



Charter HS	1	1	1	1	1	1	1	1	1	1
Oakcrest HS	1	1	1	1	1	1	1	1	1	1
ACSSSD	3	3	3	3	3	3	3	3	3	3
Upper	1	1	1	1	1	1	1	1	1	1
Yale NF / Buena	<u>1</u>	<u>1</u>	<u>1</u>	<u>1</u>	<u>1</u>	<u>1</u>	<u>1</u>	<u>1</u>	<u>1</u>	<u>1</u>
	<u>254</u>	<u>255</u>	<u>255</u>	<u>255</u>	<u>255</u>	<u>255</u>	<u>255</u>	<u>255</u>	<u>255</u>	<u>255</u>

Mr. Garguilo discussed the following:

- State funding is still up in the air. Speculation remains that we may be losing some amount of funding this year.
- The summer program does not seem to be very well attended.
- He suggested that the Board have a goal setting retreat in July or August using either ETTC or NJ SBA as a facilitator.
- The current strategic plan was completed with the installation of the flag poles. He suggests that begin the development of the next strategic plan possibly next year. (Sarah Sharpe to coordinate the addition of a retaining wall garden around the flag poles with shrubs, etc.)

**Recommendations of the Superintendent**

**MOTION: To approve the following Curriculum & Student Affairs items. Motion: K.Mimler**

**Second: S.Ferrari**

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

**A. Curriculum & Student Affairs**

- 1) Recommend approval of the May 2018 Nurse’s Report from Nancy Wanner (Attachment #1)
- 2) Recommend approval of the following HIB reports by Mrs. Kuppel (to be approved and ratified):
  - a. 2017-18-6 No Evidence of HIB
  - b. 2017-18-7 Evidence of HIB was found
- 3) Recommend approval of the following HIB initial report by Mrs. Kuppel:

a. 2017-18-8 Evidence of HIB was found

- 4) Recommend approval of the NJ DOE School Self-Assessment for Determining Grades under the Anti-Bullying Bill of Rights Act for the 2016-2017 School Year (Attachment #2)

**B. Policy**

No new policies being presented at this time.

**MOTION: To approve the following 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	Absent	

**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 March 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 April 2018.

**Board of Education Monthly Financial Certification:**

The Board Secretary recommends the Board certify that according to the Board Secretary's Certification as of April 30, 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 April 2018. (Attachment #3)

(2) Recommend approval of the May 2018 proposed expenditures of \$315,830.78 (Attachment #4)

(3) Recommend approval of the attached budget transfers for April 2018 (Attachment #5)

(4) Recommend approval of the Cafeteria Financial Statements and Reports  
May 2018 Financials reflected a net income of \$754.73, for a year-to-date loss of (\$555.91)  
(Attachment #6)

(5) Recommend approval of the Tuition Contract Agreement between Estell Manor School District and Buena Regional High School for 33 students for the 2018-2019 school year in the amount of \$464,746.40. (Attachment #7)

5A Recommend approval of the Special Education Tuition Contract Agreement with Buena Regional High School for 1 student for the 2018-2019 school year in the amount of \$18,169.00. (Addendum 5A)

6A Recommend approval of the Special Education Tuition Contract Agreement with Upper Township for a Communication Impaired ESY special class from July 9, 2018 through August 9, 2018 in the amount of \$4,430.50. (Addendum 6A)

7A Recommend approval of the Itinerant Services Agreement with Cape May County Special Services School District for various therapists, counselors and professional services. (Addendum 7A)

8A Recommend approval of the applications for the 2018-2019 ESSA and IDEA grants.

**MOTION: To approve the following Facilities items.**

**Motion: A.Gray Second: S.Ferrari**

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

D. Facilities Report

(1) Recommend approval of the HSA calendar of events and fundraisers for the 2018-2019 school year (Attachment #8)

**MOTION: To approve the following Personnel items 1-4, 6, 7, 10A, 11A.**

**Motion: K.Mimler Second: A.Gray**

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

**E. Personnel**

(1) Recommend approval of the following substitute teacher application:  
Stephanie Webster

(2) Recommend acceptance of the letter of resignation from Megan DeGraff from the position of part-time para-professional position effective June 30, 2018 (Attachment #9)

(3) Recommend approval of advertising and hiring a replacement for the vacated position of Megan DeGraff, as well as an additional classroom aide needed for a special needs student for the 2018-2019 school year.

(4) Recommend non-renewal of Chuck Scheaffer in the position of Head Custodian.

(6) Recommend approval of the non-tenured non-instructional staff for the 2018-2019 school year with 2% increase as follows:

Pricilla Health	\$34,913.58
Matthew Lorito	34,229.16
Linda Tellis (part-time)	17,457.30

(7) Recommend approval of the Child Study Team staff for the 2018-2019 school year with 2% increase as follows:

Joelle Tenaglia	\$56.83/hour
Rose Rhine	49.42/hour
Mollie Amato	476.38/day

(10A) Recommend approval of the Substitute List for 2018-2019, attached. (Addendum 10A)

(11A) Recommend approval of reimbursement of Dianna Abraham's mentoring fees.

**MOTION: To approve the following Personnel item 5.**

**Motion: K.Mimler Second: A.Gray**

Board Member	Roll Call	Abstain
Bonnie Barbetto	Yes	
Sarah Ferrari	Yes	
Alicia Gray	Yes	
Kathy Mimler	No	
Brianne Seelman	Absent	

(5) Recommend approval of the hiring of Brian Burton as the Supervisor of Building & Grounds for the 2018-2019 School Year at a salary of \$65,000/year, with 15 vacation days, 12 sick days and 3 personal days.

**MOTION: To approve the following Personnel item 8.**

**Motion: K.Mimler Second: A.Gray**

Board Member	Roll Call	Abstain
Bonnie Barbetto	Yes	
Sarah Ferrari	Yes	
Alicia Gray	No	
Kathy Mimler	No	
Brianne Seelman	Absent	

(8) Recommend approval of changing Jennifer Graff to a 12 month employee as confidential secretary at an annual salary of \$35,000.

Motion for Item 8 did not carry.

**MOTION: To approve the tabling of Personnel (9).**

**Motion: K.Mimler Second: A.Gray All approved.**

(9) Recommend approval of updating the salary of Lynn Regalbuto to include the summer stipend (\$4000) included in base salary and base salary increased by 2%, reflecting total compensation as follows:

Base w/\$4,000 summer stipend	\$46,300
2% Increase	<u>926</u>
2018-2019 Base Salary	47,226
Child Study Team Stipend	<u>6,000</u>
Total	<u><u>\$53,226</u></u>

**MOTION: To approve the following Reorganization items.**

**Motion: K.Mimler Second: S.Ferrari**

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

**Reorganization**

A. Adopt resolution to appoint Board Solicitor:

Be it resolved, by the Board of Education of Estell Manor, County of Atlantic, Parker McCay is hereby appointed Board Solicitor for the period July 1, 2018 through June 30, 2019 at a base monthly charge not to exceed \$750/month for monthly meeting attendance and general legal advice. Labor Negotiations and specific employee grievances, litigation, special education matters and attendance at special meetings will be subject to \$175.00 per hour (previously \$170.00 per hour.)

B. Adopt resolution to appoint Treasurer of School Monies

Be it resolved, by the Board of Education of Estell Manor, County of Atlantic, that Debra D'Amore be and is hereby appointed Treasurer of School Monies for the period July 1, 2018 through June 30, 2019.

C. Adopt resolution to appoint School Board Auditor

Be it resolved, by the Board of Education of Estell Manor, County of Atlantic, that Ford Scott & Associates, LLC be hereby appointed School Board Auditor for the period July 1, 2018 through June 30, 2019 at the rate of \$11,000. (Preziosi & Associates are no longer doing school audit work.) (Attachment #10)

D. Adopt resolution for Banking Services

Be it resolved, that the Newfield National Bank be designated as the official depository for the Estell Manor Board of Education, Atlantic County. Be it further resolved, that the following bank accounts are hereby approved for the deposit of school monies at Newfield National Bank with signors notated:

Name	Act Number	Signors
General	###1643	Treasurer, SBA, Pres
Payroll	###1650	Treasurer, SBA, Pres
Agency	###1668	Treasurer, SBA
Donation	###1676	SBA
Student Activities	###1684	CSA & SBA

Unemployment	###1692	SBA
Cafeteria	###1700	Treasurer
Flex Spend Acct	###1718	SBA
Before/After School	###1726	CSA & SBA
Capital Projects	###1585	Treasurer, SBA
Playgroup Account	###8925	SBA

E. Be it resolved, by the Board of Education of Estell Manor, County of Atlantic, that Atlantic County Record, Vineland Times Journal and The Atlantic City Press be and are hereby designated as the official newspapers of the Board of Education.

F. Approve the establishment of a petty cash fund of \$250 for the 2018-19 school year.

G. Approve the adoption of policies currently in effect during the current school year.

H. Approve the adoption of curriculum and textbooks currently in effect for the 2018-19 school year:

Language Arts, Mathematics, Science, Social Studies, Health, Physical Education, Music, Art, Technology, 21st Century Learning, and World Language all in compliance with the Core Content and State Curriculum Standards.

I. Approve the following school district officials for the 2018-19 school year:

- Public Agency Compliance Officer – J.Rodio
- Custodian of Records (OPRA) – J.Rodio
- 504 Officer – Joelle Tenaglia
- ADA Compliance Officer – Joelle Tenaglia
- Affirmative Action Officer – Joelle Tenaglia
- District Liaison for Missing and Abused Children – Dianna Abraham
- Homeless Liaison – Dianna Abraham
- District Anti-Bullying Coordinator – Dianna Abraham
- School Anti-Bullying Specialist/Investigator – Jill Kuppel
- Integrated Pest Management Coordinator – Brian Burton
- Indoor Air Quality Designee – Brian Burton
- Chemical Hygiene Officer – Brian Burton
- Right to Know Officer – Brian Burton
- Title IX Coordinator – Dianna Abraham
- Asbestos Management Officer – Brian Burton

J. To adopt all existing policies, rules, and bylaws of the Board of Education now standing for the 2018-19 school year.

K. To approve collection of mandated and permitted pupil records as per N.J.A.C. 6:3-6.3(a)2 for the 2018-2019 school year.

L. To approve travel expenses for the 2018-19 school year as per Policy 9250 and Contract.

M. To recognize the Estell Manor Education Association as the bargaining unit for the 2018-19 school year.

N. To approve following tax shelter annuity companies/brokers for the 2018-19 school year for employee deductions from employees' paychecks:  
Tax Shelters- Lincoln Investments, Metlife, Travelers and TSA Consulting Group, Inc. for Third Party Administrator services.  
Disability Insurance – AFLAC and American General

O. To approve the NJ Minimum Standard Chart of Accounts for Schools for 2018-2019.

P. To approve the Business Administrator to make payments on behalf of the Board of Education when such payments ensure the health and safety of students and staff or ensure the orderly operation of the school.

Q. To approve the Business Administrator and Purchasing Agent, to award contracts up to the bid threshold of \$29,000 and to establish a quote threshold of \$4,350.

R. To approve the authorization of the Business Administrator to wire transfer funds between the Board of Education bank accounts as necessary.

S. To approve granting the Superintendent authority to administer personnel matters when necessary as prescribed by law.

T. To approve all job descriptions in effect as of reorganization date.

### **Committee Meetings/Info**

K.Mimler reported that both resolutions passed at the May 2018 Delegate Assembly

**MOTION: To approve the following Minutes. Motion carried unanimously.**

**Motion: K.Mimler Second: S.Ferrari**

### **Approval of Regular Meeting Minutes**

Public Meeting: May 14, 2018 (Attachment #11)

Executive Session Meeting: May 14, 2018 (Provided at the meeting)

### **Correspondence Items**

#### **Old Business**

Playgroup application/deposits are being received, and reaching out to all parents that indicated interest and we have not received a deposit.

**New Business**

Interviews to be held shortly for vacated Art and Science teacher, as well as Playgroup.

**Open Public Session**

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

**Motion K.Mimler Second: S.Ferrari Motion carried unanimously. Time 7:52 P.M.**

**MOTION: To open Public Comment.**

**Motion K.Mimler Second: S.Ferrari Motion carried unanimously. Time 7:52 P.M.**

No public comment.

**Executive Session**

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: A.Gray Motion carried unanimously. Time 7:52 P.M.**

No action was taken.

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

**Motion S.Ferrari Second: A.Gray Motion carried unanimously. Time 8:38 P.M.**

**MOTION: To adjourn.**

**Motion S.Ferrari Second: A.Gray Motion carried unanimously. Time 8:38 P.M.**