

SEPTEMBER 23, 2024

**\*\*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, SEPTEMBER 23, 2024  
6:00 P.M.**

**AGENDA**

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. ROLL CALL

**Present:**

Michael Brown, Sr.  
Gerald Flanagan  
Ronald Golden  
Michele Devine-Hartnett  
April Howard  
David C. MacDonald  
Haroula Rotondi

**Absent:**

James Farrell  
Scott McCracken  
Laura Stefankiewicz

4. ATTENDANCE

**Also, in attendance:**

Philip Schaffer, Superintendent  
Dawn Cottrell, Board Secretary/SBA  
Patricia Donlan, Vice-Principal

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Carolyn Morey, Supervisor of Pupil Personnel  
Robert Belasco, Solicitor

5. FLAG SALUTE

6. EXECUTIVE SESSION - **None**

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.

7. 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.

8. APPROVAL OF MINUTES: **August 26, 2024**

9. APPROVAL OF TRANSFER OF FUNDS: **August 2024**

10. APPROVAL OF BILL LIST: **September 2024**

11. APPROVAL OF FINANCIAL STATEMENTS as of July 31, 2024 and August 31, 2024, and certification of non-over expenditure of funds (roll call); acknowledgement receipt of investment report.

SECRETARY AND TREASURER'S REPORT OF July 31, 2024 and August 31, 2024, On a motion made by **Ms. Devine-Hartnett** and seconded by **Mr. Golden**, the board unanimously approved the Secretary and Treasurer's Report for July 31, 2024 and August 31, 2024, as per the following:

- Pursuant to N.J.A.C. 6A:23-2.11(c)4 the North Wildwood Board of Education certifies that as of July 31, 2024 and August 31, 2024, and after review of the Secretary's Monthly Financial Report (appropriations section) as presented and upon consultation with the appropriate district officials, to the best of the Board's knowledge, no major account or fund has been overexpended in violation of N.J.A.C. 6A:23-2.11(b) and that sufficient funds are available to meet the district's financial obligations for the remainder of the fiscal year.

David MacDonald, President \_\_\_\_\_

- Pursuant to N.J.A.C. 6A:23-2.11(c)4, I certify that as of July 31, 2024 and August 31,

2024, no budgetary line item account has obligations and payments (contractual orders) which in total exceed the amount appropriated by the North Wildwood Board of Education pursuant to N.J.S.A. 18A:22-8.1 and N.J.S.A. 18A:22-8.2, and no budgetary line item account has been overexpended in violation of N.J.A.C. 6A:23-2.11(b). In accordance with N.J.A.C. 6A:23-2.11(c)2, it is certified that there are no changes in anticipated revenue amounts and sources for the month of July 31, 2024 and August 31, 2024.

Dawn Cottrell, Secretary \_\_\_\_\_

**Motion: Ms. Devine-Hartnett**

**Second: Mr. Golden**

**Voting Yes:**

- Michael Brown, Sr.
- Gerald Flanagan
- Ronald Golden
- Michele Devine-Hartnett
- April Howard
- David C. MacDonald
- Haroula Rotondi

12. BOE MEMBER REPORTS

- A. Committee Reports, WHS Reports

13. CONSENT AGENDA

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, to approve the PreK through Grade 2 Art Curriculum.
- B. On the recommendation of the Superintendent, to approve the Grade 3 through Grade 5 Art Curriculum.
- C. On the recommendation of the Superintendent, to approve Ms. Christie Ruiz as parent chaperone on first grade field trips on 10/8/24, 10/23/24 and 11/1/2024.
- D. On the recommendation of the Superintendent, to approve the following field trips

<u>GRADE / GROUP</u>	<u>PLACE / SPEAKER</u>	<u>DATES</u>
PreK	NW Fire Dept Visit-Fire Prevention Week	10/17/2024
Grade 2	Maddie McCracken Guest Speaker-shares stories and gives out books	09/26/2024
K-2nd	NW Fire Department	10/8/2024
Kindergarten	Secluded Acres	10/9/2024
Grade 1 and 2	Rea's Farm	10/23/2024

Kindergarten and Grade 1	Cape May Zoo	11/1/2024
Grade 3	Misty Meadows Farm	10/16/2024

FINANCE

- A. On the recommendation of the Superintendent and School Business Administrator, to approve the Preschool Master Teacher contract with Kathleen Haas for the 2024-2025 School Year to be charged to the Preschool Grant.
- B. On the recommendation of the Superintendent and School Business Administrator, to approve the Frontline Education Contract in the amount of \$18,295.14 under the OMNIA Partners cooperative pricing for the 2024-2025 School Year.
- C. On the recommendation of the Superintendent and School Business Administrator, to approve the Joint Transportation Contract with Lower Cape May Regional School District in the amount of \$3,531 for the 2024-2025 School Year.
- D. On the recommendation of the Superintendent and School Business Administrator, to approve the following Federal Grant funded salaries for the 2024-2025 Fiscal Year for the following salary and % funded by each grant:
  - a. ESEA - Title I
    - i. In-Class Support Teacher - Jean Golden \$82,805 @ 67% (\$55,479) charged to 20-231-100-101-000-000
  - b. Preschool Education
    - i. Preschool Teacher - Karen Holland \$85,325 @ 100% (\$85,325) charged to 20-218-100-101-000-000
    - ii. Preschool Teacher - Kelly Resnick \$90,600 @ 100% (\$90,600) charged to 20-218-100-101-000-000
    - iii. Preschool Aides - 100% (\$53,228) charged to 20-218-100-106-000-000

PERSONNEL

- A. On the recommendation of the Superintendent, to approve Mackenzie Thurlow as Substitute Teacher for school year 2024-2025.
- B. On the recommendation of the Superintendent, to approve the following 2024-2025 Wildwood Catholic Academy employee:  
 Timothy Kelley - Classroom Assistant - IDEA Grant at \$16.50 / hr
- C. On the recommendation of the Superintendent, to approve Tina Hawthorne as mentor to Kyle Morgenweck for the Provisional Teacher Program.
- D. On the recommendation of the Superintendent, to approve Allen Swanson as substitute custodian for the 2024-2025 School Year.
- E. On the recommendation of the Superintendent, to approve attendance for Dina Harris at Back to School Night for 2 hours (to be paid at the contracted rate).
- F. On the recommendation of the Superintendent, to approve a FMLA leave designation for Kevin Davis commencing September 10, 2024 through September 20, 2024 to run concurrent with days used.
- G. On the recommendation of the Superintendent, to approve maternity leave for Jenny

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Tillotson under FMLA beginning February 3, 2024 ending on the last day of the 2024-2025 School Year, days used will run concurrently with FMLA.

POLICIES

A. On the recommendation of the Superintendent, to approve Policy 2365 Acceptable Use of Generative Artificial Intelligence (AI).

PROFESSIONAL DEVELOPMENT AND RELATED EXPENSES

NAME	PLACE	SUBJECT	DATES	COSTS
Carolyn Morey	Virtual	Role of School Climate Team	11/14/2024	NA
Patti Donlan	Virtual	SAVS-Purpose and expectations for District Submission	10/16/2024	NA
Patti Donlan	Stockton University	Regional Preschool Admin Meeting	10/30/2024	Mileage + tolls
Patti Donlan	Avalon, NJ	Fall Networking Breakfast	10/01/2024	NA
Alison Dardine	Ocean County College	HIB Training Program	10/2/2024	\$145 + Mileage and tolls

MOTION TO APPROVE CONSENT AGENDA

**Motion: Ms. Devine-Hartnett**

**Second: Mr. Golden**

**Voting Yes:**

Michael Brown, Sr.

Gerald Flanagan

Ronald Golden – **abstain from Finance D(a)(i)**

Michele Devine-Hartnett

April Howard

David C. MacDonald

Haroula Rotondi

14. PUBLIC COMMENTS - **None**

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15. BOARD COMMENTS

16. ADMIN COMMENTS

17. HARASSMENT, INTIMIDATION, BULLYING REPORTS - **None**

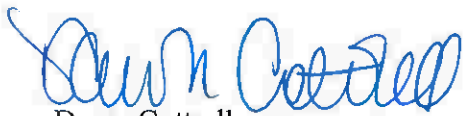
18. SUPERINTENDENT'S REPORT

19. ADJOURNMENT at **6:12 p.m.**

**Motion: Ms. Rotondi**

**Second: Mr. MacDonald**

Respectfully submitted,



Dawn Cottrell

School Business Administrator/Board Secretary

20. BOARD INFORMATION

A. Jenny Tillotson Maternity Leave Request

21. NEXT MEETING

October 28, 2024     Regular meeting at 6:00 pm