

Folsom Board of Education  
1357 Mays Landing Road  
Folsom NJ 08037

REGULAR BOARD OF EDUCATION MEETING  
TUESDAY, May 23, 2023 – 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 7:04 pm.

**ROLL CALL**

The following members were present: Daria DeStefano, Marisa Scibilia, Glenn Smith, and Andrea Way; also, in attendance were the Superintendent, Kevin Fricke, the Business Administrator, Christopher Veneziani, and the Board Attorney Kasi M. Gifford. Tiffani Dych, Lisa O'Toole and John Thomas were 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 7:04 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 Daria DeStefano, ALL MEMBERS PRESENT VOTED YES, to return to open session at 7:08 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:

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

**APPROVAL OF  
MINUTES**

1. Motion to approve the regular and executive sessions minutes of April 25, 2023 (Regular Meeting).

*(Attachment A)*

**FINANCIAL**

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, 2023**, 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, 2023** 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 2023**, pending audit. The Treasurer's Report and the Secretary's report are in agreement for **April 2023**.

(Attachment C)

4. **Bills List**

Motion to approve the payroll, agency, and bills list of **\$335,791.89** for **May 2023**.

(Attachment D)

5. **Line item transfers**

Motion to approve the attached transfer of funds within the 2022-2023 operating budget.

(Attachment E)

**BUDGET**

6. Motion to adopt the revised 2023-2024 school district budget, as submitted and approved by the Executive County Superintendent:

BE IT RESOLVED to adopt the 2023-2024 school district budget as submitted and approved by the Atlantic County Office of Education as follows:

General Fund	\$ 8,616,348
Special Revenue Fund	\$ 615,849
Debt Service	<u>\$ 213,200</u>
Total Budget	\$ 9,445,397

BE IT FURTHER RESOLVED to acknowledge that the 2023-2024 budget as described above will result in the following:

General Fund Tax Levy	\$ 1,890,028
Debt Service Tax Levy	<u>\$ 205,100</u>
Total	\$ 2,095,128

BE IT FURTHER RESOLVED that the support documentation of this budget also contains an itemization of criteria expenditures as required under administrative regulations.

## **BONDS**

7. Motion to approve the attached resolution detailing the sale of \$3,829,000 of school bonds as adopted by the Board of Education on October 18, 2022 and approved by the legal voters at a special School District election held on December 13, 2022. The sale will take place on Thursday, June 22, 2023 at 11:00 am.
- (Attachment F)*

## **CONTRACTS**

8. Motion to award a contract to Student Transportation of America to provide transportation services for students for the 2023-2024 school year. The contract was bid and Student Transportation of America was the lowest responsible bidder at a total cost of \$316,454.40.

*(Attachment G)*

Destination	Route	Cost
Folsom School, Hammonton HS, Hammonton MS, & St. Joseph's Academy	1	\$39,556.80
Folsom School	8	\$39,556.80
Folsom School, Hammonton HS, Hammonton MS, & St. Joseph's Academy	2	\$39,556.80
Folsom School	7	\$39,556.80
Folsom School, Hammonton HS, Hammonton MS, & St. Joseph's Academy	3	\$39,556.80
Folsom School	6	\$39,556.80
Atlantic County Institute of Technology	ACIT	\$39,556.80
Folsom School	9	\$39,556.80

9. 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 2023-2024 school year, pending attorney review. The estimated cost of this contract is \$42,000 for the Class III Officers.
- (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 2023-2024 school year. The estimated total cost of the contract is \$30,000.
- (Attachment I)*

11. 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 \$12,874 for the 2023-2024 school year.
- (Attachment J)*

12. Motion to approve a contract with Horizon Blue Cross and Blue Shield to provide health and prescription insurance, as an Extraordinary Unspecifiable Service as permitted by law, pursuant to N.J.S.A. 18A:18A-5(a)10 and N.J.S.A. 40A:11-5(1)(m). The total estimated cost of the contract is \$1,013,576.
13. Motion to approve a contract with The Difference Card to provide health and prescription insurance, as an Extraordinary Unspecifiable Service as permitted by law, pursuant to N.J.S.A. 18A:18A-5(a)10 and N.J.S.A. 40A:11-5(1)(m). The total estimated cost of the contract is \$95,120.
14. Motion to appoint Brown & Brown, as the Broker of Record for the district for medical, prescription, dental and vision insurances for the period beginning July 1, 2023 to June 30, 2024, as an Extraordinary Unspecifiable Service as permitted by law, pursuant to N.J.S.A. 18A:18A-5(a)10 and N.J.S.A. 40A:11-5(1)(m).
15. Motion to approve an agreement for professional services with the Gloucester County Special Services School district to provide related services, as needed, for the 2023-2024 school year.  
*(Attachment K)*
16. Motion to award a contract to Docutrend Imaging Solutions to lease 3 new Kyocera TaskAlfa 7003i's Digital Systems copiers for a term of 36 months beginning August 2023. The cost of this lease is \$39,300 over the three years. Proposals were received from three vendors and Docutrend was the lowest proposal received.  
*(Attachment L)*
17. Motion to approve a joint transportation agreement with the Greater Egg Harbor Regional High School District, to provide transportation for volleyball and softball games for the 2022-2023 school year, at a cost of \$3,109.00.  
*(Attachment M)*

Date	Destination	Sport	Route	Cost
3/21/23	Davies Middle School	Volleyball	F-A16	\$515.00
3/30/23	Hammonton Middle School	Volleyball	F-A17	\$515.00
3/31/23	Davies Middle School	Volleyball	F-A18	\$640.00
5/11/23	Pilgrim Academy	Softball	F-A19	\$528.00
5/16/23	Jordan Road School	Softball	F-A20	\$511.00
5/25/23	St Joseph Regional School	Softball	F-A21	\$400.00

## PERSONNEL

18. Motion to accept the resignation of Helen Rodenheiser, Kindergarten Teacher effective June 30, 2023.  
*(Attachment N)*
19. Motion to accept the resignation of Amie Kaldas, 5<sup>th</sup> Grade Teacher, effective June 30, 2023.

20. Motion to approve a maternity leave of absence for Pamela Carter, teacher. The leave will begin on August 29, 2023 through January 8, 2024. This leave will be both paid and unpaid using FMLA and NJFLA.

(Attachment P)

21. Motion to approve Alison Peters as long-term substitute teacher, covering Pamela Carter's maternity leave. This will be effective August 29, 2023 through January 8, 2024 at a prorated salary of \$56,498, BA Step B on the negotiated salary guide.
22. Motion to approve the following staff members for the Extended School Year program, at the stated rates as listed:
- Amanda Cirillo (\$45 per hour)  
Kira Stout (\$18.68 per hour)
23. Motion to approve the following staff members for the Summer Learning Program, at the state rates as listed:
- |                                  |                                  |
|----------------------------------|----------------------------------|
| Deborah DeRosa (\$45 per hour)   | Karlee Carrigan (\$45 per hour)  |
| Pamela Carter (\$45 per hour)    | Tiffany Hathaway (\$45 per hour) |
| Kimberly Nemerov (\$45 per hour) | Ashley Noll (\$45 per hour)      |
| Kristin Santilli (\$45 per hour) | Matthew Sawyer (\$45 per hour)   |
| Jesseca Smith (\$45 per hour)    | Lisa Smith (\$45 per hour)       |
| Melissa Valenti (\$45 per hour)  | Rebecca Weldon (\$45 per hour)   |
| Jasmine Williams (\$45 per hour) | Donna Miles (\$16.00 per hour)   |
24. Motion to approve posting the position of SACC Assistant for the 2023-2024 school year at a rate of \$15.00 per hour.
25. Motion to approve the substitute rates for the 2023-2024 school year as listed below;

Teacher	\$120 per diem
Certificated Teacher	\$140 per diem
Instructional Aide	\$110 per diem
Nurse	\$200 per diem
Custodian	\$15 per hour
Playground Aide	\$15 per hour
Cafeteria Worker	\$15 per hour

## SUMMER PROGRAMS

26. Motion to approve the Summer Learning Program to operate from July 10, 2023 through August 3, 2023, Mondays – Thursdays from 9 am – 12:30 pm. The estimated cost of this program will be \$30,000 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 10, 2023 through August 3, 2023, Mondays – Thursdays from 9 am – 12:30 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)
Physical Education and Health	Michael Fitchetola Ryan Schaefer	20	K-8
ELA	Various K-8 Teachers	28	K-8
Social Studies	Kim Yakabi Yob Matthew Sawyer K-2 Teachers 3-5 Teachers	28	K-8

#### **FACILITY USE**

29. Motion to approve the following Applications for Use of School Facilities as listed below, for the 2022-2023 school year and 2023-2024 school year, respectively.

Date	Time	Facility	Event
June 2, 2023	7:00 pm – 9:00 pm	Fields & Grounds	Folsom Home & School Association – Movie Night
April 26, 2024	5:00 pm – 11:00 pm	Gymnasium	Folsom Educational Foundation - Bingo

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

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

Date of trip	Destination	Grade/Teacher	Bus Cost	Staff Attending
6/8/23	Jersey Devil Golf & Fun Center	Band Students / Schmidt	\$0	4

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

Name	Workshop/Training	Date	Estimated Mileage	Other Costs
C. Veneziani	NJASBO - Finance Committee Meeting	5/8	Robbinsville	-

A. Sharp, P. Ward	Realtime Workshop	6/1	Cherry Hill	-
D. DeCicco	Co-op Meeting	6/13	Somerset	-

32.

### **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:

<b>Name</b>	<b>Sub Area</b>	<b>Request for</b>
Collins, Sharon	Substitute Teacher	approval
Sorrentino, Paul	Substitute Teacher	approval
Carty, Linda	Substitute Teacher	approval

### **PERSONNEL**

33.

Motion to approve posting the position of teacher, replacing Helen Rodenheiser, for the 2023-2024 school year.

34.

Motion to approve posting the position of Behaviorist / Special Education Teacher, requiring dual certifications as a BCBA and Special Education teacher, in place of Amie Kaldas' position, for the 2023-2024 school year.

### **FOR YOUR INFORMATION**

Director of Curriculum & Instruction	<i>(Attachment Q)</i>
Buildings and Grounds Supervisor's Report	<i>(Attachment R)</i>
Technology Report	<i>(Attachment S)</i>
School Nurse's Report	<i>(Attachment T)</i>
Fire / Security Drill Report	<i>(Attachment U)</i>
Office Referral Report	<i>(Attachment V)</i>

### **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 Daria DeStefano, ALL MEMBERS PRESENT VOTED YES, to adjourn at 7:11 PM.