

April 24, 2023

****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**

MONDAY, APRIL 24, 2023

I. ROUTINE MATTERS**

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

B. Roll Call

PRESENT

Michael Brown, Sr.
Charles Burns
Gerald Flanagan
Michele Devine-Hartnett
Scott McCracken
Victoria Seidenburg
Laura Stefankiewicz
James Farrell

Absent

David C. MacDonald
Lori Perloff

Also in Attendance

Christopher Armstrong, Superintendent
Jamie Shoemaker, 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

April 24, 2023

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 2023

F. Approval of Minutes: March 13 and March 27, 2023

G. Approval of financial statements as of March 31, 2023, and certification of non-over expenditure of funds (roll call); acknowledgement receipt of investment report.

SECRETARY AND TREASURER'S REPORT OF March 31, 2023,

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

Charles Burns, President _____

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

Jamie Shoemaker, Secretary _____

H. Approval of bill list: April 2023

(*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. Seidenburg

Voting Yes:

Michael Brown, Sr.
Charles Burns
Gerald Flanagan
Michele Devine-Hartnett
Scott McCracken
Victoria Seidenburg
Laura Stefankiewicz
James Farrell

I. NWEA activity report

II. REPORTS**

- A. Board President:
Committee Report
WHS Update
- B. Administration Reports:
Superintendent
Business Administrator – Budget Presentation
Assistant Principals
- C. Public discussion of agenda items

III. PUBLIC COMMENT ON AGENDA ITEMS ONLY – NONE

IV. BUSINESS**

- A. Personnel
 - 1. On the recommendation of the Superintendent, approved Janice Jeffery as Substitute Custodian for the remainder of the 2022-2023 school year.
 - 2. On the recommendation of the Superintendent, approved unpaid days for Elizabeth Fabik May 8, 2023 through May 12, 2023.
 - 3. On the recommendation of the Superintendent, regretfully accepted the retirement notice of Tammy McClure effective July 1, 2023.
 - 4. On the recommendation of the Superintendent, approved amended unpaid dates for Tamara Snyder, March 6, 2023- April 24, 2023.
 - 5. On the recommendation of the Superintendent, approved unpaid days for Renee Forrest May 1, 2023 until medically cleared to return.
 - 6. On the recommendation of the Superintendent, approved Robert Causey for Spring Intramurals Coach @ \$2,460.
 - 7. On the recommendation of the Superintendent, approved the following summer school staff @\$40/hour:
 - *Megan Farrell-Library Moderator*
 - *Kathy Nichols- Marine Science Program 3-8*
 - *Robert Causey-Science of Music 3-8*
 - *Lori Basile- Visual and performing*
 - *Alison Dardine-Social Skills Enrichment Program*
 - *Jean Golden-Primary Grade Program*
 - *Jenn Flounders-Primary Grade Program*

- *Kelly Resnick-Primary Grade Program*
 - *Mary Delaney-Primary Grade Program*
 - *Kelly Emberger-Primary Grade Program*
 - *Letitia Sylvester-Primary Grade Program*
 - *Riley Fisher-Primary Grade Program*
8. On the recommendation of the Superintendent, approved a 2023-2024 salary of \$ 72,586 for Pete Gutierrez as Facilities Director.
 9. On the recommendation of the Superintendent, approved the contract for School Business Administrator Jamie Shoemaker, and a salary of \$109,094 for the 2023-2024 school year for submission to the Cape May County Office of the Department of Education.
 10. On the recommendation of the Superintendent, approved a 2023-2024 salary of \$ 66,419 for Janet Neill as Assistant School Business Administrator.
 11. On the recommendation of the Superintendent, approved a 2023-2024 salary of \$ 62,375 for Jennifer Fisher as Superintendent Secretary.
 12. On the recommendation of the Superintendent, approved a 2023-2024 salary of \$ 50,407 for Joseph Catanoso as School Resource Officer (60% reimbursement from the City of North Wildwood).
 13. On the recommendation of the Superintendent, approved a 2023-2024 salary of \$ 51,442 for Michael Goodroe as Night Time Custodial Supervisor.
 14. On the recommendation of the Superintendent, approved the appointment of Carolyn Morey as ADA Coordinator, Affirmative Action Officer, Anti-Bullying Coordinator, and Title IX Coordinator for the 2023-2024 school year.
 15. On the recommendation of the Superintendent, approved the appointment of Patricia Donlan as Issuing Officer for Working Papers and Section 504 Compliance Officer for the 2023-2024 school year.
 16. On the recommendation of the Superintendent, approved Todd Burkey as Treasurer of School Monies for the 2023-2024 school year in the amount of \$5,085.
 17. On the recommendation of the Superintendent, approved the renewal of contracts for the following certificated staff members for the 2023-2024 school year at negotiated salaries:

Tenured 2023-2024

<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
K. Nichols	MA+15	Step 13	+longevity
C. Parker-Elbert	MA	Step 13	+longevity
K. Resnick	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

**Note*-All staff members will move on the salary guide once the contract for the 2023-2024 school year is approved by the NWEA and North Wildwood Board of Education.

18. On the recommendation of the Superintendent, approved the renewal of contracts for the following certificated staff members for the 2023-2024 school year at negotiated salaries:

<u>Non-tenured</u>	<u>Tenure Date</u>	<u>Current Step</u>
B.Clark	September 2026	Step 13+
S.Moore	September 2026	Step 1
A.Dardine	September 2026	Step 11

**Note*-All staff members will move on the salary guide once the contract for the 2023-2024 school year is approved by the NWEA and North Wildwood Board of Education.

19. On the recommendation of the Superintendent, approved the following appointments for the 2023-2024 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>	Allison Dardine

20. On the recommendation of the Superintendent, approved the reappointment of non-teaching staff members for the 2023-2024 school year at negotiated salaries.

Office Support

Linda Matthews
Margaret Sabins, Sherri Davis

Custodians

Geemel Casanova, Kevin Davies,
William Phillips, Steve Ward

Custodian Substitutes

Annefrances Connolly
Lee Sylvester
Kyle Ward
Janice Jeffery

Food Service Supervisor

Annefrances Connolly

Student Support and District Operations

Desiree Reuter, Letitia Sylvester,
Dina Harris, Tamara Snyder,
Kortnie Davidson, Robert Causey,
Andrea Suchan, Carlee Gansert,
Elizabeth Fabik

B. Financial

PUBLIC HEARING AND FINAL ADOPTION 2023-2024 NORTH WILDWOOD SCHOOL DISTRICT BUDGET

BE IT RESOLVED, the Board approved the 2023-2024 school year budget as follows:

	General Fund	Special Revenue	Debt Service	Total
2023-24 Total Expenditures	\$9,362,062	\$1,657,561	\$371,400	\$11,391,023
Less: Anticipated Revenues	(\$1,947,875)	(\$1,657,561)	(\$126,478)	(\$3,731,914)
Taxes to be Raised	\$7,414,187	-0-	\$244,922	\$7,659,109

TUITION RESERVE WITHDRAWAL

BE IT RESOLVED that the General Fund appropriations include a \$25,210 withdrawal from the Tuition Reserve Account which were deposited into the account in SY 2021-22 and are now required to be withdrawn to pay tuition obligations in the 2023-2024 SY.

TRAVEL AND RELATED EXPENSE REIMBURSEMENT 2023-2024

WHEREAS, the North Wildwood 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

WHEREAS, N.J.A.C. 6A:23A-7.3 et seq. 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

WHEREAS, 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

WHEREAS, the North Wildwood Board of Education established \$20,000 as the maximum travel amount for the current school year and has expended \$1,588.23 as of this date; now

THEREFORE, BE IT RESOLVED, the Board of Education approves travel and related expense reimbursements in accordance with N.J.A.C. 6A:23A-7.3, to a maximum expenditure of \$20,000 for the 2023-2024 school year.

1. On the recommendation of the Superintendent and School Business Administrator, approved the application and acceptance of Supplemental Stabilization Aid in the amount of \$37,322.
2. On the recommendation of the Superintendent and School Business Administrator, approved the 2023-2024 contracts with Cape May County Special Services District:
 - MD Tuition \$36,000
 - ERI Tuition \$42,750
 - Autism Tuition \$43,100
 - PreK Disabled Tuition \$39,750
 - One-to-one Aide \$29,500
 - Extended School Year Tuition \$3,200 and One-to-one Aide \$2,950
3. On the recommendation of the Superintendent and School Business Administrator, approved the contract with CM3 (Camden County Educational Services Commission

contract # 66CCEPS) for HVAC unit replacements in the amount of \$182,520 (ARP ESSER III funds).

4. On the recommendation of the Superintendent and School Business Administrator, approved an agreement with The Center for Neurological and Neurodevelopmental Health, LLC for as-needed neurological evaluation services for the remainder of the 2022/2023 school year.
5. Informational:
 - SEC Financial Disclosure forms due April 30, 2023
 - Thank you cards
 - NJSBA Conference October 23-26, 2023

C. Policy

1. On the recommendation of the Superintendent, approved Policy 3327 Relations with Vendors.
2. On the recommendation of the Superintendent, approved Policy 3542.31 Free or Reduced Prices, Lunch or Milk.
3. On the recommendation of the Superintendent, approved Policy 5131.5 Vandalism Violence.

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 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 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, approved the Spring Concert on May 24, 2023.
- B. On the recommendation of the Superintendent, approved the Umpire Rate @ \$90 per game for the 2023 Softball Season.
- C. On the recommendation of the Superintendent, approved the Student Council Dance on May 12, 2023.
- D. On the recommendation of the Superintendent, approved the 8th Grade Graduation on June 15, 2023.
- E. On the recommendation of the Superintendent, approved The Greater Wildwood Little League T-Ball and Softball Teams permission to use our field for the 2023 season.
- F. On the recommendation of the Superintendent, approved the Indoor Air Quality Program.
- G. On the recommendation of the Superintendent, approved the field trips and professional development workshops as listed
- H. Report of Drills Fire 03/30/2023 Security Shelter in Place 03/31/2023.

PERSONNEL, FINANCIAL, POLICY & CONSENT

Motion: Mr. McCracken

Second: Mr. Flanagan

Voting Yes:

Michael Brown, Sr.
Charles Burns
Gerald Flanagan
Michele Devine-Hartnett
Scott McCracken
Victoria Seidenburg
Laura Stefankiewicz
James Farrell (abstain IV.A.7. and IV.A.17.)

2023-2024 BUDGET ADOPTION

Motion: Mr. McCracken

Second: Mr. Farrell

Voting Yes:

Michael Brown, Sr.
Charles Burns
Gerald Flanagan
Michele Devine-Hartnett
Scott McCracken
Victoria Seidenburg
Laura Stefankiewicz
James Farrell

VI. CLOSED SESSION

Enter into Closed Session at 6:26pm.

Motion: Mr. Farrell

Second: Mr. McCracken

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 a Personnel item.

End Closed Session at 6:31pm.

Motion: Mr. Farrell

Second: Mr. McCracken

April 24, 2023

VII. ADDENDUM – PERSONNEL

A. On the recommendation of the Board President, to regretfully accept the resignation of Superintendent, Christopher Armstrong, effective June 30, 2023.

Motion: Mr. McCracken

Second: Mr. Burns

Voting Yes:

Michael Brown, Sr.
Charles Burns
Gerald Flanagan
Michele Devine-Hartnett
Scott McCracken
Victoria Seidenburg
Laura Stefankiewicz

Abstain:

Jim Farrell

VIII. HARASSMENT, INTIMIDATION, BULLYING REPORTS – NONE

IX. GOOD OF THE ORDER

A. Discipline Report

X. PUBLIC COMMENT – NONE

XI. ADJOURNMENT @ 6:33 pm.

Motion: Mr. McCracken

Second: Mr. Burns

Respectfully submitted,



Jamie Shoemaker
School Business Administrator/Board Secretary

XII. BOARD INFORMATION

- A. Tammy McClure Retirement Notice
- B. Fabik Unpaid Days Request
- C. Indoor Air Quality Program 2023

April 24, 2023

XIII. NEXT MEETING

May 22, 2023 Regular meeting at 6:00 p.m.

FIELD TRIP / GUEST SPEAKERS APPROVAL

GRADE / GROUP	PLACE / SPEAKER	DATES
Grade 5	LEAD Graduation	June 9, 2023
Grade 2	Kite Show Wildwood Convention Center	May 26, 2023

WORKSHOPS FOR APPROVAL

NAME	PLACE	SUBJECT	DATES	COSTS
Kathy Nichols	LBI Foundation	Adaptable Art: Increased Awareness to Student Needs and Challenges	April 27, 2023	\$85 plus tolls and mileage
Kortnie Davidson	North Wildwood Recreation Center	CPR Training	April 26, 2023	NA
Carolyn Morey	Montclair State University	NJCIE Summer Inclusion Leadership Conference	June 9, 2023	Tolls and Mileage
Karen Holland	Rowan University	Preschool Educational Resources	May 10, 2023	Master Teacher Rate-\$294.33+tolls and Mileage
Kelly Resnick	Rowan University	Preschool Educational Resources	May 10, 2023	Shared Rate with Above
Jennifer Flounders	Rowan University	Preschool Educational Resources	May 10, 2023	Shared Rate with Above