

Folsom Board of Education
1357 Mays Landing Road
Folsom NJ 08037

REGULAR BOARD OF EDUCATION MEETING
TUESDAY, January 24, 2017 – 6:00 PM

MINUTES

**MISSION
STATEMENT**

Our mission at Folsom School is to serve the unique academic, physical, social, and emotional needs of all students, in a safe, supportive, and caring environment. Folsom staff members are committed to working with parents and community partners to provide the necessary supports to ensure that all children achieve the New Jersey Core Curriculum Content Standards, thus developing the needed skills to function responsibly in our global society. We strive to foster our students' exploration, creativity, and self-determination to help develop a lifelong love of learning.

**CALL TO
ORDER**

Mr. Smith, 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, Debra Levey (arrived 6:07 pm), Marisa Scibilia, John Thomas, Glenn Smith, and Andrea Way; also in attendance were the Superintendent Dr. Evelyn Browne, the Board Secretary Christopher Veneziani and the Board Attorney William Cappuccio. Parker Miller was absent.

RESIGNATIONS

1. A motion was made by John Thomas, second by Daria DeStefano, ALL MEMBERS PRESENT VOTED YES, to accept the resignation of Parker Miller as of January 24, 2017, with regret.

APPOINTMENTS

Mr. Smith, President of the Folsom Board of Education, appoints Lisa O'Toole, to replace Parker Miller and serve the rest of his term, ending December 2017.

2. A motion was made by Andrea Way, second by Daria DeStefano, ALL MEMBERS PRESENT VOTED YES, to approve the appointment of Lisa O'Toole to the Folsom Board of Education.

OATH OF OFFICE

Mr. Cappuccio, Solicitor for the Folsom Board of Education, will now give the Oath of Office for the newly appointed member.

ROLL CALL

The following members were present: Daria DeStefano, Debra Levey, Lisa O'Toole, Marisa Scibilia, John Thomas, Glenn Smith, and Andrea Way; also in

attendance were the Superintendent Dr. Evelyn Browne, the Board Secretary Christopher Veneziani and the Board Attorney William Cappuccio.

**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, and the Hammonton Gazette.

**EXECUTIVE
SESSION**

On a motion made by Marisa Scibilia, second by Daria DeStefano, ALL MEMBERS PRESENT VOTED YES, at 6:10 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 Marisa Scibilia, second by John Thomas, ALL MEMBERS PRESENT VOTED YES, to return to open session at 6:40 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

3. Upon the Business Administrator's recommendation, a motion was made by Daria DeStefano, second by John Thomas, ALL MEMBERS PRESENT VOTED YES except Lisa O'Toole abstained, to approve the regular and executive sessions minutes of December 20, 2016 (Regular Meeting) and January 3, 2017 (Reorganization Meeting).

(Attachment A)

FINANCIAL

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

4. **Budget Summary Report**

A budget summary report is submitted for review.

(Attachment B)

5. **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 **December 31, 2016**, no budgetary line item account has been over-expended in violation of N.J.A.C. 6A: 23A-16.10(c) 3.

The **December 31, 2016** 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 **December 2016**, pending audit. The Treasurer's Report and the Secretary's report are in agreement for **December 2016**.

(Attachment C)

6. **Bills List**

Motion to approve payroll, agency, and the bills list of **\$318,074.45** for **January 2017**.

(Attachment D)

7. **Line item transfers**
 Motion to approve the attached transfer of funds within the 2016-2017 operating budget.
(Attachment E)

CONTRACTS

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

8. Motion to approve an education tuition contract with Waterford Township Board of Education, to provide education services for 1 student for the 2016-2017 school year beginning September 8, 2016 through June 30, 2017. The cost of this contract is \$8,173.50.
(Attachment F)

REPORTS

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

9. Motion to approve the School Self-Assessment for Determining Grades under the Anti-Bullying Bill of Rights District and School Grade Report for the 2015-2016 school year, as attached.
(Attachment G)

PERSONNEL

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

10. Motion to approve the following request to take a course for Tuition Reimbursement.

Employee	Course	Semester	Cost
Helen Rodenheiser	Educational & Community Resources	Spring 2017	\$1,950.00

11. Motion to approve the following request for payment of a completed course for Tuition Reimbursement.

Employee	Course	Semester	Reimbursement
Helen Rodenheiser	Survey of Moderate & Severe Disabilities	Fall 2016	\$1,750.00
Rachel Ingram	Moderate to Severe Disabilities	Fall 2016	\$1,750.00

12. Motion to approve Rachel Ingram to take a maternity leave of absence from March 8 through May 15, 2017. This leave of absence will be both paid and unpaid using Family Leave.
(Attachment H)

13. Motion to approve Gabrielle Hoyer, to the position of Long Term Substitute Teacher (Preschool) to cover Rachel Ingram's maternity leave from March 6, 2017 through May 15, 2017, at BA Step A of the negotiated contract, \$47,743.
14. Motion to accept Candice Sikking's resignation, with regret, effective March 30, 2017.
(Attachment I)
15. Motion to approve posting a 4th grade teacher position to replace Candice Sikking through the end of the 2016 - 2017 school year.

POLICIES

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):

16. The first of two readings for the following new policy(ies):

Policy 7150 Use of Drones (UAVs) on School Property *(Attachment J)*
17. The first and final reading for the following revised policy(ies):

Policy 4217.27 Arrest Reporting Requirements *(Attachment K)*

HIB

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

18. Motion to approve the first reading of the submitted Harassment, Intimidation, and Bullying report for January 2017, as attached. There were 31 incidents, two of which were investigated as possible HIBs. One of those resulted in an actual HIB.
(Attachment L)
19. Motion to approve the second and final reading of the submitted Harassment, Intimidation, and Bullying report for December 2016, as attached. There were 33 incidents, none of which were investigated as possible HIBs.
(Attachment M)

FIELD TRIPS / TRAVEL / SUBSTITUTES / VOLUNTEERS / FIELD PLACEMENTS

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

20. **Field Trips**
Motion to approve the following fields trips:

Date of trip	Destination	Grade/Teacher	Bus Cost	Staff Attending
6/1/2017	TD Banks Art Center	Glass / 2nd Grade	\$150.00	2
4/28/2017	Academy of Natural Sciences	Pavlovitch / 2nd Grade	\$275.00	3
3/22/2017	Franklin Institute	Scheer / 5th Grade	\$287.50	3
5/19/2017	Spirit of Philadelphia	Hathaway / 8th Grade	\$300.00	3
3/17/2017	Buena State Trooper Barracks	Ruberton / Safety	\$137.50	2
1/27/2017	Harrahs Resort	Santilli / Browne	\$312.50	2
5/30/2017	Adventure Aquarium	LoSasso / 3rd Grade	\$275.00	4
5/8/2017	TD Banks Art Center	LoSasso / 3rd Grade	\$137.50	4
5/25/2017	Garden State Discover Museum	Ingram / Pre-K	\$262.50	2
2/2/2017	Mullica	DeSordi / Basketball	\$212.50	4
5/11/2017	Camden Childrens Garden	Rodenheiser / 1st Grade	\$225.00	4
3/6/2017	Ventnor	DeSordi / Volleyball	\$162.50	2
3/8/2017	Margate	DeSordi / Volleyball	\$162.50	2
3/27/2017	St. Mary's	DeSordi / Volleyball	\$137.50	2
3/28/2017	Somerspoint	DeSordi / Volleyball	\$162.50	2
3/31/2017	Brigantine	DeSordi / Volleyball	\$162.50	2

21.

Travel

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

Name	Workshop/Training	Date	Estimated Mileage	Other Costs
D. DeCicco	Co-op mtg Commodity Food Show Management Class	1/10	Swedesboro, NJ	-
		1/25	New Brunswick, NJ	
		1/30	Cherry Hill, NJ	
R. Losse	B&G Mtgs	1/25	Galloway, NJ	-
K. Santilli	Atlantic Care Training- Hydroponics Tech Spo	1/12	Pomona, NJ	-
		1/27	Atlantic City, NJ	
S. Healey	Response to Intervention wksp	1/4	Cherry Hill, NJ	\$ 245.00
H. Rodenheiser	ESL Workshop	1/11, 1/12, 2/6, 2/7, 3/13, 4/10	Galloway, NJ	-
R. Ingram	PreSchool Convention	2/27	Atlantic City, NJ	-
M Hetzel	Tech Spo PARCC regional training	1/26	Atlantic City, NJ	-
		2/16	Mt. Laurel, NJ	
C. Roth	Greenhouse Grant Wksp	1/12	Pomona, NJ	-
M. Scheer	Atlantic Care Healthy Schools	1/12	Pomona, NJ	
R. Falco, J	High Impact Writing	2/9	Voorhees, NJ	\$ 490.00

Pavlovitch	Stratagies			
S. Glass	What's new in Childrens books	3/15	Voorhees, NJ	\$ 245.00
K. Resch	The Teraputic Power of Art	3/14	Hammonton, NJ	-
C. Veneziani	GPANJ Conference	3/22-3/24	Atlantic City, NJ	\$ 395.00
C. Veneziani	NJSIA Spring Conference	5/4-5/5	Atlantic City, NJ	\$ -
C. Veneziani	PRIMA Conference	6/3-6/7	Pheonix, AZ	\$ -

22. Substitutes

Motion to approve the following substitutes:

Name	Address	Sub Area	Request for
Fallon Fleming	19 Sugarmaple Lane, Sicklerville, NJ 08081	Teacher	approval
Elizabeth Wuillermin	1345 Mays Landing Road, Folsom, NJ 08037	Teacher	approval
Sue Zaremba	7th Street, Hammonton., NJ 08037	Playground Aid/Kitchen/SACC	approval

23. Field Placements

Motion to approve the following field placements:

Name	Type of placement	Grade/Teacher	College/University	Dates of placement
Ryan MacIntyre	Student Teacher	3rd - Hoffman	Rowan University	01/18 - 05/08

PERSONNEL

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):

23. Motion to approve Megan Scheer, Teacher 5th Grade, to take a one year unpaid leave of absence for the 2017-2018 school year.

(Attachment S)

FACILITIES

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

24. Motion to approve the following Application(s) for Use of School Facilities as listed below, for the 2016-2017 school year.

Date	Time	Facility	Event
4/21/2017	5:00 pm – 11:00 pm	Gym	Folsom Educational Foundation – Bingo Night

3 rd Wednesday of each Month	7:00 pm – 8:00 pm	Library	Folsom Athletic Association – Monthly Meetings
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**FOR YOUR
INFORMATION**

Buildings and Grounds Supervisor Report	<i>(Attachment N)</i>
Technology Report	<i>(Attachment O)</i>
School Nurse’s Report / Annual Report of TB Testing	<i>(Attachment P)</i>
Fire / Security Drill Report	<i>(Attachment Q)</i>
Office Referral Report	<i>(Attachment R)</i>

**FINAL PUBLIC
PARTICIPATION**

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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, seconded by John Thomas, ALL MEMBERS PRESENT VOTED YES, to adjourn at 7:12 PM.