

Wildwood Crest Board of Education
Work Session/ Regular Meeting
Crest Memorial School
Room 23
Thursday, May 21, 2026 at 5:30

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 on the Crest Memorial website under Legal Ads and placement of advertisement for the revised meeting date in The Cape May County Herald May 13, 2026.
4. Roll Call -
 - Leonard Bernstein
 - Nicholas Holland
 - Bud Morey
 - Joseph Cusella
 - Eileen Gianakopoulos
5. Attendance - David Del Conte, Superintendent, James Lushok, Board Secretary/SBA
6. Committee Reports:
 - a. Curriculum**
 - b. Facilities
 - c. Extracurricular
 - d. Policy**
 - e. Finance**
 - f. Liaison to Wildwood Board of Education**
 - g. Superintendent**
 - i. Superintendent Evaluation Presentation
7. Correspondence -
8. Public Comment on Agenda Items Only

All statements are limited to 3 minutes.

Statements addressing specific personnel or specific student(s) should not be raised in the public session but rather in private with the Superintendent. All questions should be addressed to the Board President.
9. Adjournment -
 - a. Motion to adjourn work session and begin the regular session.

Regular Session:

1. Closed Session (if necessary) -

WHEREAS, the Open Public Meetings Act authorizes Boards of Education to meet in executive session under certain circumstances;

WHEREAS, the Open Public Meetings Act requires the Board to adopt a resolution at a public meeting to go into private session;

NOW THEREFORE BE IT RESOLVED by the Wildwood Crest Board of Education that it is necessary to meet in executive session to discuss certain items involving:

Any matter which, by express provision of Federal Law, State Statute or Rule of Court shall be rendered confidential or excluded from public discussion;

Any matter pertaining to student confidentiality;

Any matter pertaining to personnel or negotiations;

X Any matter pertaining to litigation;

X Confidential financial matters;

Other: _____

BE IT FURTHER RESOLVED that any discussion held by the Board which need not remain confidential will be made public as soon as feasible. The minutes of the executive session will not be disclosed until the need for confidentiality no longer exists.

FURTHER RESOLVED that the Board will return to open session to conduct business at the conclusion of the executive session. Closed session should be 45 minutes in length.

2. Business Administrator's Report- see attached
3. Superintendent's Report- see attached
4. Public Comment

All statements are limited to 3 minutes.

Statements addressing specific personnel or specific student(s) should not be raised in the public session but rather in private with the Superintendent. All questions should be addressed to the Board President.

Please state your name and address for the record..

5. Board Comment
6. Adjournment

Business Administrator's Report

Any member of the Board of Education may have any of the items on the agenda removed for discussion merely by making a motion prior to the vote to be taken on the agenda.

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

Leonard Bernstein -
 Nicholas Holland-
 William Morey-
 Joseph Cusella-
 Eileen Gianakopoulos-

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** 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**.

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** 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.

FINANCIAL REPORTS

To approve the financial reports of the Business Administrator's (A-148) and the Treasurer's (A-149), which are in agreement for **April**, no accounts are over-expended and no adjustments to the projected revenue are required.

APPROPRIATIONS TRANSFERS

No appropriations transferred met the threshold.

BILL PAYMENTS

To approve bill payments for **May 2026** as listed.

APPROVE USE OF FACILITIES

To approve the use of the gymnasium for the T-John Casiello on Saturday June 13th and Sunday June 14th. Any custodial costs will be billed to and paid or by Casiello Basketball. The use of facilities paperwork has been completed and the Certificate of Insurance (additional insured) has been provided.

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 2026-2027 school year.

EXTRAORDINARY AID

To approve the district's application of Extraordinary Aid for the reimbursement of the 2025-2026 special education costs over the school year.

APPROVE TAX LEVY PAYMENT SCHEDULE

To approve the 2026-2027 Tax Levy Payment Schedule between the Wildwood Crest Board of Education and the Borough of Wildwood Crest, pursuant to N.J.S.A. 18A:7F-5 and to authorize the Business Administrator to submit the schedule to the Municipal Clerk.

HEALTH BENEFITS BROKER OF RECORD

To approve Marsh & McLennan Agency as the district's Health Benefit Program Broker/Agent of Record as an extraordinary and unspecified service (EUS) for the fiscal year July 1, 2026 through June 30, 2027. The broker costs are at 3.06% which is inclusive of the ACA Fees and NJ Assessment Fees.

FOOD SERVICE AGREEMENT

To approve Nutri-Serve Food Management, Inc. as the Food Service Management Company (FSMC) for Crest Memorial School for the 2026-2027 school year, as described below:

FOOD CORRECTIVE ACTION PLAN

To approve Form 326 - Procurement Procedures for School Food Authorities as a part of the Corrective Action Plan (CAP) for the procurement review completed by the New Jersey Department of Agriculture (NJDA) in February 2026.

BOARD OF EDUCATION REPORT N.J.S.A. 18A:18A-4.5(d)

On behalf of the Wildwood Crest Board of Education, the Evaluation Committee accepted the Food Service Management Company (FSMC) proposal from Nutri-Serve Food Management, Inc.

There was 1 company that requested the RFP and 1 company that responded.

Evaluation Committee Member Name	Position
1. James Lushok	Business Administrator
2. Margaret Teeney	Confidential Assistant
3. David Del Conte	Superintendent

RESOLUTION OF THE BOARD OF EDUCATION OF WILDWOOD CREST

Narrative Description of the Competitive Contracting Process and Basis for Award Food Service Management Services for the 2026-2027 School Year

Pursuant to N.J.S.A. 18A:18A-4.5(d), the Board of Education of the Borough of Wildwood Crest sets forth the following narrative describing the competitive contracting process used and the reasons for the award of a contract for Food Service Management Services for the 2026-2027 school year to Nutri-Serve Food Management, Inc.

1. Authorization and Process. By resolution dated March 17, 2026, the Board authorized the use of competitive contracting under N.J.S.A. 18A:18A-4.1 et seq. for Food Service Management Services, a category expressly eligible for competitive contracting under N.J.S.A. 18A:18A-4.1. The Board selected this method, rather than traditional public bidding, because it permits evaluation of qualitative factors, including menu quality, program compliance, staffing, and references, alongside price.

2. Request for Proposals. The Business Administrator developed a Request For Proposal (RFP) in accordance with N.J.S.A. 18A:18A-4.4, setting forth the scope of services, performance standards, USDA and New Jersey Department of Agriculture compliance obligations, insurance and indemnification requirements, and the evaluation criteria and their relative weights. The

criteria included experience and qualifications; menu quality and compliance with USDA meal pattern requirements; financial terms; operational and staffing plan; references from comparable New Jersey school districts; and regulatory compliance.

3. Public Notice and Solicitation. The RFP was published online on April 1, 2026, including on the District's official website, in accordance with N.J.S.A. 18A:18A-4.4(a) and N.J.S.A. 18A:18A-21 and P.L. 2025 c. 72. Notice was additionally provided through the **Cape May County Herald**, the District's newspaper of record. The RFP was made generally available to food service management companies operating in the Southern New Jersey region, including Nutri-Serve Food Management, Inc., Maschio's Food Services, Pomptonian Food Service, Aramark, and Compass Group/Chartwells.

4. Receipt of Requests and Proposals. Only one (1) firm: Nutri-Serve Food Management, Inc. requested and obtained the RFP package. At the public opening held on **April 24, 2026 at 12:00 p.m.**, only one (1) sealed proposal was received, also from Nutri-Serve Food Management, Inc.

5. Inquiry Into Limited Response. The Business Administrator reviewed the solicitation and notice and found no provision that was unduly restrictive of competition. Reasons cited for non-participation included the small size of the District's single-school operation falling below the account-size threshold of larger national firms, existing capacity constraints, geographic distance from firms' commissary operations, and current labor market conditions. No firm identified any provision of the RFP or the public notice as restrictive, ambiguous, or as having deterred its participation. The Business Administrator is satisfied that the solicitation was reasonably designed to encourage competition and that the limited response reflects market conditions, not any defect in the process.

6. Evaluation of the Sole Proposal. The proposal was independently evaluated on its merits against the RFP criteria by an evaluation committee consisting of the Business Administrator, the Superintendent, and the Superintendent's Confidential Assistant and was not awarded by default:

- **Experience and Qualifications.** Nutri-Serve Food Management, Inc., headquartered in Burlington County, New Jersey, currently operates food service programs in numerous New Jersey K–12 districts, including districts of comparable scope in Southern New Jersey. The proposed Food Service Director and management team meet USDA Professional Standards and the qualifications required by the RFP.
- **Menu and Program Compliance.** The proposed menu cycles satisfy USDA meal pattern requirements for the National School Lunch Program, School Breakfast Program, and Smart Snacks standards.
- **Financial Terms.** Nutri-Serve proposed an annual management fee of **\$25,000.00**, with total projected cost expenditures of **\$138,195.71** and a corresponding **projected** operating loss of **\$64,770.20** for the 2026-2027 school year. The Business Administrator compared these terms to the District's historical food service performance, publicly available financial terms from comparable South Jersey FSMC contracts, and Nutri-Serve's pricing

in other New Jersey districts where verifiable, and determined that the terms are within the prevailing range for districts of comparable size and program scope and are fair and reasonable.

- **References.** References from comparable New Jersey districts currently served by Nutri-Serve were contacted; no negative references were received.
- **Responsiveness.** The proposal satisfied all material requirements of the RFP, including all required certifications and disclosures (Business Registration Certificate; EEO/Affirmative Action; Disclosure of Investment Activities in Iran; Stockholder Disclosure; Non-Collusion Affidavit; and Political Contribution Disclosure pursuant to N.J.S.A. 19:44A-20.26).

7. Determination of Fair and Reasonable Price. Based on the comparative analysis described above and the absence of any indication that the limited response was caused by deficiencies in the solicitation, the Board finds the financial terms — a \$25,000.00 management fee, \$138,195.71 in total projected cost expenditures, and a \$64,770.20 projected operating loss — to be fair, reasonable, and in the best interest of the District. Funds will be available in the 2026-2027 General Fund budget to cover these costs.

8. Reasons for Selection. Nutri-Serve Food Management, Inc. is selected because (a) it was the only firm to request the RFP and the sole responsive and responsible proposer; (b) its proposal meets or exceeds every material requirement of the RFP; (c) its proposed personnel, menu, and operational plan are consistent with the District's educational and nutritional goals; (d) its proposed pricing has been independently determined to be fair and reasonable; and (e) re-solicitation is unlikely to yield a more favorable result given documented market conditions and would risk disrupting food service at the start of the 2026-2027 school year.

9. Award. For the foregoing reasons, the Board awards the contract for Food Service Management Services to Nutri-Serve Food Management, Inc. for the 2026-2027 school year (July 1, 2026 through June 30, 2027), at an annual management fee of \$25,000.00, with total projected cost expenditures of \$138,195.71 and a projected operating loss of \$64,770.20, subject to all required state and federal approvals, including approval by the New Jersey Department of Agriculture, Bureau of Child Nutrition Programs.

James Lushok - Business Administrator/Board Secretary

**WILDWOOD CREST SCHOOL DISTRICT
THURSDAY, MAY 21, 2026
SUPERINTENDENT'S REPORT**

Any member of the Board of Education may have any of the items on the agenda removed for discussion merely by making a motion prior to the vote to be taken on the agenda.

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

Leonard Bernstein -
Nicholas Holland-
William Morey-
Joseph Cusella-
Eileen Gianakopoulos-

ENROLLMENT:

Crest Memorial School (In District)	Prek-8th Grade	192
Out of District	Prek-8th Grade	8

*Grade level enrollment is attached

PRACTICE SECURITY AND FIRE DRILL:

The fire drill and lockdown for April were April 23rd, and April 30th, respectively.

2025/2026 TEACHER/ MENTORS:

To approve the following teacher mentors for the 2025/2026 School Year at \$700/per student per the approved WCEA 2024-2029 contract.

Name	Amount
Abbie Aristizable	\$2,100
Barbara Cleffi	\$2,100
Rebecca Czyzewski	\$2,100
MaryAnn Drake	\$2,100
Linda Ennis	\$2,100
Cameron Freeman	\$1,400

Claudia Gentzow	\$2,100
Courtney Gingrich	\$2,100
Brian Hackney	\$1,400
Casey Kilroy	\$2,100
Hilari Ksiazek	\$2,100
Dianne McDevitt	\$2,100
Terry Meyer	\$2,100
Steve Mingee	\$2,100
Jennifer Pruszinski	\$2,100
Melissa Raucci	\$2,100
Dustin Raunzahn	\$2,100
Kim Sorensen	\$2,100
Melissa Stocker	\$2,100
Nicholas Zimmerman	\$2,100

SUMMER ALGEBRA:

To approve, Scott Mason, as the Summer Algebra teacher from July 7th to July 30th (Mon-Thurs), 12:00PM to 2:00PM, at \$45/hour, per the WCEA 2024-2029 approved contract.

POLICIES/REGULATIONS POLICY ALERT 236: SECOND READING:

To approve and adopt policies and regulations from Policy Alert 236.

Policy Number	Policy Name	Mandated	New	Revised	Abolished
P 0142.1	Nepotism (M)	X		X	
P 1220	Employment of Chief School Administrator (M)	X		X	
P 1552	Sexual Harrasment (Staff) (M)	X	X		
P 2530	Resource Materials			X	
P 2535	Library Material (M)	X	X		
P 3362	Sexual Harrasment (M)				X
P 4352	Sexual Harrassment (M)				X
P 9130	Public Complaints			X	

APPROVE THE FOLLOWING REGULATIONS:

Regulation Number	Policy Name	Mandated	New	Revised	Abolished
R 1552	Sexual Harrassment-Staff (M)		X		
R 2530	Resource Materials			X	
R 2535	Library Material (M)	X	X		
R 3362	Sexual Harassment of Teaching Staff Members Complaint Procedure				X
R 4352	Sexual Harassment of Support Staff Members Complaint Procedure				X
R 9130	Public Complaints			X	

HIB: 0 Investigated/ 0 Confirmed

David J. Del Conte, Jr.
Superintendent

<u>CMS May 2026 Enrollment Totals</u>	
PreSchool 3 Bren	13
PreSchool 4 Gent	14
Kindergarten B/M	15
First Grade H/O	13
Second Grade C	8
Second Grade M	8
Third Grade D/M	13
Fourth Grade C	10
Fourth Grade Z	9
Fifth Grade G	11
Fifth Grade S	10
Sixth Grade A	9
Sixth Grade M	11
Seventh Grade K	16
Seventh Grade P	13
Eighth Grade H	10
Eighth Grade M	9
TOTAL IN DISTRICT	192
TOTAL PREK-8 OOD	8
<i>WWH</i>	25
<i>CMTECH</i>	14
<i>MIDDLE</i>	11
<i>LOWER TOWNSHIP</i>	2
TOTAL	252