

WOODBINE BOROUGH BOARD OF EDUCATION

Minutes of the Regular Meeting
Tuesday, November 16, 2021 at 6:00 p.m.

The Regular Meeting of the Woodbine Borough Board of Education was called to order by President Gregory Hudgins on November 16, 2021 at 6:03 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. Janita Hutchinson, Ms. Alicia Larcombe, Ms. Miriam Vives-Rivera, Ms. Margaret Benson, Ms. Wanda Young

Members absent at roll call: Mr. Patrick Keenan, Ms. Melissa Rodriguez

Others Present: Mr. Dennis Anderson, Interim Superintendent; Mr. Mike Stanton, Solicitor; Ms. Celine Kaelble, Assistant Principal, Mr. Joseph Giambri, Board Secretary; the public

IV. COMMUNICATIONS - None

COMMUNICATIONS

V. PRESENTATIONS - None

PRESENTATIONS

VI. RECESS INTO EXECUTIVE SESSION

RECESS INTO
EXECUTIVE SESSION

Moved by Ms. Larcombe and seconded by Ms. Mitchell that the Board of Education approve, by Resolution, adjourn into Executive Session. 6:08 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, Contractual Matters.

Ayes (5) Ms. Benson, Mr. Hudgins, Ms. Hutchinson, Ms. Larcombe, Ms. Mitchell

Noes (0)

Abstain (0)

Motion Carried

WOODBINE BOARD OF EDUCATION MINUTES – NOVEMBER 16, 2021

Ms. Young entered the meeting at 6:09 P.M.

RESUMPTION

VII. RESUMPTION OF PUBLIC PORTION OF THE MEETING

Moved by Ms. Larcombe and seconded by Ms. Hutchinson that the Board of Education approve that the Woodbine Board of Education adjourn into Open Session.

Unanimously approved

AUDIENCE PARTICIPATION

VIII. AUDIENCE PARTICIPATION - None

WORK SESSION

IX. WORK SESSION DISCUSSION

1. Committee Reports
2. Superintendent's Report – Mr. Anderson spoke on his report and the Superintendent search. Mr. Stanton spoke on Mr. Crowley's availability to assist in the search. Ms. Kaelble reviewed monthly activities with the Board.

Ms. Mitchell exited the meeting at 6:30 P.M.

Mr. Hudgins spoke on the teachers and their flexibility and professionalism.

3. State Monitor's Report
4. Discussion on Agenda Items

VOTING SESSION

X. ADJOURNMENT INTO VOTING SESSION

Moved by Ms. Hutchinson and seconded by Ms. Benson that the Board of Education approve that the Woodbine Board of Education adjourn the work session meeting and open the Business portion of the meeting.

MINUTES

XI. MINUTES

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

- Board of Education Meeting – 10/19/2021

Unanimously approved

BOE MEETING 10/19/21

ACTION ITEMS

XII. ACTION ITEMS - ADMINISTRATION

Moved by Ms. Benson and seconded by Ms. Hutchinson that the Board of Education approve the following as recommended by the Superintendent:

USE OF FACILITIES

1. Use of Facilities - The use of facilities from SOAR Church for the annual coat giveaway on November 23, 2021 from 4:00pm to 7:00pm.

ACCEPT DONATION

2. Accept Donation - The donation of 4 doses of Narcan donated from the Aids Coalition.

AFTER SCHOOL CLUBS

3. After School Clubs - The following after school student clubs for 5-8 grade to begin January 3, 2022:

- Art Club - advisor Anne Dice with a stipend of \$800.
- Game Club - advisors Stacey Egan and Tom Mozitis will share a stipend of \$800.

LONG-TERM SUB

4. Long Term Substitute - The following long-term substitutes:

B. SEELMAN

- Brianne Seelman to fill the 2nd Grade Long-Term position from November 24, 2021 until March 22, 2022 at the rate of \$278.50.

Z. TYLER

- Zhane' Tyler to fill the 5th grade Long-Term position from December 6, 2021 until March 8, 2022 at the rate of \$278.50.

COMMUNITY FOOD BANK

5. Community Food Bank of NJ - The Program Agreement between Community FoodBank of NJ and Woodbine for NJ SNAP-Ed nutrition and fitness education programming.

SCHOOL SECURITY SOA

6. School Security SOA - The School Security Statement of Assurance.

WOODBINE BOARD OF EDUCATION MINUTES – NOVEMBER 16, 2021

- 7. Optic Academy OPTIC ACADEMY
 - 8. Disposal of Equipment - Disposing of 1 refrigerator unit that received not bids at auction. DISPOSAL OF EQUIPMENT
- Ayes (5) Ms. Benson, Mr. Hudgins, Ms. Hutchinson, Ms. Larcombe, Ms. Young
 Noes (0) Abstain (0) Motion Carried

XIII. ACTION ITEMS – FINANCE

Moved by Ms. Hutchinson and seconded by Ms. Larcombe that the Board of Education approve the following as recommended by the School Business Administrator:

- 1. Board Secretary Report - Pursuant to N.J.A.C. 6A:23A-16.10(c) 3, I can certify that as of September 30, 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. BOARD SECRETARY'S REPORT
- 2. Treasurer's Report - Treasurer's Report, is in accordance with N.J.S.A. 18A:22-8.1 and 18A:22-8.2, for the month ending September 30, 2021. The Treasurer's Report and Secretary's Report are in agreement for the month ending September 30, 2021. 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 September 30, 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 September 30, 2021. 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 \$168,705.64. 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. Comprehensive Maintenance Plan and M1 - The Comprehensive Maintenance Plan and M1 for the 2022-2023 school year. MI & CMP

Ayes (5) Ms. Benson, Mr. Hudgins, Ms. Hutchinson, Ms. Larcombe, Ms. Young
 Noes (0) Abstain (0) Motion Carried

XIV. ADDENDUM

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

- 1. Latchkey - Loretta Carey for Latchkey at the rate of \$15.00 per hour. LATCHKEY
- 2. Staff Hires - Authorize the Superintendent to hire 2 Long-Term Special Education Teachers and Long-Term ESL Teacher 2021-22 school year, for the months of November and December between Board of Education meetings, after consultation with the Board President. Formal action will be required at the following Board meeting. STAFF HIRES

WOODBINE BOARD OF EDUCATION MINUTES – NOVEMBER 16, 2021

Ayes (5) Ms. Benson, Mr. Hudgins, Ms. Hutchinson, Ms. Larcombe, Ms. Young
Noes (0) Abstain (0)

Motion Carried

XV. UNFINISHED BUSINESS

1. Superintendent Search – The Board discussed the Superintendent Search.

XVI. NEW BUSINESS - None

XVII. FOR YOUR INFORMATION

1. Mandated Trainings - The following Board of Education Members need to complete mandated trainings by December 31, 2021:
 - o Alicia Larcombe- Governance IV
 - o Patrick Keenan- Governance IV
2. Bicycle and Pedestrian Master Plan – Mr. Hudgins spoke on the Bicycle and Pedestrian Master Plan. There is a survey on the Borough website for the community to complete. Ms. Larcombe mentioned that it is hard to see the crossing guard in the morning because of the sun. Mr. Anderson will speak to the guard about it.
3. Phone System Upgrade - The District will be upgrading its phone system hardware. This system will replace the current system which no longer is supported.

XVIII. AUDIENCE PARTICIPATION- None

XIX. FOR THE GOOD OF THE ORDER- None

XX. ADJOURNMENT

Moved by Ms. Larcombe and seconded by Ms. Hutchinson that the Board of Education approve to adjourn the meeting. 7:05 P.M.

Unanimously approved

Respectfully Submitted,

Joseph Giambri, Board Secretary
November 16, 2021