

Board Minutes June 13, 2018

Salem City Board of Education Salem, New Jersey 08079 Board of Education Meeting June 13, 2018

CALL TO ORDER: A meeting of the Salem City Board of Education is called to order at 6:01 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 |
| Yuenge Groce | Heidi Holden | Joan Hoolahan |
| Rebecca Livingston | Daffonie Moore (Arrived 6:05 PM) | Stephanie Walsh (Arrived 6:05 PM) |

District Representatives:

Quinton: Alicia Sperry (Absent)

Administrators:

| | |
|-------------------------------------------------|----------------------------------------------------|
| Dr. Patrick Michel, Superintendent | Pascale DeVilmé, Principal Salem Middle School |
| Herbert Schectman School Business Administrator | Pamela Thomas, Director of Special Services |
| Michele Beach, VP Salem Middle School | Linda Del Rossi, Supervisor of Literacy/SS PreK-12 |
| Syeda Woods, Principal John Fenwick Academy | John Mulhorn, Principal Salem High School |
| Gia Guyton, VP of Early Childhood | Jordan Pla, VP Salem High School |
| Darryl Roberts, VP Salem High School | |

OTHERS: Mr. Corey Ahart- Solicitor

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.

AUDIENCE PARTICIPATION

Ms. Arlene Maiden, 305 Casey Street

- Concern: Children dismissed at SMS through parking lot, we should plan for next year to make this safer.

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PRESENTATION

Students of the month for May 2018:

| | | | |
|---------------------|----------------|---------|----------------|
| John Fenwick School | Ja'Kyla Roots | Grade 2 | Ms. Crawford |
| | Grishel Pineda | Grade 2 | Ms. Maccarone |
| Salem High School | Savanna Harvey | Grade 9 | Administration |
| | Trevor Buzby | Grade 9 | Administration |
| Salem Middle School | Dakirah Gray | Grade 4 | Ms. Bacon |
| | Troy Dixon | Grade 4 | Mr. Humenik |

PRESENTATION

Rob Notley – New Road Construction

- Presented PowerPoint updates to the Board on the track and field project

BOARD COMMITTEE REPORTS

Finance Committee

- There were no reports from the Finance Committee during this meeting.

Curriculum Committee

- There were no reports from the Curriculum Committee during this meeting.

Personnel Committee

- The committee supports the personnel recommendations.

PRINCIPALS'/ADMINISTRATORS' REPORTS AND COMMENTARY

JFA Commentary/Event Activities included: May 4th a visit from Dr. Recess. May 9th, Assembly with Kevin Sherry author and artist. May 10th, Mom and muffins hosted by Connor pre-K. May 15th, Aesops Bops Assembly. May 18th, Daddy-Daughter Dance hosted by K. Wright. May 22nd JFA Annual spring fling and health fair. May 25th, Reader Challenge assembly for grades k-2. June 5th, 2nd grade beach trip. June 7th, Special Education fashion show hosted by Ms. Paris. June 8th, Field Day for Pre-K to 2nd grade. June 11th, second grade transition trip to SMS. June 15th, students last day of school. June 18th, staff last day of school.

SMS Commentary/Event Activities included: The Middle School enrollment stands at 387 students. They are pleased to announce that at this year's Annual PSE&G Salem County Math Showcase the Eighth Grade team won 1st place, and the Sixth grade team took 3rd place in their respective categories. The Middle School students showed tremendous growth as indicated by their fourth quarter Lexile scores. In June 64% of our students showed a year or more in academic growth. SMS completed the quarterly math assessments today June 13th, and will have those results to all at the annual Board Retreat. As a result of the students' outstanding performance this marking period both high achieving students and VIP members were rewarded with a Dress-Down Day, a pizza party, cookies & juice day, and ice cream vouchers. The Eighth Grade Graduates enjoyed a lovely evening of dancing and celebrating on June 8th. The "Under the City Lights" dance was hosted by Student Council and chaperoned by the

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eighth grade teachers and middle school administration. SMS staff hopes to see everyone on Thursday, June 14th at 6:00pm. They will host the commencement exercises for the Eighth grade in the SHS auditorium.

SHS Commentary/Event Activities included: Ms. Murray is SHS Teacher of the Year! She was recognized along with other school district personnel at the Tribute to Excellence reception at Salem Community College on May 24th. Congratulations Ms. Murray! The annual 4A breakfast was held at Centerton Country Club on May 25th. Students recognized were: Katie Ridgway, Mya Avant, Michaela Dubois, Sierra Brown and Sarah Sharp.

SUPERINTENDENT'S COMMENTS/REPORTS

Motion (Colon/Bentley) Board approved regular and executive minutes of May 2, 2018 Board of Education meeting.

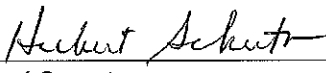
Motion approved by unanimous voice vote of 9-0-0; Ayes: Adams, Bentley, Colon, Holden, Hoolahan, Livingston, Moore, Walsh and Groce Nays: 0 Abstain: 0

BOARD SECRETARY/BUSINESS ADMINISTRATOR REPORTS

Board Reports (Exhibit A)

Motion (Colon/Bentley) Board approved the Board Secretary's reports in memo: **#2-A-E-12/DIST***.

- 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 April 2018.
- B. *Pursuant to N.J.A.C. 6A:23A-16.10 (c) 3, I certify for the month ending April 2018 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 April 2018 as follows:



Board Secretary

7/11/18
Date

- C. *Treasurer's Report in accordance with 18A:17-36 and 18A:17-9 for the month of April 2018 The Treasurer's Report and Secretary's Report are in agreement for the month of June 2018 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 April 2018 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)
To approve Purchases Report for May 2018 \$209,832.55

To approve Payment of Bills for June 2018
General Account \$1,279,075.31

Board approved that the Business Administrator be authorized to process additional invoices for payment for the current and next fiscal year with Board confirmation at the next regular board meeting.

Board approved the Business Administrator be authorized to do account transfers that may be needed to close the fiscal year with Board confirmation at the next regular board meeting.

Confirmation of payrolls for May 2018
May 15, 2018 General Acct. Transfer \$692,153.98
May 30, 2018 General Acct. Transfer \$951,563.26

Motion approved by unanimous voice vote of 9-0-0; Ayes: Adams, Bentley, Colon, Holden, Hoolahan, Livingston, Moore, Walsh and Groce Nays: 0 Abstain: 0

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Miscellaneous

Motion (Colon/Bentley) Board approved: **#2-F-12/DIST**

1. The Salem City Board of Education authorized the architectural firm of REGAN YOUNG ENGLAND BUTERA, PC. (RYEBREAD) to submit to the Department of Education the necessary documentation for an "Other Capital Project", thus the BOE is not seeking State funding for the funding for the following Salem City High School:
 - 1.) 6 lane track with high jump, pole vault & long jump areas;
 - 2.) regrading the storm water management of the existing practice field; and
 - 3.) 4-foot-high fencing around the facility footprint.

NJDOE State Project Number: 4630-050-18-1000

2. The Salem City Board of Education authorized the architectural firm of REGAN YOUNG ENGLAND BUTERA, PC. (RYEBREAD) to amend the District's Long Range Facilities Plan to include the following at the Salem City High School:
 - 1.) 6 lane track with high jump, pole vault & long jump areas;
 - 2.) regrading the storm water management of the existing practice field; and
 - 3.) 4-foot-high fencing around the facility footprint.

NJDOE State Project Number: 4630-050-18-1000

3. Board approved the Salem County Special Services School District to provide Occupational and Physical Therapy Services per IEP, to those students who will be attending the 2018 Extended School Year Program. Costs for services will be \$92.00 per hour. Not to exceed \$20,000.00. Approximate number of students who will be receiving services are:
23 students for Occupational Therapy Services
7 students for Physical Therapy Services
Account #11-000-216-320R-00-CST

4. Board approved the contract with Bayada Nurses for student (01260074) in the 2018 Extended School Year Program and students (01260074 & 01250039) for the 2018-2019 school year. The rate will be \$49.00 per hour for RN services and \$39.00 per hour for LPN services. Not to exceed \$7,000.00 for the ESY Program and \$90,000.00 for the 2018-2019 school year.
Account #11-000-217-320R-00-CST

5. The board accepted \$2,000.00 from the Hoffman DiMuzio Law Offices. These funds will be awarded by \$1,000 scholarships to two Salem High School students, one male and one female: Sierra Brown and De'Andre Sanders.

6. Board approved the application and acceptance of the Elementary and Secondary Education Act (ESEA) Grant for the 2018-2019 school year in the amount of:
Title I Part A - \$867,676
Title II Part A - \$86,638
Title IV - \$52,274
Board approved the acceptance of the ESEA Grant upon state approval of the application.
Board approved the submission of the Perkins Secondary Consolidated Applications and the acceptance of the award in the amount of \$12,877 for 2018-2019.

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7. Board approved Duff & Phelps to update fixed assets accounting record for the 17-18 school year for \$6,950. Consulting services will include inventory, reconcile, and report of historic cost of the district's fixed assets and research and report insurable value of certain district property.
8. Per the settlement agreement regarding student (01250075), authorized permission to contract Ellen G. Topier from Maxability Learning in Cherry Hill, NJ, to provide a reading evaluation for a middle school special education student. Cost of this assessment is \$1,200.00.
Account #11-000-216-320-00-CST
9. The Board of Education adopted the resolution to borrow funds due to the delay in June state school aid payments.

BORROWING DUE TO DELAY IN JUNE 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 June state school aid payment; and

Whereas, both June State School Aid payments are delayed until July, the Salem City School District will need to borrow funds totaling \$1,000,000 to meet general fund and preschool expenditures for June; and

Whereas, the Salem City School District will borrow the funds from Franklin Bank no earlier than June 8, 2018 at 3% interest; and

Whereas, the State of New Jersey will pay the Salem City School District in full the principal of the amount of \$600,000 borrowed and interest of \$1,650.00 no later than July 11, 2018.

Whereas, the Salem City School District will repay to the bank in full the principal and interest of the amount of \$400,000 borrowed and interest of \$633.33 no later than July 11, 2018 or interest of \$1,700.00 for \$600,000 no later than July 12, 2018 or interest of \$666.67 for \$400,000 no later than July 12, 2018; and

Therefore be it resolved by the Board of Education of the Salem City School District, approve of the borrowing of funds totaling \$1,000,000 at 3% interest due to the delay in the June State School Aid payments.

10. Board approved the Standard Operating Procedures (SOP) Internal Control Document for the standard business office practices per NJAC 6A:23A-6.4 & 6.6 and any amendments made thereof as of July 1, 2018 to June 30, 2019. The Business Administrator is responsible to oversee the procedures described in the document.
11. Board approved the participation in the Summer Food Service Program through the Child Nutrition Program (CNP). The Salem City School District will agree to serve free breakfast, lunch, and snacks to all SCSD summer students. These meals will be reimbursed at the NJ Department of Agriculture approved funding rate of \$1,073,522.20. The district has been approved to be a sponsor for agencies under the SFSP for the summer of 2018.

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12. Board named the Franklin Savings as Depository of School Funds, opening deposit accounts and authorized facsimile signatures.

Signatories on Accounts

| Checking Accounts | Number/Position of Signatories Required | Stamped |
|--------------------------|-------------------------------------------------|-----------------------|
| SHS/Pupil Fund | (2) VP\Site Management, and HS Principal or SBA | Manual Signature Only |
| SHS/Athletics Fund | (2) VP\Site Management, and HS Principal or SBA | Manual Signature Only |
| JFS/Pupil Fund | (2) JFS Principal, Vice Principal or SBA | Manual Signature Only |
| SMS/Pupil Fund | (2) SMS Principal, Vice Principal or SBA | Manual Signature Only |
| BOE/General Fund | (3) SBA, President & Treasurer | President & Treasurer |
| BOE/Food Service | (3) SBA, President & Treasurer | President & Treasurer |
| BOE/Capital Projects | (3) SBA, President & Treasurer | President & Treasurer |
| BOE/Net Salary | (1) SBA or Treasurer | Treasurer |
| BOE/Agency | (1) SBA or Treasurer | Treasurer |
| BOE/Uniform Trust | (1) Superintendent or SBA | Manual Signature Only |

| Savings Accounts | Number/Position of Signatories Required | Stamped |
|-------------------------|------------------------------------------------|-----------------------|
| Robert Johnson | (1) SBA | Manual Signature Only |
| James Patrick | (1) SBA | Manual Signature Only |
| R.M. Acton | (1) SBA | Manual Signature Only |
| S. Llanos | (1) SBA | Manual Signature Only |
| Class of 1990 | (1) SBA | Manual Signature Only |
| Marion Finlaw | (1) SBA | Manual Signature Only |

13. Board approved the official newspapers for the 2018-2019 school year as the South Jersey Times and the Courier Post or any other newspaper which the district deems necessary. Locations will be designated for postings of Public Notices from Board of Education Meetings, General Offices, District's Board Office and the Faculty Rooms of the District's schools.
14. Petty cash funds may be disbursed only for the immediate payment of comparatively small expenditure and may not be used to circumvent the regular purchasing procedures of this district.
Board approved for the following Petty Cash Funds in the stated amounts:

| <u>Account</u> | <u>Amount</u> |
|-----------------------|---------------|
| Administrative Office | \$300.00 |
| High School | \$180.00 |
| Middle School | \$180.00 |
| John Fenwick Academy | \$180.00 |
| Child Study Team | \$100.00 |

Reference: SCSD Policy 3451 Series 3000

15. **Resolution authorizing the Procurement of Goods and Services through the New Jersey Division of Purchase and Property State Contract for the 2018-2019 School Year**

WHEREAS, Title 18A: 18A-10 provides that a Board of Education, without advertising for bids or after having rejected all bids obtained pursuant to advertising therefore, by resolution may purchase any goods or services pursuant to a contract or contracts for such goods or services entered into on behalf of the State by the Division of Purchase and Property, and

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WHEREAS, the SALEM CITY BOARD OF EDUCATION has the need, on a timely basis, to procure goods and services utilizing state contracts, and

WHEREAS, the SALEM CITY BOARD OF EDUCATION desires to authorize its purchasing agent for the 2018-19 school year to make any and all purchases necessary to meet the needs of the school district throughout the school year,

NOW THEREFORE BE IT RESOLVED, that the SALEM CITY BOARD OF EDUCATION does hereby authorize the district Purchasing Agent to make purchases of goods and services entered into on behalf of the State by the Division of Purchase and Property utilizing all vendors (i.e. School Specialty for school supplies, and CDW Government, Inc for computers & supplies, and Grainger Equipment & Supplies for facility supplies) as approved by the New Jersey Division of Purchase

16. Board approved for EPIC Environmental to complete AHERA Asbestos Management Program for the 2018-2019 school year. Cost not to exceed \$2,000.00.
17. Board approved the renewing the line of credit of \$1,000,000 with a 3% interest rate with Franklin Bank effective June 1, 2018 through May 30, 2019.
18. Board of Education approved a \$.10 increase for (2nd) second, lunch prices for all students. The district will however, offer free first meals to all students as a Community Eligible Provision (CEP) district. The staff lunch will increase by \$.15 due to the requirements of the Healthy, Hunger-Free Kids Act of 2010. The 2nd lunch and staff pricing is below:

| | <u>2nd Lunch</u> | <u>Breakfast</u> |
|---------------------|-----------------------------|------------------|
| JFA | \$2.65 | N/A |
| SMS | \$2.80 | N/A |
| SHS | \$2.80 | N/A |
| Staff (All Schools) | \$3.90 | \$2.85 |

N.J.A.C. 2:36-1.10 requires that adult meal prices shall be established to cover all costs associated with production and service of the adult meal. There is no maximum set for adult prices.

19. Board approved for EPIC Environment to prepare and maintain the 2018 Right to Know Survey and an annual inventory of hazardous chemicals.
20. Board approved the Chart of Accounts as provided by the NJDOE, and to adopt current Board Policies.

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21. Board approved the following 2018-2019 payment schedule of school taxes based upon the tax levy for the General Fund at \$2,392,321 and the Debt Service Fund at \$105,620.00 to meet this requirement:

| Due Date | General Fund | Debt Service Fund |
|------------------|---------------------|--------------------------|
| <u>7/1/2018</u> | 199,360.08 | <u>\$52,810.00</u> |
| <u>8/1/2018</u> | 199,360.08 | |
| <u>9/1/2018</u> | 199,360.08 | |
| <u>10/1/2018</u> | 199,360.08 | |
| <u>11/1/2018</u> | 199,360.08 | |
| <u>12/1/2018</u> | 199,360.08 | |
| <u>1/1/2019</u> | 199,360.08 | <u>\$52,810.00</u> |
| <u>2/1/2019</u> | 199,360.08 | |
| <u>3/1/2019</u> | 199,360.08 | |
| <u>4/1/2019</u> | 199,360.08 | |
| <u>5/1/2019</u> | 199,360.08 | |
| <u>6/1/2019</u> | 199,360.12 | |

22. Board approved of the following appointment of district assignments for the 2018-2019 school year:
- | | |
|--------------------------------------------------|-------------------|
| 504 District Coordinator | Pamela Thomas |
| Affirmative Action Officer | Pamela Thomas |
| AHERA Compliance Officer | Herbert Schectman |
| American Disabilities Act Coordinator | Pamela Thomas |
| Custodian of Records (Open Public Records Law) | Herbert Schectman |
| Harassment Intimidation and Bullying Coordinator | Padilla Group |
| Integrated Pest Management Coordinator | Dennis Spence |
| John Fenwick Officer | Syeda Woods |
| Public Agency Compliance Officer (P.A.C.O.) | Herbert Schectman |
| Salem High Officer | John Mulhorn |
| Salem Middle Officer | Pascale DeVilme |
| School Resource Officer | Larry Brown |
| School Safety Specialist | Herbert Schectman |
| Title IX | Darryl Roberts |
23. Be it resolved that the Salem City Board of Education does not require the Archway Schools to charge students for reduced and/or paid meals provided as part of their educational program in compliance with the NJ Department of Agriculture's Child Nutrition Program regulations.
24. Board approved the Salem County Improvement Authority Waste Disposal Agreement and Salem City Board of Education. The agreement term is July 1, 2018 through June 30, 2019 not to exceed \$42,000.00.
25. Board approved to apply for SIA Funds (Comprehensive Schools/Salem Middle School) in the amount of \$109,716.00. These funds are for July 1, 2017 – June 30, 2018. ESSA Grant – 2017-2018.

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26. Board approved for the refusal of the ESSA Title III Funds in the amount of \$3, 065.00 for the FY 2019. This amount will be allocated for the County Consortium.
27. The Board of Education approved the use of The Pennoni Associates, Inc.as a subconsultant to New Road Construction Management to assist in the design, surveys and planning for the Track and Field project. The costs of this subconsultant contract will not exceed \$85,800.
28. Board approved the employment of Ms. Paulette Taylor, Speech/Language Therapist for the Extended School Year Program. Ms. Taylor will be providing services to approximately 38 speech/language students per their IEP. Cost will be \$45.00 per hour, not to exceed \$3,000.00
Acct #11-000-219-320-00-CST

29. **Transfer of Current Year Surplus to Reserve**

WHEREAS, NJSA 6A:23A-14.3 and 6A:23A-14.4 permit a Board of Education to establish and/or deposit into capital reserve accounts at year end, and

WHEREAS, the aforementioned statutes authorize procedures, under the authority of the Commissioner of Education, which permit a board of education to transfer anticipated excess current revenue or unexpended appropriations into reserve accounts during the month of June by board resolution, and

WHEREAS, the Salem Board of Education wishes to deposit anticipated current year surplus into a Capital Reserve account at year end, and

WHEREAS, the Salem Board of Education has determined that (an amount not to exceed) \$500,000.00 is available for such purpose of transfer;

NOW THEREFORE BE IT RESOLVED by the Salem Board of Education that it hereby authorizes the district's School Business Administrator to make this transfer consistent with all applicable laws and regulations.

30. Board approved Dr. Isiaka A. Bolarinwa, M.D., Psychiatrist for the 2018-2019 school year. Dr. Bolarinwa will be called in on an as-needed basis for students who are required to have a psychiatric evaluation. Cost will be \$500.00 per evaluation, not to exceed \$20,000.00 for the school year.

31. **Transfer of Current Year Surplus to Reserve**

WHEREAS, NJSA 6A:23A-14.3 and 6A:23A-14.4 permit a Board of Education to establish and/or deposit into tuition reserve accounts at year end, and

WHEREAS, the aforementioned statutes authorize procedures, under the authority of the Commissioner of Education, which permit a board of education to transfer anticipated excess current revenue or unexpended appropriations into reserve accounts during the month of June by board resolution, and

WHEREAS, the Salem Board of Education wishes to deposit anticipated current year surplus into a Capital Reserve account at year end, and

WHEREAS, the Salem Board of Education has determined that (an amount not to exceed) \$20,655.00 is available for such purpose of transfer;

NOW THEREFORE BE IT RESOLVED by the Salem Board of Education that it hereby authorizes the district's School Business Administrator to make this transfer consistent with all applicable laws and regulations.

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32. Resolved that the Salem City Board of Education, having participated in a Reverse Auction Process conducted by EnerNOC for the Salem City School District, received the three lowest bids for an All-In (Capacity & Transmission Pass Thru) - Fixed price bid as follows:

| | |
|--------------------------------|--------------|
| South Jersey Energy Company | 0.051690/kWh |
| Constellation New Energy, Inc. | 0.053010/kWh |
| ECP&G | 0.054000/kWh |

The South Jersey Energy Company, a responsible bidder, has submitted the lowest cost bid. Therefore, the Salem City BOE authorized Herbert Schectman, Business Administrator, to enter into a three-year contract with the lowest bidder to provide energy services to the district. Anticipated savings approximately \$110,000 over 3 years. The current rate is 0.07856 kWh.

Motion approved by roll call voice vote of 9-0-0; Ayes: Adams, Bentley, Colon, Holden, Hoolahan, Livingston, Moore, Walsh and Groce Nays: 0 Abstain: 0

Contract Renewals

Motion (Colon/Bentley) Board approved: **#2-G-12/DIST**

1. Board approved to authorize the awarding for professional services for a one-year term, Commencing June 30, 2018 until the reorganization of the Board of Education in 2019, without competitive bidding:

- **Board Solicitor**
Corey Ahart, Esquire \$42,500
- **Attorney**
Chance & McCann (Based on Need)
- **Auditor**
Bowman & Company, LLP Henry Ludwigsen \$42,500
Acknowledge the receipt, review and evaluation of the external peer/quality report
- **Brokers of Record**
Brown & Brown Benefit Advisors (Based on Need)
Conner Strong (Based on Need)
- **HIB Consultant & School Security Services**
Padilla Group \$12,000
- **School Physician**
Dr. Joseph LaCavera III D.O. \$22,500
- **Travel Agent**
Patten Travel (Based on Need)
- **Treasurer of School Funds**
Linda Jones \$4,029
- **Architect**
RYEBREAD (Current projects - Based on need)
Garrison Architects (Current projects - Based on need)
- **Construction Manager**
New Road Construction (Current projects - Based on need)
- **Policy Consultant Services**

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- Business Communications Strategies Greg Peterson \$500 & \$50/hr for work performed
- **Environmental Services**
 - Epic Environmental Services-Right to Know \$4,750
- **Professional Development**
 - Center of Evidence Based Education (Based on Need)
 - 21st Century, STEM (Based on Need)
- **Other**
 - Wright Choice (Based on Need)
 - Invo Healthcare Associates (Based on Need)
 - Bayada Nursing (Based on Need)
 - Apple, Inc. (Sole Source) (Based on Need)
 - Edmentum (Based on Need)

2. **NJASBO Guidance for P.L. 2015, Chapter 47**

Report of Awarded Contracts – due by July 1

Pursuant to PL 2015, Chapter 47 the Salem City Board of Education intends to renew, award, or permit to expire the following contracts previously awarded by the board of education. These contracts are, have been, and will continue to be in full compliance with all state and federal statutes and regulations; in particular, New Jersey Title 18A:18. et.seq, NJAC Chapter 23, and Federal Uniform Administrative Requirements 2CFR, Part200.

3. Board approved the contract with Metz Culinary Management, Inc. as the district Food Service Management Company for the 2018-2019 school year.
- In May, we asked for Requests for Proposal (RFP) for our Food Services program. We received interest and requests for the RFP documents from six (6) food management company. The RFP process closed on June 5, 2018. At that time, the only response received was from Metz Culinary Management company. Their bid met the RFP specifications in all respects. The company's management fee will be capped at \$50,000 payable in equal monthly installments.
- The contract guarantees that the bottom line on the operational financial report for 2018-2019 school year shall be a profit of not less than \$50,000.00.

Motion approved by roll call voice vote of 9-0-0; Ayes: Adams, Bentley, Colon, Holden, Hoolahan, Livingston, Moore, Walsh and Groce Nays: 0 Abstain: 0

STUDENT MATTERS

A. Field Trips/Activities #4-A-12

Motion (Colon/Bentley) Board approved: **#4-A-12**

1. Board approved the John Fenwick and Salem Middle School Extended School Year students and staff to attend Menold's Heavenly Acres Farm, 54 Vestry Road, Swedesboro, NJ. The trip will take place on Wednesday, July 25th from 9:00 a.m. to 12:30 p.m. for the Fenwick students and Thursday, July 26th from 9:00 a.m. to 12:30 p.m. for the Middle School students. Only cost for the trip will be for the bus which will be approximately \$225.00 x 2 days.
Account #15-000-270-512-01-JFS
#15-000-270-512-02-SMS

2. Board approved the attendance, including travel expenses, \$4,079.00, to the University of Virginia, Old Dominion University, and Norfolk State University football camps, for Montrey Wright, David Hunt, Cameron Smith, Lamont Johnson, and Curtis Schofield. Also, to include members of the Salem High School football team. The trip will run from 06/22/18 – 06/24/18.

3. Board approved the following Middle School field trips:

| | | |
|----------------------------------------------------------------------------------------------|-------------------------------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------|
| Thrills & Chills Music Festival Manchester, NJ Six Flags Amusement Park Jackson, NJ | Choral Competition Approx. 24 Students | Ms. Kettrell, Ms. Laubengeyer, Mr. Lindsay, Ms. Skinner 1 sub - \$125.00 15-120-100-101S-02-SMS 1 bus - \$222.16 15-000-270-512-02-SMS |
| American Young Voices Liacouras Center Philadelphia, PA | Choral Workshops/Concert Approx. 24 Students | Ms. Kettrell, Ms. Laubengeyer, Mr. Lindsay 1 bus – \$222.16 15-000-270-512-02-SMS |

4. Board approved that the School Based Director Kellie Smith conduct a summer program for new incoming students to Salem High School.
The summer program received permission for the following field trips:
-College Tour – University of Delaware
-Philadelphia Pedicycle Tour
-Main Event Activity Center in Newark, DE

Motion approved by unanimous voice vote of 9-0-0; Ayes: Adams, Bentley, Colon, Holden, Hoolahan, Livingston, Moore, Walsh and Groce Nays: 0 Abstain: 0

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

Motion (Colon/Bentley) Board approved: **#7-C-12**

1. Board approved the following home instruction and out of district students:

| Student ID | Health Care/teacher | Costs (Prorated) | Effective Date | Account # |
|------------|----------------------------------------------------------------|----------------------------|---------------------|-----------------------|
| 01280028 | A Step Ahead Bridgeton, NJ | \$32.00/hr. 10 hrs./wk. | 04/23/18 6 wks. | 11-150-100-101-00-BUS |
| 01310035 | A Step Ahead Bridgeton, NJ | \$32.00/hr. 10 hrs./wk. | 05/03/18 6 wks. | 11-150-100-101-00-BUS |
| 01240164 | A Step Ahead Bridgeton, NJ | \$32.00/hr. 10 hrs./wk. | 04/30/18-TBD | 11-219-100-320-00-CST |
| 01220194 | A Step Ahead Bridgeton, NJ | \$1,920.00 | 04/10/18 30 days | 11-219-100-320-00-CST |
| 01230167 | Meadow Wood Behavioral Health Hospital New Castle, DE | \$1,760.00 | 06/04/18 30 days | 11-219-100-320-00-CST |

- 2.

| Student ID | Cost | Start Date |
|------------|------------|------------|
| 01270146 | \$32.00/hr | 05/30/18 |
| 01270129 | \$32.00/hr | 06/06/18 |
| 01250138 | \$32.00/hr | 06/11/18 |

3. Board approved the following students to attend Out of District placements for the ESY Program:

| Student ID | School | Grade | Tuition | Dates | Account # |
|------------|------------------------------------|-------|------------|------------------------|-----------------------|
| 01300066 | GCSSSD – Shady Lane Dev. Center | PK | \$4,325.00 | 07/09/18- 08/09/18 | 11-000-100-565-00-BUS |
| 01300091 | Archway Program | PK | \$7,847.70 | 07/02/18- 08/20/18 | 11-000-10-566-00-BUS |
| | 1-1 Aide | | \$4,900.00 | | |
| 01290147 | Archway Program | 1 | \$7,847.70 | 07/02/18- 08/20/18 | 11-000-10-566-00-BUS |
| 01240078 | Pennsville School | 10 | \$8,910.00 | 07/09/18- 08/02/18 | 11-000-100-566-00-BUS |
| | 1-1 Aide | | \$1,075 | | 11-000-100-566-00-BUS |
| 01210012 | Pineland | 10 | \$8,910.00 | 07/09/18 – 08/17-18 | 11-000-100-566-00-BUS |
| 01260088 | SCSSSD - Salem | 4 | \$4,700.00 | 7/9/18 - 8/16/18 | 11-000-100-565-00-BUS |
| 01220064 | SCSSSD - Salem | 6 | \$4,700.00 | 7/9/18 – 8/16/18 | 11-000-100-565-00-BUS |
| 01220094 | SCSSSD – Salem | 8 | \$4,700.00 | 7/9/18 – 8/16/18 | 11-000-100-565-00-BUS |
| 01250170 | SCSSSD – Salem | 5 | \$4,700.00 | 7/9/18 – 8/16/18 | 11-000-100-565-00-BUS |

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| | | | | | |
|----------|------------------------|----|------------|---------------------|-----------------------|
| | 1-1 Aide | | \$3,450.00 | | |
| 01210231 | SCSSSD – Salem | 9 | \$4,700.00 | 7/9/18 – 8/16/18 | 11-000-100-565-00-BUS |
| 01270084 | SCSSSD - Cumberland | 2 | \$4,700.00 | 7/9/18 – 8/16/18 | 11-000-100-565-00-BUS |
| | 1-1 Aide | | \$3,450.00 | | 11-000-100-565-00-BUS |
| 01300016 | SCSSSD – Cumberland | K | \$4,700.00 | 7/9/18 – 8/16/18 | 11-000-100-565-00-BUS |
| 01290097 | SCSSSD - Cumberland | K | \$4,600.00 | 7/9/18 – 8/16/18 | 11-000-100-565-00-BUS |
| | 1:1 Aide | | \$3,450.00 | | 11-000-100-565-00-BUS |
| 01260047 | SCSSSD - Cumberland | 4 | \$4,600.00 | 7/9/18 – 8/16/18 | 11-000-100-565-00-BUS |
| | 1-1 Aide | | \$3,350.00 | 7/9/18 – 8/16/18 | 11-000-100-565-00-BUS |
| 01240167 | SCSSSD – Cumberland | 6 | \$4,600.00 | 7/9/18 – 8/16/18 | 11-000-100-565-00-BUS |
| | 1-1 Aide | | \$3,350.00 | 7/9/18 – 8/16/18 | |
| 01260076 | SCSSSD - Cumberland | 2 | \$4,700.00 | 7/9/18 – 8/16/18 | 11-000-100-565-00-BUS |
| | 1-1 Aide | | \$3,450.00 | 7/9/18 – 8/16/18 | 11-000-100-565-00-BUS |
| 01230049 | SCSSSD - Daretown | 6 | \$4,700.00 | 7/9/18 – 8/16/18 | 11-000-100-565-00-BUS |
| 01270027 | SCSSSD - Daretown | 3 | \$4,700.00 | 7/9/18 – 8/16/18 | 11-000-100-565-00-BUS |
| 01170146 | SCSSSD – TCP | 12 | \$4,700.00 | 7/9/18 – 8/16/18 | 11-000-100-565-00-BUS |

4. Board approved a LAC student (01210124) to attend the Extended School Year Program at the Salem Middle School. The program will run from July 2 to August 2, 2018. LAC will be responsible for the cost of tuition and transportation.
5. Per the settlement agreement regarding student (01250075) granted permission to contract Dr. Cherrie Ligameri to provide home instruction for middle school special education student, pending receipt of her clearances and final interview. Cost for instruction is \$39.00 per hour, 2.5 hours per day, 2 days per week. Start date TBD.
Account #11-000-216-320-00-CST

Motion approved by unanimous voice vote of 9-0-0; Ayes: Adams, Bentley, Colon, Holden, Hoolahan, Livingston, Moore, Walsh and Groce Nays: 0 Abstain: 0

PERSONNEL

A. Resignation/Retirement

Motion (Colon/Bentley) Board approved: **#8-A-12**

1. Board approved the retirement of Mr. Charles Mellon, Teacher of Fine Arts for Salem High School, effective June 30, 2018.
2. Board approved the retirement of Ms. Christina Cottman-Pierangeli, Dance Instructor for Salem High School, effective June 30, 2018.

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3. Board approved the resignation of Ms. Rachel Fernicola, Science Teacher at Salem Middle School, effective June 18, 2018.

Motion approved by unanimous voice vote of 9-0-0; Ayes: Adams, Bentley, Colon, Holden, Hoolahan, Livingston, Moore, Walsh and Groce Nays: 0 Abstain: 0

B. Transfer/Reassignment

Motion (Colon/Bentley) Board approved: **#8-B-12**

1. Board approved that the following faculty members be transferred within Salem Middle School:
Ms. Karen Braun – Grade 8 Mathematics teacher to Grade 4 teacher
Ms. Alicia Seran – Grade 3 teacher to Grade 4 teacher
Ms. Tara McDermott – Grade 4 teacher to Grade 3 teacher

Motion approved by unanimous voice vote of 9-0-0; Ayes: Adams, Bentley, Colon, Holden, Hoolahan, Livingston, Moore, Walsh and Groce Nays: 0 Abstain: 0

C. Employment

Motion (Colon/Bentley) Board approved: **#8-C-12**

1. Board approved the following substitute for the 2017-2018 school year:
Chelsea Lovell Pennsville Substitute Certificate
2. Board approved the employment of the following individuals as Substitute Custodians:
Charles Thomas
Ramon Bentley
Keanen Cheeks Jr.
3. Board approved the following Salem City School District students as Summer Youth Employees from June 25, 2018 to August 30, 2018 at a rate of \$8.60 per hour.

| | | | |
|----------------------|---------------------------|------|----------------------|
| Office Assistants: | Ranija Gresham | (AM) | John Fenwick Academy |
| | Jasalene Maldonado | (PM) | John Fenwick Academy |
| | Quadier Adams | (AM) | Salem Middle School |
| | Alyssa Segarra | (PM) | Salem Middle School |
| | Cheyenne Banks | (AM) | Salem High School |
| | Akina Nichols | (PM) | Salem High School |
| Computer Assistants: | Jerome Crews | (AM) | John Fenwick Academy |
| | Zakirah Jones | (AM) | John Fenwick Academy |
| | Kevin Gbankor | (AM) | Salem Middle School |
| | Juan Gonzalez-Rivera | (AM) | Salem Middle School |
| | Vincent Corbin | (AM) | Salem High School |
| | Airecelis Gonzalez-Rivera | (AM) | Salem High School |
| General Maintenance: | Gage Ausland | (PM) | SCSD |
| | Shazira Barge | (PM) | SCSD |
| | Joseph Bonilla | (AM) | SCSD |
| | Da'Shon Bundy | (AM) | SCSD |
| | Jahiem Henson | (PM) | SCSD |
| | Lamiysha Iverson | (PM) | SCSD |

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| | | |
|------------------|------|------|
| Damien Nichols | (PM) | SCSD |
| Octavian Pitts | (PM) | SCSD |
| Jacob Potter | (PM) | SCSD |
| Kristopher Regan | (AM) | SCSD |
| Yaiseer Rodgers | (PM) | SCSD |
| Marissa Seals | (AM) | SCSD |
| Brandon Valle | (PM) | SCSD |

The Summer Youth employment hours are as follows:

Office Assistants AM= 8:00 am to 12 noon and PM= 12 noon to 4:00 pm

Computer Assistants AM= 8:00 am to 12 noon and PM= 12 noon to 4:00 pm

General Maintenance AM= 7:00 am to 11:00 am and PM= 11:00 am to 3:00 pm

All Summer Youth Employees must report to the Salem Middle School to sign in and out daily, unless using a time-card.

Motion approved by unanimous voice vote of 7-0-2; Ayes: Adams, Colon, Holden, Hoolahan, Livingston, Walsh and Groce Nays: 0 Abstain: 2- (Bentley #2 & #3), (Moore #3)

D. Financial Request:

Motion (Colon/Bentley) Board approved: **#8-D-12**

1. Board approved the following health waiver:

Health, prescription and dental waiver

| <u>Name</u> | <u>Annual Amount</u> | <u>Account#</u> | <u>June Payment</u> |
|--------------|----------------------|-----------------------|---------------------|
| Anita Garcia | \$3,827.46 | 15-000-290-291-01-JFA | \$3,827.46 |
| John Bacon | \$1,099.69 | 15-000-290-291-02-SMS | \$1,099.69 |

3. Board approved the following salary adjustment for Ms. Kaneisha Boyce, paraprofessional at John Fenwick Academy.
From \$20,551 (Step 4 Tier 3) to \$23,333 (Step 6 Tier 4)

4. Board approved the Odyssey of the Mind Program (Grades 1 & 2) to be held at the John Fenwick Academy.

Teachers (Grades 1 & 2) Cheryl Flitcraft
Deanna Livingston

Teachers will be compensated at the contractual rate.

- 4 days per week (Monday through Thursday)
- 3.5 hours per day (8:30 am to 12:00 noon)
- 6 weeks in duration (July 2 through August 9)

3.5 hours per day x 23 days x \$34.00 per hour x 2 teachers = \$5,474.00

August 9th Field Trip – 6 hours per day x 1 day x \$34 x 2 staff = \$408.00

Funds available in Account 20-231-100-100R-00-SPP

ESSA – Title I – 2018-2019

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5. Board approved the operation of Summer School for the remediation of select students in grades 3 through 8 at the Salem Middle School. The program will begin July 2, 2018 and operate Monday through Thursday from 8:00 am to 1:00 pm until August 9, 2018.

Furthermore, Board approved for the employment of the following certified teachers as instructors in the Salem Middle School's Summer School 2018 Remediation Program:

| <u>Name</u> | <u>Subject Area</u> |
|------------------|---------------------------------------|
| Angela Crowley | Grade 3/4 – LA/Literacy & Mathematics |
| Tara McDermott | Grade 5/6 – LA/Literacy & Mathematics |
| Patricia Stewart | Grade 7/8 – LA/Literacy |
| Randi Griffith | Grade 7/8 – Mathematics |
| Roger Call | Substitute Teacher |
| Rhonda Lusby | Substitute Teacher |
| Deanna Micalizzi | Substitute Teacher |

The teaching staff will be paid the rate of \$34.00/hour x 5 hours/day x 23 days x 4 teachers = \$15,640.00.00

Account #20-231-100-100R-00-SPP

The aforementioned calculations are subject to possible change as a result of enrollment and availability.

6. Board approved the following staff members to perform summer hours:
Nurse – Ms. Sandra Laubengeyer 25 hrs. @ \$34.00 (\$850.00)

The nurse assists in the enrollment of new students by obtaining their health history, checking their immunizations, health problems, etc.: transfer medical records of students moving out of the district, check students entering 6th grade for compliance of mandated immunizations -Tdap and meningococcal vaccines; updates student health concerns; prepares and distributes First Day of School papers to teachers, orders and stocks supplies.

7. Board approved the Extended School Year Program for the students in the Preschool Disabilities and Multiple Disabilities classes. This program will be held at the John Fenwick Academy and the Salem Middle School from July 1, 2018 to August 2, 2018, Monday through Thursday from 8:30 a.m. to 1:00 p.m. Cost will be \$34.00/hour x 5 hours per day for teachers and \$10.00/hour x 4.5 hours/day for instructional aides.

| <u>John Fenwick Academy Teachers</u> | <u>Salem Middle School Teachers</u> |
|-----------------------------------------|-------------------------------------|
| Stefanie Crawford | Dawn Tulini |
| Sharon Paris | Katie Starn |
| Melissa McLaughlin – Substitute Teacher | Craig Paris – Substitute Teacher |

ESY Instructional Aides

Deidra Davis
Domonique Knight
Nina Miller
Thronna Busch
Wendy Dublin
Nikolai Dubowski

| | |
|---------------------------------|-------------------------|
| Account #15-216-100-101R-01-JFS | #15-216-100-106R-01-JFS |
| #15-216-100-101R-02-SMS | #15-216-100-106R-02-SMS |
| #15-212-100-101R-01-JFS | #15-212-100-106R-01-JFS |
| #15-212-100-101R-02-SMS | #15-212-100-106R-02-SMS |

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8. Board approved the operation of Extended Essay Writing Summer Session starting Monday, July 9, 2018 through Thursday, July 12, 2018 from 9:00 a.m. to 1:00 p.m. daily. Request approval for Mrs. Mutter and Mrs. Lamont to serve as mentor/teachers for this program. There will be 22 Junior IB students in this program. During the program, students will be writing their extended essays for the IB programme. Teachers will be proctoring and helping facilitate essays with a focus on one aspect of essay each day. Teachers will answer questions and provide 1/1 help with essays. Lunch will be served daily through METZ Culinary Management. There will be a last day celebration planned with an outside food vendor. Rooms to be used are: D-46 and the Ram Café.
Costs: Teacher Pay - \$34 per hour x 16 hours x 2 teachers=\$1,088
Account #15-422-100-178R-03-SHS
Celebration – Approximate Cost - \$230.00
Account #15-422-100-610R-03-SHS

9. Board approved Summer School on Monday through Thursday from 8:00 am until 1:30 pm beginning on July 2, 2018 and ending on August 9, 2018 including the classes below:

Recommend employment of the following teachers for SHS summer school:

| | |
|------------------------------------|---------------------------------------------|
| Algebra I & II – Lagakos, Greg | Health/Physical Education – Levitsky, Scott |
| Biology – Cheeseman, Bridget | Spanish I & II – Tapia, Cindi |
| Chemistry – Ferguson, Bruce | U.S. History II & World History – |
| English I & II – Belvett, Jennifer | Vengenock, Marisa and LoMonico, Tracy |
| English III & IV – Ardito, Amy | (Shared Position: 3 weeks/3 weeks) |
| Geometry – Chieves, Rosalyn | US History I – Buck, Ken |
| | World History – Steve Sheffield |

Substitutes:

| | |
|-------------------|-------------------|
| Bergman, Kristina | Lynard, Shikeena |
| Clour, Miranda | Steudle, Sandi |
| Poole, Maerena | Bartholomew, Paul |
| Hankins, Gary | |

Costs

\$34.00/hour x 5.5 hours/day x 23 days x 11 teachers = \$47,311.00
(Account #20-231-100-100R-00 SPP)

10. Board approved the operation of Camp Fenwick. Camp Fenwick will operate Monday through Thursday from 8:30 a.m. until 12:00 p.m. School will begin on July 2, 2018 and run through August 09, 2018. We will service the present preschool (5 year old's transitioning into kindergarten) through second grade students in math and literacy. Eight teachers will be paid as follows:

3½ Hours x 24 Days x \$34/Hour x 8 Staff = \$22,848 (Depending upon enrollment)

Funds exist in the following account: 20-231-100-100R-00-SPP

20-218-100-100R-00-JFA

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Board approved for the following teachers currently employed by the district to fill the summer school positions:

| <u>Teachers</u> | <u>Grade Level</u> |
|-------------------|--------------------|
| Vicki Galasso | Preschool |
| Valerie Bey | Preschool |
| Laura Trout | Kindergarten |
| Karen Pastor | Kindergarten |
| Ashley Vernon | Grade One |
| Jennifer Cascaden | Grade One |
| Regina Colon | Grade Two |

Substitute

Cheri Parsons, Dominic Wyshinski, Shakeema Bagby

11. Board approved the operation of the Summer 2018 Odyssey of the Mind program at the Salem Middle School. The program will begin July 3, 2018 and operate Tuesday through Thursday from 9:00 a.m. to 1:00 p.m. until August 9, 2018. Furthermore, Board approved the employment of the following certified teachers as instructors in the Salem Middle School's Summer 2018 Odyssey of the Mind program:

Allyson Bey, Jason Kutzura, William Oberman, Melissa Skinner

The teaching staff will be paid at the rate of \$34.00/hour x 4.0 hours/day x 17 days x 4 teachers = \$9,248.00

Account #20-231-100-100R-00-SPP NCLB – Title I – 2017-2018

The aforementioned calculations are subject to change as a result of enrollment and availability.

12. Board approved the following summer hours for Salem High School:

Guidance – Ms. Helen Hall – 105 hours @ \$34.00 (\$3,570.00) – Acct #15-000-218-104R-03-SHS

Guidance – Ms. Regina Gatson – 98 hours @ \$34.00 (\$3,332.00) - Acct #15-000-218-104R-03-SHS

Guidance – Mr. David Hunt – 110 hours @ \$34.00 (\$3,740.00) – Acct #15-000-218-104R-03-SHS

Learning Resource Center – Mrs. Lisa Mutter – 98 hours @ \$34.00 (\$3,332.00) Acct # 15-000-222-100R-03-SHS

Nurse – Ms. Susan Nitshe – 63 hours @ \$34.00 (\$2,142.00) – Acct # 15-000-213-100R-03-SHS

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13. Board approved the following summer hours for SHS secretaries:

Attendance/Vice Principals – Ms. Trish Tedesco – 80 hours @ \$20.00 (\$1,600.00)

Acct # 15-000-211-100R-03-SHS

8:00 AM – 4:00 PM

Dates – August: 16, 20, 21, 22, 23, 27, 28, 29, 30, 31

Guidance – Mrs. Alfreda McCoy-Cuff 90 Hours @ \$20.00 (\$1,800.00)

Acct #15-000-218-105R-03-SHS

8:00 AM – 4:00 PM

Dates – August: 14, 15, 16, 20, 21, 22, 23, 27, 28, 29, 30, 31

The secretaries will perform various tasks to prepare for the beginning of the school year.

14. Board approved for the operation of Summer Band Camp starting Monday, August 20, 2018 through Thursday, August 30, 2018 from 1:00 pm to 6:00 pm daily. (9 days)

Board approved for Mr. Nicholas Kline to serve as the Band Director for this program.

Board approved for Mr. Christopher Lindsay to serve as Assistant to Band Director for this program.

Director and Assistant Director will be working with approximately 25-35 students in seventh through twelfth grades. During the camp students will be rehearsing music and drill movements for marching band performances.

Costs:

Lead Band Director

Stipend - \$1,049 Payable at end of program. (Acct. 15-401-100-100-03 SHS)

Assistant to Band Director

Stipend - \$771 Payable half at end of program and half in May 2019.

(Acct. 15-401-100-100-03 SHS)

15. Board approved the following salaries for the 2018-2019 school year:

Kellie-Ann Smith \$57,000

Montrey Wright \$46,864

Jacquelyn Thompson \$39,000

16. Board approved Ms. Tenyatta Sanders to work the following summer hours from 7:30 am to 3:30 pm at a rate of \$20/Hour at the John Fenwick Academy from account #11-000-219-105R-01-JFA, not to exceed a total \$1,440.00.

August – 1, 2, 20, 21, 22, 27, 28, 29, 30

17. Board approved Ms. Linda Barbara and Ms. Carla Kelley to administer Fountas & Pinnell to students who attend Camp Fenwick. Fountas & Pinnell testing will begin August 6, 2018 to August 9, 2018 from 8:30 am to 12:00 pm, 4 days per week, 3.5 hours per day at a rate of \$34.00 per hour, not to exceed \$476.00 per teacher.

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18. Board approved the Coaching positions for the Fall 2018 season:

| Sport | Position | Stipend | Name |
|-----------------|---------------------------|----------------|-------------------|
| Football | Head Coach | \$5,947 | Montrey Wright |
| Football | Assistant Coach (Line) | \$4,377 | David Hunt |
| Football | Assistant Coach | \$3,822 | Lamont Johnson |
| Football | Assistant Coach (JV) | \$3,281 | Curtis Schofield |
| Football | Assistant Coach (JV) | \$3,822 | Cameron Smith |
| Summer | Weight Room Supervisor | \$3,402 | Montrey Wright |
| Field Hockey | Head Coach | \$4,762 | Donna O'Leary |
| Field Hockey | Assistant Coach (JV) | \$2,761 | Shanna Scott |
| Tennis (Girls') | Head Coach | \$4,762 | Jason Kutzura |
| Tennis (Girls') | Assistant Coach | \$1,697 | Renee Murray |
| Cross Country | Head Coach | \$4,762 | Scot Levitsky |
| Soccer (Boys') | Head Coach | \$3,928 | Michael Hughes |
| Soccer (Boys') | Assistant Coach (Varsity) | | OPEN |
| Soccer (Girls') | Head Coach | \$2,758 | Drew Favat |
| Soccer (Girls') | Assistant Coach (Varsity) | \$1,697 | Sharon Montgomery |
| Soccer (Girls') | Assistant Coach (JV) | \$1,697 | Kari Vazquez |
| Cheerleading | Fall (shared stipend) | \$2,381 | Thronna Busch |

19. Board approved the following Athletic Support Staff Positions for Fall 2018 sports:

| Position | # of Games | Rate | Name |
|--------------------------------|-------------------|-------------|--------------------|
| Announcer | 4 | \$83.00* | OPEN |
| Scoreboard Operator | 4 | \$53.00* | Ed Biddle |
| Videotaping | 9 | \$53.00* | Kenneth Buck |
| Videotaping | 9 | \$53.00* | Patrick Jones |
| Press Box Supervisor | 4 | \$83.00* | Steve Sheffield |
| Head Ticket Seller | 4 | \$107.00* | Sally Lamont |
| Ticket Seller | 4 | \$75.00* | Kathleen Hibbard |
| Ticket Seller | 4 | \$75.00* | Alfreda McCoy-Cuff |
| Ticket Seller | 4 | \$75.00* | Kathleen Hibbard |
| Ticket Taker | 4 | \$56.00 | Bobbie Shuman |
| Ticket Taker | 4 | \$56.00 | Teresa Aitken |
| Substitute Ticket Seller/Taker | As Needed | \$75/56* | Lisa Bacon |
| Substitute Ticket Seller/Taker | As Needed | \$75/56* | OPEN |
| Substitute Ticket Seller/Taker | As Needed | \$75/56* | Shikeena Lynard |
| Substitute Ticket Seller/Taker | As Needed | \$75/56* | OPEN |
| Substitute Ticket Seller/Taker | As Needed | \$75/56* | OPEN |
| Event Staff (HS) | As Needed | \$34/game | Donald Crane |
| Event Staff (HS) | As Needed | \$34/game | Teresa Aitken |
| Event Staff (HS) | As Needed | \$34/game | Alfreda McCoy-Cuff |

*Number of games subject to change depending on playoffs.

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20. Board approved the following personnel as an employee of Salem Middle School's Summer Remediation Program 2018:
Bonita Gullett Security
5 hours/day @\$12.00/hr x 23 days = \$1,380.00 (Operations)
21. Board approved the following 11-month staff members to perform summer hours:
Vice Principal's Office Ms. Christine Peltz 97.5 hrs @ \$20.00 (\$1,950.00)
Acct #15-000-240-105R-02-SMS
Attendance/Guidance Ms. Lynne Chappell 67.50 hrs @ \$20.00 (\$1,350.00)
Acct #15-000-240-105R-02-SMS
CP = August 13, 14, 15, 16, 20, 21, 22, 23, 27, 28, 29, 30, 31 (8:00 – 4:00 with 30 min. lunch)
LC = August 20, 21, 22, 23, 27, 28, 29, 30, 31 (7:30 – 3:30 with 30 min. lunch)
The 11-month secretaries will work with their supervisors, act as receptionists for the building, hold student registration, order supplies for Guidance and Administration, stock general supplies, and perform various tasks to prepare for the beginning of the new school year.
22. Board approved the following summer hours:
Guidance Ms. Julie Fialkow-Kropp 25 hrs @ \$34.00 (\$850.00)
Mr. Adam Pzswaro 25 hrs @ \$34.00 (\$850.00)
The school counselor's summer hours provide an opportunity to accomplish the following: scheduling of students, update files, organize programs, catalogue resources, review counseling curriculum, review state testing procedures, update I&RS (SIRS) forms, scheduling of trainings, and development of parent/guardian referral list.

Motion approved by unanimous voice vote of 7-0-2; Ayes: Adams, Bentley, Colon, Holden, Hoolahan, Livingston, Moore, Walsh and Groce Nays: 0 Abstain: 2 (Livingston #4), (Colon #10)

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D. Leave of Absence

Motion (Colon/Bentley) Board approved: **#8-E-12**

1. Board approved the following leaves of absence:

| Name | Type of Leave | Leave Requested | Fed Max Leave (max 90 days) | Time usage of FMLA | NJ Family leave (max 90 days) | Time Usage of FLA | Use of Sick Days | Use of Personal Days | Use of Vaca Days | Unpaid Leave | Intermittent Leave | Extended Leave | Est. Return Date | | |
|------|----------------------|-----------------|-----------------------------|--------------------|-------------------------------|-------------------|------------------|----------------------|------------------|-----------------|--------------------------------------------------------|----------------|------------------|-----------------------------------------|-------------------------|
| KB | Intermittent-Medical | 4/17/18-4/16/19 | 4/17/18-4/16/19 | N/A | N/A | 5 wks | 17.5 | N/A | N/A | N/A | 4x/mo. Needed for period up to 1 days | N/A | N/A | 5 Continuous week from 4/24/18-06/18/18 | Remaining weeks 7 weeks |
| VB | Intermittent-Medical | 4/25/18-4/24/19 | 4/25/18-4/24/19 | 12 wks | N/A | 12 wks | N/A | N/A | N/A | 4/25/18-6/30/18 | Up to 5 days per week for 1 or more months (unlimited) | N/A | N/A | | |
| AC | Intermittent-Medical | 5/2/18-5/1/19 | 5/2/18-5/1/19 | 12 wks | N/A | N/A | 19.25 days | 1 day | N/A | N/A | Up to 1-2 days per month (max 1 to 2 times) | N/A | N/A | | |
| MH | Intermittent-Medical | 5/4/18-5/3/19 | 5/4/18-5/3/19 | 12 wks | N/A | N/A | 13.50 days | 1 days | N/A | N/A | Up to 4 days per year (max 1 to 3 times) | N/A | N/A | | |
| JD | Medical | 4/15/18-6/30/18 | 4/15/18-6/30/18 | N/A | N/A | 8 wks | 22.5 days | N/A | N/A | 5/16/18-6/30/18 | N/A | N/A | 9/1/18 | | |
| LM | Intermittent-Medical | 5/30/18-5/29/19 | 5/30/18-5/29/19 | 12 wks | N/A | N/A | 34.75 days | 1 day | N/A | N/A | Up to 3 days per year (max 1 to 3 times) | N/A | N/A | | |

Motion approved by unanimous voice vote of 9-0-0; Ayes: Adams, Bentley, Colon, Holden, Hoolahan, Livingston, Moore, Walsh and Groce **Nays:** 0 **Abstain:** 0

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Curriculum /Professional Development

Motion (Colon/Bentley) Board approved: **#11-12**

1. Board approved the out of district professional development for the staff listed:

| Staff Member | Building | Admin. Approving | Title | Date of Program | Location | Registration and Mileage Cost |
|---------------------------------------------|----------|------------------|------------------------------------------------------------------|-------------------|-----------------------------------------------|---------------------------------------------------------------------------------------------------|
| Paul Bartholomew | SHS | John Mulhorn | Project Lead the Way: Core Training: Computer Science Principals | 08/06/18-08/17/18 | Milwaukee School of Engineering Milwaukee, WI | Regis.: Flight: \$476.40 Hotel: \$2,058.00 Meals: TBD 15-000-223-500-03-SHS |
| Drew Favat | SHS | John Mulhorn | Project Lead the Way: Core Training: Computer Science Principals | 08/06/18-08/17/18 | Milwaukee School of Engineering Milwaukee, WI | Regis.: Flight: \$476.40 Hotel: \$2,058.00 Meals: TBD 15-000-223-500-03-SHS |
| Renee Murray | SHS | John Mulhorn | Summer 2018 IB Professional Development Workshop | 06/20/18-06/25/18 | St. Pete Beach, FL | Regis: \$925.00 Flight: \$366.40 Hotel: \$542.40 Meals: TBD 15-000-240-800-03-SHS |
| Nicholas Kline | SHS | John Mulhorn | Summer IB DP/CP Workshop – Category II Music | 07/17/18-07/20/18 | Albuquerque, NM | Regis & Hotel: \$1,269.00 Flight: \$ 534.60 Meals: TBD 15-000-240-800-03-SHS |
| Nicholas Kline | SHS | John Mulhorn | Summer IB DP/CP Workshop – Category I Music | 07/09/18-07/12/18 | Atlanta, GA | Regis: \$1,050.00 Flight: \$ 638.18 Hotel: \$ 338.40 Meals: TBD 15-000-240-800-03-SHS |
| Revised: Mileage Added Lisa Moore | SMS | Pamela Thomas | Nonviolent Crisis Intervention Training Program | 05/08/18 | Edison, NJ | Regis: \$1,049.00 Mileage: \$ 55.05 15-212-100-800R-02-SMS |
| Gia Guyton | JFA | Syeda Woods | Leaders 2 Leaders Cohort Workshop | 06/25/18 | Woodstown, NJ | -0- |
| Gia Guyton | JFA | Syeda Woods | Leaders 2 Leaders Orientation | 07/24/18 | Jamesburg, NJ | -0- |
| Pamela Thomas | CST | Dr. Michel | LEGAL ONE Affirmative Action Officer Bundle | 08/21/18-08/23/18 | 12 Centre Drive, Monroe Twp., NJ | Regis. - \$450.00 11-00-219-592-00-CST |
| Devon Russell | DO | Dr. Michel | Regional Training for District Certification Staff | 07/31/18 | Rowan College at Gloucester County | Regis. -0- Mileage - \$18.29 11-000-230-895-00-BUS |
| Herbert Schectman | DO | Dr. Michel | School Safety Specialist | 06/25/18-06/28/18 | Hamilton Twp., NJ | -0- |
| Bridget Cheeseman | SHS | John Mulhorn | Category 1 & 2 Biology Training | 07/08/18-07/14/18 | Albuquerque, NM | Flight - \$ 945.60 Regis. - \$2,738.00 Meals – TBD 15-000-240-800-03-SHS |

Motion approved by unanimous voice vote of 9-0-0; Ayes: Adams, Bentley, Colon, Holden, Hoolahan, Livingston, Moore, Walsh and Groce Nays: 0 Abstain: 0

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Policy

Motion (Colon/Bentley) Board approved: **#14-12**

1. Board approved the 1st reading of the following policies:
 - i. 4111 Recruitment, Selection & Hiring (Instructional Personnel)
 - ii. 4211 Recruitment, Selection & Hiring (Support Personnel)
 - iii. 3333 Payroll
2. Board approved the review of the following policy series:
 - i. Series 7000 Property & Facilities

Motion approved by unanimous voice vote of 9-0-0; Ayes: Adams, Bentley, Colon, Holden, Hoolahan, Livingston, Moore, Walsh and Groce Nays: 0 Abstain: 0

Miscellaneous

Motion (Colon/Bentley) Board approved: **#15-12**

1. Board approved the following individuals as Volunteer Coaches for the Fall 2018 season:

Football

Troy Dublin

Coach Wright concurs with this recommendation.

2. Board approved Mr. Christopher Scanlan serve as a school counseling intern with Ms. Julie Fialkow Kropp and Mr. Adam Pszwaro. Mr. Scanlan is currently completing a Masters in School Counseling at Seton Hall University and is in the second year of the program. He is also a Group Facilitator at Healthcare Commons in their children's partial care program. Prior to that, Mr. Scanlan was a behavioral specialist and paraprofessional. During his internship at Salem Middle School, he will be teaching classroom lessons, facilitating small groups, and working with students one-on-one under Ms. Fialkow Kropp and Mr. Pszwaro's supervision. Mr. Scanlan will be in the Middle School two to three times a week for the duration of the school day.
3. Board approved the following Community Based Activity:
SHS School Based Department would like your approval to host a free exciting family/community event for the city of Salem. The event would take place July 6th at 9:30pm to include a fireworks display by Pyrotecnico FX. School Based with cover the cost to Pyrotecnico to include all permit fees as well. We believe this event will bring families together while helping to create a positive memory for our town.
4. The Board of Education authorized the Business Administrator enter into an agreement to dispose of the following vehicles:
1992 Ford Pickup Truck (Vin no. 1FTDF15Y1NNB11638)
1993 Chevy Van (Vin. No. 1GCDG15Z6PF340237)
These items are in poor condition, not functioning and cost-prohibitive to repair.
They will be sold for scrap metal value.
5. Board approved the acceptance from Ms. Kathy Eck one full-sized refrigerator as a donation to the Salem Middle School Health Office for the benefit of our students.

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6. Board approved the resignation of Ms. Stephanie Walsh, Board Member of the Salem City School District, effective June 13, 2018.

Motion approved by unanimous voice vote of 9-0-0; Ayes: Adams, Bentley, Colon, Holden, Hoolahan, Livingston, Moore, Walsh and Groce Nays: 0 Abstain: 0

EXECUTIVE SESSION

Motion (Adams/Colon) Board adopted the following Resolution to go into executive session at 6:45 PM:

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 & Litigation

Minutes of such discussions shall be taken and released as soon as permitted by law in accordance with the specific individual topic discussed.

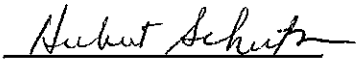
The Board shall take action as a result of such discussions only in an open to the Public session unless there is an express provision of law authorizing or requiring that such action be taken in a closed to the Public portion of a Board Meeting.

RETURN TO REGULAR SESSION

Motion (Colon/Holden) Board returned to open session at 8:24 PM.

ADJOURNMENT

Motion (Colon/Holden) Board adjourned the June 13, 2018 meeting of the Salem City Board of Education at 8:24 PM.



Herbert Schectman

Business Administrator/Board Secretary

HS/ta