

ESTELL MANOR BOARD OF EDUCATION
Regular Board of Education Meeting Minutes
Estell Manor School - Media Center
Thursday, July 25, 2024 6:00 p.m.

I. CALL TO ORDER – BOARD PRESIDENT

II. PLEDGE OF ALLEGIANCE

III. PUBLIC NOTICE

Welcome to this Regular Meeting of the Estell Manor Board of Education held on July 25, 2024. In compliance with the Open Public Meetings Act, Chapter 231, P.L. 1975, of the State of New Jersey, notice of this meeting of the Estell Manor Board of Education stating date, time, place, and agenda has been given to the official newspaper, posted in two public places, and filed with the Atlantic County Superintendent of Schools. If any member has reason to believe that this meeting is being held in violation of the Open Public Meetings Act of 1975 they shall so state at this time.

IV. ROLL CALL

Ms. Ferrari	X	Ms. Gellura	X
Ms. Gray	absent	Ms. Seelman	X
Ms. Mimler	absent		
David Ricci, Superintendent	X	Rose M. Millar, Board Secretary	X

V. PUBLIC COMMENTS (AGENDA ITEMS ONLY) 6:02pm – 6:03pm

Ms. DeLucca informed the Board of her summer Wilson training professional development experience and expressed what a wonderful educational session it was.

VI. PRESENTATION: None

VII. CLOSED SESSION: None

VIII. RESUME OPEN SESSION

IX. MINUTES

Motion to approve the minutes for the following Board of Education meetings (Attachment #2)

- Regular Meeting June 27, 2024

Motion: Ms. Seelman Second: Ms. Gellura

Roll Call: Ms. Gellura, Ms. Seelman, (Ms. Gray abstained) – all unanimous yes votes

X. FINANCE & FACILITIES

A. Board Secretary's Report in accordance with 18A: 17-36 and 18A: 17-9 for the month of June 2024. The Board Secretary certifies that no lone item account has been over expended in violation of N.J.A.C 6A: 23A – 16.10 (c) 3 and that sufficient funds are available to meet the district's financial obligations for the remainder of the fiscal year. (Attachment #2)

B. June Treasurer's Reports

Cash Reconciliation Report in accordance with 18A: 17-36 and 18A: 17-9 for the month of June 2024. The Cash Reconciliation Report and Secretary's Reports are in agreement for the month of June 2024.

C. June Cash Reconciliation Report

Board Secretary in accordance with N.J.A.C 6A:23A-16.10 (c) 2 certifies that there are no changes in anticipated revenue amounts or revenue sources.

- D. Board of Education Certification-pursuant to N.J.A.C 6A:23A-16.10 (c) 4 We certify that after review of the secretary's monthly financial report (appropriations section) and upon consultation with the appropriate district officials, that to the best of our knowledge no major accounts or fund has been over expended in violation of N.J.A.C 6A:23A – 16.10 (b) and that sufficient funds are available to meet the district's financial obligations for the remainder of the fiscal year.

E. June Transfers (Attachment #3)

Motion to approve line item transfers for the month of June 2024 and the 2023-2024 school year

F. Expenditures (Attachment #4)

Motion to approve expenditures list for June 30, 2024 and July 2024.

- G. Motion to approve the submission of the 2024-2025 IDEA application as follows:

Basic \$66,782
Preschool \$1,824

- H. Motion to approve the submission of the 2024-2025 ESEA application as follows:

Title I \$71,453
Title II \$8,087
Title IV \$10,000

- I. Motion to approve the allocation of the 2024-2025 ESEA Title I grant funding for the following staff members of basic skills instruction for the 2024-2025 school year.

Elaine Bake, Teacher and Grace Broomhead, paraprofessional

- J. Motion to approve the following routine travel and other meetings that are normal for the position as well as meetings and workshops required by the NJ Department of Education for compliance with laws and regulations:

<u>Superintendent</u>	<u>Business Administrator</u>	<u>Supervisor of Curr & Spec Serv</u>
CMCASA Monthly	ACASBO Monthly Meetings	Special Education Curriculum
NJASA School	NJASBO Conference and trainings	NJDOE Preschool Meetings
NJSBA Workshop	NJSBA Workshop	
	Joint Insurance meetings	

- K. Motion to approve the HSA Castaway Cove day scheduled for August 20th with a rain date of the August 21st.

- L. Motion to approve the tuition contract for 2024-25 with CMC Technical in the amount of \$9,430 for tuition and an out of county fee of \$13,500 for a total cost of \$22,930. (Attachment #5)

M. Motion to approve an alternate method of compliance in accordance with NJAC 6A:26-6.3 regarding toilet room facilities for the PreK class. (Attachment #6)

SBA Informational Items:

Name	Title	Term Ends
Kathy Mimler	President	2024*
Sarah Ferrari	Board Member	2024*
Alicia Gray	Board Member	2026
Brianne Seelman	Vice President	2025
Theresa Gellura	Board Member	2026

*Election – Election date: November 5, 2024. July election petitions due to Atlantic County Monday, July 29, 2024 4:00pm.

Mandated NJSBA Training Requirements to be completed by 12/31/2024

Alicia Gray	Gov IV	Kathy Mimler	up-to-date
Sarah Ferrari	up-to-date	Theresa Gellura	– up-to-date
Brianne Seelman	up-to-date		

Motion: Ms. Gellura Second: Ms. Seelman

Roll Call: Ms. Gellura, Ms. Seelman, Ms. Gray– all unanimous yes votes

XI. Superintendent's Informational Items:

- Cleaning of School, preparation for opening day
- Replaced motor in geothermal unit/AC Compressor in Gym
- Annual Fire Inspection went well
- High Impact Summer Tutoring going well. 12 Participants
- Action Plan from Strategic Plan Goals in progress
- Part time Guidance Counselor, Music Teacher and Custodian
- Policy Committee Mtg - 7/31 review of Policy
- Met with Trooper Correia regarding Security Drills
- Met with Scott Thomas regarding our IT needs

Security Drills:

Fire Drill: June 13, 2024

Security Drill: June 13, 2024 (Shelter in Place)

XII. CURRICULUM & INSTRUCTION

A. Motion to approve Motion to approve the following professional development:

Date	Topic/Presenter	Location	Cost	Staff Attendees	NOTES
7/18/24	Atlantic-Cape Women in Leadership Speaker Series	Linwood, NJ	\$75 per person	S. Foley, M. Schweer	none

Motion: Ms. Gellura Second: Ms. Seelman

Roll Call: Ms. Seelman, Ms. Gellura, Ms. Gray - all unanimous yes votes

XIII. PERSONNEL

- A. Motion to approve the following Substitute Teachers/Custodians for the 24-25 school year.
(Attachment #7)
- B. Motion to regretfully approve the resignation of Rainey Ruberton – resignation letter received.
- C. Motion to approve part-time Music Teacher, Amanda Spratt, MA Step I, at the rate of \$44,469.35.
- D. Motion to approve part-time Custodian, Paul Mooney, at the hourly rate of \$19.
- E. Motion to approve part-time Guidance Counselor, Stephanie Simmons, MA Step I, at the rate of \$44,469.35.

Motion: Ms. Gellura Second: Ms. Seelman

Roll Call: Ms. Gray, Ms. Gellura, Ms. Seelman– all unanimous yes votes

XIV. POLICY

- A. Policy Manual Update

Ms. Seelman and Mr. Ricci discussed Strauss Esmay policy manual committee meeting scheduled with Strauss Esmay on July 31st from 10:00am-1:00pm.

XV. BOARD INFORMATION/COORESPONDENCE

- Board Self Evaluation process update.

XVI. PUBLIC COMMENTS 6:15pm -6:18pm

Ms. Sharpe clarified the motion under personnel for the Title I basic skills paraprofessional.

Ms. Sharpe also asked to have stated in the minutes that the teachers that would have been willing to do summer school instruction but the school did not offer the summer school program like last year.

XVII. ANY OTHER PERTINENT INFORMATION THAT MAY BE BROUGHT BEFORE THE BOARD

XIX. ADJOURNMENT – Time: 6:20 pm

Motion: Ms. Seelman Second: Ms. Gray

Roll Call: Ms. Seelman, Ms. Gellura, Ms. Gray– all unanimous yes votes