

Folsom Board of Education
1357 Mays Landing Road
Folsom NJ 08037

REGULAR BOARD OF EDUCATION MEETING
TUESDAY, December 21, 2021 – 6:00 PM

MINUTES

**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 6:03 pm.

ROLL CALL

The following members were present: Daria DeStefano, Tiffani Dych, Lisa O'Toole (arrived 6:05 pm), Marisa Scibilia, Glenn Smith, John Thomas, and Andrea Way; also, in attendance were the Superintendent, Dr. Matthew Mazzoni, the Board Secretary, Christopher Veneziani and the Board Attorney Kasi M. Gifford.

**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 Marisa Scibilia, second by Andrea Way, ALL MEMBERS PRESENT VOTED YES, at 6:04 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 Daria DeStefano, second by Marisa Scibilia, ALL MEMBERS PRESENT VOTED YES, to return to open session at 6:26 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 Lisa O'Toole, ALL MEMBERS PRESENT VOTED YES, to approve the regular and executive sessions minutes of November 23, 2021 (Regular Meeting).

(Attachment A)

FINANCIAL

Upon the Business Administrator's recommendation, a motion was made by John Thomas, second by Andrea Way, 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 **November 30, 2021**, no budgetary line-item account has been over-expended in violation of N.J.A.C. 6A: 23A-16.10(c) 3.

The **November 30, 2021** 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 **November 2021**, pending audit. The Treasurer's Report and the Secretary's report are in agreement for **November 2021**.

(Attachment C)

4. **Bills List**
Motion to approve the payroll, agency, and bills list of **\$286,055.13** for **December 2021**.

(Attachment D)

5. **Line item transfers**
Motion to approve the attached transfer of funds within the 2021-2022 operating budget.

(Attachment E)

DISPOSAL OF SURPLUS

Upon the Business Administrator'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):

6. Motion to approve the following resolution for the disposal of surplus property:

WHEREAS, the Folsom Board of Education is the owner of certain surplus property which is no longer needed for public use; and

WHEREAS, the Folsom Board of Education is desirous of selling said surplus property in an "as is" condition without express or implied warranties.

NOW THEREFORE, be it RESOLVED by the FOLSOM BOARD OF EDUCATION in the BORO OF FOLSOM, County of ATLANTIC, as follows:

(1) The sale of the surplus property shall be conducted through GovDeals in accordance with the terms and conditions of the cooperative purchasing contract 041316-GDI through Sourcewell. The terms and conditions of the agreement entered into with GovDeals is available online at

govdeals.com and also available from the Business Office of the Folsom Board of Education.

(2) The sale will be conducted online and the address of the auction site is govdeals.com.

(3) The sale is being conducted pursuant to Local Finance Notice 2008-9.

(4) A list of the surplus property to be sold is as follows:

Lot A: Nurse's Exam Table

(5) The surplus property as identified shall be sold in an "as-is" condition without express or implied warranties with the successful bidder required to execute a Hold Harmless and Indemnification Agreement concerning use of said surplus property.

(6) The Folsom Board of Education reserves the right to accept or reject any bid submitted.

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):

7. Motion to approve Melissa Longwith as an Assistant Girls' Basketball Coach with a stipend of \$942 for the 2021-2022 school year.
8. Motion to approve moving Shannon Healey, Teacher, from BA+15 Step G, \$61,038, to MA Step G, \$62,438, on the salary guide effective January 1, 2022. Ms. Healey completed her master's degree from Fairleigh Dickinson University.
9. Motion to approve Michael Fichetola to replace Nicole DeSordi, Physical Education Teacher beginning Monday, February 21, 2022, at a prorated salary of \$58,388, BA Step F on the negotiated salary guide.

PLANS

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):

10. Motion to approve submission of the Five-Year Preschool Program Operational Plan, as attached.

(Attachment F)

FACILITY USE

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):

11. Motion to approve the following Applications for Use of School Facilities as listed below, for the 2021-2022 school year.

Date	Time	Facility	Event
------	------	----------	-------

5/6/2022	5:00 pm – 11:00 pm	Gym	Folsom Educational Foundation - Bingo
Saturdays 1/8/22 – 2/26/22	8:00 am – 12:30 pm	Gym	Folsom Municipal Drug Alliance – Basketball Clinic

FIELD TRIPS / TRAVEL / SUBSTITUTES / VOLUNTEERS / FIELD PLACEMENTS

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):

12. Field Trips

Motion to approve the following field trips:

Date of trip	Destination	Grade/Teacher	Bus Cost	Staff Attending
12/20/2021	Hammonton Middle School	Basketball / Burton	\$462.00	2
1/14/2022	Mullica Twp School	Basketball / Burton	\$525.00	2
1/19/2022	Egg Harbor City Community	Basketball / Burton	\$462.00	2
2/4/2022	Estell Manor	Basketball / Burton	\$462.00	2
2/10/2022	Pilgrim Academy	Basketball / Burton	\$462.00	2

13. Travel

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

Name	Workshop/Training	Date	Estimated Mileage	Other Costs
C. Veneziani	SPELL JIF - AGRIP Conference	3/5/2022 - 3/9/2022	New Orleans, LA	\$0.00
M. Mazzoni	NSBA Conference	3/31/2022 - 4/3/2022	San Diego, CA	\$800.00

14. 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	Sub Area	Request for
McConaghy, Samantha	Substitute Teacher	approval
Benjamin, Andrea	Substitute support staff	approval
Salvia, Kathleen	Teacher/Support Staff	approval
Baran, Brynn	Teacher	approval
Evangelista, Jacqueline	Substitute Support Staff	approval

PERSONNEL

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):

- 15.** Motion to approve Samantha Keeler as a long-term substitute aide, covering Jessica Bertolino's maternity leave of absence, from January 7, 2022 through June 30, 2022. The rate of pay will be \$16.00 per hour up to 29.5 hours per week (prorated salary of \$17,464).

**FOR YOUR
INFORMATION**

Director of Curriculum & Instruction	<i>(Attachment G)</i>
Technology Report	<i>(Attachment H)</i>
Building & Grounds Supervisor Report	<i>(Attachment I)</i>
School Nurse Report	<i>(Attachment J)</i>
Fire / Security Drill Report	<i>(Attachment K)</i>
Office Referral Report	<i>(Attachment L)</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, second by John Thomas, ALL MEMBERS PRESENT VOTED YES, to adjourn at 6:55 PM.