

Folsom Board of Education
1357 Mays Landing Road
Folsom NJ 08037

REGULAR BOARD OF EDUCATION MEETING
TUESDAY, March 22, 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 6:02 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 Marisa Scibilia, second by Andrea Way, 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 Andrea Way, second by Daria DeStefano, 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

Students of the Month
Geography & Spelling Bee Winners

COMMUNICATION

Letter of Thanks from Presbyterian Church of Hammonton (*Attachment A*)
Letter of Thanks from United Way (*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:

Lisa O'Toole acknowledged SJ Gas's support for the Spelling Bee and reported that Stephanie Hoffman was acknowledge by the Hammonton Lion's Club for her work with the Leo Club.

Superintendent's Report:

Dr. Browne announced the winning of the NJ Sustainable School Grant for \$2,000.

Business Administrator's Report:

Leo Club will be giving out tree Seedlings on Saturday, April 9th from 10 am - 12 pm

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 February 23, 2016 (Regular Meeting).

(Attachment C)

FINANCIAL

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):

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 **February 29, 2016**, no budgetary line item account has been over-expended in violation of N.J.A.C. 6A: 23A-16.10(c) 3.

The **February 29, 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 **February 2016**, pending audit. The Treasurer's Report and the Secretary's report are in agreement for **February 2016**.

(Attachment E)

4. Bills List

Motion to approve payroll, agency, and the bills list of **\$276,589.69** for **March 2016**.

(Attachment F)

5. Line item transfers

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

(Attachment G)

6. Voided Check

Motion to approve voiding check number 131066 and 131067 from the Payroll Account and check numbers 024104, 024110 , and 024158 from the General Account.

CONTRACTS

Upon the Business Administrator’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 a special education tuition contract with the Gloucester County Special Services School District for 1 student for the 2015-2016 school year. The total cost of this contract is \$15,670.18.

(Attachment H)

- 8. Motion to approve a tuition contract with the Hammonton Board of Education for 80 students for the 2016-2017 school year. The total cost of this contract is \$974,800 less a credit for the 2014-2015 school year of \$251,562, totaling \$723,238.

(Attachment I)

- 9. Motion to approve a special education tuition contract with the Hammonton Board of Education for 4 students for the 2016-2017 school year. The total cost of this contract is \$115,284.

(Attachment J)

FACILITIES

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):

- 10. Motion to approve the following Applications for Use of School Facilities as listed below, for the 2015-2016 school year.

Date	Time	Facility	Event
Fridays 4/1/16 – 5/6/16	3:30 pm - 4:30 pm	Rm 122	CER Program – Lego Club
Tuesdays 4/5/16 – 5/10/16	3:30 pm – 4:30 pm	Rm 122	CER Program – Debate Club
Mondays – Thursdays 6/20/2016 – 7/7/2016	9:00 am – 2:00 pm	Gym	CER Program – Drama Kids Theatre Camp

PERSONNEL

Upon the Superintendent’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):

- 11. Motion to approve Kristen Dietz to provide homebound instruction to 1 student for 5 hours per week beginning March 7, 2016 through April 7, 2016. Per the negotiated contract the cost of these services will be \$45 / hour.

12. Motion to approve Tracy Dirkes to take a half of day on Friday, May 20, 2016 as an unpaid day for a family vacation.
(Attachment K)

13. Motion to approve posting the position of Special Education Teacher both internally and externally for the 2016-2017 school year.

SCHOOL CALENDAR

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):

14. Motion to approve the revised 2015-2016 School Calendar, as attached.
(Attachment L)

POLICIES

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. The first and final reading for the following revised policy(ies):

Policy 3542.31 Free or Reduced – Price Lunches / Breakfasts / Milk
(Attachment M)

Policy 4150 Personal Leave, Sick Leave & Leaves of Absence
(Attachment N)

Policy 4152.3 Family Leave
(Attachment O)

16. The first and final reading for the deletion of the following policy(ies):

Policy 4151.1 Personnel Illness & Injury / Health & Hardship
(Attachment P)

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

Policy 5141.25 Administration of Medical Marijuana *(Attachment Q)*

Policy 9012 Board Member Participation in Hiring Staff Members
(Attachment R)

HIB

Upon the Superintendent'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):

18. Motion to approve the first reading of the submitted Harassment, Intimidation, and Bullying report for February 2016, as attached. There were 16 incidents, none of which were investigated as possible HIBs.
(Attachment S)

19. Motion to approve second and final reading of the submitted Harassment, Intimidation, and Bullying report for January 2016, as attached. There were 45 incidents, none of which were investigated as possible HIBs.

(Attachment T)

FIELD TRIPS / TRAVEL / SUBSTITUTES / VOLUNTEERS / FIELD PLACEMENTS

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):

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

Date of trip	Destination	Grade/Teacher	Bus Cost	Staff Attending
5/13/2016	AC Aquarium	Fichetola	\$262.50	2
5/17/2016	Wetlands Institute	Roth	\$387.50	6
4/1/2016	Flyers Skate Zone	A Devenny	\$312.50	4
4/19/2016	St. Augustine Prep	A. Devenny	\$87.50	2

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

Name	Workshop/Training	Date	Estimated Mileage	Other Costs
T. Burton	SRE&ETTC Social Studies	2/25/2016	Galloway	-
A. Devenny	Trauma in Youth & YA	2/26/2016	Egg Harbor Twp.	-
S. Hoffman	Weather & Climate for teachers in grade 3	3/15/2016	Galloway	-
A. Devenny	NASW Convention	5/1,5/2,5/3	Atlantic City	\$ 480.00
D. DeCicco	Co-op meetings	3/8/2016 4/5/2016	Swedesboro, NJ Atlantic City, NJ	-
P. Ward	Google Boot Camp	2/29 & 3/1	Mullica Hill	-
D. DeCicco, R. Losse, C. Veneziani	SJ Paper Trade Show	3/21/2016	Vineland, NJ	
M. Hetzel, M. Scheer, L. Smith	TOY/ESP Recognition Luncheon	4/6/2016	Galloway, NJ	\$ 84.00
T. Burton	Critical Mental Health Challenges in School	3/17/2016	Essington, PA	-
M. Storey	Childhood Apraxia of Speech	5/10/2016	Cherry Hill, NJ	\$239.00
various staff	TCRWP Reunion	3/19/16	NY	\$ 1705(bus)
P. Ward	Atl County Tech Coordinator	3/17/2016	Galloway, NJ	-

C. Veneziani	GPANJ Purchasing Conference	4/7/16 - 4/8/16	Atlantic City	\$395
--------------	-----------------------------	-----------------	---------------	-------

22. Substitutes

Motion to approve the following substitutes:

Name	Address	Sub Area	Request for
Colleen Hoffman	116 S Rt 73, Hammonton, NJ 08037	Playground	approval

23. Field Placements

Motion to approve the following field placements:

Name	Type of placement	Grade/Teacher	College/University	Dates of placement
Regina Stahl	Student Teacher	3 - Hoffman	Rowan	5/10/16 - 6/22/16

FOR YOUR INFORMATION

- Buildings and Grounds Supervisor Report *(Attachment U)*
- Technology Report *(Attachment V)*
- Fire / Security Drill Report *(Attachment W)*
- School Nurse Report *(Attachment X)*
- Office Referral Report *(Attachment Y)*

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 Andrea Way, seconded by Lisa O'Toole, ALL MEMBERS PRESENT VOTED YES, to adjourn at 6:58 PM.