

WOODBINE BOROUGH BOARD OF EDUCATION

Minutes of the Regular Meeting
Tuesday, February 28, 2022 at 6:00 p.m.

The Regular Meeting of the Woodbine Borough Board of Education was called to order by President Gregory Hudgins on February 28, 2022 at 6:00 PM in the library of the school located at 801 Webster Street, Woodbine, County of Cape May, and State of New Jersey.

I. CALL TO ORDER

CALL TO ORDER

Mr. Hudgins called the meeting to order, read the following statement and directed that it be made part of these minutes.

The New Jersey Open Public Meetings Law was enacted to ensure the rights of the public to have advance notice 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 Press of Atlantic City, Cape May County Herald, at the entrance of the Woodbine Elementary School, and a copy emailed to the Woodbine Borough Clerk.

II. PLEDGE TO THE FLAG

PLEDGE TO THE
FLAG

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

IV. ROLL CALL

ROLL CALL

Members present at roll call: Mr. Gregory Hudgins, Mr. Patrick Keenan, Ms. Alicia Larcombe, Ms. Adelina Mitchell (6:25 P.M.), Ms. Miriam Vives-Rivera, Ms. Melissa Rodriguez, Ms. Wanda Young

Members absent at roll call: Ms. Janita Hutchinson, Ms. Margaret Benson

Others Present: Mr. Dennis Anderson, Interim Superintendent; Mrs. Celine Kaeleble, Assistant Principal; Mr. Mike Stanton, Solicitor; Mr. Darren Harris, Business Official, Mr. Terry Crowley, State Fiscal Monitor, Mr. Joseph Giambri, Board Secretary; the public

IV. COMMUNICATIONS

COMMUNICATIONS

1. Interim QSAC Review - Letter received from the County Department of Education regarding the QSAC Interim Review for Instruction and Program.

V. PRESENTATIONS

PRESENTATIONS

1. Start Strong – Mrs. Kaeleble reviewed the Start Strong Data with the Board.

VI. AUDIENCE PARTICIPATION - None

AUDIENCE
PARTICIPATION

VII. WORK SESSION DISCUSSION

WORK SESSION
DISCUSSION

1. Committee Reports - Ms. Vives-Rivera scheduled a building and grounds meeting for Thursday, March 17, 2022.
2. Superintendent's Report – Mr. Anderson gave an update on the Superintendent's Report. Mrs. Kaeleble reviewed the school newsletter with the Board.
3. State Monitor's Report

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4. Discussion on Agenda Items

VIII. ADJOURNMENT INTO VOTING SESSION

Moved by Ms. Rodriguez and seconded by Ms. Larcombe that the Board of Education approve to adjourn into Voting Session. 6:20 P.M.

Unanimously approved

1. MINUTES

Moved by Ms. Rodriguez and seconded by Ms. Larcombe that the Board of Education approve the following meeting minutes:

- Board of Education Meeting - 1/4/2022

Roll Call: Ayes (5) Mr. Keenan, Ms. Larcombe, Ms. Rodriguez, Ms. Young, Mr. Hudgins

Noes (0) Abstain (1) Ms. Vives-Rivera Motion Carried

IX. ACTION ITEMS - ADMINISTRATION

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

1. Donation - Donating 14 boxes of School Uniforms to the Commercial Township Board of Education.
2. Leave of Absence - The maternity leave for Jessica Hartman from March 14, 2022 to the end of the school year. She will utilize 20 sick and 2 personal days then go on unpaid leave for the remainder of the year.
3. ELL 3-Year Plan
4. Revised School Calendar - The revised school calendar, making June 14, 2022 the last day of school to make up the January 31, 2022 snow day.
5. HIB-School Self-Assessment - School Self-Assessment was completed by the Health and Safety Team.
6. Clinical Practice - The clinical placement of Samantha Gilbert to work in Ms. Bodenschatz from January 18, 2022 - May 6, 2022.
7. State Monitor Contract - The Professional Service contract with the State of NJ for State Monitor, Terrence J. Crowley, at the rate of \$96/hr.
8. Substitute Teacher - The following substitute teacher:
 - o Fawn Watson, as a substitute teacher for the 2021-2022 school year at the rate of \$125.00 per day
9. Field Trip to MTHS - PAC Performance - The Field Trip for the 5th, 6th, 7th & 8th Grades to attend the presentation at Middle Township Performing Arts Center of “Peter Pan and the Star Catcher” on March 4, 2022.
10. School Garden Vegetation - Longwood Tree Service to prune various school garden vegetation at no charge to the district.
11. Policy- First Reading - The following policy for first reading:
 - o 5141.10: Face Coverings
12. Field Trip - Cape May County Zoo - The Field Trip for the 3rd, 4th & 5th Grades to the Cape May County Zoo on May 26th, 2022.
13. Use of Facility - The use of facility form from Julie Carson for a wake - luncheon.

Roll Call: Ayes (*6) Mr. Keenan, Ms. Larcombe, Ms. Rodriguez, *Ms. Vives-Rivera, Ms. Young, Mr. Hudgins

Noes (*1) Ms. Vives-Rivera – *Item #11 only* Abstain (0) Motion Carried

ADJOURNED INTO
VOTING SESSION

MINUTES

BOE MEETING
1/4/2022

ACTION ITEMS –
ADMINISTRATION

DONATION

LEAVE OF ABSENCE

ELL 3-YR PLAN

REVISED SCHOOL
CALENDAR

HIB SELF-
ASSESSMENT

CLINICAL PRACTICE

STATE MONITOR
CONTRACT

SUBSTITUTE
TEACHER

FIELD TRIPS

SCHOOL GARDEN

POLICY – 1ST READING

FIELD TRIP

USE OF FACILITY

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X. ACTION ITEMS - FINANCE

**ACTION ITEMS –
FINANCE**

Moved by Ms. Vives-Rivera and seconded by Ms. Larcombe that the Board of Education approve the following:

1. Board Secretary Report - Pursuant to N.J.A.C. 6A:23A-16.10(c) 3, I can certify that as of December 31, 2021, no budgetary line item account has obligations and payments (contractual orders) which in total exceed the amount appropriated by the Woodbine Board of Education pursuant to N.J.S.A. 18A:22-8.1 and N.J.S.A. 18A:22-8.2. I can certify that budgetary line item accounts have not been over-expended in violation of N.J.A.C. 6:23A-16.10(c) 4.
2. Treasurer's Report, is in accordance with N.J.S.A. 18A:22-8.1 and 18A:22-8.2, for the month ending December 31, 2021. The Treasurer's Report and Secretary's Report are in agreement for the month ending December 31, 2021.
3. Certification - Pursuant to N.J.A.C. 6A:23-16.10(c)4, the Woodbine Borough Board of Education can Certify that as of December 31, 2021 and after review of the Secretary's Monthly Financial Report and the Treasurer's Monthly Financial Report and upon consultation with the appropriate district officials, to the best of the Boards' knowledge, that no major account or fund has been over-expended in violation of N.J.A.C. 6A:23-16.10(a)1. Sufficient funds are available to meet the district's financial obligations for the remainder of the 2021-2022 fiscal year.
4. Transfer Status Report - The transfer status report for the month of December 31, 2021.
5. Warrants - Electronic Funds Transfer to account for state mandated deductions from State Aid which are automatically forwarded to Special Services Districts for special education Warrant bills in the amount of \$702,721.87 This amount includes:
Electronic Funds Transfers
Payroll
State Payments
Authorize 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 2021-2022 school year. A list of bills paid and transfers made will be provided at the next regular board meeting.
6. Transportation Jointure - The transportation jointure with the Upper Township Board of Education in the amount of \$5,203.24.
7. Qualified Purchasing Agent - Appoint Joseph Giambri as the Qualified Purchasing Agent for the district.

**BOARD SECRETARY'S
REPORT**

**TREASURER'S
REPORT**

CERTIFICATION

TRANSFER STATUS

WARRANTS

**TRANSPORTATION
JOINTURE**

QPA – J. GIAMBRI

Roll Call: Ayes (6) Mr. Keenan, Ms. Larcombe, Ms. Rodriguez, Ms. Vives-Rivera, Ms. Young, Mr. Hudgins

Noes (0) Abstain (0) Motion Carried

XI. ADDENDUM

ADDENDUM

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

1. SEMI Waiver - Resolution, the Waiver of Requirements, for the Special Education Medicaid Initiative (SEMI) Program as the Woodbine Board of Education does not have the necessary population to participate effectively in the state program.

SEMI WAIVER

Roll Call: Ayes (6) Mr. Keenan, Ms. Larcombe, Ms. Rodriguez, Ms. Vives-Rivera, Ms. Young, Mr. Hudgins

Noes (0) Abstain (0) Motion Carried

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UNFINISHED BUSINESS

XII. UNFINISHED BUSINESS

Ms. Mitchell entered the meeting at 6:25 P.M.

SUPERINTENDENT SEARCH

1. Superintendent Search – Mr. Hudgins spoke on the Superintendent Search and talked about future interview dates for the final 3 candidates.

NEW BUSINESS

XIII. NEW BUSINESS

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

2022 BOE MEETING DATES

1. 2022 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.
 - o January 4, 2022 at 6:00pm (Re-Organization)
 - o February 28, 2022 at 6:00 pm
 - o March 21, 2022 at 6:00 pm
 - o April 25, 2022 at 6:00 pm (Tentative Public Hearing)
 - o May 9, 2022 at 6:00 pm
 - o June 13, 2022 at 6:00 pm (Juneteenth)
 - o July 19, 2022 at 6:00 pm
 - o August 15, 2022 at 6:00 pm
 - o September 19, 2022 at 6:00 pm
 - o October 17, 2022 at 6:00 pm
 - o November 21, 2022 at 6:00 pm
 - o December 12, 2022 at 6:00 pm
 - o January 9, 2023 at 6:00 pm (Re-Organization)

Unanimously approved

Moved by Ms. Larcombe and seconded by Ms. Vives-Rivera that the Board of Education approve the following:

MASK MANDATE

2. Mask Mandate - The Mask Mandate which expires March 7, 2022. – Discussion took place on masking in school.

Unanimously approved

FYI

XIV. FOR YOUR INFORMATION

AUDIENCE PARTICIPATION

XV. AUDIENCE PARTICIPATION

RECESS INTO EXECUTIVE SESSION

XVI. RECESS INTO EXECUTIVE SESSION

Moved by Ms. Larcombe and seconded by Ms. Rodriguez that the Board of Education approve, by Resolution, adjourn into Executive Session. 6:31 P.M.

RESOLVED: At a public meeting of the Board of Education of Woodbine, held this evening, pursuant to the “Open Public Meetings Act”, the following subjects to be discussed in a session of the Board closed to the public.

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It is presently anticipated that the items mentioned in the resolution may be disclosed to the public upon final determination of the subject by the Board of Education. Action (may) or (may not) be taken.

Topics to be discussed: Personnel

Unanimously approved

XVII. RESUMPTION OF PUBLIC PORTION OF THE MEETING

**RESUME PUBLIC
MEETING**

Moved by Ms. Larcombe and seconded by Mr. Keenan that the Board of Education approve that the Woodbine Board of Education adjourn into Open Session. 6:42 P.M.

Unanimously approved

XVIII. FOR THE GOOD OF THE ORDER

**FOR THE GOOD OF
THE ORDER**

XIX. ADJOURNMENT

ADJOURNED

Moved by Ms. Vives-Rivera and seconded by Ms. Mitchell that the Board of Education approve that the Woodbine Board of Education adjourn the meeting. 6:43 P.M.

Unanimously approved

Respectfully Submitted,

Joseph Giambri, Board Secretary
February 28, 2022