



ORIENTATION GUIDE

2023 – 2024

SUPPORT STAFF

Dr. Kimberly A. Gruccio, *Superintendent*
Mr. George E. West, *Assistant Superintendent*
Ms. Lily Moss, *Assistant Superintendent*
Dr. Terry Charlton, *Director of Human Resources*
Mr. Daniel Smith, *Business Administrator/ Board Secretary*



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Egg Harbor Township School District

ADMINISTRATION

Kimberly A. Gruccio, Ed.D – *Superintendent*

George E. West – *Assistant Superintendent*

Lily Moss – *Assistant Superintendent*

Terry Charlton, Ed.D – *Director of Human Resources*

Daniel Smith – *Business Administrator/ Board Secretary*

BOARD OF EDUCATION MEMBERS

Mrs. Barbara Szilagyi – Board President

Mrs. Marita Sullivan – Vice President

Mrs. Regina Bongiorno

Mr. Louis Della Barca

Mrs. Tamika Gilbert-Floyd

Ms. Juanita Hyman

Mr. Patrick Ireland

Mr. Michael Price

Mr. Nicholas Seppy

BOARD ATTORNEYS

Amy Houck-Elco, ESQ.

Egg Harbor Township Schools

www.eht.k12.nj.us

Administration Offices
13 Swift Drive
Egg Harbor Township, NJ 08234

Kimberly A. Gruccio, Ed.D.

Superintendent

George E. West

Assistant Superintendent

Lily Moss

Assistant Superintendent

Terry Charlton, Ed.D.

Director of Human Resources

Daniel Smith

Business Administrator/Board Secretary

Superintendent's Office

Phone: 609-646-7911

Telefax: 609-601-2794

Human Resources Office

Phone: 609-646-7911

Telefax: 609-601-2801

Business Office

Phone: 609-646-8441

Telefax: 609-601-2904

Mission Statement

Embrace - Engage - Educate

Our mission in the Egg Harbor Township School District is to embrace families and their students to provide a safe, rigorous, and relevant learning experience while students are engaged and educated to become responsible for their own learning.

District Learning Goals for 2023-2024

To build a culture and climate that embraces, engages and educates individual students and their learning needs.

Improve Student Achievement – Prioritize Literacy for ALL; meet the social and emotional learning needs of individuals; create innovative learning experiences with STREAM education.

Support Climate, Culture and #EHTPride – Administrators, teachers, students, parents and community members will support positive learning environments, where all are recognized and rewarded for achievement, progress, good character, work ethic and a respect for diversity. We will continue to expand our school environment to focus on cultural proficiency and ensuring equity in our schools.

Expand Community Partnerships – Reach out to the community by creating partnerships and cultivating relationships with all stakeholders.



2023 - 2024 Calendar



EGG HARBOR TOWNSHIP SCHOOL DISTRICT 2023-2024 CALENDAR

BOE APPROVED
04/25/2023

SEPTEMBER						
Teachers 19/ Students 17						
SUN	M	T	W	TH	F	SAT
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
OCTOBER						
Teachers 21/ Students 21						
SUN	M	T	W	TH	F	SAT
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				
NOVEMBER						
Teachers 15/ Students 15						
SUN	M	T	W	TH	F	SAT
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30		
DECEMBER						
Teachers 16/ Students 16						
SUN	M	T	W	TH	F	SAT
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						
JANUARY						
Teachers 21/ Students 20						
SUN	M	T	W	TH	F	SAT
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

SEPTEMBER	
1	Staff Prof. Learning Day-STUDENTS OFF
4	Labor Day
5	Staff Prof. Learning Day-STUDENTS OFF
6	First Day of School for Students
25	Yom Kippur
OCTOBER	
9	Columbus Day
18	Half Day (Students Only-Staff PD)
NOVEMBER	
6-10	Fall Recess
22	Half Day
23-24	Thanksgiving Recess
DECEMBER	
22	Half Day
25-29	Winter Recess
JANUARY	
1	New Year's Day
2	Staff Prof. Learning Day-STUDENTS OFF
15	Dr. Martin Luther King Day
22-25	Half Days (Students Only - Parent Conferences at Elem. and Middle Schools)
FEBRUARY	
19	President's Day
MARCH	
7	Half Day (Students Only-Staff PD)
8	Staff Prof. Learning Day-STUDENTS OFF
28	Half Day
29	Spring Recess
APRIL	
1-5	Spring Recess
MAY	
15	Half Day (Students Only-Staff PD)
27	Memorial Day
JUNE	
17	Half Day (Students Only)
18	Half Day (Students Only)
19	Half Day and Last Day of School for Students and Teachers

FEBRUARY						
Teachers 20/ Students 20						
SUN	M	T	W	TH	F	SAT
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29		
MARCH						
Teachers 20/ Students 19						
SUN	M	T	W	TH	F	SAT
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						
APRIL						
Teachers 17/ Students 17						
SUN	M	T	W	TH	F	SAT
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30				
MAY						
Teachers 22/ Students 22						
SUN	M	T	W	TH	F	SAT
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	
JUNE						
Teachers 13/ Students 13						
SUN	M	T	W	TH	F	SAT
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30						

180=	Total Number of Student Days
184=	Total Number of Teacher Days
	First Day of School
	Holiday - Schools Closed
	Half Day
	Staff Prof. Learning Day-STUDENTS OFF
	Last Day of School
	Emergency Closing
	Delayed Opening

The FIRST FIVE SCHOOL CLOSINGS due to weather related conditions or other emergencies will be made-up at the end of the school year. In the event we have MORE THAN FIVE SCHOOL CLOSINGS, the calendar would be under review and days could be taken from Spring Break or added at the end of the school year. Trip insurance is recommended for vacation plans

Important Telephone Numbers

District Office – Administration Building 13 Swift Drive, Egg Harbor Township, N. J. 08234 Superintendent’s Office	646-7911
Dr. Kimberly Gruccio – Superintendent	Ext. 1000
Sandy Ferriola – Administrative Assistant	Ext. 1001
Ms. Lily Moss – Assistant Superintendent	Ext. 1004
Mr. George West – Assistant Superintendent	Ext. 1027
Nitty D’Allesandro – Administrative Assistant	Ext. 1003
Leanna Mullen – District Data Specialist	Ext. 1029
Human Resources	
Dr. Terry Charlton – Director of Human Resources	Ext. 1022
Victoria Bordonaro – Human Resources Coordinator	Ext. 1002
Jane Rainear – Employment Specialist (Employment Contracts, Certification)	Ext. 1025
Christi McGowan – Human Resources Specialist (Attendance, Leaves, Frontline)	Ext. 1026
Gina Delaney – Bookkeeper	Ext. 6241
Business Office	646-8441
Daniel Smith – Business Administrator/Board Secretary	Ext. 1006
Jennifer Germana – Assistant Business Administrator	Ext. 1070
Shelleen Ancheta – Accounting Supervisor	Ext. 1008
Aimee Frye – Administrative Assistant	Ext. 1007
Judith Millar – Payroll Analyst	Ext. 1024
Amy Diggins – Accounting Coordinator	Ext. 1015
Nicole Barr – Bookkeeper (Purchasing, Accounts Payable)	Ext. 1009
Sandra Casler – Special Revenue Fund Bookkeeper	Ext. 1011
Illi Velez - Bookkeeper (Purchasing, Accounts Payable)	Ext. 1010
Megan Halka – Benefits Analyst (Health Benefits & Retirements)	Ext. 1023
Other Administrators	
Allen Bloodgood – Director of Security and School Safety	Ext. 1659
Bryan Paige – Security Coordinator	
Kristin Boyd – Director of Extended School Enrichment Programs	Ext. 2325
Ellen Gregory – Director of Community Education	Ext. 1017
Special Education	
Donna Freund- Director of Special Education	Ext. 1020
Nicholas Dorey – Special Education Supervisor	Ext. 2475
Salvatore “Sam” Angone – Special Education Supervisor	Ext. 1674
Jennifer Biddick – Special Education Supervisor	Ext. 1306
Vacant –Special Education Supervisor	Ext. 2321
Kris Henderson – Secretary	Ext. 1019
Heather Ingersoll – Secretary	Ext. 1031
Leslie Butts – Bookkeeper	Ext. 1034
Information Technology Services	
Kevin Urtubey – District Director of Informational Technology Services	Ext. 1654
Michael Sweeder – District Director Educational Media Tech. Dir.	Ext. 1658
Joseph Celona –Systems Engineer Coordinator	Ext. 1656
Kurt Faragher – Systems Engineer Coordinator	Ext. 1655
Dean Tommi – Network Coordinator	Ext. 1669
Caroline Prior – District Data Manager	Ext. 1041

Francesca Johnson – District Data Coordinator	Ext. 1018
Ron Gubin – Telecommunications Coordinator	Ext. 1657
Wyatt Singer – Computer Support Specialist	Ext. 2697
Nevar Butler – Computer Support Analyst	Ext. 1033
Gene Church – Computer Support Analyst	Ext. 1035
Sebastian Cosme – Computer Support Novice (Help Desk)	Ext. 1013
Inger Burnside – Computer Data Novice	Ext. 1014

Transportation 927-2443

9 Swift Drive, Egg Harbor Township, N.J. 08234

Michele Fisher – Director	Ext. 1700
John Auer – Dispatcher	Ext. 1702
Laura Feinstein – Transportation Coordinator	Ext. 1701
Cheryl Mattera – Secretary	Ext. 1710

Facilities and Operations 927-1911

7 Swift Drive, Egg Harbor Township, N.J. 08234

Kurtis Woodrow – Director	Ext. 1800
Barbara Dodd – Secretary	Ext. 1801
Diana Reilly – Secretary	Ext. 1039
Kevin Dick – Supervisor of Grounds & Maintenance	Ext. 1802
Jason Haines – Supervisor of Custodial	Ext. 1803

Food Services 383-3366

25 Alder Avenue, Egg Harbor Township, NJ 08234

Tom Beck – Director	Ext. 1451
Mary Divito	Ext. 1452

Egg Harbor Township High School: (Grades 9-12) 653-0100

24 High School Drive, Egg Harbor Township, N. J. 08234

Jaclyn Carugno – Principal	Ext. 1600
Kimberly Baumgartel – Secretary	Ext. 1601
Thomas Biggins – Assistant Principal	Ext. 1605
Gail Smithson – Secretary	Ext. 1606
Angie Sharbaugh Hunt– Assistant Principal	Ext. 1639
Kimberly Keefe – Secretary	Ext. 1649
Adam Preim– Assistant Principal	Ext. 1603
Diedina Rios – Secretary	Ext. 1604
Mariah Jackson – Assistant Principal	Ext. 1686
Tannette Medica – Secretary	Ext. 2686
Samantha Elko – Director of Guidance Services	Ext. 1624
Kevin Rutledge – Athletic Director	Ext. 1662
Nicole Perone - Assistant Athletic Director	Ext. 1661
Christine Dioguardo – Secretary	Ext. 1661

Eagle Academy 926-1235

517 Bargaintown Road, Egg Harbor Township, N.J. 08234

Earl (Bud) Smith – Director	Ext. 5576
Marissa Russo – Counselor	Ext. 1616
Amy Spano – Secretary	Ext. 1616

Egg Harbor Alder Avenue Middle School: (Grades 6, 7 & 8) 25 Alder Avenue, Egg Harbor Township, N. J. 08234	383-3366
Tatiana Cunningham – Principal	Ext. 1400
John Mason– Assistant Principal	Ext. 1405
Elizabeth Feld – Assistant Principal	Ext. 1403
Sharon Chase – Secretary	Ext. 1408
Egg Harbor Fernwood Avenue Middle School: (Grades 6, 7 & 8) 4043 Fernwood Avenue, Egg Harbor Township, N. J. 08234	383-3355
Frank Locantora – Principal	Ext. 1500
Megan Brown – Assistant Principal	Ext. 1507
Lindsey Zabelski – Assistant Principal	Ext. 1503
Bonnie Griffiths – Secretary	Ext. 1501
Dr. Joyanne D. Miller Elementary School: (Grades 4-5) 2 Alder Avenue, Egg Harbor Township, N.J. 08234	407-2500
James Battersby – Principal	Ext. 2300
Dr. Bruce Singer – Assistant Principal	Ext. 2304
Kelly Thomas – Assistant Principal	Ext. 2307
Lisa Pisani – Secretary	Ext. 2301
Anne Marie Henry – Secretary	Ext. 2302
Kelly Warker – Secretary	Ext. 2305
C. J. Davenport School Complex: 2499 Spruce Avenue, Egg Harbor Township, N. J. 08234	645-3550
Latiya White – Principal	Ext. 1300
Craig Kahn– Assistant Principal	Ext. 1305
Rosa Melendez – Secretary (Primary)	Ext. 1301
Giselle Zompa – Secretary (Elem)	Ext. 1309
Swift-Slaybaugh School Complex/Bargaintown Preschool (Grades PreK-3) 11 Swift Drive, Egg Harbor Township, N. J. 08234	927-8222
Rachel Casumpang – Principal (Swift & Slaybaugh Elementary)	Ext. 1200
Joseph Marinelli – Principal (Slaybaugh Primary & Bargaintown)	
Joan Day – Assistant Principal	Ext. 1201
John Toland – Director of Early Childhood Education	Ext. 1215
Kathleen McCarron – Supervisor of Early Childhood Education	Ext. 1215
Jennifer Finnerty – Secretary	Ext. 1202
Patricia Smith – Secretary	Ext. 1201
Sharon Balesteri-Secretary	Ext. 1201
Lisa Fusaro – Secretary	Ext. 1101
Barbara Maples – Secretary	Ext. 1102
District Student Registration	
Cindy Hendrickson – Registration Supervisor	Ext. 1109
Adam Robbins – Attendance Officer	Ext. 1108
Lisa Avis – Secretary	Ext. 1103

Board of Education Meetings

EGG HARBOR TOWNSHIP SCHOOLS BOARD OF EDUCATION

Reorganization Meeting – **January 2024**

BE IT RESOLVED by the Board of Education of the Egg Harbor Township School District of Atlantic County:

Pursuant to the Open Public Meetings Act, the Egg Harbor Township Board of Education has established the following meetings of the Board to be held at the Alder Avenue Middle School/Board Room until the next reorganization meeting of the Board. Action may be taken. Any revisions or additions to this schedule will be separately noticed pursuant to the open Public Meetings Act.

Executive Session 6:00 p.m. followed by Regular Meeting 7:00 p.m.
Budget Meeting 6:00 p.m.

Alder Avenue Middle School – Board Room

Regular Meetings

Tuesday, September 26, 2023

Tuesday, October 17, 2023

Tuesday, November 121, 2023

Tuesday, December 19, 2023

This notice will be sent to “The Press” and “The Current of Egg Harbor Township” (official newspapers of the Board), filed with the Egg Harbor Township Clerk, and posted on the inside of the glass front door of the Board Office as required by law.

Statement of Nondiscrimination

The purpose of federal and/or state anti-discrimination legislation (including, but not limited to Title VII of the Civil Rights Act as amended, Section 502 and 504 of the Rehabilitation Act, Education for All Handicapped Children Act, the Equal Pay Act as amended and Title IX of the Education Amendments) the New Jersey Administrative Code 6:2 and 6:4 and the Egg Harbor Township Board of Education Policy on non-discrimination is to prohibit discrimination against students and employees on the basis of race, creed, color, sex religion, ancestry, national origin, social/economic status, age, marital status, and/or handicap/disability.

These and other federal and state laws and regulations provide that all person must be afforded equal opportunity with regard to:

- ❖ Access to and treatment in curricular and extracurricular programs and activities;
- ❖ Treatment under regulations and policies governing student benefits, services, conduct and dress;
- ❖ Equal access to facilities, programs and services for qualified handicapped/disabled persons;
- ❖ Access to employment in educational agencies; and
- ❖ Terms, conditions and benefits of such employment.

The Egg Harbor Township Board of Education has designated Dr. Terrence Charlton to coordinate compliance efforts and to investigate 1) and complaints of discrimination on the basis of race, creed, color, sex, religion, ancestry, national origin, social/economic status, age or marital status as it pertains to the above and 2) any complaints involving employment practice discrimination on the basis of handicap. As required by federal regulations, all employees and parents/guardians/students must be notified of the name, office address and phone number of this person, also known as the Affirmative Action Officer:

Name: Dr. Terrence Charlton – Director of Human Resources
Address: Central Administration Offices
Phone: 646-7911 ext. 1022

In addition, the Egg Harbor Township Board of Education has designated Dr. Terrence Charlton to coordinate compliance efforts and to investigate any complaints of discrimination by qualified handicapped /disabled persons as it pertains to educational facilities, programs and/or services. As required by federal regulations, all employees and parents/guardians/students must be notified of the name, office address and phone number of this person, also known as the 504 Officer:

Name: Dr. Terrence Charlton– Director of Human Resources
Address: Central Administration Offices
Phone: 646-7911 ext. 1022

Nondiscrimination Grievance Procedures

In keeping with federal/state anti-discrimination legislation, the Egg Harbor Township Board of Education has adopted and hereby publishes this grievance procedure providing for the resolution of employee, student and parent complaints.

To provide employees, students, and parents/guardians a procedure by which they can seek a remedy for alleged violations related to discrimination on the basis of race, color, creed, religion, sex, ancestry, national origin, social economic status, age, marital status or handicap/disability.

DEFINITIONS: Grievance – A formal written complaint.

 Grievant – Any employee, student, or parent/guardian aggrieved by a decision condition falling under the guidelines of federal and/or state anti-discrimination laws.

GRIEVANCE OFFICER:

1. The district's Affirmative Action Officer shall coordinate compliance efforts with anti-discrimination legislation as it applies to 1) any complaints of discrimination on the basis of race, creed, color, sex, religion, ancestry, national original, social/economic status, age or marital status as it pertains to the above and 2) any complaints involving employment practice discrimination on the basis of handicap; further he/she is charged with the responsibility of investigating such complaints; or
2. The district's 504 Officer shall coordinate compliance efforts with anti-discrimination legislation as it applies to complaints of qualified handicapped/disabled persons concerning educational programs, facilities and services of investigating such complaints.

PROCEDURE:

1. The Grievance Officer has ten (10) working days from receipt of the written grievance in which to investigate and after consulting with administrative/supervisory staff that are directly involved, respond in writing on the appropriate form to the grievance.
2. If the grievant is not satisfied with the disposition, he/she may appeal to the Superintendent within to (10) working days of the Grievance Officer's response.
3. The Superintendent's response shall be rendered in writing within fifteen (15) working days of receiving the written appeal.
4. If the grievant is not satisfied with the disposition, an appeal may be made within ten (10) working days of the Superintendent's decision to the Egg Harbor Township Board of Education. The Board will head the complaint at its next regular meeting or, at its option, within thirty (30) calendar days. The Board hearing shall be conducted as to afford all parties involved in the complaint, the following: written notice of hearing dates, right to counsel, right to present and cross-examine witnesses, and to present written statements. The decision of the Board shall be by action at an advertised public meeting.
5. The Egg Harbor Township Board of Education shall respond in writing to the grievant within thirty (30) calendar days after the hearing.
6. If the grievant is not satisfied with the Board's decision, the grievant may file the complaint with the Director of the Office for Civil Rights, Washington, D. C. or appropriate regional office. The grievant maintains the right to by-pass the grievance procedure and submit the complaint directly to the Office for Civil Rights.

Terms and Conditions of Employment

The Egg Harbor Township Education Association (EHTEA) represents teachers, custodians, maintenance workers, paraprofessionals, grounds keepers, secretaries, clerks, cafeteria workers, mechanics and attendance officers. All positions mentioned above must refer to the EHTEA Collective Bargaining Agreement to find details of their Terms and Conditions of Employment.

All non-union support staff are to refer to Board Policies for their Terms and Conditions of Employment.

2023-2024 ATTENDANCE REMINDERS AND FRONTLINE

Please read this form in its entirety

PERSONAL DAYS

- Enter at least **three days** prior to their use in order for all necessary approvals: Building Principal, and/or Supervisor, and Director of Human Resources.
- If all approvals are not completed, Frontline will not post your absence - thus, no coverage, if needed.
- **You may not use a Personal Day prior to, or following a holiday** (this includes the NJEA convention). If you must be out before or after a holiday, you must ***submit an email to the Superintendent (and copy Dr. Terry Charlton) to arrange a meeting to discuss your specific situation. Extraordinary circumstances are evaluated on a case by case basis. The Superintendent may approve the personal day or may not charge the personal day and the absence will be without pay.***
- If you want to request a specific substitute, **note that substitute's name in the blue "Notes to Administrator" box** and the substitute, if available, will be assigned upon final approval.
- The Frontline Administrator ***does not secure substitutes for you***, so please don't just assume that because you are entering a substitute's name in the "Notes to Admin" box that you are covered.

EMERGENCY PERSONAL DAY

- Less than (3) days notification, please enter your absence as a **SICK DAY** so that it immediately goes out to the sub pool for fulfillment. ***In the "Notes to Admin" box, note that you are taking an "emergency personal day".*** Upon your return, e-mail Dr. Charlton requesting the day be changed to an emergency personal day with any supporting documentation.

SICK DAY

- When a sick day is used **preceding or following a holiday, you must provide** a doctor's note (including NJEA convention).
- A doctor's note is also required when utilizing **three or more consecutive sick days (business days – i.e. if a weekend falls in between the 3 days, you still must provide a doctor's note).**
- Failure to submit the doctor's note ***may*** result in a **loss of pay for the days of the absences.**

FAMILY ILLNESS OR DEATH IN THE FAMILY

- Upon returning from a **Family Illness or Death in the Family** absence(s), you must complete the appropriate **Verification Form** which is now in digital process. The digital form can be found on the district webpage under "Frequently Needed Forms" for each occurrence and submit with the requested documentation.

You can also click on the appropriate link below:

FAMILY ILLNESS VERIFICATION:

<https://permission.click/42VkY/us>

DEATH IN THE FAMILY VERIFICATION:

<https://permission.click/n8ykM/us>

- **NOTE:** Family Illness days are not to be used for yourself; they are intended for immediate family/*household* members who require your care or assistance. (You must provide a doctor's note that verifies you accompanied the family member to the treatment for the family illness, meaning, the doctor's documentation must indicate both your family members name and your name).

SCHOOL BUSINESS/PROFESSIONAL DAYS

- You may note your confirmed substitute directly on your form.
- Your absence will be entered and a substitute assigned upon Board Approval.

JURY DUTY

- You must send a copy of your summons to Christi McGowan at the Slaybaugh Primary District Office.
- You must call the telephone number on the summons the night before to see if you have to report.
- If you are to report, enter your absence in Frontline immediately so that a substitute may be secured.
- If you attend jury duty, submit your Jury Duty card(s) to Christi McGowan. **If you do not submit the Jury duty card(s) and the office is unable to track your absence, then you will be charged a personal day.**

IMPORTANT BOARD POLICIES FOR SUPPORT STAFF

**Board Policies are available at www.eht.k12.nj.us under
Board of Education/Board Policies/click on the Folder
4000 Support Staff Members**

Board Policies Link:

<https://www.eht.k12.nj.us/cms/One.aspx?portalId=252317&pageId=549165#>

HR FORMS LINK:

https://www.eht.k12.nj.us/faculty_and_staff/frequently_needed_forms

Medical Leave Form Links:

To obtain the forms please visit:

<http://www.eht.k12.nj.us/cms/One.aspx?portalId=252317&pageId=13650078#>

FMLA- Certification of Health Care Provider for Employee's
Serious Health Condition (WH-380-E)

[WH-380-E](#)

FMLA- Certification of Health Care Provider for Family Member's
Serious Health Condition (WH-380-F)

[WH-380-F](#)

Employee Signature Page – Receipt of New Employee Booklet

SUPPORT STAFF
2023 - 2024

PRINT NAME: _____
(Print Name) (Date)

NEW EMPLOYEE: _____
(Signature)

(Job Title) (Location/Department)

PRINT, SIGN AND RETURN TO:

Victoria Bordonaro
Administrative Assistant to the Director of Human Resources
Egg Harbor Township Schools
District Office – Slaybaugh Primary
13 Swift Drive
Egg Harbor Twp., NJ 08234