

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

**AGENDA**

Regular Meeting

June 12, 2013

Egg Harbor City Community School

Cafetorium

730 Havana Avenue

7:00 PM

**I. Open Regular Meeting**

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 provision of Chapter 231 of the Laws of 1975; that notice thereof has been forwarded for publication in the District official newspapers, posted in the city Schools, and forwarded to the city Clerk within the time required by said Act.

**II. Flag Salute/Roll Call**

Mr. Bouchard ('15)

Mrs. Brown ('14)

Mrs. Hall ('15)

Mr. Ortiz ('13)

Mr. Senn ('13)

Mrs. Williams ('13)

**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 June 12, 2013 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) Litigation

(2) Personnel

(3) Contracts

(4) Negotiations

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.

**SPECIAL PRESENTATIONS**

- 2012-2013 EVVRS, HIB & Discipline Report  
July 1, 2012 – December 31, 2012
- NJDOE School Self-Assessment for Determining Grades under the  
Anti-Bullying Bill of Rights
- NJASK Annual Progress Target Report

**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> |
| 1. Review of Board Goals for 2012-2013   |                   |
| 2. Board Goals for 2013-2014             |                   |
| B. Business Administrator Report         | <i>Attachment</i> |
| 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. Annual Appointments (Roll Call)**

- A. Business Administrator/Asst. Board Secretary  
Motion to appoint Joseph Smurlo
- B. Treasurer of School Moneys  
Motion to appoint Ms. Susan Palaia
- C. Public School Auditor  
Motion to appoint Mr. Robert Swartz and Co.
- D. Board Attorney  
Motion to appoint Ronald Sahli, Esquire
- E. Board Architect  
Motion to appoint Becica Associates, LLC, Architect of Record

- F. Health Benefits Broker  
Motion to appoint Hudson Shore Group, Derek Dailey, CEO and Helen R. Parker, Managing Director
- G. Authorization to Procure Goods and Services through State Contracts  
Motion to appoint Joseph Smurlo
- H. Qualified Purchasing Agent N.J.S.A. 18A:18A-3a /N.J.A.C. 5:34-5 Et Seq  
Motion to appoint Joseph Smurlo
- I. Affirmative Action Officer N.J.A.C. 6:4-1.3(c)  
Motion to appoint the EHCCS Principal John Griffith, School & Classroom Practices
- J. Practices & Public Agency Compliance Officer.  
Motion to appoint Joseph Smurlo
- K. CEPA (Conscientious Employee Protection Act) Officer N.J.S.A. 34:19-1  
Motion to appoint Joseph Smurlo
- L. Safety Coordinator  
Motion to appoint Joseph Smurlo
- M. Executive Safety Committee  
Motion to appoint Kim Goodwin, John Griffith, Lorie Walsh, Jon S. Wheeler and Joseph Smurlo
- N. Title IX Coordinator 34 CFR 106.8(c)  
Motion to appoint Adrienne Shulby
- O. Custodian of School Records  
Motion to appoint Joseph Smurlo
- P. Section 504 Compliance Officer – Grievance Procedure 34 CFR 104.7(a)  
Motion to appoint Gina Forester
- Q. ADA Coordinator 28 CFR 35.107(a)  
Motion to appoint Gina Forester
- R. Homeless Liaison per N.J.S.A. 18A:39-1 et seq.; N.J.A.C. 6:20-3.1 et seq.  
Motion to appoint Gina Forester
- S. Integrated Pest Management Coordinator  
Motion to appoint Jon S. Wheeler

- T. Right to Know Officer  
Motion to appoint Jon S. Wheeler
  
- U. Chemical Hygiene Officer  
Motion to appoint Jon S. Wheeler
  
- V. AHERA Coordinator  
Motion to appoint Jon S. Wheeler
  
- W. Bond Counsel  
Motion to appoint McManimon & Scotland, LLC
  
- X. Issuing Officer  
Motion to appoint John Griffith or designee as “Issuing Officer” of certificates or permits in accordance with the provisions of the Child Labor Act N.J.S.A 34:2-21.1 et.seq. (working papers)

### **VIII. Annual Motions and Designations (Roll Call)**

- A. Motion to approve Depositories for School Funds  
  
Depositories: Sun Bank or any GUDPA or federally approved depository in the state of New Jersey
  
- B. Motion to approve Signatures for School Funds  
  
Signatories – General Account (3 of 4 required)  
Board President  
Treasurer of School Moneys  
Board Secretary  
Business Administrator  
  
Signatories – Payroll (1 of 3 required)  
Board Treasurer  
Board Secretary  
Business Administrator  
  
Signatories – Payroll Agency (1 of 2 required)  
Business Administrator  
Board Secretary  
  
Signatories – FDR Memorial Scholarship Fund (1 of 2 required)  
Business Administrator  
Board Secretary  
  
Signatories – Lunch Account (1 of 2 required)  
Business Administrator  
Board Secretary

- C. Motion to approve Tax Shelter Annuity Companies
  - The Equitable
  - Siracusa Benefits Program
  - Lincoln Investment Planning, Inc.
  - Metropolitan Life
- D. Motion to approve Government Money Market Funds as permissible investments by the Egg Harbor City Board of Education, as outlined in N.J.S.A. 18A:20-37(d); and that the business administrator or the board secretary could transfer funds between the money market fund account and the general account.
- E. Motion to approve facsimile signatures on checks/contracts with at least one original signature on each.
- F. Motion to approve Newspapers/Community Sources for Notice of Public Meetings
  - 1) Egg Harbor News    2) The Press of Atlantic City
  - 3) The Current        4) Egg Harbor Pilot
- G. Motion to approve fees to be charged individuals who request notice of Board meetings and other public information per NJSA 10:4-19.
- H. Motion to approve district curriculum for all grades pending NJ Core Curriculum Proficiency adoptions / revisions and the District 5 Year Curriculum Evaluation Schedule and District textbook list.
- I. Motion to readopt District Bylaws and Policies *Attachment*
- J. Motion to direct Administration to collect pupil information as permitted by N.J.A.C. 6:3-6.3.
- K. Motion to recognize the EHCEA as Official Bargaining Unit for Egg Harbor City School Professional Staff

## IX. Board Minutes

- A. **APPROVE (roll call):**
  - 1. May 8, 2013                      Regular                      *Attachment*
  - 2. May 8, 2013                      First Executive              *Attachment*
  - 3. May 8, 2013                      Second Executive            *Attachment*

## X. Financial Items

- A. **APPROVE (roll call):**
  - 1. Board Secretary's Report – April, 2013                      *Attachment*

2. Treasurer of School Moneys Report – April, 2013 *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 04/30/13 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):** May, 2013 Bill List *Attachment*

1. General Account	\$237,295.52
2. Capital Account	\$ 0.00
3. Food Service Account	\$ 36,568.28
4. Payroll Account	\$571,910.56
5. Debt Service Account	\$ 0.00

- D. **APPROVE (roll call):** Budget transfer (Resolution #13-18) for the 2012-13 school year in accordance with N.J.A.C. 6:20-2:13 and Chapter 196 Laws of 1967, as follows:

June 12, 2013 Fund 10 - \$32,205.43 Fund 20 - \$1,000.66 *Attachment*

- E. **APPROVE (roll call):** The following resolution:

Whereas the district anticipates a surplus in the 2012-13 budget at June 30, 2013;

Therefore, the Board authorizes the Business Administrator to transfer \$50,000 from the 2012-13 budget to Maintenance Reserve.

- F. **APPROVE (roll call):** The following resolution:

Whereas the district anticipates a surplus in the 2012-13 budget at June 30, 2013;

Therefore, the Board authorizes the Business Administrator to transfer \$50,000 from the 2012-13 budget to Capital Reserve.

- G. **APPROVE (roll call):** The following resolution:

Whereas, the district has budgeted \$90,000 for projects in the Capital Outlay budget for the 2012-13 year, and

Whereas, the district seeks to cancel those projects and revise the district's Long Range Facilities Plan,

Therefore, the Board authorizes the Business Administrator to transfer \$90,000 from the 2012-13 Capital Outlay back into Capital Reserve.

## **XI. Non-instructional Operations Items**

### A. Facilities

1. **APPROVE (roll call):** Use of facilities by the Friends of Peace Pilgrim, for the 2013-14 school year.

### B. Miscellaneous

1. **APPROVE (roll call):** Resolution #13-19 appointing Dennis M. Brown of Glenn Insurance, Inc. as Risk Management Consultant for the 2013-2014 school year, and approval of an agreement authorizing compensation at an assessment not to exceed 3% total of the Atlantic and Cape May Counties School Business Officials Joint Insurance Fund's assessment for the Egg Harbor City School District.
2. **APPROVE (roll call):** Contract with American Appraisal to update the fixed asset accounting ledger for accounting and financial reporting as of June 30, 2013 at a cost of \$1,300.00.
3. **APPROVE (roll call):** Contract with Ford-Scott & Associates, LLC to provide Auditing Services for the year ended June 30, 2013 in the amount of \$18,000, and accept their Peer Review letter dated December 10, 2010.
4. **APPROVE (roll call):** Extension of a contract with School Fusion, an Edline Solution to provide web hosting services to the district during the 2013-14 school year at a cost of \$3,600 annually.
5. **APPROVE (roll call):** Contract with Therapeutic Learning For Children to provide occupational therapy services to district students as required by the students' IEP for the 2013-14 school year at a cost of \$120 per initial evaluation, \$45 for each individual therapy session, and \$60 for each paired therapy session.
6. **APPROVE (roll call):** Contract with Milestone Physical Therapy, LLC to provide physical therapy services to district students as

required by the students' IEP for the 2013-14 school year at a cost of \$108 per initial evaluation and \$36 for each therapy session.

7. **APPROVE (roll call):** Renewal of a contract with Delta Dental to provide employee dental benefits for the 2013-2014 school year with no increase in the current rate.
8. **APPROVE (roll call):** Source 4 Teachers Substitute Teacher replacement contract for the 2013-2014 school year.
9. **APPROVE (roll call):** School Bus Emergency Evacuation Drill Report. *Attachment*

## **XII. Personnel Items – as recommended by the Superintendent of Schools:**

- A. **APPROVE (roll call):** Appointment of the following substitutes for the 2012-2013 school year:
  1. **Teacher Substitute(s)**  
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  
  
➤ Kaitlyn M. Williams – NJ Sub cert
- B. **APPROVE (roll call):** The following staff for the 21<sup>st</sup> CCLC Summer Program (July 1, 2013 to July 31, 2013), at the contractual rate funded by the FY'13 21<sup>st</sup> CCLC grant:  
  

<u>5 Instructors (up to 105 hours each)</u>		
Matt Wira	Special Education	
Andrew Ross	Science	
Kim Goodwin	Health Science	
Maggie Wharton	Math	
Angela Maione	Technology	
Lorie Walsh	Nurse	up to 115 hours
- C. **APPROVE (roll call):** Tom Culleney as the 21<sup>st</sup> CCLC Summer Program (July 1, 2013 to July 31, 2013) substitute, at the contractual rate funded by the FY'13 21<sup>st</sup> CCLC grant.
- D. **APPROVE (roll call):** The following staff for the Special Education Extended School Year Program (July 1, 2013 to July 30, 2013), at the contractual rate:  
  

Shawn Sullivan	Special Education Instructor	up to 90 hours
Chrissy Bryant	Special Education Instructor	up to 90 hours
Jim Connelly	Special Education Instructor	up to 90 hours

Alysha Garcia	Special Education Instructor	up to 90 hours
Deanna Walker	Special Education Instructor	up to 90 hours
Tom D'Attilio	Special Education Instructor	up to 90 hours
Michelle Walker	Classroom Aide	up to 90 hours
Mary Jude Filep	Classroom Aide	up to 90 hours
Sherri Nekrasz	1:1 Aide	up to 90 hours

- E. **APPROVE (roll call):** The EHCCS extracurricular and duty assignments for the 2013-2014 school year at the contracted rate as follows:

AM/PM Duty Staff (4)

James Connelly  
Gretchen Halfpenny  
Thomas Culleney  
Renee Ahern

Intervention and Referral Services Staff Member (1)

Christine Bryant

SMT (6)

Gretchen Halfpenny  
Shawn Sullivan  
Christine Bryant  
Karen Porreca  
Dan Sakers  
Concetta Burzo

Summer School Lead Teacher

Christine Bryant

Long Detention Supervisor

Mary O'Sullivan

Office Detention Supervisor

Thomas D'Attilio  
Margaret Wharton

National Junior Honor Society

Andrew Ross / Mary Dovey (split)

Student Council

Marc Roesch

Yearbook Club

Angela Maione

- F. **APPROVE (roll call):** The Spragg extra-curricular activity positions for the 2013-2014 school year at the contractual rate as follows:

AM/PM Duty Staff (5)

Donna Fiedler  
Kristin DeAngelis  
Betty Phelps  
Laura Gentile  
Tina Hennaut

Intervention and Referral Services Staff Member (1)

Kristin DeAngelis

SMT (6)

Deanna Walker / Kristin DeAngelis / Marie Farnan (Split)  
Donna Fiedler  
Betty Phelps  
Michele Bauers  
Tara Macchione / Ellen Sullivan (split)  
Heather Crosson / Debbie Rollins (split)

- G. **APPROVE (roll call):** Posting of the following positions for the 2013-2014 school year:

- 1:1 Special Education Aide
- Anticipated Part-Time Special Education Aide

- H. **APPROVE (roll call):** Appointment of \_\_\_\_\_ as CLS day custodian at the salary of Step-1 pending BOE/EHCEA Agreement for the 2013-2014 school year.

### **XIII. 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*

### **XIV. Program Items**

- A. **RATIFY and AFFIRM (roll call):** Source 4 Teachers Substitute List for June. *Attachment*
- B. **APPROVE (roll call):** Contract between Harborfields and the Egg Harbor City Public School District for the 2013-2014 school year pending Title I N & D FY'14 NCLB Grant funds.

- C. **APPROVE (roll call):** Richard Stockton College placement for Introductory Fieldwork (80 hours) from 9/16/13-12/11/13:
- Alexandria Simpson assigned to Kristin DeAngelis
  - Jessica Devlin assigned to Pam Nandal
- D. **APPROVE (roll call):** Richard Stockton College placement for Intermediate Fieldwork (80 hours) from 9/16/13-12/11/13:
- Jessica McQuillen assigned to Tara Macchione
- E. **APPROVE (roll call):** Richard Stockton College placement for Educational Psychology Fieldwork (40 hours) from 9/16/13-12/11/13:
- Emily Watson assigned to Deanna Walker
- F. **RATIFY & AFFIRM (roll call):** Richard Stockton College placement for Educational Psychology Fieldwork (40 hours) from 5/13/13-end of year:
- Kaitlyn Williams assigned to Tara Macchione
- G. **APPROVE (roll call):** Resolution #13-20 as follows:

In accordance with the requirements of the New Jersey Administrative Code, Section 6A:23-4.5(a)(20);

Be it resolved that the Egg Harbor City Board of Education does not require the Archway Schools to charge district students for “paid and/or reduce meals” provided as part of their educational program for the school year beginning **July 1, 2013** and ending **June 30, 2014**.

## **XV. 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 2012-2013 school year. *Handout*

**XVI. Policies / Regulations Items**

- A. **APPROVE (roll call):** First Reading of Revised Policies as follows:  
1. Policy 6260 Special Education *Attachment*

**XVII. New Business**

**XVIII. Informational Items**

- A. Thank you letter from the Memorial Wall Committee *Attachment*

**XIX. Open to Public**

**XX. Calendar Dates**

- June 17 Staff Development (12:50 dismiss)  
June 17 8<sup>th</sup> Grade Commencement  
June 18 Last Day Students (12:20 dismiss)

**XXI. 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 June 12, 2013, 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) Litigation
- (2) Personnel
- (3) Contracts
- (4) Negotiations

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.

**XXII. Adjournment**

Time: \_\_\_\_\_