

Folsom Board of Education  
1357 Mays Landing Road  
Folsom NJ 08037

REGULAR BOARD OF EDUCATION MEETING  
TUESDAY, February 22, 2022 – 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 6:12 pm.

**ROLL CALL**

The following members were present: Daria DeStefano, 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 Kasi M. Gifford. Marisa Scibilia 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 John Thomas, second by Andrea Way, ALL MEMBERS PRESENT VOTED YES, at 6:13 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 Daria DeStefano, second by Lisa O'Toole, ALL MEMBERS PRESENT VOTED YES, to return to open session at 6:40 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 Andrea Way, second by Lisa O'Toole, ALL MEMBERS PRESENT VOTED YES, to approve the regular and executive sessions minutes of January 25, 2022 (Regular Meeting).

*(Attachment A)*

**FINANCIAL**

Upon the Business Administrator's recommendation, a motion was made by Daria DeStefano, second by John Thomas, 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 2021-2022 operating budget.  
*(Attachment C)*

## DISPOSAL OF SURPLUS

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):

4. 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: 1 complete set of Compton's Encyclopedias 1990 edition**

(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.

These books are beyond the date required to be submitted to the State of NJ DOE textbook sharing database.

## PERSONNEL

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

5. Motion to approve a revised contract for Ashely Noll, long term substitute teacher, covering Stephanie LoSasso's maternity leave, to April 12, 2022.

6. Motion to approve Kristin Santilli as Assistant Volleyball Coach at the negotiated contract stipend of \$480 for the 2021-2022 school year.
7. Motion to approve Madison Kennelly as long-term substitute aide, covering Jessica Bertolino's maternity leave. This will be effective February 23, 2022 through June 30, 2022 at a prorated salary of \$17,464.
8. Motion to accept the resignation of Dionne Parzanese, cafeteria/recess aide, effective February 25, 2022.
9. Motion to approve Cynthia Ransom as cafeteria/recess aide, to replace Dionne Parzanese. This will be effective February 25, 2022 through June 30, 2022 at \$13.00 per hour.
10. Motion to accept the resignation of Anthony Parzanese, Sr., custodian part-time, effective March 9, 2022.
11. Motion to approve posting the position of custodian part-time, to replace Anthony Parzanese, Sr.

**HIB**

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

12. Motion to affirm the determination of the submitted Harassment, Intimidation, and Bullying report for January 2022, as discussed in executive session.

**POLICIES**

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):

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

Policy 1643                      Family Leave                      *(Attachment D)*

**GRANTS**

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

14. Motion to approve the revised Safe Return Plan as part of the American Rescue Plan grant.

**MISCELLANEOUS BOARD OF EDUCATION BUSINESS**

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):

- 15. Motion to approve the revised CER Program requirements. *(Attachment E)*
- 16. Motion to approve the revised Use of School Facilities – Rules and Regulations. *(Attachment F)*

**FACILITY USE**

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

- 17. Motion to approve the following Applications for Use of School Facilities as listed below, for the 2021-2022 school year.

Date	Time	Facility	Event
3/6/2022	8:30 am – 8:30 pm	Gym, Library, Teacher's Lounge	Miss Atlantic / Salem County Scholarship Organization – Local Miss America Organization Competition
Mondays & Tuesdays 4/25 – 5/24	3:15 pm – 4:15 pm	Room 122	CER Program – LEGO Club

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

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

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

Date of trip	Destination	Grade/Teacher	Bus Cost	Staff Attending
4/22/2022	Battleship NJ	4th Grade / Williams	\$375.67	4
3/3/2022	Emma Attales Middle School	Volleyball / Burton	\$462.00	2
3/10/2022	Galloway Twp.	Volleyball / Burton	\$525.00	2
3/22/2022	Mullica Twp School	Volleyball / Burton	\$525.00	2
3/29/2022	Pleasantville	Volleyball / Burton	\$525.00	2
5/20/2022	Cape May Zoo	2nd Grade / Luskin	\$393.67	3
2/10/2022	NJ Institute of Technology	TAG / Santilli	\$903.00	1

19.

**Travel**

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

Name	Workshop/Training	Date	Estimated Mileage	Other Costs
R. Lossee	Building & Grounds Mtg	9/29, 10/27, 11/17, 12/15, 1/26, 2/23, 3/30, 4/27, 5/25, 6/29	Somers Point, NJ	\$0.00
L. Abruzzese & C. Veneziani	Rutgers Government Purchasing Conference	4/27 & 4/28	Atlantic City	\$750.00
H. Rodenheiser	Spec Education Workshop	3/21	Camden Co. College	\$149.00
D. Benard & S. Hager	Paraprofessional Workshop	2/4	Camden Co. College	\$298.00
S. Cocco & C. Grouser	Counseling Toolkit Workshop	4/1/2022	Camden Co. College	\$298.00
C. Veneziani	NJASBO Annual Conference	6/7-6/10	Atlantic City	\$275.00

20.

**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	Sub Area	Request for
Kennelly, Madison	Substitute Support Staff	approval
Smith, Marcia	Substitute Cafeteria	approval
Stout, Kira	Substitute Support Staff	approval
Michelini, JoAnn	Substitute Support Staff	approval

21.

**Volunteers**

Motion to approve the following volunteers:

Name	Volunteer Area	Request for
Tiffany Paretti	Volleyball Assistant	Approval

A motion was made by John Thomas, second by Andrea Way, ALL MEMBERS PRESENT VOTED YES, to approve items 22 – 26, as listed.

**FINANCIAL**

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

22.

**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, 2022**, 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, 2022** 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 2022**, pending audit. The Treasurer's Report and the Secretary's report are in agreement for **January 2022**.

*(Attachment M)*

23.

**Bills List**

Motion to approve the payroll, agency, and bills list of **\$268,983.52** for **February 2022**.

*(Attachment N)*

24.

**Voided Check**

Motion to approve voiding check number 029333 from the General Operating Account.

**PERSONNEL**

The Superintendent recommends that the Board approve the following item(s):

25.

Motion to approve the retirement of Kathleen Storey, after 35 years with the Folsom School District, effective June 30, 2022.

*(Attachment O)*

26.

Motion to approve posting the position of Teacher, replacing Kathleen Storey, for the 2022-2023 school year.

**MISCELLANEOUS BOARD OF EDUCATION BUSINESS**

A motion was made by John Thomas, second by Andrea Way, ALL MEMBERS PRESENT VOTED YES, to approve the following item(s):

27.

Motion to approve moving the March regular meeting from Tuesday, March 15, 2022 to Tuesday, March 22, 2022 based on the revised Budget Calendar from the State of NJ.

**FOR YOUR INFORMATION**

Director of Curriculum & Instruction  
Technology Report

*(Attachment G)*

*(Attachment H)*

Building & Grounds Supervisor Report	<i>(Attachment I)</i>
School Nurse Report	<i>(Attachment J)</i>
Fire / Security Drill Report	<i>(Attachment K)</i>
Office Referral Report	<i>(Attachment L)</i>

## **FINAL PUBLIC PARTICIPATION**

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## **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 6:52 PM.