

WOODBINE BOROUGH BOARD OF EDUCATION

Minutes of the Regular Meeting
Tuesday, March 21, 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 March 21, 2022 at 6:01 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, Ms. Sandra Bader, Ms. Alicia Larcombe, Ms. Adelina Mitchell, Ms. Miriam Vives-Rivera, Ms. Melissa Rodriguez, Ms. Wanda Young

Members absent at roll call: Ms. Janita Hutchinson, Mr. Patrick Keenan

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. OATH OF OFFICE

OATH OF OFFICE

Board Secretary, Mr. Giambri swore in the following Board member:

- Oath of Office:
Sandra Bader- Unexpired One Year Term

V. COMMUNICATIONS - None

COMMUNICATIONS

VI. PRESENTATIONS

PRESENTATIONS

1. June 30, 2021 Audit - Ray Colavita, school auditor, presented the audit for fiscal year ending June 30, 2021.
2. BUDGET 2022-2023 – Mr. Giambri presented the 2022-2023 budget to the Board of Education. Discussion took place on taxes in the Borough of Woodbine.
 - A. 2022-2023 Budget Submission to the County Office – Moved by Ms. Mitchell and seconded by Ms. Larcombe that the Board of Education approve the following:

AUDIT FYE 6/30/2021

2022-2023 BUDGET

WOODBINE BOARD OF EDUCATION MINUTES – MARCH 21, 2022

2022-2023 BUDGET
SUBMISSION TO
COUNTY OFFICE

By Resolution, that the tentative budget be approved for the 2022-2023 School Year using the 2022-2023 state aid figures and the Secretary to the Board of Education be authorized to submit the following tentative budget to the Executive County Superintendent of Schools for approval, in accordance with the statutory deadline:

	General Fund	Special Revenues	Debt Service	Total
<i>2021-2022 Total Expenditures</i>	\$5,067,972	\$1,119,389	\$327,320	\$6,937,215
<i>Less Anticipated Revenues</i>	\$5,067,972	\$1,119,389	\$162,109	\$4,364,741
<i>Taxes to be raised</i>	\$1,978,080	N/A	\$165,211	\$2,141,252

Included in the base budget is a \$103,714 of Budgeted Fund Balance, and use of the Health Care Cost banked cap in the amount of \$43,704. The purpose of using banked cap is to prevent it from expiring and to assist the district in reaching its local fair share due to decreased state aid.

Presented for Review:

- Revenue and Appropriations
- Recap of Balances
- Statement of Priorities
- District Status Above, At, or Below Expected Local Levy
- Administrative Cost Limit: Amounts
- Minimum Tax Levy Calculation
- Advertised Per Pupil Cost Calculation
- Tax Levy Certification - Form A

Roll Call: Ayes (7) Ms. Bader, Ms. Larcombe, Ms. Mitchell, Ms. Rodriguez, Ms. Vives-Rivera, Ms. Young, Mr. Hudgins

Noes (0)

Abstain (0)

Motion Carried

AUDIENCE
PARTICIPATION

VII. AUDIENCE PARTICIPATION

WORK SESSION

VIII. WORK SESSION DISCUSSION

COMMITTEE
REPORTS

1. Committee Reports – Ms. Vives-Rivera reviewed the building and grounds walkthrough that took place on March 17, 2022.

SUPT REPORT

2. Superintendent's Report – Mr. Anderson gave an update to the Board of Education.

MONITOR'S REPORT

3. State Monitor's Report

AGENDA ITEMS

4. Discussion on Agenda Items – Ms. Vives-Rivera had a question on the Dennis Township contract listed on the agenda. Mr. Giambri explained the cost of the contract.

Ms. Rodriguez had questions regarding some of the bills listed on the bill list. Mr. Giambri provided information.

ADJOURNED INTO
VOTING SESSION

IX. ADJOURNMENT INTO VOTING SESSION

Moved by Ms. Rodriguez and seconded by Ms. Vives-Rivera that the Board of Education approve to adjourn the work session meeting and open the Business portion of the meeting. 7:08 P.M.

Unanimously approved

ACTION ITEMS –
ADMIN

X. ACTION ITEMS - ADMINISTRATION

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

EXTRA
COMPENSATION

1. Extra Compensation - Tom Mozitis for 15.25 hours at \$30.00 per hour for work done to present for a school PLC. This will be funded with Title II funds.

2. 2022-2023 School Calendar

2022-23 CALENDAR

WOODBINE BOARD OF EDUCATION MINUTES – MARCH 21, 2022

- 3. Policy- Second Reading - The following policy for second reading and adoption: POLICY 5141.10
 - o 5141.10: Face Coverings
- 4. Field Trip - Historic Cold Spring Village on Tuesday, May 31st, 2022. For 15 English Learners, students of various grades, to be funded by Title III. FIELD TRIP – COLD SPRING VILLAGE
- 5. Field Trip - Camden Aquarium for Grades K and 1st on Wednesday, June 1st, 2022. FIELD TRIP- AQUARIUM
Roll Call: Ayes (*7) Ms. Bader, Ms. Larcombe, Ms. Mitchell, Ms. Rodriguez, *Ms. Vives-Rivera, Ms. Young, Mr. Hudgins
Noes (0) Abstain (*1) Ms. Vives-Rivera *Items 2 & 3 only* Motion Carried

XI. ACTION ITEMS - FINANCE

ACTION ITEMS – FINANCE

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

BOARD SECRETARY'S REPORT

- 1. Board Secretary Report - Pursuant to N.J.A.C. 6A:23A-16.10(c) 3, I can certify that as of January 31, 2022, 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 January 31, 2022. The Treasurer's Report and Secretary's Report are in agreement for the month ending January 31, 2022. TREASURER'S REPORT
- 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. CERTIFICATION
- 4. Transfer Status Report - The transfer status report for the month of January 31, 2022. TRANSFER STATUS
- 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. BILLS
- 6. Preschool Budget - The 2022-2023 Preschool Budget. 2022-23 P-K BUDGET
- 7. Coastal HIF - The resolution to withdraw from the Southern Coastal HIF, effective July 1, 2022. COASTAL HIF
- 8. New Jersey State Employee Health Benefits - The following Resolutions to participate in the New Jersey State Employee Health Benefits Plan: NJ EMPLOYEE HEALTH BENEFITS
 - o Resolution to Authorize Participation under the SEHBP
 - o Resolution to Authorize Participation in the Employee Prescription Drug Program
 - o Resolution to Elect an Employer Premium Delay

WOODBINE BOARD OF EDUCATION MINUTES – MARCH 21, 2022

ITINERANT SERVICES CONTRACT

9. Dennis Township Itinerant Service Contract - The OT/Speech Itinerant Service Contract with the Dennis Township Board of Education for the 2022-2023 School Year in the amount of \$68,894.29.

CMCSSD CONTRACT

10. CMCSSD Contract - The following contracts with CMCSSD for the 2022-2023 school year:
 - o ESY 1:1 aide- \$2,900 per student.
 - o 1:1 Aide: \$28,325 per student
 - o PSD Tuition Contract- \$39,750 per student
 - o Autism Tuition Contract- \$41,250 per student
 - o ERI Tuition Contract- \$40,720 per student
 - o MD Tuition Contract- \$33,500 per student

Roll Call: Ayes (*7) *Ms. Bader, Ms. Larcombe, *Ms. Mitchell, *Ms. Rodriguez, Ms. Vives-Rivera, Ms. Young, Mr. Hudgins

Noes (0) Abstain (*3) Ms. Bader, Ms. Mitchell & Ms. Rodriguea *warrant checks #012714 & 012222 only* Motion Carried

XII. ADDENDUM

ADDENDUM

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

FIELD TRIP - CAPEMAY ZOO

1. Field Trip - Ms. Formento's Special Education classroom to attend the Field Trip to Cape May County Zoo with the 3rd, 4th, and 5th classes, which had been previously.

Unanimously approved

UNFINISHED BUSINESS

XIII. UNFINISHED BUSINESS - None

NEW BUSINESS

XIV. NEW BUSINESS - None

FYI

XV. FOR YOUR INFORMATION

1. School Ethics Disclosure Forms - An email will be sent out with instructions to complete the School Ethics Disclosure Forms. These forms must be completed online no later than April 30, 2022.
2. SOAR Autism Walk - The Autism Walk will take place on April 23, 2022.

AUDIENCE PARTICIPATION

XVI. AUDIENCE PARTICIPATION - None

RECESS INTO CLOSED SESSION

XVII. RECESS INTO EXECUTIVE SESSION

Moved by Ms. Rodriguez and seconded by Ms. Larcombe that the Board of Education approve, by Resolution, adjourn into Executive Session. 7:14 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.

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

RESUME PUBLIC MEETING

XVIII. RESUMPTION OF PUBLIC PORTION OF THE MEETING

WOODBINE BOARD OF EDUCATION MINUTES – MARCH 21, 2022

Moved by Ms. Rodriguez and seconded by Ms. Larcombe that the Board of Education approve that the Woodbine Board of Education adjourn into Open Session. 7:44 P.M.

Unanimously approved

Moved by Ms. Larcombe and seconded by Ms. Mitchell that the Board of Education approve the appointment of Ms. Carleena Supp as Superintendent, from June 1, 2022 to June 30, 2026 at a starting salary of \$125,000 per year with future raises to be negotiated. Appointment is pending approval from the Executive County Superintendent of Schools.

APPOINTMENT OF
SUPER INTENDENT
C. SUPP

Roll Call: Ayes (7) Ms. Bader, Ms. Larcombe, Ms. Mitchell, Ms. Rodriguez, Ms. Young, Mr. Hudgins
Noes (0) Abstain (1) Ms. Vives-Rivera Motion Carried

XIX. FOR THE GOOD OF THE ORDER - None

FOR THE GOOD OF
THE ORDER

XX. ADJOURNMENT

Moved by Ms. Larcombe and seconded by Ms. Rodriguez that the Board of Education approve that the Woodbine Board of Education adjourn the meeting. 7:47 P.M.

Unanimously approved.

ADJOURNED

Respectfully Submitted,

Joseph Giambri, Board Secretary
March 21, 2022