

EGG HARBOR CITY BOARD OF EDUCATION  
REGULAR MEETING

March 8, 2017

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, 730 Havana Avenue, Egg Harbor City, New Jersey, with Board President, Stephen Bouchard opening the meeting, and board members, Janine Caudo, Stephen Murphy, MaryAnn Rogers and Dana Seaver present. Also present was: Superintendent/CLS Principal, Adrienne Shulby; Business Administrator, Joseph Smurlo; Community School Principal, John Griffith; Supervisor of Special Projects, Gina Forester; Supervisor of Early Childhood/LDTC, Tara Macchione; Board Solicitor, Ron Sahli and Board Secretary, Maryanne Shupin.

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.

ROLL CALL

Reflected in the opening paragraph

Mr. Bouchard called for the flag salute.

PRESENTATIONS: Staff Recognition

Mrs. Shulby presented a token of appreciation to Mrs. Bauers, Spragg Pre-School Inclusion Teacher, for Teacher of the Year. Mrs. Shulby acknowledged that Michele is a phenomenal educator who is well aware of the school climate and has the patience of a saint. Michele is always coming up with new ideas for her classroom and goes above and beyond to make improvements for the school as well. The latest example of her hard work and dedication is the Read Across America campaign that took place last week and can be viewed on the school's Facebook page.

Mrs. Macchione added that Mrs. Bauers is very deserving of this honor due to her infectious positivity and her willingness to complete added responsibilities to the expanded preschool program.

Mrs. Bauers thanked the Board of Education and those who took a chance on hiring a stay at home mom 7 years ago. She loves coming to work every day and will continue to give her all to EHC schools. She also thanked her family for all of their support over the past several years.

Mr. Griffith presented Mr. Marc Patrick Roesch with the EHCCS's Teacher of the Year award. Mr. Griffith explained that Marc didn't come to the district in a traditional fashion since he started as Director of the 21<sup>st</sup> CCLC grant. Mr. Roesch was extremely successful in his grant writing; he won countless grants from AtlantiCare, a Learn and Serve grant as well as a Best Buy grant. Mr. Griffith read from Marc's original cover letter when he successfully applied for a Social Studies

Teacher position. “The fact remains that young people need positive, moral educators in their lives.” Mr. Griffith added, “Marc is a fantastic human being who is adored by his students and children enjoy being around him”. One of Mr. Roesch’s wide range of talents is playing the ukulele. REACH now has a Ukulele Club this year. Mr. Griffith thanked Marc for his hard work for all the children of EHC.

Mr. Roesch was very appreciative and thankful. He noted that he was saving his A speech for graduation and this is a great place to be.

Photographs were taken of both winners.

#### OPEN FLOOR TO THE PUBLIC

Mr. Bouchard invited the public to comment on or question any topic related to the Board of Education agenda items. There were no comments.

#### COMMENTS FOR THE GOOD OF THE BOARD

Mr. Bouchard invited comments for the good of the board. Mrs. Seaver questioned the situation involving an inappropriate book checked out of the library. Mr. Griffith explained through budget cuts the district lost their librarian and how the library went unused. The district does not have a Media Specialist. Policy and procedures for checking out books and making sure that they are age appropriate is being reviewed. Mrs. Shulby and Mr. Griffith believed that the parent’s concerned were addressed and handled immediately.

#### MONTHLY REPORTS

Mrs. Shulby mentioned that the district is proceeding with the building project starting the first day of the summer and adjustments were being made to the summer schedule. She has every hope that this project will be completed before school starts in September.

Mr. Smurlo stated that “E” under Finance is our submission to the county for the 2017.2018 budget. The final hearing is scheduled for 5.3.17. This reflects a tax levy of \$12,000.00 increase which is less than one half of a one percent. The actual tax rate will go up 1.6 cents. Ratables are down which is not a school issue. Once the county approves the budget it will be voted on at the May 3<sup>rd</sup> meeting.

Dr. Forester told the Board that they are really working hard on the curriculum for the 2014 Standards and it will be ready for their approval at a later date. Also PARCC is coming up and the ELL students have been practicing for this testing. They are doing very well.

Mr. Griffith shared good news. EHCCS received a \$500 Slow Foods South Jersey grant applied through Mrs. Sementa for the REACH program. The children will be participating in Aquaponics; growing lettuce, tomatoes and cucumbers. They will be putting all the ingredients together to make salads. Fourth grade teacher, Ms. Silver joined donorschools.org which is similar to a Go Fund Me page. With permission, she wrote a proposal for 5 chromebooks to be fully funded for her English Language Arts classroom. Pledges were matched by Google and Forever 21

and within a week the chromebooks arrived. Ms. Silver deserves all the credit for this amazing idea. March Dadness is scheduled for Tuesday, March 14, 2017. It's an event for fathers and father figures devoted to strengthen positive male role models. The details were listed on the flyer handed out.

Mrs. Macchione explained that the Pre-School Expansion budget grant is being prepared and plans for next year are being reviewed.

#### BOARD MINUTES

Upon a motion by Ms. Rogers, seconded by Ms. Caudo, the Board approved the following sets of minutes:

- February 8, 2017      Regular
- February 8, 2017      Executive

(Roll call: Ms. Caudo-yes; Mr. Murphy-yes; Ms. Rogers-yes; Mrs. Seaver-yes; Mr. Bouchard-yes). Motion carried.

#### FINANCIAL ITEMS

Upon a motion by Ms. Caudo, seconded by Ms. Rogers, the Board approved the Board Secretary's Report and the Treasurer's Report for January 2017. (Roll call: Ms. Caudo-yes; Mr. Murphy-yes; Ms. Rogers-yes; Mrs. Seaver-yes; Mr. Bouchard-yes). Motion carried.

Upon a motion by Ms. Caudo, seconded by Ms. Rogers, 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 1/31/17 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: Ms. Caudo-yes; Mr. Murphy-yes; Ms. Rogers-yes; Mrs. Seaver-yes; Mr. Bouchard-yes). Motion carried.

Upon a motion by Ms. Caudo, seconded by Ms. Rogers, the Board approved the February 2017 bill list as follows:

1. General Account	\$241,189.20
2. Capital Account	\$ 0.00
3. Food Service Account	\$ 40,987.29
4. Payroll Account	\$562,329.17
5. Debt Service Account	\$ 0.00

(Roll call: Ms. Caudo-yes; Mr. Murphy-yes; Ms. Rogers-yes; Mrs. Seaver-yes; Mr. Bouchard-yes). Motion carried.

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Upon a motion by Ms. Caudo, seconded by Ms. Rogers, the Board approved the budget transfer (Resolution #17-09) for the 2016-17 school year in accordance with N.J.A.C. 6:20-2:13 and Chapter 196 Laws of 1967, as follows:

➤ March 8, 2017 Fund 10 - \$719.82 Fund 20 - \$0.00  
(Roll call: Ms. Caudo-yes; Mr. Murphy-yes; Ms. Rogers-yes; Mrs. Seaver-yes; Mr. Bouchard-yes). Motion carried.

Upon a motion by Ms. Rogers, seconded by Ms. Caudo, the Board approved the submission of the tentative 2017-2018 school district budget to the County Office of Education as follows:

The proposed budget includes sufficient funds to provide curriculum and instruction which will enable all students to achieve the Core Curriculum Contents Standards, as is in compliance with N.J.S.A. 18A and N.J.A.C. Title 6 and 6A.

Anticipated Enrollment - 507

BE IT RESOLVED to approve the 2017-2018 school district budget for submission to the County Office of Education as follows:

	Budget
General Fund	\$8,418,703.00
Special Revenue Fund	\$1,547,986.00
Debt Service Fund	<u>\$ 598,644.00</u>
	\$10,565,333.00

BE IT FURTHER RESOLVED that \$15,755.00 in banked cap will be applied to the 2017-2018 school budget. The need for this cap adjustment is to offset increased out-of-district tuition, increased gas and electric costs, and increased transportation costs. These costs cannot be deferred or incrementally completed over an extended period of time.

BE IT FURTHER RESOLVED to acknowledge that the 2017-2018 budget as described above will result in the following:

General Tax Fund Levy	\$2,716,683.00
Debt Service Tax Levy	<u>\$ 522,943.00</u>
	\$3,239,626.00

BE IT FURTHER RESOLVED that the Egg Harbor City Board of Education establishes a maximum of \$25,000.00 in the general fund 2017-2018 budget, allotted for travel and travel related expenditures.

BE IT FURTHER RESOLVED that, the support documentation of this budget also contains an itemization of criteria expenditures as required under administrative regulations.

Mr. Bouchard commented that Joe did a great job and was grateful there were no staff layoffs.

(Roll call: Ms. Caudo-yes; Mr. Murphy-yes; Ms. Rogers-yes; Mrs. Seaver-yes; Mr. Bouchard-yes). Motion carried.

Upon a motion by Mr. Murphy, seconded by Ms. Caudo, the Board approved the Contract with XTel Communications, Inc. for three years beginning with the 2017-2018 school year to provide 200M Internet Access at a cost of \$1,714.00 per month plus a one-time \$250.00 installation fee.

Mr. Murphy questioned this service. Mr. Smurlo explained the contract went out to bid and came in slightly less than Comcast. Xtel will upgrade the speed to our internet serviced at an additional \$250.00 savings on the phone service already provided by Xtel. (Roll call: Ms. Caudo-yes; Mr. Murphy-yes; Ms. Rogers-yes; Mrs. Seaver-yes; Mr. Bouchard-yes). Motion carried.

Upon a motion by Mr. Murphy, seconded by Ms. Caudo, the Board approved Contract with Phoenix Advisors, LLC to provide Continuing Disclosure Agent services for the 2017-2018 school year at a cost of \$850.00 annually. (Roll call: Ms. Caudo-yes; Mr. Murphy-yes; Ms. Rogers-yes; Mrs. Seaver-yes; Mr. Bouchard-yes). Motion carried.

Upon a motion by Mr. Murphy, seconded by Ms. Caudo, the Board ratified and affirmed a contract with Management and Evaluation Associates to provide external evaluation of the district's 21<sup>st</sup> CCLC Program Administrator and staff during the 2016-2017 school year at a cost of \$19,500.00 annually. (Roll call: Ms. Caudo-yes; Mr. Murphy-yes; Ms. Rogers-yes; Mrs. Seaver-yes; Mr. Bouchard-yes). Motion carried.

### Non-instructional Operations Items

Upon a motion by Ms. Caudo, and seconded by Ms. Rogers the Board approved the 2017.2018 school calendar. (Roll call: Ms. Caudo-yes; Mr. Murphy-yes; Ms. Rogers-yes; Mrs. Seaver-yes; Mr. Bouchard-yes). Motion carried.

Upon a motion by Ms. Caudo, and seconded by Ms. Rogers the Board approved the use of the facilities by Sustainable EHC for the 2016.2017 school year. (Roll call: Ms. Caudo-yes; Mr. Murphy-yes; Ms. Rogers-yes; Mrs. Seaver-yes; Mr. Bouchard-yes). Motion carried.

### PERSONNEL (as recommended by the Superintendent)

Upon a motion by Ms. Caudo, seconded by Ms. Rogers, the Board approved Medical leave of absence extension for CLS Teacher Debbie Rollins received 2/7/17 through 9/1/17 in accordance with the Family Medical Leave Act (FMLA). (Roll call: Ms. Caudo-yes; Mr. Murphy-yes; Ms. Rogers-yes; Mrs. Seaver-yes; Mr. Bouchard-yes). Motion carried.

Upon a motion by Ms. Caudo, seconded by Ms. Rogers, the Board approved Medical leave of absence CLS teacher Connie Burzo from 2/15/17 through 3/29/17 in accordance with the Family Medical Leave Act (FMLA). (Roll call: Ms. Caudo-yes; Mr. Murphy-yes; Ms. Rogers-yes; Mrs. Seaver-yes; Mr. Bouchard-yes). Motion carried.

Upon a motion by Ms. Caudo, seconded by Ms. Rogers, the Board approved Medical leave of absence CLS teacher Betty Phelps from 1/23/17 in accordance with the Family Medical Leave Act (FMLA). (Roll call: Ms. Caudo-yes; Mr. Murphy-yes; Ms. Rogers-yes; Mrs. Seaver-yes; Mr. Bouchard-yes). Motion carried.

Upon a motion by Ms. Caudo, seconded by Ms. Rogers, the Board approved a change in teacher training level for Connie Burzo from Teacher-Step 9-BA \$57,205.00 (pending the negotiated agreement) to Teacher-Step10 BA+15 \$62,407.00 effective 3/15/17. (Roll call: Ms. Caudo-yes; Mr. Murphy-yes; Ms. Rogers-yes; Mrs. Seaver-yes; Mr. Bouchard-yes). Motion carried.

Upon a motion by Ms. Caudo, seconded by Ms. Rogers, the Board approved an appointment of the following substitute for the 2016-2017 school year: Nurse Substitute (Daily rate: \$100.00) for Theresa Albani. (Roll call: Ms. Caudo-yes; Mr. Murphy-yes; Ms. Rogers-yes; Mrs. Seaver-yes; Mr. Bouchard-yes). Motion carried.

#### STUDENT ITEMS

Upon a motion by Ms. Caudo, seconded by Ms. Rogers, 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: Ms. Caudo-yes; Mr. Murphy-yes; Ms. Rogers-yes; Mrs. Seaver-yes; Mr. Bouchard-yes). Motion carried.

Upon a motion by Ms. Caudo, seconded by Ms. Rogers, the board approved the following field trip:

- |              |  |
|--------------|--|
| May 3, 2017  | Kindergarten students to the Wetlands Institute Stone Harbor, NJ   |
| May 25, 2017 | Kindergarten students to the Cape May County Zoo, Cape May, NJ   |
| May 26, 2017 | 1 <sup>st</sup> grade students to Legoland Discovery Center Plymouth Meeting, PA. Transportation funded by PTO |
| May 31, 2017 | 3 <sup>rd</sup> grade students to Princeton's Art Museum. Transportation funded by PTO                         |

(Roll call: Ms. Caudo-yes; Mr. Murphy-yes; Ms. Rogers-yes; Mrs. Seaver-yes; Mr. Bouchard-yes). Motion carried.

### PROGRAMS

Upon a motion by Ms. Rogers, seconded by Mrs. Seaver, the Board approved the acceptance of the Slow Food South Jersey Shore Garden Grant in the amount of \$500.00 for the Community School. (Roll call: Ms. Caudo-yes; Mr. Murphy-yes; Ms. Rogers-yes; Mrs. Seaver-yes; Mr. Bouchard-yes). Motion carried.

Upon a motion by Ms. Rogers, seconded by Mrs. Seaver, the Board ratified and affirmed additional funding in the Fresh Fruit and Vegetable Program in the amount of \$2,500.00 from January 1, 2017 to September 30, 2017. (Roll call: Ms. Caudo-yes; Mr. Murphy-yes; Ms. Rogers-yes; Mrs. Seaver-yes; Mr. Bouchard-yes). Motion carried.

Mrs. Shulby commented the program went from 2 days a week to 3 days a week.

### 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 Ms. Caudo, seconded by Ms. Rogers, the Board approved Professional Development Workshops for the 2016-2017 school year. (Roll call: Ms. Caudo-yes; Mr. Murphy-yes; Ms. Rogers-yes; Mrs. Seaver-yes; Mr. Bouchard-yes). Motion carried.

### POLICIES/REGULATIONS

Upon a motion by Ms. Caudo, seconded by Ms. Rogers, the Board approved first reading of New/Revised Policies/Regulations as follows:

1. Policy 5119 Transfers
2. Policy 5141.3 Health Examinations and Immunizations
3. Policy 6010 Goals and Objectives
4. Policy 6114 Emergencies and Disaster Preparedness
5. Policy 6140 Curriculum Adoption
6. Policy 6141 Curriculum Design and Development
7. Policy 6142 Subject Fields
8. Policy 6142.4 Physical Education and Health
9. Policy 6142.10 Internet Safety and Technology
10. Policy 6145 Extracurricular Activities
11. Policy 6145.1/  
6145.2 Intramural and Interscholastic Competition
12. Policy 6146 Graduation Requirements
13. Policy 6162.5 Research
14. Policy 6163.1 Media Center/Library
15. Policy 6164.4 Child Study Team
16. Policy 6171 Special Instructional Programs

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17. Policy 6173 Home Instruction
18. Policy 6200 Adult/Community Education
19. Policy 6171.4 Special Education
20. Policy 6171.4E Procedural Safeguards Statement

(Roll call: Ms. Caudo-yes; Mr. Murphy-yes; Ms. Rogers-yes; Mrs. Seaver-yes; Mr. Bouchard-yes). Motion carried.

Upon a motion by Ms. Caudo, seconded by Ms. Rogers, the Board approved second reading of New/Revised Policies/Regulations as follows:

1. Policy 5111 Admission
2. Policy 5131 Conduct Discipline
3. Policy 5134 Married, Pregnant Pupils
4. Policy 5141.4 Missing, Abused and Neglected Children
5. Policy 5141 Health
6. Policy 5131.5 Vandalism/Violence (Roll call: Ms. Caudo-yes; Mr.

Murphy-yes; Ms. Rogers-yes; Mrs. Seaver-yes; Mr. Bouchard-yes). Motion carried.

NEW BUSINESS

Upon a motion by Ms. Rogers, seconded by Ms. Caudo, the Board approved a letter of resignation from Board Member Carmen Filippello effective immediately. (Roll call: Ms. Caudo-yes; Mr. Murphy-yes; Ms. Rogers-yes; Mrs. Seaver-yes; Mr. Bouchard-yes). Motion carried.

Upon a motion by Ms. Rogers, seconded by Ms. Caudo, the Board approved posting for a new board member to fill the seat vacated by Mrs. Filippello. (Roll call: Ms. Caudo-yes; Mr. Murphy-yes; Ms. Rogers-yes; Mrs. Seaver-yes; Mr. Bouchard-yes). Motion carried.

Mrs. Seaver asked about the possibility of Mrs. Williams returning to the vacant seat on the Board. Mr. Sahli explained NJ administrative codes do not require the Board to offer the position to her even though she ran in the previous election. Mr. Bouchard explained that the position would be posted in the paper, giving the Board the opportunity to interview interested candidates. The new member will serve through the end of the year.

OPEN TO THE PUBLIC

Mr. Bouchard invited the public to comment on or question any topic related to the Board of Education agenda items. No public comments were made.

CALENDAR DATES

District dates of interest for the upcoming month:

March	17	Staff Development (no school)
April	12	Regular Board Meeting

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ADJOURNMENT

There being no further business, upon a motion by Ms. Caudo, seconded by Mrs. Seaver, and carried unanimously, the Board adjourned the meeting at 7:29 PM.

Respectfully submitted,

Maryanne Shupin  
Board Secretary