

Folsom Board of Education
1357 Mays Landing Road
Folsom NJ 08037

REGULAR BOARD OF EDUCATION MEETING
TUESDAY, DECEMBER 19, 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 6:00 pm.

ROLL CALL

The following members were present: Daria DeStefano, Tiffani Dych, Marisa Scibilia, Glenn Smith, John Thomas, and Andrea Way; also, in attendance were the Superintendent, Kevin Fricke, the Business Administrator, Christopher Veneziani, and the Board Attorney Kasi M. Gifford. Lisa O'Toole 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 6:01 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 Tiffani Dych, second by Andrea Way, ALL MEMBERS PRESENT VOTED YES, to return to open session at 6:21 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

Mr. Glenn Smith, Board President, was presented with a plaque honoring his 24 years of service to the Folsom Board of Education. Mr. Smith was elected Mayor of the Folsom Board of Education and will be sworn in, in January 2024.

Mr. Christopher Veneziani, Assistant Superintendent / Business Administrator, was presented with a plaque honoring his 11 years working with the Folsom Board of Education. Mr. Veneziani will begin with the Hamilton Township School District in January.

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 recommendation of the Business Administrator, a motion was made by John Thomas, second by Tiffani Dych, ALL MEMBERS PRESENT VOTED YES, to approve the regular and executive sessions minutes of November 21, 2023 (Regular Meeting).

(Attachment A)

FINANCIAL

Upon the recommendation of the Business Administrator, a motion was made by Daria DeStefano, 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. **Line item transfers**

Motion to approve the attached transfer of funds within the 2023-2024 operating budget.

(Attachment C)

4. **Temporary Purchasing Agent**

Motion to approve, by resolution, Sara Simpson, to serve as the Temporary Purchasing Agent;

The Board of Education, pursuant to N.J.S.A. 5:32-4.4, designates Sara Simpson, School Business Administrator / Board Secretary, as the Temporary Purchasing Agent for the Board of Education, as approved by the NJ Division of Local Government Services and effective January 22, 2024, and authorizes her to award contracts, in full accordance with the law, for purchases that do not exceed in the aggregate in a contract year the total sum of \$44,000.00 (bid threshold) without public advertising for bids and the threshold for quotations is \$6,600. Furthermore, Sara Simpson is authorized to solicit competitive quotations pursuant to N.J.S.A. 18A:18A-37 (a) and to award contracts pursuant to N.J.S.A. 18A:18A-37(c). Upon completion of Mrs. Simpson's residency with NJASBO, she will apply for her QPA license.

5. **Facilities Use Application**

Motion to approve the revised Use of Facilities – Rules and Regulations. This revision increases the custodial fee from \$35 per hour to \$40 per hour.

CONTRACTS

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

6. Motion to approve a special education tuition contract with the Archway Programs, an approved private school for students with disabilities, to provide special education services for 1 student for the 2023-2024 school year, at a cost of \$93,860.58.

(Attachment D)

7. Motion to approve a special education tuition contract with the Mullica Township Board of Education to provide special education services for 1 student for the 2023-2024 school year, at a cost of \$43,197.

(Attachment E)

8. Motion to approve a joint transportation agreement with the Camden County Educational Services Commission, to provide transportation for 1 special education students for the 2023-2024 school year, at a cost of \$11,559.13.

Date	Destination	Route	Cost
12/4/23 – 6/30/24	Archway Upper	858	\$11,559.13

(Attachment F)

9. Motion to approve a joint transportation agreement with the Greater Egg Harbor Regional High School District, to provide transportation for cross country for the 2023-2024 school year, at a cost of \$3,250.

Date	Destination	Route	Cost
10/10/23	Assumption School – Cross Country	F-23A	\$650
10/18/23	Somers Point School – Cross Country	F-23B	\$650
10/25/23	Estell Manor School – Cross Country	F-23C	\$650
10/26/23	Absecon School – Cross Country	F-23D	\$650
10/30/23	Mullica Township Schools – Cross Country	F-23E	\$650

(Attachment G)

10. Motion to approve a software license agreement with Systems 3000 Inc., for the use of their accounting and personnel systems. This is a three-year agreement from 7/1/2023 through 6/30/26. The total cost of this contract will be \$43,215 over the three-year period.

(Attachment H)

PERSONNEL

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

11. Motion to approve an employment contract for Christophehr Veneziani, as School Business Administrator, for the period of January 1, 2024 through January 21, 2024 at a rate of \$85 per hour up to 20 hours per week, as approved by the Executive County Superintendent of Schools for Atlantic County.
(Attachment I)
12. Motion to approve Dena DiMatteo as the Assistant SACC Coordinator at a rate of \$18 per hour effective January 1, 2024.
13. Motion to approve an increase in the substitute nurse rate from \$200 to \$225 for the 2023-2024 school year, effective January 1, 2024.
14. Motion to approve the revised hourly rate to \$15.13, for substitute custodians, substitute cafeteria workers, and substitute playground aides to comply with the increase in the minimum wage effective January 1, 2024:
15. Motion to approve the revised hourly rate for the following employees to comply with the increase in the minimum wage effective January 1, 2024:

Aides

Staff Member		Position	Rate	
Tracie	Maffie	Playground Aide (0.3 FTE)	\$15.13	hourly
Brian	Vaccaro	Playground Aide (0.3 FTE)	\$15.13	hourly
Dominick	Vinciguerra	Playground Aide (0.3 FTE)	\$15.13	hourly
Michelle	Warrington	Playground Aide (0.3 FTE)	\$15.13	hourly

Food Service Staff

Staff Member		Position	Rate	
Dena	DiMatteo	Food Service Worker (0.5 FTE)	\$15.13	hourly
Matthew	Ruberton	Food Service Worker (0.5 FTE)	\$15.13	hourly

FACILITY USE

Upon the recommendation of the Superintendent, a motion was made by Daria DeStefano, second by Marisa Scibilia, ALL MEMBERS PRESENT VOTED YES, to approve the following item(s) 16-20:

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

Date	Time	Facility	Event
Mondays, 12/4/23 – 6/30/2024	6:00 pm – 8:00 pm	Library	Folsom Athletic Association – Meetings
Saturdays, 1/6/24 - 2/24/24	8:30 am – 12:30 pm	Gym	Folsom Drug Alliance – Saturday Basketball Clinic

12/8/23 – 12/15/23	9:00 am – 3:00 pm	Library	Folsom Home & School Association – Santa Shop
12/8/23	5:00 pm – 8:30 pm	Gym	Folsom Home & School Association – Christmas Dance

FIELD TRIPS / TRAVEL / SUBSTITUTES / VOLUNTEERS / FIELD PLACEMENTS

17. Field Trips

Motion to approve the following field trips:

Date of trip	Grade/Teacher	Bus Cost
1/16/2024	Fichetola / Basketball	\$519.75
1/18/2024	Fichetola / Basketball	\$519.75
2/2/2024	Fichetola / Basketball	\$519.75
1/30/2024	Fichetola / Basketball	\$682.50
1/11/2024	Fichetola / Basketball	\$493.50
1/23/2024	Fichetola / Basketball	\$493.50
1/16/2024	Fichetola / Basketball	\$519.75

18. Travel

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

Name	Workshop/Training	Date	Estimated Mileage	Other Costs
D. DeCicco	USDA Conference	12/12	Edison	
S. Simpson	NJASBO PD Workshops	1/23, 2/20, 3/26, 4/16	Mount Laurel	-
S. Simpson	ACCASBO JIF Meeting	3/20, 5/15	Egg Harbor Twp	-
S. Simpson	County Roundtable Meetings	1/26, 2/15, 3/8, 4/12, 5/10, 6/6	Various	-

19. 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
Randazzo, Kayla	Teacher/Support Staff	approval

20. Volunteers

Motion to approve the following volunteers, 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
Justin Prince	Basketball / Volleyball	Approval

FINANCIAL

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

21.

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

(Attachment P)

FOR YOUR INFORMATION

Director of Curriculum, Instr, & Special Services Report	<i>(Attachment J)</i>
Technology Report	<i>(Attachment K)</i>
Supervisor of Buildings & Grounds Report	<i>(Attachment L)</i>
School Nurse's Report	<i>(Attachment M)</i>
Fire / Security / Bus Evacuation Drill Report	<i>(Attachment N)</i>
Office Referral Report	<i>(Attachment O)</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 6:40 PM.