

Board Minutes September 8, 2021

**Salem City Board of Education
Salem, New Jersey 08079
Board of Education Meeting
September 8, 2021**

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 (Absent)	Christopher Colon
Kendra Fletcher	Yuenge Groce	Joan Hoolahan
Daffonie Moore	Nilda Wilkins	

District Representatives:

LAC: Laura Tice Crane
Quinton: William McDonald (Absent)
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 (Absent)

AUDIENCE PARTICIPATION

(Moment of Silence in honor of Ms. Veronica Wright)

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.

BOARD COMMITTEE REPORTS

Finance

- ❖ There were no reports from the finance committee

Curriculum

- ❖ There were no reports from the curriculum committee

Personnel

- ❖ There were no reports from the personnel committee

PRINCIPALS'/ADMINISTRATORS' REPORTS AND COMMENTARY

Salem High School (SHS) Commentary/Event Activities:

- ❖ Salem High School enjoyed a very enthusiastic and successful start of the 2021-2022 school year. There are 120 Freshmen, 104 Sophomores, 86 Juniors and 95 Seniors enrolled for a total school population of 405 students as of today.
- ❖ The ACT Test will be administered at Salem High School on Saturday, September 11th. A total of 47 SHS students will take the test. Students completed the ACT Prep program from May 15th through present both remotely and in-person.
- ❖ The Fall 2021 sports season officially opened on September 3rd with great excitement!
- ❖ Our Collegewise counselor, Mr. Chris LaBounty continues to work remotely with our current seniors concerning submitting college applications. All seniors are applying to a minimum of eight colleges by November 1st.
- ❖ Currently, there are 25-Senior IB students and 20-Junior IB students enrolled in the program for the 2021-2022 school year.
- ❖ Please be sure to keep up to date with SHS happenings via the SHS home page:
http://www.salemnj.org/schools/salem_high_school

Salem Middle School (SMS) Commentary/Event Activities:

- ❖ We opened our doors and welcomed our students with the mindset that our students will continue to receive a first-rate education.
- ❖ Our total enrollment as of today is 450 students.
- ❖ Students entered the school building in one of the following ways:
 - 3rd grade Back playground/Center "Guidance Doors" located near Administrative Parking
 - 4th grade Doors located on the far side of the playground; behind gym; next to the loading dock
 - 5th grade Doors in the front of the building between the main entrance and the 6th grade doors
 - 6th grade Doors in front of building near Wesley Street side of school
 - 7th grade Doors in the front of the building between the main entrance and the 8th grade doors
 - 8th grade Doors located in the front of the building on Carpenter Street side of school
- ❖ Students will continue to meet their homeroom teachers outside for their Health Screening and then they will all go up to have breakfast in the classroom. Their homeroom teacher is also their first period teacher. Lunch was served in both the gymnasium and the cafeteria to ensure social distancing.
- ❖ In lieu of woodwind and brass instruments for music lessons, all students are continuing to be instructed on how to play the drums. The kids continue to enjoy this learning activity.
- ❖ And, this week marked the beginning of benchmark testing for all grades.

John Fenwick Academy (JFA) Commentary/Event Activities:

- ❖ Teachers prepared classrooms from August 23 to August 31
- ❖ The custodians/maintenance did an excellent job preparing school for opening day (Ida, Morris, Neil, Ed, Ray, DeAndre')
Kudos to them!

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- ❖ New flooring now completed in administrative offices, Teacher's Lounge/bathrooms and 20, 30 & 40 Wings. Also, donated rugs in Library and Front Vestibule. (Thanks to Oakley Flooring!)
- ❖ All rooms now have air purifiers (Thanks to Mr. Spence and staff!)
- ❖ Antibacterial hand sanitizing stations replenished outside of each classroom along with masks and disinfectant wipes
- ❖ Current total enrollment: 319 Students: PK: 92, K: 54, 1st: 89, 2nd: 84
- ❖ 21 Preschool registrations pending

Upcoming September Activities:

- ❖ September 13: Faculty Meeting
- ❖ September 15: ARC Core Virtual PD
- ❖ September 29-30: ARC Core In-Person PD

SUPERINTENDENT'S COMMENTS/REPORTS

- ❖ Facility upgrades – Thank you to the BOE
- ❖ College application season has started
- ❖ 2 Questbridge candidates nominated
- ❖ ACT Exam Saturday 9/11/2021
- ❖ SMS issues – transformer failure (3 new ones)
- ❖ Atlantic City Electric (ACE) to replace Thursday
- ❖ Cannot go virtual, all students do not have chrome books
- ❖ Ms. Moore offered the Salem center for communications in emergency situations

Motion (Colon/Fletcher) Board approved regular minutes of August 11, 2021, Board of Education meeting.

Motion approved by unanimous voice vote of 9-0-0; Ayes: Adams, Buzby, Colon, Crane, Fletcher, Hoolahan, Moore, Wilkins, and Groce Nays: 0 Abstain: 0

BOARD SECRETARY/BUSINESS ADMINISTRATOR REPORTS

Board Reports (Exhibit A)

Motion (Colon/Fletcher) Board approved the Board Secretary's reports in memo: #2-A-E-3.

- 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 July 2021.
- B. *Pursuant to N.J.A.C. 6A:23A-16.10 (c) 3, I certify for the month ending July 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 July 2021 as follows:

Herbert Schutman
Board Secretary

10/7/21
Date

- C. *Treasurer's Report in accordance with 18A:17-36 and 18A:17-9 for the month of July 2021. The Treasurer's Report and Secretary's Report are in agreement for the month of July 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 July 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. 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 August 2021 \$ 5,688,925.21

Board approved Payment of Bills for August 2021
General Account \$1,219,931.57

Confirmation of payrolls for August 2021

August 13, 2021 General Acct. Transfer \$194,460.11
August 30, 2021 General Acct. Transfer \$185,033.68

Motion approved by unanimous voice vote of 9-0-0; Ayes: Adams, Buzby, Colon, Crane, Fletcher, Hoolahan, Moore, Wilkins, and Groce Nays: 0 Abstain: 0

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Miscellaneous

Upon the Recommendation of the Superintendent of Schools

Motion (Colon/Fletcher) Board approved: **#2-F-3**

1. Board approved of the 21-22 Student Internship Agreement between Salem City School District and Rowan University. The purpose of the agreement is to identify the mutual responsibilities and expectations of the University and the Facility, in connection with paid or unpaid internships for students in University's Educator Preparation Programs.

2. Board approved of the Fresh Fruit and Vegetable Program October 21 – June 2022 budgets:
 - John Fenwick Academy - \$21,450.00
 - Salem Middle School - \$22,550.00

Further, Board approved of the (*REVISED*) Fresh Fruit and Vegetable Program September 2021 budgets:

- John Fenwick Academy - \$2,209.35
- Salem Middle School - \$2,322.65

3. Board approved to contract with:

American Reading Company

Grab and Go Pack – Grades PreK-1	
Grab and Go Pack – Jobs in My Community – Grades 2-3	
Grab and Go Pack – Marine Life – Grades 4-5	
Funds available in 20-231-100-600-01-JFA	\$20,500.00
Funds available 20-231-100-600-02-SMS (ESEA – Title I Funds – 2021-2022)	\$ 6,400.00

Edmentum – Plato – Site License	\$18,259.00
Funds available in 20-231-100-300-00-DIS (ESEA – Title I Funds – 2021-2022)	

Houghton Mifflin Harcourt for Reading Inventory and READ 180 Technology Renewal 2021	\$14,270.00
Funds available in 20-231-100-600-02-SMS (ESEA – Title I Funds – 2021-2022)	

21 st Partnership for STEM for Professional Development	\$73,459.00
Funds available in 20-272-200-300-00-DIS (ESEA - Title II, Part A – 2021-2022)	

Christopher LaBounty	
Contract Agreement for College Wise -	July 2021 – June 2022
Funds available in 20-231-200-300-03-SHS	\$114,733.
Funds available in 20-460- 200-300	\$ 49,222.
Funds available in 20-231-200-300-00-DIS-CO	<u>\$ 23,045.</u>
(ESEA – Title I, Title IV, Carry-Over – 2021-2022)	\$187,000.

Savvas Learning Company for SuccessMaker – Site License	\$10,800.00
Funds available in 20-231-100-600-02-SMS (ESEA - Title I Funds – 2021-2022)	

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4. The Salem City Board of Education authorized Herbert Schectman to enter into a contract with Regan Young England Butera (RYEBREAD) for the review and plan to renovate/repair/replace HVAC systems at the Salem Middle School and the John Fenwick Academy.

RYEBREAD is the district's Architect of Record. They will also subcontract engineering services to Kelter & Gilligo (K&G) to complete a survey of the HVAC systems currently in place. Based upon the survey, RYEBREAD will prepare a report of remediation in conjunction with New Road Construction who will remain as the general contractor.

Costs will be funded by both the ESSERS II grant and the ARP-ESSERS III grant.

5. Board approved for payment to Mr. Thomas A. Coleman, NJASA Mentorship Program for Dr. Meghan Taylor, Director of Special Services. Cost for services are \$2,500.00 for the 2021-2022 school year. Account #11-000-219-800-00-CST

Motion approved by roll call voice vote of 9-0-0; Ayes: Adams, Buzby, Colon, Crane, Fletcher, Hoolahan, Moore, Wilkins, and Groce Nays: 0 Abstain: 0

Home Instruction: In/ Out of District/Residential

Motion (Colon/Fletcher) Board approved: **#7-C-3**

1. Board approved the following students for home instruction:

Student ID	Health Care/Teacher	Costs (Prorated)	Dates	Account #
01250039	Katie Starn / Betsy Tortella	\$35.00/hr. 10 hrs./wk. <i>(split the hours)</i>	9-3-2021 to TBD	TBD

Motion approved by unanimous voice vote of 9-0-0; Ayes: Adams, Buzby, Colon, Crane, Fletcher, Hoolahan, Moore, Wilkins, and Groce Nays: 0 Abstain: 0

Miscellaneous

Motion (Colon/Fletcher) Board approved: **#7-D-3**

1. Board approved for Anthony Farmer, Jr. (resident district school – Winslow Township) to be accepted into the School Choice Program as an 10th grade student. Parents have completed a School Choice form and will provide their own transportation.

Motion approved by unanimous voice vote of 9-0-0; Ayes: Adams, Buzby, Colon, Crane, Fletcher, Hoolahan, Moore, Wilkins, and Groce Nays: 0 Abstain: 0

PERSONNEL

A. Resignation/Retirement

Upon the Recommendation of the Superintendent of Schools

Motion (Colon/Fletcher) Board approved: #8-A-3

1. Board approved the resignation of Ms. Kimberly Pankok, paraprofessional at John Fenwick Academy, effective September 1, 2021.

Motion approved by unanimous voice vote of 9-0-0; Ayes: Adams, Buzby, Colon, Crane, Fletcher, Hoolahan, Moore, Wilkins, and Groce Nays: 0 Abstain: 0

B. Employment

Upon the Recommendation of the Superintendent of Schools

Motion (Colon/Fletcher) Board approved: #8-C-3

1. Board approved the employment of Terrance Robinson as a Substitute Custodian effective September 9, 2021.

Motion approved by unanimous voice vote of 9-0-0; Ayes: Adams, Buzby, Colon, Crane, Fletcher, Hoolahan, Moore, Wilkins, and Groce Nays: 0 Abstain: 0

C. Financial Request

Upon the Recommendation of the Superintendent of Schools

Motion (Colon/Fletcher) Board approved: #8-D-3

1. Board approved the following Fall 2021 coach position:

Field Hockey	Assistant Coach (V)	\$1,697	Kayla Chapman
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2. Board approved the following Fall 2021 coach position:

Stadium Announcer	4	\$83.20*	Kenneth Buck
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To be replaced by:

Stadium Announcer	4*	\$83.20*	Shane Harris
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3. Board approved the following Fall 2021 staff position:

Press Box Supervisor	4*	\$83.20	Kenneth Buck
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*Subject to change

Motion approved by unanimous voice vote of 9-0-0; Ayes: Adams, Buzby, Colon, Crane, Fletcher, Hoolahan, Moore, Wilkins, and Groce Nays: 0 Abstain: 0

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D. Leave of Absence

Upon the Recommendation of the Superintendent of Schools

Motion (Colon/Fletcher) Board approved: **#8-E-3**

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

Employee ID#	346	1685
	K.O.	L.G.
Type of Leave	Intermittent – Medical	(REVISED) Family
Leave Requested	09/01/2021 – 09/01/2022	09/01/2021 – 11/29/2021
Fed Max Leave (max 90 days)	09/01/2021 – 09/01/2022	09/01/2021 – 11/29/2021
Time Usage of FMLA	12 weeks	12 weeks
NJ Family Leave (max 90 days)	N/A	09/01/2021 – 11/29/2021
Time Usage of FLA	N/A	12 weeks
*Use of Sick Days	10 days	N/A
*Use of Personal Days	3 days	3 days
*Use of Vacation Days	N/A	N/A
Unpaid Leave	After exceeding all sick and personal days	After exceeding all personal days
Intermittent Leave	1-2X per week 1-2 days per episode	N/A
Extended Leave	N/A	N/A
Est. Return Date	N/A	11/30/2021

Motion approved by unanimous voice vote of 9-0-0; Ayes: Adams, Buzby, Colon, Crane, Fletcher, Hoolahan, Moore, Wilkins, and Groce Nays: 0 Abstain: 0

Curriculum /Professional Development
Upon the Recommendation of the Superintendent of Schools

Motion (Colon/Fletcher) Board approved: #11-3

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

Staff Member	Building	Admin. Approving	Title	Date of Program	Location	Registration and Mileage Cost
Dale Primas-Garner	JFA	Syeda Carter	Trauma and Foster Care Part 2	8/8/2021 8/25/2021 8/30/2021 9/8/2021	Virtual/Webinar	----
Heidi Bower	SHS	John Mulhorn	The 3 rd Annual NY Sports Medicine Symposium	9/22/2021	Virtual	----

Motion approved by unanimous voice vote of 9-0-0; Ayes: Adams, Buzby, Colon, Crane, Fletcher, Hoolahan, Moore, Wilkins, and Groce Nays: 0 Abstain: 0

Miscellaneous

Motion (Colon/Fletcher) Board approved: #15-3

1. Board approved the following individual as a Volunteer Coach for the Fall 2021 season:

Girls' Soccer:
Amaya Asturrizaga

Coach Gatson concurs with this recommendation

2. Board approved for the SHS football team to be transported to Veronica Wright's funeral services on September 9, 2021.

Motion approved by unanimous voice vote of 9-0-0; Ayes: Adams, Buzby, Colon, Crane, Fletcher, Hoolahan, Moore, Wilkins, and Groce Nays: 0 Abstain: 0

EXECUTIVE SESSION

Motion (SCA/Colon) Board adopted the following Resolution to go into executive session at 6:25 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

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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, Buzby, Colon, Crane, Fletcher, Hoolahan, Moore, Wilkins, and Groce Nays: 0 Abstain: 0

RETURN TO REGULAR SESSION

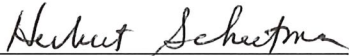
Motion (Colon/Hoolahan) Board returned to open session at 6:50 P.M.

Motion approved by unanimous voice vote of 9-0-0; Ayes: Adams, Buzby, Colon, Crane, Fletcher, Hoolahan, Moore, Wilkins, and Groce Nays: 0 Abstain: 0

ADJOURNMENT

Motion (Colon/Hoolahan) Board adjourned the September 8, 2021 meeting of the Salem City Board of Education at 6:50 P.M.

Motion approved by unanimous voice vote of 9-0-0; Ayes: Adams, Buzby, Colon, Crane, Fletcher, Hoolahan, Moore, Wilkins, and Groce Nays: 0 Abstain: 0



Herbert Schectman
Business Administrator/Board Secretary
HS/ta