

WOODBINE BOROUGH BOARD OF EDUCATION

Minutes of the Regular Meeting
Tuesday, August 17, 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 August 17, 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.

III. SWEARING IN NEWLY ELECTED BOE MEMBERS

SWEARING IN BOE
MEMBERS

Mr. Harris swore in the new Board Members:

- Oath of Office:
Ms. Melissa Rodriguez
Ms. Margaret Benson

IV. ROLL CALL

ROLL CALL

Members present at roll call: Mr. Gregory Hudgins, Ms. Janita Hutchinson, Ms. Alicia Larcombe, Ms. Miriam Vives-Rivera, Ms. Melissa Rodriguez, Ms. Margaret Benson

Members absent at roll call: Mr. Patrick Keenan, Ms. Adeline Mitchell

Others Present: Mr. Anthony DeVico (6:40 P.M.), Superintendent; Mr. Darren Harris, Business Official; the public

COMMUNICATIONS

V. COMMUNICATIONS - None

VI. PRESENTATIONS - None

PRESENTATIONS

VII. RECESS INTO EXECUTIVE SESSION

RECESS INTO
EXECUTIVE SESSION

Moved by Ms. Rodriguez and seconded by Ms. Vives-Rivera that the Board of Education approve, by Resolution, to adjourn into Executive Session.

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. 6:08 P.M.

Board Vacancy

Unanimously approved

RECONVENE TO
OPEN SESSION

VIII. RESUMPTION OF PUBLIC PORTION OF THE MEETING

Moved by Ms. Rodriguez and seconded by Ms. Vives-Rivera that the Board of Education approve Board of Education adjourn into Open Session. 6:12 P.M.

Moved by Ms. Vives-Rivera and seconded by Ms. Hutchinson that the Board of Education approve to appoint Ms. Wanda Young to the Board vacancy.

Unanimously approved

AUDIENCE
PARTICIPATION I

IX. AUDIENCE PARTICIPATION

Ms. Carol Hopp - New Manager of the Woodbine Public Library introduced herself and said that the library is now fully open for most of their services.

WORK SESSION
DISCUSSION

X. WORK SESSION DISCUSSION

1. Committee Reports

No Trespassing Sign – The committee will confirm if it was done.

Stop Sign – The committee will be requesting a stop sign.

Water Basin – The committee will check to see if it will be cleared up.

Uniform Committee and Negotiations Meeting dates are TBD

2. Superintendent's Report – The Return to School Plan update was given by Mr. Harris on behalf of Mr. DeVico.

A. Superintendent Activities

3. State Monitor's Report

4. Discussion on Agenda Items

- Re-adoption of Curriculum was explained to do once per year.
- Disposal of equipment was discussed as well as transportation jointures.

ADJOURNED INTO
VOTING SESSION

XI. ADJOURNMENT INTO VOTING SESSION

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

Unanimously approved

MINUTES

XII. MINUTES

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

- Board of Education Meeting - 6/15/21
- Board of Education Meeting - 7/12/21

BOE MEETING 6/15/21
BOE MEETING 7/12/21

Roll Call: Ayes (4) Ms. Hutchinson, Ms. Larcombe, Ms. Benson, Mr. Hudgins

Noes (1) Ms. Vives-Rivera

Abstain (1) Ms. Rodriguez

Motion Carried

ACTION ITEMS –
ADMINISTRATION

XIII. ACTION ITEMS - ADMINISTRATION

Mr. DeVico arrived at 6:40 P.M.

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

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- | | |
|---|--|
| 1. Student Code of Conduct Manual - The 2021-2022 Student Code of Conduct Manual | STUDENT CODE OF CONDUCT |
| 2. Summer School Personnel – Anya Harris as a substitute teacher for the Summer School Program. She will be paid \$30.00 per hour funded through Title 1. | SUMMER SCHOOL PERSONNEL |
| 3. Student Safety Data System Certification | STUDENT SAFETY DATA |
| 4. Re-Adopt Curriculum – The curriculum for the 2021-2022 school year. | RE-ADOPT CURRICULUM |
| 5. District PDP Plan – The 2021-2022 District PDP Plan. | ANNUAL SCHOOL PLAN |
| 6. Annual School Plan – The 2021-2022 Annual School Plan. | POLICY |
| 7. Policy – The following policies for second reading and adoption: <ul style="list-style-type: none"> • 2224.1 – Title IX • 3542.2 – School Meal Program • 6140 – Curriculum Adoption | NEW HIRES |
| 8. New Hires – The following staff new hires: <ul style="list-style-type: none"> • Shelly Chamlee – Basic Skills Teacher at step 4BA, \$56,421 • Ashley Monell – Long Term Substitute for Melissa Berenato • Amanda Meyer – Long Term Substitute for Kelly Hinsley • Sara Halsey – Part-Time (1/5) School Counselor at step 3MA, salary prorated to \$11,656 • Devon Biglin – Middle School Special Education Teacher at step 5MA, \$58,761 • Declan McGuigan – 4th Grade Teacher at 1BA step, \$55,701 • Sarah Vandever – Preschool Teacher, 3BA+3-, \$57,481 • Judi DiBabbo – Preschool Teacher, 9BA, \$60,391 | S. CHAMLEE
A. MONELL
A. MEYER
S. HASLEY
D. BIGLIN
D. MCGUIGAN
S. VANDEVER
J. DIBABBO |
| 9. Revised School Calendar – A correction was made for President’s Day weekend. | REVISED CALENDAR |
| 10. Substitute Nurse – Andrea Bradshaw as a substitute nurse at the rate of \$200 per day during the 2021-2022 school year. | SUB. NURSE – A. BRADSHAW |
| 11. Latchkey – The following Latchkey personnel, to be paid \$15.00 per hour: <ul style="list-style-type: none"> • Kelly McGay (Supervisor) • Nacee Noble (Substitute) • Britney Stebbins • Joann Jones • Jacky Stebbins • Ida Youmans | LATCHKEY PERSONNEL
K. MCGAY
N. NOBLE
B. STEBBINS
J. JONES
J. STEBBINS
I. YOUMAS |
| 12. Cooperative Teacher – Jennifer Matlack, Stockton Student, to do fieldwork in Ms. Bodenschatz’s classroom. | COOPERATIVE TEACHER J. MATLACK |
| 13. Preschool Orientation – The following staff members to attend preschool orientation on August 26, 2021 from 8:30am – 12:00pm at the rate of \$30/hr: <ul style="list-style-type: none"> • Jennifer Mercado • Brooke Lally • Courtney Hearon • Sarah Vandever • Rachel Rinck • Amanda Turner • Jackie Stebbins • Judi Dibabbo | PRE-K ORIENTATION
J. MERCADO
B. LALLY
C. HEARON
S. VANDEVER
R. RINCK
A. TURNER
J. STEBBINS J. DIBABBO |
| 14. Disposal of Equipment – The Solar Panel Monitoring display which is no longer operational. Monitoring is currently done online. | DISPOSAL OF EQUIPMENT |

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FMLA

15. FMLA – Leave request for employee #1013 starting September 8, 2021. It is anticipated they will be out 6 to 8 weeks and utilize sick time for the duration of the leave.

DONATION \$10,000

16. Accept Donation – The donation of \$10,000 from Azeez Museum to be used on technology.

DONATION DESKS & CHAIRS

17. Accept Donation – The donation from Commercial Township School for 6 student desks and 15 student chairs.

COURSE REIMBURSEMENT

18. Course Reimbursement – The Course reimbursement request for Monica Morales for 1 course.

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

Noes (*1) Ms. Vives-Rivera – *Items 8 & 9 only* Abstain (*2) Ms. Benson – *Items 1, 3, 4, 5, 6, 7 only*,
Ms. Vives-Rivera – *Item 7 only* Motion Carried

ACTION ITEMS – FINANCE

XIV. ACTION ITEMS - FINANCE

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

BOAR 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 June 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.

TREASURER'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 May 31, 2021 and June 30, 2021. The Treasurer's Report and Secretary's Report are in agreement for the month ending May 31, 2021 and June 30, 2021.

CERTIFICATION

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 May 31, 2021 and June 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 2020-2021 fiscal year.

TRANSFER STATUS

4. Transfer Status Report - The transfer status report for the month of June 30, 2021.

BILLS

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 \$208,429.82. 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.

ECF ADDENDUM

6. ECF Addendum – The addendum with E-Rate Consulting Services to assist with the completion of the Emergency Connectivity Fund application process

YALE TUITION

7. YALE Tuition Contract – Tuition contract with YALE School Inc. for the 2021-2022 school year, for 1 student, in the amount of \$121,373.70.

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- 8. Middle Township Tuition Contracts – The following contracts for the 2021-2022 school year with Middle Township:
 - Shared Regular Education: \$13,000
 - Regular Education: \$246,057
 - Special Education: \$44,192
- 9. Dennis Township Field Trip Contract – The Field Trip Transportation contract with the Dennis Township Board of Education.
- 10. Itinerant Service Contract – The Itinerant Shared Service agreement and Flat Fee agreement for Speech and PT services with the Salem County Special Services School District for the 2021-2022 school year at a cost of \$73,500.
- 11. OT Service Contract – The OT Services Contract with the Dennis Township Board of Education for 2 days a week at the rate of \$32,128.14 for the 2021-2022 school year.
- 12. Amendment of GSEHP – The addendum to the Fixed Rate Prescription Drug Management Services with Benecard to include rates for the Garden State Health Plan.
- 13. ARP IDEA Grant – The ARP IDEA allocation as follows:
 - ARP IDEA Basic: \$12,055
 - ARP IDEA Preschool: \$1,022
- 14. ESEA Allocations – The following allocations for the ESEA Grant:
 - Title IA: \$159,428
 - Title I SIA: \$24,900
 - Title II: \$17,173
 - Title III: \$4,198
 - Title IV: \$12,223
- 15. ESY Transportation Jointure – The ESY Transportation Jointure with Dennis Township to CMCSSSD for 6 students at the cost of \$2,878.68.

MIDDLE TOWNSHIP
TUITION

DENNIS TOWNSHIP
FIELD TRIP

ITINERANT SERVICE
CONTRACT SCSSSD

OT SERVICE
CONTRACT DENNIS
TWP

GSEHP

ARP IDEA GRANT

ESEA ALLOCATIONS

ESY TRANS JOINTURE

Roll Call: Ayes (5) Ms. Hutchinson, Ms. Larcombe, Ms. Vives-Rivera, Ms. Rodriguez, Mr. Hudgins
Noes (0) Abstain (1) Ms. Benson Motion Carried

XV. ADDENDUM

Moved by Ms. Larcombe and seconded by Ms. Hutchinson that the Board of Education approve the Extended Leave of Absence for Stephanie Davis from December 1, 2021 through June 30, 2022.

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

Noes (0) Abstain (0) Motion Carried

ADDENDUM

EXTEND LOA S.
DAVIS

XVI. UNFINISHED BUSINESS - None

UNFINISHED
BUSINESS

XVII. NEW BUSINESS - None

NEW BUSINESS

XVIII. FOR YOUR INFORMATION

FYI

- 1. LEAP Grant – Middle Township is the lead agency in the grant to explore consolidation alternatives and was successful in this round of grant funding. Stockton SRI/ETTC will be conducting the feasibility study.

XIX. AUDIENCE PARTICIPATION

Ms. Rackelle Brown, resident & parent thanked Mr. DeVico for responding to the email. She is still concerned with in-person instruction and mask wearing. She asked if there will be last-minute

AUDIENCE
PARTICIPATION II

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guidance give to students and assurance that the COVID protocols will be in place. Mr. DeVico responded to her concern.

Mrs. Rodriguez asked about virtual instruction. Mr. DeVico responded that virtual instruction is not an option outside of quarantining and spoke further on virtual instruction and vaccinations.

FOR THE GOOD OF
THE ORDER

XX. FOR THE GOOD OF THE ORDER - None

ADJOURNED

XXI. ADJOURNMENT

Moved by Ms. Hutchinson and seconded by Ms. Larcombe that the Board of Education approve to the Board of Education meeting. 7:19 P.M.

Respectfully Submitted,

Darren Harris, Business Official