

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

AGENDA

Regular Meeting / Public Hearing on the Budget

May 3, 2023

Charles L. Spragg School

Multi-Purpose Room

601 Buffalo Avenue

7:00 PM

I. Regular Meeting

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)

Mrs. DiGiacomo ('23)

Ms. Caudo ('23)

Ms. Fuentes ('25)

Ms. Rogers ('25)

Ms. Cramer ('24)

Ms. Leeds-Smith ('24)

IV. Executive Session

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 May 3, 2023 at _____ 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.

V. Governor's Educators of the Year Award Recipients by Adrienne Shulby and Gina Forester

VI. Public Hearing on the Budget by Adrienne Shulby and Allyson Milazzo

VII. Presentation of the 2021-2022 School Self-Assessment for Determining Grades under the Anti-Bullying Bill of Rights Act by Mrs. Shulby

Attachment

VIII. Open Floor to Public

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

IX. Comments for the Good of the Board

X. Monthly Reports

- a. Administrative Reports
 - i. Superintendent / Principal Report *Attachment*
 - ii. Business Administrator Report
 - iii. Director of Special Projects Report *Attachment*
 - 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

XI. Board Minutes

- a. **APPROVE (roll call):**
 - i. April 5, 2023 Regular *Attachment*
 - ii. April 5, 2023 Executive *Attachment*

XII. Financial Items

- a. **APPROVE (roll call):**
 - i. Board Secretary’s Report – March 2023 *Attachment*
 - ii. Treasurer of School Moneys Report – March 2023 *Attachment*

Pursuant to N.J.A.C. 6A:23A-16.10(c)3 The Egg Harbor City Board of Education certifies that as of 3/31/23 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.

- b. **APPROVE (roll call):** April 2023 Bills’ List *Attachment*

1	General Account	\$326,979.89
2	Capital Account	\$0.00
3	Food Service Account	\$61,771.55
4	Payroll Account	\$687,373.32
5	Debt Service Account	\$0.00

- c. **APPROVE (roll call):** Budget transfer (Resolution #23-21) for the 2022-2023 school year in accordance with N.J.A.C. 6:20-2:13 and Chapter 196 Laws of 1967, as follows:

May 3, 2023 Fund 10 - \$6,643.00

Attachment

- d. **APPROVE (roll call):** The 2023-2024 School Budget as follows:

The proposed budget includes sufficient funds to provide curriculum and instruction which will enable all students to achieve the New Jersey Student Learning Standards, as is in compliance with N.J.S.A. 18A and N.J.A.C. Title 6 and 6A.

Anticipated Enrollment - 590

BE IT RESOLVED, to approve the 2023-2024 School Budget as follows:

	Budget
General Fund	\$12,906,353
Special Revenue Fund	\$3,421,134
Debt Service Fund	\$602,332
Total	\$16,929,819

BE IT FURTHER RESOLVED that no banked cap will be applied to the 2023-2024 School Budget

BE IT FURTHER RESOLVED to acknowledge that the 2023-2024 School Budget as described above will result in the following:

General Fund Tax Levy	\$2,886,917
Debt Service Tax Levy	\$602,330
Total Tax Levy	\$3,489,247

BE IT FURTHER RESOLVED that pursuant to N.J.S.A. 6A:23A-7.3, in each pre-budget year, the Egg Harbor City Board of Education is required to establish a maximum travel expenditure amount for the budget year which may not be exceeded; and

WHEREAS, the Egg Harbor City Board of Education has determined that the maximum travel expenditure amount includes all travel that is supported by Federal, State, and Local funds; and

WHEREAS, the Egg Harbor City Board of Education had previously established a maximum amount in the pre-budget year 2022-2023 as \$30,000; and

WHEREAS, the Egg Harbor City Board of Education has expensed \$580 of the maximum amount for the 2022-2023 year to date; and

RESOLVED, that the Egg Harbor City Board of Education hereby establishes the maximum travel expenditure amount for the 2023-2024 school year as \$30,000; and

BE IT FURTHER RESOLVED that the support documentation of this budget also contains an itemization of criteria expenditures as required under administrative regulations.

BE IT FURTHER RESOLVED, pursuant to N.J.A.C. 6A:23A-5.2(a), maximum dollar amounts for professional services have been established and are detailed in the appropriations section of the 2023-2024 Budget

Attachment

- e. **APPROVE (roll call):** Pursuant to PL 2015, Chapter 47 the Egg Harbor City Board of Education intends to renew, award, or permit to expire the following contracts previously awarded by the board of education. These contracts are, have been, and will continue to be in full compliance with all state and federal statutes and regulations; in particular, New Jersey Title 18A:18. et.seq, NJAC Chapter 23, and Federal Uniform Administrative Requirements 2CFR Part 200. Compliance with new contracts, not listed here, will be addressed prior to board action.

Attachment

- f. **APPROVE (roll call):** An agreement with Insite Health, Inc. to provide mental health services including but not limited to wellness screenings, psychiatric evaluations, and individual and group counseling. Evaluations may be invoiced to the District at \$500 per 90-120 minutes. Third-party insurance such as Medicaid will be invoiced directly, if applicable.

Attachment

- g. **APPROVE (roll call):** Contract with Milestone Physical Therapy, LLC to provide physical therapy services to district students as required by the students' IEP for the 2023-2024 school year at a cost of \$135.00 per initial evaluation and \$40.00 for each therapy session.

Attachment

- h. **APPROVE (roll call):** Contract with the Preferred Home Health Care & Nursing Services, Inc. in the amount of \$55/hour for an LPN and \$59/hour for an RN to provide one-on-one nursing services to special education student #5161304106 during the 2023-2024 school year. *Attachment*
- i. **APPROVE (roll call):** Agreement with Laurie Derringer to provide preschool instructional coach/community and family involvement specialist services beyond the school day at a rate of \$516/per diem not to exceed 5 days for the 2023-2024 school year. *Attachment*
- j. **APPROVE (roll call):** Contract with Ford, Scott & Associates, LLC to provide auditing services for the year ending June 30, 2023 in the amount not to exceed \$21,000, and accept their Peer Review letter dated November 30, 2019. *Attachment*
- k. **APPROVE (roll call):** Contract with Management and Evaluation Associates, Inc. to provide external evaluation of the district's 21st CCLC Program Administrator and staff during the 2023-2024 school year at a cost of \$17,500 annually to be paid by the 21st CCLC Grant. *Attachment*
- l. **APPROVE (roll call):** Contract with Therapeutic Learning For Children to provide occupational therapy services to district students as required by the students' IEP for the 2023-24 school year at a cost of \$135 per initial evaluation, \$55 for each individual therapy session, and \$40 per student for group therapy sessions. *Attachment*
- m. **APPROVE (roll call):** Contract with Stephen A. Nurkiewicz, MD. to provide services as the School Physician for the 2023-2024 school year for \$10,000. *Attachment*
- n. **APPROVE (roll call):** Addendum to extend contract with ESS Northeast, LLC to provide substitute services for the 2023-2024 school year. *Attachment*
- o. **APPROVE (roll call):** Change Order No. 1 for Falasca Mechanical, resulting in a project increase of \$0 for the Charles L. Spragg School Roof and HVAC Replacement Project. The original contract included a \$25,000 allowance in which any unforeseeable costs would be deducted from said allowance. The change order is recommended by Becica Associates (district architect). *Attachment*

- p. **APPROVE (roll call):** Resolution 23-22 to submit the Egg Harbor City Community School Fire Alarm Project Application to the State of New Jersey Department of Education. *Attachment*
- q. **APPROVE (roll call):** Resolution 23-23 to submit the Egg Harbor City Community School Lighting Upgrades Project Application to the State of New Jersey Department of Education. *Attachment*
- r. **APPROVE (roll call):** Resolution 23-24, appointing Allyson Milazzo as the Qualified Purchasing Agent for the 2023-2024 school year. *Attachment*
- s. **APPROVE (roll call):** Resolution 23-24, establishing the bidding threshold as \$44,000 for the 2023-2024 school year. *Attachment*
- t. **APPROVE (roll call):** The Purchasing Manual for the 2023-2024 school year. *Attachment*
- u. **APPROVE (roll call):** An Interlocal Services Agreement with Egg Harbor City to provide services for a School Resource Officer for the 2023-2024 school year. *Attachment*
- v. **APPROVE (roll call):** Resolution 23-25 appointing Phoenix Advisors as the Continuing Disclosure Agent and Independent Registered Municipal Advisor. *Attachment*

XIII. Non-instructional Operations Items

- a. **APPROVE (roll call):** Approve the district record of textbooks for the 2023-2024 school year. *Attachment*
- b. **APPROVE (roll call):** The following facilities use request:
 - i. Revised date for the American Red Cross Blood Drive at the Spragg School from May 6, 2023 to May 16, 2023. *Attachment*
 - ii. Cedar Creek High School Girls Basketball for use of the EHCCS gymnasium June 27, 2023 to June 29, 2023. *Attachment*
 - iii. American Cancer Society for use of the EHCCS parking lot as a rest stop for their Bike-A-Thon on June 11, 2023. *Attachment*
 - iv. BMX Stunt Assemblies for both schools, sponsored by the PTO, date to be determined.

- c. **APPROVE (roll call):** Resolution 23-26 for the submission of the Long Range Facilities Plan Minor Amendment to the New Jersey Department of Education for the Lighting Upgrades Project and Fire Alarm Project at Egg Harbor City Community School. *Attachment*
- d. Transportation
 - i. **RATIFY and AFFIRM (roll call):** School Bus Emergency Evacuation Drill Report for April 20, 2022. *Attachment*

XIV. Personnel Items – as recommended by the Superintendent of Schools:

- a. **APPROVE (roll call):** Renewal of staff contracts, certificated and non-certificated, for the 2023-2024 school year. *Attachment*
- b. **APPROVE (roll call):** The contract for Allyson Milazzo, School Business Administrator, for the term July 1, 2023 to June 30, 2024. *Attachment*
- c. **APPROVE (roll call):** Appointment of Ana Cabral, School Psychologist, for up to 80 hours of Summer of 2023 work at the contractual rate.
- d. **APPROVE (roll call):** Appointment of Jen Connelly, School Social Worker, for up to 80 hours of Summer of 2023 work at the contractual rate.
- e. **APPROVE (roll call):** Appointment of Stacy Baggstrom, School Nurse, for up to 25 hours of Summer of 2023 work at the contractual rate.
- f. **APPROVE (roll call):** Appointment of Lorie Walsh, School Nurse, for up to 25 hours of Summer of 2023 work at the contractual rate.
- g. **APPROVE (roll call):** Appointment of Tina Hennaut, Guidance Counselor, for up to 15 hours of Summer of 2023 work at the contractual rate.
- h. **APPROVE (roll call):** Appointment of Yvette Ortiz as the Free and Reduced Lunch Applications Coordinator for 2023-2024 school year, at the contractual rate.
- i. **APPROVE (roll call):** Appointment of Stacy Snavely as District Substitute Call Person for the 2023-2024 school year, at the contractual rate.

- j. **APPROVE (roll call):** Appointment of Toni Michel as District Registrar for the 2023-2024 school year, at the contractual rate.
- k. **APPROVE (roll call):** Appointment of Ruth Ann Marsh as substitute for the 2023-2024 school year.
- l. **APPROVE (roll call):** Appointment to the following positions as listed:
 - i. Special Education Extended School Year Program (July 5, 2023 to July 28, 2023), 4.5 hours per day x 18 days, at the contractual rate, funded by ESSER II.
 - 1. Cindi Craig Special Education Instructor
 - 2. Kelly Vendetti Special Education Instructor
 - 3. Chrystal Merrigan Special Education Instructor
 - 4. Deanna Walker Special Education Instructor
 - 5. Tom D’Attilio Special Education Instructor
 - 6. Emily Rheault Reading Specialist Instructor
 - 7. Tiffany Ljoka Speech/Language Specialist
 - ii. Special Education Extended School Year Program (July 5, 2023 to July 28, 2023), 4 hours per day x 18 days, at the contractual rate, funded by ESSER II.
 - 1. Jude Filep Aide
 - 2. Linda Shromsky Aide
 - 3. Corine Lenzi Aide
 - 4. Ruth Ann Marsh Aide
 - iii. K-2 Summer School Year Program (July 5, 2023 to July 28 2023), 4.5 hours per day x 18 days, at the contractual rate, funded by ESSER II.
 - 1. Stacey Mohr Instructor
 - 2. Pam Clouser Instructor
 - 3. Heather Crosson Instructor
 - 4. Lorie Walsh Nurse EHCCS
 - 5. Stacy Baggstrom Nurse CLS
 - iv. 21st CCLC REACH Program (July 5, 2023 to July 28, 2023), 4 hours per day x 18 days, at the contractual rate unless otherwise indicated, funded by the 21st CCLC Grant, FY 23:
 - 1. Kylene Farnan Instructor
 - 2. Amanda Klapatch Instructor
 - 3. Heather Cullen Instructor
 - 4. Ashley Popa Instructor

- 5. Patrick Barry Instructor
- 6. Kelly Roberts Instructor
- 7. Andrew Ross Instructor
- 8. Simon Mohr Program Coordinator 4 hours
per day x 18 days x \$43.00 per hour
- 9. Yvette Ortiz Data Entry Clerk 4 hours per
day x 18 days x \$17.00 per hour

m. **APPROVE (roll call):** Appointment of all district certificated staff as substitutes for all Summer Programs.

n. **APPROVE (roll call):** The posting of the following positions for the 2023-2024 school year:

- i. 1 full-time middle school Science teacher at EHCCS
- ii. 1 full-time Health and Physical Education teacher at EHCCS
- iii. 1 teacher aide, 85% FTE, at CLS
- iv. 1 teacher aide, 85% FTE, at EHCCS
- v. 1 full-time elementary school Special Education In-Class Resource teacher at CLS
- vi. 1 full-time Pre-K Special Education Teacher at CLS
- vii. 2 PreK teacher aides, 85% FTE, at CLS

o. **APPROVE (roll call):** The posting of the following position for the remainder of the 2022-2023 school year and the 2023-2024 school year:

- i. 1 full-time School Psychologist

p. **APPROVE (roll call):** Posting of the following EHCCS extracurricular/coaching positions for the 2023-2024 at the contractual rate:

- i. Student Council Advisor
- ii. Band Advisor
- iii. Office Detention Teacher
- iv. Long Detention Teacher
- v. Yearbook Club Advisor
- vi. National Junior Honor Society Advisor
- vii. Drama Club Advisor
- viii. Media Club Advisor
- ix. Art Club Advisor
- x. Athletic Coordinator
- xi. Athletic Chaperones
- xii. Boys' Basketball Coach
- xiii. Girls' Basketball Coach
- xiv. AM/PM Duty Teachers (10)

- xv. Safety Patrol

- q. **APPROVE (roll call):** Posting for CLS extra-curricular activity positions for the 2023-2024 school year at the contractual rate as follows:
 - i. Art Club Advisor
 - ii. Safety Patrol Advisor
 - iii. Reading Club
 - iv. After School Program
 - v. AM/PM Duty Teachers (6)

- r. **APPROVE (roll call):** The posting for EHCCS School Management Team members for the 2023-2024 school year
 - i. Twelve (12) certificated staff, not to exceed 30 hours (including summer) each at the contractual rate.
 - ii. Three (3) certificated staff, not to exceed 5 hours (summer only) each at the contractual rate.

- s. **APPROVE (roll call):** The posting for eight (8) CLS Climate Committee members for the 2023-2024 school year, not to exceed 30 hours (including summer) each at the contractual rate.

- t. **RATIFY and AFFIRM (roll call):** To accept, with reservation, the resignation letter from Nicole Casler dated April 6, 2023 and effective April 6, 2023.

- u. **APPROVE (roll call):** Jamahl Williams as 21st CCLC/REACH Project Director from July 1, 2023 to August 31, 2023 at an annual salary of \$65,000, prorated to start date of April 4, 2023.

- v. **RATIFY & AFFIRM (roll call):** Revised Family Medical Leave of Absence for Charles L. Spragg School Teacher, Marie Farnan, effective March 8, 2023 and end date June 13, 2023.

- w. **APPROVE (roll call):** To accept the revised effective date of resignation letter from Marc Roesch dated April 24, 2023 changing the effective date of his resignation to June 2, 2023. *Attachment*

- x. **APPROVE (roll call):** Change in aide assignment for Linda Schromsky from \$25, 519.00 Step 6 -HS +60 .85 FTE at EHCCS to \$30,022 Step 6-HS+60 1.00 FTE at CLS for the 2023-2024 school year.

XV. Student Items

- 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. *Attachment*

- b. **APPROVE (roll call):** The following student enrichment trips.
 - i. PreK walking field trips to the Egg Harbor City Library, Egg Harbor City, NJ on May 5, 2023 (Mrs. Balsley), May 12, 2023 (Mrs. Bauers & Mrs. Griffin) and May 19, 2023 (Mrs. DiGerolamo).

- c. **RATIFY & AFFIRM (roll call):** Admitting homeless students 20321843 and 20341844 from Hammonton Board of Education for the 2022-2023 school year with a start date of April 26, 2023 and a tuition rate of \$2,761.48 (per student) (\$81.22 per diem).

- d. **RATIFY & AFFIRM (roll call):** Bedside instruction for student 20271316 who is enrolled in the Inspira Program at Inspira Health Network and requires student educational tutoring by a NJ Certified Teacher beginning April 27, 2023 at a rate of \$39/hour for two (2) hours per day.

XVI. Program Items

- a. **APPROVE (roll call):** The District Mentoring Plan for the 2023-2024 school year. *Attachment*

- b. **APPROVE (roll call):** Approve the five-year curriculum evaluation schedule. *Attachment*

- c. **APPROVE (roll call):** CLS fall clinical practice placement and spring clinical practice placement for Stockton University students from September 5, 2023 to May 3, 2024:
 - i. Everardo Lopez – Emily Rheault (1st Grade)
 - ii. Deja Larrier - Cari Ragona (3rd Grade)

- d. **APPROVE (roll call):** Barnyard Friends, LLC to visit the Charles L. Spragg preschool program on Friday, May 26, 2023 with their petting zoo.

XVII. Professional Development

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 2022-2023 school year. *Attachment*

XVIII. Policies / Regulations Items

- a. **APPROVE (roll call):** First reading of New/Revised Policies/Bylaws/Regulations as follows:
 - i. Policy 3327 Relations with Vendors *Attachment*
 - ii. Policy 3542.2 School Meal Program Arrears *Attachment*
 - iii. Policy 3542.31 Free or Reduced-Price Lunches/Milk *Attachment*
 - iv. Policy 6145.3 Publication *Attachment*
 - v. Policy 6164.1 Intervention and Referral *Attachment*

XIX. New Business

XX. Informational Items

- QSAC Equivalency Waiver Approval Letter *Attachment*
- Michele Kennedy from NJSBA will review roles and responsibilities before the July meeting.
- 5/8/2023 CLS PTO Mommy and Me Paint Night 6-8 PM
- 5/16/2023 CLS American Red Cross Blood Drive 3-7 PM
- 5/23/2023 Kindergarten and 1st Grade Spring Concert 6-8 PM
- 5/30/2023 3rd Grade Class Trip to The Wetlands Institute
- 5/31/2023 1st Grade Field Trip to Lucy the Elephant
- 6/7/2023 Kindergarten Field Trip to The Cape May Zoo
- 6/8/2023 CLS Field Day

XXI. Open to Public

XXII. Calendar Dates

May 17, 2023	Staff Development, 12:50 Dismissal
May 29, 2023	Memorial Day, buildings closed

XXIII. Executive Session

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 May 3, 2023 at _____ 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.

XXIV. Adjournment Time

Time: _____