

Folsom Board of Education  
1357 Mays Landing Road  
Folsom NJ 08037

REGULAR BOARD OF EDUCATION MEETING  
TUESDAY, February 18, 2020 – 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 and John Thomas; also, in attendance were the Superintendent, Dr. Matthew Mazzoni and the Board Secretary, Christopher Veneziani. Andrea Way 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 Daria DeStefano, 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 Lisa O'Toole, second by Daria DeStefano, ALL MEMBERS PRESENT VOTED YES, to return to open session at 6:42 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 January 28, 2020 (Regular Meeting).

*(Attachment A)*

**FACILITIES**

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

Date	Time	Facility	Event
Thursdays 4/2/20 - 5/14/20	3:30 pm – 4:30 pm	Gym / Fields	CER – Running Club
Mondays - Thursdays 6/22/20 – 7/9/2020	9:00 am – 2:00 pm	Gym	CER – Drama Kids Theater Camp

### DISPOSAL OF SURPLUS

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):

3. 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: Paper Roll Rack**

(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 Daria DeStefano, second by John Thomas, ALL MEMBERS PRESENT VOTED YES, to approve the following item(s):

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

Employee	Course	Semester	Cost
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Jennifer Pavlovitch	Psychology of Reading	Spring 2020	\$1,485.00
Jennifer Pavlovitch	Diagnosis of Reading Problems	Spring 2020	\$1,485.00

*(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.)*

**SCHOOL CALENDAR**

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):

- 5. Motion to approve the 2020-2021 School Calendar, as attached. *(Attachment B)*

**HIB**

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

- 6. Motion to affirm the determination of the submitted Harassment, Intimidation, and Bullying report for January 2020, as discussed in executive session.

**POLICIES**

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):

- 7. The first and final reading of the following revised policy(ies):  
  
Policy 3100/3110 Budget Planning, Preparation & Adoption *(Attachment C)*

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

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

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

Name	Workshop/Training	Date	Estimated Mileage	Other Costs
K. Resch, C. Roth	Photography Workshop	3/25	Pomona	ETTC hours
A. Scaltrito	ADHD Workshop	3/11	Mt. Laurel	\$ 249.99
C. Veneziani	JIF Safety/Claims Committee Meeting	2/20	Brigantine	\$ -

C. Veneziani	Quarterly Risk Management Seminar	3/12	Mt. Laurel	\$ -
C. Veneziani	JIF PRIMA Conference	6/13 - 6/17	Nashville, TN	\$ -
K. Ruberton	Young Adult Literature Wksp	3/11	Mt. Laurel	\$ 279.00
P. Ward	Atlantic County Technology Coordinators Meeting	2/7	Pomona	-
M. Hetzel, G. Hoyer	CAR Leadership Meeting	2/26	Monroe	-
C. Veneziani & L. Abruzzese	County Transportation Meeting	2/21	Mays Landing	\$ -
M. Mazzone	DOE's Equity in Action Initiative	3/10	Pomona	-
A. Cavallaro	Mindfulness Wksp	3/11	Mt. Laurel	\$ 279.00
C. Veneziani	GPANJ Conference	4/23	Atlantic City	\$ 195.00

**9. 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
Indio, Victoria	958 N. Chew Rd., Hammonton, NJ 08037	substitute support staff	approval

**10. Volunteers**

Motion to approve the following volunteer(s).

Name	Volunteer Area	Request for
Sharon Collins	Art (Resch)	Assisting Art Teacher/Art Show

**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):

**11. Budget Summary Report**

A budget summary report is submitted for review.

*(Attachment I)*

**12. 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 **January 31, 2020**, no budgetary line item account has been over-expended in violation of N.J.A.C. 6A: 23A-16.10(c) 3.

The **January 31, 2020** 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 **January 2020**, pending audit. The Treasurer's Report and the Secretary's report are in agreement for **January 2020**.

*(Attachment J)*

**13.**

**Bills List**

Motion to approve the payroll, agency, and bills list of **\$342,720.37** for **February 2020**.

*(Attachment K)*

**14.**

**Line item transfers**

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

*(Attachment L)*

**15.**

**Voided Check**

Motion to approve voiding check number 027711 from the General Operating Account, checks numbered 4196 and 4197 from the Food Service account and 1299 and 1300 from the Community Programs Account.

**FOR YOUR  
INFORMATION**

Buildings and Grounds Supervisor's Report	<i>(Attachment D)</i>
Technology Report	<i>(Attachment E)</i>
Nurse's Report	<i>(Attachment F)</i>
Fire / Security Drill Report	<i>(Attachment G)</i>
Office Referral Report	<i>(Attachment H)</i>
Director of Curriculum & Instruction	<i>(Attachment M)</i>

**FINAL PUBLIC  
PARTICIPATION**

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## **ADJOURNMENT**

Having no further business to discuss, a motion was made by John Thomas, second by Lisa O'Toole, ALL MEMBERS PRESENT VOTED YES, to adjourn at 7:00 PM.