

Folsom Board of Education  
1357 Mays Landing Road  
Folsom NJ 08037

REGULAR BOARD OF EDUCATION MEETING  
TUESDAY, February 28, 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**

Mrs. Levey, Vice 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, Debra Levey, Lisa O'Toole, Marisa Scibilia, and Andrea Way; also in attendance were the Superintendent Dr. Evelyn Browne, the Board Secretary Christopher Veneziani and the Board Attorney William Cappuccio. Glenn Smith 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, and the Hammonton Gazette.

**EXECUTIVE  
SESSION**

On a motion made by Andrea Way, second by Marisa Scibilia, ALL MEMBERS PRESENT VOTED YES, at 6:04 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 Daria DeStefano, second by Debra Levey, 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**

Atlantic County Resolution *(Attachment A)*  
Borough of Folsom Proclamation *(Attachment B)*

**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 Daria DeStefano, second by Lisa O'Toole, ALL MEMBERS PRESENT VOTED YES, to approve the regular and executive sessions minutes of January 24, 2017 (Regular Meeting). *(Attachment C)*

**FINANCIAL**

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

2. **Budget Summary Report**

A budget summary report is submitted for review.

(Attachment D)

**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, 2017**, 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, 2017** 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 2017**, pending audit. The Treasurer's Report and the Secretary's report are in agreement for **January 2017**.

(Attachment E)

**4. Bills List**

Motion to approve payroll, agency, and the bills list of **\$396,590.00** for **February 2017**.

(Attachment F)

**5. Line item transfers**

Motion to approve the attached transfer of funds within the 2016-2017 operating budget.

(Attachment G)

**FACILITIES**

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

Date	Time	Facility	Event
Wednesdays	3:15 pm – 4:00 pm	Classrom	CER – Handwriting Club
Tuesdays & Wednesdays 1/17/17-3/8/17	7:45 am – 8:15 am	Gym	CER – Fitness Group
3/15/17	6:30 pm - 8:30 pm	Gym	FAA - Meeting

## **PRESCHOOL PLAN**

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

7. Motion to approve the 2017-2020 Preschool Plan and 2017-2018 Budget Statement for submission to the New Jersey State Department of Education, as attached.
- (Attachment H)*

## **PERSONNEL**

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

8. Motion to approve Jessica Smith as 4<sup>th</sup> Grade Teacher, replacing Candice Sikking, beginning April 1, 2017 through the end of the 2016 - 2017 school year, at BA Step C of the negotiated contract, \$50,043 prorated.
9. Motion to approve Stephanie Hager as a part-time (4 days per week) One-on-One Aide, beginning February 21, 2017 through the end of the 2016 - 2017 school year, at \$15,680 prorated.
10. Motion to approve posting a 1<sup>st</sup> Grade Teaching position and 5<sup>th</sup> Grade Teaching position for the 2017-2018 school year internally.
11. Motion to accept the resignation of Dina Ciccone, 1<sup>st</sup> Grade Teacher effective February 28, 2017, with regret.
- (Attachment I)*
12. Motion to approve Lisa Smith, School Nurse, to take one day, March 27, 2017 without pay, for a family vacation.
- (Attachment J)*

## **POLICIES**

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

13. The second of two readings for the following new policy(ies):
- Policy 7150 Use of Drones (UAVs) on School Property *(Attachment K)*
14. The first and final reading for the following revised policy(ies):
- Policy 4117.27 Arrest Reporting Requirements for Certificated Staff  
*(Attachment L)*
- Policy 6171.4 Special Education *(Attachment M)*

**HIB**

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):

15. Motion to approve the first reading of the submitted Harassment, Intimidation, and Bullying report for February 2017, as attached. There were 57 incidents, two of which were investigated as possible HIBs. One of those resulted in an actual HIB.

(Attachment O)

16. Motion to approve the second and final 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 P)

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

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

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

Date of trip	Destination	Grade/Teacher	Bus Cost	Staff Attending
2/22/2017	Mullica	DeSordi / Volleyball	\$112.50	2
6/9/2017	High Note Festival	Schmdit / Band	\$1,200.00	4
3/22/2017	Upper Twp	DeSordi / Volleyball	\$300.00	2

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

Name	Workshop/Training	Date	Estimated Mileage	Other Costs
P. Ward	Tech Spo	1/26 & 1/27	Atlantic City	-
D. DeCicco	Fresh Eyes - Co-op Mtg Co-op Mtg Supervisory Skills Class Procurement Workshop	2/10 2/14 & 3/14 2/16 4/19	Erial, NJ Swedesboro, NJ Bordentown, NJ Bordentown, NJ	-
C. Veneziani	Rutgers Public Purchasing Forum	5/2-5/3	Atlantic City, NJ	\$ 323.00
R. Losse	B&G Mtgs	2/22, 3/29,	Galloway, NJ	-

		4/26, 5/31 & 6/29		
R. Losse	B&G Expo	3/13, 3/14 & 3/15	Atlantic City, NJ	-
D. Passalaqua	Social Studies Conf.	2/23	Galloway, NJ	-
S. Edmondson, K. Russell	Motivating the Unmotivated	3/9	Voorhees, NJ	\$ 490.00
P. Ward	Parcc training	2/17	Mt. Laurel	-
M. Storey, S. Doherty	Zones of Regulation	2/23	Mt. Laurel	\$ 290.00
N. DeSordi	visit/observe Brigantine PE dept.	2/10	Brigantine, NJ	-
L. Smith	Atlantic Care Steering Committee mtg	3/1	Hammonton, NJ	-
A. Huenke, K. Storey	Director Meeting	2/14	Galloway, NJ	-
A. Cirillo	PreSchool Convention	2/27	Atlantic City, NJ	-
E. Browne, C. Roth & S. DeNafo	TOY Luncheon	5/9	Galloway, NJ	TBD
P. Ward	Coordinators Mtg.	2/24	Pomona, NJ	-
R. Falco	High Impact Writing Strategies	3/6	Voorhees, NJ	-
A. Huenke	PreK Pyramid Training	3/7 & 3/8	Clementon, NJ	-
C. Veneziani	NJASBO Spring Conference	6/7-6/9	Atlantic City, NJ	\$ 275.00

**19.**

**Substitutes**

Motion to approve the following substitutes:

<b>Name</b>	<b>Address</b>	<b>Sub Area</b>	<b>Request for</b>
John Schneider	40 Washburne Avenue, Berlin, NJ 08009	Teacher	approval
Theresa Albani	891 Morningside Drive, Mays Landing, NJ 08330	Nurse	approval

**FOR YOUR INFORMATION**

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

**FINAL PUBLIC PARTICIPATION**

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## **ADJOURNMENT**

Having no further business to discuss, a motion was made by Daria DeStefano, seconded by Lisa O'Toole, ALL MEMBERS PRESENT VOTED YES, to adjourn at 6:52 PM.