

EGG HARBOR CITY BOARD OF EDUCATION  
REORGANIZATION/REGULAR MEETING

January 7, 2014

The reorganization/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 Secretary Laura E. Quiñones opening the meeting, and board members, Stephen Bouchard, Janine Brown, Julie Hall, and Steven Ortiz present. Also present were: Superintendent/CLS Principal, Adrienne Shulby; Business Administrator, Joseph Smurlo; School Principal, John Griffith; Supervisor of Special Projects, Gina Forester; and Board Solicitor, Ron Sahli.

Mrs. Quiñones 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.

Mrs. Quiñones called for the flag salute.

ELECTION RESULTS

Mrs. Quiñones reviewed the election result of November 5, 2013. They are as follows:

|                                 |               |
|---------------------------------|---------------|
| Jeanne Mohr-Williams            | 529 Votes     |
| Steven Ortiz                    | 415 Votes     |
| Stephen Murphy                  | 473 Votes     |
| Write-in-Carmen Filippello      | 15 Votes      |
| Total other write-in candidates | 13 (17 votes) |

NEW BOARD MEMBERS SWORN IN

Mrs. Quiñones and Mr. Smurlo swore in Mr. Ortiz and Mr. Murphy.

ELECTION AND APPOINTMENT OF OFFICERS

Upon a motion by Mrs. Brown seconded by Mr. Ortiz and carried unanimously, the floor was opened for nomination of President.

A motion was made by Mrs. Brown to nominate Mr. Bouchard for President. (a 2<sup>nd</sup> is not required per by-law)

There being no further nominations, a motion was made by Mrs. Hall and carried to close nominations for president.

Upon a motion by Mrs. Brown seconded by Mrs. Hall, the Board appointed Mr. Bouchard President for the forthcoming year. (Roll call: Mr. Bouchard-recuse; Mrs. Brown-yes; Mrs. Hall-yes; Mr. Murphy-yes; Mr. Ortiz-yes)

Mr. Bouchard assumed the chair as President.

The president called for nominations for vice-president.

A motion was made by Mrs. Hall to nominate Mrs. Brown as Vice-President.

A motion was made by Mr. Ortiz to nominate himself as Vice-President.

There being no further nominations, a motion to close nominations for Vice-President was made by Mrs. Hall and carried.

Those voting for Mrs. Brown for Vice-President were asked to raise their hand. Mrs. Hall, Mr. Murphy, Mr. Bouchard and Mrs. Brown did so. Since the majority of those present voted for Mrs. Brown we do not need to ask for a vote for the second nomination.

Upon a motion by Mr. Bouchard, the Board appointed Mrs. Brown Vice President for the forthcoming year. (Roll call: Mr. Bouchard-yes; Mrs. Brown-yes; Mrs. Hall-yes; Mr. Murphy-yes; Mr. Ortiz-yes). Motion carried.

Mr. Bouchard discussed committee assignments and distributed a committee sign-up sheet. He requested that the members present sign up for at least two committees and return the list to him by the end of the meeting. The Finance Committee needs to be selected tonight so that the committee may meet before the February 12<sup>th</sup> meeting. The Finance Committee will consist of Steven Ortiz, Julie Hall and Jeanne Williams. The rest of the committee assignments will be completed by Mr. Bouchard and distributed at the February 12<sup>th</sup> meeting.

#### ANNUAL APPOINTMENTS

Upon a motion by Mrs. Hall, seconded by Mr. Ortiz, the Board appointed Laura E. Quiñones as Board Secretary. (Roll call: Mrs. Brown-yes; Mrs. Hall-yes; Mr. Murphy-yes; Mr. Ortiz-yes; Mr. Bouchard-yes)

Upon a motion by Mrs. Hall, seconded by Mrs. Brown, the Board appointed Janine Brown as NJSBA Delegate for Jan. 2014-Jan. 2015. (Roll call; Mrs. Brown-yes; Mrs. Hall-yes; Mr. Murphy-yes; Mr. Ortiz-yes; Mr. Bouchard-yes). Motion carried.

Upon a motion by Mrs. Hall, seconded by Mrs. Brown, the Board appointed Jeanne Williams, alternate NJSBA Delegate for Jan. 2014-Jan. 2015. (Roll call: Mrs. Brown-yes; Mrs. Hall-yes; Mr. Murphy-yes; Mr. Ortiz-yes; Mr. Bouchard-yes). Motion carried.

Upon a motion by Mrs. Hall, seconded by Mrs. Brown, the Board appointed Steven Ortiz ACSBA Delegate for Jan. 2014-Jan. 2015. (Roll call: Mrs. Brown-yes; Mrs. Hall-yes; Mr. Murphy-yes; Mr. Ortiz-yes; Mr. Bouchard-yes). Motion carried.

#### MOTIONS AND DESIGNATIONS

Upon a motion by Mrs. Brown, seconded by Mr. Ortiz, the Board readopted NJSBA Code of Ethics and signed-off on same. (Roll call: Mrs. Brown-yes; Mrs. Hall-yes; Mr. Murphy-yes; Mr. Ortiz-yes; Mr. Bouchard-yes)

#### OPEN FLOOR TO THE PUBLIC

Mr. Bouchard invited the public to comment on or question any topic related to the Board of Education agenda items. No public comments were made

#### COMMENTS FOR THE GOOD OF THE BOARD

Mr. Bouchard welcomed the new board member Mr. Murphy.

#### MONTHLY REPORTS

Mrs. Shulby requested that the Finance Committee meet on January 22<sup>nd</sup>. She will email the committee with the date and they can reply with their availability so the time of the meeting may be decided. As for the principal's report, she stated that December was a quick, quiet month.

Mr. Smurlo explained item XIV.B.4 which is on tonight's agenda for approval. He informed the board that this is standard procedure to assign a financial advisor due to the building project at CLS. A contract with specific details as to services provided will be approved by the board and signed at a later date. We are currently waiting for the final approval letter from SDA. He discussed the timeline in preparation for the building project and possible borrowing of monies. He is working closely with the auditors on transferring monies from surplus.

Mrs. Forester discussed item XVII.C – submission of the preschool plan which is on tonight's agenda for approval.

Mr. Griffith reports that EHCCS 8<sup>th</sup> grade students are getting ready to schedule their courses for next year. Presentations were made by Cedar Creek and Atlantic County Institute of Technology in preparation for their freshman year. He also discussed the pep rally held on 1/6 to celebrate the 3<sup>rd</sup> year of the opening of EHCCS and to start off the basketball season.

#### BOARD MINUTES

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

- December 11, 2013            Regular
- December 11, 2013            Executive

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

### FINANCIAL ITEMS

Upon a motion by Mrs. Hall, seconded by Mr. Ortiz, the Board approved the Board Secretary's Report and the Treasurer's Report for November 2013. (Roll call: Mrs. Brown-yes; Mrs. Hall-yes; Mr. Murphy-yes; Mr. Ortiz-yes; Mr. Bouchard-yes) Motion carried.

Upon a motion by Mrs. Hall, 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 12/31/13 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 N.J.A.C. 6A:23-2.11(a)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; Mr. Bouchard-yes) Motion carried.

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

|                         |              |
|-------------------------|--------------|
| 1. General Account      | \$221,753.46 |
| 2. Capital Account      | \$ 0.00      |
| 3. Food Service Account | \$ 37,884.08 |
| 4. Payroll Account      | \$581,994.33 |
| 5. Debt Service Account | \$ 0.00      |

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

Upon a motion by Mrs. Hall, seconded by Mr. Ortiz, the Board approved the budget transfer (Resolution #14-09) 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:

January 7, 2014      Fund 10 - \$62,495      Fund 20 - \$0.00

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

### NON-INSTRUCTIONAL OPERATIONS ITEMS

#### Facilities

Upon a motion by Mrs. Brown, seconded by Mrs. Hall, the board approved use of facilities by the Abundant Life Church during the 2013-14 school year to run a basketball league that will be used as a fund raiser to support church's outreach

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

Miscellaneous

Upon a motion by Mrs. Brown, seconded by Mrs. Hall, the board approved to advertise the regular meeting dates, times at 7:00pm in the EHC Community School Cafetorium located at 730 Havana Ave. (Roll call: Mrs. Brown-yes; Mrs. Hall-yes; Mr. Murphy-yes; Mr. Ortiz-yes; Mr. Bouchard-yes) Motion carried.

Upon a motion by Mrs. Brown, seconded by Mrs. Hall, the board approved resolution #14-10 proclaiming January 2014 “The State of New Jersey School Boards Recognition Month.” (This resolution is to commend the efforts of colleagues throughout New Jersey during School Board Recognition Month and to urge the public to support efforts to improve education.) (Roll call: Mrs. Brown-yes; Mrs. Hall-yes; Mr. Murphy-yes; Mr. Ortiz-yes; Mr. Bouchard-yes) Motion carried.

Upon a motion by Mrs. Brown, seconded by Mrs. Hall, the board ratified and affirmed a tuition contract for a Kindergarten homeless student from Egg Harbor City attending Egg Harbor Township School District during the 2013-14 school year in the amount of \$58.00 per diem from September 4, 2013 to November 21, 2013. (Roll call: Mrs. Brown-yes; Mrs. Hall-yes; Mr. Murphy-yes; Mr. Ortiz-yes; Mr. Bouchard-yes) Motion carried.

Upon a motion by Mrs. Brown, seconded by Mrs. Hall, the board approved to appoint Phoenix Advisors, LLC as the district’s Financial Advisors of Record. Formal agreements to be drawn only as specific project scopes and fees are defined and approved by the board. (Roll call: Mrs. Brown-yes; Mrs. Hall-yes; Mr. Murphy-yes; Mr. Ortiz-yes; Mr. Bouchard-yes) Motion carried.

PERSONNEL (as recommended by the Superintendent)

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

➤ Jennifer L. Houser NJ Teach.Cert.

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

Upon a motion by Mr. Ortiz, seconded by Mrs. Brown, the Board approved to accept letter of resignation from Carol Sicurella as District Substitute Call Person. (Roll call: Mrs. Brown-yes; Mrs. Hall-yes; Mr. Murphy-yes; Mr. Ortiz-yes; Mr. Bouchard-yes) Motion carried.

Upon a motion by Mr. Ortiz, seconded by Mrs. Brown, the Board approved posting of the following position for the remainder of the 2013-2014 school year at the rate of \$2,500 (prorated):

- District Substitute Call Person

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

Upon a motion by Mr. Ortiz, seconded by Mrs. Brown, the Board approved authorization for the superintendent to fill the following position for the remainder of the 2013-2014 school year subject to Board ratification on February 12, 2014:

- District Substitute Call Person.

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

### PROGRAMS

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

Upon a motion by Mrs. Brown, seconded by Mr. Ortiz, the Board approved EHCCS fieldwork placement for Stockton College student from 1/23/14 – 4/17/14

- Werner Raff– place with Kelsey Nickles

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

Upon a motion by Mrs. Brown, seconded by Mr. Ortiz, the Board approved submission of the Early Childhood Education Preschool Program Plan to the New Jersey Department of Education for the 2014-2015 school year. (Roll call: Mrs. Brown-yes; Mrs. Hall-yes; Mr. Murphy-yes; Mr. Ortiz-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. Hall, seconded by Mrs. Brown 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; Mr. Bouchard-yes) Motion carried.

#### POLICIES/REGULATIONS

Upon a motion by Mrs. Brown seconded by Mr. Ortiz, the Board approved the first reading of the following policies/regulations:

1. Policy 2050 Chief School Administrator
2. Bylaw 9010 Identification

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

#### NEW BUSINESS

None

#### INFORMATIONAL ITEMS

No informational items

#### OPEN TO THE PUBLIC

No public comments were made.

#### CALENDAR DATES

District dates of interest for the upcoming month:

|          |    |  |
|----------|----|--|
| January  | 20 | Martin Luther King, Jr. Birthday (Bldgs. Closed) |
| February | 12 | Regular Board Meeting                            |

#### ADJOURNMENT

There being no further business, upon a motion by Mr. Ortiz seconded by Mrs. Hall, and carried unanimously, the Board adjourned the meeting at 7:25p.m.

Respectfully submitted,

Laura E. Quiñones  
Board Secretary