

Folsom Board of Education  
1357 Mays Landing Road  
Folsom NJ 08037

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

**MINTUES**

**MISSION  
STATEMENT**

Our mission is to create a learning environment that honors family values and serves the unique academic, physical, social, and emotional needs of all students in a safe and caring environment. We strive to foster our students' creativity and self-determination to develop a lifelong love of learning. We encourage students to approach learning as problem-solvers, designers, and creators by providing access to the technologies, tools and resources needed to achieve their goals. Folsom staff members are committed to working with parents and community partners to enable students to understand the world around them and the talents within them so they can become fulfilled individuals and active, compassionate citizens.

**CALL TO  
ORDER**

Mr. Smith, President of the Folsom Board of Education, called the meeting to order at 6:17 pm.

**ROLL CALL**

The following members were present: Daria DeStefano, Tiffani Dych, Lisa O'Toole, Marisa Scibilia, Glenn Smith, John Thomas and Andrea Way; also in attendance were the Superintendent Dr. Matthew Mazzoni and the Board Secretary Christopher Veneziani.

**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 Lisa O'Toole, ALL MEMBERS PRESENT VOTED YES, at 6:17 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 Tiffani Dych, second by John Thomas, ALL MEMBERS PRESENT VOTED YES, to return to open session at 6:42 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**

**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 Marisa Scibilia, ALL MEMBERS PRESENT VOTED YES, except John Thomas and Lisa O'Toole ABSTAINED, to approve the regular and executive sessions minutes of September 25, 2018 (Regular Meeting).

*(Attachment A)*

**FINANCIAL**

Upon the Business Administrator'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):

2. **Budget Summary Report**

A budget summary report is submitted for review.

*(Attachment B)*

**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 **September 30, 2018**, no budgetary line item account has been over-expended in violation of N.J.A.C. 6A: 23A-16.10(c) 3.

The **September 30, 2018** 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 **September 2018**, pending audit. The Treasurer’s Report and the Secretary’s report are in agreement for **September 2018**.

*(Attachment C)*

**4. Line item transfers**

Motion to approve the attached transfer of funds within the 2018-2019 operating budget.

*(Attachment D)*

**5. Voided Checks**

Motion to approve voiding check numbers(s) 25428, 25759, 25614 from the General Operating account, 131781 from the Payroll account and 10662, 10690 and 4012 from the Payroll Agency account.

**CONTRACTS**

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

**6.** Motion to approve a joint transportation agreement with the Hammonton Board of Education to provide transportation services for 5 students to Folsom School (Route STA5) for the 2018-2019 school year. This will result in \$5,000 in revenue to the district.

*(Attachment E)*

**7.** Motion to approve a joint transportation agreement with the Buena Board of Education to provide transportation services for 6 students to Folsom School, as listed below, for the 2018-2019 school year. This will result in \$4,068.13 in revenue to the district.

Route	Destination	Number of Students	Cost
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STA6	Folsom School	3	\$1,764.81
STA7	Folsom School	1	\$616.96
STA3	Folsom School	2	\$1,686.36

*(Attachment F)*

8. Motion to approve a shared services agreement with the Atlantic County Special Services School District to provide various child study team services as needed for the 2018-2019 school year.

*(Attachment G)*

9. Motion to approve a special education tuition contract with the Gloucester County Special Services School District to provide special education services for 1 student for the 2018-2019 school year. The cost of this contract is \$82,460.

*(Attachment H)*

10. Motion to approve an education tuition contract with the Gloucester County Vocational Technical School District to provide education services for 1 student for the 2018-2019 school year. The cost of this contract is \$8,015.

*(Attachment I)*

#### **STATE SUBMISSIONS**

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):

11. Motion to approve the Folsom School District 2018-2019 Comprehensive Maintenance Plan and M-1 submission to the State.

*(Attachment J)*

12. Motion to approve the Folsom School District 2018-2019 Nursing Service Plan, as attached. This plan is available in the Nurse's Office for review.

*(Attachment K)*

#### **PERSONNEL**

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

13. Motion to approve a maternity leave of absence for Amanda Peterson, LDTC, beginning January 3, 2019 through April 30, 2019. This leave of absence will be partially paid and partially unpaid.

*(Attachment L)*

14. Motion to approve a maternity leave of absence for Kimberly Ruberton, Special Education Teacher, beginning January 3, 2019 through March 31, 2019. This leave of absence will be partially paid and partially unpaid.

*(Attachment M)*

15. Motion to approve a maternity leave of absence for Ramnit Casadia, Third Grade Teacher, beginning February 20, 2019 through June 2, 2019. This leave of absence will be partially paid and partially unpaid. *(Attachment N)*
16. Motion to approve posting a long-term Special Education substitute teacher, to replace Kimberly Ruberton, during her maternity leave of absence.
17. Motion to approve posting a long-term substitute teacher, to replace Ramnit Casadia, during her maternity leave of absence.
18. Motion to approve a revision to the Schedule B for the Asst. Cheerleading Coach position. Jasmine Williams will serve as the Asst. Cheerleading Coach in place of Debora DeRosa.

**POLICIES**

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

19. The first and final reading of the following revised policy(ies):  
  
Policy 4115 / 4116    Supervision and Evaluation                      *(Attachment O)*

**HIB**

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

20. Motion to approve the first reading of the submitted Harassment, Intimidation, and Bullying report for October 2018, as attached. There were no HIB results to be reported to the Board of Education during this reporting period. *(Attachment P)*
21. Motion to approve the second and final reading of the submitted Harassment, Intimidation, and Bullying report for September 2018, as attached. There were no HIB results to be reported to the Board of Education during this reporting period. *(Attachment Q)*

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

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

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

<b>Date of trip</b>	<b>Destination</b>	<b>Grade/Teacher</b>	<b>Bus Cost</b>	<b>Staff Attending</b>
10/23/2018	St. Augustine Prep	TAG - Santilli	TBD	1
6/7/2019	SEAS Trip	- Roth	\$515.00	5
1/29/2019	Bagliani's	Kindergarten / Rodenheiser & Falco	\$260.00	5
12/6/2018	Hammonton Skating Center	Kindergarten / Rodenheiser & Falco	\$260.00	5
12/5/2018	State Police Museum	7th / Hathaway	\$430.00	4
5/9/2019	Washington DC	8th Grade / Hathaway	\$1,794.00	
5/28/2019	Adventure Aquarium	3rd / Healey & Casadia	\$387.50	3
5/1/2019	Investors Bank Performing Arts Ctr.	3rd / Healey & Casadia	\$260.00	3

23.

**Travel**

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

<b>Name</b>	<b>Workshop/Training</b>	<b>Date</b>	<b>Estimated Mileage</b>	<b>Other Costs</b>
C. Veneziani	SSS Gang Training	10/2	Hamilton, NJ	-
C. Veneziani, L. Abruzzese	DRTRS Training	10/9	Sewell, NJ	-
K. Hewitt	NJASSW Wksp	10/23	Monroe Twp., NJ	\$ 125.00
M. Mazzoni	Gang Awareness Training	10/29	Galloway, NJ	-
K. Russell & J. Smith	Math Articulation	10/5	Hammonton, NJ	-
K. Deitz & S. Edmondson	Autism Workshop	11/14	Cherry Hill, NJ	\$ 398.00
S. Doherty	Stop-It Workshop	10/11	Mays Landing, NJ	-
M. Hetzel & R. DiMaria	Go Math	10/15	Waterford, NJ	-
A. Petersen	Spec. Ed. County Meetings	10/24/2018 (rescheduled from 10/18)	Pomona, NJ	-
T. Burton, J. Edwards, K. Yakabi Yob	Social Studies Conference	3/14	Galloway, NJ	18 ETTC hrs
M. Storey	PECS Workshop	10/29 & 10/30	Phila., PA	\$ 399.00
L. Smith	Seizures, Headaches & Ticks Wksp	11/1	Galloway, NJ	\$ 25.00
P. Ward	Atlantic County Tech Coord Mtg	10/19	Galloway, NJ	-

24.

**Substitutes**

Motion to approve the following substitutes, subject to a 90 day grace period to complete the Sexual Misconduct / Child Abuse Disclosure requirements, P.L. 2018, c. 5:

Name	Address	Sub Area	Request for
Grannon, Megan	87 Walker Avenue, Berlin, NJ 08009	Teacher	re-approval
Dunleavy, Christina	2418 Lahn Lane, Mays Landing, NJ 08330	Teacher	re-approval
Coulter, Tiffany	2021 Lake Drive, Hammonton, NJ 08037	Playground Aide	approval

25.

**Field Placements**

Motion to approve the following field placements:

Name	Type of placement	Grade/Teacher	College/University	Dates of placement
Marissa Badiacco	Field Experience	K - Falco	Camden County College	15 hrs
Julianna Colon	Student Teacher	K - Rodenheiser	Rowan University	1/22 - 5/10
Paige DeMarco	Student Teacher	3 - Healey	Rowan University	1/22 - 5/10

**FINANCIAL**

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

26.

**Bills List**

Motion to approve the payroll, agency, and bills list of **\$336,138.29** for **October 2018**.

*(Attachment X)*

**CONTRACTS**

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

27.

Motion to approve a joint transportation agreement with the Hammonton Board of Education to provide transportation services for 18 students to the Atlantic County Institute of Technology for the 2018-2019 school year. The cost of this contract is \$34,588.34.

*(Attachment Y)*

**FOR YOUR INFORMATION**

Director of Curriculum and Instruction Report  
Buildings and Grounds Supervisor’s Report

*(Attachment R)*  
*(Attachment S)*

Technology Report	<i>(Attachment T)</i>
Nurse's Report	<i>(Attachment U)</i>
Fire / Security Drill Report	<i>(Attachment V)</i>
Office Referral Report	<i>(Attachment W)</i>

## **FINAL PUBLIC PARTICIPATION**

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## **ADJOURNMENT**

Having no further business to discuss, a motion was made by Andrea Way, seconded by John Thomas, ALL MEMBERS PRESENT VOTED YES, to adjourn at 6:58 PM.