

MINUTES OF THE WORK SESSION MEETING OF THE WOODSTOWN-PILES GROVE BOARD OF EDUCATION HELD ON THURSDAY EVENING, MARCH 19, 2020, AT 6:08 P.M. THE MEETING WAS HELD REMOTELY THROUGH GOOGLE HANGOUTS DUE TO THE STATE OF EMERGENCY HEALTH CLOSURE.

CALL TO ORDER

Mrs. Miller, President, called the meeting to order at 6:08 p.m.

READING OF STATEMENT OF NOTICE

Mrs. Miller read aloud the following: 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 Woodstown-Pilesgrove Regional Board of Education has caused notice of this meeting to be published by having the date, time, and place thereof posted in the South Jersey Times, Elmer Times, Borough of Woodstown Municipal Hall, Township of Pilesgrove Municipal Hall, general offices and faculty rooms of the district's four schools, the school district's central office, and with the Borough of Woodstown Clerk and the Township of Pilesgrove Clerk.

FLAG SALUTE

Mrs. Miller then led the group in the pledge of allegiance to the flag.

ROLL CALL:

Members Present: Dr. Carr, Mrs. Chiarelli, Mrs. Miller, Mr. Morris, Dr. Nielsen, Mr. Pennal, Mrs. Thomas, and Ms. Wojciechowski.

Members absent: Mr. Carney, Mr. Kinney, and Mr. Zigo.

Also Present: Mrs. Virginia M. Grossman, Superintendent of Schools and Mrs. Rose Wang Chin, School Business Administrator/Board Secretary.

Administrators Present: Mrs. Pessolano, Ms. Cioffi, Mr. Snyder and Mr. Adams.

SUPERINTENDENT'S REPORT

Mrs. Grossman gave an update on COVID-19 and how it is impacting the district as follows:

- All staff working together.
- District has been approved for meal reimbursement for all students during closure.
- Updated plans were sent to county office today.
- Anticipate closure longer than 2 weeks.

PRESENTATION ON THE 2020-2021 SCHOOL DISTRICT BUDGET

Mrs. Grossman and Mrs. Chin presented the 2020-2021 Budget to gain BOE approval for County submission by 3/20/20.

BOE questions were clarified including (but not limited to):
re: 3.7% local tax levy increase (as compared to 3.3% in 19/20 budget)

Motion to approve the 2020-2021 school budget items as follows:

Public Hearing on the budget for the 2020-2021 school year to be held on Thursday, April 30, 2020, 7:00 p.m., at the William Roper School.

BE IT RESOLVED THAT the Woodstown-Pilesgrove Regional School District Board of Education approve the Preliminary Budget for the 2020-2021 school year for the submission to the County Office as follows: (see page ___)

	Budget	Local Tax Levy
General Fund	\$24,721,701	\$11,729,613
Special Revenue Fund	\$1,051,298	\$0
Debt Service Fund	\$1,539,889	\$1,344,546
Total Base Budget	\$27,312,888	\$13,074,159

BE IT FURTHER RESOLVED that the 2020-2021 Budget includes the current enrollment adjustment in the amount of \$187,374 to meet budgetary requirements.

BE IT FURTHER RESOLVED that the 2020-2021 Budget includes the use of maintenance reserve funds in the amount of \$132,500 to be used in the general fund for the purpose of regular maintenance, contingency for emergency and supplies. (11-000-261-420 through 11-000-261-610).

BE IT FURTHER RESOLVED that the 2020-2021 Budget includes the use of capital reserve funds (for Local Share) in the amount of \$478,800 to be used in the general fund for the purpose of projects listed in the local share of the Long Range Facility Plan to promote the health, safety and educational needs of the Woodstown-Pilesgrove Regional School District. (12-4XX-100-730; 12-000-263-730; 12-000-400-334; 12-000-400-450)

BE IT FURTHER RESOLVED that the 2020-2021 Budget includes the use of tuition reserve funds in the amount of \$386,000 to be used to refund sending districts for the 2018-2019 certified tuition.

BE IT FURTHER RESOLVED, that the Woodstown-Pilesgrove Regional School District, in accordance with N.J.A.C. 6A:23A-7.3(a) establishes a maximum travel expenditure for the 2020-2021 school year not to exceed \$85,000.

Motion made by: Maricia Chiarelli

Motion seconded by: Floyd Pennal

Voting

Richard Carr – Yes

Maricia Chiarelli – Yes

Eileen C. Miller – Yes

Richard C. Morris – Yes

Anne Nielsen – Yes

Floyd Pennal – Yes

Shonta Thomas – Yes

Amy Wojciechowski – Yes

AUDIENCE PARTICIPATION – AGENDA ITEMS – None.

INSTRUCTION/CURRICULUM

Agenda items were discussed with clarification of the following:

- Field trips are being approved such that if school re-opens, approvals will be in place.

ADMINISTRATION/PERSONNEL

Agenda items were discussed and clarified.

OPERATIONS/FINANCE

Agenda items were discussed with clarification of the following:

- Mrs. Grossman updated Board that district will pay BR Williams for annual contracted obligation.
- Mrs. Chin gave cafeteria update as follows:
 - February performance
 - Feb 2019 (\$6,400 profit; year-to-date profit as \$19K)
 - Feb 2020 (\$9,500 profit; year-to-date profit is \$30K) -- food costs were at all time low; counts were up; labor cost was steady.
- Performance outlook will be a function of how the cafeteria adapts to COVID-19 needs -- and quickly. Based on the speed of adaptation, the outlook is OK.
Potential concerns included: known demand cease due to school closure; special events revenue cancelled; BOE staff costs are fixed; ability to absorb other fixed costs.

Thankfully, we have remedies for these concerns, including: applied for State reimbursement and approved to serve not only F&R but ALL students; continue to control hourly staffing and food costs to what's needed; have \$30K YTD profit as cushion; NutriServe breakeven guarantee.

We are aiming for "No General Fund Infusion" as our goal.

Cafeteria has fed 520 meals in the past 4 days.

- Mrs. Chin gave rationale for Maintenance Reserve, Architect and Civil Engineer RFP recommendations, and BeneCard agenda items.
- Facility uses are being approved such that if school re-opens, approvals will be in place.
- Board member (AN) inquired about current estimated school closure – Mrs. Grossman responded that it is indefinite until Dept of Health deems safe; anticipates at least after Spring Break; plans are in the works for Phase 3 online learning; school is working with faculty.

POLICY

Mrs. Grossman gave a brief overview of each policy.

REPORTS

Mrs. Miller thanked everyone for coming to the joint informational BOE meeting (re: Consolidation); meeting had good attendance; meeting was well received; meeting was well represented by a mix of attendees; achieved the goal to get the word out that Consolidation is possibility and to lay the potential issues/queries on the table.

Mrs. Miller thanked everyone for attending tonight's new virtual BOE meeting.

AUDIENCE PARTICIPATION – None

GOOD FOR THE ORDER

The Board discussed whether the upcoming NAACP event will take place on original date.

ADJOURNMENT

Motion to adjourn the meeting at 7:16 p.m.

Motion made by: Anne Nielsen

Motion seconded by: Floyd Pennal

Voting

Richard Carr – Yes

Maricia Chiarelli – Yes

Eileen C. Miller – Yes

Richard C. Morris – Yes

Anne Nielsen – Yes

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Floyd Pennal – Yes
Shonta Thomas – Yes
Amy Wojciechowski – Yes

Respectfully submitted,

Mrs. Rose Wang Chin
SBA/BS

Approved by Motion of the Board

Date

Signature /SBA