

# WOODBINE BOROUGH BOARD OF EDUCATION

Minutes of the Regular Meeting  
Monday December 19, 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 Monday, December 19, 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

Mr. Hudgins called the meeting to order at 6:02 P.M., and 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

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

## III. ROLL CALL

Members present at roll call: Mr. Gregory Hudgins, Ms. Sandra Bader, Ms. Janita Hutchinson, Ms. Alicia Larcombe, Ms. Melissa Rodriguez

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

Others Present: Ms. Carleena Supp, Superintendent; Ms. Celine Kaelble, Supervisor; Mr. Darren Harris, Board Secretary; Mr. Ronald Latham, Assistant Business Administrator; the public

## IV. COMMUNICATIONS

1. Use of School Facilities Regulation – Ms. Supp reviewed the regulation and that proof of insurance is required and to have it match the Board Policy.

## V. PRESENTATIONS

1. Teacher of the Year – Ms. Supp recognized Ms. Abbe Harris as the Woodbine Teacher of the Year.
2. 2022 NJ Start Strong Assessment Results – Ms. Kaelble presented the NJ Start Strong Assessment Results with the Board. The Board further discussed the impact COVID and virtual instruction has had on test scores.

## VI. AUDIENCE PARTICIPATION - None

## VII. WORK SESSION DISCUSSION

1. Committee Reports - None

CALL TO ORDER

PLEDGE TO THE  
FLAG

ROLL CALL

COMMUNICATIONS

PRESENTATIONS

AUDIENCE  
PARTICIPATION

WORKING SESSION  
DISCUSSION

## WOODBINE BOARD OF EDUCATION MINUTES – DECEMBER 19, 2022

2. Superintendent's Report – Ms. Supp reviewed the Superintendent's Report for the month of December.
3. State Monitor's Report - None
4. Discussion on Agenda Items

### VOTING SESSION

#### VIII. ADJOURNMENT INTO VOTING SESSION

Moved by Ms. Hutchinson 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.

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

### MINUTES

#### IX. MINUTES

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

- Regular Meeting on November 21, 2022

Roll Call: Ayes (4) Ms. Bader, Ms. Hutchinson, Ms. Rodriguez, Mr. Hudgins  
Noes (0) Abstain (1) - Ms. Larcombe Motion Carried

### BOE – 11/21/22

### ACTION ITEMS – ADMIN

#### X. ACTION ITEMS - ADMINISTRATION

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

### HIB ACKNOWLEDGE

1. Acknowledge HIB Cases - Acknowledge 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):
  - o Case #HIB-2022-2023-003: Unfounded

### NURSING SERVICE PLAN

2. Nursing Service Plan - The attached District Nursing Service Plan for the 2022-2023 school year.

### PEDESTRIAN SAFETY ASSEMBLY

3. Pedestrian Safety Assembly - The Pedestrian Safety Assembly presented by Cross County Connections as part of their Safe Routes to School Program for students in grades K-8. The presentation will be split into 4 sessions (K-1, 2-3, 4-5, 6-8) to focus on the important safety needs of a walking district. There is no cost for this program.

### SCHOOL SAFETY TRAINING

4. School Safety Specialist Training - Superintendent, Carleena Supp to attend School Safety Specialist Training on the following dates:
  - o January 10, 2023
  - o January 17, 2023
  - o January 24, 2023
  - o January 31, 2023

These sessions take place at the Morris County Public Safety Training Academy, 500 West Hanover Avenue, Morristown and there is no cost.

### 22-23 ARP SAFE RETURN PLA

5. 22-23 ARP Safe Return Plan - The revised Safe Return Plan in accordance with the American Rescue Plan (see attached).

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

### ACTION ITEMS - FINANCE

#### XI. ACTION ITEMS - FINANCE

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

**WOODBINE BOARD OF EDUCATION MINUTES – DECEMBER 19, 2022**

- 1. Board Secretary Report - In accordance with N.J.S.A. 18A:17-9 for the month of October 31, 2022, the Board Secretary certifies that no line item has been over expended in violation of N.J.A.C. 6A:23A-16.10 (c) 3 and that sufficient funds are available to meet the district’s financial obligations for the remainder of the fiscal year.  
In accordance with N.J.S.A. 18A:17-9 for the month of November 30, 2022, the Board Secretary certifies that no line item has been over expended in violation of N.J.A.C. 6A:23A-16.10 (c) 3 and that sufficient funds are available to meet the district’s financial obligations for the remainder of the fiscal year.
- 2. Treasurer's Report - The Treasurer's Reports, which is in accordance with N.J.S.A. 18A:17-36 for the months ending October 31, 2022 and November 30, 2022. The Treasurer's Reports and Secretary's Reports are in agreement for the months ending October 31, 2022 and November 30, 2022.
- 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 November 30, 2022 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. and in accordance with N.J.A.C. 6A:23A-16.10 (c) 2, certifies that there are no changes in anticipated revenue amounts or revenue sources. Sufficient funds are available to meet the district’s financial obligations for the remainder of the 2022-2023 fiscal year.
- 4. Transfer Status Report - The transfer status reports for the month of October and November 2022.
- 5. NJSBA ACES Cooperative Agreement - Participation in the ACES Cooperative pricing agreement with New Jersey School Board Association for natural gas purchasing services.
- 6. Schools Development Authority Funding Certification - The Schools Development Authority Certification in support of receipt of FY 2023 funding for Emergent Needs and Capital Maintenance. If approved, the SDA Emergent Needs and Capital Maintenance funding would cover \$5,588.00 in boiler repairs. Acceptance of funds of \$5,588.
- 7. Millville Tuition Contract - The tuition contract with Millville School District for the 2022-2023 school year:
  - o McKinney Vento Act Placement: One student at \$83.95 per diem - Effective 12/12/22 through 6/30/23
- 8. Daycare Cleaning Contract Addendum - The Daycare Cleaning Services Contract Addendum for the remainder of the 2022-2023 school year, with an increase of \$681.52 per month for staffing and supplies, effective January 1, 2023 through June 30, 2023.

BOARD SECRETARY'S REPORT

TREASURER'S REPORT

CERTIFICATION

TRANSFER STATUS

NJSBA ACES CO-OP

SDAF CERTIFICATION

MILLVILLE TUITION

DAYCARE CLEANING

Roll Call: Ayes (\*5) Ms. Bader, Ms. Hutchinson, Ms. Larcombe, \*Ms. Rodriguez, Mr. Hudgins  
Noes (0) Abstain (\*1) Ms. Rodriguez – *Item #8 only* Motion Carried

ADDENDUM

**XII. ADDENDUM**

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

- 1. Substitute Teacher - Michael Bolicki as a substitute teacher at a rate of \$125 per day pending background check and clearance.

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

**XIII. UNFINISHED BUSINESS**

UNFINISHED BUSINESS

**WOODBINE BOARD OF EDUCATION MINUTES – DECEMBER 19, 2022**

1. Discussion of Shared Service Agreement – Gymnasium – Mr. Hudgins gave an update on the shared service agreement of the gymnasium between the Board of Education and the Borough including a draft contract for review.

NEW BUSINESS

**XIV. NEW BUSINESS**

1. Discussion of Board Meeting Dates for 2023

FYI

**XV. FOR YOUR INFORMATION - None**

AUDIENCE PARTICIPATION

**XVI. AUDIENCE PARTICIPATION - None**

EXECUTIVE SESSION

**XVII. RECESS INTO EXECUTIVE SESSION - None**

FOR THE GOOD OF THE ORDER

**XIX. FOR THE GOOD OF THE ORDER**

- Ms. Rodriguez mentioned that the need for black seal for games during the week.

ADJOURNED

**XX. ADJOURNMENT**

Moved by Ms. Hutchinson and seconded by Ms. Bader that the Board of Education approve that the Board of Education Meeting be adjourned. 7:12 P.M.  
Unanimously approved

Respectfully Submitted,



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Darren Harris, Board Secretary  
December 19, 2022