

Folsom Board of Education
1357 Mays Landing Road
Folsom NJ 08037

REGULAR BOARD OF EDUCATION MEETING
TUESDAY, November 26, 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 6:07 pm.

ROLL CALL

The following members were present: Daria DeStefano, Tiffani Dych, Lisa O'Toole, Marisa Scibilia, 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, Kasi M. Gifford.

**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 Lisa O'Toole, ALL MEMBERS PRESENT VOTED YES, at 6:08 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 John Thomas, second by Lisa O'Toole, ALL MEMBERS PRESENT VOTED YES, to return to open session at 6:31 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 October 29, 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. Line item transfers

Motion to approve the attached transfer of funds within the 2019-2020 operating budget.

(Attachment C)

CONTRACTS

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):

- 4. Motion to approve a joint transportation agreement with the Greater Egg Harbor Regional School District to provide transportation services for 17 students, as listed, for the 2019-2020 school year at a total cost of \$222,744.25.

Route	Destination	Number of Students	Cost
YL-CCC	YALE School, Camden County College	1	\$11,925.00
HDELL	HollyDell School	1	\$40,410.00
WES	Warren E Sooy School	4	\$37,616.40
MT-FSD	Mullica Township Elementary Schools	1	\$34,020.00
ACSSSD4	Atlantic County Special Services School District	1	\$24,229.80
CCTS	Camden County Technical Schools	5	\$37,350.99
BBRE1	Bankbridge Elementary Schools	1	\$23,580.00
CM07	Cleary School	1	\$80.86
YL-A1	YALE School, Atlantic	1	\$11,588.70
PIN-LC4	Pineland Learning Center	1	\$1,942.50

(Attachment D)

- 5. Motion to approve a joint transportation agreement with the Hammonton Board of Education to provide transportation services to the Atlantic County Institute of Technology for 29 students for the 2019-2020 school year at a cost of \$22,642.69.

(Attachment E)

- 6. Motion to approve a special education tuition contract with YALE School Atlantic, Inc. to provide special education services for 1 student for the 2019-2020 school year at a total cost of \$46,558.08.

(Attachment F)

MAINTENANCE RESERVE WITHDRAW

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):

7. Motion to approve the following resolution for the withdraw of funds from the Maintenance Reserve Account to the General Fund:

WHEREAS, NJSA 6A:23A-14.2(d) permits a Board of Education to withdraw such funds from the maintenance reserve account and appropriate into the required maintenance account lines at budget times or any time during the year for use on required maintenance activities for a school facility as reported in the comprehensive maintenance plan pursuant to N.J.A.C. 6A:26A-4.

WHEREAS, the aforementioned statutes authorizes procedures, under the authority of the Commissioner of Education, which permit a board of education to withdraw funds from a district’s Maintenance Reserve Account any time during the year by resolution, and

WHEREAS, the Folsom Board of Education is desirous to withdraw funds from the Maintenance Reserve Account and appropriate said funds into the required maintenance account line in the general fund for a **CST HVAC Replacement in the amount of \$12,406.**

WHEREAS, according to 6A:23A-14.2E, the Folsom Board of Education shall restore any unexpended required maintenance appropriations, up to the amount of maintenance reserve account funds withdrawn, to the maintenance reserve account at year-end.

NOW THEREFORE BE IT RESOLVED by the Folsom Board of Education that it hereby authorizes the district’s School Business Administrator to make the necessary transfer consistent with all applicable laws and regulations.

FACILITIES

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):

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

Date	Time	Facility	Event
Tuesdays - Thursdays 12/3/19 – 1/23/20	3:30 – 4:30 pm	Rm 115	CER – Math Club

Tuesdays - Thursdays 2/4/20 – 3/19/20	3:30 – 4:30 pm	Rm 115	CER – Math Club
Tuesdays - Thursdays 4/21/20 – 5/28/20	3:30 – 4:30 pm	Rm 115	CER – Math Club

STATE SUBMISSIONS

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):

- 9. Motion to approve the Summary of Incidents in the Student Safety Data System (SSDS) for the 2018-2019 school year reporting period 2.
(Attachment G)

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):

- 10. Motion to approve a FMLA leave for Mindy Alliano from October 28, 2019 through January 27, 2020. This leave will be paid using accumulated sick leave.
- 11. Motion to approve Matthew Irving as the Head Coach for Boy’s Basketball and Stephen Klemash as the Assistant Coach for Boy’s Basketball at \$1,884 and \$942 respectively, per the negotiated contract for the 2019-2020 school year.
- 12. Motion to approve Amie Mauro as the long-term substitute teacher, covering Mindy Alliano’s leave, at the pro-rated salary of BA Step A of \$50,500, per the negotiated contract, for December 2, 2019 through January 27, 2020.

HIB

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

- 13. Motion to affirm the determination of the submitted Harassment, Intimidation, and Bullying report for September 2019, as discussed in executive session.

POLICIES

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):

14. The first and final reading of the following revised policy(ies):

Policy 5131.7 Weapons & Dangerous Instruments (Attachment H)

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, to approve the following item(s):

15. **Field Trips**

Motion to approve the following field trips:

Date of trip	Destination	Grade/Teacher	Bus Cost	Staff Attending
4/3/2020	The Academy of Natural Sciences	2nd Grade / Cavallaro	\$362.25	4
6/5/2020	SEAS Trip	7th Grade / Roth	\$540.75	5
6/5/2020	Battleship NJ	4th / Scaltrito	\$406.88	4
1/13/2020	Mullica School	Basketball / DeSordi	\$430.50	4
1/30/2020	Margaret Mace School	Basketball / DeSordi	\$433.50	4

16. **Travel**

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

Name	Workshop/Training	Date	Estimated Mileage	Other Costs
A. Magenta, N. Luskin, J. Pavlovitch, J. Smith, M. Hetzl	CAR Leadership Meeting	2/26	Monroe	-
R. Falco, H. Rodenheiser	Kindergarten Conference	2/24 & 2/25	Atlantic City	\$ 838.00
J. Williams	Guided Math Workshop	11/25	Cherry Hill	-
M. Mazzone & C. Veneziani	Techspo 20	1/30	Atlantic City	\$ 598.00
D. DeCicco	School Nutrition Mtg	12/3		
D. DeCicco	Co-op meeting	12/10	Swedesboro	-
C. Veneziani	NJASBO Conference Committee Meeting	12/11	Robbinsville	\$ -

17. **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
McFarren, Summer	731 Egg Harbor Rd, Hammonton, NJ 08037	Teacher	approval
Hand, Kimberly	204 Dorset Court, Williamstown, NJ 08094	Teacher	approval
Gollub, Kimberly	3110 N. Pinewood Dr., Hammonton, NJ 08037	Teacher	approval

18. Field Placements

Motion to approve the following fields placements.

Name	Type of placement	Grade/Teacher	College/University	Dates of placement
Arianna Santora	Student Teacher	1- Dirkes	Stockton	1/2 - 4/17
Michael Diaz	Student Teacher	5 - Passalaqua	Rowan University	1/21 - 4/30
Jenna Calascione	Intermediate Fieldwork	Science - Roth & Edwards	Stockton	100 hours

FINANCIAL

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):

19. Board Secretary/Treasurer’s Reports/Certification Revised

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

(Attachment O)

20. 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 **October 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 **October 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 **October 2019**, pending audit. The Treasurer’s Report and the Secretary’s report are in agreement for **October 2019**.

(Attachment P)

21.

Bills List

Motion to approve the payroll, agency, and bills list of **\$548,286.76** for **November 2019**.

(Attachment Q)

PERSONNEL

Upon the Superintendent'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):

22.

Motion to approve moving Pamela Fasola to MA, Step 2, on the negotiated salary guide for completion of her Master's Degree. The new salary will be \$54,722 prorated beginning with the December 15th paycheck.

FOR YOUR INFORMATION

Director of Curriculum & Instruction	<i>(Attachment I)</i>
Buildings and Grounds Supervisor's Report	<i>(Attachment J)</i>
Technology Report	<i>(Attachment K)</i>
Nurse's Report	<i>(Attachment L)</i>
Fire / Security Drill Report	<i>(Attachment M)</i>
Office Referral Report	<i>(Attachment N)</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 6:41 PM.