

ESTELL MANOR BOARD OF EDUCATION
Regular Board of Education Meeting Agenda
Estell Manor School - Media Room
Thursday, January 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 January 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	_____	Ms. Gellura	_____
Ms. Gray	_____	Ms. Seelman	_____
Ms. Mimler	_____		
David Ricci, Superintendent	_____	Rose M. Millar, Board Secretary	_____

V. PUBLIC COMMENTS (AGENDA ITEMS ONLY)

VI. CLOSED SESSION – Time: _____

VII. RESUME OPEN SESSION – Time: _____

Roll Call: Ms. Gray, Ms. Gellura, Ms. Seelman, Ms. Ferrari, Ms. Mimler

VIII. PRESENTATION: None

IX. MINUTES

A. Motion to approve the minutes for the following Board of Education meetings (Attachment #1)

Regular & Closed Meeting December 20, 2023

Reorganization Meeting January 3, 2024

Strategic Planning Meeting January 17, 2024

Roll Call: Ms. Gray, Ms. Gellura, Ms. Seelman, Ms. Ferrari, Ms. Mimler

X. FINANCE & FACILITIES

A. Board Secretary's Report in accordance with 18A: 17-36 and 18A: 17-9 for the month of December 2023. 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. December Treasurer's Reports

Cash Reconciliation Report in accordance with 18A: 17-36 and 18A: 17-9 for the month of December 2023. The Cash Reconciliation Report and Secretary's Reports are in agreement for the month of December 2023.

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 #3)
Motion to approve line item transfers for the month of December 2023.
- F. Expenditures (Attachment#4)
Motion to approve expenditures list for January 2024.
- G. Motion to approve the lawn maintenance and snow removal contract with Northern Shore Property Maintenance for 2024. (Attachment #5)
- H. Motion to approve the Request for Use of Facilities for WACYL for softball season. (Attachment #6)
- I. School Board Recognition Month (Attachment #7)
Motion to accept the proclamation from the Governor of New Jersey in recognizing January 2024 as School Board Recognition Month and to publically recognize and thank the members of the Estell Manor Board of Education for their service to the school community.

SBA Informational Items:

<u>BOE Term Dates</u>		
Name	Title	Term Ends
Kathy Mimler	President	2024
Sarah Ferrari	Vice President	2024
Alicia Gray	Board Member	2026
Brianne Seelman	Board Member	2025
Theresa Gellura	Board Member	2026

2023-2024 Atlantic County SBA Meeting Dates

- Tuesday, Feb. 6 @ 6:45 p.m. (Virtual)
- Tuesday, March 5 @ 6:45 p.m. (8th Grade Dialogue)
- Tuesday, May 7 @ 6:00 p.m. (Hybrid)

**Meeting dates and times are subject to change. Location TBD*

Mandated NJSBA Training Requirements to be completed by 12/31/2023

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

School Ethics Commission Annual Disclosure Statements

Personal/Relative and Financial Disclosure Statements (Disclosure Statements) pursuant to N.J.S.A. 18A:12-21 et seq. of the School Ethics Act Statements are due by April 30, 2024.

FOOD SERVICE MANAGEMENT COMPANY (FSMC)

The Estell Manor School District is in the 5th year of the FSMC Contract Cycle and we are required to procure a new base year contract for the 2024-2025 school year.

XI. Superintendent's Informational Items:

- Thank you to Priscilla Meyer and the City of Estell Manor
- NJDOE approved the Preschool Waiver
- Tychwan Johnson visit
- Wit and Wisdom Program distribution, thank you Mrs. Foley
- Strategic Planning meeting
- iReady Winter Benchmark Assessment
- 8th Grade students visited Buena Regional High School

Security Drills:

Fire Drill: December 20, 2023

Security Drill: December 14, 2023

XII. CURRICULUM & INSTRUCTION

A. Motion to approve the following Professional Development:

Date	Topic/Presenter	Location	Cost	Staff Attendees	Cost to Board/Notes
1/10/24	Atlanticare Wellness Grant	Virtual	free	Sarah Sharpe	none
1/25/24	TECHSPO	Atlantic City NJ	\$375	Sarah Sharpe	sub & mileage
1/26/24	NJSLA Testing Coord Trng	Sheraton Atlantic City NJ	free	Tamara Schoenborn	sub & mileage
1/30/24	Rutgers: Norovirus Webinar	Virtual	free	Nancy Wanner	none
1/26/24	Determining Eligibility of Students with Specific Learning Disabilities	Atlantic County Special Services	free	Sarah Foley	mileage
2/13/24	Best Practices for Paras	SRI ETTC Galloway, NJ 9am-3pm	ETTC hours	Kristine Kelly	sub & mileage
2/16/24	EMS Staff PD Day Great Minds: Wit & Wisdom Launch Training In Person	Estell Manor School, NJ	\$4,200	All ELA Staff	none
2/16/24	PreK Creative Curric. Trng	Egg Harbor City School	\$250	Jennifer DiBenedetto	sub & mileage
2/6/24	Management of Children Hypermobility	Virtual	\$25	Nancy Wanner	none

Roll Call: Ms. Gray, Ms. Gellura, Ms. Seelman, Ms. Ferrari, Ms. Mimler

XIII. PERSONNEL

- A. Motion to approve the substitute custodian rate from \$15.00/hr to \$15.13/hr to meet minimum wage regulations, effective January 1, 2024.
- B. Motion to approve criminal history approved, Theresa Cotton as a substitute nurse for the remainder of the 2023-24 school year.

Roll Call: Ms. Gray, Ms. Gellura, Ms. Seelman, Ms. Ferrari, Ms. Mimler

XIV. POLICY

- A. N/A

Roll Call: Ms. Gray, Ms. Gellura, Ms. Seelman, Ms. Ferrari, Ms. Mimler

- XV. BOARD INFORMATION/ CORRESPONDENCE:
NJDOE Preschool Waiver Approval (Attachment #8)
Committee Meeting List (Attachment #9)

XVI. PUBLIC COMMENTS

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

XVIII. CLOSED SESSION - Time: _____

XIX. RESUME OPEN SESSION - Time: _____

XX. ADJOURNMENT – Time: _____

Roll Call: Ms. Gray, Ms. Gellura, Ms. Seelman, Ms. Ferrari, Ms. Mimler