

Wildwood Crest Board of Education
Work Meeting/ Regular Meeting
Crest Memorial School
Media Center
May 23, 2023 at 6:30

Work Session:

1. Meeting Called to Order
2. Flag Salute
3. Open Public Meeting Statement
 - a. In accordance with the New Jersey Open Public Meeting Law, Chapter 231, P.L. 1975, and Board of Education meeting schedule, with notice requirements have been satisfied as to the time, place and date of holding this meeting by posting notice in main office of Crest Memorial School, placement of advertisement in The Press Newspaper on June 24, 2021.
 - b. Roll Call
4. Closed Session
5. Committee Reports- old/new business
 - a. Curriculum
 - b. Buildings & Grounds
 - c. Safety
 - d. Athletics
 - e. Policy
 - f. Finance
 - g. Liaison to Wildwood Board of Education
 - h. CMCSBA Delegate Update
 - i. Mr. Del Conte, Superintendent
 - i. Peer Leaders Presentation
 - ii. Presentation of the Superintendent's Evaluation tool
6. Correspondence
7. Adjournment
 - a. Motion to adjourn work session and begin regular session.

Regular Session:

1. Business Administrator's Report- see attached
2. Superintendent's Report- see attached
3. Public Comments
4. Board Comments
5. Adjournment

**WILDWOOD CREST SCHOOL DISTRICT
TUESDAY, MAY 17, 2022
BUSINESS ADMINISTRATOR'S REPORT**

Business Administrator’s Fiscal - Consensus

Any member of the Board of Education may have any of the items on the consent agenda removed for discussion merely by so indicating prior to the vote to be taken on the consent agenda.

Upon the recommendation of the Business Administrator, a motion was made by _____, seconded by _____ to approve the following agenda by consensus:

__BM __TF __LB __TB __JT

BUSINESS ADMINISTRATOR'S CERTIFICATION

As Business Administrator, pursuant to Administrative Code, N.J.A.C. 6A:23A-16.10(c)(3), I certify that as of **April 30, 2023** no budgetary line item account had 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:23A-16.10(c)(3), it is further certified that there are no changes in anticipated revenue amounts and sources for the month of **May 2023**.

BOARD OF EDUCATION'S CERTIFICATION

Pursuant to Administrative Code, N.J.A.C. 6A:23A-16.10(c)(4), the Board of Education certifies that as of **April 30, 2022** and after review of the Business Administrator’s monthly financial reports and upon consultation with the appropriate school 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:23A-16.10(a)(1) and that sufficient funds are available to meet the district’s financial obligations for the remainder of the fiscal year.

MINUTES

To approve and release minutes of the following meeting:
Regular Meeting - **March 21st, 2023**
Regular Meeting - **April 25th, 2023**

APPROPRIATIONS TRANSFERS

To approve Appropriations Transfers as per the attached list (*to be distributed prior to the meeting*). No appropriations transfers this month meet the threshold.

FINANCIAL REPORTS

To approve the financial reports of the Business Administrator (A-148) and the Treasurer (A-149), which are in agreement, for **March 2023**.

BILL PAYMENTS

To approve bill payments for **May 2023** as listed.

FOOD SERVICE AGREEMENT

To approve the USDA shared food service agreement with Wildwood High School district and Chartwells Inc. for the 2023 - 2024 school year, named the “WW 23-24 Food” agreement.

VENDOR CONTRACTS

Pursuant to PL 2015. Chapter 47, the Wildwood Crest Board of Education intends to renew, award, or permit to expire the compiled contracts previously awarded by the board. These contracts have been awarded in full compliance of all state and federal regulations, in particular NJ Title 18A:18, NJAC Chapter 23, and Federal Procurement Regulations 2 CFR Part 200.317 et Seq.

APPLICATIONS FOR THE DISTRICT

To approve the district’s application for the federal Title I, IIA, & IV funding and ESSEA Pre-School and Basic funding for the 2023-2024 school year.

EXTRAORDINARY AID

To approve the district’s application of Extraordinary Aid for the reimbursement of the 2022-2023 special education costs over the school year.

APPROVE COOPERATIVE TRANSPORTATION

To approve the Cape May County Cooperative Transportation Services agreement for busing during the 2023-2024 school year, with a **7%** administrative costs.

APPROVE COUNTY REVIEWED BA CONTRACT

To approve the verbiage and calculations prepared for the Business Administrator's contract for school year 2023-2024, as reviewed and approved by the County May 17th, 2023.

APPROVE ATTENDANCE TO NJASBO CONFERENCE

To approve James Lushok, Business Administrator, to attend the annual New Jersey Association of School Business Officials Conference in Atlantic City June 6th through June 9th at a membership cost of \$275.

APPROVE USE OF FACILITIES

To approve the use of the soccer field for the Pennington School soccer team from Sunday, August 13th, through Wednesday, August 16th. All paperwork and insurance information has been provided. No access to the building is allowed.

APPROVE COOPERATIVE TRANSPORTATION

To approve the Cape May County Cooperative Transportation Services agreement for busing during the 2022-2023 school year, with a 7% administrative costs.

CLOSE FOOD SERVICE ACCOUNT

To memorialize and approve the closing of the CAP After School Account at Crest Bank and to bring the outstanding funds in as Miscellaneous Income for the 2022-2023 school year, per auditor recommendation.

APPROVE WILDWOOD TUITION CONTRACTS

To approve the regular tuition contract for the 2022-23 school year at \$20,000 per pupil and the Resource Room Services rate of 1/10 of the tentative tuition charge of \$20,000. This charge will also include a credit for the audited tuition charge of \$60,825 for the 2020-2021 school year.

Business Administrator's Fiscal - Motions

Upon the recommendation of the Business Administrator, a motion was made by _____, seconded by _____ to approve the following agenda item:

TO RETURN CAPITAL RESERVE WITHDRAWAL

To return the \$700,000 Capital Reserve withdrawal taken out in the beginning of the year for the HVAC, back into the reserve. This project is to be completed under a 5 year lease that won't require first payment until the 2023-2024 school year.

TO AWARD FINANCING REQUEST FOR PURCHASE (RFP)

On the recommendation of the Superintendent and the Business Administrator, that the RFP for financing for the HVAC project be awarded to the lowest bidder which was First Hope Bank. They bid a 5.038% rate on the installation costs of \$2,531,116 for a 5 year lease purchase.

AUTHORIZING RESOLUTION

Lessee: WILDWOOD CREST BOARD OF EDUCATION

Principal Amount Expected to be Financed: \$2,531,116

WHEREAS, the Lessee named above (Wildwood Crest BOE) is a political subdivision of the State of New Jersey and is duly organized and existing pursuant to the Constitution and laws of the State;

WHEREAS, pursuant to applicable law, the Lessee acting through its governing body (the “Governing Body”) is authorized to acquire and lease personal property necessary to the functions or operations of the Lessee;

WHEREAS, the Governing Body hereby finds and determines the execution of the lease-purchase agreement (“Equipment Lease”) in the principal amount not exceeding the amount stated above (the “Principal Amount”) for the purpose of acquiring the equipment described generally below (the “Equipment”) and to be described more specifically in Exhibit A, Description of Equipment, attached to the Equipment Lease, is appropriate and necessary to the functions and operations of the Lessee;

Brief Description of Equipment: Trane HVAC Equipment and Installation

WHEREAS, First Hope Bank, A National Banking Association (the “Lessor”) is expected to act as the Lessor under the Equipment Lease;

WHEREAS, the Lessee may pay certain capital expenditures in connection with the Equipment prior to its receipt of proceeds of the Equipment Lease (“Lease Purchase Proceeds”) for such expenditures, and such expenditures are not expected to exceed the Principal Amount; and

WHEREAS, the Lessee hereby declares its official intent to be reimbursed for any capital expenditures made for the Equipment after adoption of this resolution but prior to the issuance of the Equipment Lease from the Lease Purchase Proceeds.

NOW, THEREFORE, Be It Resolved by the Governing Body of the Lessee as follows:

Section 1. The Lessee hereby determines that it has critically evaluated the financing alternatives and that entering into the Equipment Lease and financing the acquisition of the Equipment thereby is in the best interests of the Lessee.

Section 2. The Lessee is hereby authorized to acquire and install the Equipment and is hereby authorized to finance the Equipment by entering into the Equipment Lease. Any action taken by the Lessee in connection therewith is hereby ratified and confirmed.

Section 3. Either one or both of the School Business Administrator or the Board President (each an “Authorized Representative”) acting on behalf of the Lessee is hereby authorized to negotiate, enter into, execute, and deliver one or more Equipment Lease in substantially the form set forth in the document presently before the Governing Body, which document is available for public inspection at the office of the Lessee. Each Authorized Representative acting on behalf of the Lessee is hereby authorized to negotiate, enter into, execute, and deliver such other agreement or documents relating to the Equipment Lease (including, but not limited to, escrow agreements) as the Authorized Representative deems necessary and appropriate.

Section 4. By a written instrument signed by any Authorized Representative, said Authorized Representative may designate specifically identified officers or employees of the Lessee to execute and deliver agreements and documents relating to the Equipment Lease on behalf of the Lessee.

Section 5. The aggregate original principal amount of the Equipment Lease shall not exceed the Principal Amount and shall bear interest as set forth in the Equipment Lease and the Equipment Lease shall contain such options to purchase by the Lessee as set forth therein.

Section 6. The Lessee’s obligations under the Equipment Lease shall be subject to annual appropriation or renewal by the Governing Body as set forth in each Equipment Lease, and the Lessee’s obligations under the Equipment Lease shall not constitute indebtedness of the Lessee under the laws of the State.

Section 7. It is hereby determined that the acquisition of the Equipment is permitted under the laws governing the Lessee and is essential to the efficient operation of the Lessee.

Section 8. The Governing Body of the Lessee anticipates that the Lessee may pay certain capital expenditures in connection with the Equipment following adoption of this resolution but prior to the receipt of the Lease Purchase Proceeds for the Equipment. The Governing Body of the Lessee hereby declares the Lessee’s official intent to use the Lease Purchase Proceeds to reimburse itself for such Equipment expenditures. This section of the resolution is adopted by the Governing Body of the Lessee for the purpose of establishing compliance with the requirements of Section 1.150-2 of Treasury Regulations. This section of this resolution does not bind the Lessee to make any expenditure, incur any obligation, or proceed with the acquisition of the Equipment.

Section 9. The Lessee covenants that it will comply with all requirements of the Internal Revenue Code of 1986, as amended, (the “Code”) necessary to ensure that the interest portion of rental payments due under the Equipment Lease will be excluded from gross income under Section 103(a) of the Code. [The Lessee reasonably expects it will not issue more than \$10,000,000 of tax-exempt obligations (other than “private activity bonds” that are not “qualified 501(c)(3) bonds”) during the calendar year in which each of the Equipment Lease is issued and hereby designates each Equipment Lease as a qualified tax-exempt obligation for purposes of Section 265(b) of the Code.] The Authorized Representative is further authorized to take such actions and execute such documents as may be necessary to ensure the continued

status of the interest portion of the rental payments due on the Equipment Lease authorized by this resolution as excludable from gross income for federal income tax purposes pursuant to Section 103(a) of the Code.

Section 10 . This resolution shall take effect immediately upon its adoption and approval.

ADOPTED AND APPROVED on this 23rd day of May, 2023.

James Lushok - SBA/Board Secretary

**WILDWOOD CREST SCHOOL DISTRICT
TUESDAY, MAY 23, 2023
SUPERINTENDENT'S REPORT**

Any member of the Board of Education may have any of the items on the consent agenda removed for discussion merely by so indicating prior to the vote to be taken on the consent agenda.

Upon the recommendation of the Superintendent, a motion was made by _____, seconded by _____ to approve the following agenda by consensus:

ENROLLMENT-See Attached (232)

PRACTICE LOCKDOWN AND FIRE DRILL:

The practice Fire drill and Lockdown drill for April 3rd and April 4th, respectively.

SUMMER HOURS:

To approve summer hours for the Summer of 2023 for all 12 month employees from June 23th to August 25th.

Monday through Thursday
8:00am to 4:00pm (Working lunch)

2022-2023 CALENDAR CHANGE:

To approve the calendar change on Monday, June 19th from Teachers Professional Day to School Closed.

SUMMER HOURS:

To approve the following staff members for summer 2023 hours:

Teacher	Maximum Amount of Hours	Reason
Tina Chila	75	Library Configuration
Morgan Kurkowski	40	Social Worker
Lori Datti	40	LDTC

APPROVE RATE INCREASE:

To approve the rate increase for Morgan Kurkowski, from 1BA+30 (\$59,066) to 1MA (\$60,266), per the 2020-2024 WCEA Teacher Contract.

LEAVE OF ABSENCE:

To approve a Leave Of Absence for Employee #68539436 until June 30, 2023.

FIELD TRIP:

PreK3-PreK4	May 30, 2023	Wildwood/Tram Car/ Sam's Pizza
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APPROVAL OF SCHOOL PHYSICIAN:

To approve Dr. Theresa McGrath be appointed School Physician for the 2022/23 school year, at a salary of \$5,000.

HIB REPORT:

0 Investigated

0 Found

David J. Del Conte, Jr
Superintendent

<u>CMS April Enrollment Totals</u>	
Self Contained(K-3)	4
PreSchool 3 Bren	10
PreSchool 3/4 Bil	10
PreSchool 4 Gent	14
Kindergarten O/M	11
First Grade H	9
First Grade L	9
Second Grade C	11
Second Grade M	13
Third Grade D	11
Third Grade M	8
Fourth Grade C	16
Fourth Grade Z	13
Fifth Grade G	12
Fifth Grade S	10
Sixth Grade B	10
Sixth Grade M	11
Seventh Grade K	13
Seventh Grade P	13
Eighth Grade H	12
Eighth Grade M	12
TOTAL IN DISTRICT	232
TOTAL PREK-8 OOD	7
WWH	24
CMTECH	20
MIDDLE	13
LOWER TOWNSHIP	1

TOTAL	297
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