

Folsom Board of Education
1357 Mays Landing Road
Folsom NJ 08037

REGULAR BOARD OF EDUCATION MEETING
TUESDAY, May 24, 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 6:05 pm.

ROLL CALL

The following members were present: Daria DeStefano, Tiffani Dych, Lisa O'Toole (arrived 6:12 pm), Glenn Smith, and Andrea Way; also, in attendance were the Board Secretary, Christopher Veneziani and the Board Attorney Kasi M. Gifford. Marisa Scibilia and 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 and the Hammonton Gazette.

**EXECUTIVE
SESSION**

On a motion made by Andrea Way, second by Daria DeStefano, ALL MEMBERS PRESENT VOTED YES, at 6:05 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 6:38 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 Daria DeStefano, ALL MEMBERS PRESENT VOTED YES, to approve the regular and executive sessions minutes of April 26, 2022 (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.

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 **April 30, 2022**, no budgetary line-item account has been over-expended in violation of N.J.A.C. 6A: 23A-16.10(c) 3.

The **April 30, 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 **April 2022**, pending audit. The Treasurer's Report and the Secretary's report are in agreement for **April 2022**.

(Attachment C)

4. **Bills List**
Motion to approve the payroll, agency, and bills list of **\$227,395.65** for **May 2022**.

(Attachment D)

5. **Line item transfers**
Motion to approve the attached transfer of funds within the 2021-2022 operating budget.

(Attachment E)

6. **New Bank Account**
Motion to approve opening a new checking account at OceanFirst Bank, titled "Insurance Account", for the administration of the Difference Card insurance transactions. Two signatures will be required, for check transactions, by the Board Secretary and Treasurer of School Monies.

CONTRACTS

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

7. Motion to approve an extension of the interlocal services agreement with the Atlantic County Sheriff's Office to provide Class III Officers, at Folsom School, for the 2022-2023 school year, pending attorney review. The estimated cost of this contract is \$40,000 for the Class III Officers.

(Attachment F)

8. Motion to approve a professional services contract with Remington & Vernick Engineers to provide professional architectural and engineering services to the Board pursuant to N.J.S.A. 18A:18A-5(a)1, pending attorney review. This

contract will be for a roof replacement project and the estimated total cost of the contract is \$54,000.

(Attachment G)

9. Motion to approve a professional services contract with Remington & Vernick Engineers to provide professional architectural and engineering services to the Board pursuant to N.J.S.A. 18A:18A-5(a)1, pending attorney review. This contract will be for a HVAC replacement project and the estimated total cost of the contract is \$362,000.

(Attachment H)

10. Motion to approve a professional services contract with Cooper Levenson P.A. to provide professional legal services to the Board, pursuant to N.J.S.A. 18A:18A-5(a)1, at a cost of \$175 per hour for any attorney and \$95 per hour for any paralegal for the 2022-2023 school year. The estimated total cost of the contract is \$30,000.

(Attachment I)

11. Motion to approve a professional services contract with Phoenix Advisors, LLC to provide professional municipal advisory services to the Board pursuant to N.J.S.A. 18A:18A-5(a)1, pending attorney review. The estimated total cost of the contract is \$13,500.

(Attachment J)

12. Motion to approve the resolution below to appoint Wilentz, Goldman & Spitzer, P.A. as specialized bond counsel.

**RESOLUTION OF THE BOARD OF EDUCATION OF
THE BOROUGH OF FOLSOM IN THE COUNTY OF
ATLANTIC, NEW JERSEY AUTHORIZING AN
AGREEMENT FOR CERTAIN LEGAL (BOND
COUNSEL) SERVICES**

WHEREAS, there exists a need for specialized legal services in connection with the capital program and the authorization and issuance of obligations of The Board of Education of the Borough of Folsom in the County of Atlantic (the "Board"), a body corporate of the State of New Jersey, including the preparation and review of procedures in connection with such obligations and the rendering of approving legal opinions acceptable to the financial community in connection therewith; and

WHEREAS, such special legal services can be provided only by a recognized law firm, and the law firm of Wilentz, Goldman & Spitzer, P.A., Woodbridge, New Jersey is so recognized by the financial community; and

WHEREAS, funds are or will be available for this purpose.

BE IT RESOLVED BY THE BOARD OF EDUCATION OF THE BOROUGH OF FOLSOM IN THE COUNTY OF ATLANTIC, NEW JERSEY AS FOLLOWS:

1. The law firm of Wilentz, Goldman & Spitzer, P.A., Woodbridge, New Jersey is hereby retained to provide specialized bond counsel legal services necessary in connection with the capital program and the authorization and the issuance of obligations by the Board.

2. The Board President and the Board Secretary are hereby authorized to execute a Bond Services Contract (the "Contract").

3. The Contract is awarded without competitive bidding and as a "Professional Service" in accordance with the Public School Contracts Law, N.J.S.A. 18A:18A-5(a)(1), because it is for services performed by persons authorized by law to practice a recognized profession.

4. A copy of this resolution as well as the Contract shall be placed on file with the Secretary of the Board. The publication required pursuant to Section 5(a)(1) of the School Public Contracts Law, N.J.S.A. 18A:-1 et seq. is hereby authorized.

13. Motion to approve a professional services contract with Wilentz, Goldman & Spitzer, P.A. to provide professional legal services to the Board, pursuant to N.J.S.A. 18A:18A-5(a)1, for the issuance of school bonds. The estimated total cost of the contract is \$25,000.

(Attachment K)

14. Motion to approve a joint transportation agreement with the Greater Egg Harbor Regional High School District, to provide transportation for softball games for the 2021-2022 school year, at a cost of \$1,440.00.

(Attachment L)

Date	Destination	Sport	Route	Cost
5/25/22	Pilgrim Academy	Softball	F-14	\$480.00
6/1/22	Atlantic Christian School	Softball	F-15	\$480.00
6/3/22	Jordan Road School	Softball	F-16	\$480.00

DISPOSAL OF SURPLUS

Upon the Business Administrator'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):

15. 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: 4 VCRs

Lot B: 1 scanner

Lot C: 2 storage bins for tablets

Lot D: 1 large format printer

Lot E: 35 laptop chargers

Lot F: 1 iPad2 speaker dock

Lot G: 2 personal PA systems

Lot H: 39 USB adapters

Lot I: 1 network interface for weather station

Lot J: 1 label printer

Lot K: 1 personal FM system

Lot L: 5 short throw projectors

Lot M: 1 touchscreen computer

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

16. Motion to approve Jessica Riordan, as a new Special Education Teacher, at BA Step A on the salary guide for the 2022-2023 school year. The salary is to be determined based on the ratification of the 2022-2023 salary guide.

17. Motion to approve Emili Adams as long-term substitute teacher, covering Amie Kaldas’s maternity leave. This will be effective September 1, 2022 through November 28, 2022 at a prorated salary to be determined upon ratification of the contract, BA Step A on the negotiated salary guide.

18. Motion to approve moving Stephanie LoSasso from BA+15 Step G (\$61,038) to MA Step G (\$62,438), for attaining her Master’s Degree in Reading Education from Rowan University. This will be effective for the June 15, 2022 pay.
19. Motion to approve the following staff members for the Extended School Year program, at the stated rates as listed:
- Amanda Cirillo (\$45 per hour)
Jennifer Bailey (\$16.70 per hour)
20. Motion to approve the following staff members for the Summer Learning Program, at the state rates as listed:
- Deborah DeRosa (\$45 per hour) Pamela Fasola (\$45 per hour)
Nikolette Luskin (\$45 per hour) Ashley Noll (\$45 per hour)
Shannon Healey (\$45 per hour) Amanda Magenta (\$45 per hour)
Jasmine Williams (\$45 per hour) Jesseca Smith (\$45 per hour)
Kimberly Nemerov (\$45 per hour) Sarah Doherty (\$45 per hour)
Donna Miles (\$16.00 per hour)
21. Motion to approve posting the position of SACC Assistant for the 2022-2023 school year at a rate of \$14.00 per hour.
22. Motion to approve Michele Hetzel to be the SACC Coordinator for the 2022-2023 school year at a stipend of \$8,600, paid over 12 months.
23. Motion to approve the following requests for tuition reimbursement, as listed:

Employee	Course	Semester	Cost
Jeremy Edwards	Creativity and Critical Thinking	Summer 2022	\$1,655.00

(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.)

24. Motion to approve the substitute rates for the 2022-2023 school year as listed below;
- Teacher \$120 per diem
Certificated Teacher \$140 per diem
Instructional Aide \$105 per diem
Nurse \$200 per diem
Custodian \$14 per hour
Playground Aide \$14 per hour
Cafeteria Worker \$14 per hour

HIB

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):

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

SUMMER PROGRAMS

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):

- 26. Motion to approve the Summer Learning Program to operate from July 5, 2022 through July 28, 2022, Mondays – Thursdays from 9 am – 1 pm. The estimated cost of this program will be \$25,000 and will be fully funded through the ARP / ESSER III Summer Learning Grant.
- 27. Motion to approve the Extended School Year program to operate from July 5, 2022 through July 28, 2022, Mondays – Thursdays from 9 am – 1 pm. The estimated cost of this program will be \$5,500 and will be fully funded through the IDEA Preschool Grant and the ARP / ESSER III Summer Learning Grant.
- 28. Motion to approve curriculum writing over the summer at a rate of \$40 per hour, based on the negotiated collective bargaining agreement, based on the following.

Content Area	Teacher Names	Number of hours	Grade level(s)
Visual and Performing Arts	Katie Resch Lauren Schmidt	8	K-8
Digital Arts	Deb DeRosa	4	K-8
Physical Education and Health	Michael Fitchetola Sarah Doherty	20	K-8
World Language	Susan Banks	4	K-8
Social Studies	Kim Yakabi Yob/Tony Burton K-2 Teacher 3-5 Teacher	28	K-8
Career Readiness, Life Literacies, and Key Skills	The Director of Curriculum will update these.		K-8
Totals		64 (\$2,560)	

POLICIES

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):

29. The second and final reading of the following new policy(ies):

Policy 1646 Sick Bank *(Attachment M)*

MISC

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):

30. Motion to approve, by resolution, the adoption of the attached Tort Claims form:

**BOARD OF EDUCATION OF THE BOROUGH OF
FOLSOM
ADOPTION OF TORT CLAIMS ACT FORM**

WHEREAS, the New Jersey Tort Claims Act, New Jersey Statutes 59:8-6, provides that a public entity may by rule or regulation adopt forms specifying information to be contained in claims filed against it or its employees under the act; and

WHEREAS, The Board of Education of the Borough of Folsom is a member of the Atlantic and Cape May Counties Association of School Business Officials Joint Insurance Fund, hereinafter "the JIF"; and

WHEREAS, the JIF has recommended that its members adopt a Tort Claims Act Form; and

WHEREAS, the proposed JIF Tort Claims Act Form is attached hereto as Exhibit A.

NOW, THEREFORE, upon motion duly made and seconded BE IT RESOLVED, that the Board of Education of the Borough of Folsom hereby adopts the use of that Tort Claims Act Form attached.

(Attachment N)

FIELD TRIPS / TRAVEL / SUBSTITUTES / VOLUNTEERS / FIELD PLACEMENTS

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):

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

Name	Workshop/Training	Date	Estimated Mileage	Other Costs
K. Resch & C. Roth	Teen Arts Festival	5/11	Hammonton	\$0.00
M. Mazzoni, K. Santilli, K. Storey	GEOY Luncheon	5/24	Galloway, NJ	\$0.00
M. Mazzoni	Academic Luncheon	6/1	Galloway, NJ	\$0.00
C. Veneziani & L. Abruzzese	County Transportation Meeting	6/2	Egg Harbor Twp	\$0.00

CONTRACTS

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

32. Motion to approve a professional services contract with Nightlinger, Colavita & Volpa to provide professional accounting/auditing services to the Board, pursuant to N.J.S.A. 18A:18A-5(a)(1), at a cost not to exceed \$11,545 for the 2022-2023 school year.

(Attachment U)

FOR YOUR INFORMATION

- Director of Curriculum & Instruction *(Attachment O)*
- Buildings and Grounds Supervisor’s Report *(Attachment P)*
- Technology Report *(Attachment Q)*
- School Nurse’s Report *(Attachment R)*
- Fire / Security Drill Report *(Attachment S)*
- Office Referral Report *(Attachment T)*

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 Tiffani Dych, ALL MEMBERS PRESENT VOTED YES, to adjourn at 6:47 PM.