

WINSLOW TOWNSHIP BOARD OF EDUCATION
Regular Board of Education Meeting
Winslow Township Middle School – Cafeteria
Wednesday, February 9, 2022
7:00 p.m.
Minutes

I. PUBLIC NOTICE of this meeting was given to all Board Members and Associates in notices 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	Rebecca Nieves
	Lorraine Dredden	John M. Shaw, Jr.
	Rita Martin	Julie Peterson, Vice President
	Cynthia Moore	Cheryl Pitts, President

Absent: Kelly Thomas

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. Nieves)

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. CAC Interviews

Ms. Hoffman and Ms. Skurnik, Citizens Advisory Committee applicants, were briefly interviewed with questions regarding their residency and goals for the C.A.C.

2. New Jersey Principals and Supervisors Association (NJPSA) Visionary Principal of the Year

The Board and Administrators nominated an administrator for an award in October 2021. Dr. Poteat shared a letter stating that Ms. Stella Nwanguma, the Middle School Principal, has been selected as the NJPSA Visionary Principal of the Year, as well as the NASSP Principal of the Year! Ms. Nwanguma will receive \$7,000.00 for the Middle School and a \$1,000.00 personal award. A copy of the letter is attached. Ms. Nwanguma gave a heartfelt speech thanking everyone.

3. Fall 2021 Start Strong Assessment Presentation – Dr. Poteat, Superintendent

Dr. Poteat gave a presentation explaining the results of the Fall 2021 Start Strong Assessment. He also offered “Intervention Strategies to Address Student Needs”. After his presentation Board Members and members of the community were able to ask questions. Dr. Poteat and Dr. Carcamo responded.

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:

Special Meeting	January 20, 2022	Open Session
Special Meeting	January 20, 2022	Closed Session

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

2. 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	January 26, 2022	Open Session
Regular Meeting	January 26, 2022	Closed Session I
Regular Meeting	January 26, 2022	Closed Session II

Roll Call:			
Mr. Blake	Yes	Ms. Nieves	Yes
Ms. Dredden	Yes	Mr. Shaw	Yes
Ms. Martin	Yes	Ms. Thomas	Absent
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 Athletic Committee meeting will be next Thursday at 5:30 pm.

Education Committee – Ms. Peterson – None at this time. The next Education Committee meeting will be the 4th Tuesday of this month.

Marketing Committee – Mr. Blake – None at this time. The next Marketing Committee will be Monday, February 28, 2022.

Operations Committee – Ms. Dredden – None at this time.

Policy Committee – Ms. Pitts – None at this time. The next Policy Committee meeting date is to be determined.

Citizens Advisory Committee – Ms. Martin – None at this time. The next C.A.C. meeting is scheduled for Thursday, February 17, 2022 at 7:00 pm in person.

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 **None at this time.**
- 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 Trip(s) as listed in the attached exhibit.
6. Tuition Students **None at this time.**
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) **Exhibit X A: 8**
Approve the placement of Homeless Students as listed in the attached exhibit.
9. Division of Child Protection & Permanency (DCP&P) **Exhibit X A: 9**
Approve the placement of DCP&P students as listed in the attached exhibit.
10. Fundraiser(s) **Exhibit X A: 10**
Approve the following Fundraisers for the 2021-2022 school year:
School 1
 - Scholastic Book Fair, (2/28/22 – 3/4/22), H.S.A.
School 5
 - Lucky Grams, (2/28/22 – 3/17/22), Student Council
School 6
 - Scholastic Book Fair, (3/1/22 – 3/3/22), H.S.A.
 - Ice Cream Social, (6/3/2022), H.S.A.
High School
 - Valentine’s Day Cards, (2/14/22), FCCLA
11. School 3 – Kids Heart Challenge
Approval requested for School 3 to participate in the Kids Heart Challenge program the week of February 28th, 2022 during physical education classes. Donations for the American Heart Association will take place from February 10th, 2022 to March 4th, 2022, and can be made online or brought into school. The Kids Heart Challenge encourages students to do their part to contribute to a healthy lifestyle through lessons about healthy diet and exercise.

12. Middle School – Spring Concert

Approval requested for Winslow Township Middle School to perform the Spring Concert on Tuesday, May 3rd, 2022 at the Winslow Township Middle School cafeteria at 7:00 PM. The band, orchestra, and chorus will perform at this concert.

13. Middle School – Promotional Ceremony

Approval requested for Winslow Township Middle School to hold the 8th grade Promotional Ceremony on Wednesday, June 15th, 2022 from 6:00 PM to 8:00 PM at the Winslow High School gymnasium. Eighth grade students will receive three tickets each to be distributed to family members.

14. Middle School – Check Acceptance

Approval requested for Winslow Middle School to accept a check in the sum of \$1,500.00 from AtlantiCare Foundation. The total of this grant is \$1,500.00

15. High School – Virtual Presentation

Approval requested for Winslow Township High School to have all English Language Arts classes attend a virtual presentation from the Camden County 2022 Sure Summit. The virtual presentation will last the entire school day.

16. High School – Spring Sports Schedule

Exhibit X A: 16

Approve the 2022 Spring Sports schedule as shown in the attached exhibit.

17. Professional Development

Approval requested for Mark Whittaker, Athletic Director, to attend the Director of Athletics Association of New Jersey (DAANJ) Annual State Conference from March 15th – March 18th, 2022 in Atlantic City. Cost of \$475 will be paid out of account number 11-402-100-580-402-08.

18. Out of District Student

Approval requested to apply tuition for the following student to an IDEA Grant for the 2021-2022 school year.

Student #	School	Tuition
2609	Pineland	\$55,892.00
Account #20-223-100-500-000-00 (American Rescue Plan Act IDEA)		

19. English Language Learner 3 Year Plan

Approve the English Language Learner 3 Year Plan (2021-2024).

20. JROTC

Approve the removal of the JROTC program, due to a lack of student interest, enrollment, and qualified military personnel.

21. HEC Software Inc. (Reading Horizons)

Approve to renew HEC Software Inc. d/b/a/ Reading Horizons, for a one-year term, as part of Board approval on November 10, 2020, low quote vendor (Q2021-07) to provide a Blended Reading Intervention Program at a cost of \$28,219.66.

Cost: Total cost of \$28,219.66 to be paid out of the 2021-2022 ESSER II Grant and the 2021-2022 ESSA: Title II Grant:

ESSER II:	Account #20-483-100-600	\$26,469.66
ESSA: Title II:	Account #20-272-200-300	\$ 1,750.00

B. Principal's Update

1. Harassment, Intimidation & Bullying Report (January 16-31, 2022)
2. Suspension Report
3. Ethnicity Report
4. School Highlights

**Exhibit X B: 1
None at this time.
None at this time.
None at this time.**

Roll Call:			
Mr. Blake	Yes	Ms. Nieves	Yes
Ms. Dredden	Yes	Mr. Shaw	Yes
Ms. Martin	Yes	Ms. Thomas	Absent
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.

A. REPORTS None at this time.

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

1. Line Item Transfers **None at this time.**
2. Board Secretary's Report **None at this time.**
3. Reconciliation Report **None at this time.**
4. Board Secretary's Certification **None at this time.**
5. Boards' Certification **None at this time.**
6. Bill List **Exhibit XI B: 6**
 - a. Approve the Vendor Bill List in the amount of \$2,051,566.62 as per the attached exhibit.
 - b. Ratify the Manual Bill List in the amount of \$897.15 as per attached exhibit.
7. Payroll

Approve Payroll, for the month of January 2022, as follows:

- | | |
|---|----------------|
| <input type="checkbox"/> January 14, 2022 | \$2,491,438.26 |
| <input type="checkbox"/> January 28, 2022 | \$2,479,752.44 |

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
WTMS	Athletics	Miscellaneous baseball equipment (tee, bats, jerseys), 5+ years old, unsafe/outdated, torn, stained, unusable Miscellaneous soccer equipment (balls, bags, jerseys), 8+ years old, outdated, torn, stained, unusable
WTHS	Music – Marching Band	(65) Marching Band Uniform Hats, 15 years old, poor condition/replaced in 2018
WTHS	Technology	(185) Samsung Chromebooks, 10+ years old, unrepairable (8) Chromebook grey carts, 8-10+ years old, not usable (22) Dell Chromebooks, 8 years old, unrepairable/broken (40) Asus Chromebooks, 8 years old, old/broken (2) MAC, 10+ years old, old/broken (1) iPad Cart, 10+ years old, broken (1) HP LaserJet P4014n, 10+ years old, old/broken
WTHS	Business	(1) Computer desk for 2 students, 4 years old, broken/cannot be fixed
District	Curriculum & Instruction	(2) Office chairs, 12 years old, old and broken

9. Use of Facilities

Approve the Use of Facilities as listed below:

School	Organization	Dates	Day/Time	Room	Fee
High School	Winslow Elite Track and Field	March 14, 2022 – July 28, 2022	Monday – Thursday 6:00 pm – 8:00 pm	Fields/Grounds Lavatories	\$25.00

10. Approve Change Order #2 – Winslow Township High School A-Wing Music Room Renovations

Approve change order #2 in the credit amount of (\$8,427.58) from Kavi Construction, LLC, for the unexpended balance of change order #1 of (\$5,927.58). The project allowance of (\$2,500.00) will not be utilized and will also be credited back, reducing the contract amount as follows:

Original Contract Amount:	\$129,000.00
Net change by previously authorized	
Change orders:	10,795.07
Change order No. 2	<u>(8,427.58)</u>
New Contract Sum	<u>\$131,367.49</u>
Percent of Change:	1.83%
Total Payments to Date:	\$ 96,348.52

Services are to be refunded to 11-000-261-420, and further acknowledge the following statement:

I certify that there are sufficient funds available to approve the changes listed.

Tyra McCoy-Boyle

11. Purchases – State Contract Vendors

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

Items charged to 11-000-262-610

Pemberton Supply Company LLC – State Contract #21-Food-01747

Electrical Supply Heat	District	\$2,070.00
Electric Supplies	District	\$4,387.47

W. W. Grainger Inc. – State Contract 19-FLEET-00566

Maintenance Supplies	District	\$3,239.18
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12. 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	Camden/Gloucester SBA Virtual Meeting – ESSER Funds	February 16, 2022	NC

13. Purchases – Ed Data Vendor

Approve the following purchases, in the following amounts from the following approved Ed Data vendor:

Items charged to 11-000-261-420

Alper Enterprises Inc. – Ed Data Vendor #10982

Roof Repair	Middle School	\$5,250.00
Roof Repair	Middle School and High School	\$5,100.00

14. Purchase – Educational Services Commission of New Jersey (ESCNJ)

Approve the purchase of 15 bus cameras in the amount of \$29,125.00, from Seon System Sales Inc., an approved ESCNJ vendor. Bid #ESCNJ 20/21-12. Items are to be charged to account #11-000-270-615.

15. Renewal of 2022-2023 Student Transportation Agreement with Camden County Educational Services Commission (CCESC) **Exhibit XI B: 15**

Approve to continue to coordinate transportation for the 2022-2023 school year by renewing student transportation by the CCESC to the bus contractors per the attached exhibit.

16. Atlantic City Board of Education – Joint Transportation Agreement 2021-2022 **Exhibit XI B: 16**

Approve the 2021-2022 Joint Transportation Agreement between the Winslow Township Board of Education (host district) and the Atlantic City Board of Education (joiner district) to transport three students to Winslow Township Schools #6, #5 and the Middle School from September 7, 2021 to June 30, 2022 in the total per diem amount of \$8.84.

17. Pohatcong Board of Education – Joint Transportation Agreement 2021-2022 **Exhibit XI B: 17**

Approve the 2021-2022 Joint Transportation Agreement between Winslow Township Board of Education (host district) and the Pohatcong Board of Education (joiner district) to transport a student to Archway Upper from July 1, 2021 to June 30, 2022 in the per diem amount of \$40.49.

18. Camden County Educational Services Commission (CCESC) Vendor – W.J. Gross

Approve W.J. Gross, an approved CCESC vendor, to make repairs to the wood flooring at the High School auditorium at a cost of \$100,886.00. (CCESC #66CCEPS Contract #FY19-01) The vendor will provide all necessary prevailing wage labor, materials, equipment, supervision and insurance. Costs will be charged to 11-000-261-420 and further acknowledge the following statement:

I certify there are sufficient funds available for these services.

Tyra McCoy-Boyle

19. LAN

Approve LAN Associates, the District appointed Architect, to provide Architectural services to replace the auditorium stage wood flooring at the High School at a cost of \$6,270.00. Services will be charged to account #11-000-230-334 and further acknowledge the following statement:

I certify there are sufficient funds available for these services.

Tyra McCoy-Boyle

Roll Call:			
Mr. Blake	Yes	Ms. Nieves	Yes
Ms. Dredden	Yes	Mr. Shaw	Yes
Ms. Martin	Yes	Ms. Thomas	Absent
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. Job Descriptions

Exhibit XII A: 1

Approve the revision of the following Job Descriptions as listed below and in the attached exhibits.

Job Description
Director of Curriculum
Director of Research, Planning and Evaluation
Health & Physical Education Teacher
In School Suspension (ISS) Teacher
Learning Disabilities Teacher- Consultant
Librarian/ Media Specialist
Medical Assistant
Middle/ High School Teacher
School Nurse

2. 2021/2022 New Hires

a. Approve the following New Hires for the 2021/2022 school year:

	Name	Location	Position	Pro-rated Salary	Effective
A	Coleman, Keosha	Transportation	Bus Driver	\$20,641.00 Step 2	2/16/2022
B	Savio, Amber	High School	Math Teacher	\$64,745.00 BA, Step 9	3/1/2022

b. Approve to rescind the following New Hire for the 2021/2022 school year:

	Name	Location	Position
A	Monteiro, Richard	High School	JROTC Instructor

3. 2022/2023 Virtual Education Interview Day

Approve Mr. Dion M. Davis, Human Resources Director, to attend the Virtual Education Interview Day at The College of New Jersey on March 11, 2022. The cost for the day will be \$100.00. (11-000-251-580-000-13)

4. 2021/2022- Substitute Teacher Recruiting Event

Approve Kelly Services to recruit for District substitute teachers at the 2/15/2022 basketball game at the High School.

5. 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	T.D.	Medical	2/7/2022	4/30/2022	Paid
B	A.K.	FMLA *Intermittent	2/1/2022	1/31/2023	Unpaid
C	D.L.	Medical *Extended dates	2/1/2022	2/14/2022	Paid
D	S.M.	Maternity	3/28/2022 5/12/2022	5/11/2022 10/7/2022	Paid Unpaid
E	N.R.	Maternity	4/25/2022 5/21/2022	5/20/2022 10/15/2022	Paid Unpaid
F	A.S.	Maternity	5/1/2022 9/1/2022	6/30/2022 11/30/2022	Paid Unpaid
G	L.Z.	Medical *Extended Dates	2/1/2022	2/25/2022	Paid

6. Resignations

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

	Name	Position	Location	Effective
A	Esbensen, Pamela	Bus Driver	Transportation	1/31/2022
B	Pinkston, Sollie	LDTC	School No. 5	4/30/2022

7. Retirements

c. Approve the following Retirement for the 2021/2022 school year:

	Name	Position	Location	Effective
A	Schweizer, Mark	Science Teacher	High School	7/1/2022

d. Approve the following Retirement for the 2022/2023 school year:

	Name	Position	Location	Effective
A	Gaskill, John	Director of Transportation	Transportation	8/1/2022

8. 2021/2022 Sixth Period Assignments

e. Approve to revise the following High School Sixth Period Teacher Assignment: (11-140-100-101-105-08)

	Name	Position	Stipend
A	Lavery, James	Social Studies 10/25/2021- 2/1/2022	\$8,489.00 (pro-rated)
B	Bobo, Ethan	Mathematics 9/29/2021- 2/25/2022	\$8,489.00 (pro-rated)
C	Guzman, Jeovanni	Mathematics 9/29/2021- 2/25/2022	\$8,489.00 (pro-rated)
D	Sawyer, Stephanie	Mathematics 9/29/2021- 2/25/2022	\$8,489.00 (pro-rated)
E	Torres, Melissa	Mathematics 9/29/2021- 2/25/2022	\$8,489.00 (pro-rated)
F	Williams, Tony	Mathematics 9/29/2021- 2/25/2022	\$8,489.00 (pro-rated)

f. Approve to rescind the following High School Sixth Period Teacher Assignment: (11-140-100-101-105-08)

	Name	Position	Stipend
A	Pritchett, Anise	Social Studies 2/1/2022- 3/31/2022	\$8,489.00 (pro-rated)

9. 2021/2022 Seventh Period Assignment

Approve to revise the following High School Seventh Period Teacher Assignments: (11-140-100-101-105-08)

	Name	Position	Stipend
A	McGuirl, Jamie	Social Studies 10/25/2021- 2/1/2022	\$8,489.00 (pro-rated)
B	Voss, Mark	Social Studies 10/25/2021- 2/1/2022	\$8,489.00 (pro-rated)

10. 2021/2022 Substitute Bus Driver

Approve the following 2021/2022 Substitute Bus Driver, at a rate of \$18.00 per run:

	Name
A	Bruge, Laurence

11. 2021/2022 Practicum Placements

Approve the following 2021/2022 revised Practicum Placements:

	University	Student	Cooperating Teacher	School	Dates
A	Rowan	Clauson, Katherine	Doheny, Michael	High School	3/11/2022- 4/8/2022 4 days (10 hours)
B	Rowan	Friddell, Hope	Doheny, Michael	High School	3/11/2022- 4/8/2022 4 days (10 hours)
C	Rowan	Gereaghty, Ashley	Doheny, Michael	High School	2/4/2022- 3/4/2022 4 days (10 hours)
D	Rowan	Kurbansade, Austin	Doheny, Michael	High School	2/4/2022- 3/4/2022 4 days (10 hours))
E	Rowan	Wilson, Robert	Doheny, Michael	High School	2/4/2022- 3/4/2022 4 days (10 hours)

12. 2021/2022 Volunteer

Approve the following 2021/2022 High School Volunteer:

	Name	Activity/Sport
A	Handy, Jason	Boys' and Girls' Track Coach

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

XIII. ADDENDUM

I. 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	R.C.	Medical FMLA	2/7/2022 2/23/2022 (PM)	2/23/2022 (AM) 5/15/2022	Paid Unpaid
B	S.H.	Maternity *Extended Dates	2/1/2022	2/25/2022	Unpaid
C	K.J.	FMLA *Intermittent	3/1/2022	2/28/2023	Unpaid

2. 2021/2022 Sixth Period Assignments

Approve the following High School Sixth Period Teacher Assignment:
(11-212-100-101-099-08)

	Name	Position	Stipend
A	Easterling, Lisa	Special Education 2/9/2022- 4/30/2022	\$8,489.00 (pro-rated)
B	Fiala, James	Special Education 2/9/2022- 4/30/2022	\$8,489.00 (pro-rated)

3. 2021/2022 Seventh Period Assignment

Approve the following High School Seventh Period Teacher Assignments:
(11-212-100-101-099-08)

	Name	Position	Stipend
A	Cottle, TaraRuth	Special Education 2/9/2022- 4/30/2022	\$8,489.00 (pro-rated)
B	Manoussakis, Lily	English 2/9/2022- 4/30/2022	\$8,489.00 (pro-rated)
C	Moran, Denise	Special Education 2/9/2022- 4/30/2022	\$8,489.00 (pro-rated)
D	Stewart-Dixon, Cynthia	Special Education 2/9/2022- 4/30/2022	\$8,489.00 (pro-rated)

Roll Call:			
Mr. Blake	Yes	Ms. Nieves	Yes
Ms. Dredden	Yes	Mr. Shaw	Yes
Ms. Martin	Yes	Ms. Thomas	Absent
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:

- 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>
Rebecca Nieves	Atlantic SBA Virtual Meeting – What Districts can do for Non College Bound Students	February 10, 2022	NC
Rebecca Nieves	NJSBA Comprehensive New Board Member Mandated Professional Learning Experience	March 4-5, 2022	NC

2. Architectural Services - LAN

Approve LAN Associates, the District appointed Architect, to provide Architectural and construction administration services for the HVAC upgrades at the main office at Winslow School #6 at a cost of \$32,980.00. Services will be charged to account #11-000-230-334 and further acknowledge the following statement:

I certify there are sufficient funds available for these services.

Tyra McCoy-Boyle

3. Approve the Use of Competitive Contracting

Approve the use of Competitive Contracting to solicit Internet Provider Services pursuant to N.J.S.A. 18A-4.1(d) and 18:18A-5(a).

Roll Call:			
Mr. Blake	Yes	Ms. Nieves	Yes
Ms. Dredden	Yes	Mr. Shaw	Yes
Ms. Martin	Yes	Ms. Thomas	Absent
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 January 21, 2022 and February 3, 2022.

Received	Requested by	Document Requested	Approved	Denied
1	Charles Rudolph SmartProcure	SmartProcure is submitting an OPRA request to the Winslow Township School District for any and all purchasing records from 07/28/2021 (mm/dd/yyyy) to current. The request is limited to readily available records without physically copying, scanning or printing paper documents. Any editable electronic document is acceptable. The specific information request from your record keeping system is: 1. Purchase order number. If purchase orders are not used a comparable substitute is acceptable, i.e., invoice, encumbrance, or check number 2. Purchase date 3. Line item details (Detailed description of the purchase) 4. Line item quantity 5. Line item price 6. Vendor ID number, name, address, contact person and their email address	✓	

XV. OLD BUSINESS

Ms. Martin

Ms. Martin asked how the bus driver was doing from the accident on January 27, 2022. Dr. Poteat responded.

XVI. NEW BUSINESS

Ms. Nieves

Ms. Nieves wanted to briefly discuss the Board Meeting availability on the District Website as well as the public comments method. Dr. Poteat shared that we can make the link available on the website sooner and that we can look at ways to improve the public comment call-in experience.

XVII. INFORMATIONAL ITEMS

Ms. Pitts

Ms. Pitts and several other Board Members attended the Salem and Cumberland County SBA on January 24, 2022. They provided legislative updates including a law that would permit rehiring retired teachers up to two years without having to reenroll in the pension system. Another legislative update stated that beginning the 2022-2023 school year at least one Student Representative be appointed to each Board of Education. This will include a student representative from grades 9 through 12 and will be selected by the student body.

Dr. Poteat

Dr. Poteat wanted to acknowledge that Mr. John Gaskill, the Director of Transportation, is retiring effective August 1, 2022. Dr. Poteat publicly thanked Mr. Gaskill for his service and all that he has done.

The District will be conducting an interest survey about offering Covid-19 testing at the schools for students using the same company that tests the staff. The survey will be posted tomorrow. The service will be dependent on the number of parents and students interested in signing up.

On Monday, February 14, 2022 the District will start the collection of the student Chromebooks to prepare for the Spring State Assessment. Collecting them now allows time to clean, repair, or replace any that need it. Parents should be on the lookout for a notice.

Parent-Teacher conferences are Wednesday and Thursday, February 16-17, 2022. All three options are still available to parents: in person, telephone or virtual.

New Jersey Governor Phil Murphy announced that the school mask mandate will be lifted on March 7, 2022. There is still time for discussion, but Dr. Poteat recommends that masks be optional for staff and students.

The District needs to make up a snow day from this year. Dr. Poteat is not making any recommendations to change the calendar at this time. He suggested we wait until after February, in the event there are more snow days. A decision can be made at the first meeting in March to change the calendar to make up snow days. This usually impacts the Spring Break.

Dr. Poteat shared that the funds that are used to reimburse students that take the AP exams are running low. He estimates that next year the AP exams will be at the parents' expense and their own responsibility.

Winslow Township High School student Miss Charly Dutton testified on Saturday, February 5, 2022, on the New Jersey Redistricting Commission Panel. She represented the District very well and we are Winslow Proud of her.

Ms. Moore

Ms. Moore confirmed that the AP exam reimbursement is if a student passes the exam.

She also wanted to confirm if we should wait to collect the Chromebooks in the event we have another snow day. Dr. Poteat explained that we cannot use remote instruction if we take an official snow day. He also explained that we are still waiting for Chromebooks that were ordered in September 2021 and we should try to collect them soon to be proactive.

XVIII. PUBLIC COMMENTS (Time Limited)

A motion was made Mr. Shaw, seconded by Mr. Blake, to open the meeting for Public Comments at 8:53 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 8:54 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 February 9, 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 C.A.C. candidates and nature of the discussion, described as specifically as possible without undermining the need for confidentiality is a discussion regarding candidates interviewed;

“(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: appointment of C.A.C. 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 30-40 minutes after which the public meeting shall reconvene and proceed with business.

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

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

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

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

Roll Call:			
Mr. Blake	Yes	Ms. Nieves	Yes
Ms. Dredden	Yes	Mr. Shaw	Yes
Ms. Martin	Yes	Ms. Thomas	Absent
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 9:26 p.m.

Voice Vote: All in favor

A motion was made by Mr. Shaw, seconded by Mr. Blake, to accept the following members to be appointed to the Citizens Advisory Committee effective today, February 9, 2022 through December 31, 2022: Letitia Pomnitz, Rosemay Hoffman, Jennifer Maas, Christy Renzulli, Cindy Skurnik, Joe Thomas, Michelle Kaighn, Carolynne Carter, and Marcy Tomasello.

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

XXII. ADJOURNMENT

A motion was made by Mr, Shaw, seconded by Mr. Blake, to adjourn the meeting at 9:28 p.m. *All Ayes.*

Respectfully Submitted,

Tyra McCoy-Boyle
Business Administrator/Board Secretary



February 8, 2022

Ms. Stella Nwanguma
Principal
Winslow Township Middle School
30 Coopers Folly Road
Atco, NJ 08054

Dear Ms. Nwanguma,

Congratulations for being selected as Visionary Principal of the Year (Secondary) as well as being selected for the NASSP Principal of The Year. Your dedication and hard work on behalf of the children in your school was apparent to the selection committee, and we at NJPSA are very proud of what you have accomplished.

As Secondary Principal of the Year, you will be receiving \$7,000 for your school and a \$1,000 personal award. We ask that you send us a brief description of how you plan to use the \$7,000 school award. The money must be used for your school's students or staff. The description of how you intend to use your \$7,000 award may be forwarded to us electronically to Stacy Barksdale-Jones at sbarksdale@njpsa.org. Upon receipt of this description a check will be sent to you. The personal award of \$1,000 will be presented to you at our NJPSA /FEA/NJASCD Fall Conference.

The Awards Program will be held October 21, 2022 at the Ocean Place Resort in Long Branch, NJ. Additional information will be sent to you as the Fall Conference approaches. Your accomplishment will also be acknowledged by the New Jersey State Board of Education sometime in December 2022, (details will follow). The Commissioner of Education, will make a special presentation to you at this time. I encourage you to invite your superintendent to join you for the award ceremony.

Sincerely,

Karen A. Bingert
Executive Director

cc: Dr. H. Major Poteat, Superintendent