

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

**AGENDA**

Regular Meeting

June 8, 2022

Charles L. Spragg School

Multi-Purpose Room

601 Buffalo Avenue

7:00 PM

**I. 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.

The Board values and welcomes comments and opinions from residents as long as remarks are not personal or discourteous. The public comment portion of the meeting allows the Board to listen to community members and to hear their opinions on school policy and operations.

There are two opportunities to address the Board. The first public portion is reserved for persons wishing to speak about agenda items only. The second opportunity, following the action items, residents may address the Board on any school related issue. Once identified, a speaker is asked to limit their comments to three minutes. Yielding time is not permitted. The public comments portion of the meeting will not exceed 30 minutes total.

**II. Flag Salute**

**III. Roll Call**

Ms. Caudo ('23)

Ms. Fuentes ('22)

Ms. Cramer ('24)

Mr. Guercioni, III ('22)

Mrs. Seaver ('22)

Mrs. DiGiacomo ('23)

Ms. Leeds-Smith ('24)

#### **IV. 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 8, 2022 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 matters, with the consent of the employee.

#### **V. Retirement Presentation by Mrs. Shulby**

- a. Carmen Schulz-Reilly
- b. Jack Griffith

#### **VI. Presentation of District End of Year Assessment Data by Alysha Garcia**

#### **VII. Open Floor to Public**

The public is invited to comment on or question any topic related to the Board of Education agenda items.

#### **VIII. Comments for the Good of the Board**

#### **IX. Monthly Reports**

- a. Superintendent / Principal Report *Attachment*
- b. Business Administrator Report
- c. Director of Special Projects Report
- d. EHCCS Principal Report *Attachment*
- e. Supervisor of Early Childhood/LDTC Report
- f. Board Solicitor’s Report

#### **X. Annual Appointments (Roll Call)**

- a. Business Administrator/Asst. Board Secretary

- Motion to appoint Jason Bedell
- b. Treasurer of School Moneys  
Motion to appoint Ms. Susan Palaia
- c. Public School Auditor  
Motion to appoint Ford, Scott & Associates, L.L.C.
- d. Board Attorney  
Motion to appoint Sahli & Padovani
- e. Board Architect  
Motion to appoint Becica Associates, LLC, Architect of Record
- f. Medical, Prescription and Dental Benefits Broker – Cynergy Group, James Whittaker
- g. Authorization to Procure Goods and Services through State Contracts
- h. Motion to set the bid threshold at \$44,000.
- i. Affirmative Action Officer N.J.A.C. 6:4-1.3(c)  
Motion to appoint the EHCCS Principal Gina Forester, School & Classroom Practices
- j. Practices & Public Agency Compliance Officer.  
Motion to appoint Jason Bedell
- k. CEPA (Conscientious Employee Protection Act) Officer N.J.S.A. 34:19-1  
Motion to appoint Jason Bedell
- l. Executive Safety Committee  
Motion to appoint Gina Forester, Lorie Walsh, Stacy Baggstrom, J. Scott Wheeler and Jason Bedell
- m. Title IX Coordinator 34 CFR 106.8(c)  
Motion to appoint Adrienne Shulby
- n. Custodian of School Records  
Motion to appoint Jason Bedell
- o. Section 504 Compliance Officer – Grievance Procedure 34 CFR 104.7(a)  
Motion to appoint Gina Forester
- p. ADA Coordinator 28 CFR 35.107(a)  
Motion to appoint Gina Forester
- q. 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 Jennifer Connelly
- r. Integrated Pest Management Coordinator  
Motion to appoint J. Scott Wheeler
- s. Right to Know Officer  
Motion to appoint J. Scott Wheeler
- t. Chemical Hygiene Officer  
Motion to appoint J. Scott Wheeler
- u. AHERA Coordinator  
Motion to appoint J. Scott Wheeler

- v. Bond Counsel  
Motion to appoint Wilentz, Goldman & Spitzer, P.A.
- w. Financial Advisors of Record  
Motion to appoint Phoenix Advisors, LLC
- x. Issuing Officer  
Motion to appoint Gina Forester 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)

**XI. Annual Motions and Designations (Roll Call)**

- a. Motion to approve Depositories for School Funds  
Depositories: OceanFirst 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 3 required)  
Board President  
Treasurer of School Moneys  
Business Administrator

Signatories – Payroll (1 of 3 required)  
Board Treasurer  
Board President  
Business Administrator

Signatories – Payroll Agency (1 of 2 required)  
Business Administrator  
Board Treasurer

Signatories – FDR Memorial Scholarship Fund (1 of 2 required)  
Business Administrator  
Board Treasurer

Signatories – Lunch Account (1 of 2 required)  
Business Administrator  
Board Treasurer

Signatories – CAP Reserve (1 of 2 required)  
Business Administrator  
Board Treasurer

Signatories – Debt Service (1 of 2 required)

Business Administrator

Board Treasurer

Signatories – Health Benefit Account (1 of 2 required)

Business Administrator

Board Treasurer

- c. Motion to approve Tax Sheltered Annuity Companies
  - i. The Equitable
  - ii. Siracusa Benefits Program
  - iii. Lincoln Investment Planning, Inc.
  - iv. 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 Newspaper/Community Sources for Notice of Public Meetings
  - i. The Press of Atlantic City
  
- g. Motion to approve fees to be charged to 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 New Jersey Student Learning Standards adoptions/revisions.
  
- i. Motion to readopt District Bylaws and Policies.
  
- 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.

**XII. Board Minutes**

- a. **APPROVE (roll call):**
  - i. May 4, 2022 Regular Attachment

**XIII. Financial Items**

- a. **APPROVE (roll call):**
  - i. Board Secretary’s Report – April 2022 Attachment
  - ii. Treasurer of School Moneys Report – April 2022 Attachment

b. **APPROVE (roll call):** 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 4/30/22 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.

- c. **APPROVE (roll call):** May 2022 Bills’ List Attachment

1	General Account	\$390,943.14
2	Capital Account	\$0.00
3	Food Service Account	\$46,881.95
4	Payroll Account	\$645,478.32
5	Debt Service Account	\$0.00

- d. **APPROVE (roll call):** Budget transfer (Resolution #22-23) for the 2021-2022 school year in accordance with N.J.A.C. 6:20-2:13 and Chapter 196 Laws of 1967, as follows:  
 June 8, 2022 Fund 10 - \$22,249.00 Fund 20 - \$71,000.00 Attachment

- e. **APPROVE (roll call):** To allow the EHCCS Principal to keep the Surface laptop Model Surface METAL MATERIAL Laptop 3 15 i5/8/256

PLATINUM that was assigned to him as part of his retirement package. The unit has a replacement value for insurance purposes of \$1,200.00 as of June 8, 2022.

- f. **APPROVE (roll call):** Cancellation of uncashed check #5021 for \$4.28 dated December 31, 2018.
- g. **APPROVE (roll call):** Approve a contract with Kroll (formerly Duff & Phelps) to update the fixed asset accounting ledger for accounting and financial reporting as of June 30, 2022 at a cost of \$1,400.00.
- h. **APPROVE (roll call):** Approve a contract with the Wright Choice to provide substitute nursing services for the 2022-2023 school year. *Attachment*
- i. **APPROVE (roll call):** Approve a contract with the Bayada to provide substitute nursing services for the 2022-2023 school year. *Attachment*
- j. **APPROVE (roll call):** Resolution #22-22, to award the Food Service Management Company RFP to Maschio's Food Services, Inc. for the 2022-2023 school year. Contract terms and conditions are in accordance with the specifications and proposal as follows:

Fixed Price per Breakfast Meal \$3.24

Fixed Price per Lunch Meal \$3.24

**Guaranteed Breakeven:** FSMC guarantees that SFA's total food service revenues for the current year shall breakeven and not end the year at a deficit.

*Attachment*

- k. **APPROVE (roll call):** Approve Resolution #22-24 to apply Egg Harbor City Board of Education's share of the JIF surplus, \$5,102, to the Aggregate Excess Loss Contingency Fund. *Attachment*
- l. **APPROVE (roll call):** Submission and acceptance of the FY23 ESEA Consolidated Application as follows:
  - i. Title IA - \$275,870
  - ii. Title IIA - \$27,118

m. **APPROVE (roll call):** The in-house substitute rates for the 2022-2023 school year. *Attachment*

n. **APPROVE (roll call):** WHEREAS NJSA 18A:21-2 and NJSA 18A:7G-13 permits a Board of Education to establish and/or deposit into certain accounts at year end, and

WHEREAS, the aforementioned statutes authorize procedures, under the authority of the Commissioner of Education, which permit a board of education to transfer anticipated excess current revenue or unexpended appropriations into reserve accounts during the month of June by board resolution, and

WHEREAS the Egg Harbor City School District wishes to deposit anticipated current year surplus into the Capital and Maintenance Reserve accounts at year end, and

WHEREAS, the Egg Harbor City School District has determined that up to \$100,000 is available for such purpose of transfer;  
NOW THEREFORE BE IT RESOLVED by the Board of Education of the Egg Harbor City School District that it hereby authorizes the district's School Business Administrator to transfer up to \$50,000 into the Maintenance Reserve Account and \$50,000 into the Capital Reserve Account consistent with all applicable laws and regulations.

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

a. Facilities

- i. **APPROVE (roll call):** Participation in and the use of EHCCS facilities for the summer feeding program, Let Us Eat Please.
- ii. **APPROVE (roll call):** Use of the Community School gymnasium on June 27-29, 2022 from 8:30am-12:00pm for the Cedar Creek Girls Basketball camp. *Attachment*

b. Transportation

- i. **RATIFY and AFFIRM (roll call):** Transportation route PIN-LC1 for student ID #1168720559820768739 from May 23, 2022

through the remainder of the 2022-2023 school year at a cost \$1,174.50.

c. Miscellaneous

- i. **APPROVE (roll call):** Pursuant to PL 2015, Chapter 47 the Egg Harbor City Board of Education intends to renew, award, or permit to expire the following contract previously awarded by the Board of Education. These contracts are, have been, and will continue to be in full compliance with all state and federal statutes and regulations; in particular, New Jersey Title 18A:18. et. seq, NJAC Chapter 23, and Federal Uniform Administrative Requirements 2CFR, Part 200. Compliance with new contracts, not listed here, will be addressed prior to Board action.

360 Business Solutions	Mailing/Postage Services
ACCASBO Joint Insurance Fund	Insurance Services
Atlantic Community Charter School	Transportation
Atlantic County Special Services School District	Special Ed, Special Ed Related & Transportation Services
Becica Associates, LLC	Architect
Blackboard Engage	Web Hosting
Bolt Courier Service	Courier Service
Broad	HVAC Services
Casa	Payroll Services
Coastal Learning Center	Special Education Services
Delta Dental	Dental Insurance Services
Direct Energy	Natural Gas
Document Management	Atlantic Tomorrow's Office
EB Solutions	Health Insurance Services
Egg Harbor City	Security Services (SROs)
Elder Pest Control	Integrated Pest Management
ESS, Inc	Substitute Services
Evergreen	Snow Removal

Ford, Scott and Associates	Auditing Services
Franklin Alarm	Fire Protection Services
Gaggle	Internet Monitoring
Galloway Township Public Schools	Regular & Special Education Services
Genesis	Student information system
Glenn Insurance	RMC
GoGuardian	Student Device Monitoring
Greater Egg Harbor Regional School District	Transportation
Hamilton Township Board of Education	Shared Service - PreK Master Teacher
HealthNow	Health Insurance Services
Heartland	P.O.S. System
Horizon Blue Cross & Blue Shield	Medical, Prescription, & Vision Insurance Services
Kroll	Fixed Assets
Mascio's	Food Service
Milestone Physical Therapy	OT/PT Services
My Benefit Advisor	Health Insurance Services
New Jersey School Boards Association	Policy Consulting
Phoenix Advisors	Financial advisors
Preferred Home Health	1:1 Nurse
Proasys	Water Treatment
Public Consulting Group	Special Education Services
Ricoh	Copier Lease Services
Sahli & Padovani	Legal Services
Schindler Plus	Elevator Repair
Smoothwall	Firewall
South Jersey Gas	Natural Gas
Sprint	Wireless Phone Service
Stephen A. Nurkiewicz, MD	School Physician
Stewart Business Systems	Printer Lease Services
Systems3000	Financial Software

Therapeutic Learning For Children	OT/PT Services
Tomasella's Fire Protection	Fire Protection Services
Tri-State Fire Protection	Fire Protection Services
TSA Consulting Group	403(b) Third Party Administrator
TTI Wireless	Technology Services
UGI Energy	Natural Gas
Xerox	Copier Lease Services
XTel Communications	Internet Provider
Y.A.L.E. School	Special Education Services

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

- a. **APPROVE (roll call):** Alysha Garcia as the Director of Special Projects for the 2022-23 school year at an annual salary of \$89,000. *Attachment*
- b. **APPROVE (roll call):** Posting for a full-time intervention coach for the 2022-2023 school year.
- c. **APPROVE (roll call):** Cindi Craig as the CLS Intervention Coach for the 2022-2023 school year at a salary of \$60,868, BA Step-8, effective August 30, 2022.
- d. **APPROVE (roll call):** The posting of the following anticipated full-time CLS position for the 2022-2023 school year.
  - i. 1 Elementary School Special Education, Self-Contained Teacher
- e. **APPROVE (roll call):** All EHCCS certificated staff members as members of the school wellness team and eligible for compensation through the School Wellness Grant for the 2022-2023 school year.
- f. **APPROVE (roll call):** Appointment of all district certificated staff as detention, AM/PM duty, athletic chaperones, SMT/Climate Committee, and After School Program substitutes for the 2022-2023 school year at the contractual rate.
- g. **APPROVE (roll call):** Appointment of the following substitutes for the 2022-2023 school year:

Custodian (daily rate: \$140)

Yasmine Galarza

Robert Rifkin  
Nurse (daily rate: \$150.00)  
Judy Fern  
Secretary (daily rate: \$140.00)  
Laura Quinones  
Yvette Ortiz  
Shannon Myers  
Teacher (daily rate: \$145.00)  
Jessica O'Dowd

- e. **APPROVE (roll call):** Approve the posting for eight (8) EHCCS School Management Team members for the 2022-2023 school year, not to exceed 30 hours (including summer) each at the contractual rate.
- f. **APPROVE (roll call):** Approve the posting for eight (8) CLS Climate Committee members for the 2022-2023 school year, not to exceed 30 hours (including summer) each at the contractual rate.
- g. **APPROVE (roll call):** Appointment to the following position as listed:
  - i. 21st CCLC REACH Program (July 5, 2022 to July 29, 2022), 4 hours per day x19 days, at the contractual rate unless otherwise indicated, funded by the 21st CCLC Grant, FY 22:
    - 1. Marc Roesch                      Instructor
- h. **APPROVE (roll call):** Spragg extra-curricular activity assignments for the 2022-2023 school year at the contractual rate:
  - i. Art Club Advisor - Heather Camillo
  - ii. Am/Pm Duty Staff - Cindi Craig, Stacy Bagstrom, Rebecca Sartorio, Chrystal Merrigan, Tina Hennaut
  - iii. Safety Patrol Advisor - Cindi Craig
  - iv. After School Program - Kelly Vendetti, Deanna Walker, Danielle Broomhead
- i. **RESCIND (roll call):** Submission of a contract for Jason Bedell, School Business Administrator, for the term July 1, 2022 to June 30, 2023 to be reviewed and approved by the Atlantic County Executive Superintendent.                      *Attachment*
- j. **APPROVE (roll call):** Submission of the revised contract for Jason Bedell, School Business Administrator, for the term July 1, 2022 to June 30, 2023 to be reviewed and approved by the Atlantic County Executive Superintendent.                      *Attachment*

- k. **APPROVE (roll call):** Katie Ip as CLS In-Class Resource teacher for the 2022-23 school year at an annual salary of \$53,218.00, BA Step 1, effective August 30, 2022.
- l. **APPROVE (roll call):** Bethel Lee Mackiewicz as 21st CCLC/REACH Project Director for the remainder of the 2021-2022 school year at an annual salary of \$65,000, prorated to start date, pending criminal history approval.
- m. **APPROVE (roll call):** Bethel Lee Mackiewicz as 21st CCLC/REACH Project Director for the 2022-2023 school year at an annual salary of \$65,000.
- n. **APPROVE (roll call):** Amanda Klapatch as Middle School Teacher, K-6 Certification, for the 2022-23 school year at an annual salary of \$53,218.00, BA Step 1, effective August 30, 2022, pending proper certification.
- o. **APPROVE (roll call):** \_\_\_\_\_ as Special Services Secretary for the 2022-23 school year at an annual salary of \$\_\_\_\_\_, Step \_\_\_, effective July 1, 2022.
- p. **APPROVE (roll call):** \_\_\_\_\_ Middle School ELA Teacher, for the 2022-23 school year at an annual salary of \$\_\_\_\_\_, \_\_Step\_\_\_, effective August 30, 2022.

## **XVI. 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. *Attachment*
- b. **RATIFY & AFFIRM (roll call):** A field trip to the Cedar Creek High School on 5/31/2022 for the Reach program.
- c. **APPROVE (roll call):** The following student enrichment trips, funded locally.
  - i. 3rd Grade to the Wetlands Institute on June 15, 2022.
- d. **RATIFY and AFFIRM (roll call):** A contract with Pinelands Learning Center for Student ID # 1168720559820768739 at a tuition rate of \$6,594 from May 23, 2022 through the end of the 2022-2023 school year.
- e. **APPROVE (roll call):** A contract with the Atlantic County Special Services School District for extended school costs of \$575 per week for the following students:
  - i. ID 712441745931122 for \$2,300 (4 weeks)

- ii. ID 27112835504860734016 for \$2,300 (4 weeks)
- iii. ID 459557481599333386 for \$2,300 (4 weeks)
- iv. ID 923896902934359908 for \$2,300 (4 weeks)
- v. ID 6779387451183296499 for \$2,300 (4 weeks)
- vi. ID 7609369966246122142070 for \$2,300 (4 weeks)

## **XVII. Program Items**

- a. **APPROVE (roll call):** EHCCS Summer ESY clinical practice placement for Rowan University student from July 5, 2022 to July 29, 2022:
  - i. Michael Capaldi - James Connelly (Special Education Instructor Grades 6-8)
- b. **APPROVE (roll call):** Revised EHCCS fall clinical practice placement and spring clinical practice placement for Rowan University student from September 1, 2022 to May 5, 2023:
  - i. Samantha Reeves - Jordan Melchionni (7th Grade ELA)
- c. **APPROVE (roll call):** Acceptance of the AtlantiCare 2021-2022 Turn your School Wellness into Wealth Program for the Egg Harbor City Community School in the amount of \$300.

## **XVIII. 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, Every Student Succeeds Act (ESSA), local student Individual Education Plans, or entitlement/discretionary grants. Adequate funds have been appropriated.

- a. **APPROVE (roll call):** Professional Development Workshops for the 2021-2022 school year. *Attachment*

## **XIX. Policies / Regulations Items**

- a. **APPROVE (roll call):** First reading of New/Revised Policies/Bylaws/Regulations as follows:
  - i. Policy 6142.10      Internet Safety and Technology      *Attachment*

## **XX. New Business**

## **XXI. Informational Items**

- a. Meet and Mingle with the Principal event on Wednesday, July 27, 2022 at 5:00pm, EHCCS.
- b. Ringing in the New School Year Carnival on Thursday, August 25, 2022 from 5-7:30pm, EHCCS.

**XXII. Open to Public**

**XXIII. Calendar Dates**

June 20, 2022	Staff Development, 12:50 Dismissal
June 20, 2022	8th Grade Graduation
June 21, 2022	Last Day Students, 12:20 Dismissal
July 13, 2022	Board of Education Meeting

**XXIV. Executive Session**

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- (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 matters, with the consent of the employee.

**XXV. Adjournment Time**

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