



**Woodbine Board of Education Meeting**

**12/19/2022 06:00 PM**

Woodbine Elementary School - Media Center  
801 Webster Street  
Woodbine, NJ 08270

**Printed : 12/16/2022 1:14 PM ET**

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**I. CALL TO ORDER**

The New Jersey Open Public Meetings Law was enacted to ensure the rights of the public to have advance notice of 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.

TIME: \_\_\_\_\_

**II. PLEDGE TO THE FLAG**

I pledge allegiance to the flag of the United States of America and to the Republic for which it stands, one Nation under God, indivisible with liberty and justice for all.

**III. ROLL CALL**

|                           |                             |
|---------------------------|-----------------------------|
| ___ Ms. Sandra Bader      | ___ Ms. Adelina Mitchell    |
| ___ Mr. Gregory Hudgins   | ___ Ms. Melissa Rodriguez   |
| ___ Ms. Janita Hutchinson | ___ Ms. Miriam Vives-Rivera |
| ___ Mr. Patrick Keenan    | ___ Ms. Wanda Young         |
| ___ Ms. Alicia Larcombe   |                             |

**IV. COMMUNICATIONS**

1. Use of School Facilities Regulation

**V. PRESENTATIONS**

1. Teacher of the Year
2. 2022 NJ Start Strong Assessment Results

**VI. AUDIENCE PARTICIPATION**

Audience members attending Board of Education Meetings are permitted to voice their opinions on school related topics at specified times during the regular meeting. These times are included in the printed agenda for the meeting.

Members of the public are encouraged to speak during the public portion of the meeting. A time limit of three (3) minutes will be given for each audience member. Complaints stated, questions asked, or actions requested by the public, will be taken under advisement by the Board for investigation,

discussion, and action or disposition at a later time/date.

When addressing the Board of Education, please respect the following procedure:

1. Be recognized by the Board President.
2. State your full name and address before commenting.
3. Identify the agenda item or resolution on which you will be commenting.
4. Wait to be recognized before making your comment(s).
5. Limit your comment(s) to the specific agenda item resolution.
6. If your questions or comments pertain to litigation, student or personnel items or negotiations, we would ask that you see the Superintendent after the meeting since we do not discuss these items in public.

**VII. WORK SESSION DISCUSSION**

1. Committee Reports
2. Superintendent's Report
3. State Monitor's Report
4. Discussion on Agenda Items

**VIII. ADJOURNMENT INTO VOTING SESSION**

Recommended Motion: that the Woodbine Board of Education adjourn the work session meeting and open the Business portion of the meeting.

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|--|--|
| <input type="checkbox"/> Ms. Sandra Bader      | <input type="checkbox"/> Ms. Adelina Mitchell    |
| <input type="checkbox"/> Mr. Gregory Hudgins   | <input type="checkbox"/> Ms. Melissa Rodriguez   |
| <input type="checkbox"/> Ms. Janita Hutchinson | <input type="checkbox"/> Ms. Miriam Vives-Rivera |
| <input type="checkbox"/> Mr. Patrick Keenan    | <input type="checkbox"/> Ms. Wanda Young         |
| <input type="checkbox"/> Ms. Alicia Larcombe   |  |

TIME \_\_\_\_\_

**IX. MINUTES**

Approve the minutes from the following Board of Education Meetings:

- Regular Meeting on November 21, 2022

- |  |  |
|--|--|
| <input type="checkbox"/> Ms. Sandra Bader      | <input type="checkbox"/> Ms. Adelina Mitchell    |
| <input type="checkbox"/> Mr. Gregory Hudgins   | <input type="checkbox"/> Ms. Melissa Rodriguez   |
| <input type="checkbox"/> Ms. Janita Hutchinson | <input type="checkbox"/> Ms. Miriam Vives-Rivera |
| <input type="checkbox"/> Mr. Patrick Keenan    | <input type="checkbox"/> Ms. Wanda Young         |
| <input type="checkbox"/> Ms. Alicia Larcombe   |  |

**X. ACTION ITEMS - ADMINISTRATION**

BE IT RESOLVED the Woodbine Board of Education approve the following as recommended by the Superintendent:

- |  |  |
|--|--|
| <input type="checkbox"/> Ms. Sandra Bader      | <input type="checkbox"/> Ms. Adelina Mitchell    |
| <input type="checkbox"/> Mr. Gregory Hudgins   | <input type="checkbox"/> Ms. Melissa Rodriguez   |
| <input type="checkbox"/> Ms. Janita Hutchinson | <input type="checkbox"/> Ms. Miriam Vives-Rivera |
| <input type="checkbox"/> Mr. Patrick Keenan    | <input type="checkbox"/> Ms. Wanda Young         |
| <input type="checkbox"/> Ms. Alicia Larcombe   |  |

1. Acknowledge HIB Cases

Approve to 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):

Case #HIB-2022-2023-003: Unfounded

2. Nursing Service Plan

It is recommended that the Board of Education approve the attached District Nursing Service Plan for the 2022-2023 school year.

3. Pedestrian Safety Assembly

Approve 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.

4. School Safety Specialist Training

Approve Superintendent, Carleena Supp to attend School Safety Specialist Training on the following dates:

January 10, 2023

January 17, 2023

January 24, 2023

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.

5. 22-23 ARP Safe Return Plan

Approve the revised Safe Return Plan in accordance with the American Rescue Plan (see attached).

**XI. ACTION ITEMS - FINANCE**

BE IT RESOLVED, the Woodbine Board of Education approve the following as recommended by the School Business Administrator:

\_\_\_ Ms. Sandra Bader

\_\_\_ Mr. Gregory Hudgins

\_\_\_ Ms. Janita Hutchinson

\_\_\_ Mr. Patrick Keenan

\_\_\_ Ms. Alicia Larcombe

\_\_\_ Ms. Adelina Mitchell

\_\_\_ Ms. Melissa Rodriguez

\_\_\_ Ms. Miriam Vives-Rivera

\_\_\_ Ms. Wanda Young

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

Approval of 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

Approve the transfer status reports for the month of October and November 2022.

### 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 \$. 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 2022-2023 school year. A list of bills paid and transfers made will be provided at the next regular board meeting.

### 6. NJSBA ACES Cooperative Agreement

It is recommended the Board of Education approve participation in the ACES Cooperative pricing agreement with New Jersey School Board Association for natural gas purchasing services.

### 7. Schools Development Authority Funding Certification

Approval of 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.

### 8. Millville Tuition Contract

It is recommended the Board of Education approves the tuition contract with Millville School District for the 2022-2023 school year:

McKinney Vento Act Placement: One student at \$83.95 per diem - Effective 12/12/22 through 6/30/23

### 9. Daycare Cleaning Contract Addendum

It is recommended that the Board of Education approve 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.

## **XII. ADDENDUM**

\_\_\_ Ms. Sandra Bader  
 \_\_\_ Mr. Gregory Hudgins  
 \_\_\_ Ms. Janita Hutchinson  
 \_\_\_ Mr. Patrick Keenan  
 \_\_\_ Ms. Alicia Larcombe

\_\_\_ Ms. Adelina Mitchell  
 \_\_\_ Ms. Melissa Rodriguez  
 \_\_\_ Ms. Miriam Vives-Rivera  
 \_\_\_ Ms. Wanda Young

## **XIII. UNFINISHED BUSINESS**

1. Discussion of Shared Service Agreement - Gymnasium

## **XIV. NEW BUSINESS**

1. Discussion of Board Meeting Dates for 2023

It is recommended that the Board of Education discusses the attached potential meeting dates for 2023.

## **XV. FOR YOUR INFORMATION**

1. Governance Training

The following Board Members need to complete their required Governance Training by December 31, 2022:

Greg Hudgins: Governance IV  
 Melissa Rodriguez: Governance IV  
 Miriam Vives-Rivera: Governance IV  
 Janita Hutchinson: Governance IV  
 Adelina Mitchell: Governance IV  
 Wanda Young: Governance I  
 Sandra Bader: Governance I

## **XVI. AUDIENCE PARTICIPATION**

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6. If your questions or comments pertain to litigation, student or personnel items or negotiations, we would ask that you see the Superintendent after the meeting since we do not discuss these items in public.

**XVII. RECESS INTO EXECUTIVE SESSION**

It is recommended that the Board of Education, by Resolution, 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.

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: HIB Cases

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| <input type="checkbox"/> Mr. Patrick Keenan    | <input type="checkbox"/> Ms. Wanda Young         |
| <input type="checkbox"/> Ms. Alicia Larcombe   |  |

TIME \_\_\_\_\_

**XVIII. RESUMPTION OF PUBLIC PORTION OF THE MEETING**

Recommended Motion: that the Woodbine Board of Education adjourn into Open Session.

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|--|--|
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| <input type="checkbox"/> Ms. Alicia Larcombe   |  |

TIME \_\_\_\_\_

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

**XX. ADJOURNMENT**

Recommended Motion: that the Woodbine Board of Education adjourn the meeting.

- |  |  |
|--|--|
| <input type="checkbox"/> Ms. Sandra Bader      | <input type="checkbox"/> Ms. Adelina Mitchell    |
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