

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

AGENDA

Regular Meeting

June 5, 2024

Charles L. Spragg School

Library

601 Buffalo Avenue

6:00 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)
Ms. Fuentes ('25)

Ms. Cramer ('24)
Mr. Guercioni ('26)
Ms. Rogers ('25)

Mrs. DiGiacomo ('26)
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 June 5, 2024 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. Presentation of the 2022-2023 School Self-Assessment for Determining Grades under the Anti-Bullying Bill of Rights Act by Mrs. Shulby

Attachment

VI. Open Floor to Public

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

VII. Comments for the Good of the Board

VIII. Monthly Reports

a. Administrative Reports

- i. Superintendent / Principal Report *Attachment*
- ii. Business Administrator Report *Attachment*
- 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

IX. Annual Appointments (Roll Call)

- a. Business Administrator/Asst. Board Secretary
Motion to appoint Allyson Milazzo
- b. Public School Auditor
Motion to appoint Ford, Scott & Associates, L.L.C.
- c. Board Attorney
Motion to appoint Sahli & Padovani
- d. Board Architect
Motion to appoint PS&S, LLC, Architect of Record
- e. Medical, Prescription and Dental Benefits Broker – My Benefit Advisor, LLC
James Whittaker
- f. Authorization to Procure Goods and Services through State Contracts
- g. Motion to set the bid threshold at \$44,000
- h. Affirmative Action Officer N.J.A.C. 6:4-1.3(c)
Motion to appoint the EHCCS Principal Gina Forester, School & Classroom Practices
- i. Practices & Public Agency Compliance Officer
Motion to appoint Allyson Milazzo
- j. CEPA (Conscientious Employee Protection Act) Officer N.J.S.A. 34:19-1
Motion to appoint Allyson Milazzo
- k. Executive Safety Committee
Motion to appoint Alysha Garcia, Lorie Walsh, Stacy Baggstrom, Ryan Heriegel and Allyson Milazzo
- l. Title IX Coordinator 34 CFR 106.8(c)
Motion to appoint Adrienne Shulby
- m. Custodian of School Records
Motion to appoint Allyson Milazzo
- n. Section 504 Compliance Officer – Grievance Procedure 34 CFR 104.7(a)
Motion to appoint Alysha Garcia
- o. ADA Coordinator 28 CFR 35.107(a)
Motion to appoint Alysha Garcia
- p. Homeless Liaison per N.J.S.A. 18A:39-1 et seq.; N.J.A.C. 6:20-3.1 et seq.
Motion to appoint Jennifer Connelly
- q. Integrated Pest Management Coordinator
Motion to appoint Ryan Heriegel
- r. Right to Know Officer

- Motion to appoint Ryan Heriegel
- s. Chemical Hygiene Officer
 - Motion to appoint Ryan Heriegel
- t. AHERA Coordinator
 - Motion to appoint Ryan Heriegel
- u. Bond Counsel
 - Motion to appoint Wilentz, Goldman & Spitzer, P.A.
- v. Financial Advisors of Record
 - Motion to appoint Phoenix Advisors, LLC
- w. Issuing Officer
 - Motion to appoint Gina Forester or designee as “Issuing Officer” of certificates or permits in accordance with the provisions of the Child Labor Act N.J.S.A 34:2-21.1 et seq. (working papers)
- x. Board Designee for Cash Reconciliations, effective July 1, 2024
 - Motion to appoint Judith Millar

X. Annual Motions and Designations (Roll Call)

- a. Motion to approve Depositories for School Funds
 - Depositories: OceanFirst Bank or any GUDPA or federally approved depository in the State of New Jersey
- b. Motion to approve Tax Sheltered Annuity Administrator
 - i. TSA Consulting
- c. Motion to approve Tax Sheltered Annuity Companies
 - i. The Equitable
 - ii. Siracusa Benefits Program
 - iii. Lincoln Investment Planning, Inc.
 - iv. Metropolitan Life
- d. Motion to approve private insurance providers
 - i. Aflac
 - ii. Colonial
 - iii. Prudential
 - iv. American General
- e. Motion to approve Government Money Market Funds as permissible investments by the Egg Harbor City Board of Education, as outlined in N.J.S.A. 18A:20-37(d); and that the Business Administrator or the Board Secretary could transfer funds between the money market fund account and the general account.
- f. Motion to approve Newspaper/Community Sources for Notice of Public Meetings
 - i. The Press of Atlantic City

- g. Motion to approve district curriculum for all grades pending New Jersey Student Learning Standards adoptions/revisions.
- h. Motion to readopt District Bylaws and Policies.
- i. Motion to direct Administration to collect pupil information as permitted by N.J.A.C. 6:3-6.3.
- j. Motion to recognize the EHCEA as Official Bargaining Unit for Egg Harbor City School Professional Staff.

XI. Board Minutes

- a. **APPROVE (roll call):**
 - i. May 1, 2024 Public Hearing on the 2024-2025 Budget and Regular Meeting *Attachment*

XII. Financial Items

- a. **APPROVE (roll call):**
 - i. Board Secretary Report – April 2024 *Attachment*
 - ii. Treasurer of School Moneys Report – April 2024 *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 4/30/24 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 *Handout*

Bills to be Approved for Payment	\$
Checks to be Ratified	\$
Payroll to be Ratified	\$

- d. **APPROVE (roll call):** Budget transfers for the 2023-2024 school year in accordance with N.J.A.C. 6:20-2:13 and Chapter 196 Laws of 1967, as follows:
 - i. June 5, 2024 Fund 10 - \$37,037 *Attachment*

- e. **APPROVE (roll call):** Effective July 1, 2024, motion to approve bank signatories for all school funds. *Attachment*
- f. **APPROVE (roll call):** A resolution authorizing the School Business Administrator, Allyson Milazzo, of the Egg Harbor City Board of Education, New Jersey, to invest funds in the New Jersey Asset and Rebate Management Program. *Attachment*
- g. **APPROVE (roll call):** An Architect Record Agreement with PS&S, LLC for the period July 1, 2024 through June 30, 2025. *Attachment*
- h. **APPROVE (roll call):** Contract with Wright Choice to provide substitute nursing services for the 2024-2025 school year. *Attachment*
- i. **APPROVE (roll call):** Contract with Atlanticare Physician Group Occupational Health to provide physical examinations for the 2024-2025 school year. *Attachment*
- j. **APPROVE (roll call):** Addendum to extend contract with ESS Northeast, LLC to provide substitute services for the 2024-2025 school year. *Attachment*
- k. **APPROVE (roll call):** Agreement with Medford Family Psychiatry to provide psychiatric evaluations for the 2024-2025 school year. *Attachment*
- l. **APPROVE (roll call):** Contract with Evergreen Consolidated, LLC to provide lawn care for the Egg Harbor City Community School and the Charles L. Spragg Elementary School at a rate of \$450.00 per service and \$350.00 per service, respectively, plus weeding services for the 2024-2025 school year.
- m. **APPROVE (roll call):** Contract with Stephen A. Nurkiewicz, MD, to provide services as the School Physician for the 2024-2025 school year for \$10,000. *Attachment*
- n. **APPROVE (roll call):** Agreement with Hamilton Township Board of Education to provide a shared service of Master Teacher, Laurie Derringer, for consultation for the district's Preschool Expansion Aid Program for two to three days per month during the 2024-2025 school year at a cost of \$570 per day. *Attachment*
- o. **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 2024-2025 school year. *Attachment*

- p. **APPROVE (roll call):** Contract with Therapeutic Learning For Children to provide occupational therapy services to students as required by the students' IEP for the 2024-2025 school year. *Attachment*
- q. **APPROVE (roll call):** The Agreement to provide Payroll Processing Services for Fiscal year 2024-2025 and ACA 1095-C Reporting Services for Calendar Year 2024 with CASA Payroll Services. *Attachment*
- r. **APPROVE (roll call):** The Consulting Service Agreement with Educational Consortium for Telecommunications Savings to seek discounts and savings on telecommunications. internet services, and on internal connections through E-Rate and other means. *Attachment*
- s. **APPROVE (roll call):** The removal of Asset #07886 (Sound System at EHCCS) from the fixed asset report as of October 10, 2023.
- t. **APPROVE (roll call):** The submission of the Community Oriented Policing Services Office School Violence Prevention Program (COPS-SVPP) Grant Application to the United States Department of Justice.
- u. **APPROVE (roll call):** The submission of the updated ARP Safe Return Plan pursuant to the requirements set forth in the Federal American Rescue Plan Act.
- v. **APPROVE (roll call):** The submission and subsequent acceptance of the Nita M. Lowey 21st CCLC Continuation Grant Application for the 2024-2025 school year in the amount of \$350,000.
- w. **APPROVE (roll call):** The in-house substitute rates for the 2024-2025 school year. *Attachment*
- x. **APPROVE (roll call):** The elimination of the Treasurer of School Moneys position, effective July 1, 2024. Pursuant to N.J.S.A. 18A:13-14, the Treasurer of School Moneys is an optional position.
- y. **APPROVE (roll call):** WHEREAS NJAC 6A:23A-14.3 and 14.4 permit a Board of Education to establish and/or deposit into certain accounts at year end, and

WHEREAS, the aforementioned statutes authorize procedures, under the authority of the Commissioner of Education, which permit a board of education to transfer anticipated excess current revenue or unexpended

appropriations into reserve accounts during the month of June by board resolution, and

WHEREAS the Board of Education of the Egg Harbor City School District wishes to deposit anticipated current year surplus into the Capital and Maintenance Reserve accounts at year end, June 30, 2024, and

WHEREAS, the Board of Education of the Egg Harbor City School District has determined that an amount *not to exceed* \$1,000,000 for the Capital Reserve and *not to exceed* \$200,000 for the Maintenance Reserve is available for such purpose of transfer;

NOW THEREFORE BE IT RESOLVED by the Board of Education of the Egg Harbor City School District that it hereby authorizes the district's School Business Administrator to make this transfer consistent with all applicable laws and regulations.

- z. **APPROVE (roll call):** Acceptance of Atlanticare's Turn Your School Wellness Into Wealth Program award in the amount of \$300 for the Charles L. Spragg School.

XIII. Non-instructional Operations Items

- a. **RATIFY and AFFIRM (roll call):** American Cancer Society for use of the EHCCS parking lot as a rest stop for their Bike-A-Thon on June 2, 2024.
- b. **APPROVE (roll call):** The following facilities use request:
 - i. Participation in and the use of EHCCS facilities for the summer feeding program, Let Us Eat Please.

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

- a. **RATIFY and AFFIRM (roll call):** Revised Family Medical Leave of Absence for SMID # 87296422 from April 22, 2024 through the anticipated end date of May 24, 2024.
- b. **APPROVE (roll call):** The following leave of absences for SMID #74246919 for the 2024-2025 school year:
 - i. Family Medical Leave of Absence effective date August 28, 2024 through anticipated end date October 1, 2024.
 - ii. Concurrent Family Medical Leave of Absence and NJ Family Leave Act Leave of Absence from anticipated effective date October 2, 2024 through anticipated end date of November 27, 2024.

- iii. NJ Family Leave Act Leave of Absence anticipated effective date December 2, 2024 through anticipated end date January 10, 2025.
- c. **APPROVE (roll call):** The following leave of absences for SMID #74996075 for the 2024-2025 school year:
 - i. NJ Family Leave Act Leave of Absence anticipated effective date October 21, 2024 through anticipated end date January 29, 2025.
- d. **APPROVE (roll call):** EHCCS extracurricular activity assignments for the 2024-2025 school year at the contractual rate:
 - i. Student Council Advisor- Patrick Barry
 - ii. Band Advisor- Linzie Salotti
 - iii. Office Detention Teacher - Tom D’Atillio, Tina Scibilia
 - iv. Long Detention Teacher- Tom D’Atillio, Tina Scibilia
 - v. Yearbook Club Advisor - Andrew Ross
 - vi. National Junior Honor Society Advisor- Andrew Ross
 - vii. Drama Club Advisor- Open
 - viii. Media Club Advisor- Elizabeth Glass
 - ix. Art Club Advisor- Dylan Lee
 - x. Athletic Coordinator- Jennifer Connelly
 - xi. Athletic Chaperones- All Staff
 - xii. Boys’ Basketball Coach- Jordan Melchioni
 - xiii. Girls’ Basketball Coach- Allison Summerset Mobley
 - xiv. Safety Patrol- Simon Mohr
 - xv. Girls/Boys Cross Country Coach - Leah Gaston
 - xvi. AM/PM Duty Teachers (10)
 - 1. Giana Miranda
 - 2. Amanda Klapatch
 - 3. Lorie Walsh
 - 4. Katherine Minutella
 - 5. Karina D'Eletto
 - 6. Jennifer Connelly
 - 7. Tom D'Attilio
 - 8. Heather Cullen
 - 9. Matt Wira
 - 10. Gabrielle Elefante
- e. **APPROVE (roll call):** CLS extracurricular activity assignments for the 2024-2025 school year at the contractual rate:
 - i. Art Club Advisor - Heather Grasso
 - ii. Safety Patrol Advisor - Cindi Craig
 - iii. Reading Club Advisor - Heather Crosson

- iv. After School Program (6)
 - 1. Deanna Walker
 - 2. Kelly Vendetti
 - 3. Chrystal Merrigan
 - 4. Danielle Broomhead
 - 5. Rebecca Sartorio
 - 6. Heather Haggerty-Woolslayer
- v. AM/PM Duty Teachers (7)
 - 1. Cindi Craig
 - 2. Stacy Baggstrom
 - 3. Chrystal Merrigan
 - 4. Rebecca Sartorio
 - 5. Tina Hennaut
 - 6. Brittany Griffin
 - 7. Madison Rogers
- f. **APPROVE (roll call):** District extracurricular activity assignments for the 2024-2025 school year at the contractual rate:
 - i. Homeless Liaison - Jennifer Connelly
 - ii. Child Advocacy Liaison - Jennifer Connelly
 - iii. Public Relations - Gianna Miranda
- g. **APPROVE (roll call):** EHCCS School Management Team members for the 2024-2025 school year, twelve (12) certificated staff, not to exceed 30 hours (summer 20 hours and school year 10 hours) each at the contractual rate:
 - i. Heather Cullen/Kylene Farnan (split)
 - ii. Amanda Klapatch
 - iii. Ashley Popa
 - iv. Gabrielle Elefante
 - v. Andrew Ross
 - vi. Matt Wira
 - vii. Nicolette Gramlick
 - viii. Leah Gaston
 - ix. Lorie Walsh
 - x. Kimberly Weigle
 - xi. Katherine Minutella
 - xii. Patrick Barry
- h. **APPROVE (roll call):** CLS Climate Committee members for the 2024-2025 school year, eight (8) certificated staff, not to exceed 30 hours (including summer) each at the contractual rate:
 - i. Deanna Walker

- ii. Sarah Ramos
- iii. Emily Tomasello
- iv. Lauren Leising
- v. Tina Hennaut
- vi. Cindi Craig
- vii. Stacy Baggstrom
- viii. Madison Rogers

- i. **APPROVE (roll call):** Appointment of the following staff to summer 2024 curriculum writing positions at the contractual rate:
 - i. CLS ELA - Up to 2 staff members, up to 24 hours total
 - 1. Pam Clouser
 - 2. Emily Tomasello
 - ii. EHCCS ELA - Up to 2 staff members, up to 24 hours total
 - 1. Lori-Beth Silver
 - iii. CLS Math - Up to 2 staff members, up to 24 hours total
 - 1. Deanna Walker
 - iv. EHCCS Math - Up to 2 staff members, up to 24 hours total
 - 1. Andrew Ross
 - v. CLS Special Education - Up to 2 staff members, up to 8 hours total
 - 1. Kelly Vendetti
 - vi. EHCCS Special Education - Up to 2 staff members, up to 8 hours total
 - 1. Rebecca Sartorio
- j. **APPROVE (roll call):** Appointment of the following staff for summer 2024 CLS K-3 report card writing positions at the contractual rate, 4 staff up to 25 hours each:
 - i. Kelly Vendetti
 - ii. Pam Clouser
 - iii. Deanna Walker
 - iv. Emily Tomasello
- k. **APPROVE (roll call):** Appointment of all district staff as substitutes in all extracurricular activities and hourly activities for the 2024-2025 school year at the contractual rate.
- l. **APPROVE (roll call):** Fernanda Bonilla as Preschool Teacher at CLS, for the 2024-2025 school year at an annual salary of \$58,410.00, BA Step 1.
- m. **APPROVE (roll call):** Jill Cestaro as substitute nurse for the remainder of the 2023-2024 school year and the 2024-2025 school year.

- n. **APPROVE (roll call):** Eleana Day as Special Education Extended School Year teacher from July 1, 2024 to July 26, 2024, 4.5 hours per day at the rate of \$39.00 per hour.
- o. **APPROVE (roll call):** Ruth Marsh as Special Education Extended School Year aide from July 1, 2024 to July 26, 2024, 4 hours per day at the rate of \$20.00 per hour.
- p. **APPROVE (roll call):** Lateral movement for Chrystal Merrigan to MA Step 3 at a salary of \$58,260.00 effective June 14, 2024 payroll.
- q. **APPROVE (roll call):** To accept, with regret, resignation of Alysha Garcia effective July 23, 2024. *Attachment*
- r. **APPROVE (roll call):** To accept, with regret, resignation of Amelia Devone effective June 30, 2024. *Attachment*
- s. **APPROVE (roll call):** To accept, with regret, the retirement of Mary Jude Filep effective June 30 2024. *Attachment*
- t. **APPROVE (roll call):** Reassignment of _____ to CLS PSI Aide, for the 2024-2025 school year at an annual salary of \$_____, Aides BA Step ____.
- u. **RATIFY and AFFIRM (roll call):** Posting for the following position for the 2024-2025 school year, at the contractual rate:
 - i. Director or Special Projects
- v. **APPROVE (roll call):** Posting for the following position for the 2024-2025 school year, at the contractual rate:
 - i. 2 Anticipated Long Term Elementary School Teachers
 - ii. Teacher Aide .85 FTE at CLS
 - iii. Preschool Teacher Aide .85 FTE at CLS
- w. **APPROVE (roll call):** Authorization for the Superintendent to hire the following staff for the 2024-2025 school year subject to Board ratification:
 - i. Director of Special Projects
 - ii. Middle School Special Education Teacher
 - iii. Middle School Math Teacher
 - iv. Middle School Science Teacher
 - v. Teacher Aide .85 FTE at EHCCS
 - vi. Preschool Floater Teacher .85 FTE at CLS
 - vii. Teacher Aide .85 FTE at CLS
 - viii. Preschool Teacher Aide .85 FTE at CLS
 - ix. 2 Anticipated Long Term Elementary School Teachers

- x. Long Term Middle School Special Education Teacher

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. *Handout*
- b. **APPROVE (roll call):** The following student enrichment trips.
 - i. All walking field trips for the 2024-2025 school year.
 - ii. 21st CCLC students to visit LWG Laser Tag, Egg Harbor Township, NJ, on June 7, 2024. *Attachment*
 - iii. 21st CCLC students to visit ACUA's Wastewater Treatment Center, Atlantic City, NJ on July 12, 2024. *Attachment*
- c. **APPROVE (roll call):** The Out of District Extended School Year Program Agreement with Atlantic County Special Services School District for a per week tuition charge of \$605/per pupil for the 2024-2025 fiscal year.

XVI. Program Items

- a. **APPROVE (roll call):** Submission of the 2024-2027 Language Instruction Educational Program (LIEP) Three-Year Plan
- b. **RATIFY and AFFIRM (roll call):** Participation in the Net Generation School Partnership Program administered by the United States Tennis Association Incorporated. *Attachment*

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 2023-2024 school year. *Attachment*

XVIII. Policies / Regulations Items

XIX. New Business

XX. Informational Items

- 6/5/2024 Preschool Atlantic County Library Visitation
- 6/6/2024 CLS Field Day
- 6/6/2024 Grade 8 Field Trip to Wildwood
- 6/7/2024 2nd Grade Field Trip to Rowan University Planetarium
- 6/7/2024 EHCCS Student Assembly
- 6/7/2024 Grade 8 Dance 6-8 PM
- 6/11/2024 1st Grade and Merrigan Walking Trip to the Police Station
- 6/11/2024 CLS Career Presentations
- 6/12/2024 Kindergarten Trip to Cape May Zoo
- 6/12/2024 Grade 8 Award Ceremony 1:30 PM
- 6/12/2024 Grade 8 Graduation Picture Day
- 6/13/2024 Grade 8 Graduation 6 PM

XXI. Open to Public

XXII. Calendar Dates

June 13, 2024	Staff Development, 12:50 Dismissal
June 13, 2024	8th Grade Graduation
June 14, 2024	Last Day Students, 12:20 Dismissal
July 17, 2024	Board of Education Meeting (changed from July 10, 2024)

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 June 5, 2024 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: _____