

Board Agenda September 9, 2020

**Salem City Board of Education
Salem, New Jersey 08079
Board of Education Meeting
September 9, 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

911 MOMENT OF SILENCE

Board Members

Carol Adams

Kendra Fletcher

Daffonie Moore

Laquendala Bentley

Yuenge Groce

Nilda Wilkins

Christopher Colon

Joan Hoolahan

Veronica Wright

District Representatives:

LAC: Laura Tice Crane

Quinton: William McDonald

Administrators:

Dr. Patrick Michel, Superintendent

Herbert Schectman, School Business Administrator

Meghan Taylor, 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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Swearing in of Board Member

- Mannington Representative: Michael Bower

BOARD COMMITTEE REPORTS

PRINCIPALS'/ADMINISTRATORS' REPORTS AND COMMENTARY

SUPERINTENDENT'S COMMENTS/REPORTS

Motion (/) Board to approve regular minutes of August 12, 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-3.**

- 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 July 2020.

- B. *Pursuant to N.J.A.C. 6A:23A-16.10 (c) 3, I certify for the month ending July 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 July 2020 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 July 2020. The Treasurer's Report and Secretary's Report are in agreement for the month of July 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 July 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. 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 August 2020	\$2,077,160.74
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To approve Payment of Bills for September 2020	
General Account	\$795,193.31

Confirmation of payrolls for August 2020

<u>August 13, 2020</u>	General Acct. Transfer	\$176,971.05
<u>August 27, 2020</u>	General Acct. Transfer	\$176,436.94

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Miscellaneous

Upon the Recommendation of the Superintendent of Schools

Motion (/) Board to Approve: **#2-F-3**

1. Request Board approval to accept the Fresh Fruit and Vegetable Program September 2020 budgets awarded by the Department of Agriculture. John Fenwick Academy \$1,647.36 and Salem Middle School \$1,731.84.
2. 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 20-21 school year. Big Brothers Big Sisters (BBBS) will provide professionally monitored virtual mentoring meetings for existing and new matches as a program modification during the COVID-19 pandemic.
3. Request Board approval of the 20-21 Salem City School District Reopening Plan.
4. Resolved, that the Board of Education authorize Herbert Schectman, Business Administrator, to apply for a Digital Divide Grant in the amount of \$276,349.

The NJDOE has notified us that the 2020 Bridging the Digital Divide grant program is prepared to award the Salem City School District an award amount of \$276,349.

5. Resolved, that the Board of Education authorize the following staff members to transfer from the School-Based Youth Grant program to the General Fund.

On August 27, 2020, the NJ Department of Children and Families notified the district that it will not fund this grant after September 30, 2020. This is a result of Governor Murphy's amended budget program for the State.

The staff members funded by this grant will be moved to the General Fund as noted on the attached vacancy listing.

6. Request Board approval to adopt the resolution to borrow funds due to the delay in September state school aid payments.

BORROWING DUE TO DELAY IN SEPTEMBER STATE SCHOOL AID PAYMENT RESOLUTION

Whereas, NJSA 18A:22-44.2 provides a board of education the ability to enter into short term loans with the bank of their choice, if needed, due to the delay in the September state school aid payment; and
Whereas, the September 22nd State School Aid payment is delayed until October, the Salem City School District will be required to borrow funds totaling \$900,000 to meet general fund and preschool expenditures for September; and

Whereas, the Salem City School District will borrow the funds from Franklin Bank no earlier than September 22, 2020 at 3% interest; and

Whereas, the State of New Jersey will pay the Salem City School District in full the principal of the amount borrowed and interest of \$1,275.00 no later than October 8, 2020 and

Whereas, the Salem City School District will repay to the bank in full the principal of the amount borrowed and interest of \$1,275.00 no later than October 8, 2020 or

Whereas, the State of New Jersey will pay the Salem City School District in full the principal of the amount borrowed and interest of \$1,350.00 no later than October 9, 2020 and

Whereas, the Salem City School District will repay to the bank in full the principal of the amount borrowed and interest of \$1,350.00 no later than October 9, 2020 and

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Therefore, be it resolved by the Board of Education of the Salem City School District, approval of the borrowing of funds not to exceed \$900,000 at 3% interest due to the delay in the September 22nd State School Aid payments.

7. Resolved, that the board of Education authorize Herbert Schectman to enter into a Parental Transportation Contract with K.H. to reimburse the parent for 20-21 transportation costs. Cost not to exceed \$10,000. Account# 11-000-270-505-00-BUS

Home Instruction: In/ Out of District/Residential

Motion (/) Board to Approve: **#7-C-3**

1. Request Board approval of an 11th grade student (05190001) to receive educational instruction at Salem County Special Services School District Alternative School located at Salem Community College. Tuition Cost: \$27,841 for the 2020-2021 school year.
2. Request Board approval of an 11th grade student (04220001) to receive educational instruction at Salem County Special Services School District Alternative School located at Salem Community College. Tuition Cost: \$27,841 for the 2020-2021 school year.

Miscellaneous

Motion (/) Board to Approve: **#7-D-3**

1. Request Board approval of C.M., son of Ms. Heather Meehan, to attend John Fenwick Academy as an Interdistrict Public School Choice Student for the 2020-2021 school year. Parent will provide transportation.

PERSONNEL

A. Resignation/Retirement/Termination

Upon the Recommendation of the Superintendent of Schools

Motion (/) Board to Approve: **#8-A-3**

1. Request Board approval of the resignation of Ms. Angelica Espinal, secretary at SMS, effective August 27, 2020.
2. Request Board approval of the resignation of Ms. Deidra Davis, paraprofessional at JFA, effective September 14, 2020.
3. Request Board approval of the resignation of Ms. Caitlin Long, long-term substitute teacher at JFA, effective August 24, 2020.
4. Request Board approval of the resignation of Ms. Anita Garcia, paraprofessional at SHS, effective August 20, 2020.
5. Request Board approval of the resignation of Ms. Yamileth Ortiz, teacher at JFA, effective August 19, 2020.
6. Request Board approval of the resignation of Ms. Brittany Forsythe, teacher at JFA, effective August 16, 2020.
7. Request Board approval of the termination of Mr. John Russo, notification of termination, September 2, 2020.

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B. Employment

Upon the Recommendation of the Superintendent of Schools

Motion (/) Board to Approve: **#8-C-3**

1. Request Board approval of the employment of Elena Harris as a Special Education Teacher for Salem Middle School effective September 1, 2020 through June 30, 2021. Salary will be \$52,657 (BA01) per annum.

C. Financial Request

Upon the Recommendation of the Superintendent of Schools

Motion (/) Board to Approve: **#8-D-3**

1. Request Board approval of Coaching Positions for the Fall 2020 season.

Sport	Position	Stipend	Coach
Tennis (Girls')	Assistant Coach	\$2,761	Renee Murray
Cross Country	Head Coach	\$4,762	Scot Levitsky
Soccer (Boys')	Head Coach	\$4,762	Michael Hughes
Soccer (Boys')	Assistant Coach (Varsity)		OPEN
Soccer (Boys')	Assistant Coach (JV)	\$3,822	Josiah Hughes
Cheerleading	Fall Advisor	\$2,381	Thronna Busch

*Payment of full stipend will be contingent upon the decision by the Governor's office and the NJSIAA whether or not to continue with a Fall athletics season due to the Covid-19 pandemic.

2. Request Board approval to pay Tenyatta Sanders, Executive Secretary, JFA, 5.50 (22.00/hr.) additional summer hours in the amount of \$121.00.

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D. Leave of Absence

Upon the Recommendation of the Superintendent of Schools

Motion (/) Board to Approve: **#8-E-3**

1. Board to approve the following leave of absences:

Employee ID#	38	1420	459	963	828	559	213
Employee	E.I.	R.A.	L.M.	G.G.	A.C.	G.C.	H.B.
Type of Leave	Intermittent - Medical	Medical – Family	Intermittent - Medical	Medical	Intermittent - Medical	Intermittent – Medical	Medical
Leave Requested	09/01/2020-08/31/2021	09/01/2020 – 11/01/2020	09/01/2020-08/31/2021	09/01/2020 – 11/30/2020	09/01/2020-08/31/2021	09/26/2020-09/25/2021	08/03/2020-08/31/2020
Fed Max Leave (max 90 days)	09/01/2020-08/31/2021	09/01/2020 – 11/01/2020	09/01/2020-08/31/2021	09/01/2020 – 11/30/2020	09/01/2020-08/31/2021	09/26/2020-09/25/2021	08/03/2020-08/31/2020
Time Usage of FMLA	12 weeks	8 weeks	12 weeks	12 weeks	12 weeks	12 weeks	4 weeks
NJ Family Leave (max 90 days)	N/A	09/01/2020 – 11/01/2020	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
*Use of Sick Days	42 days	10 days	52.75 days	27 days	33.5 days	17 days	
*Use of Personal Days	3 days	3 days	3 days	3 days	3 days	3 days	
*Use of Vacation Days	N/A	N/A	N/A	N/A	N/A	N/A	N/A
Unpaid Leave	After exceeding all sick and personal days	After exceeding all sick and personal days	After exceeding all sick and personal days	After exceeding all sick and personal days	After exceeding all sick and personal days	After exceeding all sick and personal days	N/A
Intermittent Leave	1-2X per month for up to 3 days	N/A	1-3X per month for up to 3 days	N/A	1-2X per month for up to 2 days	1x per month for up to 3 days	N/A
Extended Leave	N/A	N/A	N/A	N/A	N/A	N/A	N/A
Est. Return Date	N/A	11/02/2020	N/A	12/01/2020	N/A	N/A	09/01/2020

2. Board to approve the extended leave of absence of the following Non-FMLA:

Employee	Requested Period	Return Date
Tonya Connor	09/01/2020 – 12/14/2020	12/14/2020

***all time is accrued up to date of leave**

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Policies/Calendars

Motion (/) Board to Approve: **#14-3**

1. Request Board approval of the 2nd reading of the following policies:

2000/2111.6	Re-Opening School Following a Pandemic
2000/2111.63	District All-Virtual Policy
2000/2111.65	Contact Tracing and Screening – Pandemic

2. Request Board approval of the Special Education Paraprofessional job description.

Miscellaneous

Motion (/) Board to Approve: **#15-3**

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

Girls' Tennis
Amelia Salina

Coach Kutzura concurs with this recommendation.

EXECUTIVE SESSION

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

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: _____

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 September 9, 2020 meeting of the Salem City Board of Education at _____.