

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

MINUTES

Regular Meeting

April 10, 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

No comments.

VI. Monthly Reports

a. Administrative Reports

- i. Superintendent / Principal Report *Attachment & Handout*
Mrs Shulby reported on agenda items: summer programs, next school year postings, YMCA at Spragg for next school year and Ms. Milazzo's contract.
- ii. Business Administrator Report
Ms. Milazzo explained that Finance item h is not a new lease just an approval needed for a current lease that was missed. She also reported on work staff completed over spring break and the search for a new Maintenance person.
- iii. Director of Special Projects Report *Attachment*
Ms. Garcia reported on the summer school programs as detailed in the agenda.
- iv. EHCCS Principal Report *Attachment*
Dr. Forester thanked Mr. Ross for the National Junior Honor Society event. Also Pi-day went very well and she thanked Ms. Farnan and Ms. Bessa for their work on the school play and commented that the new mic system made it possible to hear all clearly.
- v. Supervisor of Early Childhood/LDTC Report *Attachment*
Ms/ Macchione reported on plans to build the PreK program for next school year. Flyers will be going out shortly and registration will start. She also commented on how well received the Mother Goose assembly was for PreK.
- vi. Board Solicitor's Report

b. Board Committee Reports

- i. Personnel
- ii. Curriculum/Programs
- iii. Finance
- iv. Policy
- v. Buildings/Grounds

VII. Board Minutes

Motion: Ms. Leeds-Smith

Second: Ms. Rogers

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

- | | | |
|-------------------|---------|-------------------|
| i. March 13, 2024 | Regular | <i>Attachment</i> |
|-------------------|---------|-------------------|

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: Mr. Bouchard

Second: Ms. Leeds-Smith

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

- | | |
|---|-------------------|
| i. Board Secretary Report – February 2024 | <i>Attachment</i> |
| ii. Treasurer of School Moneys Report – February 2024 | <i>Attachment</i> |

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 2/29/24 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.

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. Leeds-Smith

- c. **APPROVE (roll call):** Monthly Purchase Orders/Bills *Handout*

Bills to be Approved for Payment	\$190,521.55
Checks to be Ratified	\$408,662.41
Payroll to be Ratified	\$739,369.28

Roll Call:

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

Motion: Mr. Bouchard

Second: Ms. Leeds-Smith

- 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. April 10, 2024 Fund 10 - \$31,064.50 *Attachment*
- e. **RATIFY AND AFFIRM (roll call):** Service contract with Med-Flex, Inc. to collect and transport medical waste to a licensed processing/disposal facility for the period March 19, 2024 to March 18, 2027.
- f. **RATIFY AND AFFIRM (roll call):** District Architect, Becica Associates, LLC, transition to PS&S, LLC, effective on or around April 1, 2024. Rates will remain the same through June 30, 2024. *Attachment*
- g. **APPROVE (roll call):** Additional architectural and engineering services to support the modifications to the Fire Alarm System at Charles L. Spragg Elementary School. *Attachment*
- h. **APPROVE (roll call):** A resolution of the Board of Education of the City of Egg Harbor City in the County of Atlantic, New Jersey, authorizing the submission of a lease transaction to the New Jersey Department of Education for review. *Attachment*
- i. **RATIFY AND AFFIRM (roll call):** Sending the following homeless students to Vineland School District in compliance with the McKinney-Vento Act, where the prior district of residence is responsible for the estimated tuition costs:
- i. #20311051, Grade 5 MD student, effective December 22, 2023 through January 11, 2024 - Tuition: \$97.31 per diem (9 days, \$875.79)
 - ii. #20290998, Grade 7 BD student, effective January 2, 2024 through January 11, 2024 - Tuition: \$185.34 per diem (7 days, \$1,297.38)

- j. **RATIFY AND AFFIRM (roll call):** Sending the following homeless students to Galloway Township School District in compliance with the McKinney-Vento Act, where the prior district of residence is responsible for the estimated tuition costs:
- i. #20311051, Grade 5 MD student, effective March 13, 2024 through June 30, 2024 - Tuition: \$142.78 per diem (60 days, \$8,566.80)
 - ii. #20290998, Grade 7 MD student, effective March 13, 2024 through June 30, 2024 - Tuition: \$142.78 per diem (60 days, \$8,566.80) and counseling services per IEP 3 @ \$50 per session (3 sessions, \$150).

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. Rogers

Second: Mr. Bouchard

a. Facilities

- i. **APPROVE (roll call):** Contract with Cumberland Cape Atlantic YMCA to run a before and after school program at the Charles L. Spragg School for the 2024-2025 school year. There is no cost to the district.

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

b. Transportation

- i. **APPROVE (roll call):** A Resolution for Participation in Joint Transportation Agreement with the Atlantic County Special Services School District to provide transportation for special education and non-public students during the 2024-25 school year which includes a 3% administrative fee for in-house students, a 6% administrative fee for contracted routes, and a 10% administrative fee for aid in lieu processing.

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)-Recuse		Ms. Rogers ('25)-Y

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

Motion: Mr. Bouchard

Second: Ms. Rogers

- a. **APPROVE (roll call):** Submission of the contract for Allyson Milazzo, School Business Administrator, for the term July 1, 2024 to June 30, 2025 to be reviewed and approved by the Atlantic County Executive Superintendent. *Attachment*

- b. **APPROVE (roll call):** Posting for the following positions for the 2024-2025 school year, at the contractual rate:

- i. District Free and Reduced Lunch Applications Coordinator
- ii. District Substitute Call Person
- iii. District Registrar

- c. **APPROVE (roll call):** Posting of the following anticipated positions for the Special Education Extended School Year Program (July 1, 2024 to July 26, 2024), at the contractual rate, funded by ARP ESSER.

Up to 7 Special Education Instructors	4.5 hours per day x 19 days each
1 Reading Specialist Instructor	4.5 hours per day x 19 days
Up to 7 Classroom Aides	4 hours per day x 19 days each
1 Speech and Language Specialist	4.5 hours per day x 19 days

- d. **APPROVE (roll call):** Posting of the following anticipated positions for the K-2 Summer School Program (July 1, 2024 to July 26, 2024), at the contractual rate, funded by APR ESSER.

3 Instructors	4.5 hours per day x 19 days each
1 Nurse	4.5 hours per day for 19 days

- e. **APPROVE (roll call):** Posting of the following anticipated positions for the 21st CCLC REACH Program (July 1, 2024 to July 26, 2024), at the contractual rate unless otherwise indicated, funded by the 21st CCLC Grant:

Up to 7 Instructors	4 hours per day x 19 days
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1 Program Coordinator	4 hours per day x 19 days x \$43.00
1 Data Entry Clerk/ Administrative Asst.	4 hours per day x 19 days x \$17.00

- f. **APPROVE (roll call):** Family Medical Leave of Absence for SMID # 87296422 from April 22, 2024 through the anticipated end date of May 17, 2024.
- g. **APPROVE (roll call):** Michelle Wood as substitute teacher for the remainder of the 2023-2024 school year.
- h. **RATIFY and AFFIRM (roll call):** Posting of the following position for the 2023-2024 school year:
 - i. Noodlemania Coverage, February 3, 2024, up to 4 hours at the contractual rate.
- i. **RATIFY and AFFIRM (roll call):** Appointment of the following staff for Noodlemania Coverage, February 3, 2024, up to 4 hours at the contractual rate:
 - i. Lori-Beth Silver
 - ii. Stacey Mohr
- j. **RATIFY and AFFIRM (roll call):** Posting of the following position for the 2024-2025 school year:
 - i. Child Study Team Member

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: 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):** Joint Transportation Agreement with Greater Egg Harbor Regional District for two homeless students #20351600 and #20381852, attending Charles L. Spragg School effective March 12, 2024 through June 30, 2024; Cost is \$150 per diem.
- c. **APPROVE (roll call):** The following student enrichment trips:

- i. Honor Society students to visit Six Flags Great Adventure's Six Flags Physics / Education Day, Jackson Township, NJ on May 10, 2024.

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. Cramer

Second: Mr. Bouchard

- ii. 3rd grade students to walk to EHCCS to participate in 3rd Grade Step Up Day on May 24, 2024.
- iii. 3rd grade students to visit the Cape May Park and Zoo, Cape May Court House, NJ on June 4, 2024.

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)-Recuse		Ms. Rogers ('25)-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 1, 2024 to July 26, 2024.
- b. **APPROVE (roll call):** To approve the operation of REACH Program from July 1, 2024 to July 26, 2024.
- c. **APPROVE (roll call):** To approve the operation of the K-2 Summer School Program from July 1, 2024 to July 26, 2024.
- d. **APPROVE (roll call):** The following student from Stockton University to assist the 21st CCLC REACH program for the remainder of the 2023-2024 school year:
 - i. Riley DeMarco

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: Ms. Leeds-Smith

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 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: Mr. Guercioni

Second: Ms. Leeds-Smith

- a. **APPROVE (roll call):** Second reading and adoption 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

- 4/12/2024 EHCCS Nate Evans SEL Assembly (Grades 4-7)
- 4/12/2024 EHCCS Don't Get Vaped In Assembly (Grade 8)
- 4/15/2024 Parent-Teacher Conferences 5:30 - 8PM
- 4/16/2024 Parent Teacher Conferences 1:30 - 4PM
- 4/24/2024 EHCCS Hobby Night - CANCELLED

- 4/25/2024 Take Your Sons and Daughters to Work Day
- 4/25/2024 CLS Girls Self Care Night
- 4/26/2024 Preschool Parent Workshop 9:30 - 11 AM
- 4/29/2024 EHCCS Cedar Creek High School Sports Grade 7 & 8 Assembly
- 5/1/2024 Preschool Atlantic County Library Visitation

XVII. Open to Public

No comments.

XVIII. Calendar Dates

April 15,16 2024

Parent-Teacher Conferences, 12:50 Dismissal

May 1, 2024

Public Hearing on the Budget and Regular Board Meeting

XIX. Adjournment Time

Motion: Mr. Bouchard

Second: Ms. Leeds-Smiith

Time: 6:14 PM

All in Favor:

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