

Folsom Board of Education  
1357 Mays Landing Road  
Folsom NJ 08037

REGULAR BOARD OF EDUCATION MEETING  
TUESDAY, January 23, 2018 – 6:00 PM

**MINUTES**

**MISSION  
STATEMENT**

Our mission at Folsom School is to serve the unique academic, physical, social, and emotional needs of all students, in a safe, supportive, and caring environment. Folsom staff members are committed to working with parents and community partners to provide the necessary supports to ensure that all children achieve the New Jersey Core Curriculum Content Standards, thus developing the needed skills to function responsibly in our global society. We strive to foster our students' exploration, creativity, and self-determination to help develop a lifelong love of learning.

**CALL TO  
ORDER**

Mr. Smith, President of the Folsom Board of Education, called the meeting to order at 6:02 pm.

**ROLL CALL**

The following members were present: Daria DeStefano, Lisa O'Toole, Marisa Scibilia, Glenn Smith, John Thomas and Andrea Way; also in attendance were the Superintendent Dr. Evelyn Browne, the Board Secretary Christopher Veneziani and the Board Attorney William Cappuccio. Joan Somogy was absent.

**OPEN PUBLIC  
MEETINGS ACT  
STATEMENT**

The New Jersey Open Public Meetings Law was enacted to ensure the rights of the public to have advance notice of and to attend the meetings of the public bodies at which any business affecting their interest is discussed or acted upon. In accordance with the provisions of this Act, the Folsom Board of Education has caused notice of this meeting to be published by having the date, time, and place thereof posted in the Municipal Building, Folsom Elementary School, the Press of Atlantic City and the Hammonton Gazette.

**EXECUTIVE  
SESSION**

On a motion made by John Thomas, second by Daria DeStefano, ALL MEMBERS PRESENT VOTED YES, at 6:03 PM the Board of Education adjourned, by Resolution, into Executive Session, from which the general public was excluded, to discuss personnel, finance, student matters, legal or any other matter appropriate for this session. The results of this session will be made public immediately after or as soon thereafter as a decision is reached. A motion was made by Marisa Scibilia, second by Daria DeStefano, ALL MEMBERS PRESENT VOTED YES, to return to open session at 6:50 PM.

**PLEDGE TO  
THE FLAG**

I pledge allegiance to the flag of the United States of America, and to the Republic for which it stands, one Nation under God, indivisible, with liberty and justice for all.

**PRESENTATIONS****COMMUNICATION**

Letter from Rutgers University

*(Attachment A)*

**FIRST OF TWO,  
PUBLIC  
PARTICIPATION**

1. Sign in at the room entrance.
2. Wait to be recognized before making your comment.
3. State your full name and address before commenting. Identify the agenda item that you wish to comment on.

Time limit for discussion is 5 (five) minutes. Total time limit for public discussion is 30 (thirty) minutes.

**BOARD OF  
EDUCATION  
BUSINESS**

Committee Reports:

Superintendent's Report:

Business Administrator's Report:

Old Business/Updates:

New Business:

**APPROVAL OF  
MINUTES**

1. Upon the Business Administrator's recommendation, a motion was made by Daria DeStefano, second by Lisa O'Toole, ALL MEMBERS PRESENT VOTED YES, to approve the regular and executive sessions minutes of December 19, 2017 (Regular Meeting) and January 3, 2018 (Reorganization Meeting).

*(Attachment B)*

**FINANCIAL**

Upon the Business Administrator's recommendation, a motion was made by John Thomas, second by Lisa O'Toole, ALL MEMBERS PRESENT VOTED YES, to approve the following item(s):

2. **Budget Summary Report**

A budget summary report is submitted for review.

*(Attachment C)*

**3. Board Secretary/Treasurer's Reports/Certification**

Pursuant to N.J.A.C. 6A: 23A-16.10(c) 3, the Board Secretary certifies that as of **December 31, 2017**, no budgetary line item account has been over-expended in violation of N.J.A.C. 6A: 23A-16.10(c) 3.

The **December 31, 2017** preliminary Reports of the Board Secretary and Board treasurer, pursuant to N.J.A.C. 6A: 23A-16.10, certify that after review of the Board Secretary's monthly financial report (revenue and appropriations section) and upon consultation with the appropriate district officials, that to the best of our knowledge no major account or fund has been over-expended in violation of N.J.A.C. 6A: 23A-16.10(c) 3 and that sufficient funds are available to meet the district's financial obligations for the remainder of the fiscal year.

The Board approves the Treasurer's report in accordance with N.J.A.C. 18A: 17-36 and 18A: 17-9 for the month of **December 2017**, pending audit. The Treasurer's Report and the Secretary's report are in agreement for **December 2017**.

*(Attachment D)*

**4. Bills List**

Motion to approve the payroll, agency, and bills list of **\$163,423.48** for **January 2018**.

*(Attachment E)*

**5. Line item transfers**

Motion to approve the attached transfer of funds within the 2017-2018 operating budget.

*(Attachment F)*

**CONTRACTS**

Upon the Business Administrator's recommendation, a motion was made by Andrea Way, second by Marisa Scibilia, ALL MEMBERS PRESENT VOTED YES, to approve the following item(s):

**6. Motion to approve a special education tuition contract with Pineland Learning Center to provide special education services for 1 student for the remainder of the 2017-2018 school year. The cost of this contract is \$31,828.00.**

*(Attachment G)*

**7. Motion to approve a transportation jointure with Greater Egg Harbor Regional School District to provide transportation for 1 student to Archway Schools, Lower Campus (ARCH) for \$23,640, 1 student to Bankbridge Elementary School (BBRE) for \$14,695.92, 3 students to Camden County Technical Schools (CCTS) for \$43,740, 1 student to HollyDell School (HDELL) for \$32,670, 1 student to YALE School, Atlantic (YL-A1) for \$16,880.40, 2**

students to YALE School, East (YL-E) for \$35,964.16, 2 students to Mullica Township Elementary Schools (MT-FSD) for \$32,400, 1 student to Brookfield Academy (BFA) for \$48,240, 1 student to CHOP Specialty Care Center (CHOP) for \$27,652, 1 student to ACSSSD (ACSSSD-1) for \$6,877.53, 2 students to Milanesi School (548) for \$14,250.60, 1 student to Buena Regional Middle School (629) for \$133.34. The total cost of this jointure is \$297,143.95 for the 2017-2018 school year.

(Attachment H)

## FACILITIES

Upon the Business Administrator's recommendation, a motion was made by John Thomas, second by Daria DeStefano, ALL MEMBERS PRESENT VOTED YES, to approve the following item(s):

8. Motion to approve the following Applications for Use of School Facilities as listed below, for the 2017-2018 school year.

Date	Time	Facility	Event
4/20/18	6:00 pm – 11:00 pm	Gym	Folsom Educational Foundation – Designer Bag Bingo
7/16/18 – 8/2/18	8:30 am – 1:30 pm	Gym, Library, Fields, Computer Lab	Folsom Drug Alliance – Youth Summer Camp
2/13/18 – 3/27/18	3:30pm – 4:30 pm	Rm 117	CER – Math Club

## PERSONNEL

Upon the Superintendent's recommendation, a motion was made by Lisa O'Toole, second by Marisa Scibilia, ALL MEMBERS PRESENT VOTED YES, to approve the following item(s):

9. Motion to approve the following request for tuition reimbursement, as listed:

Employee	Course	Semester	Cost
Helen Rodenheiser	Clinical Practicum	Spring 2018	\$1,950.00

*(Reimbursement is limited to \$1,750 per tenured teacher. Additional reimbursement may be available at the end of the fiscal year if the total cost of tuition reimbursement has not exceeded \$13,000 for the year.)*

10. Motion to approve Melissa Valenti as the mentor for Amanda Magenta for the 2017 – 2018 school year.

11. Motion to accept the retirement of Esther Egizi effective June 30, 2018.

(Attachment I)

## **POLICIES**

Upon the Superintendent's recommendation, a motion was made by Daria DeStefano, second by Lisa O'Toole, ALL MEMBERS PRESENT VOTED YES, to approve the following item(s):

12. The first and final reading for the following revised policy(ies):

Policy 4112.8 Instructional Personnel - Nepotism (*Attachment J*)  
Policy 4212.8 Support Personnel - Nepotism (*Attachment K*)

13. The first of two readings of the following new policy(ies):

Policy 6142.19 ADA Compliant Website (*Attachment L*)

## **HIB**

Upon the Superintendent's recommendation, a motion was made by Andrea Way, second by Lisa O'Toole, ALL MEMBERS PRESENT VOTED YES, to approve the following item(s):

14. Motion to approve the first reading of the submitted Harassment, Intimidation, and Bullying report for January 2018, as attached. There were 3 incidents, none of which were investigated as a possible HIB.  
(*Attachment M*)

15. Motion to approve the second and final reading of the submitted Harassment, Intimidation, and Bullying report for December 2017, as attached. There were 16 incidents, none of which were investigated as a possible HIB.  
(*Attachment N*)

## **PRESCHOOL PLAN**

Upon the Superintendent's recommendation, a motion was made by Daria DeStefano, second by John Thomas, ALL MEMBERS PRESENT VOTED YES, to approve the following item(s):

16. Motion to approve the 2018-2019 annual update to the 2017-2020 Preschool Plan and 2018-2019 Budget Statement for submission to the New Jersey State Department of Education, as attached.  
(*Attachment O*)

## **FIELD TRIPS / TRAVEL / SUBSTITUTES / VOLUNTEERS / FIELD PLACEMENTS**

Upon the Superintendent's recommendation, a motion was made by Daria DeStefano, second by Lisa O'Toole, ALL MEMBERS PRESENT VOTED YES, to approve the following item(s):

17. **Field Trips**  
Motion to approve the following field trips:

Date of trip	Destination	Grade/Teacher	Bus Cost	Staff Attending
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3/9/2018	AC Aquarium & Rain Forest Café	2nd / Cavallaro	\$262.50	3
3/1/2018	Tighe School	Volleyball / DeSordi	\$150.00	2
3/7/2018	Mullica School	Volleyball / DeSordi	\$112.50	2
3/13/2018	North Wildwood School	Volleyball / DeSordi	\$250.00	2
3/19/2018	St. Marys Vineland	Volleyball / DeSordi	\$125.00	2
3/23/2018	Brigantine	Volleyball / DeSordi	\$150.00	2

**18.**

**Travel**

Motion to approve the following professional development and travel/expense reimbursement:

Name	Workshop/Training	Date	Estimated Mileage	Other Costs
S. Edmondson	"Smart but Scattered" workshop	1/30	Cherry Hill, NJ	\$199.00
R. Losse	B&G Expo	3/12, 3/13, 3/14	Atlantic City, NJ	-
D. DeCicco	co-op mtgs	1/18	Lower Alloway, NJ	-
T. Hathaway	CCTS student tour	1/24	Sicklerville, NJ	-
D. DeRosa, C. Roth, E. Browne	Techspo	1/25	Atlantic City, NJ	\$325.00
E. Browne	DALI Conference	1/10, 1/11, 1/12	New Orleans	-
R. Casadia, P. Ward, M. Hetzel	Next Generation School Training	2/27	Pomona, NJ	-
C. Veneziani, L. Abruzzese	Rutgers Purchasing Conference	5/2, 5/3	Atlantic City, NJ	\$700.00
M. Hetzel, P. Ward	PARCC training	3/8	Atlantic City, NJ	-
A. Cirillo	Pre K Conf	2/26 & 2/27	Atlantic City, NJ	\$419.00

**19.**

**Substitutes**

Motion to approve the following substitutes:

Name	Address	Sub Area	Request for
Wozniak, Chris	74 Tansboro Road, Berlin, NJ 08009	Teacher	approval
Maffei, Dean	725 Mays Landing Road, Hammonton, NJ 08037	Teacher	approval

**20.**

**Field Placements**

Motion to approve the following field placements:

Name	Type of placement	Grade/Teacher	College/University	Dates of
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				<b>placement</b>
Shannon Casey	Student Teacher	4th - Valenti	Rowan University	1/16 - 5/4

## PERSONNEL

Upon the Superintendent's recommendation, a motion was made by Daria DeStefano, second by Lisa O'Toole, ALL MEMBERS PRESENT VOTED YES, to approve the following item(s):

21. Motion to accept the retirement of Dr. Evelyn Browne effective June 30, 2018.  
(Attachment U)
22. Motion to approve posting the position of Superintendent.

## PERSONNEL

Upon the Superintendent's recommendation, a motion was made by Andrea Way, second by Lisa O'Toole, ALL MEMBERS PRESENT VOTED YES, to approve the following item(s):

23. Motion to approve New Jersey School Board's Association to conduct a Superintendent Search at a cost of \$7,000.

## FOR YOUR INFORMATION

Buildings and Grounds Supervisor's Report	(Attachment P)
Technology Report	(Attachment Q)
School Nurse's Report	(Attachment R)
Fire / Security Drill Report	(Attachment S)
Office Referral Report	(Attachment T)

## FINAL PUBLIC PARTICIPATION

1. Sign in at the room entrance.
2. Wait to be recognized before making your comment.
3. State your full name and address before commenting. Identify the agenda item that you wish to comment on.

Time limit for discussion is 5 (five) minutes. Total time limit for public discussion is 30 (thirty) minutes.

## EXECUTIVE SESSION

On a motion made by John Thomas, second by Andrea Way, ALL MEMBERS PRESENT VOTED YES, at 7:15 PM the Board of Education adjourned, by Resolution, into Executive Session, from which the general public was excluded, to discuss personnel, finance, student matters, legal or any other matter appropriate for this session. The results of this session will be made public immediately after or as soon thereafter as a decision is reached. A

motion was made by Andrea Way, second by John Thomas, ALL MEMBERS PRESENT VOTED YES, to return to open session at 8:15 PM.

## **ADJOURNMENT**

Having no further business to discuss, a motion was made by Andrea Way, seconded by Daria DeStefano, ALL MEMBERS PRESENT VOTED YES, to adjourn at 8:16 PM.