

**ESTELL MANOR BOARD OF EDUCATION
REGULAR MEETING
WEDNESDAY, November 20, 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, November 20, 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 7:01 P.M.

No public comment.

MOTION: To close Public Comment

Motion: B.Seelman Second: K.Mimler, all in favor, no one opposed. Time 7:01 P.M

Superintendent Report

1. Drills:
 - a. Fire evacuation – October 27, 2019 2:07

Attachment #10

- b. Shelter In Place – October 30, 2019 2:45
 - c. Fire Evacuation – November 20, 2019 2:46
 - d. Active Shooter – November 19, 2019 2:05
2. School Dismissal Manager Update: after contacting the company, I was told that everything is on track, and I should be hearing by the end of the week about when to notify parents to expect an email to begin signing up.
 3. Cole the Deaf Dog Assembly – January 7, 2020: see attachment
 - a. One assembly for K-4, one for 5-8 grades
 - b. There is no fee, but they ask for a donation, the EMEA will be donating \$100. Do we want to donate as well?
 4. Second Grade – 1st place in the SumDog math contest for Atlantic County. They will receive a 6 month free subscription
 5. Grandparent’s Day Nov. 27 – RSVPs by paper, email, or google foim on the website
 6. Veterans Day assembly – put together by Mr. Netherby and Mr. Smith. Mr. Roxas was the guest speaker and reminded the student to never give up, even when things get tough. Mr. Smith spoke as well. It was a very nice program and we appreciate Mr. Roxas’s participation and the efforts of Mr. Netherby and Mr. Smith in putting it together. There are pictures on the website.
 7. Upcoming Events:
 - a. Starting Dec 11 – HSA Holiday Shop
 - b. Dec. 12 is the Holiday Concert
 8. Young Audiences Creativity Consultant Project lessons began this week again for this year. They are working with 5th grade and 8th grade. Over the next several years, I hope to have every upper grade class involved.

Enrollment Information 2019-2020

| | Sep-19 | Oct-19 | Nov-19 |
|-----------------|------------|------------|------------|
| Estell | 194 | 194 | 194 |
| Buena HS | 39 | 39 | 39 |
| ACIT HS | 15 | 15 | 15 |
| Choice to OC HS | 9 | 9 | 9 |
| Charter HS | 1 | 1 | 1 |
| Choice to Upper | 1 | 1 | 1 |
| ACSSSD | 2 | 2 | 2 |
| Upper | 1 | 1 | 1 |
| Total | <u>262</u> | <u>262</u> | <u>262</u> |

Recommendations of the Superintendent

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

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 September 2019.

Board of Education Monthly Financial Certification:

The Board Secretary recommends the Board certify that according to the Board Secretary's Certification as of September 30, 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 September 2019. (Attachment #3)

(2) Y-T-D transfers as of September 2019 – no new transfers this month. (Attachment #4)

(3) Recommend approval of the November 2019 proposed expenditures of \$134,029.50 (Attachment #5)

(3A) Recommend approval of the November 2019 additional expenditures of \$9,245.73 (Addendum A)

(4) Recommend approval of the Nutri-Serve financials for September 2019 (Attachment #6) which shows a net loss of (\$4,131.55) & October 2019 (Attachment #7) which shows a net loss of (\$1,022.16), with a Y-T-D loss of (\$5,153.71).

(5) Recommend approval of the Resolution for Renewal of Membership and the Indemnity & Trust Agreement, to renew membership in the Atlantic & Cape May Counties Association of School Business Officials Joint Insurance Fund (ACCASBO JIF) for the three year membership term commencing on July 1, 2020. (Attachment #8)

(6) Recommend approval of the Comprehensive Maintenance Plan and the Annual Maintenance Budget Amount Worksheet (Form M-1) and recommend authorization for the School Business Administrator to file the plan and worksheet with the County per *N.J.A.C. 6A:26A*. (Attachment #9)

(7A) Recommend approval of the Snow Removal Contract for 2019-2020 with J.W. Lloyd Lawncare & Landscaping at the same pricing as 2018-2019, attached. (Addendum B)

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

| Board Member | Roll Call | Abstain |
|-----------------|-----------|------------|
| Bonnie Barbetto | Yes | |
| Sarah Ferrari | Yes | |
| Alicia Gray | Yes | |
| Kathy Mimler | Yes | Abstain #2 |
| Brianne Seelman | Yes | |

D. Facilities Report

- 1) Facility Report – November 2019 (Addendum C)
- 2) Recommend approval of the following Application For The Use Of School Facilities:

WACYL – Basketball (Attachment #10)
January 6, 2020 – February 20, 2020
Monday through Friday from 6:00 PM – 9:00 PM

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

- 1) Recommend approval of the following:

Substitute Custodian – Tamara Schoenborn

Committee Meetings/Info

The following committee meeting are in the process of being scheduled:
Finance/Personnel – K.Mimler/B.Seelman – (December 2, 2019)
Strategic Planning – K.Mimler/S.Ferrari – (December 10, 2019)