

**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 MINUTES
TUESDAY, JANUARY 3, 2023**

ORGANIZATION OF NEW BOARD

A. Call to Order: Mrs. Shoemaker called the meeting to order at 6:00 pm.

B. Roll Call

PRESENT

Michael Brown, Sr.
Charles Burns
Michele Devine-Hartnett
Gerald Flanagan
David MacDonald
Victoria Seidenburg

ABSENT

Scott McCracken
Lori Perloff
Laura Stefankiewicz
James Farrell

Also in Attendance:

Christopher Armstrong, Superintendent
Jamie Shoemaker, 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 administered the Oath of Office to the following Board Members:

Three Year Term

Gerald Flanagan

David MacDonald

Michele Devine-Hartnett

2. On a motion by Mr. MacDonald and seconded by Mr. Brown, 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 3rd, 2023 until the next re-organization in 2024.

Mr. Burns was recommended to be Board President by Mr. MacDonald and seconded by Mr. Flanagan for the term of January 3, 2023 until the next re-organization in 2024. There were no other nominations.

Voting Yes:

Michael Brown, Sr.

Charles Burns

Michele Devine-Hartnett

Gerald Flanagan

David MacDonald

Victoria Seidenburg

Board Secretary turned the meeting over to the president to conduct the election of the Vice President.

3. Election of the Vice President.

Mr. Flanagan was recommended to be Board Vice President by Ms. Seidenburg and seconded by Mr. Brown for the term of January 3, 2023 until the next re-organization in 2024. There were no other nominations.

Voting Yes:

Michael Brown, Sr.

Charles Burns

Michele Devine-Hartnett

Gerald Flanagan

David MacDonald

Victoria Seidenburg

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 signed the required affidavit.

- B. On the recommendation of the Board of Education, reaffirmed Jamie Shoemaker as Board Secretary until June 30, 2023.
- C. Approved 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. Approved 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	Jamie Shoemaker
Public Agency Compliance Officer	Jamie Shoemaker
Temporary Purchasing Agent	Jamie Shoemaker

F. On the recommendation of the Superintendent:

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

G. On the recommendation of the Board of Education appointed Ms. Seidenburg as the NJSBA Legislative Delegate and Mr. Flanagan as the alternate delegate and Mrs. Stefankiewicz as the County Representative to the Executive Committee.

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

I. On the recommendation of the Board of Education approved the 2023 meeting dates (*see attachments*).

J. On the recommendation of the Superintendent and School Business Administrator, approved 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	1
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, approved Denise Petro as Long-Term Substitute Nurse @ \$250 per diem beginning January 5, 2023 through April 7, 2023.

Motion: Mr. MacDonald

Second: Ms. Seidenburg

Voting Yes:

Michael Brown, Sr.
David C. MacDonald
Victoria Seidenburg
Michele Devine-Hartnett
Gerald Flanagan
Charles Burns

CLOSED SESSION

Enter into Closed Session at 6:15 pm.

Motion: Mr. MacDonald Second: Ms. Seidenburg

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.

To discuss a personnel item

End Closed Session at 6:19 pm.

Motion: Mr. MacDonald Second: Ms. Seidenburg

Mr. Burns asked for volunteers for a Strategic Planning Committee. Ms. Devine-Hartnett, Mr. Brown, Mr. MacDonald, and Mr. Flanagan volunteered.

ADJOURNMENT @ 6:20pm.

Motion: Mr. MacDonald Second: Ms. Seidenburg

Respectfully submitted,

Jamie Shoemaker
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: 2023**