

Board Agenda February 12, 2020

**Salem City Board of Education
Salem, New Jersey 08079
Board of Education Meeting
February 12, 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
Yuenge Groce
Veronica Wright

Laquendala Bentley
Joan Hoolahan

Christopher Colon
Daffonie Moore

District Representatives:

LAC: Laura Tice Crane
Quinton: William McDonald

Administrators:

Dr. Patrick Michel, Superintendent
Herbert Schectman, School Business Administrator
Pamela Thomas, Director of Special Services
Linda Del Rossi, Supervisor of Literacy/SS PreK-12
John Mulhorn, Principal Salem High School
Jordan Pla, VP Salem High School

Pascale DeVilmé, Principal Salem Middle School
Will Allen, VP Salem Middle School
Michele Beach, VP Salem Middle School
Syeda Carter, Principal John Fenwick Academy
Gia Sparacio Scarani, VP of Early Childhood
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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PRESENTATION

Students of the month for January 2020:

John Fenwick Academy	Jamaal Bowick	1 st Grade	Mr. Hughes
	Jacob Fundora	1 st Grade	Ms. Barron
Salem Middle School	Jonia Woods	7 th Grade	Ms. Eck
	Quincy Barge	7 th Grade	Mr. Lee
Salem High School	Jason Edwards	10 th Grade	Ms. Hunt
	Diamani Reed	12 th Grade	Ms. Hunt

Staff Member(s) of the month for January 2020:

Ms. Bridget Cheeseman Science Teacher Salem High School

BOARD COMMITTEE REPORTS

PRINCIPALS'/ADMINISTRATORS' REPORTS AND COMMENTARY

SUPERINTENDENT'S COMMENTS/REPORTS

- Dr. Martha Carey Rutgers Camden
 - Rand Institute Project

Motion (/) Board to approve regular and executive minutes of January 2, 2020 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**.

- 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 December 2019.

- B. *Pursuant to N.J.A.C. 6A:23A-16.10 (c) 3, I certify for the month ending December 2019 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

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 December 2019. The Treasurer's Report and Secretary's Report are in agreement for the month of December 2019 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 December 2019 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 January 2020	\$ 288,239.78
To approve Payment of Bills for January 2020	
General Account	\$1,120,922.80
To approve Payment of Bills for February 2020	
General Account	\$869,135.44

Confirmation of payrolls for January 2020		
<u>January 15, 2020</u>	General Acct. Transfer	\$ 743,078.90
<u>January 30, 2020</u>	General Acct. Transfer	\$ 683,170.47

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Miscellaneous

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

1. Request Board approval of the partnership agreement between Big Brothers Big Sisters of Cumberland and Salem Counties (BBBS) and the Salem Board of Education for the 19-20 school year. The following agreement is made for School-Based and High School-Based Mentoring Programs.
2. Resolved, that the Board of Education authorize Herbert Schectman, Business Administrator, to submit the Corrective Action Plan to the NJ Department of Education in response to the audit findings for the fiscal year ended June 30, 2019.
3. Resolved, that the Board of Education adopt the Budget Calendar for the 2020-2021 school year.
4. Request Board approval of the submission of Report Period # 1 (September 1, 2019 to December 31, 2019) for the Student Safety Data Submission (SSDS) to the State of New Jersey DOE (Under the Anti-Bullying Bill of Rights Act).
5. Request Board approval to hire CNNH Neuro Health Services in Voorhees, NJ, to conduct a Neurological Evaluation on student (01250184) as per an agreement between Salem City School District and the Department of Education. Cost for the evaluation will be \$660.00. Account # 11-219-100-320-00-CST
6. Request Board approval of the tuition rates for the 2020-2021 school year and board approval to contract with the sending districts of Lower Alloways Creek, Quinton, Elsinboro, and Mannington Township at the following per 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/per hour
Extended School Year	\$3,500

7. Request Board approval for the following revised curricula:

English/Language Arts	K-12
Science	K-12
Social Studies	K-12
Comprehensive Health & Physical Education	K-12
Visual and Performing Arts	K-12
World Languages	K-12
Mathematics	K-12

8. Request Board approval for the acceptance of a grant in the amount of \$19,470 to establish the Preschool After-School Wrap Program. Preschool students will attend the program after school Monday through Thursday from 3:00 – 5:00 p.m. beginning February 24, 2020.

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Further, request board approval of following staff members for the PAW program for the 2019-2020 school year. Pay rates will be as follows:

Teachers and Substitute Teachers: \$35.00/hr.

Paraprofessionals and Substitute Paraprofessionals: \$22.00/hr.

Secretary: \$22,000/yr.

Program Administrator: \$375.00/month

Teachers

Vicki Galasso
 Deborah Atkinson
 Regina Colon
 Alberte Martin
 Debra Garvine
 Susan Gilmore
 Cheri Parsons (sub)
 LaShawn Best-Key (sub)
 Kaneisha Boyce (sub)
 Mary Morris (sub)

Paraprofessionals

Aida Davis
 Kimberly Bacon
 LaShawn Best-Key (sub)
 Kaneisha Boyce (sub)

Secretary: Tenyatta Sanders

Program Administrator: Gia Sparacio Scarani

STUDENT MATTERS

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

1. Board to approve the following field trips:

Salem Community College Carney's Point, NJ Salem County Science Fair	March 10, 2020 (last period of the day only) & March 11, 2020 (full day) 5 students	Mr. Ferguson 1 Bus x 2 days = \$458.94 Account # 15-000-270-512-03-SHS 1 Substitute x 1 Day only = \$125.00 Account# 15-140-100-101s-03-SHS
Harrah's Convention Center Atlantic City, NJ NJ FBLA	March 18-20, 2020 7 students	Ms. Landolfi 1 Bus = \$251.86 Account # 15-000-270-512-03-SHS 1 Substitute x 3 days = \$375.00 Account # 15-140-100-101s-03-SHS Registration fees: \$1,824.00 Account# 15-401-100-800-03-SHS
Model UN West Windsor – Plainsboro High School	March 21, 2020 (Saturday) 6 students	Ms. Buck, Ms. Mutter 1 Bus = \$251.86 Account # 15-000-270-512-03-SHS No substitutes needed for Saturday event Registration fees: \$25.00 per pupil fee Account# 15-401-100-800-03-SHS
African American History Museum Washington, DC	March 26, 2020 36 students	Mr. Boone, Mr. Buck, Mr. Wright, Mr. Hunt 1 Bus = \$251.86 Account # 15-000-270-512-03-SHS

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Museum Tour		2 Substitute x 1 day = \$250.00 Account # 15-140-100-101s-03-SHS No registration fees
Richard Stockton University 101 Vera King Farris Drive Galloway, NJ Annual college visitation	February 26, 2020 65 students 8 th Grade students	Mr. Pszwaro, Ms. Bey, Ms. Gilbert, Ms. Montgomery, Mr. Oberman, Ms. Tortella, and Nurse 2 Buses = \$503.72 Account# 15-000-270-512-02-SMS 1 Substitute = \$125.00 Account #15-212-100-101s-02-SMS No cost to students
Nat'l Museum of African American History and Holocaust Museum 1400 Constitution Ave., NW Washington, DC 20560 Museum Tour	March 12, 2020 65 students 8 th Grade students	Ms. Bey, Ms. Gilbert, Ms. Montgomery, Mr. Oberman, Mr. Pszwaro, Ms. Tortella and Nurse 2 Buses = \$503.72 Account# 15-000-270-512-02-SMS 1 Substitute = \$125.00 Account #15-120-100-101s-02-SMS No cost to students
Univ. of Pennsylvania & Penn Museum 3260 South Street Philadelphia, PA Annual college & Museum tour	March 17, 2020 90 students 4 th Grade students	Ms. Elder, Ms. Ecret, Ms. Morris, Mr. Pszwaro, Ms. Reese, Ms. Seran, Nurse, and 2 staff 3 Buses = \$755.58 Account# 15-000-270-512-02-SMS 1 Substitute = \$125.00 Account #15-120-100-101s-02-SMS No cost to students
Lincoln University 1570 Baltimore Pike Lincoln University, PA Annual college visitation	March 24, 2020 76 students 5 th Grade students	Ms. Elder, Mr. Flaherty, Ms. Griffith, Mr. Hughes, Ms. Micalizzi, Ms. Miller, Mr. Pszwaro, Ms. Spicer, and Nurse 3 Buses* = \$755.58 Account# 15-000-270-512-02-SMS *wheelchair accessible and restraints for 1 wheelchair* 1 Substitute = \$125.00 Account #15-130-100-101s-02-SMS No cost to students
Spirit of Philadelphia River Tour and Lunch Buffet Penn's Landing Philadelphia, PA Tour of Philadelphia & Delaware River	May 13, 2020 62 students & adults	Ms. Tortella, Ms Carvalho+, Ms. Eck, Mr. Hughes, Ms. Micalizzi+, Ms. Miller+, Ms. Moore+, Ms. Starn, Ms. Weigler and 2 Nurses+ 3 Buses* = \$755.58 Account# 15-000-270-512-02-SMS *wheelchair accessible and restraints for 1 wheelchair* 1 Substitute = \$125.00 Account #15-130-100-101s-02-SMS \$32 cost to students+ (The department is actively pursuing the reduction of the cost to students with fundraisers)

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		+SMS to pay for aides & nurses in addition to transportation
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- Request Board approval for a trip by the Salem Middle School's Odyssey of the Mind Team to OOTM Coastal Plains Regional Competition at Woodstown High School, 140 East Avenue, Woodstown, NJ 08098. The 15 students will be accompanied by four faculty chaperones. The trip will take place on Saturday, March 14, 2020.

Home Instruction: In/ Out of District/Residential

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

- Board to approve the following students for home instruction:

Student ID	Health Care/Teacher	Costs (Prorated)	Dates	Account #
01290169	Katherine Starn	\$35.00/hr	01/16/2020-TBD	11-150-100-101-00-BUS
01280194	A Step Ahead	\$35.00/hr 60hrs total	01/06/2020 – 30 Days	11-219-100-320-00-CST
02230004	Rachel Hunt	\$35.00/hr 5 hour/wk for 60 Days	01/21/2020 – 60 Days	TBD
01310127	A Step Ahead	\$35.00/hr 5 hour/wk for 8 weeks	Start Date TBD	11-150-100-320-00-BUS
01310004	A Step Ahead	\$35.00/hr 5 hour/wk for 2 hours	01/02/2020 until clinically determined	11-150-100-320-00-BUS
01290169	A Step Ahead	\$35.00/hr for 60 hours	02/03/2020 through 30 days	11-150-100-320-00-BUS

- Request Board approval of the following middle school special education students to attend an out of district placement for the 2019-2020 school year.

Student ID	School	Grade	Tuition	Effective Dates	Account Number
01060089	Pineland	7	\$30,502.00	1/14/20-6/30/20	11-000-100-566-00-BUS
01230171	Creative Achievement	8	\$30,090.00	1/14/20-6/30/20	11-000-100-566-00-BUS

PERSONNEL

A. Resignation/Retirement

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

- Request Board approval of the retirement of Ms. Jane Luzzo teacher at John Fenwick Academy, effective June 30, 2020.

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B. Employment

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

1. Recommend that the Board of Education approve the employment of Elton Suah as a Substitute Custodian effective February 12, 2020.

2. Recommend that the Board of Education approve the employment of Ms. Jennifer Carvalho as Paraprofessional for the Salem Middle School effective February 18, 2020 through June 30, 2020. Ms. Carvalho will be paid (Tier 2, Step 05) \$20,393 per annum (pro-rated). In addition, Ms. Carvalho will be entitled to the \$500.00 (pro-rated) per annum longevity stipend.

3. Recommend that the Board of Education approve the employment of consultant Paulette Taylor, Speech/Language Therapist to cover Danielle Secula while out on maternity leave from January 15, 2020 to May 4, 2020 at the Salem Middle School. Ms. Taylor will work two/three days a week with speech/language students per their IEP. Cost will be \$80.00 per hour, not to exceed \$20,000.00. Account # 11-000-216-320-00-CST

C. Financial Request

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

1. Request Board approval of CPR training/recertification for the following Preschool teachers and paraprofessionals on Friday, March 13, 2020. Training will be provided by Head Start at no cost to JFA.

Teachers

Cheri Parsons
 Valerie Bey
 Jennifer Cascaden
 Vicki Galasso
 Elyssa Haines
 Karen Walker
 Jane Luzzo
 Debra Garvine

Paraprofessionals

Aida Davis
 Angelica Roman
 Mary Ann Allen

Further, request board approval of CPR training/recertification for the following Kindergarten through Grade 2 staff members on Friday, March 13, 2020. Training for will be from 8:30 am – 11:30 am. and will be provided by Cooper University Hospital Life Support Training Center at a cost of \$60 per participant. Total cost will be \$600.00 and funds exist in account #15-190-100-800-01-JFA.

Teachers

Karen Pastor
 Krystle Mullen
 Debra Persicketti
 Lisa Terrell-Porter
 Brittany Forsythe

Support Staff

Kimberly Bacon
 Kaniesha Boyce
 Eyde Baker
 Mary Morris
 Tenyatta Sanders

2. Request Board approval of the following Spring 2020 Athletic Coaching Positions:

Baseball	Head Coach	\$	4,762	Josiah Hughes
Baseball	Assistant Coach (Varsity)	\$	3,822	Steve Sheffield
Baseball	Assistant Coach (JV)	\$		OPEN
Softball	Head Coach	\$	4,762	Steve Merritt

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Softball	Assistant Coach (Varsity)	\$		OPEN
Softball	Assistant Coach (JV)	\$	3,281	Miranda Clour
Track (Spring)	Head Coach	\$	6,141	David Hunt
Track (Spring)	Assistant to Head Coach	\$	1,379	OPEN
Track (Spring)	Assistant Coach	\$	3,822	Scot Levitsky
Track (Spring)	Assistant Coach	\$	3,822	Greg Lagakos
Track (Spring)	Assistant Coach	\$	3,822	Montrey Wright
Track (Spring)	Assistant Coach	\$	3,822	Cameron Smith

3. Request Board approval of the following revisions to the Family Friendly Center staff listing:
- Syeda Carter to replace Gia Sparacio Scarani as the Program Coordinator
 - Devon Russell and Talisha Allison to serve as the Secretary and Substitute Secretary
 - Remove Tenyatta Sanders as the Substitute Secretary

Rate of pay for Program Coordinator is \$375/month
 Rate of pay for Secretary is \$22/hour, 6 hours/week

4. Request Board approval of the following individuals as Coaches for the remainder of the Winter 2019-2020 season:

Middle School JV Basketball

Ricky Turner – Boys – Prorated: 4 games at \$154.10, totaling \$616.40

Donya' Stewart – Girls – Prorated: 9 games at \$128.42, totaling \$1,155.78

5. Request Board retroactive approval of the following stipend adjustment as Coaches for the beginning of the Winter 2019-2020 season:

Middle School JV Basketball

Start of season:

Christopher Lee – Boys MS JV: First 4 games at \$154.10, totaling \$616.40

Sharon Montgomery – Girls MS JV: First 2 games at \$128.42, totaling \$256.84

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D. Leave of Absence

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

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

Employee ID#	169	688	688	1509	963	732	852	774
Employee	E.B.	K.A.C.	K. A. C.	A.V.	G.G.	C.R.	D.A.	M.M.
Type of Leave	Intermittent-Medical	Intermittent-Medical	Medical	Medical	Intermittent-Medical	Intermittent-Medical	Intermittent-Medical	Medical
Leave Requested	02/03/2020 -- 06/30/2020	02/05/2020 – 02/04/2021	02/14/20 – 03/16/20	02/24/20 – - 03/22/20	02/04/20 – 01/21/21	01/14/20 – 01/13/21	01/02/20 – 01/01/21	12/17/19 – 04/06/20
Fed Max Leave (max 90 days)	02/03/2020 – 06/30/2020	02/05/2020 – 02/04/2021	02/14/20 – 03/16/20	02/24/20 – - 03/22/20	02/04/20 – 01/21/21	01/14/20 – 01/13/21	01/02/20 – 01/01/21	12/17/19 – 04/06/20
Time Usage of FMLA	12 weeks	9 weeks	3 weeks	4 weeks	12 weeks	12 weeks	12 weeks	12 weeks
NJ Family Leave (max 90 days)	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
Time Usage of FLA	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
*Use of Sick Days	N/A	33.75 Days	33.75 Days	20 days	22.5 days	15 Days	72.5 Days	20 Days
*.25 per month of Personal Days	0 days	N/A	N/A	N/A	0 days	2 Days	2.5 Days	.25 day earned at the end of the month
*1.25 per month of Vacation Days	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
Unpaid Leave	N/A	N/A	N/A	N/A	N/A	N/A	After exceeding sick and personal	N/A
Intermittent Leave	2x per week needed out for 4 months	1X every 3 month needed out for period of 1 day	N/A	N/A	1-2X per month needed out for period of 1 to 2 days	3X per month needed out for period of 3 days	1-2x per month for period of 3 to 4 days	1x per week needed out for period of 2 days
Extended Leave	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
Est. Return Date	N/A	N/A	3/17/2020	03/23/2020	N/A	N/A	N/A	N/A

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Curriculum /Professional Development

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

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

Staff Member	Building	Admin. Approving	Title	Date of Program	Location	Registration and Mileage Cost
Rob Carpo Tim Doubet	SHS SMS	John Mulhorn Pascale DeVilme'	2020 Statewide Assessment Test Coordinator and District Technology Coordinator Training	03/02/2020	Forsgate Country Club Monroe Twp, NJ	-0-
Rebecca Elder Adam Pszwaro	SMS	Pascale DeVilme'	Salem County School Counselors Association January Meeting	01/09/2020	Pennsville School District Office	-0-
Talisha Allison	DO	Herbert Schectman	Summer Food Service Program 2020 (NEW) Online Application Training System	02/11/2020	Department of Agriculture – Division of Food and Nutrition Trenton, NJ	\$50.00 11-000-251-800-00-BUS
Pascale DeVilme' Linda DelRossi Jordan Pla	DO	Dr. Michel	Moving Readers and Writers from Compliance to Engagement	06/03/2020	Rutgers Student Center New Brunswick, NJ	\$465.00 11-000-230-585-00-BUS

Facilities Requests

Motion (/) Board to Approve: **#12-8**

Organization	Use	Date	Time	Charge
Salem Midget Football Salem Oaks Little League	<u>Sports Banquet</u> Salem High School Cafeteria	February 28, 2020	5:30pm-8:30pm	\$145.00
Salem Midget Football Salem Oaks Little League	<u>Chinese Auction (Fundraiser)</u> Salem High School Cafeteria	March 13, 2020	4:00pm – 9:00pm	\$175.00

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ADJOURNMENT

Motion (/) Board to adjourn the February 12, 2020 meeting of the Salem City Board of Education at _____.