

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

**MINUTES**

Regular Meeting

November 15, 2023

Charles L. Spragg School

Library

601 Buffalo Avenue

7:00 PM

**I. Regular Meeting**

Mrs. DiGiacomo called the meeting to order at 7:00 PM. 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**

Mr. Bouchard ('25)-P

Mrs. DiGiacomo ('23)-P

Ms. Caudo ('23)-P

Ms. Fuentes ('25)-P

Ms. Rogers ('25)-P

Ms. Cramer ('24)-P

Ms. Leeds-Smith ('24)-P

#### **IV. Executive Session**

**Motion:** Mr. Bouchard

**Second:** Ms. Rogers

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 15, 2023 at 7:02 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.

**All in Favor:**

Mr. Bouchard ('25)- Y

Ms. Caudo ('23)- Y

Ms. Cramer ('24)- Y

Mrs. DiGiacomo ('23)- Y

Ms. Fuentes ('25)- Y

Ms. Leeds-Smith ('24)- Y

Ms. Rogers ('25)- Y

#### **V. Open Floor to Public**

No comments

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

No Comments

#### **VII. Monthly Reports**

a. Administrative Reports

i. Superintendent / Principal Report

*Attachment*

Mrs. Shulby relayed the tentative Board member election results and congratulated Mrs. DiGiacomo and Mr Guercioni. Mrs. Shulby commented on the partnerships with the local High School volunteers, the

successful Breast Cancer fundraisers at both schools and the Ruby Bridges Walk to School day.

ii. Business Administrator Report

Ms. Milazzo updated the Board on the various reviews and reports completed in the Business office and reminded the Board members of the upcoming JIF award dinner.

iii. Director of Special Projects Report

*Attachment*

Ms. Garcia spoke about the success of the Fall Family Fun Night and the various REACH collaborations on the agenda.

iv. EHCCS Principal Report

*Attachment*

Dr. Forrester complimented Mr. Gray's work for the REACH program. She commented on the success of the various programs held at the middle school, the start of the next round of staff evaluations and the Principal's Merit lunch with students.

v. Supervisor of Early Childhood/LDTC Report

*Attachment*

Ms. Macchione commented on the Annual PreK update that is on the agenda and the success of the Books in the Backyard program.

vi. Board Solicitor's Report

b. Board Committee Reports

i. Personnel

ii. Curriculum/Programs

iii. Finance

iv. Policy

v. Buildings/Grounds

## VIII. Board Minutes

**Motion:** Ms. Caudo

**Second:** Ms. Rogers

a. **APPROVE (roll call):**

i. October 11, 2023

Regular

*Attachment*

ii. October 11, 2023

Executive

*Attachment*

Mr. Bouchard ('25)- Y

Ms. Caudo ('23)- Y

Ms. Cramer ('24)- Y

Mrs. DiGiacomo ('23)- Y

Ms. Fuentes ('25)- Y

Ms. Leeds-Smith ('24)- Y

Ms. Rogers ('25)- Y

## IX. Financial Items

**Motion:** Mr. Bouchard

**Second:** Ms. Rogers

a. **APPROVE (roll call):**

- i. Board Secretary Report – September 2023 *Attachment*
- ii. Treasurer of School Moneys Report – September 2023 *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 9/30/23 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):** Monthly Purchase Orders/Bills *Attachment*

Bills to be Approved for Payment	\$317,561.69
Checks (October) to be Ratified	\$163,877.69
Checks (November) to be Ratified	\$71,838.31
Payroll (October) to be Ratified	\$710,693.54
Total	\$946,409.54

d. **APPROVE (roll call):** Budget transfer for the 2023-2024 school years in accordance with N.J.A.C. 6:20-2:13 and Chapter 196 Laws of 1967, as follows:

- i. November 15, 2023 (23/24) Fund 10 - \$117,029 *Attachment*

e. **APPROVE (roll call):** Acceptance of the Final Eligible Cost (FEC)

Determination Letter, authorizing the Superintendent and School Business Administrator to execute the ROD grant agreement #1300-030-23-R501 to remove and replace existing gas-fired absorption chiller at the Egg Harbor City Community School.

*Attachment*

f. **APPROVE (roll call):** The 2024-2025 School Budget Tentative Calendar.

*Attachment*

Mr. Bouchard ('25)- Y  
Mrs. DiGiacomo ('23)- Y  
Ms. Leeds-Smith ('24)- Y

Ms. Caudo ('23)- Y  
Ms. Fuentes ('25)- Y  
Ms. Rogers ('25)- Y

Ms. Cramer ('24)- Y

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

**Motion:** Ms. Rogers

**Second:** Mr. Bouchard

a. Facilities

- i. **APPROVE (roll call):** Health and Safety Evaluation of School Buildings Checklists for the Charles L. Spragg Elementary School and Egg Harbor City Community School for the 2023/2024 school year, completed October 8, 2023. *Attachment*

b. Transportation

- i. **APPROVE (roll call):** The School Bus Emergency Evacuation Drill Report from October 12, 2023. *Attachment*

c. Misc.

- i. **APPROVE (roll call):** The submission of the 2023-2024 School Safety and Security Plan Review Statement of Assurance. *Attachment*
- ii. **APPROVE (roll call):** The 2024 schedule of Board of Education Meetings. *Attachment*
- iii. **APPROVE (roll call):** The Egg Harbor City Community School Nursing Services Plan 2023-2024 . *Attachment*
- iv. **APPROVE (roll call):** The Charles L. Spragg Elementary School Nursing Services Plan 2023-2024. *Attachment*
- v. **APPROVE (roll call):** Renewal of a three-year membership in the Atlantic and Cape May Counties Association of School Business Officials Joint Insurance Fund (ACCASBO-JIF) beginning on July 1, 2024, and further approving the Fund's Indemnity and Trust Agreement. *Attachment*
- vi. **APPROVE (roll call):** The Service-Learning Agreement establishing a cooperative relationship that supports the education and experiential learning of students of Stockton University. *Attachment*

vii. **APPROVE (roll call):** The following Cedar Creek High School, National Honor Society members to volunteer to assist with the REACH program/21<sup>st</sup> CCLC grant through the end of the 2023-2024 school year:

1. Allison Amadio
2. Justin Assink
3. Jayla Bussey
4. Kendra Canale
5. Abby Clapp
6. Josh Clapp
7. Jessica Cook
8. Bianca Fuentes
9. Seth Glonek
10. Katherine Graff
11. Sara Gutierrez
12. Isabella Haines
13. Aaron Kehrli
14. Gabrielle Kienzle
15. Alexandra Lopez Diaz
16. Maria Maione
17. Rayna Mangold
18. Ryan Manning
19. Ekaterina Manolis
20. Leah Martin
21. Nate Martin
22. Liz Martin
23. Morgan Maslanka
24. Maya Mason
25. Mia McColl
26. Owen Nowalsky
27. Charley Phy
28. James Scalice
29. Alexis Sears
30. Haley shaw
31. Ryan Vankawala

Mr. Bouchard ('25)- Y  
Mrs. DiGiacomo ('23)- Y  
Ms. Leeds-Smith ('24)- Y

Ms. Caudo ('23)- Y  
Ms. Fuentes ('25)- Y  
Ms. Rogers ('25)- Y

Ms. Cramer ('24)- Y

## **XI. Personnel Items – as recommended by the Superintendent of Schools**

**Motion:** Ms. Cramer

**Second:** Mr Bouchard

- a. **RATIFY AND AFFIRM (roll call):** Appointment of Allison Summerset-Mobley to the EHCCS School Management Team for the 2023-2024 school year.
- b. **RATIFY AND AFFIRM (roll call):** The following revised leave for SMID #65219099:
  - i. Family Medical Leave of Absence from August 31, 2023 through November 30, 2023, using sick time.
  - ii. Medical Leave of Absence from December 1, 2023 through March 28, 2024 using the following type days:
    1. Sick time for December 1, 2023 through March 22, 2024.
    2. Personal time for March 25, 2024 through March 27, 2024.
    3. Family Illness time for March 28, 2024.

Mr. Bouchard ('25)- Y

Ms. Caudo ('23)- Y

Ms. Cramer ('24)- Y

Mrs. DiGiacomo ('23)- Y

Ms. Fuentes ('25)- Y

Ms. Leeds-Smith ('24)- Y

Ms. Rogers ('25)- Y

## **XII. Student Items**

**Motion:** Mr. Bouchard

**Second:** Ms. Rogers

- 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. *Handout*
- b. **RATIFY AND AFFIRM (roll call):** Sending the following homeless student to Galloway Township School District in compliance with the McKinney-Vento Act, where the prior district of residence is responsible for the estimated tuition costs:
  - i. #20290906, Grade 7, \$89.82 per diem, effective September 12, 2023 through June 30, 2024 (176 days, \$15,808.32)
- c. **APPROVE (roll call):** The following student enrichment trips, funded locally.
  - i. 5th Grade students to visit the Franklin Institute, 222 North 20th Street, Philadelphia, PA on Thursday, May 23, 2024. *Attachment*
  - ii. 4th Grade students to visit the Marine Mammal Stranding Center, 3625 Brigantine Blvd. Brigantine, NJ on Thursday May 30, 2024. *Attachment*

- iii. 7th, 8th Grade students to attend Cedar Creek High School Band and Choir Holiday Concert Rehearsal on Tuesday, December 12, 2023. *Attachment*
- iv. 6th Grade students to visit the Ric and Jean Edelman Planetarium, 201 Mullica Road Glassboro, NJ on Friday, May 31, 2024. *Attachment*
- v. REACH field trip to King Pin Bowling, 6622 Black Horse Pike Egg Harbor Township, NJ on December 15, 2023. *Attachment*
- vi. REACH field trip to Trenton Central High School, 400 Chambers St. Trenton, NJ on December 2, 2023. *Attachment*

Mr. Bouchard ('25)- Y	Ms. Caudo ('23)- Y	Ms. Cramer ('24)- Y
Mrs. DiGiacomo ('23)- Y	Ms. Fuentes ('25)- Y	
Ms. Leeds-Smith ('24)- Y	Ms. Rogers ('25)- Y	

### **XIII. Program Items**

**Motion:** Ms. Caudo

**Second:** Ms. Rogers

- a. **APPROVE (roll call):** CLS spring clinical practice placement for Stockton University student January 2, 2024 to April 19, 2024:
  - i. Deja Larrier - Cari Ragona (3rd Grade)
- b. **APPROVE (roll call):** The Commission for the Blind to perform vision screenings for PreK and Kindergarten students at the Charles L. Spragg School on December 1, 2023.
- c. **APPROVE (roll call):** Atlanticare to host a fitness night at CLS for 3rd Grade students and families on January 24, 2024.
- d. **APPROVE (roll call):** The submission of the Annual Preschool Operational Plan and 2024-2025 projected Preschool Enrollment to the Department of Education Division of Early Childhood Services.
- e. **APPROVE (roll call):** The following ACIT Medical Assistant students and staff to complete school health screenings at CLS with school nurse, Stacy Baggstrom, on December 12, 2023, December 13, 2023 and December 14, 2023.
  - i. Darie Simeon
  - ii. Miley Rockelman
  - iii. Tayisha Boss
  - iv. Paola Ortiz Ramirez
  - v. Tiffany Lio
  - vi. Amy Duran



- vii. Amie Boyer-ACIT staff member
- viii. Alison Majowicz-ACIT staff member

- f. **APPROVE (roll call):** Atlanticare's Chef in the Classroom program for Matt Wira's 6th-8th grade students on December 18, 2023.

Mr. Bouchard ('25)- Y	Ms. Caudo ('23)- Y	Ms. Cramer ('24)- Y
Mrs. DiGiacomo ('23)- Y	Ms. Fuentes ('25)- Y	
Ms. Leeds-Smith ('24)- Y	Ms. Rogers ('25)- Y	

#### **XIV. Professional Development**

**Motion:** Ms. Cramer

**Second:** Mr. Bouchard

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 2023-2024 school year. *Attachment*

Mr. Bouchard ('25)- Y	Ms. Caudo ('23)- Y	Ms. Cramer ('24)- Y
Mrs. DiGiacomo ('23)- Y	Ms. Fuentes ('25)- Y	
Ms. Leeds-Smith ('24)- Y	Ms. Rogers ('25)- Y	

#### **XV. Policies / Regulations Items**

**Motion:** Ms. Caudo

**Second:** Mr. Bouchard

- a. **APPROVE (roll call):** Second Reading and Adoption of New/Revised Policies/Bylaws/Regulations as follows:

- i. Policy 4151.1/4251.1 Personal Illness and Injury/Health and Hardship *Attachment*
- ii. Policy 5131.1 Harassment, Intimidation and Bullying *Attachment*
- iii. Policy 5131.5 Vandalism Violence *Attachment*

iv. Policy 6142.2 English as a Second Language; Bilingual Program

*Attachment*

Mr. Bouchard ('25)- Y	Ms. Caudo ('23)- Y	Ms. Cramer ('24)- Y
Mrs. DiGiacomo ('23)- Y	Ms. Fuentes ('25)- Y	
Ms. Leeds-Smith ('24)- Y	Ms. Rogers ('25)- Y	

**XVI. New Business**

None

**XVII. Informational Items**

- a. District Pink October Ribbon Sale and October 18, 2023 dressdown, \$734 raised for the Susan G. Komen Foundation
- b. EHCCS Principal Merit Lunch, November 15, 2023
- c. Books in Your Backyard, CLS Preschool, November 15, 2023
- d. EHCCS Turkey Trot, November 22, 2023
- e. EHCCS Picture Retake Day, November 28, 2023
- f. EHCCS Atlantic County Prosecutor's Office Internet School Safety Assembly, December 1, 2023
- g. CLS Picture Retake Day, December 5, 2023
- h. EHCCS Festival of Hope Event, December 6, 2023
- i. 21st CCLC REACH participation in Egg Harbor City Christmas Parade, December 16, 2023

**XVIII. Open to Public**

Ms. Shabirah Davis spoke to the Board regarding concerns she is having about her son who is in 6th grade. There was a situation where her son brought a large sum of money to the school and the police were called. Ms. Davis also spoke of the events surrounding the return of the money and her being evicted from school and her concerns with these decisions. Mr. Sahli, Board Attorney, explained to Ms. Davis she cannot speak about staff members in a public session and should she wish to discuss it further with the Board, she would need to write a letter to the Board president to make arrangements to speak at an executive session.

**XIX. Calendar Dates**

November 20-21, 2023	Parent-Teacher Conferences, 12:50 Dismissal
November 22, 2023	Thanksgiving Recess begins, 12:20 Dismissal
November 23-24, 2023	Thanksgiving Recess, Buildings Closed

December 6, 2023  
December 13, 2023

Staff Development, 12:50 Dismissal  
Board of Education Meeting

## **XX. Adjournment Time**

**Motion:** Ms. Leeds-Smith

**Second:** Ms. Rogers

Time: 7:51 PM

### **All in Favor:**

Mr. Bouchard ('25)- Y

Ms. Caudo ('23)- Y

Ms. Cramer ('24)- Y

Mrs. DiGiacomo ('23)- Y

Ms. Fuentes ('25)- Y

Ms. Leeds-Smith ('24)- Y

Ms. Rogers ('25)- Y