

Folsom Board of Education  
1357 Mays Landing Road  
Folsom NJ 08037

REGULAR BOARD OF EDUCATION MEETING  
TUESDAY, October 29, 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 6:06 pm.

**ROLL CALL**

The following members were present: Tiffani Dych, Lisa O'Toole, Glenn Smith, John Thomas and Andrea Way; also, in attendance were the Superintendent, Dr. Matthew Mazzoni, the Board Secretary, Christopher Veneziani and the Board Attorney, William Donio. Daria DeStefano and Marisa Scibilia 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 Andrea Way, second by John Thomas, ALL MEMBERS PRESENT VOTED YES, at 6:07 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 Tiffani Dych, ALL MEMBERS PRESENT VOTED YES, to return to open session at 6:45 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 Lisa O'Toole, second by Andrea Way, ALL MEMBERS PRESENT VOTED YES, to approve the regular and executive sessions minutes of September 24, 2019 (Regular Meeting).

*(Attachment A)*

**FINANCIAL**

Upon the Business Administrator's recommendation, a motion was made by John Thomas, 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 **September 30, 2019**, no budgetary line item account has been over-expended in violation of N.J.A.C. 6A: 23A-16.10(c) 3.

The **September 30, 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 **September 2019**, pending audit. The Treasurer's Report and the Secretary's report are in agreement for **September 2019**.

*(Attachment C)*

4. **Line item transfers**  
Motion to approve the attached transfer of funds within the 2019-2020 operating budget.  
*(Attachment D)*

5. **Voided Check(s)**  
Motion to approve voiding check number 4041 from the Agency Account.

## **CONTRACTS**

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):

6. Motion to approve a tuition contract with the Camden County Technical Schools Board of Education to provide high school education services for 5 students for the 2019-2020 school year at a cost of \$43,705.  
*(Attachment E)*

7. Motion to approve a special education tuition contract with the Gloucester County Special Services School District to provide special education services for 1 student for the 2019-2020 school year at a total cost of \$81,090.  
*(Attachment F)*

8. Motion to approve a special education tuition contract with the Mullica Township Board of Education to provide special education services for 1 student for the 2019-2020 school year at a total cost of \$59,922.

(Attachment G)

- 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 2019-2020 school year at a total cost of \$39,666.54.

(Attachment H)

- 10. Motion to approve a joint transportation agreement with the Waterford Board of Education to provide transportation services for 1 student to Hammonton High School (Route STA1) for the 2019-2020 school year. This will result in \$682.56 in revenue to the district.

(Attachment I)

- 11. Motion to approve a joint transportation agreement with the Buena Board of Education to provide transportation services for 8 students to Folsom School, as listed below, for the 2019-2020 school year. This will result in \$5,633.17 in revenue to the district.

Route	Destination	Number of Students	Cost
STA3	St. Joseph's Elementary School / St. Joseph's High School	2	\$1,771.20
STA6	Folsom School	5	\$3,204.00
STA7	Folsom School	1	\$657.97

(Attachment J)

- 12. Motion to approve a joint transportation agreement with the Hammonton Board of Education to provide transportation services for 5 students to Folsom School (Route STA5) for the 2019-2020 school year. This will result in \$5000.00 in revenue to the district.

(Attachment K)

- 13. Motion to approve a joint transportation agreement with the Greater Egg Harbor Regional School District to provide transportation services for 1 student to HollyDell School (Route HDELL-EY) for the 2019-2020 extended school year at a cost of \$7,098.30.

(Attachment L)

- 14. Motion to approve a joint transportation agreement with the Greater Egg Harbor Regional School District to provide transportation services for 7 students, as listed, for the 2019-2020 extended school year at a total cost of \$13,843.90.

Route	Destination	Number of Students	Cost
HAMM-EY	Hammonton Early Child Education Center & Hammonton High School	2	\$2,645.10
YLE2-EY	YALE School, East	1	\$4,468.50
MT1-EY	Mullica Township Elementary Schools	1	\$157.95
BB-EY	Bankbridge Elementary & Regional Schools	1	\$2,740.47

YLA-EY	YALE School, Atlantic	1	\$1,892.88
ACSB-EY	Atlantic County Special Services School District	1	\$1,939.00

(Attachment M)

## FACILITIES

Upon the Business Administrator's recommendation, 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 following Applications for Use of School Facilities as listed below, for the 2019-2020 school year.

Date	Time	Facility	Event
Fridays 11/1 – 12/13	3:30 – 4:30 pm	Rm 130	CER – Minecraft Academy
2/3/20 – 4/2/20	6:30 – 8:00 pm	Gym	FAA – Winter Indoor Conditioning

## SOP MANUAL

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

16. Motion to approve the revised Standard Operating Procedures and Internal Controls Manual, as attached.

(Attachment N)

## STATE SUBMISSIONS

Upon the Superintendent'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):

17. Motion to approve the Folsom School District 2019-2020 Comprehensive Maintenance Plan and M-1 submission to the State.

(Attachment O)

18. Motion to approve the Folsom School District 2019-2020 Nursing Service Plan, as attached. This plan is available in the Nurse's Office for review.

(Attachment P)

## PERSONNEL

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):

19. Motion to approve a maternity leave of absence for Melissa Valenti, 4<sup>th</sup> Grade Teacher, beginning on or about January 2, 2020 through June 30, 2020.  
(Attachment Q)

20. Motion to approve posting a long-term substitute teacher position, covering Melissa Valenti’s maternity leave, from January 2, 2020 through June 30, 2020.

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

Upon the Superintendent’s recommendation, a motion was made by John Thomas, second by Lisa O’Toole, ALL MEMBERS PRESENT VOTED YES, except Andrea Way ABSTAINED to Item 24 Karley Baldwin’s Field Placement, to approve the following item(s):

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

Date of trip	Destination	Grade/Teacher	Bus Cost	Staff Attending
5/15/2020	Spirit of Philadelphia	8th Grade / Edmondson	\$451.50	5
10/30/2019	Grounds For Sculpture	5th / Santilli & Resch	\$362.25	5
10/10/2019	St. Augustine Prep	Quiz Bowl / Santilli	\$273.00	2
1/27/2020	Bagliani's Market	Kindergarten / Rodenheiser & Falco	\$273.00	5
11/4 - 11/6/19	NJ School of Conservation	6th / Burton	\$2,638.00	8
11/22/2019	DiDonato's Bowling Center	Kindergarten / Rodenheiser & Falco	\$273.00	6
6/3/2019	New York City	8th Grade / Edmondson	\$1,758.00	10

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

Name	Workshop/Training	Date	Estimated Mileage	Other Costs
M. Hetzel & A. Petersen	Leveraging your data workshop	12/4	Monroe	\$ 100.00
M. Mazzoni	PD-Seminar Committee Mtgs	12/9, 02/11, 04/30	Trenton	\$ -
M. Hetzel, K. Yakabi Yob, L. Schmidt, D. Passalaqua, M. Valenti, A. Cavallaro, K. Storey	CAR Leadership Meeting	10/25	Monroe	\$ -
P. Ward	SPELL Jif IT Advisory Committee Mtg	10/3	Marlton	\$ -

C. Grouser	ASAP-NJ SAC Mtg	10/10, 12/12, 2/13, 4/2, 6/11	Pomano	\$ -
M. Mazzoni	Small Schools-Shared Services Committee Mtgs	10/28, 1/27, 4/23	Trenton	\$ -
K. Deitz	Special Education Workshop	12/16	Cherry Hill	\$ 279.00
S. Edmondson	Teacher Workshop	11/19	Cherry Hill	\$ 279.00
S. LoSasso, K. Storey	I&RS Workshop	10/21	Pomona	\$ 356.00
Andrea Way	NJSBA Workshop 2019	10/21 - 10/24	Atlantic City	\$ 375.00
C. Veneziani & M. Mazzoni	Midyear Budget Review	12/4	Mays Landing	\$ -
C. Veneziani	NJASBO Conference Committee Meeting	10/18	Robbinsville	\$ -
C. Veneziani	SpellJIF Conference Committee Meeting	10/24	Cape May	\$ -
T. Hathaway	The Interactive ELA Classroom	12/13	Pomona	\$ 160.00

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	Address	Sub Area	Request for
DeVita, Shamithree	567 Pleasant Mills Rd., Hammonton, NJ 08037	substitute support staff	approval
DeMarco, Paige	220 Oak Road, Hammonton, NJ 08037	Teacher	approval
Collins, Sharon	306 Passmore Avenue, Hammonton, NJ 08037	substitute support staff/Teacher	approval
Wyld, Brandon	2175 7th Avenue, Hammonton, NJ 08037	substitute support staff/Teacher	approval
Joseph Rodio	3208 Oakwood Drive, Folsom, NJ 08037	Teacher	approval

24.

**Field Placements**

Motion to approve the following fields placements.

Name	Type of placement	Grade/Teacher	College/University	Dates of placement
Karley Baldwin	Clinical Placement	3 - Healey	Rowan University	1/21 -4/30
Joelle Vento	Clinical Placement	PK - Cirillo	Rowan University	1/21 - 4/30

Alexis Butterline	Clinical Placement	K - Falco	Rowan University	1/21 - 4/30
-------------------	--------------------	-----------	------------------	-------------

**FINANCIAL**

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

**25.**

**Bills List**

Motion to approve the payroll, agency, and bills list of **\$334,317.97** for **October 2019.**

*(Attachment X)*

**DISPOSAL OF SURPLUS**

The Business Administrator recommends the Board approve the following item(s):

**26.**

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: volleyball poles**

(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.

**STATE SUBMISSIONS**

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):



27. Motion to approve submission of the NJ Single Accountability Continuum (NJQSAC) District Performance Review (DPR) for the 2019-2020 School Year, as attached.

*(Attachment Y)*

**FOR YOUR  
INFORMATION**

Director of Curriculum & Instruction	<i>(Attachment R)</i>
Buildings and Grounds Supervisor's Report	<i>(Attachment S)</i>
Technology Report	<i>(Attachment T)</i>
Nurse's Report	<i>(Attachment U)</i>
Fire / Security Drill Report	<i>(Attachment V)</i>
Office Referral Report	<i>(Attachment W)</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.

**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 6:56 PM.