

EGG HARBOR CITY BOARD OF EDUCATION
REGULAR MEETING

April 9, 2014

The regular meeting of the Egg Harbor City Board of Education was held on the above date at 7:00 p.m. at the Egg Harbor City Community School, 730 Havana Avenue, Egg Harbor City, New Jersey, with Board President, Stephen Bouchard opening the meeting, and board members, Janine Brown, Julie Hall, Stephen Murphy, Steven Ortiz and Jeanne Williams present. Also present were: Superintendent/CLS Principal, Adrienne Shulby; Business Administrator, Joseph Smurlo; Community School Principal, John Griffith; Supervisor of Special Projects, Gina Forester; Board Solicitor, Ron Sahli; and Board Secretary, Laura E. Quiñones.

Mr. Bouchard called the meeting to order at 7:00 p.m. with the following statement: 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 secretary will enter this public announcement into the minutes of this meeting.

Mr. Bouchard called for the flag salute and roll call which is reflected in the opening paragraph.

PRESENTATION

A power point presentation of the Annual Progress Target Report was presented by Mrs. Shulby, Mr. Griffith and Dr. Forester. Mrs. Shulby began the presentation by distributing a handout. She explained that this presentation is a yearly requirement. The test scores and overall summary are the results from last year's testing.

Mr. Griffith discussed changes made; the district is no longer a school in need of improvement. The targets are based on baseline data from the 2010-11 school year. District wide target performances were not met.

Dr. Forester discussed the efforts made to assist students in the improvement of the scores. The district has received a grant through ETTC in regards to Teacher Learning Communities (TLC). Both building principals reported that the staff involved in TLC meets on a regular basis.

Mrs. Shulby summarized the presentation by reviewing the school's theory of action and areas being focused on with staff and students to try to improve the scores.

OPEN FLOOR TO THE PUBLIC

No public comments were made.

COMMENTS FOR THE GOOD OF THE BOARD

No comments were made.

MONTHLY REPORTS

Mrs. Shulby reports that the Spragg School celebrated autism awareness week. This activity was organized by Ms. Garcia and Ms. DiGerolamo, special education teachers. The students reached their goal so both teachers were turned into human sundaes. The students also formed a human ribbon and Mr. Wheeler, Supervisor of Buildings and Grounds, went up on the school's roof and took a picture. If possible, please see the school's Facebook page to see the pictures taken during this activity.

Mr. Smurlo updated the board on the progress of the necessary paperwork for the construction project at the Spragg School (hvac/roof). He distributed a tentative project schedule to the board members. The architect would like bids to be advertised on April 17th with the opening of the bids on May 21st. If we do not get the approvals from SDA the project would be postponed until the summer of 2015. He also discussed the following items under the financial section of the agenda: E, F, G, H, I. These resolutions are required with specific language from the SDA for approval of the ROD Grant monies. Mr. Smurlo will update the board as we move forward with this project.

Dr. Forester updated the board on the ACCESS for ELL's testing. All testing has been completed. These scores are usually received during the summer. Currently we have 12 students in the ELL program.

Mr. Griffith discussed items G & H in the programs section of the agenda. The grant monies from item G will be used to purchase physical education equipment and to pay a chef consultant regarding healthy lunches for the 2014-15 school year. The school did not win the top prize this year but did receive money as a runner up. Item H is a grant in which the Community School would like to participate. They have written the grant to hold a "Wellness Carnival" for next year. Mr. Griffith stated that the staff works hard with the students in order to accomplish the requirements of the grants.

Mr. Griffith stated that the Community School will hold an activity on 4/26 from 6-8pm using the funds (\$800.00) from the AtlantiCare Wellness Grant. Mrs. Shulby stated that the Spragg School held a similar activity this week using the funds they received from the AtlantiCare Wellness Grant and reports this was well attended.

BOARD MINUTES

Upon a motion by Mrs. Hall seconded by Mrs. Brown, the Board approved the following sets of minutes:

- March 12, 2014 Regular
- March 12, 2014 Executive

(Roll call: Mrs. Brown-yes; Mrs. Hall-yes; Mr. Murphy-yes; Mr. Ortiz-yes; Mrs. Williams-yes; Mr. Bouchard-yes) Motion carried.

FINANCIAL ITEMS

Upon a motion by Mrs. Brown, seconded by Mr. Ortiz, the Board approved the Board Secretary's Report and the Treasurer's Report for February, 2014. (Roll call: Mrs. Brown-yes; Mrs. Hall-yes; Mr. Murphy-yes; Mr. Ortiz-yes; Mrs. Williams-yes; Mr. Bouchard-yes) Motion carried.

Upon a motion by Mrs. Brown, seconded by Mr. Ortiz, the Board approved the board certification pursuant to N.J.A.C. 6A:23-2.11. the Egg Harbor City Board of Education certifies that as of 03/31/14 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.. (Roll call: Mrs. Brown-yes; Mrs. Hall-yes; Mr. Murphy-yes; Mr. Ortiz-yes; Mrs. Williams-yes; Mr. Bouchard-yes) Motion carried.

Upon a motion by Mrs. Brown, seconded by Mr. Ortiz, the Board approved the March bill list as follows:

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|----|----------------------|--------------|
| 1. | General Account | \$249,180.61 |
| 2. | Capital Account | \$32,189.36 |
| 3. | Food Service Account | \$32,546.22 |
| 4. | Payroll Account | \$546,338.56 |
| 5. | Debt Service Account | \$263,062.50 |

(Roll call: Mrs. Brown-yes; Mrs. Hall-yes; Mr. Murphy-yes; Mr. Ortiz-yes; Mrs. Williams-yes; Mr. Bouchard-yes) Motion carried.

Upon a motion by Mrs. Brown, seconded by Mr. Ortiz, the Board approved the budget transfer (Resolution #14-13) 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:

- April 9, 2014 Fund 10 - \$19,267.38 Fund 20 - \$1,621.58

(Roll call: Mrs. Brown-yes; Mrs. Hall-yes; Mr. Murphy-yes; Mr. Ortiz-yes; Mrs. Williams-yes; Mr. Bouchard-yes) Motion carried.

Upon a motion by Mrs. Brown, seconded by Mr. Ortiz, the board approved the following resolution:

Whereas, the board has authorized the submission of a Roofing and HVAC AlterationsProject at the Charles L. Spragg Elementary School to NJDOE (DOE Project #: 1300-020-14-1001).

Whereas, the board authorizes the Business Administrator to contract with Becica Associates, LLC to update the district's Long Range Facilities Plan and prepare preliminary drawings for the submission of this project.

Therefore, the Board authorizes the Business Administrator to transfer \$19,066 from Capital Reserve to the Capital Projects account to fund the pre-development and other pre-application costs associated with this project.

(Roll call: Mrs. Brown-yes; Mrs. Hall-yes; Mr. Murphy-yes; Mr. Ortiz-yes; Mrs. Williams-yes; Mr. Bouchard-yes) Motion carried.

Upon a motion by Mrs. Brown, seconded by Mr. Ortiz, the Board approved the following resolution:

Whereas, the Egg Harbor City School District has submitted an application for a school facilities project for roof and HVAC replacement at the Charles L. Spragg School, and

Whereas, the Egg Harbor City School District has obtained approval from the NJ Department of Education (DOE Project #1300-020-14-1001) to receive a New Jersey Schools Development Authority Section 15 Grant (SDA Project #1300-020-14-G1BL),

Therefore, the Egg Harbor City Board of Education approves a resolution authorizing execution and delivery of the Grant Agreement.

(Roll call: Mrs. Brown-yes; Mrs. Hall-yes; Mr. Murphy-yes; Mr. Ortiz-yes; Mrs. Williams-yes; Mr. Bouchard-yes) Motion carried.

Upon a motion by Mrs. Brown, seconded by Mr. Ortiz, the Board approved the following resolution:

Whereas, the Egg Harbor City School District has submitted an application for a school facilities project for roof and HVAC replacement at the Charles L. Spragg School, and

Whereas, the Egg Harbor City School District has obtained approval from the NJ Department of Education (DOE Project #1300-020-14-1001) to receive a New Jersey Schools Development Authority Section 15 Grant (SDA Project #1300-020-14-G1BL),

Therefore, the Egg Harbor City Board of Education approves Delegation of Authority to the School Business Administrator for supervision of the School Facilities Project.

(Roll call: Mrs. Brown-yes; Mrs. Hall-yes; Mr. Murphy-yes; Mr. Ortiz-yes; Mrs. Williams-yes; Mr. Bouchard-yes) Motion carried.

Upon a motion by Mrs. Brown, seconded by Mr. Ortiz, the Board approved the following resolution:

Whereas, the Egg Harbor City School District has submitted an application for a school facilities project for roof and HVAC replacement at the Charles L. Spragg School, and

Whereas, the Egg Harbor City School District has obtained approval from the NJ Department of Education (DOE Project #1300-020-14-1001) to receive a New Jersey Schools Development Authority Section 15 Grant (SDA Project #1300-020-14-G1BL), and

Whereas, the Egg Harbor City School District has previously transferred \$19,066 of local share from Capital Reserve to the Capital Projects account to fund the pre-development and other pre-application costs associated with this project.

Therefore, the Board authorizes the Business Administrator to transfer \$220,918 from Capital Reserve to the Capital Outlay to account to fund the remaining portion of the local share for this project.

(Roll call: Mrs. Brown-yes; Mrs. Hall-yes; Mr. Murphy-yes; Mr. Ortiz-yes; Mrs. Williams-yes; Mr. Bouchard-yes) Motion carried.

Upon a motion by Mrs. Brown, seconded by Mr. Ortiz, the Board approved authorization for the Business Administrator to solicit bids for the Charles L. Spragg Elementary School Roof and HVAC Replacement Project, DOE Project #: 1300-020-14-1001. (Roll call: Mrs. Brown-yes; Mrs. Hall-yes; Mr. Murphy-yes; Mr. Ortiz-yes; Mrs. Williams-yes; Mr. Bouchard-yes) Motion carried.

Upon a motion by Mrs. Brown, seconded by Mr. Ortiz, the Board approved the following resolution:

To apply the balance of the statutory surplus from the Atlantic & Cape May Counties Association of School Business Officials Joint Insurance Fund in the amount of \$37,067.00 , which is held in the Fund's Aggregate Excess Loss Contingency Fund, to the Egg Harbor City Board of Education 2014-2015 premium billing.

(Roll call: Mrs. Brown-yes; Mrs. Hall-yes; Mr. Murphy-yes; Mr. Ortiz-yes; Mrs. Williams-yes; Mr. Bouchard-yes) Motion carried.

NON-INSTRUCTIONAL OPERATIONS ITEMS

Miscellaneous

Upon a motion by Mrs. Williams, seconded by Mrs. Hall, the board approved the revised 2013-2014 School Calendar. (Roll call: Mrs. Brown-yes; Mrs. Hall-yes; Mr. Murphy-yes; Mr. Ortiz-yes; Mrs. Williams-yes; Mr. Bouchard-yes) Motion carried.

Upon a motion by Mrs. Williams, seconded by Mrs. Hall, the board approved the revised 2014-2015 School Calendar. (Roll call: Mrs. Brown-yes; Mrs. Hall-yes; Mr. Murphy-yes; Mr. Ortiz-yes; Mrs. Williams-yes; Mr. Bouchard-yes) Motion carried.

Upon a motion by Mrs. Williams, seconded by Mrs. Hall, the board approved resolution #14-14 to Eliminate the Superintendent Salary Cap. (Roll call: Mrs. Brown-yes; Mrs. Hall-yes; Mr. Murphy-yes; Mr. Ortiz-yes; Mrs. Williams-yes; Mr. Bouchard-yes) Motion carried.

PERSONNEL (as recommended by the Superintendent)

Upon a motion by Mrs. Williams, seconded by Mrs. Hall, the Board approved Appointment of the following substitutes for the 2013-2014 school year:

1. Teacher Substitute(s) Daily rate: 1) NJ Sub. Cert. w/60 credits + - \$70.00; 2) NJ Sub Cert w/BA - \$75.00; 3) NJ Teach. Cert - \$80.00

- Angela Iannello NJ Sub. Cert. w/60 credits +

(Roll call: Mrs. Brown-yes; Mrs. Hall-yes; Mr. Murphy-yes; Mr. Ortiz-yes; Mrs. Williams-yes; Mr. Bouchard-yes) Motion carried.

Upon a motion by Mrs. Hall, seconded by Mrs. Brown the Board accepted with regret the letter of retirement from Elizabeth Morgenweck, 21st CCLC Secretary, received 03/25/14 and effective 7/1/14. (Roll call: Mrs. Brown-yes; Mrs. Hall-yes; Mr. Murphy-yes; Mr. Ortiz-yes; Mrs. Williams-yes; Mr. Bouchard-yes) Motion carried.

STUDENT ITEMS

Upon a motion by Mrs. Brown, seconded by Mr. Ortiz, the board approved the motion to affirm the Harassment, Intimidation, & Bullying (HIB) incidents as reported by the Superintendent and resolved by the building principal, HIB Coordinator, or designee. (Roll call: Mrs. Brown-yes; Mrs. Hall-yes; Mr. Murphy-yes; Mr. Ortiz-yes; Mrs. Williams-yes; Mr. Bouchard-yes) Motion carried.

Upon a motion by Mrs. Brown, seconded by Mr. Ortiz, the board approved the following student enrichment trips. All admissions funded by students, transportation funded by the EHC PTO:

| | |
|---------------|--------------------------------------------------------------------------------------------------------|
| May 28, 2014 | 8 th Grade to Morey's Pier, Wildwood, NJ |
| June 5, 2014 | 5 th Grade to the Adventure Aquarium, Camden, NJ |
| June 6, 2014 | 6 th Grade to the Cape May Zoo, Cape May Court House, NJ |
| June 6, 2014 | Big & Little Buddies (Select 3 rd & 8 th grade students) to Strike Zone, EHC, NJ |
| June 9, 2014 | 7 th Grade to the Franklin Institute, Philadelphia, PA |
| June 11, 2014 | 4 th Grade to the NJ State Museum, Trenton, NJ |

(Roll call: Mrs. Brown-yes; Mrs. Hall-yes; Mr. Murphy-yes; Mr. Ortiz-yes; Mrs. Williams-yes; Mr. Bouchard-yes) Motion carried.

Upon a motion by Mrs. Brown, seconded by Mr. Ortiz, the board approved the following field trip for CLS students:

| | |
|---------|------------------------------------------------------------------------------------------------------------------------------------|
| 4/23/14 | Third Grade students to Regal Cinemas, Mays Landing, NJ. Tickets paid for by students and Ed Fdtn. Bus to be paid for by Ed. Fdtn. |
|---------|------------------------------------------------------------------------------------------------------------------------------------|

(Roll call: Mrs. Brown-yes; Mrs. Hall-yes; Mr. Murphy-yes; Mr. Ortiz-yes; Mrs. Williams-yes; Mr. Bouchard-yes) Motion carried.

PROGRAMS

Upon a motion by Mrs. Williams, seconded by Mrs. Hall, the Board ratified and affirmed the Source4Teachers Master Substitute List for April 2014. (Roll call: Mrs. Brown-yes; Mrs. Hall-yes; Mr. Murphy-yes; Mr. Ortiz-yes; Mrs. Williams-yes; Mr. Bouchard-yes) Motion carried.

Upon a motion by Mrs. Williams, seconded by Mrs. Hall, the Board approved the Automated external defibrillator emergency action plan. (Roll call: Mrs. Brown-yes; Mrs. Hall-yes; Mr. Murphy-yes; Mr. Ortiz-yes; Mrs. Williams-yes; Mr. Bouchard-yes) Motion carried.

Upon a motion by Mrs. Williams, seconded by Mrs. Hall, the Board approved the operation of the General Education Summer School Program from 6/25/14 -7/3/14. (Roll call: Mrs. Brown-yes; Mrs. Hall-yes; Mr. Murphy-yes; Mr. Ortiz-yes; Mrs. Williams-yes; Mr. Bouchard-yes) Motion carried.

Upon a motion by Mrs. Williams, seconded by Mrs. Hall, the Board approved the operation of the Special Education Extended School Year summer program from 7/7/14 to 8/1/14. (Roll call: Mrs. Brown-yes; Mrs. Hall-yes; Mr. Murphy-yes; Mr. Ortiz-yes; Mrs. Williams-yes; Mr. Bouchard-yes) Motion carried.

Upon a motion by Mrs. Williams, seconded by Mrs. Hall, the Board approved the operation of the 21st Century Community Learning Center summer program from 7/7/14 to 8/1/14. (Roll call: Mrs. Brown-yes; Mrs. Hall-yes; Mr. Murphy-yes; Mr. Ortiz-yes; Mrs. Williams-yes; Mr. Bouchard-yes) Motion carried.

Upon a motion by Mrs. Williams, seconded by Mrs. Hall, the Board approved EHCCS fieldwork placements for Stockton College students from 5/12/14 – 6/30/14

- Caitlin Votta – assigned to Marc Roesch
- Erik Nelson – assigned to Mary Dovey

(Roll call: Mrs. Brown-yes; Mrs. Hall-yes; Mr. Murphy-yes; Mr. Ortiz-yes; Mrs. Williams-yes; Mr. Bouchard-yes) Motion carried.

Upon a motion by Mrs. Williams, seconded by Mrs. Hall, the Board approved the acceptance of the Community School's NJ Department of Agriculture's Jets NFL PLAY60 Eat Right Move More Challenge Grant for a total amount of \$2,000. The funds will be used to purchase physical education equipment and pay a chef consultant regarding healthy lunches. (Roll call: Mrs. Brown-yes; Mrs. Hall-yes; Mr. Murphy-yes; Mr. Ortiz-yes; Mrs. Williams-yes; Mr. Bouchard-yes) Motion carried.

Upon a motion by Mrs. Williams, seconded by Mrs. Hall, the Board approved the submittal of the Community School's NJ Department of Health's Improving School Health to Enhance Student Learning Grant for a total amount of \$4,000. (Roll call: Mrs. Brown-yes; Mrs. Hall-yes; Mr. Murphy-yes; Mr. Ortiz-yes; Mrs. Williams-yes; Mr. Bouchard-yes) Motion carried.

Upon a motion by Mrs. Williams, seconded by Mrs. Hall, the Board approved the submission of the Fresh Fruit & Vegetable Grant for the 2014-2015 school year. Award amount based on student enrollment, TBD. Ms. Shulby stated this grant is for the CLS school only. (Roll call: Mrs. Brown-yes; Mrs. Hall-yes; Mr. Murphy-yes; Mr. Ortiz-yes; Mrs. Williams-yes; Mr. Bouchard-yes) Motion carried.

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.

Upon a motion by Mrs. Williams, seconded by Mr. Ortiz the Board approved Professional Development Workshops for the 2013-2014 school year. (Roll call: Mrs. Brown-yes; Mrs. Hall-yes; Mr. Murphy-yes; Mr. Ortiz-yes; Mrs. Williams-yes; Mr. Bouchard-yes) Motion carried.

POLICIES/REGULATIONS

Upon a motion by Mrs. Williams seconded by Mrs. Hall, the Board approved the second Reading of New / Revised Policy as follows:

1. Policy 4282 Use of Social Networking Sites

Mrs. Williams had a question on why this policy is being adopted. Mrs. Shulby explained that the district did not have a policy addressing this issue. This is the policy that is suggested for use from the NJSBA website. The policy will address use of social networking sites by the school staff. (Roll call: Mrs. Brown-yes; Mrs. Hall-yes; Mr. Murphy-yes; Mr. Ortiz-yes; Mrs. Williams-yes; Mr. Bouchard-yes) Motion carried.

Upon a motion by Mrs. Williams seconded by Mrs. Hall, the Board approved first reading of the following policies/regulations:

1. Regulation 5000 Admission of Resident Pupils

Mrs. Shulby stated that the regulation had to be changed due to the new state regulations which forbid the schools from asking for a driver's license from the parent/guardian as ID during student enrollment. Mr. Sahli stated that you can request a driver's license as ID if a student is being signed out in the office. (Roll call: Mrs. Brown-yes; Mrs. Hall-yes; Mr. Murphy-yes; Mr. Ortiz-yes; Mrs. Williams-yes; Mr. Bouchard-yes) Motion carried.

NEW BUSINESS

None

INFORMATIONAL ITEMS

Mr. Bouchard reminded the board members that they must complete the CSA evaluation and the Board evaluation. For new members who do not have enough information, they may answer N/A to the questions. If anyone has any questions, they may contact Mr. Bouchard for assistance.

OPEN TO THE PUBLIC

No public comments were made.

Regular Meeting

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CALENDAR DATES

District dates of interest for the upcoming month:

| | | |
|-------|---------|------------------------------------------------|
| April | 16 | Staff Development (early dismissal – 12:50) |
| April | 17 | Spring Recess Begins (early dismissal – 12:20) |
| April | 18 & 21 | Spring Recess (bldgs. Closed) |
| May | 7 | BOE Meeting |

Mr. Bouchard reminded everyone that the May meeting has been changed from its original date.

ADJOURNMENT

There being no further business, upon a motion by Mrs. Williams seconded by Mrs. Hall, and carried unanimously, the Board adjourned the meeting at 7:45p.m.

Respectfully submitted,

Laura E. Quiñones

Board Secretary