

EGG HARBOR CITY BOARD OF EDUCATION  
REGULAR MEETING  
December 12, 2012

The regular meeting of the Egg Harbor City Board of Education was held on the above date at 6:24 p.m. at the Egg Harbor City Community School located at 730 Havana Avenue, Egg Harbor City, New Jersey, with President Stephen Bouchard opening the meeting, and board members, Michael Beaulieu, Janine Brown, Richard Dovey and Scott Senn present. Also present were: Superintendent, John Gilly III; Business Administrator, Joseph Smurlo; Spragg Principal, Adrienne Shulby; Jack Griffith, Community School Principal; Gina Forester, Supervisor of Special Projects and Board Secretary, Laura E. Quiñones.

Mr. Bouchard called the meeting to order at 6:24 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.

Mr. Bouchard commented that Mrs. Williams is not in attendance tonight as she is receiving the County Municipal Alliance Volunteer award.

EXECUTIVE SESSION

Upon a motion by Mrs. Brown, 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 12, 2012, at 6:40 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

- (2) Litigation
- (3) Contract

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 7:20 p.m.

Mr. Dovey entered the meeting at 7:00 p.m.

### SPECIAL PRESENTATIONS

#### Comprehensive Annual Financial Report for 2011-2012

The Comprehensive Annual Financial Report for 2011-2012 was presented by Bob Swartz of Ford-Scott & Associates LLC, District Auditors. A handout was given to the board members reflecting the 2012 Audit Results. He reported that there were 2 minor findings. Mr. Smurlo commented that the corrective action plan would be discussed later as it is part of the agenda.

#### Presentation to Mr. Richard Dovey

Mr Gilly spoke about Mr. Dovey's contributions as a board member and thanked him for his years of service. He stated that Mr. Dovey would be sorely missed.

Mr. Bouchard presented Mr. Dovey with an award regarding his service to the board. Mr. Bouchard thanked him on behalf of the board for the many things that were accomplished with Mr. Dovey's assistance.

Mr. Dovey thanked the other board members and the community for affording him the opportunity to serve on the board.

Mr. Sahli, board solicitor entered the meeting at 7:38 p.m.

#### January 1, 2012 – June 30, 2012 EVVRS, HIB and Discipline Report Presented by Superintendent and Principals

Mr. Gilly, along with Mr. Griffith and Mrs. Shulby presented a Power Point presentation and explanation 2011-2012 second semester of the EVVRS, HIB and Discipline Report. The report included incidents reported from 1/1/12 through 06/30/12.

Mr. Griffith and Ms. Shulby stated that the 1<sup>st</sup> semester and 2<sup>nd</sup> semester incidents ranged about the same. Mr. Griffith spoke about the different approaches to handling the incidents such as admonishment and suspension of privileges.

Mr. Gilly stated that the state mandates training and programs be offered to both students and staff. All staff members must go through HIB training which we have available online.

#### OPEN FLOOR TO THE PUBLIC

Ms. DaGrosa commented that the 21<sup>st</sup> CCLC program is terrific and works beautifully. She wanted to know if students from the CLS School would benefit at any time from the program. Mrs. Forester responded that the grant is a federal grant and we cannot change the guidelines. Currently the program services students in grades 4-8.

#### COMMENTS FOR THE GOOD OF THE BOARD

No comments were made.

#### MONTHLY REPORTS

Mr. Gilly reported that we received 2 letters from candidates interested in the board vacancy, Ms. Nanette Galloway and Mr. Steven Ortiz. Mr. Gilly spoke to both individuals to let them know the interviews will be conducted at the January 16<sup>th</sup> board meeting beginning at 7:00 p.m. in open session. Once the interviews are completed the board will go into executive session.

Mr. Sahli stated the new board member may be sworn in that night and take their seat but cannot receive a board packet until after they are sworn in.

Mr. Gilly updated the board on the SDA project. A handout was previously given to Board members of emails sent back and forth between the school and SDA officials. Mr. Todd Riffle, from John Amodeo's office has been in contact with Mr. Mark Larkins from the SDA. The SDA finance committee has formally approved the payback to the school. The money being held will not be available for the 2013-2014 school year. We have 6 outstanding issues and must pay 30% of the total bill. Mr. Gilly will update the board again at the January 16<sup>th</sup> meeting.

Mr. Smurlo stated that Scott Wheeler's supervisor report is attached. The finance committee needs to schedule a meeting once the committee is formed at the January 2<sup>nd</sup> reorganization meeting. The committee must meet before the January 16<sup>th</sup> meeting.

Mrs. Forester reported that the NCLB/IDEA audit was successful. A few corrections were suggested by the auditors and are currently being worked on. Overall the auditors were pleased with the school. Once the report is received from them Mrs. Forester will update the board.

Mrs. Shulby updated the board on the new report cards. They were distributed during parent/teacher conferences and were well received by the parents.

Mr. Gilly spoke about art depicting history and having a memorial wall in the EHCCS. At the board meeting of August 12, 2009 Mr. Dovey reported that he had spoken to Mr. Cliff Mays who wanted to honor teachers who taught at the White Horse Pike school before and after segregation laws were passed. The board verbally agreed to allow Mr. Griffith to form a committee to develop a memorial wall at the EHCCS.

Mr. Griffith reports the committee met and explored the possibility of recognizing staff members (Ms. Edna Ingram and Ms. Ada F. Costley). A handout was given displaying a mock-up board which the committee developed to be put on the memorial wall. Mr. Griffith stated that the hallway would be designated to recognize the Egg Harbor City Schools' history. The committee wants to create a museum quality presentation which would gather the children's attention. After much discussion they decided on the title "When We Were Colored" even though this was felt to be provocative. The committee would like to hold a formal unveiling after the wall is completed.

Upon a motion by Mr. Dovey, seconded by Mr. Senn the board approved the installation of the inaugural artistic representation of the history of the Egg Harbor City Public Schools to the Egg Harbor City Community School Memorial Wall.

#### BOARD MINUTES

Upon a motion by Mr. Beaulieu, seconded by Mrs. Brown, the Board approved the following sets of minutes: November 14, 2012 regular and executive sessions (Roll call: Mr. Beaulieu-yes; Mrs. Brown-yes; Mr. Dovey-yes; Mr. Senn-yes; Mr. Bouchard-yes)

#### FINANCIAL ITEMS

Upon a motion by Mr. Dovey, seconded by Mr. Beaulieu, the Board approved the Board Secretary's Report and the Treasurer's Report for October 2012. (Roll call: Mr. Beaulieu-yes; Mrs. Brown-yes; Mr. Dovey-yes; Mr. Senn-yes; Mr. Bouchard-yes)

Upon a motion by Mr. Dovey, seconded by Mr. Beaulieu, 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 11/30/12 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; Mr. Bouchard-yes)

Upon a motion by Mr. Dovey, seconded by Mr. Beaulieu, the Board approved the November bill list as follows:

1.	General Account -	\$ 223,284.84
2.	Capital Account -	\$ 0.00
3.	Food Service Account -	\$ 29,364.24
4.	Payroll Account -	\$ 554,634.95
5.	Debt Service Account -	\$ 0.00

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

Upon a motion by Mr. Dovey, seconded by Mr. Beaulieu, the Board approved the budget transfer (Resolution #13-10) 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:

November 30, 2012 Fund 10 - \$13,574.17 Fund 20 - \$ 62,531.50

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

Upon a motion by Mr. Dovey, seconded by Mr. Beaulieu, the Board accepted the 2011-12 school audit and approved a corrective action plan in response to the following recommendations in the audit:

1. 4 of 25 vouchers tested did not include employee certifications as required by the District's Internal Control Manual.

Corrective Action: The Business Office is redesigning the District's purchase orders to include a Receiving Copy that will require the person who receives the purchased item to sign and return to the Business Office. The Business Office will also review purchasing procedures with all staff to ensure compliance with the District's Internal Control Manual.

2. The net cash resources in the child nutrition program were in excess of three months average expenditures. It is recognized that the child nutrition program is operating in a new facility that was primarily financed through the New Jersey School Development Authority allowing the program to operate more efficiently.

Corrective Action: The District will review the equipment needs of the child nutrition program and will make necessary purchases that will reduce the net cash resources to acceptable levels.

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

Upon a motion by Mr. Dovey, seconded by Mr. Beaulieu, the board approved the submission of the 2012-13 Comprehensive Maintenance Plan to the Atlantic County Office of Education. (Roll call: Mr. Beaulieu-yes; Mrs. Brown-yes; Mr. Dovey-yes; Mr. Senn-yes; Mr. Bouchard-yes)

Upon a motion by Mr. Dovey, seconded by Mr. Beaulieu, the board ratified and affirmed the allocation of salaries of the following staff for the FY13 NCLB Grant:

Ina Duran	Title IA	73%=\$55,598.00	EHCCS
Pamela Nandal	Title IA	100%=\$55,229.00	Spragg
Bonnie Eyde	Title IA	100%=\$80,564.00	Spragg
Regina Deman	Title IA	100%=\$56,928.00	EHCCS
Winifred Blankenship	Title IIA	70%=\$48,482.00	EHCCS

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

Upon a motion by Mr. Dovey, seconded by Mr. Beaulieu, the board approved a revised 403(b) plan document and adoption agreement effective January 1, 2013, including the approval of only those vendors who comply with IRS guidelines. (Roll call: Mr. Beaulieu-yes; Mrs. Brown-yes; Mr. Dovey-yes; Mr. Senn-yes; Mr. Bouchard-yes)

#### FACILITIES

Upon a motion by Mr. Senn seconded by Mrs. Brown, the board approved use of facilities by the Boy Scouts of America for the 2012-13 school year. (Roll call: Mr. Beaulieu-yes; Mrs. Brown-yes; Mr. Dovey-yes; Mr. Senn-yes; Mr. Bouchard-yes)

#### MISCELLANEOUS

Upon a motion by Mr. Senn, seconded by Mrs. Brown, the board approved a contract with Rid Pest Control Inc. to provide pest control services during the 2012-13 school year at a cost of \$180.00 monthly. (Roll call: Mr. Beaulieu-yes; Mrs. Brown-yes; Mr. Dovey-yes; Mr. Senn-yes; Mr. Bouchard-yes)

PERSONNEL (as recommended by the Superintendent)

Upon a motion by Mrs. Brown, seconded by Mr. Beaulieu, the Board approved the appointment of the following substitutes for the 2012-2013 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

Amanda C. Hill	NJ Sub. Cert. w/60 credits
Pamela Cappelluti	NJ Sub. Cert. w/BA
Sasha Harris	NJ Sub. Cert. w/BA
Kamelah Young	NJ Sub. Cert. w/60 credits

2. Secretary Substitutes

Daily rate: \$60.00

Rachelle Cruse

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

STUDENT ITEMS

Upon a motion by Mrs. Brown, seconded by Mr. Dovey 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. 11/15/12 – 12/12/12

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

PROGRAMS

Upon a motion by Mr. Dovey, seconded by Mr. Beaulieu, the Board ratified and affirmed the Source4Teachers Master Substitute List for December 2012. (Roll call: Mr. Beaulieu-yes; Mrs. Brown-yes; Mr. Dovey-yes; Mr. Senn-yes; Mr. Bouchard-yes)

Upon a motion by Mr. Dovey, seconded by Mr. Beaulieu, the Board approved the Charlotte Danielson Framework for Teaching 2011 Edition as the foundation for the Egg Harbor City School District's Teacher Evaluation Model to meet the requirements of Excellent Educators for NJ (EE4NJ). (Roll call: Mr. Beaulieu-yes; Mrs. Brown-yes; Mr. Dovey-yes; Mr. Senn-yes; Mr. Bouchard-yes)

Upon a motion by Mr. Dovey, seconded by Mr. Beaulieu, the Board approved the Multidimensional Principal Performance Rubric Ltd. as the foundation for the Egg Harbor City School District's Principal Evaluation Model to meet the requirements of Excellent Educators for NJ (EE4NJ). (Roll call: Mr. Beaulieu-yes; Mrs. Brown-yes; Mr. Dovey-yes; Mr. Senn-yes; Mr. Bouchard-yes)

Upon a motion by Mr. Dovey, seconded by Mr. Beaulieu, the Board approved the following placement for Clinical Practice – Combined Special Education Program student from Rowan University from 1/22/13 – 5/10/13:

Abigale Cassetta – CLS

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

Upon a motion by Mr. Dovey, seconded by Mr. Beaulieu, the Board approved the following literacy volunteers from Richard Stockton College of New Jersey:

Caitlyn Boyle - CLS

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

Upon a motion by Mr. Dovey, seconded by Mr. Beaulieu, the Board ratified and affirmed the tuition contract with Atlantic County Special Services School District to provide an educational program during the 2012-13 school year starting October 9, 2012 for 1 preschool disabled special education student, #9482105339, in the amount of \$30,020 annually. (Roll call: Mr. Beaulieu-yes; Mrs. Brown-yes; Mr. Dovey-yes; Mr. Senn-yes; Mr. Bouchard-yes)

Upon a motion by Mr. Dovey, seconded by Mr. Beaulieu, the Board approved the submission of the 21<sup>st</sup> Century Community Learning Centers Grant Supplemental Funds for Students with Disabilities application for a total allocation of \$34,482. (Roll call: Mr. Beaulieu-yes; Mrs. Brown-yes; Mr. Dovey-yes; Mr. Senn-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 Mr. Senn, seconded by Mrs. Brown the Board approved Professional Development Workshops for the 2012-2013 school year. (Roll call: Mr. Beaulieu-yes; Mrs. Brown-yes; Mr. Dovey-yes; Mr. Senn-yes; Mr. Bouchard-yes)



### POLICIES/REGULATIONS

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

1. Policy 6171 - Title I School Specific Involvement – CLS
  2. Policy 6172 - Title I School Specific Involvement – EHCCS
- (Roll call: Mr. Beaulieu-yes; Mrs. Brown-yes; Mr. Dovey-yes; Mr. Senn-yes; Mr. Bouchard-yes)

### NEW BUSINESS

No new business.

### INFORMATIONAL ITEMS

No informational items

### OPEN TO THE PUBLIC

No public comments

### CALENDAR DATES

District dates of interest for the upcoming month:

December	21	Winter Recess Begins (12:20 p.m. dismissal)
December	22-31	Winter Recess (bldgs. closed)
January	1	Winter Recess (bldgs. closed)
January	2	School Re-opens / Reorganization Meeting 6:00pm
January	16	Regular Board Meeting

### EXECUTIVE SESSION

Upon a motion by Mr. Dovey, seconded by Mr. Beaulieu, 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 November 14, 2012, at 8:57 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
- (2) Litigation
- (3) Contract

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 9:35 p.m.

ADJOURNMENT

There being no further business, upon a motion by Mr. Senn, seconded by Mr. Dovey, and carried unanimously, the Board adjourned the meeting at 9:37p.m.

Respectfully submitted,

Laura E. Quiñones  
Board Secretary