

# WOODBINE BOROUGH BOARD OF EDUCATION

Minutes of the Reorganizational Meeting

Wednesday, January 4, 2023 at 6:00 p.m.

The Regular Meeting of the Woodbine Borough Board of Education was called to order by Board Secretary Darren Harris on Monday, January 4, 2023 at 6:00 pm at the Woodbine Elementary School Media Center, 801 Webster Street, Woodbine, NJ 08270

## I. CALL TO ORDER

Mr. Darren Harris called the meeting to order at 6:04 pm, read the following statement and directed that it be made part of these minutes:

CALL TO  
ORDER

The New Jersey Open Public Meetings Law was enacted to ensure the rights of the public to have advance notice of and to attend the meetings of the public bodies at which any business affecting their interest is discussed or acted upon. In accordance with the provisions of this Act, the Woodbine Board of Education has caused notice of this meeting to be published by having the date, time, and place thereof posted in the Cape May County Herald and The Press of Atlantic City; at the entrance of the Woodbine Elementary School.

## II. PLEDGE TO THE FLAG

Mr. Harris led those present in the Pledge of Allegiance.

PLEDGE TO  
THE FLAG

## III. BOARD MEMBER OATH OF OFFICE

Board Secretary, Mr. Harris, administered the oath of office for the following individuals prior to the meeting.

- Ms. Melissa Rodriguez – Three Year Term
- Ms. Sandra Bader – Three Year Term

BOARD  
MEMBER  
OATH OF  
OFFICE

## IV. ROLL CALL

Board Secretary, Mr. Harris called for a roll call of members present: Ms. Sandra Bader, Mr. Gregory Hudgins, Ms. Janita Hutchinson, Ms. Alicia Larcombe, Ms. Melissa Rodriguez

ROLL CALL

Members absent at roll call: Mr. Patrick Keenan, Ms. Adelina Mitchell, Ms. Miriam Vives-Rivera, Ms. Wanda Young

Others Present: Ms. Carleena Supp, Superintendent; Mr. Darren Harris, Board Secretary; Mr. Ronald Latham, Business Official; the public

## V. APPOINTMENT OF TEMPORARY CHAIRPERSON

Moved by Mr. Hudgins and seconded by Ms. Rodriguez that the Board of Education approve to appoint Mr. Darren Harris - Board Secretary as the temporary Chairperson.

Unanimously approved

APPOINTMENT  
OF  
TEMPORARY  
CHAIR

## VI. REORGANIZATION OF THE BOARD OF EDUCATION

1. Election of Officers:

- President
- Vice President

Open Nominations for President of the Board of Education

Moved by Ms. Bader and seconded by Ms. Larcombe that the Board of Education approve the nominations for the position of President of the Board of Education be open.

Unanimously approved

Moved by Ms. Hutchinson to nominate Mr. Hudgins to serve as President of the Board of Education

Close Nominations for Preside of the Board of Education

Being no further nominations, moved by Ms. Larcombe and seconded by Ms. Bader that the Board of Education approve the nominations for the position of President of the Board of Education be closed.

OPEN  
NOMINATIONS  
FOR BOARD  
PRESIDENT

CLOSE  
NOMINATIONS  
FOR BOARD  
PRESIDENT

## WOODBINE BOARD OF EDUCATION MINUTES – JANUARY 4, 2023

Unanimously approved

The Board Secretary calls for a roll call vote on the election of Mr. Hudgins as President of the Board of Education for a term of one year commencing January 4, 2023 and until his/her successor is elected and shall qualify.

Roll Call: Ayes (5) Ms. Bader, Ms. Hutchinson, Ms. Larcombe, Ms. Rodriguez, Mr. Hudgins  
Noes (0) Abstain (0) Motion Carries

The Board Secretary declared Ms. Hudgins elected to the office of President and yielded the chair to the President.

OPEN  
NOMINATIONS  
FOR VICE  
PRESIDENT

Open Nominations for Vice President of the Board of Education

Moved by Ms. Bader and seconded by Ms. Larcombe that the Board of Education approve the nominations for the position of Vice President of the Board of Education be open.

Unanimously approved

Moved by Mr. Hudgins to nominate Ms. Larcombe to serve as Vice President of the Board of Education

CLOSE  
NOMINATIONS  
FOR VICE  
PRESIDENT

Being no further nominations, moved by Ms. Rodriguez and seconded by Ms. Bader that the Board of Education approve the nominations for the position of Vice President of the Board of Education be closed.

Unanimously approved

The Board President calls for a roll call vote on the election of Ms. Larcombe as Vice President of the Board of Education for a term of one year, commencing January 4, 2023 and until his/her successor is elected and shall qualify.

Roll Call: Ayes (5) Ms. Bader, Ms. Hutchinson, Ms. Larcombe, Ms. Rodriguez, Mr. Hudgins  
Noes (0) Abstain (0) Motion Carries

The President declared Ms. Larcombe to the office of Vice President.

APPOINTMENTS  
&  
DESIGNATIONS

### VII. APPOINTMENTS AND DESIGNATIONS

1. Cape May County Representative and Alternate – Mr. Hudgins appointed Ms. Vives-Rivera to be the Cape May County Representative and Mr. Hudgins will be the alternate.
2. NJSBA Legislative Delegate and Alternate Delegate – Mr. Hudgins appointed himself as the NJSBA Delegate and Ms. Vives-Rivera as the alternate.
3. Public Agency Compliance Officer (P.A.C.O.)  
Moved by Ms. Rodriguez and seconded by Ms. Bader that the Board of Education approve Mr. Darren Harris as the P.A.C.O. to comply with the requirements of the Equal Opportunity in Public Contracts regulations.

Unanimously approved

BOE MEETING  
DATES

### VIII. 2023 BOARD OF EDUCATION MEETING DATES

Moved by Ms. Larcombe and seconded by Ms. Bader that the Board of Education approve the 2023 Board of Education meeting dates.

Meeting Dates and Times - Establishing the third Monday of each month at 6:00 pm as the date and time for regular monthly meetings held in the library of the Woodbine Elementary School, located at 801 Webster Street, Woodbine, NJ 08270. A special meeting will be scheduled if there is business to attend to.

January 4, 2023 at 6:00pm (Re-Organization)

February 13, 2023 at 6:00 pm

March 20, 2023 at 6:00 pm

April 24, 2023 at 6:00 pm (Tentative Public Hearing)

May 15, 2023 at 6:00 pm

June 26, 2023 at 6:00 pm

July 17, 2023 at 6:00 pm

August 21, 2023 at 6:00 pm

September 18, 2023 at 6:00 pm

October 16, 2023 at 6:00 pm

November 20, 2023 at 6:00 pm

December 18, 2023 at 6:00 pm

January 4, 2024 at 6:00 pm (Re-Organization)

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Unanimously approved

## IX. ETHICS TRAINING

ETHICS TRAINING

New Jersey School Board Member Code of Ethics was reviewed by the Board.  
Discussion on ethics issues and review the NJSBA Code of Ethics with Board members.  
Adoption of the New Jersey School Boards Association Member Code of Ethics as the official code for the Board's actions.

## X. COMMUNICATIONS - None

COMMUNICATIONS

## XI. PRESENTATIONS - None

PRESENTATIONS

## XII. AUDIENCE PARTICIPATION - None

AUDIENCE PARTICIPATION

## XIII. WORK SESSION DISCUSSION

WORK SESSION DISCUSSION

1. Committee Reports - None
2. Superintendent's Report - None
3. State Monitor's Report - None
4. Discussion on Agenda Items - None

## XIV. ADJOURNMENT INTO VOTING SESSION

VOTING SESSION

Moved by Ms. Bader and seconded by Ms. Larcombe that the Board of Education approve to adjourn the work session meeting and open the Business portion of the meeting. 6:15 P.M.  
Roll Call: Ayes (5) Ms. Bader, Ms. Hutchinson, Ms. Larcombe, Ms. Rodriguez, Mr. Hudgins  
Noes (0) Abstain (0) Motion Carried

## XV. MINUTES

MINUTES

Moved by Ms. Rodriguez and seconded by Ms. Bader that the Board of Education approve the minutes from the following Board of Education Meetings:

- Regular Meeting on December 19, 2022

BOE 12/19/22

Unanimously approved

## XVI. ACTION ITEMS - ADMINISTRATION

ACTION ITEMS – ADMINISTRATION

Moved by Ms. Bader and seconded by Ms. Rodriguez that the Board of Education approve the following:

1. Affirm HIB Cases - To affirm the following Harassment, Intimidation, and Bullying (HIB) cases completed between 11/22/22 and 12/19/22 (in accordance with N.J.S.A. 18A:37 - NJ Anti-Bullying Bill of Rights Act):  
Case #HIB-2022-2023-003: Unfounded
2. Acknowledge HIB Cases - To acknowledge the following Harassment, Intimidation, and Bullying (HIB) cases completed between 12/20/22 and 1/4/23 (in accordance with N.J.S.A. 18A:37 - NJ Anti-Bullying Bill of Rights Act):  
Case #HIB-2022-2023-004: Unfounded
3. STEAM Club Advisor - Joey Hinsley as the STEAM Club Advisor for the remainder of the 2022-2023 school year. The stipend of \$800 will be funded through ESSER ARP funds.
4. ASAP Staff - Joey Hinsley and Megan Gans as ASAP Homework Club Advisors starting January 3, 2023 and ending March 31, 2023 at the rate of \$30.00 per hour. This program is funded with Title I and ESSER II Funds.
5. AtlantiCare Healthy Schools Grant - To accept the 2022-2023 AtlantiCare Healthy Schools, Healthy Children Grant award in the amount of \$750. Jackie Merollo will attend the mandatory grant award workshop on January 11, 2023 at no cost.
6. Art Club Advisor - Approve Robyn Nichols as the Art Club Advisor for the remainder of the 2022-2023 school year. The stipend of \$800 will be funded through ESSER ARP funds.

AFFIRM HIB CASES

ACKNOWLEDGE HIB

STEAM CLUB ADVISOR

ASAP STAFF

ATLANTICARE GRANT

ART CLUB ADVISOR

Ayes (\*5) \*Ms. Bader, Ms. Hutchinson, Ms. Larcombe, Ms. Rodriguez, \*Mr. Hudgins

# WOODBINE BOARD OF EDUCATION MINUTES – JANUARY 4, 2023

Noes (0) Abstain (\*2) Ms. Bader, Mr. Hudgins – *Item #2 only* Motion Carried

ACTION ITEMS –  
FINANCE

## **XVII. ACTION ITEMS - FINANCE**

Moved by Ms. Bader and seconded by Ms. Larcombe that the Board of Education approve the following:

1. Warrants - The Business Administrator to pay any additional bills due and owing and make transfer of funds as necessary so that no budgetary line item is over expended for the 2022-2023 school year. A list of bills paid and transfers made will be provided at the next regular board meeting.

Ayes (\*5) Ms. Bader, Ms. Hutchinson, Ms. Larcombe, \*Ms. Rodriguez, Mr. Hudgins

Noes (0) Abstain (\*1) Ms. Bader – *Ms. Rodriguez – MG Landscaping only* Motion Carried

UNFINISHED  
BUSINESS

## **XVIII. UNFINISHED BUSINESS**

- The Board discussed the gymnasium. The gymnasium needs to be cleaned.

NEW BUSINESS

## **XIX. NEW BUSINESS**

- Mr. Keenan has not been present for three meetings with no contact and return of calls from the Board President. A letter will be sent to Mr. Keenan regarding the Board's intention to remove him from his office unless he comes to the next meeting.

ADDENDUM

## **XX. ADDENDUM**

- Moved by Ms. Rodriguez and seconded by Ms. Bader that the Board of Education approve the course reimbursement of 3 credits for Robyn Nichols for up to the Rowan rate  
Unanimously approved

FYI

## **XX. FOR YOUR INFORMATION - None**

AUDIENCE  
PARTICIPATION

## **XXI. AUDIENCE PARTICIPATION - None**

EXECUTIVE  
SESSION

## **XXII. RECESS INTO EXECUTIVE SESSION - None**

FOR THE GOOD  
OF THE ORDER

## **XXIV. FOR THE GOOD OF THE ORDER**

ADJOURNED

## **XXV. ADJOURNMENT**

Moved by Ms. Rodriguez and seconded by Ms. Bader that the Board of Education approve the Board of Education Meeting be adjourned. 6:30 P.M.

Unanimously approved

Respectfully Submitted,

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Darren Harris, Board Secretary  
January 4, 2023