

Folsom Board of Education
1357 Mays Landing Road
Folsom NJ 08037

REGULAR BOARD OF EDUCATION MEETING
TUESDAY, August 22, 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, 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. Tiffani Dych, Lisa O'Toole, and Marisa Scibilia 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 John Thomas, 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 John Thomas, second by Daria DeStefano, ALL MEMBERS PRESENT VOTED YES, to return to open session at 6:33 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, except John Thomas ABSTAINED, to approve the regular and executive sessions minutes of July 25, 2023 (Regular Meeting).
(Attachment A)

FINANCIAL

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):

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 **July 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 **July 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 **July 2023**, pending audit. The Treasurer's Report and the Secretary's report are in agreement for **July 2023**.
(Attachment C)

The Board approves the revised 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 revised Treasurer's Report and the revised Secretary's report are in agreement for **July 2023**.
(Attachment D)

4. **Bills List**
Motion to approve the payroll, agency, and bills list of **\$1,085,510.95** for **August 2023**.
(Attachment E)

5. **Line item transfers**
Motion to approve the attached transfer of funds within the 2023-2024 operating budget.
(Attachment F)

CONTRACTS

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 a special education tuition contract with the Gloucester County Special Services School District to provide special education services for 1 student for the 2023-2024 school year extended school year program at a cost of \$8,510.

DISPOSAL OF SURPLUS

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):

7. 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: Various HVAC Filters

(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 John Thomas, ALL MEMBERS PRESENT VOTED YES, to approve the following item(s):

8. Motion to approve Tia George, School Nurse, for the 2023-2024 school year at a salary of \$60,597, BA, Step F on the negotiated salary guide.
9. Motion to accept the resignation of Dana Melly, One-on-One / Group Aide, effective August 9, 2023.
10. Motion to approve a medical leave of absence for Ronald Losse, Supervisor of Buildings & Grounds from August 9, 2023 through September 20, 2023.
11. Motion to approve the following revised job descriptions:

School Counselor
School Psychologist
School Social Worker
Learning Disabilities Teacher – Consultant
Speech Language Specialist
Student Support Services Secretary
Head Teacher

(Attachment H)

12. Motion to approve the following mentors for the 2023-2024 school year, at a rate of \$550 per the Folsom School District Mentoring Plan, as listed:

Mentor Teacher	Novice Teacher	Grade Level
Amanda Magenta	Hannah Walker	MS

13. Motion to approve the following Schedule B stipend positions for the 2023-2024 school year, per the negotiated contract, as listed:

2023-2024 school year

Extracurricular Activities	Stipend	Teacher
Art Club	1,393.00	Katie Resch
Choir Advisor	1,393.00	Lauren Schmidt
Band Administrator	1,331.00	Lauren Schmidt
Student Council	1,013.00	Kathy Wendt
Safety Patrol	1,774.00	Jessica Smith
Talent Show Advisor	630.00	
Talent Show Assistant	414.00	
Yearbook Advisor	1,520.00	Jasmine Williams
Yearbook Assistant	728.00	Kimberly Nemerov
Falcon Club	516.00	Sarah Cocco
Drama Club Advisor	473.00	
Play Director	1,537.00	Ashley Noll
Assistant Play Directors	710.00	Rebecca Weldon
Assistant Play Directors	710.00	
Assistant Play Directors	710.00	
Tech Club	1,393.00	Debora DeRosa
American Sign Language	603.00	Kimberly Ruberton
8th Grade Advisor	630.00	Susan Danesi
8th Grade Advisor	630.00	Tiffany Hathaway
Bilingual Translator	323.00	Susan Banks
Head Teacher	538.00	Amanda Magenta
PBSIS	1,000.00	Ryan Schaefer
PBSIS	1,000.00	Kristin Santilli

Sport	Stipend	Teacher
Boys Basketball		
Boys Basketball Head Coach	2,025.00	Ryan Schaefer
Boys Basketball Assistant Coach	1,013.00	
Girls Basketball		
Girls Basketball Head Coach	2,025.00	Kimberly Ruberton
Girls Basketball Assistant Coach	1,013.00	Darcie Benard
Cross Country		
Cross Country Head Coach	1,013.00	Jesseca Smith
Cross Country Assistant Coach	516.00	Ryan Schaefer
Volleyball		
Volleyball Head Coach	1,013.00	Michael Fichetola
Volleyball Assistant Coach	516.00	Jesseca Smith
Softball		
Softball Head Coach	483.00	Ryan Schaefer
Softball Assistant Coach	241.00	
Cheerleading		
Cheerleading Head Coach	1,520.00	Kimberly Nemerov
Cheerleading Assistant Coach	723.00	Karlee Carrigan
Other		
Spirit Coordinator	1,138.00	Jesseca Smith
Athletic Director	2,025.00	Michael Fichetola

CURRICULUM

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

14. Motion to approve the following curriculum aligned to the New Jersey Student Learning Standards (NJSLS):

Career Readiness, Life Literacies, and Key Skills K-8 NJSLS 2020
<https://www.nj.gov/education/cccs/2020/2020%20NJSLS-CLKS.pdf>

Comprehensive Health and Physical Education K-8 NJSLS 2020
<https://www.nj.gov/education/cccs/2020/2020%20NJSLS-CHPE.pdf>

Computer Science & Design Thinking K-8 NJSLS 2020
<https://www.nj.gov/education/cccs/2020/2020%20NJSLS-CSDT.pdf>

Science K-8 NJSLS 2020
https://www.nj.gov/education/standards/science/Docs/NJSLSScience_K-12.pdf

Social Studies K-8 NJSLS 2020

https://www.nj.gov/education/standards/socst/docs/2020NJSLSSS_by_GradeB_and.pdf

Visual and Performing Arts K-8 NJSLS 2020

<https://www.nj.gov/education/cccs/2020/2020%20NJSLSL-VPA.pdf>

Grades K-8 Dance Curriculum (Visual and Performing Arts) NJSLS 2020

Grades K-8 Theater Curriculum (Visual and Performing Arts) NJSLS 2020

Grades Pre-K-8 Music (Visual and Performing Arts) NJSLS 2020

Grades Pre-K-8 Art (Visual and Performing Arts) NJSLS 2020

World Languages K-8 NJSLS 2020

<https://www.nj.gov/education/cccs/2020/2020%20NJSLSL-WL.pdf>

Preschool Teaching and Learning Standards 2014

<https://www.nj.gov/education/ece/guide/standards.pdf>

Preschool Guidelines 2019

Grades K-8 Talented and Gifted (TAG) The law states that school districts must establish a process to identify students as gifted and talented using multiple measures. These students require modification to their educational program if they are to achieve in accordance with their capabilities. The New Jersey Department of Education (NJDOE) Office of Standards refers to standards developed by the National Association for Gifted Children (NAGC) to assist school districts in examining the quality of their programs and services for gifted learners in grades Pre-K to 12.

Grades Pre-K-7 Library Media Science NJSLS 2020 & 21st Century ASL Standards (Information Literacy)

<https://www.state.nj.us/education/code/current/title6a/chap13.pdf> Page 7 of 10

Grades K-8 Math NJSLS 2016

<https://www.nj.gov/education/standards/math/Index.shtml>

Grades K-8 English Language Arts NJSLS 2016

<https://www.nj.gov/education/standards/ela/Index.shtml>

Grades Pre-K-8 PBSIS (Character Education)

<https://www.pbis.org/topics/classroom-pbis>

Links to preview new replacement curriculum for Math and ELA Vocabulary Program:

<https://drive.google.com/drive/folders/1gosiSfsqjO6rHCeAzSaj3spjUpiz1Ul?usp=sharing> (Math)

<https://docs.google.com/document/d/1bTfzFu-jDfHfKZgtVslkTnj4d-lyX6Mgq7V4l6KS2l/edit?usp=sharing> (ELA grades 3-8 Word Study Curriculum Components)

All Curriculum is on located www.folsomschool.org

GRANTS

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):

15. Motion to approve the application and acceptance of the Rural Education Achievement Program (REAP) Grant for Fiscal Year 2024. The amount of this grant is \$44,919.

POLICIES

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

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

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 I)

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

Policy 1642.01	Sick Leave
Regulation 1642.01	Sick Leave
Policy 2419	School Threat Assessment Teams
Regulation 2419	School Threat Assessment Teams

(Attachment J)

FIELD TRIPS / TRAVEL / SUBSTITUTES / VOLUNTEERS / FIELD PLACEMENTS

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):

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

Name	Workshop/Training	Date	Estimated Mileage	Other Costs
C. Veneziani	County Roundtable Meetings	8/17, 9/15, 10/13, 11/3, 12/8, 1/26, 2/15, 3/8, 4/12, 5/10, 6/6	Various	\$ 200.00
K. Fricke	Superintendents' Mtgs	9/22, 10/13, 11/17, 12/11, 01/19, 02/16, 03/15, 04/26, 05/17	Mays Landing	-
M. Hetzel	Special Education Meetings	9/13, 10/25, 11/8, 12/13, 1/10, 2/14, 3/13, 4/10, 5/8	Mays Landing	\$ -
A. Sharp	NJEDCert Training	8/9	Mays Landing	-

19.

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
Lamanteer, Jennifer	Teacher	approval
Burghen, Nancy	Support Staff	approval

FINANCIAL

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):

20.

Change Order

Motion to revise the authorization for the Assistant Superintendent / Business Administrator, Christopher Veneziani, to approve a change order up to \$150,000 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, two adjacent offices, and the main corridors. This will be ratified at the next Board of Education Meeting, once a final change order amount is known. This authorization was previously approved on July 25, 2023 up to \$100,000.

PERSONNEL

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

21.

Motion to accept the resignation of Amanda Petersen, LDTC, effective October 17, 2023.

(Attachment N)

22.

Motion to approved posting the position of LDTC, replacing Amanda Petersen.

23. Motion to accept the resignation of Allison Peters, long term substitute teacher and Instructional Aide, effective August 22, 2023.
(Attachment O)
24. Motion to approve Joseph Haubrich as long-term substitute teacher, covering Pamela Carter’s maternity leave. This will be effective August 29, 2023 through January 8, 2024 at a prorated salary of \$56,498, BA Step B on the negotiated salary guide.
25. Motion to approve the revised job description for Board Certified Behavior Analyst.
(Attachment P)
26. Motion to approve Kimberly Shigo as Board Certified Behavior Analyst for the 2023-2024 school year at a salary of \$64,647, MA Step G on the negotiated salary guide. This position will be partially grant funded using the ARP/ESSER III grant.

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):

27. Motion to approve the following Applications for Use of School Facilities as listed below, for the 2023-2024 school year.

Date	Time	Facility	Event
Wednesday 9/6/23 – 6/19/2024	7:00 pm – 8:15 pm	Classroom	Scouts of America – Weekly Meetings

FOR YOUR INFORMATION

Director of Curriculum & Instruction (Attachment K)
Buildings and Grounds Supervisor’s Report (Attachment L)
Technology Report (Attachment M)

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 6:39 PM.