

**ESTELL MANOR BOARD OF EDUCATION**  
**Regular Board of Education Meeting Minutes**  
**Estell Manor School Gymnasium**  
**Wednesday, August 25, 2021**  
**7:00 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 August 25, 2021. In compliance with the Open Public Meetings Act 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.

**IV. ROLL CALL**

Ms. Mimler	<u>  P  </u>	Mr. Roxas	<u>  P  </u>
Ms. Ferrari	<u>  A  </u>	Ms. Sack	<u>  P  </u>
Ms. Gray	<u>  P  </u>		

Michelle Cappelluti, Ed.D., Interim Superintendent	<u>  P  </u>
William H. Thompson, Business Administrator/Board Secretary	<u>  P  </u>
William Morlock., Board Solicitor	<u>  P  </u>

**V. PUBLIC COMMENTS (AGENDA ITEMS ONLY 5-minute limit)**

**VI. CLOSED SESSION - N/A**

Roll Call: Ms. Mimler, Ms. Ferrari (n/a), Ms. Gray, Mr. Roxas, Ms. Sack

**VII. RESUME OPEN SESSION - N/A**

Roll Call: Ms. Mimler, Ms. Ferrari (n/a), Ms. Gray, Mr. Roxas, Ms. Sack

**VIII. MINUTES**

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

Regular Meeting/ June 23, 2021 / Open & Closed Sessions (Attachment# 1)

Regular Meeting/ July 28, 2021 / Open & Closed Sessions (Attachment# 2)

Roll Call: Ms. Mimler, Ms. Ferrari (n/a), Ms. Gray, Mr. Roxas, Ms. Sack

Motion: JR Second: SS (4-0-0)

## **IX. BUSINESS ADMINISTRATOR REPORT AND RECOMMENDATIONS**

### A. Expenditures (Attachment#3)

Motion to approve the June 2021 expenditures in the amount of \$ 84,425.68 as certified by the School Business Administrator/Board Secretary.

### B. Financial Reports/Budget Transfers (Attachments forthcoming)

Motion to reapprove the Treasurer's Report and Board Secretary's Report and Budget Transfer for the month of June 2021.

Motion to approve the Treasurer's Report and Board Secretary's Report and Budget Transfer for the month of July 2021.

### C. Monthly Certification

Motion to accept the certification of the Business Administrator that pursuant to N.J.A.C. 23A:16.10(c)3, as of July 31, 2021 after review of the Secretary's Monthly Financial Reports (Revenue and Appropriations Sections), no major account or fund has been over-expended in violation of N.J.A.C.23A:16.10 (c)4, and there have been no changes in anticipated revenue sources and/or amounts so that sufficient funds are available to meet the District's financial obligations for the remainder of the fiscal year.

### D. Contract - Tuition

Motion to approve the following tuition contract for the 2021-2022 school year:

Buena Regional School District in the amount of \$723,934.00

E. Contract - Transportation

Motion to approve participation in a Joint Transportation Agreement with ACSSSD to provide transportation services for students attending ACSSSD from July 1, 2021 through June 30, 2022 at the contracted rate.

F. Contract – Service

Motion to approve Personal Aide Agreement with ACSSSD in the amount of \$43,920.00

Roll Call: Ms. Mimler, Ms. Ferrari (n/a), Ms. Gray, Mr. Roxas, Ms. Sack  
Motion: JR Second: AG (4-0-0)

**X. USE OF FACILITIES**

A. Motion to approve use of facilities from 6:30-9:00 PM for HSA meetings to be

held on Dates:

9/13/21, 10/4/21, 11/8/21, 12/6/21, 1/3/22, 2/7/22, 3/7/22, 4/4/22, 5/2/22, 6/6/22

B. Motion to approve facility report for summer 2021 (Attachment #4)

Roll Call: Ms. Mimler (Abstain: A), Ms. Ferrari (n/a), Ms. Gray, Mr. Roxas, Ms. Sack  
Motion: AG Second: SS (3-0-1)

**XI. RECOMMENDATION OF SUPERINTENDENT**

A. Motion to approve FL4K- *Foreign Language for Kids as the K-8 World language program.* (Attachment #5)

B. Motion to approve Public Review and Discussion of the Collaborative Monitoring report by the Superintendent.

Roll Call: Ms. Mimler, Ms. Ferrari (n/a), Ms. Gray, Mr. Roxas, Ms. Sack  
Motion: JR Second: AG (4-0-0)

**XII. PERSONNEL** *All Personnel items are made by the recommendation of the Superintendent.*

A. Staff Appointments

Motion to approve Sommer Roxas as a part time paraprofessional for the 2021-2022 school year at the approved rate of \$17.00 per hour. (Attachment #6)

Motion to approve Judith Wray as a part time paraprofessional for the 2021-2022 school year at the approved rate of \$17.00 per hour. (Attachment #7)

Motion to approve the job description title from Supervisor of Curriculum and Instruction to Supervisor of Curriculum & Instruction/Special Services. (Attachment #8)

Motion to approve Hope Spriggs as part time 12-month custodian for the 2021-2022 school year at the rate of \$13.50 per hour. (Attachment #9)

B. Summer Camp

Retroactively approve Greta Normand (3 days), Annmarie Clark (4 days), Judy Lorito (1 day) to assist with Summer Camp Program at their contracted hourly rate.

C. Amend Motion

Amend Motion X. D. from July 28, 2021 Agenda to adjust Meredith VanGilder's Summer Camp rate from \$17.00 an hour to \$37.00 an hour.

D. HIB Report

Motion to approve the Harassment, Intimidation and Bullying Report affirming/ accepting the Superintendent's decisions and findings for July 2021. N/A

E. Motion to approve aides/receptionist to participate in personal development/ training at their contracted hourly rate.

Roll Call: Ms. Mimler, Ms. Ferrari (n/a), Ms. Gray, Mr. Roxas (Abstain:A,E), Ms. Sack  
Motion: AG Second: SS (4-0-0)

**XIII. PUBLIC COMMENTS**

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

**XV. ADJOURNMENT-** Time: 7:33 pm

Roll Call: Ms. Mimler, Ms. Ferrari (n/a), Ms. Gray, Mr. Roxas, Ms. Sack  
 Motion: JR Second: SS (4-0-0)

**INFORMATIONAL:**

I. Enrollment as of July 2021

	Sep	Oct-20	Nov	Dec-	Jan	Feb-21	Ma	Apr-21	May	June-21
Estell -Resident	156	156	156	156	156	156	15	156	156	156
Estell -Choice	33	33	33	33	33	33	33	33	33	33
Buena HS	39	39	39	39	41	41	41	41	41	41
ACIT	13	13	13	13	12	12	12	12	12	12
ACSSSD	2	2	2	2	2	2	2	2	2	2
Charter Tech	2	2	2	2	2	2	2	2	2	2
Holly Heights	1	1	1	1	1	1	1	1	1	1
Choice to OCHS	8	8	8	8	8	8	8	8	8	8
Choice to Voner	1	1	1	1	1	1	1	1	1	1
Choice to Maurice River	3	3	3	3	3	3	3	3	3	3
Total	258	258	258	258	259	259	259	259	259	259

2. Security Drills

- a. July 13, 2021 Fire Drill
- b. July 14 ,2021 Evacuation Drill