

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

**MINUTES**

Regular Meeting

April 15, 2026

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 ('28)- P

Ms. Caudo ('28)- Absent

Ms. Cramer ('27)- P

Mrs. DiGiacomo ('26)- P

Mr. Guercioni ('26)- Absent

Mrs. Nava ('27)- P

Mrs. Ortiz ('28)- P

#### **IV. Open Floor to Public**

No comments.

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

No comments.

#### **VI. Monthly Reports**

##### **a. Administrative Reports**

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

*Attachment*

Mrs. Shulby said that admin met with the County yesterday and it went very well for QSAC. We will get our scores probably by the Fall. She wanted to thank admin for all of their hard work preparing for QSAC review. She highlighted items under Personnel in finding an Interim Business Administrator, as well as our new full-time Business Administrator. She said that we were appointing an Assistant Board Secretary to take notes at the June BOE meeting as the Interim is not going to be the Board Secretary. She additionally mentioned the additional hours for CST members in the absence of a School Psychologist. Finally, our Summer Programs are on for approval, and parent teacher conferences will be taking place next week.

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

Mrs. Ziegler discussed and explained the SEMI Action Plan on the Agenda this evening. She also stated that we will be holding a Buildings and Grounds Committee Meeting before the May 6 BOE meeting to discuss the upcoming bathroom renovations project. Finally, our FY26-27 Budget was approved by the County and will be presented for adoption at the May 6 BOE Meeting.

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

*Attachment*

Mr. Lerch discussed that he will be trained in CPI in addition to Mrs. McDonald already being trained. He highlighted a recent parent event involving sensory bottles, and thanked Ms. Merrigan, Ms. Rogers, and Ms. Ragona. He then discussed the NJSLA new testing roll-out and thanked Ms. Gaston for preparing the schedule so quickly.

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

*Attachment*

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

*Attachment*

Mrs. Macchione said that this evening was the final ECAC meeting of the year. Pre K registration is still open and once it closes appointments for registrations will be made. We have to

leave some spots open for early intervention students. Finally, this week has been the “Week of the young child” and they have covered various topics that the kids seemed to enjoy.

- vi. Board Solicitor’s Report - None
  
- b. Board Committee Reports
  - i. Personnel
  - ii. Curriculum/Programs
  - iii. Finance
  - iv. Policy *Attachment*  
Mrs. Nava said that a Memo was created to share pertinent information. If anyone has any questions or concerns, they can reach out to her and/or Mrs. DiGiacomo. She highlighted that policy updates as they evolve will be a continued, ongoing discussion.
- v. Buildings/Grounds

## VII. Board Minutes

**Motion:** Mr. Bouchard

**Second:** Ms. Cramer

- a. **APPROVE (roll call):**
  - i. March 25, 2026 Regular Meeting *Attachment*
  - ii. March 25, 2026 Executive Session *Attachment*

### Roll Call:

Mr. Bouchard ('28)- Y	Ms. Caudo ('28)- Absent	Ms. Cramer ('27)- Y
Mr. Guercioni ('26)- Absent	Mrs. Nava ('27)- Y	Mrs. Ortiz ('28)- Y
Mrs. DiGiacomo ('26)- Y		

## VIII. Financial Items

**Motion:** Ms. Cramer

**Second:** Mr. Bouchard

- a. **APPROVE (roll call):**
  - i. Board Secretary Report – February 2026 *Attachment*
  - ii. Report of Receipts and Disbursements – February 2026 *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 2/28/26 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	\$ 175,321.86
Checks to be Ratified	\$ 95,329.70
Payroll to be Ratified	\$ 373,415.30

- 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. April 15, 2026 Fund 10 - \$76,389 *Attachment*

- e. **RATIFY and AFFIRM (roll call):** The Special Education Medicaid Initiative (SEMI) action plan for the 2024-2025 school year. *Attachment*

Mrs. Nava inquired some more about the Action Plan, and if there were any internal audits going on to ensure that any and all possible logging was occurring. Mrs. Ziegler stated that she submits the financial reports and cannot speak per se on the logging, but that now more than ever since less SEMI health-related services were eligible for reimbursement, staff should be entering this information. Mr. Lerch agreed and said that he would review with staff the importance of entering this information.

- f. **APPROVE (roll call):** Contract with Apptegy, Inc. for new district website and messaging system. *Attachment*

- g. **APPROVE (roll call):** Appointing Dennis M. Brown of Glenn Insurance, Inc. as Risk Management Consultant for the 2026-2027 school year. *Attachment*

- h. **APPROVE (roll call):** An agreement authorizing compensation to RMC for services rendered at an assessment not to exceed 3% total of the Atlantic and Cape May Counties School Business Officials Joint Insurance Fund's assessment for the Egg Harbor City Board of Education. *Attachment*

**Roll Call:**

Mr. Bouchard ('28)- Y                      Ms. Caudo ('28)- Absent                      Ms. Cramer ('27)- Y  
 Mr. Guercioni ('26)- Absent              Mrs. Nava ('27)- Y                              Mrs. Ortiz ('28)- Y  
 Mrs. DiGiacomo ('26)- Y

**IX. Non-instructional Operations Items**

**Motion:** Mr. Bouchard

**Second:** Ms. Cramer

- a. **APPROVE (roll call):** A Resolution for Participation in the Joint Transportation Agreement with the Atlantic County Special Services School District to provide transportation for special education and non-public students during the 2026-2027 school year which includes a 3% administrative fee for in-house students, a 6% administrative fee for contracted routes, and a 15% administrative fee for aid in lieu processing. *Attachment*
  
- b. **APPROVE (roll call):** Renewal of a three-year membership in the Atlantic and Cape May Counties Association of School Business Officials Joint Insurance Fund (ACCASBO-JIF) beginning on July 1, 2026, and further approving the Fund’s Indemnity and Trust Agreement. *Attachment*
  
- c. **APPROVE (roll call):** The following Atlantic Cape Community College Art Club Students to volunteer to lead a Mother’s Day art project during REACH program/21<sup>st</sup> CCLC grant hours on May 8, 2026:

i. Shirley Chavez	ii. Yvette Ciampa
iii. Latoya McGlone	iv. Abdiel Rubiano

Mrs. Macchione highlighted that Abdiel Rubiano was a previous student who is now returning, adding that it's a full circle moment.

**Roll Call:**

Mr. Bouchard ('28)- Y                      Ms. Caudo ('28)- Absent                      Ms. Cramer ('27)- Y  
Mr. Guercioni ('26)- Absent                      Mrs. Nava ('27)- Y                      Mrs. Ortiz ('28)- Y  
Mrs. DiGiacomo ('26)- Y

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

**Motion:** Mr. Bouchard

**Second:** Ms. Cramer

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

	Name	Position	Location	Effective Date	Resignation / Retirement
i.	Allyson Ziegler	School Business Administrator/Board Secretary	District	5/22/2026	Resignation

Mrs. DiGiacomo added that the resignation of Mrs. Ziegler is with regret.

- 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
i.	John Hansen	Interim School Business Administrator	District	5/19/2026-6/30/2026	N/A	\$550 per day	Pending contract and County approval before Board approval

- c. **APPROVE (roll call):** Submission of a contract for Patricia Palmieri, School Business Administrator/Board Secretary, for the term of July 1, 2026 to June 30, 2027 to be reviewed and approved by the Atlantic County Executive Superintendent.
- d. **APPROVE (roll call):** The following staff for case management, to work up to fifteen (15) hours from April 16, 2026 to May 6, 2026, compensated at the non-instructional rate of \$40 per hour as per the EHCEA negotiated agreement:

i. Jen Connelly, Social Worker	ii. Gianna Miranda, LDTC
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- e. **APPROVE (roll call):** The following staff be appointed as Assistant Board Secretary and alternate for the June 10, 2026 board meeting and related clerical work, to be compensated with a \$100 stipend:

i. Judy Millar	ii. Anastasia Taboada
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- f. **RATIFY and AFFIRM (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. Leah Gaston-Mason	ii. Yvette Ortiz	iii. Stacy Snavelly
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**Roll Call:**

Mr. Bouchard ('28)- Y                      Ms. Caudo ('28)- Absent                      Ms. Cramer ('27)- Y  
 Mr. Guercioni ('26)- Absent              Mrs. Nava ('27)- Y                              Mrs. Ortiz ('28)- Y  
 Mrs. DiGiacomo ('26)- Y

**XI. Student Items**

**Motion:** Ms. Cramer

**Second:** Mr. Bouchard

- 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):** Admitting the following students from Camden City School District in compliance with the McKinney-Vento Act, where the prior district of residence is responsible for the estimated tuition costs:
  - i. #20392232, Grade Pre K, \$105 per diem, effective March 26, 2026 through June 30, 2026 (55 days, \$5,775).
  - ii. #20331427, Grade 5, \$93.86 per diem, effective March 26, 2026 through June 30, 2026 (55 days, \$5,162.30).

**Roll Call:**

Mr. Bouchard ('28)- Y	Ms. Caudo ('28)- Absent	Ms. Cramer ('27)- Y
Mr. Guercioni ('26)- Absent	Mrs. Nava ('27)- Y	Mrs. Ortiz ('28)- Y
Mrs. DiGiacomo ('26)- Y		

**XII. Program Items**

**Motion:** Mr. Bouchard

**Second:** Ms. Cramer

- a. **APPROVE (roll call):** To approve the operation of the Special Education Extended School Year Summer Program from July 6, 2026 to July 31, 2026.
- b. **APPROVE (roll call):** To approve the operation of REACH Program from July 6, 2026 to July 31, 2026.
- c. **APPROVE (roll call):** To approve the operation of the K-2 Summer School Program from July 6, 2026 to July 31, 2026.

**Roll Call:**

Mr. Bouchard ('28)- Y	Ms. Caudo ('28)- Absent	Ms. Cramer ('27)- Y
Mr. Guercioni ('26)- Absent	Mrs. Nava ('27)- Y	Mrs. Ortiz ('28)- Y
Mrs. DiGiacomo ('26)- Y		

**XIII. Professional Development**

**Motion:** Ms. Cramer

**Second:** Mr. Bouchard

Professional development activities have been recommended by building Principals, approved by the Director 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 ('28)- Y	Ms. Caudo ('28)- Absent	Ms. Cramer ('27)- Y
Mr. Guercioni ('26)- Absent	Mrs. Nava ('27)- Y	Mrs. Ortiz ('28)- Y
Mrs. DiGiacomo ('26)- Y		

**XIV. Policies / Regulations Items**

No items to report.

**XV. New Business**

No comments.

**XVI. Informational Items**

- 3/23/2026 EHCCS awarded National Assessment of Educational Progress Certificate of Excellence
- 4/16/2026 EHCCS Rowan-Virtua Project REACH Program with Mrs. Wilson's Class
- 4/16/2026 EHCCS Grade 7 ACPO Presentations
- 4/22/2026 CLS "Earth Day" Spirit Day
- 4/24/2026 EHCCS REACH Spring Swoosh Family Event
- 4/30/2026 CLS Pep Rally
- 5/4/2026 EHCCS NJSLA Testing Week - ELA and Math
- 5/6/2026 CLS Preschool "Books in Your Backyard"
- 5/11/2026 EHCCS NJSLA Testing Week - Science
- 5/18/2026 EHCCS NJSLA Testing Week - Makeups
- 5/18/2026 CLS NJSLA Testing
- 5/26/2026 CLS NJSLA Makeup Testing

**XVII. Open to Public**

Mrs. Nava inquired with YAP shutting down, and with State Testing coming up in particular, is there a plan in place for how to bridge that divide to prevent any issues? Mrs. Shulby spoke on behalf of CLS and said that she met with Mrs. Hennaut and Mrs. Connelly to discuss students who we should prioritize prior to YAP ending on May 8, 2026. She said YAP shutting down was blind-siding. Mr. Lerch added that during testing, he will be available for students in addition to Ms. Gaston.

**XVIII. Calendar Dates**

April 22-23, 2026	Parent Teacher Conferences, 12:50 Dismissal
May 6, 2026	Public Hearing on the 2026-2027 Budget and Regular Board of Education Meeting

Mrs. Ortiz inquired if this was all the events left for the remainder of the year. Mrs. Shulby said no, just until the next BOE Meeting.

**XIX. Adjournment Time**

**Motion:** Mr. Bouchard

**Second:** Ms. Cramer

Time: 6:28 PM

**All in Favor:**

Mr. Bouchard ('28)- Y	Ms. Caudo ('28)- Absent	Ms. Cramer ('27)- Y
Mr. Guercioni ('26)- Absent	Mrs. Nava ('27)- Y	Mrs. Ortiz ('28)- Y
Mrs. DiGiacomo ('26)- Y		