

ESTELL MANOR BOARD OF EDUCATION
Regular Board of Education Meeting Minutes
Estell Manor School - Media Center
Thursday, February 22, 2024 6:00 p.m.

I. CALL TO ORDER – BOARD PRESIDENT

II. PLEDGE OF ALLEGIANCE

III. PUBLIC NOTICE

Welcome to this Regular Meeting of the Estell Manor Board of Education held on February 22, 2024. In compliance with the Open Public Meetings Act, Chapter 231, P.L. 1975, of the State of New Jersey, notice of this meeting of the Estell Manor Board of Education stating date, time, place, and agenda has been given to the official newspapers, posted in two public places, and filed with the Atlantic County Superintendent of Schools. If any member has reason to believe that this meeting is being held in violation of the Open Public Meetings Act of 1975 they shall so state at this time.

IV. ROLL CALL

Ms. Ferrari	<u>P</u>	Ms. Gellura	<u>P</u>
Ms. Gray	<u>P</u>	Ms. Seelman	<u>P</u>
Ms. Mimler	<u>P</u>		
David Ricci, Superintendent	<u>P</u>		
Rose M. Millar, Board Secretary	<u>P</u>		

V. PUBLIC COMMENTS (AGENDA ITEMS ONLY) 6:01pm

No one spoke

VI. CLOSED SESSION - no closed session

VII. RESUME OPEN SESSION

VIII. PRESENTATION – Students of the Month

IX. MINUTES

Motion to approve the minutes for the following Board of Education meetings (Attachment #1)

Regular Meeting January 25, 2024

Motion: Ms. Ferrari Second: Ms. Gellura

Roll Call: Ms. Ferrari, Ms. Gray, Ms. Seelman, Ms. Gellura, Ms. Mimler– all unanimous yes votes

X. FINANCE & FACILITIES

A. Board Secretary's Report in accordance with 18A: 17-36 and 18A: 17-9 for the month of January 2024. The Board Secretary certifies that no line item account has been over expended in violation of N.J.A.C 6A: 23A – 16.10 (c) 3 and that sufficient funds are available

- to meet the district's financial obligations for the remainder of the fiscal year. (Attachment #2)
- B. January Treasurer's Reports
Cash Reconciliation Report in accordance with 18A: 17-36 and 18A: 17-9 for the month of January 2024. The Cash Reconciliation Report and Secretary's Reports are in agreement for the month of January 2024.
 - C. January Cash Reconciliation Report
Board Secretary in accordance with N.J.A.C 6A:23A-16.10 (c) 2 certifies that there are no changes in anticipated revenue amounts or revenue sources.
 - D. Board of Education Certification-pursuant to N.J.A.C 6A:23A-16.10 (c) 4 We certify that after review of the secretary's monthly financial report (appropriations section) and upon consultation with the appropriate district officials, that to the best of our knowledge no major accounts or fund has been over expended in violation of N.J.A.C 6A:23A - 16.10 (b) and that sufficient funds are available to meet the district's financial obligations for the remainder of the fiscal year.
 - E. January Transfers (Attachment #3)
Motion to approve line item transfers for the month of January 2024.
 - F. Expenditures (Attachment#4)
Motion to approve expenditures list for February 2024.
 - G. Motion to approve a waiver per N.J.A.C. 6A:23A-5.3 for participation in the Special Education Medicaid Initiative (SEMI) Program due to fewer than forty (we currently have twelve eligible students) Medicaid Eligible classified students in the Estell Manor School District for the 2024-25 School Year. (Attachment #5)
 - H. Motion to approve the submission of the High Impact Tutoring Grant.
 - I. Motion to approve the application for the FY 2024 New Jersey School Development Authority's Emergent Capital Maintenance Needs Grant in the amount of \$4,657. (Attachment #6)
 - J. Motion to approve the cancelation of outstanding negative breakfast and lunch balances for students who are no longer in the district and for students whose status has changed to free or reduced pricing. (Attachment #7)

Motion: Ms. Seelman Second: Ms. Gellura

Discussion: Ms. Ferrari & Ms. Gellura inquired about the Food Service balances and the method of communication with parents were discussed.

Roll Call: Ms. Ferrari, Ms. Gray, Ms. Seelman, Ms. Gellura, Ms. Mimler- all unanimous yes votes

SBA Informational Items:

<u>BOE Term Dates</u> Name	Title	Term Ends
Kathy Mimler	President	2024
Sarah Ferrari	Board Member	2024

Alicia Gray	Board Member	2026
Brianne Seelman	Vice President	2025
Theresa Gellura	Board Member	2026

2023-2024 Atlantic County SBA Meeting Dates

- Tuesday, March 5 @ 6:45 p.m. (8th Grade Dialogue)
- Tuesday, May 7 @ 6:00 p.m. (Hybrid)

**Meeting dates and times are subject to change. Location TBD*

Mandated NJSBA Training Requirements to be completed by 12/31/2024

Alicia Gray	Gov IV	Kathy Mimler	up-to-date
Sarah Ferrari	up-to-date	Theresa Gellura	– Gov II (scheduled)
Brianne Seelman	up-to-date		

School Ethics Commission Annual Disclosure Statements

Personal/Relative and Financial Disclosure Statements (Disclosure Statements) pursuant to N.J.S.A. 18A:12-21 et seq. of the School Ethics Act Statements are due by April 30, 2024.

FOOD SERVICE MANAGEMENT COMPANY (FSMC)

The Estell Manor School District is in the 5th year of the FSMC Contract Cycle and we are required to procure a new base year contract for the 2024-2025 school year.

2024-2025 School Budget Schedule of Events

February 13 th	Finance Committee Meeting
February 27 th	NJ Governor's State Address
March 1 st	State aid figures released
March 14 th	Board Meeting (to approve the budget)
March 20 th	Budget due to Atlantic County DOE
April 25 th	Public Budget Hearing / Regular Board Meeting

XI. SUPERINTENDENT REPORT AND RECOMMENDATIONS

- Tychwan Johnson March 4th @ 9:30 am
- Wit & Wisdom PD Feb. 16th
- AI PD Feb. 16th
- NJHS Induction Feb. 20th
- After School Tutoring begins Feb. 26th
- 2nd Strategic Plan Meeting March 13th
- High Impact Tutoring Grant
- No Baseball/Softball, will have co-ed Softball
- School wide Spelling Bee Feb. 8th – congrats Nathan Buchanan
- 1st Volleyball game vs. Mullica Feb. 27th
- Superintendent's List and Honor Roll List (Attachment #8)
- Student of the Month (Attachment #9)

Security Drills:

Fire Drill: January 31, 2024
Security Drill: January 29, 2024

Ms. Mimler inquired about the start date for tutoring and the selection criteria for student eligibility.

XII. CURRICULUM & INSTRUCTION

A. Motion to approve the following Professional Development:

Date	Topic	Location	Staff	Cost
2/22/24	Math Assmnt Practices Pk-3	Virtual - NJDOE 10 am-11 am	R. Ruberton, L. Dormanen	Sub rate
4/18/24	Behavior Mngmnt & Strategies for Para's	Virtual - NJDOE 4pm-6:30 pm	A. Clarke	contracted hrly rate
5/9/24	Early Literacy Strategies Students with Disabilities	Virtual - NJDOE 4 pm - 6:30 pm	R. Ruberton, L. Morinelli, J. DiBenedetto	contracted hrly rate

B. Motion to approve the following Field Trips:

Name of Trip	Grade
Cape May Zoo	Pre-K & K
Academy of Natural Science	Grade 1-2
Cold Spring Village	Grade 3-4
Wetlands	Grade 5-6
Arden Theatre & Lincoln Field	Grade 7-8
Levoy Theatre	Grade 1-4

Motion: Ms. Gray Second: Ms. Ferrari

Roll Call: Ms. Ferrari, Ms. Gray, Ms. Seelman, Ms. Gellura, Ms. Mimler– all unanimous yes votes

XIII. PERSONNEL

A. Motion to approve M. VanGilder, E. Baker and R. Flynn as after school tutors starting February 26, 2024 at the contracted rate.

B. Motion to approve summer hours for Nancy Wanner not to exceed 12 hours.

Motion: Ms. Seelman Second: Ms. Gellura

Roll Call: Ms. Ferrari, Ms. Gray, Ms. Seelman, Ms. Gellura, Ms. Mimler– all unanimous yes votes

XIV. POLICY

The Board discussed the Strauss Esmay draft policy manual and stated that they are still in the review period.

XV. BOARD INFORMATION/COORESPONDENCE

XV. PUBLIC COMMENTS 6:26pm – no one spoke

XVI. ANY OTHER PERTINENT INFORMATION THAT MAY BE BROUGHT BEFORE THE BOARD

- The Strategic Planning minutes will be posted on the website.
- Ms. Mimler inquired about the Board Self Evaluation and the Superintendent Evaluation.

XVII. ADJOURNMENT – Time: 6:27 pm

Motion: Ms. Ferrari Second: Ms. Gellura

Roll Call: Ms. Ferrari, Ms. Gray, Ms. Seelman, Ms. Gellura, Ms. Mimler– all unanimous yes votes