

EGG HARBOR CITY BOARD OF EDUCATION
REORGANIZATION/REGULAR MEETING

January 6, 2016

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 Business Administrator, Joseph Smurlo opening the meeting, and board members, Stephen Bouchard, Janine Brown, Carmen Filippello, Steven Ortiz, Maryann Rogers and Jeanne Williams present. Also present were: Superintendent/CLS Principal, Adrienne Shulby; Community School Principal, John Griffith; Director of Special Projects, Gina Forester; Supervisor of Early Childhood/LDTC, Tara Macchione; and Board Solicitor, Ron Sahli.

Mr. Smurlo 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.

Mr. Smurlo called for the flag salute.

ELECTION RESULTS

Mr. Smurlo reviewed the election result of November 3, 2015. They are as follows:

➤ Stephen V. Bouchard	423
➤ Write-in-Mary Ann Rodgers	11
➤ Total other write-in votes	12 votes amongst 4 candidates

NEW BOARD MEMBERS SWORN IN

Mr. Smurlo swore in Mr. Bouchard and Mrs. Rogers

ROLL CALL

Reflected in the opening paragraph

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 2nd is not required per by-law)

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

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

Mr. Bouchard assumed the chair as President.

The president called for nominations for vice-president.

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

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

Upon a motion by Mrs. Rogers, seconded by Mrs. Filippello, the Board appointed Mrs. Brown Vice President for the forthcoming year. (Roll call: Mrs. Brown-recuse; Mrs. Filippello – yes; Mr. Ortiz-yes; Mrs. Rogers-yes; Mrs. Williams – yes; Mr. Bouchard-yes). Motion carried.

There being no further nominations, a motion to close the floor for nominations was made by Mrs. Brown, seconded by Mr. Ortiz and carried.

Mr. Bouchard discussed committee assignments and distributed a committee sign-up sheet. He requested that the members please sign up for at least two committees and return the list to him by the end of the meeting.

ANNUAL APPOINTMENTS

Upon a motion by Mrs. Brown, seconded by Mrs. Williams, the Board appointed Laura E. Quiñones as Board Secretary. (Roll call: Mrs. Brown-yes; Mrs. Filippello – yes; Mr. Ortiz-yes; Mrs. Rogers-yes; Mrs. Williams – yes; Mr. Bouchard - yes). Motion carried.

Upon a motion by Mrs. Williams, seconded by Mr. Ortiz, the Board appointed Janine Brown as NJSBA Delegate for Jan. 2016-Jan. 2017. (Roll call: Mrs. Brown-recuse; Mrs. Filippello – yes; Mr. Ortiz-yes; Mrs. Rogers-yes; Mrs. Williams – yes; Mr. Bouchard - yes). Motion carried.

Upon a motion by Mr. Ortiz seconded by Mrs. Brown, the Board appointed Jeanne Williams, alternate NJSBA Delegate for Jan. 2016-Jan. 2017. (Roll call: Mrs. Brown-yes; Mrs. Filippello – yes; Mr. Ortiz-yes; Mrs. Rogers-yes; Mrs. Williams – recuse; Mr. Bouchard - yes). Motion carried.

Upon a motion by Mrs. Williams, seconded by Mrs. Brown, the Board appointed Steven Ortiz ACSBA Delegate for Jan. 2016-Jan. 2017. (Roll call: Mrs. Brown-yes; Mrs. Filippello – yes; Mr. Ortiz-recuse; Mrs. Rogers-yes; Mrs. Williams – yes; Mr. Bouchard - yes). Motion carried.

MOTIONS AND DESIGNATIONS

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

Upon a motion by Mrs. Brown, seconded by Mrs. Williams, the Board approved a change of Depositories for School Fund as follows: Depositories: Ocean City Home Bank or any GUDPA or federally approved depository in the state of New Jersey. (Roll call: Mrs. Brown-yes; Mrs. Filippello–yes; Mr. Ortiz-yes; Mrs. Rogers-yes; Mrs. Williams–yes; Mr. Bouchard - yes). Motion carried.

Upon a motion by Mrs. Brown, seconded by Mrs. Williams, the Board approved signatures for school funds as follows:

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

Signatories – Capital Reserve (1 of 2 required)

Business Administrator
Board Secretary

Signatories – Debt Service (1 of 2 required)

Business Administrator
Board Secretary

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

SPECIAL PRESENTATIONS

The Comprehensive Annual Financial Report for 2014-2015 was presented by Mike Garcia and Mary Pavoni of Ford-Scott & Associates LLC, District Auditors. Based on their recommendations a corrective action plan was developed by Mr. Smurlo and has been placed on the agenda for board approval tonight.

Mrs. Shulby, Mr. Griffith and Dr. Forester presented the PARCC results for year one via a power point presentation. Mrs. Shulby discussed the vision for public education in New Jersey, College and Career Ready Standards and New Jersey's Statewide Assessment Program.

Mr. Griffith discussed the PARCC Performance Levels 1-5. He also reviewed the ELA District Level Results for grades 3-8 and the Math District Level Results for grades 3-8 and Algebra I students. These slides compare the district score, state average and PARCC average scores by grade level.

Dr. Forester reviewed the slide on Questions To Guide PARCC Data Reflections. She discussed how this information will be utilized to identify strengths and gaps that exist in curriculum and

instruction and what is needed to meet the learning needs of all students. She then reviewed the Year One Data Analysis Plan and the Resources for Parents.

Mrs. Shulby concluded the presentation by asking if anyone had questions on the presentation.

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

No comments for the good of the board were made.

MONTHLY REPORTS

Mrs. Shulby discussed the Holiday Concert and the great turn out. She commended Mrs. Lake for a job well done. Mrs. Shulby and Mrs. Lake will be working together to make changes for next year to accommodate the crowd.

Mr. Smurlo discussed the budget calendar and finance committee dates.

Mr. Griffith handed those present a flyer regarding an internet safety workshop for the community sponsored by the 21st CCLC program. Babysitting services will be provided for children in grades 3-8. He urged those present to spread the word throughout the community.

Dr. Forester discussed the new ACCESS for ELLs assessment that the district will begin administering at the end of February.

Mrs. Macchione reported that the state liaison came in to observe in the classrooms. These observations will help to improve the curriculum and classrooms as part of the grant.

BOARD MINUTES

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

➤ December 9, 2015 Regular

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

FINANCIAL ITEMS

Upon a motion by Mr. Ortiz, seconded by Mrs. Brown, the Board approved the Board Secretary's Report and the Treasurer's Report for November 2015. (Roll call: Mrs. Brown-yes; Mrs. Filippello-yes; Mr. Ortiz-yes; Mrs. Rogers-yes; Mrs. Williams-yes; Mr. Bouchard - yes). Motion carried.

Upon a motion by Mr. Ortiz, seconded by Mrs. Brown, 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 11/30/15 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; Mr. Ortiz-yes; Mrs. Rogers-yes; Mrs. Williams-yes; Mr. Bouchard - yes). Motion carried.

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

1.	General Account	\$254,515.78
2.	Capital Account	\$ 0.00
3.	Food Service Account	\$ 1,228.83
4.	Payroll Account	\$561,669.80
5.	Debt Service Account	\$ 0.00

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

Upon a motion by Mr. Ortiz, seconded by Mrs. Brown, the Board approved the budget transfer (Resolution #16-07) for the 2015-16 school year in accordance with N.J.A.C. 6:20-2:13 and Chapter 196 Laws of 1967, as follows:

➤ January 6, 2016 Fund 10 - \$68,067.40 Fund 20 - \$785.00

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

Upon a motion by Mr. Ortiz, seconded by Mrs. Brown, the Board approved to accept the 2014-15 school audit and approve a corrective action plan in response to the following recommendations in the audit:

Finding: Contractor was over paid and a change order increasing the amount to the contractor was not board approved.

Corrective Action: All payments to vendors will be reviewed and compared to the contract amount prior to payment being made. All change orders for any contracts will be board approved. (Roll call: Mrs. Brown-yes; Mrs. Filippello-yes; Mr. Ortiz-yes; Mrs. Rogers-yes; Mrs. Williams-yes; Mr. Bouchard - yes). Motion carried.

NON-INSTRUCTIONAL OPERATIONS ITEMS

Facilities

Upon a motion by Mr. Ortiz, seconded by Mrs. Brown, the Board approved use of facilities by the DM Panthers Basketball Club for the 2015-16 school year. (Roll call: Mrs. Brown-yes; Mrs. Filippello-yes; Mr. Ortiz-yes; Mrs. Rogers-yes; Mrs. Williams-yes; Mr. Bouchard - yes). Motion carried.

Miscellaneous

Upon a motion by Mr. Ortiz, seconded by Mrs. Brown, 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. Filippello-yes; Mr. Ortiz-yes; Mrs. Rogers-yes; Mrs. Williams-yes; Mr. Bouchard - yes). Motion carried.

Upon a motion by Mr. Ortiz, seconded by Mrs. Brown, the Board approved a tuition contract for a Third Grade student, #9923511751, and a Fourth Grade student, #9371141683, who are homeless and whose district of residency is the Winslow Township School District in the amount of \$10,068.66 each, prorated to December 2, 2015, to provide an educational program during the 2015-16 school year. (Roll call: Mrs. Brown-yes; Mrs. Filippello-yes; Mr. Ortiz-yes; Mrs. Rogers-yes; Mrs. Williams-yes; Mr. Bouchard - yes). Motion carried.

Upon a motion by Mr. Ortiz, seconded by Mrs. Brown, the Board approved a contract with Management and Evaluation Associates to provide external evaluation of the district's 21st CCLC Program Administrator and staff during the 2015-16 school year at a cost of \$19,500 annually. (Roll call: Mrs. Brown-yes; Mrs. Filippello-yes; Mr. Ortiz-yes; Mrs. Rogers-yes; Mrs. Williams-yes; Mr. Bouchard - yes). Motion carried.

Upon a motion by Mr. Ortiz, seconded by Mrs. Brown, the Board approved a contract with Broad U.S.A., Inc. to provide service, maintenance, and extended warranty to the Broad heating/air conditioning unit located in the Egg Harbor City Community School for a 5-year period from July 1, 2015 to June 30, 2020 in the amount of \$136,554.00. (Roll call: Mrs. Brown-yes; Mrs. Filippello-yes; Mr. Ortiz-yes; Mrs. Rogers-yes; Mrs. Williams-yes; Mr. Bouchard - yes). Motion carried.

Upon a motion by Mr. Ortiz, seconded by Mrs. Brown, the Board approved a contract with Noble Roofing & Sheet Metal, Inc., of Richboro, PA, in the amount of \$16,109.68 as per the attached quote, in exchange for the payment of an overbilling of the same amount on the Final Payment Application for the Spragg Roofing and HVAC Replacement Project. Quotes were obtained to determine a fair market value for this work. (Roll call: Mrs. Brown-yes; Mrs. Filippello-yes; Mr. Ortiz-yes; Mrs. Rogers-yes; Mrs. Williams-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 medical leave of absence for Marie Farnan, Grade 1 teacher, effective 11/20/15 to 12/11/15 in accordance with FMLA. (Roll call: Mrs. Brown-yes; Mrs. Filippello-yes; Mr. Ortiz-yes; Mrs. Rogers-yes; Mrs. Williams-yes; Mr. Bouchard - yes). Motion carried.

Upon a motion by Mr. Ortiz, seconded by Mrs. Brown, the Board approved letter of retirement, with regret, from Donna Fiedler, CLS kindergarten teacher, received 12/18/2015 and effective 1/1/2017. (Roll call: Mrs. Brown-yes; Mrs. Filippello-yes; Mr. Ortiz-yes; Mrs. Rogers-yes; Mrs. Williams-yes; Mr. Bouchard - yes). Motion carried.

Upon a motion by Mr. Ortiz, seconded by Mrs. Williams, the Board approved EHCCS Basketball Coaches, Jordan Melchionni and Kimbra Goodwin to transport students in their cars after certain games and practices. Staff member license, registration and insurance information is on file in the Board Office. (Roll call: Mrs. Brown-yes; Mrs. Filippello-yes; Mr. Ortiz-yes; Mrs. Rogers-yes; Mrs. Williams-yes; Mr. Bouchard - yes). Motion carried.

STUDENT ITEMS

Upon a motion by Mr. Ortiz, seconded by Mrs. Williams, the Board approved 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; Mr. Ortiz-yes; Mrs. Rogers-yes; Mrs. Williams-yes; Mr. Bouchard - yes). Motion carried.

PROGRAMS

Upon a motion by Mr. Ortiz, seconded by Mrs. Williams, the Board approved EHCCS fieldwork placement for Stockton University students from 1/19/16 – 5/9/16

- Mark A. Giannini with Marc Roesch

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

Upon a motion by Mr. Ortiz, seconded by Mrs. Williams, the Board approved 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). (Roll call: Mrs. Brown-yes; Mrs. Filippello-yes; Mr. Ortiz-yes; Mrs. Rogers-yes; Mrs. Williams-yes; Mr. Bouchard - yes). Motion carried.

Upon a motion by Mr. Ortiz, seconded by Mrs. Williams, the Board approved 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). (Roll call: Mrs. Brown-yes; Mrs. Filippello-yes; Mr. Ortiz-yes; Mrs. Rogers-yes; Mrs. Williams-yes; Mr. Bouchard - yes). Motion carried.

Upon a motion by Mr. Ortiz, seconded by Mrs. Williams, the Board approved acceptance of AtlantiCare's mini-grant - ***School Staff, Student and Family Wellness Grant*** for the Community School and the Spragg School in the amount of \$800 each. Mr. Bouchard congratulated both schools. (Roll call: Mrs. Brown-yes; Mrs. Filippello-yes; Mr. Ortiz-yes; Mrs. Rogers-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. Brown, seconded by Mr. Ortiz, the Board approved Professional Development Workshops for the 2015-2016 school year. (Roll call: Mrs. Brown-yes; Mrs. Filippello-yes; Mr. Ortiz-yes; Mrs. Rogers-yes; Mrs. Williams-yes; Mr. Bouchard - yes). Motion carried.

POLICIES/REGULATIONS

None

NEW BUSINESS

None

INFORMATIONAL ITEMS

- Thank you letter for toiletry items donation to Alysha Garcia from NJ Veterans Memorial Home at Vineland
- Holiday Card from Cooper Levenson

OPEN TO THE PUBLIC

No public comments were made.

CALENDAR DATES

District dates of interest for the upcoming month:

January	18	Martin Luther King, Jr. Birthday (Bldgs. Closed)
February	10	Regular Board Meeting

ADJOURNMENT

There being no further business, upon a motion by Mrs. Brown seconded by Mr. Ortiz, and carried unanimously, the Board adjourned the meeting at 8:16p.m.

Respectfully submitted,

Laura E. Quiñones
Board Secretary