

Board Minutes April 8, 2020

**Salem City Board of Education
Salem, New Jersey 08079
Board of Education Meeting
April 8, 2020**

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
Kendra Fletcher	Yuenge Groce	Joan Hoolahan
Daffonie Moore	Nilda Wilkins	Veronica Wright (Absent)

District Representatives:

LAC: Laura Tice Crane
Quinton: William McDonald (Absent)
Mannington: Bethanne Patrick

Administrators:

Mr. Patrick Michel, Superintendent
Herbert Schectman, School Business Administrator

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.

SUPERINTENDENT'S COMMENTS/REPORTS

- There were no comments or reports from the Superintendent

Motion (Colon/Bentley) Board approved regular and executive minutes of March 11, 2020 Board of Education meeting.

Motion approved by unanimous voice vote of 10-0-0; Ayes: Adams, Bentley, Colon, Crane, Fletcher, Hoolahan, Moore, Patrick, Wilkins and Groce Nays: 0 Abstain: 0

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BOARD SECRETARY/BUSINESS ADMINISTRATOR REPORTS

Board Reports (Exhibit A)

Motion (Colon/Bentley) Board approved the Board Secretary's reports in memo: #2-A-E-10.

- A. *Board approved of the transfer of the funds as previously approved by the Superintendent pursuant to 18A:22-8.1 for the month(s) of February 2020.
- B. *Pursuant to N.J.A.C. 6A:23A-16.10 (c) 3, I certify for the month ending February, 2020 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 February 2020 as follows:

Robert Schmitz
Board Secretary

4/27/20
Date

- C. *Treasurer's Report in accordance with 18A:17-36 and 18A:17-9 for the month of February, 2020. The Treasurer's Report and Secretary's Report are in agreement for the month of February, 2020 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 February 2020 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 March 2020 \$519,090.62

Board approved Payment of Bills for April 2020
General Account \$563,861.92

Confirmation of payrolls for Date
March 15, 2020 General Acct. Transfer \$ 706,886.42
March 30, 2020 General Acct. Transfer \$ 688,260.41

Motion approved by unanimous voice vote of 10-0-0; Ayes: Adams, Bentley, Colon, Crane, Fletcher, Hoolahan, Moore, Patrick, Wilkins and Groce Nays: 0 Abstain: 0

Miscellaneous

on the Recommendation of the Superintendent of Schools

Motion (Colon/Bentley) Board approved: #2-F-10

1. Board approved the maximum travel expenditure resolution in accordance with the NJAC 6A:23A-7.3.

MAXIMUM TRAVEL EXPENDITURE

WHEREAS, Pursuant to N.J.S.A. 18A:11-12, in each pre-budget year, the Salem Board of Education is required to establish a maximum travel expenditure amount for the budget year which may not be exceeded; and

WHEREAS, The Board of Education has determined that the maximum travel expenditure amount includes all travel that is supported by State and local funds; and

WHEREAS, The Board of Education had previously established a maximum amount for the pre-budget year 2019-2020 as \$100,000 and

WHEREAS, The Board of Education has expended \$14,485 of the maximum amount for the pre-budget year to date; and

WHEREAS, The Board of Education has not elected to exclude travel expenditures supported by federal funds from the maximum travel expenditure amount; and

WHEREAS, The board has determined that the total amount of travel expenditures supported by federal funds is \$1,025 for the pre-budget year to date; and

WHEREAS, The board has determined that the total amount of travel expenditures supported by federal funds for the school year 2020-2021 is \$30,000, be it

RESOLVED, That the Salem City Board of Education hereby establishes the maximum travel expenditure amount for the 2020-2021 school year as \$100,000.

2. Board approved the 2020-2021 Preschool Program Plan and Budget.
3. Board approved the Salem County School Districts' 2020-2021 Homeless Student Agreement. This agreement states that your district would not seek tuition or transportation reimbursement for any resident student, excluding special education students, determined to be homeless in accordance with law from any school district whose participation is indicated by the signature of the district superintendent.
4. Board approved the Annual NJSIAA Membership for 2020-2021 School Year:

The Board of Education of the Salem City School District, County of Salem, State of New Jersey, as provided for in Chapter 172 Laws 1979 (N.J.S.A. 18A: 11-3, et seq.) herewith enrolls Salem High School as a member of the New Jersey Interscholastic Athletic Association to participate in the approved interschool athletic program sponsored by the NJSIAA.

This resolution to continue in effect until or unless rescinded by the Board of Education and shall be among the policies adopted annually by the Board. Pursuant to N.J.S.A. 18A-11:3, in adopting this resolution, the Board of Education adopts as its own policy and agrees to be governed by, the Constitution, Bylaws, and Rules and Regulations of the NJSIAA.

Motion approved by roll call voice vote of 10-0-0; Ayes: Adams, Bentley, Colon, Crane, Fletcher, Hoolahan, Moore, Patrick, Wilkins and Groce Nays: 0 Abstain: 0

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Home Instruction: In/ Out of District/Residential

Motion (Colon/Bentley) Board approved: #7-C-10

1. Board approved the following students for home instruction:

Student ID	Health Care/Teacher	Costs (Prorated)	Dates	Account #
01280194	Dwayne Humenik	\$35.00/hr – 10 hours/wk	3/6/2020- 3/17/2020	11-219-100-101-00-CST
01280028	Kimberly Osman	\$35.00/hr – 5 hours/wk	3/9/2020- 3/17/2020	11-150-100-101-00-BUS

Motion approved by unanimous voice vote of 10-0-0; Ayes: Adams, Bentley, Colon, Crane, Fletcher, Hoolahan, Moore, Patrick, Wilkins and Groce Nays: 0 Abstain: 0

C. Financial Request

Upon the Recommendation of the Superintendent of Schools

Motion (Colon/Bentley) Board approved: #8-D-10

1. Board approved the following employee's Fall/Winter tuition reimbursements:

Robin Henry	\$2,295.36	Course: FIN630 Global Financial Management
Talisha Allison	\$749.44	Course: ACC541 Accounting Theory & Research

Motion approved by unanimous voice vote of 10-0-0; Ayes: Adams, Bentley, Colon, Crane, Fletcher, Hoolahan, Moore, Patrick, Wilkins and Groce Nays: 0 Abstain: 0

Monthly Reports

Motion (Colon/Bentley) Board approved: #13-10

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

Motion approved by unanimous voice vote of 10-0-0; Ayes: Adams, Bentley, Colon, Crane, Fletcher, Hoolahan, Moore, Patrick, Wilkins and Groce Nays: 0 Abstain: 0

Policies/Calendars

Motion (Colon/Bentley) Board approved: #14-10

1. Board approved the 2nd reading of the following policy:

7000/7117	Property & Facilities Lactation Room
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2. Board approved the 1st reading of the following policy:

2000/2111.5	Pandemic Situations
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3. Board approved the Salem City School District calendar for the 2020-2021 school year.

- Colon > Mrs. Sutton-Parris contacted him about the school calendar. He told her to contact Dr. Michel. Dr. Michel had a discussion with Mrs. Sutton-Parris.
- Wilkins > Will there be any changes? The answer is no.

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➤ Adams > Doesn't like half days, they are difficult on students

Motion approved by roll call voice vote of 10-0-0; Ayes: Adams, Bentley, Colon, Crane, Fletcher, Hoolahan, Moore, Patrick, Wilkins and Groce Nays: 0 Abstain: 0

EXECUTIVE SESSION

Motion (SCA/Colon) Board adopted the following Resolution to go into executive session at 6:15 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 & Negotiations

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 10-0-0; Ayes: Adams, Bentley, Colon, Crane, Fletcher, Hoolahan, Moore, Patrick, Wilkins and Groce Nays: 0 Abstain: 0

RETURN TO REGULAR SESSION

Motion (Colon/Bentley) Board returned to open session at 6:50 P.M.

Motion approved by unanimous voice vote of 10-0-0; Ayes: Adams, Bentley, Colon, Crane, Fletcher, Hoolahan, Moore, Patrick, Wilkins and Groce Nays: 0 Abstain: 0

ADJOURNMENT

Motion (Colon/Bentley) Board adjourned the April 8, 2020 meeting of the Salem City Board of Education at 6:55 P.M.

Motion approved by unanimous voice vote of 10-0-0; Ayes: Adams, Bentley, Colon, Crane, Fletcher, Hoolahan, Moore, Patrick, Wilkins and Groce Nays: 0 Abstain: 0



Herbert Schectman
Business Administrator/Board Secretary
HS/ta