

Folsom Board of Education
1357 Mays Landing Road
Folsom NJ 08037

REGULAR BOARD OF EDUCATION MEETING
TUESDAY, June 27, 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. Smith, President 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, Lisa O'Toole, Glenn Smith, 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. Marisa Scibilia was 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 Andrea Way, second by Daria DeStefano, 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 Andrea Way, second by Daria DeStefano, ALL MEMBERS PRESENT VOTED YES, to return to open session at 6:44 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 Andrea Way, second by Daria DeStefano, ALL MEMBERS PRESENT VOTED YES, except John Thomas and Lisa O'Toole ABSTAINED, to approve the regular and executive sessions minutes of May 23, 2023 (Regular Meeting).

(Attachment A)

FINANCIAL

Upon the recommendation of the Business Administrator, a motion was made by Lisa O'Toole, second by John Thomas, 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, 2023**, 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, 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 **May 2023**, pending audit. The Treasurer's Report and the Secretary's report are in agreement for **May 2023**.

(Attachment C)

4. **Line item transfers**

Motion to approve the attached transfer of funds within the 2022-2023 operating budget.

(Attachment D)

5. **New Bank Account**

Motion to approve a resolution authorizing the School Business Administrator of the Folsom Board of Education, New Jersey, to invest funds in the New Jersey Asset & Rebate Management Program (NJARM)

BE IT RESOLVED by the Folsom Board of Education of the Folsom School District as follows:

The Folsom Board of Education hereby finds and determines that (a) the School Business Administrator has received and reviewed (i) the Information Statement dated as of January 3, 2005 describing the New Jersey Asset & Rebate Management Program ("NJ/ARM") and (ii) the Amended and Restated Interlocal Services Investment Agreement governing the NJ/ARM Program ("Program Agreement") and (b) the School Business Administrator has been afforded the opportunity to discuss NJ/ARM with the Investment Administrator and Special Counsel to NJ/ARM and the Folsom Board of Education has determined that it is in the best interests of the Folsom School District to authorize the Folsom School District to participate in NJ/ARM.

The Program Agreement is hereby approved and the School Business Administrator is authorized to execute the Program Agreement on behalf of the Folsom Board of Education.

U.S. Bank, N.A., as Custodian for the NJ/ARM Program, is hereby approved to act as a depository of Public Funds for the Folsom Board of Education.

The Folsom Board of Education acknowledges that its decision to authorize the participation in NJ/ARM is based solely on the information set forth in the Information Statement and in the Program Agreement.

This resolution shall take effect immediately upon its adoption.

CONTRACTS

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

6. Motion to approve a tuition agreement with the Y.A.L.E. School Atlantic, Inc. to provide special education services for 1 student for the 2023-2024 school year, at a total cost of \$125,911.80.
(Attachment E)
7. Motion to approve a tuition agreement with the Y.A.L.E. School Atlantic, Inc. to provide special education services for 1 student for the 2023-2024 school year, at a total cost of \$68,161.80.
(Attachment F)
8. Motion to approve a tuition agreement with the Y.A.L.E. School Southeast, Inc. to provide special education services for 1 student for the 2023-2024 school year, at a total cost of \$85,707.30.
(Attachment G)
9. Motion to approve a tuition agreement with the Hammonton Board of Education to provide special education services for 1 student for the 2023-2024 school year, at a total cost of \$26,801.
(Attachment H)
10. Motion to approve a tuition agreement with the Hammonton Board of Education to provide special education services for 1 student for the 2023-2024 school year, at a total cost of \$17,283.
(Attachment I)
11. Motion to approve a tuition agreement with the Hammonton Board of Education to provide special education services for 1 student for the 2023-2024 extended school year, at a total cost of \$700.
(Attachment J)
12. Motion to approve a tuition agreement with the Galloway Township Board of Education to provide special education services for 1 student for the 2023-2024 school year, at a total cost of \$29,692.
(Attachment K)

13. Motion to approve a joint transportation agreement with the Greater Egg Harbor Regional High School District, to provide transportation for 1 special education student and for softball games for the 2022-2023 school year, at a cost of \$8,411.15.

(Attachment L)

Date	Destination	Sport	Route	Cost
3/2/23 – 6/30/23	Reeds Road School	N/A	RR-J	\$7,317.15
4/25/23	Northfield Middle School	Softball	F-A22	\$554.00
5/23/23	Atlantic Christian School	Softball	F-A23	\$540.00

14. 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, Part200.

Vendor

Advocare Advanced Primary Care
 ACCASBO Joint Insurance Fund
 Atlantic County Institute of Technology
 Atlantic County Special Services School District
 Brown & Brown
 Buena School District
 Camden County Technical Schools
 Cooper Levenson, P.A.
 Cynergy Group
 Delta Dental
 Difference Card
 Docutrend Imaging Solutions
 Eastern Rehabilitation Services
 Falasca Mechanical
 Gloucester County Special Services School District
 Greater Egg Harbor Regional School District
 Hammonton School District
 Hardenberg Insurance Group
 HollyDell
 Horizon Blue Cross & Blue Shield
 Identimetrix, Inc.
 KDI, Inc
 McGraww-Hill
 Mullica Township School District
 Pheonix Advisors
 Pineland Learning Center

Service

Medical Services
 Insurance Services
 Regular & Special Education Services
 Special Ed, Special Ed Related & Transportation Services
 Insurance Broker
 Transportation Services
 Regular & Special Education Services
 Legal Services
 Insurance Broker
 Dental Insurance Services
 Medical, Prescription & Vision Insurance Services
 Copier Lease Services
 OT / PT Services
 HVAC Services
 Special Education & Transportation Services
 Transportation Services
 Regular & Special Education & Transportation Services
 Risk Management Services
 Special Education Services
 Medical, Prescription & Vision Insurance Services
 Technology Services
 Copier Lease Services
 Textbooks & Consumables
 Special Education Services
 Continuing Disclosure Agent Services
 Special Education Services

Pitney Bowes
Nightlinger, Colavita, Volpa
Franklin Alarm Company
Remington & Vernick Engineers, Inc.
RFP Solutions
Sheppard Bus Company
Strauss Esmay
Student Transportation of America
Surety Mechanical
TSA Consulting
Vision Service Plan
VJD Landscaping and Property Maintenance
Waterford Township School District
Y.A.L.E School

Mailing/Postage Services
Audit Services
Fire Protection Services
Engineering Services
Phone, Clock, Camera & Door System Services
Transportation Services
Policy Consultation Services
Transportation Services
HVAC Services
403(b) Third Party Administrator
Vision Insurance Services
Lawn and Snow removal Services
Special Education Services
Special Education Services

TRANSFER TO CAPITAL RESERVE

- 15.** Upon the recommendation of the Business Administrator, a motion was made by John Thomas, second by Andrea Way, ALL MEMBERS PRESENT VOTED YES, to 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.

DISPOSAL OF SURPLUS

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

- 16.** 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:

14 copies – National Geographic Atlas of the World for Students, Copyright 2005

13 copies – The Nystrom Map Champ Atlas, Copyright 2005

4 – Globes

1 – Jr Explorer Globe

2 – Large Nystrom Maps

6 – Raised Relief Maps

21 – World/USA Dry Erase Student Maps

28 – Communities Dry Erase Student Maps

6 – Epson Projectors with wall mounts

(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.

These textbooks are not aligned to the current standards/scope and sequence. These textbooks are beyond the date required to be submitted to the State of NJ DOE textbook sharing database.

PERSONNEL

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

17. Motion to approve Deborah DeCicco, Dena DiMatteo, and Lauren Santora to work as a custodian, up to 40 hours per week at a rate of \$16.00 per hour, for the summer, to assist with summer cleaning.

18. Motion to approve the following job descriptions:
Board Certified Behavior Analyst / Special Education Teacher
Assistant Superintendent / School Business Administrator / Board Secretary
(Attachment M)

19. Motion to approve a contract for Christopher Veneziani, Assistant Superintendent / School Business Administrator / Board Secretary, at a salary of \$125,939 plus a \$3,500 stipend for serving as the School Safety Specialist for the district, for the 2023-2024 school year as submitted and approved by the Atlantic County Executive Superintendent of Schools.
(Attachment N)
20. Motion to approve Hannah Walker, Special Education teacher, for the 2023-2024 school year at a salary of \$59,548, BA+15, Step D on the negotiated salary guide.
21. Motion to accept the resignation of Jennifer Bailey, PreK Aide, effective June 30, 2023.
(Attachment O)
22. Motion to approve posting the position of One-on-One/Group Aide, part-time (29.5) hours at \$18.00 per hour for the 2023-2024 school year.
23. Motion to approve employment of the following school personnel for the 2023-2024 school year, as listed:

Aides

Staff Member		Position	Rate	
Alison	Peters	Special Education Aide (0.7 FTE)	\$20,390	salary

24. Motion to approve Stephanie LoSasso to take two days without pay for a family trip October 20 & 23 2023.

GRANTS

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

25. Motion to approve the IDEA application for Fiscal Year 2024 and acceptance of the grant award upon the subsequent approval of the Fiscal Year 2024 Application as follows:

IDEA Basic – Special Education Tuition	\$ 103,781
IDEA Preschool ESY Salaries	\$ 5,060
Total IDEA Grant	\$108,841

26. Motion to approve the ESEA application for Fiscal Year 2024 and acceptance of the grant award upon the subsequent approval of the Fiscal Year 2024 Application as follows:

Title I Allocation	\$48,842
Title IIA Allocation	\$ 5,669
Title IV Allocation	\$10,000
 Total ESEA Grant	 \$64,511

27. Motion to approve the Safe Return Plan for submission as part of the American Rescue Plan grant.

DUAL 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):

28. Motion to approve the applications for Dual Use of Education Space for rooms 104 & 109 to be used for small group instruction for the 2023-2024 school year.

FIELD TRIPS / TRAVEL / SUBSTITUTES / VOLUNTEERS / FIELD PLACEMENTS

Upon the recommendation of the Superintendent, a motion was made by Daria DeStefano, second by Lisa O'Toole, 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	Estimated Mileage	Other Costs
C. Veneziani & R. Schaefer	Advanced Behavioral Threat Assessment & Mgmt Training	5/24	Egg Harbor Twp	-

FINANCIAL

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

30. **Bills List**
Motion to approve the payroll, agency, and bills list of **\$1,233,867.28** for **June 2023**.

(Attachment V)

FOR YOUR INFORMATION

Director of Curriculum & Instruction	<i>(Attachment P)</i>
Buildings and Grounds Supervisor's Report	<i>(Attachment Q)</i>
Technology Report	<i>(Attachment R)</i>
School Nurse's Report / Annual Report	<i>(Attachment S)</i>
Fire / Security Drill 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, second by John Thomas, ALL MEMBERS PRESENT VOTED YES, to adjourn at 6:53 PM.