

The Estell Manor Board of Education held its regular meeting on Wednesday, at the Estell Manor Elementary School. The meeting was called to order at 7:00 p.m. by Board President, Leah McDonnell.

Call to Order

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.

Open Public Meeting
Announce-ment

The Flag Salute was led by the President, Leah McDonnell.

Flag Salute

Present – Leah McDonnell, Martin Klosek, Robert Kellner, Howard Adelman and Teresa Byrd. Noëlle Jacquelin, Superintendent, Brett Gorman, Solicitor and Rose Millar, Business Administrator/Board Secretary were also present.

Roll Call

Public Discussion:

Public Discussion

MOTION: To open meeting for public discussion. Mrs. Byrd Second: Mr. Klosek. Motion carried unanimously. (7:04 PM)

Open Meeting to
Public Discussion

Mr. Cressey – spoke representing Judy Casagrande and the Community Partnership Group - Chinese Auction on Saturday, would like more Volunteers. Discussions with City are productive and moving forward.

Preschool/Playgroup discussion took place.

Before/After Care survey complete and there seems to be interest.

MOTION: To close meeting to public discussion. Mr. Klosek Second: Mr. Adelman. (7:19 PM)

Close meeting to
public discussion

Presentation: School Business Administrator presented the 2014-15 School Budget.

Presentation on
2014-2015 School
Budget

Recommend approval to adoption of a resolution of the 2014-15 proposed school district budget. The tax levy for the 2014-15 general fund budget is \$2,249,791. (This which represents a 0% increase from last year and waiving the use of banked cap in the amount of \$136,739.00).

BE IT RESOLVED to adopt the proposed the FY 2014-2015 School District Budget as follows:

	Budget	Local
Tax Levy		
General Fund	\$4,413,750	\$2,249,791
Special Revenue Fund	\$ 82,932	0
Debt Service Fund	<u>\$ 117,958</u>	<u>\$ 117,958</u>
Total Base Budget	\$4,540,267	\$2,367,749

BE IT FURTHER RESOLVED to acknowledge that the 2014-2015 budget as described above results in a general fund tax levy of \$2,249,791.

MOTION: To approve Proposed 2014-2015 School Budget. Mr. Klosek. Second: Mr. Adelman.

Approve the
Proposed 2014-15
School Budget.

Correspondence:

Confidential correspondence received 1:42pm on April 30, 2014 from a parent interested in pursuing a playgroup/preschool program. This document is confidential due to the use of children in a photograph.

Correspondence

Superintendent's report:

Superintendent Report of Informational Items
1. Enrollment 2013-14

Superintendent's Report

Enrollment

	Sept	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	June
Estell	187	184	182	177	174	174	174			
Buena	56	56	56	57	57	56	56			
ACIT	36	36	36	36	36	36	36			
HomeScl	1	1	1	1	1	1	1			
ACSSSD	4	4	4	4	4	4	4			
Yale Medford	1	1	1	1	1	1	1			
Charter HS	2	2	2	2	2	2	2			
TOTAL	287	284	282	278	275	274	274	0	0	0

Attendance

Student Attendance – March
Possible Days for students: 19
Total Absences: 134

Total Enrollment: 174
Percentage of Absences: 4.09%
Average Daily Attendance: 172.5

Attendance

Staff Attendance: March

Certified Staff: Total Absences: 19
Percentage of Occasional Absence: 4.55%
Non-Certified Staff: Total Absences: 12
Percentage of Occasional Absence: 7.02

Drills

Fire Drill: 3/31/14 1:20
Security Drill: 3/12/14 (Lockdown: 4 min.) All protocols followed

Drills

Professional Development

- Summer Professional Development (Attachment # 1)
- Joelle Tenaglia: ETTC Hours: 5/1/14 (School Leader Training in School Law, Ethics, & Governance)

Professional Development

Other Items

Summative Evaluations and PDPs (Attachment #2)
Uniform State Memorandum of Agreement between Education and Law Enforcement Officials approval (Attachment #3)
Shelby E., cupcakes, and Operation Smile. One of our fifth graders was featured on Channel 40 for her charitable works.
On May 12, 2014, the eighth grade students who will attend Buena will select their courses.
On June 3rd, Alexis K. and Vanessa H. will represent the district at the county-wide Academic Excellence Brunch at the Carriage House in Galloway, NJ.
Unfunded "Choice" versus Unfunded "Non-Choice" memo from the DOE dated March 31, 2014. (Attachment #4) Direction requested regarding the pursuit of Unfunded "Non-Choice" students.
EIRC "Teacher Evaluation Service" as requested by H. Adelman (Attachment #5)
Waiver granted regarding the SEMI for the 2014-2015 academic year. (Attachment #6)

Other Items

"Red Ribbon Week" was a great success! Special thanks to Mrs. Kuppel for organizing this.

Before- and After-School Care and Preschool – tabled until the May, 28, 2014 regular Board of Education Meeting.

QSAC review results—"High Performing" congratulatory letter from DOE (Attachment #8)

Field Trips

Field Trips

May 27, 2014: The second grade students would like to take a field trip to the Adventure Aquarium. Mrs. Mattera will host the trip.

June 4, 2014: The third and fourth grade students would like to take a field trip to Cape May Point and the Cape May Lighthouse. Mrs. Storey and Mrs. Dormanen will host the trip.

June 12, 2014: The fifth grade students would like to take a field trip to Fort Mott State Park. Mrs. Malkin will host the trip.

May 28, 2014: The Safety Patrol would like to take a trip to Great Adventure

Upcoming Events

Upcoming Events

May 8, 2014: The kindergarten students will host a tea. Parents are invited to attend.

May 12, 2014: The Student Council will host the Ronald McDonald basketball charity event. The event will take place from 3:35-5:00. Approximately forty students in grades five through eight will participate. All proceeds will be donated.

May 14, 2014: The NJHS Induction Ceremony will be held for new 2014/2015 Honor Society Members at 6:30 in the auditorium. Coffee and dessert will be served after the ceremony in the cafeteria.

June 5, 2014: At 2:00, the HSA will sponsor a Laser Assembly for the students. The full cost of \$745 will be paid through the HSA.

Strategic Planning/Community Partnership Committee /City & School Meeting

Strategic Planning
Community
Partnership
Committee Mtg. with
City

We continue to welcome community involvement. We extend a special thank you to Judy Casagrande and all committee members for their Community Partnership Committee efforts. The next meeting will be held on May 15th. All are welcome to attend.

Election 2014

Election 2014

Howard Adelman and Teresa Byrd are up for election at the November 4, 2014 election. (Attachment #9)

Recommendations of the Superintendent

The following motions were made by Mrs. Byrd and seconded by Mr. Klosek:

Recommendations
of Superintendent

A. Curriculum and Student Affairs

Committee Members– Leah McDonnell and Noëlle Jacquelin

Curriculum & Student
Affairs

Field Trips

MOTION: To approve the following field trips: (Attachment #10)

Filed Trips

Fundraisers and Donations

MOTION: To approve the NJHS soft pretzel fundraiser on May 23 and May 30 to raise funds for pediatric cancer. Pretzels will be \$.50 each or three for \$1.00. The NJHS also requests permission to do a service project to weed the flower beds in the front of the building and to plant some annual flowers.

MOTION: To approve the Target Stores funded "Reading Garden." Special thanks to Ms. Barbetto and Mrs. Fatcher.

MOTION: To approve not pursuing the availability of older computers that are available for donation.

MOTION: To approve Student Council hosting the Ronald McDonald Basketball Charity Event on May 12th.

Fundraisers and Donations

HIB Report

MOTION: To approve the Harassment, Intimidation and Bullying (HIB) report for the month of March as listed below.

HIB Report

# of Total Cases Reported	1
# of Cases Closed	0
# of Cases Opened	1
# of actual HIB Cases	0

Nurse's Monthly Report

MOTION: To approve the Nurse's monthly report.

Nurse's Monthly Report

Professional Development

MOTION: To approve the following professional development activities: Summer professional development indicated in brochure (Attachment #1)

Professional Development

MOTION Summer Student Academic Activities (Attachments # 12) at the cost of \$975.00. Other funds through the NCLB grant.

Summer Student Academic Activities

MOTION: To approve job postings at the hourly teacher rate as stipulated in the EMEA contract.

To approve job postings at hourly rate

Policy

Committee Members: Theresa Byrd and Leah McDonnell

Policy

No new policies for approval

Finance

Committee Members: Martin Klosek and Robert Kellner

Finance

1. Monthly Certifications (Attachment #13)

Board Secretary's Certification:

Pursuant to Administrative Code, N.J.A.C. 6A: 23-2.11(c)(3) I certify that as of March 31, 2014, 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: 23-2.11(c)1, In accordance with N.J.A.C.6A:23-2.11(c)2, it is certified that there are no changes in anticipated revenue amounts and sources for the month of March 2014.

Board Secretary's Certifications

Board of Education Monthly Financial Certification:

The Board Secretary recommends the Board certify that according to the Board Secretary's Certification as of March 31, 2014, after review of the Secretary's Monthly Financial Reports submitted, to the best of their knowledge:

Financial Certification

- 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:23-11(c)4& N.J.A.C 6A:23-2-11(c)3a*
- 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 March 2014.

Approval of Expenditures (Attachment # 14)

MOTION: To approve expenditures for the month of April 2014 as listed

Approve Expenditures for April 2014

Fund 10	2,260.00
Fund 11	216,157.85
Fund 20	0.00
Fund 60	<u>3,690.00</u>
Total	\$222,107.85

Budget Transfers (Attachment #15)

MOTION: To approve transfers for the month of March 2014.

Approve Budget Transfers for March 2014

Cafeteria Financial Statements and Reports

MOTION: To approve the Nutri-Serve Cafeteria Financial Statement report for March 2014. The net income for March is \$298.68. (The year to date deficit as of March 31, 2014 is -\$2,494.43) (Last year this time: year to date deficit was -\$1,294.30).

Cafeteria Financial Report

MOTION: To approve the 2014-15 transportation contract with Cape May County Special Services School District at the CPI increase of 1.69% and 5% administrative fee. To be used on as needed basis mostly for field trips. Mr. Kellner abstained.

Approve 2014-15 CMCSSD Transportation

MOTION: To approve the 2014-2015 school year and extended school year Transportation contract with Sheppard Bus Service to transport ACSSSD students of Estell Manor and Weymouth Township School Districts at the total cost of \$74,640.46. This renewal is at the CPI increase of 1.69% (Total of nine (9) students - (five (5) students from Weymouth and four (4) students from Estell Manor) Mr. Kellner abstained.

Approve 2014-15 School Year and ESY ACSSSD Transportation with Sheppard Bus Service

MOTION: To approve the 2014-2015 school year and extended school year transportation jointures with Weymouth Township School District for five (5) students for school year and four (4) students for ESY transported to ACSSSD at a cost of \$41,579.59.

Approve 2014-15 School Year and ESY transportation jointure w/Weymouth Twp.

Payroll certification required by N.J.A.C. 6A: -23A-5.7 has been completed. (Attachment)

Payroll certification

Facilities Report

Committee Members: Martin Klosek and Robert Kellner

Facilities Report

Use of Facilities Approvals

Requested By: The ALS Association

ALS Bike-a-thon

Use: Bike A-thon

Date/Times: Saturday, June 14, 2014 7:00am – 3:00pm

Rooms: Restrooms

Fee: \$125.00

Dance Spectrum

Requested By: Dance Spectrum, LLC
 Use: Dance rehearsal
 Date/Times: Fridays, May 2, 2014 and May 30, 2014 5:30pm – 9:00pm
 Rooms: Cafeteria
 Fee: No charge

Requested By: WACYL
 Use: Baseball
 Date/Times: Weather depending Mon/Weds. March – May 2014 5:30pm – 7:00pm
 Rooms: Gymnasium
 Fee: No charge

WACYL

Requested By: NJ Youth Soccer Association
 Use: Soccer
 Date/Times: Weather depending Mon-Fri, March 24 May 22, 2014 7:00pm - 8:30pm
 Rooms: Gymnasium
 Fee: No charge

NJ Youth Soccer Assoc.

Director of Facilities Report

MOTION: To approve Facility Report as submitted.

Director of Facilities Report

Personnel

Committee Members: Howard Adelman and Martin Klosek

Personnel Committee

MOTION: To accept with regret, the resignation of Lawrence P. Brennan, Night Supervisor Custodian/HVAC, effective June 30, 2014. Mr. Brennan is thanked for his many years of service to the district.

Accept Resignation of Lawrence P. Brennan

MOTION: To accept with regret, the resignation of Joyce A. Krohn, teacher, effective June 30, 2014. Ms. Krohn is thanked for her many years of service to the children of the district.

Accept resignation of Joyce A. Krohn

Personnel:

MOTION: To approve renewal of non-tenured for the 2014-15 school year staff as follows: (currently in negotiations)

Approve renewal of non-tenured staff for 2014-15 School Year

Tamara Bashenko (full-time; eligible for tenure first day of employment 2017-2018)

Tia Tilton (part-time; eligible for tenure first day of employment 2017-2018)

Maria Malkin (full-time; eligible for tenure first day of employment 2016-2017)

Brendan Smith (full-time; eligible for tenure first day of employment 2016-2017)

Elaine Baker (full-time; eligible for tenure first day of employment 2016-2017)

Nancy Wanner (full-time; eligible for tenure January 2017)

Kim Reger (part-time; eligible for tenure first day of employment 2017-2018)

MOTION: To approve renewal of Tenured Staff for the 2014-15 school year (currently in negotiations) :

Approve renewal of Tenured Staff for the 2014-15 school year

- Dianna Abraham
- Mollie Amato
- Aime DeGirolamo
- Lauren Dormanen
- Ellen Fatcher
- Jill Kuppel
- Rachael Mattera
- Charles Morgenweck
- Wayne Netherby
- Joyce Schwartz
- Sarah Sharpe
- Andrea Storey

MOTION to approve advertising for a Night Supervisor Custodian position and one part time Seasonal Summer Custodians.

Approve advertising for full time and Part time custodians

MOTION: To approve advertising for Teacher of Elementary.

Approve advertising for Teacher of Elementary

MOTION: To approve Paula Popa to serve as a criminal history approved volunteer.

Approve Paula Popa as volunteer

MOTION: To approve pursuing one Rutgers University School of Nursing Community Health student to engage in four hours of clinical fieldwork during the 2014-2015 academic year.

Approve Rutgers University Nursing student for 4 hrs clinical

MOTION: To approve the July 2014-June 2016 CSA Professional Development Plan. (Attachment #20)

To approve the July 2014-June 2016 CSA Professional Dev. Plan

MOTION: To approve Rebecca Montagnino, criminal history approved, and Ian Santana, pending criminal history approval, for sub custodians.

To approve substitute custodians

Other Items/Committees

Other items

Negotiations: Committee Members: Howard Adelman, Teresa Byrd, and alternate Martin Klosek

Secondary Education: Committee Members: Robert Kellner and Howard Adelman

Discussion:

Discussion

- Mrs. Byrd - had a question on Choice status
- Mr. Adelman - Commented on the new agenda format
- Mr. Klosek & Mr. Kellner - had a question regarding Buena Transportation bill. SBA explained the details of the bill and it was resolved.
- Mrs. McDonnell - Inquired about the summer activity schedule and the Before/Afterschool Care
- Mr. Adelman - Inquired about SAT Classes for this summer
- Mrs. Byrd - Commented on the upcoming calendar for next year and use of facilities.

The above motions were carried on a roll call vote and abstentions noted.

Approve motions on roll call vote

MOTION: To accept all the above Superintendent’s recommendations. Ms. Byrd Second: Mr. Klosek Motion carried unanimously. (Abstentions noted)

Regular Meeting Minutes:

MOTION: To Approve Regular and Executive Meeting Minutes of March 19, 2014 as submitted. (See Attachment #21)) Mr. Klosek Second: Mr. Adelman. Motion carried unanimously.

Approve March 19, 2014 Meeting Minutes

Old Business:

Mr. Adelman – Discussed the passing of Corinne Olson and discussed the last will and testament of Nancy Bobkoskie in the amount of \$25,000 and the stipulation of \$11,000 to serve under-privileged children of Estell Manor.

Old Business

New Business:

None

New Business

MOTION: To open meeting for public discussion. Mr. Adelman Second: Mr. Klosek. Motion carried unanimously. (8:01 PM)

Open meeting for Public Discussion

Mrs. Mashura – Discussed how the first Preschool/Playgroup concept feasibility study arrived late and that is the reason that the parents proposal for preschool/playgroup document was distributed to the board members.

MOTION: To close meeting to public discussion. Mr. Adelman Second: Mrs. Byrd. (8:06 PM)

Close Meeting for Public Discussion

Executive Session:

BE IT RESOLVED at a Public Meeting of the Board of Education held on April 30, 2014 that pursuant to Sections 7 & 8 of the Open Public Meetings Act the following subjects be discussed in a session of the Board of education closed to the public: 1. Confidential Correspondence 2. Student Matters 3. Negotiations It is presently anticipated that the items mentioned in this Resolution can be disclosed to the public when final action has been taken.

Executive Session

MOTION: To adopt the above Resolution. Mr. Klosek Second: Mr. Kellner Motion carried unanimously. (8:07 PM)

CLOSED SESSION

Closed Session

MOTION: To resume Open Public Meeting. Second: Motion carried unanimously. (8:40 PM)

Reopen Public Meeting

Mr. Klosek inquired as to the protocol for reporting bussing issues. Discussed that bussing company should be held accountable.

Bus issue protocol

Adjourn:

MOTION: To adjourn the meeting. Mr. Adelman Second: Mrs. Byrd. Motion carried unanimously.

Adjourn

Time: 8:45 PM

Respectfully Submitted,

Rose M. Millar
Business Administrator/Board Secretary