

ESTELL MANOR BOARD OF EDUCATION
Regular Board of Education Meeting Agenda
Estell Manor School Library
Wednesday, November 16, 2022
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 October 26, 2022. 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. Ferrari	_____	Mr. Roxas	_____
Ms. Gray	_____	Ms. Sack	_____
Ms. Mimler	_____		

Michelle Cappelluti, Ed.D., Interim Superintendent	_____
Rose M. Millar, Board Secretary	_____

V. PUBLIC COMMENTS (AGENDA ITEMS ONLY)

VI. CLOSED SESSION – Time: _____

Personnel Matter

VII. RESUME OPEN SESSION – Time: _____

Roll Call: Ms. Gray, Mr. Roxas, Ms. Sack, Ms. Ferrari, Ms. Mimler

VIII. MINUTES

A. Motion to approve the minutes for the following Board of Education meetings:

Regular Meeting October 26, 2022 (Attachment # 1)

Roll Call: Ms. Gray, Mr. Roxas, Ms. Sack, Ms. Ferrari, Ms. Mimler

IX. BUSINESS ADMINISTRATOR REPORT AND RECOMMENDATIONS

Motion to Approve Items A-H.

- A. Board Secretary’s Report in accordance with 18A: 17-36 and 18A: 17-9 for the month of October 2022. 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. October Treasurer’s Reports (Attachment#2)
 Cash Reconciliation Report in accordance with 18A: 17-36 and 18A: 17-9 for the month of October 2022. The Cash Reconciliation Report and Secretary’s Reports are in agreement for the month of October 2022.
- C. October 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. October Transfers(Attachment#3)
 Line item transfers for the month of October 2022.
- F. Expenditures (Attachment#4)
 Motion to approve expenditures list for November 2022.
- G. Federally-Funded Salaries – ARP CRRSA Funds
 Motion to approve the following staff members to be paid with 2022-2023 ARP ESSER Grant funds as indicated below:

Staff Member	American Rescue Plan ESSER	ARP ESSER Accelerated Learning	ESSER Cmpr Beyond Sch Day Act.	ESSER Mental Health	Dates
Upshaw, Leigh Ann	\$25,000			\$31,034	07/01/2022 – 06/30/2023
Sharpe, Sarah		\$25,000			07/01/2022 – 06/30/2023
Normand, Greta	\$21,123.18				07/01/2022 – 06/30/2023
Clark, Anne	\$20,560.32				07/01/2022 – 06/30/2023
Baker, Elaine			HW Helpers		07/01/2022 – 06/30/2023
Jamison, Rebecca			HW Helpers		07/01/2022 – 06/30/2023

ARP CRRSA Funds - Summer Learning Staff

Sarah Sharpe
Elaine Baker
Rebecca Jamison
Melissa Mashura
Rachel Mattera
Tamara Schoenborn
Wendy Thompson
Annmarie Clark
Jonna Drake
Greta Normand
Sommer Roxas

- H. Motion to approve the Application for Use of Facilities (gymnasium and cafeteria) for WACYL Basketball. (Attachment #5)

Informational:

ACCASBO JIF Dinner:

Atlantic & Cape May Counties Association of School Business Officials Joint Insurance Fund (ACCASBO JIF) cordially invites our Member Districts to the Annual State of the JIF Dinner. November 29th, 2022 5:30pm, Greate Bay Country Club 901 Mays Landing Road, Somers Point

New Jersey School Board Association

- NJSBA Atlantic County Hybrid Meeting:
Thursday, December 8, 2022
Weymouth Twp. Elementary School
1202 11th Ave., Dorothy
In-Person 6:00pm – 8:30pm/Virtual: 7:00pm – 8:30pm
Email School Business Admin., Rose Millar, to assist with registration
- NJSBA Mandated Training:
Alicia Gray- Governance 4 – (Completed)
Kathy Mimler- Governance 4 (Completed)
Sarah Ferrari- Governance 2
Justin Roxas- Governance 2

Roll Call: Ms. Gray, Mr. Roxas, Ms. Sack, Ms. Ferrari, Ms. Mimler

X. SUPERINTENDENT REPORT AND RECOMMENDATIONS

Personnel

- A. Motion to approve Elizabeth Morinelli as full-time teacher of kindergarten beginning January 1, 2023 through June 30, 2023 at Step 1, \$58,000 + MA \$3,000. (Attachment #6)

- B. Motion to approve Dianna Abraham as Teacher Mentor for Ms. Morinelli from January 2, 2023 through June 30, 2023. No cost to the district.
- C. Motion to approve salary adjustment for Nancy Wanner as per the EMEA Agreement, \$1500 for BA + 30 credits, effective December 1, 2022. (Attachment # 7)
- D. Motion to approve Rebecca Jamison as Intramural Coach for the 2022-2023 school year at the contracted stipend of \$1,375 due to extensive enrollment.
- E. Motion to accept the resignation of paraprofessional, Jonna Drake, effective December 2, 2022. (Attachment # 8)
- F. Motion to approve the following professional development:

Last Name	First Name	Professional Development	Description	City	State	Date(s)	Reg Fee	Est Substitute Cost
Sharpe	Sarah	Atlanticare Hlth Schools	Committee Mtg 1.5 hrs	virtual		Oct 19	n/a	n/a
Schoenborn	Tami	Mentoring Process Wkshp	Stockton	Galloway	NJ	Oct 18	ETTC hrs	\$150.00
Graff	Jenn	Oncourse Trng	Delsea Regional	Glo Co	NJ	11/3/2022	n/a	n/a
DiBenedetto	Jennifer	Foundations PreK	videoconference	virtual		11/30/2022	n/a	\$75.00
Sharpe	Sarah	504 & IR&S	ETTC	virtual		12/1/2022	ETTC hrs	\$75.00
DeLucca	Sonya	Foundations PreK	Wilson Training	virtual		11/30/2022	n/a	\$75.00

- G. Motion to approve part-time custodian, pending criminal history approval, Gregory Holmes Jr. at \$18.50/hr, not to exceed 5 hours per day. (Attachment # 9)
- H. Motion to approve part-time custodian, pending criminal history approval, Joseph Downam at \$18.50/hr, not to exceed 5 hours per day. (Attachment #10)
- I. Motion to approve itinerant services contract with Delta T Group. (Attachment #11)
- J. Motion to approve Kelly Bateman, pending criminal history, to assist with Wildcat's Den on an as needed basis at an hourly rate of \$17.00/hr.
- K. Motion to approve Sarah Sharpe and Jennifer DiBenedetto to assist with Wildcat's Den on an as needed basis at the EMEA contracted hourly rate.
- L. Motion to approve Charles Mussachio as full-time Teacher/Guidance Counselor, beginning January 1 2023 through June 30, 2023, Step 1, \$58,000 + MA \$3,000. (Attachment #12)
- M. Motion to approve the following teachers as Homework Helpers at the EMEA contracted hourly rate: Elaine Baker, Rebecca Jamison
- N. Motion to approve the job description of Athletic Coordinator. (Attachment #13)

- O. Motion to approve Lydia Levari and Sarah Sharpe as basketball coaches.
- P. Motion to approve Nancy Wanner, school nurse to provide observation and educational experiences for Gianna Belfi, student at ACIT from January 27, 2023 through June 2, 2023 for three to six hours per week as per the Structured Lrng. Experience Agreement. (Attachment #14)
- Q. Motion to approve Judy Lorito, Wildcat's Den, effective December 1, 2022 at a rate of \$25/hr.

Roll Call: Ms. Gray, Mr. Roxas, Ms. Sack, Ms. Ferrari, Ms. Mimler

Curriculum & Instruction

- A. Motion to approve updated curriculum for English/LA K-4, Science K-8, Social Studies K-8, and World Language K-8.
- B. Motion to approve the Estell Manor School Nursing Services Plan for 2022-2023. (Attachment #15)
- C. Motion to approve a field trip to Six Flags, June 1, 2023, grades 7/8 Safety Patrol. Chaperones: Tami Schoenborn/Elaine Baker plus 4 more TBD. Cost of trip to be paid through Student Activities.

Roll Call: Ms. Gray, Mr. Roxas, Ms. Sack, Ms. Ferrari, Ms. Mimler

Informational Items

Fire Drill: Sept. 14, Oct. 31, Nov. 4th
Security Drill: Lockdown 9/16, Shelter in Place 10/21, Tabletop Security Mtg. 11/4
School Bus Emergency Evacuation Drill: Oct. 21,24,25,26 @ 8:55 am.

XI. PUBLIC COMMENTS

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

XIII. ADJOURNMENT – Time: _____

Roll Call: Ms. Gray, Mr. Roxas, Ms. Sack, Ms. Ferrari, Ms. Mimler