

WOODBINE BOROUGH BOARD OF EDUCATION

Minutes of the Regular Meeting
Tuesday, September 21, 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 September 21, 2021 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. Janita Hutchinson, Ms. Alicia Larcombe, Ms. Miriam Vives-Rivera, Ms. Melissa Rodriguez, Ms. Margaret Benson, Mr. Patrick Keenan, Ms. Adelina Mitchell

Members absent at roll call:

Others Present: Mr. Dennis Anderson, Interim Superintendent; Mr. Darren Harris, Business Official; the public

COMMUNICATIONS

IV. COMMUNICATIONS - None

PRESENTATIONS

V. PRESENTATIONS - None

RECESS INTO
EXECUTIVE SESSION

VI. RECESS INTO EXECUTIVE SESSION - None

VII. RESUMPTION OF PUBLIC PORTION OF THE MEETING

VIII. AUDIENCE PARTICIPATION - None

IX. WORK SESSION DISCUSSION

WORK SESSION
DISCUSSION

1. Committee Reports – Ms. Vives-Rivera and Mr. Hudgins met with Mr. Anderson about the clutter in the cafeteria and renting a storage container. Mr. Giambri spoke on the finance meeting.
2. Superintendent's Report – Mr. Anderson thanked the Board for allowing him the opportunity to come back. Mr. Anderson is pleased with the opening of school and how the

COMMITTEE
REPORTS

SUPERINTENDENT'S
REPORT

WOODBINE BOARD OF EDUCATION MINUTES – AUGUST 17, 2021

school year has started. He gave praise to the staff for getting their rooms set up. He also thanked Ms. Kaelble for her work over the summer. He recognized Ms. Morales and Ms. Kane for their efforts over the summer as well.

Mr. Anderson spoke on Covid cases in the school and community.

Mr. Anderson talked about back to school night which was held virtually.

3. State Monitor's Report - None
4. Discussion on Agenda Items – Ms. Vives-Rivera asked about the charging carts. Mr. Giambri stated that the technology department needs them so every classroom has one. Ms. Vives-Rivera asked about the substitutes. Mr. Anderson spoke on the rates that are up for approval tonight and why he is increasing it. Ms. Vives-Rivera asked about the stipend for the substitute coordinator. Mr. Anderson explained the position and need. Ms. Vives-Rivera asked about the extra compensation for the assistant principal. Mr. Anderson explained the recommendation. Ms. Vives-Rivera asked about the Long-Term substitute rate. Mr. Anderson explained why that rate is different from a normal substitute.

STATE MONITOR'S
REPORT
AGENDA ITEMS

ADJOURNED INTO
VOTING SESSION

X. ADJOURNMENT INTO VOTING SESSION

Moved by Ms. Rodriguez and seconded by Ms. Larcombe that the Board of Education approve that the Board adjourn into voting session.

Unanimously approved

MINUTES

XI. MINUTES

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

- Board of Education Meeting - 8/17/21

BOE MEETING 8/17/21

ACTION ITEMS –
ADMINISTRATION

XII. ACTION ITEMS - ADMINISTRATION

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

1. Accept Donation - The donation of two document filing cabinets, a desk and storage cabinet from Avalon/Stone Harbor School District.
2. Accept Donation - The donation of five 36 docking charging carts from the Pittsgrove Township Board of Education.
3. Policy- First Reading - The following policy for first reading:
5141:10 Face Coverings
5141:11 Vaccination and Testing
4. Substitute Teacher - Approve the following as substitute teachers for the 2021-2022 school year, effective September 1, 2021:
Loretta Carey
Fay Vlaszac
Melissa Sandfort-Barron
Elene Fiordalisio
5. Substitute Teacher Rate - The 2021-2022 substitute rate to be \$125.00 per day effective September 1, 2021.
6. NJASA Dues - The 2021-2022 NJASA Dues for Dennis J. Anderson from September 2021-June 2022. Mr. Anderson will reimburse the Board of Education should a contract waiver not be granted.

DONATION OF
FILING CABINETS

DONATION OF
CHARGING CARTS

POLICY

SUBSTITUTE
TEACHERS

SUBSTITUTE
TEACHER RATE

NJASA DUES

WOODBINE BOARD OF EDUCATION MINUTES – AUGUST 17, 2021

- 7. Substitute Coordinator - Jennifer Mercado as Substitute Coordinator for the 2021-2022 School year. She will be paid a \$2,500 stipend. SUBSTITUTE COORDINATOR
- 8. Extra Compensation - The extra compensation in the amount of \$3,000, to Celine Kaelble, Assistant Principal, for additional duties that were assigned over the summer. EXTRA COMPENSATION
- 9. Leave of Absence - The maternity leave for Allison Campbell beginning on November 24, 2021, until the end of the school year. She will use sick/person time until December 31, 2021, and then go on unpaid please for the remainder of the leave. LOA – A. CAMPBELL
- 10. Leave of Absence - The NJFLA leave for Joseph Hinsley beginning on December 6, 2021. This unpaid leave will last 12 weeks in accordance with NJFLA leave and he will return on March 8th, 2022. LOA – J. HINSLEY
- 11. Home Instruction - The following staff members for homebound instruction at the rate of \$30.00 per hour: HOME INSTRUCTION
 - Stacey Egan
 - Tom Mozitis
 - Jessica Hartman
 - Jasmine Murrary
 - Allison Campbell
- 12. Road Forward Plan - The revisions to the Road Forward Plan. ROAD FWD PLAN
- 13. Return to School Plan -The revised Return to School Plan. RETURN TO SCHOOL PLAN
- 14. Virtual or Remote Instruction Plan - The Virtual or Remote Instruction Plan to the County Office for approval. VIRTUAL LEARNING
- 15. Long Term Substitute - Jennifer Woolley for the long-term substitute position covering the vacancy for Ms. Harris, effect September 9, 2021 at the rate of \$278.50 per day. LONG-TERM SUB
- 16. Long Term Substitute - Amanda Meyer as a long term substitute covering the vacancy for Ms. Davis beginning on December 1st, 2021. Ms. Meyer is currently filling in for a 3rd Grade Maternity Leave. LONG-TERM SUB
- 17. ACCC Cooperation Agreement - The Agreement with Atlantic Cape Community College for Brittany Stebbins to continue her practicum. ACCC CO-OP AGREEMENT
- 18. ASAP Staff - The following staff for ASAP starting October 4, 2021 and ending March 30, 2022, Monday-Wednesday at the rate of \$30.00 per hour: ASAP STAFF
 - Stacey Egan
 - Devon Biglin
 - Declan McGuigian
 - Pegge Bodenschattzz
 - Shelly Chamlee

This program will be funded with Title I and ESSER II Funds.

Roll Call: Ayes (*8) Ms. Benson, Ms. Hutchinson, Mr. Keenan, Ms. Larcombe, Ms. Mitchell, Ms. Rodriguez, *Ms. Vives-Rivera, Mr. Hudgins

Noes (*1) Ms. Vives-Rivera – Item #3 only 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:

- 1. Board Secretary Report - Pursuant to N.J.A.C. 6A:23A-16.10(c) 3, I can certify that as of July 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. BOARD SECRETARY'S REPORT

ACTION ITEMS – FINANCE

WOODBINE BOARD OF EDUCATION MINUTES – AUGUST 17, 2021

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 July 31, 2021. The Treasurer's Report and Secretary's Report are in agreement for the month ending July 31, 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 July 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.

TRANSFER STATUS

4. Transfer Status Report - The transfer status report for the month of July 31, 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 \$160,393.07. 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.

MIDDLE TWP ESY

6. Middle Township ESY - The Extended School Year Tuition Agreement with the Middle Township School District for 10 students at the rate of \$2,000.00 per student. This will be funded with ESSER II- Learning Loss Funds.

ACCOUNT SIGNOR

7. Account Signatures - Dennis Anderson as an account signature on the following accounts, replacing Anthony DeVico:

Student Activities- xxx0647

Cafeteria Account- xxx0604

Flexible Spending- xxx2605

Agency- xxx6317

Payroll- xxx6325

School Library- xxx3666

Construction- xxx5149

Latchkey- xxx7062

Warrant Account- xxx3973

Donations and Gifts- xxx0218

FED FUNDED SALARIES

8. Federally Funded Salaries - The following grant funded salaries:

<u>Employee</u>	<u>Position</u>	<u>Title I %</u>	<u>Title I Salary</u>
Continisio, Nicole	Guidance	80%	\$ 47,209.00
Robson-Dice, Anne	Teacher	40%	\$ 23,504.00
Harris, Abbe	Teacher	15%	\$ 13,193.00

<u>Employee</u>	<u>Position</u>	<u>Title I SIA%</u>	<u>Title I SIA Salary</u>
McGay, Kelly	Teacher	30%	\$ 17,172.00

<u>Employee</u>	<u>Position</u>	<u>ESSER II %</u>	<u>ERRER II Salary</u>
Chamlee, Shelly	Teacher	100%	\$ 56,421.00
Hasly, Sara	Guidance	100%	\$ 56,421.00

WOODBINE BOARD OF EDUCATION MINUTES – AUGUST 17, 2021

9. Transportation Jointure - The Transportation Jointure with the Dennis Township Board of Education for transportation to Cape May County Special Services in the amount of \$26,600.40.

TRANS JOINTURE

10. GovDeals - Posting an unused refrigerator unit for auction on GovDeals.com.
Unanimously approved

GOVDEALS

XIV. ADDENDUM

ADDENDUM

Moved by Ms. Hutchison and seconded by Ms. Vives-Rivera that the Board of Education approve the placement of 1 student to attend CMCSSSD.

CMCSSD
PLACEMENT

Unanimously approved

XV. UNFINISHED BUSINESS - None

UNFINISHED
BUSINESS

XVI. NEW BUSINESS – The Board of Education will schedule a special meeting next week.

NEW BUSINESS

XVII. FOR YOUR INFORMATION

FYI

1. Mandated Trainings - The following Board of Education Members need to complete mandated trainings by December 31, 2021:
Alicia Larcombe- Governance IV
Patrick Keenan- Governance IV
2. CMCSBA Meeting - Wednesday, September 29, 2021 the first Cape May CSBA hybrid meeting of the school year will take place. This meeting will feature the documentary, "Resilience," which explores how to work with kids and trauma. Please let the Business Office know if you wish to attend.
Virtual:
Date: Wednesday, September 29
Time: 7:15 p.m.
Location: Attend online via computer, smartphone, or tablet with internet access
In-Person:
Date: Wednesday, September 29
Time: 6:00 p.m.
Location: Bellevue Tavern, 9 S N Main St., Cape May Court House, NJ 08210

XVIII. AUDIENCE PARTICIPATION - None

AUDIENCE
PARTICIPATION

XIX. FOR THE GOOD OF THE ORDER – Mr. Hudgins mentioned that Washington and Webster Ave have pedestrian signs for student crossing.

FOR THE GOOD OF
THE ORDER

XX. ADJOURNMENT

ADJOURNED

Moved by Ms. Vives-Rivera and seconded by Ms. Hutchinson that the Board of Education approve that the Board of Education meeting be adjourned. 6:39 P.M.

Unanimously approved

Respectfully Submitted,

Joseph Giambri, Board Secretary

WOODBINE BOARD OF EDUCATION MINUTES – AUGUST 17, 2021