

Folsom Board of Education  
1357 Mays Landing Road  
Folsom NJ 08037

REGULAR BOARD OF EDUCATION MEETING  
TUESDAY, June 28, 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 6:04 pm.

**ROLL CALL**

The following members were present: Daria DeStefano, Tiffani Dych, Lisa O'Toole (arrived 6:15 pm), Marisa Scibilia, Glenn Smith, and Andrea Way; also, in attendance were the Superintendent, Dr. Matthew Mazzoni, 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 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 6:32 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 May 24, 2022 (Regular Meeting).

*(Attachment A)*

**FINANCIAL**

Upon the Business Administrator's recommendation, a motion was made by Tiffani Dych, second by Andrea Way, 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 **May 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 **May 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 **May 2022**, pending audit. The Treasurer's Report and the Secretary's report are in agreement for **May 2022**.

*(Attachment C)*

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

*(Attachment D)*

5. **Voided Check(s)**  
Motion to approve voiding check number 29354 from the General Operating Account.

## CONTRACTS

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):

6. Motion to approve a tuition contract with the Atlantic County Special Services School District to provide special education services for 1 student for the 2021-2022 extended school year, at a cost of \$2,300.

*(Attachment E)*

7. Motion to approve an agreement for therapy services with Eastern Rehabilitation Associates, Inc. to provide related services, as needed, for the 2022-2023 school year. The estimated cost of this contract is \$25,000.

*(Attachment F)*

8. Motion to approve a tuition contract with the HollyDell School, an approved private school for students with disabilities, to provide special education services for 1 student for the 2022-2023 school year, at a cost of \$102,655.80.

*(Attachment G)*

9. Motion to approve a tuition contract with the YALE School Atlantic, Inc., an approved private school for students with disabilities, to provide special education services for 1 student for the 2022-2023 school year, at a cost of \$122,627.40.  
*(Attachment H)*
10. Motion to approve a tuition contract with the YALE School Atlantic, Inc., an approved private school for students with disabilities, to provide special education services for 1 student for the 2022-2023 school year, at a cost of \$70,232.40.  
*(Attachment I)*
11. Motion to approve a tuition contract with the YALE School Southeast, Inc., an approved private school for students with disabilities, to provide special education services for 1 student for the 2022-2023 school year, at a cost of \$85,556.10.  
*(Attachment J)*
12. Motion to approve a joint transportation agreement with the Greater Egg Harbor Regional High School District, to provide transportation for 1 student to ACIT beginning May 11, 2022 through the end of the 2021-2022 school year, at a cost of \$255.78.  
*(Attachment K)*
13. Pursuant to PL 2015, Chapter 47 the Folsom Board of Education intends to renew, award, or permit to expire the following contracts previously awarded by the board of education. These contracts are, have been, and will continue to be in full compliance with all state and federal statutes and regulations; in particular, New Jersey Title 18A:18. et.seq, NJAC Chapter 23, and Federal Uniform Administrative Requirements 2CFR, Part200.

**Vendor**

Advocare Advanced Primary Care  
 ACCASBO Joint Insurance Fund  
 Atlantic County Institute of Technology  
 Atlantic County Special Services School District  
 Buena School District  
 Business & Communications Strategies, LLC  
 Camden County Technical Schools  
 Concord Engineering  
 Cooper Levenson, P.A.  
 Cynergy Group  
 Delta Dental  
 Eastern Rehabilitation Services  
 Falasca Mechanical  
 Gloucester County Special Services School District  
 Greater Egg Harbor Regional School District

**Service**

Medical Services  
 Insurance Services  
 Regular & Special Education Services  
 Special Ed, Special Ed Related & Transportation Services  
 Transportation Services  
 Policy Consulting  
 Regular & Special Education Services  
 Engineering Services  
 Legal Services  
 Insurance Services  
 Dental Insurance Services  
 OT / PT Services  
 HVAC Services  
 Special Education & Transportation Services  
 Transportation Services

Hammonton School District	Regular & Special Education & Transportation Services
Hardenberg Insurance Group	Risk Management Services
HollyDell	Special Education Services
Horizon Blue Cross & Blue Shield	Medical, Prescription & Vision Insurance Services
Identimetrics, Inc.	Technology Services
KDI, Inc	Copier Lease Services
McGraww-Hill	Textbooks & Consumables
Mullica Township School District	Special Education Services
Pheonix Advisors	Continuing Disclosure Agent Services
Pineland Learning Center	Special Education Services
Pitney Bowes	Mailing/Postage Services
Nightlinger, Colavita, Volpa	Audit Services
Franklin Alarm Company	Fire Protection Services
RFP Solutions	Phone, Clock, Camera & Door System Services
Strauss Esmay	Policy Consultation Services
Student Transportation of America	Transportation Services
TSA Consulting	403(b) Third Party Administrator
Vision Service Plan	Vision Insurance Services
VJD Landscaping and Property Maintenance	Lawn and Snow removal Services
Waterford Township School District	Special Education Services
Y.A.L.E School	Special Education Services

**CAPITAL**

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

- 14. Motion to approve the submission of a Long-Range Facilities Plan Minor Amendment to the New Jersey Department of Education, Office of School Facilities Planning for the following projects with their estimated costs:

HVAC Phase I Replacement	\$3,250,000
HVAC Phase II Replacement	\$2,000,000
Roof Replacement	\$1,800,000
New Telephone System & Automatic Door Locking System	\$ 100,000

- 15. Motion to approve a withdraw of \$500,000 from the Capital Reserve Fund for the HVAC project and Roof Replacement Project.

**TRANSFER TO CAPITAL RESERVE**

- 16. 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, by Resolution, a request to transfer up to \$200,000.00 from current year surplus to the Capital Reserve account.

WHEREAS, NJAC 6A:23A-14.3 and 6A:23A-14.4 permit a Board of Education to establish and/or deposit into certain reserve accounts at year end, and

WHEREAS, the aforementioned statutes authorize procedures, under the authority of the Commissioner of Education, which permit a board of education to transfer unanticipated excess current revenue or unexpended appropriations into reserve accounts during the month of June by board resolution, and

WHEREAS, the Folsom Board of Education wishes to deposit unexpended appropriations from the general fund into the Capital Reserve account at year end, and

WHEREAS, the Folsom Board of Education has determined that up to \$200,000 is available for such purpose of transfer;

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

**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):

- 17. Motion to approve the disposal of the following textbooks. These textbooks are not aligned to the current standards/scope and sequence. These textbooks are beyond the date required to be submitted to the State of NJ DOE textbook sharing database.

- 31 copies – Studying the Development and Reproduction of Organisms, Copyright 2012
- 31 copies – Investigating Biodiversity and Interdependence, Copyright 2012
- 16 copies – Investigating Circuit Design, Copyright 2012
- 23 copies – Experimenting with Mixtures, Compounds and Elements, Copyright 2012

**PERSONNEL**

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

- 18. Motion to approve the revised salaries of the following school personnel for the 2022-2023 school year, as listed below. These salaries have been revised from their initial approval on April 26, 2022.

**Aides**

Staff Member	Position	Rate
Alexandria Baginski	Special Education Aide (0.7 FTE)	\$18,163 salary
Jennifer Bailey	Special Education Aide	\$22,491 salary
Darcie Benard	Instructional Aide	\$21,549 salary
Jessica Bertolino	Special Education Aide (0.7 FTE)	\$18,163 salary
Stephanie Hager	Instructional Aide	\$23,278 salary

Alison	Peters	Special Education Aide (0.7 FTE)	\$18,163	salary
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**Food Service Staff**

Staff Member		Position	Rate	
Deborah	DeCicco	Food Service Manager / Cook	\$40,198	salary
Lauren	Santora	Food Service Worker (0.6 FTE)	\$14.75	hourly

**Maintenance Staff**

Staff Member		Position	Rate	
Ronald	Losse	Building & Grounds Supervisor	\$78,435	salary
Anthony	Parzanese Jr.	Custodian	\$34,585	salary
Gary	Tomasella	Custodian	\$45,458	salary
Heshimu	Peterson	Custodian (0.9 FTE)	\$18.72	per hour

**Office Staff**

Staff Member		Position	Rate	
Denise	Amorelli	Student Support Services Secretary	\$38,075	salary
Jennifer	McConaghy	School Secretary	\$36,603	salary
Lori	Abruzzese	Assistant to the School Business Admin	\$43,943	salary
Angela	Sharp	Secretary to the Chief School Admin	\$43,943	salary

**Other Staff**

Staff Member		Position	Rate	
Michele	Hetzel	Director of Curr., Instr. & Spec Serv	\$105,900	salary
Patrick	Ward	Technology Coordinator	\$84,971	salary

19. Motion to approve the following staff members for the Extended School Year program, at the revised stated rates as listed:  
  
Jennifer Bailey (\$17.37 per hour)
20. Motion to approve Jennifer Hopping to work as a PE teacher for the summer learning program at a rate of \$45 per hour for 3.5 hours per day for the 15-day program.
21. Motion to approve William Mcleod to work as a custodian, up to 40 hours per week at a rate of \$16.00 per hour, for the summer, to assist with summer painting.
22. Motion to approve Eric Amorelli to work as a custodian, up to 40 hours per week at a rate of \$16.00 per hour, for the summer, to assist with summer cleaning.
23. Motion to accept the resignation of Matthew Johnson, part-time one-to-one aide, effective June 30, 2022.

24. Motion to approve posting the position of part-time one-to-one aide, replacing Matthew Johnson, for the 2022-2023 school year.
25. Motion to accept the resignation of Tony Burton, teacher, effective June 30, 2022.
26. Motion to approve posting the position of teacher, replacing Tony Burton, for the 2022-2023 school year.
27. Motion to accept the resignation of Olivia Van Houten, part-time group aide, effective June 30, 2022.
28. Motion to approve posting the position of part-time group aide, replacing Olivia Van Houten, for the 2022-2023 school year.
29. Motion to approve a contract for Christopher Veneziani, School Business Administrator, at a salary of \$121,680 plus a \$3,000 stipend for serving as the School Safety Specialist for the district, for the 2022-2023 school year as submitted and approved by the Atlantic County Executive Superintendent of Schools.

*(Attachment L)*

## GRANTS

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):

30. Motion to approve the IDEA application for Fiscal Year 2023 and acceptance of the grant award upon the subsequent approval of the Fiscal Year 2023 Application as follows:

IDEA Basic – Special Education Tuition	\$ 97,678
IDEA Preschool	
ESY Salaries	\$ 5,071
Total IDEA Preschool Allocation	\$ 5,071
Total IDEA Grant	\$102,749

31. Motion to approve the ESEA application for Fiscal Year 2023 and acceptance of the grant award upon the subsequent approval of the Fiscal Year 2023 Application as follows:

Title I Allocation	\$57,257
Title IIA Allocation	\$ 7,780
Title IV Allocation	\$10,000
Total ESEA Grant	\$75,037



32. Motion to approve the American Rescue Plan (ARP/ESSER) Grant application and acceptance of the grant award upon the subsequent approval as follows:

ARP ESSER Allocation	\$528,615
Accelerated Learning Coach and Educator Support	\$ 50,000
Evidence Based Summer Learning and Enrichment	\$ 40,000
Evidence Based Beyond the School Day	\$ 40,000
NJTSS Mental Health Support Staffing	\$ 45,000
 Total ESEA Grant	 \$703,615

33. Motion to approve the Safe Return Plan for submission as part of the American Rescue Plan grant.

**HIB**

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):

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

**DUAL USE**

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

35. Motion to approve the applications for Dual Use of Education Space for rooms 104 & 109 to be used for small group instruction for the 2022-2023 school year.

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

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

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

Name	Workshop/Training	Date	Estimated Mileage	Other Costs
M.Hetzel	CI Meeting	6/14	Galloway, NJ	\$0.00

**FINANCIAL**

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):

37.

**Bills List**

Motion to approve the payroll, agency, and bills list of **\$441,457.61** for **June 2022**.

*(Attachment S)*

**CONTRACTS**

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

38.

Motion to award a contract to Sheppard Bus Service, Inc. to provide transportation services for students for the 2022-2023 school year. The contract was bid and Sheppard Bus Service, Inc. was the lowest responsible bidder at a total cost of \$282,960.

*(Attachment T)*

Destination	Route	Cost
Folsom School, Hammonton HS, Hammonton MS, & St. Joseph's Academy	1	\$35,370.00
Folsom School	8	\$35,370.00
Folsom School, Hammonton HS, Hammonton MS, & St. Joseph's Academy	2	\$35,370.00
Folsom School	7	\$35,370.00
Folsom School, Hammonton HS, Hammonton MS, & St. Joseph's Academy	3	\$35,370.00
Folsom School	6	\$35,370.00
Atlantic County Institute of Technology	ACIT	\$35,370.00
Folsom School	9	\$35,370.00

**PERSONNEL**

39.

A motion was made by Marisa Scibilia, second by Lisa O'Toole, ALL MEMBERS PRESENT VOTED YES, except Glenn Smith VOTED NO, to accept the resignation of Dr. Matthew Mazzone, Superintendent, effective August 12, 2022.

**FOR YOUR INFORMATION**

- Director of Curriculum & Instruction *(Attachment M)*
- Buildings and Grounds Supervisor’s Report *(Attachment N)*
- Technology Report *(Attachment O)*
- School Nurse’s Report *(Attachment P)*
- Fire / Security Drill Report *(Attachment Q)*
- Office Referral Report *(Attachment R)*

**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.

## **EXECUTIVE SESSION**

On a motion made by Andrea Way, second by Daria DeStefano, ALL MEMBERS PRESENT VOTED YES, at 6:45 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 7:24 PM.

## **ADJOURNMENT**

Having no further business to discuss, a motion was made by Andrea Way, second by Daria DeStefano, ALL MEMBERS PRESENT VOTED YES, to adjourn at 7:25 PM.