

Folsom Board of Education  
1357 Mays Landing Road  
Folsom NJ 08037

REGULAR BOARD OF EDUCATION MEETING  
TUESDAY, June 25, 2019 – 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 (arrived 6:46 pm), Glenn Smith, John Thomas and Andrea Way (arrived 6:22 pm); also in attendance were the Superintendent, Dr. Matthew Mazzoni, the Board Secretary, Christopher Veneziani and the Board Attorney, William Donio. Marisa Scibilia 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 John Thomas, second by Daria DeStefano, ALL MEMBERS PRESENT VOTED YES, at 6:06 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 John Thomas, 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**

**COMMUNICATION**

2017-2018 District and School Grade Report for the School Self-Assessment for Determining Grades under the Anti-Bullying Bill of Rights

*(Attachment A)*

Thank You Cards

*(Attachment B)*

AtlantiCare School Wellness Prize

*(Attachment C)*

**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 Andrea Way, second by Daria DeStefano, ALL MEMBERS PRESENT VOTED YES, to approve the regular and executive sessions minutes of May 28, 2019 (Regular Meeting).

*(Attachment D)*

## 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 E)*

**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 **May 31, 2019**, no budgetary line item account has been over-expended in violation of N.J.A.C. 6A: 23A-16.10(c) 3.

The **May 31, 2019** 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 **May 2019**, pending audit. The Treasurer's Report and the Secretary's report are in agreement for **May 2019**.

*(Attachment F)*

**4. Line item transfers**

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

*(Attachment G)*

**5. Voided Check**

Motion to approve voiding check number 027186 from the General Operating Account.

## CONTRACTS

Upon the Business Administrator's recommendation, a motion was made by Tiffani Dych, second by John Thomas, 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 services for 1 special education student to Pineland Learning Center (Route PLDS/CE) for a total cost of \$2,661.35 for the 2018-2019 school year. The jointure also provides transportation services for field trips to various locations at a rate of \$260 for the first four hours and \$85 for each additional hour per bus.

*(Attachment H)*

7. Motion to approve a special education tuition contract with the Pineland Learning Center to provided special education services for 1 student for the 2019-2020 school year at a cost of \$54,360.  
*(Attachment I)*
8. Motion to approve a special education tuition contract with the HollyDell School to provided special education services for 1 student for the 2019-2020 school year at a cost of \$94,325.04.  
*(Attachment J)*
9. Motion to approve an agreement with Vanguard Investments / Vanguard 403(b) Services as an additional official Tax Shelter Annuity Company under IRS Code 403(b) administered through TSA Consultants for the period beginning July 1, 2019 through June 30, 2020.
10. Pursuant to PL 2015, Chapter 47 the Folsom Board of Education intends to renew, award, or permit to expire the following contracts previously awarded by the board of education. These contracts are, have been, and will continue to be in full compliance with all state and federal statutes and regulations; in particular, New Jersey Title 18A:18. et.seq, NJAC Chapter 23, and Federal Uniform Administrative Requirements 2CFR, Part200.

**Vendor**

Advocare Advanced Primary Care  
 AmeriHealth  
 Archway Programs  
 ACCASBO Joint Insurance Fund  
 Atlantic County Institute of Technology  
 Atlantic County Special Services School District  
 Brown & Brown Benefits Advisors  
 Buena School District  
 Business & Communications Strategies, LLC  
 Concord Engineering  
 Cooper Levenson, P.A.  
 Cynergy Group  
 D' Agostino Agency  
 Decotiis, Fitzpartrick & Cole, LLP.  
 Delta Dental  
 Donna Millard, PT  
 Eastern Rehabilitation Services  
 Educational Information & Resource Center (EIRC)  
 Falasca Mechanical  
 Flex Facts  
 Gable Associates  
 Gloucester County Special Services School District  
 Greater Egg Harbor Regional School District  
 Hammonton School District

**Service**

Medical Services  
 Medical, Prescription & Vision Insurance Services  
 Special Education Services  
 Insurance Services  
 Regular & Special Education Services  
 Special Ed, Special Ed Related & Transportation Services  
 Insurance Services  
 Transportation Services  
 Policy Consulting  
 Engineering Services  
 Legal Services  
 Insurance Services  
 Risk Management Services  
 Legal Services  
 Dental Insurance Services  
 Physical Therapy Services  
 OT / PT Services  
 Various products and services  
 HVAC Services  
 FSA Administration Services  
 Energy Consulting Services  
 Special Education & Transportation Services  
 Transportation Services  
 Regular & Special Education & Transportation Services

Hardenberg Insurance Group	Risk Management Services
HollyDell	Special Education Services
Horizon Blue Cross & Blue Shield	Medical, Prescription & Vision Insurance Services
Identimetrics, Inc.	Technology Services
Kyocera Document Solutions America	Copier Lease Services
KDI, Inc	Copier Lease Services
Marlee Contracting	Food Service Equipment Repair Services
McGraww-Hill	Textbooks & Consumables
Mullica Township School District	Special Education Services
Pheonix Advisors	Continuing Disclosure Agent Services
Pineland Learning Center	Special Education Services
Pitney Bowes	Mailing/Postage Services
Nightlinger, Colavita, Volpa	Audit Services
Franklin Alarm Company	Fire Protection Services
RFP Solutions	Phone, Clock, Camera & Door System Services
Schaeffer Nassar Scheidegg	Engineering Services
Student Transportation of America	Transportation Services
TSA Consulting	403(b) Third Party Administrator
Vision Service Plan	Vision Insurance Services
VJD Landscaping and Property Maintenance	Lawn and Snow removal Services
Waterford Township School District	Special Education Services
Weymouth Township School District	Transportation Services
Winslow Township Board of Education	Transportation Services
Y.A.L.E School	Special Education Services

**DISPOSAL OF SURPLUS**

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):

- 11.** 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: Washer & Dryer**

(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 Superintendent’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):

- 12. Motion to approve a revision to Helen Rodenheiser’s contract to reflect obtaining her Master’s Degree. The new salary will be \$60,961, MA, Step G on the negotiated salary guide for the 2019-2020 school year.
- 13. Motion to accept the resignation of Carina Avila, One-on-One Instructional Aide part-time, effective June 30, 2019.
- 14. Motion to approve posting the position of One-on-One Instructional Aide part-time, replacing Carina Avila, for the 2019-2020 school year.
- 15. Motion to approve a change to the contract for Jennifer Bailey, Two-on-One Instructional Aide part-time, from 27.5 hours per week to 35 hours per week. The revised salary will \$20,188, for the 2019-2020 school year.

**GRANTS**

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

- 16. Motion to approve the IDEA application for Fiscal Year 2020 and acceptance of the grant award upon the subsequent approval of the Fiscal Year 2020 Application as follows:

IDEA Basic	\$ 95,312	Special Education Tuition
IDEA Preschool	\$ 4,641	Recreational Equipment
Total IDEA Grant	\$99,953	

- 17. Motion to approve the ESSA application for Fiscal Year 2020 and acceptance of the grant award upon the subsequent approval of the Fiscal Year 2020 Application as follows:

Title I Allocation:

Teacher salaries for In Class Support (Basic Skills Instruction)	
Mindy Alliano (50%)	\$ 33,804

Kathleen Storey (40%)	\$ 33,952
Teacher Benefits	\$ 3,571

Total Title I Allocation	\$71,327
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Title IIA Allocation: Professional Development	\$8,120
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Title III Allocation (\$185)	DECLINED
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Title IV Allocation: Flexible Block Grant	\$10,000
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Total ESSA Grant	\$89,447
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**HIB**

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

18. Motion to approve the first reading of the submitted Harassment, Intimidation, and Bullying report for June 2019, as attached. There were 2 investigations which resulted in a 1 Non-Actionable HIB and 1 HIB.  
*(Attachment K)*

19. Motion to approve the second and final reading of the submitted Harassment, Intimidation, and Bullying report for May 2019, as attached. There were 8 investigations which resulted in 4 non-HIBs, 2 Non-actionable HIBs, 1 Intentional HIB without hate speech and 1 Intentional but not designed to harass, intimidate or bully.  
*(Attachment L)*

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

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

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

Name	Workshop/Training	Date	Estimated Mileage	Other Costs
A. Sharp	NJ Smart Workshop	6/10	Galloway, NJ	-
M. Hetzel	FY20 ESEA Application Work Session	6/12	Mullica Hill, NJ	-

**FINANCIAL**

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

**21. Bills List**

Motion to approve the payroll, agency, and bills list of **\$456,005.47** for **June 2019**.

*(Attachment Q)*

**MAINTENANCE RESERVE**

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):

**22.** Motion to approve returning unused funds withdrawn from the Maintenance Reserve account back to the account in the amount of \$335.10.

**COMPREHENSIVE EQUITY PLAN**

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):

**23.** Motion to approve the Comprehensive Equity Plan for the academic years 2019-2022, as attached.

*(Attachment R)*

**PERSONNEL**

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

**25.** Motion to approve Carlie Grouser as the Social Worker for the 2019-2020 school year at a salary of \$53,250, MA Step A on the negotiated contract.

**FOR YOUR INFORMATION**

Director of Curriculum & Instruction	<i>(Attachment M)</i>
Buildings and Grounds Supervisor's Report	<i>(Attachment N)</i>
Technology Report	<i>(Attachment O)</i>
School Nurse's Report	<i>(Attachment P)</i>
Fire / Security Drill Report	<i>(Attachment S)</i>
Office Referral Report	<i>(Attachment T)</i>

**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.

## **EXECUTIVE SESSION**

On a motion made by Andrea Way, second by John Thomas, ALL MEMBERS PRESENT VOTED YES, at 6:55 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 Daria DeStefano, ALL MEMBERS PRESENT VOTED YES, to return to open session at 7:25 PM.

## **SUPERINTENDENT'S EVALUATION**

26. A motion was made by Daria DeStefano, second by John Thomas, ALL MEMBERS PRESENT VOTED YES, to approve the Superintendent's Evaluation for the 2018-2019 school year, as discussed in the Executive Session.

## **ADJOURNMENT**

Having no further business to discuss, a motion was made by Andrea Way, second by Andrea Way, ALL MEMBERS PRESENT VOTED YES, to adjourn at 6:54 PM.