

Folsom Board of Education
1357 Mays Landing Road
Folsom NJ 08037

REGULAR BOARD OF EDUCATION MEETING
TUESDAY, December 15, 2015 – 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 6:10 pm.

ROLL CALL

The following members were present: Daria DeStefano, Lisa O'Toole, Marisa Scibilia, 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. Thomas Beamer and Debra Levey 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 Daria DeStefano, second by Andrea Way, ALL MEMBERS PRESENT VOTED YES, at 6:11 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 Lisa O'Toole, ALL MEMBERS PRESENT VOTED YES, to return to open session at 6:59 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

Students of the Month

Annual Audit / CAFR – Eugene Taormina, Preziosi, Nicholson & Associates
PARCC Data

Audit Discussion - Eugene Taormina of Preziosi/Nicholson presented the 2014-2015 School Audit to the Board. Mr. Taormina distributed a summary of selected financial information to the Board to accompany his presentation. He began by explaining that the Comprehensive Annual Financial Report (CAFR) is the basis for the annual audit. It represents the Board of Education's financial position at June 30, 2015 and the operations of the school district for the fiscal year ended June 30, 2015. Mr Taormina explained the auditor's responsibilities and noted the audit is conducted in accordance with Generally Accepted Auditing Standards and the Government Auditing Standards. Then he began discussing the total revenues of \$8,204,228 with \$226,050 for debt service and the breakdown of this for local, state and federal sources. Mr. Taormina continued with his presentation by discussing the district's expenditures and the percentage comparison to the overall budget. Mr. Taormina further explained that the district's cost per pupil was \$16,432. He noted that the 2013-2014 cost to educate a student in district of \$10,725 per pupil was the 3rd lowest in the State of NJ for K-8 schools with a population of 401-750 students. Mr. Taormina reported that there was one finding. For Food Service, the district must review procedures for completing free and reduced price meal applications and comply with State regulations. Specifically, there was at least one application that was submitted using the application for the 2013-2014 year and some of the applications were missing a verification signature. Mr. Taormina concluded with notifying the Board that the district's books were in good order.

The Board President, Mr. Smith, thanked Mr. Taormina for his presentation and congratulated Mr. Veneziani on a successful audit.

COMMUNICATION

Letter of Appreciation – Carmen Scaffidi

(Attachment A)

**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:

- a. Kudo's for School
Talent Show and Science Fair were held last week. Tomorrow is Junior Achievement Day. Thursday is the Winter Concert. Friday the 1st Trimester report cards are going home.
- b. General Report

Business Administrator's Report:

The Kickoff Meeting for the Solar Project will be tomorrow with Solar City. Final Parking Lot & Playground Expansion plans were received today.

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 November 24, 2015 (Regular Meeting).

(Attachment B)

AUDIT

Upon the Business Administrator'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):

2. Motion to approve acceptance of the 2014-2015 school audit.
(Attachment C)
3. Motion to approve acceptance of the Corrective Action Plan recommendation 2015-1 for the 2014-2015 Audit, as listed below.
(Attachment D)

School Food Service

2015-1 The district review procedures for completing free and reduced price meal applications and comply with State regulations.

PERSONNEL

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

4. Motion to approve an extension of Melissa Valenti's maternity leave to return on March 15, 2016. Her initial approval was until February 1, 2016.
(Attachment E)
5. Motion to approve an extension of Jasmine Williams' contract until March 15, 2016. She is covering the maternity leave for Melissa Valenti.
(Attachment F)
6. Motion to approve the job description for Student Support Services Secretary, as attached.
(Attachment G)

HIB

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):

7. Motion to approve the first reading of the submitted Harassment, Intimidation, and Bullying report for November, as attached. There were 18 incidents, none of which were investigated as possible HIBs.
(Attachment I)
8. Motion to approve second and final reading of the submitted Harassment, Intimidation, and Bullying report for October, as attached. There were 17 incidents, four of which were investigated as possible HIBs. All were determined to be non-HIB events.
(Attachment J)

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):

9. **Field Trips**
Motion to approve the following field trips:

Date of trip	Destination	Grade/Teacher	Bus Cost	Staff Attending
9/26/2015	Folsom School	Community Day Shuttle	\$200.00	
9/29/2015	Brigantine	Cross Country / Desordi	\$140.00	2

9/30/2015	Margate	Cross Country / Desordi	\$140.00	2
10/13/2015	Absecon	Cross Country / Desordi	\$140.00	2
10/15/2015	Duffields Farm Market	PreK / Fichetola	\$250.00	2
10/19/2015	Assumption School	Cross Country / Desordi	\$140.00	2
10/21/2015	St. Augustine Prep	TAG Students / Quiz Bowl	\$212.50	3
10/26/2015	Mullica	Cross Country / Desordi	\$140.00	2
10/27/2015	Washington Street Mall	Photography Club/Roth & Resch	\$337.50	2
10/28/2015	Egg Harbor City	Cross Country / Desordi	\$140.00	2
10/29/2015	Brigantine	Cross Country / Desordi	\$125.00	2
11/23/2015	Carmike Cinemas	8th Grade / Hathaway	\$212.50	4
12/11/2015	Franklin Institute	7th / Yakabi-Yob	\$275.00	7
12/15/2015	Rowan University	8th / Hetzel	\$150.00	3
1/19/2016	Brigantine Middle	Boys Basketball / DeSordi	\$150.00	2
1/22/2016	Mullica Twp	Girls Basketball / DeSordi	\$125.00	2
1/25/2016	Mullica Twp	Boys Basketball / DeSordi	\$125.00	2
1/26/2016	Egg Harbor City	Boys Basketball / DeSordi	\$150.00	2
1/28/2016	TD Bank Art Center	1st / Ciccone	\$162.50	2
1/28/2016	St. Josephs - Somers Pt.	Girls & Boys Basketball / DeSordi	\$250.00	2
2/1/2016	Dennis Twp	Boys Basketball / DeSordi	\$200.00	2
2/2/2016	NJ State Police Museum	7th / T. Hathaway	\$287.50	4
2/8/2016	Margate	Boys Basketball / DeSordi	\$150.00	2
3/3/2016	Buena Vista State Police	PreK / Fichetola	\$100.00	2
5/13/2016	Camden Childrens Garden	1st / Rodio	\$225.00	4
5/18/2016	Liberty State Park	7th TAG / Santilli	\$525.00	2
5/18/2016	Cold Spring Village	4th / Sikking	\$262.50	4
5/27/2016	Spirit of Philadelphia Cruise	8th Grade / Edmondson	\$300.00	6
5/31/2016	Adventure Aquarium	3rd / Hoffman	\$225.00	3
5/31/2016	Ronald McDonald House	4th / Hetzel	\$150.00	4
5/31/2016	Storybook Land	K / Cirillo	\$225.00	4

10.

Travel

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

Name	Workshop/Training	Date	Estimated Mileage	Other Costs
L. Thomas, A. Devenny, S. Denafu, S. Kaiser, A. Sharp	ACIT-Counselors Info Session	12/17/15	Mays Landing, NJ	-
P. Ward	Atlantic County Tech Coordinator	12/10/15	Pomona, NJ	-
P. Ward	Google Educator Boot Camp	1/25 & 1/26	Galloway	-

11. Substitutes

Motion to approve the following substitute personnel:

Name	Address	Sub Area	Request for
Victoria Parise	931 Mays Landing Road, Hammonton, NJ 08037	Teacher	approval

12. Field Placements

Motion to approve the following field placements:

Name	Type of placement	Grade/Teacher	College/University	Dates of placement
Nicole Carluccio	Student Teacher	5 - Scheer	Stockton	1/1/2016 - 05/09/16

CAPITAL RESERVE TRANSFER

14. 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 resolution for the transfer of funds from the Capital Reserve Account to the Capital Projects Fund Construction Services Account in the General Fund:

WHEREAS, NJSA 6A:23A-14.1(d) permits a Board of Education to withdraw such funds from the capital reserve account and appropriate into the required capital account lines at budget time or any time during the year; and

WHEREAS, the aforementioned statute authorizes procedures, under the authority of the Commissioner of Education, which permit a board of education to withdraw funds from a district’s Capital Reserve Account any time during the year by resolution, and

WHEREAS, the Folsom Board of Education is desirous to withdraw funds from the Capital Reserve Account and appropriate said funds into the required capital account line in the amount of \$250,000, and

WHEREAS, according to 6A:23A-14.1(h)3 the Folsom Board of Education transfer of funds to the line items in the capital outlay major account/fund to fund the total costs of an other capital project, which would otherwise be eligible for State support, as determined in accordance with N.J.A.C. 6A:26-3.

WHEREAS, according to 6A:23A-14.1(h)5.v, the Folsom Board of Education shall, for any approved amounts that remain unexpended or unencumbered at the end of the school year, return such funds to the capital reserve account;

NOW THEREFORE BE IT RESOLVED by the Folsom Board of Education that it hereby authorizes the district's School Business Administrator to make the necessary transfer consistent with all applicable laws and regulations.

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):

13. Motion to approve hiring Denise Amorelli for the position of Student Support Services Secretary at a salary of \$30,000.

FOR YOUR INFORMATION

Buildings and Grounds Supervisor Report	<i>(Attachment K)</i>
Technology Report	<i>(Attachment L)</i>
Fire / Security Drill Report	<i>(Attachment M)</i>
School Nurse Report	<i>(Attachment N)</i>
Office Referral Report	<i>(Attachment O)</i>

FINAL PUBLIC PARTICIPATION

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ADJOURNMENT

Having no further business to discuss, a motion was made by Andrea Way, seconded by Lisa O'Toole, ALL MEMBERS PRESENT VOTED YES, to adjourn at 7:44 PM.