

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

**MINUTES**

Public Hearing on the 2025-2026 Budget and Regular Meeting

May 7, 2025

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. Cramer ('27) - P	Mrs. DiGiacomo ('26) - P
Ms. Fuentes ('25) - P	Mr. Guercioni ('26) - P	Mrs. Nava ('27) - P
Ms. Rogers ('25) - Absent		

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

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

- Emily Tomasello - Charles L. Spragg Elementary School
- Gabrielle Elefante - Egg Harbor City Community School

#### **V. Public Hearing on the Budget by Adrienne Shulby and Allyson Milazzo**

#### **VI. Open Floor to Public**

No comments.

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

Mrs. DiGiacomo thanked the Board members for doing the CSA evaluation. She commented that she was unable to submit the Board Self-Evaluation and is waiting on a resolution.

Ms. Fuentes commented that she went to the play at EHCCS and it was excellent.

#### **VIII. Monthly Reports**

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

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

*Attachment*

Mrs. Shulby commented on the acceptance of the Atlanticare Grant at CLS, student teachers we are looking to accommodate, and end of year informational items.

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

Ms. Milazzo thanked the Board for listening to her Budget presentation. She also reported that phase 1 of the EHCCS lighting project is complete, and we are preparing for the new year's bulk supply orders through Ed Data.

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

*Attachment*

Mrs. Williscroft reported on the BCBA's review of behavior strategies data, her continued work with Mr. Dulay and REACH, NJSLA testing, the Special Education parent advisory meeting, student transitions to high school, the Safe Route to school initiative, and collaboration with Atlanticare for staff resiliency training.

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

*Attachment*

Dr. Forester reported that the play, *Annie Jr.*, was exceptional and Ms. Weigle and Mrs. Mohr did a phenomenal job. She also reported that Cedar Creek’s director of athletics had a presentation on sports in high school. In addition, EHCCS is in the process of NJSLA testing, we are getting ready for graduation, the awards ceremony and there are a lot of activities coming up.

- v. Supervisor of Early Childhood/LDTC Report *Attachment*  
Mrs. Macchione reported on the Books in Your Backyard event, the agenda item requesting to approve Ms. Derringer and Pre-K registration.
  - vi. Board Solicitor’s Report
- b. Board Committee Reports
    - i. Personnel
    - ii. Curriculum/Programs
    - iii. Finance
    - iv. Policy
    - v. Buildings/Grounds

## IX. Board Minutes

**Motion:** Mr. Bouchard

**Second:** Mr. Guercioni

- a. **APPROVE (roll call):**
  - i. April 9, 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)-Absent		

## X. Financial Items

**Motion:** Mr. Guercioni

**Second:** Mr. Bouchard

- a. **APPROVE (roll call):**
  - i. Board Secretary Report – March 2025 *Attachment*
  - ii. Report of Receipts and Disbursements – March 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 3/31/25 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	\$116,968.88
Checks to be Ratified	\$288,134.90
Payroll to be Ratified	\$731,060.68

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. May 7, 2025 Fund 10 - \$1,822 *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)-Absent

**Motion:** Ms. Cramer

**Second:** Mr. Bouchard

e. **APPROVE (roll call):** The 2025-2026 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.

BE IT RESOLVED, to approve the 2025-2026 School Budget as follows:

	Budget
General Fund	\$15,381,155
Special Revenue Fund	\$1,991,816
Debt Service Fund	\$610,532
Total	\$17,983,503

BE IT RESOLVED to acknowledge that the 2025-2026 School Budget as described above will result in the following:

General Fund Tax Levy	\$2,886,917
Debt Service Tax Levy	\$610,532
Total Tax Levy	\$3,497,449

BE IT RESOLVED that no banked cap will be applied to the 2025-2026 School Budget; and

BE IT RESOLVED that pursuant to N.J.S.A. 6A:23A-7.3, in each pre-budget year, the 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 Board of Education had previously established a maximum amount in the pre-budget year 2024-2025 as \$30,000; and

WHEREAS, the Board of Education has expensed \$2,036 of the maximum amount for the 2024-2025 year to date; and

BE IT RESOLVED, that the Board of Education hereby establishes the maximum travel expenditure amount for the 2025-2026 school year as \$10,000; and

BE IT RESOLVED, that the Board of Education includes in the budget a capital reserve withdrawal in the amount of \$550,000 for Bathroom Renovations at the Charles L. Spragg School; and

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

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 2025-2026 Budget *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)-Absent |                       |                        |

**Motion:** Mr. Bouchard

**Second:** Mr. Guercioni

- f. **APPROVE (roll call):** Acceptance of the Charles L. Spragg School AtlantiCare's Turn Your School Wellness into Wealth Award for the 2024-2025 School Year in the amount of \$300. *Attachment*
- g. **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*
- h. **APPROVE (roll call):** Contract with Preferred Home Health Care & Nursing Services, Inc. in the amount of \$64/hour for an LPN and \$69/hour for an RN to provide one-on-one nursing services to special education student #5161304106 during the 2025-2026 school year. *Attachment*
- i. **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 Program for two to three days per month at a cost of \$590 per day during the 2025-2026 school year (to be paid for with Preschool Education State Aid). *Attachment*
- j. **APPROVE (roll call):** Agreement with Laurie Derringer for beyond the school day hours to serve as Preschool Instructional Coach at a rate of \$516/per diem for no more than 5 days, and Community & Family Involvement Specialist services for \$1,200 for the 2025-2026 school year (to be paid for with Preschool Education State Aid). *Attachment*
- k. **APPROVE (roll call):** Contract with Ford, Scott & Associates, LLC to provide auditing services for the year ending June 30, 2025 in the amount not to exceed \$24,000 and accept their Peer Review letter dated January 10, 2023. *Attachment*
- l. **APPROVE (roll call):** Allyson Milazzo as the Qualified Purchasing Agent for the 2025-2026 school year.

- m. **APPROVE (roll call):** Establishing the bidding threshold as \$44,000 for the 2025-2026 school year.
- n. **APPROVE (roll call):** Phoenix Advisors as the Continuing Disclosure Agent and Independent Registered Municipal Advisor. *Attachment*
- o. **APPROVE (roll call):** Systems 3000 Inc. 3-Year(s) Software License Agreement for Fund Accounting and Personnel for the period July 1, 2025 through June 30, 2028. *Attachment*
- p. **APPROVE (roll call):** Change Order No. 1 for Falasca Mechanical, resulting in a project increase of \$0 for the Egg Harbor City Community School Chiller 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 PS&S, LLC (district architect). *Attachment*
- q. **APPROVE (roll call):** Submission of renewal of the Food Service Management Company Cost Reimbursable Contract for the 2025-2026 school year with Maschio’s Food Services, Inc. to the Department of Agriculture Child Nutrition Program:
  - FSMC Fee (Cost Reimbursable Flat Fee) of \$34,155 per annum per one school calendar year;
  - Guarantee - Return: \$20,000
  - Total Cost of Contract: \$515,468.84 *Attachment*

Ms. Fuentes asked about item l. She wanted to know if secretaries are still allowed to order supplies or is it just administrators. Ms. Milazzo explained staff still put in their orders and that this motion approves Ms. Milazzo for certain purchasing thresholds and appoints her as the representative for the district.

**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)-Absent		

**XI. Non-instructional Operations Items**

**Motion:** Mr. Guercioni

**Second:** Ms. Cramer

- a. **APPROVE (roll call):** School Bus Emergency Evacuation Drill Report for April 8, 2025. *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)-Absent

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

**Motion:** Mr. Bouchard

**Second:** Mr. Guercioni

- a. **APPROVE (roll call):** Submission of the contract for Allyson Milazzo, School Business Administrator/Board Secretary, for the term July 1, 2025 to June 30, 2026 to be reviewed and approved by the Atlantic County Executive Superintendent. *Attachment*
- b. **APPROVE (roll call):** Rehiring of certificated, non-certificated, and independent staff for the 2025-2026 school year. *Attachment*
- c. **APPROVE (roll call):** The appointment of the following staff for Summer of 2025 work at the contractual rate:

	Name	Position	Location	Number of Hours
1	Ashley Higginbotham	Psychologist	District	Up to 80 hours
2	Jennifer Connelly	Social Worker	District	Up to 80 hours
3	Gianna Miranda	Learning Disabilities Teacher Consultant	District	Up to 80 hours
4	Stacy Baggstrom	Nurse	CLS	Up to 25 hours
5	Lorie Walsh	Nurse	EHCCS	Up to 25 hours
6	Tina Hennaut	Guidance Counselor	CLS	Up to 20 hours
7	Leah Gaston	Guidance Counselor	EHCCS	Up to 45 hours

- d. **APPROVE (roll call):** The appointment of the following staff to Special Education Extended School Year Program, July 7, 2025 to July 31, 2025, at the contractual rate:

	Name	Position	Number of Hours / Days
1	Deanna Walker	SPED Teacher	4.5 hours / 19 days

	Name	Position	Number of Hours / Days
2	Eleana Dey	SPED Teacher	4.5 hours / 19 days
3	Chrystal Merrigan	SPED Teacher	4.5 hours / 19 days
4	Rebecca Sartorio	SPED Teacher	4.5 hours / 19 days
5	Corine Lenzi	Aide	4 hours / 19 days
6	Linda Schromsky	Aide	4 hours / 19 days
7	Tara Caprioli	Aide	4 hours / 19 days
8	Lesette Jackson	Aide	4 hours / 19 days
9	Pamela Clouser	Reading Specialist	4.5 hours / 19 days

- e. **APPROVE (roll call):** The appointment of the following personnel, pending proper certification and criminal history clearance as applicable:

	Name	Position	Effective Date	Degree and Step	Salary	notes
1	Megan Plume	Summer Speech/Language Specialist	7-7-2025 - 7-31-2025	N/A	Hourly contractual rate	4.5 hours per day for 19 days

- f. **APPROVE (roll call):** The appointment of the following staff to K-2 Summer School Program, July 7, 2025 to July 31, 2025, at the contractual rate:

	Name	Position	Number of Hours / Days
1	Victoria Martinez	Teacher	4.5 hours / 19 days
2	Amanda Burchell	Teacher	4.5 hours / 19 days
3	Heather Crosson	Teacher	4.5 hours / 19 days
4	Stacy Baggstrom / Lorie Walsh	Nurse	4.5 hours / 19 days- split

- g. **APPROVE (roll call):** The appointment of the following personnel as follows at the contractual rate:

	Name	Position	Effective Date
1	All Certificated Staff	Substitutes for all Summer Programs	Summer 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)-Absent

**XIII. Student Items**

**Motion:** Mr. Guercioni

**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):** Admitting the following homeless students from Monroe Township Board of Education in compliance with the McKinney-Vento Act, where the prior district of residence is responsible for the estimated tuition costs:
  - i. #20342106, Grade 3, \$90.52 per diem, effective May 5, 2025 through June 19, 2025 (33 days, \$2,987.16)
  - ii. #20372104, Grade K, \$117.28 per diem, effective May 5, 2025 through June 19, 2025 (33 days, \$3,870.24)
  - iii. #20362105, Grade 1, \$90.52 per diem, effective May 6, 2025 through June 19, 2025 (32 days, \$2,896.64)
- c. **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 6, \$91.62 per diem, effective March 17, 2025 through June 16, 2025 (59 days, \$5,405.58)
  - ii. #20290998, Grade 8 MD, \$145.63 per diem, effective March 17, 2025 through June 16, 2025 (59 days, \$8,592.17)
- d. **APPROVE (roll call):** The following student enrichment trips funded with local funds:

- i. Junior Honor Society and Student Council students to visit Six Flags Great Adventure’s Junior Honor Society Education Day, Jackson Township, NJ on June 2, 2025. *Attachment*
- e. **APPROVE (roll call):** The following student enrichment trips funded with 21st CCLC funds:
  - i. REACH students to visit Hamilton Commons Regal Theater, Mays Landing, NJ, to see the film “Lilo and Stitch,” on May 30, 2025. *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)-Absent		

**XIV. Program Items**

**Motion:** Mr. Bouchard

**Second:** Ms. Cramer

- a. **APPROVE (roll call):** The District Mentoring Plan for the 2025-2026 school year. *Attachment*
- b. **APPROVE (roll call):** Approve the five-year curriculum evaluation schedule. *Attachment*
- c. **APPROVE (roll call):** Approve the district record of textbooks for the 2025-2026 school year. *Attachment*
- d. **APPROVE (roll call):** Submission of the 2025-2028 Comprehensive Equity Plan and 3 Year Statement of Assurance. *Attachment*
- e. **APPROVE (roll call):** Submission of the 2025-2026 Title 1 SIA Annual School Plan.
- f. **APPROVE (roll call):** CLS Intermediate Fieldwork placement from September 8, 2025 to December 19, 2025 and Full-Time Student Teaching / Final Clinical Practice Placement from January 2, 2026 to April 25, 2026 for Stockton University student:
  - i. Madison Manera - Victoria Martinez (Grade 1)
  - ii. Natalie Flynn - Deanna Walker (Grade 2)

**Roll Call:**

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

**XV. Professional Development**

**Motion:** Mr. Guercioni

**Second:** Mr. Bouchard

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)-Absent

**XVI. Policies / Regulations Items**

**Motion:** Mr. Bouchard

**Second:** Ms. Cramer

- a. **APPROVE (roll call):** First reading of New/Revised Policies/Bylaws/Regulations as follows:
  - i. Policy 3220,3230      State and Federal Funds *Attachment*
  - ii. Policy 9200      Orientation and Board Member Training *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)-Absent

**XVII. New Business**

None

**XVIII. Informational Items**

- 5/14/25 Preschool Walking Trip to the Atlantic County Library, Ms. Bonilla's Class
- 5/14/25 - 5/22/25 CLS Scholastic Book Fair
- 5/15/25 EHCCS Grade 7 Visit to Cedar Creek
- 5/19/25 CLS Scholastic Book Fair Family Night
- 5/20/25 CLS Grade 1 Bingo for Books
- 5/20/25 EHCCS Grade 4 Trip to the Camden Aquarium
- 5/21/25 EHCCS Grade 7 Trip to King Pin Bowling
- 5/22/25 EHCCS Grade 5 Trip to the Franklin Institute
- 5/22/25 EHCCS Rowan Virtua Project REACH Program grade 7
- 5/23/25 EHCCS Grade 3 Step Up Day Event
- 5/27/25 CLS Grades 2-3 End of Year Concert 6PM
- 5/28/25 Preschool Walking Trip to the Atlantic County Library, Mrs. Griffin's Class
- 5/29/25 CLS Career Fair
- 5/29/25 Preschool Field Trip to Storybook Land
- 5/29/25 EHCCS Grade 6 Trip to the Planetarium
- 5/30/25 EHCCS Field Day (rain date 6/4/25)
- 6/2/25 EHCCS NJHS and Student Council Great Adventure Trip
- 6/4/25 CLS Field Day
- 6/4/25 Preschool Walking Trip to the Atlantic County Library, Mrs. Bauer's Class
- 6/6/25 EHCCS Staff vs Student Volleyball Assembly
- 6/11/25 Grade 1/ Ms. Merrigan's class walking trip to EHC Police Station
- 6/11/25 EHCCS Grade 8 Awards Ceremony - 1:30 PM

## **XIX. Open to Public**

Mr. Ross thanked the negotiations team for the late night and we will meet again soon. He finished the yearbook and thanked Ms. Milazzo for her help with the purchase order process.

Mrs. Shulby commented on the new company we are now using for school photos.

Mrs. Digiacomio thanked Mr. Ross for working on the yearbook during Spring break. She also reminded the Board that the Superintendent's evaluation will be done at the June meeting.

Mrs. Digiacomio asked about current open positions, Dr. Forester said she has 1 special education position and Mrs. Shulby reported only open positions are for leaves of absence.

**XX. Calendar Dates**

May 14, 2025	Staff Development, no school
May 25, 2025	Memorial Day, Buildings Closed
June 11, 2025	Regular Board of Education Meeting

**XXI. Adjournment Time**

**Motion:** Ms. Cramer  
**Second:** Mr. Bouchard

Time: 6:50 PM

**All in Favor:**

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)-Absent		