

Folsom Board of Education
1357 Mays Landing Road
Folsom NJ 08037

REGULAR BOARD OF EDUCATION MEETING
TUESDAY, February 27, 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**

Mrs. O'Toole, Vice President of the Folsom Board of Education, called the meeting to order at 6:05 pm.

ROLL CALL

The following members were present: Daria DeStefano, Lisa O'Toole, Marisa Scibilia, 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. Glenn Smith and Joan Somogy 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 Marisa Scibilia, second by Daria DeStefano, ALL MEMBERS PRESENT VOTED YES, at 6:05 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 Lisa O'Toole, 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, to approve the regular and executive sessions minutes of January 23, 2018 (Regular Meeting).

(Attachment A)

FINANCIAL

Upon the Business Administrator's recommendation, a motion was made by John Thomas, second by Marisa Scibilia, 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 **January 31, 2018**, no budgetary line item account has been over-expended in violation of N.J.A.C. 6A: 23A-16.10(c) 3.

The **January 31, 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 **January 2018**, pending audit. The Treasurer's Report and the Secretary's report are in agreement for **January 2018**.

(Attachment C)

4. Bills List

Motion to approve the payroll, agency, and bills list of **\$467,074.16** for **February 2018**.

(Attachment D)

5. Line item transfers

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

(Attachment E)

6. Voided Check

Motion to approve voiding check number(s) 025866 and 025992 from the General Operating Account.

INSURANCE

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 ABSTAINED, to approve the following item(s):

7. Motion to approve a resolution to terminate all participation in the State's School Employee Health Benefits Program effective April 30, 2018.

A RESOLUTION to terminate all participation under the State Health Benefits Program and School Employees' Health Benefits Program (including Prescription Drug Plan and/or Dental Plan coverage).

BE IT RESOLVED:

1. The Folsom Board of Education in the County of Atlantic hereby resolves to terminate its participation in the program (Medical Plan, Prescription Drug Plan, and/or Dental Plan coverage) thereby canceling coverage provided by the State Health Benefits Program and/or School Employees' Health Benefits Program (N.J.S.A. 52:14-17.25 et seq.) for all of its active and retired employees.

We shall notify all active employees of the date of their termination of coverage under the program.

We understand that the Division of Pensions and Benefits will notify retired employees of the cancellation of their coverage.

We understand that all COBRA participants will be notified by the Division of Pensions and Benefits and advised to contact our office concerning a possible alternative health, prescription drug, and dental insurance plan.

We understand that this resolution shall take effect the first of the month following a 60-day period beginning with the receipt of the resolution by the State Health Benefits Commission or School Employees' Health Benefits Commission.

8. Motion to approve the following resolution concerning group medical insurance effective May 1, 2018.

**FOLSOM BOARD OF EDUCATION
A RESOLUTION CONCERNING
GROUP MEDICAL INSURANCE CARRIERS**

The Board of Education hereby resolves, effective May 1, 2018, to make the following changes to its group medical insurance carrier:

Terminate its group medical insurance policy with New Jersey State Health Benefits, group number 057100.

Select AmeriHealth Insurance Company, Inc. as its group medical insurance carrier, via the Public Employer Trust, at the rates, benefits, terms, and conditions represented in the report from Brown & Brown Benefit Advisors, Inc.

Designate Brown & Brown Benefit Advisors, Inc. as broker-of-record for our new AmeriHealth group medical insurance program.

All appropriate Board of Education staff are authorized to take such action and affect such documentation as necessary to implement this change.

(Attachment F)

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):

9. Motion to approve changing the March regular meeting from Tuesday, March 13, 2018 to Monday, March 19, 2018 at 5:30 PM due to the delayed release of State Aid.

10. Motion to approve the following Special Meetings to conduct the Superintendent Search, as listed.

Monday, March 12, 2018 at 6:00 PM
Wednesday, March 21, 2018 at 5:30 PM
Thursday, March 22, 2018 at 5:30 PM
Monday, March 26, 2018 at 5:30 PM

FACILITIES

Upon the Business Administrator's recommendation, a motion was made by Daria DeStefano, second by John Thomas, 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 2017-2018 school year.

Date	Time	Facility	Event
Mondays – Thursdays 6/25/18 – 7/12/18	9:00 am – 2:00 pm 9:00 am – 4:00 pm (7/12/18 only)	Gym	CER – Drama Kids Theater Camp
Thursdays 4/5/18 – 5/17/18	3:30pm – 5:00 pm	Fields	CER – Running Club

PERSONNEL

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

12. Motion to approve Melissa Valenti to take two days unpaid, Thursday, May 24, 2018 and Friday, May 25, 2018, as unpaid days for a family vacation.
(Attachment G)
13. Motion to approve Jennifer Pavlovitch for a maternity leave of absence beginning on or about May 18, 2018 through the end of the school year. This will be a paid leave of absence using sick time.
(Attachment H)
14. Motion to accept the retirement of Angela Devenny effective June 30, 2018.

(Attachment I)

15. Motion to approve posting the position of Social Worker, to replace Angela Devenny, beginning September 1, 2018.

POLICIES

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

16. The second and final reading of the following new policy(ies):

Policy 6142.19 ADA Compliant Website *(Attachment J)*

HIB

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):

17. Motion to approve the first reading of the submitted Harassment, Intimidation, and Bullying report for February 2018, as attached. There were 18 incidents, none of which were investigated as a possible HIB.

(Attachment K)

18. Motion to approve the second and final 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 L)

SUMMER PROGRAM

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):

19. Motion to approve the 2018 Summer Learning Program for students. The estimated cost of this program will be \$7,880. A donation of \$5,000 has been approved by the Folsom Educational Foundation to offset this cost.

(Attachment M)

CALENDAR

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):

20. Motion to approve the revised 2017-2018 School Calendar. This calendar was updated to account for snow days.

(Attachment N)

21. Motion to approve the 2018-2019 School Calendar.

(Attachment O)

FIELD TRIPS / TRAVEL / SUBSTITUTES / VOLUNTEERS / FIELD PLACEMENTS

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):

22. **Field Trips**

Motion to approve the following field trips:

Date of trip	Destination	Grade/Teacher	Bus Cost	Staff Attending
3/23/2018	Irvine Auditorium	3rd Grade / LoSasso	\$175.00	3
3/9/2018	Legoland Discovery Center	K / Rodenheiser	\$250.00	3
3/9/2018	The Broadway Theatre of Pitman	4th / Williams	\$175.00	4
4/26/2018	St. Augustine Prep	Big Brothers / Devenny	\$100.00	2
6/5/2018	Temple Liacouras Center	Choir / Schmidt	\$400.00	3

23. **Travel**

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

Name	Workshop/Training	Date	Estimated Mileage	Other Costs
K. Ruberton	"Smart but Scattered" workshop	1/30	Cherry Hill, NJ	\$199.99
R. DiMaria, S. Healey, G. Hoyer, M. Hetzel	Berlin Comm School visit	1/29	Berlin, NJ	-
N. Volpe, A. Cavallaro	ADHD & Sensory Processing Challenges	3/1	Cherry Hill, NJ	\$498.00
J. Pavlovitch, P. Fasola, S. Glass	Guided Reading	3/12	Cherry Hill, NJ	\$717.00
K. Yakabi Yob, T. Burton	Social Studies Conference	2/22	Pomona, NJ	-
L. Smith	Atlantic Care Steering Committee	2/28	Egg Harbor Twp, NJ	-
J. Pav, M. Hetzel, R. DiMaria	Go Math observation	2/26	Waterford, NJ	-

24. **Substitutes**

Motion to approve the following substitutes:

Name	Address	Sub Area	Request for
Alber, Nancy	7318 Third Avenue, Mays Landing, NJ 08330	Kitchen/Playground Aide	approval
Lugo, Ashley	111 White Tail Pass, Franklinville, NJ 08322	Instructional Aide	approval
Rescigno, Rae	1214 Mays Landing Road, Folsom, NJ 08037	Instructional Aide	approval

25. Volunteers

Motion to approve the following volunteers:

Name	Volunteer Area	Request for
Megan Grannan	Kindergarten	approval

CONTRACTS

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

- 26.** Motion to approve a contract with Brown and Brown Benefit Advisors, as our Benefit Advisor as an extraordinary unspecifiable service beginning May 1, 2018 through June 30, 2019. N.J.S.A. 40A:11-1-5 permits insurance consulting services as an exemption to the public advertising and bidding requirements as an EUS. The cost of this contract is \$72,968, however, this is not paid directly by the district. These costs are included in the insurance premiums paid to the insurance providers as part of their agreement.
- (Attachment U)*

- 27.** Motion to approve a contract with AmeriHealth Insurance Company, Inc. via the Public Employer Trust, to provide health and prescription insurance, as an extraordinary unspecifiable service beginning May 1, 2018 through June 30, 2019. N.J.S.A. 40A:11-1-5 permits insurance as an exemption to the public advertising and bidding requirements as an EUS. The cost of this contract is \$1,459,364.06. This resulted in a 10% savings over the School Employee Health Benefits Program.
- (Attachment V)*

FOR YOUR INFORMATION

Buildings and Grounds Supervisor's Report	<i>(Attachment P)</i>
Technology Report	<i>(Attachment Q)</i>
School Nurse's Report	<i>(Attachment R)</i>
Fire / Security Drill Report	<i>(Attachment S)</i>
Office Referral Report	<i>(Attachment T)</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 7:30 PM.