BOARD OF EDUCATION
EGG HARBOR CITY PUBLIC SCHOOLS
Egg Harbor City, New Jersey 08215

MINUTES
Special Meeting
August 17, 2026
Charles L. Spragg School
Library
601 Buffalo Avenue
7:00 PM

I. Regular Meeting - Called to order at 7:00 pm by Board President

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 Board values and welcomes comments and opinions from residents as long as remarks are not personal or discourteous. The public comment portion of the meeting allows the Board to listen to community members and to hear their opinions on school policy and operations.

There are two opportunities to address the Board. The first public portion is reserved for persons wishing to speak about agenda items only. The second opportunity, following the action items, residents may address the Board on any school related issue. Once identified, a speaker is asked to limit their comments to three minutes. Yielding time is not permitted. The public comments portion of the meeting will not exceed 30 minutes total.

In accordance with Board protocol, questions and requests for information raised during public comment should be directed to the President of the Board of Education. Responses to such questions or requests, when appropriate, will be provided by the President of the Board of Education on behalf of the Board.

II. Flag Salute

III. Roll Call

Mr. Bouchard (‘28) - P	Ms. Caudo (‘28) - A	Ms. Cramer (‘27) - P
Mrs. DiGiacomo (‘26) - P	Mrs. Ortiz (‘28) - P	

Also present was Superintendent Adrienne Shulby, Board Secretary Patricia Palmieri, and Board Solicitor Ron Sahli.

IV. Executive Session 7:02 pm Motion: Mr. Bouchard Second: Mrs. Ortiz All in Favor 4-0-0

Resolution of the Board of Education of the Egg Harbor City School District to permit discussion of subjects in closed sessions

RESOLVED: At a public meeting of the Board of Education held on August 17, 2026 at 7:02 p.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 matters, with the consent of the employee.

Board came back into open session at 7:38 pm.

V. Election and Appointment of Officers

Mrs. Ortiz motioned to open nominations.

a. Vice President

Mrs. Ortiz nominated Mrs. Ortiz as Vice President. Ms. Cramer seconded the nomination.

Mrs. DiGiacomo nominated Mr. Bouchard as Vice President. Mr. Bouchard seconded the nomination.

Mrs. Ortiz called for a motion to close the nominations. Mr. Bouchard seconded the motion.

Ms. Palmieri conducted a Roll Call in favor of Mrs. Ortiz for Vice President:

Mr. Bouchard (‘28)- N	Ms. Caudo (‘28)- Absent	Ms. Cramer (‘27)- Y
Mrs. Ortiz (‘28)- Y	Mrs. DiGiacomo (‘26)- N	

Results:
Yes - 2
No - 2

Ms. Palmieri conducted a Roll Call in favor of Mr. Bouchard for Vice President:

Mr. Bouchard (‘28)- Y	Ms. Caudo (‘28)- Absent	Ms. Cramer (‘27)- N
Mrs. Ortiz (‘28)- N	Mrs. DiGiacomo (‘26)- Y	

Results:
Yes - 2
No - 2

The matter will be carried over to the September 9, 2026, meeting.

VI. Appointments (roll call)

Mr. Bouchard motioned to open appointments.

a. NJSBA and ACSBA Delegates

Ms. Caudo - NJSBA Delegate for 2026

Mrs. Ortiz - alternate NJSBA Delegate for 2026

Mr. Bouchard - ACSBA Delegate for 2026

b. Alternate Affirmative Action Officer N.J.A.C. 6:4-1.3(c)

Motion to appoint the Business Administrator/Board Secretary, Patricia Palmieri, School & Classroom Practices

Motion: Mrs. Ortiz Second: Mr. Bouchard

Mr. Bouchard (‘28)- Y Ms. Caudo (‘28)- Absent Ms. Cramer (‘27)- Y
Mrs. Ortiz (‘28)- Y Mrs. DiGiacomo (‘26)- Y

VII. Open Floor to Public

The public is invited to comment on or question any topic related to the Board of Education agenda items.

Mrs. Nava discussed policy 6171.4

VIII. Comments for the Good of the Board

a. Mrs. Shulby will be scheduling a personnel committee meeting
b. A revised calendar for board meeting dates will be issued.

IX. Board Minutes

a. **APPROVE (roll call):**

i.	July 29, 2026	Regular Meeting	*Attachment*
ii.	July 29, 2026	Executive Session I	*Attachment*
iii.	July 29, 2026	Executive Session II	*Attachment*

Motion: Mr. Bouchard Second: Ms. Cramer

Mr. Bouchard (‘28)- Y Ms. Caudo (‘28)- Absent Ms. Cramer (‘27)- Y
Mrs. Ortiz (‘28)- Y Mrs. DiGiacomo (‘26)- Y

X. Financial Items

a. **APPROVE (roll call):** Motion to approve Michael Stanton as legal representation for the 2026-2027 school year at a rate of $225.00 per hour.

Attachment

b. **APPROVE (roll call):** Motion to approve Brett Gorman as legal representation for the 2026-2027 school year at a rate of $225.00 per hour. *Attachment*

Motion: Mr. Bouchard Second: Ms. Cramer

Mr. Bouchard (‘28)- Y Ms. Caudo (‘28)- Absent Ms. Cramer (‘27)- Y
Mrs. Ortiz (‘28)- N Mrs. DiGiacomo (‘26)- Y

XI. Non-instructional Operations Items - none

XII. Program Items

a. **APPROVE (roll call):** To rescind the submission of the Annual Dual Use Application for two small simultaneous instruction groups (Speech & ELL) at the Charles L. Spragg Elementary School for the 2026-2027 school year.

b. **APPROVE (roll call):** To establish a Preschool Disabilities Program at Charles L. Spragg for the 2026-2027 school year. *Attachment*

Motion: Ms. Cramer Second: Mr. Bouchard

Mr. Bouchard (‘28)- Y Ms. Caudo (‘28)- Absent Ms. Cramer (‘27)- Y
Mrs. Ortiz (‘28)- Y Mrs. DiGiacomo (‘26)- Y

XIII. Personnel Items - as recommended by the Superintendent of Schools

a. **APPROVE (roll call):** Accept the retirement of Adrienne Shulby, Superintendent/Principal, effective July 1, 2027.

b. **RATIFY and AFFIRM (roll call):** The resignation/retirement of the following personnel:

	Name	**Position**	**Location**	**Effective Date**	**Resignation / Retirement**
i.	Sarah Saint Surin	.85 Aide	EHCCS	7/29/2026	Resignation due to acceptance of Special Education Teacher position for 2026-2027 SY

c. **APPROVE (roll call):** The transfer of the following personnel:

	Name	Position	Location	Effective Date	Degree / Step	Salary	Notes
i.	Shannon Balsley	Preschool Disabled Teacher	CLS	8/31/2026	BA Step 14	$90,313	From Preschool ICR Teacher

d. **APPROVE (roll call):** Leaves of Absences for the following personnel:

	SMID#	Type Leave	Anticipated start date	Anticipated end date	Notes	Initial approval if a revision
i.	39934492	NJFLA	8/31/2026	6/30/2027	Paid using available Sick, Personal, and Family Illness	Intermittent Leave

e. **RATIFY and AFFIRM (roll call):** The appointment of the following staff for Summer of 2026 work at the contractual rate:

	Name	Position	Location	Number of Hours
i.	Tiffany Ljoka	Speech Language Specialist	District	Up to 10 hours

f. **APPROVE (roll call):** Appointment of the following staff to the 21st CCLC REACH Program, for the period September 2026 to June 2027, funded by the 21st CCLC Grant, FY 2027. Hourly rate as specified in the grant application, which is currently pending final NJDOE approval.

i. Family Program Coordinators - not to exceed 5 hours a week, once a week for 11 weeks (2 staff daily):

1. Jennifer Connelly	2. Tina Hennaut

ii. AM REACH staff - Monday- Friday, not to exceed 5 hours per week - (4 staff daily):

1. Patrick Barry	2. Jennifer Connelly
3. Eleana Dey	4. Alesha Longo
5. Alexandra Machinski	6. Gianna Miranda
7. Sarah Saint Surin	8. Tina Scibilia
9. Stacy Snavely	10. Lorie Walsh

iii. Instructional PM REACH staff Monday - Thursday, not to exceed 6 hours per week (up to 6 staff daily):

1. Patrick Barry	2. Jennifer Connelly
3. Heather Cullen	4. Eleana Dey
5. Elizabeth Glass	6. Jordan Melchionni
7. Katherine Minutella	8. Gia Murphy
9. Andrew Ross	10. Sarah Saint Surin

iv. Club PM REACH staff Monday - Thursday, up to 12 hours per week (up to 6 staff daily):

1. Jennifer Connelly	2. Heather Cullen
3. Alesha Longo	4. Jordan Melchionni
5. Katherine Minutella	6. Gia Murphy
7. Jasmine Peeler	8. Sarah Saint Surin

v. AM/PM Academic Certificated Instructor (ELA) Monday – Thursday up to 4 hours per week (1 staff daily):

1. Jordan Melchionni

vi. AM/PM Academic Certificated Instructor (Math) Monday – Thursday up to 4 hours per week (up to 2 staff daily):

1. Katherine Minutella	2. Andrew Ross	3. Tina Scibilia

Motion to approve a-e; f (i); f (ii) 1-3, 5-10; f (iii); f (iv) 1-2, 4-8; f (v); f (vi): Ms. Cramer, Second: Mr. Bouchard

Mr. Bouchard (‘28)- Y Ms. Caudo (‘28)- Absent Ms. Cramer (‘27)- Y
Mrs. Ortiz (‘28)- Y Mrs. DiGiacomo (‘26)- Y

XIV. Student Items

a. **APPROVE (roll call):** The following student enrichment trips:

	Grade	Location	Address	Date	Funded From

i.	REACH Students	Young's Skating Center	Mays Landing, NJ	10/23/2026	21st CCLC Funding

Motion: Mr. Bouchard Second: Ms. Ortiz

Mr. Bouchard ('28)- Y Ms. Caudo ('28)- Absent Ms. Cramer ('27)- Y
Mrs. Ortiz ('28)- Y Mrs. DiGiacomo ('26)- Y

XV. Professional Development

Professional development activities have been recommended by building Principals, approved by the Director 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, Every Student Succeeds Act (ESSA), local student Individual Education Plans, or entitlement/discretionary grants. Adequate funds have been appropriated.

a. **APPROVE (roll call):** Professional Development Workshops for the 2026-2027 school year. *Attachment*

Motion: Ms. Cramer Second: Mrs. Ortiz

Mr. Bouchard ('28)- Y Ms. Caudo ('28)- Absent Ms. Cramer ('27)- Y
Mrs. Ortiz ('28)- Y Mrs. DiGiacomo ('26)- Y

XVI. Policies / Regulations Items

a. **APPROVE (roll call):** First reading and adoption of New/Revised Policies/Bylaws/Regulations as follows:

i.	Policy 5131	Conduct and Discipline	*Attachment*
ii.	Policy 5145.7	Gender Identity and Expression	*Attachment*
iii.	Policy 6171.4	Special Education	*Attachment*
iv.	Bylaw 9113	Filling Vacancies	*Attachment*
v.	Bylaw 9321	Time, Place, Notification of Meetings	*Attachment*
vi.	Bylaw 9323,9324	Agenda Preparation and Advance Delivery of Meeting Material	*Attachment*

Motion: Mr. Bouchard Second: Ms. Cramer

Mr. Bouchard ('28)- Y Ms. Caudo ('28)- Absent Ms. Cramer ('27)- Y
Mrs. Ortiz ('28)- N a (ii) and a (iii), Y all others Mrs. DiGiacomo ('26)- Y

XVII. New Business - none

XVIII. Informational Items - none

XIX. Open to Public

a. Mr. Ortiz discussed policy 5145.7

XX. Calendar Dates

August 18, 2026 CLS Back to School Bash (5:30 PM - 6:30 PM)

August 27, 2026	New Staff Orientation
August 27, 2026	EHCCS 4th Grade Orientation (3:30 - 4:00 PM)
August 27, 2026	EHCCS Back to School Carnival (4:00 - 6:00 PM)
August 31, 2026	Staff Development
August 31, 2026	CLS Safety Patrol Meeting (10:00 - 11:15 AM)
September 1, 2026	Staff Development
September 2, 2026	First Day Students, Staff Development, 12:20 Dismissal
September 3, 2026	Staff Development, 12:20 Dismissal
September 7, 2026	Labor Day, Buildings Closed
September 9, 2026	Board of Education Meeting

XXI. Adjournment - Time 7:55 pm - Motion: Mr. Bouchard Second: Mrs. Ortiz All in Favor 4-0-0

Respectfully Submitted,

Patricia Palmieri

Patricia Palmieri
School Business Administrator/Board Secretary