

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

**MINUTES**

Regular Meeting

July 9, 2025

Charles L. Spragg School

Library

601 Buffalo Avenue

6:00 PM

**I. Regular Meeting**

Mrs. DiGiacomo 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. Cramer ('27) - Absent	Mrs. DiGiacomo ('26) - P
Ms. Fuentes ('25) - P	Mr. Guercioni ('26) - Absent	Mrs. Nava ('27) - P
Ms. Rogers ('25) - P		

Also present was Superintendent Adrienne Shulby and Business Administrator/Board Secretary Allyson Milazzo.

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

The public is invited to comment on or question any topic related to the Board of Education agenda items.

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

None.

## **VII. Monthly Reports**

### **a. Administrative Reports**

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

*Attachment*

Mrs. Shulby stated that the year ended successfully- from events, to graduation, to the last day of school with no issues or fights occurring. Mrs. Shulby mentioned that there is one position which remains to be filled for the Charles L. Spragg school.

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

Mrs. Milazzo stated that on the agenda is an award of a new architect. She thanked custodians and maintenance staff for cleaning all buildings this summer. Mrs. Milazzo mentioned that orders have been sent for district-wide camera and swipe card replacements.

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

*Attachment*

Mrs. Williscroft went over successes regarding the end of the school year. She stated that the REACH/21st Century grant application has been submitted and hopes to have a response in August whether the grant has been awarded. Mrs. Williscroft also mentioned that all summer programs are off to a great start.

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

*Attachment*

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

*Attachment*

#### **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:** Mr. Bouchard

**Second:** Ms. Rogers

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

i. June 11, 2025 Regular Meeting

*Attachment*

ii. June 11, 2025 Executive Session

*Attachment*

**Roll Call:**

Mr. Bouchard ('25) - Y

Ms. Cramer ('27) - Absent

Mrs. DiGiacomo ('26) - Y

Ms. Fuentes ('25) - Y

Mr. Guercioni ('26) - Absent

Mrs. Nava ('27) - Y

Ms. Rogers ('25) - Y

## IX. Financial Items

**Motion:** Ms. Rogers

**Second:** Mr. Bouchard

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

i. Board Secretary Report – May 2025

*Attachment*

ii. Report of Receipts and Disbursements – May 2025

*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 5/31/25 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

*Handout*

Bills to be Approved for Payment	\$
Checks to be Ratified	\$
Payroll to be Ratified	\$

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. July 9, 2025 (2024-2025) Fund 10 - \$79,474

*Attachment*

- e. **RATIFY and AFFIRM (roll call):** Architect of Record Agreement with Fraytak, Veisz, Hopkins & Duthie, P.C. for the period July 1, 2025 through June 30, 2026. *Attachment*
- f. **RATIFY and AFFIRM (roll call):** In accordance with the State of New Jersey, Department of the Treasury, N.J.S.A. 52:34-7 and N.J.S.A. 18A:18A-3(b), approve the adjusted public school bid threshold of \$53,000 for districts with a Qualified Purchasing Agent, effective July 1, 2025. *Attachment*
- g. **RATIFY and AFFIRM (roll call):** ED Plan License and Related Services Agreement with Public Consulting Group, LLC for the period July 1, 2025 through June 30, 2028. *Attachment*
- h. **APPROVE (roll call):** Services Agreement with Sorenson Communications, LLC, for remote interpretation management services to be used during IEP meetings for the 2025-2026 school year.
- i. **RATIFY and AFFIRM (roll call):** The Purchasing Manual for the 2025-2026 school year. *Attachment*
- j. **RATIFY and AFFIRM (roll call):** The Guide for Standard Operating Procedures and Internal Controls for Egg Harbor City Public School District. *Attachment*
- k. **RATIFY and AFFIRM (roll call):** Submission of Amendment 1 of the ESEA Consolidated Grant Application for the period 7/1/2024 through 6/30/2025 to the NJDOE.
- l. **RATIFY and AFFIRM (roll call):** Submission of Amendment 2 of the Bipartisan Stronger Connections Grant, allowing for any remaining funds to be spent through the period ending September 30, 2026. *Attachment*

**Roll Call:**

Mr. Bouchard ('25) - Y	Ms. Cramer ('27) - Absent	Mrs. DiGiacomo ('26) - Y
Ms. Fuentes ('25) - Y	Mr. Guercioni ('26) - Absent	Mrs. Nava ('27) - Y
Ms. Rogers ('25) - Y		

**X. Non-instructional Operations Items**

**Motion:** Mr. Bouchard

**Second:** Ms. Rogers

- a. **APPROVE (roll call):** Approve the Board Goals for the 2025-2026 school year. *Attachment*
- b. **APPROVE (roll call):** Contract with Heartland Payment Solutions for Cafeteria Point-of-Sale Subscription for the 2025-2026 school year in the amount of \$2,415.

- c. **RATIFY and AFFIRM (roll call):** Contract with Bolt Courier Services in the amount of \$27 per delivery to provide pickup and delivery of bank deposits for the 2025-2026 school year.

Attachment

- d. **APPROVE (roll call):** Meal prices for the 2025-2026 school year as follows:
- i. Breakfast - free for all students
  - ii. Lunch - \$3.75 each

**Roll Call:**

Mr. Bouchard ('25) - Y	Ms. Cramer ('27) - Absent	Mrs. DiGiacomo ('26) - Y
Ms. Fuentes ('25) - Y	Mr. Guercioni ('26) - Absent	Mrs. Nava ('27) - Y
Ms. Rogers ('25) - Y		

**XI. Personnel Items – as recommended by the Superintendent of Schools****Motion:** Mr. Bouchard**Second:** Ms. Rogers

- a. **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
1	Taylor D'Attilio	.85 Aide	EHCCS	8/27/2025	Aide BA Step 1	<b>\$23,756*</b>
2	Evette Kaplan	.85 Aide	CLS	8/27/2025	Aide HS+60 Step 1	<b>\$21,396*</b>
3	Gia Murphy	Media Club Advisor	EHCCS	2025-2026	N/A	<b>\$1,585*</b>
4	Nicole Keefe Plunkett	Kindergarten ICR	CLS	8/27/2025	BA Step 1	<b>\$58,410*</b>
5	Kayla Rasmussen	1st Grade Leave Replacement	CLS	8/27/2025	BA Step 1	<b>\$58,410*</b>
6	Emily Tinkler-Hall	Art Leave Replacement	CLS	8/27/2025 - approx. 11/26/2025	BA Step 1 Prorated	<b>\$58,410*</b>
7	Susan Eisenlohr	Substitute Teacher/Aide	District	2025-2026	N/A	\$150 per diem

***\*Salary subject to ratification of the 2025-2029 Collective Bargaining Agreement***

Personnel item a 6 is subject to review of sidebar by Board Solicitor and approval by Board of Education.

**Roll Call:**

Mr. Bouchard ('25) - Y	Ms. Cramer ('27) - Absent	Mrs. DiGiacomo ('26) - Y
Ms. Fuentes ('25) - Y	Mr. Guercioni ('26) - Absent	Mrs. Nava ('27) - Y
Ms. Rogers ('25) - Y		

**Motion:** Mr. Bouchard

**Second:** Ms. Rogers

- b. **APPROVE (roll call):** Appointment of Jaclyn Williscroft as District Artificial Intelligence (AI) Coordinator for the 2025-2026 school year.
- c. **APPROVE (roll call):** The following personnel to attend Preschool Orientation at CLS on August 28, 2025 for one hour at the hourly contractual rate, subject to ratification of the 2025-2029 Collective Bargaining Agreement:

1. Shannon Balsley	2. Michele Bauers	3. Fernanda Bonilla
4. Anna Dillier	5. Denise DiGerolamo	6. Brittany Griffin

- d. **APPROVE (roll call):** Twelve (12) hours each of Professional Development for the following personnel to complete The Pyramid Model at the hourly contractual rate, subject to ratification of the 2025-2029 Collective Bargaining Agreement:

Preschool Teachers	
1. Fernanda Bonilla	2. Anna Dillier
Preschool Paraprofessionals	
3. Jennifer Garcia	4. Corinne Lenzi
5. Tara Caprioli	6. Samantha Nandal
7. Kathryn Thurlow	8. Linda Schromsky
Contracted Preschool Instructional Coach	
9. Laurie Derringer ( <i>to be paid the district hourly contractual rate and compensated as an independent contractor via purchase order</i> )	

- e. **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
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1	22039622	FMLA	6/9/2025	6/19/2025	Sick Time	
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f. **APPROVE (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	37571759	FMLA	8/27/2025	10/24/2025	Sick Time	
		FMLA/ NJFLA Concurrent	10/27/2025	11/26/2025	Unpaid	
		NJFLA	12/1/2025	1/9/2026	Unpaid	
2	74819392	FMLA/ NJFLA Concurrent	8/27/2025	10/9/2025	Sick Time	
		FMLA/ NJFLA Concurrent	10/10/2025	End of 2025-2026 School Year	Intermittently Unpaid	

**Roll Call:**

Mr. Bouchard ('25) - Y      Ms. Cramer ('27) - Absent      Mrs. DiGiacomo ('26) - Y  
 Ms. Fuentes ('25) - Y      Mr. Guercioni ('26) - Absent      Mrs. Nava ('27) - Y  
 Ms. Rogers ('25) - Recused from d7, Y to all others

**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):** Submission of the Student Safety Data System report to the NJDOE for the 2024-2025 school year. *Attachment*

- c. **RATIFY and AFFIRM (roll call):** Out of District Tuition and Extraordinary Services Contract for the extended school year and regular school year at YALE School East, Inc. for student #20311567 for the period 7/1/2025-6/30/2026 at a tuition cost of \$89,854.80 (\$427.88/day), and an extraordinary services cost of \$64,050 (\$305/day).
- d. **APPROVE (roll call):** Services Agreement with Brookfield School Homebound Services for the 2025-2026 academic year for students who may be placed in Residential or State Facilities. *Attachment*
- e. **APPROVE (roll call):** The following student enrichment trips, funded with 21st CCLC funds:
  - i. 21st CCLC students to visit Atlantic City Cruises, Atlantic City NJ, on July 11, 2025. *Attachment*
  - ii. 21st CCLC students to visit Funny Farm Rescue & Sanctuary, Mays Landing NJ, on July 15, 2025. *Attachment*
  - iii. 21st CCLC students to visit Lone Wolf Gaming Lasertag, Egg Harbor Township NJ, on July 25, 2025. *Attachment*
  - iv. 21st CCLC students to visit Egg Harbor City Lake, Egg Harbor City NJ, on July 29, 2025. *Attachment*

**Roll Call:**

Mr. Bouchard ('25) - Y	Ms. Cramer ('27) - Absent	Mrs. DiGiacomo ('26) - Y
Ms. Fuentes ('25) - Y	Mr. Guercioni ('26) - Absent	Mrs. Nava ('27) - Y
Ms. Rogers ('25) - Y		

### **XIII. Program Items**

**Motion:** Ms. Rogers

**Second:** Mr. Bouchard

- a. **RATIFY and AFFIRM (roll call):** Submission of the School Security Drill Statement of Assurance to the Atlantic County Office of Education. *Attachment*
- b. **APPROVE (roll call):** The submission of the Chapter 27 Emergency Virtual or Remote Instruction Programs to the Atlantic County Office of Education. *Attachment*
- c. **APPROVE (roll call):** Service Agreement between Youth Advocate Programs Inc. and Egg Harbor City Board of Education for the period September 1, 2025 through August 31, 2026 to provide mental health counseling for students. *Attachment*
- d. **APPROVE (roll call):** The partnership with Rowan-Virtua School of Osteopathic Medicine for the 2025-2026 school year to provide Grade 4-8 students with virtual problem based Science preventative health information and activities. *Attachment*



Ms. Rogers asked if this was regarding REACH students or for all students. Mrs. Nava and Mrs. Williscroft clarified that this was not affiliated with the REACH program.

- e. **APPROVE (roll call):** The County Office Review and Certification of Completion of the 2025-2028 Comprehensive Equity Plan. *Attachment*
- f. **APPROVE (roll call):** Amanda Uccellini, Student Teacher from Grand Canyon University, to observe the REACH Summer Program for clinical field experience.

**Roll Call:**

Mr. Bouchard ('25) - Y	Ms. Cramer ('27) - Absent	Mrs. DiGiacomo ('26) - Y
Ms. Fuentes ('25) - Y	Mr. Guercioni ('26) - Absent	Mrs. Nava ('27) - Y
Ms. Rogers ('25) - Y		

#### **XIV. 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 2025-2026 school year. *Handout*

**Roll Call:**

Mr. Bouchard ('25) - Y	Ms. Cramer ('27) - Absent	Mrs. DiGiacomo ('26) - Y
Ms. Fuentes ('25) - Y	Mr. Guercioni ('26) - Absent	Mrs. Nava ('27) - Y
Ms. Rogers ('25) - Y		

#### **XV. 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 6142.11      Use of Artificial Intelligence - AI      *Attachment*

Ms. Rogers stated that she is opposed to the use of Artificial Intelligence (AI). Mrs. Shulby clarified that this is a new policy and the use of AI will

be as infrequent as possible. She also mentioned that it is more-so for high school students.

- ii. Policy 5141.21      Administering Medication - revision      *Attachment*

**Roll Call:**

Mr. Bouchard ('25) - Y	Ms. Cramer ('27) - Absent	Mrs. DiGiacomo ('26) - Y
Ms. Fuentes ('25) - Y	Mr. Guercioni ('26) - Absent	Mrs. Nava ('27) - Y
Ms. Rogers ('25) - Y		

**XVI. New Business**

**XVII. Informational Items**

- a. Received notice of Charles L. Spragg School compliance with the immunization requirements outlined in N.J.A.C. 8:57-4.1 through 4.19.      *Attachment*

**XVIII. Open to Public**

Mrs. DiGiacomo thanked the 8th Grade Team for all of their hard work.

Mr. Ross stated he was thankful for another successful school year.

**XIX. Calendar Dates**

August 13, 2025      Board of Education Meeting

**XX. Adjournment Time**

**Motion:** Ms. Rogers

**Second:** Mr. Bouchard

Time: 6:12 p.m.

**Roll Call:**

Mr. Bouchard ('25) - Y	Ms. Cramer ('27) - Absent	Mrs. DiGiacomo ('26) - Y
Ms. Fuentes ('25) - Y	Mr. Guercioni ('26) - Absent	Mrs. Nava ('27) - Y
Ms. Rogers ('25) - Y		