

Folsom Board of Education  
1357 Mays Landing Road  
Folsom NJ 08037

REGULAR BOARD OF EDUCATION MEETING  
TUESDAY, September 26, 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, Lisa O'Toole, Marisa Scibilia, 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 (by phone). Tiffani Dych 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 Daria DeStefano, 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 Daria DeStefano, second by Andrea Way, 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 Andrea Way, second by John Thomas, ALL MEMBERS PRESENT VOTED YES, except Lisa O'Toole and Marisa Scibilia ABSTAINED, to approve the regular and executive sessions minutes of August 22, 2023 (Regular Meeting).

*(Attachment A)*

## **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):

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

4. **Bills List**  
Motion to approve the payroll, agency, and bills list of **\$819,843.23** for **September 2023**.  
*(Attachment D)*

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

## CONTRACTS

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

6. Motion to approve a joint transportation agreement with the Greater Egg Harbor Regional High School District, to provide transportation for 5 special education students for the 2023-2024 school year, at a cost of \$24,915.78.

Date	Destination	Route	Cost
7/5/23 – 8/18/23	Archway Schools	ARCH- EY	\$4,763.70
7/10/23 – 8/10/23	Bankbridge Regional School	BBRE1- EY	\$4,467.26
7/10/23 – 8/24/23	Y.A.L.E. School, Atlantic	YLA1- EY	\$4,247.26

7/5/23 – 8/15/23	Y.A.L.E. School, Southeast	YLSE- EY	\$5,740.20
7/5/23 – 8/3/23	Hammonton High School	HMS- EY	\$5,697.36

*(Attachment F)*

7. Motion to approve a professional services contract with AtlantiCare Foundation, Inc., to provide health and wellness services for the 2023-2024 school year. This contract will be funded by the ARP / ESSER III Mental Health grant. The cost of the contract is \$28,568.

*(Attachment G)*

8. Motion to approve a professional services contract with Greyhawk, to provide professional construction management services to the Board of Education, pursuant to N.J.S.A. 18A:18A-5(a)1. Greyhawk will manage the Roof Project and Phase II of the HVAC Replacement project during the summer of 2024. The cost of the contract is \$60,621.

9. Motion to approve a special education tuition contract with the Hammonton Board of Education to provide special education services for 1 student for the 2023-2024 school year at a cost of \$16,870.

*(Attachment H)*

10. Motion to approve a tuition contract with the Atlantic County Vocational School Board of Education to provide high school education services for 32 students for the 2023-2024 school year at a cost of \$99,000 less a prior year tuition adjustment credit of \$12,143, totaling \$86,857.

*(Attachment I)*

11. Motion to approve an emergency purchase with Elmer Schultz Services, Inc. in the amount of \$12,914.70 without getting quotes. This was for the replacement of the refrigeration unit on the walk-in refrigerator in the kitchen which was determined to not be repairable on August 30, 2023, the day before school began, and needed to be replaced immediately.

## **DISPOSAL OF SURPLUS**

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

12. 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: Teacher desk**

(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.

- 13.** Motion to approve disposal of the following textbooks published by Carolina Biological Supply Company. These textbooks are not aligned to the new standards:

(29) - Exploring Plate Tectonics - Copyright 2013

(36) - Understanding Weather and Climate - Copyright 2014

(30) - Researching the Sun-Earth-Moon System - Copyright 2013

## **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):

- 14.** Motion to approve Emily Bailey, School Nurse, for the 2023-2024 school year at a salary of \$60,597, BA, Step F on the negotiated salary guide effective October 1, 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):

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

## **FACILITY USE**

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):

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

Date	Time	Facility	Event
Wednesdays, 10/4 – 11/1, 2023	3:15 am – 4:15 pm	Rooms 125 & 130	CER Program – LEGO Club
9/11/23, 12/4/23, 3/4/24, 6/3/24	3:30 pm – 4:30 pm	Room 122	Folsom Educational Foundation – Quarterly Meetings

## POLICIES

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):

17. The second 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. **Field Trips**  
Motion to approve the following field trips:

Destination	Date of trip	Grade/Teacher	Bus Cost	Staff Attending
YMCA of the Pines	9/27/2023	Nemerov / 6th Grade	\$617.00	4+
YMCA of the Pines	9/29/2023	Nemerov / 6th Grade	\$617.00	4+
Wetlands Institute	10/5/2023	Roth / 7th Grade	\$576.74	5
Duffields Farm	10/5/2023	Cirillo / Pre-K	\$398.24	2
Assumption Regional	10/10/2023	Fichetola / Cross Country	\$682.50	2
John F Kennedy Park Somers Point	10/18/2023	Fichetola / Cross Country	\$682.50	2
Estell Manor	10/25/2023	Fichetola / Cross Country	\$682.50	2
Absecon School	10/26/2023	Fichetola / Cross Country	\$682.50	2
Mullica Rec Field	10/30/2023	Fichetola / Cross Country	\$682.50	2
Franklin Institute	5/3/2024	Luskin / 2nd Grade	\$398.24	5
Museum of the American Revolution	6/3/2024	Valenti / 4th Grade	\$398.24	4

19. **Travel**

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

Name	Workshop/Training	Date	Estimated Mileage	Other Costs
D. DeCicco	Co-op mtg	10/10	Franklin Twp	-
R. Schaefer	HIB Training	10/4	Toms River	\$ 145.00
R. Schaefer	2023 CASCA Fall Mini Conf	10/6	Galloway	\$ -

20.

**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
Fishman, Becky	Teacher	re-approval
Caville, Mickey	Teacher	approval

**FOR YOUR INFORMATION**

Director of Curriculum & Instruction  
Technology Report

(Attachment K)  
(Attachment L)

**FACILITY USE**

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

21.

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

Date	Time	Facility	Event
10/20/23	6:00 pm – 9:00 pm	Grounds	Folsom Home & School Association – Trunk or Treat

**FIELD TRIPS / TRAVEL / SUBSTITUTES / VOLUNTEERS / FIELD PLACEMENTS**

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

22.

**Travel**

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

Name	Workshop/Training	Date	Estimated Mileage	Other Costs
C. Veneziani	School Safety County Roundtable	10/3	Somers Point	\$ -

23. **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
Klein, Erika	Teacher	approval
Elliott, Deanna	Nurse	approval

## 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):

24. Motion to approve a professional services contract with Bayada Home Health Care, Inc. to provide substitute nursing services, as needed for the 2023-2024 school, pending attorney review.

## BOARD OF EDUCATION

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

25. Motion to approve changing the October Board of Education Meeting from Tuesday, October 24<sup>th</sup> to Tuesday, October 17<sup>th</sup>.

## FOR YOUR INFORMATION

Fire / Security Drill Report *(Attachment M)*  
Office Referral Report *(Attachment N)*

## 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.