

EGG HARBOR CITY BOARD OF EDUCATION
REGULAR MEETING
November 19, 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 located at 730 Havana Avenue, Egg Harbor City, New Jersey, with President Stephen Bouchard opening the meeting, and board members, Janine Brown, Carmen Filippello (arrived at 7:25pm), 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; 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 roll call and flag salute, which is reflected in the opening paragraph.

PRESENTATION

The Comprehensive Annual Financial Report for 2013-2014 was presented by Carol A. Kiniry of Ford-Scott & Associates LLC, District Auditors. A handout was given to the board members reflecting the 2014 Audit Results. Ms. Kiniry spoke about the audit recommendation in the smaller report. A corrective action plan was developed by Mr. Smurlo and has been placed on the agenda for board approval tonight.

Ms. Kiniry thanked Mr. Smurlo and the office staff for their help in providing the information needed for a successful audit.

EXECUTIVE SESSION

Upon a motion by Mrs. Hall, seconded by Mr. Ortiz and carried, the Board resolved to enter into executive session as follows:

RESOLVED: At a public meeting of the Board of Education held on November 19, 2014 at 7:12p.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.

The Board returned from executive session at 7:33p.m.

OPEN FLOOR TO THE PUBLIC

Mr. Bouchard opened the floor to the public for any questions or comments. No questions were asked or comments made.

COMMENTS FOR THE GOOD OF THE BOARD

Mrs. Williams commented on the article in the press today about the dental assembly at CLS.

MONTHLY REPORTS

Mrs. Shulby spoke about the event which occurred this week. She commended the staff for their help and professionalism in dealing with the death of a second grade student and the parent.

Mrs. Shulby discussed with the board item XII.C. The board will be asked to approve a student teacher placement from England who will be assigned to Mrs. Fiedler and Mrs. Savino.

Mrs. Shulby updated the board on a meeting held with city council and mayor to discuss the outstanding SDA money. The council and mayor will contact SDA to set up a meeting.

Mr. Smurlo updated the board on the CLS roof/HVAC project. The project is progressing well and is nearly complete.

Dr. Forester discussed the districts revised procedure and forms for I&RS. The new procedures will be implemented next week.

Mr. Griffith discussed the AtlantiCare grant involving the community. The funds are being used for family programs. A family program will be held on 12/11 which will include dinner and an arts and crafts project. Other family fun nights are being planned.

He also informed the board that 4th grader Amayah Cruse won an essay contest held by AtlantiCare for anti-bullying. AtlantiCare received almost 200 submissions from 8 different schools. AtlantiCare recognized Amayah's achievement by presenting her with a certificate and a \$25 VISA gift card.

BOARD MINUTES

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

- | | | |
|----|-----------------|-----------|
| 1. | October 8, 2014 | Regular |
| 2. | October 8, 2014 | Executive |

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

FINANCIAL ITEMS

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

Upon a motion by Mr. Ortiz, seconded by Mrs. Williams, the Board approved the board certification pursuant to N.J.A.C. 6A:23A-16.10(c)3 The Egg Harbor City Board of Education certifies that as of 09/30/14 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:23A-16.10(c)4 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. Filippello – yes; Mrs. Hall-yes; Mr. Murphy-yes; Mr. Ortiz-yes; Mrs. Williams-yes; Mr. Bouchard-yes) Motion carried.

Upon a motion by Mr. Ortiz, seconded by Mrs. Williams, the Board approved the October 2014 bill list as follows:

1.	General Account	\$304,287.64
2.	Capital Account	\$226,882.85
3.	Food Service Account	\$ 78,908.53
4.	Payroll Account	\$547,786.67
5.	Debt Service Account	\$ 0.00

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

Upon a motion by Mr. Ortiz, seconded by Mrs. Williams, the Board approved Budget transfer (Resolution #15-06) for the 2014-15 school year in accordance with N.J.A.C. 6:20-2:13 and Chapter 196 Laws of 1967, as follows:

➤ November 19, 2014 Fund 10 - \$6,973035 Fund 20 - \$170.00

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

Upon a motion by Mr. Ortiz, seconded by Mrs. Williams, the Board approved to accept the 2013-14 school audit and approve a corrective action plan in response to the following recommendations in the audit:

1. District personnel did not perform an analysis of outstanding purchase orders at June 30 and prepare the separate listing of purchase orders comprising the balance sheet account balance for accounts payable and reserves for encumbrances. Audit adjustments were needed to adjust the accounting records to properly reflect the true balances as of June 30, taking into consideration both the status of the orders at June 30 as well as their subsequent liquidation.

Corrective Action: The Business Administrator will review the Standard Operating Procedures Manual with staff regarding the year-end review of open purchase orders. Purchase orders that will not be liquidated within 90 days will be cancelled. Remaining open purchase orders will be reviewed for proper classification as reserves for encumbrances or accounts payable.

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

NON-INSTRUCTIONAL OPERATIONS ITEMS

Transportation

Upon a motion by Mrs. Brown, seconded by Mr. Ortiz, the Board ratified and affirmed Transportation jointures and aid in lieu of transportation with the Atlantic County Special Services School District for the 2014-15 school year as follows:

Route#	Host District	# Stu.	Amount	Destination
272B	ACSSSD	3	\$2,652.00	Assumption School
298	ACSSSD	8	\$7,072.00	Pilgrim Academy
ARCH3	ACSSSD	1	\$22,323.60	Archway
AIL	ACSSSD	6	\$5,304.00	St. Vincent DePaul

Mrs. Filippello questioned why transportation or aid in lieu is being provided. Mr. Smurlo explained that by law schools are responsible for transportation. (Roll call: Mrs. Brown-yes; Mrs. Filipello – 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 ratified and affirmed aid in lieu of transportation to Choice Schools for the 2014-15 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

(Roll call: Mrs. Brown-yes; Mrs. Filippello – 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 ratified and affirmed aid in lieu of transportation to Charter Schools for the 2014-15 school year as follows:

Route#	Host District	# Stu.	Amount	Destination
AIL	Parent Direct Reimb	1	\$884.00	Galloway Charter

(Roll call: Mrs. Brown-yes; Mrs. Filippello – 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 ratified and affirmed a contract with the Greater Egg Harbor Regional High School District in the amount of \$25,200.00 to provide transportation for 3 homeless students living in Hammonton to and from school during the 2014-15 school year.

Mr. Murphy asked for clarification as to why the contract is with the high school. Mr. Smurlo explained that the district belongs to a consortium and the contract for the consortium is held by the high school. Mr. Smurlo also explained that the last district in which residency was established is responsible for the homeless student's education and transportation. (Roll call: Mrs. Brown-yes; Mrs. Filippello – yes; Mrs. Hall-yes; Mr. Murphy-yes; Mr. Ortiz-yes; Mrs. Williams-yes; Mr. Bouchard-yes) Motion carried.

Facilities

Upon a motion by Mrs. Brown, seconded by Mr. Ortiz, the Board approved use of facilities by the Atlantic United Soccer Club for the 2014-15 school year. (Roll call: Mrs. Brown-yes; Mrs. Filippello – yes; Mrs. Hall-yes; Mr. Murphy-yes; Mr. Ortiz-yes; Mrs. Williams-yes; Mr. Bouchard-yes) Motion carried.

Miscellaneous

Upon a motion by Mrs. Brown, seconded by Mr. Ortiz, the Board approved submission of the 2014-15 Comprehensive Maintenance Plan to the Atlantic County Office of Education. (Roll call: Mrs. Brown-yes; Mrs. Filippello – yes; Mrs. Hall-yes; Mr. Murphy-yes; Mr. Ortiz-yes; Mrs. Williams-yes; Mr. Bouchard-yes) Motion carried

Insurance

Upon a motion by Mrs. Brown, seconded by Mr. Ortiz, the Board approved resolution #15-07 renewing a three year membership in the Atlantic and Cape May Counties Association of School Business Officials Joint Insurance Fund (ACCASBO-JIF) beginning July 1, 2015, and further approving the fund's Indemnity and Trust Agreement. (Roll call: Mrs. Brown-yes; Mrs. Filippello – 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. Hall, seconded by Mr. Ortiz, the Board approved appointment of the following substitutes for the 2014-2015 school year:

1. Teacher Substitutes - 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

➤ Shannon N. Hann NJ Sub. Cert. w/60 credits

(Roll call: Mrs. Brown-yes; Mrs. Filippello – 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 Mr. Ortiz, the Board approved Darryll Ramsey as a Harborfields teacher for 8 hours per week during the 2014-2015 school year at the contractual rate funded by FY15 NCLB Title I D Grant. (Roll call: Mrs. Brown-yes; Mrs. Filippello – 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 Mr. Ortiz, the Board ratified and affirmed unpaid leave of absence for Jeanette DePiero, special education aide from 11/14/14 through 01/05/15. (Roll call: Mrs. Brown-yes; Mrs. Filippello – 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 Mr. Ortiz, the Board approved reassignment of Brenda Ruth as full-time CLS Preschool Disabled aide effective December 22, 2014 – June 30, 2015 at the salary of Step 11- BA Certified \$26,734.00 (prorated). (Roll call: Mrs. Brown-yes; Mrs. Filippello – 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 Mr. Ortiz, the Board approved reduction in force of Corine Lenzi as part-time CLS special education aide effective December 21, 2014 – June 30, 2015 at the salary of Step 4- BA Certified .71 FTE (24.9 hours per week) \$17,965.00 (prorated). (Roll call: Mrs. Brown-yes; Mrs. Filippello – 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 Mr. Ortiz, the Board approved Appointment of Robyn L. Evangelist as Preschool Inclusion Teacher effective December 1, 2014 – June 30, 2015 at the salary of Step 1-BA, \$50,684 (prorated). (Roll call: Mrs. Brown-yes; Mrs. Filippello – 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. Williams, seconded by Mrs. Hall, the Board approved a 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. Filippello – 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 following field trip:

- Knights Code of Honor field trip on Thursday, December 4, 2014 to the Sky Zone in Maple Shade, NJ. Trip and transportation funded by the EHC Municipal Alliance

Mrs. Williams asked if this is an all day trip. Mr. Griffith responded yes.

(Roll call: Mrs. Brown-yes; Mrs. Filippello – 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 a partnership with Stockton College and CLS first grade team to screen for dyslexia, reading, and oral communication delays. Mrs. Williams wanted to know if the teachers at CLS are responsible for the testing. Mrs. Shulby responded that the teachers will be trained but will not be responsible for the testing. (Roll call: Mrs. Brown-yes; Mrs. Filippello – yes; Mrs. Hall-yes; Mr. Murphy-yes; Mr. Ortiz-yes; Mrs. Williams-yes; Mr. Bouchard-yes) Motion carried

PROGRAM ITEMS

Upon a motion by Mrs. Williams, seconded by Mr. Ortiz, the Board ratified and affirmed the Source 4 Teachers Substitute List for November, 2014. (Roll call: Mrs. Brown-yes; Mrs. Filippello – 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 Mr. Ortiz, the Board approved the District School Nursing Plans for the 2014-2015 school year. (Roll call: Mrs. Brown-yes; Mrs. Filippello – 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 Mr. Ortiz, the Board approved The following Nottingham Trent University student for an International and Community Perspectives placement in the Spragg School from March 9 – March 27, 2015

- Hannah Caughey assigned to Donna Fiedler/Susan Savino

(Roll call: Mrs. Brown-yes; Mrs. Filippello – 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 Mr. Ortiz, the Board approved the following Stockton College student for a student teaching placement at the Spragg school from January 2, 2015 – April 18, 2015:

- Alyssa Rossi – assigned to Deanna Walker

(Roll call: Mrs. Brown-yes; Mrs. Filippello – 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 Mr. Ortiz, the Board approved Stockton College student, Kylie Hickey for a Speech and Language Clinical Placement at the Charles L. Spragg and Egg Harbor City Community Schools from 1/5/15 through 6/30/15. (Roll call: Mrs. Brown-yes; Mrs. Filippello – 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 Mr. Ortiz, the Board ratified and affirmed submission of the FY'15 NJ Department of Agriculture Jets Play 60 Eat Right Move More Program Grant application for a total allocation of \$15,000. (Roll call: Mrs. Brown-yes; Mrs. Filippello – 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 Mr. Ortiz, the Board approved submission of the FY'15 Atlantic Care Healthy Schools Mini Grant application for a total allocation of \$800. (Roll call: Mrs. Brown-yes; Mrs. Filippello – 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 Mr. Ortiz, the Board approved submission of the 2014-2015 Progress Targets Action Plan Assurances to the Atlantic County Office of Education. (Roll call: Mrs. Brown-yes; Mrs. Filippello – yes; Mrs. Hall-yes; Mr. Murphy-yes; Mr. Ortiz-yes; Mrs. Williams-yes; Mr. Bouchard-yes) Motion carried

PROFESSIONAL DEVELOPMENT

Upon a motion by Mrs. Brown, seconded by Mr. Ortiz, the Board approved Professional Development Workshops for the 2014-2015 school year. (Roll call: Mrs. Brown-yes; Mrs. Filippello – yes; Mrs. Hall-yes; Mr. Murphy-yes; Mr. Ortiz-yes; Mrs. Williams-yes; Mr. Bouchard-yes) Motion carried

POLICIES/REGULATIONS ITEMS

Upon a motion by Mrs. Williams, seconded by Mrs. Hall, the Board approved first reading of Revised Policies / Regulations as follows:

1. Policy 3542.1 Wellness and Nutrition

(Roll call: Mrs. Brown-yes; Mrs. Filippello – 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 second reading of Revised Policies / Regulations as follows:

1. Policy 6350.1 Assessment of Individual Needs

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

NEW BUSINESS

No new business

INFORMATIONAL ITEMS

None

OPEN TO THE PUBLIC

No public comments were made

CALENDAR DATES

District dates of interest for the upcoming month:

November 27 & 28	Thanksgiving Recess (bldgs. closed)
December 3	JIF Dinner – Harbor Pines Country Club (5:30 p.m.)
December 10	Regular Board Meeting

ADJOURNMENT

There being no further business, upon a motion by Mrs. Brown, seconded by Mrs. Hall and carried unanimously, the Board adjourned the meeting at 7:55 p.m.

Respectfully submitted,

Laura E. Quiñones
Board Secretary