

*Board Agenda April 14, 2021*

**Salem City Board of Education  
Salem, New Jersey 08079  
Board of Education Meeting  
April 14, 2021**

**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
Kendra Fletcher	Yuenge Groce	Joan Hoolahan
Daffonie Moore	Nilda Wilkins	Veronica Wright

**District Representatives:**

LAC: Laura Tice Crane  
Quinton: William McDonald  
Mannington: Eric Buzby

**Administrators:**

Dr. Patrick Michel, Superintendent	Pascale DeVilmé, Principal Salem Middle School
Herbert Schectman, School Business Administrator	Will Allen, VP Salem Middle School
Dr. Meghan Taylor, 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 Sparacio Scarani, VP of Early Childhood
Jordan Pla, VP Salem High School	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 March/2021:**

John Fenwick Academy	Nyomi Anderson Luke Haynicz	Grade K Grade K	Mrs. Livingston Mrs. Tulini
Salem Middle School	A'shi Brooks Luis Zoquier-Ruperto	Grade 3 <sup>rd</sup> Grade 5 <sup>th</sup>	Mr. Lindsay Mr. Lindsay
Salem High School	Myles Rodgers Zaheim Jones	Grade 10 <sup>th</sup> Grade 10 <sup>th</sup>	Ms. Gatson Mr. Hunt

**Staff Member(s) of the month for March/2021:**

Tiara Barron                      Elementary Teacher                      John Fenwick Academy

**BOARD COMMITTEE REPORTS**

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

**SUPERINTENDENT'S COMMENTS/REPORTS**

Motion (            /            ) Board to approve regular minutes of March 10, 2021 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-10**.

- 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 January 2021.
  
- B. \*Pursuant to N.J.A.C. 6A:23A-16.10 (c) 3, I certify for the month ending January 2021 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 January 2021 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 January 2021. The Treasurer's Report and Secretary's Report are in agreement for the month of January 2021 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 January 2021 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 March 2021	\$703,981.30
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To approve Payment of Bills for March 2021	
General Account	\$652,032.88

Confirmation of payrolls for March 2021

<u>March 15, 2021</u>	General Acct. Transfer	\$ 635,159.03
<u>March 30, 2021</u>	General Acct. Transfer	\$ 634,027.77

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**Miscellaneous**

**Upon the Recommendation of the Superintendent of Schools**

Motion (            /            ) Board to Approve: **#2-F-10**

1. Request Board approval of the agreement with Effective School Solutions to provide therapeutic mental health services through licensed professionals to students in the Salem City School District for the 2021-2022 school year. The amount set for in the agreement should not exceed \$529,200 for services.
2. Request Board approval of the 2021-2022 Contract for Participation in the Salem County Cooperative Transportation Program. The Gloucester County Special Services School District (Special Services School District) will administer a County-wide Cooperative Transportation Routing Services for homeless/nonpublic/special education/vocational transportation requests for students who need transportation. The Cooperative Transportation Program administrative fee for 2021-2022 will remain the same as it has been for the last 19 years – 7% of a district's portion of each cooperative route.
3. Request Board approval to accept the 2020 initial QSAC evaluation to include an interim review in September 2021 on Instruction and Program.
4. Request Board approval to accept the 2021-2022 Preschool Program Plan and Budget. The New Jersey Department of Education, Division of Early Childhood Education (DECE) approves the district's plan and budget.
5. Request Board approval of 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 2021-2022 as \$100,000 and  
**WHEREAS**, The Board of Education has expended \$0\* 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 \$0\* 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 2021-2022 is \$30,000, be it  
**RESOLVED**, That the Salem City Board of Education hereby establishes the maximum travel expenditure amount for the 2021-2022 school year as \$100,000.

**\*Travel limited in FY 20-21 due to pandemic.**

6. Request Board approval of the executed School Bus Emergency Evacuation Drills submitted for the following:
  1. John F. Academy: April 8, 2021
  2. Salem Middle School: March 23, 2021
  3. Salem High School: March 22, 2021

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7. Resolved, that the Board of Education accept, after review and discussion in public session, the Comprehensive Annual Financial report of the Salem City Board of Education for the Fiscal Year ending June 30, 2020, as audited by Bowman & Company and the Independent’s Auditor’s Management Report on Administrative Findings – Financial, Compliance and Performance.

Further, that the Board of Education authorizes Herbert Schectman, Business Administrator, to submit the Comprehensive Annual Financial Report (CAFR) for the year ended June 30, 2020 with a corrective action plan. The audit synopsis will be made available to the public.

8. Request Board approval of the district’s Preschool Education Aid 2021-2022 allocation of \$2,571,859 to the JFA preschool program, including prior year PEA carryover and funding for students with special needs included in general education classrooms.

**STUDENT MATTERS**

Motion (            /            ) Board to Approve: **#4-A-10**

1. Request Board approval of donations of tennis equipment from the Mannington Mills Fitness Center to Salem High School. Donated equipment includes: Ball machines, ball hoppers, rackets, and balls (new and used). Further, request that the board send attached letter to donor, expressing our appreciation, for their generosity to our district.
2. Request Board approval of donations from Under Armour for Salem High School football through the Jonathan Taylor Under Armour Donation Program. Items are being donated due to the Under Armour sponsorship affiliation with Jonathan Taylor. Donated items include: Spikes, gloves, shorts, and sports bags. More UA products will be donated this year. Further, request that the board send attached letter to donor, expressing our appreciation, for their generosity to our district.
3. Request Board approval for Salem High School to host the Salem County Track and Field Championships on Tuesday, May 25, 2021. Participants: AP Schalick HS, Penns Grove HS, Pennsville HS, and Woodstown HS. Salem High School will provide track officials, timing company, and security (police). Entry fee for the meet will be \$550.00 per school to cover meet costs.

**Home Instruction: In/ Out of District/Residential**

Motion (            /            ) Board to Approve: **#7-C-10**

1. Request Board approval of the following student for out of district placement:

<b>Student ID</b>	<b>Health Care/Teacher</b>	<b>Costs (Prorated)</b>	<b>Dates</b>	<b>Account #</b>
01210110	The Rockford Center/Learn Well Education Services	\$45.00 per hour/ 5 hours per week	March 17, 2021 to March 26, 2021	11-150-100-320-00-BUS

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**C. Financial Request**

**Upon the Recommendation of the Superintendent of Schools**

Motion ( / ) Board to Approve: **#8-D-10**

1. Request Board approval for Teacher of Foreign Language Mrs. Sandra Langley to be placed on Step 4 (revised).
2. Request Board approval of the following faculty & staff members for Co-Curricular Positions:

National Junior Honor Society	Adam Pszwaro	\$195.00
Student Council	William Oberman/Betsy Tortello	\$552.00*
Yearbook	Melanie Nugent	\$276.00
<i>*Shared stipend, Account # 15-401-100-100-100-02-SMS</i>		

3. Request Board approval to add Nicole Graham and Allyson Bey as additional substitutes for the after-school Focus on Education Program. This program is for grades three and four in the Salem Middle School, four days a week (Monday, Tuesday, Wednesday, and Thursday) from 3:00 p.m. to 5:00 p.m., and will continue through May 27, 2021. Funds available in Account #: 20-235-100-100-00-DIS, ESEA – 2020-2021.

4. Request Board approval of the Spring 2021 Coaching Staff position:

Softball	Assistant Coach (JV)	\$2,230	Kristina Marioni
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5. Request Board approval of the Spring 2021 Staff position:

Spring	Weight Room Supervisor	\$1,696	Curtis Schofield
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6. Request Board approval of the Winter 20-21 Staff position:

Winter	Weight Room Supervisor	\$240.00	Lamont Johnson
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7. Request Board approval of the following stipend position:

Academic League Advisor	Melanie Nugent	\$1,009.00	Acct# 15-401-100-110R-02-SMS
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**D. Leave of Absence**

**Upon the Recommendation of the Superintendent of Schools**

Motion (            /            ) Board to Approve: **#8-E-10**

1. Request Board approval of the following leave (s) of absence:

<b>Employee ID#</b>	669	1569	718	1610	1587
<b>Employee</b>	T.P.	M.M.	C.S.	R.E.	B.C.
<b>Type of Leave</b>	Medical (REVISED) & Intermittent - Medical	Intermittent – Family	Medical	Maternity	Maternity (REVISED)
<b>Leave Requested</b>	02/22/2021-03/29/2021 & 03/30/2021 – 09/21/2021	03/15/2021 – 06/15/2021	03/24/2021 - 06/30/2021	05/08/2021 – 06/30/2021	03/08/2021 – 05/11/2021
<b>Fed Max Leave (max 90 days)</b>	02/22/2021-03/29/2021 & 03/30/2021 – 09/21/2021	03/15/2021 – 06/15/2021	03/24/2021 - 06/30/2021	05/08/2021 – 06/30/2021	03/08/2021 – 05/11/2021
<b>Time Usage of FMLA</b>	12 weeks	12 weeks	12 weeks	8 weeks	9 weeks
<b>NJ Family Leave (max 90 days)</b>	N/A	N/A	N/A	N/A	N/A
<b>Time Usage of FLA</b>	N/A	N/A	N/A	N/A	N/A
<b>*Use of Sick Days</b>	22 days	N/A	53 days	23 days	19 days
<b>*Use of Personal Days</b>	2 days	1.5 days	N/A	N/A	1 day
<b>*Use of Vacation Days</b>	32.75 days	N/A	N/A	N/A	N/A
<b>Unpaid Leave</b>	After exceeding all sick, personal and vacation days	After exceeding all personal days	N/A	N/A	After exceeding all sick and personal days
<b>Intermittent Leave</b>	1-2 times per week 1 day per episode	3-4 times per month 1 day per episode	N/A	N/A	N/A
<b>Extended Leave</b>	N/A	N/A	N/A	N/A	N/A
<b>Est. Return Date</b>	N/A	N/A	09/01/2022	09/01/2022	05/12/2021

2. Request Board approval for Valerie Bey medical leave of absence without pay until the end of the school year. The Board's action in the present matter is non-precedential and does not create a past practice (revised).

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**Curriculum /Professional Development**

**Upon the Recommendation of the Superintendent of Schools**

Motion (         /         ) Board to Approve: **#11-10**

1. Request Board approval of the following out of district professional developments:

Staff Member	Building	Administrator Approving	Title	Date of Program	Location	Registration and Mileage Cost
Latisha Thomas	JFA	Syeda Carter	A Closer Look at the ECERS-3	04/20/2021 05/25/2021	Via Google Meet	----
Latisha Thomas	JFA	Syeda Carter	Effective Coaching Strategies to Support Every PreSchool Teacher	04/23/2021 05/07/2021	Via Google Meet	----
Latisha Thomas	JFA	Syeda Carter	Are You Drifting? Including Q&A on the ECERS-3	05/21/2021	Via Google Meet	----

**Monthly Reports**

Motion (         /         ) Board to Approve: **#13-10**

1. Request Board approval of the monthly reports for filing: (attached)

**Policies/Calendars**

Motion (         /         ) Board to Approve: **#14-10**

1. Request Board approval of the Salem City School District calendar for the 2021-2022 school year.

**Miscellaneous**

Motion (         /         ) Board to Approve: **#15-10**

1. Request Board approval of the following Clinical Practical Placements from Rowan and Stockton University:

Clinical Intern	Education Major	Placement School	Dates	Placement Requirements	Teacher/Grade Level
Joshua Garner	Health Sciences	SMS	4/14/2021 – completion of hours	25 hours	Danielle Secula – 3 <sup>rd</sup> to 8 <sup>th</sup>
Lauren Benavidez	LDT-C	CST	07/06/2021 – 08/30/2021	120 hours	Adrienne Brown – LDT-C
Katie Ridgeway	Elementary Education - Grades K-6	JFA	09/01/2021 – 05/06/2022	756 hours	Tiara Barron – 1 <sup>st</sup> Grade Teacher



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2. Request Board approval of the following individual as a Volunteer Coach for the Spring 2020 season:

Baseball: Toni Almond

Coach Merritt concurs with this recommendation. \*Pending Fingerprinting

**EXECUTIVE SESSION**

Motion (        /        ) Board to adopt the following Resolution to go into executive session at \_\_  
\_\_\_\_\_:

*R E S O L U T I O N*

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.

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:

**ADJOURNMENT**

Motion (        /        ) Board to adjourn the April 14, 2021 meeting of the Salem City Board of Education at \_\_\_\_\_.