

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

**MINUTES**

Regular Meeting  
November 12, 2025  
Charles L. Spragg School  
Library  
601 Buffalo Avenue  
6:00 PM

**I. Regular Meeting**

Mrs. Di Giacomo called the meeting to order at 6:01 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) - P	Mrs. DiGiacomo ('26) - P
Ms. Fuentes ('25) - P	Mr. Guercioni ('26) - A	Mrs. Nava ('27) - P
Ms. Rogers ('25) - P		

## V. Open Floor to Public

No comments.

## VI. Comments for the Good of the Board

No comments.

## VII. Monthly Reports

### a. Administrative Reports

#### i. Superintendent / Principal Report

*Attachment*

- Mrs. Shulby said that our QSAC documentation that is due to the County this week has been finalized. She stated that open positions in the district include the 21st CCLC REACH Director (which is to be filled on tonight's agenda). Additionally, we have a part-time speech position open, as well as a BCBA (which we had no applicants and will be using an outsourced provider in the meantime, which is also on tonight's agenda).

#### ii. Business Administrator Report

- Mrs. Ziegler stated that we had our mid year budget review with the County on 12/5. Every district holds this each year. This would be our last one with Ms. Lisa Cimino and Mrs. Leslie White-Coursey, as they are both retiring. We also celebrated Custodian Appreciation Day on 10/2. Mrs. Shulby and Mrs. Ziegler got lunch for the custodians, and we also did a social media post recognizing our custodians who always work so hard. Finally, there are lots of reports and deadlines this time of year, including the DRTRS, ASSA, QSAC, and the Dept. of Agriculture Administrative Review.

#### iii. Director of Special Projects Report

*Attachment*

- Ms. Williscroft said that our Ruby Bridges Walk to School Day was this Friday. We received a small grant and purchased some supplies to be used on the walk. 12/3 will be the District Festival of Hope which is sponsored by REACH. On the agenda this evening is the hiring of the new REACH Director who she is very optimistic about. She is an amazing candidate with much experience. Ms. Williscroft also stated that the new Math curriculum piloting programs are really taking off and looking good. She concluded by stating we finally completed NJSLA field testing.

#### iv. EHCCS Principal Report

*Attachment*

- v. Supervisor of Early Childhood/LDTC Report *Attachment*
    - Mrs. Macchione stated that the Preschool Operational and Enrollment Plan was on the agenda for approval.
  - vi. Board Solicitor’s Report - None
- b. Board Committee Reports
- i. Personnel
  - ii. Curriculum/Programs
  - iii. Finance
  - iv. Policy
  - v. Buildings/Grounds

**VIII. Board Minutes**

**Motion:** Ms. Rogers

**Second:** Ms. Cramer

- a. **APPROVE (roll call):**
  - i. October 8, 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) - A	Mrs. Nava ('27) - Y
Ms. Rogers ('25) - Y		

**IX. Financial Items**

**Motion:** Ms. Cramer

**Second:** Ms. Rogers

- a. **APPROVE (roll call):**
  - i. Board Secretary Report – September 2025 *Attachment*
  - ii. Report of Receipts and Disbursements – September 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	\$ 422,268.88
Checks to be Ratified	\$ 301,863.64
Payroll to be Ratified	\$ 744,317.13

- 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. November 12, 2025 (2025-2026) Fund 10 - \$156,941.40 *Attachment*
- e. **APPROVE (roll call):** Submission of the Comprehensive Maintenance Plan to the Atlantic County Office of Education for the 2025-2026 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 2025-2026 Plan Budget agrees with the budget adopted by the Board of Education for accounts 11-000-261-XXX, and the 2026-2027 plan is estimated with minimal increase, if any. *Attachment*
- f. **APPROVE (roll call):** Acceptance of the Egg Harbor City Community School Atlanticare Healthy Schools Friendsgiving Wellness Stipend in the amount of \$200. *Attachment*
- g. **RATIFY and AFFIRM (roll call):** The preliminary Federal Funding Salary Schedule for the 2025-2026 school year. *Attachment*
- h. **APPROVE (roll call):** In accordance with recommendation by our district auditors, cancellation of checks that are over one year outstandings or approaching one year outstanding. *Attachment*
- i. **RATIFY and AFFIRM (roll call):** Renewal of existing agreement with Schindler Elevator Corporation for elevator servicing and maintenance at the Egg Harbor City Community School for the 2025-2026 school year. *Attachment*
- j. **APPROVE (roll call):** Contract with Interactive Kids for Behavior Consultation Services for the remainder of the 2025-2026 school year. *Attachment*
- k. **APPROVE (roll call):** Resolution of the Board of Education of the Egg Harbor City School District to authorize the submission of project documents to the New Jersey Department of Education for Toilet Room Renovations at Charles L. Spragg School/FVHD #5671/State DOE Plan #01-1300-020-26-0001. *Attachment*

- l. **RATIFY and AFFIRM (roll call):** Master Lease Agreement with Ricoh USA via State of New Jersey Contract #M2075, Inc. for two (2) new copiers, Model IMC3510, one located in the Board Office and one located in the Child Study Team Office. *Attachment*
- m. **APPROVE (roll call):** Contract with Aveanna Healthcare to provide substitute nursing services on an as needed basis 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) - A	Mrs. Nava ('27) - Y
Ms. Rogers ('25) - Y		

**X. Non-instructional Operations Items**

**Motion:** Ms. Cramer

**Second:** Ms. Rogers

- a. **APPROVE (roll call):** The submission of the 2025-2026 School Safety and Security Plan Review Statement of Assurance. *Attachment*
- b. **APPROVE (roll call):** The 2026 schedule of Board of Education Meetings. *Attachment*
- c. **APPROVE (roll call):** The NJQSAC District Performance Review Submission for the 2025-2026 school year. The Egg Harbor City School District has reviewed and calculated the weighted indicators in each of the five areas of the NJQSAC review process. NJQSAC regulations require the Board of Education to attest to the accuracy and approve the submission of the results to the Department of Education. *Attachment*
- d. **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 2025-2026 school year, completed on October 21, 2025. *Attachments*
- e. **RATIFY and AFFIRM (roll call):** The following bus routes hosted by Greater Egg Harbor Regional High School District for the 2025-2026 school year, plus a 5% administrative fee:
  - i. Contract CM18 for Field/Athletic Trips, as needed, at a rate of \$432.56 for the first four hours and \$99 for each additional hour (*per bus*).
  - ii. Contract CM19P/Route EHC1 for \$68,214.60 to Egg Harbor City School District.

- iii. Contract CM20D/Route YL-E2 for \$522.92 per diem to YALE Northfield for student #20311567 (*billing based on total riders*).
- iv. Contract CM17G/Route ACS-GE13 for \$399.03 per diem to Atlantic County Special Services School District for students #20371810, #20321086, #20301694, #20361616, #20341358, #20372150, and #20371864. *Attachment*
  
- f. **APPROVE (roll call):** The School Bus Emergency Evacuation Drill Report from October 16, 2025. *Attachment*
- g. **APPROVE (roll call):** The Charles L. Spragg Elementary School Nursing Services Plan 2025-2026. *Attachment*
- h. **APPROVE (roll call):** The Egg Harbor City Community School Nursing Services Plan 2025-2026 . *Attachment*

**Roll Call:**

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

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

**Motion:** Ms. Rogers  
**Second:** Ms. Cramer

- a. **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.	Susan Eisenlohr	Substitute Teacher/Aide	District	2025-2026	N/A	\$150 per diem	
ii.	Dorothy Gildiner	Substitute Teacher/Aide	District	2025-2026	N/A	\$150 per diem	

	Name	Position	Location	Effective Date	Degree and Step	Salary	Notes
iii.	Thomas Herold	Substitute Custodian	District	2025-2026	N/A	\$140 per diem	Start date pending fingerprint approval and on-boarding documents

Mrs. Nava asked if Personnel item a-iv could be discussed in Executive Session.

**Roll Call:**

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

**Motion:** Ms. Rogers

**Second:** Ms. Cramer

iv.	Nicole Martin-Bynum	21st CCLC Project Director	District	TBD	N/A	\$75,000 prorated to start date	Start date pending fingerprint approval and on-boarding documents
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**Roll Call:**

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

**XII. Student Items**

**Motion:** Ms. Rogers

**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):** 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 #20402190 in the amount of \$2,289 for the period 10/1/2025-6/30/2026. Costs will be offset with State Aid.

- c. **RATIFY and AFFIRM (roll call):** Admitting the following 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. #20342175, Grade 4, \$93.86 per diem, effective September 8, 2025 through June 30, 2026 (176 days, \$16,519.36)
  
- d. **RATIFY and AFFIRM (roll call):** Admitting the following students from Galloway Township Board of Education in compliance with the McKinney-Vento Act, where the prior district of residence is responsible for the estimated tuition costs (*previously, these students were homeless from Monroe Township Board of Education; tuition contract effective end date adjusted to October 15, 2025*):
  - i. #20362105, Grade 2, \$93.86 per diem, effective October 16, 2025 through October 28, 2025 (9 days, \$844.74)
  - ii. #20362105, Grade 1, \$93.86 per diem, effective October 16, 2025 through October 28, 2025 (9 days, \$844.74)
  - iii. #20342106, Grade 4, \$93.86 per diem, effective October 16, 2025 through October 28, 2025 (9 days, \$844.74)
  
- e. **RATIFY and AFFIRM (roll call):** Admitting the following DCP&P students from Atlantic City Board of Education, where the prior district of residence is responsible for the estimated tuition costs:
  - i. #20352194, Grade 3, \$93.86 per diem, effective October 20, 2025 through June 30, 2026 (148 days, \$13,891.28)
  - ii. #20342195, Grade 4, \$93.86 per diem, effective October 20, 2025 through June 30, 2026 (148 days, \$13,891.28)
  
- f. **RATIFY and AFFIRM (roll call):** Sending the following homeless student to Galloway Township 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. #20311051; Tuition: Grade 7, \$93.45 per diem, effective September 1, 2025 through June 30, 2026 (180 days, \$16,821) and Transportation: \$7.51 per diem, effective September 1, 2025 through June 30, 2026 (180 days, \$1,351.80).
  
- g. **RATIFY and AFFIRM (roll call):** Sending the following homeless students to Hamilton Township 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. SID #6614403848; Tuition: Grade K, \$89.91 per diem, effective September 3, 2025 through December 31, 2025 (71 days, \$6,376.51) and Transportation: \$12.97 per diem, effective September 3, 2025 through December 31, 2025 (71 days, \$920.87).
  - ii. SID #3074539845; Tuition: Grade 3, \$86.81 per diem, effective September 3, 2025 through December 31, 2025 (71 days, \$6,163.51) and Transportation: \$6 per diem, effective September 3, 2025 through December 31, 2025 (71 days, \$426).
  - iii. SID #2597298260; Tuition: Grade 1, \$86.81 per diem, effective September 3, 2025 through December 31, 2025 (71 days, \$6,163.51) and Transportation: \$6 per diem, effective September 3, 2025 through December 31, 2025 (71 days, \$426).
- h. **APPROVE (roll call)**: The following student enrichment trips, funded locally unless otherwise noted:
- i. 7th and 8th Grade students to attend the Cedar Creek Band and Choir Concert at Cedar Creek High School, Egg Harbor City, NJ on December 16, 2025.
  - ii. REACH students to visit DiDonato’s Family Fun Center, 1151 S. White Horse Pike, Hammonton, NJ on Friday, December 12, 2025 (*funded with the 21st CCLC grant*).

**Roll Call:**

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

**XIII. Program Items**

**Motion:** Ms. Cramer

**Second:** Ms. Rogers

- a. **APPROVE (roll call)**: Atlanticare to host a Thanksgiving Event at EHCCS for Mr. Matthew’s and Miss Machinski’s classes on November 25, 2025.
- b. **APPROVE (roll call)**: Submission of the 2026-2027 Preschool Enrollment Projection and Operational Plan to the Department of Education Division of Early Childhood

- c. **APPROVE (roll call):** The Commission for the Blind to perform vision screenings for PreK and Kindergarten students at the Charles L. Spragg School on November 25, 2025.

Ms. Rogers asked if we were expanding Pre K and Mrs. Macchione said our plan for next year did not call for an additional classroom as we had no wait list.

**Roll Call:**

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

**XIV. Professional Development**

**Motion:** Ms. Cramer

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

**XV. Policies / Regulations Items**

**Motion:** Ms. Rogers

**Second:** Ms. Cramer

- a. **APPROVE (roll call):** First reading of New/Revised Policies/Bylaws/Regulations as follows:
  - i. Policy 3542.2 - School Meal Program Arrears *Attachment*
- b. **APPROVE (roll call):** Second reading and adoption of New/Revised Policies/Bylaws/Regulations as follows:

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

**Roll Call:**

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

**XVI. New Business**

No items.

**XVII. Informational Items**

- 10/23/2025 CLS Awarded “Most Engaged Schools” Award by AtlantiCare Healthy Schools
- 11/13/2025 EHCCS Rowan Virtua SOM Science Presentation
- 11/14/2025 CLS & EHCCS Ruby Bridges Walk to School Day
- 11/19/2025 5:30-8 PM Parent/Teacher Conferences - 12:50 Dismissal
- 11/20/2025 1:30-4 PM Parent/Teacher Conferences - 12:50 Dismissal
- 11/24/2025 CLS Turkey Trot
- 11/25/2025 CLS K-3 “Rock Out for Reading” Assembly
- 11/25/2025 EHCCS Picture Makeup Day
- 11/26/2025 CLS Pep Rally
- 11/26/2025 EHCCS Turkey Trot
- 12/1/2025-12/5/2025 CLS Book Fair (during school hours)
- 12/2/2025 5-6:30 PM CLS Book Fair Family Night
- 12/2/2025 JIF Dinner
- 12/3/2025 REACH Festival of Hope Event 5-7 PM
- 12/9/2025 CLS Holiday Concert

**XVIII. Open to Public**

Mr. Ross wanted to thank the Administration for everyone stepping up in Dr. Forester’s absence. He said that everything appeared to be running smoothly. He also thanked Ms. Rogers and Ms. Fuentes for their service as BOE members.

Ms. Rogers wanted to let the BOE know that Steve Bouchard sends his best to everyone and he was doing much better but still has a long road to recovery.

**XIX. Calendar Dates**

November 19-20, 2025      Parent-Teacher Conferences, 12:50 Dismissal

November 26, 2025 Thanksgiving Recess Begins, 12:20 Dismissal  
November 27-28, 2025 Thanksgiving Recess, Buildings Closed  
December 10, 2025 Staff Development, 12:50 Dismissal  
December 10, 2025 Board of Education Meeting

## **XX. Executive Session**

**Motion:** Ms. Rogers

**Second:** Ms. Cramer

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 November 12, 2025 at 6:18 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.

**All in Favor:**

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

## **XXI. Adjournment Time**

**Motion:** Ms. Rogers

**Second:** Mrs. Nava

Time: 7:29pm

**Roll Call:**

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