

WINSLOW TOWNSHIP BOARD OF EDUCATION
Regular Board of Education Meeting
Winslow Township Middle School – Cafeteria
Wednesday, March 23, 2022
7:00 p.m.
Minutes

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

Present:	Larry Blake	John M. Shaw, Jr.
	Lorraine Dredde	Kelly Thomas
	Rita Martin	Julie Peterson, Vice President
	Cynthia Moore	Cheryl Pitts, President
	Rebecca Nieves	

Also Present: H. Major Poteat, Ed.D., Superintendent
Tyra McCoy-Boyle, Business Administrator/Board Secretary
Christopher F. Long, Esq., Solicitor

IV. PLEDGE OF ALLEGIANCE

V. 2021-2022 DISTRICT GOALS

(Ms. Thomas)

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

1. Mr. Dion Davis – 2021-2022 HIB & SSDS Report Period I Presentation

Mr. Davis, Director of Human Resources/Anti Bullying Coordinator, presented the HIB & SSDS Report, including weapons, violence, vandalism, substance abuse and HIB incidents for the period of September 1, 2021 – December 31, 2021. Questions and comments were made and responded to.

A motion was made by Mr. Shaw, seconded by Mr. Blake, to approve the 2021-2022 HIB & SSDS Report Period I as presented by Mr. Davis.

Roll Call:			
Mr. Blake	Yes	Ms. Nieves	Yes
Ms. Dredden	Yes	Mr. Shaw	Yes
Ms. Martin	Yes	Ms. Thomas	Yes
Ms. Moore	Yes	Ms. Peterson	Yes
		Ms. Pitts	Yes
Motion Carried			

2. WTHS Drone Program Presentation

Mr. Guzman, along with Pilot Deandre Moore and Anthony Bombara, gave a presentation and demonstration for their drone course at the High School. They presented the concepts and process behind drone work, including engineering, the history of drones, modern drones, fundamentals of flight, and laws and regulations. They demonstrated a professional drone, as well as their own model.

3. Acknowledgement of Ms. Stella Nwanguma – Middle School Principal

Dr. Poteat first acknowledged and showed appreciation for the hardworking staff of the Winslow Township Middle School. He, along with Dr. Carcamo, then presented Ms. Stella Nwanguma to the Board and community for her work and accomplishments as the Middle School Principal, including being selected as Visionary Principal of the Year by the New Jersey Principals and Supervisors Association and the Principal of the Year by the National Association of Secondary School Principals. A large gift basket was presented to Ms. Nwanguma. She gave a beautiful speech acknowledging her father, who was present in the audience, and her staff.

4. 2022-2023 Tentative Budget Presentation – Ms. Tyra McCoy-Boyle, Bus. Adm./Board Secretary

Ms. Tyra McCoy-Boyle, Business Administrator/Board Secretary, presented the 2022-2023 proposed District budget. Time was allotted for questions and comments from the Board and audience.

VII. CORRESPONDENCE

None at this time.

VIII. MINUTES

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

A motion was made by Mr. Shaw, seconded by Mr. Blake, to approve the minutes of the following meetings:

Regular Meeting		March 9, 2022		Open Session
Roll Call:				
Mr. Blake	Yes		Ms. Nieves	Yes
Ms. Dredden	Yes		Mr. Shaw	Yes
Ms. Martin	Yes		Ms. Thomas	Yes
Ms. Moore	Yes		Ms. Peterson	Yes
			Ms. Pitts	Yes
Motion Carried				

A motion was made by Mr. Shaw, seconded by Mr. Blake, to approve the minutes of the following meetings:

Regular Meeting		March 9, 2022		Closed Session
Roll Call:				
Mr. Blake	Yes		Ms. Nieves	Yes
Ms. Dredden	Yes		Mr. Shaw	Yes
Ms. Martin	Yes		Ms. Thomas	Yes
Ms. Moore	Yes		Ms. Peterson	Yes
			Ms. Pitts	Yes
Motion Carried				

IX. BOARD COMMITTEE REPORTS

Athletic Committee – Mr. Shaw – None at this time. The next meeting is scheduled for Wednesday, March 30, 2022 at 5:30 pm.

Education Committee – Ms. Peterson – None at this time. The next meeting is scheduled for Thursday, March 24, 2022 at 4:00 pm via WebEx.

Equity Equality Committee – Ms. Thomas – None at this time.

Marketing Committee – Mr. Blake – None at this time. The next meeting is scheduled for Monday, March 28, 2022 at 4:30 pm via WebEx.

Operation Committee – Ms. Dredden – Minutes are attached.

Policy Committee – Ms. Pitts – None at this time. The next meeting is scheduled for Thursday, April 28, 2022.

Citizens Advisory Committee – Ms. Martin – Mr. Joe Thomas, C.A.C. chairperson, presented the minutes. Minutes are attached.

X. SUPERINTENDENT’S REPORT

A motion was made by Mr. Shaw, seconded by Mr. Blake, to approve A. & B. as recommended by the Superintendent.

Questions were asked and responded to.

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 **Exhibit X A: 2**

Approve the Second Reading and Adoption of the following Board Policies and Regulations:

Policy/ Regulation	Policy/Regulation Title
P2415.05	Student Surveys, Analysis, Evaluations, Examinations, Testing, or Treatment
P & R 2431.4	Prevention and Treatment of Sports-Related Concussions and Head Injuries
P2451	Adult High School
R2460.30	Additional/Compensatory Special Education and Related Services
P & R 2622	Student Assessment
P3233	Political Activities
P5460	High School Graduation
P5541	Anti-Hazing
P & R 8465	Bias Crimes and Bias-Related Acts
P9560	Administration of School Surveys

3. Security/Fire Drill

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

<i>School</i>	<i>Date</i>	<i>Elapsed Time</i>	<i>Type of Drill</i>	<i>A.M./P.M.</i>
School #1	2/22/22	4 min. 37 sec.	Fire	9:44 AM
	2/28/22	11 min. 7 sec.	Lockout Drill	1:35 PM
School #2	2/1/22	5 min. 5 sec.	Lockdown Drill	9:25 AM
	2/10/22	6 min. 19 sec.	Fire	10:43 AM
School #3	2/22/22	8 min.	Fire	1:22 PM
	2/28/22	5 min.	Shelter in Place	10:12 AM
School #4	2/9/22	6 min. 9 sec.	Fire	10:11 AM
	2/9/22	19 min.	Shelter in Place	11:57 AM
School #5	2/28/22	3 min. 9 sec.	Bomb Threat	8:52 AM
	2/23/22	4 min. 25 sec.	Fire	2:28 PM
School #6	2/18/22	5 min.	Fire	10:57 AM
	2/28/22	5 min. 35 sec.	Shelter in Place	12:38 PM
Winslow Twp. M.S.	2/8/22	7 min.	Fire	1:03 PM
	2/15/22	24 min.	Non-Fire Evacuation	9:25 AM
Winslow Twp. H.S.	2/4/22	12 min.	Shelter in Place	8:49 AM
	2/17/22	7 min.	Fire	9:29 AM

4. Professional Development/Workshops & Conferences **Exhibit X A: 4**

Approve Professional Development/Workshops & Conferences as listed in the attached exhibit.

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 Fundraisers for the 2021-2022 school year:

School 1

- Got Sneakers, (2021-2022 School Year), H.S.A.
- Color-A-Thon, (4/26/22), H.S.A.

High School

- Chocolate Covered Pretzel Rods, (3/28/22 – 4/20/22), Class of 2022 (S.G.A.)
- Concession Sales at Graduation, (6/16/22), H.S.A.
- Mother's Day Ring Holders, (5/1/22 – 5/9/22), Art Club
- Didonato's Bowling, (3/31/22), Spanish Honor Society
- WTHS Bowling Night at Bowlero, (4/7/22), National Honor Society
- Sunflower Pins, (3/10/22), Sunflower of Peace Foundation
- Double Good Popcorn, (3/14/22 – 3/18/22), Football Team
- Spring Fling Grams, (3/14/22 – 3/21/22), Class of 2022 (S.G.A.)

11. 2022-2023 District Calendar

Exhibit X A: 11

Approve the 2022-2023 District Calendars as listed below and in the attached exhibits:

- 2022-2023 District Calendar
- 2022-2023 Staff Holiday Calendar

12. School 1 – Concert

Approval requested for School 1 to host a Third Grade Concert on Thursday, May 26, 2022 in the all-purpose room. School 1 students will be shown a 10:00 AM show and parents will be invited to attend the 2:00 PM show.

13. School 4 – End of the Year Show

Approval requested for School 4 to host a Third Grade End of the Year Show on June 9, 2022 at 6:30 PM.

14. Middle School – National Junior Honor Society Induction Ceremony

Approval requested for Winslow Township Middle School to hold the National Junior Honor Society Induction Ceremony on May 5, 2022 at 7:00 PM in the Middle School cafeteria.

15. High School – Voter Registration/Information Session

Approval requested for Winslow Township High School's Senior Class of 2022 to have the Election Division of the Camden County Clerk's office hold a voter registration/information session from April 10, 2022 to April 12, 2022.

16. High School – Pit Musicians

Approve the following list of Pit Musicians who will be playing in the spring play “The Addams Family” from May 19, 2022 – May 21, 2022. Each musician will receive a stipend of \$400 per person. The cost will be paid from account #11-401-100-330-401-08.

Susan Cleary (Reeds)
Candy Stetser (Reeds)
John Kormanski (Reeds)
Karen Kessler (Violin)
Ela Bara (Cello)
Matt Totoro (Bass)
David Parkhurst III (Guitar)
Joseph Krupa (Keyboard)
Katrina Wylie (Keyboard)
Andrew Garonzik (Trumpet)
Joseph Sino (Trombone)
Robert McNamara (Percussion)
Todd Welcz (Percussion)

17. High School - Senior Ice Cream

Approval requested for the Winslow Township Class of 2022 to have ice cream after graduation practice on Tuesday, June 14, 2022. Seniors will remain outside near the soccer field after practice where they will receive their ice cream before dismissal. The ice cream will be paid for by the Home and School Association.

18. High School - Senior Barbeque

Approval requested for the Senior Class of 2022 to have a barbeque on the soccer field immediately following graduation practice on June 15, 2022. Games will be played and food, water, soda, cake and water ice will be served. The event will be paid for by the senior class account #96-471-079.

19. High School – Social Media Assembly

Approval requested for the High Tech Crimes Unit of the Camden County Prosecutor’s Office to hold a Social Media Assembly on a date to be determined. The presentation will be on the topic of cyber safety, highlighting cyber bullying and inappropriate material and its consequences.

20. High School – Grant Acceptance

Approval requested for Winslow Township High School to accept grant funds in the amount of \$4,500.00 from the Winslow Township Drug and Alcohol Alliance. The funding will be used to conduct assemblies presented by the Rachel’s Challenge Program during the months of April and May.

21. High School -Senior Trip

Approval requested for the Class of 2022 to have their annual senior class trip to Six Flags Great Adventure on June 2, 2022.

22. High School – Senior Awards Night

Approval requested for Winslow Township High School to hold their annual Senior Award Night on June 1, 2022 at 6:00 PM in the High School cafeteria.

23. High School – Tuxedo Junction

Approval requested to have Tuxedo Junction set up a display table outside of the cafeteria during lunch periods.

24. Out of District Student

Approve the following out of district student to be applied to the IDEA Grant for the 2021-2022 school year.

Student #	School	Tuition
2639	Garfield Park Academy	\$19,793.40
Account #20-252-100-500-000-00 (IDEA basic)		

25. Early Child Preschool Budget

Approve to submit the 2022-2023 Early Childhood Preschool Aid Budget Worksheet in the amount of \$1,411,381.00

B. Principal’s Update

- | | |
|--|-----------------------|
| 1. Harassment, Intimidation & Bullying Report (March 1-15, 2022) | Exhibit X B: 1 |
| 2. Suspension Report | Exhibit X B: 2 |
| 3. Ethnicity Report | Exhibit X B: 3 |
| 4. School Highlights | Exhibit X B: 4 |

Roll Call:			
Mr. Blake	Yes	Ms. Nieves	Yes
Ms. Dredden	Yes	Mr. Shaw	Yes
Ms. Martin	Yes	Ms. Thomas	Yes
Ms. Moore	Yes	Ms. Peterson	Yes
		Ms. Pitts	Yes
Motion Carried			

XI. BUSINESS ADMINISTRATOR/BOARD SECRETARY'S REPORT

A motion was made by Mr. Shaw, seconded by Mr. Blake, to approve A. & B. as recommended the Business Administrator/Board Secretary, with a correction made to Item #B11.

A. REPORTS

None at this time.

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

1. Line Item Transfers

Exhibit XI B: 1

Approve the Line Item Transfers, for the month of January 2022, in accordance with N.J.S.A. 18A:22-8, as per the attached exhibit.

2. Board Secretary's Report

Exhibit XI B: 2

Approve the Board Secretary's Reports in accordance with 18A:17-36 and 18A:17-9 for the month of January 2022. The Board Secretary certifies that no line item account 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.

3. Reconciliation Report

Exhibit XI B: 3

Approve the Reconciliation Reports in accordance with 18A:17-36 and 18A:17-9 for the month of January 2022. The Reconciliation Reports and Board Secretary's Reports are in agreement for the month of January 2022.

4. Board Secretary's Certification

The Board Secretary 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.

5. Boards' Certification

Pursuant to N.J.A.C. 6A:23A-16.10 (c) 4, the Winslow Township Board of Education certifies after review of the Secretary's Monthly Financial Report (appropriations section) and upon consultation with the appropriate district officials, that to the best of the Boards' knowledge, no major account or fund has been over-expended in violation of N.J.A.C. 6A:23A-16.10 (b) and that sufficient funds are available to meet the district's financial obligations for the remainder of the fiscal year.

- 6. Bill List **Exhibit XI B: 6**
 - a. Approve the Vendor Bill List in the amount of \$1,395,829.62 as per the attached exhibit.
 - b. Ratify the Manual Bill List in the amount of \$1,010,496.65 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	Speech	(1) Language Development, 13 years old, outdated (1) Picture Vocabulary, 14 years old, outdated (6) Picture Vocabulary Test, 14 years old, outdated
School #6	Music	(1) Amplifier, 10 years old, no longer works (1) CD Player, 10 years old, no longer works
Middle School	Main Office	(1) Goldstar microwave, 20+ years old, broken
High School	Library	(7) Standing computer stations, 20 years old, no longer needed (2) Magazine racks, 20 years old, Library no longer subscribes to magazines (281) VHS Tapes, 15+ years old, outdated technology (1455) Books, various ages, outdated
High School	Business	(1) Computer/projector cart, 15 years old, no longer needed (4) Computer speakers, 15 years old, do not work

9. Use of Facilities

Approve the following Use of Facilities:

School	Organization	Dates	Day/Time	Room	Fee
High School	Our Lady of Mt. Carmel Regional School	March 25, 2022 – May 22, 2022	Tuesdays & Fridays 5:00 PM – 6:30 PM Saturdays 8:00 AM – 11:30 AM Sunday (Rain Date 5/22/22) 7:00 AM – 12:00 PM	Track, Fields/Grounds and Lavatories	\$200.00

10. New Jersey 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 NJSBA 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 NJSBA 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 NJSBA training and informational programs requires 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 NJSBA 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 has been approved in advance by the Superintendent of Schools; 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 NJSBA training and informational programs are in compliance with the district policy on travel; therefore be it

RESOLVED, That the Board of Education hereby ratifies, *nun pro tunc*, the attendance of the listed number of school board members and district employees at the listed NJSBA 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, acknowledges that the Superintendent of Schools has approved the attendance of the below listed Board Members in advance thereof, which shall be subsequently ratified and authorized at the next regular or special meeting, as required by statute, for the attendance at ***the following NJSBA training program and informational event:***

<u>Board Member Name</u>	<u>Program Name</u>	<u>Date</u>	<u>Event Cost</u>
Rebecca Nieves	Camden County Virtual Meeting – County President Meeting	March 15, 2022	NC

11. Membership Renewal – Mexican American School Boards Association

Approve the renewal of the Winslow Township Board of Education's membership in the Mexican American School Boards Association for the 2021-2022 school year in the annual amount of \$500.00. The costs are to be charged to 11-000-230-895.

12. Service Contract – Med-Flex

Approve Med-Flex, a full-service medical waste transportation company, to collect and transport to a licensed processing/disposal facility all regulated infectious, chemotherapeutic and pathological wastes from Winslow Township Schools effective January 11, 2022 through January 10, 2023, at a cost of \$99.00 per large medical waste box plus \$8.00 per 2 gallon sharp, \$7.00 per 5 quart sharp and \$4.50 per 1 quart sharp. The average annual cost has not exceeded \$900.00. Services are to be charged to 11-000-262-300.

13. 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

Hand Sanitizer	District	\$5,687.50
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14. Purchase – State Contract Vendor

Approve the following purchase, in the following amount, from the following approved State Contract Vendor:

Items charged to 11-000-262-610

W.W. Grainger Inc. – NJ State Contract #19-Fleet-00566

Maintenance Supplies	District	\$4,503.99
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15. Purchase – Ed Data Vendor

Approve Pioneer Manufacturing Company, Ed Data Vendor #11056, to supply field paint at a cost of \$6,741.00. Supplies are to be charged to account #11-000-262-610.

16. Middle School Ventilation Replacement

Approve Mack Industries, Inc., Ed Data Vendor #10392, to disconnect and remove the existing unit ventilator, replace it with one new trane unit ventilator, and connect and check operation of the new unit ventilator at a cost of \$11,263.00. Services are to be charged to account #11-000-261-420

17. Approve Low Quote Vendor

Approve Tozour Energy Systems, Inc., the low quote vendor, to provide motors for the district at a cost of \$5,003.42. Supplies are to be charged to account #11-000-262-610.

18. Professional Development

Approve Ms. Tyra McCoy-Boyle, Business Administrator / Board Secretary, Ms. Regina Chico, Assistant Business Administrator and Dr. Jack Mills, Director of Special Projects to attend the NJASBO “60th Annual Conference”. The workshop will be held on June 7 – 10, 2022 in Atlantic City, New Jersey. The cost to the District is \$275 per person, plus mileage and lodging if applicable.

19. Perkins Secondary Funds – Approve to Accept

Approve to accept the additional funding for the 2021- 2022 Perkins Reserve funds as follows:

Original Award	\$ 37,948.00
Additional Amount	<u>5,276.00</u>
Revised Award	<u>\$ 43,224.00</u>

20. Hasbrouck Heights School District – Joint Transportation Agreement 2021-2022

Exhibit XI B: 20

Approve the 2021-2022 Joint Transportation Agreement between the Winslow Township Board of Education (host district) and Hasbrouck Heights School District (joiner district) to transport a student to Winslow Township Middle School from September 1, 2021 to June 30, 2022 in the per diem amount of \$17.85.

21. Tentative School District Budget (2022-2023)

Approve the adoption of the Tentative 2022-2023 School District Budget for submission to the Executive County Superintendent by March 28, 2022 as follows:

Fund	Budget	Local Tax Levy
General Fund	\$111,742,069	\$52,609,524
Special Revenue Fund	4,703,107	---
Total Budget	\$116,445,176	52,609,524
Less Transfer From General to Special Revenue	(430,000)	---
Total Budget-Net of Transfers	\$116,015,176	\$52,609,524

22. Statement of Purpose

Capital Reserve Statement of Purpose

Included in line 620, Budgeted Withdrawal from Capital Reserve – Excess Costs and Other Capital Projects, is \$5,554,229.00 for the proposed HVAC Upgrades at School 6. The total cost of this project is \$5,554,229.00, which represents expenditures for construction elements or projects that are in addition to the facility efficiency standards determined by the Commissioner as necessary to achieve the New Jersey Student Learning Standards.

23. Maximum Threshold – Travel and Workshops

Approve the maximum threshold for district travel and workshops for the 2022-2023 school year in an amount not to exceed \$70,000.00. The threshold includes all funds. The maximum threshold established for the 2021-2022 fiscal year was \$70,000.00. Expenditures to date equal \$5,294.78.

Roll Call:			
Mr. Blake	Yes	Ms. Nieves	Yes
Ms. Dredden	Yes	Mr. Shaw	Yes
Ms. Martin	Yes	Ms. Thomas	Yes
Ms. Moore	Yes	Ms. Peterson	Yes
		Ms. Pitts	Yes
Motion Carried			

XII. PERSONNEL

A motion was made by Mr. Shaw, seconded by Mr. Blake, to approve items on the Personnel Report as recommended by the Superintendent.

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

1. Leave of Absence Requests

Approve the following Leave of Absence requests pursuant to documents filed in the Office of Human Resources:

	Name	Type of Leave	From	To	Paid/Unpaid
A	L.B.	Medical	3/24/2022	6/16/2022	Paid
B	M.C.	Maternity	6/13/2022 9/1/2022	6/30/2022 11/25/2022	Paid Unpaid
C	P.C.	Medical	4/4/2022	6/24/2022	Paid
D	R.C.	Medical	1/1/2022	5/2/2022	Paid
E	J.J.	FMLA *Intermittent	4/1/2022	3/31/2023	Unpaid
F	S.M.	Maternity *Revised Dates	3/18/2022 5/4/2022	5/3/2022 9/30/2022	Paid Unpaid
G	T.P.	Medical	3/28/2022	4/8/2022	Paid
H	B.R.	Medical	3/29/2022	4/22/2022	Paid

2. Resignations

Approve the following Resignations for the 2021/2022 school year:

	Name	Position	Location	Effective
A	Hoffman, Amy	Spec. Ed. Teacher	School No. 2	5/13/2022
B	Ingraldi, Angela	Confidential Secretary	BOE- Business Office	4/8/2022

3. 2021/2022 After-School Tutors

Approve the following ESL teachers for 2021/2022 After-School Tutoring, at a rate of \$43.73 per hour, **on an as needed basis**: (20-241-100-100-000-00)

	Name	Location
A	Kranyak, Karen	School No. 1
B	Purcell, Ashley	School No. 2
C	Ratzlaff, Emily	School No. 4

4. 2022 Special Education Summer Extended School Year Program

Approve the following CST staff members 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	DeGerolamo, Jennifer	LDTC
B	Vazquez, Wanda	Speech Language Specialist

*Per diem hourly rate adjustment pending ratification of the WTEA contract

5. Practicum Placement

a. Approve the following 2021/2022 Practicum Placement:

	University	Student	Cooperating Teachers	School	Dates
A	Stockton	Kelly, Cailey	McCready, Janet Metheny, Kellyanne	School No. 3 School No. 4	5/16/2022- 6/15/2022

b. Approve the following 2022/2023 Practicum Placement:

	University	Student	Cooperating Teacher	School	Dates
A	Stockton	Kelly, Cailey	McCready, Janet	ESY	7/5/2022- 8/5/2022

6. Interim Principal

Approve Cynthia Schiavo to serve as Interim Principal at School No. 6, on an as needed basis, at a per diem differential rate of \$100.00, effective March 9, 2022.

Roll Call:			
Mr. Blake	Yes	Ms. Nieves	Yes
Ms. Dredden	Yes	Mr. Shaw	Yes
Ms. Martin	Yes	Ms. Thomas	Yes
Ms. Moore	Yes	Ms. Peterson	Yes
		Ms. Pitts	Yes
Motion Carried			

XIII. ADDENDUM

I. SUPERINTENDENT’S REPORT

A motion was made by Mr. Shaw, seconded by Mr. Blake, to approve A. as recommended by the Superintendent.

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

1. Acceptance of Donation

Approve Winslow Township School District to accept a donation of \$4,000.00 to School No.1 and additional resources from the Kellogg Blue Anchor Eggo Waffle Plant.

2. Submission of SEMI Corrective Action Plan (2021-2022)

Approve the submission of the 2021- 2022 SEMI Corrective Action Plan. This plan addresses the requirement for parental consent forms required for reimbursement for related services for classified students.

3. Gloucester County Institute of Technology – Digital Media Program

Approve the following Out of District Student Placement, to the Gloucester County Institute of Technology (School of Digital Media), beginning March 18, 2022 through June 14, 2022.

Student	Current School/Grade	2021-2022 Program at GCIT
#2802	Gloucester County Institute of Technology (Grade 12)	School of Digital Media

Note: Student is a senior at GCIT and recently moved into Winslow Township.

Roll Call:			
Mr. Blake	Yes	Ms. Nieves	Yes
Ms. Dredden	Yes	Mr. Shaw	Yes
Ms. Martin	Yes	Ms. Thomas	Yes
Ms. Moore	Yes	Ms. Peterson	Yes
		Ms. Pitts	Yes
Motion Carried			

II. PERSONNEL REPORT

A motion was made by Mr. Shaw, seconded by Mr. Blake, to approve items on the Personnel Report as recommended by the Superintendent.

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

1. Leave of Absence Requests

Approve the following Leave of Absence requests pursuant to documents filed in the Office of Human Resources:

	Name	Type of Leave	From	To	Paid/Unpaid
A	J.M.	Medical	5/27/2022	6/30/2022	Paid
B	C.R.	FMLA *Extended Dates	3/22/2022	6/1/2022	Unpaid
C	L.Z.	Medical	3/23/2022	6/30/2022	Paid

2. Resignations

Approve the following Resignations for the 2021/2022 school year:

	Name	Position	Location	Effective
A	Johanson, Mildred	School Nurse	School No. 3	5/20/2022
B	Stokes, Brian	Music Teacher	School No. 1	6/30/2022

3. ESEA- Title I Grant for Fiscal Year 2021/2022

Approve the employee listed below to be charged to the ESEA- Title I grant for fiscal year 2021/2022:

Name	Job Title	% of Salary	Total Salary	Amount to be Charged	Account Line
Saunders, Fatimahtene	Math Teacher – Sch. 6	80%	\$89,279.00	\$71,423.00	20-239-100-100-000-06

Roll Call:			
Mr. Blake	Yes	Ms. Nieves	Yes
Ms. Dredden	Yes	Mr. Shaw	Yes
Ms. Martin	Yes	Ms. Thomas	Yes
Ms. Moore	Yes	Ms. Peterson	Yes
		Ms. Pitts	Yes
Motion Carried			

III. BUSINESS ADMINISTRATOR/BOARD SECRETARY’S REPORT

A motion was made by Mr. Shaw, seconded by Mr. Blake, to approve A. as recommended by the Business Administrator/Board Secretary.

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

1. Competitive Contracting Request for Proposals (RFP) for Internet Service Provider
 - a. Record the response below for Competitive Contracting RFP for Internet Service Provider, which was received and opened in public on March 16, 2022 as follows:

Vendor	Rates
Granite Telecommunications, LLC	E-Rate Eligible Services: Not applicable E-Rate Ineligible Services: \$0 Total Monthly Cost: Not applicable
Comcast Business Communications, LLC	E-Rate Eligible Services: \$2,234.25 MRC for 3,000 Mbps EDI E-Rate Ineligible Services: \$600.00 DDoS Total Monthly Cost: \$2,834.25 MRC for 3,000 Mbps EDI and DDoS
Xtel Communications, Inc.	E-Rate Eligible Services: \$2,056.91 E-Rate Ineligible Services: \$618.00 Total Monthly Cost: \$2,674.91
Data Network Solutions	E-Rate Eligible Services: \$1,750.00 Base Cost \$114.00 FCC USF fees E-Rate Ineligible Services: \$468.00 Total Monthly Cost: \$2,332.00

- b. Approve the award for Internet Service Provider to Xtel Communications, Inc. for a contract term of three (3) years with the option of two (2) one-year renewals, effective July 1, 2022. The proposals were reviewed by an Evaluation Committee. The Evaluation Committee’s Recommendation Report was posted on the District website at least 48 hours prior to the award. Services are to be charged to 11-000-230-530 and further acknowledge the following statement:

I certify that there are sufficient funds available to cover the costs of the service.

Tyra McCoy-Boyle

2. School District Official -PACO Officer

Approve to appoint Ms. Tyra McCoy-Boyle as the PACO Officer (Public Agency Compliance Officer) through January 2023.

3. Quote 2022-06 – Project Monitoring and Air Quality Testing – School #3

Approve the award for Project Monitoring and Air Quality Testing at School #3 to Epic Environmental Services, LLC, the sole responding vendor (Q2022-06), in the amount of \$2,292.00. Services are to be charged to account #11-000-251-340.

4. Approve State Contract Vendors - 2021-2022

RESOLUTION AUTHORIZING CONTRACTS WITH CERTAIN APPROVED STATE CONTRACT VENDORS FOR BOARDS OF EDUCATION PURSUANT TO N.J.S.A. 18:18A-10a

WHEREAS, the Winslow Township Board of Education, pursuant to N.J.S.A. 18A-18A-10a and N.J.A.C. 5:34-7.29 (c) may by resolution and without advertising for bids, purchase any goods or services under the State of New Jersey Cooperative Purchasing Program for any State contracts entered into on behalf of the State by the Division of Purchase and Property in the Department of the Treasury; and

WHEREAS, the Winslow Township Board of Education has the need on a timely basis to purchase goods or services utilizing State contracts; and

WHEREAS, the Winslow Township Board of Education, intends to enter into contracts with the attached Referenced State Contract Vendors through this resolution and properly executed contracts, which shall be subject to all the conditions applicable to the current State contracts; now, therefore, be it

RESOLVED, the Winslow Township Board of Education authorizes the Purchasing Agent to purchase certain goods or services from those approved New Jersey State Contract Vendors on the attached list for the 2021-2022 school year pursuant to all conditions of the individual State contracts; and be it further

RESOLVED, that the Winslow Township Board of Education Business Administrator/Board Secretary shall certify to the availability of sufficient funds prior to the expenditure of funds for such goods or services; and be it further

RESOLVED, that the duration of the contracts between the Winslow Township Board of education and the Referenced State Contract Vendors shall be July 1, 2021 to June 30, 2022.

Date Approved

Business Administrator/Board Secretary

Referenced State Contract Vendors

Commodity/Service	Vendor Name	State Contract Number
COMMUNICATIONS WIRING SERVICES	NEW JERSEY BUSINESS SYSTEMS, INC	A88738
RADIO COMMUNICATION EQUIPMENT AND ACCESSORIES	NEW JERSEY BUSINESS SYSTEMS, INC	A83899

5. Approve Exploratory Work for Fiber Optic Upgrades

Approve New Jersey Business Systems, an approved state contract vendor, state contract #A88738 and A83899, to excavate identified areas preventing fiber upgrades between the Middle and High Schools. Work is to be one on a time and material basis at an hourly rate of \$130.00. The total estimated costs are not to exceed \$15,000 and will be charged to 11-000-252-340.

6. Approve Environmental Engineering Services

Approve Consulting Municipal Engineers, the District appointed Engineers, to provide professional environmental engineering services and vendor oversight for telecommunication conduit investigation and repair at a cost of \$3,500, based on the contractually agreed upon rate schedule. Services are to be charged to 11-000-230-334.

7. New Jersey 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 NJSBA 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 NJSBA 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 NJSBA 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 NJSBA 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 NJSBA 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 NJSBA 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 NJSBA training program and informational event:***

<u>Board Member Name</u>	<u>Program Name</u>	<u>Date</u>	<u>Event Cost</u>
Cheryl Pitts	County Leadership Meeting	March 28, 2022	NC

Roll Call:			
Mr. Blake	Yes	Ms. Nieves	Yes
Ms. Dredden	Yes	Mr. Shaw	Yes
Ms. Martin	Yes	Ms. Thomas	Yes
Ms. Moore	Yes	Ms. Peterson	Yes
		Ms. Pitts	Yes
Motion Carried			

XIV. OPEN PUBLIC RECORDS ACT (OPRA) REQUEST

1. The Winslow Board of Education responded to the following OPRA Requests between March 4, 2022 and March 17, 2022.

Received	Requested by	Document Requested	Approved	Denied
1	Judith Smith	Salaries for All Winslow Township Public school Employees for the 2020-2021 School Year	✓	

XV. OLD BUSINESS

Ms. Nieves

Ms. Nieves thanked Dr. Poteat for including the parental engagement strategies that she suggested and discussing those with the Board Members.

Ms. Moore

Ms. Moore shared that she was disappointed with the turn out for the March 16, 2022 Town Hall. She conducted a survey of a Facebook group. She learned that many were disappointed that the Town Hall was scheduled on a Wednesday, like most Regular Board Meetings, which does not fit in their schedules. They would like opportunities on other nights. She also shared that parents suggested smaller group meetings.

Ms. Pitts

Ms. Pitts reminded all of the Board Members that there is a Financial Disclosure Form that must be completed by April 30, 2022.

XVI. NEW BUSINESS

Mr. Blake

Mr. Blake shared that during the March 16, 2022 Town Hall they discussed being more inclusive. He thinks it would be a good idea to incorporate their efforts towards inclusivity in the Board Meetings, such as putting a statement at the opening of each Board Meeting. Ms. Pitts asked that he put together a statement to present at the next Board Meeting for the Board to approve.

XVII. INFORMATIONAL ITEMS

Dr. Poteat

Dr. Poteat shared that the District Website and Facebook page contains information about Governor Murphy's Inaugural Youth Engagement Week. It started Monday, March 21, 2022 and goes through March 25, 2022. Dr. Poteat encouraged the community to log in and attend and participate in the discussions.

RealTalk with the Superintendent will return on Monday, April 11, 2022 at 6:30 pm.

Dr. Poteat also wanted to remind parents and the community that Spring Break is Friday, April 15, 2022 through Thursday, April 21, 2022. The calendar was updated to make Friday, April 22, 2022 a makeup snow day and is a full school day session.

Dr. Poteat also reminded the parents and community that after-school tutoring will begin March 29, 2022 on Tuesdays and Thursdays for a minimum of 1 hour. Students are recommended by teachers and principals and they have already received information. Based on the limited availability of staff only a certain number of students can be serviced. Snacks will be provided.

XVIII. PUBLIC COMMENTS (Time Limited)

A motion was made Mr. Shaw, seconded by Mr. Blake, to open the meeting for Public Comments at 8:51 p.m.

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.

Voice Vote: All in favor

No Public Comments.

XIX. ADJOURNMENT OF PUBLIC COMMENTS

A motion was made Mr. Shaw, seconded by Mr. Blake, to close the meeting for Public Comments at 8:52 p.m.

Voice Vote: All in favor

XX. EXECUTIVE SESSION

A motion was made by Mr. Shaw, seconded by Mr. Blake, to approve adoption of Executive Resolution and adjournment to Executive Session at 8:55 p.m.

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 March 23, 2022 at 8:55 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:

two supervisory staff members;

“(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 10 minutes after which the public meeting shall reconvene and immediately adjourn.

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.

Roll Call:			
Mr. Blake	Yes	Ms. Nieves	Yes
Ms. Dredden	Yes	Mr. Shaw	Yes
Ms. Martin	Yes	Ms. Thomas	Yes
Ms. Moore	Yes	Ms. Peterson	Yes
		Ms. Pitts	Yes
Motion Carried			

XXI. ADJOURNMENT OF EXECUTIVE SESSION

A motion was made by Mr. Shaw, seconded by Mr. Blake, to close the meeting of the Executive Session at 9:09 p.m.

Voice Vote: All in favor

XXII. ADJOURNMENT

A motion was made by Mr. Shaw, seconded by Mr. Blake, to adjourn the meeting at 9:09 p.m. *All Ayes.*

Respectfully Submitted,

Tyra McCoy-Boyle
Business Administrator/Board Secretary