

Folsom Board of Education
1357 Mays Landing Road
Folsom NJ 08037

REGULAR BOARD OF EDUCATION MEETING
TUESDAY, June 26, 2018 – 6:00 PM

MINUTES

**MISSION
STATEMENT**

Our mission is to create a learning environment that honors family values and serves the unique academic, physical, social, and emotional needs of all students in a safe and caring environment. We strive to foster our students' creativity and self-determination to develop a lifelong love of learning. We encourage students to approach learning as problem-solvers, designers, and creators by providing access to the technologies, tools and resources needed to achieve their goals. Folsom staff members are committed to working with parents and community partners to enable students to understand the world around them and the talents within them so they can become fulfilled individuals and active, compassionate citizens.

**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, Tiffani Dych, Lisa O'Toole (arrived 6:10 pm), Marisa Scibilia, Glenn Smith, John Thomas and Andrea Way; also in attendance were the Superintendent Dr. Evelyn Browne, the Board Secretary Christopher Veneziani.

**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, the Press of Atlantic City and the Hammonton Gazette.

**EXECUTIVE
SESSION**

On a motion made by Daria DeStefano, second by John Thomas, 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 Andrea Way, ALL MEMBERS PRESENT VOTED YES, to return to open session at 6:40 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 Card from Esther Egizi (Attachment A)
Thank you Cards from Valedictorian & Salutatorian (Attachment B)
Donation Letter from Friends of GentleBen (Attachment C)

**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 Lisa O'Toole, ALL MEMBERS PRESENT VOTED YES, to approve the regular and executive sessions minutes of May 22, 2018 (Regular Meeting).

(Attachment D)

FINANCIAL

Upon the Business Administrator's recommendation, a motion was made by Lisa O'Toole, 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 E)

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 **May 31, 2018**, no budgetary line item account has been over-expended in violation of N.J.A.C. 6A: 23A-16.10(c) 3.

The **May 31, 2018** 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 **May 2018**, pending audit. The Treasurer's Report and the Secretary's report are in agreement for **May 2018**.
(Attachment F)

4. **Line item transfers**
Motion to approve the attached transfer of funds within the 2017-2018 operating budget.
(Attachment G)

5. **Voided Check**
Motion to approve voiding check number(s) 026270 from the General Account.

CONTRACTS

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

6. Motion to approve a contract with Cooper Levenson P.A. to provide professional legal services to the Board at a cost of \$175 per hour for the 2018-2019 school year, as a professional services contract.
(Attachment H)
7. Motion to approve a special education tuition contract with the Pineland Learning Center, an approved private school for students with disabilities, to provide special education services for 1 student for the 2018-2019 school year. The cost of this contract is \$62,370.00.
(Attachment I)

8. Motion to approve a special education tuition contract with the Brookfield Academy, an approved private school for students with disabilities, to provide special education services for 1 student for the 2018-2019 school year. The cost of this contract is \$53,820.00.
(Attachment J)
9. Motion to approve a special education tuition contract with the Y ALE School Atlantic, Inc, an approved private school for students with disabilities, to provide special education services for 1 student for the 2017-2018 school year, beginning June 4, 2018. The cost of this contract is \$4,156.74 plus extraordinary services totaling \$2,660.00, totaling \$6,816.74.
(Attachment K)

PERSONNEL

Upon the Superintendent’s recommendation, a motion was made by Andrea Way, second by Marisa Scibilia, ALL MEMBERS PRESENT VOTED YES except Lisa O’Toole ABSTAINED to Dena DiMatteo and Lori Abruzzese, to approve the following item(s):

10. Motion to appoint Michele Hetzel as the district's NCLB/ESEA Coordinator for the period beginning July 1, 2018 to June 30, 2019.
11. Motion to approve contracts for the following school personnel for the 2018-2019 school year, as listed, for one year, at the respective salaries listed.

Aides

Staff Member		Position	Rate	
Mia	Romano	Instructional Aide	\$20,996	annually
Deborah	Errera	Instructional Aide	\$22,887	annually
Saletha	Howell	Instructional Aide	\$22,329	annually
Patricia	DiMaria	One-on-One Aide	\$20,286	annually
Stephanie	Hager	One-on-One Aide	\$20,286	annually
Dena	Dimatteo	Playground Aide (0.3 FTE)	\$10.71	hourly
Jaclyn	Haskin	Playground Aide (0.3 FTE)	\$10.35	hourly
Maryann	Green	Playground Aide (0.3 FTE)	\$11.06	hourly
Dominick	Vinciguerra	Playground Aide (0.3 FTE)	\$11.39	hourly

Food Service Staff

Staff Member		Position	Rate	
Deborah	Decicco	Food Service Manager / Cook	\$35,032	annually
Kimberly	Heffner	Food Service Worker (0.3 FTE)	\$11.06	hourly
Lauren	Santora	Food Service Worker (0.6 FTE)	\$12.85	hourly
Janet	Weldon	Food Service Worker (0.7 FTE)	\$12.85	hourly

Maintenance Staff

Staff Member	Position	Rate
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Ronald	Losse	Building & Grounds Supervisor	\$68,353	salary
Gary	Tomasella	Custodian	\$39,616	salary
Anthony	Parzanese Jr.	Custodian	\$30,139	salary
Anthony	Parzanese Sr.	Custodian (0.5 FTE)	\$11.99	per hour
Heshimu	Peterson	Custodian (0.5 FTE)	\$13.46	per hour

Office Staff

Staff Member		Position	Rate	
Denise	Amorelli	Student Support Services Secretary	\$33,181	salary
Jennifer	McConaghy	School Secretary	\$31,898	salary
Lori	Abruzzese	Assistant to the School Business Admin	\$38,295	salary
Angela	Sharp	Secretary to the Chief School Admin	\$38,295	salary

Other Staff

Staff Member		Position	Rate	
Patrick	Ward	Technology Coordinator	\$74,049	salary

- 12. Motion to approve posting the position of SACC assistants at a rate of \$12 per hour for non-certified and \$15 per hour for certified, for the 2018-2019 school year.
- 13. Motion to approve Jaclyn Haskin as a seasonal part time custodian to assist with summer cleaning for up to 28 hours per week during the summer at a rate of \$10 per hour beginning July 1, 2018 to August 31, 2018.
- 14. Motion to approve a contract for Christopher Veneziani, School Business Administrator, for \$92,000 for the 2018-2019 school year as submitted and approved by the Atlantic County Executive Superintendent of Schools.

GRANTS

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

- 15. Motion to approve the IDEA application for Fiscal Year 2019 and acceptance of the grant award upon the subsequent approval of the Fiscal Year 2019 Application as follows:

IDEA Basic	\$ 95,424	Special Education Tuition
IDEA Preschool	\$ 4,565	Recreational Equipment
Total IDEA Grant	\$99,989	

- 16. Motion to approve the ESEA application for Fiscal Year 2019 and acceptance of the grant award upon the subsequent approval of the Fiscal Year 2019 Application as follows:

Title I Allocation:	
Teacher salaries for In Class Support (Basic Skills Instruction)	
Jeremy Edwards (50%)	\$ 29,165
Kathleen Storey (50%)	\$ 41,716
Teacher Benefits	\$ 5,239
 Total Title I Allocation	 \$76,120
Title IIA Allocation:	
Professional Development	\$8,049
Title IV Allocation:	
Flexible Block Grant	\$10,000
 Total ESSA Grant	 \$94,169 <i>(Attachment L)</i>

REPORTS / PLANS

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):

- 17. Motion to submission of the School Self-Assessment for Determining Grades under the Anti-Bullying Bill of Rights Act for the 2017-2018 school year, as attached.
(Attachment M)
- 18. Motion to approve the Folsom School District Professional Development Plan for the 2018-2019 school year, as attached.
(Attachment N)
- 19. Motion to approve the Folsom School District Mentoring Plan for the 2018-2019 school year, as attached.
(Attachment O)
- 20. Motion to approve the revised Folsom School District Talented and Gifted Program, as attached.
(Attachment P)

DISPOSAL

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):

- 21. Motion to approve selling, at fair market value, a 27 inch iMac computer and a Apple iPad 2 to Dr. Evelyn Browne for the total cost of \$1,550.00.
(Attachment Q)

HIB

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

22. Motion to approve the first reading of the submitted Harassment, Intimidation, and Bullying report for June 2018, as attached. There were 65 incidents, three of which were investigated as a possible HIB. They were all determined to be non-actionable HIBs.
(Attachment R)

23. Motion to approve the second and final reading of the submitted Harassment, Intimidation, and Bullying report for May 2018, as attached. There were 50 incidents, none of which were investigated as a possible HIB.
(Attachment S)

FIELD TRIPS / TRAVEL / SUBSTITUTES / VOLUNTEERS / FIELD PLACEMENTS

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

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

Name	Workshop/Training	Date	Estimated Mileage	Other Costs
M. Hetzel	Fundations Level 1 & 2 training	5/16 & 5/17	Galloway, NJ	ETTC hours
C. Veneziani	Risk Management Seminar	5/31	Marlton, NJ	-
P. Ward	Atlantic County Tech. Coord. Mtg	6/13	Pomona, NJ	ETTC hours

25. **Field Placements**
Motion to approve the following field placement(s):

Name	Type of placement	Grade/Teacher	College/University	Dates of placement
Jenai Laudisio	BCBA supervision hrs	CST	-	TBD hours during summer break

FOR YOUR INFORMATION

- Buildings and Grounds Supervisor’s Report *(Attachment T)*
- Technology Report *(Attachment U)*
- School Nurse’s Report *(Attachment V)*
- Fire / Security Drill Report *(Attachment W)*

FINANCIAL

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):

26.

Bills List

Motion to approve payroll, agency, and the bills list of **\$572,590.45** for **June 2018**.

(Attachment Y)

CONTRACTS

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

27.

Motion to approve a special education tuition contract with the YALE School East, Inc, an approved private school for students with disabilities, to provide special education services for 1 student for the 2018-2019 school year. The cost of this contract is \$63,989.10.

(Attachment Z)

28.

Motion to approve a special education tuition contract with the HollyDELL School, an approved private school for students with disabilities, to provide special education services for 1 student for the 2018-2019 school year. The cost of this contract is \$89,205.90.

(Attachment AA)

29.

Motion to approve advertising a Request for Proposal for a School Auditor.

PERSONNEL

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

30.

Motion to approve a contract in the amount of \$92,025 for Michele Hetzel as the Director of Curriculum and Instruction for the period beginning July 1, 2018 to June 30, 2019

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 John Thomas, seconded by Tiffani Dych, ALL MEMBERS PRESENT VOTED YES, to adjourn at 7:15 PM.