

ESTELL MANOR BOARD OF EDUCATION
Regular Board of Education Meeting Agenda
Estell Manor School - Media Room
Wednesday, March 25, 2026
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 March 25, 2026. 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. Gray _____ Ms. Seelman _____
Ms. Kisby _____ Bryan Lavender _____
Ms. Maddox _____
David Ricci, Superintendent _____ Rose M. Millar, Board Secretary _____

V. PUBLIC COMMENTS (AGENDA ITEMS ONLY) Time: _____

VI. PRESENTATION:

Student of Month (Attachment #1)
Presentation: Elouise Lund and Adaline Olsen- Polar Ice Caps

VII. CLOSED SESSION – Time: _____

Motion: _____ Second: _____
Roll Call: Ms. Gray, Ms. Kisby, Ms. Maddox, Ms. Seelman, Mr. Lavender

RESUME OPEN SESSION – Time: _____

Motion: _____ Second: _____
Roll Call: Ms. Gray, Ms. Kisby, Ms. Maddox, Ms. Seelman, Mr. Lavender

VIII. MINUTES

- Motion to approve the minutes for the following Board of Education meetings (Attachments #2)
Regular Meeting February 26, 2026

Motion: _____ Second: _____
Roll Call: Ms. Gray, Ms. Kisby, Ms. Maddox, Ms. Seelman, Mr. Lavender

IX. FINANCE & FACILITIES

- A. Board Secretary’s Report in accordance with 18A: 17-36 and 18A: 17-9 for the month of February 2026. 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 #3)

B. February Treasurer's Reports

Cash Reconciliation Report in accordance with 18A: 17-36 and 18A: 17-9 for the month of February 2026.
The Cash Reconciliation Report and Secretary's Reports are in agreement for the month of February 2026.

C. February 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. February Transfers (Attachment #4)

Motion to approve line item transfers for the month of January 2026.

F. Expenditures (Attachment #5)

Motion to approve expenditures list for March 2026.

G. Motion to approve the 2026-2027 Tuition contracts, one-to-one aid agreement, & ESY agreement with Cape May County Special Services School District.

Regular Year Fees:

Tuition MD \$41,500

Out of County fee \$11,000

One-to-one aid \$30,960

Extended School Year (Sumer Program)

ESY \$3,600 ESY One-to-one aide \$3,100

H. Motion to approve the 2026-2027 Join Transportation Agreement with the Atlantic County Special Services School District.

I. Motion to approve the 2026-2027 Contract for Participation in Cooperative Transportation with the Cape May County Special Services School District.

J. Motion to approve the lawn maintenance contract with Northern Shore Property Maintenance for March – November 2026 (Attachment #6)

K. Motion to approve the SSI Fire Explosion Protection Inspection Agreement for 2026-2027 in the amount of \$1,370.

L. Motion to approve the termination of participation in the NJ (SEHBP) School Employees' Health Benefits Program (Medical Plan, Prescription Drug Plan, and/or Dental Plan coverage) thereby canceling coverage provided by the SHBP and/or SEHBP (N.J.S.A. 52:14-17.25 et seq.) effective June 30, 2026 (Attachment #7)

M. Motion to approve enrollment in the NJ Solutions Joint Health Insurance Fund effective July 1, 2026 (Attachment #8)

N. Motion to approve enrollment in Delta Dental of New Jersey dental plan effective July 1, 2026.

O. Motion to approve the Corrective Action Plan with the New Jersey Department of Agriculture in reference to the Excess Cash Finding for fiscal year 6/30/2025. Finding: Net Cash resources exceeded three month's average expenditures by \$10,101.59. Recommendation: In order to reduce the net cash resources, you should purchase needed equipment, improve food quality or take other actions to eliminate the excess cash resources. Corrective Action: To purchase a large freezer chest, knives and small wares, new carts, shelves in the dry storage room, & replacement of stopper on sanitizing sink. (Attachment #9)

P. Motion to approve 2026-2027 Preschool Program Plan Budget for submission to the New Jersey Division of Early Childhood Education. (Attachment # 10)

Q. Motion to approve the 2026-2027 budget for submission to the Atlantic County Department of Education:

BE IT RESOLVED that the tentative budget be approved for the 2026-2027 School Year using the 2026-2027 state aid figures and the School Business Administrator/Board Secretary be authorized to submit the following tentative budget to the Executive County Superintendent of Schools for approval in accordance with the statutory deadline:

	General Fund	Special Revenue	Debt Service	TOTAL
2026-2027 Total Expenditures	\$ 5,250,837	\$ 581,256	\$ 108,553	\$5,940,646
Less: Anticipated Revenues	1,996,611	581,256	0.00	2,577,867
Taxes to be Raised	\$3,254,226	- 0 -	\$ 108,553	3,362,779

And to post said tentative budget on the district's website in accordance with the form required by the State Department of Education and according to law; and

BE IT FURTHER RESOLVED, that a public hearing be held at the Estell Manor School District Board of Education located at 128 Cape May Avenue, Estell Manor, NJ 08319 on April 30, 2026 at 6:00 p.m. for the purpose of conducting a public hearing on the budget for the 2026-2027 School Year.

Adjustments for ENROLLMENT/HEALTH

BE IT RESOLVED that the Estell Manor Board of Education includes in the final budget the adjustment for enrollment & health care in the amount of \$ 290,556.00. The district intends to utilize these adjustments for student services and increases in health benefit premiums.

Travel and Related Expense Reimbursement 2026-2027

WHEREAS, the Estell Manor Board of Education recognizes school staff and Board members will incur travel expenses related to and within the scope of their current responsibilities and for travel that promotes the delivery of instruction or furthers the efficient operation of the school district; and

WHEREAS, N.J.A.C. 6A:23A-7.3 et seq. requires Board members to receive approval of these expenses by a majority of the full voting membership of the Board and staff members to receive prior approval of these expenses by the Superintendent of Schools and a majority of the full voting membership of the Board; and

WHEREAS, the Estell Manor Board of Education established \$10,000 as the maximum travel amount for the current school year and has expended \$ 201.91 as of this date; now
 THEREFORE, BE IT RESOLVED, the Board of Education approves travel and related expense reimbursements in accordance with N.J.A.C. 6A:23A-7.3, to a maximum expenditure of \$10,000 for the 2026-2027 school year.

Motion: _____ Second: _____

Roll Call: Ms. Gray, Ms. Kisby, Ms. Maddox, Ms. Seelman, Mr. Lavender

SBA Informational Items:

Name	Title	Term Ends	Training
Brianne Seelman	President	2028	Gov 4
Alicia Gray	Vice President	2026	Up-to-date
Sarah Kisby	Board Member	2027	Gov 2
Joan Maddox	Board Member	2027	Gov 2
Bryan Lavender	Board Member	2028	Gov 2

Atlantic County SBA Meeting Schedule 2025-2026

- May 18 @ 6 PM (Hybrid) Topic: Spring Celebrations & County Teacher of the Year Location: Grete Bay or Virtually

2026-2027 School Budget Schedule of Events

Late Feb/Early March	Finance Committee Meeting / On-going Communication
March 10, 2026	NJ Governor's State Address
March 12, 2026	State aid figures released
March 20, 2026	Finance Committee Meeting
March 25, 2026	Board Meeting (to approve the budget) * date changed due to new Governor
March 27, 2026	2026 -27 Budget due to Atlantic County DOE * date changed due to new Governor
April 30, 2026	Public Budget Hearing / Regular Board Meeting

Committee Listing

Estell Manor Board of Education Committees

Committee	Member	Member
Negotiations	Joan Maddox	Unfilled (conflicts)
Personnel	Joan Maddox	Brianne Seelman
Finance & Facilities	Brianne Seelman	Sarah Kisby
Policy & Curriculum	Alicia Gray	Bryan Lavender
NJSBA Delegate	Brianne Seelman	Alicia Gray (alternate)
Buena BOE Representative	Brianne Seelman	

X. Superintendent Informational Items:

- Parent Teacher Conferences
- SJ Spelling Bee
- Read Across America Week
- Pi Day

- 8th Grade Dialogue
- Substitute teacher
- Volleyball Team
- Thank you
- QSAC Visit

Security Drills:

- Fire Drill – 2/27 /26
- Security Drill – 2/13 /26

XI. CURRICULUM & INSTRUCTION

A. Report of Enrollment for February 2025

Grade	Estell	ACIT	Buena	ACSSSD	CMCSSSD	CMC Tech	Hamilton	TOTAL
PreK3	10							
PreK4	14							
K	20							
1	18							
2	19							
3	16							
4	25							
5	22							
6	21							
7	23							
8	21							
9		7	2					
10		3	14					
11		2	11			1		
12		7	6					
MD				3	1		1	
TOTALS	210	19	33	3	1	1	1	268

B. Motion to approve the revised 2025-26 School Calendar (Attachment #11)

C. Motion to approve the 2026-2027 School Calendar (Attachment #12)

D. Motion to approve the Cape Atlantic League Middle School Track Championships at Ocean City High School- May 19th.

Motion: _____ Second: _____

Roll Call: Ms. Gray, Ms. Kisby, Ms. Maddox, Ms. Seelman, Mr. Lavender

XII. PERSONNEL

- A. Motion to approve Jordan Spencer as a new substitute teacher for the 2025-2026 school year.
- B. Motion to approve Greg VanGilder as volunteer softball coach for 2025-2026.

Motion: _____ Second: _____

Roll Call: Ms. Gray, Ms. Kisby, Ms. Maddox, Ms. Seelman, Mr. Lavender

XIII. POLICY

Motion: _____ Second: _____

Roll Call: Ms. Gray, Ms. Kisby, Ms. Maddox, Ms. Seelman, Mr. Lavender

XIV. BOARD INFORMATION/ CORRESPONDENCE:

XV. PUBLIC COMMENTS Time: _____

At this time the Meeting of the Estell Manor School District Board of Education will be open to the public for comment. In accordance with Board Bylaw 0167, each speaker shall be allotted a maximum of five minutes. No one may speak more than once on the same topic. In addition, anyone who is disruptive, disrespectful and/or lacks appropriate decorum for a public meeting will be requested to leave the meeting.

Please keep in mind that this is the public's opportunity to address the Board, and not necessarily an appropriate forum for the Board to respond. At the end of public comment, the Board President or the Superintendent may choose to respond or answer questions, where appropriate. The Board will not comment on personnel matters, or matters involving individual students. All initial complaints or other matters requiring follow up will be referred to the Superintendent. Members of the public are reminded to keep all comments respectful, and refrain from making any defamatory statements. The Board of Education shall not be responsible, nor liable for any defamatory statements made by a member of the public. 4859-9505-1006,v. 1

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

XVII. ADJOURNMENT – Time: _____

Motion: _____ Second: _____

Roll Call: Ms. Gray, Ms. Kisby, Ms. Maddox, Ms. Seelman, Mr. Lavender

Upcoming Meeting Dates:

- April 30, 2026