

ESTELL MANOR BOARD OF EDUCATION
Regular Board of Education Meeting Minutes
Estell Manor School - Media Center
Wednesday, December 20, 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 December 20, 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>A</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. PRESENTATION: Auditor’s Management Report on Administrative Findings, Financial, Compliance and Performance June 30, 2023. (Attachment #1) 6:00pm-6:04pm
Motion: Ms. Seelman Second: Ms. Gellura
Roll Call: Ms. Gray, Ms. Gellura, Ms. Seelman, Ms. Mimler– all unanimous yes votes

VI. PUBLIC COMMENTS (AGENDA ITEMS ONLY) 6:04pm
No one spoke

- VII. CLOSED SESSION 6:04pm
To discuss personnel issues
Motion: Ms. Gellura Second: Ms. Seelman
Roll Call: Ms. Gray, Ms. Gellura, Ms. Seelman, Ms. Mimler– all unanimous yes votes

- VIII. RESUME OPEN SESSION 6:24pm
Motion: Ms. Gellura Second: Ms. Seelman
Roll Call: Ms. Gray, Ms. Gellura, Ms. Seelman, Ms. Mimler– all unanimous yes votes

IX. MINUTES

A. Motion to approve the minutes with revisions for the following Board of Education meetings:
Regular & Closed Meeting November 16, 2023 (Attachment #1)
Motion: Ms. Seelman Second: Ms. Gellura
Roll Call: Ms. Gray, Ms. Gellura, Ms. Seelman, 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 November 2023. 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. November Treasurer's Reports
Cash Reconciliation Report in accordance with 18A: 17-36 and 18A: 17-9 for the month of November 2023. The Cash Reconciliation Report and Secretary's Reports are in agreement for the month of November 2023.
- C. November 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. November Transfers (Attachment #3)
Motion to approve line item transfers for the month of November 2023.
- F. Expenditures (Attachment#4)
Motion to approve expenditures list for December 2023.
- G. Motion to approve the submission of the preschool projected enrollment form for the 2024-2025 (Attachment #6)
- H. Motion to approve the New Jersey Department of Education Waiver for the preschool classroom compliance of square footage and toilets (Attachment #7).
- I. Motion to approve the transportation joint agreement with Greater Egg Harbor Regional School District for the 2023-2024 school year (Attachment #8).
- J. Motion to approve the ESEA amendment to apply 2022-2023 carryover to the 2023-2024 Title IIA grant.
- | | |
|----------------------------|----------|
| 2023-2024 Allocation | \$9,055 |
| 2022-2023 Carryover | \$8,805 |
| TOTAL Allocation for 23-24 | \$17,860 |
- K. Motion to approve the amendment of the Memorandum of Agreement between the Estell Manor Board of Education and the Law Enforcement Officials for 2023. (Attachment #9)
- L. Motion to approve the application for the Securing Our Children's Future Bond Act, Alyssa's Law Compliance and School Security Grant in the amount of \$20,000. (Attachment #10)

Motion: Ms. Seelman Second: Ms. Gellura

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

SBA Informational Items:

<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, 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	– up-to-date	

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.

XI. SUPERINTENDENT REPORT AND RECOMMENDATIONS

Mr. Ricci reported on the following topics

- ACCASBO JIF 22-23 Award dinner, granted \$9,500.
 - Safety Elite II Award
 - Report within 24 hours Award
 - Maintaining loss ratio below 50%
 - Trophy - Safety District of the Year (small school division)
- Policy update – Strauss Esmay Letter/Policy Draft Manuals (Attachment #11)
- HSA Talent Show, thank you: Brianne Seelman, Kathy Mimler, Maranda Ballard, Tiffany DiModica, Kelsey Buck, Michelle Buchanan and Sonya DeLuca
- Lock Down drills
- Language Arts program

Security Drills:

Fire Drill: November 28, 2023

Security Drill: November 30, 2023 (Shelter in Place)

XII. CURRICULUM & INSTRUCTION

A. Motion to approve Great Minds Wit and Wisdom curriculum and the disposal of Language Arts textbooks.

B. Motion to approve ACIT Dental Students to visit our students to teach dental health on Feb. 22, 2024.

C. Motion to approve the following Professional Development:

Last Name	First Name	Professional Development	Description	City	State	Date(s)	Reg Fee	Add'l Costs Est
Foley	Sarah	Techspo 2024	1 day Pass	AC	NJ	1/25/2024	\$375	Mileage
Ruberton	Rainey	BER - Online	Tchng Strategies	N/A	N/A	1/4/2024	\$279	Sub
Thompson	Wendy	Foreign Lang for Kids- Online	Tchng Strategies	N/A	N/A	1/18/2024	N/A	Sub
Baker	Elaine	Facilitating Mathematical Discussions: Putting the 5 practices into Practice	Tchng Strategies	Ewing Twp	NJ	1/26/2024	\$270	Mileage / Sub
Schweer	Megan	Realtime User Experience 2024	Training	Toms River	NJ	2/6/2024	N/A	Mileage
Morinelli	Elizabeth	Kindergarten Visitation (Envisions Math)	Tchng Strategies	Stone Harbor	NJ	12/7/23	N/A	Mileage / Sub
DiBenedetto	Jenn	Preschool Visitation (Creative Currciulum)	Preschool	Mays Landing	NJ	12/12/23	N/A	Mileage

Motion: Ms. Seelman Second: Ms. Gray

Discussion: LA Curriculum

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

XIII. PERSONNEL

A. Motion to approve William Dooner as volleyball coach for the 2023-2024 school year.

B. Motion to approve Suzanne Monfredo as full time preschool para professional for the 2023-2024 school year.

- C. Motion to approve Cole Adams as a substitute custodian for the remainder of the 2023-24 school year pending completion of required forms.
- D. Motion to approve Rebecca Flynn for movement on salary guide per EMEA contract to reflect an increase of \$1,500 for a BA+30 for a total salary of \$59,921.
- E. Motion to approve criminal history approved Grace Bromhead as a part-time para professional the rate of \$19 per hour for the remainder of the 2023-24 school year.
- F. Motion to approve a salary for Kristine Kelly to \$19 per hour for her current part-time para professional position for the remainder of the 2023-24 school year.
- G. Motion to approve criminal history approved Rebecca VanFossen as a substitute nurse for the remainder of the 2023-24 school year.
- H. Motion to approve Charles Morgenweck as upper grade math substitute teacher for the dates January 1, 2024 through January 12, 2024 at the daily rate of \$150.

Motion: Ms. Gellura Second: Ms. Seelman

Discussion took place regarding the rates for approval for items E, F and H and the agenda was amended and approved as stated above in the minutes.

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

XIV. POLICY
None

XV. BOARD INFORMATION/COORESPONDENCE

- Ms. Mimler spoke regarding her attendance at the NJSBA Delegate assembly on 12/02/2023 and distributed her notes to the Board Members for review.

XV. PUBLIC COMMENTS 6:41pm -6:54pm

- Ms. Jaclyn Staffieri-Foster spoke to the Board about various issues pertaining to her daughter.
- Mr. Ricci thanked Mrs. Staffieri-Foster for her speaking about the issues.
- Mrs. Mimler notated that the items in the personnel committee approvals section will be revisited during personnel committee meetings and discussed for the future.

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

XVII. ADJOURNMENT – Time: 6:56 pm

Motion: Ms. Seelman Second: Ms. Gellura

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