

*Board Minutes January 6, 2021*

**Salem City Board of Education  
Salem, New Jersey 08079  
Board of Education Meeting  
January 6, 2021**

**CALL TO ORDER:** A **virtual** 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  
Kendra Fletcher  
Daffonie Moore

Laquendala Bentley (Arrived 6:15 P.M.)  
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  
Michele Beach, VP Salem Middle School  
John Mulhorn, Principal Salem High School  
Jordan Pla, VP Salem High School

Pascale DeVilmé, Principal Salem Middle School  
Dr. Meghan Taylor, Director of Special Services  
Syeda Carter, Principal John Fenwick Academy  
Gia Sparacio Scarani, VP of Early Childhood  
Darryl Roberts, VP Salem High School

**OTHERS:** Mr. Corey Ahart - Solicitor

**Reorganization of Board Members**

1. Swearing in newly elected Board of Education members and sending districts:

2. Roll Call:

Carol Adams  
Laquendala Bentley  
Christopher Colon  
Kendra Fletcher  
Yuenge Groce  
Joan Hoolahan  
Daffonie Moore  
Nilda Wilkins  
Veronica Wright

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3. Reorganization of the Board of Education:

Election of officers:

a. President

Motion (Colon/Fletcher) Board opened the nominations for the position of President.

Motion (Colon/Moore) Board nominated Yuenge Groce to serve as President.

Motion (Colon/Fletcher) Board closed the nominations for President.

***Board voted by a roll call vote 12-0 to elect Yuenge Groce as President of the Salem City Board of Education from January 6, 2021 for one year or until his/her successor is elected and shall qualify.***

b. Vice President

Motion (Colon/Hoolahan) Board opened the nominations for the position of Vice President.

Motion (Colon/Hoolahan) Board nominated Sister Carol Adams to serve as Vice President.

Motion (Colon/Fletcher) Board closed the nominations for Vice President.

***Board voted by a roll call vote of 12-0 to elect Sister Carol Adams as Vice President of the Salem City Board of Education from January 6, 2021 for one year or until his/her successor is elected and shall qualify.***

c. Code of Ethics

Motion (Colon/Fletcher) Board adopted the New Jersey School Board Member Code of Ethics, with presentation by Attorney Corey Ahart, signature on file at Board Office.

***Motion approved by unanimous voice vote of 12-0-0; Ayes: Adams, Bentley, Buzby, Colon, Crane, Fletcher, Hoolahan, McDonald, Moore, Wilkins, Wright, and Groce Nays: 0 Abstain: 0***

d. Appointment of Committees:

Motion (Colon/Fletcher) Board established the following Board of Education Committees with committee members pending the review and reappointment by the seated president:

- i. Personnel/Negotiations/Climate Committee
- ii. Facilities/Finance/Policy Committee
- iii. Curriculum/Technology/Student Committee
- iv. SCSBA Representative – Yuenge Groce
- v. Urban Boards Delegate – Yuenge Groce
- vi. Legislative Chairperson – Yuenge Groce
- vii. Chamber of Commerce Delegate – Daffonie Moore
- viii.

***Motion approved by unanimous voice vote of 12-0-0; Ayes: Adams, Bentley, Buzby, Colon, Crane, Fletcher, Hoolahan, McDonald, Moore, Wilkins, Wright, and Groce Nays: 0 Abstain: 0***

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e. NJSBA Delegate:

Motion (Colon/Hoolahan) Board approved the appointment of a Salem City Board of Education member as the NJSBA Delegate.

Name: Sister Carol Adams

Alternate: Yuenge Groce

**Motion approved by unanimous voice vote of 12-0-0; Ayes: Adams, Bentley, Buzby, Colon, Crane, Fletcher, Hoolahan, McDonald, Moore, Wilkins, Wright, and Groce Nays: 0 Abstain: 0**

f. Be it resolved that Ms. Nilda Wilkins, having received the greatest number of write-in votes, shall be appointed to fill the unexpired term as a member of the Board of Education.

➤ Sister Carol Adams swears Ms. Wilkins in

**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**

- There was no audience participation during this meeting

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**PRESENTATIONS**

**Students of the month for November/2020:**

John Fenwick Academy	Ma'Kayah Mills	2 <sup>nd</sup> Grade	Ms. McClaren
	Stephen Flood	2 <sup>nd</sup> Grade	Ms. Abhau
Salem Middle School	Ja'Khari Carter	5 <sup>th</sup> Grade	Ms. Eck
	A'Moni Cabbell	5 <sup>th</sup> Grade	Mr. Flaherty
Salem High School	Xin Shen	9 <sup>th</sup> Grade	Mr. Destefano
	Jadir Wells	11 <sup>th</sup> Grade	Mr. Destefano

**Students of the month for December/2020:**

John Fenwick Academy	Aryanna Cotto	Kindergarten	Ms. Pastor
	Stanley Spence	Kindergarten	Ms. Terrell-Porter
Salem Middle School	Harmony Wilmore	6 <sup>th</sup> Grade	Ms. Eck
	Kai'sier Muhammad	6 <sup>th</sup> Grade	Ms. Starn
Salem High School	Jerome Crews	11 <sup>th</sup> Grade	Ms. Mace
	Yasmine Morrison	10 <sup>th</sup> Grade	Ms. Mace

**Staff Member(s) of the month for November & December 2020:**

- November 2020: Susan Gilmore      John Fenwick Academy      PK Paraprofessional
- December 2020: Janine Champion      Child Study Team      Social Worker

**BOARD COMMITTEE REPORTS**

Personnel / Negotiations

- ❖ Negotiations Meeting Tuesday January 12, 2021

Curriculum

- ❖ Concerned about new reading program. Dr. Michel is looking into it

Finance

- ❖ For now, we're good

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

#### Salem High School (SHS) Commentary/Event Activities:

- ❖ Virtual teaching/learning went live November 30, 2020. We continue this fashion until March 1, 2021.
- ❖ The ACT Ultimate course classes are in the works. 50 select Juniors will be notified and will complete this 14 week class which includes classroom instruction, practice tests and a final ACT test in June of 2021. More updates as we draw closer.
- ❖ Student mid-term exams will be given virtually the final week of January 2021.
- ❖ Our Class of 2021 are "On Fire!" Take a look at our Seniors college board in the main vestibule.
- ❖ Student scheduling for the 2021-2022 school year will begin February 2021.

#### Salem Middle School (SMS) Commentary/Event Activities:

- ❖ Our enrollment as of today is 431 students.
- ❖ Report cards for the second marking period will be mailed home to all students on January 28, 2021.
- ❖ The Administrative Team is working with the School Counseling Office to prepare for virtual benchmark testing. The counseling office has also been holding virtual meetings with the parents of students who are in danger of failing for the marking period.
- ❖ Faculty and staff are participating in professional development workshops as organized by Mrs. DelRossi's office.
- ❖ Students in grades 3 through 8 are working on their entries for the Annual Dr. Martin Luther King, Jr. Essay and Art Contest.

#### John Fenwick Academy (JFA) Commentary/Event Activities:

- ❖ Staff In-Service on December 3
- ❖ Faculty Meeting (Virtual) on December 7 (Virtual Learning/Attendance/Devices)
- ❖ Grade Level Meetings on December 11
- ❖ Shelter in Place Drill on December 15
- ❖ Drilling Guidance for Schools – January 2021 Webinar on December 18
- ❖ Fire Drill on December 22
- ❖ Board Member as "Secret Santa" donated gift cards to two families on December 22
- ❖ Diamonds in a Rough donated gift cards to two families on December 22
- ❖ JFA donated gift cards to five families on December 22
- ❖ Sharptown United Methodist Church sponsored five families for Christmas
- ❖ Current Total Enrollment: Total Students: 369 (302 In-Person, 67 Remote)

#### Upcoming January Activities:

- ❖ January 4: Faculty Meeting (Virtual)
- ❖ January 7: Staff In-Service (Virtual - 12:45p Dismissal)
- ❖ January 21: VAT Meetings (Virtual)

**SUPERINTENDENT'S COMMENTS/REPORTS**

- ❖ Discussion with Mr. Buzby re: ACT and how Trevor is doing
- ❖ Virtual environment is a challenge but the schools are keeping kids okay
- ❖ Streaming is available for sports
- ❖ Thank Elsinboro for allowing Ms. Crane to stay

Motion (Colon/Fletcher) Board approved minutes of December 9, 2020 Board of Education.

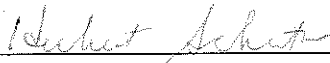
***Motion approved by unanimous voice vote of 12-0-0; Ayes: Adams, Bentley, Buzby, Colon, Crane, Fletcher, Hoolahan, McDonald, Moore, Wilkins, Wright, and Groce Nays: 0 Abstain: 0***

**BOARD SECRETARY/BUSINESS ADMINISTRATOR REPORTS**

**Board Reports (Exhibit A)**

Motion (Colon/Fletcher) Board approved the Board Secretary's reports in memo: #2-A-E-7.

- A. \*Board approved of the transfer of the funds as previously approved by the Superintendent pursuant to 18A:22-8.1 for the month of October 2020.
- B. \*Pursuant to N.J.A.C. 6A:23A-16.10 (c) 3, I certify for the month ending October 2020 no budgetary line item account has obligations and payments (contractual orders) which in total exceed the amount appropriated by the Salem City Board of Education pursuant to N.J.S.A. 18A:22-8.1 and N.J.S.A. 18A:22-8.2 and no budgetary line item account has been over-expended in violation of N.J.A.C. 6A:23A-16.10 (a) 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 October 2020 as follows:

 _____	<u>2/4/21</u>
Board Secretary	Date

- C. \*Treasurer's Report in accordance with 18A:17-36 and 18A:17-9 for the month of October 2020 The Treasurer's Report and Secretary's Report are in agreement for the month of October 2020 pending audit.
  - D. Pursuant to N.J.A.C. 6A: 23A-16.10 (c) 4, the Salem City Board of Education certifies for the month ending October 2020 and after review of the Secretary's Monthly Financial Report and the Treasurer's Monthly Financial Report and upon consultation with the appropriate district officials, to the best of the Boards' knowledge, no major account or fund has been over-expended in violation of N.J.A.C. 6A:23A-16.10 (a)1 and that sufficient funds are available to meet the district's financial obligations for the remainder of the fiscal year.
  - E. Board approved the Purchase Report and Payment of Bills:  
From the General Account for Balance as summarized on attached board memo(s)
- |   |               |              |
|---|---------------|--------------|
| Board approved Purchases Report for     | November 2020 | \$ 47,168.73 |
| Board approved the Payment of Bills for | December 2020 | \$652,146.61 |

Confirmation of payrolls for December 2020

December 15, 2020	General Acct. Transfer	\$684,016.02
December 23, 2020	General Acct. Transfer	\$636,104.68

**Motion approved by unanimous voice vote of 12-0-0; Ayes: Adams, Bentley, Buzby, Colon, Crane, Fletcher, Hoolahan, McDonald, Moore, Wilkins, Wright, and Groce Nays: 0 Abstain: 0**

**Question**

- ❖ Joan Hoolahan asked about the Forman Foundation
- ❖ Dr. Michel responded
- ❖ No funds will come through the district
- ❖ Mr. Mulhorn to provide periodic information

**Question**

- ❖ OOD costs – Are savings reflected? Where?
- ❖ Dr. Michel explained that savings are reflected in overall budget

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**PERSONNEL MATTERS**

**A. Resignation:**

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

Motion (Colon/Fletcher) Board approved: **#8-A-7**

1. Board approved the resignation of Ms. Chelsea Abhau, teacher at John Fenwick Academy, effective February 18, 2021.
2. Board approved the resignation of Ms. Nicolette Muse, teacher at Salem Middle School, effective February 26, 2021.

***Motion approved by unanimous voice vote of 12-0-0; Ayes: Adams, Bentley, Buzby, Colon, Crane, Fletcher, Hoolahan, McDonald, Moore, Wilkins, Wright, and Groce Nays: 0 Abstain: 0***

**B. Employment**

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

Motion (Colon/Fletcher) Board approved: **#8-B-7**

1. Board approved the employment of Montrey Wright as the Family Coach Specialist at Salem High School. Salary \$60,000 (prorated) for the 2020-2021 school year, effective February 1, 2021.

***Motion approved by unanimous voice vote of 11-0-1; Ayes: Adams, Bentley, Buzby, Colon, Crane, Fletcher, Hoolahan, McDonald, Moore, Wilkins, and Groce Nays: 0 Abstain: Veronica Wright***

**D. Financial Request**

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

Motion (Colon/Fletcher) Board approved: **#8-C-7**

1. Board approved for the following to provide tutoring or home instruction for special education students on an as needed basis for the remainder of the 2020-2021 school year. Cost for services is \$35.00 per hour, not to exceed \$2,000 each.

Jaime Bacon  
Betsy Tortella  
Sharen Cline

2. Board approved the following Health Waiver payments:

High School					January Payment
Health , Prescription & Dental					
Kristina Bergman	Teacher	\$9,004.67	15-000-291-290-03-SHS		4,502.34
Larry Brown	Security	\$4,174.84	15-000-291-290-03-SHS		2,087.42
David Hunt	Teacher	\$10,460.18	15-000-291-290-03-SHS		5,230.09
Kline, Nicholas	Teacher	\$10,460.18	15-000-291-290-03-SHS		5,230.09
Scott Levitsky	Teacher	\$10,460.18	15-000-291-290-03-SHS		5,230.09



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Alfreda McCoy-Cuff	Secretary	\$9,004.67	15-000-291-290-03-SHS	4,502.34
John Mulhorn	Principal	\$10,460.18	15-000-291-290-03-SHS	5,230.09
Brianna Santarelli	Teacher	\$4,174.84	15-000-291-290-03-SHS	2,087.42

**TOTAL** \$68,199.74 \$34,099.87

<b>Health &amp; Prescription</b>				
Heidi Bower	Teacher	\$10,355.18	15-000-291-290-03-SHS	5,177.59
Jordan Pla	Vice Principal	\$10,355.18	15-000-291-290-03-SHS	5,177.59
Darryl Roberts	Vice Principal	\$8,899.67	15-000-291-290-03-SHS	4,449.84
Kristin Unger	Teacher	\$10,355.18	15-000-291-290-03-SHS	5,177.59

**DENTAL**

Teresa Derham	Teacher	\$105.00	15-000-291-290-03-SHS	52.50
Edward DeStefano	Teacher	\$105.00	15-000-291-290-03-SHS	52.50
<b>High School Total</b>		<b>\$108,374.95</b>		<b>\$54,187.48</b>

**General Fund**

**Health , Prescription & Dental**

Devon Russell	Payroll Accountant	\$ 10,460.18	11-000-291-290-00-BUS	5,230.09
Herbert Schectman	Business Administrator	\$ 4,174.84	11-000-291-290-00-BUS	2,087.42
Danielle Secula	Teacher	\$ 10,460.18	11-000-291-290-00-BUS	5,230.09

**TOTAL** \$25,095.20 \$12,547.60

**Health & Prescription**

Amiot Michel	Superintendent	\$ 5,000.00	11-000-291-290-00-BUS	2,500.00
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**Dental**

Deborah Maule	Teacher	\$ 105.00	11-000-291-290-00-BUS	52.50
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**General Fund Total** \$30,200.20 \$15,100.10

**John Fenwick School**

**Health , Prescription & Dental**

Tiara Barron	Teacher	\$ 4,174.84	20-218-200-200-01-JFA	1,669.94
Syeda Carter	Principal	\$ 9,004.67	15-000-291-290-01-JFA	4,502.34
Aida Davis	Para-professional	\$ 6,023.15	20-218-200-200-01-JFA	3,011.58

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Avonda Green-Ransome	Para-professional	\$ 10,460.18	20-218-200-200-01-JFA	5,230.09
Shakema Bagby	Para-professional	\$ 6,023.15	20-218-200-200-01-JFA	3,011.58
Laura Krupski	Teacher	\$ 9,004.67	15-000-291-290-01-JFA	4,502.34
Patricia McClaren	Teacher	\$ 10,460.18	15-000-291-290-01-JFA	5,230.09
Krystle Mullen	Teacher	\$ 10,460.18	15-000-291-290-01-JFA	5,230.09
Tyrone Nock	Security	\$ 6,023.15	15-000-291-290-01-JFA	3,011.58
Angelica Roman	Para-professional	\$ 6,023.15	20-218-200-200-01-JFA	3,011.58
Tenyatta Sanders	Secretary	\$ 10,460.18	15-000-291-290-01-JFA	5,230.09
Jill Sutton-Parris	Nurse	\$ 10,460.18	15-000-291-290-01-JFA	5,230.09
Lisa Terrell-Porter	Teacher	\$ 10,460.18	15-000-291-290-01-JFA	5,230.09
<b>TOTAL</b>		<b>\$109,037.86</b>		<b>\$54,101.45</b>

**Health & Prescription**

Stefanie Crawford	Teacher	\$ 5,918.15	15-000-291-290-01-JFA	2,959.08
Elizabeth Whitehead	Para-professional	\$ 8,899.67	20-218-200-200-01-JFA	4,449.84
<b>TOTAL</b>		<b>\$14,817.82</b>		<b>\$7,408.91</b>
<b>John Fenwick Total</b>		<b>\$123,855.68</b>		<b>\$61,510.36</b>

**SALEM MIDDLE SCHOOL**

**Health, Prescription & Dental**

John Bacon	Truancy Officer	\$ 9,004.67	20-218-200-200-01-JFA	4,502.34
Christina Banks	Para-professional	\$ 10,460.18	15-000-291-290-02-SMS	5,230.09
Hugh Dixon	Teacher	\$ 6,023.15	15-000-291-290-02-SMS	3,011.58
Samantha Ecret	Teacher	\$ 10,460.18	15-000-291-290-02-SMS	5,230.09
Betsy Tortella	Teacher	\$ 10,460.18	15-000-291-290-02-SMS	5,230.09
<b>TOTAL</b>		<b>\$46,408.36</b>		<b>\$23,204.18</b>
<b>Health &amp; Prescription</b>				
Francois-DeVilme, Pascale	Principal	\$ 10,460.18	15-000-291-290-02-SMS	\$5,230.09
<b>Middle School Total</b>		<b>\$56,868.54</b>		<b>\$28,434.27</b>
<b>TOTAL</b>		<b>\$319,299.37</b>		<b>\$159,232.20</b>

**Motion approved by unanimous voice vote of 12-0-0; Ayes: Adams, Bentley, Buzby, Colon, Crane, Fletcher, Hoolahan, McDonald, Moore, Wilkins, Wright, and Groce Nays: 0 Abstain: 0**

**Policies**

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

Motion (Colon/Fletcher) Board approved: #14-7

1. Board approved of the 2<sup>nd</sup> reading of the following policies:

2000/2111.8	COVID-19 & Transportation
9000/9320.5	Meetings by Teleconference or Other Electronic Means

***Motion approved by roll call voice vote of 12-0-0; Ayes: Adams, Bentley, Buzby, Colon, Crane, Fletcher, Hoolahan, McDonald, Moore, Wilkins, Wright, and Groce Nays: 0 Abstain: 0***

**EXECUTIVE SESSION**

Motion (Colon/Fletcher) Board adopted the following Resolution to go into executive session at 7:23 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**

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 12-0-0; Ayes: Adams, Bentley, Buzby, Colon, Crane, Fletcher, Hoolahan, McDonald, Moore, Wilkins, Wright, and Groce Nays: 0 Abstain: 0***

**RETURN TO REGULAR SESSION**

Motion (Colon/Fletcher) Board returned to open session at 7:30 P.M.

***Motion approved by unanimous voice vote of 12-0-0; Ayes: Adams, Bentley, Buzby, Colon, Crane, Fletcher, Hoolahan, McDonald, Moore, Wilkins, Wright, and Groce Nays: 0 Abstain: 0***

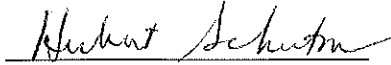
❖ Ms. Bentley sworn in by Corey Ahart

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**ADJOURNMENT**

Motion (Colon/Fletcher) Board adjourned the January 6, 2021 meeting of the Salem City Board of Education at 7:35 P.M.

***Motion approved by unanimous voice vote of 12-0-0; Ayes: Adams, Bentley, Buzby, Colon, Crane, Fletcher, Hoolahan, McDonald, Moore, Wilkins, Wright, and Groce Nays: 0 Abstain: 0***



Herbert Schectman  
Business Administrator/Board Secretary  
HS/ta