

December 18, 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**

**NORTH WILDWOOD BOARD OF EDUCATION
REGULAR MEETING
MONDAY, DECEMBER 18, 2023**

I. ROUTINE MATTERS**

A. Call to Order: Mr. Flanagan called the meeting to order at 6:00 p.m.

Board recognition plaque presented to Charles Burns in grateful appreciation for service to the North Wildwood School District as a Member of the Board of Education from 2004 - 2023.

B. Roll Call

Present:

Michael Brown, Sr.
James Farrell
Gerald Flanagan
Michele Devine-Hartnett
April Howard
David C. MacDonald

Absent:

Charles Burns
Scott McCracken
Victoria Seidenburg
Laura Stefankiewicz

Also in attendance:

Philip Schaffer, Superintendent
Dawn Cottrell, Board Secretary/SBA

C. Flag Salute

Mr. Scott Jett Donated Book he wrote to the Margaret Mace Library.

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: November 2023
- F. Approval of Minutes: November 2023
- G. Approval of financial statements as of October 31, 2023 and November 30, 2023, and certification of non-over expenditure of funds (roll call); acknowledgement receipt of investment report.

SECRETARY AND TREASURER'S REPORT OF October 31, 2023 and November 30, 2023,

On a motion made by Mr. MacDonald and seconded by Ms. Devine-Hartnett, the board unanimously approved the Secretary and Treasurer's Report for October 31, 2023 and November 30, 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 October 31, 2023 and November 30, 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 October 31, 2023 and November 30, 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 October 31, 2023 and November 30, 2023.

Dawn Cottrell, Secretary _____

- H. Approval of bill list: December 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

Second: Mr. Brown

Voting Yes:

Michael Brown, Sr.
James Farrell
Gerald Flanagan
Michele Devine-Hartnett

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April Howard
David C. MacDonald

I. NWEA activity report

II. CLOSED SESSION - None

III. REPORTS**

A. Board President
Committee Report
WHS Update

B. Administration Reports
Superintendent
Business Administrator
Assistant Principals

C. Public discussion of agenda items

IV. PUBLIC COMMENT ON AGENDA ITEMS ONLY - None

V. BUSINESS**

A. Personnel

1. On the recommendation of the Superintendent, to approve Nick Bradway as Assistant Girls Basketball Coach for the 2023-2024 school year.
2. On the recommendation of the Superintendent, to approve Eric Koneczyk as One on One Aide/Assistant Basketball Coach for the 2023-2024 school year..
3. On the recommendation of the Superintendent, to approve Sophia Gerner as Non Public Supplemental Instructor @\$25 per hour and Basic Skills Instructor @\$30 per hour.
4. On the recommendation of the Superintendent, to approve Briana Sweet as Boys Basketball Volunteer Coach for the 2023-2024 school year.
5. On the recommendation of the Superintendent, to approve Cynthia Dykhouse as LDTC at a salary of \$89,000 *prorated* for the 2023-2024 school year.

B. Financial

1. On the recommendation of the Superintendent and the School Business Administrator, to approve an agreement with Thomas O'Reilly, MD/Medford Family Psychiatry L.L.C., for completion of student psychiatric evaluations for the cost of \$575 per evaluation for the 2023-2024 school year.

- 2. On the recommendation of the Superintendent and School Business Administrator, approved the Joint Transportation Contract with Lower Township Board of Education for the 2023-2024 school year in the amount of \$1,165.

C. Policy

- 1. None.

VI. 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 updated North Wildwood School Safe Return Plan.
- B. On the recommendation of the Superintendent, to approve the participation in the 2023-2024 Pride Survey for grades 7 and 8.
- C. On the recommendation of the Superintendent, to approve the field trips and professional development workshops as listed
- D. On the recommendation of the Superintendent, to approve the School Integrated Pest Management Plan for school year 2023-2024 (*See Board Info*).
- E. Report of Drills Fire 11/7/2023 Evacuation 11/17/2023.

PERSONNEL, FINANCIAL, POLICY & CONSENT

Motion: Mr. Farrell
Voting Yes:

Second: Mr. MacDonald

- Michael Brown, Sr.
- James Farrell
- Gerald Flanagan
- Michele Devine-Hartnett
- April Howard
- David C. MacDonald

VII. HARASSMENT, INTIMIDATION, BULLYING REPORTS - None

VIII. GOOD OF THE ORDER

- A. Parent Conferences
- B. Book Fair

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- C. Secret Santa
- D. Pizza with Santa
- E. Holiday Concert December 21, 2023
- F. Strategic Planning-January 10, 2024

IX. PUBLIC COMMENT

Lisa Labbree thanking the board for posting agendas on the district website.

X. ADJOURNMENT @ 6:13 p.m.

Motion: Ms. Devine-Harnett

Second: Mr. Brown

Respectfully submitted,

Dawn Cottrell
School Business Administrator/Board Secretary

XI. BOARD INFORMATION

- A. Updated North Wildwood School Safe Return Plan
- B. Integrated Pest Management Plan 2023-2024

XII. NEXT MEETING

January 2, 2023 Reorganization meeting at 6:00 p.m.

FIELD TRIP / GUEST SPEAKERS APPROVAL

<u>GRADE / GROUP</u>	<u>PLACE / SPEAKER</u>	<u>DATES</u>
Grade 6	Lead Program Guest Speaker-Amanda Hagerty	Ongoing based on officer's schedule
Mentor Buddy	North Wildwood Community-Cookie Delivery	December 19, 2023

WORKSHOPS FOR APPROVAL

<u>NAME</u>	<u>PLACE</u>	<u>SUBJECT</u>	<u>DATES</u>	<u>COSTS</u>
Pete Gutierrez	Linwood, NJ	NJSBGA Meetings	7 Meetings ongoing through June 2024	Mileage + Tolls

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Patti Donlan	Millville Child Family Center	Regional Preschool Admin Meeting	January 12, 2024	Mileage + Tolls
Patti Donlan	Cape May County Special Services	Grief is Messy	December 2024	Mileage + Tolls
Patti Donlan	Online	Legal Requirements and Emerging Issues Related to Code of Conduct	January 16, 2024 January 18, 2024 January 23, 2024	\$375 Total