

*Board Minutes March 9, 2022*

**Salem City Board of Education**

**Salem, New Jersey 08079**

**Board of Education Meeting**

**March 9, 2022**

**CALL TO ORDER:** A meeting of the Salem City Board of Education is called to order at 6:02 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**

Sister Carol Adams

Laquendala Bentley

Christopher Colon

Kendra Fletcher

Yuenge Groce

Heidi Holden

Joan Hoolahan

Daffonie Moore

Nilda Wilkins

**District Representatives:**

LAC: TBD

Quinton: William McDonald (Absent)

Mannington: Dee DiTeodoro (Absent)

**Administrators:**

Dr. Patrick Michel, Superintendent

Pascale DeVilmé, Principal Salem Middle School

Herbert Schectman, School Business Administrator

Will Allen, VP Salem Middle School (Absent)

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.

**There was no Audience Participation.**

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**Students of the month for February 2022:**

John Fenwick Academy	Kameron Wallace	2 <sup>nd</sup> Grade	Mr. Forti
	Emani Jackson-Miles	2 <sup>nd</sup> Grade	Mrs. McClaren
Salem Middle School	Kamiah Davis	8 <sup>th</sup> Grade	8 <sup>th</sup> Grade Team
	Sydney Washington	8 <sup>th</sup> Grade	8 <sup>th</sup> Grade Team
Salem High School	Alexandrea Matias	9 <sup>th</sup> Grade	Ms. Irvine and Ms. Murray
	Tatyana Oliver	12 <sup>th</sup> Grade	Mrs. Dixon

**Staff Member(s) of the month for February 2022:**

Kathryn Reese Salem Middle School

**PRESENTATION**

- Effective School Solutions Mid-Year Report Card – Mr. Francis Lecklikner, Regional Director

**BOARD COMMITTEE REPORTS**

- Curriculum – No report
- Finance – One exit interview
- Personnel – No report

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

Salem High School (SHS) Commentary Events/Activities

- NJGPA (New Jersey Graduation Proficiency Assessment) testing for 11<sup>th</sup> grade scholars is scheduled for 3/15 and 3/16/2022
- Our student College Board continues to grow! Stop by and check it out in the main entry. WOW!
- Student scheduling for the 2022-2023 school year has begun and is in full swing
- The Salem High Ram Theater presented SpongeBob the Musical to two night of well attended and delighted audiences. Special thanks to Mrs. Anne Hudock, Ms. Jessica Dixon, Mrs. Kathleen Hibbard, Ms. Santareelo, Mr. Skarzynski, and Ms. Renee Murray
- The IB Art show was held on March 8<sup>th</sup>. IB Scholars presented their best work to friends, family and fellow pupils. Way to go IB scholars!
- Raffle tickets for the 5<sup>th</sup> Annual SHS T-Shirt Blanket are on sale now
- SHS upcoming events include:
  - Winter Sports Awards Banquet March 15<sup>th</sup>
- ACT Prep classes are slated to begin April 30<sup>th</sup>
- We are currently planning trips for our IB scholars:
  - Washington, DC – May 2022
  - Lisbon, Portugal – July 2022
- Spring sports began practicing March 8<sup>th</sup>. Good luck to all!
- Thanked Mr. Roberts for ensuring good conduct at the basketball game

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### Salem Middle School (SMS) Commentary/Events/Activities

- Our enrollment as of today is 444 students
- Tomorrow marks the official start of our new Reading Buddy Program pairing select eighth graders with 3<sup>rd</sup> and 4<sup>th</sup> grade students who have been identified as needing reading support. The students will meet each Tuesday and Thursday.
- We are proud to announce that 52% of our student population has made 35 points or more in reading growth at the mid-year point on their Lexile Assessment
- Our Girls' Basketball Team completed their season last week. The girls were treated to a pizza party this afternoon with their coaches Mrs. Ross and Mr. Jarrett.
- The Boys' Basketball Teams are continuing their quest for the Rural League Championship with semi-final games tonight in Alloway.
- The Faculty and Staff of the middle school is continuing with their professional development training in the areas of literacy, social studies, and science.

### John Fenwick Academy (JFA) Commentary/Events/Activities

- Grade Level Meetings on February 4
- Faculty Meeting (Virtual) on February 7
- ARC Core PD visits on February 10 and 11
- Fire Drill on February 11
- ARC Core PD (Virtual) on February 17
- Lockdown Active Shooter Drill on February 16
- Garnet Valley High School Student Council/Glen Mills, PA donated winter outerwear for our students and their families on February 24
- Stand Up for Salem donated 25 protective bike helmets for our students on February 24
- Pandemic Team Meeting on February 24
- Current Total Enrollment: Total Students: 366 (PK: 131), (K: 72), (1<sup>st</sup>: 87), (2<sup>nd</sup>: 84)
- 87 Students Honored with Medals for Completion of the 100-Book Challenge (K-2)
- 15 Students Honored with Medals for Completion of the 200-Book Challenge (K-2)
- Ms. Ali-White's 2<sup>nd</sup> grade class met Waterford target of average use of 300 minutes for February (Waterford awarded students with a party!!)
- ESS Update:
  - One student discharged from the program and made significant progress on all treatment goals
  - Classroom lessons focused on diversity and respect
- Starting Young Girls Club during Women's' History Month

**SUPERINTENDENT'S COMMENTS/REPORTS**

- Student Board of Education Representation for 2022-2023
- We are proceeding with the bond referendum for the consession stand
- Thanked Sister Carol Adams and Joan Hoolahan for giving up their rings for others (Mr. Mulhorn and Mr. Taylor)

Motion (Colon/Holden) Board approved the regular minutes of February 9<sup>th</sup> 2022 Board of Education meeting.

**Motion approved by unanimous voice vote of 9-0-0: Ayes: Adams, Bentley, Colon, Fletcher, Groce, Holden, Hoolahan, Moore, Wilkins Nays: 0 Abstain: 0**

**BOARD SECRETARY/BUSINESS ADMINISTRATOR REPORTS**

**Board Reports (Exhibit A)**

\_\_\_ Motion (Colon/Holden) Board approved the Secretary's reports in memo: **#2-A-E-9.**

- A. \*Board approved the transfer of the funds as previously approved by the Superintendent pursuant to 18A:22-8.1 for the month of January 2022.
- B. \*Pursuant to N.J.A.C. 6A:23A-16.10 (c) 3, I certify for the month ending January 2022 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 2022 as follows:

Hubert Schetz  
Board Secretary

4/8/22  
Date

- C. \*Treasurer's Report in accordance with 18A:17-36 and 18A:17-9 for the month of January 2022. The Treasurer's Report and Secretary's Report are in agreement for the month of January 2022 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 2022 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 February 2022: \$126,843.68  
  
Board approved Payment of Bills for February 2022:  
February General Account \$497,529.98

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Confirmation of payrolls for February 2022

February 15, 2022:	General Acct. Transfer	\$688,876.89
February 28, 2022:	General Acct. Transfer	\$712,976.38

**Motion approved by unanimous voice vote of 9-0-0: Ayes: Adams, Bentley, Colon, Fletcher, Groce, Holden, Hoolahan, Moore, Wilkins Nays: 0 Abstain: 0**

**Miscellaneous**

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

Motion (Colon/Holden) Board Approved: **#2-F-9**

1. Board approved contract with Center for Family Guidance located in West Deptford, NJ. They will be called in on an as needed basis for students who are required to receive a psychiatric evaluation per their IEP. Cost for each evaluation will be \$450.00 not to exceed \$12,000.00  
Account #11-000-219-390-00-CST
2. Board approved acceptance of funds from New Jersey Schools Development Authority (SDA) in the amount of \$202,239.00. These funds will be used towards HVAC projects at Salem High School.
3. Board authorized the architectural firm of REGAN YOUNG ENGLAND BUTERA, PC. (RYEBREAD) to submit a Project Application consisting of schematic design documents, and other required submission documents to the New Jersey Department of Education, Office of School Facilities for the following:

Removing the existing heating & ventilation equipment & associated ductwork, piping & controls and replacing w/ a new HVAC system.

All work to be conducted at the John Fenwick Academy, 183 Smith Street, Salem, New Jersey.

The Salem City Board of Education will not seek State funding for this Work, and the submission will be made as a Other Capital Project.

4. Board authorized the architectural firm of REGAN YOUNG ENGLAND BUTERA, PC. (RYEBREAD) to submit a Project Application consisting of schematic design documents, and other required submission documents to the New Jersey Department of Education, Office of School Facilities for the following:

Removing the existing heating & ventilation equipment & associated ductwork, piping & controls and replacing w/ a new HVAC system.

All work to be conducted at the Salem Middle School, 51 Market Street, Salem, New Jersey.

The Salem City Board of Education will not seek State funding for this Work, and the submission will be made as a Other Capital Project.

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5. Resolved, that Herbert Schectman, Business Administrator, is authorized to enter into a contract with Phoenix Advisors, LLC to act as the district's Financial Advisor for the sale of Debt Service bonds needed to finance the costs of converting the current track site so that it can also be used as a football site. The costs of these services should not exceed \$15,000.

**Motion approved by unanimous voice vote of 9-0-0: Ayes: Adams, Bentley, Colon, Fletcher, Groce, Holden, Hoolahan, Moore, Wilkins Nays: 0 Abstain: 0**

**STUDENT MATTERS**

Motion (Colon/Holden) Board Approved: **#4-A-9**

1. Board approved the JFA Young Ladies Club for school year 2021-2022. The program will start on March 8 and will meet on Tuesdays from 3:15-4:15 PM. Ms. Tiara Barron and Mrs. Debra Persicketti have both volunteered to run the program.

The meeting dates will be as follows:

March 2022: 8<sup>th</sup>, 15<sup>th</sup>, 22<sup>nd</sup>, and 29<sup>th</sup>

April 2022: 5<sup>th</sup>, 12<sup>th</sup>, 19<sup>th</sup>, and 26<sup>th</sup>

2. Board approved the attendance, including travel expenses for The Maxwell Leadership Challenge for Melvin Jones and Curtis Schofield as well as 6 members of the Salem High School Football team. The date of the trip is March 18, 2022.

**Motion approved by unanimous voice vote of 9-0-0: Ayes: Adams, Bentley, Colon, Fletcher, Groce, Holden, Hoolahan, Moore, Wilkins Nays: 0 Abstain: 0**

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

Motion (Colon/Fletcher) Board Approved: **#7-C-9**

1. Board approved Katie Starn and Betsy Tortella to provide home instruction services for a middle school special education student (01290091) starting on February 22, 2022 to TBD.

Instruction will be for 5 hours per week at \$35.00 per hour

Account #11-00-219-320-00-CST

2. Board of Education approved payment in full for educational services provided to the following student:

Student #01270099 requires the instruction from March 2, 2022 to possibly 30 days at the Inspira Program (partial hospitalization care program) at the Inspira Health Network, Elmer, New Jersey, as confirmed by Salem Middle School personnel.

The education services are being provided by Brookfield Schools, 625 State Street, Suite 2, Elmer, New Jersey. Student billing in the amount of \$2,100.00 (estimate)

Costs:

Tutoring Student #01270099 @ \$35.00 per hour x 60 hours = \$2,100.00

(Account #11-150-100-320-00-BUS)

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3. Board approved the following students be placed on Home Instruction:

Student	Teacher	Start Date
#01300021	Dr. Cherrie Ligamerie	March 2, 2022
#10260115	Dr. Cherrie Ligamerie	March 2, 2022

4. Board approved Karen Owen to provide home instruction services for a middle school special education student (01270048) starting on March 7, 2022 until the end of the school year.  
Instruction will be for 10 hours per week starting at \$35.00 per hour.  
Account #11-000-219-320-00-CST

5. Board approved Betsy Tortella and Katy Starn to provide home instruction / tutoring services on an as needed basis starting on March 8, 2022 until the end of the school year.

Rate is \$35.00 per hour  
Account #11-000-219-320-00-CST

6. Board approved 2<sup>nd</sup> Grade student CS (01320051) to receive Home Instruction for ten hours a week for the period of March 10 to May 5, 2022 by Dawn Tulini.

We will submit pay claims for the following:  
\$35/hr @10hrs/week (Monday-Friday) = \$350.00

**Motion approved by unanimous voice vote of 9-0-0: Ayes: Adams, Bentley, Colon, Fletcher, Groce, Holden, Hoolahan, Moore, Wilkins Nays: 0 Abstain: 0**

**Personnel**

**A. Resignation/Retirement**

**Upon Recommendation of the Superintendent of Schools**

Motion (Colon/Fletcher) Board Approved: **#8-A-9**

1. Board approved the retirement of Linda Barbara, Reading Specialist at John Fenwick Academy, effective July 1<sup>st</sup>, 2022.
2. Board approved the resignation of Stacey Pino, Third Grade teacher at Salem Middle School, effective March 4<sup>th</sup>, 2022.
3. Board approved the resignation of Kerry Thompson, First Grade teacher at John Fenwick Academy, effective May 2, 2022.
4. Board approved the retirement of Francine Alston, Custodian at Salem City School District, effective July 1<sup>st</sup>, 2022.

**Motion approved by unanimous voice vote of 9-0-0: Ayes: Adams, Bentley, Colon, Fletcher, Groce, Holden, Hoolahan, Moore, Wilkins Nays: 0 Abstain: 0**

**B. Employment**

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

Motion (Colon/Fletcher) Board Approved: **#8-C-9**

- Board approved the employment of Monique Robinson as a Reading Specialist at John Fenwick Academy at a salary of \$88,221/Step 18/MA for the 2021-2022 school year beginning March 1<sup>st</sup> \*(pro-rated) (Revised start date)

**Motion approved by unanimous roll call vote of 9-0-0: Ayes: Adams, Bentley, Colon, Fletcher, Groce, Holden, Hoolahan, Moore, Wilkins Nays: 0 Abstain: 0**

**C. Financial Request**

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

Motion (Colon/Fletcher) Board Approved: **#8-D-9**

- Board approved Pasquale Forti pay claims for Home Instruction of 2<sup>nd</sup> Grade student AJ (01320055) for the period of October 25, 2021 to February 16, 2022.  
Attached are the completed Home Instruct Time Reports and pay claims.  
Total amount due to Mr. Forti is \$1,050.00

Board questioned why this was submitted so late.

**Motion approved by unanimous voice vote of 9-0-0: Ayes: Adams, Bentley, Colon, Fletcher, Groce, Holden, Hoolahan, Moore, Wilkins Nays: 0 Abstain: 0**

**D. Leave of Absence**

Motion (Colon/Fletcher) Board Approved: **#8-E-9**

- Board approved the following leaves of absence:

Employee ID#	1420	1178	1047
Employee Name	R.A.	K.T.	R.J.
Type of Leave	Intermittent – Family	Medical	Medical
Leave Requested	03/01/2022 – 06/15/2022	01/03/2022 – 02/13/2022	02/14/2022 – 03/22/2022
Fed Max Leave (max 90 days)	03/01/2022 – 06/15/2022	01/03/2022 – 02/13/2022	02/14/2022 – 03/22/2022
Time Usage of FMLA	12 weeks	6 weeks	6 weeks
NJ Family Leave (max 90 days)	N/A	N/A	N/A
Time Usage of FLA	N/A	N/A	N/A
*Use of Sick Days	N/A	4.25 days	15 days
*Use of Personal Days	1 day	N/A	2 days
*Use of Vacation Days	N/A	N/A	N/A
Unpaid Leave	After exceeding all personal days	After exceeding all sick days	After exceeding all sick and personal days



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Intermittent Leave	1-2X per week, 1 day per episode	N/A	N/A
Extended Leave	N/A	N/A	N/A
Est. Return Date	N/A	02/14/2022	03/23/2022

**Motion approved by unanimous voice vote of 9-0-0: Ayes: Adams, Bentley, Colon, Fletcher, Groce, Holden, Hoolahan, Moore, Wilkins Nays: 0 Abstain: 0**

**Monthly Reports**

Motion (Colon/Fletcher) Board Approved: #13-9

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

**Motion approved by unanimous voice vote of 9-0-0: Ayes: Adams, Bentley, Colon, Fletcher, Groce, Holden, Hoolahan, Moore, Wilkins Nays: 0 Abstain: 0**

**Policies/Calendars**

Motion (Colon/Fletcher) Board Approved: #14-9

1. Board approved the revised Salem City School District calendar for the 2021-2022 school year.

**Motion approved by unanimous roll call vote of 9-0-0: Ayes: Adams, Bentley, Colon, Fletcher, Groce, Holden, Hoolahan, Moore, Wilkins Nays: 0 Abstain: 0**

**Miscellaneous**

Motion (Colon/Fletcher) Board Approved: #15-9

1. Board approved the following individuals as Volunteer Coaches for the Spring 2022 season:

Baseball:  
Eddie Biddle  
Joey Hawk

Coach Hughes concurs with this recommendation.

2. Board approved the following individual as a Volunteer Coach for the Spring 2022 season:

Track & Field:  
Melvin Jones

Coach Hunt concurs with this recommendation.

**Motion approved by unanimous voice vote of 8-0-1: Ayes: Adams, Bentley, Colon, Fletcher, Holden, Hoolahan, Moore, Wilkins Nays: 0 Abstain: Groce #2**

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**ADJOURNMENT**

Motion (Colon/Fletcher) Board to adjourn the March 9, 2022 meeting of the Salem City Board of Education at 7:25PM.

**Motion approved by unanimous voice vote of 9-0-0: Ayes: Adams, Bentley, Colon, Fletcher, Groce, Holden, Hoolahan, Moore, Wilkins Nays: 0 Abstain: 0**