

*Board Minutes March 10, 2021*

**Salem City Board of Education  
Salem, New Jersey 08079  
Board of Education Meeting  
March 10, 2021**

**CALL TO ORDER:** A meeting of the Salem City Board of Education is called to order at 6:00 P.M. in the Salem High School Library located at 219 Walnut Street in Salem, New Jersey 08079.

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

**FLAG SALUTE**

**Board Members**

Carol Adams  
Kendra Fletcher  
Daffonie Moore

Laquendala Bentley  
Yuenge Groce (Arrived 6:10)  
Nilda Wilkins

Christopher Colon (Arrived 6:05)  
Joan Hoolahan  
Veronica Wright (Arrived 6:05)

**District Representatives:**

LAC: Laura Tice Crane  
Quinton: William McDonald (Absent)  
Mannington: Eric Buzby (Absent)

**Administrators:**

Dr. Patrick Michel, Superintendent  
Herbert Schectman, School Business Administrator  
Michele Beach, VP Salem Middle School  
Syeda Carter, Principal John Fenwick Academy  
Jordan Pla, VP Salem High School

Pascale DeVilmé, Principal Salem Middle School  
Dr. Meghan Taylor, Director of Special Services  
Linda Del Rossi, Supervisor of Literacy/SS PreK-12  
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.

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### **PRESENTATION**

#### **Students of the month for February/2021:**

Salem High School	Xantha Cronrath	11 <sup>th</sup> Grade	Mrs. Irvine
	Drew Hallett	12 <sup>th</sup> Grade	Mr. Kline
Salem Middle School	Kenajay Thomas	8 <sup>th</sup> Grade	Ms. Montgomery
	Destiny Carr	8 <sup>th</sup> Grade	Ms. Montgomery
John Fenwick Academy	Christian Velez-Barreto	2 <sup>nd</sup> Grade	Mrs. Crawford
	Marie Williams	2 <sup>nd</sup> Grade	Mr. Riskie

#### **Staff Member(s) of the month for February/2021:**

Christine Peltz      Vice Principal Secretary      Salem Middle School

### **BOARD COMMITTEE REPORTS**

#### Curriculum

- ❖ We're good

#### Personnel / Negotiations

- ❖ Didn't need to meet

#### Finance

- ❖ Everyone received budget report

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

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

- ❖ We had a successful reopening of school last Monday, March 1st. Students and staff were excited to resume in person learning. We look forward to a strong finish to the school year.
- ❖ Our student College Board continues to grow! Stop by and check it out in the main entry. WOW!
- ❖ We are currently working with the Princeton Review and we are hoping to begin ACT Prep courses in May.
- ❖ We are in the process of planning summer trips for our IB students. Tentatively, our IB Seniors will travel in June after graduation and our IB Juniors will travel at the beginning of August. Destinations will be finalized very soon. HOW EXCITING!!
- ❖ The winter sports season is finishing up with winter track and wrestling still competing. The boy's and girl's bowling and basketball teams completed a successful and productive season.
- ❖ Student scheduling for the 2021-2022 school year has begun and is in full swing.
- ❖ All spring sports are slated to resume on April 1st. We are excited to welcome back softball, baseball, and track back after these sports were suspended last year due to the pandemic.
- ❖ PROM IS BACK!! The Salem High School prom is scheduled as an outdoor event on May 7th! SHS Juniors and Seniors will celebrate to the theme of Hawaiian Luau on the beautiful and picturesque river front property of The Inn at Salem Country Club in Elsinboro.

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

- ❖ Our enrollment stands at 305 In-Person Learners.
- ❖ The students were greeted by the staff as they entered the building for the first time in months. The students have acclimated well to our return to SMS and they are excited to be back in our building.
- ❖ Teaching and learning continue to be our primary focus!
- ❖ Students Grades 3-8 completed their mid-year Lexile Benchmark Assessments. 65% of our students made mid-year growth in reading and 45% of our students made 1 year growth in reading.

### Updates:

- ❖ The Focus on Education Afterschool Program continues to be offered to the students for grades 3&4 with excellent attendance.
- ❖ SMS is proud to announce that our Academic League has started practicing and we will be competing virtually for the upcoming matches.
- ❖ The men of Alpha Phi Alpha Fraternity Inc. have partnered with SMS to mentor our young men through their Gentlemen by Choice Program.
- ❖ ESS continues to support in-person and remote learners daily through virtual conferences and group sessions.
- ❖ District PD is scheduled for March 12, 2021.

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

- ❖ Faculty Meeting (Virtual) on February 1
- ❖ Grade Level Meetings (Virtual) on February 5
- ❖ Pandemic Team Meeting (Virtual) on February 19
- ❖ Fire Drill on February 24
- ❖ Evacuation Drill on February 25
- ❖ Drilling Guidance for Schools – March 2021 Webinar on February 26
- ❖ Current Total Enrollment: Total Students: 369 (307 In-Person, 62 Remote)
- ❖ Average Virtual Learning Attendance (November-February): 70%
- ❖ Current Average In-Person Attendance: 88%
- ❖ ESS Report for February: 4 Students Highlighted (Home delivered breakfast of choice!)
- ❖ Improvement Areas: Excellence in Virtual Learning Reading
- ❖ Increased Participation/Enthusiasm/Attendance

### March Activities:

- March 1: Faculty Meeting (Virtual)
- March 3: PAW/FCC Starts In-Person (Homework/Reading Remediation)
- March 12: Staff Development Full Day (Virtual)
- March 15: Report Card Distribution
- March 22: Parent/Teacher Conferences (all week: phone/in-person/virtual)
- March 18: VAT Meetings (Virtual)

### SUPERINTENDENT'S COMMENTS/REPORTS

- ❖ Pleasantly surprised by SMS reading data
- ❖ Stimulus passed today – we'll get money for facilities
- ❖ Mr. McDonald says hello and plans to be at the next board meeting
- ❖ ECS is pushing for staff to get vaccines

Motion (Colon/Fletcher) Board approved regular and executive minutes of February 10, 2021 Board of Education meeting.  
**Motion approved by unanimous voice vote of 10-0-0; Ayes: Adams, Bentley, Colon, Crane, Fletcher, Hoolahan, 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-9.

- A. \*Board approved of the transfer of the funds as previously approved by the Superintendent pursuant to 18A:22-8.1 for the month(s) of December 2020.
- B. \*Pursuant to N.J.A.C. 6A:23A-16.10 (c) 3, I certify for the month ending December 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) 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 December 2020 as follows:

Hubert Schmitt  
Board Secretary

3/30/21  
Date

- C. \*Treasurer's Report in accordance with 18A:17-36 and 18A:17-9 for the month of December 2020. The Treasurer's Report and Secretary's Report are in agreement for the month of December 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 December 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 Payment of Bills and Purchase Report:  
From the General Account for Balance as summarized on attached board memo(s)

Board approved Purchases Report for Date	\$
Board approved Payment of Bills for Date	
General Account	\$

Confirmation of payrolls for February 2021

<u>February 12, 2021</u>	General Acct. Transfer	\$646,516.34
<u>February 26, 2021</u>	General Acct. Transfer	\$663,228.52

**Motion approved by unanimous voice vote of 10-0-0; Ayes: Adams, Bentley, Colon, Crane, Fletcher, Hoolahan, Moore, Wilkins, Wright, and Groce Nays: 0 Abstain: 0**

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**Miscellaneous**

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

Motion (Colon/Fletcher) Board approved: #2-F-9

1. Board approved to accept the Delaware Estuary/Rutgers University Rain Garden Grant. Please see the attached Memorandum of Understanding Between John Fenwick Academy, Rutgers, The State University of New Jersey and Partnership for the Delaware Estuary, Inc.
2. Board approved of the tentative memorandum of agreement as ratified by the Salem City Educational Association and the Board of Education. This is a three-year contract agreement beginning July 1, 2020 through June 30, 2023.
3. Board approved of the (2<sup>nd</sup>) second lunch prices for all students. The district will, however, offer first meals to all students as a Community Eligible Provision (CEP) district. The staff lunch prices will remain the same.

	<u>2<sup>nd</sup> 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\*

4. Board approved to submit the SEMI Action Plan for the 20-21 SY. In accordance with N.J.A.C. 6A:23A-5.3(f) and (g), failure to maximize SEMI, each district that has less than 90 percent participation of SEMI eligible students in the prebudget year or has failed to comply with all program requirements set forth in N.J.A.C. 6A:23A-5.3(e) shall submit a SEMI action plan to the Executive County Superintendent for review and approval as part of the district's proposed budget submission.
5. Board approved of the submission of Report Period #1 (September 1, 2020 to December 31, 2020) for the Student Safety Data Submission (SSDS) to the State of New Jersey DOE (Under the Anti-Bullying Bill of Rights Act).
6. Board approved of the operation of a mentorship program called "Gentlemen By Choice" as operated at no cost to the Salem City Board of Education by the Alpha Phi Alpha Fraternity, Inc. Nu Gamma Lambda Chapter. Gentlemen By Choice (GBC) is designed to address the academic, social, and cultural needs of young minority males (ages 10-18). GBC will expose these students to culturally relevant pedagogy and positive activities within their community. Some of the programs include how to interact with law enforcement, community service initiatives, importance of knowing your history, life skills, college tours, chess club, and fun activities such as the Escape Room. All GBC students will build positive relationships with male role models from under-represented populations (medical doctors, CEOs, engineers, principals, college deans, detectives, etc.). The goal is to expose these students to individuals who look like them to influence their career aspirations, academic outcomes, community consciousness, and overall education.

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7. Board approved of the Adoption of the 2021-2022 School Year Tentative Budget:

BE IT RESOLVED, that the budget be approved for the 2021-2022 School Year and the Secretary to the Board of Education be authorized to submit the tentative budget to the Salem County Executive Superintendent of Schools for approvals as follows:

BE IT RESOLVED to approve the 2021-2022 school district budget:

	Budget	Local Tax Levy
General Fund	\$23,446,732	\$2,538,749
Special Revenue	\$ 3,756,173	
Debt Service	<u>\$ 181,516</u>	<u>\$ 95,322</u>
	\$27,384,421	\$ 2,634,071

AND BE IT RESOLVED, to approve the 2021-2022 school district budget.

RESOLVED, that taxes should be raised from the City of Salem in the amount of \$2,538,749 for the General Fund for the 2021-2022 school year,

WHEREAS, the District makes the following assurances: 1.) No other line-item balances are or will be available, 2.) No other emergency reserves or maintenances reserves (for maintenance purposes) area available for transfer, 3.) The transfer is for T&E purposes OR to ensure health and safety of students/or staff, 4.) any unbudgeted or under-budgeted revenue or excess (under projected) unreserved undesignated fund balance has been utilized.

8. The Board of Education authorized Herbert Schectman to submit the 21-22 FSMC contract addendum to the NJ Department of Agriculture. The management and administrative total flat fee for the 21-22 school year will be \$51,000.
9. Board approved to contract with Therapy Source Staffing Solutions located in Plymouth Meeting, PA to provide speech/language services for Salem City School District special education students per their IEPs. Services will begin on March 11, 2021, 4 days a week, 7 hours per day ending on June 10, 2021. Cost will be \$81.00 per hour, not to exceed \$31,000.00. Acct# 11-000-219-390-00-CST
10. The Board of Education accepted the New Road Construction contract for the investigation and assessment of HVAC systems at Salem High School, Salem Middle School, and John Fenwick Academy, not to exceed \$52,250.00.
11. Board approved to submit the Emergency After School Snack Program (ASSP) Contract to the NJ Department of Agriculture. The purpose of the Emergency Contract is for the addition of the After School Snack Program for the remainder of the 2020-2021 school year beginning March 1, 2021.

**Question: Mrs. Wilkins asked about number 10.**

➤ **Did we receive letter regarding ESSR I**

**Motion approved by roll call voice vote of 8-0-2; Ayes: Adams, Crane, Fletcher, Hoolahan, Moore, Wilkins, Wright, and Groce Nays: 0 Abstain: Bentley & Colon # 2**

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

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

1. Board approved the following students for home instruction:

<b>Student ID</b>	<b>Health Care/Teacher</b>	<b>Costs (Prorated)</b>	<b>Dates</b>	<b>Account #</b>
01220075	Rachel Hunt	5 hours per week/\$35.00 per hour	Begin immediately until further notice	TBD
01250190	Brookfield Academy	40 hours for \$26.00 per hour	January 15, 2021 to February 12, 2021	11-219-100-320-00-CST

2. Board approved for student J.F. (SID#6975716757/LID#01300055) to receive Tutoring Services from Inspira Program at Bridgeton Partial Care c/o Brookfield Schools in Cherry Hill, NJ. The referenced invoice covers the period 2/10/21 thru 2/26/21. The student received a total of twenty (20) hours of instruction at \$26.00/per hour for a total of \$520.00 Acct # 11-219-100-320-00-CST

***Motion approved by unanimous voice vote of 10-0-0; Ayes: Adams, Bentley, Colon, Crane, Fletcher, Hoolahan, Moore, Wilkins, Wright, and Groce Nays: 0 Abstain: 0***

**PERSONNEL**

**A. Resignation/Retirement**

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

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

1. Board approved of the resignation of Ms. Ashley Williams, school psychologist for Child Study Team, effective April 23, 2021.
2. Board approved of the retirement of Ms. Linda Jones, treasurer for the Business Office, effective June 30, 2021.

***Motion approved by unanimous voice vote of 10-0-0; Ayes: Adams, Bentley, Colon, Crane, Fletcher, Hoolahan, Moore, Wilkins, Wright, and Groce Nays: 0 Abstain: 0***

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**C. Financial Request**

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

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

1. Board approved of the pool rental for the Swim Team at the Delaware Swim School, 2150 New Castle Blvd. New Castle, DE., 19707 @ \$20.00 per hour per lane for two lanes; for 5 weeks for a total of \$400.00 for the season. 2/13/2021 – 03/14/2021; 1:00-2:00 pm/Sat. & Sun.
2. Board approved to add Bonita Gullett (Security) to the after-school Focus on Education Program beginning on Thursday, March 11, 2021, and continuing until the end of the program on Thursday, May 27, 2021. This program is four days a week (Monday, Tuesday, Wednesday, and Thursday) from 3:00 p.m. to 5:00 p.m. 45 days x \$22 per hour for 2 hours/daily = \$1,980. Further, approved to add Catherine McConathey as a substitute to the FOE After-School Program: Funds available in Account #: 20-235-100-100-00-DIS ESEA – 2020-2021
3. Board approved to add Pascale DeVilme', Michele Beach, and Will Allen as additional administrative substitutes to the after-school Focus on Education Program. This is for grades three and four in the Salem Middle School, four days a week (Monday, Tuesday, Wednesday, and Thursday) from 3:00 p.m. to 5:00 p.m., and will continue through May 27, 2021. Funds available in Account # 20-235-100-100-00-DIS ESEA – 2020-2021
4. Board approved of the following Family Friendly Center (FFC) revisions to pay rates and additional staff members for the period March 1 – June 3, 2021, Monday thru Thursday, 3:15 – 5:15 p.m.:

FFC Pay Rate:

Program Administrator: \$4,800/stipend (Mrs. Syeda Carter)  
Security: \$22.00/hour

FFC Staff to Add:

Susan Gilmore (Teacher)  
Ashley Vernon (Teacher)  
Tyrone Nock (Security)

5. Board approved of the following Pre-school Afterschool Wrap (PAW) revisions to pay rates and removal of staff members for the period March 1 – June 3, 2021, Monday thru Thursday, 3:15 – 5:15 p.m.:

PAW Pay Rate (Revised)

Program Administrator: \$4,800/stipend (Ms. Gia Scarani)

PAW Staff to Transfer to FFC

Susan Gilmore (Teacher)  
Ashley Vernon (Teacher)  
Tyrone Nock (Security)



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6. Board approved of the Spring 2021 Athletic Coaching Positions:

Baseball	Head Coach	\$4,762	Josiah Hughes
Baseball	Assistant Coach (Varsity)	\$3,822	Steve Sheffield
Baseball	Assistant Coach (JV)	\$3,822	Michael Hughes
Softball	Head Coach	\$4,762	Steve Merritt
Softball	Assistant Coach (Varsity)	\$2,761	Drew Favat
Softball	Assistant Coach (JV)		Open
Track (Spring)	Head Coach	\$8,522	David Hunt
Track (Spring)	Assistant Coach	\$3,822	Regina Gatson
Track (Spring)	Assistant Coach	\$3,822	Scot Levitsky
Track (Spring)	Assistant Coach	\$3,822	Greg Lagakos
Track (Spring)	Assistant Coach	\$3,822	Montrey Wright
Track (Spring)	Assistant Coach	\$2,230	Spencer Jarrett

**Motion approved by unanimous voice vote of 9-0-1; Ayes: Adams, Bentley, Colon, Crane, Fletcher, Hoolahan, Moore, Wilkins, and Groce Nays: 0 Abstain: Wright #6**

**D. Leave of Absence**

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

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

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

Employee ID#	1420	669	852
Employee	R.A.	T.P.	D.A.
Type of Leave	Family	Medical	Intermittent – Medical
Leave Requested	03/01/2021-05/24/2021	02/25/2021- 03/15-2021	02/25/2021 – 02/25/2022
Fed Max Leave (max 90 days)	03/01/2021-05/24/2021	02/25/2021- 03/15-2021	02/25/2021 – 02/25/2022
Time Usage of FMLA	12 weeks	2 weeks	12 weeks
NJ Family Leave (max 90 days)	N/A	N/A	N/A
Time Usage of FLA	N/A	N/A	N/A
*Use of Sick Days	N/A	13 days	74.75 days
*Use of Personal Days	N/A	N/A	2.5 days
*Use of Vacation Days	N/A	N/A	N/A
Unpaid Leave	03/01/2021-05/24/2021	N/A	After exceeding all sick and personal days
Intermittent Leave	N/A	N/A	2 times per month 3-4 days per episode
Extended Leave	N/A	N/A	N/A
Est. Return Date	05/25/2021	03/16/2021	N/A

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**Motion approved by unanimous voice vote of 10-0-0; Ayes: Adams, Bentley, Colon, Crane, Fletcher, Hoolahan, Moore, Wilkins, Wright, and Groce Nays: 0 Abstain: 0**

**Curriculum /Professional Development**

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

Motion (Colon/Fletcher) Board approved: #11-9

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

Staff Member	Building	Admin. Approving	Title	Date of Program	Location	Registration and Mileage Cost
Danielle Secula	CST	Dr. Megan Taylor	101 Therapy Strategies to Increase Your Effectiveness as a SLP	4/28/2021	Live On-Line	Registration: \$279.00 11-000-216-800-00-CST
Deborah Maule	CST	Dr. Megan Taylor	Overview of the WIAT-4	4/16/2021	Zoom	Registration: \$130.00 11-000-219-390-00-CST
Adrienne Brown	CST	Dr. Megan Taylor	What the WIAT Can Do For You	4/16/2021	Zoom	Registration: \$100.00 11-000-219-390-00-CST
Gia Scarani, Latisha Thomas, Debra Atkinson Jennifer Cascaden, Regina Colon, Elyssa Haines, Victoria Galasso, Debra Garvine, Alberte Marlin, Cheri Parsons, Karen Walker, Cassandra Shoulders	JFS	Mrs. Syeda – Woods Carter	Cultural Responsiveness in Early Childhood	4/6/2021 4/7/2021 4/8/2021 (Will attend each day 3-6 p.m.)	Virtual	Registration: \$75.00 x 12 = \$900.00 20-218-200-800-01-JFA

**Motion approved by unanimous voice vote of 9-0-1; Ayes: Adams, Bentley, Crane, Fletcher, Hoolahan, Moore, Wilkins, Wright, and Groce Nays: 0 Abstain: Colon**

**Monthly Reports**

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

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

**Motion approved by unanimous voice vote of 10-0-0; Ayes: Adams, Bentley, Colon, Crane, Fletcher, Hoolahan, Moore, Wilkins, Wright, and Groce Nays: 0 Abstain: 0**

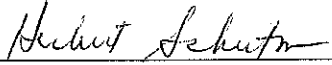
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**EXECUTIVE SESSION**

❖ *An executive session was not held during this meeting*

**ADJOURNMENT**

Motion (Colon/Fletcher) Board adjourned the March 10, 2021 meeting of the Salem City Board of Education at 7:05 P.M.



Herbert Schectman  
Business Administrator/Board Secretary  
HS/ta