

**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
REORGANIZATION/REGULAR MEETING
TUESDAY, JANUARY 2, 2024**

ORGANIZATION OF NEW BOARD

A. Call to Order: Ms. Cottrell called the meeting to order at 6:00 p.m.

B. Roll Call

PRESENT

Michael Brown, Sr.

James Farrell

Gerald Flanagan

April Howard

David MacDonald

Laura Stefankiewicz (phone)

ABSENT

Michele Devine-Hartnett

Scott McCracken

Victoria Seidenburg

Also in Attendance:

Philip Schaffer, Superintendent

Dawn Cottrell, School Business Administrator/Board Secretary

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 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.

1. Board Solicitor will administer the Oath of Office to the following Board Members:

Three Year Term

Michael J. Brown, Sr.
Ronald P. Golden
Scott McCracken (absent)

2. Roll Call

PRESENT

Michael Brown, Sr.
James Farrell
Gerald Flanagan
Ron Golden
April Howard
David MacDonald
Laura Stefankiewicz (phone)

ABSENT

Michele Devine-Hartnett
Scott McCracken
Victoria Seidenburg

3. On a motion by Mr. Flanagan and seconded by Mr. MacDonald, all voted in the affirmative to appoint the Board Secretary as temporary chair to conduct the election of the President.

Board Secretary received nominations for President of the North Wildwood Board of Education commencing January 2nd, 2024 until the next re-organization in 2025. *Mr. MacDonald was recommended to be Board President by Mr. Brown and seconded by Ms. Howard for the term of January 2, 2024 until the next re-organization in 2025. There were two other nominations. Mr. Flanagan was nominated to be Board President by Mr. Golden and seconded by Mr. Farrell. Mr. Flanagan respectfully waived the offer of President position. Mr. McCracken was nominated to be Board President by Mr. Flanagan. Mr. McCracken was not present to accept his oath, therefore was not eligible to take the position of President as indicated by Robert Belasco, Board Solicitor.*

Voting Yes:

Michael Brown, Sr.
James Farrell
Gerald Flanagan
Ron Golden
April Howard
David MacDonald
Laura Stefankiewicz

Board Secretary will turn the meeting over to the President to conduct the election of the Vice President.

4. Election of the Vice President.

Mr. Brown was recommended to be Board Vice President by Mr. MacDonald and seconded by Mr. Farrell for the term of January 2, 2024 until the next re-organization in 2025. There were no other nominations.

Voting Yes:

Michael Brown, Sr.
James Farrell
Gerald Flanagan
Ron Golden
April Howard
David MacDonald
Laura Stefankiewicz

REORGANIZATION ACTIONS:

A. Approval of the North Wildwood Board of Education Code of Ethics:

- That the School Ethics Act and Code of Ethics for School Board Members has been received and discussed.
- That Policies and Procedures regarding training of district Board of Education members has been adopted, and
- That each Board of Education member acknowledges receipt of the Code of Ethics for School Board Members and has become familiar with code of ethics.

Each Board Member will be required to sign the required affidavit.

B. On the recommendation of the Board of Education, reaffirm Dawn Cottrell as Board Secretary until June 30, 2024.

C. Approval of the Qualified Purchasing Agent to award contracts up to the bid threshold, and set quotes at 15% of bid threshold amount (18A:18A-3/current Bid Threshold is \$44,000 and 15% quote is \$6,600).

D. Approval of Colonial Life as the Board of Education Section 125 Plan Provider (FSA Plan Year ~Calendar Year) and 403 {B} provider {AXA Equitable 403 (b) EE, Lincoln Investment Planning 403 (b) EE, Metropolitan Life Insurance Company 403 (b) EE, Putnam 403 (b) EE, SBP Commerce Bank Dep 403 (b) EE}.

E. On the recommendation of the Superintendent:

Right to Know Coordinator	Renee Forrest
Anti Bullying Specialist	Alison Dardine
Anti Bullying Coordinator	Carolyn Morey
Custodian of Public Records	Dawn Cottrell
Public Agency Compliance Officer	Dawn Cottrell
Qualified Purchasing Agent	Dawn Cottrell

F. On the recommendation of the Superintendent:

- Reaffirm By-Laws, Regulations and Policies
- Reaffirm Curricula and related texts
- Reaffirm ADA grievance procedures
- Reaffirm Section 504 grievance procedures
- Reaffirm Permitted Pupil Records
- Reaffirm NJ Minimum Chart of Accounts
- Reaffirm H&SA and 8th Grade Parents Groups
- Reaffirm the OPRA form and procedure
- Reaffirm Standard Operating Procedures to include EWEG billing procedures

G. On the recommendation of the Board of Education to appoint Ms. Devine-Hartnett as the NJSBA Legislative Delegate and Mr. Flanagan as the alternate delegate and Ms. Devine-Hartnett as the County Representative to the Executive Committee.

H. On the recommendation of the Board of Education to appoint Mr. MacDonald as its representative to the Wildwood Board of Education.

I. On the recommendation of the Board of Education to approve the 2024 meeting dates (*see attachments*).

J. On the recommendation of the Superintendent and School Business Administrator, to approve the following Crest Savings Bank account signors:

Name	Account Number	Type	Allowable Signors / Authorized Person	Number Signatures Required
Capital Reserve	360026112	Savings	Pres, CSA, SBA, Treas	1
Tuition Reserve	360003939	Savings	Pres, CSA, SBA, Treas	1
Unemployment Trust	549032889	Checking	Pres, CSA, SBA, Treas	1
Agency	549015314	Checking	Pres, CSA, SBA, Treas	2
Payroll	549015322	Checking	Pres, CSA, SBA, Treas	2
Maintenance Reserve	360003921	Savings	Pres, CSA, SBA, Treas	1
Warrant	549015306	Checking	Pres, CSA, SBA, Treas	3
FSA	549045188	Checking	Pres, CSA, SBA, Treas	1
Food Service	990035479	Checking	Pres, CSA, SBA, Treas	2
Student Activity	990035487	Checking	Pres, CSA, SBA, Treas	2
Capital Projects	990071169	Checking	Pres, CSA, SBA, Treas	1

(*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).

CONSENT ~ NONE

BUSINESS ~ PERSONNEL

1. On the recommendation of the Superintendent, to approve Christopher Armstrong as a Substitute Teacher for the 2023-2024 school year *pending completion of substitute certificate*.
2. On the recommendation of the Superintendent, to approve Dina Harris to attend the staff professional development day on January 12, 2024 not to exceed 8 hours at the contracted hourly rate.
3. On the recommendation of the Superintendent, to approve Carlee Gansert to attend the staff professional development day on January 12, 2024 not to exceed 8 hours at the contracted hourly rate.
4. On the recommendation of the Superintendent, to approve Lee Sylvester to attend the staff professional development day on January 12, 2024 not to exceed 8 hours at the contracted hourly rate.
5. On the recommendation of the Superintendent, to approve Kortnie Davidson to attend the staff professional development day on January 12, 2024 not to exceed 8 hours at the contracted hourly rate.
6. On the recommendation of the Superintendent, to approve Andrea Suchan to attend the staff professional development day on January 12, 2024 not to exceed 8 hours at the contracted hourly rate.
7. On the recommendation of the Superintendent, to approve the child of Lisa Kobierowski to begin attending Margaret Mace School on or after January 3, 2024.
8. On the recommendation of the Superintendent, to accept a library book donation from Scott Jett.
9. On the recommendation of the Superintendent, to accept a donation of Christmas presents from the Step Back Foundation.

WORKSHOPS FOR APPROVAL

NAME	PLACE	SUBJECT	DATES	COSTS
Renee Forrest	Online	School Nurses Practices for Proactive Behavioral Health Service	January 12, 2024	\$279
Carolyn Morey	MUJC-New Providence, NJ	How will a Culturally Responsive Curriculum Lead to the Results You Want	January 8, 2024	\$75+ Mileage and Tolls

Motion: Mr. Farrell
Voting Yes:

Second: Mr. Brown

- Michael Brown, Sr.
- James Farrell
- Gerald Flanagan
- Ron Golden
- April Howard
- David MacDonald
- Laura Stefankiewicz

CLOSED SESSION ~ NONE

Authorization of Closed Session: to discuss a current and an ongoing personnel 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.

ADJOURNMENT @ 6:18 p.m.

Motion: Mr. Flanagan

Second: Mr. Farrell

Respectfully submitted,



Dawn Cottrell
School Business Administrator/Board Secretary

ATTACHMENTS FOR REORGANIZATION MEETING:

1. **Code of Ethics**
2. **Acknowledgement of Receipt of Code of Ethics**
3. **Board Meeting Dates: 2024**
4. **Kobierowski Request for Child Attendance at MMS**