

ESTELL MANOR BOARD OF EDUCATION  
Regular Board of Education Meeting Minutes  
Estell Manor School Library  
Wednesday, July 27, 2022  
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 July 27, 2022. 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>	Mr. Roxas	<u>  P  </u> (arrived 6:48)
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>
Bill Morlock, Board Solicitor			<u>  P  </u>

V. PUBLIC COMMENTS (AGENDA ITEMS ONLY) Start Time: 6:03

Creed Pogue, Historical Society Liaison, spoke regarding use of school resources to print the City of Estell Community Newsletter.  
End Time: 6:07

VI. CLOSED SESSION – Time: 6:59

Motion: Ms. Mimler Second: Ms. Sack (4-0-0)

- Extension of Superintendent
- Legal Contract

VII. RESUME OPEN SESSION – Time: 7:17

Motion: Ms. Mimler Second: Ms. Sack (4-0-0)

Approval of the 2021-2022 Superintendent Evaluation.  
Motion: Ms. Mimler Second: Ms. Sack

VIII. PRESENTATIONS

- KD National Force Security Time: 6:09 - 6:38

- Instructional Programming 2022-23 Presentation by Sarah Foley. Supervisor of Curriculum and Instruction/Special Programs. Time: 6:39-6:55
- Dr. Cappelluti discussed the new library. 6:55-6:58

## IX. MINUTES

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

Regular Meeting May/June 22, 2022 (with revisions) Open & Closed Sessions (Attachment # 1)

Motion: S. Sack Second: A. Gray (3-0-1 - J. Roxas abstained)

## X. BUSINESS ADMINISTRATOR REPORT AND RECOMMENDATIONS

### Motion to Approve Items A.-U.

- A. Board Secretary's Report in accordance with 18A: 17-36 and 18A: 17-9 for the month of June 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. June Treasurer's Reports (Attachment#2 )  
Cash Reconciliation Report in accordance with 18A: 17-36 and 18A: 17-9 for the month of June 2022. The Cash Reconciliation Report and Secretary's Reports are in agreement for the month of June 2022.
- C. June 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. June Transfers(Attachment# 3)  
Line item transfers for the month of June 2022.
- F. Expenditures (Attachment# 4)  
Motion to approve expenditures list for June 30, 2022 and July 2022.
- G. Motion to approve 100% of the ESEA Title I grant funding allocation for the teacher of basic skills, Andy Storey, for the 2022-2023 school year.
- H. Motion to approve the submission of the ESEA 2022-2023 grant as follows:  
Title I \$49,774

Title II \$8,805  
 Title IV \$10,000

- I. Motion to approve the submission of the ESEA 2022-2023 grant as follows:  
 IDEA Basic \$60,671  
 IDEA PreK \$1,820
- J. Motion to approve the 2022- 2023 Risk Management Consultant Agreement between the Estell Manor School District and Glen Insurance / Denny Brown and authorizes the district to pay an amount equal to \$825 of the District annual assessment.
- K. Motion to appoint Parker McCay/Frank Cavallo as Board Solicitor for the 2022-23 school year at a rate of \$185.00 per hour on an as needed basis. (Attachment #5)
- L. Motion to approve the following Newfield Bank accounts and signors:

Name	Account No.	Signers	Signers Required
General	2661643	Treasurer, SBA, Pres	3
Payroll	2661650	Treas, SBA, Pres	2
Agency	2661668	Treas, SBA	2
Donation	2661676	SBA	1
Student Activities	2661684	CSA & SBA	2
Cafeteria	2661700	Treas	1
Flex Spend Acct	2661718	SBA	1
Before/After Program	2661726	CSA & SBA	1

- M. Motion to approve the 2022-2023 Special Education tuition contract with the Millville BOE for one MD student for ESY at \$2,415 and four speech therapy sessions at \$37.50/session.
- N. Motion to approve the 2022-2023 ESY tuition contract with Atlantic County Special Services School District in the amount of \$575 per week and an additional \$575 per week for a personal aid if needed. ACSSSD ESY program runs 7/11/2022 – 8/5/2022 (4 weeks).
- O. Motion to approve the 2022-2023 contract with the NJ Department of Human Services Commission for the Blind Education Level 1 \$2,200.
- P. Motion to approve the 2022-2023 transportation contract with CMCSSSD for transportation to CMCSSSD for one special education student in the amount of \$375/day totaling \$67,500.
- Q. Motion to approve the updated 2022-2023 Purchasing Manual and Standard Operating Procedures.
- R. Motion to approve Agreement for Professional Independent Contract Speech Language Pathology Services with The Speech Sub, LLC July 1, 2022 – June 30, 2023 at the rate of \$80/hour on a as needed basis. (Attachment # 6)

S. Motion to approve Agreement for ESY Speech Language Services with Soliant Health, LLC July 1, 2022 – August 31, 2022 at the rate of \$60/hour @ 1 hr/wk for 4 weeks.

T. Motion to approve the following routine travel and other meetings that are normal for the position as well as meetings and workshops required by the NJ Department of Education for compliance with laws and regulations:

<u>Superintendent</u>	<u>Business Administrator</u>	<u>Supervisor of Curr &amp; Spec Serv</u>
CMCASA Monthly	ACASBO Monthly Meetings	Special Education Curriculum
NJASA School	NJASBO Conference and trainings	NJDOE Preschool Meetings
	NJSBA Workshop	
	Joint Insurance meetings	

#### Facilities

U. Motion to approve the NJ DOE Annual Bathroom Facilities for Early Intervention, Pre-Kindergarten and Kindergarten Classrooms for the 2022-23 school year. (Attachment # 7)

#### Informational Section:

- 2022-2023 School year funding.
- School election November 8<sup>th</sup> 2022
- Need signatures on various documents/stamps

Items A-U: Motion: A. Gray Second: J. Roxas (4-0-0 except for Item P - S. Sack abstained from Item P only 3-0-1)

## XI. SUPERINTENDENT REPORT AND RECOMMENDATIONS

### Personnel

A. Motion to approve criminal history approved substitute teacher, Jocelyn Williams for the 2022-23 school year.

### Professional Development

B. Motion to approve Jennifer DiBenedetto to attend “Introduction to the Creative Curriculum for Preschool,” August 8-10 for a total of 12 hours at the EMEA contracted hourly rate. No cost for training.

### Policy

C. Motion to approve the following policies for first reading:  
4119.23  
5131

Items A-C: Motion: S. Sack Second: J. Roxas (4-0-0)

**XII. PUBLIC COMMENTS - Time: 7:35**

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

K. Mimler mentioned the board will begin to review District and Board Goals and Strategic Plan. Dr. Cappelluti will email board draft goals.

A. Gray and J. Roxas thanked Mrs. Sharpe for her work on the Summer Camp.

**XIV. ADJOURNMENT – Time: 7:38**

Motion: J. Roxas Second: A. Gray (4-0-0)