

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

MINUTES

Regular Meeting

August 9, 2023

Egg Harbor City Community School

Cafetorium

730 Havana Avenue

7:00 PM

I. Regular Meeting

Ms. Cramer 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

Ms. Caudo ('23)-P

Ms. Cramer ('24)-P

Mrs. DiGiacomo ('23)-Absent

Ms. Fuentes ('25)-P

Ms. Leeds-Smith ('24)-P

Ms. Rogers ('25)-P

IV. Presentation of NJQSAC Placement Scores by Mrs. Shulby, Ms. Garcia and Ms. Milazzo

V. Presentation of Period 2 Summary of Violence, Vandalism, Substance Abuse, Harassment, Intimidation and Bullying Incidents by Mrs. Shulby

VI. Presentation of Spring 2023 Statewide Assessment Results: ACCESS for ELLS by Ms. Garcia

VII. Open Floor to Public

No Comments.

VIII. Comments for the Good of the Board

Ms. Rogers apologized for missing the July meeting.

IX. Monthly Reports

a. Administrative Reports

i. Superintendent / Principal Report

ii. Business Administrator Report

Ms. Milazzo reported on the replacement for Marie Hunter. A selection has been made and will have about a month to train with Ms. Hunter. The roof/HVAC project had some delays due to weather but is still on track for completion. There is an asphalt project scheduled next week at CLS. The auditors are scheduled to arrive October 2, 2023.

iii. Director of Special Projects Report

Attachment

Ms. Garcia reported the completion of the summer program including the dog that visited the program and the lake trip. The Let us Eat Please program concluded and went well.

iv. EHCCS Principal Report

v. Supervisor of Early Childhood/LDTC Report

Attachment

Ms. Macchione reported on the Pre-K Meet and Greet and noted the Back to School event is scheduled for August 22, 2023.

vi. Board Solicitor's Report

b. Board Committee Reports

i. Personnel

ii. Curriculum/Programs

- iii. Finance
- iv. Policy
- v. Buildings/Grounds

X. Board Minutes

Motion: Mr. Bouchard

Second: Ms. Rogers

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

i. July 12, 2023 Regular *Attachment*

Roll Call:

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

XI. Financial Items

Motion: Ms. Rogers

Second: Mr. Bouchard

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

i. Board Secretary's Report – June 2023 *Attachment*

ii. Treasurer of School Moneys Report – June 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 6/30/23 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):** July 2023 Bills' List *Attachment*

1	General Account	\$1,429,558.05
2	Capital Account	\$0.00

3	Food Service Account	\$28,259.58
4	Payroll Account	\$146,674.73
5	Debt Service Account	\$0.00

- d. **APPROVE (roll call):** Budget transfer for the 2022-2023 and 2023-2024 school years in accordance with N.J.A.C. 6:20-2:13 and Chapter 196 Laws of 1967, as follows:

- i. August 9, 2023 (22/23) Fund 10 - \$2,530
- ii. August 9, 2023 (23/24) Fund 10 - \$107 *Attachment*

- e. **APPROVE (roll call):** A Letter Form of Agreement with Becica Associates regarding the Community School Chiller Project. *Attachment*

- f. **APPROVE (roll call):** Code of Conduct for Procurement per the New Jersey Department of Agriculture. *Attachment*

- g. **RATIFY AND AFFIRM (roll call):** The removal of various obsolete IT assets and equipment. *Attachment*

Roll Call:

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

XII. Non-instructional Operations Items

Motion: Ms. Rogers

Second: Mr. Bouchard

- a. **APPROVE (roll call):** The District Professional Development Plan for the 2023-2024 school year. *Attachment*
- b. **APPROVE (roll call):** Statement of Assurance Submission for EHCPD 2023-2024 Professional Development Plan.
- c. **APPROVE (roll call):** Statement of Assurance Submission for EHCPD 2023-2024 Mentoring Plan.

- d. **APPROVE (roll call):** District Emergency Operations Plan for the 2023-2024 school year.
- e. **APPROVE (roll call):** Use of facilities by The Alcove Center for Grieving Children and Families to provide free student support groups for bereavement and trauma during the 2023-2024 school year.

Ms. Rogers asked about the self assessment section in the Professional Development Plan and what was the plan for items with scores of 2. Ms. Garcia responded that those items were used to plan future professional development topics.

Roll Call:

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

Motion: Ms. Rogers

Second: Mr. Bouchard

f. Transportation

i. **RATIFY and AFFIRM (roll call):** Approve the following 2023-2024 extended school year transportation routes through GEHRSD:

- (a) Contract GEH16 (Route EHC-EY) for extended school year transportation, cost \$5,880.47. *Attachment*
- (b) Contract GEH16 (Route AREY06) for extended school year transportation to Galloway Township for student # 20281222, cost \$292.19. *Attachment*
- (c) Contract GEH21C (Route YLE-EY) for extended school year transportation to YALE Northfield for student # 20311567, cost \$3,074.58. *Attachment*
- (d) Contract GEH22E (Route ACS2-EY) for extended school year transportation to ACSSSD for \$12,978.40. *Attachment*

Roll Call:

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

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

Motion: Mr. Bouchard

Second: Ms. Caudo

- a. **APPROVE (roll call):** Family Medical Leave of Absence for SMID # 65219099 from August 31, 2023 through the anticipated end date of November 30, 2023.
- b. **APPROVE (roll call):** All certified staff as homebound instructors for the 2023-2024 school year at the contractual rate.
- c. **APPROVE (roll call):** All eligible certificated staff to mentor novice teachers for the 2023-2024 school year.
- d. **APPROVE (roll call):** The following mentor assignments for the 2023-2024 school year:
 - i. Brian Matthews with Gianna Miranda
 - ii. Joanny Hoffman with Tina Scibilia
 - iii. Nicolette Gramlick with Gabrielle Elefante
 - iv. Allison Summerset Mobley with Andrew Ross
 - v. Madison Rogers with Cindi Craig
 - vi. Kelly Safrenek with Sarah Sharp for 10 weeks
- e. **APPROVE (roll call):** Posting for the following positions for the 21st CCLC REACH Program, pending 21st CCLC Continuation Grant approval, for the period September 2023 to June 2024 at the contractual rate unless otherwise indicated, funded by the 21st CCLC Grant, FY 24:
 - i. 1 - Program Coordinator - Up to 15 hours per week at \$43 per hour
 - ii. 1 - Data Entry Clerk - Up to 15 hours per week at \$17 per hour
 - iii. 3 - AM REACH Staff - Up to 5 hours per week t \$39 per hour
 - iv. 7 - PM REACH staff Monday - Thursday - Up to 12 hours per week at \$39
 - v. 4 - PM REACH staff Fridays - Up to 3 hours per week at \$39
 - vi. 1 - PM REACH Academic Specialist (ELA) Instructor up to 5 hours per week at \$39 per hour
 - vii. 1 - PM REACH Academic Specialist Instructor (Math) up to 5 hours per week at \$39 per hour
- f. **APPROVE (roll call):** All certified staff as AM and PM REACH staff for the 2023-2024 school year at the contractual rate.
- g. **APPROVE (roll call):** Tara Caprioli as CLS Pre-K Aide, for the 2023-2024 school year at an annual salary of \$23,204.00, Step 1 Aides BA .85 FTE, pending criminal history clearance.
- h. **APPROVE (roll call):** Patricia Clemas as Custodian for the 2023-2024 school year at an annual salary of \$36,154.00, Step 1 Custodian, pending criminal history clearance.

- i. **APPROVE (roll call):** Judith Millar as Accounting/Payroll Specialist for the 2023-2024 school year at an annual salary of \$65,000.00 prorated to anticipated start date of October 16, 2023 pending criminal history approval.
- j. **RATIFY and AFFIRM (roll call):** Leah Gaston, Guidance Counselor, for an additional 15 hours of Summer 2023 work at the contractual rate.
- k. **RATIFY and AFFIRM (roll call):** Simon Mohr, 21st CCLC REACH Coordinator, to work an additional 20 hours at \$43.00 per hour in the month of August, FY23.
- l. **APPROVE (roll call):** Reassignment of Stacey Mohr to EHCCS BSI Teacher for one year, for the 2023-2024 school year at an annual salary of \$55,094.00, BA Step 2.
- m. **APPROVE (roll call):** Posting for a Leave Replacement Part-Time Teacher Aide at CLS.
- n. **APPROVE (roll call):** Reassignment of Amelia Devone to CLS Pre-K Aide for one year, for the 2023-2024 school year at an annual salary of \$27,299, Step 1 Aides BA.
- o. **APPROVE (roll call):** Authorization for the Superintendent to hire the following staff, pending 21st CCLC Continuation Grant approval, for the 2023-2024 school year subject to Board ratification:
 - i. 1-REACH Program Coordinator - Up to 15 hours per week at \$43 per hour
 - ii. 1-REACH Data Entry Clerk - Up to 15 hours per week at \$17 per hour
 - iii. 1 - PM REACH Academic Specialist (ELA) Instructor up to 5 hours per week at \$39 per hour
 - iv. 1 - PM REACH Academic Specialist Instructor (Math) up to 5 hours per week at \$39 per hour
- p. **APPROVE (roll call):** Authorization for the Superintendent to hire the following staff for the 2023-2024 school year subject to Board ratification:
 - i. 1- Pre-K Special Education Teacher at CLS

Ms. Fuentes asked about the Pre-K teacher that was on the agenda but removed as she accepted a position elsewhere. Shouldn't we consider offering people more than Step 1 as Mr. Ross spoke about last month? Mrs. Shulby responded that the Budget is already fixed for this year but planning for additional Steps is something that could be discussed in future years.

Roll Call:

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

XIV. 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. *Attachment*

Roll Call:

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

XV. Program Items

Motion: Mr. Bouchard

Second: Ms. Caudo

- a. **APPROVE (roll call):** Charles L. Spragg Elementary School and Egg Harbor City Community School to participate in the Child Assault Prevention (CAP) Program during the 2023-2024 school year, provided by Atlantic Prevention Resources.
- b. **APPROVE (roll call):** Charles L. Spragg Elementary School and Egg Harbor Community School to participate in the Strengthening Families Program for families and students during the 2023-2024 school year, provided by Atlantic Prevention Resources.
- c. **APPROVE (roll call):** All students to participate in Life Skills during the 2023-2024 school year, provided by Atlantic Prevention Resources.
- d. **APPROVE (roll call):** A Service Agreement between Youth Advocate Programs, Inc. and the Egg Harbor City Public School District for the period September 1, 2023 through August 31, 2024 to provide mental health counseling for students.

Attachment

e. **RATIFY and AFFIRM (roll call):** Submission of the Bilingual Program Waiver Request for the 2023-2024 school year.

f. **RATIFY and AFFIRM (roll call):** Submission of the Virtual/Remote Learning Plan for the 2023-2024 school year to the Atlantic County Office of Education.

Attachment

g. **APPROVE (roll call):** EHCCS fall clinical practice placement and spring clinical practice placement for Stockton University students from September 5, 2023 to May 3, 2024:

- i. Jenaël Sahli - Lori-Beth Silver (4th Grade)
- ii. Jacqueline Dunn - Kylee Farnan (5th Grade)
- iii. Lauren Faustino - Ashley Popa (6th Grade)

Roll Call:

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

XVI. Professional Development

Motion: Ms. Rogers

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

Roll Call:

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

XVII. Policies / Regulations Items

Motion: Ms. Caudo
Second: Mr. Bouchard

- a. **APPROVE (roll call):** First reading of New/Revised Policies/Bylaws/Regulations as follows:

- i. Policy 3542.3 Procurement Procedures for Child Nutrition Programs
Attachment

Roll Call:

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

XVIII. New Business

None

XIX. Informational Items

- August 14, 2023, Preschool Orientation
- August 22, 2023, 5:30-6:30 PM - CLS Back to School Event
- August 24, 2023, 4:30-5:00 PM - EHCCS 4th Grade Orientation
- August 24, 2023, 5:00-7:00 PM - EHCCS Back to School Carnival

XX. Open to Public

XXI. Calendar Dates

August 24, 2023	New Staff Orientation
August 31, 2023	Staff Development
September 1, 2023	Staff Development
September 4, 2023	Labor Day, Buildings Closed
September 5, 2023	First Day Students/Staff, 12:50 Dismissal Staff Development
September 6, 2023	12:50 Dismissal, Staff Development
September 13, 2023	Board of Education Meeting at CLS

Ms. Fuentes asked why meetings are going back to CLS. Mrs. Shulby responded that due to the REACH program's dinner and dismissal from the Cafetorium, this would be a disruption to the REACH program and there is not enough time for the custodians to clean and set up for the meeting. Ms. Fuentes responded that the REACH program ends at 6 and also brought up that isn't it a hazard to have the meetings at CLS as we cannot see who is coming to the meeting but at EHCCS we can as there are windows. Other Board members also voiced the preference for EHCCS over CLS for meetings. Mrs. Shulby responded she will bring this concern to Board President, Mrs. DiGiacomo, and committee.

XXII. Adjournment Time

Motion: Mr. Bouchard

Second: Ms. Rogers

Time: 7:33 PM

All in Favor:

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