

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

AGENDA

Regular Meeting

May 9, 2012

Egg Harbor City Community School

Cafetorium

730 Havana Avenue

7:00 PM

I. Open Regular Meeting

N.J.A.C. 5:18 Emergency Exit/No Smoking Announcement & Sunshine Law Compliance Statement as follows:

In compliance with the N.J.A.C. 5:18-3.15, in case of fire or other emergency, which should cause this facility to be evacuated, I direct your attention to the location of the exits in this facility. Also, there will be no smoking in this facility.

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 provisions of Chapter 231 of the Laws of 1975; that notice thereof has been forwarded for publication in the District official newspapers, posted in the Egg Harbor City Schools, and forwarded to the Egg Harbor City Clerk within the time required by said Act.

II. Flag Salute/Roll Call

Mr. Beaulieu ('14)

Mr. Bouchard ('12)

Mrs. Brown ('14)

Mr. Dovey ('12)

Mr. Farnan ('13)

Mr. Senn ('13)

Mrs. Williams ('13)

STAFF RECOGNITION

Tara Macchione, Teacher of the Year
Spragg Elementary School

Kimbra Goodwin, Teacher of the Year
Community School

SPECIAL PRESENTATION

NJ Rush Soccer Club
Presented by Kelvin Murray

III. Executive Session

Resolution of the Board of Education of the Egg Harbor City School District to permit discussion of subjects in closed sessions

RESOLVED: At a public meeting of the Board of Education held on May 9, 2012 at _____ p.m. that pursuant to sections 7 and 8 of the “Open Public Meetings Act”, the following subjects be discussed in a session of the Board of Education closed to the public:

- (1) Personnel
- (2) Litigation
- (3)

It is presently anticipated that the items mentioned in the Resolution can be disclosed to the public when a decision is made upon the same, and in personnel matter, with the consent of the employee.

IV. Open Floor To Public

The public is invited to comment on or question any topic related to the Board of Education agenda items.

V. Comments for the Good of the Board

VI. Monthly Reports

- A. Superintendent Report *Attachment*
- B. Business Administrator Report
- C. Supervisor of Special Projects Report
- D. CLS Principal Report *Attachment*
- E. EHCCS Principal Report *Attachment*
- F. Board Solicitor’s Report

VII. Annual Appointments (Roll Call)

- A. Business Administrator/Asst. Board Secretary
Motion to appoint Joseph Smurlo

- B. Board Secretary
Motion to appoint Marie Setterman

- C. Treasurer of School Moneys
Motion to appoint Ms. Susan Palaia

- D. Public School Auditor
Motion to appoint Mr. Robert Swartz and Co.

- F. Board Attorney
Motion to appoint Ronald Sahli, Esquire

- G. Board Architect
Motion to appoint Manders/Merighi Associates, Architect of Record

- H. Health Benefits Broker
Motion to appoint Hudson Shore Group, Derek Dailey, CEO and Helen R. Parker, Managing Director

- I. Authorization to Procure Goods and Services through State Contracts
Motion to appoint Joseph Smurlo

- J. Qualified Purchasing Agent N.J.S.A. 18A:18A-3a /N.J.A.C. 5:34-5 Et Seq
Motion to appoint Joseph Smurlo

- K. Affirmative Action Officer N.J.A.C. 6:4-1.3(c)
Motion to appoint the EHCCS Principal John Griffith, School & Classroom Practices

- L. Practices & Public Agency Compliance Officer.
Motion to appoint Joseph Smurlo

- M. CEPA (Conscientious Employee Protection Act) Officer N.J.S.A. 34:19-1
Motion to appoint Joseph Smurlo

- N. Safety Coordinator
Motion to appoint Joseph Smurlo

- O. Executive Safety Committee

Motion to appoint Kim Goodwin, Jack Griffith, Lorie Walsh, Joe Hasselberger, and Joseph Smurlo

- P. Title IX Coordinator 34 CFR 106.8(c)
Motion to appoint Adrienne Shulby
- Q. Custodian of School Records
Motion to appoint Joseph Smurlo
- R. Section 504 Compliance Officer – Grievance Procedure 34 CFR 104.7(a)
Motion to appoint Gina Forester
- S. ADA Coordinator 28 CFR 35.107(a)
Motion to appoint Gina Forester
- T. Homeless Liaison per N.J.S.A. 18A:39-1 et seq.; N.J.A.C. 6:20-3.1 et seq.
Motion to appoint Gina Forester
- U. Integrated Pest Management Coordinator
Motion to appoint Joseph Hasselberger
- V. Right to Know Officer
Motion to appoint Joseph Hasselberger
- W. Chemical Hygiene Officer
Motion to appoint Joseph Hasselberger
- X. AHERA Coordinator
Motion to appoint Joseph Hasselberger
- Y. Bond Counsel
Motion to appoint McManimon & Scotland, LLC
- Z. Issuing Officer
Motion to appoint Jack Griffith or designee as “Issuing Officer” of certificates or permits in accordance with the provisions of the Child Labor Act N.J.S.A 34:2-21.1 et.seq. (working papers)

VIII. Annual Motions and Designations (Roll Call)

- A. Motion to approve Depositories for School Funds
Depositories: Sun Bank 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 4 required)

Board President
Treasurer of School Moneys
Board Secretary
Business Administrator

Signatories – Payroll (1 of 2 required)

Board Treasurer
Board Secretary

Signatories – Payroll Agency (1 of 2 required)

Business Administrator
Board Secretary

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

Business Administrator
Board Secretary

Signatories – Lunch Account (1 of 2 required)

Business Administrator
Board Secretary

- C. Motion to approve Tax Shelter Annuity Companies
 - The Equitable
 - Siracusa Benefits Program
 - Lincoln Investment Planning, Inc.
 - Metropolitan Life
- D. Motion to approve Government Money Market Funds as permissible investments by the Egg Harbor City Board of Education, as outlined in N.J.S.A. 18A:20-37(d); and that the business administrator or the board secretary could transfer funds between the money market fund account and the general account.
- E. Motion to approve facsimile signatures on checks/contracts with at least one original signature on each.
- F. Motion to approve Newspapers/Community Sources for Notice of Public Meetings
 - 1) Egg Harbor News 2) The Press of Atlantic City
 - 3) The Current 4) Egg Harbor Pilot
- G. Motion to approve fees to be charged individuals who request notice of Board meetings and other public information per NJSA 10:4-19.
- H. Motion to approve district curriculum for all grades pending NJ Core Curriculum Proficiency adoptions / revisions and the District 5 Year Curriculum Evaluation Schedule and District textbook list.

Attachment

- I. Motion to readopt District Bylaws and Policies
- J. Motion to direct Administration to collect pupil information as permitted by N.J.A.C. 6:3-6.3.
- K. Motion to recognize the EHCEA as Official Bargaining Unit for Egg Harbor City School Professional Staff

IX. Board Minutes

- A. **APPROVE (roll call):**
 - 1. April 11, 2012 Regular *Attachment*
 - 2. April 11, 2012 Executive *Attachment*

X. Financial Items

- A. **APPROVE (roll call):**
 - 1. Board Secretary's Report – March 2011 *Attachment*
 - 2. Treasurer of School Moneys Report – March 2011 *Attachment*
- B. **APPROVE (roll call):** Board Certification
Pursuant to N.J.A.C. 6A:23-2.11 The Egg Harbor City Board of Education certifies that as of 04/30/12 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:23-2.11(c)2-3 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):** April 2012 Bill List *Attachment*
 - 1. General Account - \$ 231,075.32
 - 2. Capital Account - \$ 0.00
 - 3. Food Service Account - \$ 28,492.65
 - 4. Payroll Account – \$ 563,212.36
 - 5. Debt Service Account - \$ 0.00
- D. **APPROVE (roll call):** Budget transfer (Resolution #12-18) for the 2011-12 school year in accordance with N.J.A.C. 6:20-2:13 and Chapter 196 Laws of 1967, as follows:
April 30, 2012 Fund 10 - \$30,147.00 Fund 20 - \$11,868.00
Attachment

- E. **RATIFY and AFFIRM (roll call):** Budget Authorize the Business Administrator to requisition tax monies for the 2012-13 school year from the City of Egg Harbor as follows:

General Tax Fund Levy	\$2,280,542.00
Debt Service Tax Levy	<u>\$ 528,353.00</u>
	\$2,808,895.00

And further approve the payment schedule as follows:

Debt Service: July 1, 2012 = \$200,862.00; September 1, 2012 = \$169,656.00; and January 1, 2013 = \$157,835.00

Current Expense:

\$190,045.00 by July 30, 2012	\$228,054.00 by January 31, 2013
\$190,045.00 by August 31, 2012	\$228,054.00 by February 28, 2013
\$190,045.00 by September 30, 2012	\$228,054.00 by March 31, 2013
\$190,045.00 by October 29, 2012	\$228,054.00 by April 29, 2013
\$190,045.00 by November 30, 2012	\$228,055.00 by May 31, 2013
\$190,046.00 by December 31, 2012	

- F. **RATIFY and AFFIRM (roll call):** Contract with Hess Corporation to purchase electricity as a result of a cooperative bid through the Alliance for Competitive Energy Services (ACES), commencing from May 1, 2012 through April 30, 2013.
- G. **RATIFY and AFFIRM (roll call):** Contract with MXenergy, Inc. to purchase natural gas as a result of a cooperative bid through the Alliance for Competitive Energy Services (ACES), commencing from June 1, 2012 through May 31, 2014.

XI. Non-instructional Operations Items

A. Miscellaneous

1. **APPROVE (roll call):** 2012-2013 School Calendar *Attachment*
2. **APPROVE (roll call):** Anthony G. Vautrinot 2011-12 Scholarship Recipients. *Attachment*
3. **APPROVE (roll call):** Authorize the Business Administrator to advertise for Requests for Proposals for Professional Services as follows: School Physician

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

- A. **APPROVE (roll call):** Appointment of the following substitutes for the 2011-2012 school year:
1. Teacher Substitutes
Daily rate: 1) NJ Sub. Cert. w/60 credits + - \$65.00; 2) NJ Sub Cert w/BA - \$70.00; 3) NJ Teach. Cert - \$75.00
Carmen Munoz NJ Teach. Cert.
- B. **APPROVE (roll call):** Renewal of staff contracts for the 2012-2013 school year. *Attachment*
- C. **APPROVE (roll call):** Appointment of Laura Giacolone as the Speech and Language Specialist for the 2012 Special Education Extended School Year Program (7/5/12 – 7/31/12) at the contractual rate not to exceed a total of 90 hours.
- D. **APPROVE (roll call):** Appointment of Jen Connelly, School Social Worker for up to 80 hours of summer work at the contractual rate.
- E. **APPROVE (roll call):** Appointment of Sue Savino, Learning Consultant for up to 80 hours of summer work at the contractual rate.
- F. **APPROVE (roll call):** Appointment of Ana Cabral, School Psychologist for up to 80 hours of summer work at the contractual rate.
- G. **APPROVE (roll call):** Appointment of the following staff to participate in curriculum writing for 12 hours each during the months of July and August 2012 at the contractual rate, paid out of the FY12 NCLB Grant, Title I funds.
- | | | |
|----------------------|---------------|-----------------|
| Heather Crosson | Tom Culleny | Kimbra Goodwin |
| Lacey Lake | Karen Porreca | Heather Camillo |
| Jocelyn Murphy Stout | | |
- H. **APPROVE (roll call):** Appointment of Christine Bryant as EHCCS Summer School Lead Teacher for up to 35 hours at the contractual rate. The original posting was approved for up to 25 hours. The additional 10 hours is funded by the FY 12 Municipal Alliance Grant.

- I. **APPROVE (roll call):** Appointment of _____ as Building and Grounds Supervisor effective August 1, 2012 at an annual salary of \$_____. Start date to be determined.
- J. **APPROVE (roll call):** Revised unpaid leave of absence for CLS teacher Kristin DeAngelis from 5/16/12 through 5/30/12.
- K. **RATIFY and AFFIRM (roll call):** Unpaid leave of absence for CLS teacher, Marie Farnan, from 4/23/12 through 6/12/12.
- L. **APPROVE (roll call):** Posting for 14 School Management Team Members (7 CLS and 7 EHCCS) for the summer of 2012 not to exceed 10 hours each at the contractual rate funded by the FY 12 NCLB Grant, Title I funds.
- M. **APPROVE (roll call):** Posting for the following positions for the Special Education Extended School Year Program (7/5/12 to 7/31/12), at the contractual rate:
- | | | |
|---------------------------------|---|---------------------|
| • Special Education Instructors | 6 | up to 86 hours each |
| • Classroom Aides | 2 | up to 76 hours each |
| • 1:1 Aide | 1 | up to 76 hours each |
| • Nurse | 1 | up to 86 hours |
- N. **APPROVE (roll call):** Posting for the following positions for the 21st CCLC Summer Program (7/5/12 to 7/31/12), at the contractual rate funded by the FY12 21st CCLC grant:
- | | | |
|---------------|---|----------------------|
| • Instructors | 4 | up to 100 hours each |
| • Nurse | 1 | up to 28.5 hours |
- O. **APPROVE (roll call):** Posting for Spragg School extra-curricular activity positions for the 2012-2013 school year at the contractual rate as follows:
- AM/PM Duty Staff (5)
 - Intervention and Referral Services Coordinator
 - School Management Team Members (7) not to exceed 20 hrs. ea.
- P. **APPROVE (roll call):** Posting for Community School extra-curricular activity positions for the 2012-2013 school year at the contractual rate as follows:
- AM/PM Duty Staff (5)
 - Intervention and Referral Services Coordinator
 - School Management Team Members (7) not to exceed 20 hrs. ea.
 - Long Detention Lead Teacher
 - Office Detention Lead Teacher
 - National Junior Honor Society
 - EHCCS Athletic Coordinator
 - Student Council

- Yearbook Club
- Cross Country Coach
- Girls' Basketball Coach
- Boys' Basketball Coach
- Athletic Chaperones

- Q. **APPROVE (roll call)**: Posting for the following positions for the 2012-2013 school year:
- Certified School Nurse
 - District Custodian (2)
 - Elementary School Teacher
 - Part-time (.71) Special Education Aide
- R. **APPROVE (roll call)**: Posting for substitute teachers, custodians, teachers' aides and secretaries for the 2012-2013 school year.
- S. **APPROVE (roll call)**: Posting for the following Harborfields positions for the 2012-2013 school year at the contractual rate pending funding by the Title I N & D FY' 13 NCLB Grant as follows:
- 2 Teachers as tutors for 8 hours per week for 48 weeks
 - 1 Teacher / Facilitator for 10 hours per week for 48 weeks at the contractual rate
 - 1 Social Worker / Counselor / Behavioral Specialist for 4 hours per week for 48 weeks.

XIII. Student Items

- 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)**: Field trip for the 2011-2012 school year as follows: Grade 7 to the Hess School in Mays Landing NJ on May 24, 2012 to see the Holocaust play, "Number the Stars." Transportation and admission funded by the PTO and EHC Education Foundation.

XIV. Program Items

- A. **APPROVE (roll call):** Contract between Harborfields and the Egg Harbor City Public School District for the 2012-2013 school year pending Title I N & D FY'13 NCLB Grant funds.
- B. **APPROVE (roll call):** Operation of the 21st Century Community Learning Center summer program from 7/5/12 to 7/31/12.
- C. **APPROVE (roll call):** Operation of the Special Education Extended School Year Program from 7/5/12 to 7/31/12.
- D. **APPROVE (roll call):** Submission of the FY12 Application for Funds to Support Implementation of the Anti-Bullying Bill of Rights Act Grant in an amount to be determined.
- E. **APPROVE (roll call):** Submission of the FY 12 No Child Left Behind Carryover and SES funding reallocation Amendment.
- F. **APPROVE (roll call):** Acceptance of the NJ Department of Education's FY 13 Coordinated School Health Grant for a total amount up to \$3000.00
- G. **APPROVE (roll call):** SRI & ETTC membership fee of \$1,660.75 for the 2012-2013 school year, based on 511 students at \$3.25 each.
- H. **APPROVE (roll call):** Acceptance of the FY 13 Fresh Fruits and Vegetable Grant Program in the amount of \$13,750.
- I. **APPROVE (roll call):** Rowan University Health/PE Student Teacher placement for Alissa Lamey from 9/4/12 to 12/20/12 with EHCCS teacher Kimbra Goodwin.

XV. Professional Development

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, No Child Left Behind legislation (NCLB), local student Individual Education Plans, or entitlement/discretionary grants. Adequate funds have been appropriated.

- A. **APPROVE (roll call):** Professional Development Workshops for the 2011-2012 school year. *Handout*

XVI. Policies / Regulations Items

- A. **APPROVE (roll call):** Second Reading of Revised Policies / Regulations as follows:
1. Policy 7150 Facilities
 2. Regulation 7150 Facilities

XVII. New Business

XVIII. Informational Items

- A. South Jersey Gas Energy Efficiency Matching Incentive Program
letter dated 5/2/12 *Attachment*

XIX. Open to Public

XX. Calendar Dates

May	28	Memorial Day (bldgs. closed)
June	1	8 th Grade Dance
June	11	8 th Grade Commencement Ceremony
June	12	Last School Day for Students and Staff
June	13	Regular Board Meeting

XXI. Executive Session

Resolution of the Board of Education of the Egg Harbor City School District to permit discussion of subjects in closed sessions

RESOLVED: At a public meeting of the Board of Education held on May 9, 2012, at _____ p.m. that pursuant to sections 7 and 8 of the "Open Public Meetings Act", the following subjects be discussed in a session of the Board of Education closed to the public:

- (1) Personnel
- (2)
- (3)

Regular Meeting

May 9, 2012

Page 13

It is presently anticipated that the items mentioned in the Resolution can be disclosed to the public when a decision is made upon the same, and in personnel matter, with the consent of the employee.

XXII. Adjournment

Time: _____