

EGG HARBOR CITY BOARD OF EDUCATION
REGULAR MEETING
December 11, 2013

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 located at 730 Havana Avenue, Egg Harbor City, New Jersey, with President Stephen Bouchard opening the meeting, and board members, Janine Brown, Steven Ortiz, Scott Senn and Jeanne Williams present. Also present were: Spragg Principal, Adrienne Shulby; Community School Principal, John Griffith; Supervisor of Special Projects, Gina Forester; Business Administrator, Joseph Smurlo and Board Secretary, Laura E. Quiñones.

Mr. Bouchard called the meeting to order at 7:00 p.m. with the following statement:

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.

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.

Mrs. Williams entered the meeting at 7:05pm.

SPECIAL PRESENTATIONS

January 1, 2013 – June 30, 2013 EVVRS, HIB and Discipline Report
Presented by Superintendent and Principals

Mr. Griffith and Ms. Shulby presented a power point presentation on the EVVRS, HIB and Discipline report for the second half of the 2012-2013 school year.

Ms. Shulby spoke about the incidents reported to EVVRS at the Spragg School. Mr. Griffith spoke about the incidents reported to EVVRS at the Egg Harbor City Community School, the number of HIBS at both schools, discipline imposed and actions taken by the administrators.

Mr. Griffith spoke about the remedial actions to help support the victims of HIB. The principals work in conjunction with the guidance counselors to resolve these issues.

Ms. Shulby and Mr. Griffith reviewed the referral process for both schools; this is a multiple step-process involving many meetings.

Ms. Shulby discussed the trainings and programs conducted district wide to train staff and students in regards to HIB. These training and programs aid in lowering the number of HIB incidents. Most of the programs are ongoing.

OPEN FLOOR TO THE PUBLIC

Mr. Bouchard opened the floor to the public for any questions or comments. No questions or comments were made.

COMMENTS FOR THE GOOD OF THE BOARD

Mrs. Williams commented on the annual JIF dinner and the Atlantic County Meet-Up. She felt that both programs were beneficial to those who attended.

MONTHLY REPORTS

Ms. Shulby discussed the revision of the job description for Custodian, item X.B on the agenda. The custodians no longer need a black seal license so this is being deleted from the job description. She also discussed item IX.B.3, stipend to be paid to Dr. Potena for serving as the School Administrator Mentor to Ms. Shulby. Both items are on the agenda tonight for board approval.

Ms. Shulby also congratulated Ms. Forester on the completion of her doctorate.

Mr. Smurlo discussed three items needing board approval on tonight's agenda. They are the approval/acceptance of the annual audit presented at the November 13 board meeting, the resolution for the state aid funding formula and the resolution for acceptance of the preliminary eligible costs/ROD grant approval letter.

Ms. Forester stated she interviewed candidates for the special education part-time aide position advertised. The candidate selected, item X.C, is on tonight's agenda for board approval.

Mrs. Shulby reported that the Teacher of the Year for the Spragg School this year is Heather Camillo.

Mr. Griffith reported that the Teacher of the Year for the Community School this year is James Connelly. He also spoke about the academic breakfast. Students on the honor roll and their parents are served breakfast by staff members. He has heard many positive comments about the program and the staff from parents/guardians.

BOARD MINUTES

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

1. November 13, 2013 Regular
2. November 13, 2013 Executive

(Roll call: Mrs. Brown-yes; Mr. Ortiz-yes; Mr. Senn-yes; Mrs. Williams-yes; Mr. Bouchard-yes)
Motion carried.

FINANCIAL ITEMS

Upon a motion by Mrs. Williams seconded by Mr. Ortiz the Board approved the Board Secretary's Report and the Treasurer's Report for October, 2013. (Roll call: Mrs. Brown-yes; Mr. Ortiz-yes; Mr. Senn-yes; Mrs. Williams-yes; Mr. Bouchard-yes) Motion carried.

Upon a motion by Mrs. Williams seconded by Mr. Ortiz, 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 11/30/13 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. (Roll call: Mrs. Brown-yes; Mr. Ortiz-yes; Mr. Senn-yes; Mrs. Williams-yes; Mr. Bouchard-yes) Motion carried.

Upon a motion by Mrs. Williams seconded by Mr. Ortiz, the Board approved the November 2013 bill list as follows:

1.	General Account	\$239,370.32
2.	Capital Account	\$ 0.00
3.	Food Service Account	\$ 39,704.17
4.	Payroll Account	\$549,116.48
5.	Debt Service Account	\$ 0.00

(Roll call: Mrs. Brown-yes; Mr. Ortiz-yes; Mr. Senn-yes; Mrs. Williams-yes; Mr. Bouchard-yes) Motion carried.

Upon a motion by Mrs. Williams seconded by Mr. Ortiz, the Board approved the budget transfer (Resolution #14-08) for the 2013-14 school year in accordance with N.J.A.C. 6:20-2:13 and Chapter 196 Laws of 1967, as follows:

November 30, 2013 Fund 10 - \$1,543.90 Fund 20 - \$2,000.00

(Roll call: Mrs. Brown-yes; Mrs. Mr. Ortiz-yes; Mr. Senn-yes; Mrs. Williams-yes; Mr. Bouchard-yes) Motion carried.

Upon a motion by Mrs. Williams seconded by Mr. Ortiz, the Board approved Acceptance of the 2012-13 school audit and approved a corrective action plan in response to the following recommendations in the audit:

1. 5 of 25 vouchers tested had purchase orders that were dated after the invoice date.

Corrective Action: The Business Office is setting up an imprest fund for emergency orders in amounts less than \$200.00.

Mr. Smurlo explained that this item was tabled last month in order to give the board an opportunity to review the audit presented. The imprest fund would be replenished so that balance would remain at \$200.00. (Roll call: Mrs. Brown-yes; Mr. Ortiz-yes; Mr. Senn-yes; Mrs. Williams-yes; Mr. Bouchard-yes) Motion carried.

Upon a motion by Mrs. Williams seconded by Mr. Ortiz, the Board approved the following resolution for State-Aid-based on enrollment: Whereas, the School funding Reform Act of 2008 provides that the funding formula for school aid shall be based on the "enrollment" of resident district children, and

Whereas, the State Legislature, through budget adoption language over the past two years, has modified the funding formula to provide that funding be adjusted based upon the "attendance" of resident children, and

Whereas, the Department of Education has determined that an appropriate average daily attendance rate of 96% shall be the level of attendance for all New Jersey school districts, and districts that demonstrate an attendance rate of less than 96% shall suffer a loss of school aid, and

Whereas, a 96% attendance rate is equal to a child being absent from school no more than seven days in one school year, and

Whereas, it is the opinion of the Egg Harbor City Board of Education that a 96% attendance rate is an arbitrary standard to apply to all New Jersey School Districts and is contrary to the history of funding in this State and the School Funding Reform Act of 2008, and

Whereas, New Jersey school districts must staff, equip, feed, and transport our children based upon the enrollment of students, and we do not send teachers home, or stop the buses, or turn off the lights, or sell their textbooks when a child is absent for health or other family reasons, and

Whereas, a loss of state aid due to average daily attendance simply shifts the burden to support a thorough and efficient education to the local taxpayer,

Now Therefore Be It Resolved that the Egg Harbor City Board of Education hereby urges the Department of Education and the New Jersey State Legislature to fully fund the School Funding Reform Act of 2008 and to avoid modifying the formula in such a way as to penalize districts based on the attendance of children and to recognize that districts provide staff and resources for an adequate public education for all "enrolled" resident children, and

Be it Further Resolved that the Egg Harbor City Board of Education directs the School Business Administrator to distribute a copy of this resolution to local legislators, the Commissioner of Education, the New Jersey School Boards Association, and the New Jersey Association of School Business Administrators.

Mr. Smurlo explained that this resolution is recommended by NJASBO. The NJ Dept. of Education is asking the state to provide funding based on student enrollment not attendance.

(Roll call: Mrs. Brown-yes; Mr. Ortiz-yes; Mr. Senn-yes; Mrs. Williams-yes; Mr. Bouchard-yes)
Motion carried.

Upon a motion by Mrs. Williams, seconded by Mr. Ortiz, the Board approved The following resolution for the ROD Grant:

Whereas, the Egg Harbor School District has applied for a ROD Grant with the NJ Department of Education in the amount of \$1,156,000.00 for a roof and HVAC alterations project at the Charles L. Spragg Elementary School, and

Whereas, the District has received a Preliminary Eligible Costs (PEC)/Grant Approval letter from the NJ Department of Education in the amount of \$1,153,013.00, and

Whereas, the State Share has been determined to be \$813,029.00 (70.5134%) and the Local Share has been determined to be \$339,984.00 (29.4866%),

Therefore, the Egg Harbor City Board of Education accepts the Preliminary Eligible Costs (PEC)/Grant Approval letter from the NJ Department of Education dated December 4, 2013 and the determinations therein.

Mr. Smurlo reports that he received an approval letter of the preliminary eligible costs/grant from the department of education. This is for the HVAC and roof replacement at the Spragg school. Ms. Williams asked if taxes would be raised. Mr. Smurlo replied that the needed monies are available so that taxes will not be raised.

NON-INSTRUCTIONAL OPERATIONS ITEMS

Facilities

Upon a motion by Mrs. Brown, seconded by Mr. Ortiz, the Board approved to submit an Application for Dual Use of Educational Space for the 2013-14 School Year to the County Office. The application is for approval to use a small group instruction room at the Charles L. Spragg School for both Speech and English Language Learner instruction. Mr. Smurlo and Ms. Shulby explained that this was suggested by the department of education since the room is being used for 2 different types of instruction. (Roll call: Mrs. Brown-yes; Mr. Ortiz-yes; Mr. Senn-yes; Mrs. Williams-yes; Mr. Bouchard-yes) Motion carried.

Miscellaneous

Upon a motion by Mrs. Brown, seconded by Mr. Ortiz, the Board approved a contract with the Above and Beyond Learning Group LLC to provide Functional Behavioral Assessment Services at the rate of \$185/hour during the 2013-14 school year at the direction of the Supervisor of Special Projects. All services must be requested and approved in writing by the Egg Harbor City Public School District prior to any new service beginning. (Roll call: Mrs. Brown-yes; Mr. Ortiz-yes; Mr. Senn-yes; Mrs. Williams-yes; Mr. Bouchard-yes) Motion carried.

Upon a motion by Mrs. Brown, seconded by Mr. Ortiz, the Board approved to allow the Superintendent to keep the Apple iPad Model MC707 that was assigned to him as part of his retirement package. The unit had a replacement value for insurance purposes of \$757.00 at June 30, 2013. (Roll call: Mrs. Brown-yes; Mr. Ortiz-yes; Mr. Senn-yes; Mrs. Williams-yes; Mr. Bouchard-yes) Motion carried.

Upon a motion by Mrs. Brown, seconded by Mr. Ortiz, the Board approved a contract with Dr. Dominick Potena in the amount of \$2,500 to serve as the School Administrator Mentor to Mrs. Shulby's from 1/1/14 – 12/31/14. Fifty percent (50%) of the fee must be paid upon the commencement of the Standard Residency Agreement and the balance of the fee must be paid upon completion of the residency period. (Roll call: Mrs. Brown-yes; Mr. Ortiz-yes; Mr. Senn-yes; Mrs. Williams-yes; Mr. Bouchard-yes) Motion carried.

PERSONNEL (as recommended by the Superintendent)

Upon a motion by Mrs. Williams, seconded by Mrs. Brown, the Board approved appointment of the following substitutes for the 2013-2014 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
 - Jennifer L. Houser NJ Teach.Cert.
 - Rachelle Cruse NJ Sub.Cert. w/60 credits +
 - Shannon Hann NJ Sub.Cert. w/60 credits +

(Roll call: Mrs. Brown-yes; Mr. Ortiz-yes; Mr. Senn-yes; Mrs. Williams-yes; Mr. Bouchard-yes)
Motion carried.

Upon a motion by Mrs. Williams, seconded by Mrs. Brown, the Board approved revision of the job description for Custodian. (Roll call: Mrs. Brown-yes; Mr. Ortiz-yes; Mr. Senn-yes; Mrs. Williams-yes; Mr. Bouchard-yes) Motion carried.

Upon a motion by Mrs. Williams, seconded by Mrs. Brown, the Board approved Jeanette DePiero as the Part-time (.71 FTE) Middle School Special Education Aide at the contractual rate effective December 16, 2013 – June 30, 2014. (Roll call: Mrs. Brown-yes; Mr. Ortiz-yes; Mr. Senn-yes; Mrs. Williams-yes; Mr. Bouchard-yes) Motion carried.

Upon a motion by Mrs. Williams, seconded by Mrs. Brown, the Board approved unpaid leave of absence for Mary Dovey from 01/06/14 through 02/03/14 in accordance with FMLA. (Roll call: Mrs. Brown-yes; Mr. Ortiz-yes; Mr. Senn-yes; Mrs. Williams-yes; Mr. Bouchard-yes) Motion carried.

STUDENT ITEMS

Upon a motion by Mr. Ortiz, seconded by Mrs. Brown, the Board approved a 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: Mrs. Brown-yes; Mr. Ortiz-yes; Mr. Senn-yes; Mrs. Williams-yes; Mr. Bouchard-yes) Motion carried.

PROGRAM ITEMS

Upon a motion by Mr. Ortiz seconded by Mrs. Williams, the Board ratified and affirmed the Source 4 Teachers Substitute List for December, 2013. (Roll call: Mrs. Brown-yes; Mr. Ortiz-yes; Mr. Senn-yes; Mrs. Williams-yes; Mr. Bouchard-yes) Motion carried.

Upon a motion by Mr. Ortiz seconded by Mrs. Williams, 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: Mrs. Brown-yes; Mr. Ortiz-yes; Mr. Senn-yes; Mrs. Williams-yes; Mr. Bouchard-yes) Motion carried.

Upon a motion by Mr. Ortiz seconded by Mrs. Williams, 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: Mrs. Brown-yes; Mr. Ortiz-yes; Mr. Senn-yes; Mrs. Williams-yes; Mr. Bouchard-yes) Motion carried.

Upon a motion by Mr. Ortiz seconded by Mrs. Williams, the Board approved The following Stockton College student for a Speech and Language Fieldwork Placement at the Charles L. Spragg and Egg Harbor City Community Schools for the remainder of the 2013-2014 school year.

➤ Amanda Mezzadri – placed with Laura Gentile-Giacolone
(Roll call: Mrs. Brown-yes; Mr. Ortiz-yes; Mr. Senn-yes; Mrs. Williams-yes; Mr. Bouchard-yes)
Motion carried.

Upon a motion by Mr. Ortiz seconded by Mrs. Williams, the Board approved EHCCS fieldwork placement for Stockton College student from 1/23/14 – 5/2/14

- Katherina Contino – placed with Jordan Melchionni
- Andrea Schmidt – placed with Shaun Gunther
- Thomas Ballezzi – placed with Mary O’Sullivan

(Roll call: Mrs. Brown-yes; Mr. Ortiz-yes; Mr. Senn-yes; Mrs. Williams-yes; Mr. Bouchard-yes)
Motion carried.

Upon a motion by Mr. Ortiz seconded by Mrs. Williams, the Board approved Richard Stockton College Intermediate Fieldwork (80 hours) placement in 3rd Grade from 1/23/14-5/2/14.

- Allison McCarthy - placed with D. Rollins

(Roll call: Mrs. Brown-yes; Mr. Ortiz-yes; Mr. Senn-yes; Mrs. Williams-yes; Mr. Bouchard-yes)
Motion carried.

Upon a motion by Mr. Ortiz seconded by Mrs. Williams, the Board approved the following Student Teaching Placement for Spring 2014 Semester (1/2/14-4/18/14)

- Angela Iannello - placed with Heather Crosson 3rd Grade.

(Roll call: Mrs. Brown-yes; Mr. Ortiz-yes; Mr. Senn-yes; Mrs. Williams-yes; Mr. Bouchard-yes)
Motion carried.

PROFESSIONAL DEVELOPMENT

Upon a motion by Mrs. Brown seconded by Mrs. Williams, the Board approved Professional Development Workshops for the 2013-2014 school year. (Roll call: Mrs. Brown-yes; Mr. Ortiz-yes; Mr. Senn-yes; Mrs. Williams-yes; Mr. Bouchard-yes) Motion carried.

POLICIES/REGULATIONS ITEMS

Upon a motion by Mr. Ortiz, seconded by Mrs. Williams, the Board approved second reading of the following policies/regulations:

1. Policy 2170 Principal Evaluation
2. Regulation 2170 Principal Evaluation
3. Policy 4180 Evaluation of Teaching Staff Members
4. Regulation 4180 Evaluation of Teaching Staff Members

(Roll call: Mrs. Brown-yes; Mr. Ortiz-yes; Mr. Senn-yes; Mrs. Williams-yes; Mr. Bouchard-yes)
Motion carried.

NEW BUSINESS

None

INFORMATIONAL ITEMS

EHCCS received “Eat Right, Move More” Program letter for the 2013-2014 School Year. Mr. Griffith explained the grant is received from the department of agriculture. One of ten districts in New Jersey are teaching students how to stay and eat healthy. In order to participate 100 students must play 60 for a month after the holidays

OPEN TO THE PUBLIC

Mr. Bouchard opened the floor to the public for any questions or comments. No questions or comments were made.

CALENDAR DATES

District dates of interest for the upcoming month:

December	20	Winter Recess Begins (12:20 p.m. dismissal)
December	23-31	Winter Recess (bldgs. closed)
January	1	Winter Recess (bldgs. closed)
January	2	School Re-opens

The board members present discussed the date for the January reorganization meeting. Mrs. Shulby explained the two options:

1. Hold a reorganization meeting on January 2nd when school re-opens and a regular board meeting on January 15th or:
2. Hold the reorganization and regular board meeting on January 7th which is the deadline for the board reorganization.

After a brief discussion all members present were in full agreement to hold the reorganization and regular board meeting on January 7th at 7:00pm. Mrs. Shulby will contact the two new board members to inform them they need to be present on January 7th.

Mr. Smurlo stated that the Finance Committee will need to meet on January 22nd.

EXECUTIVE SESSION

Upon a motion by Mrs. Williams, seconded by Mrs. Brown, 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 11, 2013 at 7:50 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.

The Board returned from executive session at 7:55 p.m.

ADJOURNMENT

There being no further business, upon a motion by Mrs. Williams, seconded by Mr. Ortiz and carried unanimously, the Board adjourned the meeting at 7:56 p.m.

Respectfully submitted,

Laura E. Quiñones
Board Secretary