

Folsom Board of Education
1357 Mays Landing Road
Folsom NJ 08037

REGULAR BOARD OF EDUCATION MEETING
TUESDAY, July 24, 2018 – 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, Marisa Scibilia (arrived 6:30 pm), 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 William Donio.

**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 6:03 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 Lisa O'Toole, second by Tiffani Dych, ALL MEMBERS PRESENT VOTED YES, to return to open session at 6:30 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.

Kacey Storey, President of the Folsom Education Association, thanked the Board of meeting with the association during the negotiations process.

**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 John Thomas, ALL MEMBERS PRESENT VOTED YES, to approve the regular and executive sessions minutes of June 26, 2018 (Regular Meeting).

(Attachment A)

FINANCIAL

Upon the Business Administrator's recommendation, a motion was made by Lisa O'Toole, 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.

June 30, 2018 (2017-2018 fiscal year) *(Attachment B)*

July 2018 (2018-2019 fiscal year) *(Attachment C)*

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 **June 30, 2018**, no budgetary line item account has been over-expended in violation of N.J.A.C. 6A: 23A-16.10(c) 3.

The **June 30, 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 **June 2018**, pending audit. The Treasurer's Report and the Secretary's report are in agreement for **June 2018**.

(Attachment D)

4. Line item transfers

Motion to approve the attached transfer of funds within the 2018-2019 operating budget.

(Attachment E)

5. Voided Check

Motion to approve voiding check number(s) 4049 and 4052 from the Food Service Account.

REPORT OF AWARDED CONTRACTS

Upon the Business Administrator's recommendation, a motion was made by Lisa O'Toole, second by Tiffani Dych, ALL MEMBERS PRESENT VOTED YES, except John Thomas ABSTAINED, to approve the following item(s):

- 6.** 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
 AmeriHealth
 Archway Programs
 ACCASBO Joint Insurance Fund
 Atlantic County Institute of Technology
 Atlantic County Special Services School District
 Brown & Brown Benefits Advisors
 Buena School District
 Business & Communications Strategies, LLC
 Cooper Levenson, P.A.
 D' Agostino Agency
 Decotiis, Fitzpatrick & Cole, LLP.
 Delta Dental
 Donna Millard, PT
 Educational Information & Resource Center (EIRC)
 Falasca Mechanical
 Flex Facts
 Gable Associates
 Gloucester County Special Services School District
 Greater Egg Harbor Regional School District
 Hammonton School District
 HollyDell
 Identimetrix, Inc.
 Kyocera Document Solutions America
 Marlee Contracting
 McGraww-Hill
 Mullica Township School District
 Pheonix Advisors
 Pitney Bowes
 Preziosi, Nicholson, & Associates
 Red Hawk
 RFP Solutions
 Schaeffer Nassar Scheidegg
 State of New Jersey
 Student Transportation of America
 TSA Consulting
 Vision Service Plan
 VJD Landscaping and Property Maintenance
 Waterford Township School District
 Weymouth Township School District
 Williams S. Cappuccio, Esq
 Winslow Township Board of Education
 Y.A.L.E School

Service

Medical Services
 Medical, Prescription & Vision Insurance Services
 Special Education Services
 Insurance Services
 Regular & Special Education Services
 Special Ed, Special Ed Related & Transportation Services
 Insurance Services
 Transportation Services
 Policy Consulting
 Legal Services
 Risk Management Services
 Legal Services
 Dental Insurance Services
 Physical Therapy Services
 Various products and services
 HVAC Services
 FSA Administration Services
 Energy Consulting Services
 Special Education & Transportation Services
 Transportation Services
 Regular & Special Education & Transportation Services
 Special Education Services
 Technology Services
 Copier Lease Services
 Food Service Equipment Repair Services
 Textbooks & Consumables
 Special Education Services
 Continuing Disclosure Agent Services
 Mailing/Postage Services
 Audit Services
 Fire Protection Services
 Phone, Clock, Camera & Door System Services
 Engineering Services
 Health & Prescription Insurance Services
 Transportation Services
 403(b) Third Party Administrator
 Vision Insurance Services
 Lawn and Snow removal Services
 Special Education Services
 Transportation Services
 Legal Services
 Transportation Services
 Special Education Services

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):

7. Motion to approve the following Applications for Use of School Facilities as listed below, for the 2018-2019 school year.

Date	Time	Facility	Event
Tuesday 8/7/18	6:00pm – 8:30pm	Fields/Grounds	Borough of Folsom – National Night Out

PERSONNEL

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

8. Motion to approve a revised contract, previously approved at the June 26, 2018 Regular Meeting of the Folsom Board of Education, for Michele Hetzel, Director of Curriculum & Instruction, to correct the amount of the contract from \$92,025 to \$92,288.
9. Motion to approve Carina Avila, as a part-time One-on-One Aide, for the 2018-2019 school year at a rate of \$14 per hour for up to 28 hours per week.
(Attachment F)
10. Motion to approve Jennifer Bailey, as a part-time Two-on-One Aide, for the 2018-2019 school year at a rate of \$14 per hour for up to 28 hours per week.
(Attachment G)
11. Motion to approve negotiated contracts with the Folsom Education Association for both the Certified Staff and Support Staff for the next three school years, 2018-2019, 2019-2020 and 2020-2021, as attached.
(Attachment H)

SACC

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

12. Motion to approve the revised SACC Program for the 2018-2019 school year, as attached.
(Attachment I)

CODE OF CONDUCT

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):

13. Motion to approve the revised Code of Conduct for the 2018-2019 school year, as attached.

(Attachment J)

HIB

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

14. Motion to approve the second and final reading of the submitted Harassment, Intimidation, and Bullying report for June 2018, as attached. There were 65 incidents, three of which were investigated as a possible HIB. They were all determined to be non-actionable HIBs.

(Attachment K)

FIELD TRIPS / TRAVEL / SUBSTITUTES / VOLUNTEERS / FIELD PLACEMENTS

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

15. Travel

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

Name	Workshop/Training	Date	Estimated Mileage	Other Costs
M. Mazzoni	Achieve NJ Regional Wksp	8/7/2018	Sewell, NJ	-
M. Hetzel, M. Mazzoni	Danielson Refresher	8/16/2018	Galloway, NJ	ETTC hrs
M. Hetzel	Preschool Expansion (PEEA) Technical Assistance Workshop	7/13/2018	Trenton, NJ	-
D. DeCicco, J. Weldon	Co-op meeting Breakfast Improvement Class	8/2/2018 8/14/2018	Swedesboro, NJ	-
C. Veneziani, R. Losse	Mold Seminar	7/18/2018	Mt. Laurel, NJ	-
C. Veneziani	Southern Regional Facilites Evaluation Training (NJQSAC)	8/22/2018	Marlton, NJ	-
C. Veneziani	SPELL JIF Joint Retreat	9/26 - 9/28	Cape May, NJ	-
C. Veneziani	NJASBO Workshops	9/25, 10/30, 11/27, 12/4, 1/17, 2/7, 3/19, 4/9	Mt. Laurel, NJ	\$800

16.

Substitutes

Motion to approve the following substitutes:

Name	Address	Sub Area	Request for
Albani, Theresa	891 Morningside Drive, Mays Landing, NJ 08330	Nurse	re-approval
Alber, Nancy	7318 Third Avenue, Mays Landing, NJ 08330	Kitchen	re-approval
Benard, Darci	28 Breckinridge Drive, Berlin, NJ 08009	Playground Aide/office/Instructional Aide	re-approval
Boyer, Diane	350 East Lane, Hammonton, NJ 08037	Teacher/Nurse	re-approval
Burkett, Dorothy	514 W. Pleasant St., Hammonton, NJ 08037	Teacher	re-approval
Campanella, Kathleen	200 Lake Shore Drive, Hammonton, NJ 08037	Playground/Kitchen	re-approval
DeLeon, Richard	7359 Driftwood Lane, Mays Landing, NJ 08330	Teacher	re-approval
Effinger, Carol	1410 Backline Road, Folsom, NJ 08037	Teacher/Office	re-approval
Esposito, Christine	9 E. Park Ave., Williamstown, NJ 08094	Teacher/Playground Aid	re-approval
Fleming, Fallon	19 Sugarmaple Lane, Sicklerville, NJ 08081	Teacher	re-approval
Fucetola, Katherine	159 Braddock Avenue, Hammonton, NJ 08037	Teacher	re-approval
Gallatta, Connie	942 S. Second Road, Hammonton, NJ 08037	Teacher	approval
Harris, Deborah	101 Wrigley Court, Atco, NJ 08004	Teacher	re-approval
Kindle, Joanne	123 Elmtowne Blvd., Hammonton, NJ 08037	Kitchen	re-approval
Langheim, Rebecca	5036 New Hampshire Avenue, Hammonton, NJ 08037	Nurse	re-approval
Leyden, Elaine	2115 14th Street, Folsom, NJ 08037	Kitchen	re-approval
Mathis, Heidi	131 Berti Road, Williamstown, NJ 08094	Teacher	re-approval
Monzo, Donna	176 Pump Branch Road, Waterford, NJ 08089	Nurse	re-approval
Ordille, Carmella	785 12th Street, Hammonton, NJ 08037	Teacher	re-approval
Paretti, Paula	312 White Horse Pike, Hammonton, NJ 08037	Teacher/Office	re-approval
Phero, Marie	8 Braddock Avenue, Hammonton, NJ 08037	Teacher	approval

Praul, Judy	1301 Mays Landing Rd., Folsom, NJ 08037	Teacher	re-approval
Procaccini, Linda	231 Fenimore Drive, Williamstown, NJ 08094	Playground/Office	re-approval
Re, Cheryl	624 N. Egg Harbor Road, Hammonton, NJ 08037	Teacher	re-approval
Reynolds, John	2121 14th Street, Folsom, NJ 08037	Teacher	re-approval
Ruberton, J. Richard	551 Greenwood Drive, Hammonton, NJ 08027	Teacher	re-approval
Rudd, Kathleen	6 Whiting Street, Berlin, NJ 08009	Nurse	re-approval
Schneider, John	40 Washburne Avenue, Berlin, NJ 08009	Teacher	re-approval
Shevloff, Carrie	1317 13th Street, Folsom, NJ 08037	Playground/Kitchen/Office	re-approval
Wozniak, Chris	74 Tansboro Road, Berlin, NJ 08009	Teacher	approval

17. Field Placements

Motion to approve the following field placements:

Name	Type of placement	Grade/Teacher	College/University	Dates of placement
Jessica Pierson	Student Teacher	2nd - Cavallaro	Stockton University	9/4 - 12/8
Lauren Clayton	Student Teacher	4th - Valenti	Stockton University	9/7 - 12/11
Kelsie Fucetola	Student Teacher	PE - DeSordi	Rowan University	9/10 - 10/17
Kelsie Fucetola	Student Teacher	PE - DeSordi	Rowan University	3/18 - 5/10

FINANCIAL

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 following item(s):

18. Bills List

Motion to approve the payroll, agency, and bills list of **\$182,896.30** for **July 2018**.

(Attachment L)

FINANCIAL

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

19. Motion to accept the proposal from Nighlinger, Colavita, & Volpa PA to serve as the School Auditor for the 2018-2019 school year, at a cost of \$ 9,950, as a professional services contract.

FOR YOUR INFORMATION

Student Safety Data System Certification	<i>(Attachment L)</i>
Buildings and Grounds Supervisor's Report	<i>(Attachment M)</i>
Technology Coordinator's Report	<i>(Attachment N)</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 John Thomas, seconded by Daria DeStefano, ALL MEMBERS PRESENT VOTED YES, to adjourn at 6:52 PM.