

WINSLOW TOWNSHIP BOARD OF EDUCATION
Regular Board of Education Meeting
Wednesday, March 24, 2021
6:30 p.m. - (Live Stream Meeting)
Minutes

I. PUBLIC NOTICE of this meeting was given to all Board Members and Associates in notices dated **02/01/2021**. Adequate and electronic notice of this Public Meeting has been provided specifying the time, place, and manner in which this meeting is being conducted. It was advertised in the Courier Post, posted in all schools, the Administration Office, the Municipal Building, the Library, Bud Duble Center, Edgewood Acres, Elm Town, and the Winslow Township Post Offices.

II. MISSION STATEMENT

The *Mission* of the Winslow Township School District, a large diverse and growing community, is to educate all students to become independent, life-long learners, critical thinkers and caring and confident members of their community. The District, in partnership with the community, and in a climate of cooperation and mutual respect, will provide an academic environment which values excellence and diversity, encourages students to strive for personal excellence, and assists them in acquiring the knowledge, skills and attitudes necessary to contribute positively to a rapidly changing world.

III. ROLL CALL

Present	Larry Blake	Cynthia Moore
	Lorraine Dredden	John M. Shaw, Jr.
	Rita Martin	Kelly Thomas
	Abena McClendon	Julie Peterson, Vice President
		Cheryl Pitts, President

Also Present: H. Major Poteat, Ed.D., Superintendent
Regina Chico, Assistant Business Administrator
Howard Long, Esq., Solicitor

IV. PLEDGE OF ALLEGIANCE

V. 2020-2021 DISTRICT GOALS

(Ms. Martin)

1. Student Achievement – Continue to implement best practices for delivering instruction to students utilizing all available and appropriate instructional modes. This shall include:
 - a. Ensuring articulation at all grade levels throughout the district
 - b. Focus on classroom instruction at all grade levels
 - c. Ensuring all students have equal access to equipment and resources needed to facilitate and promote student learning in any setting
 - d. Evaluation and updating all district programs
 - e. Accountability of all district staff
2. Continue to foster a positive school environment that is conducive to teaching and learning:
 - a. Focus on building relationships among staff that will result in increased learning and more effective instruction
 - b. Promote creative instruction (training and retraining)
 - c. Emphasis on collaboration with all district stakeholders
 - d. Promote cultural competence throughout district
 - e. Teacher to student relationships
 - f. Student to student relationships

3. Market our strengths and achievements to all stakeholders to increase capacity for greater parent/caregiver/community support.
 - a. Continue with our public relations/marketing plan
 - b. Continue to work with the various advisory committees in the district
 - c. Examine communication methods utilized by district

VI. AWARDS/PRESENTATIONS

Dr. Poteat introduced Ms. Rianna Deluca, with the Camden County Health Department, who gave a brief presentation on Covid-19 procedures, contact tracing, and the relationship between the schools and the Camden County Health Department.

VII. CORRESPONDENCE

None at this time.

VIII. MINUTES

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

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

Regular Meeting	March 10, 2021	Open Session
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Roll Call:			
Mr. Blake	Yes	Ms. Moore	Yes
Ms. Dredden	Yes	Mr. Shaw	Yes
Ms. Martin	Yes	Ms. Thomas	Yes
Ms. McClendon	Yes	Ms. Peterson	Yes
		Ms. Pitts	Yes
Motion Carried			

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

Regular Meeting	March 10, 2021	Closed Session
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Roll Call:			
Mr. Blake	Yes	Ms. Moore	Yes
Ms. Dredden	Yes	Mr. Shaw	Yes
Ms. Martin	Yes	Ms. Thomas	Yes
Ms. McClendon	Yes	Ms. Peterson	Yes
		Ms. Pitts	Yes
Motion Carried			

IX. BOARD COMMITTEE REPORTS

Athletic Committee – Mr. Shaw – Minutes are attached.

Education Committee – Ms. Thomas on behalf of Ms. Peterson – Minutes are attached.

Equity Equality Committee – Mr. Blake – None at this time.

Marketing Committee – Ms. McClendon – Ms. McClendon did not have a report at this time. She stated on behalf of the Marketing Team she wanted to thank everyone for attending and participating in the Town Hall. She also congratulated all of the Icebreaker winners. She shared that the Marketing Committee will be working with the other committees closely to advertise and promote on Facebook. In regards to feedback from the Women's Spotlight month about including teachers, Ms. McClendon shared that we appreciate all of our teachers and that we did try to determine if we should include them during the Women's March Spotlight. However, trying to pick or decide who would be spotlighted became too complicated and we did not want to exclude anyone from being spotlighted. Next month the Marketing Committee will begin planning the 20th anniversary celebration.

Ms. Pitts also responded that the District can continue to highlight women during the month of March each year. She also agreed with Ms. McClendon that we can find an opportunity to honor teachers, including male teachers.

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

Policy Committee – Ms. Pitts – Minutes are attached.

Citizens Advisory Committee – Ms. Martin – The Citizens Advisory Committee will meet the first Thursday in April at 7:00 pm.

Ms. Pitts shared that in response to the C.A.C. recommendation that the District will be making the website more user friendly as it relates to emailing teachers. She stated that Dr. Poteat can provide more information on the updates as we proceed with the Agenda.

X. SUPERINTENDENT'S REPORT

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

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

1. First Reading of Board Policies & Regulations **Exhibit X A: 1**

Approve the First Reading of Board Policies & Regulations as listed below and in the attached exhibit.

Policy/ Regulation	Policy/Regulation Title
Bylaw 0145	Board Member Resignation and Removal
R1642	Earned Sick Leave Law
P1643	Family Leave
P2415	Every Student Succeeds Act
P2415.02	Title I – Fiscal Responsibilities
P2415.05	Student Surveys, Analysis and/or Evaluations
P & R 2415.20	Every Student Succeeds Acts Complaints
P4125	Employment of Support Staff Members
P & R 5330.01	Administration of Medical Cannabis
P6360	Political Contributions
P & R 7425	Lead Testing of Water in Schools
P8330	Student Records
P9713	Recruitment by Special Interest Groups

2. Second Reading & Adoption of Board Policies & Regulations **None at this time.**

3. Security/Fire Drill Report

Approve the Security/Fire Drill Report, for the month of February 2021, 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	2/25/21	2 min. 37 sec.	Fire	2:00 PM
	2/26/21	4 min. 7 sec.	Lockdown	10:51 AM
School #2	2/17/21	2 min. 5 sec.	Lockout	2:12 PM
	2/23/21	3 min.	Fire	11:27 AM
School #3	2/25/21	5 min.	Shelter in Place	3:21 PM
	2/24/21	3 min.	Fire	3:52 PM
School #4	2/24/21	1 min. 33 sec.	Fire	1:00 PM
	2/23/21	3 min. 54 sec.	Lockout	10:12 AM
School #5	2/26/21	6 min.	Shelter in Place	1:37 PM
	2/23/21	3 min. 15 sec.	Fire	1:14 PM
School #6	2/16/21	2 min. 9 sec.	Lockdown	10:53 AM
	2/25/21	4 min. 35 sec.	Fire	8:35 AM
Winslow Twp. M.S.	2/24/21	6 min.	Fire	9:01 AM
	2/25/21	10 min.	Shelter in Place	1:03 PM
Winslow Twp. H.S.	2/4/21	4 hours	Communication Check	10:30 AM
	2/17/21	8 min.	Fire	9:00 AM

4. Professional Development/Workshops & Conferences

Exhibit X A: 4

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

5. Field Trip(s)

Exhibit X A: 5

6. Tuition Students

Exhibit X A: 6

Approve the placement of Tuition Students as listed in the attached exhibit.

7. Terminate Out-of-District Placement(s)

None at this time

Approve to Terminate Out-of-District Placements as listed in the attached exhibit.

8. Homeless Student(s)

None at this time

Approve the placement of Homeless Students as listed in the attached exhibit.

9. Division of Child Protection & Permanency (DCP&P)

Exhibit X A:9.

10. Fundraiser

Exhibit X A:10

Approve the following fundraiser:

School 3

- Mother’s Day Wooden Rose Sale, (4/19/21-5/3/21), PTO

11. Gloucester County Institute of Technology – Performing Arts Program

Approve the following Out of District Student Placements, to the Gloucester County Institute of Technology (School of Dance), beginning the 2021-2022 school year, as listed below:

Student	Current School/Grade	2021-2022 Program at GCIT
#2576	St. Mary’s/Grade 8	Performing Arts Program for Dance
#2577	WTMS/Grade 8	Performing Arts Program for Dance
#2578	WTMS/Grade 8	Performing Arts Program for Dance
#2579	WTMS/Grade 8	Performing Arts Program for Dance

12. Abolish Policies

Approve to abolish the following policies:

Policy/Regulation	Policy/Regulation Title
P2415.01	Academic Standards, Academic Assessments, and Accountability
P2415.03	Highly Qualified Teachers
P3431.1	Family Leave
P3431.3	New Jersey Leave Insurance
P4431.1	Family Leave
P4431.3	New Jersey Leave Insurance

13. Preschool Plan

Exhibit X A: 11

Approve the 2021-2022 Preschool Operational Plan as shown in the attached exhibit.

14. School 4 – Donation

Approval requested for School 4 to accept a donation from the School 4 Home and School Association of paver stones for the creation of an outdoor learning garden.

15. School 5 – Planetarium Trip

Approval requested for the 5th grade class of School 5 to attend a virtual Planetarium field trip, including a guest presenter, provided by Rowan University. The event will be on March 30th, 2021 at 10:10 AM.

16. School 6 – Recycling Program

Approval requested for School 6 to participate in a recycling program from 3/25/21 – 3/31/21 with Bimbo Bakeries USA and ShopRite to recycle bread bags. They will transform them into amazing playground equipment.

17. Middle School – National Public Radio Podcast Challenge

Approval requested for 7th grade student Miah-Reese Govan to enter an “in class” challenge in the National Public Radio Podcast Challenge. The student will create a podcast about the coming of age as an African-American teenager during last summer’s protests. Ms. Heather Hay, teacher, would like to submit the student for the contest.

18. Middle School – Sustainability Summit

Approval requested for Winslow Township Middle School to present at the 2021 Sustainability Summit, during a Zoom webinar, on May 17, 2021 from 7:00 PM to 8:15 PM. Sustainable Jersey for Schools is inviting Winslow Township Middle School and municipal sustainability champions to share highlights from their 2020 certification application. The session is entitled *Sustainability Champions: Learn from Municipalities and Schools at the Forefront of Sustainability*.

19. Middle School – National Junior Honor Society

Approval requested for Winslow Township Middle School to host a National Junior Honor Society virtual induction, to take place on May 13, 2021. A video will be posted on the Middle School website.

20. Middle School – Promotion

Approval requested for Winslow Township Middle School to host a virtual promotional exercise for 8th grade students to take place on June 16, 2021. A video will be posted on the Middle School website on this date.

21. High School – Grant Acceptance

Approval requested for Winslow Township High School to accept a grant in the amount of \$2,000.00 from Sustainable New Jersey for a Yoga Grant funded by PSE&G, awarded during the 2019 school year.

22. High School – Senior Awards

Approval requested for Winslow Township High School to host a virtual Senior Awards evening on June 2, 2021.

23. High School – Grant Acceptance

Approval requested for Winslow Township High School to accept a grant in the amount of \$250.00 from the Alliance to Save Energy Funds.

24. High School – 2022 Prom

Approval requested for Winslow Township High School to host their prom at Lucien’s Manor in Berlin, NJ on May 6, 2022 from 7:00 PM – 11:00 PM.

25. High School – Mentoring Program

Approval requested for Winslow Township High School students to participate in a virtual after school mentoring program with Winslow Township Middle School students; dates to be determined. The meets will take place at 3:15 each day and last approximately 30 minutes. An advisor will be present to mediate.

26. High School – Vocabulary Bowl

Approval requested for Winslow Township High School students to participate in the March Madness Vocabulary Bowl.

27. SEMI Corrective Action Plan

Exhibit X A:12

Approve to submit the 2020-2021 SEMI Medicaid Corrective Action Plan, as shown in the attached exhibit.

28. Spring Sports Schedule

Exhibit X A:13

Approval requested for the attached Spring sports schedule for the 2020-2021 school year, which encompasses Baseball, Softball, Girls Lacrosse, Boys Lacrosse, Boys Track & Field, Girls Track & Field, and Boys Tennis.

B. Principal’s Update

1. Harassment, Intimidation & Bullying Report

Exhibit X B: 1

o March 1-15, 2021

2. Suspension Report (Feb. 2021)

Exhibit X B: 2

3. Ethnicity Report (Feb. 2021)

Exhibit X B: 3

4. School Highlights (Feb. 2021)

Exhibit X B: 4

Roll Call:

Mr. Blake	Yes	Ms. Moore	Yes
Ms. Dredden	Yes	Mr. Shaw	Yes
Ms. Martin	Yes	Ms. Thomas	Yes
Ms. McClendon	Yes	Ms. Peterson	Yes
		Ms. Pitts	Yes

Motion Carried

XI. BUSINESS ADMINISTRATOR/BOARD SECRETARY'S REPORT

A motion was made by Mr. Shaw, seconded by Mr. Blake, to approve A. & B. as recommended by the Business Administrator/Board Secretary.

A. REPORTS

None at this time.

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

1. Line Item Transfers

Exhibit XI B:1

Approve the Line Item Transfers, for the month of January 2021, in accordance with N.J.S.A. 18-A: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 January 2021. 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 January 2021. The Reconciliation Reports and Board Secretary's Reports are in agreement for the month of January 2021.

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 \$ \$1,852,790.19 as per the attached exhibit.
 - b. Ratify the Manual Bill List in the amount of \$ \$843,438.49 as per the attached exhibit.
- 7. Payroll **None at this time.**
- 8. Disposal of School Property and Textbooks **Exhibit XI B: 8**

Approve the Disposal of School Property listed below:

Location	Department	Description
Middle School	Main Office	(1) Epson 3170 Photo Scanner, 10 years old, poor condition
High School	Family Living	(5) Retire mechanical babies, tag: Realcare II, 5+ years old, outdated not working

9. Use of Facilities

Approve the following Use of Facilities:

School	Organization	Dates	Day/Time	Room	Fee
High School	Winslow Elite Track and Field	April 5, 2021 through July 8, 2021	Monday through Thursday 6:00 pm to 8:00 pm	Fields/Grounds and Lavatories	\$25.00

10. Education Data Services, Inc. 2021-2022

Approve Winslow Township Board of Education to utilize Educational Data Services, Inc.'s. Cooperative Skilled Trades, Compliance Services and Ancillary Bids from April 1, 2021 to March 31, 2022 at a cost of \$2,000.00.

11. Request for Proposals (RFP)

Approve to post RFP's for following services for the 2021-2022 school year:

- 1) Architect
- 2) Auditor
- 3) Engineer
- 4) Medical Officer(s)
 - Elementary Schools
 - Middle School
 - High School

- 5) Solicitor
 - General Counsel
 - Labor Counsel
 - Special Education Counsel
- 6) Substitute Teachers
- 7) Nursing Services
- 8) Behaviorist Services
- 9) Occupational & Physical Therapy Services
- 10) Speech Services

12. Solicit for Seven (7) District Vehicles

Approve to solicit for seven (7) District vehicles.

13. Professional Development

Approve Ms. Tyra McCoy-Boyle, Business Administrator / Board Secretary, and Ms. Regina Chico, Assistant Business Administrator, to attend the webinar “NJDOE – Overview of the New Coronavirus Response & Relief Supplemental Appropriations” on April 13, 2021 from 10:00 am to 11:00 am. The total cost to the District is \$25.00 per person.

14. 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 \$.35 per mile is a reasonable rate; and,

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

RESOLVED, That the Board of Education hereby 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>
Lorraine Dredden	Army Leadership Training – Session 2 – Put it in Perspective	March 16, 2021	NC

15. New Jersey School Boards Association – Professional Development Professional Development/Board Members

WHEREAS, The Winslow Township Board of Education is required pursuant to N.J.S.A. 18A:11-12 to adopt policy and approve travel expenditures by district employees and board members using local, State, or Federal funds to ensure that travel is educationally necessary and fiscally prudent; and

WHEREAS, The Board of Education has determined that the training and informational programs sponsored by NJSBA and set forth below are directly related to and within the scope of board members’ duties; and,

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

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

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

WHEREAS, The Board of Education finds that a mileage reimbursement rate equal to that of the federal Internal Revenue Service mileage reimbursement rate of \$.35 per mile is a reasonable rate; and,

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

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

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

<u>Board Member Name</u>	<u>Program Name</u>	<u>Date</u>	<u>Event Cost</u>
Lorraine Dredden	Army Leadership Training – Session 3 – Detecting Icebergs	April 16, 2021	NC
Lorraine Dredden	Army Leadership Training – Session 4 – Goal Setting	May 18, 2021	NC
Cynthia Moore	Camden/Gloucester County SBA Virtual Meeting	May 18, 2021	NC
Lorraine Dredden	Essex County SBA Virtual Meeting	May 19, 2021	NC
Lorraine Dredden	Passaic County SBA Virtual Meeting	May 24, 2021	NC
Lorraine Dredden	Army Leadership Training – Session 5 – Hunting the Good Stuff	June 16, 2021	NC
Lorraine Dredden	Army Leadership Training – Session 6 – Avoid Thinking Traps	July 15, 2021	NC
Lorraine Dredden	Army Leadership Training – Session 7 – Problem Solving	August 19, 2021	NC

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

XII. PERSONNEL

A motion was made by Mr. Shaw, seconded by Mr. Blake, to approve items on the Personnel Report as recommended by the Superintendent.

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

1. Leave of Absence Requests

Approve the following Leave of Absence Requests pursuant to documents on file in the Office of Human Resources:

	Name	Type of Leave	From	To	Paid/Unpaid
A	F.J.	Medical	3/1/2021	4/12/2021	Paid
B	M.R.	Medical	3/11/2021	4/9/2021	Paid

2. Resignations

Approve the following Resignations for the 2020/2021 school year:

	Name	Position	Location	Effective
A	Collesano, Melissa	School Media Specialist	School No. 2 & No. 4	3/15/2021
B	Letizia, Katelin	Math Teacher	Middle School	5/15/2021

3. 2020/2021 After School Female Mentoring Advisor

Approve to ratify the following After School Female Mentoring Advisor, at a rate of \$41.62 per hour, on an as needed basis: (20-284-200-100-000-00)

	Name	Location	Effective
A	Cooper, Pamela	Middle School	3/22/2021

*Hourly rate adjustment pending ratification of the WTEA contract

4. 2020/2021 After School Male Mentoring Advisor

Approve to ratify the following After School Male Mentoring Advisor, at a rate of \$41.62 per hour, on an as needed basis: (20-284-200-100-000-00)

	Name	Location	Effective
A	McBride, Michael	Middle School	3/22/2021

*Hourly rate adjustment pending ratification of the WTEA contract

5. Salary Increases for Non- Represented District Employees

Approve to ratify the execution of salary increases for Non- Represented District Employees as follows:

	Salary Year	Salary Increase
A	2019-2020	3.1%
B	2020-2021	3.1%
C	2021-2022	3.1%

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

XIII. ADDENDUM

I. BUSINESS ADMINISTRATOR/BOARD SECRETARY’S REPORT

A motion was made by Mr. Shaw, seconded by Mr. Blake, to approve A. as recommended by the Business Administrator/Board Secretary.

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

- 1. Bill List **Exhibit I A: 1**

Approve the Vendor Bill List in the amount of \$115,091.26 as per the attached exhibit.

- 2. Coronavirus Response and Relief Supplemental Appropriations Act (CRRSA) Grants

Approve to apply for CRRSA Grant Funds, Elementary and Secondary School Emergency Relief Fund II (ESSER II), Learning Acceleration and Mental Health, in the following amounts:

CRRSA-ESSER II	\$3,959,247.00
Learning Acceleration	\$254,084.00
Mental Health	\$45,000.00

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

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

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

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

WHEREAS, The Board of Education finds that a mileage reimbursement rate equal to that of the federal Internal Revenue Service mileage reimbursement rate of \$.35 per mile is a reasonable rate; and,

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

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

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

<u>Board Member Name</u>	<u>Program Name</u>	<u>Date</u>	<u>Event Cost</u>
Cynthia Moore	NSBA 2021 Online Experience, The Conference for Public Education Leaders	April 8, 2021 – April 10, 2020	\$750.00 per Person (or \$4,000 for up to 9)

4. Approve Architectural Services

Approve LAN Associates, the District appointed Architects, to provide architectural services to assist in replacing the existing Walk-In Freezer & Refrigerator at the Middle School, for the amount of \$8,790.00. Services are to be charged to the Food Service Fund, Fund 60.

5. Approve the Letter of Intent – Wide Area Network Services **Exhibit I A: 5**

Approve the letter of intent, per the attached exhibit, to have Comcast Business Communications provide wide area network services to the District through the Educational Services Commission of New Jersey (ESCNJ 20/21-45) cooperative. Total monthly recurring charges will be \$5,208.87 plus additional administrative fees. The term of the agreement is 36 months starting July 1, 2021, subject to appropriations. Services are to be charged to 11-000-230-530.

6. Approve the Letter of Intent – Internet Circuit

Exhibit I A: 6

Approve the attached Letter of Intent to have Xtel Communications provide 1Gbps Internet circuit with DDoS protection at a monthly cost of \$2,298.96 plus an additional one-time fee of \$1,000.00 for an annual cost of \$28,587.52. The term of the services will be for 12 months, effective July 1, 2021, subject to appropriations, and will be charged to 11-000-230-530.

7. Approve the Letter of Intent – Wireless Controllers, Licenses and Support

Exhibit I A: 7

Approve the attached Letter of Intent to have CDW-G provide wireless controllers, (290) licenses and end user support at a cost of \$48,945.90. This procurement is subject appropriations and the issuance of a purchase order and will be charged to 11-190-100-600.

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

XIV. OPEN PUBLIC RECORDS ACT (OPRA) REQUEST

None at this time.

XV. OLD BUSINESS

None at this time.

XVI. NEW BUSINESS

Ms. Martin

Ms. Martin shared updates from the March 19, 2021 NJSBA Directors Meeting. These updates include: the 2021-22 budget was approved and for the 12th consecutive year there is not going to be a raise in the NJSBA membership fees; it's been decided a virtual workshop will be hosted in October; if our District has not received information about the "8th Grade Dialog and Unsung Heroes Program" and they would like to participate please contact Ray Pinney from NJSBA; NJSBA will be developing a new strategic plan.

Ms. Moore

Ms. Moore wanted to know if the children will be allowed to use the school playgrounds during the school day. Dr. Poteat replied that extensive cleaning and a plan would need to be implemented, but the playgrounds are being prepared to be opened to the children.

Ms. Moore also wanted Dr. Carcamo to provide clarification on students that are absent for illness. Dr. Carcamo shared that the process for student absences hasn't changed and the requirements are for parents to notify the schools. Ms. Moore asked for clarity on the option for remote days when a student can't attend in person. Dr. Poteat explained that would be handled on a case-by-case basis, that the parent would need to speak with the building principal, but they're hoping it's not an opportunity that's wrongfully taken advantage of.

XVII. INFORMATIONAL ITEMS

Ms. Pitts

Ms. Pitts shared that Mr. Ken Brittain emailed her on March 24, 2021 with questions regarding the revised guidance from the CDC and how it relates to the lower elementary schools. She stated that Dr. Poteat will be answering Mr. Brittain's questions this evening. She also wanted to let Mr. and Ms. Jeff Belmonte know that we did receive the letter.

Dr. Poteat

Dr. Poteat had several updates to share. He discussed the Governor's Address regarding new CDC guidelines. Cases are on the rise in the State of New Jersey. The positivity rate in South New Jersey is now 10.7, which is up from 5.5 a week ago. Camden County had 127 new cases, bringing the total to 42,063. Winslow Township had 3 new cases, bringing the total to 3,161. Also, during the Governor's address, he stated that he wanted all schools in the State of New Jersey to be fully open in September. We are preparing to be open fully in September.

The new CDC guidelines state the elementary students may be social distance at 3 feet apart, as opposed to 6 feet apart, and middle school and high school students will remain at 6 feet apart, particularly if there is a high community spread. For the remainder of the school year Winslow Township will continue to exercise 6 feet of social distancing throughout the entire school district. We will also be maintaining safety protocols for the remainder of the year, including wearing masks, maintaining social distancing, and washing hands frequently.

The State Assessment will still take place in April.

Spring Break begins next week. The CDC states that traveling increases your chances of spreading and getting Covid-19. They ask that people not travel, particularly since the spread is rising. Dr. Poteat asks that parents who must travel beyond the states listed by the CDC have their children self-quarantine for 10 days when they return, if they attend the hybrid learning model.

Dr. Poteat did a robo call yesterday and also explained that Friday, March 26, 2021 is the last day to register for hybrid learning for the fourth marking period. If you are interested in registering your child please do so.

Dr. Poteat referenced the email from Mr. Brittain in which he raised a few questions. Mr. Brittain asked: “the state has lowered social distance protocols from six feet to three feet, effectively allowing space for more students in classrooms. Is this going to affect our current hybrid plan?” Dr. Poteat replied that it will not. We will maintain six feet social distancing through the remainder of the school year. He also asked “Are classes allowed to be larger, or more days back in school?” Dr. Poteat responded that classes will not get much larger, however, it will not impact our social distancing guidelines. We will not be going to five days a week; we will remain two days per week with Wednesday remaining fully hybrid. Mr. Brittain also asked if we’d bring this to the public’s attention and it happened to fall on a Board Meeting night so the Agenda included the new CDC guidelines and the District’s plan.

Dr. Poteat shared more information about the substitute teacher situation that was discussed at the last board meeting. He stated on average the District has 25-30 teachers absent per day across the District. We currently work with Kelly Services, who promised to help us be more prepared with the need for substitute teachers than in previous years with previous vendors. We’ve found that many people do not want to substitute teach because of Covid-19 and the possibility they would make less than if they received unemployment benefits. He also mentioned that after a review of our per diem rate, the District might need to increase it to be more competitive with other districts since we are all pulling from the same pool. Unfortunately, this is normal but the impact is greater now because of remote learning.

Dr. Poteat would like to congratulate Ms. Kelly, principal at School #2, and Ms. Clement, principal at School #4, and their staff for winning \$10,000.00 for their schools from Sustainable New Jersey and the NJEA Foundation for their new school projects. We look forward to their new projects!

Expanding on Ms. Pitt’s update about the District website, Dr. Poteat shared that you can now go on the District website, click on the school of your choice, go to parent and scroll down to faculty and staff and their names and email addresses will appear. We’re happy to offer direct contact with the teachers.

Dr. Poteat received information last evening from the Executive County Superintendent. Tennessee State University has an agreement with Meharry Medical College and they’re looking for students to enroll in their seven-year program. Students would enroll in Tennessee State University, then transition to Meharry Medical College if they’re looking to obtain an MD or DDS degree. However, you must have a 28 ACT score and minimum of a 3.5 GPA. Tennessee State University has indicated they have more than enough females that have applied for the program and they’re trying to incorporate balance and diversity in their program by asking black males to apply. If you are, or know of, a black male student who would like to pursue a medical degree to please contact Mr. Marella as soon as possible to obtain more information.

Ms. McClendon

Ms. McClendon wanted to know if there is any flexibility to remote learning being available in September if cases are on the rise. Dr. Poteat replied that if there is a high case of community spread it could be possible. However, the Governor was adamant that school would open for full face-to-face instruction in September, and the only opportunity for remote learning is if there is community spread.

Ms. McClendon also wanted to know what the plan is regarding limited substitute teachers. Dr. Poteat explained we will continue to respond the same way we have responded since we don't have a choice. Teacher's have been assisting with absent teacher classes. Our only option is placing the students with another teacher in the building when we do not have enough substitute coverage. Ms. Pitts asked the Board Members to think outside of the box about options to overcome this ongoing issue.

Ms. Peterson

Ms. Peterson shared that Meharry Medical School was encouraging black males to go into medicine and that this is a big endeavor right now. Many other schools are encouraging this and there are even several documentaries out that show it.

Ms. McClendon

Ms. McClendon wanted to mention to the community and parents of seniors that there are a lot of scholarship opportunities available and many requirements are being lifted. She encouraged everyone to apply!

XVIII. PUBLIC COMMENTS (Time Limited)

A motion was made by Mr. Shaw, seconded by Mr. Blake, to open the meeting for Public Comments at 7:44 p.m.

The Winslow Township Board of Education highly values the input of citizens in making important decisions that affect the children of our community. We also believe in the rights of citizens to observe Board Meetings. To ensure that all of our citizens have the opportunity to attend School Board Meetings and offer comment, and to ensure that the Board can conduct the important business of the District, we ask that speakers follow the guidelines for making public comments.

Notation of Public Comments on Agenda Items – The Board President or Board Secretary will recognize those individuals in the audience who wish to make comment.

Please respect the following procedures:

1. All members of the public attending School Board Meetings must treat each other and the Board with respect.
2. State your full name and address.
3. Please limit your comments to **four minutes**.
4. Submit your questions to the Board of Education with your name, address and telephone number where you can be contacted. Your questions will be answered within a reasonable time.
5. Individuals offering citizen comment are not permitted to make personal attacks on any District employee, Board Member, other testifier or member of the public.

Voice Vote: All in favor

Michelle Shehadeh

Ms. Shehadeh explained that her child has been sent to the auditorium during the class periods when their teacher was absent and she'd like to know why they were sent there rather than another classroom. She also understands there are HIPPA laws that dictate the amount of information available regarding students that have tested positive for Covid-19, but she'd like to know if the community or parents are allowed to know the cohort that the students belong to that have tested positive.

Dr. Poteat explained that the auditorium is used when there are multiple teachers absent. Using the auditorium allows one substitute to accommodate multiple classrooms that need coverage. This also allows for social distancing. When students are in the auditorium they can access the teacher's emergency lesson plans so they're still working on subject material.

Dr. Poteat also explained that the CDC and Department of Health dictate what type of information can be conveyed about a student testing positive, and it does not include the cohort the student belongs to. The District can only send out communication that informs the parents and staff that there was an individual who may have tested positive in the school. No more specifics or details can be disclosed.

In regards to substitute teachers, Ms. Shehadeh recalled retired teachers offering their services, and wanted to know if anyone has contacted them for assistance. Dr. Poteat replied that anyone, including the retired teachers, that would like to substitute can contact the substitute company to start the process.

Lastly, Ms. Shehadeh wanted to confirm that the schools will not be closing again for full remote learning due to a rise in positivity rate. Dr. Poteat explained that the community spread will dictate whether we close. The State of New Jersey and the Governor will not intervene, and at this point, per CDC guidelines, schools have the lowest community spread and should be the last to shut down.

XIX. ADJOURNMENT OF PUBLIC COMMENTS

A motion was made Mr. Shaw, seconded by Mr. Blake, to close the meeting for Public Comments at 7:58 p.m.

Voice Vote: All in favor

XX. EXECUTIVE SESSION

None at this time.

Ms. Pitts wishes everyone a sage and happy Easter.

XXI. ADJOURNMENT

A motion was made Mr. Shaw, seconded by Mr. Blake, to adjourn the meeting at 7:59 p.m. All Ayes.

Respectfully Submitted,

Regina Chico
Assistant Business Administrator

Winslow Township School District

Meeting Agenda

Athletic Committee

March 18, 2021

- A) Spring sports start April 1, 2021 Athletes High School & Middle School after spring break April 19
- B) High School & Middle School Spring Sports Registration on Family ID begin 3/1/21
- C) Wrestling & Volleyball season began March 1, 2021
- D) Boys & Girls Indoor Track will end March 27. 2021

Winslow Township Board of Education
 Education Committee Meeting Minutes
Tuesday, March 16, 2021

Meeting came to order at 3:02p.m., Tuesday, March 16, 2021 via district’s WebEx platform. In attendance were: District Liaison, Dr. Dorothy Carcamo, Assistant Superintendent, Board Members, Ms. Rita Martin, Ms. Kelly Thomas, and Ms. Julie Peterson (Education Committee Chair). The following items were discussed:

- I. District’s Student Enrollment Numbers
 - A. February S4553
 - B. March 4542 (transfer, dropped)
 - C. Current and Projected Hybrid Student Enrollment
 (Projected enrollment is based upon requests received as of March 16, 2021)

School	Current Hybrid Enrollment	Request for 4 th marking Period Enrollment
1	93	42
2	132	50
3	128	43
4	183	48
5	165	101
6	147	48
MS	191	72
HS	165	69
Total	1,204	473

- II. Return to School Updates
 - A. Special Welcome Back School Activities Included
 - Teacher made creative Covid safety reminders of social distancing (tree with wording “leaf six feet of space”)
 - Marque welcome signage
 - Classroom visits to welcome students and to discuss new expectations regarding social distancing, and signs through the building
 - School spirit day where staff wore their favorite School #4 shirt
 - Welcome back bulletin board
 - Read Across America Week of activities celebrating literacy by wearing favorite hat, red and white, crazy/ mismatched socks, crazy hair style, and completing an act of kindness
 - Video presentation
 - Virtual assembly
 - Welcome Back Banner and Meet and Greet for each Grade Level during lunch period
 - B. Technology

Reviewed the technology concerns pertaining to devices submitted to the District's Technology Support Team based on ticket number, issue, and resolution for the past two weeks for Schools 1-6, Middle School and High School.

- IV. NJ Statewide Assessment (District has not received any additional information from the New Jersey Department of Education as of meeting, regarding waiving the assessments). Training dates have been scheduled.
- V. State Monitoring of Federal Grants – April 20 – 23, 2021
- VI. 2021-2022 Budgetary Considerations
 - A. Pre-School Funding was cut by approximately \$ 375, 000; In order to maintain the current program of 11 Teachers and 11 classroom Aids, the District had to contribute approximately \$700,000.
 - B. Every Student Succeed Act (ESSA) Title Funds can now be used to support all students because ALL schools have been designated as “School wide” Title programs.
- VII. Summer Initiatives
 - A. Summer Learning Academies:
 - Title I Remediation Program- Program - July 7- August 6
 - Special Education Extended Year Program - July 7 – August 13)
 - B. Credit Recovery – This program is not to address failure due to attendance.
 - C. Summer Readings
 - D. Parent Engagement Packages

Meeting adjourned at 4:24pm. The next committee meeting is scheduled for 3:00pm, Tuesday, April 20, 2021.

Winslow Township School District

Policy Committee Meeting

March 11, 2021

Members present:

Ms. Cheryl Pitts, Ms. Lorraine Dredde, Ms. Cyndi Moore, Ms. Rita Martin, Mr. Dion Davis, Dr. Dorothy Carcamo

The Policy Committee held a virtual meeting on March 11, 2021 at 4:00 pm to review policies that would be recommended for a first reading at the March 24, 2021 Board of Education meeting. Eleven mandated policies, four regulations and two bylaws were reviewed. Of the eleven policies reviewed, there were two new mandated policies and one new regulation.

New Policies: Policy # 1643 Family Leave

Policy # 7425 Lead Testing of Water in Schools

New Regulation: # 7425 Lead Testing of Water in Schools

Two Bylaws were also presented for review. **Bylaw # 0164.6 Remote Public Board Meeting During a Declared Emergency was held for further discussion** and will be presented for first reading later in April.

Bylaw #0145 Board Member Resignation and Removal was adjusted to ensure clarity of the information and was recommended to be moved forward for first reading.

Six policies were recommended to be abolished because they were incorporated into two of new policies presented. Those recommended for abolishment were:

- #32515.01 Academic Standard, Academic Assessments, and Accountability
- # 2415.03 Highly Qualified Teachers
- #3431.1 Family Leave
- #3431.3 New Jersey Leave Insurance
- #4431.1 Family Leave
- #4431.3 New Jersey Leave Insurance

At the request of Ms. Cyndi Moore, a brief discussion about the Attendance Policy and possible COVID symptoms. There were no recommended changes to the Attendance Policy.

The meeting adjourned at approximately 5:15 pm.