

**BOARD OF EDUCATION
EGG HARBOR CITY PUBLIC SCHOOLS
Egg Harbor City, New Jersey 08215**

AGENDA

Regular Meeting
December 14, 2011
Egg Harbor City Community School
Cafetorium
730 Havana Avenue
7:00 PM

I. Open Regular Meeting

N.J.A.C. 5:18 Emergency Exit/No Smoking Announcement & Sunshine Law
Compliance Statement as follows:

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 Egg Harbor City Schools, and forwarded to the Egg Harbor City Clerk within the time required by said Act.

II. Flag Salute/Roll Call

Mr. Beaulieu ('14)	Mr. Bouchard ('12)	Mrs. Brown ('14)
Mr. Dovey ('12)	Mr. Farnan ('13)	Mr. Senn ('13)
Mrs. Williams ('13)		

Special Presentations

Comprehensive Annual Financial Report for 2010-2011
Presented by Swartz & Company, LLC, District Auditors

2010-2011 EVVRS, HIB and Discipline Report
Presented by Superintendent and Principals

III. Executive Session

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 _____ 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)
- (2)
- (3)

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.

IV. Open Floor To Public

The public is invited to comment on or question any topic related to the Board of Education agenda items.

V. Comments for the Good of the Board

VI. Monthly Reports

- | | | |
|----|---------------------------------------|-------------------|
| A. | Superintendent Report | <i>Attachment</i> |
| B. | Business Administrator Report | |
| C. | Supervisor of Special Projects Report | |
| D. | CLS Principal Report | <i>Attachment</i> |
| E. | EHCCS Principal Report | <i>Attachment</i> |
| F. | Board Solicitor's Report | |

VII. Board Minutes

- | | | | |
|----|------------------------------------|---------|-------------------|
| A. | <u>APPROVE (roll call):</u> | | |
| | 1. November 9, 2011 | Regular | <i>Attachment</i> |

VIII. Financial Items

A. **APPROVE (roll call):**

1. Board Secretary's Report – October 2011 *Attachment*
2. Treasurer of School Moneys Report – October 2011 *Attachment*

B. **APPROVE (roll call):** 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(c)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.

C. **APPROVE (roll call):** November 2011 Bill List *Attachment*

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

D. **APPROVE (roll call):** Budget transfer (Resolution #12-08) 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
Attachment

E. **APPROVE (roll call):** Accept 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.

- F. **APPROVE (roll call):** Resolution to adopt a revised Section 125 Cafeteria Plan to include implementation of employees' Flexible Spending Accounts.
Attachment

IX. Non-instructional Operations Items

A. Insurance

1. **APPROVE (roll call):** 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. *Attachment*

B. Facilities

1. **APPROVE (roll call):** Use of facilities by the Egg Harbor City Rotary Club for the 2011-12 school year.
2. **APPROVE (roll call):** Use of facilities by the Richard Stockton College of New Jersey for the 2011-12 school year to hold evening graduate classes.
3. **RATIFY and AFFIRM (roll call):** 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.

C. Miscellaneous

1. **APPROVE (roll call):** Submission of the 2011-12 Comprehensive Maintenance Plan to the Atlantic County Office of Education.

X. Personnel Items – as recommended by the Superintendent of Schools:

- A. **APPROVE (roll call):** 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.

- B. **RATIFY and AFFIRM (roll call):** 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.
- C. **RATIFY and AFFIRM (roll call):** 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.
- D. **APPROVE (roll call):** 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. *Attachment*

XI. Student Items

- A. **APPROVE (roll call):** Motion to affirm the Harassment, Intimidation, & Bullying (HIB) incidents as reported by the Superintendent and resolved by the building principal, HIB Coordinator, or designee. *Handout*
- B. **APPROVE (roll call):** 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)

XII. Program Items

- A. **APPROVE (roll call):** Source 4 Teachers Substitute List for December. *Attachment*

- B. **APPROVE (roll call):** Submission of the 2011-2012 NJ Quality Single Accountability Continuum (QSAC) Statement of Assurance to the New Jersey Department of Education. *Attachment*
- C. **APPROVE (roll call):** 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
- D. **APPROVE (roll call):** CLS fieldwork placements for Stockton College students from 1/23/12 – 4/30/12:
Alyssa Thomas assigned – w/Kristin DeAngelis
- E. **APPROVE (roll call):** 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.
- F. **APPROVE (roll call):** Acceptance of the FY 2012 Education Jobs Fund Grant allocation in the amount of \$172,279 and the additional amount of \$5,397.
- G. **APPROVE (roll call):** 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.

XIII. 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.

- A. **APPROVE (roll call):** Professional Development Workshops for the 2011-2012 school year. *Handout*

XIV. Policies / Regulations Items

- A. **APPROVE (roll call):** First Reading of New / Revised Policies as follows:
1. Policy 8180 Transportation *Attachment*

XV. New Business

XVI. Informational Items

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

XVII. Open to Public

XVIII. Calendar Dates

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

XIX. Executive Session

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XX. Adjournment

Time: _____