

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

**AGENDA**

Regular Meeting  
November 13, 2013  
Egg Harbor City Community School  
Cafetorium  
730 Havana Avenue  
7:00 PM

**I. Open Regular Meeting**

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.

**II. Flag Salute/Roll Call**

Mr. Bouchard ('15)	Mrs. Brown ('14)	Mrs. Hall ('15)
Mrs. Heist ('13)	Mr. Ortiz ('13)	Mr. Senn ('13)
Mrs. Williams ('13)		

**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 November 13, 2013 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) Litigation
- (2) Personnel
- (3) Contracts
- (4) Negotiations

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.

**SPECIAL PRESENTATIONS**

Comprehensive Annual Financial Report for 2012-2013 School Year  
Presented by Swartz & Company, LLC, District Auditors

2013 NJASK Results

**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                 | <i>Attachment</i> |
| B. Business Administrator Report         | <i>Attachment</i> |
| C. Supervisor of Special Projects Report |                   |
| D. CLS Principal Report                  | <i>Attachment</i> |
| E. EHCCS Principal Report                | <i>Attachment</i> |
| F. Board Solicitor's Report              |                   |

**VII. Board Minutes**

- |                                       |                  |                   |
|---------------------------------------|------------------|-------------------|
| A. <b><u>APPROVE (roll call):</u></b> |                  |                   |
| 1. October 9, 2013                    | Regular          | <i>Attachment</i> |
| 2. October 9, 2013                    | First Executive  | <i>Attachment</i> |
| 3. October 9, 2013                    | Second Executive | <i>Attachment</i> |
| 4. October 30, 2013                   | Special Meeting  | <i>Attachment</i> |
| 5. October 30, 2013                   | Executive        | <i>Attachment</i> |

**VIII. Financial Items**

- |  |  |                   |
|--|--|-------------------|
| A. <b><u>APPROVE (roll call):</u></b>  |  |                   |
| 1. Board Secretary's Report – September 2013   |  | <i>Attachment</i> |
| 2. Treasurer of School Moneys Report – September 2013  |  | <i>Attachment</i> |
| B. <b><u>APPROVE (roll call):</u></b> Board Certification  |  |                   |
| Pursuant to <u>N.J.A.C. 6A:23-2.11</u> The Egg Harbor City Board of Education certifies that as of 10/31/13 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 <u>N.J.A.C. 6A:23-2.11(c)2-3</u> 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):** October 2013 Bill List *Attachment*

1. General Account	\$210,935.72
2. Capital Account	\$ 0.00
3. Food Service Account	\$ 39,030.94
4. Payroll Account	\$533,325.26
5. Debt Service Account	\$168,062.50

D. **APPROVE (roll call):** Budget transfer (Resolution #14-05) for the 2013-14 school year in accordance with N.J.A.C. 6:20-2:13 and Chapter 196 Laws of 1967, as follows:

November 13, 2013 Fund 10 - \$3,578.25 Fund 20 - \$1,172.91

*Attachment*

E. **APPROVE (roll call):** Acceptance of the 2012-13 school audit and approve a corrective action plan in response to the following recommendations in the audit:

1. 5 of 25 vouchers tested had purchase orders that were dated after the invoice date.

*Corrective Action:* The Business Office is setting up an imprest fund for emergency orders in amounts less than \$200.00. *Attachment*

## IX. Non-instructional Operations Items

A. Transportation

1. **RATIFY and AFFIRM (roll call):** Transportation jointures and aid in lieu of transportation with the Atlantic County Special Services School District for the 2013-14 school year as follows:

<b>Route#</b>	<b>Host District</b>	<b># Stu.</b>	<b>Amount</b>	<b>Destination</b>
272B	ACSSSD	4	\$3,536.00	Assumption School
298	ACSSSD	8	\$7,072.00	Pilgrim Academy
ARCH3	ACSSSD	1	\$21,178.80	Archway
AIL	ACSSSD	1	\$884.00	Highland Academy
AIL	ACSSSD	3	\$2,652.00	St. Vincent DePaul

2. **RATIFY and AFFIRM (roll call)**: Aid in lieu of transportation to Choice Schools for the 2013-14 school year as follows:
- | Route# | Host District  | # Stu. | Amount     | Destination          |
|--------|----------------|--------|------------|----------------------|
| AIL    | Washington Twp | 4      | \$3,536.00 | Green Bank           |
| AIL    | Port Republic  | 2      | \$1,768.00 | Port Republic School |

3. **RATIFY and AFFIRM (roll call)**: Aid in lieu of transportation to Charter Schools for the 2013-14 school year as follows:
- | Route# | Host District       | # Stu. | Amount   | Destination      |
|--------|---------------------|--------|----------|------------------|
| AIL    | Parent Direct Reimb | 1      | \$884.00 | Galloway Charter |

B. Miscellaneous

1. **APPROVE (roll call)**: Approve submission of the 2013-14 Comprehensive Maintenance Plan to the Atlantic County Office of Education.

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

- A. **APPROVE (roll call)**: Appointment of the following substitutes for the 2013-2014 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  
➤ Tanya Hancock NJ Sub. Cert.
- B. **APPROVE (roll call)**: Motion to appoint Joseph Smurlo as Qualified Purchasing Agent pursuant to N.J.S.A. 18A:18A-3a /N.J.A.C. 5:34-5 Et Seq, and set the bid threshold at \$36,000.00.
- C. **APPROVE (roll call)**: Posting of the following position for the 2013-2014 school year:  
➤ Part-time Middle School Special Education Aide
- D. **APPROVE (roll call)**: Authorization for the Superintendent to fill the following positions for the 2013-2014 school year subject to Board ratification on December 11, 2013: Part-time Middle School Special Education Aide

**XI. 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):** The following field trip:

12/10/13 1<sup>st</sup> Grade and Ms. Garcia Special Education Self-Contained to visit ACCC. All costs paid for by ACCC.

## **XII. Program Items**

- A. **RATIFY and AFFIRM (roll call):** Source for Teachers Substitute List for November 2013 *Attachment*
- B. **APPROVE (roll call):** The information in the NJQSAC DPR files and the submission of the files to the NJDOE pursuant to N.J.S.A. 18A:7A and N.J.A.C. 6A:30. *Attachment*
- C. **APPROVE (roll call):** The partnership between the Charles L. Spragg School and Atlantic Prevention Resources to provide Forest Friend social skills programs to first grade classes during the 2013-2014 school year, paid for by the EHC Municipal Alliance.
- D. **APPROVE (roll call):** School Choice Resolution #14-06:

WHEREAS, N.J.S.A. 18A:36B-21 allows the Egg Harbor City Board of Education to restrict enrollments in a choice district, and

WHEREAS, the Egg Harbor City Board of Education has determined that it is in the best interest of the Egg Harbor City Board of Education to adopt a resolution to restrict enrollment of its students in a choice district,

NOW THEREFORE BE IT RESOLVED, that the Egg Harbor City Board of Education restricts enrollment of its students in a choice district to a maximum of 10% of the number of students per grade level per year and 15% of the total number of students enrolled in the Egg Harbor City school district per year, and

BE IT FURTHER RESOLVED that this resolution be subject to approval by the commissioner upon determination that the resolution is in the best interest of the district's students and that it will not adversely affect the district's programs, services, operations, or fiscal conditions, and that the resolution will not adversely affect or limit the diversity of the remainder of the student population in the district who do not participate in the choice program.

- E. **APPROVE (roll call):** District School Nursing Plans for the 2013-2014 school year. *Attachments*

- F. **APPROVE (roll call):** The following Grand Canyon University student for an ESL fieldwork placement in the Special Projects Department for a 10-hour practicum in a Title I school (CLS and EHCCS) during the 2013-2014 school year.
  - Dina DeMarco – assigned to Debra Damask-Leon
  
- G. **APPROVE (roll call):** The following Clinical Practice Request, Elementary K-5, Music Education: Instrumental, General Music Placement for the Spring 2014 semester (1/21/14-3/14/14).
  - James Newcomb – assigned to Lacey Lake

### **XIII. 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 2013-2014 school year. *Handout*

### **XIV. Policies / Regulations Items**

- A. **APPROVE (roll call):** First reading of the following policies/regulations:
  - 1. Policy 2170 Principal Evaluation *Attachment*
  - 2. Regulation 2170 Principal Evaluation *Attachment*
  - 3. Policy 4180 Evaluation of Teaching Staff Members *Attachment*
  - 4. Regulation 4180 Evaluation of Teaching Staff Members *Attachment*

### **XV. New Business**

### **XVI. Informational Items**

### **XVII. Open to Public**

### **XVIII. Calendar Dates**

November 28 & 29	Thanksgiving Recess (bldgs. closed)
December 4	JIF Dinner – Harbor Pines Country Club (5:30 p.m.)
December 11	Regular Board Meeting

**XIX. Executive Session**

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**XX. Adjournment**

Time: \_\_\_\_\_