

Folsom Board of Education
1357 Mays Landing Road
Folsom NJ 08037

REGULAR BOARD OF EDUCATION MEETING
TUESDAY, August 20, 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 6:01 pm.

ROLL CALL

The following members were present: Daria DeStefano, Tiffani Dych, Lisa O'Toole, Marisa Scibilia and Glenn Smith; also in attendance were the Superintendent, Dr. Matthew Mazzoni, the Board Secretary, Christopher Veneziani and the Board Attorney, Kasi Marie Gifford. John Thomas 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 Tiffani Dych, second by Daria DeStefano, ALL MEMBERS PRESENT VOTED YES, at 6:02 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 Tiffani Dych, 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 Business Administrator's recommendation, a motion was made by Daria DeStefano, second by Lisa O'Toole, ALL MEMBERS PRESENT VOTED YES, to approve the regular and executive sessions minutes of July 23, 2019 (Regular Meeting).

(Attachment A)

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

(Attachment C)

4. **Board Secretary/Treasurer's Reports/Certification**
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 2019**, pending audit. The revised Treasurer's Report and the revised Secretary's report are in agreement for **June 2019**.

(Attachment D)

5. **Line item transfers**
Motion to approve the attached transfer of funds within the 2019-2020 operating budget.

(Attachment E)

CONTRACTS

Upon the Business Administrator'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):

6. Motion to approve a special education tuition contract with Gloucester County Special Services School District to provide special education services for 1 student for the 2019-2020 extended school year at a cost of \$7,870.

(Attachment F)

7. Motion to approve a special education tuition contract with the Hammonton Board of Education to provide special education services for 1 student for the 2019-2020 school year at a cost of \$20,726.

(Attachment G)

8. Motion to approve a special education tuition contract with the Hammonton Board of Education to provide special education services for 1 student for the 2019-2020 school year at a cost of \$20,099.

(Attachment H)

9. Motion to approve an agreement with the Nation Life Group / Teacher's Pension 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.

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):

10. 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: one piece student desks/chairs

(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.

FACILITIES

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

11. Motion to approve the following Applications for Use of School Facilities as listed below, for the 2019-2020 school year.

Date	Time	Facility	Event
2/28 – 3/6	Various	Library	H&S Assoc – Book Fair
12/9 – 12/13	Various	Library	H&S Assoc – Christmas Shop
12/13	2:30 pm – 8:30 pm	Gym	H&S Assoc – Dance
6/4	3:30 pm – 5:30 pm	Gym	H&S Assoc – Dance
Wednesdays 10/16, 11/20, 1/15, 2/19, 4/15, 5/20	6:00 pm – 7:00 pm	Gym	H&S Assoc – Meetings
10/25	5:30 pm – 9:00 pm	Grounds	H&S Assoc - Trunk or Treat
1 st Thursday of the Month September - June	6:00 pm – 7:30 pm	Rm 117	Girls Scout Troop 30021 - Meetings

12. Motion to approve amending the Folsom School District’s Long-Range Facility Plan to consist of the following capital projects:

HVAC Replacement	\$1,000,000
Roof Replacement	\$1,000,000
Asphalt Repaving & Drainage	\$500,000

GRANTS

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):

13. Motion to approve the application and acceptance of the Rural Education Achievement Program (REAP) Grant for Fiscal Year 2020. The amount of this grant is \$33,501.

CURRICULUM

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

14. Motion to approve the following new curriculum aligned to the New Jersey Student Learning Standards (NJSLS):
- K-8 Health
 - K-8 Dance
 - K-8 Theater

Amistad Resources
Holocaust Resources

15. Motion to approve the following revised curriculum aligned to the New Jersey Student Learning Standards (NJSLS), New Jersey Common Core State Standards (NJCCSS), National Art Standards Visual and Performing (VA), and Next Generation Science Standards (NGSS):

Preschool Teaching and Learning Standards 2014/ Preschool Guidelines 2015

Grades K-8 Talented and Gifted (TAG) NJSLS 2014

Grades Pre-K-8 Music

<https://www.nationalartsstandards.org/sites/default/files/Visual%20Arts%20at%20a%20Glance%20rev.pdf>

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

<https://www.nationalartsstandards.org/sites/default/files/Visual%20Arts%20at%20a%20Glance%20rev.pdf>

Grades Pre-K-7 Library Media Science NJCCSS 2014 & 21st Century ASL Standards (Information Literacy)

Grades K-8 Science NGSS, 2013

Grades K-8 Social Studies NJSLS 2014

Grades K-8 Math NJSLS 2014

Grades K-8 English Language Arts NJSLS 2014

Grades Pre-K-8 World Language-Spanish and ASL NJSLS 2014

Grades K-8 Digital Arts NJSLS 2014

Grade 8 21st Century Life & Careers NJCCCS, June 2014, CRP

<https://www.state.nj.us/education/cccs/2014/career/CareerReadyPractices.pdf>

Grades Pre-K-8 Comprehensive Health and Physical Education NJSLS 2014

Grades 6-8 SED Class NJSLS 2014

Grades K-8 Dance Curriculum (Visual and Performing Arts) NJSLS 2014

Grades K-8 Theater Curriculum (Visual and Performing Arts) NJSLS 2014

Grades Pre-K-8 PBSIS (Character Education) Century Life & Careers NJCCCS, June 2009, NJCCCS, June 2009, CRP

<https://www.state.nj.us/education/cccs/2014/career/CareerReadyPractices.pdf>

All Curriculums can be accessed on www.folsomschool.org .

PROFESSIONAL DEVELOPMENT

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

- 16. Motion to approve the District’s Professional Development Plan for the 2019-2020 school year, as attached.

(Attachment I)

PERSONNEL

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

- 17. Motion to approve the following requests for tuition reimbursement, as listed:

Employee	Course	Semester	Cost
Shannon Healey	World of Math: Real World Application	Fall 2019	\$1,926.00

(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.)

- 18. 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 2019-2020 school year.

- 19. 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 2019-2020 school year.

- 20. Motion to approve the following personnel for SACC Assistants for the 2019-2020 school year at a rate of \$12.00 per hour:

Joni Aquino	Jackie Haskin
Joann Kindle	Linda Procaccini
Dominic Vincinguerra	Kayla Rosen
Deanna DiMatteo	

- 21. Motion to approve Michele Hetzel to be the SACC Coordinator for the 2019-2020 school year at a stipend of \$8,600, paid over 12 months.

- 22. Motion to approve Saletha Howell to be the SACC Asst. Coordinator for the 2019-2020 school year at a stipend of \$6,000, paid over 10 months.

- 23. Motion to approve changing the rate of pay for the substitute custodians, substitute recess aides and substitute cafeteria workers from \$10.00 per hour to \$11.00 per hour effective September 1, 2019.

24. Motion to approve a revision to Pamela Fasola's contract to reflect obtaining 15 credits beyond her Bachelor's Degree. The new salary will be \$53,322, BA+15, Step B on the negotiated salary guide for the 2019-2020 school year.
25. Motion to give Dr. Mazzoni, Superintendent, authority to hire a long-term substitute teacher covering Jesseca Smith's maternity leave from September 3, 2019 through September 30, 2019.

FIELD TRIPS / TRAVEL / SUBSTITUTES / VOLUNTEERS / FIELD PLACEMENTS

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):

26. **Field Trips**
Motion to approve the following field trips:

Date of trip	Destination	Grade/Teacher	Bus Cost	Staff Attending
10/1/2019	Assumption Regional School	Cross Country / DeSordi	\$504.00	2
10/10/2019	St. Mary's Vineland	Cross Country / DeSordi	\$504.00	2
10/16/2019	St. Joe Regional, Somers Point	Cross Country / DeSordi	\$504.00	2
10/22/2019	Estell Manor School, Estell	Cross Country / DeSordi	\$504.00	2

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

Name	Workshop/Training	Date	Estimated Mileage	Other Costs
M. Mazzoni	ACASA Executive/Advisory Committee Mtgs	09/16, 10/7, 11/18, 12/9, 01/06, 02/03, 03/02, 03/30, 05/04, 06/01	Mays Landing	-
D. DeCicco	Co-op meeting	8/13/2019	Swedesboro	-
R. Losse	Mold Seminar (JIF)	7/17/19	Mt. Laurel	\$0.00
M. Mazzoni, P. Ward	Cyber Security Seminar (JIF)	7/24/2019	Mt. Laurel	\$0.00
C. Veneziani	Business Administrator's Roundtable	9/23, 10/25, 11/15, 12/6, 1/17, 2/14, 3/13, 4/22, 5/21, 6/4	Various	\$200.00
C. Veneziani	SPELLJIF Trustee Meetings	10/4, 2/7, 4/3, 5/28	Marlton	\$ -
C. Veneziani	ACCASBO JIF Meetings	9/18, 11/20, 1/15, 3/18, 5/20	EHT	\$ -
M. Mazzoni	MOA Meeting	10/4	Atlantic City	-

28. **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	Address	Sub Area	Request for
Johnson, Matthew	371 Valley Avenue, Hammonton, NJ 08037	Teacher	approval
Rosen, Kayla	7226 Third Avenue, Mays Landing, NJ 08330	Teacher	approval
Warrington, Michelle	1222 11th Street, Folsom, NJ 08037	substitute support staff	approval

FINANCIAL

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

- 29. Bills List**
 Motion to approve the payroll, agency, and bills list of **\$172,504.51** for **August 2019**.
(Attachment M)

FACILITIES

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):

- 30.** Motion to approve the following Applications for Use of School Facilities as listed below, for the 2019-2020 school year.

Date	Time	Facility	Event
Wednesdays 9/18, 10/16, 11/20, 12/18, 1/15, 2/19, 3/18, 4/15, 5/20, 6/17	7:00 pm – 8:00 pm	Library	FAA – Meetings
Wednesdays September 1st – June 15th	6:30 pm – 8:30 pm	2 classrooms/fields	Folsom Cub Scout Pack 98 – Meetings

BOARD MEETING

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

- 31.** Motion to approve changing the Regular October Board of Education Meeting from Tuesday, October 22, 2019 to Tuesday, October 29, 2019 at 6:00 pm in the Library of the Folsom Elementary School.

**FOR YOUR
INFORMATION**

Director of Curriculum & Instruction *(Attachment J)*
Buildings and Grounds Supervisor's Report *(Attachment K)*
Technology Report *(Attachment L)*

**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, second by Marisa Scibilia, ALL MEMBERS PRESENT VOTED YES, to adjourn at 6:44 PM.