

Folsom Board of Education  
1357 Mays Landing Road  
Folsom NJ 08037

REGULAR BOARD OF EDUCATION MEETING  
TUESDAY, September 28, 2021 – 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 6:05 pm.

**ROLL CALL**

The following members were present: Daria DeStefano, Tiffani Dych, Lisa O'Toole, Marisa Scibilia (left at 6:49 pm), Glenn Smith, and Andrea Way; also, in attendance were the Superintendent, Dr. Matthew Mazzoni, the Board Secretary, Christopher Veneziani and the Board Attorney Kasi M. Gifford. John Thomas 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 Marisa Scibilia, second by Tiffani Dych, ALL MEMBERS PRESENT VOTED YES, at 6:05 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 Lisa O'Toole, ALL MEMBERS PRESENT VOTED YES, to return to open session at 6:37 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**

Overview of School Self-Assessment

**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 Business Administrator's recommendation, a motion was made by Daria DeStefano, second by Lisa O'Toole, ALL MEMBERS PRESENT VOTED YES, except Andrea Way ABSTAINED, to approve the regular and executive sessions minutes of August 24, 2021 (Regular Meeting).  
(Attachment A)

## FINANCIAL

Upon the Business Administrator's recommendation, a motion was made by Andrea Way, second by Tiffani Dych, 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, 2021**, 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, 2021** 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 2021**, pending audit. The Treasurer's Report and the Secretary's report are in agreement for **August 2021**.  
(Attachment C)
4. **Line item transfers**  
Motion to approve the attached transfer of funds within the 2021-2022 operating budget.  
(Attachment D)

## CONTRACTS

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):

5. Motion to approve a shared services agreement with the Atlantic County Special Services School District and the Atlantic County Vocational School District to itinerant services for the 2021-2022 school year on an as needed basis. The estimated cost of this contract is \$22,000.

6. Motion to approve a tuition contract with the Atlantic County Special Services School District to provide special education services for 1 student for the 2021-2022 school year, at a cost of \$41,580.

(Attachment F)

## DISPOSAL OF SURPLUS

Upon the Business Administrator'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):

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: 4 laptop management carts**

(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.

8. Motion to approve the disposal of 31 Algebra 1 (McDougal Littell) textbooks with a copyright of 2004. These textbooks are not aligned to the current standards/scope and sequence. New classroom materials were implemented this past school year. These textbooks are beyond the date required to be submitted to the State of NJ DOE textbook sharing database.

## PERSONNEL

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

9. Motion to approve the following additional staff members for Academic Support, at a rate of \$45 per the negotiated contract, for the 2021-2022 school year, as listed:

Pamela Fasola

Chris Roth

10. Motion to approve a paternity leave of absence for Matthew Johnson for bonding time. The leave will begin on the date of birth, anticipated due date December 28, 2021 for 12 weeks. This leave will be unpaid.

11. Motion to approve the following request for payment of tuition reimbursement, as listed:

Employee	Course	Semester	Cost
Stephanie LoSasso	Reading Research Seminar II	Fall 2020	\$2,055.00

*(Reimbursement is limited to \$2,200 per tenured teacher. Additional reimbursement may be available at the end of the fiscal year if the total cost of tuition reimbursement has not exceeded \$18,000 for the year.)*

## **FACILITY USE**

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

12. Motion to approve the following Applications for Use of School Facilities as listed below, for the 2021-2022 school year.

Date	Time	Facility	Event
9/13/21, 12/6/21, 3/7/22, 6/6/22	3:30 pm – 4:30 pm	Classroom	Folsom Educational Foundation – Meetings

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

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):

13. **Field Trips**

Motion to approve the following field trips:

Date of trip	Destination	Grade/Teacher	Bus Cost	Staff Attending
9/28/2021	Assumption Regional School	Cross Country	\$286.42	2
10/7/2021	St. Mary's	Cross Country	\$286.42	2
10/13/2021	St. Joe Regional	Cross Country	\$286.42	2
10/19/2021	Estell Manor	Cross Country	\$286.42	2

14. **Travel**

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

Name	Workshop/Training	Date	Estimated Mileage	Other Costs
M. Hetzel	County Curriculum Consortia Meetings	9/10/21, 10/8/21, 11/18/21, 12/10/21, 1/7/22, 2/4/22, 3/4/22, 4/13/22, 5/12/22	Various	\$0.00
M. Mazzoni	ACASA Executive/Advisory Committee Meetings	9/13/2021, 10/12/2021, 11/15/2021, 12/13, 2021, 01/18/2022, 02/14, 2022, 03/07, 2022, 04/04, 2022, 05/09, 2022, 06/06/2022	Various	\$0.00

15.

### 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
Romano, Susan	Teacher	approval
Schneider, John	Teacher	re-approval
Scheer, Megan	Teacher	re-approval

## FINANCIAL

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

16.

### Bills List

Motion to approve the payroll, agency, and bills list of **\$220,421.45** for **September 2021**.

*(Attachment G)*

## CONTRACTS

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):

17.

Motion to approve a tuition contract with the Gloucester County Special Services School District to provide special education services for 1 student for the 2021-2022 school year, at a cost of \$82,710.

*(Attachment H)*

## DISPOSAL OF SURPLUS

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

**18. 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.

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(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: 1 laptop management carts**

**Lot B: Misc. power cords & power adapters**

**Lot C: 20 VGA wall plates**

**Lot D: 14 USB document cameras**

**Lot E: 20 iPad 2s**

**Lot F: 5 VCR/DVD players**

**Lot G: 4 Epson projector wall mounts**

(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.

**SUBMISSION**

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):

**19. Motion to approve submission of the 2020-2021 School Self-Assessment for Determining Grades under the Anti-Bullying Bill of Rights Act, as presented.**

**FACILITY USE**

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

**20. Motion to approve the following Applications for Use of School Facilities as listed below, for the 2021-2022 school year.**

Date	Time	Facility	Event
Various Thursdays	6:00 pm – 7:30 pm	Classroom, Gym, Library	Girl Scouts Troop 30021 – Monthly Meetings

## FOR YOUR INFORMATION

Director of Curriculum & Instruction	<i>(Attachment I)</i>
Technology Report	<i>(Attachment J)</i>
Building & Grounds Supervisor Report	<i>(Attachment K)</i>
Fire / Security Drill Report	<i>(Attachment L)</i>
Office Referral Report	<i>(Attachment M)</i>

## FINAL PUBLIC PARTICIPATION

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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 Lisa O'Toole, ALL MEMBERS PRESENT VOTED YES, to adjourn at 6:54 PM.