

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

MINUTES

Regular Meeting

November 13, 2024

Charles L. Spragg School

Library

601 Buffalo Avenue

6:00 PM

I. Regular Meeting

Mrs. Di Giacomo called the meeting to order at 6:00 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. Fuentes ('25)-P

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

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. Open Floor to Public

No comments.

V. Comments for the Good of the Board

Ms. Rogers thanked Andrew Ross for bringing the Honor students to the Veterans ceremony.

Mrs. DiGiacomo thanked Mr. Guercioni for running the October meeting in her absence.

Mr. Bouchard asked if the election results were final, Mrs. Shulby responded the results are expected 11/25/2024.

VI. Monthly Reports

a. Administrative Reports

i. Superintendent / Principal Report

Attachment

Mrs. Shulby reported on the Fall Family Fun Night at Spragg. It was a great turnout and this year we had a laser light show. On the agenda is the flu shot clinic for Preschool students and families being run by Mrs. Baggstrom, the Spragg school nurse. Also, Mrs. Shulby and Ms. Milazzo attended several workshops at the School Boards Conference, in particular a workshop on negotiations as we will start negotiations this year with the EHCEA. Parent teacher conferences are next week.

ii. Business Administrator Report

Ms. Milazzo reported on the 10/24/24 pre-construction meeting on the chiller project at the Community School. Tonight we are looking to approve phase one of the energy efficient retrofit of the lighting fixtures at the Community School, we will only be responsible for \$38,000 and this will be completed after hours or during the next break.

iii. Director of Special Projects Report

Attachment

Mrs. Williscroft reported on curriculum resources shared with teachers this last month. A No Bully Magic Show was scheduled for Spragg as part of the character education program. A Safer to School assembly was at the Community School, another is scheduled for Spragg to help us create

additional sidewalks in town. We will be meeting in December to create a travel route plan. Additional assemblies scheduled for the spring for bike safety. REACH hosted their Light's Out event and are working hard to finish preparations for the Festival of Hope event. Interviews were conducted for the REACH director and we are excited to have Ms. Emper here tonight, she brings a wealth of knowledge working with children and we are confident in her ability to lead the REACH program.

- iv. EHCCS Principal Report *Attachment*
Dr. Forester reported on the various assemblies and events scheduled this fall. There was a special event for the 5th grade students who were the highest achievers in the NJSLA in our school. Today was the merit lunch with the students with the highest merit in each grade level and was so much fun.
 - v. Supervisor of Early Childhood/LDTC Report *Attachment*
Mrs. Macchione reported on Preschool enrollment. We are at 68 students and can go up to 75 and still hold spaces for students with early interventions. Looks like we will be at capacity this year and we will submit projections for next year with our annual plan to the DOE after approval. We also had the early childhood advisory meeting and we have two more meetings throughout the year.
 - vi. Board Solicitor's Report
- b. Board Committee Reports
 - i. Personnel
 - ii. Curriculum/Programs
 - iii. Finance
 - iv. Policy
 - v. Buildings/Grounds

VII. Board Minutes

Motion: Ms. Leeds-Smith

Second: Mr. Bouchard

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

- i. October 9, 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)-Y		

VIII. Financial Items

Motion: Mr. Bouchard

Second: Ms. Cramer

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

- i. Board Secretary Report – September 2024 *Attachment*
- ii. Report of Receipts and Disbursements – September 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 9/30/24 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	\$205,968.60
Checks to be Ratified	\$291,247.20
Payroll to be Ratified	\$730,490.98

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. November 13, 2024 (2024-2025) Fund 10 - \$922 *Attachment*

e. **APPROVE (roll call):** Submission of the Comprehensive Maintenance Plan to the Atlantic County Office of Education for the 2024-2025 school year. N.J.A.C. 6:24-4.2 requires that each Board of Education, annually, approve a Comprehensive Maintenance Plan. This is a budgetary planning document required to be submitted to the County Office by November 15th, annually. The 2024-2025 Plan Budget agrees with the budget adopted by the Board of Education for accounts 11-000-261-XXX, and the 2025-2026 plan is estimated with minimal increase, if any. *Attachment*

f. **APPROVE (roll call):** Contract with Aveanna Healthcare to provide substitute nursing services on an as needed basis for the 2024-2025 school year. *Attachment*

- g. **APPROVE (roll call):** Substitute Nursing Services, Bid # ESCNJ 24/25-21, Co-op #65MCESCCPS, on an as needed basis with Delta-T Group North Jersey, Inc. *Attachment*
- h. **APPROVE (roll call):** Acceptance of the Egg Harbor City Community School Atlanticare Healthy Schools Classroom Friendsgiving Wellness Stipend in the amount of \$150. *Attachment*
- i. **APPROVE (roll call):** Approve Atlantic City Electric Small Business Direct Install Program Scope of Work Program Application with FSG Utility Services to install interior energy efficient retrofit lighting fixtures at the Egg Harbor City Community School. *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)-Y		

IX. Non-instructional Operations Items

Motion: Ms. Leeds-Smith

Second: Ms. Rogers

- a. **APPROVE (roll call):** The submission of the 2024-2025 School Safety and Security Plan Review Statement of Assurance. *Attachment*
- b. **APPROVE (roll call):** The 2025 schedule of Board of Education Meetings. *Attachment*
- c. **RATIFY and AFFIRM (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 2024-2025 school year, completed October 11, 2024. *Attachment*
- d. **APPROVE (roll call):** The School Bus Emergency Evacuation Drill Report from October 16, 2024. *Attachment*
- e. **APPROVE (roll call):** The Charles L. Spragg Elementary School Nursing Services Plan 2024-2025. *Attachment*
- f. **APPROVE (roll call):** The Egg Harbor City Community School Nursing Services Plan 2024-2025 . *Attachment*
- g. **APPROVE (roll call)::** The following facilities use request:

- i. Cedar Creek Athletics to use the gym at CLS for basketball practice for the remainder of 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)-Y

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

Motion: Ms. Leeds-Smith

Second: Mr. Guercioni

- a. **RATIFY and AFFIRM (roll call):** The resignation/retirement of the following personnel:

	Name	Position	Location	Effective Date	Resignation / Retirement
1	Cieran McGreevy	Maintenance	District	10-15-2024	Resignation date change
2	Caitlin Stewart	Special Education Teacher	EHCCS	10-29-2024	Resignation
3	Austin Gray	21st CCLC Program Director	District	11-19-2024	Resignation date change

- 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	Sherry Emper	21st CCLC Program Director	District	11-18-2024	N/A	\$60,000	Start date pending fingerprint approval and on-boarding documents

- 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 # 48695142	FMLA	10-21-2024	11-13-2024	Sick days to be used. Medical certification is pending.	8-14-2024

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)-Y

XI. 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. **RESCIND (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. #20361899, Grade 1 MD, \$115.23 per diem, effective September 1, 2024 through June 30, 2025 (180 days, \$20,741)
 - ii. #20311335, Grade 5, \$90.52 per diem, effective September 1, 2024 through June 30, 2025 (180 days, \$16,293)
- c. **RATIFY and AFFIRM (roll call):** Sending the following homeless students to Ewing Board of Education in compliance with the McKinney-Vento Act, where the prior district of residence is responsible for the estimated tuition and transportation costs:
 - i. #20361927; Tuition: Grade 1, \$119 per diem, effective September 19, 2024 through June 30, 2025 (172 days, \$20,468) and Transportation: \$7.01 per diem, effective September 19, 2024 through June 30, 2025 (172 days, \$1,205.72)
 - ii. #20331769; Tuition: Grade 4, \$119 per diem, effective September 19, 2024 through June 30, 2025 (172 days, \$20,468) and Transportation: \$7.01 per diem, effective September 19, 2024 through June 30, 2025 (172 days, \$1,205.72)

- d. **RATIFY and AFFIRM (roll call):** The following student enrichment trips, funded locally:
 - i. Cross Country team to attend the Cross Country Championships at William Davies Middle School in Mays Landing, NJ on Monday, October 28, 2024. *Attachment*
- e. **APPROVE (roll call):** The following student enrichment trips, funded locally:
 - i. REACH students to visit DiDonato's Family Fun Center, 1151 S. White Horse Pike, Hammonton, NJ on Friday, December 6, 2024. *Attachment*
 - ii. 7th, 8th Grade students to attend Cedar Creek High School Band and Choir Holiday Concert Rehearsal on Tuesday, December 10, 2024. *Attachment*
 - iii. 7th Grade students to visit King Pin Bowling, 6622 Black Horse Pike, Egg Harbor Township, NJ on Wednesday, May 21, 2025. *Attachment*
 - iv. 5th Grade students to visit the Franklin Institute, 222 North 20th Street, Philadelphia, PA on Thursday, May 22, 2025. *Attachment*
 - v. 6th Grade students to visit the Ric and Jean Edelman Planetarium, 201 Mullica Road Glassboro, NJ on Thursday, May 29, 2025. *Attachment*
 - vi. 8th Grade students to visit Morey's Pier, 3501 Boardwalk, Wildwood, NJ on Thursday, June 5, 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)-Y		

XII. Program Items

Motion: Ms. Leeds-Smith

Second: Ms. Cramer

- a. **APPROVE (roll call):** EHCCS spring CPI/Introductory Fieldwork placement for Stockton University student from January 27, 2025 to May 9, 2025:
 - i. Kelly Akras - Simon Mohr (5th & 6th Grade Social Studies)
- b. **APPROVE (roll call):** Submission of the 2025-2026 Three-Year Preschool Program Plan, Annual Update, and Preschool Projected Enrollment form to the Department of Education Division of Early Childhood Services.
- c. **APPROVE (roll call):** The Chefs in the Classroom Presentation by AtlantiCare for the EHCCS Special Education Self Contained Classes on November 20, 2024.
- d. **APPROVE (roll call):** AtlantiCare to host a Thanksgiving Event at EHCCS for Mr. Matthew's and Mrs. Baldini's classes on November 22, 2024.

- e. **APPROVE (roll call):** The following ACIT Medical Assistant students and staff to complete school health screenings at CLS with school nurse, Stacy Baggstrom. They are going to shadow for a day and then starting February 1, 2025 will be here from 1-3pm switching every other day.
 - i. Shaniyah Green
 - ii. Ta'Jirah Green
- f. **APPROVE (roll call):** The Commission for the Blind to perform vision screenings for PreK and Kindergarten students at the Charles L. Spragg School on January 10, 2025.
- g. **APPROVE (roll call):** Flu vaccine clinic sponsored by Atlanticare, open to Preschool students and their families, including adults, on December 3, 2024 in the CLS Art Room at 3:30pm.

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)-Y		

XIII. Professional Development

Motion: Mr. Guercioni

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)-Y		

XIV. Policies / Regulations Items

Motion: Mr. Bouchard

Second: Ms. Rogers

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

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)-Y		

XV. New Business

None

XVI. Informational Items

- 11/14/24 CLS & EHCCS Ruby Bridges Walk to School Day
- 11/14/ 24 EHCCS Rowan Virtua School of Osteopathic Medicine Science Presentation
- 11/18/24 5:30-8 PM Parent/Teacher Conferences - 12:50 PM Dismissal
- 11/19/24 CLS Pedestrian Safety Assembly K-3 Grade
- 11/19/24 1:30-4 PM Parent/Teacher Conferences - 12:50 PM Dismissal
- 11/20/24 EHCCS AtlantiCare Chefs in the Classroom Presentation SPED Self-Contained Classes
- 11/22/24 EHCCS AtlantiCare Thanksgiving Event SPED Self-Contained Classes
- 11/25/24 CLS Turkey Trot
- 11/26/24 EHCCS Makeup Picture Day
- 11/27/24 EHCCS Turkey Trot
- 12/3/24 CLS Atlanticare Flu Clinic for Preschool students and families
- 12/4/24 EHCCS Festival of Hope Event - 5-7 PM
- 12/6/24 EHCCS Acenda SEL Presentations

XVII. Open to Public

Mrs. DiGiacomo asked where are we looking to have the city put the sidewalks. Mrs. Williscroft responded that we are not sure of the locations yet. The first meeting is a virtual meeting in December with the stakeholders and then in January there will be a physical meeting with a map and a walk through to see where they think sidewalks could be best implemented. Mrs. Shulby also noted that the city does a study based on where students live and how they get to school.

XVIII. Calendar Dates

November 18-19, 2024	Parent-Teacher Conferences, 12:50 Dismissal
November 27, 2024	Thanksgiving Recess Begins, 12:20 Dismissal
November 28-29, 2024	Thanksgiving Recess, Buildings Closed
December 4, 2024	Staff Development, 12:50 Dismissal
December 11, 2024	Board of Education Meeting

XIX. Adjournment Time

Motion: Ms. Leeds-Smith

Second: Ms. Rogers

Time: 6:17 PM

All in Favor:

Mr. Bouchard ('25)-Y

Ms. Fuentes ('25)-Y

Ms. Rogers ('25)-Y

Ms. Cramer ('24)-Y

Mr. Guercioni ('26)-Y

Mrs. DiGiacomo ('26)-Y

Ms. Leeds-Smith ('24)-Y