

June 26, 2023

****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**

MONDAY, JUNE 26, 2023

I. ROUTINE MATTERS**

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

B. Roll Call

PRESENT

Michael Brown, Sr.
Charles Burns
Gerald Flanagan
David C. MacDonald
Victoria Seidenburg
Laura Stefankiewicz
James Farrell

Absent

Michele Devine-Hartnett
Scott McCracken
Lori Perloff

Also in Attendance

Christopher Armstrong, Superintendent
Jamie Shoemaker, Board Secretary/SBA
Carolyn Morey, Supervisor of Pupil Personnel
Robert Belasco, Solicitor

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

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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 2023 / 2022-2023 year

F. Approval of Minutes: May 17, 2023 and May 22, 2023

G. Approval of financial statements as of May 31, 2023, and certification of non-over expenditure of funds (roll call); acknowledgement receipt of investment report.

SECRETARY AND TREASURER'S REPORT OF May 31, 2023,

On a motion made by Mr. Flanagan and seconded by Ms. Seidenburg, the board unanimously approved the Secretary and Treasurer's Report for May 31, 2023, 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, 2023, 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, 2023, 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, 2023.

Jamie Shoemaker, Secretary _____

H. Approval of bill list: June 2023

(*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
Voting Yes:

Second: Ms. Seidenburg

Michael Brown, Sr.
Charles Burns
Gerald Flanagan
David C. MacDonald
Victoria Seidenburg
Laura Stefankiewicz
James Farrell

I. NWEA activity report

II. REPORTS**

- A. Board President:
Committee Report
WHS Update
- B. Administration Reports:
Superintendent
Business Administrator
Assistant Principals

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, regretfully accepted the resignation of Robert Causey as Instructional Aide.
2. On the recommendation of the Superintendent, approved Meghan Lowe for World Language K-8 curriculum writing for a total of 20 hours at \$40 per hour.
3. On the recommendation of the Superintendent, approved Rebecca Fuentes for Pacing Guides and Differentiated Activities MD Class 6-8 curriculum writing for a total of 20 hours at \$40 per hour.
4. On the recommendation of the Superintendent, approved Lisa Kobierowski as Cross-Country Co-Coach for 2023-2024 School Year.
5. On the recommendation of the Superintendent, approved Kristen Andre as Cross-Country Co-Coach for 2023-2024 School Year.
6. On the recommendation of the Superintendent, approved Corinne Clarke as Detention Moderator for the 2023-2024 School Year.
7. On the recommendation of the Superintendent, approved Karen Holland as Substitute Homework Club Moderator for the 2023-2024 School Year.
8. On the recommendation of the Superintendent, approved Karen Holland as After School Library Moderator for the 2023-2024 School Year.
9. On the recommendation of the Superintendent, approved Karen Holland as Substitute Detention Moderator for the 2023-2024 School Year.

10. On the recommendation of the Superintendent, approved Rebecca Fuentes as Intramurals Coach for the 2023-2024 School Year.
11. On the recommendation of the Superintendent, approved Kortnie Davidson as Intramurals Coach for the 2023-2024 School Year.
12. On the recommendation of the Superintendent, approved Donna DeRitis as Substitute Homework Club Moderator for the 2023-2024 School Year.
13. On the recommendation of the Superintendent, approved Lee Sylvester as Homework Club Moderator for the 2023-2024 School Year.
14. On the recommendation of the Superintendent, approved Dina Harris as Homework Club Moderator for the 2023-2024 School Year.
15. On the recommendation of the Superintendent, approved Megan Farrell as After School Library Moderator for the 2023-2024 School Year.
16. On the recommendation of the Superintendent, approved Corinne Clarke as After School Library Moderator for the 2023-2024 School Year.
17. On the recommendation of the Superintendent, approved Donna DeRitis as Substitute After School Library Moderator for the 2023-2024 School Year.
18. On the recommendation of the Superintendent, approved Dina Harris as Substitute After School Library Moderator for the 2023-2024 School Year.
19. On the recommendation of the Superintendent, approved Valerie Aiken as Band and Choir Coordinator for the 2023-2024 School Year.
20. On the recommendation of the Superintendent, approved Valerie Aiken as Student Council Co-Advisor for the 2023-2024 School Year.
21. On the recommendation of the Superintendent, approved Lisa Kobierowski as Student Council Co-Advisor for the 2023-2024 School Year.
22. On the recommendation of the Superintendent, approved Lori Basile as Yearbook Co-Advisor for the 2023-2024 School Year.
23. On the recommendation of the Superintendent, approved Meghan Lowe as Yearbook Co-Advisor for the 2023-2024 School Year.
24. On the recommendation of the Superintendent, approved Mary Delaney as Newspaper Advisor (K-5) for the 2023-2024 School Year.
25. On the recommendation of the Superintendent, approved Lori Basile as Newspaper Advisor (5-8) for the 2023-2024 School Year.
26. On the recommendation of the Superintendent, approved Lee Sylvester as Substitute Custodian for the 2023-2024 School Year.
27. On the recommendation of the Superintendent, approved Annefrances Connolly as Substitute Custodian for the 2023-2024 School Year.
28. On the recommendation of the Board President, approved the Summary of the Superintendent's Evaluation.
29. On the recommendation of the Superintendent, approved Kyle Ward as Custodian (Step 2) for the 2023-2024 School Year, pending physical exam.

ADDENDUM

30. On the recommendation of the Superintendent, approved to reinstate sick days per Article XVIII of the NWEA agreement.

B. Financial

1. On the recommendation of the Superintendent and School Business Administrator, approved 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 Superintendent and School Business Administrator, approved 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 of 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 Superintendent and School Business Administrator, approved the transfer of Current Year Surplus to Emergency Reserve 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 then 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 Superintendent and School Business Administrator, approved the 2023-2024 payment of \$50,608 to the Atlantic & Cape May Counties Joint Insurance Fund due on July 15, 2023 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 Superintendent and School Business Administrator, approved the 2023-2024 school year tax payment schedule as follows:

Month	Current	Debt Service	Total Monthly Pmt
July 2023	\$ 617,849	\$ 20,411	\$ 638,260
August 2023	\$ 617,849	\$ 20,410	\$ 638,259
September 2023	\$ 617,849	\$ 20,410	\$ 638,259
October 2023	\$ 617,849	\$ 20,410	\$ 638,259
November 2023	\$ 617,849	\$ 20,410	\$ 638,259
December 2023	\$ 617,849	\$ 20,410	\$ 638,259
January 2024	\$ 617,849	\$ 20,410	\$ 638,259
February 2024	\$ 617,849	\$ 20,410	\$ 638,259
March 2024	\$ 617,849	\$ 20,410	\$ 638,259
April 2024	\$ 617,849	\$ 20,410	\$ 638,259
May 2024	\$ 617,849	\$ 20,410	\$ 638,259
June 2024	\$ 617,848	\$ 20,411	\$ 638,259
TOTALS	\$ 7,414,187	\$ 244,922	\$ 7,659,109

6. On the recommendation of the Superintendent and School Business Administrator, authorized any and all necessary transfers by June 30, 2023, collect the 2022-2023 Petty Cash Fund, and reissue said 2023-2024 Petty Cash Fund on July 1, 2023.
7. On the recommendation of the Superintendent and School Business Administrator, approved the School Nutrition Program pricing for the 2023-24 school year:

	REGULAR	REDUCED	STAFF
Breakfast	\$1.25	\$.30	\$1.75
Milk	\$.50	\$.50	\$.50
Lunch	\$3.00	\$.40	\$3.50
Extra Slice of Pizza	\$1.00		\$1.50

8. On the recommendation of the Superintendent and School Business Administrator, approved cancellation of the following outstanding checks:
Warrant Account (*5606) Check numbers: 19433, 19664, 20415
Payroll Account (*5322) Check numbers: 10733, 18175, 18386, 18470, 18513, 18530, 18693, 18716
9. On the recommendation of the Superintendent and School Business Administrator, approved the 2022-2023 ESEA Consolidated Grant amendment:
Title I - \$127,622 Title II - \$31,340 Title IV - \$10,534
10. On the recommendation of the Superintendent and School Business Administrator, approved the 2022-2023 IDEA Consolidated Grant amendment:
Basic - \$226,911 Preschool - \$4,851
11. On the recommendation of the Superintendent and School Business Administrator, approved an agreement with Technology for Education and Communication Consulting, Inc. for as-needed student technology evaluation services for the 2023/2024 school year.
12. On the recommendation of the Superintendent and School Business Administrator, pursuant to PL 2015, Chapter 47, the North Wildwood Board of Education intends to renew, award, or permit to expire the following contracts previously awarded by the Board of Education. These contracts are, have been, and will continue to be in full compliance with all state and federal statutes and regulations; in particular, New Jersey Title 18A:18. et.seq, NJAC Chapter 23, and Federal Procurement Regulations 2CFR Part 200.317 et. Seq. as follows:

ACCASBO JIF

ALL COVERED CARE (Konica Minolta)

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AMAZON

CAPE ASSIST

CAPE REGIONAL PHYSICIANS ASSOCIATES

CASA PAYROLL

CASA REPORTING SERVICES

CDK SYSTEMS

CM3

CONTINUUM BEHAVIORAL HEALTH

DELTA DENTAL

FORD, SCOTT & ASSOCIATES

GARRISON ARCHITECTS

HOME DEPOT

JOHNSON CONTROLS

MARSH MCLENNAN

NJ SEHBP

ON TECH

RICOH USA, INC.

VERIZON WIRELESS

360FP BUSINESS SOLUTIONS

REALTIME

ACHIEVE 3000 (KID BIZ)

STAPLES

TELESYSTEM

WB MASON

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13. On the recommendation of the Superintendent and School Business Administrator approved the District's submission of the ESSA/ESEA 2023-2024 consolidated grant application and acceptance of funds in the following amounts: (rejected Title III)

Title I - \$113,629 Title II - \$6,192 Title IV - \$10,000

14. On the recommendation of the Superintendent and School Business Administrator, approved the 2023-2024 contract for itinerant services with Cape May County Special Services on an as needed basis.
15. On the recommendation of the Superintendent and School Business Administrator, approved the 2023-2024 tuition contract with CMC Technical School in the amount of \$234,579.
16. On the recommendation of the Superintendent and School Business Administrator, approved the 2023-2024 Delta Dental COBRA administration agreement with Gente.
17. On the recommendation of the Superintendent and School Business Administrator, approved renewal of the 2023-2024 Security Support Services Agreement with CM3.
18. On the recommendation of the Superintendent and School Business Administrator, approved the 2023-2024 pay rates:

\$50 per event (per NWEA contract): Official Sports Chaperone

\$40 per hour (per NWEA contract):

Homework Club Moderator

Homebound Instruction

Afterschool Library Moderator

\$35 per event (per NWEA contract): Detention Supervision

Substitute Teachers: \$150 per day

Substitute Custodians: \$16/hour

Substitute Nurse: \$190 per day

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, approved the extracurricular position Mentor Buddy Job Description.
- B. On the recommendation of the Superintendent, approved the extracurricular position Literary Magazine Job Description.
- C. On the recommendation of the Superintendent, approved the field trips and professional development workshops as listed
- D. Report of Drills Fire 5/25/23 MERT/Security Shelter in Place 05/17/2023

PERSONNEL, FINANCIAL, POLICY & CONSENT

Motion: Mr. Brown

Second: Mr. Farrell

Voting Yes:

Michael Brown, Sr.
Charles Burns
Gerald Flanagan
David C. MacDonald
Victoria Seidenburg
Laura Stefankiewicz
James Farrell (**Abstain IV.A.15 and IV.A.28**)

VI. CLOSED SESSION

Before the Board entered closed session, as per his Rice notice rights Mr. Andrew Stone advised the Board that he would like discussion to be held in public session. Mr. Armstrong read his description of the June 8, 2023 incident with a student and the results of his investigation. He notified the Board that Mr. Stone was suspended with pay from June 9 – June 16, and has received a letter of reprimand for the incident. Mr. Stone told the Board that the student was harassing him all year. He admitted that he did make the comment to the student, but that it was not completely unprovoked. Mr. Belasco had to remind Mr. Stone not to use the student's name in public session. Mr. Belasco then explained the process to the Board, and clarified that this is not the time for Board members to ask Mr. Stone questions. A motion was made to hold Mr. Stone's salary increment in response to the incident.

Motion: Mr. MacDonald

Second: Ms. Seidenburg

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Voting Yes:

Michael Brown, Sr.
Charles Burns
Gerald Flanagan
David C. MacDonald
Victoria Seidenburg
Laura Stefankiewicz
James Farrell (**Abstain**)

Enter into Closed Session at 6:24pm.

Motion: Mr. MacDonald Second: Mr. Flanagan

Authorization of Closed 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.

To discuss a grievance from the NWEA and two HIB cases.

End Closed Session at 6:37 pm.

Motion: Mr. MacDonald Second: Mr. Burns

ADDENDUM

IV. BUSINESS

A. Personnel

30. On the recommendation of the Superintendent, approved to reinstate sick days per Article XVIII of the NWEA agreement.

Motion: Mr. MacDonald Second: Mr. Farrell

Voting Yes:

Michael Brown, Sr.
Charles Burns
Gerald Flanagan
David C. MacDonald
Victoria Seidenburg
Laura Stefankiewicz
James Farrell (**Abstain**)

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VII. HARASSMENT, INTIMIDATION, BULLYING REPORTS – NONE

VIII. GOOD OF THE ORDER

- A. Discipline Report
- B. End of the year events

IX. PUBLIC COMMENT

Open to the Public

X. ADJOURNMENT @ 6:40 pm

Motion: Mr. Brown

Second: Mr. Farrell

Respectfully submitted,



Jamie Shoemaker
School Business Administrator/Board Secretary

XI. BOARD INFORMATION

- A. Causey Resignation
- B. Sick Time Grievance
- C. Mentor Buddy Job Description
- D. Literary Magazine Job Description
- E. Superintendent's Evaluation Summary.

XII. NEXT MEETING

July 24, 2023 Regular meeting at 6:00 p.m.

WORKSHOPS FOR APPROVAL

NAME	PLACE	SUBJECT	DATES	COSTS
Carolyn Morey	Philadelphia, PA	ISTE 2023	6/26/23-6/28/23	Mileage and tolls