

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

MINUTES

Regular Meeting

October 11, 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)-Absent	Ms. Caudo ('23)- P	Ms. Cramer ('24)-P
Mrs. DiGiacomo ('23)-P	Ms. Fuentes ('25)-Absent	Ms. Leeds-Smith ('24)-P
	Ms. Rogers ('25)-P	

IV. Presentation of Annual 2022-2023 HIB Grade Self-Assessment by Mrs. Shulby

V. Presentation of Spring 2023 NJSLA Data by Ms. Craig and Ms. Miranda

VI. Open Floor to Public

Mr. Ross asked about the Statement of Assurance for Paraprofessionals. Mrs. Gibney responded this is a twice annual document that is sent to the Department of Education verifying paraprofessional staff hiring per requirements, job descriptions and if Title 1.

VII. Comments for the Good of the Board

None

VIII. Monthly Reports

a. Administrative Reports

i. Superintendent / Principal Report

Attachment

Mrs. Shulby spoke about the Acenda partnership, the successful Back to School Night at Spragg and the Bucket Filler pep rallies.

ii. Business Administrator Report

Ms. Milazzo reported on the continuing HVAC project at Spragg and the fire alarm panel replacement at the Community School. The auditors completed their field work and a final report is expected in February or March. Our new Payroll/Accounts Payable person will start October 16th.

iii. Director of Special Projects Report

Attachment

Ms. Garcia reported that the CST department had a table at both schools' Back to School nights offering services to parents. REACH has had a few events and more are expected.

iv. EHCCS Principal Report

Attachment

Dr. Forester reported on the success of the Community School Back to School event, our new Art teacher, and looks forward to the new Band Advisor starting.

v. Supervisor of Early Childhood/LDTC Report

Attachment

Ms. Macchione reported on the PreK instructional coach, planning for the PreK plan and working with staff's SGO and PDP plans.

vi. Board Solicitor's Report

b. Board Committee Reports

- i. Personnel
- ii. Curriculum/Programs
- iii. Finance
- iv. Policy
- v. Buildings/Grounds

IX. Board Minutes

Motion: Ms. Leeds-Smith

Second: Ms. Rogers

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

- i. September 13, 2023 Regular *Attachment*

Roll Call:

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

X. Financial Items

Motion: Ms. Caudo

Second: Ms. Rogers

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

- i. Board Secretary's Report – August 2023 *Attachment*
- ii. Treasurer of School Moneys Report – August 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 8/31/23 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	\$210,848.39
Checks (September) to be Ratified	\$278,629.20

Payroll (September) to be Ratified	\$707,302.51
Total	\$985,931.71

- 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. October 11, 2023 (23/24) Fund 10 - \$179,277.30 *Attachment*
- e. **APPROVE (roll call):** The cancellation of outstanding check #7151 for \$23 dated April 23, 2021 on the District's General Account. The District Auditor has recommended that this check be canceled.
- f. **APPROVE (roll call):** Revised motion from the June 14, 2023 Board of Education Meeting, to approve the OceanFirst Bank as the official depository of the Egg Harbor City Board of Education, and approving signatories for school funds. *Attachment*
- g. **APPROVE (roll call):** Acceptance of the Preliminary Eligible Cost (PEC) and upon receipt of the Final Eligible Cost (FEC), authorizes 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*
- h. **APPROVE (roll call):** Authorization for the School Business Administrator to solicit bids for the Egg Harbor City Community School Broad Chiller Replacement, which is an approved project with the NJ Department of Education to be funded with a ROD Grant and also consistent with the approved long range facilities plan.
- i. **APPROVE (roll call):** Authorization for the School Business Administrator to solicit bids for the Egg Harbor City Community School Lighting Upgrades Project, which is an approved project with the NJ Department of Education and also consistent with the approved long range facilities plan.
- j. **APPROVE (roll call):** Contract in the amount of \$92,888 with Siemens Industry for Fire Alarm Panel Replacement and Upgrades at the Egg Harbor City Community School, which is an approved project with the Department of Education and also consistent with the approved long range facilities plan. Siemens Industry is a sole source/proprietary provider of the current fire alarm system. *Attachment*
- k. **APPROVE (roll call):** Submission of the Comprehensive Maintenance Plan to the Atlantic County Office of Education for the 2023-2024 school year.

Attachment

- l. **APPROVE (roll call):** Contract with Evergreen Consolidated, LLC to provide snow removal services during the 2023-2024 school year at a cost of \$300 to \$1,900 per school snow event, weather pending.
- m. **RATIFY and AFFIRM (roll call):** Acceptance of funds for the Bipartisan Safer Communities Act - Stronger Connections Competitive Grant for the period September 1, 2023 through September 30, 2025.
- n. **RATIFY AND AFFIRM (roll call):** The Federal Funding Salary Schedule for the 2023-2024 school year. *Attachment*

Roll Call:

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

XI. Non-instructional Operations Items

Motion: Ms. Cramer

Second: Ms. Rogers

a. Facilities

- i. **APPROVE (roll call):** The following facilities use request:

(a) Cedar Creek Girls Basketball to use the Community School gymnasium during the 2023-2024 school year. *Attachment*

Roll Call:

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

Motion: Ms. Cramer

Second: Ms. Rogers

b. Transportation

- i. **RATIFY and AFFIRM (roll call):** The following bus routes hosted by Greater Egg Harbor Regional High School District for the 2023-2024 school year plus a 5% administrative fee:

- (a) Contract CM18 for Field/Athletic Trips, as needed, at a rate of \$394.72 for the first four hours and \$99 for each additional hour.
- (b) Contract CM19P/Route EHC1 for \$62,251.20 to Egg Harbor City School District.
- (c) Contract CM20D/Route YL-E2 to YALE Northfield for \$477.19 per diem for students #20311567 and #20281932 (billed based on total riders).
- (d) Contract CM23C/Route AHGM1 to Galloway Township School District for \$382.50 per diem for student #20281222 (billed based on total riders).
- (e) Contract CM19U/Route ACS-GE6 to Atlantic County Special Services School District for \$394.92 per diem for student #20351925 (billed based on total riders).
- (f) Contract CM17G/Route ACS-GE13 to Atlantic County Special Services School District for \$364.15 per diem for students #20290867, #20281231, #20321086, #20301694, #20290998, #20281318, #20300984.

Attachment

Ms. Rogers asked about the transportation contacts. Ms. Milazzo explained that we are required to bus all Egg Harbor City students wherever they go. Increases are all within acceptable limits.

Roll Call:

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

Motion: Ms. Cramer

Second: Ms. Rogers

- c. **RATIFY and AFFIRM (roll call):** Statement of Assurance Submission for EHCPSD 2023-2024 Use of Paraprofessional Staff.

Attachment

Roll Call:

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

XII. Personnel Items – as recommended by the Superintendent of Schools

Motion: Ms. Caudo

Second: Ms. Rogers

- a. **RATIFY and AFFIRM (roll call):** Increase in hourly rate for REACH Program Coordinators to \$45 per hour until November 15, 2023.
- b. **APPROVE (roll call):** Posting for the following position for the 21st CCLC REACH Program, funded by the 21st CCLC Grant, FY 24:
 - i. Program Coordinator - Up to 15 hours per week (to be split with another staff member) at \$45 per hour until November 15, 2023 and then \$43 per hour thereafter.
- c. **APPROVE (roll call):** Amanda Summers as substitute teacher for the remainder of the 2023-2024 school year, pending criminal history clearance.
- d. **APPROVE (roll call):** Anna Dillier as substitute teacher for the remainder of the 2023-2024 school year, pending criminal history clearance.
- e. **APPROVE (roll call):** Linzie Salotti as Band Advisor for the 2023-2024 school year at a stipend of \$2,112.00, prorated to start date pending proper certification and criminal history clearance.
- f. **APPROVE (roll call):** Posting for an Interim School Psychologist.
- g. **RATIFY and AFFIRM (roll call):** The following revised leaves for SMID # 29550365
 - i. Family Medical Leave of Absence from August 31, 2023 through anticipated end date of November 30, 2023.
 - ii. Anticipated Medical Leave of absence from December 1, 2023 through the anticipated end date of December 22, 2023.
- h. **APPROVE (roll call):** Revised job description for 21st CCLC Project Director.
Attachment
- i. **APPROVE (roll call):** Revised job description for Technology Assistant.
Attachment
- j. **RATIFY and AFFIRM (roll call):** Salary adjustment of Amelia Devone, CLS Pre-K Aide for one year, for the 2023-2024 school year to an annual salary of \$27,299, Step 1 Aides BA effective October 1, 2023.

Mrs. Shulby explained that the job descriptions were revised to say salary is commensurate with experience and the Director revised to include more details.

Roll Call:

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

XIII. Student Items

Motion: Ms. Cramer

Second: Ms. Caudo

- 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. *Hand out*
- b. **RATIFY and AFFIRM (roll call):** Admitting the following homeless students from Hammonton Board of Education in compliance with the McKinney-Vento Act, where the prior district of residence is responsible for the estimated tuition costs:
 - i. #20321843, Grade 4, \$81.23/diem, effective September 5, 2023 through April 25, 2024 (146 days, \$11,859.26)
 - ii. #20341844, Grade 1, \$81.23/diem, effective September 5, 2023 through April 25, 2024 (146 days, \$11,859.26)
- c. **RATIFY and AFFIRM (roll call):** Admitting the following homeless students from Atlantic City Board of Education in compliance with the McKinney-Vento Act, where the prior district of residence is responsible for the estimated tuition costs:
 - i. #20341804, Grade 2, \$81.23/diem, effective September 5, 2023 through the last day of school (180 days, \$14,621)
 - ii. #20351803, Grade 1, \$81.23/diem, effective September 5, 2023 through the last day of school (180 days, \$14,621)
 - iii. #20301802, Grade 6, \$84.02/diem, effective September 5, 2023 through the last day of school (180 days, \$15,123)
 - iv. #20280686, Grade 8, \$84.02/diem, effective September 5, 2023 through the last day of school (180 days, \$15,123)
- d. **RATIFY and AFFIRM (roll call):** Admitting the following homeless students from Pleasantville Board of Education in compliance with the McKinney-Vento

Act, where the prior district of residence is responsible for the estimated tuition costs:

- i. #20291960, Grade 7, \$84.02/diem, effective September 18, 2023 through the last day of school (171 days, \$14,367)
- e. **RATIFY and AFFIRM (roll call):** Admitting the following DCPD student from Pemberton Board of Education, where the prior district of residence is responsible for the estimated tuition costs:
 - i. #20341702, Grade 2, \$81.23/diem, effective September 5, 2023 through the last day of school (180 days, \$14,621)
- f. **RATIFY and AFFIRM (roll call):** Admitting the following DCPD students from Atlantic City Board of Education, where the prior district of residence is responsible for the estimated tuition costs:
 - i. #20311335, Grade 4, \$81.23/diem, effective September 5, 2023 through the last day of school (180 days, \$14,621)
 - ii. #20361899, Grade K, \$108.42/diem, effective September 5, 2023 through the last day of school (180 days, \$19,516)
- g. **RATIFY and AFFIRM (roll call):** The Out of District Tuition contract with Atlantic County Special Services School District for student #20351925 for the period September 14, 2023 through June 30, 2024 for \$41,650.
- h. **APPROVE (roll call):** The following student enrichment trips, funded locally.
 - i. 7th Grade students to visit Cedar Creek High School in Egg Harbor City NJ on Tuesday, May 14, 2023. *Attachment*
 - ii. 8th Grade students to visit and tour Cedar Creek High School in Egg Harbor City NJ on Thursday January 25, 2024. *Attachment*

Ms. Rogers asked about the rise in student incidents and repeat offenders. Dr. Forester explained that we do a lot of interventions, but we also cannot force families to cooperate, participate or get the help a student may need. It is agreed that students need help and we do what we can to help but they may not get support needed from the family. Ms. Milazzo spoke of a grant that may get BCBA assistance that could help with student behavior. Ms. Garcia explained that a BCBA observes students and creates interventions.

Roll Call:

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

XIV. Program Items

Motion: Ms. Rogers

Second: Ms. Caudo

APPROVE (roll call): The submission of the HIB Self-Assessment for 2022-2023 school year.

- a. **APPROVE (roll call):** Acenda motion as follows:

WHEREAS, the Egg Harbor City Public School District Board of Education supports Acenda applying to the New Jersey Department of Children and Families (DCF) in annualized funding with the goal of bringing significant and new prevention and mental health services to Atlantic and Cape May County public school students, their parents/guardians, and educators. This opportunity is part of a major statewide DCF initiative called the New Jersey Statewide Student Support Services Network (NJ4S). WHEREAS, the Egg Harbor City Public School District Board of Education recognizes the need for prevention, mental health, and wellness services since the pandemic. Acenda will provide district students with services that are evidenced-based. BE IT RESOLVED, the Egg Harbor City Public School District Board of Education is committed to collaborative efforts with Acenda for the success of the state-funded NJ4S student wellness initiative for our schools.

- b. **APPROVE (roll call):** The 2023 School Closure & Reopening Plan approval letter from the Department of Education. *Attachment*

Roll Call:

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

XV. Professional Development

Motion: Ms. Rogers

Second: Ms. Leeds-Smith

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*

Roll Call:

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

XVI. Policies / Regulations Items

Motion: Ms. Caudo

Second: Ms. Rogers

- a. **APPROVE (roll call):** First reading 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

Roll Call:

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

XVII. New Business

None

XVIII. Informational Items

- a. PTO Book Fair at CLS-October 16-20, 2023 during school hours
- b. Picture Day at CLS-October 17, 2023
- c. PTO Book Fair Family Night at CLS-October 18, 2023 5-8pm
- d. CLS Fall Family Fun Night-October 25, 2023 6-8pm

XIX. Open to Public

None

XX. Calendar Dates

October 18, 2023

November 9-10, 2023

Staff Development, 12:50 Dismissal

NJEA Convention, Buildings Closed

November 10, 2023
November 15, 2023

Veterans Day Observed, Buildings Closed
Board of Education Meeting

XXI. Executive Session

Motion: Ms. Leeds-Smith

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 October 11, 2023 at 7:42 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.

Roll Call:

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

XXII. Personnel Items – Continued- as recommended by the Superintendent of Schools

Motion: Ms. Rogers

Second: Ms. Leeds-Smith

- k. **APPROVE (roll call):** The recommendation of the Superintendent to terminate SMID # 96598503 effective September 14, 2023.

Roll Call:

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

Motion: Ms. Caudo

Second: Ms. Leeds-Smith

- l. **RATIFY and AFFIRM (roll call):** Posting for 21st CCLC Project Director.

Roll Call:

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

Motion: Ms. Rogers

Second: Ms. Caudo

- m. **APPROVE (roll call):** The recommendation of the Superintendent to terminate SMID # 32596686 effective October 11, 2023.

Roll Call:

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

Motion: Ms. Leeds-Smith

Second: Ms. Rogers

- n. **APPROVE (roll call):** Posting for District Technology Assistant.

Roll Call:

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

Motion: Ms. Leeds-Smith

Second: Ms. Rogers

- o. **APPROVE (roll call):** Austin Gray as 21st CCLC/REACH Project Director for the remainder of the 21st CCLC grant year, at an annual salary of \$57,209 to be funded with the 21st Century Community Learning Centers Federal Grant Fiscal Year 2024, prorated to start date pending criminal history approval.

Roll Call:

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

XXIII. Adjournment Time

Motion: Ms. Rogers
Second: Ms. Caudo

Time: 8:03 PM

All in Favor:

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