

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

AGENDA

Regular Meeting
June 4, 2014

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. Hall ('15)
Mrs. Williams ('16)

Mrs. Brown ('14)
Mr. Murphy ('14)

Mrs. Filippello('16)
Mr. Ortiz ('16)

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 June 4, 2014 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

- 2013-2014 EVVRS, HIB & Discipline Report
July 1, 2013 – December 31, 2013

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/Principal Report | <i>Attachment</i> |
| 1. Review of Board Goals for 2013-2014 | |
| 2. Board Goals for 2014-2015 | |
| B. Business Administrator Report | <i>Attachment</i> |
| C. Supervisor of Special Projects Report | |
| D. EHCCS Principal Report | <i>Attachment</i> |
| E. Board Solicitor's Report | |

VII. Annual Appointments (Roll Call)

- A. Business Administrator/Asst. Board Secretary
Motion to appoint Joseph Smurlo
- B. Treasurer of School Moneys
Motion to appoint Ms. Susan Palaia
- C. Public School Auditor
Motion to appoint Mr. Robert Swartz and Co.
- D. Board Attorney
Motion to appoint Ronald Sahli, Esquire
- E. Board Architect
Motion to appoint Becica Associates, LLC, Architect of Record
- F. Health Benefits Broker
Motion to appoint Hudson Shore Group, Derek Dailey, CEO and Helen R. Parker, Managing Director
- G. Authorization to Procure Goods and Services through State Contracts
Motion to appoint Joseph Smurlo

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- H. Qualified Purchasing Agent N.J.S.A. 18A:18A-3a /N.J.A.C. 5:34-5 Et Seq
Motion to appoint Joseph Smurlo and sets the bid threshold at \$36,000.
- I. Affirmative Action Officer N.J.A.C. 6:4-1.3(c)
Motion to appoint the EHCCS Principal John Griffith, School & Classroom Practices
- J. Practices & Public Agency Compliance Officer.
Motion to appoint Joseph Smurlo
- K. CEPA (Conscientious Employee Protection Act) Officer N.J.S.A. 34:19-1
Motion to appoint Joseph Smurlo
- L. Safety Coordinator
Motion to appoint Joseph Smurlo
- M. Executive Safety Committee
Motion to appoint Kim Goodwin, John Griffith, Lorie Walsh, Jon S. Wheeler and Joseph Smurlo
- N. Title IX Coordinator 34 CFR 106.8(c)
Motion to appoint Adrienne Shulby
- O. Custodian of School Records
Motion to appoint Joseph Smurlo
- P. Section 504 Compliance Officer – Grievance Procedure 34 CFR 104.7(a)
Motion to appoint Gina Forester
- Q. ADA Coordinator 28 CFR 35.107(a)
Motion to appoint Gina Forester
- R. 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
- S. Integrated Pest Management Coordinator
Motion to appoint Jon S. Wheeler
- T. Right to Know Officer
Motion to appoint Jon S. Wheeler
- U. Chemical Hygiene Officer
Motion to appoint Jon S. Wheeler
- V. AHERA Coordinator
Motion to appoint Jon S. Wheeler

W. Bond Counsel

Motion to appoint McManimon & Scotland, LLC

X. Issuing Officer

Motion to appoint John 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 3 required)

Board Treasurer

Board Secretary

Business Administrator

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
- 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.
- 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. May 7, 2014 Regular *Attachment*
 - 2. May 7, 2014 Executive *Attachment*

X. Financial Items

- A. **APPROVE (roll call):**
 - 1. Board Secretary's Report – April, 2014 *Attachment*
 - 2. Treasurer of School Moneys Report – April, 2014 *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 04/30/14 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):** May, 2014 Bill List *Attachment*

1. General Account	\$213,977.19
2. Capital Account	\$541.27
3. Food Service Account	\$38,040.73
4. Payroll Account	\$557,820.02
5. Debt Service Account	\$0.00

D. **APPROVE (roll call):** Budget transfer (Resolution #14-17) 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:

June 4, 2014 Fund 10 - \$28,365.00 Fund 20 - \$6,511.34 *Attachment*

E. **APPROVE (roll call):** The following resolution:

Whereas the Egg Harbor City Board of Education authorized the Business Administrator to solicit bids for the Charles L. Spragg Elementary School Roof and HVAC Replacement Project, DOE Project #: 1300-020-14-1001, and

Whereas bids were received at the District Offices at 730 Havana Avenue, and opened and publicly read on May 21, 2014 at 11:00AM, and

Whereas, the business administrator reviewed the bid submissions for the lowest responsible bidder,

Therefore, the Egg Harbor City Board of Education awards a contract for the Charles L. Spragg Elementary School Roof and HVAC Replacement Project, DOE Project #: 1300-020-14-1001 to Noble Roofing & Sheet Metal, Inc., of Richboro, PA, for the base bid in the amount of \$932,745.00, and the Business Administrator is authorized to issue a notice to proceed.

F. **APPROVE (roll call):** Tuition contract for a First Grade homeless student #5807297309, received from Elizabeth School District, to provide an educational program during the 2013-14 school year in the amount of \$2,114.37 for 27 days from May 14, 2014 to June 30, 2014.

G. **APPROVE (roll call):** The following resolution:

Whereas the district anticipates a surplus in the 2013-14 budget at June 30, 2014;

Therefore, the Board authorizes the Business Administrator to transfer \$30,000 from the 2013-14 budget to Maintenance Reserve.

XI. Non-instructional Operations Items

A. Miscellaneous

1. **APPROVE (roll call):** Contract with Ford-Scott & Associates, LLC to provide Auditing Services for the year ended June 30, 2014 in the amount of \$18,000, and accept their Peer Review letter dated October 10, 2013.
2. **APPROVE (roll call):** Contract with American Appraisal to update the fixed asset accounting ledger for accounting and financial reporting as of June 30, 2014 at a cost of \$1,325.00.
3. **APPROVE (roll call):** Contract with the Above and Beyond Learning Group LLC to provide Functional Behavioral Assessment Services at the rate of \$185/hour during the 2014-15 school year at the direction of the Supervisor of Special Projects. All services must be requested and approved in writing by the Egg Harbor City Public School District prior to any new service beginning.
4. **APPROVE (roll call):** A 7-month contract with Hess Corporation to purchase natural gas as a result of a cooperative bid through the Alliance for Competitive Energy Services (ACES), commencing from June 1, 2014 through December 31, 2014.
5. **APPROVE (roll call):** Contract with Milestone Physical Therapy, LLC to provide physical therapy services to district students as required by the students' IEP for the 2014-15 school year at a cost of \$108 per initial evaluation and \$36 for each therapy session.
6. **APPROVE (roll call):** Contract with Therapeutic Learning For Children to provide occupational therapy services to district students as required by the students' IEP for the 2014-15 school year at a cost of \$120 per initial evaluation, \$45 for each individual therapy session, and \$60 for each paired therapy session.
7. **APPROVE (roll call):** School Bus Emergency Evacuation Drill Report. *Attachment*

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

- A. **APPROVE (roll call):** Jeanette DePiero as the Part-time (.71 FTE) Middle School Special Education Aide at the contractual rate effective September 1, 2014 – June 30, 2015.

B. **APPROVE (roll call):** Posting of the following EHCCS extracurricular/coaching positions for the 2014-2015 at the contractual rate:

- Cross Country Coach
- Boys Basketball Coach
- Girls Basketball Coach
- Athletic Coordinator
- Athletic Chaperones (Fall & Winter)
- National Junior Honor Society Advisor (1 session)
- Yearbook Advisor (2 sessions)
- Student Council Advisor (2 sessions)
- Five (5) AM/PM Duty Teachers
- Intervention and Referral Services Coordinator
- Long Detention Lead Teacher
- Office Detention Lead Teacher

C. **APPROVE (roll call):** The following staff for the 21st Century Community Learning Center 2014 STEM Summer Camp (July 7, 2014 to August 1, 2014) at the contractual rate, funded by the FY'14 21st CCLC grant.

- | | | |
|------------------|---------------------------|-----------------|
| ➤ Andrew Ross | Science Teacher | up to 100 hours |
| ➤ Kimbra Goodwin | Health Science Teacher | up to 100 hours |
| ➤ Maggie Wharton | Math Teacher | up to 100 hours |
| ➤ Angela Maione | Technology Teacher | up to 100 hours |
| ➤ Matt Wira | Special Education Teacher | up to 100 hours |
| ➤ Stacey Mohr | 1:1 Aide | up to 12 hours |
| ➤ Lorie Walsh | Nurse | up to 115 hours |
| ➤ Tom Cullen | Substitute | |

D. **APPROVE (roll call):** The following staff for the Special Education Extended School Year Program (July 7, 2014 to August 1, 2014), at the contractual rate:

- | | | |
|-------------------|------------------------------|----------------|
| ➤ Shawn Sullivan | Special Education Instructor | up to 90 hours |
| ➤ Chrissy Bryant | Special Education Instructor | up to 90 hours |
| ➤ Jim Connelly | Special Education Instructor | up to 90 hours |
| ➤ Alicia Garcia | Special Education Instructor | up to 90 hours |
| ➤ Deanna Walker | Special Education Instructor | up to 90 hours |
| ➤ Tom D'Attilio | Special Education Instructor | up to 90 hours |
| ➤ Sherri Nekrasz | Classroom Aide | up to 80 hours |
| ➤ Mary Jude Filep | Classroom Aide | up to 80 hours |
| ➤ Stacey Mohr | 1:1 Aide | up to 80 hours |

E. **APPROVE (roll call):** The following Spragg extra-curricular activity positions for the 2014-2015 school year at the contractual rate as follows:

AM/PM Duty Staff (5)

Donna Fiedler
Betty Phelps
Laura Gentile
Tina Hennaut
Shannon Balsley

Intervention and Referral Services Staff Member (1)

Laura Gentile

SMT (6)

Deanna Walker /Marie Farnan (Split)
Donna Fiedler
Betty Phelps
Michele Bauers
Pamela Nandal
Heather Crosson / Debbie Rollins (split)

- F. **APPROVE (roll call):** The following Harborfields staff for the 2014-2015 school year at the contractual rate funded by FY15 NCLB Title I D Grant as follows:
- Felicia Hyman-Medley, Teacher/ Facilitator for 10 hours per week for 48 weeks
 - John Howard, Teacher for 8 hours per week for 48 weeks
- G. **APPROVE (roll call):** Change in teacher training level for Tara Macchione from Teacher-Step 6-BA+30, \$54,368.00 to Teacher-Step 6-MA+30, \$56,565.00 effective 9/1/14.
- H. **APPROVE (roll call):** Egg Harbor City Public School District Mentoring Plan 2008-2011 extended for 2011-12, 2012-13, 2013-14, 2014-15; revised April 30, 2014.
- I. **APPROVE (roll call):** Letter of resignation from Brian Konowitz, EHCCS teacher, received 05/29/14 and effective 5/30/14. *Attachment*
- J. **APPROVE (roll call):** Transfer of Concetta Burzo from School Librarian to Grade 3 Teacher for the 2014-2015 school year.

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):** The following 21st Century Community Learning Center Program field trips funded by the FY '14 21st CCLC Grant:

<i>DATE</i>	<i>DESTINATION</i>
July 9 th	Camden Riversharks Summer Camp Day Game, Camden, NJ
July 10 th	Imax, Atlantic City, NJ
July 11 th	Egg Harbor City Lake, EHC, NJ
July 14 th	Cedar Run Wildlife Refuge, Medford, NJ
July 17 th	Elite Rock Climbing, Maple Shade, NJ
July 21 st	Young's Skating Rink, Mays Landing, NJ
July 23 rd	Stockton College PAC, Galloway, NJ
July 25 th	Egg Harbor City Lake, EHC, NJ
July 28 th	Combat Sports Laser Tag, Wrightstown, NJ
August 1 st	Longport Beach, Longport, NJ

XIV. Program Items

- A. **RATIFY and AFFIRM (roll call):** Source 4 Teachers Substitute List for June. *Attachment*
- B. **APPROVE (roll call):** Board Goals Action Plan for the 2014-2015 school year. *Attachment*
- C. **APPROVE (roll call):** Submission of the 2014-2017 Bilingual/ESL/ELS Three-Year Program Plan.
- D. **APPROVE (roll call):** The Charlotte Danielson Framework for Teaching 2011 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) for the 2014-2015 school year.
- E. **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) for the 2014-2015 school year.
- F. **APPROVE (roll call):** EHCCS PE Fieldwork Placement for Rowan University student from 10/29/14 – 12/8/14:
 ➤ Genna Marissa Vezinho– assigned to Kimbra Goodwin
- G. **APPROVE (roll call):** The following placements at CLS:
 ➤ Health and PE Junior Field Experience placement from Rowan University for 9/17/14 – 10/27/14 for Genna Vezinho assigned to C. Core

- School Nurse Practicum Request from Rowan University for 8/26/14-11/28/14 for Rhonda Goodrich assigned to M. Polizzi.

H. **APPROVE (roll call):** Resolution #14-18 as follows:

In accordance with the requirements of the New Jersey Administrative Code, Section 6A:23-4.5(a)(20);

Be it resolved that the Egg Harbor City Board of Education does not require the Archway Schools to charge district students for “paid and/or reduce meals” provided as part of their educational program in compliance with the NJ Department of Agriculture’s Child Nutrition Program regulations for the school year beginning **July 1, 2014** and ending **June 30, 2015**.

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 2013-2014 school year. *Handout*

XVI. Policies / Regulations Items

- A. **APPROVE (roll call):** Second Reading of New/Revised Policies/Regulations as follows:

1. Policy 2160 Nondiscrimination/Affirmative Action *Attachment*
2. Policy 4030 Employment of Teaching Staff Members *Attachment*
3. Policy 4211 Recruitment, Selection and Hiring *Attachment*
4. Policy 4250 Nondiscrimination/Affirmative Action *Attachment*
5. Policy 5070 Health *Attachment*
6. Policy 5310 Equal Educational Opportunity *Attachment*
7. Policy 6080 Nondiscrimination/Affirmative Action *Attachment*
8. Policy 6400 Evaluation of Individual Student Performance *Attachment*
9. Policy 6240.1 Extracurricular Activities *Attachment*

- B. **APPROVE (roll call):** First Reading of New/Revised Policies/Regulations as follows:

1. Policy 4119.26 Electronic Communication by School Staff *Attachment*
2. Policy 4219.26 Electronic Communication by School Staff *Attachment*
3. Policy 5210 Drugs, Alcohol, Steroids, Tobacco (substance abuse) *Attachment*

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XVII. New Business

XVIII. Informational Items

XIX. Open to Public

XX. Calendar Dates

June 20	Staff Development (12:50 dismiss)
June 20	8 th Grade Graduation
June 23	Last Day Students (12:20 dismiss)
June 24	Staff Development (No School)

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 June 4, 2014, 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.

XXII. Adjournment

Time: _____