

EGG HARBOR CITY BOARD OF EDUCATION  
REGULAR MEETING

July 12, 2017

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, Stephen Murphy, MaryAnn Rogers, Dana Seaver and Jeanne Williams present. Also present were: Superintendent/CLS Principal, Adrienne Shulby; Business Administrator, Joseph Smurlo; EHCCS Principal, John Griffith; Board Solicitor, Ron Sahli and Board Secretary, Maryanne Shupin.

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.

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

AWARD PRESENTATION

Mrs. Shulby presented CLS Teacher, Veronica Warrakah, with a Golden Apple for her 30 plus years in the Egg Harbor City School District upon retirement. Ms. Warrakah spoke from her heart of how she proudly served EHC school district and stressed that she was “blessed beyond measure”. Pictures were taken of Ms. Warrakah with her family and all the Board Members.

HIB PRESENTATION

Mrs. Shulby unveiled the NJDOE School Self-Assessment for Determining Grades under the Anti-Bullying Bill of Rights via a power point presentation. Sharing the grades at a public meeting is an annually requirement. The eight different indicators reviewed were the same as last year’s assessment. Both schools in the district attained 69 points which is above the 52-point requirement. One way to improve our expectations for next year is to train our volunteers who participate in the HIB programs. These scores will be posted on the school’s webpage.

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 comments were made.

COMMENTS FOR THE GOOD OF THE BOARD

Mr. Bouchard informed the Board that Mrs. Shulby has been named Atlantic County Superintendent of the Year. The announcement was recognized as a tribute to Mrs. Shulby’s distinguished practice of professionalism. The terms of the November School Board Elections were reviewed. Egg Harbor City has two 3-year seats and one 2-year seat available for the November 7<sup>th</sup> election. Candidates must submit their application to the county office by 4 PM on Monday, July 31, 2017 in order to have their name appear on the ballot.

MONTHLY REPORTS

Mrs. Shulby reported that all Summer Programs are under way at Spragg School; allowing construction to be completed in the Community School. The gym floor and soffits have been repaired. The HVAC has not been started and that has been a topic of discussion at each weekly meeting with the SDA.

Mr. Smurlo explained under IX.C the Contini Caterers management fee has changed to \$14,214.00 from \$13,800.00 with an "Index Rate" of 3%.

Mr. Griffith publicly thanked Dana and Jeanne for helping with the other volunteers in the Please Let Us Eat program. He also handed out a flyer announcing a family event called "Back to School Cookout". Important information and school supplies will be given out between 5:30 PM - 7:30 PM on Tuesday, August 29, 2017 during the second annual BBQ. This is an excellent way for students and staff to kick-off the new school year.

BOARD MINUTES

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

- June 14, 2017 Regular

(Roll call: Mr. Murphy-yes; Ms. Rogers-yes; Mrs. Seaver-yes; Mrs. Williams-yes; Mr. Bouchard-yes) Motion carried.

FINANCIAL ITEMS

Upon a motion by Mrs. Williams, seconded by Ms. Rogers, the Board approved the Board Secretary's Report and the Treasurer's Report for May 2017. (Roll call: Mr. Murphy-yes; Ms. Rogers-yes; Mrs. Seaver-yes; Mrs. Williams-yes; Mr. Bouchard-yes) Motion carried.

Upon a motion by Mrs. Williams, seconded by Ms. Rogers, 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 05/31/17 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: Mr. Murphy-yes; Ms. Rogers-yes; Mrs. Seaver-yes; Mrs. Williams-yes; Mr. Bouchard-yes) Motion carried.

Upon a motion by Mrs. Williams, seconded by Ms. Rogers, the Board approved the June bill list as follows:

1.	General Account	\$251,250.29
2.	Capital Account	\$ 0.00
3.	Food Service Account	\$ 26,771.73
4.	Payroll Account	\$607,817.98
5.	Debt Service Account	\$ 0.00

(Roll call: Mr. Murphy-yes; Ms. Rogers-yes; Mrs. Seaver-yes; Mrs. Williams-yes; Mr. Bouchard-yes) Motion carried.

Upon a motion by Mrs. Williams, seconded by Ms. Rogers, the Board approved Budget transfer (Resolution #18-01) for the 2017-18 school year in accordance with N.J.A.C. 6:20-2:13 and Chapter 196 Laws of 1967, as follows:

- July 12, 2017 Fund 10 - \$6,022.52 Fund 20 - \$42.46

(Roll call: Mr. Murphy-yes; Ms. Rogers-yes; Mrs. Seaver-yes; Mrs. Williams-yes; Mr. Bouchard-yes) Motion carried.

Upon a motion by Mrs. Williams, seconded by Ms. Rogers, the Board approved the closing of Charles L. Spragg Elementary School roof replacement and HVAC alterations project (Fund 30) and move the unused cash portion in the amount of \$8,494.25 back into Capital Reserve.

(Roll call: Mr. Murphy-yes; Ms. Rogers-yes; Mrs. Seaver-yes; Mrs. Williams-yes; Mr. Bouchard-yes) Motion carried.

Upon a motion by Mrs. Williams, seconded by Ms. Rogers, the Board authorizes the Business Administrator to transfer the unused portion of the 2016-2017 withdrawal from Maintenance Reserve in the amount of \$31,208.12 back into the Maintenance Reserve as of June 30, 2017.

(Roll call: Mr. Murphy-yes; Ms. Rogers-yes; Mrs. Seaver-yes; Mrs. Williams-yes; Mr. Bouchard-yes) Motion carried.

Upon a motion by Mrs. Williams, seconded by Ms. Rogers, the Board approved the withdrawal of \$31,208.12 from the Maintenance Reserve and appropriation to the required maintenance lines in the 2017-2018 budget. (Roll call: Mr. Murphy-yes; Ms. Rogers-yes; Mrs. Seaver-yes; Mrs. Williams-yes; Mr. Bouchard-yes) Motion carried.

Upon a motion by Mrs. Williams, seconded by Ms. Rogers, the Board authorized OceanFirst Bank to honor any and all checks, drafts, or other orders for the payment or withdraw of money drawn the Egg Harbor City School District's name including those drawn bearing a facsimile signature. (Roll call: Mr. Murphy-yes; Ms. Rogers-yes; Mrs. Seaver-yes; Mrs. Williams-yes; Mr. Bouchard-yes) Motion carried.

NON-INSTRUCTIONAL OPERATIONS ITEMS

Upon a motion by Ms. Rogers, seconded by Mrs. Williams, the Board approved a contract with Phoenix Advisors, LLC to provide Continuing Disclosure Agent services for the 17-18 school year at a cost of \$850.00 annually. (Roll call: Mr. Murphy-yes; Ms. Rogers-yes; Mrs. Seaver-yes; Mrs. Williams-yes; Mr. Bouchard-yes) Motion carried.

Upon a motion by, Ms. Rogers, seconded by Mrs. Williams, the board approved lunch prices for the 2017-18 school year as follows:

	<i>Spragg</i>		<i>Community</i>	
	<u>Full</u>	<u>Reduced</u>	<u>Full</u>	<u>Reduced</u>
Lunch	\$2.75	\$.40	\$2.90	\$.40
Breakfast	Free	Free	Free	Free
Adult Lunch	\$4.25		\$4.25	
Adult Breakfast	\$1.75		\$1.75	

The weighted average price will be increased by \$.07 cents from the previous year in accordance USDA Paid Lunch Equity requirements for the National School Lunch Program. Breakfast will be free of charge for all students. (Roll call: Mr. Murphy-yes; Ms. Rogers-yes; Mrs. Seaver-yes; Mrs. Williams-yes; Mr. Bouchard-yes) Motion carried.

Upon a motion by Ms. Rogers, seconded by Mrs. Williams, the Board approved a contract with Contini Caterers of Margate Inc. as the district's food service management company for the 2017-2018 school year. Contract terms and condition are in accordance with the specifications and proposal as follows:  
Management fee: \$14,214.00 (no increase in accordance with US Dept. of Commerce Current "Index Rate" of 3%). Guarantee breakeven contract; not to exceed total management fee. (Roll call: Mr. Murphy-yes; Ms. Rogers-yes; Mrs. Seaver-yes; Mrs. Williams-yes; Mr. Bouchard-yes) Motion carried.

Upon a motion by Ms. Rogers, seconded by Mrs. Williams, the Board approved a contract with Bolt Courier Service in the amount of \$15 per delivery (\$780.00 annually) to provide pickup and bank deposits for the 2017-2018 school year. (Roll call: Mr. Murphy-yes; Ms. Rogers-yes; Mrs. Seaver-yes; Mrs. Williams-yes; Mr. Bouchard-yes) Motion carried.

Upon a motion by Ms. Rogers, seconded by Mrs. Williams, the Board approved a contract with the Proasys Managed Water Solutions chemical water treatment to the district's HVAC system provide twice annual Legionella testing for a cost of \$6,825.00 annually during the 2017-2018 school year. (Roll call: Mr. Murphy-yes; Ms. Rogers-yes; Mrs. Seaver-yes; Mrs. Williams-yes; Mr. Bouchard-yes) Motion carried.

PERSONNEL (as recommended by the Superintendent)

Upon a motion by Mrs. Williams, seconded by Ms. Rogers, the board approved the following Harborfields staff for the 2017-2018 school year at the contractual rate funded by FY'18 NCLB Title I D Grant as follows:

- Rochelle Andres, Facilitator for 8 hours per week for 48 weeks
- Brian Bender, Teacher for 8 hours per week for 48 weeks
- Lapell Chapman, Teacher for 8 hours per week for 48 weeks

(Roll call: Mr. Murphy-yes; Ms. Rogers-yes; Mrs. Seaver-yes; Mrs. Williams-yes; Mr. Bouchard-yes) Motion carried.

Upon a motion by Mrs. Williams, seconded by Ms. Rogers, the board approved Nova Southeastern University student, Samantha Talley for a Speech and Language Externship with the Special Projects Department for the 2017-2018 school year. (Roll call: Mr. Murphy-yes; Ms. Rogers-yes; Mrs. Seaver-yes; Mrs. Williams-yes; Mr. Bouchard-yes) Motion carried.

Upon a motion by Mrs. Williams, seconded by Ms. Rogers, the board approved EHCCS Teacher Deepa McCabe, for up to ten (10) hours as summer Chromebook Camp teacher, funded by the Atlantic County Prosecutor's Office. (Roll call: Mr. Murphy-yes; Ms. Rogers-yes; Mrs. Seaver-yes; Mrs. Williams-yes; Mr. Bouchard-yes) Motion carried.

Upon a motion by Mrs. Williams, seconded by Ms. Rogers, the board approved the following Spragg extra-curricular activity positions for the 2017-2018 school year at the contractual rate as follows:

<b>ACTIVITY POSITION</b>	
Art Club	Heather Camillo
<b>DUTIES</b>	
AM/PM Duty	Alysha Garcia Tina Hennaut Bianca Marinucci Laura Gentile
<b>CLS SMT</b>	
School Management Team Members (Summer & School Year)	Stacy Baggstrom Michele Bauers Cindi Craig Alysha Garcia Tina Hennaut Bianca Marinucci Alternates: Emily Rheault Sandra Snyder

(Roll call: Mr. Murphy-yes; Ms. Rogers-yes; Mrs. Seaver-yes; Mrs. Williams-yes; Mr. Bouchard-yes)  
 Motion carried.

Upon a motion by Mrs. Williams, seconded by Ms. Rogers, the board approved EHCCS extracurricular, duty and coaching positions as listed for the 2017-2018 school year at the contractual rate.

<b>ACTIVITY POSITION</b>	
Nat. Jr. Honor Society	Andrew Ross
Student Council	Marc Roesch
Yearbook Club	Andrew Ross
Athletic Coordinator	Stacy Snavely
I&RS Coordinator	Kelsey Wertz
<b>COACHING</b>	
Girls' Basketball Coach	Marc Roesch
Boys' Basketball Coach	Dan Sakers
Athletic Chaperones for Basketball	Marc Roesch James Connelly Lorie Walsh Tom D'Attilio Bianca Marinucci
<b>DUTIES</b>	

AM/PM Duty	Thomas Culleney James Connelly Jen Connelly Tom D'Attilio Tom Kresz Gianna Miranda
Long Detention Supervisor (90 Minutes)	Mary O'Sullivan
Office Detention Supervisor (40 Minutes)	Tina Scibilia
<b>EHCCS SMT</b>	
School Management Team Members (Summer & School Year)	Jim Connelly Gretchen Halfpenny Marc Roesch Karen Porreca Andrew Ross Kelsey Wertz

(Roll call: Mr. Murphy-yes; Ms. Rogers-yes; Mrs. Seaver-yes; Mrs. Williams-yes; Mr. Bouchard-yes)  
 Motion carried.

Upon a motion by Mrs. Williams, seconded by Ms. Rogers, the board approved the following substitutes for the 2017-2018 school year.

1. Nurse Substitutes (Daily rate: \$100.00)
  - Theresa Albani
  - Bonnie Bowen
  - Kimberly Davis
  - Judy Fern
  - Michele Patterson
  
2. Custodian Substitutes (Daily rate: \$70.00)
  - Rochelle Gerber
  - Robert Rifkin
  - Edward Adams

(Roll call: Mr. Murphy-yes; Ms. Rogers-yes; Mrs. Seaver-yes; Mrs. Williams-yes; Mr. Bouchard-yes)  
 Motion carried.

Upon a motion by Mrs. Williams, seconded by Ms. Rogers, the board approved posting for teacher mentors for the 2017-2018 school year. (Roll call: Mr. Murphy-yes; Ms. Rogers-yes; Mrs. Seaver-yes; Mrs. Williams-yes; Mr. Bouchard-yes) Motion carried.

Upon a motion by Mrs. Williams, seconded by Ms. Rogers, the board approved posting for district free and reduced lunch applications coordinator for the 2017-2018 school year, at the contractual rate. . (Roll call: Mr. Murphy-yes; Ms. Rogers-yes; Mrs. Seaver-yes; Mrs. Williams-yes; Mr. Bouchard-yes) Motion carried.

Upon a motion by Mrs. Williams, seconded by Ms. Rogers, the board approved posting for district substitute call person for the 2017-2018 school year, at the contractual rate. (Roll call: Mr. Murphy-yes; Ms. Rogers-yes; Mrs. Seaver-yes; Mrs. Williams-yes; Mr. Bouchard-yes) Motion carried.

Upon a motion by Mrs. Williams, seconded by Ms. Rogers, the board approved posting for district registrar for the 2017-2018 school year, at the contractual rate. (Roll call: Mr. Murphy-yes; Ms. Rogers-yes; Mrs. Seaver-yes; Mrs. Williams-yes; Mr. Bouchard-yes) Motion carried.

#### STUDENT ITEMS

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

#### PROGRAM ITEMS

Upon a motion by Mrs. Seaver seconded by Ms. Rogers, the Board approved the submission of the 2017-2018 NCLB applications, acceptance of Title 1A, Title ID LEA, and Title IIA allocated funds and the refusal of Title III funds. (Roll call: Mr. Murphy-yes; Ms. Rogers-yes; Mrs. Seaver-yes; Mrs. Williams-yes; Mr. Bouchard-yes) Motion carried.

Upon a motion by Mrs. Seaver seconded by Ms. Rogers, the Board the accepted the 21<sup>st</sup> Century Community Learning Center grant for 2017-2018 school year for \$350,000.00 September 1, 2017- August 31, 2018. (Roll call: Mr. Murphy-yes; Ms. Rogers-yes; Mrs. Seaver-yes; Mrs. Williams-yes; Mr. Bouchard-yes) Motion carried.

Upon a motion by Mrs. Seaver seconded by Ms. Rogers, the Board the approved the Standing Orders for Egg Harbor City School District Nurses 2017-2018 school year. (Roll call: Mr. Murphy-yes; Ms. Rogers-yes; Mrs. Seaver-yes; Mrs. Williams-yes; Mr. Bouchard-yes) Motion carried.

Upon a motion by Mrs. Seaver seconded by Ms. Rogers, the Board the approved the submission of the Comprehensive Equity Plan Annual Statement of Assurance for the School year 2017-2018. (Roll call: Mr. Murphy-yes; Ms. Rogers-yes; Mrs. Seaver-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 Ms. Rogers, the Board approved Professional Development Workshops for the 2017-2018 school year. (Roll call: Mr. Murphy-yes; Ms. Rogers-yes; Mrs. Seaver-yes; Mrs. Williams-yes; Mr. Bouchard-yes) Motion carried.

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### POLICIES/REGULATIONS

Upon a motion by Ms. Rogers, seconded by Mrs. Williams, the board approved first reading of New/Revised Policies/Regulations as follows:

1. Policy 3542.2 School Meal Program-Arrears
2. Policy 5141.4R – Missing, Abused and Neglected Children –Regulation
3. Policy 3510 - Operation & Maintenance of Plant
4. Policy 3516 - Safety

(Roll call: Mr. Murphy-yes; Ms. Rogers-yes; Mrs. Seaver-yes; Mrs. Williams-yes; Mr. Bouchard-yes) Motion carried.

Upon a motion by Ms. Rogers, seconded by Mrs. Williams, the board approved second reading of New/Revised Policies/Regulations as follows:

1. Policy 5141. 1 – Missing, Abused and Neglected Children

(Roll call: Mr. Murphy-yes; Ms. Rogers-yes; Mrs. Seaver-yes; Mrs. Williams-yes; Mr. Bouchard-yes) Motion carried.

### OPEN TO THE PUBLIC

Mrs. Williams asked if the new Transgender policies have been finalized. Mrs. Shulby informed the Board that once NJSBA releases revised policies they will place on the next agenda for the Board to vote on.

### CALENDAR DATES

District dates of interest for the upcoming month:

- August 9 Regular BOE Meeting

### ADJOURNMENT

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

Respectfully submitted,

Maryanne Shupin  
Board Secretary