

Folsom Board of Education
1357 Mays Landing Road
Folsom NJ 08037

REGULAR BOARD OF EDUCATION MEETING
TUESDAY, July 28, 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, Debra Levey, Lisa O'Toole, and Glenn Smith; also in attendance were the Board Secretary Christopher Veneziani, Superintendent Dr. Evelyn Browne, and Board Attorney William Cappuccio. Thomas Beamer, Marisa Scibilia, 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 Daria DeStefano, second by Lisa O'Toole, ALL MEMBERS PRESENT VOTED YES, at 6:10 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 Debra Levey, second by Lisa O'Toole, ALL MEMBERS PRESENT VOTED YES, to return to open session at 6:35 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

Thank You Cards *(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:

None

Superintendent's Report:

- a. Kudo's for School
Review of NJ School Security Task Force Report indicated we were compliant with 28 of 42 recommendations. Many of the remaining 14 recommendations did not apply to Folsom School.
- b. General Report
NJ Interdistrict Public School Choice Association sent out a 2015 Updates and District Enrollment Survey which was sent to the State representatives.

Business Administrator's Report:

None

Old Business/Updates:

None

New Business:

None

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, except Debra Levey abstained, to approve the regular and executive sessions minutes of June 23, 2015 (Regular Meeting).
(Attachment B)

FINANCIAL

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

- 2. **Budget Summary Report**
A budget summary report is submitted for review.
(Attachment C)
- 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, 2015**, no budgetary line item account has been over-expended in violation of N.J.A.C. 6A: 23A-16.10(c) 3.

_____	_____
Board Secretary	Date

The **June 30, 2015** 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 2015, pending audit. The Treasurer’s Report and the Secretary’s report are in agreement for June 2015.
(Attachment D)

- 4. **Line item transfers**
Motion to approve the attached transfer of funds within the 2014-2015 operating budget.
(Attachment E)

CONTRACTS

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

5. Motion to accept a proposal from Heritage Business Systems to lease 3 copiers for 4 years at a monthly cost of \$1028.35, or \$12,340.20 per year. These copiers were leased based on NJ State Contract pricing.
6. Motion to approve a special education tuition contract for 1 student with YALE School Atlantic, Inc, an approved private school for students with disabilities. The cost of this contract is \$59,430 for the 2015-2016 regular and extended school year.
(Attachment F)
7. Motion to approve a special education tuition contract for 1 student with YALE School East, Inc, an approved private school for students with disabilities. The cost of this contract is \$57,924.30 for the 2015-2016 regular and extended school year.
(Attachment G)
8. Motion to approve a special education tuition contract for 1 student with HollyDELL School, an approved private school for students with disabilities. The cost of this contract is \$81,678.80 for the 2015-2016 regular and extended school year.
(Attachment H)
9. Motion to approve a transportation jointure with Weymouth Township School District to transport 1 special education student to Mullica School for the 2015-2016 extended school year program. The cost of the contract is \$110 per day for 17 days, totaling \$1,870.
(Attachment I)
10. Motion to approve a transportation jointure with Weymouth Township School District to transport 1 special education student to Hammonton High School for the 2015-2016 extended school year program. The cost of the contract is \$120 per day for 20 days, totaling \$2,400.
(Attachment J)
11. Motion to approve a contract with Jodi Taylor, OTD, OTR to provide occupational therapy services for various students. The cost is \$65 per session for the 2015-2016 school year.
(Attachment K)
12. Motion to approve a tuition contract with Atlantic County Vocational School District. The contracts includes the cost of 17 regular education students at a cost of \$6,000 per student and 2 special education students at a cost of \$8,000 per student for the 2015-2016 school year. There is also a tuition adjustment from a prior year of \$25,541. The total cost of this contract is \$143,541.
(Attachment L)

QPA BID THRESHOLD

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):

13. Motion to approve adoption of the following resolution to establish the new bid thresholds for a Qualified Purchasing Agent, QPA, which became effective July 1, 2015.

**Resolution Increasing the Bid Threshold—Qualified
Purchasing Agent**

WHEREAS, Christopher R. Veneziani, School Business Administrator/Board Secretary possesses a qualified purchasing agent (QPA) certificate;

WHEREAS, the Governor, in consultation with the State Treasurer and pursuant to N.J.S.A. 18A:18A-3 (b), on July 1 , 2015 has increased the bid threshold amount for school districts with purchasing agents who possess qualified purchasing agent certificates, from \$36,000 to \$40,000;

NOW, THEREFORE BE IT RESOLVED that the Folsom Board of Education, pursuant to N.J.S.A. 18A:18A-3 (a) and N.J.A.C. 5:34-5.4, establishes and sets the bid threshold amount of \$40,000 for the board of education, and further authorizes (Name of SBA/Bd. Secy.) to award contracts, in full accordance with N.J.S.A. 18A:18A-3 (a), for those purchases that do not exceed in the aggregate of the newly established bid threshold amount.

DISPOSAL OF SURPLUS

14. Upon the Business Administrator’s recommendation, a motion was made by Daria DeStefano, second by Debra Levey, 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: Various teacher chairs

(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.

PERSONNEL

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

- 15.** Motion to approve Michelle Storey as the new Speech Language Specialist beginning September 1, 2015, replacing Nicole Canale, at BA+15 step A per the negotiated contract.
- 16.** Motion to approve Kimberly Heffner as a Food Service Worker, PT, for the 2015-2016 school year at a rate of \$10 per hour for 15 hours per week.
- 17.** Motion to approve the following Playground Aides PT, for the 2015-2016 school year at their respective rates as listed below, for up to 2.5 hours per day, 10 hours per week.

Mary Ann Green	\$10.00 per hour
Dominick Vinciguerra	\$10.30 per hour
Diane Czajkowski	\$10.30 per hour
Karen Hooker	\$10.30 per hour

18. Motion to approve Lisa Smith to move from BA to BA+15 on the salary guide based on review of her transcripts beginning with the 2015-2016 school year.

CODE OF CONDUCT / PLANS

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 a revision to the Code of Conduct Policy, as attached.
(Attachment M)
20. Motion to approve the updated Comprehensive Equity Plan for the years 2015-2018, as attached.
(Attachment N)

HIB

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

21. Motion to approve second and final reading of the submitted Harassment, Intimidation, and Bullying report for June, as attached. There were 11 incidents, one of which was investigated as a possible HIB. The outcome was that it was an actual HIB.
(Attachment O)

TRAVEL

22. 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 professional development and travel/expense reimbursement:

Name	Workshop/Training	Date	Estimated Mileage	Other Costs
A. Sharp	Cert. Training/Sewell, NJ	7/29/2015	22 miles	-
M.Hetzel	NJ KEA Admin Training	9/21/2015	36 miles	
M.Hetzel	NJ KEA Admin Training	11/3/2015	36 miles	
M.Hetzel	Google Training	8/13/2015	56 miles	
M.Hetzel	Google Training	8/14/2015	56 miles	
L. Fichetola, R. Falco	Handwriting w/o Tears	8/21/2015	60 miles	
A. Cirillo, D. Errera	Handwriting w/o Tears, Princeton, NJ	10/23/2015	60 miles	\$430
Staff Members	Saturday Reunion/Teachers College, NY	10/17/2015		-
A. Cirillo	Teaching Stratagies, Clementon, NJ	8/19 to 8/21		
R. Falco	Teaching Stratagies,	7/22 to 7/24	5	

	Clementon, NJ		
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SUBSTITUTES

23. Upon the Superintendent’s recommendation, a motion was made by Daria DeStefano, second by Debra Levey, ALL MEMBERS PRESENT VOTED YES, to approve the following substitute personnel:

Name	Address	Sub Area	Request for
Lisa Acilio	1495 Harding Rd Vineland NJ 08361	Teacher	re-approval
Diane Boyer	350 East Lane Hammonton NJ 08037	Teacher/Nurse	re-approval
Robin Buehler	6308 Liberty Avenue, Mays Landing, NJ 08330	Teacher/Playground	re-approval
Kathleen Campanella	200 Lake Shore Dr Hammonton NJ 08037	Playground	re-approval
Stefani Chamberlain	470 14th Street Hammonton NJ 08037	Teacher	re-approval
Cynthia Corneal	119 Liverpool Avenue, Egg Harbor City, NJ 08215	Teacher	re-approval
Marie Daltry	114 Cherry St. Hammonton NJ 08037	Cafeteria/kitchen	re-approval
Richard DeLeon	7359 Driftwood Lane Mays Landing NJ 08330	Teacher	re-approval
Frances DeSordi	383 Walnut Street Hammonton NJ 08037	Café/Playground/Office	re-approval
Carol Effinger	1410 Backline Rd Folsom NJ 08037	Teacher	re-approval
Megan Errera	711 Egg Harbor Rd Hammonton NJ 08037	Teacher	re-approval
Christine Esposito	9 E Park Ave., Williamstown, NJ 08094	Teacher	re-approval
Linda Falzani	6169 Robin Drive Mays Landing NJ 08330	Teacher	re-approval
Shawna Ford	125 Jamestown Blvd Hammonton NJ 08037	Teacher	re-approval
Katherine Fucetola	159 Braddock Ave Hammonton NJ 08037	Teacher	re-approval
Marissa Guidos	232 Crespi Ave., Newfield, NJ 08344	Playground	re-approval
Kimberly Heffner	126 E. Park Ave Williamstown NJ 08094	Café/Playground	re-approval
Gabrielle Hoyer	131 Golden Meadow Lane Winslow NJ 08081	Teacher	re-approval
Rebecca Langheim	5036 New Hampshire Avenue, Hammonton, NJ 08037	Nurse	re-approval
Elaine Leyden	2115 14th St. Folsom NJ 08037	Café/Playground	re-approval
Paula Paretto	312 White Horse Pike Hammonton NJ 08037	Teacher	re-approval
Judith Perry	15N Second Ave Waterford Works NJ 08089	Nurse	re-approval
Lindsey Petrosch	7322 Black Horse Pike, Mays Landing, NJ 08330	Teacher	re-approval
James Pote	9 Cains Mill Rd Williamstown NJ 08094	Teacher	re-approval
Erica Pratts	Collings Lakes, NJ 08094	Teacher	re-approval
Judy Praul	1301 Mays Landing Rd Folsom NJ 08037	Teacher	re-approval
Linda Procaccini	231 Fenimore Drive Williamstown NJ 08094	Café/Playground/Office	re-approval

Cheryl Re	624 N. Egg Harbor Rd Hammonton NJ 08037	Teacher	re-approval
Kelly Robinson	129 Waterford Road, Blue Anchor, NJ 08037	Teacher	re-approval
J. Richard Ruberton, Jr.	551 Greenwood Dr. Hammonton NJ 08037	Teacher	re-approval
Kathleen Rudd	6 Whiting Street Berlin NJ 08009	Nurse	re-approval
Alyssa Shilinsky	450 Old Forks Road Hammonton NJ 08037	Teacher	re-approval
Rebecca Villani	622 N. 1st Rd., Hammonton, NJ 08037	Teacher	re-approval
Raymond Effinger	22 Monroe Avenue S., Hammonton, NJ 08037	Teacher	approval
Carmella Ordille	785 12th Street, Hammonton, NJ 08037	Teacher	approval
Joanne Mauriello	187 Beebetown Rd., Hammonton, NJ 08037	Teacher	approval
Michele T. Patterson	3001 Reading Avenue, Hammonton, NJ 08037	Nurse	approval
Ianthe Privitera	5 Academy Road, EHT, NJ 08234	Teacher	approval
Jessica Johnson		Teacher	approval
Jane Templeton	809 Fairview Avenue	Cafeteria	approval

FIELD PLACEMENTS

24. Upon the Superintendent's recommendation, a motion was made by Lisa O'Toole, second by Debra Levey, ALL MEMBERS PRESENT VOTED YES, to approve the following fields placements:

Name	Type of placement	Grade/Teacher	College/University	Dates of placement
Anastasia Sarnese	Student Teacher	K - Cirillo	Stockton	9/2/15 - 6/10/16

FOR YOUR INFORMATION

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

FINANCIAL

Upon the Business Administrator's recommendation, a motion was made by Daria DeStefano, second by Debra Levey, ALL MEMBERS PRESENT VOTED YES, to approve the following item(s):

25. **Bills List**
Motion to approve payroll, agency, and the bills list of **\$290,761.70** for **July 2015**.
(Attachment Q)

CONTRACTS

Upon the Business Administrator's recommendation, a motion was made by Daria DeStefano, second by Debra Levey, ALL MEMBERS PRESENT VOTED YES, to approve the following item(s):

26. Motion to approve a professional services contract with Decotiis, FitzPatrick & Cole, LLP to provide Special Energy Counsel Services for the Solar Project. The costs of these services are \$165.00 for attorneys and \$80.00 per hour for paralegals/legal assistants. The estimated cost of this service is approximately \$7,500. Up to \$5,000 will be reimbursed through the PPA with the solar developer.

(Attachment R)

PERSONNEL

Upon the Superintendent's recommendation, a motion was made by Debra Levey, second by Lisa O'Toole, ALL MEMBERS PRESENT VOTED YES, except Daria DeStefano whom abstained from item 29, to approve the following item(s):

27. Motion to approve Robyn Poinsett as a maternity leave replacement for Ashley Cavallaro, 4th grade Special Education, September 1, 2015 through November 30th, 2015 at BA step A per the negotiated contract.
28. Motion to approve Tiffany Hathaway as the Mentor for Tony Burton, 6th grade English Language Arts / Social Studies teacher for the 2015-2016 school year.
29. Motion to approve a revision to Dr. Evelyn Brown's contract indicating the salary increases for the term of the contract, 2013-2016 as follows:

Year 1		\$113,500
Year 2	2%	\$115,770
Year 3	3%	\$119,243

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 Daria DeStefano, seconded by Debra Levey, ALL MEMBERS PRESENT VOTED YES, to adjourn at 6:53 PM.