

Folsom Board of Education
1357 Mays Landing Road
Folsom NJ 08037

REGULAR BOARD OF EDUCATION MEETING
TUESDAY, FEBRUARY 27TH, 2024 – 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. Thomas, President of the Folsom Board of Education, called the meeting to order at 6:02 pm.

ROLL CALL

The following members were present: Daria DeStefano, Tiffani Dych, John Thomas, and Lisa O'Toole, Marissa Scibilia, Andrea Way, and Karen Pratt; also, in attendance were the Superintendent, Kevin Fricke, the Business Administrator, Sara Simpson, and the Board Attorney Kasi M. Gifford.

**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 Tiffani Dych, second by Lisa, O'Toole, ALL MEMBERS PRESENT VOTED YES, at 6:03 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 Daria DeStefano, ALL MEMBERS PRESENT VOTED YES, to return to open session at 6:25 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 recommendation of the Business Administrator, a motion was made by Daria DeStefano, second by Lisa O'Toole, five MEMBERS PRESENT VOTED YES, two abstentions, to approve the regular and executive sessions minutes of the January 23, 2024 (Regular Meeting)

(Attachment A)

FINANCIAL

Upon the recommendation of the Business Administrator, a motion was made by Lisa O'Toole, second by Tiffani Dych, 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 **January 31, 2024**, 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, 2024** 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 2024**, pending audit. The Treasurer's Report and the Secretary's report are in agreement for **January 2024**.

(Attachment C)

4. Bills List

Motion to approve the payroll, agency, and bills list of **\$447,995.60** for **February 2024**.

(Attachment D)

5. Line-item transfers

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

(Attachment E)

CONTRACTS

Upon the recommendation of the Business Administrator, a motion was made by Lisa O'Toole, second by Tiffani Dych, ALL MEMBERS PRESENT VOTED YES, to approve the following item(s):

6. Motion to approve a contract with the Delta-T Group to provide a Behavioral Healthcare Service: Learning Evaluation and Observation at a rate of \$700 per evaluation for the 2023-2024 school year.

(Attachment F)

7. Motion to approve a tuition contract with the Hammonton Board of Education to provide high school education services for 38 students for the 2024-2025 school year at a cost of \$569,164 less a prior year credit of \$16,077, totaling \$533,087.
(Attachment G)

8. Motion to approve a tuition contract with the Hammonton Board of Education to provide high school education services for 38 students for the 2024-2025 school year at a cost of \$76,896, plus a tuition adjustment cost from last year of \$62,426, totaling \$139,322.
(Attachment H)

9. Motion to approve a contract with Surety Mechanical Services of NJ, LLC to provide construction services, by resolution:

WHEREAS, on Tuesday, February 6, 2024, the Folsom Board of Education conducted a public bid opening for the award of the Phase II HVAC project which yielded the following for consideration:

Contractor	Base Bid
Surety Mechanical Services	\$130,000
LGB Mechanical	\$145,000
Falasca Mechanical	\$142,996
McCloskey Mechanical Contractors	\$152,000
Dolan Mechanical	\$163,000

and;

WHEREAS, in accordance with the provisions of the Public Schools Contract Law, N.J.S.A. 18A:18A-1 et seq.;

NOW, THEREFORE BE IT RESOLVED, that the Folsom Board of Education award the contract for the HVAC Phase II project to Surety Mechanical Services of NJ, LLC. in the total contract lump sum of \$130,000.

10. Motion to approve an emergency purchase with Sal Jacobs Plumbing & Heating, Inc. in the amount of \$6,625 without getting quotes. This was for the replacement of the Hot Water Heater, which was determined to not be repairable on February 7th, 2024, and needed to be replaced immediately.

11. Motion to approve a contract with Monmouth Ocean Education Services Commission. to provide substitute nursing services for the 2023-2024 school year at \$78 per hour for a Public-School Certified Nurse, \$68 per hour for an RN and \$52 per hour for an LPN.

(Attachment I)

12. Motion to approve a contract with Monmouth Ocean Education Services Commission. to provide Child Study Team and/or Related Services for extraordinary services on an as-needed basis for the 2023-2024 school year according to attached fee schedule.

(Attachment J)

SEMI WAIVER

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

13. Motion to approve, by resolution, the request of a waiver from mandatory participation in the SEMI (Medicaid initiative) program, based on having 26 eligible students, which is below the necessary legal threshold.

WHEREAS, NJAC 6A:23A-5.3 provides that a school district may request a waiver of compliance with respect to the district's participation in the Special Education Medicare Initiative (SEMI) Program for the 2024-25 school year, and

WHEREAS, the Folsom Board of Education desires to apply for this waiver due to the fact that it projects having fewer than 40 Medicaid eligible classified students.

NOW THEREFORE BE IT RESOLVED that the Folsom Board of Education hereby authorizes the Chief School Administrator to submit to the Executive County Superintendent of Schools in the County of Atlantic County an appropriate waiver of the requirements of NJAC 6A:23A-5.3 for the 2024-25 school year.

SCHOOL CALENDAR

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

14. Motion to approve the school calendar for the 2024-2025 school year.

(Attachment K)

15. Motion to approve the revised school calendar for the 2023-2024 school year.

(Attachment U)

FACILITY USE

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

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
Wednesday 3/6/24	5:30-8:30	Rooms 117-120	Book Fair Family Reading Night Folsom Home and School Assoc
M-F 3/1-3/8/24	School Hours Setup 3/1 after school	Library	Book Fair -Folsom Home and School Assoc.
Friday 5/3/24	3:00-5:30pm	Front Lobby	Stock's Pound Cake Pickup- Folsom Home and School Assoc.
Every other Friday starting 3/1/24 thru 6/30/24	6pm-8pm	Gym	Folsom Basketball Alliance

HIB

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

17. Motion to affirm the determination of the submitted Harassment, Intimidation, and Bullying report for January 2024, as discussed in executive session.

PERSONNEL

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

18. Motion to update the language previously approved on 1/22/24 for the maternity leave of absence for Hannah Walker, Special Education Teacher. The leave will begin on March 25, 2024 through June 30, 2024. ~~This leave will be both paid and unpaid using FMLA and NJFLA.~~ This leave will be both paid and unpaid based on available accrued sick/personal days off. FMLA and NJFLA will not be applicable.
19. Motion to approve Joseph Haubrich, Special Education teacher, for the 2023-2024 school year at a pro-rated salary of \$57,948, BA+15, Step B on the negotiated salary guide.
20. Motion to approve Christina Bernhardt, Learning Disabilities Teacher-Consultant, for the 2023-2024 school year at a pro-rated salary of \$74,547, BA+15, Step N on the negotiated salary guide.
21. Motion to approve the resignation of Brian Vaccaro, Cafeteria Assistant, effective February 13, 2024.
22. Motion to approve the revised Job Description for the Head Teacher position.
(Attachment L)

23.

Stipend Positions

Motion to approve the following stipend positions for the 2023-2024 school year, per the negotiated contract, as listed:

Extra-Curricular Activity/Sport	Stipend	Teacher
Softball Head Coach	483.00	Kimberly Francesco
Softball Assistant Coach	241.00	Michael Fichetola
Baseball Head Coach	483.00	Ryan Schaefer
Baseball Assistant Coach	241.00	Matthew Sawyer
Baseball Volunteer Coach		Mary Ann Gillespie

FIELD TRIPS / TRAVEL / SUBSTITUTES / VOLUNTEERS / FIELD PLACEMENTS

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

24.

Field Trips

Motion to approve the following field trips:

Date of trip	Grade/Teacher	Bus Cost	Staff Attending
5/29/2024	Carter / 1st Grade	\$398.25	2
5/10/2024	Schmidt / Band	\$933.75	4

25.

Travel

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

Name	Workshop/Training	Date(s)	Estimated Mileage/Location	Other Costs
A. Cirillo, K. Stout	TS Gold Training	2/13	Clementon	\$ 630.00
K. Fricke	NJ TECHSPO	1/25 & 1/26	Atlantic City	
R. Losse	Blgs & Grounds Mtgs	1/31 & 2/28	Somers Point	-
S. Simpson	School Safety Spec. Academy	2/2, 2/28, 3/6, 3/13	Monmouth	-
A. Cavallaro	Lumberton SD visit	2/15	Lumberton	-
P. Carter	Springfield SD visit	2/27	Springfield	-
D. DeCicco	Co-op mtg	1/25	Woodbury	-
P. Ward	EdTech Council	2/9	Pomona	-
L. Schmidt	NJMEA convention	2/22 & 2/23	Atlantic City	-
T. Dirkes	Springfield SD visit	3/5	Springfield	-
R. Losse	B&G Expo	3/18, 3/19, 3/20	Atlantic City	-

K. Carrigan & A. Cirillo	Waterford SD visit	2/21	Waterford	-
A. Cirillo	Pre K meeting	2/27	Camden	-

26.

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
Nicolette Scarpelli	Nurse	approval
Theresa Cotton	Nurse	approval

27.

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
Brandon Chainey	Volleyball	Approval
Willow DeLeon	Volleyball	Approval

28.

Field Placements

Motion to approve the following field placements:

Name	Type of placement	Grade/Teacher	College/University	Dates of placement
Emily Bucsek	Field Experience	K- Carrigan	Camden County College	Spring Semester- 15 hours

POLICIES

Upon the recommendation of the Superintendent, 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 first and final reading(s) of the following revised policy(ies) and/or regulation(s) and/or bylaw(s):

- Policy 1140 **Educational Equity Polices/Affirmative Action Program**
- Policy 1523 **Comprehensive Equity Plan**
- Policy 1530 **Equal Employment Opportunities**
- Policy 1550 **Equal Employment/Anti-Discrimination Practices**
- Regulation 1530 **Equal Opportunity Complaint Procedure**

Regulation 2200	Curriculum Content
Policy 2260	Equity in Affirmative Action Program for School and Classroom Practices
Regulation 2260	Equity in Affirmative Action Program for School and Classroom Practices Complaint Procedure
Policy 2411	Guidance Counseling
Policy 2423	Bilingual and ESL Education
Regulation 2423	Bilingual and ESL Education
Policy 2431.4	Prevention and Treatment of Sports-Related Concussions and Head Injuries
Regulation 2431.4	Prevention and Treatment of Sports-Related Concussions and Head Injuries
Policy 3211	Code of Ethics
Policy 5570	Sportsmanship
Policy 5750	Equitable Equal Educational Opportunity
Policy 5841	Secret Societies
Policy 5842	Equal Access of Student Organizations
Policy 7610	Vandalism
Regulation 7610	Vandalism
Policy 9323	Notification of Juvenile Offender Case Disposition

(Attachment M)

30. The first and final reading(s) of the following deleted policy(ies) and/or regulation(s) and/or bylaw(s):

Policy 5755 Equity in Educational Programs and Services

(Attachment N)

PERSONNEL

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

31. Motion to approve the resignation of Dominick Vinciguerra for his employment with the SACC program effective 2-27-24.

32. Motion to approve the following volunteer coaching position for the 2023-2024 school year, as listed:

Extra-Curricular Activity/Sport	Stipend	Teacher
Baseball Volunteer Coach	-	Aaron Lentz

**FOR YOUR
INFORMATION**

Director of Curriculum, Instr, & Special Services Report	<i>(Attachment O)</i>
Technology Report	<i>(Attachment P)</i>
Supervisor of Buildings & Grounds Report	<i>(Attachment Q)</i>
School Nurse's Report	<i>(Attachment R)</i>
Fire / Security / Bus Evacuation Drill Report	<i>(Attachment S)</i>
Office Referral Report	<i>(Attachment T)</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 Marissa Scibilia, ALL MEMBERS PRESENT VOTED YES, to adjourn at 6:38 PM.