

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

**MINUTES**

Regular Meeting

October 8, 2025

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) - A  
Ms. Fuentes ('25) - P  
Ms. Rogers ('25) - P

Ms. Cramer ('27) - P  
Mr. Guercioni ('26) - P

Mrs. DiGiacomo ('26) - P  
Mrs. Nava ('27) - P

**V. Presentation of Annual 2024-2025 HIB Grade Self-Assessment by Mrs. Shulby**

Mrs. Shulby presented the Annual 2024-2025 HIB Grade Self-Assessment information. She stated that this information is collected by the guidance counselors and social worker. A self-assessment is conducted for each building and this information gets presented to the State. The presentation was distributed.

**VI. Open Floor to Public**

No comments.

**VII. Comments for the Good of the Board**

No comments.

**VIII. Monthly Reports**

a. Administrative Reports

i. Superintendent / Principal Report

*Attachment*

Mrs. Shulby noted that the personnel section of the agenda this evening was lengthy, but that the Aide position at CLS was filled. She also stated that the district-wide weekly QSAC meetings were being held and that Ms. Rogers was the Board Representative attending the meetings in place of Mr. Bouchard. Each week a different QSAC area is reviewed in detail.

ii. Business Administrator Report

Mrs. Ziegler stated that the auditors were in the previous week to wrap up the FY 24-25 audit fieldwork. She anticipates the ACFR to be presented at the December or January BOE meeting. She noted that on the agenda this evening for approval is the agreement for professional services with the new district architect for the Toilet Room Renovations at CLS. We anticipate going out to bid in December, and construction hopefully can begin after school gets out in June. Next, she let the BOE know that we are undergoing a Dept. of Agriculture Administrative Review this year. Districts usually go through this review every three years. Finally, the district was selected to receive the LIFT Literacy Grant. Mrs. Macchione will provide more detail.

iii. Director of Special Projects Report - None, not present

*Attachment*

iv. EHCCS Principal Report - None, not present

*Attachment*

v. Supervisor of Early Childhood/LDTC Report

*Attachment*

Mrs. Macchione stated that preschool is around 90% full at this time. There are frequent transfers in and out of the district. She would like to get as close as possible to 75 seats filled, however, we must leave seats open for early intervention students and inclusion students. She mentioned that the district held their first Early Childhood Advisory Council meeting before the BOE meeting this evening and encouraged others to attend the next one. Finally, she was excited to announce that we were notified that we were selected to receive the Literacy grant, aimed at ages 0-3, in which we hold Mommy and Me nights in the community throughout the year to discuss programming. We would like to start these in January. Ms. Rogers asked about Pre-K enrollment and what happens when we hit 75 students. Mrs. Macchione stated that because there is not a Headstart program in town, we would have to attempt to open an additional classroom(s) in the district.

- vi. Board Solicitor's Report
- b. Board Committee Reports - NONE
  - i. Personnel
  - ii. Curriculum/Programs
  - iii. Finance
  - iv. Policy
  - v. Buildings/Grounds

## IX. Board Minutes

**Motion:** Ms. Cramer

**Second:** Ms. Rogers

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

- i. September 10, 2025 Regular Meeting *Attachment*

**Roll Call:**

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

## X. Financial Items

**Motion:** Mr. Guercioni

**Second:** Ms. Rogers

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

- i. Board Secretary Report – August 2025 *Attachment*

ii. Report of Receipts and Disbursements – August 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 8/31/25 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

*Attachment*

Bills to be Approved for Payment	\$ 159,820.32
Checks to be Ratified	\$ 271,071.00
Payroll to be Ratified	\$ 763,903.46

d. **RATIFY and AFFIRM (roll call):** Budget transfers for the 2025-2026 school year in accordance with N.J.A.C. 6:20-2:13 and Chapter 196 Laws of 1967, as follows:

i. October 8, 2025 (2025-2026) Fund 10 - \$340

*Attachment*

e. **RATIFY AND AFFIRM (roll call):** Round trip mileage, toll reimbursement and parking for all administrators and out-of-district case manager(s) for travel related to off-campus meetings and mandated trainings in accordance with the State of New Jersey Department of Treasury Office of Management and Budget mileage reimbursement rate.

f. **APPROVE (roll call):** Contract with Evergreen Consolidated, LLC to provide snow removal services during the 2025-2026 school year at a cost of \$300 to \$1,900 per school snow event, weather pending.

*Attachment*

g. **APPROVE (roll call):** The acceptance of the Nita M. Lowey 21st Century Community Learning Centers Program Competitive Grant for the 2025-2026 school year in the amount of \$475,000.

h. **APPROVE (roll call):** The acceptance of the Ruby Bridges Walk to School Day Mini-Grant for the 2025-2026 school year in the amount of \$1,000.

i. **APPROVE (roll call):** The acceptance of a donation from Rotts-n-Notts Nosework, LLC in the amount of \$300.

- j. **APPROVE (roll call):** Professional Services Agreement with Fraytak, Veisz, Hopkins, and Duthie, P.C. for architectural services related to the Toilet Room Renovations at the Charles L. Spragg School. *Attachment*

**Roll Call:**

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

**XI. Non-instructional Operations Items.**

**Motion:** Ms. Cramer

**Second:** Mr. Guercioni

- a. **APPROVE (roll call):** The following Atlantic County Institute of Technology student to volunteer to assist with the Art and Drama clubs at the EHCCS during the 2025-2026 school year:
  - i. Seryna Davis-Hassall
- b. **APPROVE (roll call):** The following facilities use request:
  - i. Cedar Creek Athletics to use the CLS Gym for basketball practice on December 5, 2025.
- c. **RATIFY and AFFIRM (roll call):** The following Stockton University student to volunteer at EHCCS during the 2025-2026 school year:
  - i. Perla Juliana Diaz Carrasquillo

**Roll Call:**

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

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

**Motion:** Mr. Guercioni

**Second:** Ms. Rogers

- a. **APPROVE (roll call):** To accept the resignation of the following:

	Name	Position	Location	Resignation Date	Effective Date
i.	Donnel Dulay	21st CCLC Project Director	District	10/1/2025	10/8/2025

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

	Name	Position	Location	Effective Date	Degree and Step	Salary
i.	Sean Caughey	Leave Replacement School Counselor	EHCCS	10/30/2025 - approx. 3/10/2026	MA Step 1	\$62,642 prorated to the length of the leave
ii.	Nicole Lemoine	Substitute Teacher/Aide	District	2025-2026	n/a	\$150 per diem
iii.	Vivian Olan	Substitute Custodian	District	2025-2026	n/a	\$140 per diem
iv.	Sarah Saint Surin	.85 Teacher Aide	EHCCS	10/16/2025	Aide BA Step 1	\$29,090 prorated
v.	Christine Schrum	Substitute Teacher/Aide	District	2025-2026	n/a	\$150 per diem
vi.	Emily Faisst	.85 Teacher Aide	CLS	TBD	Aide BA Step 1	\$29,090 prorated

- c. **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
i.	90237009	FMLA	10/27/2025	12/5/2025	Paid	

- d. **APPROVE (roll call):** The following staff to work with Atlantic Prevention Resources to run the Strengthening Families Municipal Alliance Family Nights, a seven-week evening program, 17.5 hours each at \$40 per hour funded with 21st CCLC funds during the 2025-2026 school year:

i. Jennifer Connelly	ii. Tina Hennaut
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- e. **APPROVE (roll call):** The appointment of the following staff as chaperones for Noodlemania on February 7, 2026, not to exceed 4 hours each, at the contractual rate of \$40 per hour:

i. Stacey Mohr	ii. Kimberly Weigle
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- f. **APPROVE (roll call):** The appointment of the following staff as chaperones for the Are You Smarter Than a Knight Trivia Competition on March 14, 2026, not to exceed 4 hours each, at the contractual rate of \$40 per hour:

i. Patrick Barry	ii. Heather Cullen	iii. Gabrielle Elefante
iv. Katherine Minutella	v. Gianna Miranda	vi. Simon Mohr
vii. Stacey Mohr	viii. Gia Murphy	ix. Kristin Polisano-McDonald
x. Ashley Popa	xi. Kimberly Weigle	xii. Nicolette Wilson
xiii. Matthew Wira		

- g. **APPROVE (roll call):** The appointment of the following staff as chaperones for the 8th Grade Dance on Friday, June 12, 2026, not to exceed 3 hours each, at the contractual rate of \$40 per hour:

i. Patrick Barry	ii. Elizabeth Glass	iii. Andrew Ross
iv. Tina Scibilia	v. Kimberly Weigle	

- h. **RATIFY and AFFIRM (roll call):** The following personnel to attend the following Professional Development trainings at \$40 per hour:

<b>Math Expressions - 2 hours and 15 minutes on August 27, 2025</b>	
i. Victoria Martinez	ii. Danielle Broomhead
iii. Heather Crosson	iv. Katherine Minutella

**Roll Call:**

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

**XIII. Student Items** - Ms. Rogers and Mrs. Nava inquired about the growing Homeless population and if the students were tracked to ensure that it was legitimate. Mrs. Shulby stated that where possible, yes.

**Motion:** Ms. Cramer

**Second:** Mr. Guercioni

- 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:** 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 4, \$93.86 per diem, effective September 2, 2025 through February 28, 2026 (111 days, \$10,419)
  - ii. #20351803, Grade 3, \$93.86 per diem, effective September 2, 2025 through February 28, 2026 (111 days, \$10,419)
  - iii. #20301802, Grade 8, \$97.78 per diem, effective September 2, 2025 through February 28, 2026 (111 days, \$10,853)
  - iv. #20352178, Grade 3, \$93.86 per diem, effective September 10, 2025 through June 30, 2026 (174 days, \$16,331.64)
  - v. #20322181, Grade 6, \$97.78 per diem, effective September 2, 2025 through October 21, 2025 (24 days, \$2,346.72)
  - vi. #20311789, Grade 7, \$97.78 per diem, effective September 11, 2025 through June 30, 2026 (173 days, \$16,915.94)
  - vii. #20361908, Grade 2, \$93.86 per diem, effective September 11, 2025 through June 30, 2026 (173 days, \$16,237.78)
- c. **RATIFY AND AFFIRM:** Admitting the following homeless student from Egg Harbor Township Board of Education in compliance with the McKinney-Vento Act, where the prior district of residence is responsible for the estimated tuition costs:
- i. #20372168, Grade 1, \$93.86 per diem, effective September 2, 2025 through June 30, 2026 (180 days, \$16,895)
- d. **RATIFY AND AFFIRM:** Admitting the following homeless students from Monroe Township Board of Education in compliance with the McKinney-Vento Act, where the prior district of residence is responsible for the estimated tuition costs:
- i. #20362105, Grade 2, \$93.86 per diem, effective September 2, 2025 through October 15, 2025 (30 days, \$2,815.80)
  - ii. #20372104, Grade 1, \$93.86 per diem, effective September 2, 2025 through October 15, 2025 (30 days, \$2,815.80)
  - iii. #20342106, Grade 4, \$93.86 per diem, effective September 2, 2025 through October 15, 2025 (30 days, \$2,815.80)

- e. **RATIFY AND AFFIRM:** 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. #20352176, Grade 3, \$93.86 per diem, effective September 9, 2025 through June 30, 2026 (175 days, \$16,425.50)
- f. **RATIFY AND AFFIRM:** Admitting the following DCP&P student from Cape May City Board of Education, where the prior district of residence is responsible for the estimated tuition costs:
  - i. #20342158, Grade 4, \$93.86 per diem, effective September 2, 2025 through June 30, 2026 (180 days, \$16,895)
- g. **RATIFY AND AFFIRM:** Admitting the following DCP&P student from Voorhees Township Board of Education, where the prior district of residence is responsible for the estimated tuition costs:
  - i. #20402107, Grade PK, \$105 per diem, effective September 2, 2025 through June 30, 2026 (180 days, \$18,900)
- h. **RATIFY and AFFIRM (roll call):** The following student to be placed on Homebound Instruction:
  - i. #20342138, effective September 11, 2025 through October 2, 2025.
- i. **APPROVE (roll call):** The following student enrichment trips, funded with 21st CCLC funds:
  - i. 21st CCLC REACH Program students to visit R and J Farm, Galloway Township NJ, on October 24, 2025.
- j. **APPROVE (roll call):** The following student enrichment trips, funded locally:
  - i. 8th Grade students to visit and tour Cedar Creek High School in Egg Harbor City, NJ on January 29, 2026.
  - ii. Noodlemania Trivia Competition for 4th Grade students at Northfield Community School in Northfield, NJ on February 7, 2026.
  - iii. 7th Grade students to visit Cedar Creek High School in Egg Harbor City, NJ on May 14, 2026.

**Roll Call:**

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

#### **XIV. Program Items**

**Motion:** Mr. Guercioni

**Second:** Ms. Cramer

- a. **APPROVE (roll call):** The submission of the HIB Self-Assessment for 2024-2025 school year.
- b. **APPROVE (roll call):** The following Field Experience placement for Grand Canyon University student from October 9, 2025 to October 22, 2025:
  - i. Amanda Uccellini to be placed with Debra Damask-Leon (ELL).

**Roll Call:**

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

#### **XV. Professional Development**

**Motion:** Ms. Rogers

**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 2025-2026 school year. *Attachment*

**Roll Call:**

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

#### **XVI. Policies / Regulations Items**

**Motion:** Ms. Cramer

**Second:** Mr. Guercioni

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

- i. Policy 3542.31 - Free or Reduced Price Lunches/Milk, Offer versus Serve  
*Handout*

**Roll Call:**

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

**XVII. New Business** - Mr. Guercioni asked if we had to do the new field testing. Mrs. Shulby said yes at EHCCS.

**XVIII. Informational Items**

- 10/14/25      CLS 2nd Grade Chef in Class
- 10/17/25      EHCCS Rowan Virtua SOM Science Presentation
- 10/21/25      CLS Fall Family Fun Night
- 10/21/25      EHCCS Picture Day
- 10/28/25      CLS Picture Make-Up Day
- 10/31/25      CLS Pep Rally
- 11/4/25      CLS Illusion Maker Assembly
- 11/5/25      EHCCS Grades 4 and 5 Acenda Assembly
- 11/5/25      EHCCS Grades 6-8 ACPO Presentation

**XIX. Open to Public**

Ms. Nava asked how we are covering for a vacant ICR teacher who has contractual duty for students with an IEP; how are we making sure students have support. Mrs. Shulby and Mrs. Macchione stated that one teacher is floating between two grades to ensure compliance. She mentioned it was regarding EHCCS and was advised to speak with Dr. Forester. She also mentioned that she was familiarizing herself with the EHCEA Contract and asked if there were any open grievances. Mrs. Shulby said there were not any.

**XX. Calendar Dates**

October 10, 2025	Staff Development, No School
October 13, 2025	Columbus Day, Buildings Closed
October 20-23, 2025	NJSBA Convention
October 22, 2025	Staff Development, 12:50 Dismissal
November 6-7, 2025	NJEA Convention, Buildings Closed
November 10, 2025	Veterans Day, Buildings Closed
November 12, 2025	Board of Education Meeting

## **XXI. Adjournment Time**

**Motion:** Ms. Rogers

**Second:** Mr. Guercioni

Time: 6:27pm

### **Roll Call:**

Mr. Bouchard ('25) - A

Ms. Fuentes ('25) - Y

Ms. Rogers ('25) - Y

Ms. Cramer ('27) - Y

Mr. Guercioni ('26) - Y

Mrs. DiGiacomo ('26) - Y

Mrs. Nava ('27) - Y