

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

MINUTES

Reorganization / Regular Meeting

January 8, 2025

Charles L. Spragg School

Library

601 Buffalo Avenue

6:00 PM

I. Open Reorganization / Regular Meeting

Mrs. Gibney 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. New/Re-elected Board Members Sworn In – Board Secretary

A. Info: 11/5/24 Election Results:

Attachment

Full three (3) year term:

Jessica Nava	710 votes
Ammie Cramer	687 votes
Dawn Leeds-Smith	532 votes

B. Swearing In

Mrs. Gibney swore in Jessica Nava and Ammie Cramer.

IV. **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)-P	

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

V. **Election and Appointment of Officers**

A. President

Mrs. Gibney called for a motion to open nominations for President.

Motion: Mr. Bouchard

Second: Ms. Rogers

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)-Y		

Mrs. Gibney called for nominations for President.

Motion by Ms. Fuentes, Second by Ms. Cramer to appoint Mrs. DiGiacomo, President (Jan. 2025 – Jan. 2026)

No other nominations, Mrs. Gibney called for a Motion to close nominations.

Motion: Ms. Rogers

Second: Mr. Guercioni

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		

Mrs. Gibney called for a motion to appoint Mrs. DiGiacomo, President for the forthcoming year.

Motion: Mr. Bouchard

Second: Mr. Guercioni

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		

Mrs. DiGiacomo was declared President and took the chair.

B. Vice President

Mrs. Gibney called for a motion to open nominations for vice president.

Motion: Ms. Rogers

Second: Mr. Bouchard

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)-Y		

Mrs. Gibney called for nominations for vice president.

Motion by Mr. Bouchard, to appoint Mr. Guercioni, Vice President (Jan. 2025 – Jan. 2026)

No other nominations, Mrs. Gibney called for a Motion to close nominations.

Motion: Ms. Rogers

Second: Mr. Bouchard

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)-Y		

Mrs. Gibney called for a motion to appoint Mr. Guercioni, Vice President for the forthcoming year.

Motion: Ms. Cramer

Second: Mr. Bouchard

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		

Mr. Guercioni is declared Vice President.

C. Committees

Mrs. Gibney distributed Sign-up sheets to be returned by the end of the meeting in order for committees to be approved at the February 12, 2025 BOE meeting.

Handout

VI. Annual Appointments (Roll Call)

Motion: Mr. Bouchard

Second: Ms. Rogers

A. Board Secretary

Angela Gibney for Board Secretary.

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		

Motion: Mr. Bouchard

Second: Mr. Guercioni

B. NJSBA and ACSBA Delegates

Ammie Cramer NJSBA Delegate for 2025

Steve Bouchard alternate NJSBA Delegate for 2025

Ms. Fuentes ACSBA Delegate for 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		

VII. Motions and Designations (Roll Call)

Motion: Ms. Rogers

Second: Mr. Bouchard

A. Readopt NJSBA Code of Ethics

Code of Ethics and sign-off sheet attached and handout.

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. Annual Motions and Designations (Roll Call)

Motion: Mr. Guercioni

Second: Mr. Bouchard

A. Motion to approve Depositories for School Funds

Depositories: OceanFirst Bank, NJ Asset and Rebate Management Program, or any GUDPA or federally approved depository in the state of New Jersey

B. Motion to approve Signatures for School Funds

Signatories – General Account (3 of 3 required)

Board President

Treasurer of School Moneys

Business Administrator

Signatories – Payroll (1 of 2 required)

Treasurer of School Moneys

Business Administrator

Signatories – Payroll Agency (1 of 2 required)

Business Administrator

Treasurer of School Moneys

Signatories – FDR Memorial Scholarship Fund (1 of 2 required)

Business Administrator

Treasurer of School Moneys

Signatories – Lunch Account (1 of 2 required)

Business Administrator

Treasurer of School Moneys

Signatories – Medical Plan (1 of 2 required)

Business Administrator

Treasurer of School Moneys

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

IX. Open Floor to Public

No comments.

X. Comments for the Good of the Board - None

XI. Monthly Reports

A. Administrative Reports

1. Superintendent / Principal Report *Attachment*
Mrs. Shulby wished all a Happy New Year. Due to the snow day 1/6/25 we will need to revise and reapprove the school calendar but we will wait to see if there are any more snow days to come. Mrs. Shulby explained that Finance item G lets her sick/vacation payout at retirement go to a 403b instead of a check to her directly. Mr. Guercioni asked if staff have this, she replied they do not but as it is a negotiation year they could bring this up. Mrs Shulby also commented on Spragg's Atlanticare grant, Mrs. Gibney's retirement recognised all Board members as January is School Boards recognition month. Mrs. Fuentes commented that she feels Finance G should be tabled until all staff get this. Mrs. Shilby responded that she could vote No if she is not in agreement.
2. Business Administrator Report
Ms. Milazzo commented on prep work for the new chiller project. She thanks all custodial/maintenance staff for their hard work over break. We have started the Budget process. She will reach out to any Board members needing training.
3. Director of Special Projects Report *Attachment*
Mrs. Williscroft introduced Mr. Dulay, the candidate on the agenda for the 21CCLC Director position. NJSLA testing training is coming up. We are currently looking for a new Math program and are looking at materials and on-line resources to see what meets our students' needs. We had a first parent advisory meeting. We also have a walkthrough this week regarding the sidewalks.
4. EHCCS Principal Report *Attachment*
5. Supervisor of Early Childhood/LDTC Report *Attachment*

Mrs. Macchione spoke of the gingerbread house event before break. It is used as an opportunity for a family workshop. Close to 40 parents were here and the program was on childhood literacy.

6. Board Solicitor's Report

B. Board Committee Reports

1. Personnel
2. Curriculum/Programs
3. Finance
4. Policy
5. Buildings/Grounds

XII. Board Minutes

Motion: Ms. Cramer

Second: Mr. Bouchard

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

- | | | |
|----------------------|---------|-------------------|
| 1. December 11, 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	Mrs. Nava ('24)-Y
Ms. Rogers ('25)-Y		

XIII. Financial Items

Motion: Ms. Cramer

Second: Mr. Bouchard

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

- | | |
|---------------------------------------------------------|-------------------|
| 1. Board Secretary's Report – November 2024 | <i>Attachment</i> |
| 2. Report of Receipts and Disbursements – November 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 11/30/24 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	\$164,904.47
Checks to be Ratified	\$245,831.57
Payroll to be Ratified	\$743,589.32

D. **APPROVE (roll call):** Budget transfer for the 2024-25 school year in accordance with N.J.A.C. 6:20-2:13 and Chapter 196 Laws of 1967, as follows:

January 8, 2025 Fund 10 - \$ 3,300 *Attachment*

E. **APPROVE (roll call):** The payment of bills between Board Meetings on a limited basis. All payments must be approved by the Superintendent and Business Administrator. All checks issued must include all required signatures, and the payment must be included in the bills list at the Board Meeting immediately following any such transactions.

F. **APPROVE (roll call):** Resolution to destroy old blank check stock that is no longer used by the district that includes check number 9766 through 13,000. The district now uses new blank check stock that is not prenumbered that allows for facsimile, printed check signatures.

G. **APPROVE (roll call):** Board of Education Resolution Approving Post Severance Contributions of Sick Day and Vacation Day Pay upon Retirement for the Superintendent.

WHEREAS, the Egg Harbor City Board of Education (the “Board”) intends to make non-salary reduction contributions on behalf of the Superintendent who retires,

WHEREAS, the Board will not permit the individual employee to have an option of receiving the equivalent amount of compensation,

WHEREAS, the Board wishes to make such contributions as Employer Contributions as permitted under Sections 403(b) or 403(b)(7) and Section 415(c)(1) of the Code for eligible employees;

BE IT RESOLVED, the Board hereby authorizes and directs that the Egg Harbor City Board of Education implements a policy to make post-retirement contributions of all accumulated Sick Day Pay and all accumulated Vacation Day Pay, in accordance with his or her contract, to the 403(b) or 403(b)(7) account of the Superintendent commencing immediately upon the eligible employee’s retirement and shall not continue beyond five years from when the

employee is retired. These Employer Contributions shall not exceed what is specified in the employee's contract or the limits of Section 415(c)(1) of the Section 403(b) Code.

- H. **APPROVE (roll call):** Neurabilities Healthcare to provide neurological evaluations for the 2024-2025 school year at a cost of \$780/evaluation.

Attachment

- I. **APPROVE (roll call):** Adoption of the model OPRA form in accordance with New Jersey P.L. 2024, c.16

Attachment

- J. **APPROVE (roll call):** Acceptance of the Charles L Spragg School AtlantiCare Healthy Schools, Healthy Children 2024-2025 Resilience Enhancement Grant in the amount of \$750 and the AtlantiCare AED Heart Heroes Grant.

Attachment

Roll Call:

Mr. Bouchard ('25)-Y	Ms. Cramer ('24)-Y	Mrs. DiGiacomo ('26)-Y
Ms. Fuentes ('25)-N	item G, Y all others	Mr. Guercioni ('26)-Y
Mrs. Nava ('24)-Y	Ms. Rogers ('25)-Y	

XIV. Non-instructional Operations Items

Motion: Mr. Bouchard

Second: Ms. Rogers

- A. **RATIFY and AFFIRM (roll call):** Homeless route GT-A2 (*quoted contract*) hosted by Greater Egg Harbor Regional High School District for the 2024-2025 school year plus a 5% administrative fee to transport homeless student #20290998 Galloway Township Middle School for the period on or around October 29, 2024 through the last day of school (billing is based on total riders).

- B. **APPROVE (roll call):** School calendar for the 2024-2025 school year.

Attachment

- C. **APPROVE (roll call):** Motion to re-adopt all current job descriptions.

Attachment

- D. **APPROVE (roll call):** The Memorandum of Agreement between the Egg Harbor City Board of Education and the Egg Harbor City Police Department.

Attachment

Mrs. Nava asked about reviewing job descriptions. Mrs. Shulby responded they were an attachment to the agenda but as she had not been sworn in yet, she did not receive them.

Roll Call:

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

XV. Personnel Items – as recommended by the Superintendent of Schools:

Motion: Ms. Cramer

Second: Mr. Bouchard

- A. **APPROVE (roll call):** The resignation/retirement, with regret, of the following personnel:

	Name	Position	Location	Effective Date	Resignation / Retirement
1	Angela Gibney	Administrative/ Board Secretary	District	6/30/2025	Retirement

- B. **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	Gilbert Elias	Substitute custodian	District	TBD	N/A	\$140 per diem rate	Start date pending fingerprint clearance and on-boarding documents
2	Silvano Reyes Mora	Substitute custodian	District	TBD	N/A	\$140 per diem rate	Start date pending fingerprint clearance and on-boarding documents
3	Stacey Mohr	Noodlemania coverage	EHCCS	2/8/2025	N/A	contractual rate	
4	Haley Oliver	Noodlemania coverage	EHCCS	2/8/2025	N/A	contractual rate	

	Name	Position	Location	Effective Date	Degree and Step	Salary	notes
5	Geovanny Feliciano	Substitute teacher	District	1/9/2025 for the remainder of the 2024-2025 school year	N/A	\$150 per diem rate	
6	Aubrey Barnes	Substitute teacher	CLS	1/13/2025 to 1/31/2025	N/A	\$150 per diem rate	
7	Aubrey Barnes	Basic Skills Instructor	CLS	2/3/2025 for the remainder of the 2024-2025 school year	BA Step 1	\$58,410	Salary prorated to start date of 2/1/2025
8	Cindi Craig	Mentor for Aubrey Barnes	CLS	2/3/2025 for the remainder of the 2024-2025 school year	N/A	\$550 mentor rate for 30 weeks	Prorated for the remaining 15 weeks needed in the 2024-2025 school year to complete mentoring
9	Donnel Dulay	21st CCLC Project Director	District	TBD	N/A	\$65,000 - prorated to start date	Start date pending fingerprint approval and on-boarding documents

C. **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 # 22327134	FMLA	4/14/2025	5/9/2025	Sick days to be used	
		FMLA/ NJFLA concurrent	5/12/2025	6/17/2025	Unpaid days	
2	SMID # 57137465	Medical Leave	1/9/2025	1/31/2025	Sick days to be used	

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

XVI. Student Items

Motion: Mr. Guercioni

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. **APPROVE (roll call):** The following student enrichment trips, funded with local funds:
 - 1. Drama Club to visit Cedar Creek High School, 1701 New York Ave, Egg Harbor City, NJ on March 6, 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)-Y

XVII. Program Items

Motion: Mr. Bouchard

Second: Ms. Cramer

- A. **APPROVE (roll call):** The Charlotte Danielson Framework for Teaching 2007 Edition as the foundation for the Egg Harbor City School District's Teacher Evaluation Model to meet the requirements of Excellent Educators for NJ (EE4NJ).
- B. **APPROVE (roll call):** The Multidimensional Principal Performance Rubric Ltd. as the foundation for the Egg Harbor City School District's Principal Evaluation Model to meet the requirements of Excellent Educators for NJ (EE4NJ).
- C. **APPROVE (roll call):** All current Egg Harbor City School District curricula for all grades.
- D. **RATIFY and AFFIRM (roll call):** The following student from Stockton University to observe physical therapy sessions with physical therapist Lee Ann Guenther of Milestone Physical Therapy, two mornings per week during the month of January, 2025.
 - 1. Alana Crosson

Mr. Bouchard asked if there was anything other than Charlotte Danielson Framework, Mrs. Shulby responded not at this time. Mrs. Nava asked how does it work with the Math curriculum that we're looking at potentially changing. Mrs. Shulby explained it takes about a year for the process. Mrs. Willisroft explained we are looking at multiple programs and looking to see what would best fit our student population. Mrs Shulby said we would look to adopt it prior to the start of a school year, it would not start mid year.

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			

XVIII. Professional Development

Motion: Ms. Rogers

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)-Y			

XIX. Policies / Regulations Items

XX. New Business

XXI. Informational Items

- 1/15/25 Preschool/Kindergarten Books in Your Backyard
- 1/22/25 Preschool Trip to Bright Stars Academy
- 1/23/25 Preschool Trip to Bright Stars Academy
- 1/28/25 CLS American Heart Association Assembly (K-3)
- School Board Recognition Month - January 2025

Attachment

WHEREAS, The New Jersey School Boards Association has declared January 2025 to be School Board Recognition Month, a time when all residents can acknowledge the contributions made by our local school board members; and

WHEREAS, The Egg Harbor City Board of Education is one of 581 local school boards in New Jersey, which sets policies and oversees operations for public school districts; and

WHEREAS, The Egg Harbor City Board of Education embraces the goal of high-quality education for all New Jersey public school students; and

WHEREAS, New Jersey's local school boards help determine the educational goals for approximately 1.4 million children in pre-kindergarten through 12th grade; and

WHEREAS, New Jersey's 5,000 local school board members, who receive no remuneration for their services, act as advocates for public school students as they work with administrators, teachers and parents for the betterment of public education; and

WHEREAS, School boards strive to provide the resources necessary to meet the needs of all students, including those with special needs; and

WHEREAS, Boards of Education provide accountability to the public; they communicate the needs of the school district to the public; and they convey to school administrators the public's expectations for the schools; and

WHEREAS, New Jersey can take pride in its schools, which rank among the nation's best in key achievement indicators such as the National Assessment of Educational

Progress scores, and the preparation for college through advanced placement offerings and SAT assessments; Now, therefore, be it

RESOLVED, That the Egg Harbor City Board of Education, does hereby recognize the services of local school board members throughout New Jersey as we join communities statewide in observing January 2025 as SCHOOL BOARD RECOGNITION MONTH; and be it further

RESOLVED, That the Egg Harbor City Board of Education urges all New Jersey citizens to work with their local Boards of Education and public school staff toward the advancement of our children's education.

XXII. Open to Public

Mr. Andrew Ross in December sent a letter to Mrs. Shulby to open negotiations. He is looking forward to their first meeting on January 23, 2025 to get the ball rolling for negotiations. Also, eighth grade is going to Cedar Creek on January 23rd to walk around the school, see what kind of classes are available, and speak with Juniors and Seniors.

XXIII. Calendar Dates

January 20, 2025	Martin Luther King Birthday (Buildings Closed)
February 5, 2025	Staff Development 12:50 Dismissal
February 12, 2025	Regular Board Meeting

XXIV. Adjournment

Motion: Mr. Bouchard

Second: MS. Rogers

Time: 6:27 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)-Y		