

## *Board Agenda August 11, 2021*

### **Salem City Board of Education Salem, New Jersey 08079 Board of Education Meeting August 11, 2021**

**CALL TO ORDER:** A meeting of the Salem City Board of Education is called to order at \_\_\_\_\_ p.m. in the Salem High School Library located at 219 Walnut Street in Salem, New Jersey 08079.

**OPEN MEETING:** Adequate notice of this meeting has been provided in the local news media and a place of public notice located at the Salem City Board of Education Office, 205 Walnut Street, Salem, New Jersey as required in the Open Public Meeting Act, Chapter 231, P.L. 1975.

#### **FLAG SALUTE**

##### **Board Members**

Carol Adams  
Kendra Fletcher  
Daffonie Moore

Laquendala Bentley  
Yuenge Groce  
Nilda Wilkins

Christopher Colon  
Joan Hoolahan  
Veronica Wright

##### **District Representatives:**

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

##### **Administrators:**

Dr. Patrick Michel, Superintendent  
Herbert Schectman, School Business Administrator  
Dr. Meghan Taylor, Director of Special Services  
Linda Del Rossi, Supervisor of Literacy/SS PreK-12  
John Mulhorn, Principal Salem High School  
Jordan Pla, VP Salem High School

Pascale DeVilmé, Principal Salem Middle School  
Will Allen, VP Salem Middle School  
Michele Beach, VP Salem Middle School  
Syeda Carter, Principal John Fenwick Academy  
Gia Sparacio Scarani, VP of Early Childhood  
Darryl Roberts, VP Salem High School

**OTHERS:** Mr. Corey Ahart

#### **AUDIENCE PARTICIPATION**

Audience members attending Board of Education Meetings are permitted to voice their opinions on school related topics at specified times during the regular meeting. These times are included in the printed agenda for the meeting. Members of the public are encouraged to speak during the public portion of the meeting. Complaints stated, or actions requested by the public, will be taken under advisement by the Board for investigation, discussion, and action or disposition at a later time/date.

When addressing the Board of Education, please respect the following procedure:

1. Be recognized by the Board President.
2. State your full name and address before commenting.
3. Identify the resolution on which you will be commenting.
4. Wait to be recognized before making your comment(s).
5. Limit your comments to the specific resolution.
6. Time is limited to three (3) minutes per person.
7. If your questions or comments pertain to litigation, student or personnel items or negotiations, we would ask that you see the Superintendent after the meeting since we do not discuss these items in public.

**BOARD COMMITTEE REPORTS**

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

**SUPERINTENDENT'S COMMENTS/REPORTS**

Motion (        /        ) Board to approve regular and executive minutes of July 14, 2021, Board of Education meeting.

**BOARD SECRETARY/BUSINESS ADMINISTRATOR REPORTS**

**Board Reports (Exhibit A)**

Motion (         /         ) To approve the Board Secretary's reports in memo: **#2-A-E-2.**

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

\_\_\_\_\_  
Board Secretary

\_\_\_\_\_  
Date

- C. \*Treasurer's Report in accordance with 18A:17-36 and 18A:17-9 for the month of June 2021. The Treasurer's Report and Secretary's Report are in agreement for the month of June 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 June 2021 and after review of the Secretary's Monthly Financial Report and the Treasurer's Monthly Financial Report and upon consultation with the appropriate district officials, to the best of the Boards' knowledge, no major account or fund has been over-expended in violation of N.J.A.C. 6A:23A-16.10 (a)1 and that sufficient funds are available to meet the district's financial obligations for the remainder of the fiscal year.

- E. To approve the Payment of Bills and Purchase Report:  
From the General Account for Balance as summarized on attached board memo(s)

To approve Purchases Report for July 2021	\$2,759,414.92
June 2021	\$44,217.54

To approve Payment of Bills for July 2021	
General Account	\$

Confirmation of payrolls for July 2021

<u>July 15, 2021</u>	General Acct. Transfer	\$193,157.09
<u>July 16, 2021</u>	General Acct. Transfer	\$66,133.15
<u>July 30, 2021</u>	General Acct. Transfer	\$212,755.79

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### **Miscellaneous**

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

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

1. Resolved, that the Board of Education authorize the Business Administrator to enter into an agreement with Green Recycling to remove obsolete and unusable technology items at no cost to the district. These items are either broken, out-of-date or not functioning and cost-prohibitive to repair. The items cannot be discarded in a normal manner but must be disposed following environmentally approved protocols.
2. Request Board approval to contract with Commission For the Blind and Visually Impaired for the 2021-2022 school year. Services are for an out of district student (3576030422) attending Pennsville School District. Cost for services will be \$2,200.00. Account #11-000-216-320-00-CST
3. Resolved, that the Board of Education authorize the Business Administrator to enter into an agreement with PrimeroEdge to install a Point-of-Service program in all district cafeterias.  
For several years, the district has utilized a stand-alone POS system with another vendor; this system did not offer a periodic back-up module. The proposed vendor offers a similar POS system but is cloud-based so that all records can be backed-up regularly. The annual cost is \$3,380 which is equivalent to the former provider. The start-up cost is \$7,725 which will be charged to the Food Service Enterprise fund.
4. Request Board approval of the Fresh Fruit and Vegetable Program September 2021 budgets:  
John Fenwick Academy - \$21,450.00  
Salem Middle School - \$22,550.00
5. Request Board approval of:
  - 2021-2022 Proposed budget
  - 2021-2022 Ticket prices for all athletic events

2021-2022 Proposed budget for the Tri County Conference  
\$1,500 per school

2021-2022 Ticket prices  
All athletic events for the 2021-2022 school year:  
\$3.00 – Adults  
\$2.00- Students and Senior Citizens (the admission price for senior citizens and military personnel is at the discretion of the home team; (By-laws B2.3.6 pg. 18)  
All West Jersey Football League Varsity Football Games:  
\$4.00 – Adults
6. Request Board approval to increase the original exceeded amount of \$5,000.00 to \$9,000.00 for Azucena Calderon, contracted school psychologist. Ms. Calderon completed psychological evaluations from April to June 30th in the absence of Ashley Williams, previous school psychologist who resigned from the district. Account # 11-000-216-320-00-CST
7. Request Board approval for Sara Spina, Autism Consultant to provide services to staff regarding students who are diagnosed with autism for the 2021-2022 school year. Cost for services is \$48.00 per hour not to exceed \$7,500.00. Account #11-000-219-320-00-CST

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8. Request Board approval to apply for and accept the Elementary and Secondary Education Act (ESEA) Grant for the 2021-2022 schoolyear in the amount of:

Title I Part A – \$868,281  
SIA, Part A – \$50,900  
Title II Part A -\$73,459  
Title IV -A – \$62,306

Request Board approval of the acceptance of the ESEA Grant upon state approval of the application.

9. Resolved, that the Salem City Board of Education approve a contract with Dr. A. Patrick Michel to serve as the Superintendent of Schools for the contract period July 1, 2021 through June 30, 2024. This contract has been reviewed and approved by the Executive County Superintendent.
10. Resolved, that the Salem City Board of Education approve a contract with Herbert Schectman to serve as the School Business Administrator for the contract period July 1, 2021 through June 30, 2022. This contract has been reviewed and approved by the Executive County Superintendent.

### **STUDENT MATTERS**

Motion (        /        ) Board to Approve: **#4-A-2**

1. Board to approve the following field trip:

YMCA Camp Ockanickon Medford, NJ TEEN PEP	9-20-2021 to 9-22-2021 14 Students	Ms. Woodlock & Mr. Levitsky 1 Bus: \$165.00/person (14) = \$2,310.00 Account #20-005-200-800-03-SHS) Two Substitutes - \$750.00 (3 days) Account #15-140-100-101a-03-SHS *Money to be reimbursed through Salem Health and Wellness grant. Account #20-005-200-800-03-SHS
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### **Home Instruction: In/ Out of District/Residential**

Motion (        /        ) Board to Approve: **#7-C-2**

1. Request Board approval of the following students for home instruction:

Student ID	Health Care/Teacher	Costs (Prorated)	Dates	Account #
01220075	Rachel Hunt	\$35.00/hr. 5 hrs./wk.	09/03/21 – EOY	TBD

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2. Request Board approval for the following special education students to attend out of district placement for the 2021-2022 school year.

Student ID#	School	Grade	Tuition	Dates	Account #
01300091	SCSSSD-Daretown	4	\$56,420.00	9/7/21-6/30/22	11-000-100-565-00-BUS
	1:1 Aide		\$50,443.00	9/7/21-6/30/22	11-000-100-565-00-BUS
01250020	SCSSSD-Daretown	9	\$56,420.00	9/7/21-6/30/22	11-000-100-565-00-BUS
01300016	SCSSSD-Cumberland	4	\$43,096.00	9/7/21-6/30/22	11-000-100-565-00-BUS
01290097	SCSSSD-Cumberland	4	\$43,096.00	9/7/21-6/30/22	11-000-100-565-00-BUS
	1-1 Aide		\$50,443.00	9/7/21-6/30/22	11-000-100-565-00-BUS
01260047	SCSSSD-Cumberland	8	\$46,757.00	9/7/21-6/30/22	11-000-100-565-00-BUS
	1-1 Aide		\$50,443.00	9/7/21-6/30/22	11-000-100-565-00-BUS
01240167	SCSSSD-Cumberland	10	\$43,096.00	9/7/21-6/30/22	11-000-100-565-00-BUS
	1:1 Aide		\$50,443.00	9/7/21-6/30/22	11-000-100-565-00-BUS
01270170	SCSSSD-Cumberland	7	\$43,096.00	9/7/21-6/30/22	11-000-100-565-00-BUS
01320084	SCSSSD-Cumberland	2	\$46,757.00	9/7/21-6/30/22	11-000-100-565-00-BUS
01280159	SCSSSD – Salem	6	\$46,757.00	9/7/21-6/30/22	11-000-100-565-00-BUS
01260134	SCSSSD – Salem	7	\$46,757.00	9/7/21-6/30/22	11-000-100-565-00-BUS
01220064	SCSSSD – Salem	11	\$46,757.00	9/7/21-6/30/22	11-000-100-565-00-BUS
01210194	SCSSSD – TCP	12	\$46,757.00	9/7/21-6/30/22	11-000-100-565-00-BUS
01220094	SCSSSD – Salem	11	\$46,757.00	9/7/21-6/30/22	11-000-100-565-00-BUS
01260083	SCSSSD – Salem	7	\$46,757.00	9/7/21-6/30/22	11-000-100-565-00-BUS
01250170	SCSSSD – Upper Pittsgrove	9	\$46,757.00	9/7/21-6/30/22	11-000-100-565-00-BUS
01220167	SCSSSD-Alternative School	12	\$28,815.00	9/7/21-6/30/22	11-000-100-565-00-BUS
01250167	SCSSSD-Alternative School	8	\$28,815.00	9/7/21-6/30/22	11-000-100-565-00-BUS
05190001	SCSSSD-Alternative School	12	\$28,815.00	9/7/21-6/30/22	11-000-100-565-00-BUS
01270189	Pineland Learning	7	\$56,520.00	9/7/21-6/30/22	11-000-100-566-00-BUS
01240078	Pennsville School	10	\$29,050.00	9/7/21-6/30/22	11-000-100-562-00-BUS
	1:1 Aide		\$50,000.00	9/7/21-6/30/22	11-000-100-562-00-BUS
3576030422	Pennsville School	1	\$30,029.00	9/7/21-6/30/22	11-000-100-562-00-BUS
2074250462	Bankbridge Dev. Cntr	K	\$42,130.00	9/7/21-6/30/22	11-000-100-566-00-BUS
	1:1 Aide		\$41,580.00	9/7/21-6/30/22	11-000-100-566-00-BUS
	Out of County Fee		\$ 3,150.00	9/7/21-6/30/22	11-000-100-566-00-BUS
01300066	Petway School, Vineland	3	\$65,874.00	9/7/21-6/30/22	11-000-100-562-00-BUS
01290173	Petway School, Vineland	5	\$65,874.00	9/7/21-6/30/22	11-000-100-562-00-BUS

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### **Miscellaneous**

Motion (         /         ) Board to Approve: **#7-D-2**

1. Request Board approval to officially certify the following graduate receive the Salem High School diploma for satisfactory completion of the Salem Board of Education and the State of New Jersey requirements for high school graduation 2021:
  - Donovan Michael Koerke - August 2021
2. Request Board approval for Zyahir Pickett (resident district school - Millville High School) to be accepted into the School Choice Program as an 11<sup>th</sup> grade student. Parents have completed a School Choice form and will provide their own transportation.

### **PERSONNEL**

#### **A. Resignation/Retirement**

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

Motion (         /         ) Board to Approve: **#8-A-2**

1. Request Board approval of the resignation of Ms. Nyesha Canty, teacher for Salem Middle School effective July 21, 2021.
2. Request Board approval of the resignation of Mr. Maurice Booker, school resource officer at Salem Middle School, effective August 2, 2021.
3. Request Board approval of the resignation of Ms. Christine Gonzalez, teacher at John Fenwick Academy, effective August 6, 2021.

#### **B. Employment**

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

Motion (         /         ) Board to Approve: **#8-C-2**

1. Request Board approval of the employment of Roxanne Ross as a Health & Physical Education Teacher for the Salem Middle School effective September 1, 2021, through June 30, 2022. Ms. Ross's salary will be BA Step 18 \$86,221.00 per annum.
2. Request Board approval of the employment of Ramon Bentley as a Paraprofessional for the Salem Middle School effective September 1, 2021, through June 30, 2022. Mr. Bentley's salary will be Tier III Step 1 \$19,425.00 and longevity of \$500.00, per annum.
3. Request Board approval of the employment of Ramon Roots as a Paraprofessional for the John Fenwick Academy effective September 1, 2021, through June 30, 2022. Mr. Root's salary will be Tier IV Step 1 \$21,425.00 and longevity of \$500.00, per annum.
4. Request Board approval of the employment of John Murray as a School Resource Officer for the Salem Middle School effective September 1, 2021, through June 30, 2022. Mr. Murray will be paid \$47,000.00 per annum. In addition, Mr. Murray will be entitled to a \$2,000.00 per annum Conceal & Carry Stipend pending annual certification/licensure from the NJ Department of Law and Public Safety.

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- Request Board approval of the employment of Joshua Yoast as a Special Education Teacher for John Fenwick Academy effective September 1, 2021, through June 30, 2022. Mr. Yoast's salary will be BA Step 1 \$53,304 per annum.

### C. Financial Request

#### Upon the Recommendation of the Superintendent of Schools

Motion ( / ) Board to Approve: **#8-D-2**

- Request Board approval for the following staff members to be employed with the Salem City Transition Program for the 2021-2022 school year beginning September 3, 2021: (Pending school re-opening plans)

Administrators: William Allen  
Teachers: Nicole Boyce, Kenneth Buck, Kathleen Hibbard, Sandra Langley, and Tyberiusz Skarzynski  
Secretary: Lisa Bacon  
School Counselors: Kellie Smith and Jaquelyn Thompson  
Substitutes:  
Administrators: Michelle Beach, Jordan Pla, Pascale DeVilme, John Mulhorn, Darryl Roberts  
Secretary: Alfreda McCoy-Cuff and Tatiana Mulhorn  
Counselor: Adam Pszwaro  
Teacher: Greg Lagakos

#### Costs:

Administrator – 3.5 hours/day @ \$50.00/hour x 5 days/week  
(Acct. 15-423-200-100-02 SMS & 15-423-200-100-03 SHS)  
Counselor – 4 hours/day @\$35.00/hour x up to 5 days/week  
(Acct. 15-423-200-100-02 SMS & 15-423-200-100-03 SHS) as needed.  
Secretary – 2 hours/day @\$22.00/hour x 5 days/week  
(Acct. 15-423-200-100-02 SMS & 15-423-200-100-03 SHS)  
Teacher – 4 hours/day @\$35.00/hour x 5 days/week  
(Acct. 15-423-100-101-02 SMS & 15-423-100-101-03 SHS)

- Request Board approval for the following staff to be paid from ESEA Title I Funds for the 2021-2022 school year:

<u>ESEA Title I</u>		<u>Paid from ESEA</u>
Linda Barbara	JFA Reading Specialist	\$88,221.
Catherine McConathey	SMS Reading Specialist	\$75,384.
Dale Garner	Transition Coach	\$73,957.
Montrey Wright	SHS Family Coach	\$63,778.
John Bacon	Truancy Officer	\$62,138.
Tim Doubet	SMS IT Data	\$21,020. (Stipend)

Funds are available in Account #:

- 20-231-100-100-00-DIS
- 20-231-100-100-03-SHS
- 20-231-100-100-02-SMS
- 20-231-200-100-03-SHS
- 20-231-200-100-02-SMS

ESEA Funds – 2021-2022



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### 3. Request Board approval for the operation of Extended Essay Writing Summer Sessions:

- Week 1: July 12<sup>th</sup>- July 15<sup>th</sup> 2021                      Hours 8:30AM- 12:30PM
- Week 2: July 19<sup>th</sup>-July 22<sup>nd</sup> 2021                      Hours 8:30AM- 12:30PM

Request Board approval for Mrs. Mutter and Mrs. Lamont to serve as mentor/teacher for this program. The Senior IB students will be writing their extended essay's 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. Teachers and students will adhere to social distancing. Lunch will be served daily through METZ Culinary Management. Room to be used: LRC

#### Costs:

Teacher Pay - \$35 per hour x 4 hours per day x 8 days x 2 teachers= \$2240.00  
(Acct. 15-422-100-178R-03-SHS)

### 4. Request Board approval of the following contract stipend positions:

#### **Department Chairpersons:**

Regina Gatson & Dave Hunt	Co-Chairs Counseling/Guidance	\$550/ea
Suzanne Landolfi	Applied Academics (4)	\$1101
-OPEN-	Fine Arts (5)	\$1101 + \$33
Scot Levitsky	Health/Physical Education (4)	\$1101
Edward DeStefano	Humanities (4)	\$1101
Victor Boone	Language Arts (6)	\$1101 + \$66
Miranda Clour	Mathematics (5)	\$1101 + \$33
Theresa Derham	Science (5)	\$1101 + \$33
Steve Sheffield	Special Education (5)	\$1101 + \$33
Rachel Hunt	World Languages (3)	\$1101
Nicholas Kline	Band Advisor	\$3762
-OPEN-	Choral Advisor	\$1469
Jessica Dixon	Choreographic Director	\$771
Rachel Hunt	Class Advisor- Freshman	\$369
Heidi Bower	Class Advisor – Sophomore	\$737
Kristina Marion	Class Advisor – Junior	\$1284
Bridget Cheeseman	Class Advisors – Senior	\$1558
Lisa Mutter	Director of Audio/Visual Services	\$1103
Susan Nitshe	District Chairperson of School Health	\$857
Kristin Unger	National Honor Society Advisor	\$276
Lisa Mutter	Student Council Advisor	\$895
Anne Hudock	Theatre Arts Co-Advisor	\$3460
-OPEN-	Theatre Arts Music Director	\$1730
Kathleen Hibbard	Theatre Business Manager	\$333
Sara Lamont	Walnut Street Journal	\$847
Patricia Tedesco	Yearbook Advisor	\$1469
Alfreda McCoy-Cuff	Yearbook Business Advisor	\$1304
Victor Boone	After School Detention- Teacher	\$23.30/hour
Diana Mace	After School Detention- Substitute	\$23.30/hour
Kelli Smith	After School Detention- Substitute	\$23.30/hour

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**D. Leave of Absence**

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

Motion (        /        ) Board to Approve: **#8-E-2**

1. Board to approve the following leave of absences:

<b>Employee ID#</b>	1610	1489
	R.E.	C.P.
<b>Type of Leave</b>	Family	Intermittent-Medical
<b>Leave Requested</b>	09/01/2021 – 10/29/2021	09/01/2021 – 09/01/2022
<b>Fed Max Leave (max 90 days)</b>	N/A	09/01/2021 – 09/01/2022
<b>Time Usage of FMLA</b>	9 weeks	12 weeks
<b>NJ Family Leave (max 90 days)</b>	09/01/2021 – 10/29/2021	N/A
<b>Time Usage of FLA</b>	9 weeks	N/A
<b>*Use of Sick Days</b>	15.25 days	6.5 days
<b>*Use of Personal Days</b>	3 days	3 days
<b>*Use of Vacation Days</b>	N/A	N/A
<b>Unpaid Leave</b>	After exceeding all sick and personal days	After exceeding all sick and personal days
<b>Intermittent Leave</b>	N/A	Up to 5x per week Up to 5 days per episode
<b>Extended Leave</b>	N/A	N/A
<b>Est. Return Date</b>	11/01/2021	N/A

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

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**Curriculum /Professional Development**

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

Motion (            /            ) Board to Approve: **#11-2**

1. Board to approve 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	Resilience and Trauma Recovery	7/14/2021	Virtual – Rutgers	----
Dale Primas-Garner	JFA	Syeda Carter	Trauma and Foster Care	7/21/2021	Virtual	----

**Miscellaneous**

Motion (            /            ) Board to Approve: **#15-2**

1. Request Board approval of the following individual as Volunteer Coach for the Fall 2021 season:

Girls' Tennis

Breanna Samuels

Coach Kutzura concurs with this recommendation. \*Pending Fingerprinting

2. Request Board approval of the following individual as Volunteer Coach for the Fall 2021 season:

Field Hockey

Madinah Thomas

Coach O'Leary concurs with this recommendation. \*Pending Fingerprinting

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**EXECUTIVE SESSION**

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

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

BE IT RESOLVED by the Board of Education of Salem City that in compliance with "The Open Public Meeting Act", P.L., 1975, C. 173, NJSA 10:4-6 et seq., that the Board shall move to a closed portion of this meeting from which the public is excluded for the purpose of discussing a matter or matters permitted to be so discussed by that Act.

The general nature of the matter(s), which the Board intends to discuss, is:\_\_\_\_\_

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

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

**RETURN TO REGULAR SESSION**

Motion (        /        ) Board to return to open session at \_\_\_\_\_.

**NEW BUSINESS:**

Motion (        /        ) Board to Approve:

**ADJOURNMENT**

Motion (        /        ) Board to adjourn the August 11, 2021, meeting of the Salem City Board of Education at \_\_\_\_\_.