

March 24, 2025

****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 MINUTES
MONDAY, MARCH 24, 2025 - 6:00 P.M.**

ROUTINE MATTERS**

1. CALL TO ORDER **Mr. Flanagan 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:

James Farrell
Gerald Flanagan
Ronald Golden
Michele Devine-Hartnett
April Howard
David C. MacDonald
Haroula Rotondi

Absent:

Michael Brown, Sr.
Scott McCracken
Laura Stefankiewicz

4. **Also, in attendance:**

Philip Schaffer, Superintendent
Dawn Cottrell, Board Secretary/SBA
Patricia Donlan, Vice-Principal
Carolyn Morey, Supervisor of Pupil Personnel
Robert Belasco, Solicitor

5. FLAG SALUTE

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6. BOARD PRESENTATION

Recognition of the 2024 - 2025 Margaret Mace Girls Basketball Team

7. 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.

8. 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.

9. APPROVAL OF MINUTES: February 24, 2025 and March 10, 2025

Motion: Mr. Golden

Second: Mr. Farrell

Voting Yes:

James Farrell

Gerald Flanagan

Ronald Golden

Michelle Devine-Hartnett

April Howard

David C. MacDonald

Haroula Rotondi

Absent:

Michael Brown, Sr.

Scott McCracken

Laura Stefankiewicz

10. APPROVAL OF TRANSFER OF FUNDS: N/A

11. APPROVAL OF FINANCIAL STATEMENTS for the 2024-2025 school year through January 31, 2025 and February 28, 2025, and certification of non-over expenditure of funds (roll call); acknowledgement receipt of investment report.

SECRETARY AND TREASURER'S REPORT OF January 31, 2025 and February 28, 2025,

On a motion made by **Mr. Farrell** and seconded by **Ms. Rotondi**, the board unanimously approved the Secretary and Treasurer's Report for January 31, 2025 and February 28, 2025, as per the following:

Pursuant to N.J.A.C. 6A:23-2.11(c)4 the Board of Education certifies that as of

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January 31, 2025 and February 28, 2025, 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 over-expended 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)4, I certify that as of January 31, 2025 and February 28, 2025, no budgetary line item account has obligations and payments (contractual orders) which in total exceed the amount appropriated by the 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 over-expended in violation of N.J.A.C. 6A:23-2.11(b). 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 January 31, 2025 and February 28, 2025.

Dawn Cottrell, Secretary _____

12. APPROVAL OF BILL LIST: March 2025

MOTION TO APPROVE ITEMS TRANSFER OF FUNDS, FINANCIAL STATEMENTS, & BILLS LIST

Motion: Mr. Farrell

Second: Ms. Rotondi

Voting Yes:

James Farrell

Gerald Flanagan

Ronald Golden

Michelle Devine-Hartnett

April Howard

David C. MacDonald

Haroula Rotondi

Absent:

Michael Brown, Sr.

Scott McCracken

Laura Stefankiewicz

REPORTS**

13. BOE MEMBER REPORTS

A. Committee Reports, WHS Reports

14. 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

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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 the 2025-2026 School Year Calendar.
- B. On the recommendation of the Superintendent, to approve the updated 2024-2025 School Year Calendar.
- C. On the recommendation of the Superintendent, to approve the 8th Grade Graduation date of June 17, 2025.
- D. On the recommendation of the Superintendent, to approve Justine Braciszewski as parent chaperone for the 3rd grade field trip 04/15/2025.
- E. On the recommendation of the Superintendent, to approve the New Jersey Child Assault Prevention Program Application 2025-2026.
- F. On the recommendation of the Superintendent, to approve the authorization of the Affirmative Action Team to conduct the needs assessment and develop a Comprehensive Equity Plan (CEP) for school years 2025-2026 through 2027-2028.
- G. On the recommendation of the Superintendent, to approve the following field trips:

GRADE / GROUP	PLACE / SPEAKER	DATES
Grades 7 and 8 Girls	Wildwood High-Women in Law Enforcement	April 4, 2025
Grade 3	Edelman Fossil Park	April 15, 2025
Grades 6, 7, 8	Community Event Local PD/Onsight	April 17, 2025

- H. Report of Drills Fire 02/04/2025 Lockdown 02/19/2025.

BUSINESS**

FINANCE

- A. On the recommendation of the Superintendent and School Business Administrator, to approve the Risk Management Consultant Agreement between the North Wildwood School District and Marsh & McLennan for a three-year term which shall commence on July 1, 2025, and authorized the District to pay an amount equal to three percent (3%) of the District annual assessment.
- B. On the recommendation of the Superintendent and School Business Administrator, to approve the submission of the 2025-2026 New Jersey Child Assault Prevention (NJ CAP) Grant Program application and acceptance of funds.
- C. On the recommendation of the Superintendent and School Business Administrator, to approve the waiver request form for Summer Food Service Program for one year due to lack of staff and equipment.

INFORMATION

School Ethics Commission Annual Disclosure Statements for returning Board Members are due April 30, 2025. You have received an email, please complete promptly.

The following Board Members must complete the NJSBA Mandated Training for 2025:

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James Farrell - Governance IV - registered
Michelle Devine-Harnett - Governance III - registered
Haroula Rotondi - Governance II - registered
Laura Stefankiewicz - Governance IV - registered

PERSONNEL

- A. On the recommendation of the Superintendent, to regretfully accept the retirement of Tammy Tomlin effective September 1, 2025.
- B. On the recommendation of the Superintendent, to approve FMLA for Kelly Emberger commencing March 12, 2025 to run concurrent with days used.
- C. On the recommendation of the Superintendent, to approve differential pay for Kortnie Davidson at the per diem rate of \$170.17 for additional daily responsibilities.

POLICIES

- A. On the recommendation of the Superintendent, to approve Policy 5111 Eligibility of Resident/Nonresident Students.
- B. On the recommendation of the Superintendent, to approve Policy 5512 Harassment, Intimidation, or Bullying.
- C. On the recommendation of the Superintendent, to approve Policy and Regulation 5516 Use of Electronic Communication Devices.
- D. On the recommendation of the Superintendent, to approve Policy and Regulation 5533 Student Smoking.
- E. On the recommendation of the Superintendent, to approve Policy 5701 Academic Integrity.
- F. On the recommendation of the Superintendent, to approve Policy 5710 Student Grievance.
- G. On the recommendation of the Superintendent, to approve Policy and Regulation 7441 Electronic Surveillance in School Buildings and on School Grounds.
- H. On the recommendation of the Superintendent, to approve Policy 8500 Food Services.
- I. On the recommendation of the Superintendent, to approve Policy and Regulation 9320 Cooperation with Law Enforcement Agencies.

PROFESSIONAL DEVELOPMENT AND RELATED EXPENSES

NAME	PLACE	SUBJECT	DATES	COSTS
Kortnie Davidson	Icône-Avalon	Annual Pride Conf:The Transforming Power of Mentoring	03/21/2025	NA
Karen Holland	LCR South	Educator Work Session	05/20/2025	Mileage
Kelly Resnick	LCR South	Educator Work Session	05/20/2025	Mileage

MOTION TO APPROVE CONSENT AGENDA

Motion: Ms. Devine-Hartnett

Second: Mr. Golden

Voting Yes:

James Farrell

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Gerald Flanagan
Ronald Golden
Michele Devine-Hartnett
April Howard
David C. MacDonald
Haroula Rotondi

Absent:

Michael Brown, Sr.
Scott McCracken
Laura Stefankiewicz

15. 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.

16. BOARD COMMENTS

17. ADMIN COMMENTS

18. HARASSMENT, INTIMIDATION, BULLYING REPORTS - None

19. SUPERINTENDENT'S REPORT

20. ADJOURNMENT at 6:24 p.m.

Motion: Ms. Devine-Hartnett

Second: Mr. Farrell

Respectfully submitted,



Dawn Cottrell
School Business Administrator/Board Secretary

21. BOARD INFORMATION

- A. 2025-2026 SY Calendar
- B. Updated 2024-2025 SY Calendar
- C. The New Jersey Child Assault Prevention Program Application 2025/2026.
- D. Tomlin Retirement Notice

22. NEXT MEETING

April 28, 2025 Regular meeting at 6:00 pm