

**\*\*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 MINUTES**

**MONDAY, APRIL 25, 2022**

**I. ROUTINE MATTERS\*\***

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

B. Roll Call

**PRESENT**

Charles Burns - phone  
Gerald Flanagan  
David C. MacDonald - zoom  
Michael Brown, Sr.  
James Farrell – zoom  
Laura Stefankiewicz - zoom

**Absent**

Scott McCracken  
Lori Perloff  
Ronald Golden  
Victoria Rozanski

**Also, in Attendance**

Christopher Armstrong, Superintendent  
Rose Millar, School Business Administrator  
Patricia Donlan, Vice-Principal  
Carolyn Morey, Supervisor of Pupil Personnel - zoom  
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.

E. Approval of transfer of funds: March 2022

F. Approval of Minutes: March 14 & March 28, 2022

G. Approval of financial statements as of March 31, 2022, and certification of non-overexpenditure of funds (roll call); acknowledgement receipt of investment report.

**SECRETARY AND TREASURER'S REPORT OF March 31, 2022,**

On a motion made by Mr. MacDonald and seconded by Mr. Flanagan, the board unanimously approved the Secretary and Treasurer's Report for March 31, 2022, 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 March 31, 2022, 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 March 31, 2022, 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 March 31, 2022.

Rose Millar, Secretary \_\_\_\_\_

H. Approval of bill list: April 2022

(\*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. Flanagan**

**Voting Yes:**

Charles Burns - phone  
Gerald Flanagan  
David C. MacDonald - zoom  
Michael Brown, Sr.  
James Farrell – zoom  
Laura Stefankiewicz - zoom

I. NWEA activity report

## **II. REPORTS\*\***

- A. Board President:  
Committee Report  
WHS Update
- B. Administration Reports:  
Superintendent  
Business Administrator  
Assistant Principals  
Carolyn Morey and Patricia Donlan gave updates on the school year.
- 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, to approve Tamara Snyder as an After School One on One Aide at the Homebound Instructor rate of \$40 per hour to be paid by Dennis Township School District.
  - 2. On the recommendation of the Superintendent, to approve Tonilynn Donzola as an After School One on One Aide at the Homebound Instructor rate of \$40 per hour to be paid by Dennis Township School District.
  - 3. On the recommendation of the Superintendent, to accept with regret the resignation of Richard Morinelli, effective June 30, 2022 (*See Board Info*).
  - 4. On the recommendation of the Superintendent, to approve Anthony Raffa as Non-Public Teacher Assistant @ \$15 per hour and Supplemental Instructor @ \$25 per hour.
  - 5. On the recommendation of the Superintendent, to approve Reese Bloomstead as a Substitute Teacher.
  - 6. On the recommendation of the Superintendent, to approve Anne Martin as Non-Public Basic Skills Teacher @ \$30 per hour.
  - 7. On the recommendation of the Superintendent, to approve a 2022-2023 salary of \$ 69,862 for Pete Gutierrez as Facilities Director.
  - 8. On the recommendation of the Superintendent, to approve a 2022-2023 salary of \$ 126,168 for Patricia Donlan as Assistant Principal.
  - 9. On the recommendation of the Superintendent, to approve a 2022-2023 salary of \$ 126,168 for Carolyn Morey as Supervisor of Student Services.

10. On the recommendation of the Superintendent, to approve a 2022-2023 salary of \$ 61,520 for Janet Neill as Assistant to the School Business Administrator.
11. On the recommendation of the Superintendent, to approve a 2022-2023 salary of \$ 55,224 for Jennifer Fisher as Superintendent Secretary.
12. On the recommendation of the Superintendent, to approve a 2022-2023 salary of \$ 48,515 for Joseph Catanoso as School Resource Officer (60% reimbursement from the City of North Wildwood).
13. On the recommendation of the Superintendent, to approve a 2022-2023 salary of \$ 49,501 for Michael Goodroe as Night Time Custodial Supervisor.
14. On the recommendation of the Superintendent, to approve the appointment of Carolyn Morey as ADA Coordinator, Affirmative Action Officer, Anti-Bullying Coordinator, and Title IX Coordinator for the 2022-2023 school year.
15. On the recommendation of the Superintendent, to approve the appointment of Patricia Donlan as Issuing Officer for Working Papers and Section 504 Compliance Officer for the 2022-2023 school year.
16. On the recommendation of the Superintendent, to approve Todd Burkey as Treasurer of School Monies for the 2022-2023 school year in the amount of \$5,085.
17. On the recommendation of the Superintendent, to approve the renewal of contracts for the following certificated staff members for the 2022-2023 school year at negotiated salaries:

**Tenured 2022-2023**

<u>Name</u>	<u>Current Year</u>	<u>Guide Step</u>
V. Aiken	BA	Step 13 +longevity
J. Amenhauser	MA	Step 7
K. Andre	BA+15	Step 13 +longevity
L. Basile	MA	Step 10
A. Brojakowski	MA+15	Step 13 +longevity
D. Capaldi	BA+15	Step 13 +longevity
D. Carr	MA	Step 13 +longevity
C. Clarke	BA+15	Step 13 +longevity
M. Clemens	BA	Step 13 +longevity
M. Delaney	MA	Step 13 +longevity
S. DelCorio	MA+30	Step 13 +longevity
D. DeRitis	BA	Step 13
E. DiPadova	MA	Step 13 +longevity
T. Donzola	MA+15	Step 13 +average of guide steps
K. Emberger	MA+30	Step 13 +longevity
K. Erdo	BA	Step 10
M. Farrell	MA +30	Step 13 +longevity
R. Forrest	BA+30	Step 10
J. Golden	BA+15	Step 13 +longevity
T. Hawthorne	MA	Step 10

K. Holland	BA	Step 13	+longevity
L. Kobierowski	BA+30	Step 13	+longevity
M. Lowe	MA	Step 13	+longevity
J. Flounders	BA+30	Step 10	
R. Fuentes	MA+15	Step 9	
P. McCabe	MA+30	Step 13	+longevity
T. McClure	MA	Step 13	+longevity
K. Nichols	MA+15	Step 13	+longevity
C. Parker-Elbert	MA	Step 13	+longevity
K. Resnick	MA	Step 13	+longevity
M. Rucci	MA	Step 13	+longevity
A. Stone	BA+30	Step 13	+average of guide steps
T. Tomlin	MA	Step 13	+longevity
P. Way	MA+30	Step 13	+longevity
K. Weiser	BA+30	Step 13	+longevity

18. On the recommendation of the Superintendent, to approve the renewal of contracts for the following certificated staff members for the 2022-2023 school year at negotiated salaries:

<u>Non-tenured</u>	<u>Tenure Date</u>		<u>Current Step</u>
A. Meyers	09-01-23	BA	Step 4
A. Winters	09-01-2024	MA+30	Step 13

19. On the recommendation of the Superintendent, to approve the following appointments for the 2022-2023 school year:

<i>Asbestos Coordinator</i>	Pete Gutierrez
<i>Integrated Pest Management Coordinator</i>	Pete Gutierrez
<i>Right-to-Know Coordinator</i>	Renee Forrest
<i>District Anti-Bullying Specialist</i>	Amy Winters

20. On the recommendation of the Superintendent, to approve the reappointment of non-teaching staff members for the 2022-2023 school year at negotiated salaries.

<i>Office Support</i>	Linda Matthews Margaret Sabins, Sherri Davis
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<i>Custodians</i>	Geemel Casanova, Kevin Davies, William Phillips, Steve Ward
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***Custodian Substitutes***

Annefrances Connolly  
Marjorie Fox  
Tim Johnson  
Kim Royster  
Lee Sylvester  
Kyle Ward  
William Landis

***Food Service Supervisor***

Annefrances Connolly

***Student Support and District Operations***

Desiree Reuter, Patricia Singley,  
Letita Sylvester, Dina Harris,  
Tamara Snyder, Kortnie Davidson,  
Robert Causey, Andrea Suchan,  
Carlee Gansert

21. On the recommendation of the Superintendent, to regretfully accept the resignation of School Business Administrator, Rose M. Millar, effective June 30, 2022.

B. Financial

**PUBLIC HEARING AND FINAL ADOPTION 2022-23 NORTH WILDWOOD SCHOOL BUDGET**

BE IT RESOLVED to approve the 2022-2023 school year as follows:

	General <u>Fund</u>	Special <u>Revenues</u>	Debt <u>Service</u>
2022-2023 Total Appropriations	\$9,059,601	\$2,348,290	\$373,375
Less: Anticipated Revenues	(\$1,696,200)	(\$2,348,290)	\$127,168
Taxes to be Raised	\$7,363,401	0.00	\$246,207

**MAXIMUM TRAVEL**

Pursuant to N.J.A.C. 6A:23A-7.3, a board of education must establish a maximum dollar limit for travel expenditure, as defined in N.J.A.C. 6A:23A-7.1 et seq.,

BE IT RESOLVED that the Board of Education includes in the tentative budget a maximum travel expenditure in the amount of 35,000.00 for the 2022-23 school year. The maximum travel expenditure amount for the 2021-2022 is \$35,000.00.

**TRAVEL AND RELATED EXPENSE REIMBURSEMENT**

The Board of Education recognizes school staff and Board members will incur travel expenses related to and within the scope of their current responsibilities and for travel that promotes the delivery of instruction or furthers the efficient operation of the school district;

AND, N.J.A.C. 6A:23A Subchapter 7 requires Board members to receive approval of these expenses by a majority of the full voting membership of the Board and staff members to receive

prior approval of these expenses by the Superintendent of Schools and a majority of the full voting membership of the Board;

AND, a board of education may establish, for regular district business travel only, an annual school year threshold of \$600 per staff member where prior Board approval shall not be required unless this annual threshold for a staff member is exceeded in a given school year (July 1 through June 30);

AND, travel and related expenses not in compliance with N.J.A.C. 6A:23A Subchapter 7 but deemed by the board of education to be necessary and unavoidable as noted on the approved Board of Education Out of District Travel and Reimbursement Forms;

BE IT RESOLVED, the Board of Education approves all travel not in compliance with N.J.A.C. 6A:23A Subchapter 7 as being necessary and unavoidable as noted on the approved Board of Education Out of District Travel and Reimbursement Forms; and

BE IT FURTHER RESOLVED, the Board of Education includes in the tentative budget travel and related expense reimbursements in accordance with N.J.A.C. 6A:23A Subchapter 7, to a maximum expenditure of \$20,000.00 for all staff and board members for the 2022-2023 school year. The School Business Administrator/Board Secretary shall track and record these costs to ensure that the maximum amount is not exceeded.

2022-23 PUBLIC BUDGET HEARING APPROVAL:

**Motion: Mr. MacDonald    Second: Mr. Flanagan**

**Voting Yes:**

Charles Burns - phone  
Gerald Flanagan  
David C. MacDonald - zoom  
Michael Brown, Sr.  
James Farrell – zoom  
Laura Stefankiewicz - zoom

Other Business:

1. On the recommendation of the Superintendent and School Business Administrator, to approve Ford Scott and Associates to auditor for the fiscal year ending June 30, 2022 annual audit not to exceed \$24,000. Additionally, acknowledge and approve their Peer Review documentation.
2. On the recommendation of the Superintendent and School Business Administrator, to approve to accept non-resident regular education tuition students. The tuition rate to be set for 2022-23 will be \$4,500 for a full year for one student. \$7,000 for a family with two students and an additional \$2,000 for each additional student.

3. On the recommendation of the Superintendent and School Business Administrator, to approve to accept non-resident self-contained classroom students. The tuition rate for 2022-23 will be \$30,415 for a full year.
4. On the recommendation of the Superintendent and the School Business Administrator, to approve the professional service contract between North Wildwood School District and Garrison Architects as Architect of Record for the 2022-23 school year.
5. On the recommendation of the Superintendent and the School Business Administrator, to approve the vended meals contract with the Wildwood Board of Education for the 2022-23 school year.
6. On the recommendation of the Superintendent and the School Business Administrator, to approve the 2022-2023 West Wildwood tuition agreements in the amount of \$567,466.00.
7. On the recommendation of the Superintendent and the School Business Administrator, to approve the 2021-2022 federal grant salary allocations:  
CRRSA ESSER II – Mental Health - Stan DelCorio, Guidance \$45,000  
CRRSA ESSER II – Learning Acceleration – 2021 Summer School \$29,720

C. Policy

1. On the recommendation of the Superintendent, to approve the first reading of Policy #5131 Conduct and Discipline

**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, to approve the Spring Concert on May 26, 2022.
- B. On the recommendation of the Superintendent, to approve the 8<sup>th</sup> Grade graduation for June 20, 2022.
- 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 2022-2023 School Year Calendar.
- E. Report of Drills Fire 03/21/2022, School Safety Drill 03/25/2022



- F. On the recommendation of the Superintendent, to approve the Greater Wildwood Little League's use of the field for Tee-Ball and softball.
- G. On the recommendation of the Superintendent, to approve The LEAD Graduation on June 9<sup>th</sup>, 2022 at Morey's Pier for 5<sup>th</sup>, 6<sup>th</sup> and 7<sup>th</sup> grades.
- H. On the recommendation of the Superintendent, to approve guest speaker Firefighter Teri DelVecchario with her horse Rony for Pre-K and Kindergarten classes- Tuesday May 10, 2022.

**VOTING ON THE PERSONNEL, FINANCIAL, POLICY & CONSENT**

Motion: Mrs. Brown                      Second: Mr. Flanagan

**Voting Yes:**

Charles Burns - phone  
Gerald Flanagan  
David C. MacDonald - zoom  
Michael Brown, Sr.  
James Farrell – zoom (abstain form Megan Farrell renewal due to relation)  
Laura Stefankiewicz - zoom

**VI. CLOSED SESSION - NONE**

**VII. HARASSMENT, INTIMIDATION, BULLYING REPORTS - NONE**

**VIII. GOOD OF THE ORDER**

- A. Covid Update
- B. Discipline Report
- C. Building and Grounds update

**IX. PUBLIC COMMENT**

Open to the Public

**X. ADJOURNMENT @ 6:19pm**

Motion: Mr. MacDonald      Second: Mr. Flanagan

Voting Yes:

Charles Burns - phone  
Gerald Flanagan  
David C. MacDonald - zoom  
Michael Brown, Sr.  
James Farrell – zoom  
Laura Stefankiewicz - zoom

Respectfully submitted,

Rose Millar  
School Business Administrator/Board Secretary

**XI. BOARD INFORMATION**

- A. Policy #5131 Conduct and Discipline
- B. 2022-2023 School Year Calendar
- C. Charter Certificate 2022
- D. LLB Insurance Certificate
- E. Richard Morinelli resignation letter

**XII. NEXT MEETING**

**May 23, 2022    Regular meeting at 6:00 p.m**

### FIELD TRIP / GUEST SPEAKERS APPROVAL

<u>GRADE / GROUP</u>	<u>PLACE / SPEAKER</u>	<u>DATES</u>
Grade 8	Mock Trial/North Wildwood Court	April 27, 2022
Pre-K and Kindergarten	Guest speaker Firefighter Teri DeVecchario with her horse Rony	May 10, 2022

### WORKSHOPS FOR APPROVAL

<u>NAME</u>	<u>PLACE</u>	<u>SUBJECT</u>	<u>DATES</u>	<u>COSTS</u>
Christopher Armstrong	Harrah's Waterfront Conference Center-Atlantic City	NJAA/NJAPSA Spring Leadership Conference	May 18- 20, 2022	\$550
Pete Gutierrez	Westin Hotel Mt. Laurel, NJ	CEFM Education Seminar	May 19, 2022 7:30-3:30	Cost \$0 + Mileage
Janet Neill	Robbinsville, NJ	School Plant Planning	April 23-May 14	\$280 + mileage
Janet Neill	Robbinsville, NJ	Core Curriculum	May 21	\$70 + mileage