

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

MINUTES

Regular Meeting
December 10, 2025
Charles L. Spragg School
Library
601 Buffalo Avenue
6:00 PM

I. Regular Meeting

Mrs. Di Giacomo called the meeting to order at 6:00 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) - A Ms. Cramer ('27) - A Mrs. DiGiacomo ('26) - P
Ms. Fuentes ('25) - P (arrived 6:02) Mr. Guercioni ('26) - P Mrs. Nava ('27) - P
Ms. Rogers ('25) - P

Also present was Superintendent Adrienne Shulby and Business Administrator - Board Secretary Allyson Ziegler.

IV. Presentation of 2024-2025 Audit from Ford, Scott, & Associates by Mike Garcia

- i. Mike Garcia of Ford, Scott, & Associates presented the 2024-2025 Audit results. He went through each financial area and what was examined. He noted that there were no findings and the District had a clean audit.

V. Executive Session

Motion: Mr. Guercioni

Second: Ms. Rogers

Resolution of the Board of Education of the Egg Harbor City School District to permit discussion of subjects in closed sessions

RESOLVED: At a public meeting of the Board of Education held on December 10, 2025 at 6:09 p.m. that pursuant to sections 7 and 8 of the “Open Public Meetings Act”, the following subjects be discussed in a session of the Board of Education closed to the public:

- (1) Litigation
- (2) **Personnel**
- (3) Contracts
- (4) Negotiations

It is presently anticipated that the items mentioned in the Resolution can be disclosed to the public when a decision is made upon the same, and in personnel matters, with the consent of the employee.

VI. Open Floor to Public

No comments.

VII. Comments for the Good of the Board

- i. Mrs. DiGiacomo recognized departing Board members, Mary Ann Rogers and Kiomy Fuentes. She thanked them for their service and wished them well.

VIII. Monthly Reports

- a. Administrative Reports

- i. Superintendent / Principal Report *Attachment*
 - Mrs. Shulby went over some recent events that have taken place in the district. Spragg held their holiday concert this past week. The REACH Festival of Hope had a great turnout with over 120 people in attendance. Thank you to Mrs. Stacy Baggstrom, School Nurse at Spragg, who applied for a stipend with Atlanticare in order to receive a \$200 grant to put together “Holiday Snack Sacks” to distribute to children prior to winter break in order to combat food insecurities over the break. Finally, we are excited to have on for approval this evening the appointment of Mr. Steven Lerch as our new Director of Special Projects.
 - ii. Business Administrator Report
 - Mrs. Ziegler wanted to recognize Mrs. Judy Millar (Accounting) and Mrs. Anastasia Taboada (Administrative Assistant to the Superintendent) for their contributions in leading us to have a successful, clean audit this year. It is a team effort and these two ladies work diligently each day. Over Winter Break, we are beginning the installation of the new walk-in freezer at the Spragg School, as well as re-finishing the floors at the Egg Harbor City Community School. Finally, we anticipate going out to bid in early 2026 for the Bathroom Renovations at the Spragg School. Mrs. DiGiacomo asked which grades bathrooms and Mrs. Shulby said it was the 2nd/3rd grade bathrooms.
 - iii. Director of Special Projects Report - None *Attachment*
 - iv. EHCCS Principal Report - None
 - v. Supervisor of Early Childhood/LDTC Report - None *Attachment*
 - vi. Board Solicitor’s Report - None
- b. Board Committee Reports - None
- i. Personnel
 - ii. Curriculum/Programs
 - iii. Finance
 - iv. Policy
 - v. Buildings/Grounds

IX. Board Minutes

Motion: Mr. Guercioni
Second: Ms. Rogers

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

- i. November 12, 2025 Regular Meeting *Attachment*
- ii. November 12, 2025 Executive Session *Attachment*

Roll Call:

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

X. Financial Items

Motion: Ms. Rogers

Second: Mr. Guercioni

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

- i. Board Secretary Report – October 2025 *Attachment*
- ii. Report of Receipts and Disbursements – October 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 10/31/25 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	\$ 196,973.21
Checks to be Ratified	\$ 297,023.21
Payroll to be Ratified	\$ 745,456.34

d. **APPROVE (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. December 10, 2025 (2025-2026) Fund 10 - \$73,547 *Attachment*

e. **APPROVE (roll call):** The acceptance of the Literacy Initiative for Families and Thriving Communities (LIFT) Grant, for children ages 0-3, for the period September 30, 2025 through August 31, 2026 in the amount of \$20,000.

- f. **APPROVE (roll call):** Agreement with Laurie Derringer to provide a series of Baby and Me Classes with an emphasis on early literacy development from January 2026 through August 2026 for a fee of \$6,000 (to be paid for with the LIFT Grant). *Attachment*
- g. **APPROVE (roll call):** Acceptance of the Charles L. Spragg School Atlanticare Wellness Stipend in the amount of \$200 for the Holiday Snack Sacks initiative in December. *Attachment*
- h. **APPROVE (roll call):** Review and acceptance of the 2024-2025 Annual Comprehensive Financial Report and Management Report. There were no audit findings. *Attachment*

Ms. Rogers asked about the unassigned Fund Balance that Mr. Garcia had mentioned in his audit presentation and she wanted to know if food service monies were included in that. Mrs. Ziegler stated that they were not - it was only the General Fund, Special Revenue Fund, and Debt Service Fund. Ms. Rogers then asked about the excess cash in food service, which was not a finding but just a note to management. Mrs. Ziegler explained that a lot of schools have this comment, and it's due to a required calculation referred to as "net cash resources" in which you cannot have "too much cash" in your food service account. She further explained that due to subsidies received from the government for meals, there may be excess cash. She also explained that you are limited in what you can do with food service funds - such as purchasing new kitchen equipment, or keeping the lunch price flat and not increasing each year.

Roll Call:

Mr. Bouchard ('25) - A	Ms. Cramer ('27) - A	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: Mr. Guercioni

Second: Ms. Rogers

- a. **RATIFY and AFFIRM (roll call):** The following facilities use request:
 - i. Egg Harbor City Fire Department to use the Egg Harbor City Community School for an Elevator Rescue Drill on November 20, 2025.
 - ii. Rotts-n-Notts Nosework, LLC to use EHCCS for the Canine Nosework Competition on May 8-10, 2026.

Mrs. DiGiacomo inquired if anyone could attend the nosework event. Mrs. Ziegler stated that it was a private event not open to the public, but if she wanted to stop into the event she could talk to the Supervisor of Buildings and Grounds.

Roll Call:

Mr. Bouchard ('25) - A Ms. Cramer ('27) - A 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: Ms. Rogers

Second: Mr. Guercioni

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

	Name	Position	Location	Effective Date	Resignation / Retirement
i.	Ashley Ochoa	School Psychologist	EHCCS	1/18/2026	Resignation
ii.	Jaelyn Willisroft	Director of Special Projects	Administration	1/17/2026	Resignation

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	Notes
i.	Victoria Entrekin	Substitute Custodian	District	TBD	N/A	\$140 per diem	Start date pending fingerprint approval and on-boarding documents.
ii.	Jamie Osborne	1:1 Aide	CLS	1/5/2025	HS+60 Step 6	\$31,212	Transfer from Part-time Aide
iii.	Candalyne Datz	Homebound Instructor	District	TBD	N/A	\$45 per hour	Start date pending fingerprint approval and on-boarding documents.

	Name	Position	Location	Effective Date	Degree and Step	Salary	Notes
iv.	Steven Lerch	Director of Special Projects	District	TBD	N/A	\$95,000, prorated to start date	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
i.	97357248	FMLA	2/19/2026	3/16/2026	Paid	
		FMLA	3/17/2026	4/2/2026	Unpaid	
		FMLA / NJFLA Concurrent	4/3/2026	5/21/2026	Unpaid	
		NJFLA	5/22/2026	6/16/2026	Unpaid	

d. **APPROVE (roll call):** Authorization for the Superintendent to hire the following staff for the remainder of the 2025-2026 school year subject to Board ratification:

i. Board Certified Behavior Analyst	ii. Homebound Instructor
iii. Part-time Elementary Aide	iv. Part-time Speech Language Pathologist
v. School Psychologist	vi. Supervisor/Director of Special Projects

e. **RATIFY and AFFIRM (roll call):** Kristen Polisano-McDonald to attend 6.5 hours of Crisis Prevention Institute training at the non-instructional contractual rate.

f. **APPROVE (roll call):** Speech-Language Specialist, Tiffany Ljoka, for case management, to work up to five (5) hours per week, from December 15, 2025 to January 30, 2026, compensated at the non-instructional rate of \$40 per hour as per the EHCEA negotiated agreement.

Ms. Nava inquired if we have received any candidates for School Psychologist. Mrs. Shulby said not to date, but we have some other

ideas to possibly share services with another district and/or outsource some of the duties. Ms. Nava also inquired about the extra hours for Ms. Ljoka and asked if it was related to any compensatory services. Mrs. Shulby said it did not; it was only for case management paperwork to catch up, as Ms. Ljoka's caseload is high and we have yet to find someone to fill the role of the part-time speech pathologist.

Roll Call:

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

XIII. Student Items

Motion: Ms. Rogers

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 (roll call):** The following Out of District Tuition contract with Atlantic County Special Services School for the following student, beginning on December 1, 2025:
 - i. #20372180 (125 days, \$27,083)
- c. **RATIFY and AFFIRM (roll call):** Admitting the following homeless student 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. #20392217, Grade Pre K, \$105 per diem, effective December 2, 2025 through June 30, 2026 (122 days, \$12,810)
- d. **RATIFY and AFFIRM (roll call):** Sending the following homeless student to Galloway Township Public Schools in compliance with the McKinney-Vento Act, where the prior district of residence is responsible for the estimated tuition costs:
 - i. #20301688, Grade 8, \$93.45 per diem, effective October 27, 2025 through June 30, 2026 (142 days, \$13,269.90)
- e. **APPROVE (roll call):** The following away Basketball Games:

- i. January 9, 2026 to Mullica School, 500 Elwood Road, Mullica, NJ. (Girls)
 - ii. January 13, 2026 to Assumption Regional, 146 S. Pitney Road, Galloway, NJ. (Girls)
 - iii. January 15, 2026 to Pilgrim Academy, 301 W. Moss Mill Road, Egg Harbor City, NJ. (Boys)
 - iv. January 20, 2026 to Folsom School, 1357 Mays Landing Road, Folsom, NJ. (Boys)
 - v. January 23, 2026 to Estell Manor, 128 Cape May Avenue, Estell Manor, NJ. (Girls)
 - vi. January 26, 2026 to Pilgrim Academy, 301 W. Moss Mill Road, Egg Harbor City, NJ. (Girls)
 - vii. February 3, 2026 to Assumption Regional, 146 S. Pitney Road, Galloway, NJ. (Boys)
 - viii. February 5, 2026 to Folsom School, 1357 Mays Landing Road, Folsom, NJ. (Girls)
 - ix. February 10, 2026 to Estell Manor, 128 Cape May Avenue, Estell Manor, NJ. (Boys)
- f. **APPROVE (roll call):** The following student enrichment trips, funded with Preschool funds:
- i. Mrs. Balsey's, Ms. Bonilla's, and Mrs. Bauers' Preschool students to visit Bright Stars Academy, 3330 Bargaintown Road, EHT, NJ on January 21, 2026.
 - ii. Mrs. DiGerolamo's and Mrs. Griffin's Preschool students to visit Bright Stars Academy, 3330 Bargaintown Road, EHT, NJ on January 22, 2026.
- g. **RATIFY and AFFIRM (roll call):** Services contract between Egg Harbor City Board of Education and The State of New Jersey Department of Human Services Commission for the Blind and Visually Impaired for student #20412214 in the amount of \$4,183 for the period 12/4/2025-6/30/2026. Costs will be offset with State Aid.

Roll Call:

Mr. Bouchard ('25) - A	Ms. Cramer ('27) - A	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. Rogers

- a. **APPROVE (roll call):** CLS Full-Time Student Teaching/Final Clinical Practice placement from January 2, 2026 to April 25, 2025 for Stockton University student:
 - i. Valentina Velez to be placed with Sarah Ramos (Kindergarten).
- b. **APPROVE (roll call):** EHCCS Health and Physical Education Clinical Practice I & II placement for Rowan University student from March 16, 2026 through April 30, 2026 and September 1, 2026 through October 23, 2026:
 - i. Todd Sliwecki to be placed with Kristen Polisano-McDonald (Health and PE).

Roll Call:

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

XV. Professional Development

Motion: Mr. Guercioni

Second: Ms. Rogers

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) - A	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: Mr. Guercioni

Second: Ms. Rogers

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

Roll Call:

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

XVII. New Business

No items.

XVIII. Informational Items

- 12/11/2025 EHCCS Rowan School of Osteopathic Medicine Project R.E.A.C.H. Lesson Grade 7
- 12/11/2025 EHCCS Frozen Drama Production
- 12/16/2025 EHCCS Grade 7&8 and Band Student Trip to Cedar Creek's Holiday Concert
- 12/19/2025 EHCCS Winter Games Assembly
- 12/22/2025 3rd Grade CLS Students to attend EHCCS Play
- 12/23/2025 CLS Pep Rally

XIX. Open to Public

No comments.

XX. Calendar Dates

December 23, 2025	Winter Recess Begins, 12:20 Dismissal
December 24-31, 2025	Winter Recess, Buildings Closed
January 1-2, 2026	Winter Recess, Buildings Closed
January 7, 2026	Board of Education Reorganization Meeting

XXI. Adjournment Time

Motion: Ms. Rogers

Second: Mr. Guercioni

Time: 6:33pm

Roll Call:

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