

Board Minutes January 2, 2020

**Salem City Board of Education
Salem, New Jersey 08079
Board of Education Meeting
January 2, 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
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
Michele Beach, VP Salem Middle School
Syeda Carter, Principal John Fenwick Academy
Gia Sparacio Scarani, VP of Early Childhood

Pascale DeVilmé, Principal Salem Middle School
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

OTHERS: Mr. Corey Ahart - Solicitor

Reorganization of Board Members

1. Swearing in newly elected Board of Education members and sending districts: Mr. Corey Ahart
2. Roll Call:
 - Carol Adams
 - Laquendala Bentley (Absent)
 - Christopher Colon
 - Yuenge Groce
 - Joan Hoolahan
 - Daffonie Moore
 - Veronica Wright
3. Reorganization of the Board of Education:
 - Election of officers:
 - a. PresidentMotion (Colon/Bentley) Board opened the nominations for the position of President.

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Motion (Colon/Bentley) Board nominated Yuenge Groce to serve as President.

Motion (Colon/Bentley) Board closed the nominations for President.

Board voted by a roll call vote 9-0 to elect Yuenge Groce as President of the Salem City Board of Education from January 2, 2020 for one year or until her successor is elected and shall qualify.

b. Vice President

Motion (Colon/Bentley) Board opened the nominations for the position of Vice President.

Motion (Colon/Bentley) Board nominated Sister Carol Adams to serve as Vice President.

Motion (Colon/Bentley) Board closed the nominations for Vice President.

Board voted by a roll call vote of 9-0 to elect Sister Carol Adams as Vice President of the Salem City Board of Education from January 2, 2020 for one year or until her successor is elected and shall qualify.

c. Code of Ethics

Motion (Colon/Bentley) Board adopted the New Jersey School Board Member Code of Ethics, with presentation by Attorney Corey Ahart, signature on file at Board Office.

Motion approved by unanimous voice vote of 9-0-0; Ayes: Adams, Bentley, Colon, Crane, Hoolahan, Moore, McDonald, Wright, and Groce Nays: 0 Abstain: 0

d. Appointment of Committees:

Motion (Colon/Bentley) Board established 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

e. NJSBA Delegate:

Motion (Colon/Bentley) Board approved the appointment of a Salem City Board of Education member as the NJSBA Delegate.

Name: Sister Carol Adams

Alternate: Yuenge Groce

Motion approved by unanimous voice vote of 9-0-0; Ayes: Adams, Bentley, Colon, Crane, Hoolahan, Moore, McDonald, Wright, and Groce Nays: 0 Abstain: 0

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.

PRESENTATION

Students of the month for December 2019:

John Fenwick	Dai'naja Hall Darius Satchwell-Brown	Kindergarten Kindergarten	Mrs. Mullen Ms. Livingston
Salem High School	Rachel Cagle Harley Hill	12 th Grade 12 th Grade	Ms. Cheeseman Mr. Ferguson
Salem Middle School	Sanya Stratton Tahirah Davenport-White	6 th Grade 6 th Grade	Ms. Graham Ms. Nugent

Staff Member(s) of the month for December 2019:

Debra Persicketti Teacher John Fenwick Academy

PRESENTATION

- Henry Ludwigsen, partner Bowman and Company, audit report for the fiscal year ended June 30, 2019
 - a. Clean opinion
 - b. In accordance with government standards
 - c. Findings will need to be addressed
 - d. Food service Issues
 - e. CAP (Corrective Action Plan) to respond to items
 - f. General Ledger vs. Budget (Finding #2)
 - g. Food service – 3 month reserve

BOARD COMMITTEE REPORTS

Personnel Committee

- Did not meet

Finance Committee

- Did not meet

Curriculum Committee

- Did not meet

PRINCIPALS'/ADMINISTRATORS' REPORTS AND COMMENTARY

Salem High School (SHS) Commentary/Event Activities:

- ❖ SHS hosted an IB Student Alumni meet and greet on December 20th. The event brought 10 previous SHS students out for lunch and fellowship. An educational and enlightening time was experienced by all
- ❖ Mid-Term Examinations are scheduled for January 21-24, 2020
- ❖ The ACT Ultimate Course classes will begin Saturday, January 11, 2020 to 49 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 scheduled for June 1, 2020 and each student has the potential of earning \$700.00 and an undeniable priceless educational value. Additionally, students will take the ACT test in June, 2020 at a testing location to be determined
- ❖ Salem High School "At-A-Glance" dates with sending districts are in the works:
 - January 7th: Quinton
 - January 10th: Elsinboro
 - January 13th: Mannington
 - January 16th: Lower Alloway's Creek Township School
 - January 29th and January 30th: Salem Middle School
- ❖ Our student college bulletin board continues to GROW! Please stop in anytime, our big blue doors are always open for visitors!
- ❖ Student scheduling for the 2020-2021 school year will begin in February 2020 as the newest edition of the Program of Studies is currently being printed
- ❖ Under the direction of Ms. Anne Hudock, Ms. Renee Murray and Ms. Jessica Dixon, the Salem High Ram Theater will present, Newsies on March 6th and March 7th in the Salem High School auditorium. More details will be forthcoming! You won't want to miss this show!

Salem Middle School (SMS) Commentary/Event Activities:

- ❖ Our enrollment has risen to 456 students in grades 3-8. Our staffing is 57 employees
- ❖ The Music and Art Departments presented our Annual Winter Concert on December 17th. The Salem Middle School participated in a Christmas Basketball Tournament at the Quinton Township School. The girls' team was able to advance to the third round and the boys' team record for the tournament was 3 wins and 1 loss; they lost the tournament to Woodstown. The Salem boys' average win was by 22 points. And our own Daviyonn Jackson won the 3-pt shooting contest
- ❖ The 6th Grade Gentlemen's Club oversees the Laundry Basket. The boys collect clothes from the café, auditorium, and gym that have been left by peers/classmates. The young men are responsible for washing, drying, and hanging clothes. Each Friday, students who have lost an item(s) can ask for a claim ticket from their teachers' to claim their item(s). Teachers are sent an updated list of lost items each week

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- ❖ Both students and faculty are preparing to take mid-year benchmark assessments in literacy and mathematics within the next two weeks. We look forward to seeing the academic growth from our young scholars.

John Fenwick Academy (JFA) Commentary/Event Activities:

- ❖ Current total enrollment: 428 students, PK-152, K-97, 1st-121, 2nd-58
- ❖ Reader's Challenge Assembly 12/19: Total Books Read K-2 = 6,602
- ❖ 21 Preschool students still haven't received their flu shots

Events this month

- ❖ Adventure Aquarium Trip for Kindergarten (Jan. 10th)
- ❖ Hip Hop for Health Assembly for K-2 (Jan. 15th)
- ❖ Oral Health Assembly for K-2 given by Nurse Parris (Jan. 16th)
- ❖ The Wetlands Institute Aquarium at JFA – PK (Jan. 16th & 17th)
- ❖ Illusion Makers Assembly for 1st & 2nd grades about Reduce, Reuse and Recycling (Jan. 21st)
- ❖ Class Pictures (Jan. 30th)

SUPERINTENDENT'S COMMENTS/REPORTS

- There were no comments or reports from the Superintendent

Motion (Colon/Bentley) Board approved minutes of December 11, 2019 Board of Education.

Motion approved by unanimous voice vote of 9-0-0; Ayes: Adams, Bentley, Colon, Crane, Hoolahan, Moore, McDonald, Wright, and Groce Nays: 0 Abstain: 0

BOARD SECRETARY/BUSINESS ADMINISTRATOR REPORTS

Board Reports (Exhibit A)

Motion (Colon/Bentley) Board approved the Board Secretary's reports in memo: #2-A-E-7.

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

	<u>2/6/20</u>
Board Secretary	Date

- C. *Treasurer's Report in accordance with 18A:17-36 and 18A:17-9 for the month of November 2019 The Treasurer's Report and Secretary's Report are in agreement for the month of November 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 November 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. 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 December 2019 \$ 263,833.67

Confirmation of payrolls for December 2019

December 13, 2019	General Acct. Transfer	\$931,559.50
December 20, 2019	General Acct. Transfer	\$682,566.50

- a.) The Board authorized the Business Administrator to process additional invoices for payment for the current month with Board confirmation at the next regular Board meeting.

Motion approved by unanimous voice vote of 9-0-0; Ayes: Adams, Bentley, Colon, Crane, Hoolahan, Moore, McDonald, Wright, and Groce Nays: 0 Abstain: 0

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

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

1. Board approved the 2019-2020 Out of District placements and Home Instruction:

Student ID	Health Care/teacher	Costs (Prorated)	Effective Date	Account #
01280055	Samantha Ecret	\$35.00/hr	12/16/2019	11-150-100-101-00 BUS
01320060	Laura Krupski	\$35.00/hr - 5hrs Monday – Thursday (1.25 hours per day from 3:30pm – 4:45pm)	01/02/2020- 03/31/2020	15-000-270-512-01 JFA

Motion approved by unanimous voice vote of 9-0-0; Ayes: Adams, Bentley, Colon, Crane, Hoolahan, Moore, McDonald, Wright, and Groce Nays: 0 Abstain: 0

PERSONNEL MATTERS

A. Resignation/Retirement:

Motion (Colon/Bentley) Board approved: #8-A-7

1. Board approved the resignation of Mr. Elton Suah, paraprofessional, effective January 1, 2020.

Motion approved by unanimous voice vote of 9-0-0; Ayes: Adams, Bentley, Colon, Crane, Hoolahan, Moore, McDonald, Wright, and Groce Nays: 0 Abstain: 0

B. Employment

Motion (Colon/Bentley) Board approved: #8-C-7

1. Board approved the employment of Christina Banks as 1:1 Paraprofessional for Salem Middle School effective February 3, 2020 through June 30, 2020. Salary will be \$21,594 (Step 6, Tier 3) (pro-rated) with a longevity stipend of \$500.00 (pro-rated).

Motion approved by roll call voice vote of 8-0-1; Ayes: Adams, Bentley, Colon, Hoolahan, Moore, McDonald, Wright, and Groce Nays: 0 Abstain: 1-Crane

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C. Miscellaneous:

Motion (Colon/Bentley) Board approved: **#8-E-7**

1. Board approved the following request for leave:

Employee ID#	1420
Employee	R.A.
Type of Leave	Medical
Leave Requested	1/7/19 – 2/27/20
Fed Max Leave (max 90 days)	1/7/19 – 2/27/20
Time Usage of FMLA	7 weeks
NJ Family Leave (max 90 days)	N/A
Time Usage of FLA	N/A
*Use of Sick Days	20.75 days
*Use of Personal Days	2 days
*Use of Vacation Days	N/A
Unpaid Leave	N/A
Intermittent Leave	N/A
Extended Leave	N/A
Est. Return Date	pending

*all time is accrued up date of leave.

Motion approved by unanimous voice vote of 9-0-0; Ayes: Adams, Bentley, Colon, Crane, Hoolahan, Moore, McDonald, Wright, and Groce Nays: 0 Abstain: 0

Curriculum /Professional Development

Motion (Colon/Bentley) Board approved: **#11-7**

1. Board approved the following out of district professional developments:

Staff Member	Building	Admin. Approving	Title	Date of Program	Location	Registration and Mileage Cost
Gia Scarani	JFA	Syeda Carter	Peer Support Meetings Leaders 2 Leaders	01/15/2020 02/12/2020 03/09/2020	Library Mullica Hill, NJ	-0-
Darryl Roberts	SHS	John Mulhorn	DAANJ Annual Conference – Athletic Administration Leadership Training – LTC 790	03/16/2020 through 03/20/2020	Golden Nugget Atlantic City, NJ	\$500.00 15-402-100-500-03-SHS

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John Mulhorn Pascale DeVilme' Syeda Carter Pamela Thomas	CO	Dr. Michel	2020 Education Expo	03/26/2020	Rowan University	\$225.00 15-190-100-800-03- SHS 15-190-100-800-02- SMS 15-190-100-800-01- JFA 11-000-216-800-00- CST
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Motion approved by unanimous voice vote of 9-0-0; Ayes: Adams, Bentley, Colon, Crane, Hoolahan, Moore, McDonald, Wright, and Groce Nays: 0 Abstain: 0

Monthly Reports

Motion (Colon/Bentley) Board approved: #13-7

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

Motion approved by unanimous voice vote of 9-0-0; Ayes: Adams, Bentley, Colon, Crane, Hoolahan, Moore, McDonald, Wright, and Groce Nays: 0 Abstain: 0

EXECUTIVE SESSION

Motion (SCA/Colon) Board adopted the following Resolution to go into executive session at 6:55 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.**

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 9-0-0; Ayes: Adams, Bentley, Colon, Crane, Hoolahan, Moore, McDonald, Wright, and Groce Nays: 0 Abstain: 0

RETURN TO REGULAR SESSION

Motion (Colon/Bentley) Board returned to open session at 7:15 P.M.


Motion approved by unanimous voice vote of 9-0-0; Ayes: Adams, Bentley, Colon, Crane, Hoolahan, Moore, McDonald, Wright, and Groce Nays: 0 Abstain: 0

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ADJOURNMENT

Motion (Colon/Bentley) Board adjourned the January 2, 2020 meeting of the Salem City Board of Education at 7:15 P.M.

Motion approved by unanimous voice vote of 9-0-0; Ayes: Adams, Bentley, Colon, Crane, Hoolahan, Moore, McDonald, Wright, and Groce Nays: 0 Abstain: 0



Herbert Schectman
Business Administrator/Board Secretary
HS/ta