

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

**MINUTES**

Regular Meeting  
December 11, 2024  
Charles L. Spragg School  
Library  
601 Buffalo Avenue  
6:00 PM

**I. Regular Meeting**

Mrs. Di Giacomo called the meeting to order at 6:02 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. Fuentes ('25)-P

Ms. Cramer ('24)-P  
Mr. Guercioni ('26)-P  
Ms. Rogers ('25)-Absent

Mrs. DiGiacomo ('26)-P  
Ms. Leeds-Smith ('24)-P

Also present was Superintendent Adrienne Shulby, Board Attorney Ron Sahli, Business Administrator Allyson Milazzo and Administrative/Board Secretary Angela Gibney.

#### **IV. Presentation of 2023-2024 Audit from Ford Scott & Associates by Carol Russ**

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

Jessica Nava asked if Ms. Kern was resigning from the position or in total, Mrs. Shulby responded in total. Mrs. Nava expressed that this is a loss and also commented on Ms. Emper resignation and concern with turnover. Mrs. Nava asked if per REACH guidelines do we have a data entry person, Mrs. Shulby responded we do, Mrs. Ortiz.

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

None

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

##### **a. Administrative Reports**

##### **i. Superintendent / Principal Report**

*Attachment*

Mrs. Shulby noted that due December being busy, she gave administration the night off. She pointed out the many events on the calendar. Mrs. Shulby congratulated Mrs. Jessica Nava as the newly elected Board member and recognized Ms. Leeds-Smith for her time on the Board.

##### **ii. Business Administrator Report**

Ms. Milazzo noted that the December JIF award dinner was the biggest turnout ever, we were awarded \$3,000 for our safety measures and also were recognized for reporting claims within 1-3 days, but would like to strive for within 24 hours. Ms. Milazzo commented that as reported in the Audit presentation there were no audit findings and recognized Judy Millar and Angela Gibney for their hard work.

##### **iii. Director of Special Projects Report**

*Attachment*

##### **iv. EHCCS Principal Report**

*Attachment*

##### **v. Supervisor of Early Childhood/LDTC Report**

*Attachment*

##### **vi. Board Solicitor's Report**

##### **b. Board Committee Reports**

##### **i. Personnel - Met on December 11, 2024 but have nothing to report.**

##### **ii. Curriculum/Programs**

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

**VIII. Board Minutes**

**Motion:** Mr. Guercioni

**Second:** Mr. Bouchard

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

- i. November 13, 2024 Regular Meeting *Attachment*

**Roll Call:**

Mr. Bouchard ('25)-Y	Ms. Cramer ('24)-Y	Mrs. DiGiacomo ('26)-Y
Ms. Fuentes ('25)-Y	Mr. Guercioni ('26)-Y	Ms. Leeds-Smith ('24)-Y
Ms. Rogers ('25)-Absent		

**IX. Financial Items**

**Motion:** Mr. Bouchard

**Second:** Mr. Guercioni

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

- i. Board Secretary Report – October 2024 *Attachment*
- ii. Report of Receipts and Disbursements – October 2024 *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 10/31/24 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	\$183,011.64
Checks to be Ratified	\$274,784.26
Payroll to be Ratified	\$736,598.25

- d. **APPROVE (roll call):** Budget transfers for the 2024-2025 school year in accordance with N.J.A.C. 6:20-2:13 and Chapter 196 Laws of 1967, as follows:
  - i. December 11, 2024 (2024-2025) Fund 10 - \$28,858.98 *Attachment*
- e. **APPROVE (roll call):** NJ Cooperative Pricing System Agreement (#26EDCP) for Participation in the Educational Cooperative Pricing System between Educational Services Commission of Morris County and the Egg Harbor City School District for the 2025-2026 school year.
 

*Attachment*
- f. **APPROVE (roll call):** Review and acceptance of the 2023-2024 Annual Comprehensive Financial Report and Management Report. There were no audit findings.
 

*Attachment*

**Roll Call:**

Mr. Bouchard ('25)-Y	Ms. Cramer ('24)-Y	Mrs. DiGiacomo ('26)-Y
Ms. Fuentes ('25)-Y	Mr. Guercioni ('26)-Y	Ms. Leeds-Smith ('24)-Y
Ms. Rogers ('25)-Absent		

**X. Non-instructional Operations Items**

**Motion:** Ms. Cramer

**Second:** Mr. Bouchard

- a. **RATIFY and AFFIRM (roll call):** The following homeless bus routes hosted by Greater Egg Harbor Regional High School District for the 2024-2025 school year plus a 5% administrative fee:
  - i. Contract GT-C1 (*quoted contract*) to transport homeless student #20290998 to Roland Rogers Elementary School for the period on or around October 29, 2024 through the last day of school (billing is based on total riders).
  - ii. Contract EHC-A1 (*quoted contract*) to transport DCPD students #20381901 and #20381903 to Charles L. Spragg School for the period on or around December 6, 2024 through the last day of school.
  - iii. Contract EHC-B (*quoted contract*) to transport DCPD student #20301623 to Egg Harbor City Community School for the period on or around December 6, 2024 through the last day of school.

**Roll Call:**

Mr. Bouchard ('25)-Y      Ms. Cramer ('24)-Y      Mrs. DiGiacomo ('26)-Y  
 Ms. Fuentes ('25)-Y      Mr. Guercioni ('26)-Y      Ms. Leeds-Smith ('24)-Y  
 Ms. Rogers ('25)-Absent

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

**Motion:** Mr. Guercioni

**Second:** Mr. Bouchard, with regret for retirements

a. **APPROVE (roll call):** The resignation/retirement of the following personnel:

	Name	Position	Location	Effective Date	Resignation / Retirement
1	Marie Farnan	BSI-2nd grade	CLS	1/31/2024	Retirement
2	Kelsey Kern	ICR-5th grade	EHCCS	1/20/2025	Resignation
3	Sherry Emper	21st CCLC Project Director	District	12/13/2024	Resignation
4	Ronald Longo	Custodian	EHCCS	6/30/2025	Retirement

b. **APPROVE (roll call):** The appointment of the following personnel, pending proper certification and criminal history clearance as applicable:

	Name	Position	Location	Effective Date	Degree and Step	Salary	notes
1	Katherine Minutella	Part-time 21st CCLC Program Coordinator	EHCCS	12/12/2024	N/A	\$43.00 per hour	Up to 15 hours per week, collectively with other Part-time coordinator
2	Eleana Dey	In-Class Resource Teacher	EHCCS	2/3/2025	BA+30 Step 2	\$60,610	Start date pending criminal history

c. **RATIFY and AFFIRM (roll call):** Leaves of Absences for the following personnel:

	SMID#	Type Leave	Anticipated start date	Anticipated end date	Notes	Initial approval if a revision
1	SMID # 85038032	Child Rearing	11/4/2024	2/2/2024	Unpaid	10/10/2024

**Roll Call:**

Mr. Bouchard ('25)-Y      Ms. Cramer ('24)-Y      Mrs. DiGiacomo ('26)-Y  
 Ms. Fuentes ('25)-Y      Mr. Guercioni ('26)-Y      Ms. Leeds-Smith ('24)-Y  
 Ms. Rogers ('25)-Absent

**XII. Student Items**

**Motion:** Mr. Guercioni

**Second:** Ms. Cramer

- 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 Ventnor Board of Education in compliance with the McKinney-Vento Act, where the prior district of residence is responsible for the estimated tuition costs:
  - i. #20300962, Grade 7, \$163.11 per diem, effective September 3, 2024 through June 30, 2025 (180 days, \$29,359).
- c. **RESCIND (roll call):** Admitting the following homeless student 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. #20372054, Grade K, \$117.28 per diem, effective September 1, 2024 through June 30, 2025 (180 days, \$21,110).
- d. **APPROVE (roll call):** The following away Basketball Games:
  - i. January 7, 2025 to Folsom School, 1357 Mays Landing Road, Folsom, NJ. (Boys)
  - ii. January 13, 2025 to Mullica School, 500 Elwood Road, Mullica, NJ. (Boys)
  - iii. January 16, 2025 to Estell Manor, 128 Cape May Avenue, Estell Manor, NJ. (Girls)
  - iv. January 21, 2025 to Assumption Regional, 146 S. Pitney Road, Galloway, NJ. (Boys)

- v. January 29, 2025 to Assumption Regional, 146 S. Pitney Road, Galloway, NJ. (Girls)
  - vi. February 3, 2025 to Estell Manor, 128 Cape May Avenue, Estell Manor, NJ. (Boys)
  - vii. February 6, 2025 to Folsom School, 1357 Mays Landing Road, Folsom, NJ. (Girls)
  - viii. February 7, 2025 to Pilgrim Academy, 301 W. Moss Mill Road, Egg Harbor City, NJ. (Boys)
  - ix. February 11, 2025 to Pilgrim Academy, 301 W. Moss Mill Road, Egg Harbor City, NJ. (Girls)
  - x. February 19, 2025 to Cedar Creek High School, 1701 New York Ave. Egg Harbor City, NJ. (Boys & Girls) *Attachment*
- e. **APPROVE (roll call):** The following student enrichment trips, funded with Preschool funds:
- i. Mrs. DiGerolamo’s and Mrs. Bauers’ Preschool students to visit Bright Stars Academy, 3330 Bargaintown Road, EHT, NJ on January 22, 2025. *Attachment*
  - ii. Mrs. Balsley’s, Ms. Bonilla’s and Mrs. Griffin’s Preschool students to visit Bright Stars Academy, 3330 Bargaintown Road, EHT, NJ on January 23, 2025. *Attachment*

**Roll Call:**

Mr. Bouchard ('25)-Y	Ms. Cramer ('24)-Y	Mrs. DiGiacomo ('26)-Y
Ms. Fuentes ('25)-Y	Mr. Guercioni ('26)-Y	Ms. Leeds-Smith ('24)-Y
Ms. Rogers ('25)-Absent		

**XIII. Program Items**

**Motion:** Ms. Cramer

**Second:** Mr. Bouchard

- a. **APPROVE (roll call):** CLS spring TOSD Clinical Experience placement for Rowan University student from January 21, 2025 to May 12, 2025:
  - i. Mia Pellerito - Madison Rogers (K-1 Self-Contained)

**Roll Call:**

Mr. Bouchard ('25)-Y	Ms. Cramer ('24)-Y	Mrs. DiGiacomo ('26)-Y
Ms. Fuentes ('25)-Y	Mr. Guercioni ('26)-Y	Ms. Leeds-Smith ('24)-Y
Ms. Rogers ('25)-Absent		

**XIV. Professional Development**

**Motion:** Mr. Bouchard

**Second:** Ms. Cramer

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 2024-2025 school year. *Attachment*

**Roll Call:**

Mr. Bouchard ('25)-Y	Ms. Cramer ('24)-Y	Mrs. DiGiacomo ('26)-Y
Ms. Fuentes ('25)-Y	Mr. Guercioni ('26)-Y	Ms. Leeds-Smith ('24)-Y
Ms. Rogers ('25)-Absent		

**XV. Policies / Regulations Items**

**Motion:** Mr. Guercioni

**Second:** Mr. Bouchard

- a. **APPROVE (roll call):** Second reading and adoption of New/Revised/Policies/Bylaws/Regulations as follows:
- i. Policy 1112.4 Spectator Code of Conduct *Attachment*
  - ii. Policy 3570 District Records *Attachment*

**Roll Call:**

Mr. Bouchard ('25)-Y	Ms. Cramer ('24)-Y	Mrs. DiGiacomo ('26)-Y
Ms. Fuentes ('25)-Y	Mr. Guercioni ('26)-Y	Ms. Leeds-Smith ('24)-Y
Ms. Rogers ('25)-Absent		

**XVI. New Business**

None

**XVII. Informational Items**

- 12/12/24 EHCCS Rowan School of Osteopathic Medicine Project R.E.A.C.H. Lesson Grade 7
- 12/18/24 EHCCS Illusion Maker Assembly Grades 4, 5 and Mr. Matthew's and Mrs. Baldini's classes
- 12/19/24 CLS Bucket Filler Pep Rally
- 12/19/24 EHCCS Winter Games Assembly

- 1/3/25 EHCCS Gizmo Robot Assembly

Mrs. DiGiacomo added that for the January meeting, Mrs. Gibney will change the format of the Board packet from one large file to individual PDF documents for each attachment.

Mrs. Shulby added that the REACH program will be walking in the Egg Harbor City Holiday Parade on December 21, 2024.

**XVIII. Open to Public**

No comments

**XIX. Calendar Dates**

December 20, 2024	Winter Recess Begins, 12:20 Dismissal
December 23-31, 2024	Winter Recess, Buildings Closed
January 1, 2025	Winter Recess, Buildings Closed
January 8, 2025	Board of Education Reorganization Meeting

**XX. Adjournment Time**

**Motion:** Ms. Leeds-Smith

**Second:** Mr. Bouchard

Time: 6:19 PM

**All in favor:**

Mr. Bouchard ('25)-Y	Ms. Cramer ('24)-Y	Mrs. DiGiacomo ('26)-Y
Ms. Fuentes ('25)-Y	Mr. Guercioni ('26)-Y	Ms. Leeds-Smith ('24)-Y
Ms. Rogers ('25)-Absent		