

Folsom Board of Education  
1357 Mays Landing Road  
Folsom NJ 08037

REGULAR BOARD OF EDUCATION MEETING  
TUESDAY, February 16, 2021 – 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. Veneziani, School Business Administrator and Board Secretary of the Folsom Board of Education, called the meeting to order at 6:05 pm.

**ROLL CALL**

The following members were present: Daria DeStefano (arrived 6:08 pm), Tiffani Dych, Lisa O'Toole, Marisa Scibilia, Glenn Smith and Andrea Way; also, in attendance were the Superintendent, Dr. Matthew Mazzone, the Board Secretary, Christopher Veneziani and the Board Attorney Kasi M. Gifford. John Thomas 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, the Hammonton Gazette and electronically on the Folsom School District website.

**EXECUTIVE  
SESSION**

On a motion made by Andrea Way, second by Lisa O'Toole, 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 Marisa Scibilia, second by Daria DeStefano, ALL MEMBERS PRESENT VOTED YES, to return to open session at 6:26 PM.

## **VIRTUAL MEETING ACCESS**

This meeting of the Folsom Board of Education will be held virtually.

Community members will be able to observe the meeting live via Zoom webinar. Per the usual protocol, there will be a public portion where the community will have the opportunity to participate. Public participation may be live during the webinar via the Zoom app or telephone. In addition, questions or comments may be submitted prior to the meeting via email to [publiccomment@folsomschool.org](mailto:publiccomment@folsomschool.org) or mail to Attn: Public Comment, Folsom Board of Education, 1357 Mays Landing Road, Folsom, NJ 08037. These comments must be received by 3:00 pm one day prior to the meeting. Once received, these comments will be read during the public portion of the meeting.

The public will be admitted into the Zoom webinar when the meeting is ready to begin.

### **Computer/Tablet/Smart Phone Instructions:**

If you want to ask a question or make a public comment during the public portion of the meeting, you will need to “Raise your hand”. Please identify yourself via the “Chat” feature to the host. When it is your turn, the host of the meeting will unmute you. You will need to state your name and address. You will then be prompted to address the Board of Education.

### **Telephone Instructions:**

If you want to ask a question or make a public comment during the public portion of the meeting, you will need to dial \*9 on your telephone’s dial pad. This will notify the host that you would like to speak. When it is your turn, the host of the meeting will unmute you. At this point, you will need to dial \*6 on your telephone’s dial pad to unmute yourself. You will need to state your name and address. You will then be prompted to address the Board of Education.

## **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**

### **Audit Presentation / Discussion**

Ray Colavita of Nightlinger, Colavita & Volpa, PA, explained the three phases of the audit, Financial, Compliance, and Internal Controls. He explained that there were no findings and summarized ending balances in various accounts and their changes. Mr. Colavita asked if the Board had any questions. Hearing none, he thanked the Business Administrator and the Business Office for their support and assistance and commended them on a job well done. The Board thanked Mr. Colavita for his presentation.

## 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 Andrea Way, second by Marisa Scibilia, ALL MEMBERS PRESENT VOTED YES, except Daria DeStefano and Tiffani Dych ABSTAINED, to approve the regular and executive sessions minutes of January 26, 2021 (Regular Meeting).  
*(Attachment A)*

### FINANCIAL

Upon the Business Administrator's recommendation, a motion was made by Daria DeStefano, 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 **January 31, 2021**, 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, 2021** 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 2021**, pending audit. The Treasurer's Report and the Secretary's report are in agreement for **January 2021**.

*(Attachment C)*

4. **Bills List**  
Motion to approve the payroll, agency, and bills list of **\$241,794.08** for **February 2021**.

*(Attachment D)*

5. **Line item transfers**  
Motion to approve the attached transfer of funds within the 2020-2021 operating budget.

*(Attachment E)*

6. **Audit**  
Motion to approve acceptance of the 2019-2020 school audit. There were no findings.

#### **DISPOSAL OF SURPLUS**

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 following item(s):

7. 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: 8 network switches**

**Lot B: 9 projectors**

(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 Lisa O’Toole, second by Tiffani Dych, ALL MEMBERS PRESENT VOTED YES, to approve the following item(s):

8. Motion to approve the following list of additional staff to provide additional support after school, both in person and virtually. These staff will be paid \$45 per hour, per the negotiated contract using Title I grant funds.

Kristin Santilli	
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9. Motion to approve Sarah Glass to mentor Karlee Carrigan, at a rate of \$550.

10. Motion to approve negotiated contracts with the Folsom Education Association for both the Certified Staff and Support Staff for a 1-year contract, 2021-2022, as attached.

*(Attachment F)*

## SCHOOL CALENDAR

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):

11. Motion to approve the revised school calendar for the 2020-2021 school year, as attached.

*(Attachment G)*

## FOR YOUR INFORMATION

Director of Curriculum & Instruction Report	<i>(Attachment H)</i>
Buildings and Grounds Supervisor’s Report	<i>(Attachment I)</i>
Technology Report	<i>(Attachment J)</i>
School Nurse’s Report / Annual TB Report	<i>(Attachment K)</i>
Fire / Security Drill Report	<i>(Attachment L)</i>
Office Referral Report	<i>(Attachment M)</i>

## FINAL PUBLIC PARTICIPATION

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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 Marisa Scibilia, ALL MEMBERS PRESENT VOTED YES, to adjourn at 6:49 PM.