

**ESTELL MANOR BOARD OF EDUCATION
REGULAR MEETING
WEDNESDAY July 25, 2018 - 7:00 P.M. – BOARD CONFERENCE ROOM**

Call to Order – Mrs. Barbetto, President

The Estell Manor Board of Education held a regular meeting on Wednesday, July 25, 2018 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	Absent
Alicia Gray	X
Kathy Mimler	X
Dianna Abraham, Superintendent	X
Joseph Rodio, SBA/Board Secretary	X
Kayleen Egan, 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.

Ellen Fatcher indicated her concern about the agenda item relating to tuition reimbursement. Kayleen Egan suggested that Ellen Fatcher discuss her concern with Dianna Abraham in a sidebar before we proceed.

MOTION: To close Public Comment

Motion: B.Seelman Second: K.Mimler, all in favor, no one opposed. Time 7:05 P.M.

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 B. Seelman Second: K. Mimler Motion carried unanimously. Time 7:10 P.M.

No action was taken.

MOTION: To resume Open Public Session.

Motion B. Sellman Second: A.Gray Motion carried unanimously. Time 7:11 P.M.

MOTION: To approve the Superintendent’s Report and Curriculum & Student Affairs items. Motion: B.Seelman Second: K.Mimler

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

Superintendent Report

Mrs. Abraham discussed the following:

- Summer program update
 - Drama currently going on with approximately 15 students in attendance
 - Subject specific groups – Orton-Gillingham instruction for K-2; and Math/ELA instruction
 - STEM – reduced to one week due to small numbers for the second week.
 - Additional Math/ELA programs for the first 2 weeks in August.
- Playgroup update – currently selecting candidates, interviews to be held by end of July, final selection in August.
- Master schedule being finalized; web meeting on OnCourse familiarizing use of scheduler, evaluations and analytics.

- Website update – 8 weeks to set-up updated website, an additional 6-8 weeks for the mass notification to become active. Old website and parent notification system will continue to be used until new site is fully implemented.

Recommendations of the Superintendent

A. Curriculum & Student Affairs

- 1) Recommend approval of the following HIB report by Mrs. Kuppel (to be approved and ratified):
 - a. 2017-18-8 Evidence of HIB was found

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

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

B. Policy

1. Recommend approval of an update to the Harassment, Intimidation and Bullying Policy. After discussion, approval of the Option 1 (Threshold Assessment) was selected. (Attachment #1)

MOTION: To approve the following Finance items.

Motion: K.Mimler Second: A.Gray

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

C. Finance

J.Rodio discussed the following:

Meeting to discuss Transportation was held with Greater Egg Harbor, Estell Manor and Weymouth

- Costs increasing approximately \$70,000 based on maintaining current routes
 - Greater Egg Harbor re-looking at routes in an attempt to gain efficiencies,

and consolidating routes to improve cost.

- Maintaining necessary start times / end of day schedules
- Maintaining pick-ups on correct side of road as needed

Special Ed. – student in Upper Twp. Program requires a one-on-one aide.

State Aid – net reduction of \$48,018, offset by decrease in ACIT tuition.

(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, 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 May 2018.

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, 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 May 2018. (Attachment #2)

(2) Recommend approval of the June 2018 proposed expenditures of \$115,461.28 (Attachment #3)

(3) Recommend approval of the attached budget transfers for May 2018 (Attachment #4)

(4) Recommend approval of the Cafeteria Financial Statements and Reports

June 2018 Financials reflected a net income of \$1,503.76, for a year-to-date net income of (\$947.85) (Attachment #5)

(5) Recommend approval to address State aid reduction, in the amount of \$48,018, through transfers from unassigned general fund surplus at any time during the budget year as permitted by *N.J.S.A 18A:22-8.1* and *N.J.A.C. 6A:23A-13.3(b)* and (c). (Atlantic County must be notified of our election by August 7, 2018.)

(6A) Recommend approval of Estell Manor’s surplus distribution in the ACCASBO Joint Insurance Fund in the amount of \$7,045.00 to be applied to the 2018-2019 Fund Year premium. (Addendum D)

(7A) Recommend approval of additional expenditures for June 2018 in the amount of \$13,441.60. (Addendum E)

8A Recommend approval of the 2018-2019 Contract for Participation in Cooperative Transportation with Cape May County Special Services School District (Addendum F)

MOTION: To approve the following Facilities item.

Motion: B.Seelman Second: K.Mimler

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

D. Facilities Report

J.Rodio discussed the following:

1. Brian Burton beginning on Monday, July 30th
2. Wall Damage – Coordinated by JIF
 - a. Field Appraiser - Wednesday, July 18th – He took a very conservative approach and warned me that nurse may need to be displaced until November.
 - b. Contractor – Thursday, July 19th – He was more optimistic about timeline, believing it can be completed by mid-September.
 - c. Engineer – Friday, July 20th – Indicated it was not a weight bearing wall.
 - d. Waiting to receive reports from JIF contractors.
 - e. Waiting to hear from police on status.
3. Generator – annual service was provided last week.
4. Fire Suppression system / fire extinguishers serviced on Monday, July 23.

MOTION: To approve the following Personnel item (1) Motion: B.Seelman Second: K.Mimler

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

E. Personnel

(1) Recommend approval of the following substitute nurse, certifications/criminal history has been approved:

Marjorie Levins

MOTION: To approve the following Personnel item (2) Motion: K.Mimler Second: B.Seelman

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

(2) Recommend approval of the following tuition reimbursements for school year 2017-2018:
a. Sarah Sharpe (15 credits completed – B or better) \$12,000.00

(Original recommendation was revised as a result of a determination that Sonya DeLuca does not achieve tenure until September 1, 2018. She will be eligible for tuition reimbursement at the conclusion of the 2018-2019 school year.)

MOTION: To approve the following Reorganization item. Motion: B.Seelman Second: A.Gray

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

Reorganization

A. Approve the following school district officials for the 2018-19 school year:
• School Safety Specialist, pursuant to 18A:17 – D.Abraham & J.Rodio

Committee Meetings/Info

No reports provided.

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

Motion: B.Seelman Second: A.Gray

Approval of Regular Meeting Minutes

Public Meeting: June 27, 2018

Executive Session Meeting: June 27, 2018

Special Meeting: July 12, 2018

Correspondence Items

Article covering school funding was provided.

Old Business

No old business.

New Business

K.Mimler indicated the district goals need to be discussed and established by September 1st. Agreed to discuss in committees. Additionally, D.Abraham's evaluation will need to be established based on these goals. Agreed to use the online NJSBA Superintendent Evaluation process.

Open Public Session

MOTION: To open Public Comment.

Motion: B.Seelman Second: A.Gray, all in favor, no one opposed. Time 7:38 P.M.

Ellen Fatcher indicated that negotiations have been long and hard. Her concern is that we are at a point where we need to either proceed with fact-finding or to potentially get the parties together at the table to work things out.

MOTION: To close Public Comment

Motion: B.Seelman Second: A.Gray, all in favor, no one opposed. Time 7:39 P.M

P.M.MOTION: To resume Open Public Session.

Motion: B.Seelman Second: A.Gray Motion carried unanimously. Time 7:40 P.M.

MOTION: To adjorn.

Motion B.Seelman Second: A.Gray Motion carried unanimously. Time 7:40 P.M.

Next Scheduled Meeting Dates:

Wednesday, August 22, 2018