

WINSLOW TOWNSHIP BOARD OF EDUCATION
Regular Board of Education Meeting
Winslow Township Middle School – Cafeteria
Wednesday, January 24, 2024
7:00 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.
	Rita Martin	Kelly Thomas
	Rebecca Nieves	Joe Thomas, Vice President
	Julie Peterson	Cheryl Pitts, President

Also Present: H. Major Poteat, Ed.D., Superintendent
Regina Chico, Assistant Business Administrator
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 4th 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. AWARDS/PRESENTATIONS

1. Middle School Presentation

Mr. Shropshire, the Middle School Principal, introduced the Coding and Graphic Design staff and students for this evening's presentation. They explained how they programmed and created a landscape. Ms. Pitts was amazed by the presentation and thanked the parents who are responsible for these geniuses. Ms. Martin thanked Mr. Shropshire for having the students share their knowledge. Ms. Pitts shared that New Jersey has the Eighth Grade Dialogue, and each district picks a date when they invite people in to speak to their best advised eighth graders. Mr. Shropshire stated he will take care of sending one of the students to the Eighth Grade Dialogue. Dr. Poteat reiterated that our Coding and Graphic Design classrooms have cutting edge equipment and materials. He is very proud of the curriculum that is provided to the Middle School and stated that Coding and Graphic Design are two examples of our STEM program. He commended and congratulated the two staff members who presented tonight, as well as Mr. Shropshire.

VII. CORRESPONDENCE

None at this time.

VIII. MINUTES

None at this time.

IX. BOARD COMMITTEE REPORTS

Athletic Committee – Mr. Thomas – None at this time. Mr. Thomas shared an updated athletic report on the boys and girls indoor track program and referenced number 3 of the District Goals. The girls track team won the Group III Indoor State Relay Championship. The boys track team ran a time of 3:39.03 in the Sprint Medley Relay this past weekend, which ranked them number one and state champions. He also shared that the cheerleaders will be in their first ever competition at Lincoln University on January 28, 2024. Dr. Poteat added to Mr. Thomas's report and emphasized that Coach Brown's outcome and success will remain the same. There is no substitute for good coaching, and Coach Brown is a phenomenal coach. He also stated that 94% of the girl's track program go to college and finish.

Education Committee – Ms. Martin – The meeting took place on January 16, 2024 at 4:00 p.m. via WebEx. Minutes are attached. The next meeting is scheduled for Tuesday, February 20, 2024. Dr. Poteat added that the numbers from the before and after school tutoring program appear to be low because parents aren't participating in the program.

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

Marketing Committee – Ms. Nieves – The committee will meet next Wednesday at 6:00 p.m. via Zoom.

Policy Committee – Ms. Pitts – The Policy Committee will not meet this month since there are no new policies to discuss. The next meeting will be scheduled in February.

Citizens Advisory Committee – Ms. Martin – Ms. Martin had Ms. Wanda Glaud read the CAC meeting minutes. The committee met on January 11, 2024 at 7:00 p.m. Minutes are attached. Dr. Poteat inquired about a comment made in reference to parents not being able to log on to take the Culture and Climate Survey. He did not hear one complaint about there being a problem. Dr. Poteat also heard a comment about teachers not feeling safe in school. No complaints have been reported or brought to his attention. He has had conversations with the WTEA President on a regular basis and has not heard one complaint. Dr. Poteat stated if there are concerns and no one reports it to Administration, it can't be addressed. There was a request made from the CAC for final results on the Climate and Culture Survey. A discussion ensued.

Ms. Tyasia Doyle, the student representative from the High School, made the following announcements:

- The girl's track team, which she is a part of, did a phenomenal job and agreed with Mr. Thomas and Dr. Poteat on the great work that Coach Brown does.
- Yesterday they had their Grade Level Meeting on conflict resolution.
- Tomorrow they are inviting 8th graders to the building to show them electives and what they have to offer to help with their decision making when they get to High School. They will have the Student Government Association (SGA) helping and giving tours for the students.

Mr. Thomas reported out on School 6, as the school representative, and stated it was pure joy to see how everything was in place. He mentioned the school having both Student and Teacher of the Month and he commended Mr. Jackson for the positive atmosphere in the school.

Ms. Pitts acknowledged the Administrators in the audience and asked them to stand up for recognition. They were all given a round of applause.

X. SUPERINTENDENT'S REPORT

A motion was made by Mr. Shaw, seconded by Mr. Martin, 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

Approve Security/Fire Drills for the month of December 2023 as listed below:

<i>School</i>	<i>Date</i>	<i>Elapsed Time</i>	<i>Type of Drill</i>	<i>A.M./P.M.</i>
School #1	12/19/23	6 min. 37 sec.	Shelter in Place	2:44 PM
	12/20/23	4 min. 48 sec.	Fire	9:33 AM
School #2	12/15/23	6 min. 54 sec.	Fire	2:41 PM
	12/20/23	5 min.	Lockout Drill	1:53 PM
School #3	12/15/23	9 min.	Lockout Drill	10:36 AM
	12/21/23	10 min.	Fire	10:15 AM
School #4	12/1/23	4 min. 44 sec.	Fire	10:47 AM
	12/19/23	5 min. 30 sec.	Lockdown Drill	3:00 PM
School #5	12/19/23	4 min. 16 sec.	Fire	1:37 PM
	12/21/23	6 min.	Lockout Drill	10:41 AM
School #6	12/20/23	3 min. 54 sec.	Fire	1:28 PM
	12/22/23	4 min. 39 sec.	Non-Fire Evacuation	9:28 AM
Winslow Twp. M.S.	12/1/23	9 min.	Shelter in Place	1:52 PM
	12/4/23	22 min.	Fire	1:21 PM
	12/14/23	5 min.	Fire	1:39 PM
	12/21/23	31 min.	Lockdown to Shelter in Place	9:17 AM
Winslow Twp. H.S.	12/5/23	15 min.	Fire	8:30 AM
	12/15/23	15 min.	Shelter in Place	12:15 PM

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

Approve Professional Development/Workshop as listed in the attached exhibit.

5. Field Trip(s) **Exhibit X A: 5**

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

6. Tuition Students **Exhibit X A: 6**

Approve 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 X 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 X A: 8**

Approve the placement of Homeless Student 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 Fundraisers as listed below and in the attached exhibit:

School 6

- Dine Out – Chick Fil-A, (1/29/24), H.S.A.
- Friendship and Kindness Grams, (2/5/24 – 2/15/24), Spirit Committee

High School

- Pretzel Rod Sale, (2/1/24 – 2/29/24), Marching Band
- Chocolate Covered Pretzel Rods, (2/5/24 – 2/29/24), Choir
- Dine and Donate at Chipotle, (3/20/24), Class of 2026

11. School 2 – Black History Month Program

Approval requested for School 2 to hold a Black History Month Program on February 29, 2024 from 6:30 PM – 8:00 PM. The title of the program is School 2 Spoken Word Café which aims to celebrate the rich literacy contributions of African American poets, authors, musicians, and dancers. The event will provide a platform for students to explore and appreciate the diverse African American voices and artistry throughout history. There is no cost for this program.

12. School 2 – Spring Concert

Approval requested to hold the School 2 2nd Grade Spring Concert on April 23, 2024 from 6:30 – 7:30 PM.

13. School 5 – Financial Literacy Presentation

Approval requested for School 5 to host a financial literacy presentation with 4th grade students on the following dates:

- March 4, 2024
- March 11, 2024
- March 18, 2024

Presentations will be given by representatives from Republic Bank and will be held from 9:30 – 10:30 and 1:30 – 2:20.

14. School 5 – Literacy Night

Approval requested for School 5 to host a Literacy Night for students and parents on March 5, 2024 from 6:30 PM – 8:00 PM.

15. School 5 – Black History Month Presentation

Approval requested for School 5 to host a Key Arts Productions presentation in honor of Black History Month on Friday, February 23, 2024 from 1:00 PM – 3:00 PM. The educational live multimedia presentation teaches kids about the people, experiences, and events that shaped African American history. This presentation will be paid for by the Home and School Association.

16. School 6 – Anti-Bullying Assembly

Approval requested for School 6 to hold an Anti-Bullying Assembly on March 7, 2024 during the school day. The presenters will be Dina Zuckerberg, Director of Family Programs for myFace.org and Elyse Bittner Pekarchik, volunteer speaker for myFace.org.

17. School 6 – Spring into Math Night

Approval requested for School 6 to host a Spring into Math Night on March 14, 2024 at 6:00 PM - 8:00 PM.

Purposes:

- A way to engage students in various math, literacy, science, music, and technology activities using the New Jersey Students Learning Standards (NJSLA).
- To show parents, guardians, and students that math is fun and isn't reserved for just school or homework, math connects to everyday life.

18. Professional Development

Approval requested for DeltaMath Solutions, Inc. to provide one 2-hour virtual professional development training for High School math teachers on February 16, 2024, at a cost of \$800.00, to be paid from Title II, Account: 20-274-200-300-000-00.

19. Educational Services and Independent Evaluations Providers

Approve the following provider to provide educational services and Independent Evaluations to Winslow Township students on an as needed basis for the 2023-2024 School year.

Salem County Special Services School District, 880 Rt. 45, Woodstown, NJ 08098

Services	Cost/per eval
Psychological Evaluation	\$475
Learning Evaluation	\$475
Augmentative Alternative Communication (AAC Evaluation)	\$1,000
AAC Consult and training following Evaluation	\$300
PT/OT/ Speech and Language Evaluation	\$475
Speech Evaluation (only)	\$300
Bilingual Psychological Evaluation	\$550
Bilingual Psycho-Educational Evaluation (2 days)	\$1,000
Bilingual Learning Evaluation	\$550
Bilingual Social History	\$475
Speech Therapy	\$98/hour

20. Out of District Students applied to the IDEA Grant

Approval requested for the following Out of District students to be applied to the IDEA Grant for the 2023-2024 school year

Account No. 20-256-100-500-000-00

Student #	School	Tuition	ESY	Notes
#4193	Pineland Learning Center	\$ 33,635.68	n/a -	New placement
#4194	Durand	\$ 35,264.35	n/a	New placement

21. Course Changes

Approve the following course changes:

Remove: 3D Design and Production
 Add: Digital Imaging II

Name change:

From	To
Digital Art Photography Credits 5.0	Introduction to Photography Credit 2.5
Television Production/ Radio Broadcasting I (CP) Credits 5.0	Television Production/ Radio Broadcasting I (CP) Credits 2.5
Marketing I Credits 2.5	Marketing I Credits 5.0

B. Principal's Update

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| 1. Harassment, Intimidation & Bullying Report (January 1-15, 2024) | Exhibit X B: 1 |
| 2. Suspension Report | Exhibit X B: 2 |
| 3. Ethnicity Report | Exhibit X B: 3 |
| 4. School Highlights | Exhibit X B: 4 |

Roll Call:			
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			

XI. BUSINESS ADMINISTRATOR/BOARD SECRETARY'S REPORT

A motion was made by Ms. Martin, seconded by Ms. Peterson, to approve A. & B. as recommended by the Business Administrator/Board Secretary.

A. REPORTS

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| 1. <u>Transportation Update</u> | Exhibit XI A: 1 |
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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 November 2023, 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 November 2023. 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 November 2023. The Reconciliation Reports and Board Secretary's Reports are in agreement for the month of November 2023.
4. Board Secretary's Certification

The Board Secretary in accordance with N.J.A.C 6A:23A-16.10 (c) 2 certifies that there are no changes in anticipated revenue amounts or revenue sources.
5. Boards' Certification

Pursuant to N.J.A.C. 6A:23A-16.10 (c) 4, the Winslow Township Board of Education certifies after review of the Secretary's Monthly Financial Report (appropriations section) and upon consultation with the appropriate district officials, that to the best of the Boards' knowledge, no major account or fund has been over-expended in violation of N.J.A.C. 6A:23A-16.10 (b) and that sufficient funds are available to meet the district's financial obligations for the remainder of the fiscal year.
6. Bill List **Exhibit XI B: 6**
 - a. Approve the Vendor Bill List in the amount of \$1,360,378.27 as per the attached exhibit.
 - b. Ratify the Manual Bill List in the amount of \$1,157,793.47 as per attached exhibit.
7. Payroll **None at this time.**
8. Disposal of School Property and Textbooks **None at this time.**

9. Use of Facilities

None at this time.

10. 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	Hunterdon County SBA Virtual Meeting – Current Issues Roundtable	January 25, 2024	NC
	Essex county SBA Virtual Meeting – Family Engagement/Parental Involvement	January 31, 2024	NC

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Kelly Thomas Rebecca Nieves	Passaic County School Board's Association (SBA) Winter Virtual Meeting - Roundtables	February 1, 2024	NC
Rebecca Nieves	Governance III	February 3, 2024	NC
Kelly Thomas Rebecca Nieves	Bergen County SBA Winter Virtual Meeting – NJ Education Topics	February 6, 2024	NC
Kelly Thomas Rebecca Nieves	Hudson County SBA Virtual Meeting – How to Promote Your School District	February 7, 2024	NC
Kelly Thomas	Camden/Gloucester SBA Virtual Meeting	February 8, 2024	NC
	Cape May County SBA Virtual Meeting	February 13, 2024	NC
	Middlesex County SBA Virtual Meeting – Teacher Shortages	March 6, 2024	NC
	Legislative Committee Meeting – Virtual	March 9, 2024	NC
	Somerset County SBA Virtual Meeting – Celebrations and County Teacher of the Year	April 15, 2024	NC

11. Health and Safety Evaluation of School Buildings Checklist and Statement of Assurance (SOA) 2023-2024 **Exhibit XI B: 11**

Approve the submission of the Health and Safety Evaluation of School Buildings Checklist SOA to the County Office providing assurance that checklists have been completed for every school building per the attached exhibit.

12. Purchase – State Contract Vendor

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

Items charged to 11-000-262-610

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

Maintenance Supplies	General Supplies	\$8,513.96
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13. Purchase – Ed Data Vendors

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

Items charged to 11-190-100-610

Staples Contract & Commercial, LLC – Ed Data #12330

Paper order for HS	General Supplies	\$5,512.00
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Items charged to 20-510-100-610

Staples Contract & Commercial, LLC – Ed Data #12330

Non-Public/SJCA	Nonpub Tech	\$1,778.75
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14. Purchase – Hunterdon County Educational Services Commission (HCESC)

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

Items charged to 11-000-263-420

Guardian Fence Co., Inc. - HCESC–CAT/SER-22-17

School 5 Fence Repair	EU C&UG Clean, Repair, Maint.	\$2,892.00
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15. Purchase – New Jersey School Board Association (NJSBA)

Approve the following purchase, in the following amount from the following approved NJSBA vendor:

Items charged to 11-190-100-610

SHI International Corp – NJSBA Tech Contract # E-8801-NJSBA ACES-CPS

Supplies School 6	General Supplies	\$12,967.00
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16. Winslow Township School District – Joint Transportation Agreement 2023-2024

Exhibit XI B: 16

Approve, authorize, and ratify the 2023-2024 Joint Transportation Agreement between the Hammonton Board of Education (host district) and Winslow Board of Education (joiner district) to transport one student to LARC School from September 15, 2023 to September 28, 2023 in the per diem amount of \$316.42.

17. Purchases – NJSBA – Tech Contract Vendor

Approve the purchase of 963 Chromebooks at a cost of \$259.36 each, for a total cost of \$249,763.68, through SHI International Corp, an approved NJSBA Tech Contract vendor. Contract # E-8801-NJSBA-ACES-CPS. Costs will be charged as follows:

<u>Grant/Fund</u>	<u>Account Number</u>	<u>Amount</u>
General Fund	11-190-100-610	\$1,556.16
ARP ESSER	20-487-100-600	103,744.00
ARP ESSER – ALCES	20-488-100-600	143,944.80
ARP ESSER – EBSLE	20-489-100-600	518.72

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. PERSONNEL

A motion was made by Ms. Martin, seconded by Mr. Peterson, to approve A with a deletion to item #3, as recommended by the Superintendent.

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

1. 2023/2024 New Hires

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

	Name	Location	Position	Pro-rated Salary	Effective
A	Klein, Dawn	Transportation	Bus Driver	\$32,800.00 Step 3	2/1/2024

2. 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
A	4268	Medical *Extended Dates	1/10/2024	2/22/2024	Paid
B	5734	FMLA *Intermittent	1/12/2024	6/30/2024	Unpaid
C	5842	FMLA *Intermittent	1/24/2024	1/23/2025	Unpaid
D	6061	FMLA	1/16/2024	3/1/2024	Unpaid

3. Resignations

****Deleted****

4. Education Job Fair- TCNJ

Approve Mr. Dion M. Davis, Human Resources Director, to attend the Education Interview Job Fair at The College of New Jersey on March 6, 2024. The cost for the day will be \$100.00 (11-000-251-580-000-13)

5. 2022/2023 Spring Coaches

a. Approve the following Middle School Spring Coaches for the 2023/2024 school year: (11-402-100-100-402-07)

	Coach	Coach Position	Stipend	Step
A	Cox, Steven	Assistant Baseball Coach	\$1,903.00	3
B	Donohue, Carol	Head Softball Coach	\$2,972.00	3
C	Ferrari, Sarah	Assistant Softball Coach	\$1,829.00	2
D	Jones, Vince	Assistant Track & Field Coach	\$1,903.00	3
E	Martin, Gregg	Head Track & Field Coach	\$2,972.00	3
F	Rankin, Kecia	Assistant Track & Field Coach	\$1,903.00	3
G	Watson, Jeff	Head Baseball Coach	\$2,972.00	3

b. Approve the following High School Spring Coaches for the 2023/2024 school year: (11-402-100-100-402-08)

	Coach	Coach Position	Stipend	Step
A	Arnett, Gregory	Assistant Girls' Track Coach	\$5,410.00	3
B	Bayley, Tyler	Head Baseball Coach	\$7,372.00	3
C	Belton, William	Strength Training	\$2,402.00	2
D	Brown-Self, Shawnnika	Head Girls' Track Coach	\$7,372.00	3
E	Collins, Aaron	Assistant Girls' Track Coach	\$5,410.00	3
F	Crowe, Gary	Assistant Boys' Track Coach	\$5,202.00	2
G	Custis, Curtis	Head Boys' Track Coach	\$7,372.00	3
H	Forry, McKenna	Assistant Softball Coach	\$5,001.00	1
I	Guzman, Jeovanni	Head Softball Coach	\$7,090.00	2
J	Hawn, Andrea	Head Boys' Tennis Coach	\$5,709.00	3
K	Marshall, Deborah	Head Girls' Lacrosse Coach	\$6,815.00	1
L	Mullin, Erica	Assistant Girls' Lacrosse Coach	\$5,410.00	3
M	Nicoletto, Tyler	Assistant Baseball Coach	\$5,202.00	2
N	Piraino, Anthony	Head Boys' Lacrosse Coach	\$7,372.00	3
O	Rossi, Ronald	Assistant Baseball Coach	\$5,410.00	3
P	Sanders, Robert	Assistant Boys' Tennis Coach	\$3,805.00	3
Q	Shaw, Timothy	Assistant Boys' Lacrosse Coach	\$5,001.00	1

6. 2023/2024 Lateral Movements

Approve the following Lateral Movement requests for the 2023/2024 school year, effective February 1, 2024:

	Name	School	From	Step	Salary	To	Step	Pro-rated Salary
A	Butler, Taylor	School No. 3	BA+30	4	\$60,180.00	MA	4	\$60,980.00
B	Dodd, Alison	School No. 5	BA+30	10	\$73,705.00	MA	10	\$74,505.00
C	Sayell, Amy	School No. 6	BA	12	\$83,305.00	BA+15	12	\$84,105.00
D	Sipple, Lauren	School No. 2	BA+15	4	\$59,380.00	BA+30	4	\$60,180.00
E	Wepler, Michael	Middle School	MA+30	9	\$70,455.00	MA+45	9	71,255.00

7. 2023/2024 School Security for Extra-Curricular Activities/Sports

Approve the following School Security Officers for 2023/2024 Extra- Curricular Activities/Sports, on an as needed basis, at a rate of \$22.00/hour: (11-401-100-100-401-07, 11-402-100-100-402-07)

	Name
A	Spears, Kenneth
B	Speights, Brian

8. 2023/2024 Volunteers

Approve the following 2023/2024 High School Volunteer:

	Name	Activity/Sport
A	Cubbage, Michael	Boys' Basketball Coach

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			

XIII. ADDENDUM

I. BUSINESS ADMINISTRATOR/BOARD SECRETARY'S REPORT

A motion was made by Ms. Martin, seconded by Ms. Peterson, 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. Professional Development

Approve Ms. Tyra McCoy-Boyle, Business Administrator/Board Secretary to attend the NJASBO workshop "Food Service" on February 20, 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.

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 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>
Cheryl Pitts	NJSBA CAL Meeting	February 10, 2024	NC
Julie Peterson	Camden/Gloucester County SBA	February 8, 2024	NC
Lorraine Dredden	Virtual Meeting		

3. Requests for Proposals (RFP) 2024-03 – Secondary Speech and Language Services

- a. Approve the record of RFP 2024-03 – Secondary Speech and Language Services, received and opened in public on Wednesday, January 17, 2024.

Vendor Name	Hourly Rate	Minimum Amount of Service
Soliant Health, LLC	\$97.35	As needed
3Chords Inc. and Therapy Travelers LLC collectively DBA Epic Special Education Staffing	\$99.00	Up to 40 hours per week
General Healthcare Resources LLC, dba GHR Education	\$84.00	Up to 35 hours per week
Jump Ahead Pediatrics, LLC	\$85.50	30 hours per week

- b. Approve the award of RFP 2024-03 – Secondary Speech and Language Services, based on the evaluative criteria, to Jump Ahead Pediatrics, LLC. Services are to be charged to account #11-000-216-320 and further acknowledge the following statement:

I certify that there are sufficient funds available for the services awarded.

 Tyra McCoy-Boyle

4. Purchases – Ed Data Vendor

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

Items charged to 20-256-100-600

Staples Contract & Commercial, LLC – Ed Data #12330
 Supplies for SJCA IDEA B 23-24 – Supplies NP \$2,850.13

Items charged to 11-190-100-610

Staples Contract & Commercial, LLC – Ed Data #12330
 Paper Order for HS General Supplies \$4,865.00

5. Purchases – New Jersey School Board Association (NJSBA)

Approve the following purchases, in the following amounts from the following approved NJSBA vendor:

Items charged to 11-000-221-600

SHI International Corp – NJSBA Tech Contract Vendor # E-8801-NJSBA ACES-CPS
 Technology Supplies Supplies and Materials \$3,520.49

Items charged to 12-000-252-732

SHI International Corp – NJSBA Tech Contract Vendor # E-8801-NJSBA ACES-CPS
 Server Upgrades Non-Instructional Equipment \$40,825.40

SHI International Corp – NJSBA Tech Contract Vendor # E-8801-NJSBA ACES-CPS
 Server Upgrades Non-Instructional Equipment \$45,343.26

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

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

Items charged to 11-000-262-610

General Chemical and Supply - HCESC–CAT 23-02
 Salt for the District General Supplies \$4,680.00

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. PERSONNEL REPORT

A motion was made by Ms. Martin, seconded by Ms. Peterson, to approve A as recommended by the Superintendent.

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

1. Job Descriptions

Exhibit II A: 1

Approve the following Job Description as listed below and in the attached exhibit:

	Job Descriptions
A	Preschool Intervention & Referral Specialist

2. 2023/2024 New Hires

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

	Name	Location	Position	Pro-rated Salary	Effective
A	Coffin, Daniel	School No. 6	Special Ed. Teacher	\$75,305.00 MA+15, Step 10	4/1/2024

3. Resignations

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

	Name	Location	Position	Effective
A	Vardi, Maya	School No. 6	Grade Five Teacher	3/17/2024

4. Practicum Placements

Approve the following 2023/2024 Practicum Placements:

	Institution	Student	Cooperating Teacher	School	Dates
A	Rowan	Dishong, Eleanor	Doheny, Michael	High School	2/1/2024-4/30/2024 20 hours
B	Rowan	Donahue, Caelan	Doheny, Michael	High School	2/1/2024-4/30/2024 20 hours
C	Rowan	Garcia, Samuel	Doheny, Michael	High School	2/1/2024-4/30/2024 20 hours
D	Camden County	Hoffman, Mackenzie	O'Rourke, Naomi	School No. 3	2/1/2024-4/30/2024 15 hours
E	Rowan	Kurbansade, Justin	Doheny, Michael	High School	2/1/2024-4/30/2024 20 hours
F	Rowan	Miller, Amber	Doheny, Michael	High School	2/1/2024-4/30/2024 20 hours
G	Rowan	Wagner, Erik	Doheny, Michael	High School	2/1/2024-4/30/2024 20 hours

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. OPEN PUBLIC RECORDS ACT (OPRA) REQUEST

1. The Winslow Board of Education responded to the following OPRA Request between January 5, 2024 and January 18, 2024:

Received	Requested by	Document Requested	Approved	Denied
1	Jeremy Heim Research Support Analyst Deltek, Inc.	Bid tabulations and contract documents related to Bid # 2024-01 for Blended Online Literacy Learning Program.	✓ RFP 2024-01	

XV. INFORMATIONAL ITEMS

Dr. Poteat addressed the following informational items:

- Family Wellness Social Emotional Learning Strategy Workshop is Tuesday, January 30, 2024. He will have a Robocall go out tomorrow night to remind parents and families that they are invited, and hopes everyone will come out and participate.
- The end of the second marking period is Friday, January 26, 2024 and report cards will become available on February 8, 2024. Parent teacher conferences will be held on February 14 and 15, 2024. Teacher in-service day is on February 16, 2024. Dr. Poteat encouraged all parents to come out and have discussions about their student’s academic progress, or any other issues or concerns they may have.
- Dr. Poteat has a draft copy of the Culture and Climate Survey with him tonight and he is in the process of assessing the data that was received from the building principals. If he has any additional questions for clarification, he will meet with Dr. Carcamo for that purpose. Dr. Poteat will make sure that the Culture Climate Survey outcomes will be made available to the Board at our next Board meeting.

XVI. OLD BUSINESS

Ms. Nieves circled back to the November Chat with a Board Member and community recommendations. One recommendation was for Board members to attend their building’s HSA meetings. She asked if the Board had any input on the recommendation. Mr. Thomas added that School 6 is having a book fair this week and he will be there on Friday. Mr. Long addressed his concern about the number of Board members at any event because it could appear that District business is being discussed. He stated that he doesn’t have a problem with four or less attending each meeting, but more than four would be a quorum and could become problematic from a legal point of view. A discussion ensued. The second recommendation was to have recorded webinars for parents or if the tech department could put together some informational videos that would help parents with District participation. Her third recommendation was directed to Dr. Poteat regarding texting parents about HSA information. A discussion ensued.

Ms. Nieves discussed that at the last Chat with a Board Member, they talked about doing them quarterly and that the next one would be held in February. She asked if it would be in-person or virtual on February 7, 2024 or February 21, 2024. Ms. Nieves stated that a district calendar would be great so that she wouldn't have to go to each school's individual website to see if anything would coincide with scheduling dates. A discussion ensued. Ms. Nieves stated that the topic of discussion at the last Chat with a Board Member was parent engagement. She asked the Board how they felt about continuing with that topic of discussion or introducing a new topic. Ms. Pitts stated that parent engagement would be an ideal topic to continue with. The next Chat with a Board Member will be held at the Administration Building on February 21, 2024 at 7:00 p.m. Ms. Peterson inquired about using Facebook Live for the Chat with a Board Member, so that parents can use the platform with ease. A discussion ensued.

Ms. Pitts discussed technology not being at its the best when Board meetings are held in the Middle School Cafeteria. A discussion ensued. Ms. Martin asked if it was possible to do a dry run at the High School. Dr. Poteat said he will check with Mr. Marella to make sure there won't be a conflict for the second meeting in February. All Board members agreed on a trial run for the second Board meeting in February.

XVII. NEW BUSINESS

Ms. Peterson was very impressed with the Middle School presentation and asked if it would be possible to have the presentation link on the Middle School's website. Mr. Thomas also commented on tonight's presentation and on Financial Literacy.

Ms. Pitts gave recognition to Ms. Geneva Gerwitz, the Hammonton Gazette reporter who has been attending our meetings for the last several months. Ms. Pitts had a copy of what she reported out from the last Board meeting for anyone who is interested in looking at it.

Ms. Nieves requested that schools 5, 6, and the Middle School band concerts be held in the High School Auditorium because of the acoustics. Dr. Poteat stated that anyone can request to use the High School Auditorium, they would just need to go through the building Principal, Mr. Marella, to make sure there won't be any conflict.

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 Ms. Martin, seconded by Ms. Peterson, to open the meeting for Public Comments at 8:32 p.m.

Voice Vote: All in favor

No Public Participation

XIX. ADJOURNMENT OF PUBLIC COMMENTS

A motion was made by Ms. Martin, seconded by Ms. Peterson, to close the meeting for Public Comments at 8:32 p.m.

Voice Vote: All in favor

XX. EXECUTIVE SESSION

A motion was made by Ms. Martin, seconded by Ms. Peterson, to approve adoption of Executive Resolution and adjournment to Executive Session at 8:33 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 24, 2024 at 8:33 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: matters by law that are required to be kept confidential and the nature of the matter, described as specifically as possible without undermining the need for confidentiality is matters relating to student discipline;

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

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

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

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

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

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

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

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

WHEREAS, the length of the Executive Session is estimated to be 60-90 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			

XXI. ADJOURNMENT OF EXECUTIVE SESSION

A motion was made by Ms. Peterson, seconded by Ms. Martin, to close the meeting of the Executive Session at 9:36 p.m.

Voice Vote: All in favor

A motion was made by Ms. Martin, seconded by Ms. Peterson, to uphold the Superintendent's recommendation for a long-term suspension for N.P. in accordance with the District's policy.

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			

A motion was made by Ms. Martin, seconded by Ms. Peterson, to uphold the Superintendent's recommendation for the expulsion of N.R. for the balance of this school year in accordance with the Districts policy.

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			

XXII. ADJOURNMENT

A motion was made by Ms. Martin, seconded by Ms. Peterson to adjourn the meeting at 9:39 p.m. All Ayes.

Respectfully Submitted,

Regina Chico
Assistant Business Administrator