

Folsom Board of Education
1357 Mays Landing Road
Folsom NJ 08037

REGULAR BOARD OF EDUCATION MEETING
TUESDAY, July 25, 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 6:03 pm.

ROLL CALL

The following members were present: Daria DeStefano, Tiffani Dych, Lisa O'Toole, Glenn Smith, 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 and John Thomas 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 Andrea Way, second by Daria DeStefano, ALL MEMBERS PRESENT VOTED YES, at 6:04 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 Tiffani Dych, ALL MEMBERS PRESENT VOTED YES, to return to open session at 6:32 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 June 27, 2023 (Regular Meeting).

(Attachment A)

FINANCIAL

Upon the recommendation of the Business Administrator, a motion was made by Tiffani Dych, second by Lisa O'Toole, ALL MEMBERS PRESENT VOTED YES, to approve the following item(s) 2 through 6:

2. **Budget Summary Report**

A budget summary report is submitted for review.

June 2023 (2022-2023 fiscal year) *(Attachment B)*

July 2023 (2023-2024 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, 2023**, 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, 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 **June 2023**, pending audit. The Treasurer's Report and the Secretary's report are in agreement for **June 2023**.

(Attachment D)

4. **Line item transfers**

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

(Attachment E)

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

(Attachment F)

5. **Voided Checks**

Motion to approve voiding check(s) 030429, 030430, and 030499 from the General Operating account.

CONTRACTS

6. Motion to approve a contract with Patriot Roofing, Inc to provide construction services, by resolution:

WHEREAS, on Thursday, July 13, 2023 the Folsom Board of Education conducted a public bid opening for the award of the Roof Replacement Project which yielded the following for consideration:

Contractor	Base Bid
Patriot Roofing, Inc	\$2,253,103
USA General Contractors Corp.	\$2,994,867

Union Roofing Contractors, Inc.	\$3,091,565
D.A. Nolt, Inc.	\$3,538,598

and;

WHEREAS, in accordance with the provisions of the Public Schools Contract Law, N.J.S.A. 18A:18A-1 et seq.;

NOW, THEREFORE BE IT RESOLVED, that the Folsom Board of Education award the contract for the Roof Replacement Project to Patriot Roofing, Inc. in the total contract lump sum of \$2,253,103.

PERSONNEL

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) 7 through 19:

7. Motion to approve Dena DiMatteo as the Assistant SACC Coordinator at a stipend of \$8,640 for the 2023-2024 school year.
8. Motion to accept the resignation of Lisa Smith, School Nurse, effective September 12, 2023.
(Attachment G)
9. Motion to approve posting the position of School Nurse, replacing Lisa Smith, for the 2023-2024 school year.
10. Motion to approve Kira Stout as an Instructional Aide - PT, for the 2023-2024 school year at a salary of \$24,191.
11. Motion to approve all teaching staff members for 45-minute detentions, at a rate of \$25 and 3-hour detentions, at a rate of \$75, per the negotiated contract, for the 2023-2024 school year.
12. Motion to approve all teaching staff members for Academic Support, at a rate of \$45 per the negotiated contract, for the 2023-2024 school year, as listed:
13. Motion to approve all teaching staff members for Home Instruction, at a rate of \$45 per the negotiated contract, for the 2023-2024 school year.

FOOD SERVICE PRICING

The Business Administrator recommends the Board approve the following item(s):

14. Motion to approve the following Food Service pricing for the 2023-2024 school year, as listed.

Food Service Department

Proposed Pricing for 2023-2024

Category	Current Price / Proposed Price	
Student Breakfast	1.90	1.95
Student Lunch	3.05	3.10
Extra Entrée	1.50	
Extra Side Dish	1.00	
Water 16.9 Oz.	1.00	
Water 8 Oz.	0.50	
Juice 4 Oz	0.50	
Fruit or Vegetable Cup	0.50	
½ Oz Lays Chips Plain, Rice Krispy Treat, Pop Tart, Cookie	0.50	
Fruit Snacks	0.75	
Doritos & Sun chips 1oz Bags, Churro, Soft Pretzel	1.00	
Ice Cream	1.00	
Lactaid Milk	0.75	
Reg Milk (White or Flavor)	0.60	
Adult Breakfast	2.50	
Adult Lunch	4.50	

PLANS/PROGRAMS

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

15. Motion to approve the District Mentoring Plan for the 2023-2024 school year, as attached.
(Attachment H)
16. Motion to approve the District Professional Development Plan for the 2023-2024 school year, as attached.
(Attachment I)
17. Motion to approve the Emergency Virtual or Remote Instruction Program for the 2023-2024 school year, as attached.
(Attachment J)
18. Motion to approve the School Age Child Care Program (SACC) for the 2023-2024 school year, as attached.
(Attachment K)

19. Motion to approve the Mission Statement and District Learning Goals for the 2023-2024 school year, as attached.
- (Attachment L)*

MEETING DATE

20. A motion was made by Andrea Way, second by Tiffani Dych, ALL MEMBERS PRESENT VOTED YES, to approve changing the November 28, 2023 Regular Board of Education Meeting to November 21, 2023.

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, except Andrea Way ABSTAINED to Item 22 for Amanda Sacco, to approve the following item(s):

21. **Travel**
Motion to approve the following professional development and travel/expense reimbursement:

Name	Workshop/Training	Date	Estimated Mileage	Other Costs
C. Veneziani	NJASBO Trustee Meeting	8/17, 9/22, 10/27, 11/17, 12/14, 1/19, 2/23, 3/22, 4/19, 5/17, 6/12	Robbinsville	\$ -
C. Veneziani	SPELL JIF Trustee Meetings	10/13, 2/9, 4/26, 5/30	Mt Laurel	\$ -
C. Veneziani	NJASBO PD Workshops	9/26, 10/31, 11/16, 12/19, 1/23, 2/20, 3/26, 4/16	Mount Laurel	\$ -
C. Veneziani	JIF Retreat	9/27 - 9/29	Cape May	\$ -
M. Hetzel	C&I Meetings	9/21, 10/19, 12/14, 1/18, 2/15, 4/18, 5/16	Galloway	\$ -
C. Veneziani	SPELL JIF - IAQ Workshop	7/12/2023	Mount Laurel	\$ -
C. Veneziani, P. Ward	SPELL JIF - Cyber Safety Workshop	7/19/2023	Mount Laurel	\$ -
C. Veneziani	ACASBO Executive Committee Meeting	7/24/2023	Egg Harbor Twp	\$ -
C. Veneziani	ACCASBO JIF Meeting	9/20, 11/15, 1/17, 3/20, 5/15	Egg Harbor Twp	\$ -
C. Veneziani	NJASBO Executive Committee Meeting	8/10/2023	Robbinsville	\$ -

22. **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
Serwalt, Ashley	Teacher	approval
Bishop, Emily	Substitute Support Staff/Teacher	approval
Helen Rodenheiser	Teacher	approval
Sacco, Amanda	Teacher	approval
Alotto, Rachel	Substitute Nurse	re-approval
Amorelli, Eric	Teacher/Support Staff	re-approval
Arizmendi, Maria	Substitutue Support Staff/IA	re-approval
Bekisz, Kimberly	Support Staff	re-approval
Carty, Linda	Teacher	re-approval
Chainey, Jennifer	Teacher	re-approval
Collins, Sharon	Teacher	re-approval
Costa, Pam	Teacher	re-approval
D'Addario, Anna	Substitute Teacher	re-approval
DeSordi, Nicole	Substitute Teacher	re-approval
Effinger, Carol	Teacher	re-approval
Haskin, Jaqueline	Support Staff	re-approval
Hernandez Diaz, Yany	Support Staff	re-approval
Iuliucci, Donna	Support Staff	re-approval
Lippincott-McGoldrick, Donna	Teacher	re-approval
Martin, Emily	Substitute School Nurse	re-approval
Mathis, Heidi	Teacher	re-approval
McConaghy, Samantha	Teacher	re-approval
McDonald, Julie	Nurse	re-approval
Michelini, JoAnn	Support Staff	re-approval
Miles, Donna	Teacher/ Support Staff	re-approval
Monzo, Donna	Nurse	re-approval
Mott, Gianna	substitute support staff/IA	re-approval
Ordille, Carmella	Teacher	re-approval
Paretti, Paula	Teacher	re-approval
Ponter, Joshua	Nurse	re-approval
Rizzo, Ann Marie	Cafeteria	re-approval
Ruberton, J. Richard	Teacher	re-approval
Ruberton, Rainey	Teacher	re-approval
Salvia, Kathleen	Teacher/Support Staff	re-approval
Sawyer, Andrew	Teacher	re-approval
Scheer, Megan	Teacher	re-approval
Schneider, John	Teacher	re-approval
Smith, Marcia	Support Staff	re-approval
Storey, Megan	Teacher	re-approval

Weldon, Janet	Support Staff	re-approval
---------------	---------------	-------------

23.

Field Placements

Motion to approve the following field placements:

Name	Type of placement	Grade/Teacher	College/University	Dates of placement
Rachel Roda	Clinical Placement	1st – Dirkes	Rowan University	9/5 – 12/13
Rachel Roda	Clinical Placement	1st – Dirkes	Rowan University	1/2 – 5/3
Thomas Ricca	80 hrs Fieldwork	MS – J. Smith	Stockton Univ.	9/5 – 12/15
Jilian Saber	Clinical Placement	2nd - Cavallaro	Stockton Univ.	9/5 - 12/15
Mikaela Emick	Clinical Placement	4th – Russell – Math & Science 5th - Nemerov- ELA	Rowan University	9/5 – 12/13
Julia Lilley	Clinical Placement	K - Falco	Rowan University	9/5 - 12/20
Alexis Mota	80 hrs Fieldwork	Pre K - Cirillo	Stockton Univ.	9/5 - 12/15

FINANCIAL

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

24.

Bills List

Motion to approve the payroll, agency, and bills list of **\$1,186,612.72** for **July 2023**.

(Attachment P)

25.

Change Order

Motion to authorize the Assistant Superintendent / Business Administrator, Christopher Veneziani, to approve a change order up to \$100,000 as part of the HVAC Replacement Project Phase I. This change order will be for the replacement of the HVAC unit(s) in the Conference Room and two adjacent offices. This will be ratified at the next Board of Education Meeting, once a final change order amount is known.

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):

26.

Motion to approve Jennifer Chainey, as a One-on- One/Group Aide part-time, at a salary of \$19,647 (\$18.00 per hour for 5.9 hours per day) for the 2023-2024 school year.

27. Motion to approve Dana Melly, as a One-on- One/Group Aide part-time, at a salary of \$19,647 (\$18.00 per hour for 5.9 hours per day) for the 2023-2024 school year.

28. Motion to approve the following personnel for SACC Assistants for the 2023-2024 school year at a rate of \$15.00 per hour:

Joni Aquino	Janet DiGerolamo
Dena DiMatteo	Maryanne Gillespie
Joann Kindle	Gianna Mott
Brian Vaccaro	Dominic Vincinguerra
Michelle Warrington	

POLICIES

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):

29. The first and final reading(s) of the following revised policy(ies) and/or regulation(s) and/or bylaw(s):

Bylaws 0144	Board Member Orientation and Training
Policy 2520	Instructional Supplies
Regulation 2520	Instructional Supplies
Policy 3217	Use of Corporal Punishment
Policy 5305	Health Services Personnel
Policy 5308	Student Health Records
Regulation 5308	Student Health Records
Policy 5310	Health Services
Regulation 5310	Health Services
Policy 6112	Reimbursement of Federal and Other Grant Expenditures
Policy 6311	Contracts for Goods or Services Funded by Federal Grants
Policy 7440	School District Security
Policy 9140	Citizens Advisory Committee

(Attachment Q)

30. The first and final reading(s) of the following deleted policy(ies) and/or regulation(s) and/or bylaw(s):

Regulation 9100	Public Relations
Regulation 9140	Citizens Advisory Committee

(Attachment R)

31. The first of two reading(s) of the following new policy(ies) and/or regulation(s) and/or bylaw(s):

Policy 2419	School Threat Assessment Teams
Policy 4217	Use of Corporal Punishment

Regulation 6115.01 Federal Awards / Funds Internal Controls – Allowability of Costs
Policy 6115.04 Federal Funds – Duplication of Benefits
(Attachment S)

**FOR YOUR
INFORMATION**

Director of Curriculum & Instruction *(Attachment M)*
Buildings and Grounds Supervisor's Report *(Attachment N)*
Technology Report *(Attachment O)*

**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 6:43 PM.