

**ESTELL MANOR BOARD OF EDUCATION
REGULAR MEETING
WEDNESDAY, July 24, 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, July 24, 2019 at the Estell Manor Elementary School. The meeting was called to order at 7:00 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 |
| Mike Coskey, Solicitor | X |

Public Comments

MOTION: To open Public Comment.

Motion: B.Seelman Second: K.Mimler, all in favor, no one opposed. Time 7:00 P.M.

No public comment.

MOTION: To close Public Comment

Motion: B.Seelman Second: K.Mimler, all in favor, no one opposed. Time 7:00 P.M.

Superintendent Report – July 2019

1. Drills since June’s meeting:
 - a. Fire Evacuation – July 22, 2019, :45

2. Current Enrollment for 2019-2020: 195 students
3. School Dismissal Apps:
 - a. PikMyKid – see attachment for annual cost, includes training and licensing
 - i. Automates dismissal – parents notify school of any change in dismissal procedure through a free app (secure with a personal login and password). Staff is notified directly through email or on the dispatch page regarding any changes in the student’s dismissal procedure.
 - ii. Calendar based – can be put in weeks in advance
 - iii. Parents check in when they’ve arrived at school in the parent pick up line which generates a list, in order, for the students to be dismissed from the cafeteria. This list can be projected on the wall of the cafeteria. Parents can’t check in until they’ve reached a certain point on the property (geo-fence).
 - iv. Students can be checked in when they’ve arrived at an after school activity, such as after school care. This then generates an automatic notification to the parent that their child has arrived at that location.
 - v. Can also be used to notify parent of bike riders/walkers that their child has left the property.
 - b. School Dismissal Manager
 - i. \$2000 annual flat fee, includes training and licensing.
 - ii. Program is simpler than PikmyKid, only includes automated dismissal
 - iii. Also calendar based
 - iv. Meeting set up for early next week to discuss specifics
4. Now that schedules are finalized, supply lists will be posted on the website by the end of the month.

Recommendations of the Superintendent

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

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

A. Curriculum & Student Affairs

(1A) Recommend approval of Paula Gielawowiec to be a student teacher for the 4th grade; 2 days per week during September through December 2019; and 5 days per week in January through May 2020.

(2A) Recommend approval of the continuation of the Playgroup for the 2019-2020 school year.

B. Policy

No policy updates.

MOTION: To approve the Finance items. Motion: S.Ferrari Second: K.Mimler

| 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 May 31, 2019 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 May 2019.

Board of Education Monthly Financial Certification:

The Board Secretary recommends the Board certify that according to the Board Secretary's Certification as of May 31, 2019, 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 May 2019. (Attachment #1)

(2) Y-T-D transfers as of May 2019 (Attachment #2)

(3) Recommend approval of the May 2019 proposed expenditures of \$105,251.82 (Attachment #3)

(3A) Recommend approval of additional May 2019 proposed expenditures of \$46,468.35 (Addendum #A)

(4) Recommend approval of the Tuition Contract Agreement with Atlantic County Vocational School Board of Education for the following (Attachment #4):

| | |
|-------------------------------------|---------------------|
| 2019-2020 School Year (17 Students) | \$103,700.00 |
| Prior Year Adjustment | <u>47,340.00</u> |
| | <u>\$151,040.00</u> |

(5) Recommend approval of the Personal Aide Agreement with Atlantic County Special Services for a student for the 2019-2020 school year in the amount of \$43,920 (Attachment #5).

D. Facilities Report

- 1) No facility report.

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

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

E. Personnel

(1A) Recommend approval of the following employee for the position of Building & Grounds Supervisor:

Priscilla Heath – Effective August 1, 2019 through June 30, 2020
 \$60,000/year (prorated)
 10 vacation days, 3 personal days, 12 sick days

Committee Meetings/Info

Minutes of July 2, 2019 Shared Services Committee (Estell/Weymouth/Buena) (Attachment #6)

Personnel Committee meeting was set at Thursday, August 1, 2019 at 3:30pm.

Policy Committee meeting – TBD – to review camera viewing policy.

MOTION: To approve the following Committee item. 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 | |

Recommend approval of the formation of a committee (A.Gray & B.Seelman) to participate in future meetings of the Estell/Weymouth/Buena Exploratory Committee. (Next meeting tentatively set at August 1, 2019)

MOTION: To approve the following Minutes. Motion: K.Mimler Second: A.Gray Motion carried unanimously.

Approval of Regular Meeting Minutes

Public Meeting: June 26, 2019 (To be provided at meeting.)

Executive Session Meeting: June 26, 2019 (To be provided at meeting.)

Correspondence Items - No items presented.

Old Business – N/A

New Business – N/A

Open Public Comment

MOTION: To open Public Comment.

Motion: S.Ferrari Second: B.Seelman, all in favor, no one opposed. Time 7:29 P.M

S.Sharpe indicated that on July 9, 2019 she received a communication that indicated that there would be an agenda item on the City of Estell Manor meeting on July 10, 2019 regarding school consolidation.

MOTION: To close Public Comment

Motion: A.Gray Second: S.Ferrari, all in favor, no one opposed. Time 7:32 P.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.

Motion: S.Ferrari Second: K.Mimler, all in favor, no one opposed. Time 7:33 P.M.

No action was taken.

MOTION: To resume open public meeting.

Motion: S.Ferrari Second: K.Mimler, all in favor, no one opposed. Time 7:55 P.M.

MOTION: To adjourn.

Motion: K.Mimler Second: S.Ferrari Motion carried unanimously. Time 7:55 P.M.

Next Scheduled Meeting Date: Wednesday August 28, 2019