

ESTELL MANOR BOARD OF EDUCATION  
Board of Education Meeting Minutes  
Estell Manor School - Media Center  
Thursday, January 23, 2025 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 January 23, 2025. 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 newspapers, 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. Gray	X	Ms. Seelman	X
Ms. Kisby	X	Open Seat	N/A
Ms. Maddox	X		
David Ricci, Superintendent	X	Rose M. Millar, Board Secretary	X

V. PUBLIC COMMENTS (AGENDA ITEMS ONLY) 6:02pm  
No one spoke

VI. PRESENTATION:  
Students' of the Month (Attachment #1)  
Board Candidate Interviews – Interview #1 Barbara Mooney

VII. CLOSED SESSION: 6:12pm  
Legal

VIII. RESUME OPEN SESSION: 6:29pm

Board Candidate Interviews - Interview #2 Bryan Lavender

IX. MINUTES

Motion to approve the minutes for the following Board of Education meetings (Attach #2 & 3)

- Regular Meeting December 18, 2024
- Reorganization Meeting January 9, 2025

Motion: Ms. Gray Second: Ms. Kisby

Roll Call: Ms. Gray, Ms. Seelman, Ms. Kisby, Ms. Maddox– 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 December 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 #4)
- B. December Treasurer's Reports  
Cash Reconciliation Report in accordance with 18A: 17-36 and 18A: 17-9 for the month of December 2024. The Cash Reconciliation Report and Secretary's Reports are in agreement for the month of December 2024.
- C. December 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. December Transfers (Attachment #5)  
Motion to approve line item transfers for the month of December 2024.
- F. Expenditures (Attachment #6)  
Motion to approve expenditures list for January 2025
- G. School Board Recognition Resolution (Attachment #7)  
Motion to approve and acknowledge January 2025 as School Board Recognition Month. A sincere, "thank you", to your hard work and dedication.  
*(Citing the meaningful contributions that local board of education member make to public education and to the quality of life in New Jersey, Gov. Phil Murphy has [proclaimed](#) January 2025 as School Board Recognition Month in New Jersey).*
- H. Motion to approve the two-year Base of Employment Exception/Partnership Agreement with Crisis Prevention Institute for CPI training in the amount of \$1,000. (Attachment #8)
- I. Motion to accept the Atlantic Care Healthy Schools, Healthy Children Grant in the amount of \$750 for physical activity enhancements.
- J. Recommend acceptance and approval of Nutri-Serve Cafeteria Financial Statement report for November and December 2024. The net income (loss) for November is -\$1,040.41, bringing our Year to Date a positive \$76.60. The net income (loss) for December is -\$1,654.06, bringing Year to Date -\$1,577.46. (Attachment #9)  
*(November and December are typically our worst months financially due to the amount of serving days being less in these months, but, I believe that it will turn around in the upcoming months.)*

Motion: Ms. Maddox Second: Ms. Kisby

Discussion: None

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

SBA Informational Items:

Name	Title	Term Ends	NJSBA Training
Brianne Seelman	President	2025	Gov IV
Alicia Gray	Vice President	2026	Up-to-date
Sarah Kisby	Board Member	2027	Gov I
Joan Maddox	Board Member	2027	Gov I
Open Seat	Board Member	2026	N/A

Committee Listing

Estell Manor Board of Education Committee List

Committee	Member	Member
Negotiations ( <i>Kathy Mimler – Consultant approved 1/9/25</i> )	Joan Maddox	Unfilled (conflicts)
Personnel	Joan Maddox	Brianne Seelman
Finance & Facilities	Brianne Seelman	Sarah Kisby
Policy & Curriculum	Alicia Gray	Brianne Seelman
NJSBA Delegate	Brianne Seelman	Alicia Gray (alternate)
Buena BOE Representative	Brianne Seelman	

NJSBA Atlantic County Meetings:

3/20/25 TBD - 8<sup>th</sup> Grade Dialogue

5/08/25 Greate Bay County Club – Recognition of Board Members for certifications/milestones

XI. Superintendent’s Informational Items:

- Special thanks to Priscilla Meyer, All Season Landscape for shoveling, salting driveways and entrance ways keeping our school ready to operate.
- Thanks to the City for snow plowing our parking lot, Jan. 6.
- Ms. Millar and I attended School Funding Mtg. Jan 16<sup>th</sup> Camden Co.
- Full In-service Day Jan. 10, CPI Training on Verbal de-escalation and CPR/AED Training.
- iReady Winter Benchmark begins week of Jan. 27. Assessment of student performance Mathematics/Language Arts
- Preschool Books in the Backyard Jan. 22
- 8<sup>th</sup> Grade visited BRHS Dec. 20 Participated in Pep Rally, fantastic time.
- HSA Paint Night will be Jan, 24<sup>th</sup> will be great evening
- Congratulations and Welcome to elected Board Members, Sarah Kisby and Joan Maddox. Welcome aboard.

Security Drills: December 18, 2024 fire drill & December 19, 2024 security

XII. CURRICULUM & INSTRUCTION

A. Report of Enrollment for December 2024

Grade	Estell	ACIT	Buena	ACSSSD	CMCSSSD	CMC Tech	CharterTech
PreK3	11						

PreK4	14						
K	14						
1	20						
2	17						
3	22						
4	23						
5	23						
6	20						
7	23						
8	18						
9		3	14				
10		3	8			1	
11		7	6				
12		3	10				1
MD				2	1		
TOTALS	205	16	38	2	1	1	1

B. Motion to authorize submission of the 2025-2026 school year Preschool Projected Enrollment (Attachment #8)

C. Motion to approve the following Professional Development:

DATE	TOPIC	LOCATION	STAFF	COST
1/7/2025	Epilepsy in School: Training for Nurses	Virtual; 5:30pm	N. Wanner	No cost for class
12/16/24-12/17/24	Creative Curriculum Trng	Virtual (evening)	J. Lorito	Hourly Rate
2/28/25	Early Intervention Strategies	Virtual	J. DiBenedetto	\$295 + Sub Rate
1/6/2025	NJSLA Testing Coordinator Training - In Person	Sheraton Hotel, ACNJ	S. George	Mileage
2/26/25	Science of Reading Secondary Teachers	Stockton, Galloway NJ	T Schoenborn	ETTC hrs +Sub rate
2/7/25	Science of Reading Secondary Teachers	Stockton, Galloway NJ	M VanGilder	ETTC hrs + Sub rate
2/20 - 2/21	NJ Educator Music Conf.	Sheraton, ACNJ	A Spratt	\$200 +Sub rate
1/29-1/31	Techspo Conference	Sheraton, ACNJ	S. Sharpe	\$365 + Sub
1/15/25	Atlanticare Workshop	Stockton, Galloway NJ	S. Sharpe	Sub rate

Motion: Ms. Kisby Second: Ms. Gray

Discussion: None

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

XIII. PERSONNEL

A. Motion to approve Erin Jackson as Volleyball Coach for the 2025 season.

A. Motion to approve Meredith VanGilder as Softball Coach for the 2025 season.

Motion: Ms. Maddox Second: Ms. Kisby

Discussion: None

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

XIV. POLICY

A. Motion to approve second reading of revisions to policies:

5411 - Promotion from 8<sup>th</sup> Grade

5412 - Commencement Activities

3212 - Attendance

Motion: Ms. Maddox Second: Ms. Kisby

Discussion: None

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

XV. BOARD INFORMATION/CORRESPONDENCE

XVI. PUBLIC COMMENTS 6:47pm – 6:58pm

- Ms. Todd spoke about her receipt of an anonymous letter and the Supervisor of Curriculum and bullying issues.
- Ms. Frickman spoke about last month's minutes on the website and the possibility of recording meetings, the special education department and special ed meetings, the HIB information on our website, the spelling bee, and Mr. Ricci's philosophy of education statement.
- Ms. Staffieri spoke about the Supervisor of Curriculum and the HSA bullying information session that used to be provided to parents a few years ago.

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

Ms. Seelman discussed her new role on the Buena Regional School Board. Since we have the necessary percentage of enrollment at Buena, we are allotted a seat on the Board. She plans to attend two meetings each month at Buena Regional.

I. CLOSED SESSION: 6:58pm

Legal

RESUME OPEN SESSION 7:26pm

APPOINT BOARD MEMBER

Motion made by Ms. Maddox and seconded by Ms. Gray to appoint Bryan Lavender as Board Member to fill the open seat through 12/31/2025.

Discussion: None

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

XIX. ADJOURNMENT – Time: 7:27 pm

Motion: Ms. Gray Second: Ms. Kisby

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

Upcoming Meeting Dates:

- February 27, 2025