

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

AGENDA

Regular Meeting

April 9, 2025

Charles L. Spragg School

Library

601 Buffalo Avenue

6:00 PM

I. Regular Meeting

Mrs. Di Giacomo 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)
Ms. Fuentes ('25)

Ms. Cramer ('27)
Mr. Guercioni ('26)
Ms. Rogers ('25)

Mrs. DiGiacomo ('26)
Mrs. Nava ('27)

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

IV. Open Floor to Public

None

V. Comments for the Good of the Board

Mrs. DiGiacomo informed the Board that Mrs. Shulby finished her evaluation, it will be locked for 48 hours and then will open for the Board to complete. Her evaluation should be completed by the May meeting and the Board Self-Evaluation should be completed by the June meeting.

VI. Monthly Reports

a. Administrative Reports

i. Superintendent / Principal Report

Attachment

Mrs. Shulby commented on the winners of the handwriting contest and Mrs. Baggstrom, CLS nurse, recognition as NJ State Nurse of the Year. Parent teacher conferences are April 15-16 and will be offered virtually and in-person. We had the ribbon cutting for the new playground at CLS and negotiations met for the 3rd time and will meet again at the end of April.

ii. Business Administrator Report

Ms. Milazzo reported on the approval of the 2025-2026 Budget that will be presented at the May meeting. The chiller project is winding down, training on its use to start. The interior lighting project will take place over Spring break.

iii. Director of Special Projects Report

Attachment

Mrs. Williscroft reported on the new Psychologist to be appointed, bicycle safety and travel plan assemblies. REACH is in its third session and the grant application is in progress. Preparations for NJSLA testing have started.

iv. EHCCS Principal Report

Attachment

Dr. Forester reported that the school musical will be 4/12 at 6:30 and the two staff that took over are doing a great job. NJSLA testing will start after break as well as grade level field trips.

v. Supervisor of Early Childhood/LDTC Report

Attachment

Mrs. Macchione reported on the Week of the Young Child events, and the Mother Goose Assembly.

- 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: Mr. Bouchard

Second: Mr. Guercioni

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

- i. March 12, 2025 Regular Meeting *Attachment*

Roll Call:

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

VIII. Financial Items

Motion: Mr. Bouchard

Second: Ms. Cramer

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

- i. Board Secretary Report – February 2025 *Attachment*
- ii. Report of Receipts and Disbursements – February 2025 *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 2/28/25 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 | \$742,662.75 |
| Checks to be Ratified | \$247,038.98 |
| Payroll to be Ratified | \$728,657.79 |

- d. **APPROVE (roll call):** Budget transfers for the 2024-2025 school year in accordance with N.J.A.C. 6:20-2:13 and Chapter 196 Laws of 1967, as follows:
 - i. April 9, 2025 Fund 10 - \$7,463 *Attachment*
- e. **APPROVE (roll call):** An agreement authorizing compensation 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*
- f. **APPROVE (roll call):** Appointing Dennis M. Brown of Glenn Insurance, Inc. as Risk Management Consultant for the 2025-2026 school year. *Attachment*
- g. **APPROVE (roll call):** Agreement with Kroll, LLC to update the fixed asset ledger for accounting and financial reporting as of June 30, 2025 at a cost of \$2,150. *Attachment*

Roll Call:

Mr. Bouchard (‘25)-Y Ms. Cramer (‘24)-Y Mrs. DiGiacomo (‘26)-Y
 Ms. Fuentes (‘25)-Y Mr. Guercioni (‘26)-Y Mrs. Nava (‘24)-Y
 Ms. Rogers (‘25)-Y

IX. Non-instructional Operations Items

Motion: Mr. Guercioni

Second: Mr. Bouchard

- a. **RATIFY and AFFIRM (roll call):** The following facilities use request:
 - i. Egg Harbor Wolves to use the EHCCS Gym for basketball practices on Mondays and Wednesdays starting April 2, 2025. *Attachment*
- b. **APPROVE (roll call):** The following facilities use request:
 - i. American Cancer Society to use the EHCCS parking lot for the 53rd Annual American Cancer Society Bike-A-Thon on June 1, 2025. *Attachment*
- c. **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 2025-26 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*

Mr. Bouchard asked who are the Egg Harbor Wolves, Ms. Milazzo explained they are a new local team.

Roll Call:

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

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

Motion: Mr. Bouchard

Second: Ms. Rogers

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

| | Name | Position | Location | Effective Date | Resignation / Retirement |
|---|--------------------|--------------|----------|----------------|--------------------------|
| 1 | Tyrah Andrews | Psychologist | District | May 23, 2025 | Resignation |
| 2 | Elizabeth Moscicki | .85 Aide | EHCCS | June 30, 2025 | Resignation |

b. **RATIFY and AFFIRM (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 |
|---|---------------------|---|----------|----------------|-----------------|---|-------|
| 1 | Katherine Minutella | Are You Smarter Than a Knight Trivia Competition Coverage | EHCCS | 3/8/2025 | N/A | Not to exceed 4 hours at the contractual rate | |
| 2 | Kim Weigle | Drama Club | EHCCS | 3/7/2025 | N/A | Contractual hourly rate | |

| | Name | Position | Location | Effective Date | Degree and Step | Salary | notes |
|---|-------------|------------|----------|----------------|-----------------|-------------------------|-------|
| 3 | Stacey Mohr | Drama Club | EHCCS | 3/7/2025 | N/A | Contractual hourly rate | |

c. **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 |
|---|---------------------|--|----------|----------------|-----------------|----------|--|
| 1 | Anastasia Taboada | Administrative Assistant to the Superintendent | District | May 3, 2025 | N/A | \$52,000 | |
| 2 | Ashley Higginbotham | School Psychologist | District | TBD | MA+30 Step 6 | \$65,608 | Start date also pending receipt of on-boarding paperwork |

d. **RATIFY and AFFIRM (roll call):** Leaves of Absences for the following personnel:

| | SMID# | Type Leave | Anticipated start date | Anticipated end date | Notes | Initial approval if a revision |
|---|-----------------|-------------------------|------------------------|----------------------------------|---|--------------------------------|
| 1 | SMID # 48695142 | FMLA/ NJFLA | 3/3/2025 | 3/28/2025 | unpaid | 2/19/2025 |
| | | FMLA/ NJFLA | 9/22/2025 | 10/3/2025 | unpaid | |
| 2 | SMID # 57670689 | NJFLA | 03/06/2025 | 6/6/2025 | Sick, personal, family illness and unpaid days to be used | 3/12/2025 |
| | | Extended Personal Leave | 6/9/2025 | End of the 2024-2025 school year | unpaid | |

| | SMID# | Type Leave | Anticipated start date | Anticipated end date | Notes | Initial approval if a revision |
|---|--------------------|----------------|------------------------|------------------------------------|----------------------|--------------------------------|
| 3 | SMID # 22327134 | FMLA | 4/7/2025 | 5/9/2025 | Sick days to be used | 1/8/2025 |
| | | FMLA/ NJFLA | 5/12/2025 | End of 2024-2025 school year | Unpaid days | |

Mrs. Shulby noted that interviews were concluded for Mrs. Gibney’s position and her replacement, Mrs. Taboada comes to us with experience from the Department of Education.

Roll Call:

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

XI. Student Items

Motion: Ms. Cramer

Second: Mr. Guercioni

- 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. 3rd grade students to walk to EHCCS to participate in 3rd Grade Step Up Day on May 23, 2025.

Roll Call:

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

XII. Program Items

Motion: Mr. Guercioni

Second: Mr. Bouchard

- a. **APPROVE (roll call):** To approve the operation of the Special Education Extended School Year Summer Program from July 7, 2025 to July 31, 2025.

- b. **APPROVE (roll call):** To approve the operation of REACH Program from July 7, 2025 to July 31, 2025.
- c. **APPROVE (roll call):** To approve the operation of the K-2 Summer School Program from July 7, 2025 to July 31, 2025.
- d. **APPROVE (roll call):** EHCCS Introductory 50-Hour Clinical Experience placement for Stockton University student from May 12, 2025 to the end of the 2024-2025 school year:
 - i. Kendra Hoffman - Katherine Minutella (5th grade Math)
- e. **APPROVE (roll call):** CLS Introductory 50-Hour Clinical Experience placement for Stockton University student from May 12, 2025 to the end of the 2024-2025 school year:
 - i. Bianca DiVentura - Sarah Ramos (Kindergarten)
- f. **APPROVE (roll call):** Grace Rodriguez, SnapED Nutrition Education Instructor, to run nutritional education classes during the REACH program time on the following dates:
 - i. April 28, 2025
 - ii. May 12, 2025
 - iii. May 19, 2025
 - iv. June 2, 2025

Roll Call:

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

XIII. Professional Development

Motion: Mr. Bouchard

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 2024-2025 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 | Mrs. Nava ('24)-Y |
| Ms. Rogers ('25)-Y | | |

XIV. Policies / Regulations Items

XV. New Business

XVI. Informational Items

- Zaner-Bloser National Handwriting Contest
 - Giovanna Rifice - School Grade Level Winner
 - Kaylee Faisst - School Grade Level Winner
 - Kevin Bailey - Nicholas Maxim Special Award for Excellent Penmanship
- NJ State School Nursing Association Excellence in School Nursing Award - Stacy Baggstom, CLS Nurse *Attachment*
- 4/4/25 Acenda Assembly on Building Coping and Social Skills
- 4/10/25 EHCCS Rowan Virtua Project REACH program - grade 6
- 4/10/25 EHCCS Drama Play “Annie Jr.” 6PM
- 4/11/25 2nd grade field trip to The Franklin Institute
- 4/11/25 EHCCS ACPO Presentation on Decision Making - grades 7,8, & SC 6-8
- 4/14/25 EHCCS Cedar Creek Into Athletics Assembly - grades 7 & 8
- 5/5/25 1st grade, Ms. Merrigan’s and Ms. Oliver’s field trip to The Philadelphia Zoo
- 5/7/25 Preschool/Kindergarten Books in Your Backyard Event

XVII. Open to Public

Mr. Ross thanked Mrs. Shulby and Dr. Forester for speaking at the Honor Society induction ceremony. He also thanked the Board for the time devoted to negotiations.

Ms. Rogers asked if anyone recalled the person who, several meetings ago, said they would be regularly attending meetings but has not attended since. Mrs. Shulby responded that she believed it was someone from the city council and explained they do get our meeting schedules and agendas.

XVIII. Calendar Dates

| | |
|-------------------|---|
| April 15-16, 2025 | Parent Teacher Conferences, 12:50 Dismissal |
| April 17, 2025 | Spring Recess Begins, 12:20 Dismissal |

April 18-25, 2025
May 7, 2025

Spring Recess, Buildings Closed
Public Hearing on the 2025-2026 Budget and Regular
Board of Education Meeting

XIX. Adjournment Time

Motion: Ms. Rogers

Second: Mr. Bouchard

Time: 6:15 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
Mrs. Nava ('24)-Y