ 5,191.00	11-000-291-290-00-BUS	2,595.50
Kari Silvers-Vazquez	Para-professional	\$6,522.68	11-000-291-290-00-BUS	1,630.68
<b>TOTAL</b>				
		<b>\$31,281.68</b>		<b>\$14,010.18</b>
<b>Health &amp; Prescription</b>				
Amiot Michel	Superintendent	\$ 5,000.00	11-000-291-290-00-BUS	2,500.00
<b>Health</b>				
Edye Baker	Teacher	\$ 6,302.00	11-000-291-290-00-BUS	3,151.00
<b>General Fund Total</b>				
		<b>\$42,583.68</b>		<b>\$19,661.18</b>
<b>John Fenwick School</b>				
<b>Health , Prescription &amp; Dental</b>				
John Bacon	Truancy Officer	\$ 8,424.00	20-218-200-200-01-JFA	4,212.00
Tiara Barron	Teacher	\$ 3,893.00	20-218-200-200-01-JFA	1,946.50
Syeda Carter	Principal	\$ 7,488.00	15-000-291-290-01-JFA	1,872.00
Aida Davis	Para-professional	\$ 5,636.00	20-218-200-200-01-JFA	2,818.00
Sharon Holland-Paris	Teacher	\$ 9,784.00	15-000-291-290-01-JFA	4,892.00
Laura Krupski	Teacher	\$ 6,318.00	15-000-291-290-01-JFA	2,106.00
Marcia Ledford	Para-professional	\$ 8,424.00	20-218-200-200-01-JFA	4,212.00
Patricia McClaren	Teacher	\$ 9,784.00	15-000-291-290-01-JFA	4,892.00
Krystle Mullen	Teacher	\$ 9,784.00	15-000-291-290-01-JFA	4,892.00
Tyrone Nock	Security	\$ 1,135.47	15-000-291-290-01-JFA	166.67
Michele Norton	Para-professional	\$ 8,424.00	20-218-200-200-01-JFA	4,212.00
Tenyatta Sanders	Secretary	\$ 9,784.00	15-000-291-290-01-JFA	4,892.00
Lisa Terrell-Porter	Teacher	\$ 9,784.00	15-000-291-290-01-JFA	4,892.00



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<b>TOTAL</b>		<b>\$98,662.47</b>		<b>\$46,005.17</b>
<b>Health &amp; Prescription</b>				
Stefanie Crawford	Para-professional	\$ 5,531.00	15-000-291-290-01-JFA	2,765.50
Jill Sutton-Parris	Nurse	\$4,839.50	15-000-291-290-01-JFA	2,419.75
		\$4,839.50	20-218-200-200-01-JFA	2,419.75
Elizabeth Whitehead	Para-professional	\$8,319.00	20-218-200-200-01-JFA	4,159.50
<b>TOTAL</b>		<b>\$23,529.00</b>		<b>\$11,764.50</b>
<b>John Fenwick Total</b>				
		<b>\$122,191.47</b>		<b>\$57,769.67</b>
<b>SALEM MIDDLE SCHOOL</b>				
<b>Health , Prescription &amp; Dental</b>				
Thronna Busch	Para-professional	\$ 8,424.00	15-000-291-290-02-SMS	4,212.00
Hugh Dixon	Teacher	\$ 5,636.00	15-000-291-290-02-SMS	2,818.00
Deanna Micalizzi	Para-professional	\$ 3,893.00	15-000-291-290-02-SMS	1,946.50
Tracy Raines	Teacher	\$ 9,678.53	15-000-291-290-02-SMS	4,839.26
Betsy Tortella	Teacher	\$ 9,678.53	15-000-291-290-02-SMS	4,839.26
<b>TOTAL</b>		<b>\$37,310.06</b>		<b>\$18,655.03</b>
<b>Health &amp; Prescription</b>				
Francois-DeVilme, Pascale	Principal	\$ 12,905.00	15-000-291-290-02-SMS	6,452.50
Lori Weigler	Teacher	\$ 8,319.00	15-000-291-290-02-SMS	4,159.50
Megan Welch	Teacher	\$ 3,804.00	15-000-291-290-02-SMS	1,902.00
<b>TOTAL</b>		<b>\$25,028.00</b>		<b>\$12,514.00</b>
<b>Salem Middle School Total</b>				
		<b>\$62,338.06</b>		<b>\$31,169.03</b>
<b>TOTAL</b>		<b>\$324,235.55</b>		<b>\$158,621.72</b>

4. Board approved the following employee's 2018-2019 membership reimbursements:

**NJPSA**

William Allen III	\$820	Pascale DeVilme'	\$820	John Mulhorn	\$820
Syeda Carter	\$950	Pamela Thomas	\$820	Jordan Pla	\$820
Michele Beach	\$820	Darryl Roberts	\$820	Gia Sparacio Scarani	\$820
Linda DelRossi	\$820				

**Miscellaneous**

Bruce Ferguson	ACS American Chemical Society	\$226
Bruce Ferguson	NewScientist	\$154

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Bruce Ferguson	National Science Teachers Association	\$79
Jane Luzzo	NAEYC Nat'l Assoc. for the Education of Young Children	\$69
Syeda Carter	NAEYC Nat'l Assoc. for the Education of Young Children	\$69
Syeda Carter	NCTE National Council of Teachers of English	\$25
Gia Sparacio Scarani	NAEYC Nat'l Assoc. for the Education of Young Children	\$69
Regina Gatson	American School Counselor Association	\$129
Regina Gatson	Salem County School Counselor Association	\$10
Helen Hall	American School Counselor Association	\$129

5. Board approved to share the stipend position of Junior Class Advisor between Ms. Heidi Bower and Ms. Brooke Woodlock for the 2018-2019 school year; beginning January 1, 2019.  
 Stipend remains at \$1,284.00 for the year.  
 Ms. Woodlock's portion will be pro-rated from January 1<sup>st</sup> through June 30<sup>th</sup>, 2019.

6. Board approved Ms. Ina Jetter to provide mental health counselor services within the School Based Department 10 hours weekly during the course of the current counselor's leave. Ms. Jetter would work starting the week of January 14, 2019 for approximately four weeks. Pay rate for Ms. Jetter will be \$20.00 per hour.

7. Board approved the following employees' Spring/Summer tuition reimbursements:

Gia Sparacio Scarani	\$2,455.00	Course 546 Anal, Inno, Eval, of Curr -Term Summer 2018 (Grade A)
Devon Russell	\$2,674.95	Course MIS 02500 Issues in MIS Business COG – Term Spring 2018 (Grade A)
Robin Henry	\$1,752.92	Course MGT 600 Business Research for Decision Making – Term Summer 2014 (Grade A)

8. Board approved:

Scoreboard Operator (MS B/G)	As Needed	\$53.46/event	Ambrionia Thompson
Event Staff (HS)	As Needed	\$34/game	Tyrone Nock
Scorekeeper (Boys')	13	\$53/game	Curtis Schofield
Scorekeeper (Girls')	9	\$53/game	Curtis Schofield

**Motion approved by roll call voice vote of 8-0-0; Ayes: Adams, Bentley, Colon, Holden, Hoolahan, Livingston, LeFlore, and Moore Nays: 0 Abstain: 0**

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**D. Miscellaneous:**

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 Vaca Days	*Use of Personal Days	Unpaid Leave	Intermittent Leave	Extended Leave	Return Date
JT	Medical	01/11/19	01/11/19	6 wks.	N/A	N/A	13.5 days	20.5 days	1.5 days	N/A	N/A	N/A	02/25/19
		-	-										
CR	Medical	12/11/18	12/11/18	12 wks.	N/A	N/A	14.25 days	1.25 days	N/A	N/A	3x per month need out for a period up to 3 days	N/A	N/A
		-	-										

Motion (Colon/Holden) Board approved: **#8-E-6**

- Board approved the following requests for leave:
- Board approved a two-week suspension for Mr. Donald Crane, Custodian for Salem High School, effective December 10, 2018.
- Board approved the extension of the following non-FMLA leave of absence:  

<u>Staff Member</u>	<u>Unpaid Leave Requested</u>	<u>Estimated Return Date</u>
KB	12/06/2018	03/01/2019
	10 – 12 weeks	

Motion approved by unanimous voice vote of 8-0-0; Ayes: Adams, Bentley, Colon, Holden, Hoolahan, Livingston, LeFlore, and Moore  
Nays: 0 Abstain: 0

**Curriculum /Professional Development**

Motion (Colon/Holden) Board approved: **#11-6**

- Board approved the out of district professional development for the staff listed:

Staff Member	Building	Admin. Approving	Title	Date of Program	Location	Registration and Mileage Cost
Rebecca Elder	SMS	Pascale DeVilme'	I&RS One Day Team Training	12/13/18	Galloway, NJ	\$178.00 -0- 15-000-218-500-02-SMS
Jessica Dixon	SHS	John Mulhorn	IB Americas – Global Training – Dance	02/08/19-02/11/19	Savannah, GA	Hotel \$744.00 15-000-240-800-03-SHS Travel \$1061.55 15-423-200-300-03-SHS
Montrey Wright	SHS	John Mulhorn	2019 National Combine at the All American Bowl Alamodome	01/03/19-01/06/19	San Antonio, TX	(see field trips for total cost)

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Motion approved by unanimous voice vote of 8-0-0; Ayes: Adams, Bentley, Colon, Holden, Hoolahan, Livingston, LeFlore, and Moore  
Nays: 0 Abstain: 0

**Facilities Requests**

Motion (Colon/Holden) Board approved: #12-6

Organization	Use	Date	Time	Charge
Salem High School Booster Club/Salem Midget Football	Salem Midget Football Bingo Night SHS Cafeteria	02/08/19	5:00 pm – 10:00 pm	Fees waived
Salem Oaks Little League	Chinese Auction SHS Cafeteria	03/01/19	4:00 pm – 10:00 pm	Cafeteria \$100.00 Custodial \$ 90.00
Youth Education in the Arts	Band Camp SHS Cafeteria Various classrooms	12/07/18 – 12/09/18 01/11/19 – 01/13/19 02/01/19 – 02/03/19 03/01/19 – 03/03/19 03/29/19 – 03/31/19	All weekends Start Friday 5:00pm – End Sunday 5:00pm	Fees waived
Salem County M.L.K. Jr. Scholarship Foundation, INC.	Scholarship Awards Breakfast SHS All Purpose Room 1 classroom	01/19/19  01/21/19	11:00 am – 1:00 pm Event Set-up 7:00 am – 12:00 pm	Custodial - \$50 (weekend) \$300 (holiday) \$350

Motion approved by unanimous voice vote of 5-0-3; Ayes: Adams, Bentley, Colon, Holden, Hoolahan, Livingston, LeFlore, and Moore  
Nays: 0 Abstain: Items 1 and 2 – Bentley, LeFlore, and Livingston

**Monthly Reports**

Motion (Colon/Holden) Board approved: #13-6

1. Board approved monthly reports for filing: (attached)

Motion approved by unanimous voice vote of 8-0-0; Ayes: Adams, Bentley, Colon, Holden, Hoolahan, Livingston, LeFlore, and Moore  
Nays: 0 Abstain: 0

**Policies/Job Descriptions**

Motion (Colon/Holden) Board approved: #14-6

1. Board approved the review of the following policy series:
  - i. Series 5000 Students
  
2. Board approved the 2<sup>nd</sup> reading and adoption of the following policies:
  - i. 4112.2 Certification (Instructional Personnel)
  - ii. 4212.2 Employee Mentoring (Support Personnel)
  - iii. 4115/4116 Supervision & Evaluation (Instructional Personnel)

Motion approved by roll call voice vote of 8-0-0; Ayes: Adams, Bentley, Colon, Holden, Hoolahan, Livingston, LeFlore, and Moore  
Nays: 0 Abstain: 0

3. Board approved the 1<sup>st</sup> reading of the following policies:
  - i. 4111.3 Domestic Violence (Instructional Personnel)
  - ii. 4211.3 Domestic Violence (Support Personnel)

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Motions 1 & 3 approved by unanimous voice vote of 8-0-0; Ayes: Adams, Bentley, Colon, Holden, Hoolahan, Livingston, LeFlore, and Moore Nays: 0 Abstain: 0

**Miscellaneous**

Motion (Colon/Holden) Board approved: **#15-6**

1. Board approved the following Volunteer Coaches for the Winter 2018-2019 season:

**Boys' Basketball**

Kendall Sherrill\*

Coach Smith concurs with this recommendation

\*Pending fingerprinting approval

2. Board approved the following Volunteer Coaches for the Winter 2018-2019 season:

**Girls' Basketball**

Jordan Kline

Joe Hudock\*

Coach Merritt concurs with this recommendation.

\*Pending fingerprinting approval.

3. Board approved Mrs. Pascale DeVilme', Principal of Salem Middle School, to participate in a research project for Rowan University. The research project is called "*Are They Similar or Different? Identifying Leadership Skills and Competencies Necessary to Lead High-Needs*" and aim to identify leadership skills necessary to lead schools successfully.

4. Board approved the following clinical practice placement from Wilmington University:

Clinical Intern: Mr. Elton Suah

Education Major: Middle School Science

Placement School: Salem High School

Teacher/Grade Level: Ms. Theresa Derham/Grades 9-12 Biological Sciences

Practicum hours will be completed as needed as determined by the program. These hours will be unpaid.

Motion approved by unanimous voice vote of 8-0-0; Ayes: Adams, Bentley, Colon, Holden, Hoolahan, Livingston, LeFlore, and Moore Nays: 0 Abstain: 0

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**EXECUTIVE SESSION**

Motion (Holden/Colon) Board to adopt the following Resolution to go into executive session at 6:45 P.M.

**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: Personnel/Litigation

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.

Motion approved by unanimous voice vote of 8-0-0; Ayes: Adams, Bentley, Colon, Holden, Hoolahan, Livingston, LeFlore, and Moore Nays: 0 Abstain: 0

**RETURN TO REGULAR SESSION**

Motion (Hoolahan/Holden) Board to returned to open session at 8:05 P.M.

1. Board approved to authorize a settlement pursuant to the release and settlement agreement for student ID #01250075.

Motion approved by roll call voice vote of 8-0-0; Ayes: Adams, Bentley, Colon, Holden, Hoolahan, Livingston, LeFlore, and Moore Nays: 0 Abstain: 0

**ADJOURNMENT**

Motion (Hoolahan/Holden) Board adjourned the December 12, 2018 meeting of the Salem City Board of Education at 8:06 P.M.

Motion approved by unanimous voice vote of 8-0-0; Ayes: Adams, Bentley, Colon, Holden, Hoolahan, Livingston, LeFlore, and Moore Nays: 0 Abstain: 0

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Herbert Schectman  
Business Administrator/Board Secretary  
HS/ta