

Folsom Board of Education
1357 Mays Landing Road
Folsom NJ 08037

REGULAR BOARD OF EDUCATION MEETING
TUESDAY, November 21, 2017 – 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 6:06 pm.

ROLL CALL

The following members were present: Daria DeStefano, Lisa O'Toole, Glenn Smith, John Thomas and Andrea Way (arrived 6:23 pm); also in attendance were the Superintendent Dr. Evelyn Browne, the Board Secretary Christopher Veneziani and the Board Attorney William Cappuccio. Debra Levey and Marisa Scibilia were 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 Daria DeStefano, second by Lisa O'Toole, ALL MEMBERS PRESENT VOTED YES, at 6:07 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 John Thomas, second by Daria DeStefano, ALL MEMBERS PRESENT VOTED YES, to return to open session at 6:32 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 John Thomas, second by Daria DeStefano, ALL MEMBERS PRESENT VOTED YES, to approve the regular and executive sessions minutes of October 24, 2017 (Regular Meeting).

(Attachment A)

FINANCIAL

Upon the Business Administrator's recommendation, a motion was made by Lisa O'Toole, second by Daria DeStefano, 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 **August 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 **August 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 **August 2017**, pending audit. The Treasurer's Report and the Secretary's report are in agreement for **August 2017**.

(Attachment C)

4. Bills List

Motion to approve the payroll, agency, and bills list of **\$444,316.61** for **November 2017**.

(Attachment D)

5. Line item transfers

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

(Attachment E)

CONTRACTS

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

6. Motion to approve a special education tuition contract with Mullica Township Board of Education to provide special education services for 1 student for the 2017-2018 school year. The cost of this contract is \$47,341.00.

(Attachment F)

7. Motion to approve a special education tuition contract with Mullica Township Board of Education to provide special education services for 1 student for the 2017-2018 school year. The cost of this contract is \$15,543.00.

(Attachment G)

8. Motion to approve a joint transportation agreement with the Buena Board of Education to transport 8 students to Folsom School for the 2017-2018 school year. The revenue received for this will be \$5,838.56.

(Attachment H)

9. Motion to approve a joint transportation agreement with the Hammonton Board of Education to transport 14 students to the Atlantic County Institute of Technology for the 2017-2018 school year. The cost of this contract is \$22,562.72.

(Attachment I)

10. Motion to approve an Itinerant/Shared Services contract with Atlantic County Special Services School District to provide related services as needed for the 2017-2018 school year.

(Attachment J)

11. Motion to approve a contract with Red Hawk Fire & Security to install 11 CO detectors at a cost of \$5,990.00. It is necessary to use this vendor to maintain the integrity of the system, as we are under contract with Red Hawk for system inspection and maintenance.

(Attachment K)

FACILITIES

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 following item(s):

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

Date	Time	Facility	Event
Thursdays 1/18/18 - 2/22/18	3:30 pm - 4:30 pm	Gym	CER – Learning to Relax
12/15/17	6:30 pm – 9:30 pm	Gym	Folsom Educational Foundation – Movie Night
5/11/18	6:30 pm – 9 pm	Gym	Folsom Athletic Association -

PERSONNEL

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

13. Motion to approve a new substitute position for Instructional aides at a rate of \$70 per day.
14. Motion to accept the resignation of Olivia Kuschan, 5th grade teacher, effective December 22, 2017.

(Attachment L)

15. Motion to approve Kim Ruberton to the position of Assistant Basketball coach, replacing Olivia Kuschon.
16. Motion to approve Christine Garbaravage to the position of part-time Special Education Teacher (0.5 FTE), beginning upon the completion of her criminal history review. The salary will be \$24,259.

BOARD OF EDUCATION

17. A motion was made by Andrea Way, second by John Thomas, ALL MEMBERS PRESENT VOTED YES, to approve changing the Reorganization Meeting from January 9, 2018 to Wednesday, January 3, 2018 at 6:00 pm.

POLICIES

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

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

Policy 1410	Local Units	(Attachment M)
Policy 3220/3230	State Funds / Federal Funds	(Attachment N)
Policy 3542.44	Food Service - Purchasing	(Attachment O)
Policy 5131.5	Vandalism & Violence	(Attachment P)
Policy 5131.9	Harassment, Intimidation & Bullying	(Attachment Q)
Policy 6015	Parental Involvement in Title I Program	(Attachment R)

19. The deletion of the following policy(ies):

Policy 6161.3	Complaints Regarding No Child Left Behind Programs	(Attachment S)
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FIELD TRIPS / TRAVEL / SUBSTITUTES / VOLUNTEERS / FIELD PLACEMENTS

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):

20. **Field Trips**

Motion to approve the following field trips:

Date of trip	Destination	Grade/Teacher	Bus Cost	Staff Attending
2/4/2018	Theater for Children at the Levoy	1st / Dirkes	\$162.50	4
12/7/2017	Franklin Institute	7th / Yakabi Yob	\$275.00	5
1/8/2018	Egg Harbor Twp	Basketball / DeSordi	\$250.00	4
1/19/2018	Assumption School Galloway	Basketball / DeSordi	\$250.00	4
1/29/2018	Estell Manor School	Basketball / DeSordi	\$250.00	4
2/5/2018	Pilgrim Academy	Basketball / DeSordi	\$250.00	4

2/7/2018	St. Joseph's Somers Point	Basketball / DeSordi	\$250.00	4
11/7/2017	Brigantine Invitational	Cross Country / DeSordi	\$162.50	2
11/30/2017	Bagliani's	K / Rodenheiser	\$75.00	1
11/17/2017	AMC Movie Theater	5th Grade / Kuschan, Passalacqua	TBD	5

21.

Travel

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

Name	Workshop/Training	Date	Estimated Mileage	Other Costs
T. Hathaway, R. DiMaria, K. Ruberton	PARCC Strategies for ELA	12/13	E. Windsor, NJ	\$597.00
P. Ward	Atlantic Cty Tech Coord Mtg	10/19	Pomona, NJ	-
K. Russell, R. DiMaria, K. Deitz	Annual Train the Trainer Conf.	12/14	E. Windsor, NJ	\$597.00
S. Gallagher, S. Klemash, M. Storey	Autism Spectrum Disorder Wksp	10/20	Egg Harbor Twp, NJ	-
K. Yakabi-Yob, T. Burton, S. Doherty, S. Banks	Suicide Prevention & Awareness	11/17	Galloway, NJ	-
D. DeCicco	co-op mtg	11/14	Swedesboro, NJ	-
D. DeCicco	Fresh Eyes Co-op observation	11/15	Pemberton, NJ	-
E. Browne	Small School/Choice Meetings	11/2, 2/5, 4/11	Trenton, NJ	-
K. Resch	Digital Emulsion, Mala Beading, Indigo Dying, Lesson Plan Share	12/6	Long Beach Twp., NJ	\$85.00
A. Devenny, S. Doherty, A. Petersen, S. Gallagher, D. Amorelli	CCTS Information Luncheon	12/1	Sicklerville, NJ	-
R. Losse	School IPM Coordinator Training	12/1	Waretown, NJ	-
R. Losse	Indoor Air Quality Training	3/2	Sicklerville, NJ	-
M. Valenti	Math Workshop	1/12	Voorhees, NJ	\$249.00
A. Devenny, S. Edmondson, A. Petersen, S. Gallagher, D.	ACIT Counselors Registration Information	11/20	Mays Landing, NJ	-

Amorelli, A. Sharp, S. Doherty				
A. Devenny	Communicating w/Families Across Cultures Workshop	11/15	Pomona, NJ	-
S. Gallagher	The Importance of Understanding Trauma Workshop	1/24	Atlantic City, NJ	\$25.00
M. Hetzel & A. Petersen	Special Education Law in NJ	2/2	Cherry Hill, NJ	\$398.00
R. Falco	Kindergarten Conference	2/26 & 2/27	Atlantic City, NJ	\$419.00
K. Wendt	Discovery Education Wksp	11/29	Pomona, NJ	-

- 22. Substitutes**
Motion to approve the following substitutes:

Name	Address	Sub Area	Request for
Burkett, Dorothy	514 W. Pleasant St., Hammonton, NJ 08037	Teacher/Playground Aide	approval
Gallatta, Connie	942 S. Second Road, Hammonton, NJ 08037	Teacher	approval
Bailey, Jennifer	452 Grape Street, Hammonton, NJ 08037	Teacher/Playground Aide	approval
Downes, Desiree	Hammonton, NJ 08037	Teacher	approval
Costa, Pamela	1340 Mays Landing Road, Folsom, NJ 08037	Teacher	re-approval
Rescigno, Rae	1214 Mays Landing Road, Folsom, NJ 08037	Playground Aide	approval
Grannan, Megan	PO Box 121, Atco, NJ 08004	Teacher	approval

- 23. Field Placements**
Motion to approve the following field placements:

Name	Type of placement	Grade/Teacher	College/University	Dates of placement
Nicole Agli	Student Teacher	3rd - Healey	Rowan University	1/16 - 5/7
Jessica Pierson	Student Teacher	2nd - Cavallaro	Stockton University	1/26 - 4/28
Emily Miller	Student Teacher	4th - Valenti	Rowan University	1/16 - 5/4
Gianna Lombardi	Student Teacher	1st - Dirkes	Rowan University	1/16 - 5/4
Daniel Condo	Student Teacher	PE-DeSordi	Rowan University	1/16 - 3/9

- 24. Volunteers**
Motion to approve the following volunteers:

Name	Volunteer Area	Request for
Carol Bumbera	Library Readers	approval
Deborah Rinker	Library Readers	approval
Helen Gorman	Library Readers	approval
Susan Lynch	Library Readers	approval
Carol Salamone	Library Readers	approval
Carrie Shevloff-Crescenzo	Library Readers	approval
Alexis Rossiter	Library Readers	approval
Terry Brendell	Library Readers	approval
Patty DelBene	Library Readers	approval

PERSONNEL

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

25. Motion to approve posting the position of Special Education / Elementary Education teacher, to replace Olivia Kuschan.

HIB

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

26. Motion to approve the first reading of the submitted Harassment, Intimidation, and Bullying report for November 2017, as attached. There were 33 incidents, none of which were investigated as a possible HIB.

(Attachment Y)

27. Motion to approve the second and final reading of the submitted Harassment, Intimidation, and Bullying report for October 2017, as attached. There were 38 incidents, none of which were investigated as a possible HIB.

(Attachment Z)

SUBSTITUTES

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

28. **Substitutes**
Motion to approve the following substitutes:

Name	Address	Sub Area	Request for
DeLeon, Dana	3122 Vine Road, Vineland, NJ 08360	Teacher	approval

FOR YOUR INFORMATION

Buildings and Grounds Supervisor's Report	<i>(Attachment T)</i>
Technology Report	<i>(Attachment U)</i>
School Nurse's Report	<i>(Attachment V)</i>
Fire / Security Drill Report	<i>(Attachment W)</i>
Office Referral Report	<i>(Attachment X)</i>

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.

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 7:07 PM.