

**ESTELL MANOR BOARD OF EDUCATION  
REGULAR MEETING  
WEDNESDAY, January 23, 2019 - 7:00 P.M. – BOARD CONFERENCE ROOM**

This meeting is in compliance with the Open Public Meeting Law, and has been duly advertised in the Annual Notice, which was provided to the Atlantic City Press and The Daily Journal.

**Call to Order – Mrs. Barbetto, President**

The Estell Manor Board of Education held a regular meeting on Wednesday, January 23, 2019 at the Estell Manor Elementary School. The meeting was called to order at 7:01 p.m. by Board President, Mrs. Barbetto.

**President’s Announcement of Open Public Meeting**

This is to advise those present that adequate notice of meeting has been given in the official newspapers and posted in two public places as required by laws of 1975, Ch.231, commonly known as the Open Meeting Act.

**Salute to the Flag** – The President, Mrs. Barbetto, led the Flag Salute

**Roll Call**

Bonnie Barbetto -President	X
Brianne Seelman –Vice President	X
Sarah Ferrari	X
Alicia Gray	X
Kathy Mimler	X
Dianna Abraham, Superintendent	X
Joseph Rodio, SBA/Board Secretary	X
Emily, Parker McCay, Solicitor	X

**Public Comments**

**MOTION: To open Public Comment.**

**Motion: B.Seelman Second: K.Mimler, all in favor, no one opposed. Time 7:02 P.M.**

No public comment.

**MOTION: To close Public Comment**

**Motion: B.Seelman Second: K.Mimler, all in favor, no one opposed. Time 7:02 P.M.**

**Superintendent Report**

January

1. Drills since December’s meeting:

- a. Shelter in place – Tuesday 12/18/18: duration 4:00

- b. Fire Evacuation – January 9, 2019: duration 2:02 (included playgroup)
- 2. Congratulations:
  - a. Teacher of the Year – Becky Jamison
  - b. Ed Specialist of the Year – Jonna Drake
  - c. NJ State Counselor of the Year – Jill Kuppel
- 3. PD – Friday January 18
  - a. CPR/AED and First Aid training
  - b. Introduction to PLCs
  - c. Introduction to Trauma Informed Schools
  - d. Mid-year check-in of SGOs
- 4. Upcoming Events:
  - a. Friday – Passport to careers
  - b. Boys and Girls basketball games
  - c. Jan 30 - Buena will be visiting to talk to 7 th and 8 th graders about high school
  - d. Feb 8 - HSA talent show
  - e. Feb. 13-15 Parent teacher conferences

**Enrollment Information 2018-2019**

	Sep-18	Oct-18	Nov-18	Dec-18	Jan-19
Estell	182	182	182	183	183
Buena HS	34	38	38	38	38
ACIT HS	26	24	24	23	23
Choice to OC HS	9	9	9	9	9
Charter HS	1	1	1	1	1
Choice to Upper	2	2	2	2	2
ACSSSD	2	2	2	2	2
Upper	1	1	1	1	1
Total	<u>257</u>	<u>259</u>	<u>259</u>	<u>259</u>	<u>259</u>

**Recommendations of the Superintendent**

**MOTION: To approve the Curriculum & Student Affairs items. Motion: B.Seelman  
Second: K.Mimler**

Board Member	Roll Call	Abstain
Bonnie Barbetto	Yes	
Sarah Ferrari	Yes	
Alicia Gray	Yes	
Kathy Mimler	Yes	
Brianne Seelman	Yes	

**A. Curriculum & Student Affairs**

- 1) Recommend approval of the following field trips:

- a. No field trips to report this month.
  - 2) Recommend approval of the following professional developments:
    - a. (Attachment #1.)
  - 3) Recommend approval of the nurse's report for December 2018 (Attachment #2)
  - 4) Recommend approval of the following HIB report that was reported and investigated by Mrs. Kuppel:
    - a. No HIB report this month.
  - 5) Recommend approval for a fundraiser by the Honor Society: Penny Wars (Attachment #3.) Half of the money collected would go to Funny Farm animal rescue, half would be funds for the Honor Society.
  - 6) Recommend approval for the mid-year HIB report for the State Student Safety Data System:
    - a. # of reports and status: 6 reports: 4 HIB confirmed, 2 HIB alleged
    - b. nature based on protected categories (confirmed HIB): 3: race and/or color, 1: Other distinguishing characteristics
    - c. names of investigators: Jill Kuppel and Dianna Abraham
    - d. type nature of discipline imposed: according to School Code of Conduct
    - e. any other measures imposed, training conducted, or programs implemented to reduce HIB: student remediation, student counseling, restorative practices, parent contact, administrative meeting, district training on district HIB policy, district training on HIB recognition and prevention, Violence Awareness Week, Week of Respect, Second Step SEL
  - 7) Request approval for the continuance of the 10% club, where students are recognized for being in the top 10% for days present in school.
- (8A) Recommend approval of the 2018-2019 Nursing Services Plan (Addendum #A)

B. Policy

No new policies presented. However, the Board indicated the desire to bring in outside assistance to evaluation our policies.

**MOTION: To approve the Finance items. Motion: B.Seelman Second: A.Gray**

Board Member	Roll Call	Abstain
Bonnie Barbetto	Yes	
Sarah Ferrari	Yes	
Alicia Gray	Yes	
Kathy Mimler	Yes	
Brianne Seelman	Yes	

C. Finance

(1) Monthly Certifications

**Board Secretary’s Certification:**

Pursuant to Administrative Code, *N.J.A.C. 6A: 23A16.10(c)(3)* I certify that as of October 31, 2018 no budgetary line item account has obligations and payments (contractual orders) which in total exceed the amount appropriated by the Estell Manor City Board of Education pursuant to *N.J.S.A. 18A: 22-8.1* and *N.J.S.A. 18A: 22-8.2*, and no budgetary line item account has been over expended in violation of *N.J.A.C. 6A:23A-16.10(c)3*, in accordance with *N.J.A.C. 6A:23A-16.10(c)3*, it is certified that there are no changes in anticipated revenue amounts and sources for the month of October 2018.

**Board of Education Monthly Financial Certification:**

The Board Secretary recommends the Board certify that according to the Board Secretary's Certification as of October 31, 2018, after review of the Secretary's Monthly Financial Reports submitted, to the best of their knowledge:

- no major account or fund has been over-expended
- no line item account has encumbrances & expenditures, which in total exceed the line item appropriation in violation of *N.J.A.C. 6A:23A-16.10(c)3* & *N.J.A. 6A:23A-16.10(c)4*
- that sufficient funds are available to meet the District's financial obligations for the remainder of the fiscal year, and that the secretary's and treasurer's reports are in agreement for the month of October 2018. (Attachment #4)

(2) Recommend approval of the Y-T-D transfers as of October 2018 (Attachment #5)

(3) Recommend approval of the December 2018 proposed expenditures of \$258,946.98 (Attachment #6)

(4) Recommend approval of the Nutri-Serve Financial Report for December 2018, which reflects a net loss of (\$635.74) for the month, and a year-to-date loss of (\$1,803.81) (Attachment #7)

**MOTION: To approve the following Facility item. Motion: K.Mimler Second: B.Seelman**

Board Member	Roll Call	Abstain
Bonnie Barbetto	Yes	
Sarah Ferrari	Yes	
Alicia Gray	Yes	
Kathy Mimler	Yes	
Brianne Seelman	Yes	

D. Facilities Report

- 1) Monthly Report (Attachment #8)

**MOTION: To approve the following Personnel items Motion: B.Seelman Second: S.Ferrari**

Board Member	Roll Call	Abstain
Bonnie Barbetto	Yes	
Sarah Ferrari	Yes	
Alicia Gray	Yes	
Kathy Mimler	Yes	
Brianne Seelman	Yes	

E. Personnel

- (1) Recommend approval of the resignation of Matt Lorito – Custodian
- (2) Recommend approval of the hiring of Anthony Cekada for the position of Custodian at a starting salary of \$32,900/year, with health benefits & \$1,000 Dental/Optic Allowance, 10 Vacation days, 3 Personal days, and 12 Sick days.
- (3) Recommend approval of the following girls softball coaches (\$1,000 stipend to be shared):
  - a. Maria Malkin
  - b. Chris Borkowski
- (4A) Recommend approval of the following substitute teachers:
  - a. Robert Young – has substitute certification
  - b. Brynn Bowker – has substitute certification
  - c. Rylee McDonnell – pending certification and background check.

**Committee Meetings/Info** – nothing provided.

**MOTION: To approve the following Minutes. Motion: B.Seelman Second: K.Mimler  
Motion carried unanimously.**

**Approval of Regular Meeting Minutes**

Public Meeting: December 17, 2018 (Attachment #9)

Public Meeting: January 2, 2019 (Attachment #10)

Executive Session Meeting: Executive Session – December 17, 2018 (To be provided at the meeting.)

Executive Session Meeting: Executive Session – January 2, 2019 (To be provided at the meeting.)

**Correspondence Items**

Superintendent Evaluation template (Attachment #11)

Copy of current committee appointments to be reviewed and updated. (Addendum #B)

Reminder: 2019 School Ethics Disclosure Statements are due no later than April 30, 2019.

**Old Business**

Kathy Mimler indicated the timeline for Dianna’s Superintendent Evaluation as follows:

Dianna Abraham to meet with the Board in March 2019 to discuss her self-evaluation.

Board/Dianna Abraham to discuss/finalize evaluation in April 2019.

Kathy Mimler also indicated that the Board needs to provide a Board Evaluation, establish goals

**New Business** – nothing provided.

**MOTION: To open Public Comment.**

**Motion: S.Ferrari Second: K.Mimler, all in favor, no one opposed. Time 7:34 P.M.**

No public comment.

**MOTION: To close Public Comment**

**Motion: S.Ferrari Second: K.Mimler, all in favor, no one opposed. Time 7:34P.M**

**Executive Session (If Needed)**

WHEREAS, Public Law 1975, Chapter 231, known as the Open Public Meetings Act, provides that a public body may not exclude the public from any meeting to discuss any matter described therein until the public body has first adopted a Resolution; and WHEREAS, the Board of Education of the Estell Manor School District has determined that the following items must be discussed in closed session and that the public must be excluded from said deliberations; and WHEREAS, the Board of Education of the Estell Manor School District has determined that the subject matter of the closed discussion falls within those matters described in subsection 7b of the Open Public Meetings Act; Now, therefore, be it resolved, by the Board of Education of the

Estell Manor School District, Atlantic County, state of New Jersey, that: The Board of Education will go into closed session to discuss matters that may pertain to (Legal, Privacy, Negotiations, Finance, Personnel, or Litigation). There (may or may not) be action taken. Be it further resolved that the Board of Education of the Estell Manor School District will disclose to the public the subject matter of said closed discussions as soon as the matters have been resolved and the determination can be disclosed to the public.

**MOTION: To adopt the above Resolution.**

**A.Gray Second: K.Mimler, all in favor, no one opposed. Time 7:34 P.M.**

**No action was taken.**

**MOTION: To resume Open Public Session.**

**Motion: A.Gray Second: B.Seelman Motion carried unanimously. Time 7:41 P.M.**

**MOTION: To adjourn.**

**Motion: B.Seelman Second: S.Ferrari Motion carried unanimously. Time 7:41 P.M.**

\*CLOSED SESSION MAY OCCUR AT ANY TIME THE PRESIDENT CALLS FOR SAME  
IN ACORDANCE WITH OPEN MEETING LAW, SECTION 7 & 8\*\*