

**ESTELL MANOR BOARD OF EDUCATION
REGULAR MEETING
WEDNESDAY, November 15, 2017 - 7:00 P.M. – BOARD CONFERENCE ROOM**

Call to Order

The Estell Manor Board of Education held a regular meeting on Wednesday, November 15, 2017 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, Bonnie Barbetto, led the Flag Salute.

Roll Call

Present:

Bonnie Barbetto, President
Brienne Seelman, Vice President
John Cressey, Board Member
Sarah Ferrari, Board Member - Absent
Kathy Mimler, Board Member

Also Present:

Robert Garguilo, Interim CSA
Joseph Rodio, Business Administrator/Board Secretary
Kayleen Egan, Esq. of Parker McCay

Public Comment

MOTION: To Open Public Session. Motion Mrs. Seelman Second Mrs. Mimler. Motion carried unanimously. (7:01 pm)

No public comment.

MOTION: To Close Public Session. Motion Mrs. Seelman Second Mr. Cressey. Motion carried unanimously. (7:01 pm)

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: To adopt the above Resolution.

Motion: Mr. Cressey Second: Mrs. Mimler Motion carried unanimously. Time: 7:02 pm

Resume Open Public Meeting

Motion: Mr. Cressey Second: Mrs. Mimler Motion carried unanimously. Time: 7:22 pm

Superintendent Report

Enrollment Information 2017-2018

	Sep-17	Oct-17	Nov-17
Estell	183	184	184
Buena	21	21	21
ACIT	37	37	37
Choice to OC	6	6	6
Charter HS	1	1	1
Oakcrest HS	1	1	1
ACSSSD	3	3	3
Upper	1	1	1
Yale NF	<u>1</u>	<u>1</u>	<u>1</u>
	<u>254</u>	<u>255</u>	<u>255</u>

Nurse’s Report – October 2017 Report provided.

Recommendations of the Superintendent

On a motion made by Mrs. Seelman and seconded by Mrs. Mimler, the following curriculum and student affairs items were approved by the Board on a unanimous roll call vote. Note: Mrs. Mimler abstained on item #1.

Curriculum & Student Affairs

Use of facility requests, as follows:

- 1) WACYL Basketball – January 1 through March 15, 2018
Monday through Friday 4:00 – 9:00PM

- 2) Estell Manor Municipal Alliance – Volleyball in Gymnasium @ 7:00 – 9:00PM
11/28, 12/5, 12/12, 12/19, 1/19, 1/23, 1/30, 2/6, 2/13, 2/20
Approximately 20-25 participants

A3) HIB Report: Case # 2017-18-1, investigated and found to be Non-HIB.

A4) HIB Report: Case # 2017-18-2, investigated and found to be Non-HIB.

A5) HIB Report: Case # 2017-18-3, investigated and found to be Non-HIB.

On a motion made by Mr. Cressey and seconded by Mrs. Mimler, the following Policy recommendation was approved by the Board on a unanimous roll call vote.

- 1) Head Lice Policy – first reading was approved. Policy Committee to further review and finalize.

On a motion made by Mrs. Seelman and seconded by Mrs. Mimler, the following Finance recommendations were approved by the Board on a unanimous roll call vote.

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 September 30, 2017 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 September 2017.

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, 2017, 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 2017.

(2) Approval of Expenditures

Recommend approval of expenditures for October 2017, to be made in November 2017 in the amount of \$121,724.84.

A2) Recommend approval of additional expenditures for October 2017, to be made in November 2017 in the amount of \$2,770.70.

(3) Budget Transfers

Recommend approval of transfers for September 2017

(4) Cafeteria Financial Statements and Reports

A4) Cafeteria Statement for October 2017 provided. Net Income for the month of October 2017 is \$886.11, Y-T-D loss is (\$2,277.06.)

(5) Approval is being requested for the 2017-2018 Joint Transportation Agreement with Atlantic County Special Services for the transportation of three students for a total of \$46,957.80.

On a motion made by Mrs. Mimler and seconded by Mrs. Seelman, the following Facility recommendation was approved by the Board on a unanimous roll call vote.

Facilities Report

- 1) Facility Report – November 2017

On a motion made by Mrs. Barbetto and seconded by Mr. Cressey, the following Personnel recommendations were approved by the Board on a unanimous roll call vote.

Personnel

- 1) Approval is being requested for the following substitute teacher:
Lydia Levari
Andrea Olsen

Committee Meetings/Info

Approval of Regular Meeting Minutes

Motion: Mr. Cressey and seconded by Mrs. Seelman. Motion carried, Mrs. Mimler abstained.

Public Meeting: October 19, 2017

Executive Session Meeting: October 19, 2017

Correspondence Items

- The Atlantic & Cape May Counties Association of Business Officials Joint Insurance Fund's (ACCASBO JIF) annual State of the Fund dinner is scheduled for Wednesday, November 29, 2017 at Greate Bay Country Club in Somers Point. All Board Members and Safety Committee members are invited to attend.

- Unofficial BOE Election Results:

	Vote Count	Percent
Brianne Seelman	338	53.57%
Alicia Gray	289	45.80%
Write-In	4	0.63%
Total	631	100.00%

Old Business

New Business

Public Session

MOTION: To Open Public Session. Motion Mrs. Mimler Second Mrs. Seelman. Motion carried unanimously. (8:18 pm)

MOTION: To Close Public Session. Motion Mrs. Mimler Second Mrs. Seelman Motion carried unanimously. (8:18 pm)

Adjournment

Motion: Mrs. Mimler Second: Mrs. Seelman Motion carried unanimously. Time: 8:18 pm

**ESTELL MANOR BOARD OF EDUCATION
REGULAR MEETING – EXECUTIVE SESSION
WEDNESDAY, November 15, 2017 - 7:00 P.M. – BOARD CONFERENCE ROOM**

EXECUTIVE SESSION MINUTES – (7:02-7:22)

**Attendees in Executive Session: Mrs. Barbetto, Mrs. Seelman, Mr. Cressey and Mrs. Mimler,
(as well as Mr. Garguilo, Mr. Rodio and Ms. Egan)**

NJSBA Field Representatives Mary Walker and Terri Lewis discussed Superintendent search timelines. No action was recommended and no action was taken.

TO BE RETURNED AFTER MEETING!