

APRIL 28, 2025

****The Board reserves the right to enter into closed session at any time during the meeting to discuss matters permitted by NJSA 10:4-12**

**NORTH WILDWOOD BOARD OF EDUCATION
REGULAR MEETING MINUTES
MONDAY, APRIL 28, 2025 - 6:00 P.M.**

ROUTINE MATTERS**

1. CALL TO ORDER **Mr. MacDonald called the meeting to order at 6:00 p.m.**
2. OPENING STATEMENT
The New Jersey Open Public Meetings Law was enacted to ensure the right of the Public to have advance notice of, and to attend, the meetings of public bodies at which any business affecting their interest is discussed or acted upon. In accordance with the provisions of this Act, the North Wildwood Board of Education has caused notice of this meeting to be published by having the date, time and place thereof posted with the City Clerk, the Atlantic City Press and the Cape May County Herald.
3. **Present:**
James Farrell
Gerald Flanagan
Ronald Golden
Michele Devine-Hartnett
April Howard
David C. MacDonald
Scott McCracken
Haroula Rotondi
Laura Stefankiewicz
4. **Also, in attendance:**
Philip Schaffer, Superintendent
Dawn Cottrell, Board Secretary/SBA
Patricia Donlan, Vice-Principal
Carolyn Morey, Supervisor of Pupil Personnel
Robert Belasco, Solicitor
5. FLAG SALUTE
6. Election of the Vice President for the term of April 28, 2025 until the next Reorganization Meeting of 2026. *Ms. Devine-Hartnett was nominated as Board Vice President on a motion made by Mr. MacDonald and seconded by Mr. McCracken for the term of April 28, 2025 until the next reorganization in 2026.*

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Nomination: Michele Devine-Hartnett

Motion: Mr. MacDonald

Second: Mr. McCracken

Voting Yes:

James Farrell

Gerald Flanagan

Ronald Golden

Michele Devine-Hartnett

April Howard

David C. MacDonald

Scott McCracken

Haroula Rotondi

Laura Stefankiewicz

7. EXECUTIVE SESSION

Authorization of Executive Session: to discuss a current and an ongoing matter as per N.J.S.A. 10:4-12b (1) Any matter which, by express provision of Federal Law or State statute, or rule of court shall be rendered confidential or excluded from the provisions of subsection a. of this section.

Entered into Executive Session at 6:04 p.m.

Motion: Mr. Farrell

Second: Ms. Devine-Hartnett

All voted in the affirmative.

MOTION TO RESUME PUBLIC SESSION at 6:26 p.m.

Motion: Ms. Howard

Second: Ms. Rotondi

All voted in the affirmative.

- 8. On the recommendation of the Board of Education to appoint James Burke to fill the term of the Board vacancy position on April 28, 2025 through the end of the vacancy term of December 31, 2025.**

Motion: Mr. Golden

Second: Ms. Rotondi

Voting Yes:

James Farrell

Gerald Flanagan

Ronald Golden

Michele Devine-Hartnett

April Howard

David C. MacDonald

Scott McCracken

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Laura Stefankiewicz

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OATH OF OFFICE: Board Solicitor administered the Oath of Office to James Burke to fill the Board vacancy position through the end of the vacancy term of December 31, 2025.

9. PUBLIC COMMENT- AGENDA ITEMS ONLY - **None**

The Board values and welcomes comments and opinions from residents. This meeting will now be open to public comments on [agenda items only]. Public Comment will be held for a total of 15 minutes. If your questions pertain to litigation, student or personnel items, please contact the Superintendent directly, after the meeting, as the Board does not discuss these matters in public. If there are items the Superintendent would like to address, he may wish to do so after all public comment has been heard.

10. APPROVAL OF MINUTES: March 24, 2025

11. APPROVAL OF TRANSFER OF FUNDS: March 2025

12. APPROVAL OF FINANCIAL STATEMENTS as of N/A, and certification of non-over expenditure of funds (roll call); acknowledgement receipt of investment report.

13. APPROVAL OF BILL LIST: April 2025

MOTION TO APPROVE ITEMS 10-13: MINUTES, TRANSFER OF FUNDS,
FINANCIAL STATEMENTS, AND BILL LIST

Motion: Mr. Farrell

Second: Ms. Howard

Voting Yes:

James Burke

James Farrell

Gerald Flanagan

Ronald Golden

Michele Devine-Hartnett

April Howard

David C. MacDonald

Scott McCracken

Haroula Rotondi

Laura Stefankiewicz

REPORTS**

14. BOE MEMBER REPORTS

A. Committee Reports, WHS Reports

15. CONSENT AGENDA

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The following items are believed to be items of a routine nature requiring no discussion and which are to be voted upon a single roll call vote of the board of education. Any single member of the board of education may have any of the items on the consent agenda removed and placed on the other part of the agenda for discussion merely by so indicating prior to the vote to be taken on the consent agenda.

- A. On the recommendation of the Superintendent, approved and authorize submission of the 2025-2026 through 2027-2028 three-year Comprehensive Equity Plan (CEP) to the New Jersey Department of Education Executive County Superintendent.
- B. On the recommendation of the Superintendent, approved the Indoor Air Quality Program 2025.
- C. On the recommendation of the Superintendent, approved the resolution to support The Trees for Schools Grant Application.
- D. On the recommendation of the Superintendent, approved the completion of the school bus emergency evacuation drill on April 15, 2025.
- E. On the recommendation of the Superintendent, approved the continued enrollment for the remainder of the 2024-2025 school year for student 351050.
- F. On the recommendation of the Superintendent, approved the following field trip

GRADE / GROUP	PLACE / SPEAKER	DATES
Grade 8	Guest Speaker-Rick Davis from Coastline Builders	April 2025
All Grades	Student Council Backyard Bash-MMS Back Fields	June 12, 2025
Grades 6-8	Student Council After School Board Games-MMS Cafeteria	May 2, 2025
Grade 5	Guest Speaker -Monica Kobierowski. "Break the Ice Program" covering Social and Emotional Needs	Weekly in May and June

G. Report of Drills Fire 03/13/2025 Table Top 03/26/2025.

BUSINESS**

FINANCE

A. PUBLIC HEARING AND FINAL ADOPTION OF THE 2025-2026 NORTH WILDWOOD SCHOOL DISTRICT BUDGET

MOTION TO OPEN AND HOLD THE PUBLIC HEARING AND FINAL ADOPTION OF THE 2025-2026 NORTH WILDWOOD SCHOOL DISTRICT BUDGET:

Motion: Ms. Rotondi

Second: Ms. Howard

Voting Yes:

James Burke

James Farrell

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Gerald Flanagan
Ronald Golden
Michele Devine-Hartnett
April Howard
David C. MacDonald
Scott McCracken
Haroula Rotondi
Laura Stefankewicz

WHEREAS, the North Wildwood Board of Education adopted a tentative budget on March 10, 2025, and submitted it to the Executive County Superintendent of Schools for approval, and

WHEREAS, the tentative budget was approved by the Executive County Superintendent of Schools on March 27, 2025, and

WHEREAS, the tentative budget was advertised in the legal section of the Press of Atlantic City on April 5, 2025 and

WHEREAS, the final budget was presented to the public during a hearing held in the Media Center at 1201 Atlantic Avenue, North Wildwood, NJ 08260 on April 28, 2025.

BE IT RESOLVED, the Board of Education approved the 2025-2026 North Wildwood School District Budget as follows:

	General Fund	Special Revenue	Debt Service	Total
2025-26 Total Appropriations	\$9,664,338	\$646,372	\$371,463	\$10,682,173
Less: Anticipated Revenues	(\$2,191,516)	(\$646,372)	(\$127,772)	(\$2,965,660)
Taxes to be Raised	\$7,472,822	-0-	\$243,691	\$7,716,513

CAPITAL RESERVE WITHDRAWAL

BE IT FURTHER RESOLVED that included in the General Fund appropriations, budget line 620 is a withdrawal from Capital Reserve - Excess costs & Other Capital Projects for \$150,000 for renovations of old locker rooms above the gymnasium. The total cost of this project is \$150,000 which represents expenditures for construction elements or projects that are in addition to the facilities efficiency standards determined by the Commissioner as necessary to achieve the New Jersey Student Learning Standards.

MAINTENANCE RESERVE WITHDRAWAL

BE IT RESOLVED that as per N.J.A.C. 6A:23A-14.2(d) the General Fund appropriations include \$160,000 to be withdrawn from the Maintenance Reserve Account to be utilized

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for required maintenance activities as reported in the comprehensive maintenance plan pursuant to N.J.A.C. 6A:26-20.5.

TUITION RESERVE WITHDRAWAL

BE IT RESOLVED that the General Fund appropriations include \$126,511 to be withdrawn from the Tuition Reserve Account.

TRAVEL AND RELATED EXPENSE REIMBURSEMENT 2025-2026

WHEREAS, the North Wildwood 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 North Wildwood Board of Education established \$20,000 as the maximum travel amount for the current school year and has expended \$0.00 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 \$20,000 for the 2025-2026 school year.

MOTION TO CLOSE THE PUBLIC HEARING AND APPROVE THE FINAL ADOPTION OF THE 2025-2026 NORTH WILDWOOD SCHOOL DISTRICT BUDGET:

Motion: Mr. Flanagan

Second: Ms. Howard

Voting Yes:

James Burke

James Farrell

Gerald Flanagan

Ronald Golden

Michele Devine-Hartnett

April Howard

David C. MacDonald

Scott McCracken

Haroula Rotondi

Laura Stefankiewicz

B. On the recommendation of the Superintendent and School Business Administrator, approved the 2025-2026 Cape May County Special Services School District Tuition Contracts as follows:

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- Emotional Regulation Impairment (ERI) \$45,900
 - Multiple Disabilities (MD) \$38,750
 - Pre-School Disabilities Regular \$42,500
 - Autism \$46,000
 - One-to-One Aides \$30,240
 - Extended School Year (ESY)
 - ESY Tuition \$3,500
 - ESY Transportation \$2,500
 - ESY One-to-One Aides \$3,025
- C. On the recommendation of the School Business Administrator, approved the Cape May County Special Services School District for Transportation Department Shared Services for the 2025-2026 School Year.
- D. On the recommendation of the Superintendent and School Business Administrator, approved the 2025-2026 agreement for Continuing Disclosure Agent and Registered Municipal Advisor with Phoenix Advisors.
- E. On the recommendation of the Superintendent and School Business Administrator, approved Crest Savings Bank Agreement for the Positive Pay Services.

PERSONNEL

- A. On the recommendation of the Superintendent, approved the renewal of contracts for the following certificated staff members for the 2025-2026 school year at negotiated salaries:

Tenured 2025 - 2026

<u>Last Name</u>	<u>First Name</u>	<u>Guide</u>	<u>Step</u>	<u>Longevity</u>	<u>Salary</u>
Aiken	Valerie	BA	13+	+ longevity	\$ 92,625
Andre	Kristen	BA+15	13+	+ longevity	\$ 91,065
Basile	Lori	MA+15	13	+ longevity	\$ 77,475
Brojakowski	Amanda	MA+15	13+	+ longevity	\$ 95,700
Capaldi	Dave	BA+15	13+	+ longevity	\$ 93,618
Carr	DeAnn	MA+15	13+	+ longevity	\$ 97,363
Clarke	Corrine	BA+15	13+	+ longevity	\$ 89,460
Clemens	Michelle	BA+15	13+	+ longevity	\$ 91,930
Delaney	Mary	MA	13+	+ longevity	\$ 91,340
DeRitis	Donna	BA	13+	+ longevity	\$ 81,935
Dipadova	Eric	MA	13+	+ longevity	\$ 98,901
Donzola	Tonilynn	MA+30	13+	+ average of guide steps	\$ 86,825
Emberger	Kelly	MA+30	13+	+ longevity	\$ 99,705
Erdo	Kristianne	BA	13+		\$ 74,320
Farrell	Megan	MA+30	13+	+ longevity	\$ 95,950
Forrest	Renee	BA+30	13	+ longevity	\$ 75,385
Fuentes	Rebecca	MA+15	12		\$ 75,910
Golden	Jean	BA+15	13+	+ longevity	\$ 86,055

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Hawthorne	Tina	MA	13	+ longevity	\$ 76,475
Holland	Karen	BA	13+	+ longevity	\$ 88,575
Kobierowski	Lisa	BA+30	13+	+ longevity	\$ 90,340
Lowe	Megan	MA	13+	+ longevity	\$ 92,950
Marrotta	Jennifer	BA+30	13	+ longevity	\$ 75,385
McCabe	Patrick	MA+30	13+	+ longevity	\$ 96,999
Nichols	Kathleen	MA+15	13+	+ longevity	\$ 96,390
Resnick	Kelly	MA	13+	+ longevity	\$ 93,850
Stone	Andrew	BA+30	13+	+ longevity	\$ 83,225
Tillotson	Jenny	MA	10		\$ 73,415
Way	Pamela	MA+30	13+	+ longevity	\$ 119,555

Non-Tenured 2025 - 2026

<u>Last Name</u>	<u>First Name</u>	<u>Current Year</u>	<u>Guide Step</u>	<u>Tenured Date</u>	<u>Salary</u>
Clark	Benjamin	MA	13+	September 2026	\$ 92,155
Dardine	Alison	MA	13+	September 2026	\$ 76,460
Dykhouse	Cynthia	MA	2	September 2028	\$ 93,755
Morgenweck	Kyle	BA	2	September 2028	\$ 60,825
Shaw	Michelle	MA	2	February 2029	\$ 96,390

- B. On the recommendation of the Superintendent, approved the reappointment of non-teaching staff members for the 2025-2026 school year at negotiated salaries

Office Support 2025 - 2026

<u>Last Name</u>	<u>First Name</u>	<u>Guide Step</u>	<u>Longevity</u>	<u>Salary</u>
Davis	Sherri	5+	Y	\$ 31,663.33
Matthews	Linda	5+	Y	\$ 49,961
Sabins	Margaret	5+	Y	\$ 51,693

Custodians 2025 - 2026

<u>Last Name</u>	<u>First Name</u>	<u>Guide Step</u>	<u>Longevity</u>	<u>Salary</u>
Davies	Kevin	7+	Y	\$ 40,747
Ward	Kyle	4	N	\$ 37,140
Ward	Steven	7+	Y	\$ 39,891

Food Service Supervisor 2025 - 2026

<u>Last Name</u>	<u>First Name</u>	<u>Guide Step</u>	<u>Salary</u>
Connolly	Annefrances	14	\$ 30,364

Student Support & District Operations 2025 - 2026

<u>Last Name</u>	<u>First Name</u>	<u>Guide Step</u>	<u>Salary</u>
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Chernenko	Dina	11	\$ 25,489
Fabik	Elizabeth	11	\$ 19,055
Davidson	Kortnie	10	\$ 25,287
Reuter	Desiree	7	\$ 24,790
Suchan	Andrea	10	\$ 25,287
Sylvester	Letitia	15+	\$ 29,513

- C. On the recommendation of the Superintendent, approved the following appointments for the 2025-2026 school year:
- | | |
|--|----------------|
| Asbestos Coordinator | Juan Gutierrez |
| Integrated Pest Management Coordinator | Juan Gutierrez |
| Right-to-Know Coordinator | Juan Gutierrez |
| Right-to-Know Coordinator | Renee Forrest |
| District Anti-Bullying Specialist | Alison Dardine |
- D. On the recommendation of the Superintendent, approved a salary of \$50,226 for Christopher Chobert as School Resource Officer for the 2025-2026 school year.
- E. On the recommendation of the Superintendent, approved a salary of \$67,622 for Jennifer Fisher as Superintendent Secretary for the 2025-2026 school year.
- F. On the recommendation of the Superintendent, approved a salary of \$77,568 for Juan Gutierrez as Facilities Director for the 2025-2026 school year.
- G. On the recommendation of the Superintendent, approved a salary of \$54,973 for Michael Goodroe as Night Time Custodial Supervisor for the 2025-2026 school year.
- H. On the recommendation of the Superintendent, approved a salary of \$70,978 for Janet Neill as Assistant Business Administrator for the 2025-2026 school year.
- I. On the recommendation of the Superintendent, approved a salary of \$5,085 for Todd Burkey as Treasurer of School Monies for the 2025-2026 school year.
- J. On the recommendation of the Superintendent, approved a salary of \$139,547 for Patricia Donlan as Assistant Principal for the 2025-2026 School Year.
- K. On the recommendation of the Superintendent, approved the appointment of Patricia Donlan as Issuing Officer for Working Papers and Section 504 Compliance Officer for the 2025-2026 School Year.
- L. On the recommendation of the Superintendent, approved a salary of \$139,547 for Carolyn Morey as Supervisor of Pupil Personnel for the 2025-2026 School Year.
- M. On the recommendation of the Superintendent, approved the appointment of Carolyn Morey as ADA Coordinator, Affirmative Action Officer, Anti-Bullying Coordinator, and Title IX Coordinator for the 2025-2026 School Year.
- N. On the recommendation of the Superintendent, approved the contract for Dawn Cottrell as School Business Administrator at a salary of \$115,413 for the 2025-2026

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school year and submission to the Cape May County Office of the Department of Education.

- O. On the recommendation of the Superintendent, approved Matthew Gibson as Substitute Teacher for the 2024-2025 school year.
- P. On the recommendation of the Superintendent, approved the following summer program staff @\$40/hour:
- Jennifer Flounders
 - Alison Dardine
 - Jean Golden
 - Mary Delaney
 - Annefrances Connolly
 - Kathy Nichols
 - Michelle Shaw
 - Kelly Resnick
 - Dina Chernenko
 - Rebecca Fuentes
 - Megan Farrell
 - Corinne Clarke-*Substitute*

POLICIES

A. None.

PROFESSIONAL DEVELOPMENT AND RELATED EXPENSES

NAME	PLACE	SUBJECT	DATES	COSTS
Michelle Shaw	Stockton University	Closing Out the I&RS Year	April 2025	5 ETTC Hrs+tolls and Mileage
Carolyn Morey	Kean University	Summer All In Conference	June 6, 2025	\$175+tolls and mileage
Carolyn Morey	Stockton University	School Climate and AntiBullying Conference	May 28-29, 2025	12 ETTC hours+Tolls and mileage

MOTION TO APPROVE CONSENT AGENDA

Motion: Mr. Flanagan

Second: Mr. Farrell

Voting Yes:

James Burke

James Farrell – *Abstain from Personnel Items A & P*

Gerald Flanagan

Ronald Golden – *Abstain from Personnel Items A & P*

Michele Devine-Hartnett

April Howard

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David C. MacDonald
Scott McCracken
Haroula Rotondi
Laura Stefankiewicz

16. PUBLIC COMMENTS

The Board values and welcomes comments and opinions from residents. This meeting will now be open to public comments on [any item or matter]. Public Comment will be held for a total of 15 minutes. If your questions pertain to litigation, student or personnel items, please contact the Superintendent directly, after the meeting, as the Board does not discuss these matters in public. If there are items the Superintendent would like to address, he may wish to do so after all public comment has been heard.

Faith & Sean Gallagher (204 West 15th Avenue) spoke regarding displeasure with the school in reference to her child's education and placement through the end of the school year.

17. BOARD COMMENTS

18. ADMIN COMMENTS

19. HARASSMENT, INTIMIDATION, BULLYING REPORTS – **None**

20. SUPERINTENDENT'S REPORT

21. ADJOURNMENT **at 6:51 p.m.**

Motion: Mr. MacDonald

Second: Ms. Howard

Respectfully submitted,



Dawn Cottrell
School Business Administrator/Board Secretary

22. BOARD INFORMATION

- A. School Ethics Commission Annual Disclosure Statements are due by April 30, 2025.
- B. The following Board Members must complete the NJSBA Mandated Training for 2025: James Farrell, Michelle Devine-Hartnett, Haroula Rotondi, and Laura Stefankiewicz
- C. Resolution for The Trees for Schools Grant Application
- D. Request for Continued Enrollment for Remainder of SY 2024-2025 for Student 351050.

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23. NEXT MEETING

May 19, 2025 Regular meeting at 6:00 pm