

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

MINUTES

**June 27, 2017**  
**REGULAR MEETING**

President Della Barca called the regular meeting of the Egg Harbor Township Board of Education to order at 6:00 PM on June 27, 2017 at the Alder Avenue Middle School Board Room.

At the President's request, Mrs. Anaya, Business Administrator, read the following statement: "On Wednesday, January 4, 2017, notice of this meeting was mailed to "The Press" and "The Current of Egg Harbor Township." Notice was also delivered that day to the Egg Harbor Township Clerk and posted on the bulletin board in Township Hall."

- 1- On a **motion** by Mr. Riggs and seconded by Mrs. Szilagyi the Board voted to go into Executive Session. The Roll Call vote was unanimous.

**RESOLVED**, that the Egg Harbor Township Board of Education shall meet in executive session on June 27, 2017 immediately, for the purpose of discussing: personnel, litigation and/or attorney-client privilege.

**FURTHER RESOLVED**, that the discussion of such subject matter in executive session will be disclosed to the public when the matter has been settled, unless such is otherwise prohibited by law. The items to be discussed are: personnel, litigation and/or attorney-client privilege.

The Board went into Executive Session at 6:01 PM.

- 2- On a **motion** by Mr. Riggs and seconded by Mrs. Szilagyi the Board voted to reconvene the open portion of the meeting. The Roll Call vote was unanimous.

The Board reconvened at 7:03 PM.

Roll Call: Mr. Pete Castellano, Mr. Chris Moran, Mr. Justin Riggs, Mrs. Barbara Szilagyi, Mr. Lou Della Barca

Absent: Mr. Ray Ellis, Mrs. Marita Sullivan and Mrs. Amber Umphlett

Mr. Haines arrived at 7:26 PM.

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Also Present: Dr. Kim Gruccio/Assistant Superintendent; Mrs. Chandra Anaya/School Business Administrator/Board Secretary; Dr. Carolyn Gibson/Director of Human Resources; Mrs. Amy Houck-Elco/Board Attorney; Mrs. Jamie Shoemaker/Supervisor of Accounting

Mr. Della Barca led the flag salute and asked for a moment of silence for Mr. Nickles who passed away recently. He also asked that we keep the students and families that were involved in a tragic accident last night, and Mrs. Sullivan's husband who is ill in our thoughts.

## **MINUTES**

1. March 7, 2017 – Special Meeting
2. March 14, 2017 – Executive Session
3. March 14, 2017 – Regular Meeting
4. March 21, 2017 – Executive Work Session
5. March 21, 2017 – Work Session
6. March 28, 2017 – Executive Session
7. March 28, 2017 – Regular Meeting

- 3- On a **motion** by Mr. Riggs and seconded by Mrs. Szilagyi the Board voted to approve MINUTES

## **Discussion:**

None.

## **Roll Call:**

Yes: Mr. Castellano, Mr. Moran, Mr. Riggs, Mrs. Szilagyi, Mr. Della Barca

Absent: Mr. Ellis, Mr. Haines, Mrs. Sullivan and Mrs. Umphlett

## **SUPERINTENDENT'S REPORT**

Dr. Gruccio introduced Mr. Pellegrino, Athletic Director who introduced the boys' track team coaches and girls' softball coaches and congratulated all for their winning seasons.

Mr. Haines arrived at 7:26 PM.

Dr. Gruccio introduced and congratulated Kaitlyn Schoeffel, Egg Harbor Township graduate and Miss New Jersey 2017.

Dr. Gibson introduced and congratulated Dr. Linda Szypula, recipient of the Fulbright Distinguished Awards Teaching Program.

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A representative from Insight Workforce gave an update and presentation. Mr. Haines, Mr. Riggs and Mrs. Szilagyi discussed district experience and concerns with Insight Workforce.

### **QUESTIONS/COMMENTS FROM MEMBERS OF THE PUBLIC FOR AGENDA ITEMS**

Carl Mason, 3057 Fernwood Avenue – discussed substitute coverage.

Eileen Wood, 21 Somers Avenue – discussed substitute staff qualifications.

Carla Jackson, 6 Faith Drive – discussed scheduling a meeting with district administration.

During the Public Portion:

- Mr. Moran and Mrs. Szilagyi left the dais at 7:56 pm.
- Mrs. Szilagyi returned at 7:57 PM.
- Mr. Moran returned at 7:58 PM.
- Mr. Haines left the dais at 7:58 PM and returned at 8:00 PM.

### **Finance/Operations – 100**

Mr. Castellano gave a legislative update.

Mr. Castellano gave the Finance and Operations committee report. Items discussed:

- Facilities building
- High School pool HVAC project
- ESIP
- High School roof
- District projects
- Capital reserve and maintenance reserve

The next committee meeting is scheduled for August 1<sup>st</sup>.

1. Transfers for Ratification 2016/2017
2. Transfers Request 2017/2018
3. Bills for Payment
4. Approve Purchases (per Board Policy 6421)
5. Accept Gifts, Grants and Donations (per Board Policy 7230)
6. Approve Out of District Travel
7. Approve Travel and Related Expense Reimbursement
8. Approve Board Report of Receipts and Expenditures for April 2017
9. Approve Financial Report of the Board Secretary for April 2017
10. Approve Withdrawal from Capital Reserve
11. Approve Transfer of Current Year Surplus to Capital Reserve
12. Resolution to Establish Maintenance Reserve

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13. Approve Appointment of Qualified Purchasing Agent
  14. Appoint Treasurer of School Monies
  15. Approve State Contract Purchases – 2017/2018
  16. Approve Cancellation of Outdated Outstanding Checks
  17. Designate Official District Funds Check Signatories
  18. Authorize Petty Cash Funds
  19. Approve Requisition for Taxes Schedule
  20. Approve Terminal Pay for Unused Sick Days
  21. Appoint School Physician for School Year 2017/2018
  22. Approve Professional Services Agreement with Atlanticare Physician Group
  23. Approve Renewal of Contract for Prescription Insurance - Benecard
  24. Re-Appoint Public School Accountant – Ford, Scott and Associates, LLC
  25. Approve Resolution to Continue Participation in the New Jersey State Interscholastic Athletic Association
  26. Approve Applications for Dual Use of Educational Space for 2017/2018
  27. ACCASBOJIF Resolution Directing the Distribution of the Egg Harbor Township District Net Returned Surplus
  28. Approve Resolution in Compliance with Chapter 47
  29. Approve Disposal of District Equipment – AMS
  30. Approve Out of District Tuition Contract(s) and Personal Aides for the 2017/2018 School Year – Special Education
  31. Approve Out of District Tuition Contract(s) and Personal Aides for the 2017/2018 School Year – Special Education
  32. Approve Professional Consultant Agreements for the 2017/2018 School Year
  33. Approve FY18 Carl D. Perkins Grant Budget
  34. Approve the Acceptance of FY2018 IDEA Federal Grant Allocations for the 2017/2018 School Year – Special Education
- 4- On a **motion** by Mrs. Szilagyi and seconded by Mr. Castellano the Board voted to approve FINANCE ITEMS #101

**Discussion:**

None.

**Roll Call:**

Yes: Mr. Castellano, Mr. Moran, Mr. Riggs, Mrs. Szilagyi, Mr. Della Barca

No: Mr. Haines

Absent: Mr. Ellis, Mrs. Sullivan and Mrs. Umphlett

- 5- On a **motion** by Mrs. Szilagyi and seconded by Mr. Castellano the Board voted to approve FINANCE ITEMS #102

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**Discussion:**

Mr. Haines discussed item #132.

Mrs. Szilagyi discussed item #127.

**Roll Call:**

Yes: Mr. Castellano, Mr. Haines, Mr. Moran, Mr. Riggs, Mrs. Szilagyi, Mr. Della Barca

Absent: Mr. Ellis, Mrs. Sullivan and Mrs. Umphlett

6- On a **motion** by Mrs. Szilagyi and seconded by Mr. Castellano the Board voted to approve FINANCE ITEM #103 through #134

**Discussion:**

On a previous motion, Mr. Haines discussed item #132 and Mrs. Szilagyi discussed item #127.

**Roll Call:**

Yes: Mr. Castellano, Mr. Haines (except #110, #121 and #125), Mr. Moran, Mr. Riggs, Mrs. Szilagyi, Mr. Della Barca

No: Mr. Haines (#110)

Abstain: Mr. Haines (#121 and #125)

Absent: Mr. Ellis, Mrs. Sullivan and Mrs. Umphlett

**Curriculum – 200**

Mr. Moran gave the Curriculum Committee meeting report. Items discussed were:

- PreK lottery to include three year old children
  - ELA
  - Miller schedule
  - Middle schools schedule
  - High school academics
1. Approve Field Trips In State
  2. Approve Early Graduation for High School Student – S.W.
  3. Approve the Alder Avenue and Fernwood Avenue Middle Schools Handbook for the 2017/2018 School Year

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4. Approve the High School and Bridge Program Student Handbooks for the 2017/2018 School Year

- 7- On a **motion** by Mr. Moran and seconded by Mrs. Szilagyi, the Board voted to approve CURRICULUM ITEMS #201 through #204

**Discussion:**

None.

**Roll Call:**

Yes: Mr. Castellano, Mr. Haines, Mr. Moran, Mr. Riggs, Mrs. Szilagyi, Mr. Della Barca

Absent: Mr. Ellis, Mrs. Sullivan and Mrs. Umphlett

**Personnel – 300**

Mrs. Szilagyi gave the Personnel Committee report. Items discussed were:

- Assistant Superintendent vacancies
- Supervisor of Accounting vacancy
- Job title changes
- Insight
- Personnel agenda format
- Employee assistance program

1. Resignation(s)/Retirement(s)
2. Termination(s)
3. Transfer(s)
4. Appointment(s)
5. Leave(s) of Absence
6. Adjustment(s)
7. Elimination/ Creation of Position(s)
8. Job Description

- 8- On a **motion** by Mrs. Szilagyi and seconded by Mr. Castellano, the Board voted to approve PERSONNEL ITEMS #301 through #308 and Addendum

**Discussion:**

None.

**Roll Call:**

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Yes: Mr. Castellano (except #304.A.5.k.2), Mr. Haines (#308.B), Mr. Moran, Mr. Riggs, Mrs. Szilagyi, Mr. Della Barca

Abstain: Mr. Castellano (#304.A.5.k.2) and Mr. Haines (#308.B)

Absent: Mr. Ellis, Mrs. Sullivan and Mrs. Umphlett

### **Policy – 400**

Mr. Moran gave the Policy Committee meeting report. Items discussed were:

- Mandated changes:
  - a. Administration and staff evaluations policy
  - b. Professional development policy
  - c. Suspension and expulsion policy
  - d. Non-mandates district monitoring programs policy
  - e. Local wellness policy

Mr. Moran gave the Ad Hoc Security Committee meeting report. Item discussed were:

- Director of Security vacancy

### **NEW BUSINESS**

1. Approve Settlement Agreement and Mutual Release between Egg Harbor Township Board of Education and Winchester Roofing Corp.
  2. Resolution to Appoint Check Signatory for the 2016/2017 School Year
- 9- On a **motion** by Mrs. Szilagyi and seconded by Mr. Castellano, the Board voted to approve NEW BUSINESS ITEMS 1 and 2

### **Discussion:**

Mr. Riggs discussed item #2.

### **Roll Call:**

Yes: Mr. Castellano, Mr. Haines, Mr. Moran, Mr. Riggs, Mrs. Szilagyi, Mr. Della Barca

Absent: Mr. Ellis, Mrs. Sullivan and Mrs. Umphlett

### **OLD BUSINESS**

- 10- On a **motion** by Mr. Moran and seconded by Mr. Castellano, the Board voted to Affirm HIB Determination Report(s) as discussed in Executive Session: DA01-1617, JDM10-1617, A04-1617, F02-1617, F03-1617, F04-1617, F05-1617

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**Discussion:**

None.

**Roll Call:**

Yes: Mr. Castellano, Mr. Haines, Mr. Moran, Mrs. Szilagyi, Mr. Della Barca

No: Mr. Riggs

Absent: Mr. Ellis, Mrs. Sullivan and Mrs. Umphlett

**QUESTIONS/COMMENTS FROM MEMBERS OF THE PUBLIC, BOARD, STAFF**

Carl Mason, 3057 Fernwood Avenue – discussed Smartboards and unused commercial ovens.

Barbara Maples, 26 Sturbridge Court – thanked the Board for their support for Project Graduation.

Emily McGrath, 410 Aurora Drive – discussed transgender concerns.

Lori Maguire, no address given GLISTEN representative - discussed student safety.

Mr. Della Barca thanked all for their involvement with graduation and project graduation. He also informed all that the next regular meeting is July 23<sup>rd</sup>.

11- On a **motion** by Mrs. Szilagyi seconded by Mr. Riggs, the Board voted unanimously to adjourn the meeting.

The meeting was adjourned at 8:23 PM.

Respectfully Submitted,

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