

Folsom Board of Education  
1357 Mays Landing Road  
Folsom NJ 08037

REGULAR BOARD OF EDUCATION MEETING  
TUESDAY, July 26, 2016 – 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, Lisa O'Toole, Marisa Scibilia, and Glenn Smith; also in attendance were the Superintendent Dr. Evelyn Browne, the Board Secretary Christopher Veneziani and the Board Attorney William Cappuccio. Thomas Beamer, Debra Levey, and Andrea Way 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 motion made by Lisa O'Toole, second by Marisa Scibilia, 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 Marisa Scibilia, second by Lisa O'Toole, ALL MEMBERS PRESENT VOTED YES, to return to open session at 6:30 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**

2015-2016 District Goals – Dr. Browne  
New Programs – Mrs. Hetzel

**COMMUNICATION**

None

**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, except Lisa O'Toole ABSTAINED, to approve the regular and executive sessions minutes of June 28, 2016 (Regular Meeting).  
*(Attachment A)*

**FINANCIAL**

Upon the Business Administrator's recommendation, a motion was made by Daria DeStefano, second by Lisa O'Toole, ALL MEMBERS PRESENT

VOTED YES, except Glenn Smith ABSTAINED to the check for Kline Construction, 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 **June 30, 2016**, no budgetary line item account has been over-expended in violation of N.J.A.C. 6A: 23A-16.10(c) 3.

The **June 30, 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 **June 2016**, pending audit. The Treasurer's Report and the Secretary's report are in agreement for **June 2016**.

*(Attachment C)*

**4. Bills List**

Motion to approve payroll, agency, and the bills list of **\$283,180.69** for **July 2016**.

*(Attachment D)*

**5. Line item transfers**

Motion to approve the attached transfer of funds within the 2015-2016 operating budget.

*(Attachment E)*

**CONTRACTS**

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

**6.** Motion to approve a tuition contract with YALE School Atlantic, an approved private school for students with disabilities, to provide special education services for 1 student for the 2016-2017 school year beginning July 5, 2016. The cost of this contract is \$60,832.80.

*(Attachment F)*

**7.** Motion to approve a tuition contract with YALE School East, Inc, an approved private school for students with disabilities, to provide special education

services for 1 student for the 2016-2017 school year beginning July 5, 2016.  
The cost of this contract is \$61,023.90.

*(Attachment G)*

8. Motion to approve a tuition contract with YALE School East, Inc, an approved private school for students with disabilities, to provide special education services for 1 student for the 2016-2017 school year beginning July 5, 2016.  
The cost of this contract is \$61,023.90.

*(Attachment H)*

9. Motion to approve a tuition contract with Atlantic County Vocational School Board of Education, to provide secondary education services for 12 students for the 2016-2017 school year. The cost of this contract is \$86,672.

*(Attachment I)*

10. Motion to approve a tuition contract with Hammonton Board of Education, to provide special education services for 1 student for the 2016-2017 school year.  
The cost of this contract is \$19,216.

*(Attachment J)*

11. Motion to approve a transportation jointure with Weymouth Township Board of Education, to transport 1 special education student to YALE School North, from May 18, 2016 through June 17, 2016. The cost of this contract is \$2,310.

*(Attachment K)*

## **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):

12. 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
Fridays 9/16/16, 12/9/16, 4/28/17	6:30 pm – 9:30 pm	Gym	Folsom Home & School Dance
Friday 10/28/16	6:30 pm – 9:00 pm	Parking Area	Folsom Home & School Trunk or Treat
12/5/16-12/9/16	Varies	Library	Folsom Home & School Christmas Shop
2/27/17 – 3/3/17	Varies	Library	Folsom Home & School Book Fair
Wednesdays 10/5/16, 11/2/16. 1/4/17, 2/1/17, 3/8/17,	6:00 pm – 8:00 pm	Library	Folsom Home & School Meetings

4/5/17, 5/3/17			
----------------	--	--	--

**DISPOSAL OF SURPLUS**

**13.** Upon the Business Administrator’s recommendation, a motion was made by Marisa Scibilia, second by Lisa O’Toole, **ALL MEMBERS PRESENT VOTED YES**, to approve the following resolution for the disposal of surplus property:

WHEREAS, the Folsom Board of Education is the owner of certain surplus property which is no longer needed for public use; and

WHEREAS, the Folsom Board of Education is desirous of selling said surplus property in an “as is” condition without express or implied warranties.

NOW THEREFORE, be it **RESOLVED** by the **FOLSOM BOARD OF EDUCATION** in the **BORO OF FOLSOM**, County of **ATLANTIC**, as follows:

(1) The sale of the surplus property shall be conducted through GovDeals pursuant to State Contract A-70967/T2581 in accordance with the terms and conditions of the State Contract. The terms and conditions of the agreement entered into with GovDeals is available online at govdeals.com and also available from the Business Office of the Folsom Board of Education.

(2) The sale will be conducted online and the address of the auction site is govdeals.com.

(3) The sale is being conducted pursuant to Local Finance Notice 2008-9.

(4) A list of the surplus property to be sold is as follows:

**LOT A: Kitchen Mixer and commercial can opener**

(5) The surplus property as identified shall be sold in an “as-is” condition without express or implied warranties with the successful bidder required to execute a Hold Harmless and Indemnification Agreement concerning use of said surplus property.

(6) The Folsom Board of Education reserves the right to accept or reject any bid submitted.

**GRANTS**

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):

**14.** Motion to approve the IDEA application for Fiscal Year 2017 and acceptance of the grant award upon the subsequent approval of the Fiscal Year 2017 Application as follows:

IDEA Basic	\$ 95,794	Special Education Tuition
IDEA Preschool	\$ 4,575	Recreational Equipment
Total IDEA Grant	\$100,369	

## PERSONNEL

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):

15. Motion to approve Olivia Kuschan to the position of Teacher (6<sup>th</sup> grade) beginning in the 2016-2017 school year at BA Step A of the negotiated contract, \$47,743.
16. Motion to approve the following SACC assistants for the 2016-2017 school year, at a rate of \$12.00 / hour or \$15.00 / hour for those holding a Teaching Certificate.

Joni Aquino	Melinda Caudill	Saletha Howell
Amanda Cirillo	Carrie Shevliff-Crescenzo	

## POLICIES

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

17. The second and final reading for the following new policy(ies):

Policy 6179	Before & After School Program	(Attachment L)
-------------	-------------------------------	----------------

## SCHOOL CALENDAR

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

18. Motion to approve the revised 2016-2017 school calendar, as attached.  
(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):

19. Motion to approve second and final reading of the submitted Harassment, Intimidation, and Bullying report for May/June 2016, as attached. There were 8 incidents, none of which were investigated as possible HIBs.  
(Attachment N)

## FIELD TRIPS / TRAVEL / SUBSTITUTES / VOLUNTEERS / FIELD PLACEMENTS

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

20.

**Travel**

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

Name	Workshop/Training	Date	Estimated Mileage	Other Costs
Evelyn Browne	2016-17 Executive Board Mtgs. / ACSSSD	9/12, 10/17, 11/14, 12/5, 1/9, 2/6, 3/6, 4/3, 5/1, 6/19	Mays Landing	-
Evelyn Browne	2016/17 ACASA Rountable/ACIT	9/16, 10/21, 11/18, 12/9, 1/13, 2/10, 3/10, 4/7, 5/5, 6/23	Mays Landing	-
C. Veneziani	ACASBO Meeting	7/25/2016	Mays Landing	
D. DeCicco	Co-op mtg	8/16/2016	Swedesboro	
D. DeCicco	Free & Reduced Certification	8/22/2016	Hamilton	
Mhetzel	Leading With Midfulness	10/27/2016	Galloway	-
C. Veneziani & R. Losse	JIF Mold Seminar	7/20/2016	Marlton	-

21.

**Substitutes**

Motion to approve the following substitutes:

Name	Address	Sub Area	Request for
Costa, Pam	1340 Mays Landing Road, Folsom, NJ 08037	Teacher	re-approval
DeLeon, Richard	7359 Driftwood Lane, Mays Landing, NJ 08330	Teacher	re-approval
Dunleavey, Christina	2418 Lahn Lane, Mays Landing, NJ 08330	Teacher/Office	re-approval
Effinger, Carol	1410 Backline Road, Folsom, NJ 08037	Teacher/Office	re-approval
Esposito, Christine	9 E. Park Ave., Williamstown, NJ 08094	Teacher/Playground Aid	re-approval
Fucetola, Katherine	159 Braddock Avenue, Hammonton, NJ 08037	Teacher	re-approval
Hoyer, Gabrielle	131 Golden Meadow Lane, Winslow Twp., NJ 08081	Teacher	re-approval
Lam, Laura	22 Box Turtle Lane, Sicklerville, NJ 08081	Teacher	re-approval
Ordille, Carmella	785 12th Street, Hammonton, NJ 08037	Teacher	re-approval
Osorio, Germain	9 Catherine Place, Northfield, NJ 08335	Teacher	re-approval
Paretti, Paula	312 White Horse Pike, Hammonton, NJ 08037	Teacher/Office	re-approval
Pratts, Erica	108 Bellwyn Avenue,	Teacher/Playground Aid	re-approval

	Williamstown, NJ 08094		
Praul, Judy	1301 Mays Landing Rd., Folsom, NJ 08037	Teacher	re-approval
Privitera, Ianthe	5 Academy Rd., E.H.T., NJ 08234	Teacher	re-approval
Robinson, Kelly	129 Waterford Rd., Blue Anchor, NJ 08037	Teacher	re-approval
Ruberton, J. Richard	551 Greenwood Drive, Hammonton, NJ 08027	Teacher	re-approval
Campanella, Kathleen	200 Lake Shore Drive, Hammonton, NJ 08037	Playground/Kitchen	re-approval
Procaccini, Linda	231 Fenimore Drive, Williamstown, NJ 08094	Playground/Office	re-approval
Leyden, Elaine	2115 14th Street, Folsom, NJ 08037	Kitchen	re-approval
Alber, Nancy	7318 Third Avenue, Mays Landing, NJ 08330	Playground/Kitchen	re-approval
Rudd, Kathleen	6 Whiting Street, Berlin, NJ 08009	Nurse	re-approval
Boyer, Diane	350 East Lane, Hammonton, NJ 08037	Teacher/Nurse	re-approval
Patterson, Michele	3001 Reading Avenue, Hammonton, NJ 08037	Nurse	re-approval
Langheim, Rebecca	5036 New Hampshire Avenue, Hammonton, NJ 08037	Nurse	re-approval
Hoffman, Colleen	116 S. Rt 73, Hammonton, NJ 08037	Playground Aid	re-approval
Peterson, Heshimu	143 Berti Road, Newtonville, NJ 08094	Custodian	re-approval
Harris, Deborah	101 Wrigley Court, Atco, NJ 08004	Teacher	re-approval
Marissa Guidos	232 Crespi Ave., Newfield, NJ 08344	Playground/Teacher	re-approval
Shevloff, Carrie	1317 13th Street, Folsom, NJ 08037	Playground/Kitchen/Office	approval
Caudill, Melinda	1618 Hall Avenue, Franklinville, NJ 08322	Playground/Kitchen	approval
Hooker, Karen	PO Box 314, Mizpah, NJ 08342	Playground Aid	approval

## PERSONNEL

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):

22. Motion to approve Mia Romano to the position of Pre-K aide at a salary of \$19,600.

## COMMITTEES

23. A motion was made by Lisa O'Toole, second by Marisa Scibilia, ALL MEMBERS PRESENT VOTED YES, to approve appointing Andrea Way as



the Alternate Hammonton Representative for the Hammonton Board of Education.

## **CONTRACTS**

Upon the Business Administrator's recommendation, a motion was made by Lisa O'Toole, second by Daria DeStefano, ALL MEMBERS PRESENT VOTED YES, except Glenn Smith ABSTAINED, to approve the following item(s):

24. Motion to approve Change Order #1 with Kline Construction for the Parking Lot & Playground Project. The cost of this change order is \$5,403 for filling cracks, seal coating, and restriping the existing adjacent parking lot.

## **FOR YOUR INFORMATION**

Buildings and Grounds Supervisor Report *(Attachment O)*  
Technology Report *(Attachment P)*

## **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 Marisa Scibilia, seconded by Lisa O'Toole, ALL MEMBERS PRESENT VOTED YES, to adjourn at 7:02 PM.