

**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, JANUARY 28, 2019 MINUTES

I. ROUTINE MATTERS*

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

B. Roll Call

PRESENT

Gerald Flanagan
Victoria Rozanski
Charles Burns
Michael Brown, Sr.
Lori Perloff
Ronald Golden
Laura Stefankiewicz

ABSENT

Scott McCracken
David C. MacDonald
Via Zampirri

Also in Attendance

Christopher Armstrong, Superintendent
Rose Millar, Board Secretary/School Business Administrator
Robert Belasco, Solicitor
Carolyn Morey, Supervisor of Pupil Personnel

C. Flag Salute

D. Open Public Meetings Law

The New Jersey Open Public Meeting Law was enacted to ensure the rights 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 the Act, public notice of the meeting has been given by the Board Secretary in the following manner: Published in the Press of Atlantic City and Wildwood Leader and posted on the Municipal Clerk's Office bulletin board January 11, 2019.

Robert Belasco, Board Solicitor will administer the Oath of Office to the following Board Members:

Three Year Term

Laura Stefankiewicz

- E. Approval of transfer of funds: Month of December 2018
- F. Approval of Minutes: December 16, 2018
- G. Approval of financial statements as of December 31, 2018, and certification of non-overexpenditure of funds (roll call); acknowledgement receipt of investment report. **SECRETARY AND TREASURER’S REPORT OF 12/31/2018**

On a motion made by Mr. Flanagan and seconded by Mrs. Rozanski, the board unanimously approved the Secretary and Treasurer’s Report for 12/31/2018 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 12/31/2018 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 12/31/2018 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, 2018.
Rose Millar, Secretary _____

- H. Approval of bill list: January 2019

(*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: Mrs. Rozanski

Voting Yes:

- Gerald Flanagan
- Victoria Rozanski
- Charles Burns
- Michael Brown, Sr.
- Lori Perloff
- Ronald Golden
- Laura Stefankiewicz

- I. NWEA activity report Pat was present but nothing to report

II. REPORTS**

- A. Board President:
Committee Report
WHS Update
- B. Administration reports:
Superintendent
Business Administrator
Assistant Principals
- C. Public discussion of agenda items – Open to public 6:18 – 6:18 no one spoke

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 Ms. Jane Gosney as classroom aide (*pending receipt of required paperwork*).
2. On the recommendation of the Superintendent, to approve Katherine McCann as Homebound Instructor at the rate of \$35.00 per hour.
3. On the recommendation of the Superintendent, to approve Natalie Contento as Non-public Classroom Aide at Cape Trinity (*pending issuance of substitute certificate*).
4. On the recommendation of the Superintendent, to approve a request from DeAnne Carr for a 1/2-unpaid day on Friday, February 1, 2019. (*See Board Info*)

B. Financial

1. On the recommendation of the Superintendent and School Business Administrator, to approve the submission of the 2019-2022 PEEA Three-Year Preschool Program Plan.
2. On the recommendation of the School Business Administrator and Superintendent, recommend approval and acceptance of the 2017-18 school district's Comprehensive Annual Financial Report (CAFR) and Auditors Management Report (AMR) as previously presented by Ford Scott & Associates and the approval of the Corrective Action Plan (CAP).

*Finding 2018-01*The software vendor utilized for financial reporting ceased operations as of June 30, 2018. As a result, knowing a new software package would be implemented for the 2019 fiscal year, the general ledger was not properly closed out at year end. Also, an analysis of year end receivable balances was not maintained.

Recommendation In order to maintain an accurate accounting of general ledger balances, it is important that revenue and expense accounts be closed out at year end. In addition, an analysis of each receivable and payable account should be maintained to support the balance reported in the general ledger.

Corrective Action Revenue and expense accounts will be closed out at year end and an analysis of each receivable and payable account will be maintained.

3. On the recommendation of the School Business Administrator and Superintendent, to approve the Waiver Request Form for a Summer Food Service Program for one year due to the lack of staff, facilities, equipment, and the upcoming facilities project.
4. On the recommendation of the School Business Administrator, to approve the 2018-2019 non-resident tuition contracts between NWBOE and guardian Claudia Moya (student #241843), in the annual amount of \$4,500 (prorated for tuition start day 1/22/2019 95 days \$2,375).
5. On the recommendation of the Superintendent and School Business Administrator, to approve a waiver per N.J.A.C. 6A:23A-5.3 for participation in the Special Education Medicaid Initiative (SEMI) Program due to fewer than forty Medicaid Eligible classified students in the North Wildwood School District for the 2019-20 School Year

Informational Items:

- a. JIF Insurance Update:
North Wildwood was recognized at the State of the JIF dinner in all three categories.
Financial Award (\$3,500 award)
– Maintaining Loss Ratio Below 50% for the 2017-18 School Year
 - Maintaining a Five Year Average Loss Ratio Below 50%
 - Maintaining a Ten Year Average Loss Ratio Below 50%
Prompt Reporting – Average Days to Report Claims: Within 24 Hours
Safety Program – Elite II Award (\$1,750 award)
- b. Buildings and Grounds Committee meeting needed this week to review the RFPs and choose the Construction Management Services for the upcoming Facilities Project.
- c. School Ethics Commission Annual Disclosure Statements due April 30, 2019. You will be receiving an email next week regarding this. Please complete promptly.

C. Policy ~ NONE

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 accept placement of Practical Nursing students from the Cape May County Technical School for clinical practice (*See Board Info*).
- B. On the recommendation of the Superintendent, to approve the 8th grade trip to New York on Wednesday, May 29, 2019.

- C. On the recommendation of the Superintendent, to approve the field trips, guest speakers and professional development workshops as listed.
- D. On the recommendation of the Superintendent, to approve Student Council's fundraising activity of selling Valentine's Day carnations from February 4 – 8, 2019.

PERSONNEL, FINANCIAL, & CONSENT

Motion: Mrs. Perloff

Second: Mr. Flanagan

Voting Yes:

Gerald Flanagan
Victoria Rozanski
Charles Burns
Michael Brown, Sr.
Lori Perloff
Ronald Golden
Laura Stefankiewicz

VI. CLOSED SESSION

Authorization of Closed Session: to discuss a current and an ongoing student 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.

CLOSED SESSION - Enter Closed Session Time 6:19pm

Motion: Mr. Golden

Second: Mrs. Perloff

Voting Yes:

Gerald Flanagan
Victoria Rozanski
Charles Burns
Michael Brown, Sr.
Lori Perloff
Ronald Golden
Laura Stefankiewicz

Topic: Personnel issues were discussed.

Exit Closed Session Time 6:36pm

Motion: Mr. Flanagan

Second: Mrs. Perloff

Voting Yes:

Gerald Flanagan
Victoria Rozanski
Charles Burns
Michael Brown, Sr.
Lori Perloff
Ronald Golden
Laura Stefankiewicz

VII. HARASSMENT, INTIMIDATION, BULLYING REPORTS ~ NONE

VIII. PUBLIC COMMENT open to public 6:19pm – 6:19pm - no one spoke

Open to public

IX. ADJOURNMENT 6:36pm

Motion: Mr. Golden

Second: Mrs. Perloff

Voting Yes:

Gerald Flanagan
Victoria Rozanski
Charles Burns
Michael Brown, Sr.
Lori Perloff
Ronald Golden
Laura Stefankiewicz

Respectfully submitted,

Rose Millar
School Business Administrator/Board Secretary

X. BOARD INFORMATION

- A. Policies for Review
 - Policy #4111.2 – Domestic Violence
 - Policy #5415.7 – Gender Identity and Expression
- B. Letter of Request
- C. Practical Nurse Training Agreement
- D. February Calendar

XI. NEXT MEETING

February 11, 2019

Worksession meeting at 6:00 p.m.

FIELD TRIP / GUEST SPEAKERS APPROVAL

GRADE / GROUP	PLACE / SPEAKER	DATES
Grade 5	Congress Hall	Feb. 20
Kindergarten	Classroom (Parent Readers)	March 4 – 15
Kindergarten	Student Play (front gym)	April 12
Kindergarten	Wetlands Institute Speaker	May 24
Grade 5	Morey's Pier (L.E.A.D. Graduation)	May 29

WORKSHOPS FOR APPROVAL

NAME	PLACE	SUBJECT	DATES	COSTS
Flounders	CMCH	Resiliency Refresher/ PRIDE Committee Conference	Jan. 30	Mileage
Freeman	Atlantic City	Techspo'19	Jan. 31-Feb. 1	Reg. \$/Mileage
Hawthorne	Atlantic City	Techspo'19	Jan. 31-Feb. 1	Reg. \$/Mileage
Luz	Atlantic City	Techspo'19	Jan. 31-Feb. 1	Reg. \$/Mileage
Morey	Atlantic City	Techspo'19	Jan. 31-Feb. 1	Reg. \$/Mileage
Sell	Atlantic City	Techspo'19	Jan. 31-Feb. 1	Reg. \$/Mileage
Way	Atlantic City	Techspo'19	Jan. 31-Feb. 1	Reg. \$/Mileage
Morinelli	SRI ETTC	Makerspace Mondays with 3D Printing	Feb. 25	\$106/Mileage
Freeman	SRI ETTC	Makerspace Mondays with 3D Printing	Feb. 25	\$106/Mileage
Freeman	Atlantic City	Mandatory District Technology Coordinator Training	Feb. 28	Mileage
Morey	Atlantic City	Mandatory District Test Coordinator Training	Feb. 28	Mileage
Elbert	Egg Harbor	Identifying & Managing Anxiety	March 1	Mileage
Malloy	Egg Harbor	Identifying & Managing Anxiety	March 1	Mileage
Morinelli	SRI ETTC	Makerspace Mondays with Little Bits	March 4	\$106/Mileage