

Folsom Board of Education
1357 Mays Landing Road
Folsom NJ 08037

REGULAR BOARD OF EDUCATION MEETING
TUESDAY, February 28, 2023 – 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. Thomas, member of the Folsom Board of Education, called the meeting to order at 6:02 pm.

ROLL CALL

The following members were present: Daria DeStefano, Tiffani Dych, John Thomas, and Andrea Way; also, in attendance were the Superintendent, Kevin Fricke, the Business Administrator, Christopher Veneziani, and the Board Attorney Kasi M. Gifford. Lisa O'Toole, Marisa Scibilia, and Glenn Smith 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 Tiffani Dych, second by Andrea Way, 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 Daria DeStefano, second by John Thomas, ALL MEMBERS PRESENT VOTED YES, to return to open session at 6:40 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 recommendation of the Business Administrator, a motion was made by Daria DeStefano, second by Andrea Way, ALL MEMBERS PRESENT VOTED YES, to approve the regular and executive sessions minutes of January 24, 2023 (Regular Meeting).

(Attachment A)

FINANCIAL

Upon the recommendation of the Business Administrator, a motion was made by Andrea Way, second by Tiffani Dych, 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. **Line item transfers**
Motion to approve the attached transfer of funds within the 2022-2023 operating budget.
(Attachment C)
4. **Voided Check**
Motion to approve voiding check number 011385 from the Payroll Agency Account.

CONTRACTS

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

5. Motion to approve a tuition contract with the Hammonton Board of Education to provide high school education services for 38 students for the 2023-2024 school year at a cost of \$541,673 less a prior year credit of \$32,529, totaling \$509,144.
(Attachment D)

DISPOSAL OF SURPLUS

Upon the recommendation of the Business Administrator, a motion was made by Daria DeStefano, second by Andrea Way, 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: 60 – chromebooks

Lot B: Audiometer

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

7. Motion to approve the resignation of Melissa Longwith, Instructional Aide, effective February 13, 2023.
8. Motion to approve posting the position of Instructional Aide for the 2022-2023 school year.
9. Motion to approve Ryan Schaefer, as a School Counselor, replacing Sarah Doherty, beginning on or before May 1, 2023 through June 30, 2023, at a prorated salary of \$62,234, Step F MA on the negotiated contract.
10. Motion to approve posting the position of long term substitute School Counselor from March 10, 2023 through May 1, 2023, at a prorated salary of \$55,385, Step B BA on the negotiated contract.
11. Motion to approve the following Schedule B stipend positions for the 2022-2023 school year, per the negotiated contract, as listed:

Extra-Curricular Activity / Sport	Stipend	Teacher
Volleyball Asst Coach	\$ 516	Jesseca Smith
Asst Play Director	\$710	Rebecca Weldon

EQUIVALENCY

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

12. Motion to approve submission of the NJ Department of Education Equivalency Application as presented and attached.

(Attachment E)

GRANTS

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

13. Motion to approve acceptance of the Preschool Expansion Aid to support the offering of universal preschool.

SCHOOL CALENDAR

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

14. Motion to approve the school calendar for the 2023-2024 school year.
(Attachment F)

POLICIES

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

15. The first and final reading(s) of the following revised policy(ies) and/or regulation(s) and/or bylaw(s):
- | | | |
|--------------------|-----------------------------|----------------|
| Policy 2423 | Bilingual and ESL Education | (Attachment G) |
| Regulation 2423 | Bilingual and ESL Education | (Attachment H) |
| Policy 5200 | Attendance | (Attachment I) |
| Regulation 5200 | Attendance | (Attachment J) |
| Policy 8140 | Student Enrollments | (Attachment K) |
| Regulation 8140 | Enrollment Accounting | (Attachment L) |
| Policy 8330 | Student Records | (Attachment M) |
| Regulation 8330 | Student Records | (Attachment N) |
| Regulation 8420.2 | Bomb Threats | (Attachment O) |
| Regulation 8420.7 | Lockdown Procedures | (Attachment P) |
| Regulation 8420.10 | Active Shooter | (Attachment Q) |

FACILITY USE

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

16. Motion to approve the following Applications for Use of School Facilities as listed below, for the 2022-2023 school year.

Date	Time	Facility	Event
3/3/2023	5:00 pm – 9:00 pm	Gym	St. Baldrick's Fundraiser – Name That Tune Game Show

FIELD TRIPS / TRAVEL / SUBSTITUTES / VOLUNTEERS / FIELD PLACEMENTS

Upon the recommendation of the Superintendent, a motion was made by Andrea Way, second by Daria DeStefano, 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
5/12/2023	Cape May Zoo	1st Grade / Carter	\$381.14	5
3/30/2023	Hammonton Middle	Volleyball / Fichetola	\$540.75	2

18.

Travel

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

Name	Workshop/Training	Date	Estimated Mileage	Other Costs
K. Fricke	Superintendents' Roundtable	2/16 (date change)	Mays Landing	-
P. Ward	Tech Coordinators Meeting	2/10	Galloway	-
T. Hathaway & K. Nemerov	YA Literature Workshop	3/8		\$ 558.00
C. Veneziani	NJASBO Annual Conference	6/6 - 6/9	Atlantic City	\$ 275.00
R. Losse	B&G Expo	3/20-3/22	Atlantic City	-

19.

Volunteers

Motion to approve the following volunteers, 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
Tiffany Paretti	Volleyball	Approval

FOR YOUR INFORMATION

School Nurse's Report

(Attachment R)

FINANCIAL

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

20.

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, 2023**, 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, 2023** 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 2023**, pending audit. The Treasurer's Report and the Secretary's report are in agreement for **January 2023**.

(Attachment S)

21.

Bills List

Motion to approve the payroll, agency, and bills list of **\$481,260.49** for **February 2023**.

(Attachment T)

CONTRACTS

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

22.

Motion to approve a joint transportation agreement with the Greater Egg Harbor Regional School District to transport students for the following athletic events at a total cost of \$1,766.

(Attachment U)

Dates	Route Number	Destination	Number of Students	Cost
3/3/23	F-A12	Attales School (Volleyball)	various	\$348
3/6/23	F-A13	Davies Middle School (Volleyball)	various	\$348
3/24/23	F-A14	Mullica Township (Volleyball)	various	\$535
3/27/23	F-A15	St. Mary's School (Volleyball)	various	\$535

23.

Motion to approve a joint transportation agreement with the Greater Egg Harbor Regional School District to transport students as listed below, at a total cost of \$33,087.

(Attachment V)

Dates	Route Number	Destination	Number of Students	Cost
1/23/23 – 6/30/23	PLC-F	Pineland Learning Center	various	\$29,664
1/5/23	F-A6	Assumption Regional (Basketball)	various	\$570.50
1/11/23	F-A7	Estell Manor (Basketball)	various	\$570.50
1/19/23	F-A8	Pilgrim Academy (Basketball)	various	\$570.50
1/23/23	F-A9	Mullica Township (Basketball)	various	\$570.50

1/23/23	F-A10	Atlantic Christian (Basketball)	various	\$570.50
2/6/23	F-A11	Egg Harbor City (Basketball)	various	\$570.50

FACILITY USE

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

24. Motion to approve the following Applications for Use of School Facilities as listed below, for the 2022-2023 school year.

Date	Time	Facility	Event
6/9 – 6/12	8:00 am – 9:00 pm	Fields & Grounds	Folsom Athletic Association – Baseball Tournament / Car Show

FOR YOUR INFORMATION

Director of Curriculum, Instr, & Special Services Report *(Attachment W)*
 Building & Grounds Supervisor Report *(Attachment X)*
 Technology Report *(Attachment Y)*
 Fire / Security / Bus Evacuation Drill Report *(Attachment Z)*
 Office Referral Report *(Attachment AA)*

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 Tiffani Dych, ALL MEMBERS PRESENT VOTED YES, to adjourn at 6:50 PM.