

WINSLOW TOWNSHIP BOARD OF EDUCATION
Regular Board of Education Meeting
Winslow Township Middle School – Cafeteria
Wednesday, December 13, 2023
7:00 p.m.
Minutes

I. **PUBLIC NOTICE** of this meeting was given to all Board Members and Associates in a notice dated **08/11/2023 and 11/30/2023**. 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 Joe Thomas
 Rita Martin Julie Peterson, Vice President
 Cynthia Moore
 Rebecca Nieves

Absent: Kelly Thomas
 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 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

Ms. Peterson recognized the High School Student Representative, Ms. Tyasia Doyle.

VI. AWARDS/PRESENTATIONS

1. School #5 & School No. 6 Performance

Dr. Carter, the Principal at school 5, joined by Mr. Jackson, the Principal at School 6, thanked all parents for joining us this evening. Tonight's performance is a prelude to the Winter Concert that will be held in January. Dr. Carter stated that the Winslow Township Upper-Elementary School Band and Orchestra are the baddest band and orchestra in all of New Jersey. He introduced the band teacher, Mr. Gardener, and the orchestra teacher, Ms. Yen. Ms. Yen introduced the program that the band and orchestra will be performing. Mr. Jackson invited everyone to the January 23, 2024 Winter Concert at School 6. Dr. Poteat thanked the students and staff for an excellent presentation.

2. 2022-2023 Annual Comprehensive Financial Report (ACFR) Presentation

Jie Yang from Bowman & Company LLP completed all audit procedures and provided the Board with an Annual Comprehensive Financial Report as well as an Auditor's Management Report. Ms. Yang went over what was assessed during the audit and stated that the Financial Schedules were amazingly prepared by the Financial Department. There was one audit finding in ACFR under food service. Ms. Yang thanked Ms. Boyle, Ms. Chico and staff at the Business Office for their excellent job in being great stewards of the funding at Winslow Township School District. A question and answer session ensued. Dr. Poteat attended an exit conference with the associates of Bowman & Company to go over the audit and he had no additional questions.

VII. CORRESPONDENCE

None at this time.

VIII. MINUTES

A motion was made by Ms. Moore, seconded by Ms. Dredden, to approve the minutes of the following meeting:

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

Regular Meeting Tuesday, November 21, 2023 Open Session

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

A motion was made by Ms. Moore, seconded by Ms. Dredden, to approve the minutes of the following meeting:

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

| | | |
|-----------------|-----------------------------|----------------|
| Special Meeting | Wednesday, December 6, 2023 | Open Session |
| Special Meeting | Wednesday, December 6, 2023 | Closed Session |

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

IX. BOARD COMMITTEE REPORTS

Education Committee – Ms. Peterson – None at this time. The committee will meet next Tuesday at 4:00 p.m. via Zoom.

Athletic Committee – Ms. Martin – None at this time.

Citizens Advisory Committee – Ms. Martin – None at this time. The report that was provided in the Board packets reflect what was discussed at the last Board meeting.

Marketing Committee – Ms. Moore – The committee met on December 6, 2023 at 4:00 p.m. via Zoom. The topic of discussion was a proposal for the Chat with a Board Member to be held virtually or in-person after the second marking period on February 1, 2024. Also discussed was the email open rate. Minutes are attached

Policy Committee – Ms. Peterson – None at this time.

Operations Committee – Ms. Dredden – The committee meeting that was originally scheduled for December 12, 2023 has been postponed until December 19, 2023 at 5:30 p.m.

X. SUPERINTENDENT’S REPORT

A motion was made by Ms. Moore, seconded by Ms. Dredden, 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 the Security/Fire Drill, for the month of November 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 | 11/22/23 | 5 min. 31 sec. | Lock Out Drill | 10:50 AM |
| | 11/28/23 | 7 min. 37 sec. | Fire | 9:38 AM |
| School #2 | 11/13/23 | 4 min. 2 sec. | Shelter in Place | 2:35 PM |
| | 11/27/23 | 7 min. 27 sec. | Fire | 9:36 AM |
| School #3 | 11/17/23 | 11 min. | Fire | 10:30 AM |
| | 11/29/23 | 9 min. | Shelter in Place | 10:24 AM |
| School #4 | 11/17/23 | 4 min. 50 sec. | Fire | 9:33 AM |
| | 11/27/23 | 7 min. 22 sec. | Non-Fire Evacuation | 10:46 AM |
| School #5 | 11/17/23 | 4 min. | Fire | 2:07 PM |
| | 11/28/23 | 6 min. | Shelter in Place | 2:10 PM |
| School #6 | 11/30/23 | 3 min. 44 sec. | Fire | 9:09 AM |
| | 11/20/23 | 37 min. | Lock-Out Drill | 11:04 AM |
| Winslow Twp. M.S. | 11/3/23 | 5 min. | Fire | 8:46 AM |
| | 11/14/23 | 13 min. | Lockdown Drill | 1:38 PM |
| Winslow Twp. H.S. | 11/3/23 | 15 min. | Fire | 11:45 AM |
| | 11/16/23 | 10 min. | Lockdown Drill | 7:30 AM |

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 1

- Joe Corbi Fundraiser, (1/29/24 – 2/9/24), H.S.A.
- Color A Thon, (4/22/24), H.S.A.
- Winslow Wear, (2023-2024 School Year), H.S.A.

School 2

- Holiday Shoppe, (12/15/23), H.S.A.

Middle School

- Shoe Spirit Charms, (2023-2024 School Year), S.G.A.

11. School 1 – Physical Education/Fun Day

Approve a Physical Education/Fun Day on Thursday, May 9, 2024 from 9:25 AM – 2:30 PM. The rain date will be Friday, May 10, 2024. The School 1 H.S.A. will be providing a bounce house, blow up obstacle course, water and snacks for students. Parents only will be invited to attend.

12. School 1 – Family Literacy Night

Approval requested for School 1 to hold a Family Literacy Night on Thursday, January 16, 2024 from 5:30 – 6:30 PM. The theme will be bringing stories to life. Mrs. Nelsons' and Ms. Polite's classes will do a small skit to show parents the importance of literacy and how fun reading can be.

13. School 5 – Donation Acceptance

Approval requested for School 5 to accept a donation of hand sanitizer and disinfectant wipes from the parents of a 4th grade student.

14. Middle School – Holiday Spirit Week

Approval requested for Winslow Township Middle School and the Winslow Spirit Club to host Holiday Spirit Week from December 18th through December 22nd. Students and staff will participate in a different theme each day leading up to winter break.

15. Middle School – Giving Tree

Approval requested for the Winslow Township Middle School Spirit Club to establish a Winslow Giving Tree to assist families in need this holiday season. The Winslow Giving Tree will be set up in the cafeteria and students will be able to pick tags off the tree during lunch periods to purchase items costing \$5.00 or less to supplement family gifts.

16. Middle School – 7th Grade New Student Orientation

Approval requested to hold the 7th Grade New Student Orientation for students from Schools #5 and #6 on June 4, 2024. School 5 will be at 5:30 PM and School 6 will be at 6:30 PM.

17. High School – Annual CST Transitional Day Event

Approval requested for the Winslow Township High School Child Study Team to hold the Annual Transitional Day Event for the 2023-2024 school year in the Winslow Township High School Auxiliary Gym on the following dates and times:

- o Thursday, February 15, 2024 from 8:00 AM to 11:00 AM
- o Inclement weather date: Thursday, February 22, 2024 from 8:00 AM to 11:00 AM

18. High School – Director’s Cut Event

Approval requested to hold the 4th Annual “Director’s Cut” CTE College and Career Readiness Workshop for the 2023-2024 school year, on Friday, May 24, 2024 from 8:00 AM to 12:00 PM in the High School Gymnasium.

19. Early Learning Networked Improvement Community Awards

Approval requested to accept an award of \$9,956.00 from the Early Learning Networked Improvement Community (ELNIC) to be used to provide teacher stipends to attend scheduled professional development learning sessions.

20. Grant Amendments

Exhibit X A: 20

Approve the amendments to the 2023-2024 IDEA Basic and Preschool Grant by budgeting the 2022-2023 carryovers as follows:

| | Original Award | Carryover | Revised Amount |
|----------------------------------|----------------|------------|----------------|
| Basic Public | \$ 1,388,912 | \$ 111,673 | \$ 1,500,585 |
| Basic Nonpublic | \$ 10,375 | \$ 3,664 | \$ 14,039 |
| Preschool | \$ 67,762 | \$ 239 | \$ 68,001 |
| Chesilhurst Consortium Basic | \$ 34,545 | \$ 0 | \$ 34,545 |
| Chesilhurst Consortium Preschool | \$ 2,158 | \$ 0 | \$ 2,158 |

21. District Improvement Plan

Approve to submit the 2022-2023 District Improvement Plan for the New Jersey Quality Single Accountability Continuum District Performance Review.

22. Pilot Program – iReady

Approval requested for Winslow Township Middle School to pilot iReady, an online assessment and instructional tool that helps teachers provide all students a path to proficiency and growth in reading and mathematics. It also includes a screener for Dyslexia. The pilot will be conducted January 2024 through June 2024, at no cost to the district.

23. ESEA Grant Amendment

Exhibit X A:23

Approve to amend the 2023-2024 ESEA Grant awards to include the 2022-2023 carryover amounts as follows:

| <u>Grant</u> | <u>Original Allocation</u> | <u>2022-2023 Carryover</u> | <u>Final Grant Allocation</u> |
|--------------------|----------------------------|----------------------------|-------------------------------|
| Title I | \$1,871,446.00 | \$107,863.00 | \$1,979,309.00 |
| Title I SIA | 128,100.00 | 24,232.00 | 152,332.00 |
| Title II | 221,516.00 | 216,533.00 | 438,049.00 |
| Title III | 28,675.00 | 5,611.00 | 34,286.00 |
| Title IV | 128,381.00 | 61,935.00 | 190,316.00 |

B. Principal’s Update

- | | |
|--|-----------------------|
| 1. Harassment, Intimidation & Bullying Report (November 16-30, 2023) | 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. Thomas | Yes |
| Ms. Martin | Yes | Ms. Thomas | Absent |
| Ms. Moore | Yes | Ms. Peterson | Yes |
| Ms. Nieves | Yes | Ms. Pitts | Absent |
| Motion Carried | | | |

XI. BUSINESS ADMINISTRATOR/BOARD SECRETARY'S REPORT

A motion was made by Ms. Moore, seconded by Ms. Dredde, to approve A. & B. with a change to item #11 as recommended by the Business Administrator/Board Secretary.

A. REPORTS

1. Aramark Update **Exhibit XI A: 1**

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 October 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 October 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 October 2023. The Reconciliation Reports and Board Secretary's Reports are in agreement for the month of October 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 \$4,198,045.57 as per the attached exhibit.
- b. Ratify the Manual Bill List in the amount of \$7,578.95 as per attached exhibit.

7. Payroll

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

- o November 15, 2023 \$2,553,599.92
- o November 30, 2023 \$2,703,169.57
- o November 30, 2023 (Retro) \$ 933,696.49

8. Disposal of School Property and Textbooks

Exhibit XI B: 8

Approve the Disposal of School Property listed below:

| Location | Department | Description |
|---------------|------------|--|
| School 1 | Library | (79) Library books, 15+ years, old, torn, soiled |
| Middle School | Athletics | (2) Large rolled section of wrestling mat, 15+ years, worn |

9. Use of Facilities

Approve the following Use of Facilities as listed below:

| School | Organization | Dates | Day/Time | Room | Fee |
|-------------|--------------------------------------|---------------------------------------|---|------------------|------|
| School 5 | Winslow Township Youth Soccer Assoc. | January 5, 2024 - March 3, 2024 | Mondays, Wednesdays, Fridays 6:00 p.m. – 9:30 p.m. | Gymnasium | \$25 |
| School 6 | Winslow Township Youth Soccer Assoc. | January 5, 2024 - March 1, 2024 | Fridays 6:00 p.m. – 9:30 p.m. | Gymnasium | \$25 |
| High School | Winslow Elite Track and Field | December 14, 2023 – February 29, 2024 | Mondays and Tuesdays 6:30 p.m. – 8:00 p.m. | Hallways J, E, F | \$25 |

10. Professional Development

Approve Ms. Regina Chico, Assistant Business Administrator to attend the NJASBO workshop “Pension Update” on December 19, 2023 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. Professional Development

Approve Ms. Tyra McCoy-Boyle, Business Administrator/Board Secretary and Mr. Dion Davis, Director of Human Resources, to attend the 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.

12. Purchases – Educational Services Commission of New Jersey (ESC NJ)

Approve the following purchases, in the following amounts, from the following approved Educational Services Commission of New Jersey (ESC NJ) vendors:

Items charged to 11-190-100-610 and 20-233-100-600

CDW Government Inc. – ESCNJ/AEPA-22G

| | | |
|-----------------------|--------------------------|------------|
| S/R-Inst. Supplies MS | General Supplies | \$2,447.73 |
| S/R-Inst. Supplies MS | Title I 23-24 – Supplies | \$8,431.07 |

Items charged to 11-000-251-600

CDW Government Inc. – ESCNJ/AEPA-22G

| | | |
|-------------|----------------------|------------|
| HR Desktops | Supplies & Materials | \$2,544.74 |
|-------------|----------------------|------------|

Items charged to 11-000-262-610

HD Supply Facilities Maintenance, LTD. – ESCNJ 21-22-18

| | | |
|-----------------------|------------------|-------------|
| Soap for the District | General Supplies | \$12,892.00 |
|-----------------------|------------------|-------------|

Buckeye International, Inc. – ESCNJ 21/22-18

| | | |
|---------------------|------------------|-------------|
| Custodial Chemicals | General Supplies | \$13,315.00 |
|---------------------|------------------|-------------|

HD Supply Facilities Maintenance, LTD. – ESCNJ 22/23-15

| | | |
|----------------------------|------------------|-------------|
| Batteries for the District | General Supplies | \$24,636.26 |
|----------------------------|------------------|-------------|

Items charged to 11-000-270-615

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

| | | |
|--------------------|-------------------------|------------|
| Brake Fluid & Hubs | Transportation Supplies | \$2,492.00 |
|--------------------|-------------------------|------------|

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

| | | |
|-----------------|-------------------------|------------|
| Parts, Supplies | Transportation Supplies | \$1,529.43 |
|-----------------|-------------------------|------------|

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

| | | |
|-----------------|-------------------------|------------|
| Parts, Supplies | Transportation Supplies | \$1,533.85 |
|-----------------|-------------------------|------------|

13. Purchases – Educational Services Commission of New Jersey (ESC NJ)

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

Items charged to 11-000-270-615

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

| | | |
|--------------------|-------------------------|------------|
| Brake Control Unit | Transportation Supplies | \$4,726.78 |
|--------------------|-------------------------|------------|

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

| | | |
|----------------------|-------------------------|------------|
| Actuator, Turn Light | Transportation Supplies | \$1,825.20 |
|----------------------|-------------------------|------------|

14. Purchase – Ed Data Vendor

Approve, authorize, and ratify the following purchase, in the following amount, from the following approved Ed Data Vendor:

Items charged to 11-000-261-420

Alper Enterprises Inc. – EDS Bid #10982

| | | |
|----------------|-----------------------|------------|
| HS Roof Repair | Clean, Repair, Maint. | \$2,900.00 |
|----------------|-----------------------|------------|

15. 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

| | | |
|--------------------|------------------|-------------|
| Custodial Supplies | General Supplies | \$11,421.88 |
|--------------------|------------------|-------------|

16. Purchases – State Contract Vendor

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

Items charged to 11-000-270-615

Service Tire Truck Center Inc.– State Contract #20-FLEET-00948

| | | |
|-----------------------|-------------------------|-------------|
| Tires/Mounts/Dismount | Transportation Supplies | \$21,131.24 |
|-----------------------|-------------------------|-------------|

Items charged to 11-000-262-610

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

| | | |
|---------------|------------------|------------|
| Ceiling Tiles | General Supplies | \$4,962.50 |
|---------------|------------------|------------|

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

| | | |
|----------------------|------------------|-------------|
| Maintenance Supplies | General Supplies | \$11,403.90 |
|----------------------|------------------|-------------|

Items charged to 20-218-100-600

Pemberton Supply Company, LLC. – State Contract #21-FOOD-01747

| | | |
|--------------------|------------------------------|------------|
| Preschool Supplies | PEA Expan. Start-up-Supplies | \$5,816.88 |
|--------------------|------------------------------|------------|

17. Parental Transportation Contract

Approve, authorize, and ratify the Parental Transportation Contract for Ms. Jessica Nees to transport her child at a rate of \$90.00/day in accordance with the term as follows:

September 1, 2023 – June 30, 2024

The parent/legal guardian will provide to the Board Secretary evidence of a valid Driver's license, a valid vehicle registration and display a current inspection sticker on the windshield. In addition, the parent/legal guardian shall furnish automobile liability insurance not less than \$1,000,000 single limit coverage per occurrence.

18. Trenton – Joint Transportation Agreement 2023-2024

Exhibit XI B: 18

Approve, authorize, and ratify the 2023-2024 Joint Transportation Agreement between the Winslow Township Board of Education (host district) and Trenton (joiner district) to transport one student to Winslow Township Middle School from September 22, 2023 to June 30, 2024 in the per diem amount of \$11.06.

19. Q2024-03 – Fire and Burglar Alarm Communicators

Approve, authorize, and ratify the award for Fire and Burglar Alarm Communicators (Q2024-03) to Franklin Alarm Company Inc., the sole responding vendor, in the amount of \$2,450.00. Services are to be charged to account numbers 11-000-261-420 and 11-000-262-420.

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 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 | 2023 Online University Course-Governance II: Finance | Online | NC |

21. Acceptance of the 2022-2023 Annual Comprehensive Financial Report (ACFR), Auditor's Management Report (AMR), Corrective Action Plan (CAP) and Summary of Audit Report **Exhibit XI B: 21**

WHEREAS the Winslow Township Board of Education in accordance with NJSA 18A:23-1 must have a certified External Audit of the district's account and financial transactions; and

WHEREAS the Winslow Township Board of Education received the audit performed by Bowman and Company LLP and discussed said audit at its public meeting held on December 13, 2023; now

BE IT RESOLVED that, after review and discussion, the Board of Education accept the audit for the 2022-2023 school year, fiscal year ending June 30, 2023 and approves the Corrective Action Plan (CAP) as follows:

Finding Number 2023-001

The School District's Food Service Fund Net Cash Resources exceeded it's three months average expenditures by \$385,159.09.

Recommendation Number: 2023-001

The School District continue to monitor the finances of its Food Service Fund and follow up the plan to reduce the net cash resources below its three-month average expenditures.

The Summary of Audit Report has been made available for public distribution.

22. Renewal of Blue Point Monitoring Services – Camden County Educational Services Commission Vendor

Approve the renewal of monitoring services for the BluePoint systems across the District for the period ending 9/30/23 and the period 10/1/2023 through 9/30/24 at an annual rate of \$11,200.00 to CM3, an approved Camden County Educational Services Commission vendor, Contract #66CCEPS. Services are to be charged to 11-000-261-420.

Roll Call:

| | | | |
|------------|-----|--------------|--------|
| Ms. Dredde | Yes | Mr. Thomas | Yes |
| Ms. Martin | Yes | Ms. Thomas | Absent |
| Ms. Moore | Yes | Ms. Peterson | Yes |
| Ms. Nieves | Yes | Ms. Pitts | Absent |

Motion Carried

XII. PERSONNEL

A motion was made by Ms. Moore, seconded by Ms. Dredden, 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 | Daviso, Victoria | Transportation | Bus Driver | \$32,800.00 Step 3 | 1/1/2024 |
| B | Ford, Kimberly | School No. 3 | Preschool Teacher | \$60,080.00 MA, Step 1 | 1/1/2024 |
| C | Lake, Lacey | School No. 3 | Music Teacher | \$91,329.00 BA, Step 13 | 2/1/2024 |

2. Leave of Absence Requests

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

| | Staff ID # | Type of Leave | From | To | Paid/Unpaid |
|---|------------|----------------------------|------------|------------|-------------|
| A | 4181 | Medical | 12/15/2023 | 1/5/2024 | Paid |
| B | 4454 | Medical | 11/13/2023 | 12/22/2023 | Paid |
| C | 5019 | FMLA *Extended Dates | 12/4/2023 | 1/5/2024 | Paid |
| D | 5635 | Medical *Extended Dates | 11/29/2023 | 12/22/2023 | Paid |
| E | 5716 | FMLA | 1/8/2024 | 1/22/2024 | Paid |
| F | 5793 | FMLA | 2/26/2024 | 3/13/2024 | Unpaid |

Human Resources:

3. Resignations

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

| | Name | Location | Position | Effective |
|---|-------------------|----------------|---------------------------|------------|
| A | Kasza, Kristi | Transportation | Bus Driver | 12/15/2023 |
| B | Miller, Gabrielle | School No. 2 | Special Education Teacher | 1/26/2024 |
| C | Rowan, Courtney | Board Office | Confidential Secretary | 12/31/2023 |
| D | Vitola, Mario | School No. 6 | Special Education Teacher | 1/31/2024 |

4. Retirements

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

| | Name | Location | Position | Effective |
|---|----------------|----------------|----------------------------|-----------|
| A | Gyurics, Jean | High School | Physical Education Teacher | 7/1/2024 |
| B | Humes, June | Transportation | Bus Driver | 7/1/2024 |
| C | Simone, Jo Ann | Middle School | Medical Assistant | 7/1/2024 |
| D | Veale, Kathy | Middle School | Special Education Teacher | 7/1/2024 |

5. Terminations

Approve to terminate the following employee, effective December 8, 2023:

| Staff # | Reason |
|---------|-----------------|
| 6141 | Job Abandonment |

6. 2023/2024 Staff Reassignments

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

| | Name | From Position | From Location | To Position | To Location |
|---|-------------------|---------------------|---------------|---------------------|--------------|
| A | D'Angelo, Marissa | Special Ed. Teacher | School No. 3 | Special Ed. Teacher | School No. 4 |

7. 2023/2024 Drama Production- High School

Approve the following Set Designer, on an as needed basis: (11-401-100-330-401-08)

| | Name | Rate |
|---|---------------|--------------------|
| A | Chaffin, Seth | \$2,250.00- Spring |

8. Sixth Period Teacher Assignments- Leave of Absence- Amended Dates

Approve the following Middle School Leave of Absence Sixth Period Teaching Assignments for the 2023/2024 school year, effective September 13, 2023 to December 8, 2023: (11-130-100-101-105-07)

| | Name | Position | Stipend (pro-rated) |
|---|--------------------|----------|---------------------|
| A | Ferguson, Nina | English | \$8,489.00 |
| B | Kownacki, Jennifer | English | \$8,489.00 |

9. Seventh Period Teacher Assignments- Leave of Absence- Amended Dates

Approve the following Middle School Leave of Absence Seventh Period Teaching Assignments for the 2023/2024 school year, effective September 13, 2023 to December 8, 2023: (11-130-100-101-105-07)

| | Name | Position | Stipend (pro-rated) |
|---|--------------------------|----------|---------------------|
| A | Collier-Laster, Cartrina | English | \$8,489.00 |
| B | Kownacki, Jennifer | English | \$8,489.00 |

10. Green Team Club Advisor- High School

Approve the following staff member as a Green Team Club Advisor for the 2023/2024 school year, on an as needed basis, at a rate of \$43.73 per hour: (11-401-100-100-401-08)

| | Name | Location |
|---|-------------------|-------------|
| A | Grossman, Michael | High School |

11. Early Learning Networked Improvement Community (ELNIC)

Approve the following teachers to participate in professional development sessions, on an as needed basis, at a rate of \$43.73 per hour: (20-037-200-100-000-00)

| Name | Location |
|------------------------|---------------|
| Brown, Sashalee | School No. 4 |
| DeAngelis, Kathleen | School No. 2 |
| DeStefano, Michele | School No. 2 |
| Diggs, Carmen | High School |
| Edgerly, Cynthia | School No. 4 |
| Evangelist, Dana | School No. 2 |
| Familiare, Amanda | School No. 4 |
| Gavin, Candice | School No. 4 |
| McKechney, Erica | School No. 4 |
| Rouse, Tangika | District |
| Schultz-Ford, Theresa | School No. 3 |
| Schwartz, Ashley | School No. 3 |
| Stewart-Dixon, Cynthia | High School |
| Stinson, Brenda | High School |
| Thompson, Alexis | School No. 2 |
| Voltaire, Sagine | School No. 3 |
| Wames, Kimberly | School No. 4 |
| Weppeler, Michael | Middle School |
| Williams, Tony | High School |
| Zorzi, Lauren | School No. 4 |

12. High School Spring Musical Pit Orchestra Musicians

Approve the following pit musicians for the Spring Play “Beauty and the Beast” (March 20, 2024-March 23, 2024). Each musician will receive a stipend of \$400.00, paid from account # 11-401-100-330-401-08.

| Name | Instrument |
|------------------|-------------------|
| Cleary, Susan | Reed |
| Garonzik, Andrew | Trumpet |
| Hooper, Carolina | Cello |
| Kormanski, John | Reed |
| Krupa, Joe | Keyboard |
| Maxwell, Candy | Reed |
| Powell, Will | Keyboard |
| Sabayev, Andrey | Horn |
| Welcz, Todd | Percussion |
| Williams, Karen | Bass |

13. Education Job Fair- TCNJ

Approve Mr. Dion M. Davis, Human Resources Director, to attend the Education Job Fair at The College of New Jersey on March 6, 2024. The cost for the day will be \$200.00 (11-000-251-580-000-13)

14. 2023/2024 Winter Coaches

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

| | Fall Coach | Fall Coach Position | Stipend | Step |
|---|-------------------|-----------------------------------|----------------|-------------|
| A | Rossi, Ronald | Assistant Girls’ Basketball Coach | \$1,903.00 | 3 |

b. Approve to rescind the following High School Winter Coach for the 2023/2024 school year: (11-402-100-100-402-08)

| | Fall Coach | Fall Coach Position | Stipend | Step |
|---|--------------------|-----------------------------------|----------------|-------------|
| A | Hairston, Michelle | Assistant Girls’ Basketball Coach | \$5,709.00 | 3 |

15. 2023/2024 Volunteers

Approve to rescind the following 2023/2024 High School Volunteer:

| | Name | Activity/Sport |
|---|---------------|-------------------------|
| A | Alwan, Lauren | Girls’ Basketball Coach |

16. 2023/2024 Event Ticket Sellers

Approve the following employees to work as Event Ticket Sellers at the High School, on an as needed basis, at a rate of \$55.00 per event: (11-401-100-100-401-08)

| | Name |
|---|-----------------------|
| A | Brown-Self, Shawnnika |
| B | Cordero, Melanie |

17. 2023/2024 Home Instruction Tutors

Approve the following Home Instruction Tutor for the 2023/2024 school year, on an as needed basis, at a rate of \$43.73 per hour: (11-150-100-101-000-98)

| | Name | Subject Area |
|---|------------------|--------------|
| A | Wright, Nicholas | Science |

18. Practicum Placements

a. Approve the following 2023/2024 Practicum Placements:

| | College/University | Student | Cooperating Teacher | School | Dates |
|---|--------------------|--------------------|---------------------|--------------|---------------------------------|
| A | Stockton | Clothier, Adalie | DeAngelis, Kathleen | School No. 2 | 1/16/2024-5/3/2024 80 hours |
| B | Stockton | Ricca, Thomas | Odell, Stephanie | School No. 5 | 1/16/2024-5/3/2024 100 hours |
| C | Rowan | Dishong, Eleanor | Doheny, Michael | High School | 2/9/2024-4/5/2024 20 hours |
| D | Rowan | Donahue, Caelan | Doheny, Michael | High School | 2/9/2024-4/5/2024 20 hours |
| E | Rowan | Garcia, Samuel | Doheny, Michael | High School | 2/9/2024-4/5/2024 20 hours |
| F | Rowan | Kurbansade, Justin | Doheny, Michael | High School | 2/9/2024-4/5/2024 20 hours |
| G | Rowan | Miller, Amber | Doheny, Michael | High School | 2/9/2024-4/5/2024 20 hours |
| H | Rowan | Wagner, Erik | Doheny, Michael | High School | 2/9/2024-4/5/2024 20 hours |

b. Approve the following 2024/2025 Practicum Placement:

| | College/University | Student | Cooperating Teacher | School | Dates |
|---|--------------------|---------------|---------------------|--------------|----------------------------------|
| A | Stockton | Ricca, Thomas | Odell, Stephanie | School No. 5 | 9/1/2024- 12/13/2024 15 weeks |

| | | | |
|----------------|-----|--------------|------------------------|
| Roll Call: | | | |
| Ms. Dredden | Yes | Mr. Thomas | Yes |
| Ms. Martin | Yes | Ms. Thomas | Absent |
| Ms. Moore | Yes | Ms. Peterson | Yes (Recuse #18 C – H) |
| Ms. Nieves | Yes | Ms. Pitts | Absent |
| Motion Carried | | | |

XIII. ADDENDUM

I. SUPERINTENDENT’S REPORT

A motion was made by Ms. Moore, seconded by Ms. Dredden, 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.

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

II. BUSINESS ADMINISTRATOR/BOARD SECRETARY’S REPORT

A motion was made by Ms. Moore, seconded by Ms. Dredden, to approve A as recommended by the Business Administrator/Board Secretary.

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

1. Bill List

Exhibit II A: 1

Approve the Vendor Bill List in the amount of \$163,613.33 as per the attached exhibit.

2. Settle a Matter of Litigation

Approve to settle a matter of litigation with M.K.

3. Low Quote Vendor

Approve Power Equipment Company, the low quote vendor, to service generators at School 5, School 6, Middle School, and High School at a cost of \$3,680.00. Services are to be charged to account number 11-000-261-420.

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

Approve the following purchase, in the following amount, from the following approved Educational Services Commission of New Jersey (ESCNJ) vendor:

Items charged to 11-000-261-420

Ackerson Drapery & Decorator Service Inc. – ESCNJ 22/23-39

School 5 & 6 Fire Proofing Clean, Repair, Maint. \$5,281.44

5. 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 11-190-100-340

Keyboard Consultants, Inc. – HCESC-CAT-23-07

Remove and Relocate Panels Purchased Tech. Service \$4,110.75

6. Purchases – Ed Data Vendor

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

Items charged to 20-233-100-600

School Specialty, LLC – EDS Bid #11789

S/R-Title I Supplies School 4 ESSA Grant Title I 23-24 Supplies \$7,440.23

Items charged to 11-212-100-610

School Specialty, LLC – EDS Bid #11789

Class Room Supp. for MDrm-MS General Supplies \$2,816.99

7. Purchase – State Contract Vendor

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

Items charged to 11-000-261-420

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

Hot Water Heater-School 1 Clean, Repair, Maint. \$4,906.46

8. Approve Renewal of Participation in the New Jersey School Employees Health Benefit Plan – (SEHBP) Medical Coverage for the 2024 Calendar Year - EUS **Exhibit II A: 8**

Approve the renewal of Winslow Township School Districts' participation in the New Jersey School Employees' Health Benefits Program for Medical coverage for the calendar year 2024 at an estimated annual gross premium of \$11,875,645.00. Further approve the attached Standard Certification Declaration for an Extraordinary Unspecifiable Service to renew with the New Jersey School Employees Health Benefit Plan for Medical Coverage. Services are to be charged to 11-000-291-270 and further acknowledge following statement:

I certify that there are sufficient funds available to provide these services.

Tyra McCoy-Boyle

9. Approve Renewal of Participation in the New Jersey School Employees Health Benefit Plan – (SEHBP) Prescription Coverage for the 2024 Calendar Year - EUS **Exhibit II A: 9**

Approve the renewal of Winslow Township School Districts' participation in the New Jersey School Employees' Health Benefits Program for Prescription Drug coverage for the calendar year 2024 at an estimated annual gross premium of \$2,111,348.00. Further approve the attached Standard Certification Declaration for an Extraordinary Unspecifiable Service to participate in the New Jersey School Employees Health Benefit Plan for Prescription Coverage. Services are to be charged to 11-000-291-270 and further acknowledge following statement:

I certify that there are sufficient funds available to provide these services.

Tyra McCoy-Boyle

| | | | |
|----------------|-----|--------------|--------|
| Roll Call: | | | |
| Ms. Dredde | Yes | Mr. Thomas | Yes |
| Ms. Martin | Yes | Ms. Thomas | Absent |
| Ms. Moore | Yes | Ms. Peterson | Yes |
| Ms. Nieves | Yes | Ms. Pitts | Absent |
| Motion Carried | | | |

III. PERSONNEL REPORT

A motion was made by Ms. Moore, seconded by Ms. Dredde, 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 Hire for the 2023/2024 school year:

| | Name | Location | Position | Pro-rated Salary | Effective |
|---|--------------------|-------------|---------------------------|-----------------------|-----------|
| A | Cabrera, Esmeralda | High School | Secretary-Athletic Office | \$41,317.00 Step 5 | 1/1/2024 |

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 | 5064 | FMLA | 1/05/2024 1/27/2024 | 1/26/2024 3/31/2024 | Paid Unpaid |
| B | 5659 | FMLA *Intermittent | 1/1/2024 | 12/31/2024 | Unpaid |

3. Resignations

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

| | Name | Location | Position | Effective |
|---|------------------|--------------|---------------------------|-----------|
| A | Schneider, Jayme | School No. 3 | Special Education Teacher | 2/9/2024 |

4. 2023/2024 Staff Reassignments

Approve the following Staff Reassignment for the 2023/2024 school year, effective December 16, 2023:

| | | From | | To | |
|---|------------|---------------------------|-------------|------------------|--------------|
| | Name | Position | Location | Position | Location |
| A | Bey, April | Secretary-Athletic Office | High School | School Secretary | School No. 6 |

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

XIV. OPEN PUBLIC RECORDS ACT (OPRA) REQUEST

None at this time.

XV. INFORMATIONAL ITEMS

Dr. Poteat addressed the following informational items:

- All Board members should have received parent visitation dates for the 2nd marking period. We have already begun those visitations and are continuously opening our doors to parents.
- An overview of the Culture Climate Survey has been provided to the Board. Dr. Poteat walked everyone through the information that included responses from Elementary Students, Middle and High School Students, Parents and Staff. The building principals have received the information and will analyze the areas of concern with their staff.

Mr. Thomas thanked the Board, Dr. Poteat, and the Administration for putting the Culture Climate Survey together, taking on the task abundantly and making it work. Ms. Martin thanked Dr. Poteat for the Culture Climate Survey. She stated that she is grateful for the recommendation coming through the Citizens Advisory Committee and the efforts that have been put forth. Ms. Martin also inquired about Climate Teams and if they are in every school. Dr. Poteat responded that the building principals just received their information and the Leadership Team met with FiveStar's technicians and professional development teams. Each building principal will take the information back to their schools to work with their team's as well as the entire staff to address concerns and collectively highlight the positives. At some point in January, we will begin that process as well as their long-range plans in preparation for the next school year. An overview from each school can be provided for the Board. A discussion ensued.

Ms. Moore stated that our former High School Representative, Ms. Janaya Sharpe, planned to attend tonight but had a family emergency. She will try to be here sometime next month.

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

- The Giving Tree that is presented by the High School Senate is open more so to our community than just our schools. They have a physical tree with tags and each tag lists one member of a family within our community. Each tag gives a description of the child, what they would like, their age and their interests. For those who are interested, they are taking cash donations from \$20 to \$25 to ensure that each child's gift has the same value. They are also accepting donations through Venmo as well as physical gifts that can be dropped off at Winslow Township High School. There are 17 families and 60 children and she encourages participation. The Giving Tree is accepting donations until December 18, 2023.

For those who have any questions, you can email Ms. Clark at the High School at clarkje@winslow-schools.com.

- The National Honor Society Induction is on December 18, 2023 at 6:00 p.m. and the Winter Concert is on December 19, 2023 at 6:00 p.m. in the auditorium.

Ms. Peterson thanked Ms. Doyle for her hard work and inquired about contacting Ms. Clark.

XVI. OLD BUSINESS

Ms. Peterson attended an excellent IEP workshop on Monday. It was very informative and parents were engaged. Dinner and snacks were served and they had book give-a-ways. She commended the staff for having the workshop and there is another workshop scheduled for February for the Middle School and High School.

Ms. Nieves wanted to report out on Chat with a Board Member regarding parents not receiving emails. She also had three suggestions primarily for the Administration. Ms. Nieves suggested using Text Blast as a way of communicating for important dates such as concerts and HSA meetings. She asked if we have the capacity to send out more Text Blasts as it seems to be a better means of communication. Dr. Poteat responded that we do have the capacity to send out text messages as well as the building principals.

Her second suggestion was for parents to be able to volunteer in the schools. There used to be a link on the website for volunteers and background checks and she asked if that could be implemented again. Dr. Poteat stated that we have not had the application on the website for quite a while and yes, we can bring it back. He will speak with Mr. Davis regarding the application.

Her third suggestion was to have webinars or pre-recorded information regarding what HSA is and things that would help parents understand how we do business here. She stated that mass mailings are expensive and suggested having something live on our website, social media page, or possibly utilizing our TV production. Dr. Poteat responded that there is a possibility that this can be done. He asked that the Marketing Committee work with the Administration to put something together. He also stated that the TV production is a class and a lot of the work would have to be done after school. A schedule would have to be put together that is convenient for Mr. Ingram and whomever else would be interested in participating. Collectively, if we work together, we can make that happen.

Ms. Nieves addressed the following three items that were more Board specific:

- The creation of a welcome packet for new parents in the district
- Career day on all school levels
- Board members attending HSA meetings

Ms. Martin responded that her suggestion is a great possibility and will take it to the CAC. She also stated that the Mayor has a welcome packet. Ms. Martin will reach out to the Mayor to find out what that welcome packet is.

Dr. Poteat commented that they already have career day at Middle School and High School. He stated that having it on all school levels is something we can do and what our objectives would be to make it possible.

XVII. NEW BUSINESS

Mr. Thomas thanked the Board and the community for all of the achievements that were made this year. He also thanked Ms. Moore for her three years of service, dedication and her efforts in helping the Board.

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. Moore, seconded by Ms. Dredden, to open the meeting for Public Comments at 8:21 p.m.

Voice Vote: All in favor

John Shaw Jr.

Mr. Shaw thanked Ms. Moore for her years of service working with our school district. Her volunteerism has been commendable and it's humbling to witness everything she's done.

Abigail Murphy

Ms. Murphy commented on the prequel from tonight's performance. She stated that while watching our youngest group of musicians perform tonight, she had the pleasure of watching our oldest set of musicians represent our high school at Rowan WindFest. In the last couple of weeks, representatives of our band and orchestra performed on stage at Rowan with the college students and it was a phenomenal experience. Their performance represented our Board, District and Administration's commitment to our music and arts program.

XIX. ADJOURNMENT OF PUBLIC COMMENTS

A motion was made by Ms. Moore, seconded by Ms. Dredden, to close the meeting for Public Comments at 8:24 p.m.

Voice Vote: All in favor

XX. EXECUTIVE SESSION

A motion was made by Ms. Moore, seconded by Ms. Dredden, to approve adoption of Executive Resolution and adjournment to Executive Session at 8:27 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 December 13, 2023 at 8:27 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 which are kept confidential as a matter of law and the nature of the matter, described as specifically as possible without undermining the need for confidentiality is student related matters;

"(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: a matter involving specific information regarding district goals being directed to the Board and matters of appointment from our Superintendent;

“(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 45 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. Dredden | Yes | Mr. Thomas | Yes |
| Ms. Martin | Yes | Ms. Thomas | Absent |
| Ms. Moore | Yes | Ms. Peterson | Yes |
| Ms. Nieves | Yes | Ms. Pitts | Absent |
| Motion Carried | | | |

XXI. ADJOURNMENT OF EXECUTIVE SESSION

A motion was made by Ms. Moore, seconded by Ms. Dredden, to close the meeting of the Executive Session at 9:58 p.m.

Voice Vote: All in favor

A motion was made by Ms. Moore, seconded by Ms. Dredden, to uphold the decision made by Administration in regards to P.O.

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

XXII. ADJOURNMENT

A motion was made by Ms. Moore, seconded by Ms. Dredden to adjourn the meeting at 10:01 p.m. All Ayes.

Respectfully Submitted,

Tyra McCoy-Boyle
Business Administrator/Board Secretary

Winslow Township Board of Education

Marketing Committee

Meeting Minutes

Date of Meeting: 12/6/23 at 4:00 p.m. via Zoom

Attendance: Present: Rebecca Nieves, Joe Thomas, Dion Davis, and Cynthia Moore

Next meeting: To be scheduled

1. Chat with the Board Members

- a. We would like to schedule the next Chat for February 1, 2024 following the end of the second marking period. We need to know if the Board would like it to be virtual or in person.
- b. Notes of the previous Chat were reviewed and distributed to Board members at the last regular board meeting.
- c. Can we look into the email open rate to determine the effectiveness of contacting parents via email?
- d. Suggested that we use text blasts and remind to contact parents, since people tend to read texts right away.
- e. HSA Meetings – how can we get that information out to parents, other than on social media, so we can reach them and get them involved?
- f. How can we work with the administration, board committees, and others to get the suggestions done?

2. Honor Roll

We requested the list of students who made the honor roll for the first marking period by posted on the district's website and facebook.

Submitted by: Cynthia Moore, Committee Chair