

JULY 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, JULY 22, 2024  
6:00 P.M.**

**AGENDA**

1. CALL TO ORDER: **Mr. MacDonald called the meeting to order at 6:00 p.m.**

2. OPENING STATEMENT

The New Jersey Open Public Meetings Law was enacted to ensure the right of the Public to have advance notice of, and to attend, the meetings of public bodies at which any business affecting their interest is discussed or acted upon. In accordance with the provisions of this Act, the North Wildwood Board of Education has caused notice of this meeting to be published by having the date, time and place thereof posted with the City Clerk, the Atlantic City Press and the Cape May County Herald.

3. ROLL CALL

**Present:**

Michael Brown, Sr. – entered meeting at 6:05 p.m.

James Farrell

Gerald Flanagan

Ronald Golden

Michele Devine-Hartnett

April Howard

David C. MacDonald

Laura Stefankiewicz

**Absent:**

Scott McCracken

Haroula Rotondi

4. ATTENDANCE

**Also in attendance:**

Philip Schaffer, Superintendent

Dawn Cottrell, Board Secretary/SBA

Robert Belasco, Solicitor

5. FLAG SALUTE

6. EXECUTIVE SESSION - **None**

Authorization of Executive 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.

7. PUBLIC COMMENT- AGENDA ITEMS ONLY - **None**

The Board values and welcomes comments and opinions from residents. This meeting will now be open to public comments on [agenda items only]. Public Comment will be held for a total of 15 minutes. If your questions pertain to litigation, student or personnel items, please contact the Superintendent directly, after the meeting, as the Board does not discuss these matters in public. If there are items the Superintendent would like to address, he may wish to do so after all public comment has been heard.

8. APPROVAL OF MINUTES: June 24, 2024

9. APPROVAL OF TRANSFER OF FUNDS: June 2024

10. APPROVAL OF FINANCIAL STATEMENTS as of June 30, 2024, and certification of non-over expenditure of funds (roll call); acknowledgement receipt of investment report.

11. APPROVAL OF BILL LIST: July 2024

**Motion: Mr. Farrell**

**Second: Ms. Devine-Hartnett**

**Voting Yes:**

James Farrell

Gerald Flanagan

Ronald Golden – **abstain from Approval of Minutes**

Michele Devine-Hartnett

April Howard

David C. MacDonald

Laura Stefankiewicz

12. BOE MEMBER REPORTS

A. Committee Reports, WHS Reports

13. CONSENT AGENDA

The following items are believed to be items of a routine nature requiring no discussion and which are to be voted upon by 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

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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 half day Substitute Teacher pay \$75/per half day.
- B. On the recommendation of the Superintendent, to approve the Evaluation Information System (EIS) Submission.
- C. On the recommendation of the Superintendent, to approve half day Substitute Nurse pay \$95/per half day.
- D. Report of Drills Fire 06/03/2024 Evacuation 06/06/2024.

#### FINANCE

- A. On the recommendation of the Superintendent and School Business Administrator, to approve the 2024-2025 tuition contract with Cape May County Technical School District in the amount of \$176,979.
- B. On the recommendation of the Superintendent and School Business Administrator, to approve the 2024-2025 student tuition contract with Ms. Adams in the amount of \$7,000.
- C. On the recommendation of the Superintendent and School Business Administrator, to approve the 2024-2025 student tuition contract with Ms. Rulon in the amount of \$7,000.
- D. On the recommendation of the Superintendent and School Business Administrator, to approve the 2024-2025 student tuition contract with Mr. and Mrs. Dubens in the amount of \$4,500.
- E. On the recommendation of the Superintendent and School Business Administrator, to approve the 2024-2025 student tuition contract with Mrs. Patel in the amount of \$4,500.
- F. On the recommendation of the Superintendent and School Business Administrator, to accept and approve the submittal of the 2024-2025 IDEA Grant and the Consortium with West Wildwood, Statement of Assurances/Board Certifications that the district administers a district-wide (local) assessment and the district will participate in the National Instructional Materials Access Center (NIMAC), which includes funding as follows:
  - IDEA Basic           \$172,737
  - IDEA Preschool     \$ 4,533
- G. On the recommendation of the Superintendent and School Business Administrator, to appoint Gorman, D'Anella, and Morlok for Legal Services as Special Education Counsel at a rate of \$180 per hour for the 2024-2025 school year.
- H. On the recommendation of the Superintendent and School Business Administrator, to approve Johnson Controls Fire Protection for Fire Alarm, Sprinkler and Monitoring Services in the amount of \$18,133.80 for the 2024-2025 school year under the Sourcewell Contract #030421-JHN.
- I. On the recommendation of the Superintendent and School Business Administrator, to approve the updated 2024-2025 Purchasing Manual and Standard Operating Procedures.

- J. On the recommendation of the Superintendent and School Business Administrator, to approve the following routine travel and other meetings that are normal for the position as well as meetings and workshops required by the NJ Department of Education for compliance with laws and regulations:

Superintendent

CMCASA Monthly Meetings  
NJASA Meetings and Conference  
NJSBA Workshop

School Business Administrator

CMCASBO Monthly Meetings  
NJASBO Meetings and Conference  
NJSBA Workshop  
Joint Insurance meetings and workshops

Assistant School Business Administrator

CMCASBO Monthly Meetings  
NJASBO Meetings and Conference  
NJSBA Workshop

Supervisor of Student Services

Special Education Curriculum Meetings

Vice-Principal

NJDOE Preschool Meetings

- K. On the recommendation of the Superintendent and School Business Administrator, to accept the 2023-2024 extraordinary aid grant funding of \$38,793.
- L. On the recommendation of the Superintendent and School Business Administrator, to approve the 2024-2025 Employee Assistance Program contract with Cape Assist in the amount of \$1,575.
- M. On the recommendation of the Superintendent and School Business Administrator, to approve the Non-Public Allocations for Wildwood Catholic Academy for 2024-2025 and to authorize the School Business Administrator to prepare contracts for Wildwood Catholic Academy Nonpublic Entitlements which includes funding as follows:

Nursing	\$43,290
Security	\$68,265
Technology	\$16,317
Textbooks	\$17,030

PERSONNEL

- A. On the recommendation of the Board President, approved the contract of Philip Schaffer as Superintendent of Schools effective July 22, 2024 through June 30, 2029.
- B. On the recommendation of the Superintendent, to approve Kyle Morgenweck as Health/Physical Education Teacher, BA Step 1 at \$58,435 for school year 2024-2025.

POLICIES

- A. On the recommendation of the Superintendent, to approve the first reading of Policy 0141 Board Member Number and Term.
- B. On the recommendation of the Superintendent, to approve the first reading of Policy 0141.1 Board Member Number and Term - Sending District.
- C. On the recommendation of the Superintendent, to approve the first reading of Policy 0141.2 Board Member Number and Term - Receiving District.
- D. On the recommendation of the Superintendent, to approve the first reading of Policy 0164.6 Remote Public Board Meetings During a Declared Emergency.
- E. On the recommendation of the Superintendent, to approve the first reading of Policy 2200 Curriculum Content.
- F. On the recommendation of the Superintendent, to approve the first reading of Policy 3160 Physical Examination.
- G. On the recommendation of the Superintendent, to approve the first reading of Policy 4160 Physical Examination.
- H. On the recommendation of the Superintendent, to approve the first reading of Policy 5200 Attendance.
- I. On the recommendation of the Superintendent, to approve the first reading of Policy 5337 Service Animals.
- J. On the recommendation of the Superintendent, to approve the first reading of Policy 5350 Student Suicide Prevention.
- K. On the recommendation of the Superintendent, to approve the first reading of Policy 7231 Gifts From Vendors.
- L. On the recommendation of the Superintendent, to approve the first reading of Policy 8420 Emergency and Crisis Situations.
- M. On the recommendation of the Superintendent, to approve the first reading of Policy 8467 Firearms and Weapons.
- N. On the recommendation of the Superintendent, to approve the first reading of Policy 9181 Volunteer Athletic Coaches and Co-Curricular Activity Advisors/Assistants.

PROFESSIONAL DEVELOPMENT AND RELATED EXPENSES

NAME	PLACE	SUBJECT	DATES	COSTS
Carolyn Morey	Virtual	Checks and Balances for Successful, Inclusive School Openings	July 24, 2024	\$75
Carolyn Morey	Virtual	Leading Change-Making Real Change	July 23, 2024	\$75
Carolyn Morey	Virtual	Danielson Refresher for Experienced Administrators	August 12, 2024	4 ETTC hours
Cynthia Dykhouse	Cape May Technical High School	Life Space Crisis Intervention	July 31, 2024 August 1, 2024 August 5, 2024 August 6, 2024	32 hours @\$40/hr

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Tonilynn Donzola	Cape May Technical High School	Life Space Crisis Intervention	July 31, 2024 August 1, 2024 August 5, 2024 August 6, 2024	32 hours @\$40/hr
Alison Dardine	Cape May Technical High School	Life Space Crisis Intervention	July 31, 2024 August 1, 2024 August 5, 2024 August 6, 2024	32 hours @\$40/hr

**MOTION TO APPROVE CONSENT AGENDA**

**Motion: Ms. Devine-Hartnett      Second: Mr. Brown**

**Voting Yes:**

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

**14. PUBLIC COMMENTS - None**

The Board values and welcomes comments and opinions from residents. This meeting will now be open to public comments on [any item or matter]. Public Comment will be held for a total of 15 minutes. If your questions pertain to litigation, student or personnel items, please contact the Superintendent directly, after the meeting, as the Board does not discuss these matters in public. If there are items the Superintendent would like to address, he may wish to do so after all public comment has been heard.

**15. BOARD COMMENTS**

**16. ADMIN COMMENTS**

**17. HARASSMENT, INTIMIDATION, BULLYING REPORTS - None**

**18. SUPERINTENDENT'S REPORT**

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19. ADJOURNMENT at 6:10 p.m.

Motion: Ms. Devine-Hartnett

Second: Ms. Howard

Respectfully submitted,



Dawn Cottrell

School Business Administrator/Board Secretary

20. BOARD INFORMATION

A. None.

21. NEXT MEETING

August 26, 2024 Regular meeting at 6:00 pm