

WINSLOW TOWNSHIP BOARD OF EDUCATION
Regular Board of Education Meeting Agenda
Winslow Township Middle School – Cafeteria
Wednesday, April 27, 2022
7:00 p.m.

I. PUBLIC NOTICE of this meeting was given to all Board Members and Associates in a notice dated **01/06/2022**. Adequate and electronic notice of this Public Meeting has been provided specifying the time, place, and manner in which this meeting is being conducted. It was advertised in the Courier Post, posted in all schools, the Administration Office, the Municipal Building, the Library, Bud Duble Center, Edgewood Acres, Elm Town, and the Winslow Township Post Offices.

II. MISSION STATEMENT

The **Mission** of the Winslow Township School District, a large diverse and growing community, is to educate all students to become independent, life-long learners, critical thinkers and caring and confident members of their community. The District, in partnership with the community, and in a climate of cooperation and mutual respect, will provide an academic environment which values excellence and diversity, encourages students to strive for personal excellence, and assists them in acquiring the knowledge, skills and attitudes necessary to contribute positively to a rapidly changing world.

III. ROLL CALL

Larry Blake
Lorraine Dredden
Rita Martin
Cynthia Moore
Rebecca Nieves
John Shaw, Jr.
Kelly Thomas

Julie A. Peterson, Vice President
Cheryl Pitts, President

H. Major Poteat, Ed.D., Superintendent
Tyra McCoy-Boyle, Business Admin./Board Secretary
Howard Long, Jr. Esq., Solicitor

IV. PLEDGE OF ALLEGIANCE

V. 2021-2022 DISTRICT GOALS

1. Student Achievement – Continue to implement best practices for delivering instruction to students utilizing all available and appropriate instructional models. This shall include:
 - a. Ensuring articulation at all grade levels throughout the district
 - b. Focus on innovative classroom instruction at all grade levels
 - c. Ensuring all students have equal access to equipment and resources needed to facilitate and promote student learning in any setting
 - d. Evaluation and updating all district programs, including athletics and extra-curricular activities
 - e. Accountability of all district staff
2. Continue to foster a positive school environment that is conducive to teaching and learning
 - a. Focus on building relationships among staff and families that will result in increased learning and more effective instruction
 - b. Emphasis on collaboration with all district stakeholders
 - c. Promote an inclusive, diverse, and compassionate learning environment
3. Market our strengths and achievements to all stakeholders to increase capacity for greater parent/caregiver/community support.
 - a. Continue with our public relations/marketing plan
 - b. Continue to work with the various advisory committees in the district
 - c. Examine communication methods utilized by district

VI. AWARDS/PRESENTATIONS

VII. CORRESPONDENCE

VIII. MINUTES

1. Approve the following Meeting Minutes of the Board of Education:

Regular Meeting
Regular Meeting

April 13, 2022
April 13, 2022

Open Session
Closed Session

On a motion made by _____, seconded by _____, approval of Minutes is granted.			
Exceptions: _____			
Roll Call:			
_____ Mr. Blake	_____ Ms. Nieves	_____ Ms. Dredden	_____ Mr. Shaw
_____ Ms. Martin	_____ Ms. Thomas	_____ Ms. Moore	_____ Ms. Peterson
	_____ Ms. Pitts		

IX. BOARD COMMITTEE REPORTS

X. SUPERINTENDENT’S REPORT

A. THE SUPERINTENDENT RECOMMENDS APPROVAL OF THE FOLLOWING ACTION ITEMS:

1. First Reading of Board Policies & Regulations **None at this time.**
2. Second Reading & Adoption of Board Policies & Regulations **None at this time.**
3. Security/Fire Drill

Approve the Security/Fire Drill Report, as listed below, for the month of March 2022:

School	Date	Elapsed Time	Type of Drill	A.M./P.M.
School #1	3/09/22	12 minutes	Lockout Drill	11:50 AM
	3/24/22	14 min. 20 sec.	Fire	11:44 AM
School #2	3/07/22	8 min. 32 sec.	Fire	2:32 PM
	3/21/22	5 min. 4 sec.	Lockout Drill	1:40 PM
School #3	3/07/22	7 minutes	Fire	9:54 AM
	3/31/22	7 minutes	Lockout Drill	1:59 PM
School #4	3/07/22	9 min. 39 sec.	Fire	2:08 PM
	3/21/22	6 min. 51 sec.	Bomb Threat	2:23 PM
School #5	3/22/22	5 min. 10 sec.	Fire	9:30 AM
	3/30/22	6 min. 27 sec.	Lockout Drill	12:17 PM
School #6	3/23/22	3 min. 13 sec.	Fire	2:42 PM
	3/30/22	6 minutes	Lockdown	8:52 AM
WTMS	3/21/22	8 minutes	Shelter in Place	10:02 AM
	3/25/22	6 minutes	Fire	1:47 PM
WTHS	3/04/22	6 minutes	Lockdown	1:08 PM
	3/25/22	12 minutes	Fire	7:40 AM

4. Professional Development/Workshops & Conferences **None at this time.**
5. Field Trip(s) **Exhibit X A: 5**
Approve Field Trip(s) as listed in the attached exhibit.
6. Tuition Students **Exhibit X A: 6**
Approve Out of District Tuition Students as listed in the attached exhibit.
7. Terminate Out-of-District Placement(s) **Exhibit X A: 7**
Approve to terminate Out-of-District Student Placements as listed in the attached exhibit.
8. Homeless Student(s) **None at this time.**
9. Division of Child Protection & Permanency (DCP&P) **None at this time.**
10. Fundraiser(s) **Exhibit X A: 10**
Approve the following Fundraiser for the 2021-2022 school year:
High School
 - o T-Shirts & Water Bottles – African American Culture Club
11. School 5 – Battle of the Books Competition
Approval requested for battle of the Books Competition-Update Location & Cost
Dates of the competition are:
 - o 4th Grade: 06/01/2022 at Bingham Elementary School, Runnemede, NJ
 - o 5th/6th Grade: 06/09/2022 at Samuel S. Yellin School, Stratford, NJBusing to both events - 2 advisors will attend 16 students each day (\$90.00 each Team-4 teams: Total-\$360.00)
12. High School – AP Psychology Pilot Program
Approval requested to allow Winslow Township High School to participate in the College Board Advance Placement (AP) Psychology Pilot program for the purpose of determining the redesign of the AP Psychology course and exam scheduled to launch in 2023-2024. Students will work on the summative task beginning May 16, 2022 and ending June 10, 2022. Total time involved will be no more than five hours. There is no cost to the district.

13. Peer Leadership Training

Approval requested for The Ceceilyn Miller Institute for Leadership and Diversity in America to provide Peer Leadership Training for student leaders in Eagles Landing, School Based Youth Service Program. The two-day training will be held May 23-24, 2022 from 9:00am-1:00pm. The training will focus on the values of leadership, critical intrapersonal and interpersonal skills for working effectively with groups, and participation in experiential activities that enhance self-knowledge, team-building, and leadership awareness. The total fee for the training is \$4,000.00 and fees will be taken from HS SBYSP grant account number 20-297-200-300-000-00.

B. Principal's Update

- 1. Harassment, Intimidation & Bullying Report
- 2. Suspension Report
- 3. Ethnicity Report
- 4. School Highlights

None at this time.
Exhibit X B: 2
Exhibit X B: 3
Exhibit X B: 4

On a motion made by _____, seconded by _____, approval of Superintendent's Report is granted.	
Exceptions: _____	
<i>Roll Call:</i>	
_____ Mr. Blake	_____ Ms. Nieves
_____ Ms. Dredden	_____ Mr. Shaw
_____ Ms. Martin	_____ Ms. Thomas
_____ Ms. Moore	_____ Ms. Peterson
	_____ Ms. Pitts

XI. BUSINESS ADMINISTRATOR/BOARD SECRETARY’S REPORT

A. REPORTS None at this time.

B. THE BUSINESS ADMINISTRATOR/BOARD SECRETARY RECOMMENDS APPROVAL OF THE FOLLOWING ACTION ITEMS:

- 1. Line Item Transfers **None at this time.**
- 2. Board Secretary’s Report **None at this time.**
- 3. Reconciliation Report **None at this time.**
- 4. Board Secretary’s Certification **None at this time.**
- 5. Boards’ Certification **None at this time.**
- 6. Bill List **Exhibit XI B: 6**
 - a. Approve the Vendor Bill List in the amount of \$323,519.05 as per the attached exhibit.
 - b. Ratify the Manual Bill List in the amount of \$1,015,852.49 as per attached exhibit.
- 7. Payroll **None at this time.**
- 8. Disposal of School Property **Exhibit XI B: 8**

Approve the Disposal of School Property as listed below and in the attached exhibits.

Location	Department	Description
School 1	Technology	Not compatible/broken. (1) Datamation Systems, Inc. cart, (26) Samsung Chromebooks, (28) iPad–16gb, (5) 990 OptiPlex, (3) iPads, (18) Dell Chromebooks, (1) iPad cart, (2) Dell monitors, (1) Epson 95 Lite
Middle School	Kitchen	Broken/replaced. (1) Walk-in freezer, (1) walk-in refrigerator
Middle School	Kitchen	Broken (1) Precision Induction Cooktop
High School	Kitchen	Broken/replaced. (1) Walk-in freezer, (1) walk-in refrigerator
High School	Business Office	Dell 2230dn Printer-broken
High School	Library	Old/Worn/Outdated. (1756) Library books

9. Use of Facilities **None at this time.**

10. National School Boards Association – Professional Development Professional Development/Board Members

WHEREAS, The Winslow Township Board of Education is required pursuant to N.J.S.A. 18A:11-12 to adopt policy and approve travel expenditures by district employees and board members using local, State, or Federal funds to ensure that travel is educationally necessary and fiscally prudent; and

WHEREAS, The Board of Education has determined that the training and informational programs sponsored by NSBA and set forth below are directly related to and within the scope of board members' duties; and,

WHEREAS, The Board of Education has determined that the training and informational programs sponsored by NSBA and set forth below are directly related to and within the scope of the listed job title's current responsibilities and the board's professional development plan; and,

WHEREAS, The Board of Education has determined that participation in the NSBA training and informational programs require school district travel expenditures and that this travel is critical to the instructional needs of the district and/or furthers the efficient operation of the district; and,

WHEREAS, The Board of Education has determined that the school district travel expenditures to NSBA programs are in compliance with State travel guidelines as established by the Department of the Treasury and within the guidelines established by the federal Office of Management and Budget; except as superseded by conflicting provision of Title 18A of the New Jersey Statutes; and,

WHEREAS, The Board of Education finds that a mileage reimbursement rate equal to that of the federal Internal Revenue Service mileage reimbursement rate of \$.35 per mile is a reasonable rate; and,

WHEREAS, The Board of Education has determined that participation in the NSBA training and informational programs are in compliance with the district policy on travel; therefore be it

RESOLVED, That the Board of Education hereby approves the attendance of the listed number of school board members and district employees at the listed NSBA training and informational programs, and the costs of attendance including all registration fees, and statutorily authorized travel expenditures, provided that such expenditures are within the annual maximum travel expenditure amount; and, be it further

RESOLVED, That the Winslow Township Board of Education authorizes in advance, as required by statute, attendance at ***the following NSBA training program and informational event:***

<u>Board Member Name</u>	<u>Program Name</u>	<u>Date</u>	<u>Event Cost</u>
Julie Peterson	Legislative Committee Meeting	May 7, 2022	NC
Julia Peterson Lorraine Dredde	Delegate Assembly – Non-Delegate Hybrid Meeting	May 14, 2022	NC
Julie Peterson Lorraine Dredde	Camden/Gloucester County Hybrid Meeting – Spring Dinner	May 17, 2022	NC
Julie Peterson	Equity Conference 2022	May 20, 2022	\$99.00

11. New Jersey Department of Agriculture – User Acceptance Testing

Approve Ms. Tyra Boyle, Business Administrator / Board Secretary and Ms. Gail Smith, Bookkeeper, to participate in the User Acceptance Testing (UAT), sponsored by the NJ Department of Agriculture. The workshop is scheduled on Friday, April 29, 2022 in Trenton, N.J. from 1:00 p.m. – 3:00 p.m. There is no cost to attend.

12. Newark School District – Joint Transportation Agreement 2021-2022 **Exhibit XI B: 12**

Approve the 2021-2022 Joint Transportation Agreement between the Winslow Township Board of Education (host district) and Newark School District (joiner district) to transport a student to the Pinelands Learning Center from March 1, 2022 to June 30, 2022 in the per diem amount of \$90.70.

13. Approve Architectural Services

Approve LAN Associates, District appointed architects, to provide architectural services to assist in replacing the existing walk-in refrigerator/freezers at Schools 3, 4, 5 and 6, in the amount of \$48,300. Services include schematic design, bidding and project administration which will be charged to the Food Service Fund, account number 60-910-310-334.

14. Purchases – HCESC Contract Vendor

Approve the following purchases, in the following amounts, from the following approved HCESC Contract vendor:

Items charged to 11-000-262-610

General Chemical and Supply – HCESC-CAT 19-02

Custodial Supplies	District	\$1,920.00
Custodial Supplies	District	\$4,194.58

15. Purchases – State Contract Vendors

Approve the following purchases, in the following amounts, from the following approved State Contract vendors:

Items charged to 11-000-262-610

Pemberton Supply Co.- NJ State Contract #21-Food-01747

Maintenance Supplies	District	\$3,510.00
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Items charged to 11-000-270-615

Wolffington Body Co. – NJ State Contract #A42076

Fleet Supplies	Transportation	\$4,599.08
Fleet Supplies	Transportation	\$4,177.56

On a motion made by _____, seconded by _____, approval of Board Secretary's Report is granted.

Exceptions: _____

Roll Call:

_____ Mr. Blake	_____ Ms. Nieves
_____ Ms. Dredden	_____ Mr. Shaw
_____ Ms. Martin	_____ Ms. Thomas
_____ Ms. Moore	_____ Ms. Peterson
	_____ Ms. Pitts

XII. PERSONNEL

A. THE SUPERINTENDENT RECOMMENDS APPROVAL OF THE FOLLOWING ACTION ITEMS:

1. 2021/2022 Staff Reassignments

Approve the following Staff Reassignments for the 2021/2022 school year, effective April 22, 2022:

	Name	From Position	To Position
A	Schiavo, Cynthia	Assistant Principal Schools #3 and #6	Assistant Principal Schools #3 and #1
B	Wyckoff, Bruce	Assistant Principal Schools #1 and #4	Assistant Principal Schools #4 and #6

2. 2021/2022 Sixth Period Assignments

Approve the following High School Sixth Period Teacher Assignments:

	Name	Position	Stipend	Effective
A	Bobo, Ethan	Math Teacher	\$8,489.00 (pro-rated)	4/22/2022- 6/30/2022
B	Guzman, Jeovanni	Math Teacher	\$8,489.00 (pro-rated)	4/22/2022- 6/30/2022
C	Sawyer, Stephanie	Math Teacher	\$8,489.00 (pro-rated)	4/22/2022- 6/30/2022
D	Torres, Melissa	Math Teacher	\$8,489.00 (pro-rated)	4/22/2022- 6/30/2022
E	Williams, Tony	Math Teacher	\$8,489.00 (pro-rated)	4/22/2022- 6/30/2022

*Stipends are non-pensionable

3. 2022 Special Education Summer Extended School Year Program

Approve to rescind the following CST staff member to conduct evaluations and case management responsibilities from July 5, 2022- August 31, 2022, **on an as needed basis**, at their per diem hourly rate, not to exceed six (6) hours per day: (11-000-219-104-999-10)

	Name	Position
A	Francis, Kellie	LDTC

<p>On a motion made by _____, seconded by _____, approval of Personnel Report is granted.</p> <p>Exceptions: _____</p> <p><i>Roll Call:</i></p> <table> <tr> <td>_____ Mr. Blake</td> <td>_____ Ms. Nieves</td> </tr> <tr> <td>_____ Ms. Dredden</td> <td>_____ Mr. Shaw</td> </tr> <tr> <td>_____ Ms. Martin</td> <td>_____ Ms. Thomas</td> </tr> <tr> <td>_____ Ms. Moore</td> <td>_____ Ms. Peterson</td> </tr> <tr> <td></td> <td>_____ Ms. Pitts</td> </tr> </table>	_____ Mr. Blake	_____ Ms. Nieves	_____ Ms. Dredden	_____ Mr. Shaw	_____ Ms. Martin	_____ Ms. Thomas	_____ Ms. Moore	_____ Ms. Peterson		_____ Ms. Pitts
_____ Mr. Blake	_____ Ms. Nieves									
_____ Ms. Dredden	_____ Mr. Shaw									
_____ Ms. Martin	_____ Ms. Thomas									
_____ Ms. Moore	_____ Ms. Peterson									
	_____ Ms. Pitts									

XIII. ADDENDUM

XIV. OPEN PUBLIC RECORDS ACT (OPRA) REQUEST

XV. OLD BUSINESS

XVI. NEW BUSINESS

XVII. INFORMATIONAL ITEMS

XVIII. PUBLIC COMMENTS (Time Limited)

The Winslow Township Board of Education highly values the input of citizens in making important decisions that affect the children of our community. We also believe in the rights of citizens to observe Board Meetings. To ensure that all of our citizens have the opportunity to attend School Board Meetings and offer comment, and to ensure that the Board can conduct the important business of the District, we ask that speakers follow the guidelines for making public comments.

Notation of Public Comments on Agenda Items – The Board President or Board Secretary will recognize those individuals in the audience who wish to make comment.

Please respect the following procedures:

1. All members of the public attending School Board Meetings must treat each other and the Board with respect.
2. State your full name and address.
3. Please limit your comments to **four minutes**.
4. Submit your questions to the Board of Education with your name, address and telephone number where you can be contacted. Your questions will be answered within a reasonable time.
5. Individuals offering citizen comment are not permitted to make personal attacks on any District employee, Board Member, other testifier or member of the public.

<p>On a motion made by _____, seconded by _____, approval of Public Comments is granted. Exceptions: _____ <i>Voice Vote:</i> _____</p>

XIX. ADJOURNMENT OF PUBLIC COMMENTS

<p>On a motion made by _____, seconded by _____, approval to adjourn Public Comments is granted. Exceptions: _____ <i>Voice Vote:</i> _____</p>

XX. EXECUTIVE SESSION

WHEREAS, the Open Public Meetings Act (N.J.S.A. 10:4-6 et seq.) requires all meetings of the Winslow Township Board of Education to be held in public, except as set forth in N.J.S.A. 10:4-12(b) which provides for nine (9) types of matters that may lawfully be discussed in “Executive Session,” i.e. without the public being permitted to attend; and

WHEREAS, the Winslow Township Board of Education has determined that certain issues set forth below are permitted by N.J.S.A. 10:4-12(b) to be discussed without the public in attendance shall be discussed during an Executive Session to be held on April 27, 2022 at ___ p.m.; and

WHEREAS, the nine (9) exceptions to public meetings set forth in N.J.S.A. 10:4-12(b) are listed below, and the items to be privately discussed that fall within such exceptions shall be identified and written, and after each exception is a space where additional information that will disclose as much information about the discussion as possible without undermining the purpose of the exception as follows:

“(1) Any matter which, by express provision of Federal law, State statute or rule of court shall be rendered confidential or excluded from public discussion.” The legal citation to the provision(s) at issue is: _____ and the nature of the matter, described as specifically as possible without undermining the need for confidentiality is _____;

“(2) Any matter in which the release of information would impair a right to receive funds from the federal government.” The nature of the matter, described as specifically as possible without undermining the need for confidentiality is _____;

“(3) Any material the disclosure of which constitutes an unwarranted invasion of individual privacy such as any records, data, reports, recommendations, or other personal material of any educational, training, social service, medical, health, custodial, child protection, rehabilitation, legal defense, welfare, housing, relocation, insurance and similar program or institution operated by a public body pertaining to any specific individual admitted to or served by such institution or program, including but not limited to information relative to the individual's personal and family circumstances, and any material pertaining to admission, discharge, treatment, progress or condition of any individual, unless the individual concerned (or, in the case of a minor or incompetent, his guardian) shall request in writing that the same be disclosed publicly.” The nature of the matter, described as specifically, as possible without undermining the need for confidentiality is _____;

“(4) Any collective bargaining agreement, or the terms and conditions of which are proposed for inclusion in any collective bargaining agreement, including the negotiation of terms and conditions with employees or representatives of employees of the public body” The collective bargaining contract(s) discussed are between the public body and _____;

“(5) Any matter involving the purchase lease or acquisition of real property with public funds, the setting of bank rates or investment of public funds where it could adversely affect the public interest if discussion of such matters were disclosed.” The nature of the matter, described as specifically as possible without undermining the need for confidentiality is _____;

“(6) Any tactics and techniques utilized in protecting the safety and property of the public provided that their disclosure could impair such protection. Any investigations of violations or possible violations of the law.” The nature of the matter, described as specifically as possible without undermining the need for confidentiality is _____;

“(7) Any pending or anticipated litigation or contract negotiation in which the public body is or may become a party. Any matters falling within the attorney-client privilege, to the extent that confidentiality is required in order for the attorney to exercise his ethical duties as a lawyer.” The parties to and docket numbers of each item of litigation and/or the parties to each contract discussed are _____ and nature of the discussion, described as specifically as possible without undermining the need for confidentiality is _____;

“(8) Any matter involving the employment, appointment, termination of employment, terms and conditions of employment, evaluation of the performance, promotion or disciplining of any specific prospective public officer or employee or current public officer or employee employed or appointed by the public body, unless all individual employees or appointees whose rights could be adversely affected request in writing that such matter or matters be discussed at a public meeting.” The employee(s) and/or title(s) and nature of the discussion, described as specifically as possible without undermining the need for confidentiality are: _____;

“(9) Any deliberation of a public body occurring after a public hearing that may result in the imposition of a specific civil penalty upon the responding party or the suspension or loss of a license or permit belonging to the responding party as a result of an act of omission for which the responding party bears responsibility.” The nature of the matter, described as specifically as possible without undermining the need for confidentiality is _____;

WHEREAS, the length of the Executive Session is estimated to be _____ minutes after which the public meeting shall (circle one) reconvene and immediately adjourn or reconvene and proceed with business.

NOW, THEREFORE, BE IT RESOLVED that the Winslow Township Board of Education will go into Executive Session for only the above stated reasons.

BE IT FURTHER RESOLVED that the Board hereby declares that its discussion of the aforementioned subject(s) will be made public at a time when the need for confidentiality no longer exists, or the public's interest in disclosure is greater than any privacy or governmental interest being protected from disclosure.

BE IT FURTHER RESOLVED that the Board Secretary/Board Solicitor, shall read aloud enough of this resolution so that members of the public in attendance can understand, as precisely as possible, the nature of the matters that will privately discussed.

BE IT FURTHER RESOLVED that the Board Secretary, on the next business day following this meeting, shall furnish a copy of this resolution to any member of the public who requests one at the fees allowed by N.J.S.A. 47:1A-1 et seq.

On a motion made by _____, seconded by _____, approval to move to Executive Session is granted at _____.	
Exceptions: _____	
<i>Roll Call:</i>	
_____ Mr. Blake	_____ Ms. Nieves
_____ Ms. Dredden	_____ Mr. Shaw
_____ Ms. Martin	_____ Ms. Thomas
_____ Ms. Moore	_____ Ms. Peterson
	_____ Ms. Pitts

XXI. ADJOURNMENT OF EXECUTIVE SESSION Time: _____

On a motion made by _____, seconded by _____, approval to adjourn Executive Session is granted.
Exceptions: _____
<i>Voice Vote:</i> _____

XXII. ADJOURNMENT Time: _____

On a motion made by _____, seconded by _____, approval to adjourn Meeting is granted.
Exceptions: _____
<i>Voice Vote:</i> _____