

Folsom Board of Education
1357 Mays Landing Road
Folsom NJ 08037

REGULAR BOARD OF EDUCATION MEETING
TUESDAY, JUNE 25TH 2024 – 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, President of the Folsom Board of Education, called the meeting to order at 6:19 pm.

ROLL CALL

The following members were present: Daria DeStefano, Marissa Scibilia, John Thomas, and Lisa O'Toole, and Karen Pratt; also, in attendance were the Superintendent, Kevin Fricke, the Business Administrator, Sara Simpson, and the Board Attorney Kasi M. Gifford. Tiffani Dych and Andrea Way 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 John Thomas, second by Lisa O'Toole, ALL MEMBERS PRESENT VOTED YES, at 6:19 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 Karen Pratt, ALL MEMBERS PRESENT VOTED YES, to return to open session at 7:10 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:

John Thomas shared that Superintendent Kevin Fricke's annual review was completed and Mr. Fricke is meeting or exceeding the Board's Goals and they are please with his performance and positivity brought forward to the board. Likewise, the board reviewed Michele Hetzel's upcoming contract and thanked her for her dedication to the district and the students.

Upon Recommendation of the Board President a Motion was made by President John Thomas, seconded by Karen Pratt, to cancel the July board meeting and permit the Superintendent to making hiring decisions, and Mr. Thomas to be available to sign checks and contracts, as needed. All members present voted Yes.

**APPROVAL OF
MINUTES**

1. Upon the recommendation of the Business Administrator, a motion was made by Daria DeStefano, second by Marissa Scibilia, five MEMBERS PRESENT VOTED YES, to approve the regular and executive sessions minutes of the May 28th, 2024 (Regular Meeting).

FINANCE/FACILITIES

Upon the recommendation of the Business Administrator, a motion was made by Karen Pratt, second by Marissa 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 **May 31, 2024**, no budgetary line-item account has been over-expended in violation of N.J.A.C. 6A: 23A-16.10(c) 3.

The **May 31, 2024** 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 **May 2024**, pending audit. The Treasurer's Report and the Secretary's report are in agreement for **May 2024**.

(Attachment C)

4. Line-item transfers

Motion to approve the attached transfer of funds within the 2023-2024 operating budget.

(Attachment D)

5. Bills List

Motion to approve the payroll, agency, and bills list of **\$1,114,602.58** for **June 2024**.

(Attachment R)

TRANSFER TO CAPITAL RESERVE

- 6.** The Business Administrator recommends that the Board approve, by Resolution, a request to transfer up to \$300,000.00 from current year surplus to the Capital Reserve account.

WHEREAS, NJAC 6A:23A-14.3 and 6A:23A-14.4 permit a Board of Education to establish and/or deposit into certain reserve accounts at year end, and

WHEREAS, the aforementioned statutes authorize procedures, under the authority of the Commissioner of Education, which permit a board of education to transfer unanticipated excess current revenue or unexpended appropriations into reserve accounts during the month of June by board resolution, and

WHEREAS, the Folsom Board of Education wishes to deposit unexpended appropriations from the general fund into the Capital Reserve account at year end, and

WHEREAS, the Folsom Board of Education has determined that up to \$300,000 is available for such purpose of transfer;

NOW THEREFORE BE IT RESOLVED by the Folsom Board of Education that it hereby authorizes the district's School Business Administrator to make this transfer consistent with all applicable laws and regulations.

7. Motion to approve the ESEA application for Fiscal Year 2025 and acceptance of the grant award upon the subsequent approval of the Fiscal Year Application as follows:

Title I Allocation	\$45,834
Title IIA Allocation	\$ 6,624
Title IV Allocation	\$10,000
Title III – \$682	DECLINED
Total ESEA Grant	\$62,458

(Attachment E)

CONTRACTS

8. Motion to approve a professional services contract with Cooper Levenson P.A. to provide professional legal services to the Board, pursuant to N.J.S.A. 18A:18A-5(a)1, at a cost of \$175 per hour for any attorney and \$95 per hour for any paralegal for the 2024-2025 school year. The estimated total cost of the contract is \$30,000.

(Attachment F)

9. Motion to approve a professional services contract with Nightlinger, Colavita & Volpa to provide professional accounting/auditing services to the Board, pursuant to N.J.S.A. 18A:18A-5(a)(1), at a cost of \$14,176 for the 2024-2025 school year.

(Attachment G)

10. Motion to approve an extension of the interlocal services agreement with the Atlantic County Sheriff's Office to provide Class III Officers, at Folsom School, for the 2024-2025 school year, pending county/attorney. The estimated cost of this contract is \$43,500 for the Class III Officers.

STATE CONTRACTS

11. The Business Administrator recommends that the Board approve a resolution authorizing contracts with certain approved State Contract Vendors for Boards of Education pursuant to N.J.S.A. 18A:18A-10A.

WHEREAS, Title 18A:18A-10 provides that, "A Board of Education, without advertising for bids, or after having rejected all bids obtained pursuant to advertising therefore, by resolution may purchase any goods or services pursuant to a contract or contracts for such goods or services entered into on behalf of the State by the Division of Purchase and Property, and

WHEREAS Folsom School has the need, on a timely basis, to procure goods and services utilizing state contracts, and

WHEREAS, the Folsom Board of Education desires to authorize its purchasing agent for the 2024-2025 school year to make any and all purchases necessary to meet the needs of the school district throughout the school year.

NOW THEREFORE, BE IT RESOLVED, that the Folsom Board of Education does hereby authorize the district purchasing agent to make purchases of goods and services entered into on behalf of the State by the Division of Purchase and Property utilizing various vendors as listed:

Vendor

APPLE COMPUTER INC
CDW GOVERNMENT, LLC
CISCO SYSTEMS INC
DELL MARKETING LP
GOV CONNECTION
HEWLETT PACKARD COMPANY
HOME DEPOT
KDI OFFICE TECHNOLOGY
LOWES HOME CENTER, INC.
RFP SOLUTIONS
SCHOOL SPECIALTY
SOUTH JERSEY PAPER
W B MASON CO INC
W W GRAINGER INC
WARD NATURAL SCIENCES

12. Pursuant to PL 2015, Chapter 47 the Folsom Board of Education intends to renew, award, or permit to expire the following contracts previously awarded by the board of education. These contracts are, have been, and will continue to be in full compliance with all state and federal statutes and regulations; in particular, New Jersey Title 18A:18. et.seq, NJAC Chapter 23, and Federal Uniform Administrative Requirements 2CFR, Part 200.

Vendor	Service
Abcya.com	Education Services
ACCASBO Joint Insurance Fund	Insurance Services
Advocare Advanced Primary Care	Medical Services
Amplify	Education Services
Atlantic City Electric	Utilities

Atlantic County Institute of Technology	Regular & Special Education Services
Atlantic County Special Services School District	Special Ed, Special Ed Related & Transportation Services
Atlantic County Utilities Authority	Utility Services
Archway Programs	Spe Special Ed, Special Ed Related Services
Beckers	Education Services
Beverly Mateo	Treasurer Services
Brown & Brown	Insurance Broker
Buena School District	Transportation Services
Buckeye Cleaning Center	Custodial Services
Paul Casaccio	Utility Services
Calvi Electric Co	Utility Services
Camden County Educational Services	Regular & Special Education Services
Camden County Technical Schools	Regular & Special Education Services
Carolina Biological	Education Services
Casa Payroll Services Inc	Payroll Services
Class Link	Education Services
Coles Music	Education Services
Comcast Business	Utility Services
Cooper Levenson, P.A.	Legal Services
Crown Trophy	Athletic Services
Data Network Solutions	Technology Services
Deep Space Sparkle	Education Services
Delta Dental	Dental Insurance Services
Difference Card (EB Health Solutions)	Medical, Prescription & Vision Insurance Services
Diligent Communities	Technology Services
Docutrend Imaging Solutions	Copier Lease Services
Eastern Rehabilitation Services	OT / PT Services
EdPuzzle	Education Services
Education Training and Research Association	Regular & Special Education Services
Explore Learning	Education Services
Falasca Mechanical	HVAC Services
Franklin Alarm Company	Fire Protection Services
Frontline Education	Technology Services
Galloway Township Board of Education	Special Education & Transportation Services
Gloucester County Special Services School District	Special Education & Transportation Services
Grapeseed	Education Services
Greater Egg Harbor Regional School District	Transportation Services
Hammonton School District	Regular & Special Education & Transportation Services
Hardenberg Insurance Group	Risk Management Services
Hatch Learning	Education Services
HollyDell	Special Education Services
Horizon Blue Cross & Blue Shield	Medical, Prescription & Vision Insurance Services
Identimetrix, Inc.	Technology Services
IXL Learning	Education Services

Jones School Supply Company	Supplies and Materials
Kaplan	Education Services
KDI, Inc	Copier Lease Services
Lakeshore	Education Services
Learning A-Z	Education Services
Learning Without Tears	Education Services
McGraw-Hill	Textbooks & Consumables
Monmouth Ocean Educational Services Commission	Nursing Services
Mullica Township School District	Special Education Services
Mystery Science	Education Services
Newsela	Education Services
Nightlinger, Colavita, Volpa	Audit Services
Pearson	Education Services
Pheonix Advisors	Continuing Disclosure Agent Services
Pineland Learning Center	Special Education Services
Pitney Bowes	Mailing/Postage Services
Professional Healthcare Staffing	Nursing Services
Proshred	Office Services
Prudential Insurance Co of America	Insurance Services
Really Good Stuff	Education Services
Realtime Information	Technology Services
Remington & Vernick Engineers, Inc.	Engineering Services
Ron's Garden Center	Landscaping Services
RFP Solutions	Phone, Clock, Camera & Door System Services
Scholastic	Education Services
Share911	Technology Services
South Jersey Gas	Utility Services
Sheppard Bus Company	Transportation Services
Strauss Esmay	Policy Consultation Services
Student Transportation of America	Transportation Services
Surety Mechanical	HVAC Services
Teaching Strategies	Education Services
Think Stretch K-5	Education Services
T-Mobile	Technology Services
TSA Consulting	403(b) Third Party Administrator
Transfinder Corporation	Transportation Technology Services
UGI Energy Services	Utility Services
Universal Publishing	Education Services
Vision Service Plan	Vision Insurance Services
VJD Landscaping and Property Maintenance	Lawn and Snow removal Services
Waterford Township School District	Special Education Services
Y.A.L.E School	Special Education Services

EDUCATIONAL CONTRACTS

13. Motion to approve an agreement for professional services with the Gloucester County Special Services School district to provide related services, as needed, for the 2024-2025 school year based on the attached fee schedule.
(Attachment H)

14. Motion to approve a special education tuition contract with the Camden County Education Services Commission to provide special education services for 1 student for the 2024-2025 school year at a cost of \$61,376.70 plus extraordinary services of \$32,400.
(Attachment I)

15. Motion to approve a joint transportation agreement with the Greater Egg Harbor Regional High School District, to provide transportation services for one special education student for the 2023-2024 at a cost of \$28,955.45, as listed.

Date	Destination	Route	Cost
4/22/24-6/30/24	Y.A.L.E School, Atlantic	YL-A2	\$11,854.05
4/26/24-5/3/24	Hammonton High School	HHS-1	1,172.40
4/22/24-6/30/24	Folsom School	FS-1	13,960.00
4/25/24	Alder Ave MS-Softball/Baseball	F-23P	475.00
5/2/24	Oakcrest HS Baseball	F-23Q	475.00
4/29/24	Oakcrest HS Softball	F-23R	525.00
5/20/24	Galloway Township MS Softball/Baseball	F-23S	494.00

(Attachment J)

16. Motion to approve a special education tuition contract with the Y.A.L.E School Southeast Inc to provide special education services for 1 student for the 2024-2025 school year at a cost of \$96,312.30.
(Attachment S)

DUAL USE

The Superintendent recommends the Board approve the following item(s):

17. Motion to approve the applications for Dual Use of Education Space for rooms 104 & 109 & 110 to be used for small group instruction for the 2024-2025 school year.

HIB

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

18. Motion to affirm the determination of the submitted Harassment, Intimidation, and Bullying report for May 2024, as discussed in executive session.

HUMAN RESOURCES

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

19. Motion to approve Joseph Martino, Social Studies Teacher, for the 2024-2025 school year at a salary of \$74,979, Masters, Step M on the negotiated salary guide.
20. Motion to approve Ashleigh Ruscitto, Special Education Teacher, for the 2024-2025 school year at a salary of \$60,729, Masters, Step B on the negotiated salary guide.
21. Motion to approve a contract for Sara Simpson, School Business Administrator /Board Secretary, at a salary of \$120,360 plus a \$3,500 stipend for serving as the School Safety Specialist for the district, for the 2024-2025 school year as submitted and approved by the Atlantic County Executive Superintendent of Schools.
(Attachment K)
22. Motion to approve a contract for Michele Hetzel, Director of Curriculum, Instruction, and Special Education, at a salary of \$126,472 for the 2024-2025 school year, with an additional stipend of \$5,000 to serve as Early Childhood Director. Note, the board voted to add two additional vacation days to Michele Hetzel's contract, totaling 20 vacation days per year, as revised in contract language post meeting.
(Attachment T)
23. Motion to accept the resignation of Hannah Walker, Special Education Teacher, effective June 30th, 2024.
24. Motion to accept the resignation of Tim Baginski, Custodian, effective June 30th, 2024.
25. Motion to approve the posting of a Part Time Custodian for the 2024-2025 school year.
26. Motion to approve Kim Shigo, BCBA, to work up to 20 summer hours for CST services.
27. Motion to approve Lisa Smith, for School Nurse Consulting hours, paid at the 2024-2025, non-instructional contract rate of \$40.00 per hour.
28. Motion to approve the substitute rates for the 2024-2025 school year as listed below;

Teacher	\$120 per diem
Certificated Teacher	\$140 per diem
Instructional Aide	\$110 per diem
Nurse	\$225 per diem
Custodian	\$15.13 per hour
Cafeteria Worker	\$15.13 per hour

FIELD TRIPS / TRAVEL / SUBSTITUTES / VOLUNTEERS / FIELD PLACEMENTS

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

29.

Travel

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

Name	Workshop/Training	Date(s)	Estimated Mileage/Location	Other Costs
S. LoSasso & K. Santilli	CCTS -Mtg the needs of all students Wksp	6/5	Sicklerville	

30.

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
Hannah Walker	Teaching	approval
Dominick Vinciguerra	Custodian	approval
Costa, Jennifer	Nurse	approval
Marco, Marisela	Nurse	approval
Mortelliti, Amanda	Nurse	approval
Smith, Lisa	Nurse	approval

FOR YOUR INFORMATION

Director of Curriculum, Instr, & Special Services Report	(Attachment L)
Technology Report	(Attachment M)
Supervisor of Buildings & Grounds Report	(Attachment N)
School Nurse's Report	(Attachment O)
Fire / Security / Bus Evacuation Drill Report	(Attachment P)
Office Referral Report	(Attachment Q)

ADJOURNMENT

Having no further business to discuss, a motion was made by John Thomas, second by Lisa O'Toole, ALL MEMBERS PRESENT VOTED YES, to adjourn at 7:19PM.