

WINSLOW TOWNSHIP BOARD OF EDUCATION
Regular Board of Education Meeting Minutes
Winslow Township Middle School – Cafeteria
Wednesday, September 14, 2022
7:00 p.m.

I. PUBLIC NOTICE of this meeting was given to all Board Members and Associates in a notice dated **08/25/2022**. 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
Howard Long, Esq., Solicitor

IV. PLEDGE OF ALLEGIANCE

V. 2021-2022 DISTRICT GOALS

(Ms. Peterson)

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

Dr. Poteat gave recognition to Mr. Weppler for being nominated as the Camden County Teacher of the Year. He presented Mr. Weppler with the Camden County Teacher of the Year Award for outstanding achievement and dedication to the teaching profession. Mr. Weppler's achievements will be acknowledged on the District's website and he will be competing for the State Teacher of the Year.

1. New Jersey Student Learning Assessment (NJSLA) Presentation – Dr. Poteat, Supt.

Dr. Poteat presented detailed results from the New Jersey Learning Assessment (NJSLA) and compared the Winslow Township District performance levels to the State of New Jersey beginning with grade 3. A question and answer session followed.

VII. CORRESPONDENCE

None at this time.

VIII. MINUTES

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

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

Regular Meeting Wednesday, August 24, 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	Abstain	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 meeting:

Regular Meeting Wednesday, August 24, 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	Abstain	Ms. Peterson	Yes
		Ms. Pitts	Yes
Motion Carried			

IX. BOARD COMMITTEE REPORTS

Athletic Committee – **Mr. Shaw** – None at this time. The next meeting is September 22, 2022 at 5:30 p.m. via WebEx.

Education Committee – **Ms. Peterson** – None at this time. The next meeting is September 27, 2022 at 4:00 p.m. via WebEx.

Diversity, Equity and Inclusion Committee – **Ms. Thomas** – None at this time.

Marketing Committee – **Mr. Blake** – Mr. Blake requested that Ms. Nieves give a rundown of the Winslow Township Family Day Event. Dr. Poteat addressed the Marketing Plan that was discussed at the Board Retreat. The plan has not been updated or revised since 2017. He asked that the plan be updated and moved forward as the committee continues to plan for activities.

Operations Committee – **Ms. Dredden** – None at this time. The next meeting will be September 27, 2022.

Policy Committee – **Ms. Pitts** – The meeting will be determined for the month of September.

Citizens Advisory Committee – **Ms. Martin** – CAC minutes were read by Mr. Joe Thomas. Copies of the minutes will be obtained. The next meeting is October 6, 2022 at 7:00 p.m.

X. SUPERINTENDENT’S REPORT

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

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

- 1. First Reading of Board Policies & Regulations

Exhibit X A: 1

Approve the First Reading of Board Policies and Regulations as listed below and in the attached exhibits:

Policy/ Regulation	Policy/Regulation Title
P1648.15	Recordkeeping for Healthcare Settings in School Buildings - COVID-19
P2416.01	Postnatal Accommodations for Students
P2417	Student Intervention and Referral Services
P3161	Examination for Cause
P4161	Examination for Cause
P5512	Harassment, Intimidation, and Bullying
P & R 7410	Maintenance and Repair
R7410.01	Facilities Maintenance, Repair Scheduling, and Accounting
P8420	Emergency and Crisis Situations
P & R 9320	Cooperation with Law Enforcement Agencies

Abolished

Policy/ Regulation	Policy/Regulation Title
P1648.14	Safety Plans for Healthcare Settings in School Buildings - COVID-19

2. Second Reading & Adoption of Board Policies & Regulations **None at this time.**
3. Security/Fire Drill **None at this time.**
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 Trips as listed in the attached exhibit.
6. Tuition Students **Exhibit X A: 6**
Approve Out of District Tuition Students for the 2022/2023 school year as listed in the attached exhibit.
7. Terminate Out-of-District Placement(s) **Exhibit X A: 7**
Approve to terminate out-of-district 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 Fundraisers as listed below and in the attached exhibit:

School 1

- Dine In and Dine Out, (2022/2023 School Year), H.S.A.
- Joe Corbi, (October 2022), H.S.A.
- Scholastic Book Fair, (9/26/22 – 9/30/22), H.S.A.
- 100th Day of School Door Decorating Contest, (2022-2023 School Year), H.S.A.

School 4

- Scholastic Book Fair, (10/3/22 – 10/7/22 and 3/27/23 – 3/31/23), H.S.A.

School 5

- Smencils, Smens and Smickers Sale, (2022-2023 School Year), H.S.A.
- Dine Out Nights, (2022-2023 School Year), H.S.A.
- Scholastic Book Fair and Family Night, (10/3/22 – 10/7/22), H.S.A.
- Miss Chocolate Catalog Sale, (9/19/22 – 10/11/22), H.S.A.

High School

- Charleston Wrap, (10/3/22 – 10/21/22), F.B.L.A.
- Homecoming Dance Tickets, (9/6/22 – 10/7/22), S.G.A. Senate
- Penny Wars, (10/3/22 – 10/7/22), S.G.A. Senate
- Latin Theme Snacks, (10/1/22 – 5/31/23), Spanish Honor Society
- Mrs. Field's Cheesecakes, (10/1/22 – 5/31/23), Spanish Honor Society
- World's Finest Chocolates, (10/1/22 – 5/31/23), Spanish Honor Society

11. School 4 – Vocabulary Parade

Approval requested for School 4 students to participate in a Vocabulary Parade on October 19, 2022 (rain date October 26, 2022) at 10:00 AM. Students will have the opportunity to participate in this academic dress-up event while focusing on vocabulary words to describe their choice of costume. Parents are invited to attend as spectators.

12. School 4 – Trunk or Treat

Approval requested for School 4 staff and families to participate in the annual Trunk or Treat hosted by the H.S.A. on October 27, 2022 (rain date October 28, 2022) from 6:30-8:00 PM at School 4. Participants will be School 4 teachers and families.

13. Middle School – SNAP-Ed Program

Approval requested for the Eagles Nest School Based Program to have The Supplemental Nutrition Assistant Program (SNAP-Ed) Rutgers Cooperative Extension of Gloucester and Camden Counties to provide after-school nutrition and cooking workshops for the Youth Thrive group students from October 2022 – January 2023. The workshop will focus on basic nutrition, serving sizes, balanced meals, kitchen safety, and cooking skills, and is provided free of charge by SNAP-Ed.

14. Middle School – Box Tops for Education

Approval requested for Winslow Township Middle School to collect Box Tops for Education. Winslow Township Middle School will receive \$.10 or more for each box top scanned or turned in. All profits will go to the Winslow Township Middle School student activities acct: #96-471-071.

15. Middle School – Winslow Township Drug Alliance Presentation

Approval requested for Winslow Township Middle School to present "What to Look For; Interactive Teenage Bedroom Seminar". This presentation is a demonstration of a teenager's bedroom where families can walk through to observe signs of possible drug use and/or abuse. Law enforcement officers from the Winslow Township Police Department will provide information on the latest substance abuse trends, signs, and symptoms. A psychiatric mental health provider, Dr. Garbarino, will be available to speak to parents about mental health awareness. The presentation is being provided and paid for by the Winslow Township Drug Alliance and will be offered during the month of September 2022.

16. Middle School – Suicide Prevention Program

Approve the Eagles Nest School Based Program to provide a Suicide Prevention Workshop to all middle school students during Physical Education classes during September 12, 2022 – September 16, 2022.

17. High School – Tennis Practices

Approve and ratify for the Winslow Township High School Tennis Team to practice at the Berlin-Voorhees Tennis Center two times per week starting September 8, 2022 until the tennis court renovation has been completed. Cost is \$49.00 per hour to be paid from account number: 11-402-100- 390-402-08.

18. CTE Meeting Advisors

Approve the following staff members as meeting advisors for their perspective CTE memberships, as part of the Perkins Grant requirements for CTE certification and operation from September 2022 through June 2023. The meetings will be conducted on an as needed basis.

- Jena Clark – Distributive Education Clubs of America (DECA)
- Cindy Gary – Family, Career, Community Leaders of America (FCCLA)
- Gwen DelBuono – SkillsUSA
- Norman Ingram – SkillsUSA
- Greg Safko – Technology Student Association (TSA)

Cost:

Advisors will be compensated for their meetings through the 2022-2023 Carl D. Perkins Grant, per the contractual rate of \$43.73 per hour, from account #20-375-200-100-000-00.

19. CTE Memberships

Approve the establishment of Career and Technical Education memberships as part of the Perkins Grant requirements for CTE certification and operation from September 2022 through June 2023.

- Marketing - Distributive Education Clubs of America (DECA) – cost of \$510.00
- Child Development - Family, Career, Community Leaders of America (FCCLA) – cost of \$334.00
- Radio and TV Broadcasting – SkillsUSA – cost of \$556.00
- Design & Visual Communications – SkillsUSA – cost of \$496.00
- Computer Programming - Technology Student Association (TSA) – cost of \$266.00

Cost:

Total cost of memberships will be paid out of the 2022-2023 Carl D. Perkins Grant, account #20-376-200-300-000-00.

20. **2022-2023 Winslow Township School District – District Goals**

Approve the 2022-2023 District Goals for the Winslow Township School District as listed below:

- 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 safe and 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
 1. Promote communication and feedback opportunities
 - 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. Focus on refining our communication methods to better market our school district

B. Principal's Update

- | | |
|---|---------------------------|
| 1. Harassment, Intimidation & Bullying Report | None at this time. |
| 2. Suspension Report | None at this time. |
| 3. Ethnicity Report | None at this time. |
| 4. School Highlights | None at this time. |

Roll Call:			
Mr. Blake	Yes	Ms. Nieves	Yes (No Item 20)
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 by the Business Administrator/Board Secretary.

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 June 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 June 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 June 2022. The Reconciliation Reports and Board Secretary's Reports are in agreement for the month of June 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 \$2,232,933.36 as per the attached exhibit.
- b. Ratify the Manual Bill List in the amount of \$3,165.28 as per attached exhibit.

7. Payroll

Approve Payroll, for the month of August 2022, as listed below:

- August 15, 2022 - \$467,689.08
- August 30, 2022 - \$394,029.86

8. Disposal of School Property and Textbooks

Exhibit XI B: 8

Approve the Disposal of School Property per the attached exhibit.

Location	Department	Description
Middle School	Unified Arts	(1) Etching Press, 20 years old, broken
School 1	Library	(632) Library books, old/dirty/damaged
Middle School	Office	(1) Canon Pixma MX532 Printer, 7 years old, does not work

9. Use of Facilities

None at this time.

10. Professional Development

Approve Ms. Tyra McCoy-Boyle, Business Administrator / Board Secretary, and Ms. Regina Chico, Assistant Business Administrator to attend the NJASBO workshop "Preparing for Negotiations" on September 22, 2022 from 9:00 a.m. to 12:00 p.m. The workshop will be held in person in Mt. Laurel, NJ at a cost of \$125 per person.

11. Purchases – Ed Data Vendors

Approve the following purchase, in the following amount from the following approved Ed Data vendor:

Items charged to 11-000-262-420

General Chemical and Supply – Ed Data #10397

Equipment Repairs

Maint/Oper/Grounds

\$14,055.55

12. Newark School District – Joint Transportation Agreement 2022-2023 **Exhibit XI B: 12**

Approve the 2022-2023 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 July 5, 2022 to June 30, 2023 in the per diem amount of \$44.46.

13. Vineland – Joint Transportation Agreement 2022-2023 **Exhibit XI B: 13**

Approve the 2022-2023 Joint Transportation Agreement between the Winslow Township Board of Education (host district) and Vineland (joiner district) to transport a student to the Durand Academy from July 5, 2022 to June 30, 2023 in the per diem amount of \$100.00.

14. Newark School District – Joint Transportation Agreement 2022-2023 **Exhibit XI B: 14**

Approve the 2022-2023 Joint Transportation Agreement between the Winslow Township Board of Education (host district) and Newark School District (joiner district) to transport a student to the Winslow Township High School from July 5, 2022 to June 30, 2023 in the per diem amount of \$6.49.

15. Pleasantville – Joint Transportation Agreement 2022-2023 **Exhibit XI B: 15**

Approve the 2022-2023 Joint Transportation Agreement between the Winslow Township Board of Education (host district) and Pleasantville (joiner district) to transport a student to the Pineland Learning Center from July 5, 2022 to June 30, 2023 in the per diem amount of \$44.46.

16. Bid 2023-01 – Hovercams

- a. Approve the record of Bid 2023-01 – Hovercams, received and opened in public on Friday, August 19, 2022:

Name of Vendors	Total Bid
Keyboard Consultants, Inc.	\$13,680.00
Trafera, LLC.	8,800.00
SHI International Corp.	13,640.00

- b. Approve the award of Bid 2023-01 – Hovercams, to Trafera, LLC., in the amount of \$8,800.00. Items are to be charged to the Title I Grant account #20-239-100-600, and further acknowledge the following statement:

I certify that there are sufficient funds available to cover the services listed in this award.

Tyra McCoy-Boyle

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 A as recommended by the Superintendent.

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

1. 2022/2023 New Hires

Approve the following New Hire for the 2022/2023 school year:

	Name	Location	Position	Salary	Effective
A	Wallace, Brandon	School No. 5	In School Suspension Teacher	\$55,970.00 (pro-rated) BA, Step 1	11/1/2022

*Salary adjustment pending ratification of the WTEA contract

2. Resignations

Approve the following Resignation for the 2022/2023 school year:

	Name	Location	Position	Effective
A	Baldwin, Christina	High School	Art Teacher	10/21/2022

3. 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	M.C.	FMLA	9/1/2022	9/30/2022	Unpaid
B	L.D.	Medical FMLA	9/1/2022 12/1/2022	11/30/2022 12/31/2022	Paid Unpaid
C	K.D.	FMLA	9/1/2022	9/30/2022	Unpaid
D	D.H.	Medical	9/1/2022	10/31/2022	Paid
E	K.I.	Medical	9/1/2022	11/22/2022	Paid
F	S.T.	FMLA	9/1/2022	10/31/2022	Unpaid

4. Sixth Period Teacher Assignments

- a. Approve the following Middle School Sixth Period Teacher Assignments:

	Name	Position	Stipend
A	Jenkins, Maggie Rae	English Language Arts	\$8,489.00
B	Six, Alicia	Science	\$8,489.00

*Stipend adjustment pending ratification of the WTEA contract

- b. Approve the following High School Sixth Period Teacher Assignments:

	Name	Position	Stipend
A	Kirk, Joseph	Special Education	\$8,489.00
B	Stewart, Emily	Special Education	\$8,489.00
C	Stewart-Dixon, Cynthia	Special Education	\$8,489.00
D	Wardyn, Stacie	Special Education	\$8,489.00

*Stipend adjustment pending ratification of the WTEA contract

- c. Approve the following High School LOA Sixth Period Teaching Assignments, effective September 1, 2022- December 31, 2022:

	Name	Position	Pro- rated Stipend
A	Bobo, Ethan	Mathematics	\$8,489.00
B	Hoffman, Colleen	Mathematics	\$8,489.00

*Stipend adjustment pending ratification of the WTEA contract

5. Seventh Period Teaching Assignments

Approve the following High School LOA Seventh Period Teaching Assignments, effective September 1, 2022- December 31, 2022:

	Name	Position	Pro-rated Stipend
A	Bobo, Ethan	Mathematics	\$8,489.00
B	Smith, Chantel	Mathematics	\$8,489.00
C	Williams, Tony	Mathematics	\$8,489.00

*Stipend adjustment pending ratification of the WTEA contract

6. 2022/2023 Club/Activity Advisors

- a. Approve the following 2022/2023 Middle School Club/Activity Advisor, effective September 1, 2022: (11-401-100-100-401-07)

	Name	Club/Activity	Stipend	Step
A	DeFrancisco, Brooke	SADD Club Co-Advisor	\$775.00 (split)	N/A

*Stipend adjustment pending ratification of the WTEA contract

- b. Approve to rescind the following 2022/2023 High School Club/Activity Advisors, effective September 1, 2022: (11-401-100-100-401-08)

	Name	Club/Activity	Stipend	Step
A	Baldwin, Christina	Art Club Advisor	\$1,549.00	N/A
B	Guzman, Jeovanni	Senior Class Co-Advisor	\$1,513.50 (split)	3

*Stipend adjustment pending ratification of the WTEA contract

- c. Approve the following 2022/2023 High School Club/Activity Advisor, effective September 1, 2022: (11-401-100-100-401-08)

	Name	Club/Activity	Stipend	Step
A	Christ, Marylynne	Art Club Advisor	\$1,549.00	N/A

*Stipend adjustment pending ratification of the WTEA contract

7. 2022/2023 Fall Coaches

Approve the following Middle School Fall Coach for the 2022/2023 school year: (11-402-100-100-402-07)

	Fall Coach	Fall Coach Position	Stipend	Step
A	Cox, Steven	Assistant Boys' Soccer Coach	\$1,759.00	1

*Stipend adjustment pending ratification of the WTEA contract

8. Practicum Placements

Approve the following 2022/2023 Practicum Placements:

	University/ College	Student	Cooperating Teachers	School	Dates
A	Camden County	Hoffman, Kendra	Lemons, Lena	School No. 1	9/15/2022- 12/15/2022 *15 hours
B	Camden County	Oduro, Nana-Akosua	Maguire, Mary	School No. 2	9/15/2022- 12/15/2022 *15 hours

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. School No. 2 Back-to-School Night (Change in Date)

Approve to change the date of the Back-to-School Night for School No. 2 from September 13, 2022 to September 21, 2022 at 6:30 PM.

2. New Jersey Department of Education Preschool Training Session

Approve the Winslow Township School District to host the New Jersey Department of Education Preschool Training Session on October 12, 2022 from 9:00 – 3:00. The training will be held at the Board of Education office.

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. 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. Bill List

Exhibit II A:1

- a. Approve the Vendor Bill List in the amount of \$1,461,239.29 as per the attached exhibit.
- b. Ratify the Manual Bill List in the amount of \$50.00 as per attached exhibit.

2. Low Quote Vendor – Line Striping

Approve Tars and Stripes, the low quote vendor, to provide Line Striping at all the schools and the Administration Building at a cost of \$29,473.00. Services are to be charged to account #11-000-262-420.

3. New Jersey School Boards Association – 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 \$.47 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>
Rebecca Nieves	The Power of a Proactive Approach – Getting Your School Board Ready for 2023	September 14, 2022	N/A
Lorraine Dredde	Salem/Cumberland County Hybrid Meeting	September 20, 2022	N/A
Lorraine Dredde	Monmouth County Hybrid Meeting	September 29, 2022	N/A
Lorraine Dredde	Mercer County Hybrid Meeting	October 6, 2022	N/A
Rebecca Nieves	Virtual Labor and Employment Summit 2022	September 28, 2022	\$99.00
Rebecca Nieves	Camden/Gloucester County Meeting	October 18, 2022	NA

4. RFP 2023-03 – Elementary Handwriting Program

- a. Requests for Proposals (RFP) were received and read in the Board Office on September 13, 2022 for RFP 2023-03 Elementary Handwriting Program. The following vendors responded:

Name of Vendor	Total Cost
Savvas Learning Company	\$27,654.98
Zaner-Bloser, Inc.	33,228.65

- b. Approve the award for Elementary Handwriting Program for the 2022-2023 school year to Zaner-Bloser, Inc., subject to the receipt of a current Certificate of Employee Information Report prior to the execution of the contract. Services are to be charged to account #11-190-100-610.

5. Approve to Accept Preschool Education Aid (PEA)

Approve to accept the Preschool Education Aid in the amount of \$2,329,944.00 from the New Jersey Department of Education, Division of Early Childhood Services (DECS) pursuant to their letter dated September 6, 2022.

6. 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	Maint/Oper/Grounds	\$13,185.56
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7. Approve Quoted Bus Routes

Exhibit II A:7

- a. Approve the record of quotes solicited for bus routes D-AHS, D-D14, D-B16 and D-C25, which were received on September 9, 2022 as follows:

Name of Vendor	Route D-AHS Per Diem	Route D-D14 Per Diem	Route D-B16 Per Diem	Route D-C25 Per Diem
James Transportation, LLC	\$434.00	\$409.00	No Response	No Response
T&T Transport Service	\$600.00	\$600.00	No Response	No Response
Delaware City Bus Co.	No Response	No Response	No Response	No Response
Safety Bus Service, Inc.	No Response	No Response	No Response	No Response

- b. Approve the award of the quoted routes D-AHS to James Transportation, LLC at a per diem rate of \$434.00 and a total cost of \$19,964.00 and D-D14 at a per diem rate of \$409.00 and a total cost of \$18,814.00. The total cost for both routes is \$38,778.00. Services are to be charged to 11-000-270-511.

Roll Call:			
Mr. Blake	Yes	Ms. Nieves	Yes (Recuse Item 3)
Ms. Dredden	Yes	Mr. Shaw	Yes
Ms. Martin	Yes	Ms. Thomas	Yes
Ms. Moore	Yes	Ms. Peterson	Yes
		Ms. Pitts	Yes
Motion Carried			

III. PERSONNEL 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. 2022/2023 New Hires

Approve the following New Hire for the 2022/2023 school year:

	Name	Location	Position	Salary	Effective
A	Strickland, Amanda	School No. 5	ESL Teacher	\$68,745.00 (pro-rated) MA+30, Step 9	11/16/2022

*Salary adjustment pending ratification of the WTEA contract

2. 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	D.B.	Maternity	12/5/2022	3/3/2023	Unpaid
B	B.C.	FMLA	9/12/2022	10/3/2022	Unpaid

3. Resignations

Approve the following Resignation for the 2022/2023 school year:

	Name	Location	Position	Effective
A	Barber, Rebecca	High School	Mathematics Teacher	11/11/2022

4. 2022/2023 Club/Activity Advisors

Approve the following 2022/2023 High School Club/Activity Advisor:
(11-401-100-100-401-08)

	Name	Club/Activity	Stipend	Step
A	Jarvela, Adam	Marching Band Director	\$8,921.00	1

*Stipend adjustment pending ratification of the WTEA contract

5. 2022/2023 Volunteers

Approve the following 2022/2023 High School Volunteer:

	Name	Club/Activity
A	Trefz, Christopher	Boys' Assistant Soccer Coach

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 Request between August 19, 2022 and September 8, 2022:

Received	Requested by	Document Requested	Approved	Denied
1	Ellery Karl	1. Copy of the newest employment contract for Superintendent. 2. Copy of employment contract for Assistant Superintendent for 2021-2022 and 2022-2023. 3. Copy of employment contract for Human Resource Director for 2021-2022 and 2022-2023.	<p>✓</p> <p>(The Human Resource Director is still working under the terms and conditions of the 2021-2022 contract).</p>	

XV. OLD BUSINESS

Ms. Nieves presented the Technology Ad Hoc Committee's suggestions on how to improve the live streaming of meetings. She described a hybrid method where Board members would login with laptops. Dr. Poteat commented that he needs a more detailed explanation. Ms. Pitts stated that the Technology Ad Hoc Committee would meet with administration before the end of the month.

XVI. NEW BUSINESS

Ms. Martin requested to review emergency procedures once a month.

XVII. INFORMATIONAL ITEMS

Dr. Poteat addressed the following items:

- The Preschool Expansion Program entry surveys are available until Friday, September 16, 2022, for residents of Winslow Township and Chesilhurst.
- Lunch applications need to be completed for students who qualify to receive free or reduced lunch. If students received free or reduced lunch last year, and their application is not filled out for this school year, they will lose free status and move to pay status. He suggested that applications be completed as soon as possible.
- Two Town Hall Meetings have been tentatively scheduled. October 19, 2022 will be the first meeting. School safety and emergency procedures will be discussed. A follow-up meeting will be scheduled in February or March of 2023 to discuss parent participation and parent partnership.
- Real Talk with the Superintendent will resume. The first meeting will be on October 3, 2022 at 6:30 p.m., virtually. Real Talk will be scheduled the 1st Monday of each month.
- Dr. Poteat had asked individuals to observe the school board meetings and give feedback to help improve the meetings. One observation is that people cannot hear. He requested Board Members to speak into their microphones.

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.

A motion was made by Mr. Shaw, seconded by Mr. Blake, to open the meeting for Public Comments at 9:01 p.m.

Voice Vote: All in favor

Lakaisha Ajaegbulemh

Ms. Ajaegbulemh voiced concerns about the uniform policy; specifically, hoodies. She also

mentioned the difficulties she's had trying to obtain summer reading books.

XIX. ADJOURNMENT OF PUBLIC COMMENTS

A motion was made by Mr. Shaw, seconded by Mr. Blake, to close the meeting for Public Comments at 9:07 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 9:08 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 September 14, 2022 at 9:08p.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: a student issue. and the nature of the matter, described as specifically as possible without undermining the need for confidentiality is a matter under the Federal Educational Rights and Privacy Act (FERPA);
- "(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 a matter involving the Chesilhurst Board of Education;

“(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 20-30 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 9:55 p.m.

Voice Vote: All in favor

Mr. Long added that a second topic was discussed during Executive Session and that the resolution should reflect the exception (#5).

XXII. ADJOURNMENT

A motion was made by Mr. Shaw, seconded by Mr. Blake, to adjourn the meeting at 9:55 p.m. All Ayes.

Respectfully Submitted,

Tyra McCoy-Boyle
Business Administrator/Board Secretary