

**EGG HARBOR TOWNSHIP BOARD OF EDUCATION**  
**Office of the Board Secretary**  
**13 Swift Drive**  
**Egg Harbor Township, New Jersey 08234**

**MINUTES**

**February 13, 2018**

**WORK SESSION**

**Meeting called to order at 6:01 PM.**

**1. PUBLIC MEETING OPENING**

Procedural: 1.1 Call to Order

Procedural: 1.2 Open Public Meetings Statement:

New Jersey Open Public Meetings Law was enacted to ensure the right of the public to have advance notice of and to attend the meetings of public bodies at which any business affecting their interests is discussed or acted upon.

In accordance with the provisions of the New Jersey Open Public Meetings Act, on Wednesday, January 3rd, the Egg Harbor Township Board of Education gave notice of this meeting to "The Press" and "The Current of Egg Harbor Township." Notice was also given that day to the Egg Harbor Township Clerk and posted on the bulletin board in Township Hall.

Procedural: 1.3 Roll Call:

**Members present**

Lou Della Barca, Ray Ellis, Jack Haines, Marita Sullivan, Amy Summer, Amber Umphlett, Pete Castellano

Absent: Tamika Gilbert-Floyd and Michelle CarneyRay-Yoder

Also Present: Dr. Kim Gruccio/Superintendent, Mr. Stephen Santilli/Assistant Superintendent, Mr. John Davis/Assistant Superintendent, Ms. Chandra Anaya, Board Secretary/Business Administrator, Dr. Carolyn Gibson/Director of Human Resources, Mrs. Houck-Elco/Board Attorney

**2. RESOLUTION - EXECUTIVE SESSION - February 13, 2018**

Action: 2.1 Recess to Executive Session

**RESOLVED**, that the Egg Harbor Township Board of Education shall meet in executive session on February 13, 2018 immediately, for the purpose of discussing Personnel and Litigation.

**FURTHER RESOLVED**, that the discussion of each subject matter in executive session will be disclosed to the public when the matter has been settled, unless such is otherwise prohibited by law.

Discussion: 2.2 Personnel

Discussion: 2.3 Attorney's Report

Action: 2.4 Reconvene Open Public Meeting

**3. PUBLIC MEETING OPENING**

Procedural: 3.1 Call to Order at 7:00 PM.

Procedural: 3.2 Open Public Meetings Statement

New Jersey Open Public Meetings Law was enacted to ensure the right of the public to have advance notice of and to attend the meetings of public bodies at which any business affecting their interests is discussed or acted upon.

In accordance with the provisions of the New Jersey Open Public Meetings Act, on Wednesday, January 3rd, the Egg Harbor Township Board of Education gave notice of this meeting to "The Press" and "The Current of Egg Harbor Township." Notice was also given that day to the Egg Harbor Township Clerk and posted on the bulletin board in Township Hall.

Procedural: 3.3 Roll Call

**Members present**

Lou Della Barca, Ray Ellis, Jack Haines, Marita Sullivan, Amy Summer, Amber Umphlett, Pete Castellano

Absent: Tamika Gilbert-Floyd and Michelle CarneyRay-Yoder

Also Present: Dr. Kim Gruccio/Superintendent, Mr. Stephen Santilli/Assistant Superintendent, Mr. John Davis/Assistant Superintendent, Ms. Chandra Anaya, Board Secretary/Business Administrator, Dr. Carolyn Gibson/Director of Human Resources, Mrs. Jamie Shoemaker/Assistant to the Business Administrator, Mrs. Houck-Elco/Board Attorney

Procedural: 3.4 Flag Salute

Mr. Castellano spoke about videotaping Board meetings for television.

#### **4. MINUTES**

Discussion: 4.1 Minutes

#### **5. FINANCE/OPERATIONS - Draft 02/20/18 Agenda**

Mrs. Sullivan gave the Finance and Operations Committee Report. Items discussed:

- Projects Mr. Downie discussed: Building, Pool HVAC and ESIP
- Facilities budget and project priorities
- Food service recap of last 3 years, pricing and FY2019 staffing

Mr. Downie gave an update on the High School Pool HVAC Replacement project.

Ms. Anaya discussed minimum wage requirement increase, pool HVAC, new copier contract and special education.

Mrs. Umphlett, Ms. Anaya and Mr. Castellano discussed abatements.

Mr. Castellano discussed district copier agreement and Copiers Plus and asked Ms. Anaya to discuss LinkIt and Pyramid Consultants.

Ms. Anaya and Mr. Davis elaborated on finance #5.13 and #5.22.

Discussion: 5.2 Transfers for Ratification 2017/2018

Discussion: 5.3 Bills for Payment

Discussion: 5.4 Purchases (per Board Policy #6421)

Discussion: 5.5 Accept Gifts, Grants and Donations per Board Policy #7230)

Discussion: 5.6 Out of District Travel

Discussion: 5.7 Travel and Related Expense Reimbursement

Discussion: 5.8 Board Report and Receipts and Expenditures for December 2017

Discussion: 5.9 Financial Report of the Board Secretary for December 2017

Discussion: 5.10 Insight Workforce Solutions (Addendum)

Discussion: 5.11 Minimum Wage Rate Increase

#### **Action: 5.12 HS Pool HVAC Replacement Award - Bernal Mechanical**

Approve Notice to Award and Contract for the High School Pool HVAC Replacement Contract - Bernal Mechanical

Motion by Marita Sullivan, second by John Haines.

Final Resolution: Motion Passes

Yes: Louis Della Barca, Ray Ellis, John Haines, Marita Sullivan, Amy Summer, Amber Umphlett, Pete Castellano

Absent: Tamika Gilbert-Floyd and Michelle Carney-Ray-Yoder

Discussion: 5.13 Award Contract for Reprographics Equipment/Services Utilizing the Federal Supply Schedule of the General Services Administration

Discussion: 5.14 Appoint Anti-Bullying Coordinator

Discussion: 5.15 Appoint Compliance Officer for USDOE Office of Civil Rights

Discussion: 5.16 Appoint School Safety Specialist

Discussion: 5.17 Cape May County Special Services Transportation Jointure

Discussion: 5.18 Out of District Tuition Contracts for Students in Compliance with McKinney Vento Act

Discussion: 5.19 Out of District Tuition Contracts for Egg Harbor Township Students Placed by McKinney Vento Act

Discussion: 5.20 Acceptance Elementary and Secondary Education Act/Every Student Succeeds Act (ESEA/ESSA) Consolidated Grant Funds for Fiscal Year 2018

Discussion: 5.21 LinkIt! NJ Pilot Program

Discussion: 5.22 Pyramid Education Consultants, Inc. - Special Education

Discussion: 5.23 Commission For The Blind and Visually Impaired 2017/2018 - Special Education

Discussion: 5.24 ABA/Discrete Trial Aide Services 2017/2018 School Year - Special Education

Discussion: 5.25 Revised Grounds Building Proposal - Spiezle Architectural Group

## **6. CURRICULUM - Draft 02/20/18 Agenda**

Mrs. Umphlett gave the Curriculum Committee Report. Items discussed:

- Committee Norms: confidentiality, committee agenda items, reported to the Board as a whole
- Title I - Miller School
- Data Calendar - for planning 2018/2019 school year
- Curriculum timelines
- Benchmark Data and State review
- New Curriculum Template for discussion at next committee meeting

Discussion: 6.2 Field Trips In State

Discussion: 6.3 Field Trips Out of State

Discussion: 6.4 2018 Tournament for Jersey Shore Mathletes

Discussion: 6.5 EHT High School Mock Car Crash 2018

## **7. PERSONNEL - Draft 02/20/18 Agenda**

Discussion: 7.2 Resignation(s) Retirement(s)

Discussion: 7.3 Termination(s)

Discussion: 7.4 Transfer(s)

Discussion: 7.5 Appointments

Discussion: 7.6 Leaves of Absence

Discussion: 7.7 Adjustment(s)

Discussion: 7.8 Job Description(s)

## **8. POLICY - Draft 02/20/18 Agenda**

Mrs. Gilbert-Floyd gave the Policy Committee report. Items discussed:

- Old Business: Google Docs, confidentiality, agenda, BOE report and agendas
- Strauss Esmay Policy Alert #214 (district security)
- Policy 7440
- Policy 7441
- Policy 8630
- Bylaw 0168
- Electronic surveillance, bylaw #0168 and "Permission to Carry" for discussion at next committee meeting.

Mr. Castellano discussed there will be a New Business item on the February 20th agenda for the revised district calendar.

Discussion: 8.1 Policy Committee Report

Discussion: 8.2 Policy 7440 - School District Security, Revised, Single Reading

Discussion: 8.3 Policy 8630 - Bus Driver/ Bus Aide Responsibility, Revised, Single Reading

## **9. NEW BUSINESS - Draft 02/20/18 Agenda**

Discussion: 9.1 Revised 17/18 District School Year Calendar

## **10. OLD BUSINESS - Draft 02/20/18 Agenda**

Discussion: 10.1 HIB Cases Presented in Executive Session

## **11. ADMINISTRATIVE MONTHLY REPORTS**

Reports: 11.1 District Enrollment Report through January 31, 2018

Reports: 11.2 Swift School/ Monthly Reports/ January 2018

Reports: 11.3 Slaybaugh School Complex/ Monthly Reports/ January 2018

Reports: 11.4 Davenport Complex/ Monthly reports/ January 2018

Reports: 11.5 Miller School/ Monthly Reports/ January 2018

Reports: 11.6 Alder Middle School/ Monthly Reports/ January 2018

Reports: 11.7 Fernwood Middle School/ Monthly Reports/ January 2018

Reports: 11.8 High School/ Monthly Reports/ January 2018

Reports: 11.9 Eagle Academy/ Monthly Reports/ January 2018

Reports: 11.10 Central Registration Attendance Officers/ Monthly Reports/ December 2017

Reports: 11.11 Development Office/ Monthly Report/ January 2018

Reports: 11.12 Dining Services/ Monthly Report/ January 2018

Reports: 11.13 Energy Program/Monthly Report/ January 2018

Reports: 11.14 Facilities/ Monthly Report/ January 2018

Reports: 11.15 ITS/ Monthly Reports/ January 2018

Reports: 11.16 Miller/ ASPIRE/ Monthly Reports/ Jan 2018

Reports: 11.17 Out of School Suspension Reports

Reports: 11.18 Transportation/ Monthly Reports/ January 2018

## **12. COMMUNICATIONS**

Information: 12.1 Request for Public Records (OPRA) Report

Information: 12.2 Letter from NJDOE congratulating 21st CCLC district attendance in the program.

## **13. COMMENTS**

Emily McGrath, 410 Aurora Drive - asked the Board for a full page ad for the High School musical playbook.

Ellen Ernst, 88 Marshall Drive - discussed full-time and part-time paraprofessionals.

Kathy Waszen, Association President - discussed the School Safety Specialist and full-time paraprofessionals.

Dr. Gruccio presented an update on District Learning Goals.

Mr. Castellano and Mrs. Umphlett thanked Dr. Gruccio for the presentation and her hard work.

Mr. Ellis discussed regular education students and paraprofessionals.

## **14. BOARD GOALS**

Presentations: 14.1 An Update on Board of Education Goals

Mr. Castellano gave a presentation on the Board of Education goals and asked for support to continue Board training.

Board members discussed training topics, calendar and Board Docs.

Mr. Haines discussed the school messenger program and flu season.

## **15. SUPERINTENDENT'S DISTRICT GOALS**

Presentations: 13.1 An Update on District Learning Goals

## **16. ADJOURNMENT**

Action: 15.1 Adjourn Meeting  
Motion to adjourn the meeting

Motion by John Haines, second by Marita Sullivan.

Final Resolution: Motion Passes

Yes: Louis Della Barca, Ray Ellis, John Haines, Marita Sullivan, Amy Summer, Amber Umphlett, Pete Castellano

Absent: Tamika Gilbert-Floyd and Michelle CarneyRay-Yoder

Meeting adjourned at 8:17 PM.

Respectfully Submitted,

Chandra D. Anaya, CPA  
School Business Administrator/Board Secretary