

Folsom Board of Education  
1357 Mays Landing Road  
Folsom NJ 08037

REGULAR BOARD OF EDUCATION MEETING  
WEDNESDAY, March 15, 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 6:03 pm.

**ROLL CALL**

The following members were present: Daria DeStefano, Marisa Scibilia, Glenn Smith, John Thomas and Andrea Way; also in attendance were the Superintendent Dr. Evelyn Browne, the Board Secretary Christopher Veneziani and the Board Attorney William Cappuccio. Debra Levey and Lisa O'Toole 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 Daria DeStefano, 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 Marisa Scibilia, second by Daria DeStefano, ALL MEMBERS PRESENT VOTED YES, to return to open session at 6:33 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 Business Administrator's recommendation, a motion was made by Daria DeStefano, second by Marisa Scibilia, **ALL MEMBERS PRESENT VOTED YES**, to approve the regular and executive sessions minutes of February 28, 2017 (Regular 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):

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 **February 28, 2017**, no budgetary line item account has been over-expended in violation of N.J.A.C. 6A: 23A-16.10(c) 3.

The **February 28, 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 **February 2017**, pending audit. The Treasurer’s Report and the Secretary’s report are in agreement for **February 2017**.

*(Attachment C)*

4. **Bills List**  
 Motion to approve payroll, agency, and the bills list of **\$194,215.64** for **March 2017**.

*(Attachment D)*

5. **Line item transfers**  
 Motion to approve the attached transfer of funds within the 2016-2017 operating budget.

*(Attachment E)*

**FACILITIES**

Upon the Business Administrator’s recommendation, a motion was made by Daria DeStefano, second by Marisa Scibilia, 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
3/14, 3/21, 3/28, 4/4, 4/11, 4/18, 4/25, 5/2	3:15 pm – 4:30 pm	Rm 117	CER – Math Club
Monday – Thursday 6/26/17 – 7/13/17	9:00 am – 2:00 pm	Gym	CER – Drama Theater Camp

**CONTRACTS**

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

7. Motion to approve a tuition contract with Lower Township Elementary School District for 1 student for the 2016-2017 school year, resulting in \$14,657 in revenue to the district.  
*(Attachment F)*

8. Motion to approve a tuition contract with Lower Township Elementary School District for 1 student for the 2016-2017 school year for \$53,377. This is a pass through contract and the funds received will be paying this student’s tuition to attend the Mullica School District special education program.  
*(Attachment G)*

9. Motion to approve a tuition contract with Lower Township Elementary School District for 1 student for the 2015-2016 school year, resulting in \$15,958 in revenue to the district.  
*(Attachment H)*

10. Motion to approve a tuition contract with Hammonton Board of Education for 67 students for the 2017-2018 school year. The cost of this contract is \$840,314 less prior year credits of \$101,270 equaling \$739,044.  
*(Attachment I)*

11. Motion to approve a special education tuition contract with Hammonton Board of Education for 4 students plus resource room charges for the 2017-2018 school year. The cost of this contract is \$92,612 plus prior year charges of \$18,484 equaling \$111,096.  
*(Attachment J)*

**BUDGET**

12. Upon the Business Administrator’s recommendation, a motion was made by Daria DeStefano, second by Andrea Way, ALL MEMBERS PRESENT VOTED YES, to approve submission of the 2017-18 school district budget for approval to the County Office of Education with the following resolution:

BE IT RESOLVED to approve the 2017-2018 school district budget for submission to the Atlantic County Office of Education as follows:

**Budget**

General Fund	\$ 8,179,302
Special Revenue Fund	\$ 248,516
Debt Service	\$ 229,350
Total	\$ 8,657,168

BE IT FURTHER RESOLVED to acknowledge that the 2017-2018 budget as described above will result in the following:

General Fund Tax Levy	\$ 1,649,073
Debt Service Tax Levy	<u>\$ 219,055</u>
Total	\$ 1,868,128

BE IT FURTHER RESOLVED that no tax levy cap adjustments will be applied to the 2017-2018 school budget.

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

BE IT FURTHER RESOLVED that the Folsom Board of Education establishes a maximum of \$50,000.00 in the general fund 2017-2018 budget for travel and travel related expenditures.

BE IT FURTHER RESOLVED that the Folsom Board of Education establishes a maximum of \$20,000.00 in the general fund 2017-2018 budget for professional auditing and accounting services.

BE IT FURTHER RESOLVED that the Folsom Board of Education establishes a maximum of \$40,000.00 in the general fund 2017-2018 budget for professional architectural services.

BE IT FURTHER RESOLVED that the Folsom Board of Education establishes a maximum of \$40,000.00 in the general fund 2017-2018 budget for professional engineering services.

BE IT FURTHER RESOLVED that the Folsom Board of Education establishes a maximum of \$50,000.00 in the general fund 2017-2018 budget for professional legal services.

BE IT FURTHER RESOLVED that the Folsom Board of Education establishes a maximum of \$10,000.00 in the general fund 2017-2018 budget for public relations.

**HIB**

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

**13.**

Motion to approve the first reading of the submitted Harassment, Intimidation, and Bullying report for March 2017, as attached. There were 22 incidents, one of which was investigated as a possible HIB, but was found to not be a HIB.

*(Attachment K)*

14. Motion to approve the second and final 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 L)

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

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):

15. **Field Trips**

Motion to approve the following fields trips:

Date of trip	Destination	Grade/Teacher	Bus Cost	Staff Attending
4/18/2017	St. Augustine Prep	Devenny	\$75.00	2

16. **Travel**

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

Name	Workshop/Training	Date	Estimated Mileage	Other Costs
L. Schmidt	Nafine Eastern Div. Conf.	4/6 & 4/7	Atlantic City, NJ	\$ 180.00
E. Browne & M. Hetzel	NJASA PD Seminar	3/23	Trenton, NJ	\$ 318.00

17. **Substitutes**

Motion to approve the following substitutes:

Name	Address	Sub Area	Request for
Jacqueline Grimm	4 Shawns Way, Lumberton, NJ 08048	Teacher	approval

**FOR YOUR INFORMATION**

- Buildings and Grounds Supervisor Report (Attachment M)
- Technology Report (Attachment N)
- School Nurse’s Report (Attachment O)
- Fire / Security Drill Report (Attachment P)
- Office Referral Report (Attachment Q)

**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.

Charles Giambrone, 1302 Memory Lane, addressed the board with questions related to Home Instruction.

Bryce Case, 1314 13<sup>th</sup> Street, addressed the board with questions related to the Talented and Gifted Program.

## **EXECUTIVE SESSION**

On a motion made by Marisa Scibilia, second by Daria DeStefano, ALL MEMBERS PRESENT VOTED YES, at 7:18 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 Daria DeStefano, ALL MEMBERS PRESENT VOTED YES, to return to open session at 8:16 PM.

## **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 8:17 PM.