

ESTELL MANOR BOARD OF EDUCATION  
Regular Board of Education Meeting Minutes  
Estell Manor School - Media Center  
Wednesday, September 27, 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 September 27, 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>	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 – 6:01pm  
No one spoke

VI. CLOSED SESSION took place at the end of the meeting (see below)

VII. RESUME OPEN SESSION 6:55pm

Motion: Ms. Seelman Second: Ms. Gellura

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

VIII. MINUTES

A. Motion to approve the minutes with revisions for the following Board of Education meetings:  
Regular & Closed Meeting August 23, 2023 (Attachment #1)

**Motion: S. Ferrari Second: B. Seelman**

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

IX. FINANCE & FACILITIES

A. Board Secretary's Report in accordance with 18A: 17-36 and 18A: 17-9 for the month of July and August 2023. 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. July and August Treasurer's Reports  
 Cash Reconciliation Report in accordance with 18A: 17-36 and 18A: 17-9 for the month of July and August 2023. The Cash Reconciliation Report and Secretary's Reports are in agreement for the month of July and August 2023.
- C. July and August 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.
- G. Motion to approve the 2023-2024 tuition contract with Atlantic County Special Services for two multiple disabled students.  
 2 students @ \$42,840 = \$85,680
- H. Motion to approve the additional 2023-2024 transportation agreement with Greater Egg Harbor Regional School District for the following routes for transportation to Weymouth for preschool.

Contract	Route	23-24
CM19C	WT02	\$5,981.01
	WT04	\$1,475.83

- I. Motion to approve the school lunch prices for the 2023-2024 school year.  
 Lunch – Staff \$4.55
- J. Motion to approve the 2023-2024 tuition contract with Atlantic County Technical School as follows:
  - 13 regular students @ \$3,000
  - 3 special students @ \$5,000
  - 21-22 Tuition Adjustment (21,277)
  - TOTAL 23-24 cost \$32,723.00
- K. Motion to approve the following Estell Manor Education Association facility use requests for events for the 2023-2024 school year.
  - Dance – 9/29/2023
  - Paint Party 10/19/2023
  - Culinary Kids 12/13/2023
  - Culinary Kids 4/17/2024
  - Paint Party 5/15/2024
- L. To approve the Colonial Life Company for employee voluntary contributions for disability insurance, life insurance and management of flexible spending accounts

for the 2023-24 school.

Motion: B. Seelman Second: B. Gellura

Discussion: Ms. Mimler inquired about item L & G

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

SBA Informational Items:

NJSBA Workshop

Workshop group registration covers 25 team members. Districts may include the school board, business administrator, superintendent, facilities managers, curriculum professionals, IT staff, principals, human resource professionals, educators, and other district staff in their group registration. The annual Workshop training conference will take place from Monday, October 23 to Thursday, October 26 at the Atlantic City Convention Center. Workshop is the most extensive training event for New Jersey's local school officials. Member price \$550 or group (up to 25 people) is \$2,200.

<u>BOE Term Dates</u> Name	Title	Term Ends
Kathy Mimler	President	2024
Sarah Ferrari	Vice President	2024
Alicia Gray	Board Member	2023
Brianne Seelman	Board Member	2025
Theresa Gellura	Board Member	2023

2023-2024 Atlantic County SBA Meeting Dates

- Tuesday, Oct. 3 @ 6:00 p.m. (Hybrid/Greate Bay)
- Tuesday, Dec. 5 @ 6:00 p.m. (Hybrid)
- Tuesday, Feb. 6 @ 6:45 p.m. (Virtual)
- 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 12/31/2023

Alicia Gray	up-to-date	Kathy Mimler	up-to-date
Sarah Ferrari	up-to-date	Theresa Gellura	– up-to-date
Brianne Seelman	Gov IV – registered		

ACCASBO State of the JIF Dinner

Tuesday, November 28, 2023 Great Bay Country Club

**XII. SUPERINTENDENT REPORT AND RECOMMENDATIONS**

Superintendent's Informational Items

Superintendent's Informational Report- Mr. Ricci gave a detailed verbal report which included the following topics:

- Communicated with Mr. Dilg in reference to the flagpole at the Veteran's Memorial
- I Ready Assessment the week of September 11<sup>th</sup>
- ELA Curriculum Teacher Committee met
- Paraprofessional from Delta T Group

- Strauss Esmay- Policy Committee Meeting took place
- Administrative Team Meeting with Michelle Kennedy (NJSBA) to initiate the 5 Year Strategic Plan on Tuesday October 3<sup>rd</sup>.

Security Drills:

Fire Drill: N/A - summer  
 Security Drill: N/A – summer

XIV. CURRICULUM & INSTRUCTION

- A. Motion to approve the District Improvement Plan (DIP) (Attachment #5)
- B. Motion to approve the Professional Development Plan. (Attachment #6)
- C. Motion to approve the District Mentoring Plan. (Attachment #7)
- D. Motion to approve the following Professional Development:

Last Name	First Name	Professional Development	Description	City	State	Date(s)	Reg Fee	Est Sub Cost
DeLucca	Sonya	BEHR	K-6 Dyslexia Trng	Virtual		Nov 21	279	\$150.00
Sharpe	Sarah	Atlanticare	Healthy Schools	Virtual		Oct 18	-	\$150.00

Motion: Ms. Ferrari Second: B. Seelman

Discussion: Ms. Mimler inquired about the mentor plan for new teachers.

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

XIII. PERSONNEL

- A. Motion to accept with regret the resignation of Sommer Roxas effective, November 17, 2023. (Attachment #8)
- B. Motion to approve criminal history approved, Sarah Tomasello as a substitute nurse for the remainder of the 2023-24 school year.
- C. Motion to approve the following Mentors for the 2023-24 school year.
 

<u>Mentor</u>	<u>Staff Member</u>
Sarah Sharpe	William Dooner
Sonya DeLucca	Rainey Ruberton

Motion: Ms. Seelman Second: Ms. Gellura

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

XIV. POLICY

- A. Motion to approve the first reading of the following policies and regulations (Attachment#9)  
 1642.01 Sick Leave

2419 School Threat Assessment Teams

Motion: Ms. Ferrari Second: Ms. Gellura

Discussion: Polices were discussed in detail.

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

XV. PUBLIC COMMENTS 6:38pm – 6:38pm

No one spoke

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

- Ms. Millar spoke with Mr. Roosevelt, who had spoken during the public session at the 9/27/23 EMBOE meeting regarding his property taxes. He was informed that the school district does not bill or collect property taxes and was directed to speak to the tax collector and assessor.
- Ms. Mimler informed the Board of the upcoming NJSBA anti-bullying task force sessions upcoming October 4-5 in Trenton. She is going to try to attend, and Ms. Gellura may go as well.
- Ms. Mimler spoke about Board self-evaluations – she distributed some information to the board members. She requested that the complete the paperwork by January 1, 2024.
- Ms. Mimler said that she heard many compliments regarding back to school night and that it was a success.

VIII. CLOSED SESSION 6:43pm-6:56pm (no action to take place after closed session)

Legal Matters

Motion: Ms. Seelman Second: Ms. Gellura

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

XVII. ADJOURNMENT – Time: 6:56 pm

Motion: Ms. Seelman Second: Ms. Gellura

Roll Call: Ms. Gray, Ms. Gellura, Ms. Seelman, Ms. Mimler, Ms. Ferrari