

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

**MINUTES**

Regular Meeting

March 13, 2024

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 ('25)-P  
Ms. Fuentes ('25)-P

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

Mrs. DiGiacomo ('26)-P  
Ms. Leeds-Smith ('24)-P

Also present was Superintendent Adrienne Shulby, Board Attorney Ron Sahli, Business Administrator Allyson Milazzo and Administrative/Board Secretary Angela Gibney.

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

No comments

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

Ms. Rogers asked if we will be closing for the solar eclipse like other schools so that students are not out and looking up. Mrs. Shulby responded that no we are not, northern NJ schools are as they are more affected.

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

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

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

*Attachment*

Mrs. Shulby reported on the hiring of a Public Relations stipend position for social media as well as hiring Ryan Heriegel as the Supervisor of Buildings and and Grounds. Mr. Heriegel will have several months to work with Mr. Wheeler before his retirement. We are also approving many end of year field trips. There were many fun activities during Read Across America Week and the Finance Committee is looking into a Visitor Management System for both schools.

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

Ms. Milazzo reported on the submission of the tentative 2024-2025 school budget and thanked the administration for their assistance with this process. Ms. Milazzo also commented that Mr. Heriegel stood out as an applicant for the Supervisor of Buildings and Grounds position and we are looking forward to promoting him and starting the search for his replacement.

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

*Attachment*

Ms. Garcia commented on Read Across America and NFL player/Author Brandin Bryant's video for the students and his book and also live chat with students during Fun Friday. Reach held March Madness and the Art Club raised \$600 for the Captain's Table food bank. Also, the BCBA hired through the Grant has started.

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

*Attachment*

Dr. Forester reported on the success of the Are You Smarter than a Knight trivia event. It was well attended with seven districts involved. She

received many compliments from other principals. Also she spoke of the article she forwarded regarding our partnership with Prosecutor Reynolds from the prosecutor's office. The assembly on social/emotional learning was a great presentation and well received by students. Upcoming events: National Honor Society induction, Pi Day, and the school play.

- v. Supervisor of Early Childhood/LDTC Report *Attachment*  
Ms. Macchione spoke about the PreSchool Budget to be submitted. PreK also has planned their first bus field trip to Storybook Land and an assembly called Mother Goose by an educational performer that incorporates listening skills with nursery rhymes.

- vi. Board Solicitor's Report

b. Board Committee Reports

- i. Personnel
- ii. Curriculum/Programs
- iii. Finance

Mr. Bouchard reported on the Finance Committee meeting regarding the Budget and it's nice to see we are not having a tax increase or reduction in staff like so many other districts.

- iv. Policy
- v. Buildings/Grounds

## VII. Board Minutes

**Motion:** Ms. Leeds-Smith

**Second:** Mr. Bouchard

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

- i. February 14, 2024 Regular *Attachment*

**Roll Call:**

Mr. Bouchard ('25)-Y	Ms. Cramer ('24)-Y	Mrs. DiGiacomo ('26)-Y
Ms. Fuentes ('25)-Y	Mr. Guercioni ('26)-Y	Ms. Leeds-Smith ('24)-Y
Ms. Rogers ('25)-Y		

## VIII. Financial Items

**Motion:** Ms. Cramer

**Second:** Mr. Bouchard

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

- i. Board Secretary Report – January 2024 *Attachment*
- ii. Treasurer of School Moneys Report – January 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 1/31/24 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 *Attachment*

Bills to be Approved for Payment	\$768,797.71
Checks to be Ratified	\$236,961.49
Payroll to be Ratified	\$731,869.20

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. March 13, 2024 Fund 10 - \$40,620.46 *Attachment*

**Roll Call:**

Mr. Bouchard ('25)-Y	Ms. Cramer ('24)-Y	Mrs. DiGiacomo ('26)-Y
Ms. Fuentes ('25)-Y	Mr. Guercioni ('26)-Y	Ms. Leeds-Smith ('24)-Y
Ms. Rogers ('25)-Y		

**Motion:** Mr. Bouchard

**Second:** Ms. Rogers

e. **APPROVE (roll call):** Submission of the tentative 2024-2025 school district budget to the Atlantic County Office of Education 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 - 588

BE IT RESOLVED to approve the 2024-2025 school district budget for submission to the County Office of Education as follows:

Budget

General Fund	\$13,559,409
Special Revenue Fund	\$2,866,310
Debt Service Fund	\$604,332
Total	\$17,030,051

BE IT FURTHER RESOLVED that no banked cap will be applied to the 2024- 2025 school budget

BE IT FURTHER RESOLVED to acknowledge that the 2024-2025 budget as described above will result in the following:

General Fund Tax Levy	\$2,886,917
Debt Service Tax Levy	\$604,166
Total Tax Levy	\$3,491,083

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 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 2023-2024 as \$30,000; and

WHEREAS, the Board of Education has expensed \$1,774 of the maximum amount for the 2023-2024 year to date; and

RESOLVED, that the Egg Harbor City Board of Education hereby establishes the maximum travel expenditure amount for the 2024-2025 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 2024-2025 budget;  
and

*Attachment*

**Roll Call:**

Mr. Bouchard ('25)-Y	Ms. Cramer ('24)-Y	Mrs. DiGiacomo ('26)-Y
Ms. Fuentes ('25)-Y	Mr. Guercioni ('26)-Y	Ms. Leeds-Smith ('24)-Y
Ms. Rogers ('25)-Y		

**IX. Non-instructional Operations Items**

**Motion:** Ms. Leeds-Smith

**Second:** Mr. Bouchard

a. Misc.

- i. **APPROVE (roll call):** Revised School Calendar for the 2023-2024 school year.

*Attachment*

Mrs Shulby shared that the calendar was revised to reflect the two delayed openings as well as the snow day.

**Roll Call:**

Mr. Bouchard ('25)-Y	Ms. Cramer ('24)-Y	Mrs. DiGiacomo ('26)-Y
Ms. Fuentes ('25)-Y	Mr. Guercioni ('26)-Y	Ms. Leeds-Smith ('24)-Y
Ms. Rogers ('25)-Y		

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

**Motion:** Ms. Rogers

**Second:** Ms. Cramer

- a. **APPROVE (roll call):** District extracurricular activity assignment prorated for the remainder of the school 2023-2024 school year at the contractual rate:
- i. Public Relations - Gianna Miranda
- b. **APPROVE (roll call):** To accept, with regret, resignation of Natalia Bessa effective April 27, 2024. *Attachment*
- c. **RATIFY and AFFIRM (roll call):** To accept, with regret, resignation of Jeanette DePiero effective March 1, 2024. *Attachment*
- d. **RATIFY and AFFIRM (roll call):** Posting of the following positions for the remainder of the 2023-2024 school year:
- i. EHCCS Middle School Math Teacher
- ii. EHCCS Part-time Aide

- iii. Trivia Competition Coverage, March 2, 2024, up to 4 hours at the contractual rate
- e. **RATIFY and AFFIRM (roll call):** Appointment of the following staff for Trivia Competition Coverage, March 2, 2024, up to 4 hours at the contractual rate:
  - i. Jen Connelly
  - ii. Kylene Farnan
  - iii. Gianna Miranda
  - iv. Stacey Mohr
  - v. Leah Gaston
  - vi. Katie Minutella
  - vii. Nicolette Gramlick
  - viii. Patrick Barry
  - ix. Natalia Bessa
  - x. Matt Wira
- f. **APPROVE (roll call):** Appointment of Ryan Heriegel as Supervisor of Buildings and Grounds effective July 1, 2024 at an annual salary of \$65,000, plus a stipend of \$2,200 for the use of his personal vehicle.
- g. **APPROVE (roll call):** Posting of the following position for the 2024-2025 school year:
  - i. Maintenance
- h. **APPROVE (roll call):** Authorization for the Superintendent to hire the following staff for the remainder of the 2023-2024 school year subject to Board ratification:
  - i. EHCCS Middle School Math Teacher
  - ii. EHCCS Part-time Aide

Ms. Rogers commented that she regrets to see another teacher leaving and wanted to know if we do exit interviews. Ms. Shulby and Dr. responded that we do.

**Roll Call:**

Mr. Bouchard ('25)-Y	Ms. Cramer ('24)-Y	Mrs. DiGiacomo ('26)-Y
Ms. Fuentes ('25)-Y	Mr. Guercioni ('26)-Y	Ms. Leeds-Smith ('24)-Y
Ms. Rogers ('25)-Y		

## **XI. Student Items**

**Motion:** Mr. Bouchard

**Second:** Ms. Rogers

- 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):** Sending DCP&P placed student to Egg Harbor Township School District, where the prior district of residence is responsible for the estimated tuition cost. Student, Grade 2, effective September 6, 2023 through June 30, 2024; \$105.36 per diem (180 days, \$18,964.80).
- c. **RATIFY AND AFFIRM (roll call):** Joint Transportation Agreement for DCP&P placed student at Egg Harbor Township School District, where the prior district of residence is responsible for the estimated transportation cost. Student, Grade 2, effective September 6, 2023 through June 30, 2024; Total cost \$3,600.
- d. **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 1, 2024 (Mrs. Griffin), May 8, 2024 (Mrs. Balsley), May 15, 2024 (Mrs. Rubinfine), May 22, 2024 (Mrs. Bauers) and June 5, 2024 (Mrs. DiGerolamo).
  - ii. 1st Grade students to visit the Philadelphia Zoo, Philadelphia, PA on May 8, 2024. *Attachment*
  - iii. PreK students to visit Storybook Land, Egg Harbor Township, NJ on May 29, 2024. *Attachment*
  - iv. Kindergarten students to visit the Cape May Zoo, Cape May Court House, NJ on June 12, 2024. *Attachment*

Mrs. DiGiacomo asked about the number of incidents on the Incidents Report, 13 pages of incidents for the middle school and whether we possibly need a Vice Principal or other support to deal with the volume of issues. Dr. Forester explained our current guidance counselor investigates more than the prior guidance counselor and this is actually a good thing and there is a lot of discipline. Mrs. Shulby also reported on what we are required to report.

**Roll Call:**

Mr. Bouchard ('25)-Y	Ms. Cramer ('24)-Y	Mrs. DiGiacomo ('26)-Y
Ms. Fuentes ('25)-Y	Mr. Guercioni ('26)-Y	Ms. Leeds-Smith ('24)-Y
Ms. Rogers ('25)-Y		

## **XII. Program Items**

**Motion:** Ms. Rogers

**Second:** Mr. Bouchard



- a. **APPROVE (roll call):** Submission of the 2024-2025 Preschool Expansion Aid (PEA) One Year Program Budget Workbook to the Department of Education Division of Early Childhood Services comprised of the following:

- i. State Aid - \$1,027,820
- ii. Local Contribution for Special Education - \$105,805

*Attachment*

- b. **APPROVE (roll call):** The following students from Stockton University to assist the 21st CCLC REACH program for the remainder of the 2023-2024 school year:

- i. Brooklyn Gonsalves
- ii. Antonia Giordano

- c. **RATIFY and AFFIRM (roll call):** Addendum to Standing Orders for Egg Harbor City Public School District Nurses 2023-2024 school year. *Attachment*

**Roll Call:**

Mr. Bouchard ('25)-Y	Ms. Cramer ('24)-Y	Mrs. DiGiacomo ('26)-Y
Ms. Fuentes ('25)-Y	Mr. Guercioni ('26)-Y	Ms. Leeds-Smith ('24)-Y
Ms. Rogers ('25)-Y		

**Motion:** Ms. Rogers

**Second:** Mr. Bouchard

- d. **APPROVE (roll call):** CLS Introductory Fieldwork placement for Stockton University student from May 15, 2024 to End of District's 23-24 School Year:
- i. Vanessa Matos – Heather Crosson (3rd grade)

**Roll Call:**

Mr. Bouchard ('25)-Y	Ms. Cramer ('24)-Y	Mrs. DiGiacomo ('26)-Y
Ms. Fuentes ('25)-Y	Mr. Guercioni ('26)-Y	
Ms. Leeds-Smith ('24)-Recuse		Ms. Rogers ('25)-Y

**Motion:** Ms. Rogers

**Second:** Mr. Bouchard

- e. **RATIFY AND AFFIRM (roll call):** An Agreement with Rowan University to provide student teaching opportunities to Rowan students from March 1, 2024 through March 1, 2026. *Attachment*

**Roll Call:**

Mr. Bouchard ('25)-Y	Ms. Cramer ('24)-Y	Mrs. DiGiacomo ('26)-Y
Ms. Fuentes ('25)-Y	Mr. Guercioni ('26)-Y	Ms. Leeds-Smith ('24)-Y
Ms. Rogers ('25)-Y		

### **XIII. Professional Development**

**Motion:** Mr. Guercioni

**Second:** Ms. Leeds-Smith

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*

**Roll Call:**

Mr. Bouchard ('25)-Y	Ms. Cramer ('24)-Y	Mrs. DiGiacomo ('26)-Y
Ms. Fuentes ('25)-Y	Mr. Guercioni ('26)-Y	Ms. Leeds-Smith ('24)-Y
Ms. Rogers ('25)-Y		

### **XIV. Policies / Regulations Items**

**Motion:** Ms. Cramer

**Second:** Mr. Bouchard

- a. **APPROVE (roll call):** First reading of New/Revised Policies/Bylaws/Regulations as follows:
- i. Policy 4151.1/4251.1 Personal Illness and Injury/Health and Hardship *Attachment*

**Roll Call:**

Mr. Bouchard ('25)-Y	Ms. Cramer ('24)-Y	Mrs. DiGiacomo ('26)-Y
Ms. Fuentes ('25)-Y	Mr. Guercioni ('26)-Y	Ms. Leeds-Smith ('24)-Y
Ms. Rogers ('25)-Y		

### **XV. New Business**

None

### **XVI. Informational Items**

- 2023-2024 Bilingual Program Approved Waiver *Attachment*
- 3/14/2024 EHCCS Cedar Creek Dance Ensemble Assembly
- 3/14/2024 Pitman Theater Performance for Preschool

- ~~3/14/2024 CLS Family Food Demonstration~~– CANCELED
- 3/15/2024 EHCCS Pi Day Assembly 1:30 PM
- 3/20/2024 EHCCS NJHS Induction 6-7 PM
- 3/21/2024 and 3/22/2024 EHCCS Drama Production 6:30 PM
- 3/21/2024 2nd & 3rd Grade Author Visitation
- 3/26/2024 CLS Grand Faloon's Assembly
- 4/8/2024 CLS Family Food Demonstration

## **XVII. Open to Public**

Ms. Kasey Attianese, parent of Spragg students and member of EHC city council, spoke about her concerns of the suspicious car and is there anything else that can be done to keep students safe in the community. Mrs. Shulby responded that when she sent out the message a couple weeks ago it was verbatim what the police told her she could say. She contacted them today when she was approached and they came out again. She can only say that the community should call the police when they have concerns. Police are aware it is still an ongoing issue. Ms. Attianese said she would also bring it up at the city council meeting.

Ms. Jessica Nava, parent of 5 students in the district also commented on the car issue and has spoken with other parents in the neighborhood and they are all concerned with the safety of students walking home as well as fights in school. She understands that the person in the car hasn't done anything but it's not working. Mrs. Shulby reiterated what she was told she could say to parents and that if this person did something illegal they wouldn't be riding on the streets. Dr. Forester responded the number of fights has decreased and most of the fights happen on the way home and discipline is addressed.

Mr. Ross reported that there are 19, possibly 21, new students for the National Junior Honor Society and they are looking into bringing back the Six Flags field trip for the National Junior Honor Society. Dr. Forester also reported these students are a huge asset to the school.

## **XVIII. Calendar Dates**

March 20, 2024	Staff Development, 12:50 Dismissal
March 28, 2024	Spring Recess Begins, 12:20 Dismissal
March 29 - April 5, 2024	Spring Recess, Buildings Closed
April 10, 2024	Regular Board of Education Meeting

## **XIX. Adjournment Time**

**Motion:** Ms. Leeds-Smith

**Second:** Mr. Bouchard

Time: 6:32 PM

**All In Favor:**

Mr. Bouchard ('25)-Y

Ms. Fuentes ('25)-Y

Ms. Rogers ('25)-Y

Ms. Cramer ('24)-Y

Mr. Guercioni ('26)-Y

Mrs. DiGiacomo ('26)-Y

Ms. Leeds-Smith ('24)-Y