

Folsom Board of Education
1357 Mays Landing Road
Folsom NJ 08037

REGULAR BOARD OF EDUCATION MEETING
TUESDAY, August 28, 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**

Mrs. O'Toole, Vice President of the Folsom Board of Education, called the meeting to order at 6:53 pm.

ROLL CALL

The following members were present: Daria DeStefano, Tiffani Dych, Lisa O'Toole and John Thomas; also in attendance were the Superintendent Dr. Matthew Mazzoni, the Board Secretary Christopher Veneziani and the Board Attorney William Donio. Marisa Scibilia, Glenn Smith 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 6:53 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 Tiffani Dych, ALL MEMBERS PRESENT VOTED YES, to return to open session at 7:26 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

Thank You card from student summer camp program (Attachment A)

**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.

Tiffany Hathaway, 7th & 8th Grade English Language Arts Teacher, thanked the Board for funding the Summer Learning program.

**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 John Thomas, second by Daria DeStefano, ALL MEMBERS PRESENT VOTED YES, to approve the regular and executive sessions minutes of July 24, 2018 (Regular Meeting).

(Attachment B)

FINANCIAL

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

2. Budget Summary Report

A budget summary report is submitted for review.

(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 **July 31, 2018**, 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, 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 **July 2018**, pending audit. The Treasurer's Report and the Secretary's report are in agreement for **July 2018**.

(Attachment D)

4. Bills List

Motion to approve the payroll, agency, and bills list of **\$148,486.38** for **August 2018**.

(Attachment E)

5. Line item transfers

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

(Attachment F)

6. Motion to approve a transfer of \$50,000 from account number 11-230-100-101-0-050 to 11-000-266-300 from within the 2017-2018 budget year.

CONTRACTS

Upon the Business Administrator'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):

7. Motion to approve a special education tuition contract with the Gloucester County Special Services School District to provide special education services and a One-on-One Teacher Assistant for 1 student for the 2018-2019 extended school year program. The total cost of this contract is \$7,715.00.

(Attachment G)

8. Motion to approve a tuition contract with the Atlantic County Vocational School Board of Education to provide high school education services for 22 students for the 2018-2019 school year. The cost of this contract is \$132,085 plus a tuition adjustment for the 2017-2018 school year of \$60,355.00 for a total of \$192,440.00.
(Attachment H)
9. Motion to approve a special education tuition contract with YALE School Atlantic Inc., an approved private school for students with disabilities, to provide special education services for 1 student for the 2018-2019 school year. The total cost of this contract is \$63,592.20.
(Attachment I)
10. Motion to approve a special education tuition contract with YALE School Atlantic Inc., an approved private school for students with disabilities, to provide special education services for 1 student for the 2018-2019 school year. The total cost of this contract is \$104,542.20.
(Attachment J)
11. Motion to approve a special education tuition contract with the Atlantic County Special Services School District to provide special education services for 1 student for the 2018-2019 extended school year. The total cost of this contract is \$2,200.00.
(Attachment K)
12. Motion to approve a joint transportation agreement with the Greater Egg Harbor Regional High School District to provide transportation services for the 2018 extended school year, as listed. The total cost of this contract is \$29,733.55.

Start Date	End Date	Route	School	# of Students	Cost
7/9/2018	8/9/2018	BFA-EY	Brookfield Academy	1	\$ 5,080.00
7/2/2018	8/2/2018	MT-EY	Mullica Twp Elem School	2	\$ 4,655.00
7/9/2018	8/3/2018	ACSB1-EY	ACSSSD	1	\$ 2,880.00
7/5/2018	8/15/2018	YLE-EY	YALE East	1	\$ 2,186.88
7/9/2018	8/9/2018	BB-EY	Bankbridge	1	\$ 2,026.00
7/2/2018	8/17/2018	HDELL-EY	HollyDell	1	\$ 10,573.32
7/9/2018	8/28/2018	YLA-EY	YALE Atlantic	1	\$ 2,332.35

(Attachment L)

13. Motion to approve a joint transportation agreement with the Hammonton Board of Education to provide transportation services for the 2018 extended school year for 1 student to the Hammonton High School. The total cost of this contract is \$389.32.
(Attachment M)

DISPOSAL OF SURPLUS

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

14. 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 pursuant to State Contract A-70967/T2581 in accordance with the terms and conditions of the State Contract. 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:

Various electronic items including printers, battery backups devices, audio components and monitors

(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.

(Attachment N)

FACILITIES

Upon the Business Administrator'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):

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

Date	Time	Facility	Event
12/7/18 – 12/14/18	Various	Library	Home & School Assoc – Christmas Shop
10/4/18, 11/1/18, 2/7/18, 4/4/19, 5/2/19	6:00 pm – 8:00 pm	Library	Home & School Assoc – Meetings

10/26/18	6:30 pm – 9:00 pm	Fields / Grounds	Home & School Assoc – Trunk or Treat
3/4/19 – 3/8/19	Various	Library	Home & School Assoc – Book Fair
Wednesdays	6:30 pm – 8:30 pm	Classroom	Boy Scouts - Meetings

PERSONNEL

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

16. Motion to approve a sidebar agreement with the Folsom Education Association to set a rate of pay for a 3 hour student detention at \$75. This will remain in effect through the end of the current contract, June 30, 2021.
(Attachment O)
17. Motion to approve Dominick Vinciguerra and Kayla Rosen, as SACC Assistants, for the 2018-2019 school year at a rate of \$12 per hour.
18. Motion to the Schedule B stipends and assignments for the for the 2018-2019 school year, as listed.

Sport	Stipend Amount	Staff Member	Extracurricular Activities	Stipend Amount	Staff Member
Boys Basketball			Art Club	\$1,296	K. Resch
Head Coach	\$1,884	T. Burton	Choir Advisor	\$1,296	L. Schmidt
Assistant Coach	\$942	J. Edwards	Band Administrator	\$1,238	L. Schmidt
Girls Basketball			Student Council	\$942	K. Wendt
Head Coach	\$1,884	J. Smith	Safety Patrol	\$1,650	K. Ruberton
Assistant Coach	\$942	D. Passalacqua	Talent Show Advisor	\$586	K. Deitz
Cross Country			Talent Show Assistant	\$385	C. Garbaravage
Head Coach	\$942	K. Ruberton	Yearbook Advisor	\$1,414	A. Peterson
Assistant Coach	\$480	J. Edwards	Yearbook Assistant	\$677	K. Yakabi Yob
Volleyball			Leo Club	\$480	S. LoSasso
Head Coach	\$942	S. Banks	Drama Club Advisor	\$440	A. Cirillo
Assistant Coach	\$480	T. Burton	Play Director	\$1,430	A. Cirillo
Softball			Assistant Play Directors (3)	\$660 each	H. Rodenheiser
Head Coach	\$449	K. Santilli	Tech Club	\$1,296	D. DeRosa

Assistant Coach	\$224	J. Smith	FTN	\$500	D. DeRosa
Cheerleading			American Sign Language	\$561	K. Ruberton
Head Coach	\$1,414	N. Volpe	8 th Grade Advisor	\$586	T. Hathaway S. Edmondson
Assistant Coach	\$673	D. DeRosa	Stokes Advisor	\$275	T. Burton
Other			Bilingual Translator	\$300	S. Banks
Spirit Coordinator	\$1,059	J. Smith	Head Teacher	\$500	K. Storey
Athletic Director	\$1,884	N. DeSordi			

GRANTS

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

- 19.** Motion to approve a revision to the ESEA application for Fiscal Year 2019. The will remove Jeremy Edwards from being funded 50% through the grant to Mindy Alliano to being funded 50% through the grant. This will result in the following:

Title I Allocation:

Teacher Salaries for In Class Support (Basic Skills Instruction)

Mindy Alliano (50%) \$32,547

Kacey Storey (50%) \$42,141

Teacher Benefits \$ 1,432

Total Title I Allocation

\$76,120
(Attachment P)

PROGRAMS / DUAL USE

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):

- 20.** Motion to approve the adoption of Charlotte Danielson's Framework for Teaching - 2011 Edition as the evaluation tool for teachers and other certificated staff members for the 2018-2019 school year.
- 21.** Motion to approve the adoption of the New Jersey Principal Evaluation for Professional Learning (NJPEPL) Observation Instrument as the evaluation tool for the Director of Curriculum and Instruction, for the 2018-2019 school year.
- 22.** Motion to approve the application for Dual Use of Education Space for room 104 to be used for small group instruction for the 2018-2019 school year.

POLICIES

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

23. The first and final reading of the following revised policy(ies):

Policy 0200 Mission Statement

(Attachment Q)

FIELD TRIPS / TRAVEL / SUBSTITUTES / VOLUNTEERS / FIELD PLACEMENTS

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

- 24.

Travel

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

Name	Workshop/Training	Date	Estimated Mileage	Other Costs
K. Hewitt	Atlantic County ASAP meetings	10/11, 12/13, 2/14, 4/11 & 6/6	Pomona, NJ	-
M. Mazzoni, C. Veneziani	Atlantic County OEM Meeting	8/15/2018	EHT, NJ	-
C. Veneziani	SPELL JIF Trustee Meetings	10/12/18, 2/1/19, 4/12/19, 5/23/19	Marlton, NJ	-
M..Hetzel	Monthly County Meetings 18-19 SY	9/14/18, 10/5/18, 11/9/18, 12/7/18, 1/4/19, 2/15/19, 3/8/19, 4/5/19, 5/9/19	Galloway, NJ	-
M. Mazzoni	Monthly ACASA Executive/Advisory Committee Meetings	9/17, 10/9, 11/13, 12/10, 01/07, 02/04, 03/11, 04/08, 05/06, June TBD	Mays Landing, NJ	-
M. Mazzoni	Superintendents' Roundtable Dates	09/21, 10/12, 11/16, 12/14, 01/11, 02/08, 03/15, 04/12, 05/10, June TBD	Mays Landing, NJ	-
M. Mazzoni	NSA Meetings	8/21, 9/17, 10/16, 11/19, 12/17, 1/7, 2/19, 3/28, 5/6	Trenton, NJ	-
K. Hewitt	Atl. Cty Traumatic Loss Coalition for Youth Meeting	10/2, 12/4, 2/5, 3/5, 4/2, 5/7	Pomona, NJ	-
C. Veneziani	BA Roundtables	9/21, 10/26, 11/16, 12/7, 1/28, 3/1, 3/29, 4/17, 5/17, 6/6	Various	-

- 25.

Substitutes

Motion to approve the following substitutes:

Name	Address	Sub Area	Request for
Scheer, Megan	543 Walnut St., Hammonton, NJ 08037	Teacher	approval

26. **Field Placements**
Motion to approve the following field placements:

Name	Type of placement	Grade/Teacher	College/University	Dates of placement
Gianna Lombardi	Student Teacher	1st - Dirkes	Rowan University	9/4 - 12/20

MAINTENANCE RESERVE WITHDRAW

Upon the Business Administrator'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):

27. Motion to approve the following resolution for the withdraw of funds from the Maintenance Reserve Account to the General Fund:

WHEREAS, NJSA 6A:23A-14.2(d) permits a Board of Education to withdraw such funds from the maintenance reserve account and appropriate into the required maintenance account lines at budget times or any time during the year for use on required maintenance activities for a school facility as reported in the comprehensive maintenance plan pursuant to N.J.A.C. 6A:26A-4.

WHEREAS, the aforementioned statutes authorizes procedures, under the authority of the Commissioner of Education, which permit a board of education to withdraw funds from a district's Maintenance Reserve Account any time during the year by resolution, and

WHEREAS, the Folsom Board of Education is desirous to withdraw funds from the Maintenance Reserve Account and appropriate said funds into the required maintenance account line in the general fund for a **HVAC Automation Upgrade in the amount of \$19,761.**

WHEREAS, according to 6A:23A-14.2E, the Folsom Board of Education shall restore any unexpended required maintenance appropriations, up to the amount of maintenance reserve account funds withdrawn, to the maintenance reserve account at year-end.

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

**FOR YOUR
INFORMATION**

Buildings and Grounds Supervisor's Report
Technology Coordinator's Report

(Attachment R)

(Attachment S)

**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 Lisa O'Toole, seconded by John Thomas, ALL MEMBERS PRESENT VOTED YES, to adjourn at 7:45 PM.