

\*\*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

**SUGGESTED MOTIONS FOR MEETING  
NORTH WILDWOOD BOARD OF EDUCATION  
REGULAR MEETING MINUTES**

**MONDAY, JUNE 27, 2022**

**I. ROUTINE MATTERS\*\***

A. Call to Order: Mr. Burns called the meeting to order at 6:00 PM

B. Roll Call

**PRESENT**

Charles Burns  
Gerald Flanagan – arrived 6:06  
David C. MacDonald  
Michael Brown, Sr.  
Scott McCracken  
Laura Stefankiewicz  
Victoria Rozanski  
James Farrell

**Absent**

Ronald Golden  
Lori Perloff

**Also, in Attendance**

Christopher Armstrong, Superintendent  
Rose Millar, School Business Administrator  
Robert Belasco, Solicitor  
Jamie Shoemaker

C. Flag Salute

D. Open Public Meeting Law

In compliance with the Open Public Meetings Act, Chapter 231, P.L. 1975, the notice requirements have been satisfied as to the time, place, and date of holding this meeting by posting notice on the Municipal Clerk's Bulletin Board located in the North Wildwood Municipal Building and by publishing same in the Press of Atlantic City and the CMC Herald. 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.

E. Approval of transfer of funds: May & June 2022 / 2021-2022 year

F. Approval of Minutes: May 23, 2022

G. Approval of financial statements as of May 31, 2022, and certification of non-overexpenditure of funds (roll call); acknowledgement receipt of investment report.

SECRETARY AND TREASURER'S REPORT OF May 31, 2022,

On a motion made by Mr. MacDonald and seconded by Mr. Farrell, the board unanimously approved the Secretary and Treasurer's Report for May 31, 2022, 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 May 31, 2022, 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.

Charles Burns, President: \_\_\_\_\_

- Pursuant to N.J.A.C. 6A:23-2.11(c)3, I certify that as of May 31, 2022, 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(a)1. 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 May 31, 2022.

Rose Millar, Secretary \_\_\_\_\_

H. Approval of bill list: June 2022

(\*at a designated time the President will invite public discussion on any agenda items. Each member of the public will be allotted time to speak).

**Motion: Mr. MacDonald    Second: Mr. Farrell**

**Voting Yes:**

Charles Burns  
David C. MacDonald  
Michael Brown, Sr.  
Scott McCracken  
Laura Stefankiewicz  
Victoria Rozanski  
James Farrell

I. NWEA activity report

## II. REPORTS\*\*

- A. Board President:  
Committee Report  
WHS Update
- B. Administration Reports:  
Superintendent  
Business Administrator  
Assistant Principals  
Patricia Donlan gave update on the school year.
- C. Public discussion of agenda items

## III. PUBLIC COMMENT ON AGENDA ITEMS ONLY

Open for public comment on agenda items

## IV. BUSINESS\*\*

- A. Personnel
  - 1. On the recommendation of the Superintendent, to approve Lisa Kobierowski as Cross-Country Co-Coach for 2022 Fall Season.
  - 2. On the recommendation of the Superintendent, to approve Kristen Andre as Cross-Country Co-Coach for 2022 Fall Season.
  - 3. On the recommendation of the Superintendent, to approve Tamara Snyder as Summer School One on One Aide to be paid by the Wildwood Crest School District.
  - 4. On the recommendation of the Superintendent, to approve Sherri Davis as Substitute Summer School One on One Aide.
  - 5. On the recommendation of the Superintendent, to approve Robert Causey as Head Soccer Coach for 2022 Fall Season.
  - 6. On the recommendation of the Superintendent, to approve Corinne Clarke as Detention Moderator for the 2022-2023 School Year.
  - 7. On the recommendation of the Superintendent, to approve Letitia Sylvester as Homework Club Moderator for the 2022-2023 School Year.
  - 8. On the recommendation of the Superintendent, to approve Donna DeRitits as Homework Club Moderator for the 2022-2023 School Year.
  - 9. On the recommendation of the Superintendent, to approve Meghan Lowe as Co-Yearbook Advisor for the 2022-2023 School Year.
  - 10. On the recommendation of the Superintendent, to approve Alex Meyers as Co-Yearbook Advisor for the 2022-2023 School Year.
  - 11. On the recommendation of the Superintendent, to approve Megan Farrell as School Library Specialist for the Summer School Session 2022.

12. On the recommendation of the Superintendent, to approve Corinne Clarke as After School Library Moderator Substitute for the 2022-2023 School Year.
13. On the recommendation of the Superintendent, to approve Mary Delaney as Newspaper Advisor (K-5) for the 2022-2023 School Year.
14. On the recommendation of the Superintendent, to approve Lori Basile as Newspaper Advisor (5-8) for the 2022-2023 School Year.
15. On the recommendation of the Superintendent, to approve Janet Neill as Assistant School Business Administrator.
16. On the recommendation of the Superintendent, to accept the Summary of the Superintendent's Evaluation.
17. On the recommendation of the Superintendent, to approve the following appointments for the 2022-2023 school year:

*Custodian of Public Records*                      Jamie Shoemaker  
*Public Agency Compliance Officer*        Jamie Shoemaker

B. Financial

1. On the recommendation of the School Business Administrator and the Superintendent, the Board approves the transfer of Current Year Surplus to Capital Reserve per the NJAC 6A:23A-14.3 guidelines which permits a Board of Education to establish and/or deposit into certain reserve accounts at year end. The North Wildwood Board of Education then approves the transfer of unanticipated excess current year revenue or unexpended appropriations from the general fund into a Capital Reserve account in an amount not to exceed \$500,000 (upon audit review).
2. On the recommendation of the School Business Administrator and Superintendent, the Board approves the transfer of Current Year Surplus to Tuition Reserve per the NJAC 6A:23A-14.4(a)(3) guidelines which permits a Board of Education to establish and/or deposit into tuition reserve accounts at year end. The North Wildwood Board of Education then approves the transfer unanticipated excess current year revenue or unexpended appropriations from the general fund into a Tuition Reserve account in an amount not to exceed \$125,000 (upon audit review).
3. On the recommendation of the School Business Administrator and Superintendent, the Board approves the transfer of Current Year Surplus Emergency per the NJAC 6A:23A-14.4(a)(1) guidelines which permits a Board of Education to establish and/or deposit into emergency reserve accounts at year end. The North Wildwood Board of Education the approves the transfer of unanticipated excess current revenue or unexpended appropriations from the general fund into an Emergency Reserve in an amount not to exceed \$150,000 (upon audit review).
4. On the recommendation of the School Business Administrator and Superintendent, to approve the 2022-2023 payment of \$48,705 to the Atlantic & Cape May Counties Joint Insurance Fund due on July 15, 2022 and to apply the full amount to the Board's share of the fund's aggregate excess loss contingency fund.

5. On the recommendation of the School Business Administrator and the Superintendent, the Board approves the 2022-23 contract for itinerant services with Cape May County Special Services on an as needed basis.
6. On the recommendation of the School Business Administrator and the Superintendent, the Board approves the 2022-23 agreement for Continuing Disclosure Agent and Registered Municipal Advisor with Phoenix Advisors.
7. On the recommendation of the School Business Administrator and the Superintendent, the Board approves the 2022-23 contract for tuition with the Wildwood School District in the amount of \$1,302,080.
8. On the recommendation of the School Business Administrator and the Superintendent, the Board approves the 2022-23 special education contract for a student from Wildwood Crest in the amount of \$30,415.00.
9. On the recommendation of the School Business Administrator and the Superintendent, the Board approves the 48-month copier agreement with Ricoh (\$1,626.76 monthly cost).
10. On the recommendation of the Superintendent and School Business Administrator, to approve the 2022-2023 contract with All Covered for All Covered Care (Konica Minolta - Educational Services Commission of New Jersey ESCNJ #65) in the amount of \$52,200 plus additional costs for on-site staffing for technology services per contract.
11. On the recommendation of the School Business Administrator and Superintendent, the Board authorizes the District's submission of the ESSA/ESEA FY2023 consolidated grant application for the following amounts:  
Title I \$125,836  
Title II \$16,747  
Title IV \$10,531

C. Policy

1. None.

**V. 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 Assistant Business Administrator Job Description.
- B. On the recommendation of the Superintendent, to approve professional development workshops as listed.
- C. Report of Drills Fire 05/31/2022, School Safety Drill (tabletop) 05/31/2022.

**VOTING ON THE PERSONNEL, FINANCIAL, POLICY & CONSENT**

Motion: Mrs. Rozanski

Second: Mr. McCracken

**Voting Yes:**

- Charles Burns
- Gerald Flanagan
- David C. MacDonald
- Michael Brown, Sr.
- Scott McCracken
- Laura Stefankiewicz
- Victoria Rozanski
- James Farrell – abstain Personnel #11

**VI. CLOSED SESSION – NONE**

**VII. HARASSMENT, INTIMIDATION, BULLYING REPORTS - NONE**

**VIII. GOOD OF THE ORDER**

- A. Covid Update
- B. Discipline Report – None
- C. Building and Grounds Update

**IX. PUBLIC COMMENT**

Open to the Public

**X. ADJOURNMENT @ 6:10pm**

Motion: Mr. MacDonald

Second: Mrs. Rozanski

Voting Yes:

- Charles Burns
- Gerald Flanagan
- David C. MacDonald
- Michael Brown, Sr.
- Scott McCracken
- Laura Stefankiewicz
- Victoria Rozanski
- James Farrell

Respectfully submitted,

Rose Millar  
 School Business Administrator/Board Secretary

**XI. BOARD INFORMATION**

- A. Superintendent’s Evaluation Summary.
- B. Assistant School Business Administrator Job Description

**XII. NEXT MEETING**

**July 25, 2022 Regular meeting at 6:00 p.m.**

**WORKSHOPS FOR APPROVAL**

<b>NAME</b>	<b>PLACE</b>	<b>SUBJECT</b>	<b>DATES</b>	<b>COSTS</b>
Carolyn Morey	NAESP Pre K-8 Principals Conference/ Louisville, KY	Education sessions to network with education leaders nationally and internationally	07/15/2022-07/17/2022	Registration \$755/1500 milage 3night stay-\$199 per night