

ESTELL MANOR BOARD OF EDUCATION
Regular Board of Education Meeting Minutes
Estell Manor School Library
Wednesday, January 25, 2023
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 January 25, 2023. 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> | Mr. Roxas | <u>P</u> |
| Ms. Gray | <u>P</u> | Ms. Sack | <u>P</u> |
| Ms. Mimler | <u>P</u> | | |
| Michelle Cappelluti, Ed.D., Interim Superintendent | <u>P</u> | | |
| Rose M. Millar, Board Secretary | <u>P</u> | | |

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

VI. CLOSED SESSION – none

VII. MINUTES

A. Motion to approve the minutes for the following Board of Education meetings:

Regular Meeting December 21, 2022 (Attachment # 1)
Reorganization Meeting January 4, 2023 (Attachment #2)
Revision of March 28, 2022 (Attachment #3)

Motion: S. Ferrari Second: J. Roxas

Roll Call: Ms. Gray, Mr. Roxas, Ms. Seelman, Ms. Ferrari, Ms. Mimler – Unanimous all voting yes

IX. BUSINESS ADMINISTRATOR REPORT AND RECOMMENDATIONS

Motion to Approve Items A-G.

- A. Board Secretary's Report in accordance with 18A: 17-36 and 18A: 17-9 for the month of December 2022. The Board Secretary certifies that no lone 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. December Treasurer's Reports (Attachment#2)
Cash Reconciliation Report in accordance with 18A: 17-36 and 18A: 17-9 for the month of December 2022. The Cash Reconciliation Report and Secretary's Reports are in agreement for the month of December 2022.
- C. December 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. December Transfers(Attachment#3)
Line item transfers for the month of December 2022.
- F. Expenditures (Attachment#4)
Motion to approve expenditures list for January 2023.
- G. Motion to approve the NJSBA contact for a customized Strategic Plan Program at the rate of \$4,000.

Motion: A. Gray Second: B. Seelman

Roll Call: Ms. Gray, Mr. Roxas, Ms. Seelman, Ms. Ferrari, Ms. Mimler – Unanimous all voting yes

Informational:

Estell Manor BOE Committee listing (Attachment #7)

Direct Install Lighting Project

Status – late March

NJSBA Atlantic County Virtual Meeting:

Wed., February 1st 7:00pm – 8:30pm

Please let R. Millar, SBA, know if you would like to be registered for this event.

Mandated NJSBA Training Requirements to be completed by 12/31/2023

| | | | |
|-----------------|------------|--------------|------------|
| Alicia Gray | up-to-date | Justin Roxas | Gov III |
| Sarah Ferrari | up-to-date | Kathy Mimler | up-to-date |
| Brianne Seelman | Gov IV | | |

X. SUPERINTENDENT REPORT AND RECOMMENDATIONS

Personnel

A. Rescinded motion

B. Motion to approve criminal history approved, Tiffany DeModica as part time paraprofessional from January 30, 2023 through June 30, 2023 at the hourly rate of \$18.50.

C. Motion to approve Sarah Sharpe as Teacher in Charge as per EMEA Agreement for the remainder of the 2023 school year.

D. Motion to approve the county approved extension of contract for Dr. Michelle M. Cappelluti as Interim Superintendent from March 18, 2023 through June 30, 2023. (Attachment #8)

E. Motion to approve the county approved Mr. David Ricci as Superintendent of Schools for the Estell Manor School District from July 1, 2023 through June 30, 2028. (Attachment #9)

F. Motion to approve criminal history approved, Blanche Adams as a substitute teacher for the remainder of the 2022-23 school year.

G. Motion to approve the substitute custodian rate from \$13.50/hr to \$14.13/hr to meet minimum wage regulations, effective January 1, 2023.

H. Motion to approve Charles Mussachio as the boys' basketball coach per the teacher contract stipend rate.

I. Motion to approve two staff members (TBD), as basketball timekeepers per their contracted hourly rate.

Motion: S. Ferrari Second: A. Gray

Roll Call: Ms. Gray, Mr. Roxas (Abstained on B and E), Ms. Seelman, Ms. Ferrari, Ms. Mimler – Unanimous all voting yes

Curriculum & Instruction

A. Motion to approve 8th grade field trip to BRHS, Thursday, Jan. 26th. Bus rate to be shared with Weymouth School (\$440.00).

B. Motion to approve the following professional development:

| Date | Topic/Presenter | | Location | Cost | Staff Attendees |
|---------|---------------------------------------|--------------------------------------|--|-----------|---|
| 1/5/23 | CPR Training | | Hamilton Township School District, NJ | n/a | Mussachio, Charles |
| 1/26/23 | TECHSPO 23 | 1-26-23 (see agenda) | Harrah's Convention, Atlantic City, NJ | \$325 ea | Foley, S; Graff, J; Sharpe, S; Regalbuto, L |
| 1/10/23 | FEA: AntiBullying Specialist Training | 3 part session - 16 hours total | Virtual | \$500 ea | Mussachio, Charles; Upshaw, Leigh Ann |
| 2/7/23 | ETTC: Engagement in the Classroom | | Stockton ETTC - Galloway, NJ | ETTC hrs. | Smith, Brendan |

| | | | | | |
|---------|---|--|----------------|-----------|---------------|
| 2/15/23 | BER: Maximize Guided Reading Gr. 1-5 | | Virtual | \$279 | Malkin, Maria |
| 2/28/23 | Atlanticare Lecture Series: Physical & Physiological Impact of Eating Disorders | | Virtual | \$25 | Wanner, Nancy |
| 3/8/23 | BER: Best Cutting Edge Strategies for 5th Grade | | Virtual | \$279 | Malkin, Maria |
| 2/15/23 | Foundations Level 2 | | Stockton, ETTC | ETTC hrs. | VanGilder, M. |

Motion: S. Ferrari Second: J. Roxas

Roll Call: Ms. Gray, Mr. Roxas, Ms. Seelman, Ms. Ferrari, Ms. Mimler – Unanimous all voting yes

Presentation

Foundations Presentation - Sonya DeLucca 6:11 – 6:21

Informational Items

Fire Drill: Dec. 20, 2022
 Security Drill: Dec, 1, 2022, Lockdown
 Canned Food Drive
 Library Update
 HIB: N/A

XI. PUBLIC COMMENTS 6:27 – 6:30

Mr. Walter Olsen requested a list of all applicants for the CSA position.

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

Mr. Roxas – Read a statement and regretfully informed the Board that he will resign from the board member position effective immediately due to work conflicts.

Dr. Cappelluti - Provided an update and quick background info on our newly hired Superintendent, David Ricci. Discussed piano replacement. Provided committee updates on Finance and Curriculum. Discussed the next steps for appointing a replacement board member for the remainder of this year's term

Motion: K. Mimler Second: S. Ferrari

Roll Call: Ms. Gray, Mr. Roxas, Ms. Seelman, Ms. Ferrari, Ms. Mimler – Unanimous all voting yes

XIII. ADJOURNMENT – Time: 6:31pm

Motion: J. Roxas Second: S. Ferrari

Roll Call: Ms. Gray, Mr. Roxas, Ms. Seelman, Ms. Ferrari, Ms. Mimler – Unanimous all voting yes