

**NORTH WILDWOOD BOARD OF EDUCATION  
REGULAR MEETING  
MONDAY, April 28, 2014  
6:00 P.M.  
MINUTES**

- A. Call to Order: Mr. MacDonald called the meeting to order at 6 p.m.
- B. Roll Call: Mr. Hansen called the roll:

**PRESENT**

Michael Brown, Sr.  
Scott McCracken  
Charles Burns  
Shannon Feltwell  
Laura Stefankiewicz  
Ronald Golden  
Gerald Flanagan  
David C. MacDonald

**ABSENT**

James Perloff  
Via Zampirri

**Also in Attendance**

Michael Buccialia, Superintendent  
John Hansen, Board Secretary/School Business Administrator  
Patricia Donlan, Vice-Principal  
Carolyn Morey, Supervisor of Pupil Personnel  
Peter Tourison, Solicitor

- C. Flag Salute: Mr. MacDonald lead the salute to the flag.
- D. Open Public Meetings Law: Mr. Hansen read the following:  
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 on January 6th, 2014 and posted on the Municipal Clerk's Office bulletin board and published in the Wildwood Leader on January 9th, 2014.
- E. Approval of transfer of funds: **March 24<sup>th</sup>, 2014 to April 28, 2014**  
FROM:  
4-11-000-213-100-00-0007 Nurse Salary <\$ 300>  
4-11-000-219-592-00-0000 Misc. Purchase Services < 500>

	April 28, 2014
4-11-000-221-600-00-0000 Supplies & Materials	<\$ 200>
4-11-000-222-300-00-0000 Purchased Prof. & Tech. Services	< 1,000>
4-11-000-222-500-00-0000 Other Purchase Services	<\$ 1,000>
4-11-000-223-320-00-0000 Staff Training Purch Prof. Ed Serv.	< 500>
4-11-000-262-520-00-0007 Operations & Maint. - Insurance	<\$ 1,500>
4-11-120-100-101-00-0007 Teacher Salaries Grades 1-5	< 23,000>
4-11-190-100-320-00-0001 Purchased Prof. Ed. Services	<\$ 1,600>
4-11-130-100-101-00-0007 Teacher Salaries Grades 6 - 8	< 25,000>
4-11-000-291-241-00-0000 Business Sup. Serv. Retirement Cont.	<\$ 15,000>
4-11-000-291-270-00-0040 Business Support Serv.-Health Benefits	< 30,000>
	<hr style="border-top: 1px solid black;"/> <\$ 99,600>

TO:

4-11-000-100-562-00-0000 Tuition Other LEAs – In State – Special	\$ 25,000
4-11-000-213-600-00-0000 Supplies & Materials	300
4-11-000-221-102-00-0000 Salaries of Supervisors of Instruction	200
4-11-000-222-177-00-0000 Technology Coordinator	2,000
4-11-000-223-102-00-0001 Staff Training Salaries - Supervisor	500
4-11-000-262-420-00-0000 Operations & Maint. Repair & Maint.	1,500
4-11-110-100-101-00-0009 Substitute Salaries - Kindergarten	23,000
4-11-190-100-106-15-0009 Grades 1 – 5 Aide Substitute	1,600
4-11-000-100-565-00-0000 Tuition to Cty Spec Serv School District	45,000
4-11-000-219-104-00-0001 Spec. Stud. Support Salaries - Supervisor	500
	<hr style="border-top: 1px solid black;"/> \$ 99,600

- F. Approval of Minutes: **Workshop: February 10<sup>th</sup>, 2014**  
**{Absent: Brown, McCracken, Zampirri}**  
**Regular Meeting: February 24<sup>th</sup>, 2014**  
**{Absent: McCracken, Zampirri}**  
**Regular Meeting: March 10<sup>th</sup>, 2014**  
**{Absent: McCracken, Feltwell, Stefankiewicz, Golden}**  
**Regular Meeting: March 24<sup>th</sup>, 2014**  
**{Absent: Stefankiewicz, Zampirri}**  
**{Closed Session: March 24<sup>th</sup>, 2014} held for approval at later date**
- G. Approval of financial statements as of **February 28, 2014**, and certification of non-overexpenditure of funds (roll call); acknowledgement receipt of investment report.  
SECRETARY AND TREASURER'S REPORT OF 02/28/14  
 On a motion made by Mr. Burns and seconded by Mr. Flanagan, the board unanimously approved the Secretary and Treasurer's Report for 02/28/14 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 02/28/14 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.

David MacDonald, President: \_\_\_\_\_

- Pursuant to N.J.A.C. 6A:23-2.11(c)3, I certify that as of 02/28/14 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 February, 2014.

John J. Hansen, Secretary \_\_\_\_\_

- H. Approval of bill list: **March 24<sup>th</sup>, 2014 to April 28, 2014**  
 (\*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: Burns                      Second: Flanagan**

**Voting Yes:**

- Michael Brown, Sr. {abstained 2/10/14}
- Scott McCracken {abstained 2/10/14 & 2/24/14 & 4/10/14}
- Charles Burns
- Shannon Feltwell {abstained 3/10/14}
- Laura Stefankiewicz {abstained 3/10/14 & 3/24/14}
- Ronald Golden {abstained 3/10/14}
- Gerald Flanagan
- David C. MacDonald

- I. NWEA activity report

**II. REPORTS\*\***

- A. Board President : Mr. MacDonald reported that Dennis Anderson is retiring 6/30/14}

- B. Administration reports  
 Superintendent: Mr. Buccialia reported on the agenda items.  
 Business Administrator: Mr. Hansen reported on the agenda items.  
 Assistant Principals: Mrs. Donlan and Murphy reported on the activities of the previous school month.

- C. Public discussion of agenda items: None

**III. BUSINESS\*\***

## A. Personnel

1. On the recommendation of the Superintendent, the renewal of contracts for the following certificated staff members for the 2014-2015 school year at negotiated salaries:

Teaching staff contract renewals:**Tenured 2014-2015**

<u>Name</u>	<u>Current Year</u>	<u>Guide Step</u>	
V. Aiken	BA	step 12	+longvty
K. Andre	BA+15	step 10	+longvty {14-15}
A. Brojakowski	MA+15	step 10	+longvty
D. Capaldi	BA+15	step 10	+longvty
D. Carr	MA	step 11	+longvty
C. Clarke	BA+15	step 9	
M. Clemens	BA	step 10	+longvty
J. Compare	BA+30	step 10	+longvty
M. Delaney	BA+30	step 9	
S. DelCorio	MA+30	step 13	+longvty
D. DeRitis	BA	step 6	
E. DiPadova	MA	step 12	+longvty
K. Emberger	BA+30	step 13	+longvty
M. Farrell	MA	step 10	+longvty {14-15}
J. Fischer	MA	step 7	
J. Freeman	MA+30	step 13	+longvty
J. Golden	BA+15	step 8	
K. Holland	BA	step 9	
J. Kiniry	MA+30	step 13	+longvty
L. Kobierowski	BA+30	step 9	
N. Lamken	MA+30	step 13	+longvty
M. Lowe	MA	step 9	
P. McCabe	MA+30	step 10	+longvty
T. McClure	MA	step 13	+longvty
R. Morinelli	MA	step 13	+longvty
K. Nichols	MA+15	step 12	+longvty {14-15}
C. Parker-Elbert	MA	step 13	+longvty
K. Resnick	MA	step 10	+longvty
M. Rucci	MA	step 13	+longvty
C. Sell	MA+15	step 11	+longvty
A. Stone	BA+30	step 11	
T. Tomlin	MA	step 13	+longvty
P. Way	MA+30	step 13	+longvty
K. Weiser	BA+30	step 13	+longvty

2. On the recommendation of the Superintendent, the renewal of contracts for the following certificated staff members for the 2014-2015 school year at negotiated salaries:

<u>Tenure-{14-15}</u>	<u>Tenure Date</u>		<u>Current Step</u>
K. Erdo	1-10-15	BA	Step 3
D. Pasceri	1-10-15	MA	Step 3
A. Wagner-Fehn	9-1-14	MA+30	Step 5
N. Bethea	9-1-14	MA	Step 3

<u>Non-tenured</u>	<u>Tenure Date</u>		<u>Current Step</u>
L. Basile	09-01-15	BA	Step 2
D. Dudley	11/27/17	BA	Step 1
R. Fuentes	09-16-17	MA	Step 1
R. Forrest	09-01-15	BA +30	Step 2
T. Hawthorne	09-01-15	BA	Step 2
J. Marotta	09-17-17	BA+15	Step 2

3. On the recommendation of the Superintendent, to approve the following appointments for the 2014-2015 school year:

<i>Affirmative Action Officer</i>	Carolyn Morey
<i>Title IX Coordinator</i>	Michael Buccialia
<i>ADA Coordinator</i>	Carolyn Morey
<i>Section 504 Compliance Officer</i>	Patricia Donlan
<i>Issuing Officer for Working Papers</i>	Patricia Donlan
<i>Custodian of Public Records</i>	John Hansen
<i>Public Agency Compliance Officer</i>	John Hansen
<i>Qualified Purchasing Agent</i>	John Hansen
<i>Asbestos Coordinator</i>	Bruce Woodrow
<i>Integrated Pest Management Coordinator</i>	Bruce Woodrow
<i>Right-to-Know Coordinator</i>	Renee Forrest
<i>District anti-Bullying Specialist</i>	Annemarie Wagner-Fehn
<i>Anti-Bullying Coordinator</i>	Carolyn Morey

4. On the recommendation of the Superintendent, to approve the reappointment of non-teaching staff members for the 2014-2015 school year at negotiated salaries:

<i>Assistant Principal</i>	Patricia Donlan
<i>Supervisor of CST/Supervisor of Pupil Personnel Services</i>	Carolyn Morey
<i>Facility Manger</i>	Bruce Woodrow
<i>Office Support</i>	Monica Garriott, Debra Hoelsworth Janet Neill, Mary Ott (part time) Margaret Sabins, Brenda Trasatti

*Custodians*

Daniel Neville, Larry Callahan,  
Michael DeMayo, Jeffrey Coles  
Juan “Pete” Gutierrez, William Phillips  
Frederick Schweikert (substitute/part-time)  
Ralph Echevarria (substitute/part-time)

*Food Service Supervisor*

Eileen Buzas

*Student Support and District Operations*

Clara Knocke, Catherine Matteucci  
Marcia Nocito, Desiree Reuter  
Patricia Singley, Letita Sylvester  
Joshua Conlow

*Student Support (One-on-One)*

Lenore Cook, Christina Kobielnick  
(Pending enrollment of student and student’s IEP)

*Security Director*

Joseph Catanoso, Tom Flounders (Substitute  
Security Officer}

B. Financial

1. **PUBLIC HEARING AND FINAL ADOPTION**  
**2014-2015 NORTH WILDWOOD SCHOOL BUDGET**

1. Discussion and recommendations. Mr. Hansen commented on the changes to budget as requested by the Executive County Business Administrator. He notes that the overall increase in taxes would be 1.24 cents. In addition, he mentioned that we were successful in having a waiver to the SEMI requirements for the 14-15 budget.
2. Motion to open the Public Hearing on the 2014-2015

**Motion: Burns**

**Second: McCracken**

**Voting Yes:**

Michael Brown, Sr.  
Scott McCracken  
Charles Burns  
Shannon Feltwell  
Laura Stefankiewicz  
Ronald Golden  
Gerald Flanagan  
David C. MacDonald

Mr. MacDonald opened the Public Hearing on the Budget and close as there were no public comments on the budget.

3. **2014-2015 North Wildwood School Budget** as follows:

		<b><u>Local Tax Levy</u></b>
General	\$8,448,313	\$6,131,619*
Special Revenue	\$ 461,672	
Debt Service	<u>\$ 195,938</u>	<u>\$ 181,090</u>
	\$9,105,923	\$6,312,709

2014-2015 Tax Levy Cap	\$5,988,551
Requested use of 2011-2012 Cap Bank	<u>\$ 143,068</u>
	<u>\$6,131,619</u>

4. Motion to adopt the 2014-2015 North Wildwood School Budget and said budget requests the use of the 2011-2012 Cap Bank in the amount of \$143,068 for the increased cost of tuition in the 2014-2015 budget and amount to be include in base and that need must be completed by the 14-15 budget year.

**Motion: Golden                      Second: Flanagan**

**Voting Yes:**

- Michael Brown, Sr.
- Scott McCracken
- Charles Burns
- Shannon Feltwell
- Laura Stefankiewicz
- Ronald Golden
- Gerald Flanagan
- David C. MacDonald

2. On the recommendation of the School Business Administrator, to confirm a purchase order that was issued to GNL Doors for installation of interior door at Annex and an entrance door at 13<sup>th</sup> Street entrance in the amount of \$21,393.50 as per quotes received on March 31, 2014.
3. On the recommendation of the School Business Administrator, to amend the 2013-2014 North Wildwood School Budget for the inclusion of \$1,750 in safety funds awarded by JIF.
4. On the recommendation of the School Business Administrator, to requests RFP from the Auditor, Risk Management Consultant, and Architect of Record for the 2014-2015 school year.
5. On the recommendation of the School Business Administrator, to approve a non and fair contract with CM3 to furnish and install additional stream traps in various locations within the school as result of failure or potential failure of said traps and said contract is not to exceed \$1,256.
6. On the recommendation of the School Business Administrator, to approve offering the staff members who qualify for health benefits a Waiver of the State Health Benefit Coverage for the 2013-2014 school year according to the written waiver conditions and consistent with state regulations. The waiver will not be more than 25% of the amount saved by the employer because of the waiver or \$5,000, whichever is less.
7. On the recommendation of the School Business Administrator, to approve the IDEA 12-13 Carryover and amend the the IDEA 13-14 Budget to include said carryover as follows:

IDEA:PreK: Non Public \$580

IDEA:Basic: Public \$9,729 Non Public \$30,732

- 8. On the recommendation of the School Business Administrator and Superintendent, to approve the 2014-2015 One-year Program Plan Update and Budget Statement Approval.
- 9. On the recommendation of the School Business Administrator, to approve and authorize the Shared Services Transportation agreement between the North Wildwood School District and the CMC Shared Services Transportation for the 2014-2015 school year.
- 10. On the recommendation of the School Business Administrator to authorize the Board President to sign the 14-15 tuition contract.

**IV. 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 2014-2015 School Calendar (Please see Board information). The proposed calendar has been discussed with the NWEA leadership.
- B. On the recommendation of the Superintendent, to approve the 2014 Summer School Program. The program will include incoming preschool students through current third graders. It will begin on Monday, June 30, 2014, and end on Friday, July 25, 2014.
- C. On the recommendation of the Superintendent, to approve the following staff members for the 2014 Summer School Program:
 

Preschool	Kelly Resnick
	Karen Holland
Kindergarten/Grade 1	Jean Golden
Grades 2 and 3	Kelly Emberger
Front Desk	Clara Knocke
Enrichment Program	Kathy Nichols
- D. On the recommendation of the Superintendent, to approve the request for Gloryellis Harrison to complete the school year (Please see Board information).
- E. On the recommendation of the Superintendent, to approve the request of Mrs. Matteucci for a day without pay (Thursday, May 13) in order to attend her daughter’s graduation. (Please see Board information).
- F. On the recommendation of the Superintendent, to approve the request of Debra Pasceri for two days (May 1 and May 2) without pay for family matters related to purchase of a home and moving.



- G. On the recommendation of the Superintendent, to approve the field trips/presentations, substitutes, and professional development.

**FINANCIAL & CONSENT**

**Motion: Burns                      Second: Flanagan**

**Voting Yes:**

Michael Brown, Sr.  
Scott McCracken  
Charles Burns  
Shannon Feltwell  
Laura Stefankiewicz  
Ronald Golden  
Gerald Flanagan  
David C. MacDonald

**V.            HARRASSMENT, INTIMIDATION, BULLYING HEARING  
CLOSED SESSION:**

Authorization of Closed Session to conduct a Hearing on HIB Incident FY14-3 **Held from last meeting** as permitted by N.J.S.A. 10:4-12b (3) **and** new HIB Report FY14-4 as permitted by N.J.S.A. 10:4-12b.

**Motion: McCracken                      Second: Flanagan**

**Voting Yes:**

Michael Brown, Sr.  
Scott McCracken  
Charles Burns  
Shannon Feltwell  
Laura Stefankiewicz  
Ronald Golden  
Gerald Flanagan  
David C. MacDonald

**VI.            GOOD OF THE ORDER**

- A. Board/Superintendent Evaluation (Please see Board information)

**MOTION TO ADJOURN @ 7:38 pm**

**Motion: Burns    Second: McCracken**

**All voted in the Affirmative**

**Respectfully submitted,**

**John J. Hansen  
School Business Administrator/Board Secretary**

**VII. BOARD INFORMATION**

- A. School Calendar - 2014-2015
- B. Parent Letter of Request
- C. Letter of Request
- D. Evaluation FAQs

**VIII. NEXT MEETING**

May 19<sup>th</sup>, 2014

Regular meeting at 6:00 p.m. {only meeting in May}

Revised

**FIELD TRIPS FOR APPROVAL**

<u>GRADE / GROUP</u>	<u>PLACE / SPEAKER</u>	<u>DATES</u>
Pre Kindergarten	Wildwood Convention Center	April 29
Kindergarten	NW Superfresh	April 30
Grade 6	Coast Guard Base	May 16
Choir & Band	NW Rec & Ocean City Senior Center	June 3

**WORKSHOPS FOR APPROVAL**

<u>NAME</u>	<u>PLACE</u>	<u>SUBJECT</u>	<u>DATES</u>	<u>COSTS</u>
Nichols	LBI	Professional Dev. For Art Educators	April 30	Reg. \$80 / Mileage
Nichols	Wheaton Art	Educator's Professional Day at Wheaton	May 23	Mileage
Kobierowski	Atlantic City	Tabata Boot Camp Fitness (Annual Conference)	May 30 – June 1	Reg. \$328 / Mileage \$44-supplies
Morey	Montclair	Inclusive Classroom Growth for All	June 25-26	Reg. \$210/ Mileage

**SUBSTITUTES FOR APPROVAL**

<u>NAME</u>
Debra Dreisbach
Rachel Scott
Courtney Gingrich <i>(pending receipt of paperwork)</i>