

January 22, 2024

**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, JANUARY 22, 2024
MINUTES**

I. ROUTINE MATTERS**

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

B. Roll Call

Present:

Michael Brown, Sr.
James Farrell
Gerald Flanagan
Ronald Golden
Michele Devine-Hartnett
April Howard
David C. MacDonald (phone)
Scott McCracken

Absent:

Laura Stefankiewicz

Also in Attendance:

Philip Schaffer, Superintendent
Dawn Cottrell, Board Secretary/SBA
Patricia Donlan, Vice-Principal
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 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.

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- E. Approval of transfer of funds: N/A
- F. Approval of Minutes: December 18, 2023 and January 2, 2024
- G. Approval of financial statements as of December 31, 2023, and certification of non-over expenditure of funds (roll call); acknowledgement receipt of investment report.

On a motion made by Mr. Flanagan and seconded by Ms. Devine-Hartnett, the board unanimously approved the Secretary and Treasurer's Report for December 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 December 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.

David MacDonald, President _____

- Pursuant to N.J.A.C. 6A:23-2.11(c)3, I certify that as of December 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 December 31, 2023.

Dawn Cottrell, Secretary _____

- H. Approval of bill list: January 2024

(*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. Flanagan

Second: Ms. Devine-Hartnett

Voting Yes:

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

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I. NWEA activity report

II. CLOSED SESSION

Enter into closed session at 6:15 p.m.

Motion: Mr. Farrell

Second: Ms. Devine-Hartnett

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 board vacancy candidate and student matter.

End closed session at 6:21 p.m.

On a motion made by Mr. Golden and seconded by Mr. Farrell, all voted in the affirmative to approve and fill the board vacancy position commencing on January 22, 2024 until the end of the vacancy term of December 31, 2024.

Motion: Mr. Golden

Second: Mr. Farrell

Voting Yes:

Michael Brown, Sr.
James Farrell
Gerald Flanagan
Ron Golden
Michele Devine-Hartnett
David MacDonald
Scott McCracken

Voting to Abstain: April Howard

Board Solicitor will administer the Oath of Office to the new Board Members:

Vacancy Term Filled through December 31, 2024

Haroula Rotondi

III. REPORTS**

A. Board President:
Committee Report
WHS Update

B. Administration Reports:
Superintendent
Business Administrator

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Assistant Principals

Carol Russ, Ford Scott & Associates gave the presentation of the 2022-2023 Audit Report

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 Leah Benichou as Substitute Teacher for the 2023-2024 school year.
2. On the recommendation of the Superintendent, to approve Alexandra Zaccaria as Substitute Teacher for the 2023-2024 school year.
3. On the recommendation of the Superintendent, to approve Kimberly Soares as Substitute Custodian for the 2023-2024 school year.
4. On the recommendation of the Superintendent, to approve Kortnie Davidson as Volleyball Assistant Coach for the 2023-2024 school year.
5. On the recommendation of the Superintendent, to regretfully accept the retirement of Joseph Catanoso effective March 28, 2024.
6. On the recommendation of the Superintendent, to approve Christopher Chobert as School Resource Officer, prorated salary of \$47,000 (60% reimbursement from the City of North Wildwood).
7. On the recommendation of the Superintendent, to approve 25 hours of field experience for Tonilynn Donzola under the supervision of Philip Schaffer.

B. Financial

1. On the recommendation of the Superintendent and School Business Administrator, to accept and place on file the 2022-2023 Annual Comprehensive Financial Report (ACFR) and Auditor's Management Report (AMR) as presented by Ford-Scott & Associates with no findings and no recommendations. Additionally, acknowledged and approved their Peer Review documentation.
2. On the recommendation of the Superintendent and the School Business Administrator, approve the proposal for replacement of two Rooftop AC Units for the 2023-2024 school year from CM3 (Camden County Educational Services Commission contract # 66CCESC) using ARP ESSER III Grant Funding in the amount of \$51,444.
3. On the recommendation of the Superintendent and the School Business Administrator, approve the proposal for replacement of two interior doors for the 2023-2024 school year from W. J. Gross, Inc. (Camden County Educational Services Commission contract # 66CCESC Contract FY #23-01) in the amount of \$9,000.

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INFORMATION

School Ethics Commission Annual Disclosure Statements for returning Board Members are due April 30, 2024. You will be receiving an email next week regarding this. Please complete promptly.

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 Student Council Winter Dance for grades 6-8 island students, January 26, 2024.
- B. On the recommendation of the Superintendent, to approve the Student Council VIP Dance for grades PK-5 February 9, 2024.
- C. On the recommendation of the Superintendent, to approve the field trips and professional development workshops as listed
- D. Report of Drills Fire 12/7/2023 Table Top 12/19/2023.

PERSONNEL, FINANCIAL, POLICY & CONSENT

Motion: Mr. Farrell

Second: Mr. McCracken

Voting Yes:

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

VII. HARASSMENT, INTIMIDATION, BULLYING REPORTS - None

VIII. GOOD OF THE ORDER

- A. City Council Mtg. 2/6/24
- B. District Strategic Planning 2/7/24

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- C. Professional Development 1/12 & 2/16
- D. Early Dismissal 2/1 & 2/2

VII. PUBLIC COMMENT - None

VIII. ADJOURNMENT @ 6:41 p.m.

Motion: Mr. Farrell Second: Mr. Flanagan

Respectfully submitted,

Dawn Cottrell
School Business Administrator/Board Secretary

IX. BOARD INFORMATION

- A. Catanoso Retirement Letter
- B. Donzola Field Experience

X. NEXT MEETING

February 26, 2024 Regular meeting at 6:00 p.m.

FIELD TRIP / GUEST SPEAKERS APPROVAL

<u>GRADE / GROUP</u>	<u>PLACE / SPEAKER</u>	<u>DATES</u>
Grade 1	Wetlands Institute	May 15, 2024

WORKSHOPS FOR APPROVAL

<u>NAME</u>	<u>PLACE</u>	<u>SUBJECT</u>	<u>DATES</u>	<u>COSTS</u>
Megan Farrell	Harrah's Casino Atlantic City	NJASA Techspo	January 24-26, 2024	\$540+Mileage and Tolls
Janet Neill	Harrah's Casino Atlantic City	NJASA Techspo	January 25, 2024	\$195+Mileage and Tolls