

EGG HARBOR CITY BOARD OF EDUCATION
REGULAR MEETING
December 14, 2011

The regular meeting of the Egg Harbor City Board of Education was held on the above date at 7:00 p.m. at the Egg Harbor City Community School, 730 Havana Avenue, Egg Harbor City, New Jersey, with President Stephen Bouchard opening the meeting, and board members, Michael Beaulieu, Janine Brown, Rick Dovey, Scott Senn and Jeanne Williams present. Also present were: Superintendent, John Gilly III; Business Administrator, Joseph Smurlo; Supervisor of Special Projects, Gina Forester; Spragg Principal, Adrienne Shulby; Community School Principal, Jack Griffith; Board Solicitor, Ron Sahli; and, Board Secretary, Marie Setterman.

Mr. Bouchard called the meeting to order at 7:00 p.m. with the following statement: In compliance with the N.J.A.C. 5:18-3.15, in case of fire or other emergency, which should cause this facility to be evacuated, I direct your attention to the location of the exits in this facility. Also, there will be no smoking in this facility. This is to advise those present at this meeting of the Board of Education of the Egg Harbor City School District, in the County of Atlantic, that adequate notice has been given of this meeting as required by the provisions of Chapter 231 of the Laws of 1975; that notice thereof has been forwarded for publication in the District official newspapers, posted in the Spragg and Community Schools, and forwarded to the Egg Harbor City Clerk within the time required by said Act.

The secretary will enter this public announcement into the minutes of this meeting.

Mr. Bouchard called for the flag salute and roll call, which is reflected in the opening paragraph.

Special Presentations

Comprehensive Annual Financial Report for 2010-2011 was presented by Nancy Sbrolla from Swartz & Company, LLC, District Auditors.

The 2010-2011 EVVRS, HIB and Discipline Report was presented by the Superintendent and Principals.

EXECUTIVE SESSION

No executive session.

OPEN TO THE PUBLIC

No public comments.

COMMENTS FOR THE GOOD OF THE BOARD

No comments were made.

MONTHLY REPORTS

The District administrators gave their monthly reports.

BOARD MINUTES

Upon a motion by Mrs. Williams, seconded by Mr. Dovey, the Board approved the following sets of minutes:

November 9, 2011 regular

(Roll call: Mr. Beaulieu-yes; Mrs. Brown-yes; Mr. Dovey-yes; Mr. Senn-yes; Mrs. Williams-yes; Mr. Bouchard-yes)

FINANCIAL ITEMS

Upon a motion by Mr. Senn, seconded by Mrs. Williams, the Board approved the Board Secretary's Report and the Treasurer's Report for October 2011. (Roll call: Mr. Beaulieu-yes; Mrs. Brown-yes; Mr. Dovey-yes; Mr. Senn-yes; Mrs. Williams-yes; Mr. Bouchard-yes)

Upon a motion by Mr. Senn, seconded by Mrs. Williams, the Board approved the board certification pursuant to N.J.A.C. 6A:23-2.11. The Egg Harbor City Board of Education certifies that as of 11/30/11 after review of the Board Secretary's monthly financial report (Revenue and Appropriation sections) 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:23-2.11(a)2-3 and there have been no changes in anticipated revenue sources and/or amounts so that sufficient funds are available to meet the district's financial obligations for the remainder of the fiscal year. (Roll call: Mr. Beaulieu-yes; Mrs. Brown-yes; Mr. Dovey-yes; Mr. Senn-yes; Mrs. Williams-yes; Mr. Bouchard-yes)

Upon a motion by Mr. Senn, seconded by Mrs. Williams, the Board approved the November Bill list, as follows:

1. General Account - \$ 244,186.91
2. Capital Account - \$ 0.00
3. Food Service Account - \$ 32,741.79
4. Payroll Account - \$ 512,589.99
5. Debt Service Account - \$ 0.00

(Roll call: Mr. Beaulieu-yes; Mrs. Brown-yes; Mr. Dovey-yes; Mr. Senn-yes; Mrs. Williams-yes; Mr. Bouchard-yes)

Upon a motion by Mr. Senn, seconded by Mrs. Williams, the Board approved the budget transfer (Resolution #12-06) for the 2011-12 school year in accordance with N.J.A.C. 6:20-2:13 and Chapter 196 Laws of 1967, as follows:

November 30, 2011 Fund 10 - \$82,848.01 Fund 20 - \$ 47,563.34

(Roll call: Mr. Beaulieu-yes; Mrs. Brown-yes; Mr. Dovey-yes; Mr. Senn-yes; Mrs. Williams-yes; Mr. Bouchard-yes)

Upon a motion by Mr. Senn, seconded by Mrs. Williams, the Board accepted and discussed the 2010-11 school audit and approve a corrective action plan in response to the following recommendations in the audit:

1. The capital asset records obtained from the outside vendor were not properly monitored for the additions and disposals of capital assets made during the year.

Corrective Action: The District contracted with a capital assets appraiser to update the list of fixed assets. The appraiser used Standard Costing and Normal Costing procedures to determine the historical cost of fixed assets purchased by the NJ School Development Authority as part of the construction of the new Egg Harbor City Community School. The District has obtained copies of the purchase orders from SDA and will review those purchase orders in order to provide actual historical costs and update the inventory accordingly.

2. Pay to play information was not obtained for all vendors prior to contracts being issued or purchase made.

Corrective Action: The District has reviewed the vendor history report and has received pay to play documentation from all vendors who are required to submit pay to play documentation.

(Roll call: Mr. Beaulieu-yes; Mrs. Brown-yes; Mr. Dovey-yes; Mr. Senn-yes; Mrs. Williams-yes; Mr. Bouchard-yes)

Upon a motion by Mr. Senn, seconded by Mrs. Williams, the Board approved the resolution to adopt a revised Section 125 Cafeteria Plan to include implementation of employees' Flexible Spending Accounts. (Roll call: Mr. Beaulieu-yes; Mrs. Brown-yes; Mr. Dovey-yes; Mr. Senn-yes; Mrs. Williams-yes; Mr. Bouchard-yes)

INSURANCE

Upon a motion by Mrs. Williams, seconded by Mrs. Brown, the Board approved Resolution # 12-09 renewing a three year membership in the Atlantic and Cape May Counties Association of School Business Officials Joint Insurance Fund (ACCASBO-JIF) beginning July 1, 2012, and further approving the fund's Indemnity and Trust Agreement. (Roll call: Mr. Beaulieu-yes; Mrs. Brown-yes; Mr. Dovey-yes; Mr. Senn-yes; Mrs. Williams-yes; Mr. Bouchard-yes)

FACILITIES

Upon a motion by Mrs. Williams, seconded by Mrs. Brown, the Board approved the use of facilities by the Egg Harbor City Rotary Club for the 2011-12 school year. (Roll call: Mr. Beaulieu-yes; Mrs. Brown-yes; Mr. Dovey-yes; Mr. Senn-yes; Mrs. Williams-yes; Mr. Bouchard-yes)

Upon a motion by Mrs. Williams, seconded by Mrs. Brown, the Board approved the use of facilities by the Richard Stockton College of New Jersey for the 2011-12 school year to hold evening graduate classes. (Roll call: Mr. Beaulieu-yes; Mrs. Brown-yes; Mr. Dovey-yes; Mr. Senn-yes; Mrs. Williams-yes; Mr. Bouchard-yes)

Upon a motion by Mrs. Williams, seconded by Mrs. Brown, the Board ratified and affirmed the use of facilities by the Greater Egg Harbor Regional High School District for the 2011-12 school year to hold a special election on December 13, 2011. (Roll call: Mr. Beaulieu-yes; Mrs. Brown-yes; Mr. Dovey-yes; Mr. Senn-yes; Mrs. Williams-yes; Mr. Bouchard-yes)

MISCELLANEOUS

Upon a motion by Mrs. Williams, seconded by Mrs. Brown, the Board approved the submission of the 2011-12 Comprehensive Maintenance Plan to the Atlantic County Office of Education. (Roll call: Mr. Beaulieu-yes; Mrs. Brown-yes; Mr. Dovey-yes; Mr. Senn-yes; Mrs. Williams-yes; Mr. Bouchard-yes)

PERSONNEL (as recommended by the Superintendent)

Upon a motion by Mr. Dovey, seconded by Mrs. Williams, the Board approved the appointment of the following substitutes for the 2011-2012 school year:

1. Teacher Substitutes

Daily rate: 1) NJ Sub. Cert. w/60 credits + - \$65.00; 2) NJ Sub Cert w/BA - \$70.00; 3) NJ Teach. Cert - \$75.00

Marcus Inskip NJ Teach. Cert.

(Roll call: Mr. Beaulieu-yes; Mrs. Brown-yes; Mr. Dovey-yes; Mr. Senn-yes; Mrs. Williams-yes; Mr. Bouchard-yes)

Upon a motion by Mr. Dovey, seconded by Mrs. Williams, the Board ratified and affirmed the appointment of Lorie Walsh as the Environmental Service Club Advisor for the 2011-2012 school year at a rate of \$713 (1 session), funded by the FY 12 NJ Coordinated School Health Grant. (Roll call: Mr. Beaulieu-yes; Mrs. Brown-yes; Mr. Dovey-yes; Mr. Senn-yes; Mrs. Williams-yes; Mr. Bouchard-yes)

Upon a motion by Mr. Dovey, seconded by Mrs. Williams, the Board ratified and affirmed the appointment of Cecilia Rizzi as full time teacher aide for the 2011-2012 school year at the contractual salary for Teacher Aide–HS, Step 8, prorated to the start date of 12/1/11. (Roll call: Mr. Beaulieu-yes; Mrs. Brown-yes; Mr. Dovey-yes; Mr. Senn-yes; Mrs. Williams-yes; Mr. Bouchard-yes)

Upon a motion by Mr. Dovey, seconded by Mrs. Williams, the Board approved the appointment of Kelvin Murray as Community School part-time special education aide at the contractual salary for Step 1 Aide-Certified, .71 FTE (24.9 hours per week), prorated to the start date of 12/15/11. (Roll call: Mr. Beaulieu-yes; Mrs. Brown-yes; Mr. Dovey-yes; Mr. Senn-yes; Mrs. Williams-yes; Mr. Bouchard-yes)

Upon a motion by Mrs. Williams, seconded by Mr. Dovey, the Board approved the posting for an aid. (Roll call: Mr. Beaulieu-yes; Mrs. Brown-yes; Mr. Dovey-yes; Mr. Senn-yes; Mrs. Williams-yes; Mr. Bouchard-yes)

STUDENT ITEMS

Upon a motion by Mrs. Williams, seconded by Mrs. Brown, the Board approved the motion to affirm the Harassment, Intimidation, & Bullying (HIB) incidents as reported by the Superintendent and resolved by the building principal, HIB Coordinator, or designee. (Roll call: Mr. Beaulieu-yes; Mrs. Brown-yes; Mr. Dovey-yes; Mr. Senn-yes; Mrs. Williams-yes; Mr. Bouchard-yes)

Upon a motion by Mrs. Williams, seconded by Mrs. Brown, the Board approved the 21st CCLS field trip for the 2011-2012 school year funded by the 21st CCLC grant, as follows:

- IMAX Movie Theatre, Atlantic City, NJ on 12/16/2011 for registered 4th and 5th grade students (40 students)
- Camden Aquarium, Camden, NJ on 1/18/2012 for registered 4th through 8th grade students (45 students max)
- Blue Mountain Ski Area, Tannersville, PA on 2/17/2012 for registered 7th and 8th grade students (25 students max)

- Franklin Institute, Philadelphia, PA on 3/23/2012 for registered 4th and 5th grade students (40 students max)
- Duke of Fluke Fishing Charter, Margate, NJ on 5/23/2012 for registered 7th and 8th grade students (25 students max)
- Egg Harbor City Lake, EHC, NJ on 7/6, 7/13, 7/20 for registered 21st CCLC Summer Camp Participants (All summer camp students eligible)

(Roll call: Mr. Beaulieu-yes; Mrs. Brown-yes; Mr. Dovey-yes; Mr. Senn-yes; Mrs. Williams-yes; Mr. Bouchard-yes)

PROGRAMS

Upon a motion by Mr. Dovey, seconded by Mrs. Williams, the Board approved the Source 4 Teachers Substitute List for December. (Roll call: Mr. Beaulieu-yes; Mrs. Brown-yes; Mr. Dovey-yes; Mr. Senn-yes; Mrs. Williams-yes; Mr. Bouchard-yes)

Upon a motion by Mr. Dovey, seconded by Mrs. Williams, the Board approved the submission of the 2011-2012 NJ Quality Single Accountability Continuum (QSAC) Statement of Assurance to the New Jersey Department of Education. (Roll call: Mr. Beaulieu-yes; Mrs. Brown-yes; Mr. Dovey-yes; Mr. Senn-yes; Mrs. Williams-yes; Mr. Bouchard-yes)

Upon a motion by Mr. Dovey, seconded by Mrs. Williams, the Board approved the EHCCS fieldwork placements for Stockton College students from 1/23/12 – 4/30/12:

Matthew Bowen – w/ Mary O’Sullivan

Jason Giddings – w/ Jocelyn Murphy-Stout

Cuong Nguyen – w/ Mary Dovey

(Roll call: Mr. Beaulieu-yes; Mrs. Brown-yes; Mr. Dovey-yes; Mr. Senn-yes; Mrs. Williams-yes; Mr. Bouchard-yes)

Upon a motion by Mr. Dovey, seconded by Mrs. Williams, the Board approved the CLS fieldwork placements for Stockton College students from 1/23/12 – 4/30/12:

Alyssa Thomas assigned – w/Kristin DeAngelis

(Roll call: Mr. Beaulieu-yes; Mrs. Brown-yes; Mr. Dovey-yes; Mr. Senn-yes; Mrs. Williams-yes; Mr. Bouchard-yes)

Upon a motion by Mr. Dovey, seconded by Mrs. Williams, the Board approved the tuition contract with the Waterford Township Board of Education to provide an educational program during the 2011-12 school year for 1 regular student, #8117229636, in the amount of \$11,831.90 annually, and one special education student, #1291868075 in the amount of \$31,185.00 annually. These students are Egg Harbor City residents who have been placed by DYFS with next of kin living in Waterford Township. (Roll call: Mr. Beaulieu-yes; Mrs. Brown-yes; Mr. Dovey-yes; Mr. Senn-yes; Mrs. Williams-yes; Mr. Bouchard-yes)

Upon a motion by Mr. Dovey, seconded by Mrs. Williams, the Board approved the acceptance of the FY 2012 Education Jobs Fund Grant allocation in the amount of \$172,279 and the additional amount of \$5,397. (Roll call: Mr. Beaulieu-yes; Mrs. Brown-yes; Mr. Dovey-yes; Mr. Senn-yes; Mrs. Williams-yes; Mr. Bouchard-yes)

Upon a motion by Mr. Dovey, seconded by Mrs. Williams, the Board approved the tuition contract with Marie H. Katzenbach School to provide an educational program during the 2011-12 school year for 1 student, #7402763186 in the amount of \$45,651 annually plus a rate of \$11,389 per year for dormitory charges for a total of \$57,040 annually. (Roll call: Mr. Beaulieu-yes; Mrs. Brown-yes; Mr. Dovey-yes; Mr. Senn-yes; Mrs. Williams-yes; Mr. Bouchard-yes)

PROFESSIONAL DEVELOPMENT

Professional development activities have been recommended by building Principals, approved by the Supervisor of Special Projects and the Superintendent as directly related to the fulfillment of individual professional improvement plans and/or required by the New Jersey Department of Education, No Child Left Behind legislation (NCLB), local student Individual Education Plans, or entitlement/discretionary grants. Adequate funds have been appropriated.

Upon a motion by Mrs. Williams, seconded by Mr. Beaulieu, the Board approved Professional Development Workshops for the 2011-2012 school year. (Roll call: Mr. Beaulieu-yes; Mrs. Brown-yes; Mr. Dovey-yes; Mr. Senn-yes; Mrs. Williams-yes; Mr. Bouchard-yes)

POLICIES/REGULATIONS

Upon a motion by Mr. Dovey, seconded by Mrs. Williams, the Board approved the First Reading of New / Revised Policies as follows:

Policy 8180 Transportation
(Roll call: Mr. Beaulieu-yes; Mrs. Brown-yes; Mr. Dovey-yes; Mr. Senn-yes; Mrs. Williams-yes; Mr. Bouchard-yes)

NEW BUSINESS

There was no new business.

INFORMATIONAL ITEMS

The Board received the following information item:

- A. Kimbra Goodwin nomination letter from NJAHPERD for the 2011-2012 Outstanding Middle School Teacher of the Year

OPEN TO THE PUBLIC

No comments.

CALENDAR DATES

District dates of interest for the upcoming month:

December	23	Winter Recess Begins (12:20 p.m. dismissal)
December	24-30	Winter Recess
January	2	Winter Recess
January	3	School Re-opens
January	11	Regular Board Meeting

EXECUTIVE SESSION

Upon a motion by Mrs. Williams, seconded by Mr. Senn, and carried, the Board resolved to enter into executive session as follows:

Resolution of the Board of Education of the Egg Harbor City School District to permit discussion of subjects in closed sessions

RESOLVED: At a public meeting of the Board of Education held on December 14, 2011, at 7:45 p.m. that pursuant to sections 7 and 8 of the "Open Public Meetings Act", the following subjects be discussed in a session of the Board of Education closed to the public:

(1) Personnel

It is presently anticipated that the items mentioned in the Resolution can be disclosed to the public when a decision is made upon the same, and in personnel matter, with the consent of the employee.

The Board returned from executive session at 8:39 p.m.

ADJOURNMENT

There being no further business, upon a motion by Mrs. Williams, seconded by Mr. Dovey, and carried unanimously, the Board adjourned the meeting at 9:30 p.m.

Respectfully submitted,

E. Marie Setterman
Board Secretary