

EGG HARBOR CITY BOARD OF EDUCATION  
REGULAR MEETING  
September 9, 2015

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 Janine Brown opening the meeting, and board members, Stephen Bouchard, Julie Hall, and Jeanne Williams present. Also present were: Superintendent/CLS Principal, Adrienne Shulby; Business Administrator, Joseph Smurlo; Community School Principal, John Griffith; Director of Special Projects, Gina Forester; Board Solicitor, Ron Sahli and Board Secretary, Laura E. Quiñones.

Ms. Brown 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.

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

EXECUTIVE SESSION

No executive session was held.

OPEN FLOOR TO THE PUBLIC

Ms. Brown opened the floor to the public for any questions or comments on agenda items. There were no public questions or comments.

COMMENTS FOR THE GOOD OF THE BOARD

No comments for the good of the board were made.

MONTHLY REPORTS

Mrs. Shulby, Superintendent/Principal reports that there was a smooth opening of school.

She discussed the ongoing construction which started 3 days before school was due to open. Concrete repair work is being done on the sidewalks and handicapped ramp. A meeting was held with the SDA and the concrete company's foreman. A walk around the building was taken and Mrs. Shulby requested that part of the sidewalk by the district office be added to the list. This part of the sidewalk was not included in the original proposal. The work is progressing slower than anticipated as there was an issue with the handicapped ramp.

Mrs. Shulby reports that Mr. Griffith has developed a new procedure for students in the AM. Students will be entering the building by the gym and have been informed that they may not report earlier than 8 am unless they are in the REACH program. They will no longer wait outside in the back of the building. A sidewalk will be put in the back of the building which will help keep the building clean.

Mr. Bouchard asked about the enrollment. Mrs. Shulby reports that enrollment is up at both buildings. Six children were registered today.

Mr. Smurlo, Business Administrator, reported on the building HVAC repairs. The company is due to begin repairing the HVAC sometime soon. The architect of record (Becica) will be attending the meeting with the SDA and the SDA's architect. Becica will oversee the project and be paid by the district. The cost will depend on the amount of time worked.

The school district is responsible for a percentage of the cost of the sidewalk repair. Approximately 30% of the cost will come out of the money being held by the SDA.

Mr. Smurlo updated the board on the new procedure for medical transportation to school. He met with the nurses from both buildings to review the student names and discuss the medical issues. The nurses were not aware that some of the students who appear on the list had any medical issues. The school physician is reviewing the medical notes received. Mr. Smurlo called the department of education for clarification on transportation. They advised him that the school district is not required to provide transportation unless the students live remotely (2 miles or more) from the school and if it is in the student's IEP or 504 plan.

Mrs. Williams commented on the contract with Bolt Courier. She called Mr. Smurlo for clarification after the board meeting in August. Mr. Smurlo explained that he considers this to be a safety issue and does not want to put any employee in an unsafe situation. We are using the same courier we used when the district did business with Sun Bank. He is licensed to carry a weapon and is also used by other districts in the area to take deposits to the bank. Mrs. Williams wanted to know where the money for this service is coming from. Mr. Smurlo responded that it is taken out of the food service budget.

Dr. Forester, Director of Special Projects reported that the summer programs went well. Professional development workshops were held and the staff is taking advantage of the professional development programs available. Mrs. Shulby stated that a presenter spoke to the staff regarding working with children who live in poverty. This was an interesting workshop and it gave the staff ideas on how to handle situations regarding this issue.

Mr. Griffith, EHCCS Principal, reports a successful opening of school. He is proud of the hard work the staff did to achieve this. He also commended the students for their great behavior.

BOARD MINUTES

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

1. August 12, 2015 Regular
2. August 12, 2015 Executive

(Roll call: Mr. Bouchard–yes; Mrs. Hall–yes; Mrs. Williams–yes; Mrs. Brown–yes)  
Motion carried

FINANCIAL ITEMS

Upon a motion by Mr. Bouchard, seconded by Mrs. Hall, the Board approved the Board Secretary’s Report and the Treasurer’s Report for July, 2015. (Roll call: Mr. Bouchard–yes; Mrs. Hall–yes; Mrs. Williams–yes; Mrs. Brown–yes) Motion carried

Upon a motion by Mr. Bouchard, seconded by Mrs. Hall, the Board approved the Board Certification pursuant to N.J.A.C. 6A:23A-16.10(c)3 The Egg Harbor City Board of Education certifies that as of 07/31/15 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:23A-16.10(c)4 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. Bouchard–yes; Mrs. Hall–yes; Mrs. Williams–yes; Mrs. Brown–yes) Motion carried

Upon a motion by Mr. Bouchard, seconded by Mrs. Hall, the Board approved the August 2015 bill list as follows:

- |                                      |              |
|--------------------------------------|--------------|
| 1. General Account                   | \$346,974.30 |
| 2. Capital Account                   | \$0.00       |
| 3. Food Service Account              | \$1,218.78   |
| 4. Payroll & Payroll Agency Accounts | \$142,555.12 |
| 5. Debt Service Account              | \$0.00       |

(Roll call: Mr. Bouchard–yes; Mrs. Hall–yes; Mrs. Williams–yes; Mrs. Brown–yes)  
Motion carried

Upon a motion by Mr. Bouchard, seconded by Mrs. Hall, the Board approved the Budget transfer (Resolution #16-03) for the 2015-16 school year in accordance with N.J.A.C. 6:20-2:13 and Chapter 196 Laws of 1967, as follows:

- September 9, 2015 Fund 10 - \$59,447.34 Fund 20 - \$3,208.50

(Roll call: Mr. Bouchard–yes; Mrs. Hall–yes; Mrs. Williams–yes; Mrs. Brown–yes)  
Motion carried

NON-INSTRUCTIONAL OPERATIONS ITEMS

Transportation

Upon a motion by Mrs. Hall, seconded by Mr. Bouchard, the Board ratified and affirmed a contract with the Atlantic County Special Services School District to provide transportation for 1 student to the Archway 2015 Extended School Year program at a cost of \$2,597.00. (Roll call: Mr. Bouchard–yes; Mrs. Hall–yes; Mrs. Williams–yes; Mrs. Brown–yes) Motion carried

Upon a motion by Mrs. Hall, seconded by Mr. Bouchard, the Board ratified and affirmed a contract with the Greater Egg Harbor Regional High School District in the amount of \$36,482.40 plus a 4.25% administrative fee to provide transportation for students to and from school during the 2015-16 school year. (Roll call: Mr. Bouchard–yes; Mrs. Hall–yes; Mrs. Williams–yes; Mrs. Brown–yes) Motion carried

Upon a motion by Mrs. Hall, seconded by Mr. Bouchard, the Board approved a contract with the Greater Egg Harbor Regional High School District to provide transportation for Field/Athletic Trips during the 2015-16 school year at a cost of \$309.15 for the 1<sup>st</sup> four hours and \$50.00 for each additional hour plus a 4.25% administrative fee. Mrs. Williams had a question on the administrative fee. Mr. Smurlo explained that this fee is for the services provided by the GEHRHSD. As the lead district in the consortium they take responsibility for the bidding of the bus routes, etc. (Roll call: Mr. Bouchard–yes; Mrs. Hall–yes; Mrs. Williams–yes; Mrs. Brown–yes) Motion carried

Miscellaneous

Upon a motion by Mr. Bouchard, seconded by Mrs. Hall the Board approved the Uniform State Memorandum of Agreement Between Education and Law Enforcement Officials 2015-2016 Annual Review. (Roll call: Mr. Bouchard–yes; Mrs. Hall–yes; Mrs. Williams–yes; Mrs. Brown–yes) Motion carried

Upon a motion by Mr. Bouchard, seconded by Mrs. Hall the Board ratified and affirmed Staffing Assignments for the 2015-2016 school year. (Roll call: Mr. Bouchard–yes; Mrs. Hall–yes; Mrs. Williams–yes; Mrs. Brown–yes) Motion carried

Upon a motion by Mr. Bouchard, seconded by Mrs. Hall the Board ratified and affirmed tuition contract with the Atlantic County Special Services School District to provide an educational program during the 15-16 school year for 8 Multiply Disabled students, #9553443486, 5157046940, 7975670153, 1515278922, 1370782030, 7010268920, 2899423835, and 7446180589 in the amount of \$38,880 each, and 1 Autistic students, #2627129709 in the amount of \$45,000. Mrs. Williams commented on the cost of these services. Dr. Forester stated that the needs of the students enrolled in these special schools cannot be met in the district. These are medically fragile children requiring extensive services which cannot be provided in the district setting. These costs have been reviewed and it is better to pay the tuition than try to implement programs in the regular school district. (Roll call: Mr. Bouchard–yes; Mrs. Hall–yes; Mrs. Williams–yes; Mrs. Brown–yes) Motion carried

Upon a motion by Mr. Bouchard, seconded by Mrs. Hall the Board ratified and affirmed tuition contract with Coastal Learning Center Atlantic Corp. to provide an educational program during the 2015-16 school year for special education student #6128964614 in the amount of \$56,697.44 annually. (Roll call: Mr. Bouchard–yes; Mrs. Hall–yes; Mrs. Williams–yes; Mrs. Brown–yes) Motion carried

Upon a motion by Mr. Bouchard, seconded by Mrs. Hall the Board ratified and affirmed contract with First Children Learning Services, Fanwood, NJ, to provide Board Certified Behavior Analyst services during the 15-16 school year to district students, which may include observation, classroom consult, assessments, and supervision, at a cost of \$115.00 per hour upon written request of the Child Study Team. (Roll call: Mr. Bouchard–yes; Mrs. Hall–yes; Mrs. Williams–yes; Mrs. Brown–yes) Motion carried

Upon a motion by Mr. Bouchard, seconded by Mrs. Hall the Board approved contract with Teens Step Up to provide an eight week program of Step Dance Classes two days per week to district students in the REACH program during the 15-16 school year at a cost of \$3,350.00 to be funded by the FY 16 21<sup>st</sup> CCLC grant. (Roll call: Mr. Bouchard–yes; Mrs. Hall–yes; Mrs. Williams–yes; Mrs. Brown–yes) Motion carried

Upon a motion by Mr. Bouchard, seconded by Mrs. Hall the Board approved to renew a contract with Blackboard Connect, Inc. to provide Connect-Ed student/parent notification services from October 1, 2015 to September 30, 2016 at a cost of \$1,861.35 annually. (Roll call: Mr. Bouchard–yes; Mrs. Hall–yes; Mrs. Williams–yes; Mrs. Brown–yes) Motion carried

#### PERSONNEL (as recommended by the Superintendent)

Upon a motion by Mr. Bouchard, seconded by Mrs. Williams the Board approved appointment of the following substitutes for the 2015-2016 school year:

1. Teacher Substitute(s)

Daily rate: 1) NJ Sub. Cert. w/60 credits + = \$70.00; 2) NJ Sub Cert w/BA = \$75.00; 3) NJ Teach. Cert = \$80.00

- Heidi Mathis NJ Sub Cert.
- Meredith VanGilder NJ Teach Cert

(Roll call: Mr. Bouchard–yes; Mrs. Hall–yes; Mrs. Williams–yes; Mrs. Brown–yes)  
Motion carried

#### STUDENT ITEMS

Upon a motion by Mr. Bouchard seconded by Mrs. Williams, the Board approved the operation of the 21<sup>st</sup> Century Community Learning Center field trips for the 2015- 2016 program year as follows:

- Friday, September 25-Strike Zone
- Friday, October 30-Victory Farms
- Friday, December 4- Young's Skating
- Friday, February 12, Sky Zone
- Friday, February 19-Imax
- Friday, May 13-Fun Plex (Good behavior reward trip)
- Friday, May 27-Duke O' Fluke

➤ Saturday, March 26<sup>th</sup> (tentative) Mathletes Contest EHT

The field trips were submitted and approved by the NJDOE as part of the EHC 21<sup>st</sup> CCLC character education portion of the grant. (Roll call: Mr. Bouchard–yes; Mrs. Hall–yes; Mrs. Williams–yes; Mrs. Brown–yes) Motion carried

PROGRAM ITEMS

Upon a motion by Mr. Bouchard seconded by Mrs. Williams, the Board approved the Charles L. Spragg School to participate in the Forest Friends Program for the 2015-2016 school year provided by Atlantic Prevention Resources. Mr. Bouchard had questions regarding this program. Mrs. Shulby explained that Dr. Bob comes to the schools and does a presentation. (Roll call: Mr. Bouchard–yes; Mrs. Hall–yes; Mrs. Williams–yes; Mrs. Brown–yes) Motion carried

Upon a motion by Mr. Bouchard seconded by Mrs. Williams, the Board approved the acceptance of Sustainable Jersey for Schools Health and Wellness Grant in the amount of \$4,000 for the Community School. Mrs. Williams wanted to know if this is the funding to purchase the greenhouse. Mr. Griffith stated that these funds are in addition to those and that this will be used for the installation of electricity and heating and for payment to the wellness team. The greenhouse will be placed behind the school. (Roll call: Mr. Bouchard–yes; Mrs. Hall–yes; Mrs. Williams–yes; Mrs. Brown–yes) Motion carried

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. Bouchard, seconded by Mrs. Hall, the board approved Professional Development Workshops for the 2015-2016 school year. (Roll call: Mr. Bouchard–yes; Mrs. Hall–yes; Mrs. Williams–yes; Mrs. Brown–yes) Motion carried

POLICIES/REGULATIONS ITEMS

Upon a motion by Mr. Bouchard, seconded by Mrs. Hall, the board approved the first reading of the following policies/regulations.

1. Policy 4112.8/4212.8 Nepotism  
(Roll call: Mr. Bouchard–yes; Mrs. Hall–yes; Mrs. Williams–yes; Mrs. Brown–yes)  
Motion carried

Upon a motion by Mr. Bouchard, seconded by Mrs. Hall, the board approved the second reading of the following policies/regulations:

➤ Policy 2121 EHCBOE Organizational Chart  
(Roll call: Mr. Bouchard–yes; Mrs. Hall–yes; Mrs. Williams–yes; Mrs. Brown–yes)  
Motion carried

#### NEW BUSINESS

Mrs. Williams asked if this is the year for negotiations. Mrs. Shulby stated that this is the final year in the current contract. She will contact the union president to set up a meeting to begin the process.

#### INFORMATIONAL ITEMS

Mrs. Brown passed around a thank you note which was sent by Mrs. Ahern for her retirement gift.

Mr. Bouchard reminded the members present to send an email if they plan on attending Workshop 2015.

#### OPEN TO THE PUBLIC

No public comments were made

#### CALENDAR DATES

District dates of interest for the upcoming month:

- September 16 CLS Back To School Night (7:00pm – 8:30pm)
- September 23 EHCCS Back To School Night (7:00pm – 8:30pm)
- October 14 Regular Board Meeting

#### EXECUTIVE SESSION

**RESOLVED:** At a public meeting of the Board of Education held on September 9, 2015 at 7:29 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 7:49pm.

#### ADJOURNMENT

There being no further business, upon a motion by Mrs. Hall seconded by Mrs. Williams and carried unanimously, the Board adjourned the meeting at 7:50 p.m.

Respectfully submitted,

Laura E. Quiñones  
Board Secretary