

**WINSLOW TOWNSHIP BOARD OF EDUCATION**  
**Regular Board of Education Meeting**  
**Winslow Township Administration Building – Conference Room**  
**Wednesday, January 10, 2024**  
**6:00 p.m.**  
**Minutes**

I. **PUBLIC NOTICE** of this meeting was given to all Board Members and Associates in a notice dated 01/05/2024. 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:	Lorraine Dredden	John Shaw, Jr. (Remote)
	Rita Martin	Kelly Thomas
	Rebecca Nieves	Joe Thomas, Vice President
	Julie Peterson	Cheryl Pitts, President

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

IV. **PLEDGE OF ALLEGIANCE**

V. **2023-2024 DISTRICT GOALS**

(Mr. 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. Develop plans to increase the graduation rate
  - b. Decrease chronic absenteeism
  - c. Increase in benchmark scores in 4<sup>th</sup> Grade ELA (end of year)
  - d. Accountability for all district staff and stakeholders
2. ***Increase Parent/Caregiver engagement in education:***
  - a. Provide opportunities for two-way communication with district stakeholders
  - b. Implement the culture/climate survey
3. ***Market our strengths and achievements to all stakeholders to increase capacity for greater parent/caregiver/community support:***
  - a. Work with communications consortium
  - b. Continue with our public relations/marketing plan
  - c. Continue to work with the various advisory committees in the district
  - d. Focus on refining our communication methods and messages to better market our school district

**VI. BUSINESS MATTERS**

Ms. Pitts performed a roll call of the Board vacancy applicants prior to the interview. All applicants were present.

Mr. Long welcomed all applicants and went over Board member qualifications. Mr. Long also explained that the appointed Board of Education member will not be sworn in or take their seat as a Board member until they have satisfied the criminal background check. Their term will not go beyond November 2024 and he/she will need to run for the same seat at that time. Petitions are due in July or August and the appointed member should familiarize themselves with that deadline.

**A. BOARD VACANCY INTERVIEWS**

**6:12 p.m.**

**1. Board of Education Member Vacancy – Candidate Interviews**

- Mr. Anthony C. Askew
- Mr. George Farmer Ed. D.
- Mr. Jesse M. Flax
- Ms. Wanda Glaud
- Mr. Gerard McManus
- Ms. Christy A. Renzulli
- Ms. Lukeshia Walker

**B. EXECUTIVE SESSION**

**A motion was made by Ms. Nieves, seconded by Mr. Thomas, to approve adoption of Executive Resolution and adjournment to Executive Session at 6:52 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 January 10, 2024 at 6:52 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: attorney client privilege and the nature of the matter, described as specifically as possible without undermining the need for confidentiality is subject to confidentiality as a matter of law;

“(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: matters of personnel and matters that are subject to the attorney client privilege and subject to confidentiality as a matter of law;

“(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 15-30 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:			
Ms. Dredde	Yes	Mr. Shaw	Yes
Ms. Martin	Yes	Ms. Thomas	Yes
Ms. Nieves	Yes	Mr. Thomas	Yes
Ms. Peterson	Yes	Ms. Pitts	Yes
Motion Carried			

**C. A motion was made by Ms. Nieves, seconded by Mr. Thomas, to close the meeting of Executive Session at 7:34 p.m.**

Voice Vote: All in favor

**D. THE BUSINESS ADMINISTRATOR/BOARD SECRETARY RECOMMENDS APPROVAL OF THE FOLLOWING ACTION ITEM:**

Ms. Pitts discussed the selection process. She will take a roll call and each board member will provide the name of the individual which they have selected. Mr. Long explained we would need a majority of the remaining membership, 5 votes, for a candidate to be selected. We need a motion and a second to approve this method.

**A motion was made by Ms. Peterson, seconded by Mr. Thomas, to have a roll call to provide the name of the individual they have selected.**

Voice Vote: All in favor

Appointment of Board of Education Member

Roll Call:			
Ms. Dredde	Mr. Askew	Mr. Shaw	Ms. Renzulli
Ms. Martin	Mr. Askew	Ms. Thomas	Mr. Askew
Ms. Nieves	Ms. Renzulli	Mr. Thomas	Mr. Askew
Ms. Peterson	Mr. Askew	Ms. Pitts	Mr. Askew
Mr. Askew won the nomination to fill the vacancy on the Board. Motion Carried			

Approve Mr. Anthony C. Askew as a member of the Winslow Township Board of Education effective on this date, through December 2024.

Ms. Pitts thanked everyone for stepping forward and making the commitment.

- VII. AWARDS/PRESENTATIONS** **None at this time.**
- VIII. CORRESPONDENCE** **None at this time.**
- IX. MINUTES**

**A motion was made by Ms. Nieves, seconded by Mr. Thomas, to approve the minutes of the following meeting:**

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

Regular Meeting	Wednesday, December 13, 2023	Open Session
Regular Meeting	Wednesday, December 13, 2023	Closed Session

Roll Call:			
Ms. Dredde	Yes	Mr. Shaw	Abstain
Ms. Martin	Yes	Ms. Thomas	Yes
Ms. Nieves	Yes	Mr. Thomas	Yes
Ms. Peterson	Yes	Ms. Pitts	Abstain
Motion Carried			

**A motion was made by Ms. Nieves, seconded by Mr. Thomas, to approve the minutes of the following meeting:**

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

Reorganization Meeting	January 3, 2024	Open Session
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Roll Call:			
Ms. Dredde	Yes	Mr. Shaw	Yes
Ms. Martin	Yes	Ms. Thomas	Yes
Ms. Nieves	Yes	Mr. Thomas	Yes
Ms. Peterson	Yes	Ms. Pitts	Yes
Motion Carried			

**X. BOARD COMMITTEE REPORTS**

**Athletic Committee – Mr. Thomas** – The committee is scheduling to set up their annual meeting and provided an update on the athletic department. 61 students were inducted into the Honor Society. It's one of the biggest classes they've had, and 31 of them were athletes. We are currently live streaming home games with the award-winning Studio 106. Minutes are attached.

**Operations Committee – Ms. Dredde** – Ms. Dredde had Ms. Boyle read the committee minutes. The Committee met on Tuesday, December 19, 2023 at 5:00 p.m. Topics of discussion were the 2021-2022 Capital Projects, the Security Alarm at the High School and Middle School, and the School 6 Main Office HVAC. Minutes are attached.

**Citizens Advisory Committee – Ms. Martin** – The committee will meet tomorrow, January 11, 2024 at 7:00 p.m. at the Administration Building.

**Education Committee – Ms. Peterson** – The committee will meet on Tuesday, January 16, 2024 at 4:00 p.m.

**Marketing Committee – Ms. Nieves** – The committee will meet on January 31, 2024 at 6:00 p.m. via Zoom.

Ms. Pitts reminded the Board, especially the chairs, that they are expected to submit their meeting schedules to Ms. Boyle and to make sure she receives a copy of their report.

## **XI. SUPERINTENDENT’S REPORT**

**A motion was made by Ms. Nieves, seconded by Mr. Thomas, 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 Drills **None at this time.**
4. Professional Development/Workshops & Conferences **Exhibit XI A: 4**  
Approve Professional Development/Workshop as listed in the attached exhibit.
5. Field Trip(s) **Exhibit XI A: 5**  
Approve Field Trip(s) as listed in the attached exhibit.
6. Tuition Students **Exhibit XI A: 6**  
Approve the placement of Tuition Students, for the 2023/2024 school year, as listed in the attached exhibit.
7. Terminate Out-of-District Placement(s) **Exhibit XI A: 7**  
Approve to terminate out-of-district placements, for the 2023/2024 school year, as listed in the attached exhibit.
8. Homeless Student(s) **Exhibit XI A: 8**  
Approve the placement of Homeless Student as listed in the attached exhibit.

9. Division of Child Protection & Permanency (DCP&P) **Exhibit XI A: 9**  
Approve the placement of DCP&P Students as listed in the attached exhibit.
10. Fundraiser(s) **Exhibit XI A: 10**  
Approve Fundraisers as listed below and in the attached exhibit:  
High School  
○ Storytime with Belle, Character Meet and Greet, (3/23/24), Drama Club  
○ Chipotle Mexican Grill Night, (3/24/24), Class of 2027
11. School 4 – Donation Acceptance  
Approval requested for School 4 to accept a donation of winter coats, board games, art materials, and sensory toys from Genesis Charities.
12. School 5 – Student Council School Visits  
Approval requested for School 5 Student Council Members to visit School 1 on March 5<sup>th</sup>, 2024 and School 2 on March 7, 2024 to read to younger students, as part of the Read Across America Celebration.
13. School 5 – Jump Rope for Heart  
Approval requested for School 5 to host Jump Rope for Heart on Tuesday, February 13, 2024 during school hours.
14. School 6 – Dinner with Dads  
Approval requested for the School 6 Home and School Association to hold a “Dinner with Dads” event on June 3, 2024 from 5:30-7:30 PM in the School 6 cafeteria. This is a free event.
15. School 6 – Safer Internet Day  
Approval requested for School 6 to host a Safer Internet Day on February 6, 2024 at 6:00 PM and 8:00 PM. Topics will cover social media and safe online communication, screen time, cyber-bullying, cyber cruelty, oversharing behaviors, digital commerce, current and future cyber issues, and technology advice and support.
16. High School – Storytime with Belle Event  
Approval requested for the Winslow Township High School Drama Club and Stage Crew to host “Storytime with Belle” for the upcoming spring production of “Beauty and the Beast”, on Saturday, March 23, 2024 at 12:00 PM.

17. Early Childhood Advisory Council Event

Approval requested to host an Early Childhood Advisory Council parent event on March 6, 2024 from 6:00 PM – 7:30 PM at Winslow Township School 4, at no cost to the district.

**B. Principal's Update**

1. Harassment, Intimidation & Bullying Report (December 2023)
2. Suspension Report
3. Ethnicity Report
4. School Highlights

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

Roll Call:			
Ms. Dredde	Yes	Mr. Shaw	Yes
Ms. Martin	Yes	Ms. Thomas	Yes
Ms. Nieves	Yes	Mr. Thomas	Yes
Ms. Peterson	Yes	Ms. Pitts	Yes
Motion Carried			

**XII. BUSINESS ADMINISTRATOR/BOARD SECRETARY'S REPORT**

**A motion was made by Ms. Nieves, seconded by Mr. Thomas, 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 **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 XII B: 6**
  - a. Approve the Vendor Bill List in the amount of \$ 2,531,357.83 as per the attached exhibit.
  - b. Ratify the Manual Bill List in the amount of \$1,087,571.80 as per attached exhibit.



7. Payroll

Approve Payroll, for the month of December 2023, as listed below:

- o December 15, 2023                               \$2,557,602.81
- o December 30, 2023                               \$2,990,300.99

8. Disposal of School Property and Textbooks                               **None at this time.**

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

10. Professional Development

Approve Ms. Regina Chico, Assistant Business Administrator, to attend NJASBO workshop "Human Resource Legal" on January 23, 2024 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. Additional or Compensatory Special Education and Related Services (ACSERS) – Approval to Apply

Approve to apply for the Additional or Compensatory Special Education and Related Services (ACSERS) for Students with Disabilities who are 21 as of July 1, 2023. The grant amount is to be determined based on all costs incurred for the education of children who meet the application requirements during the 2023-2024 school year.

12. Purchase – Hunterdon County Educational Services Commission (HCESC)

Approve the following purchase, in the following amount from the following approved HCESC Contract vendor:

<b><u>Items charged to 11-000-262-610</u></b>		
<u>General Chemical and Supply - HCESC-CAT 23-02</u>		
Custodial Supplies	General Supplies	\$15,244.50

13. Purchase – Hunterdon County Educational Services Commission (HCESC)

Approve, authorize, and ratify Rich Tree Service Inc., an approved HCESC vendor #HCESEC-SER-22H, to provide tree removal services throughout the District at a cost of \$2,375.00. Services are to be charged to account #11-000-262-420.

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

Approve, authorize, and ratify the following purchases, in the following amounts, from the following approved Educational Services Commission of New Jersey (ESCNJ) vendors:

**Items charged to 11-000-270-615**

Wolfington Body Co. Inc. – ESCNJ 22/23-24

Steer Link	Transportation Supplies	\$508.56
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Wolfington Body Co. Inc. – ESCNJ 22/23-24

Supplies	Transportation Supplies	\$5,231.56
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Wolfington Body Co. Inc. – ESCNJ 22/23-24

Seals, hubs	Transportation Supplies	\$1,149.54
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Wolfington Body Co. Inc. – ESCNJ 22/23-24

Parts	Transportation Supplies	\$1,329.69
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Wolfington Body Co. Inc. – ESCNJ 22/23-24

Parts	Transportation Supplies	\$4,803.32
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15. Lower Township – Joint Transportation Agreement 2023-2024 **Exhibit XII B: 15**

Approve, authorize, and ratify the 2023-2024 Joint Transportation Agreement between the Winslow Township School District (host district) and Lower Township (joiner district) to transport one student to Winslow Township School #4 from October 23, 2023 to November 14, 2023 in the per diem amount of \$11.29.

16. Lower Township – Joint Transportation Agreement 2023-2024 **Exhibit XII B: 16**

Approve, authorize, and ratify the 2023-2024 Joint Transportation Agreement between the Winslow Township School District (host district) and Lower Township (joiner district) to transport one student to Pinelands Learning Center from November 15, 2023 to June 30, 2024 in the per diem amount of \$56.86.

17. Approval to Submit a Major Amendment to the Long-Range Facilities Plan

The Winslow Township Board of Education authorizes LAN Associates to submit a Long-Range Facilities Plan (LRFP) Major Amendment to the New Jersey Department of Education. The submission will include the Department's standard cohort survival enrollment projections; updates to existing and proposed sites, assets, and rooms in the LRFP inventory; updated inventory actions to reflect future projects and proposed systems/capital maintenance; existing site and floor plans; district map showing each school building; and various reports required to complete the LRFP Major Amendment.

18. Approve the Renewal for Educational Online Interactive Video Platform – EdPuzzle

Approve the renewal for Educational Online Interactive Video Platform with EdPuzzle for a one-year term. Services were originally awarded under RFP 2023-06 and are to be charged to ESSA-Title IV Grant, account #20-287-100-600-000-00 in the amount of \$8,120.00.

19. 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 \$.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 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>
Kelly Thomas	Salem/Cumberland County School Board’s Association (SBA) Virtual Meeting	January 8, 2024	NC

20. 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 \$.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:***

<b><u>Board Member Name</u></b>	<b><u>Program Name</u></b>	<b><u>Date</u></b>	<b><u>Event Cost</u></b>
Kelly Thomas	Somerset County School Board’s Association (SBA) Virtual Meeting – Board’s Role in Student Achievement and Curriculum	January 22, 2024	NC
	Hunterdon County SBA Virtual Meeting – Current Issues Roundtable	January 25, 2024	NC
	Sussex County SBA Virtual Meeting – NJSBA Resources	January 30, 2024	NC
	Essex county SBA Virtual Meeting – Family Engagement/Parental Involvement	January 31, 2024	NC
Cheryl Pitts Kelly Thomas	Camden/Gloucester County NJSBA Firearms Safety Report	February 8, 2024	NC

Roll Call:			
Ms. Dredde	Yes	Mr. Shaw	Yes
Ms. Martin	Yes	Ms. Thomas	Yes
Ms. Nieves	Yes	Mr. Thomas	Yes
Ms. Peterson	Yes	Ms. Pitts	Yes
Motion Carried			

**XIII. PERSONNEL**

A motion was made by Ms. Nieves, seconded by Mr. Thomas, to approve A as recommended by the Superintendent.

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

1. 2023/2024 New Hires

Approve the following New Hires for the 2023/2024 school year:

	Name	Location	Position	Pro-rated Salary	Effective
A	McFerren, Summer	School No. 2	Kindergarten Teacher	\$58,280.00 BA, Step 3	2/1/2024 *Revised Date
B	Murphy, Charles	School No. 6	Special Ed. Teacher	\$81,805.00 MA+30, Step 11	1/16/2024

2. 2023/2024 Staff Reassignments

Approve the following Staff Reassignment for the 2023/2024 school year, effective February 1, 2024:

	Name	From Position/ Location	To Position/ Location	Pro-rated Salary
A	Foat, Melissa	Receptionist BOE	Confidential Secretary- Human Resources BOE	\$51,823.00

3. Leave of Absence Requests

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

Staff ID #	Type of Leave	From	To	Paid/Unpaid
4207	Medical	1/3/2024	1/12/2024 (AM)	Paid
4268	Medical *Extended Dates	12/15/2023	1/9/2024	Paid
4388	FMLA	2/16/2024	3/31/2024	Paid
4454	FMLA	1/16/2024	4/15/2024	Unpaid

4. Retirements

Approve the following Retirement for the 2023/2024 school year:

	Name	Location	Position	Effective
A	Grace Mary	School No. 6	Grade Four Teacher	7/1/2024

5. Resignations

Approve the following Resignations for the 2023/2024 school year:

	Name	Location	Position	Effective
A	DeFrancisco, Paige	School No. 1	Grade One Teacher	2/20/2024
B	Esposito, Kristina	School No. 6	School Psychologist	2/29/2024

6. 2023/2024 Announcers, Ticket Sellers & Collectors, Clock Operators, Bookkeepers and Game Monitors

Approve the following employees to work at the High School and Middle School as Announcers, Ticket Sellers & Collectors, Clock Operators, Bookkeepers and Game Monitors for the 2023/2024 Winter Athletic season, on an as needed basis, at the listed per game rate: (11-402-100-100-402-07 & 11-402-100-100-402-08)

Fall/ Winter Seasons	
Position	Per Game
Announcer	\$55.00
Ticket Seller	\$55.00
Ticket Collector	\$50.00
Clock Operator	\$50.00
Bookkeeper	\$50.00
Game Monitor	\$50.00

	Name
A	Cabrera, Esmeralda
B	Sawyer, Stephanie

7. Substitute Bus Drivers

Approve the following 2023/2024 Substitute Bus Driver, on an as needed basis, at a rate of \$25.00 per run:

	Name
A	Bryant- Davis, Malikatu

8. 2023/2024 Volunteers

Approve the following 2023/2024 High School Volunteer:

	Name	Activity/Sport
A	Williams, Johneta	Band

Roll Call:			
Ms. Dredde	Yes	Mr. Shaw	Yes
Ms. Martin	Yes	Ms. Thomas	Yes
Ms. Nieves	Yes	Mr. Thomas	Yes
Ms. Peterson	Yes	Ms. Pitts	Yes
Motion Carried			

**XIV. ADDENDUM**

**I. SUPERINTENDENT’S REPORT**

**A motion was made by Ms. Nieves, seconded by Mr. Thomas, to approve A as recommended by the Superintendent.**

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

1. Field Trip(s)

**Exhibit I A: 1**

Approve Field Trip(s) as listed in the attached exhibit.

2. High School

Approval Requested to accept a check in the amount of \$2,900 from the New Jersey State Interscholastic Athletic Association to pay for the following game workers who assisted with the Sectional Final and State Semifinal games on November 10, 2023 and November 17, 2023.

Tyshema Lane  
Jean Gyurics  
Jeff Watson  
Crystal Bates  
Nakia Hardy  
Melissa Foat  
Greg Martin  
Stephanie Sawyer  
Sarah Hill  
Cryhten Langhorne  
Bruce Stowell  
Suzanne Glemser  
Yolanda Gambrell

Roll Call:			
Ms. Dredde	Yes	Mr. Shaw	Yes
Ms. Martin	Yes	Ms. Thomas	Yes
Ms. Nieves	Yes	Mr. Thomas	Yes
Ms. Peterson	Yes	Ms. Pitts	Yes
Motion Carried			

**II. BUSINESS ADMINISTRATOR/BOARD SECRETARY’S REPORT**

**A motion was made by Ms. Nieves, seconded by Mr. Thomas, 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. American Rescue Plan – ESSER (ARP-ESSER) – Approval to Amend      **Exhibit II A: 1**

Approve to amend the American Rescue Plan - ESSER (ARP-ESSER) per the attached exhibit.

2. 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 NSBA and set forth below are directly related to and within the scope of board members’ duties; and,



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

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

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

**WHEREAS,** The Board of Education finds that a mileage reimbursement rate equal to that of the federal Internal Revenue Service mileage reimbursement rate of \$.47 per mile is a reasonable rate; and,

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

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

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

<u>Board Member Name</u>	<u>Program Name</u>	<u>Date</u>	<u>Event Cost</u>
Rebecca Nieves	Somerset County School Board's Association (SBA) Virtual Meeting – Board's Role in Student Achievement and Curriculum	January 22, 2024	NC

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

**XV. OPEN PUBLIC RECORDS ACT (OPRA) REQUEST**

1. The Winslow Board of Education responded to the following OPRA Request between December 8, 2023 and January 4, 2024:

Received	Requested by	Document Requested	Approved	Denied
1	Melanie Burney Education Reporter The Philadelphia Inquirer	A list or other document listing all HIB reports filed for the current school year, Sept. 2023 to present.	✓	

**XVI. INFORMATIONAL ITEMS**

Dr. Poteat addressed the following informational items:

- As a result of yesterday's heavy rain, there were minor leaks throughout the district that did not interfere with the educational process. We are presently working with contractors to get repairs done. Our greatest problem is at School 3. About 90% of the parking lot is flooded. Dr. Poteat spoke with Mr. Gallagher at the Township. He will have someone from the Township inspect the creek which the parking drains into to see if it is clogged.
- We will be making some additional contacts in reference to Parenting in the Digital World. It's a family activity for Pre-K students and their families. It is scheduled for January 18, 2023 at 6:00 p.m. at School 4. This is an opportunity for families to come together and have fun, but it's also for families to understand what is good screen time and what is not. Teaching our little people and parents how to best use quality time while using technology. Students will be able to create their own user sensory band to take home with them. We encourage all of the Pre-k parents to come out on January 18, 2023 and he will be making robocalls sometime next week. Dr. Poteat asked that if parents are going to RSVP, to have it done by tomorrow. The information has already been disseminated to the parents.
- We are in full swing throughout the school district after the holiday break. There are some issues with attendance due to sickness and illness from staff and students, but we are doing the best we can to maintain our day-to-day operations.

**XVII. OLD BUSINESS**

**None at this time.**

**XVIII. NEW BUSINESS**

Ms. Pitts noticed a flyer that was placed at the Board member's seats. She hopes the Founder and President of Rubies & Pearls will come up for public comments and give them a little information about the flyer.

Mr. Thomas shared that Monday is MLK day and the community has put together free haircuts for students, or anyone to get free haircuts that day. Anyone interested can go to [lovingourcities.volunteerhub.com](http://lovingourcities.volunteerhub.com) to get further details and to register.

**XIX. 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 Ms. Nieves, seconded by Mr. Thomas, to open the meeting for Public Comments at 7:59 p.m.**

Voice Vote: All in favor

**Diane McKenzie**

Ms. McKenzie is the Founder and CEO of Rubies & Pearls which has been operating in Winslow since 2011. She is here to let the Board of Education know that they exist. She asked what can be done in order to network with the School Board. Rubies & Pearls meets every Saturday from 10:00 a.m. to 1:00 p.m. at the Star Building on 100 Erial Road, and every second Saturday they meet at the Bud Duble Center from 10:00 a.m. to 1:00 p.m. Ms. McKenzie stated that they have a constant turnover, but would like to see mentors and more of the community get involved with Rubies & Pearls. The program is geared toward girls between the ages of 5-18 and they are broken down into separate groups. Ms. Pitts suggested that Ms. McKenzie connect with the Marketing Committee Chair, Ms. Nieves. Ms. Pitts also inquired if Rubies & Pearls is registered in the Township of Winslow. Ms. Nieves stated that she will be in contact with Ms. McKenzie. Ms. McKenzie also added that on February 10, 2024 at the Bud Duble Center, they will be having a program called "Children in the Village." She is hoping for a good turnout, especially from the Board of Education and the people in the community. Ms. Pitts added that advertising and promoting events is key. Mr. Shaw stated that he is a member of Men Empowering Nation and that Ms. McKenzie can reach out to him and be her connection between the Board and Rubies & Pearls.

**Jess Flax**

Mr. Flax thanked the Board for their consideration and giving him the opportunity to become a Board member. He also congratulated Mr. Askew on becoming a Board member.

**XX. ADJOURNMENT OF PUBLIC COMMENTS**

**A motion was made by Ms. Nieves, seconded by Mr. Thomas, to close the meeting for Public Comments at 8:09 p.m.**

Voice Vote: All in favor

**XXI. EXECUTIVE SESSION II**

**None at this time.**

**XXII. ADJOURNMENT**

**A motion was made by Ms. Nieves, seconded by Mr. Thomas to adjourn the meeting at 8:09 p.m. All Ayes.**

Respectfully Submitted,

Tyra McCoy-Boyle  
Business Administrator/Board Secretary