

**WINSLOW TOWNSHIP BOARD OF EDUCATION**  
**Regular Board of Education Meeting Agenda**  
**Winslow Township Middle School - Cafeteria**  
**Wednesday, October 27, 2021**  
**7:00 p.m.**

**I. PUBLIC NOTICE** of this meeting was given to all Board Members and Associates in notices dated **08/27/2021**. 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**

Larry Blake  
Lorraine Dredden  
Rita Martin  
Abena McClendon  
Cynthia Moore  
John Shaw, Jr.  
Kelly Thomas

Julie A. Peterson, Vice President  
Cheryl Pitts, President

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

**IV. PLEDGE OF ALLEGIANCE**

**V. 2021-2022 DISTRICT GOALS**

1. Student Achievement – Continue to implement best practices for delivering instruction to students utilizing all available and appropriate instructional models. This shall include:
  - a. Ensuring articulation at all grade levels throughout the district
  - b. Focus on innovative classroom instruction at all grade levels
  - c. Ensuring all students have equal access to equipment and resources needed to facilitate and promote student learning in any setting
  - d. Evaluation and updating all district programs, including athletics and extra-curricular activities
  - e. Accountability of all district staff
2. Continue to foster a positive school environment that is conducive to teaching and learning
  - a. Focus on building relationships among staff and families that will result in increased learning and more effective instruction
  - b. Emphasis on collaboration with all district stakeholders
  - c. Promote an inclusive, diverse, and compassionate learning environment
3. Market our strengths and achievements to all stakeholders to increase capacity for greater parent/caregiver/community support.
  - a. Continue with our public relations/marketing plan
  - b. Continue to work with the various advisory committees in the district
  - c. Examine communication methods utilized by district

**VI. AWARDS/PRESENTATIONS**

**VII. CORRESPONDENCE**

**VIII. MINUTES**

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

|                 |                  |                |
|-----------------|------------------|----------------|
| Regular Meeting | October 13, 2021 | Open Session   |
| Regular Meeting | October 13, 2021 | Closed Session |

|   |                    |
|---|--------------------|
| On a motion made by _____, seconded by _____, approval of Minutes is granted. |                    |
| Exceptions: _____   |                    |
| Roll Call:  |                    |
| _____ Mr. Blake   | _____ Ms. Moore    |
| _____ Ms. Dredden   | _____ Mr. Shaw     |
| _____ Ms. Martin  | _____ Ms. Thomas   |
| _____ Ms. McClendon   | _____ Ms. Peterson |
|   | _____ Ms. Pitts    |

**IX. BOARD COMMITTEE REPORTS**

**X. SUPERINTENDENT’S REPORT**

**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 **Exhibit X A: 2**

Approve the Second Reading and Adoption of Board Policies and Regulations as listed below and in the attached exhibit.

| Policy/<br>Regulation | Policy/Regulation Title  |
|-----------------------|--|
| P2422                 | Comprehensive Health and Physical Education                    |
| P2467                 | Surrogate Parents and Resource Family Parents                  |
| P5111                 | Eligibility of Resident/Nonresident Students                   |
| P5116                 | Education of Homeless Children                                 |
| P&R7432               | Eye Protection   |
| P8420                 | Emergency and Crisis Situations                                |
| R8420.1               | Fire and Safety Drills   |
| P8540                 | School Nutrition Programs                                      |
| P8550                 | Meal Charges/Outstanding Food Service Bill                     |
| P8600                 | Student Transportation   |
| P6115.01              | Federal Awards/Funds Internal Controls – Allowability of Costs |
| P6115.02              | Federal Awards/Funds Internal Controls – Mandatory Disclosures |
| P6115.03              | Federal Awards/Funds Internal Controls – Conflict of Interest  |
| P6311                 | Contracts for Goods or Services Funded by Federal Grants       |
| P1648.11              | The Road Forward COVID-19 – Health and Safety                  |

3. Security/Fire Drill Report

Approve the Security/Fire Drill Report, for the month of September 2021, as listed below:

| <b>School</b>        | <b>Date</b> | <b>Elapsed Time</b> | <b>Type of Drill</b>      | <b>A.M./P.M.</b> |
|----------------------|-------------|---------------------|---------------------------|------------------|
| School #1            | 9/8/21      | 4 min. 24 sec.      | Fire                      | 9:57 AM          |
|                      | 9/9/21      | 3 min. 56 sec.      | Lock Out Drill            | 2:02 PM          |
| School #2            | 9/14/21     | 4 min. 16 sec.      | Fire                      | 9:29 AM          |
|                      | 9/21/21     | 5 min. 15 sec.      | Shelter in Place          | 2:00 PM          |
| School #3            | 9/7/21      | 60 min.             | Lockdown Drill            | 9:00 AM          |
|                      | 9/21/21     | 6 min.              | Fire                      | 2:14 PM          |
| School #4            | 9/15/21     | 4 min. 28 sec.      | Fire                      | 9:42 AM          |
|                      | 9/17/21     | 3 min. 33 sec.      | Lockout Drill             | 2:45 PM          |
| School #5            | 9/10/21     | 4 min.              | Fire                      | 10:08 AM         |
|                      | 9/15/21     | 7 min.              | Lockdown Drill            | 9:39 AM          |
| School #6            | 9/20/21     | 6 min. 21 sec.      | Fire                      | 9:59 AM          |
|                      | 9/24/21     | 5 min.              | Shelter in Place          | 2:20 PM          |
| Winslow<br>Twp. M.S. | 9/8/21      | 6 min.              | Fire                      | 10:05 AM         |
|                      | 9/15/21     | 7 min.              | Shelter in Place          | 11:46 AM         |
|                      | 9/17/21     | 35 min.             | Shelter in Place/Lockdown | 8:48 AM          |
| Winslow<br>Twp. H.S. | 9/10/21     | 10 min.             | Fire                      | 8:16 AM          |
|                      | 9/17/21     | 12 min.             | Non-Fire Evacuation Drill | 12:38 PM         |

4. Professional Development/Workshops & Conferences

**Exhibit X A: 4**

Approve Professional Development as presented in the attached exhibit.

5. Field Trip(s)

**Exhibit X A: 5**

Approve Field Trips as listed in the attached exhibit.

6. Tuition Students

**Exhibit X A: 6**

Approve the placement of Tuition Students, for the 2021-2022 school year, as listed in the attached exhibit.

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

**None at this time.**

8. Homeless Student(s)

**None at this time.**

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

**None at this time.**

10. Fundraiser(s)

Approve the following Fundraisers for the 2021-2022 school year:

High School

- Santa Saturday, (December 4, 2021), H.S.A.
- Double Good Popcorn, (2021-2022 School Year), H.S.A.
- Double Good Popcorn, (10/2021 – 3/2022), National Honor Society
- My Town Original Royalty Agreement (2021-2022 School Year), National Honor Society
- Winslow Pride Lawn Signs, (11/2021-6/2022), National Honor Society
- Winslow Clothing for Staff (11/2021 – 12/2021), National Honor Society

11. COVID Testing

Approve the state assigned testing vendor LTS to conduct on-site COVID testing for unvaccinated staff. Date, time and location to be finalized pending vendor's availability.

12. School 2 – Operation Yellow Ribbon

Approval requested for School 2 to participate in Operation Yellow Ribbon. Operation Yellow Ribbon is an official 501(c)(3) non-profit who is registered with the state of NJ, consisting of all volunteers who show support for our United States Military Forces. Students will bring in supplies/goodies to be donated to the U.S. Troops from 11/1/21 – 11/30/21.

13. School 2 – Food Drive

Approval requested for School 2 to participate in a food drive. Collected items will be donated to the Sicklerville United Methodist Church in time for the Thanksgiving holiday. Items will be collected from 11/1/21 – 11/19/21.

14. School 4 – Food Drive

Approval requested for School 4 to host a Food Drive from 10/28/21 – 11/12/21.

15. School 4 – Red Ribbon Week

Approval requested for School 4 to host Red Ribbon Week activities from 10/25/21 – 10/29/21.

16. School 4 – Vocabulary Parade

Approval requested for School 4 to have their annual Vocabulary Parade on October 29, 2021.

17. School 4 – Picture Day

Approval requested for School 4 to have picture day on Monday, November 1, 2021.

18. School 5 – Student Council Activities

Approve the following Student Council Activities for the 2021-2022 school year:

- November: Canned Food Drive: 11/3/21 – 11/17/21  
Students and staff will collect canned food items to be donated to a local food bank. Items will be collected in the foyer.
- December: Winter Warmth Tree: 12/1/21 – 12/17/21  
Students and staff will collect hats, scarves, mittens, and gloves for children of all ages. Items will be placed on a tree in the school's foyer. Items collected will benefit local children in need.
- March: Read Across America visit to Schools 1 & 2: TBD  
Student Council Members will visit Schools 1 & 2 to read to younger students.
- April & May: Mother's Day Collection: 4/26/22 – 5/4/22  
Staff and students will collect personal hygiene items, such as, socks, body wash, toothbrushes, toothpaste, deodorant and blankets to be donated to a woman's shelter to celebrate Mother's Day.

19. Middle School – Camden Center for Youth Development Programs

Approval requested for Sadie Clayton and the staff from the Camden Center for Youth Development to provide the following programs during the 2021-2022 school year. The programs will begin October 2021 and run through June 2022. All materials and costs for the program are covered by the Camden Center for Youth Development:

- **Creating Healthy Attitudes for Teens (C.H.A.T.) Program.** CHAT is for middle school girls. Topics may include, but not limited to: Healthy Relationships, Personal Development, Conflict Resolution, Cyber-bullying, Leadership Development, Positive Decision Making, Anger Management and Relational Aggression.
- **Finance and Leadership for Youth (F.L.Y.) Program.** The program consists of at least twelve to fourteen training sessions (2 times a week), where students will learn presentation skills in order to teach mini basic financial literacy lessons to their peers.
- **Learning Empowerment and Developing Healthy Relationships (L.E.A.D.E.R.)** This is a co-ed program where students learn healthy nutrition education. While playing interactive games, students learn nutrition facts and watch live cooking demonstrations on healthy meal preparation.

20. High School – Addiction Recovery Day

Approval requested to allow students to wear teal shirts on Friday, October 29<sup>th</sup>, 2021 in honor of those in addiction recovery. The students will also decorate a “Wall of Hope” on the front wall of the cafeteria.

21. High School – Winter Sports Schedule

**Exhibit X A: 21**

Approve the attached Winter Sports Schedule for the 2021/2022 school year.

22. High School – Military Presentations

Approval requested for Winslow Township High School to have the following Military visits from October 28, 2021 – June 1, 2022.

- United States Navy Recruiter of the Philadelphia and Cherry Hill Division – Presentation/Information sessions.
- United States Marine Corps of the Sicklerville Division – Presentation/Information sessions.

23. Therapeutic Services

Approval requested for First Children Services to provide therapeutic services for Winslow Students by licensed behavioral health staff including clinicians and/or paraprofessionals as needed for the 2021-2022 school year, at a cost of \$45,000. Funded through account number 20-223-100-300-000-00.

24. Professional Development

Approve Inspired Instruction, LLC to provide fourteen professional development workshops on Aligning Practices with the NJSLA in Social Studies, Science, Mathematics, English Language Arts, Visual/Performing Arts, Guidance and World Language. The cost of each workshop is \$2,000.00. Total cost of \$28,000 to be paid out of the 2021-2022 ESSA Grant: Title II: Acct. #20-272-200-300-000-00.

25. Rowan College at Burlington County – College Head Start Program (MOU)

Approve the Memorandum of Understanding between the Winslow Township School District and Rowan College at Burlington County for the High School to participate in the College Head Start Program for the 2021-2022 school year.

26. Donations

Approve the following donations:

- South Jersey Continental, Inc. to donate 20 winter jackets to School 3.
- The Seaside Drifters, Inc. to donate 20 winter jackets to School 3.

**B. Principal's Update**

- |  |                       |
|--|-----------------------|
| 1. Harassment, Intimidation & Bullying Report (October 1-15, 2021) | <b>Exhibit X B: 1</b> |
| 2. Suspension Report   | <b>Exhibit X B: 2</b> |
| 3. Ethnicity Report  | <b>Exhibit X B: 3</b> |
| 4. School Highlights   | <b>Exhibit X B: 4</b> |

|   |                    |
|---|--------------------|
| On a motion made by _____, seconded by _____, approval of Superintendent's Report is granted. |                    |
| Exceptions: _____   |                    |
| <i>Roll Call:</i>   |                    |
| _____ Mr. Blake   | _____ Ms. Moore    |
| _____ Ms. Dredden   | _____ Mr. Shaw     |
| _____ Ms. Martin  | _____ Ms. Thomas   |
| _____ Ms. McClendon   | _____ Ms. Peterson |
|   | _____ Ms. Pitts    |

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

**A. REPORTS**

- |                                      |                        |
|--------------------------------------|------------------------|
| 1. <u>Sodexo Food Service Update</u> | <b>Exhibit XI A: 1</b> |
|--------------------------------------|------------------------|

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

- |                               |                        |
|-------------------------------|------------------------|
| 1. <u>Line Item Transfers</u> | <b>Exhibit XI B: 1</b> |
|-------------------------------|------------------------|

Approve the Line Item Transfers, for the month of August 2021, in accordance with N.J.S.A. 18A:22-8, as per the attached exhibit.

- |                                    |                        |
|------------------------------------|------------------------|
| 2. <u>Board Secretary's Report</u> | <b>Exhibit XI B: 2</b> |
|------------------------------------|------------------------|

Approve the Board Secretary's Reports in accordance with 18A:17-36 and 18A:17-9 for the month of August 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. <u>Reconciliation Report</u> | <b>Exhibit XI B: 3</b> |
|---------------------------------|------------------------|

Approve the Reconciliation Reports in accordance with 18A:17-36 and 18A:17-9 for the month of August 2021. The Reconciliation Reports and Board Secretary's Reports are in agreement for the month of August 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 \$ 2,056,251.09 as per the attached exhibit.
- b. Ratify the Manual Bill List in the amount of \$899,784.57 as per 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:

| <b>Location</b> | <b>Department</b>   | <b>Description</b>  |
|-----------------|---------------------|---|
| School 3        | Technology          | (1) Epson projector, (3) iPads, (1) Dell computer and monitor. Broken. (7) Dell keyboards to transfer to Director of Technology |
| High School     | Office in Adm Suite | (2) Office chairs. Poor condition   |
| High School     | Guidance            | '(1) Red, (2) blue, (1) black office chairs. Old/broken   |

9. Use of Facilities

**None at this time.**



10. Request for Proposals (RFP) for Professional Development Workshops and Guidance

- a. Record the response below to RFP - Professional Development Workshops and Guidance, which was received and opened in public on October 13, 2021 as follows:

| <b>Vendor Name</b>   | <b>Price</b> |
|--|--------------|
| Standard Holdings Solutions dba<br>Inspired Instruction, LLC | \$28,000     |

- b. Approve the award for Professional Development Workshops and Guidance to Standard Holdings Solutions dba Inspired Instruction. Services are to be charged to 20-272-200-300 and further acknowledge the following statement:

I certify that there are sufficient funds available to cover the costs of the service.

\_\_\_\_\_  
Tyra McCoy-Boyle

11. Request for Proposals (RFP) for Nursing Services - Transported Students

- a. Record the response below for RFP - Nursing Services - Transported Students, which was received and opened in public on October 13, 2021 as follows:

| <b>Vendor Name</b>  | <b>Hourly Rate</b> | <b>Minimum Amount of Service</b> |
|---|--------------------|----------------------------------|
| Homecare Therapies LLC/dba<br>Horizon Healthcare Staffing | \$75.00            | 2 hours each way                 |

- b. Approve the award of RFP - Nursing Services - Transported Students to Homecare Therapies LLC/dba Horizon Healthcare Staffing. Services are to be charged to 11-000-217-320 and further acknowledge the following statement:

I certify that there are sufficient funds available to cover the costs of the service.

\_\_\_\_\_  
Tyra McCoy-Boyle

12. Professional Development

Approve Ms. Lisa Pantalone and Ms. Dana Walsh, Payroll Bookkeepers, to attend the NJASBO Payroll Administrators Program. The workshop will be held on Thursday, May 19, 2022 in Mt. Laurel, NJ at a cost of \$100.00 per person.

13. Purchase – State Contract Vendors - 2021-2022

**RESOLUTION AUTHORIZING CONTRACTS WITH CERTAIN APPROVED STATE CONTRACT VENDORS FOR BOARDS OF EDUCATION PURSUANT TO N.J.S.A. 18:18A-10a**

**WHEREAS**, the Winslow Township Board of Education, pursuant to N.J.S.A. 18A-18A-10a and N.J.A.C. 5:34-7.29 (c) may by resolution and without advertising for bids, purchase any goods or services under the State of New Jersey Cooperative Purchasing Program for any State contracts entered into on behalf of the State by the Division of Purchase and Property in the Department of the Treasury; and

**WHEREAS**, the Winslow Township Board of Education has the need on a timely basis to purchase goods or services utilizing State contracts; and

**WHEREAS**, the Winslow Township Board of Education, intends to enter into contracts with the attached Referenced State Contract Vendors through this resolution and properly executed contracts, which shall be subject to all the conditions applicable to the current State contracts; now, therefore, be it

**RESOLVED**, the Winslow Township Board of Education authorizes the Purchasing Agent to purchase certain goods or services from those approved New Jersey State Contract Vendors on the attached list for the 2021-2022 school year pursuant to all conditions of the individual State contracts; and be it further

**RESOLVED**, that the Winslow Township Board of Education Business Administrator/Board Secretary shall certify to the availability of sufficient funds prior to the expenditure of funds for such goods or services; and be it further

**RESOLVED**, that the duration of the contracts between the Winslow Township Board of education and the Referenced State Contract Vendors shall be July 1, 2021 to June 30, 2022.

\_\_\_\_\_  
Date Approved

\_\_\_\_\_  
Business Administrator/Board Secretary

**Referenced State Contract Vendors**

| <b>Commodity/Service</b>             | <b>Vendor Name</b> | <b>State Contract Number</b> |
|--------------------------------------|--------------------|------------------------------|
| STATEWIDE EQUIPMENT AND SPACE RENTAL | HERC RENTALS INC   | 19-GNSV2-00854               |

14. Purchases – Ed Data Vendor

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

**Items charged to 11-000-262-420**

General Chemical and Supply – Ed Data #10397

|                                     |                        |             |
|-------------------------------------|------------------------|-------------|
| Parts to Repair the Floor Scrubbers | School #3, #4, MS & HS | \$10,700.55 |
|-------------------------------------|------------------------|-------------|

**Items charged to 11-000-261-420**

Mack Industries Inc – Ed Data #9174

|                    |           |            |
|--------------------|-----------|------------|
| Compressor Repairs | School #5 | \$4,950.00 |
|--------------------|-----------|------------|

15. Approve Purchase of five (5) 54 Passengers Buses

Approve the purchase of five (5) 54 passenger buses from Wolfington Body Co. Inc. through the Educational Services Commission of New Jersey; Cooperative Bid #ESCNJ 20/21-33 Bid item #8A. The cost is \$104,337.60 per bus for a total cost of \$521,688.00. Items are to be charged to 12-000-270-733 and further acknowledge the following statement:

I certify that there are sufficient funds available for the items listed.

\_\_\_\_\_  
Tyra McCoy-Boyle

16. Purchases – State Contract Vendors

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

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

Wolfington Body Co Inc - State Contract #: A42076

|           |                |            |
|-----------|----------------|------------|
| Bus Parts | Transportation | \$5,826.18 |
|-----------|----------------|------------|

**Items charged to 11-000-262-610**

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

|                      |          |             |
|----------------------|----------|-------------|
| Maintenance Supplies | District | \$14,724.15 |
|----------------------|----------|-------------|

|                      |          |            |
|----------------------|----------|------------|
| Maintenance Supplies | District | \$6,496.96 |
|----------------------|----------|------------|

17. 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 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> |
|--------------------------|--------------------------------------|-------------------|-------------------|
| Ms. Martin               | Delegate Assembly<br>Voting Delegate | November 20, 2021 | N/A               |

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

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

**Items charged to 11-000-262-420**

Rosando Fence Company Inc – ESCNJ Contract #: 20/21-37

|              |          |             |
|--------------|----------|-------------|
| Fence Repair | School 5 | \$11,485.00 |
|--------------|----------|-------------|

19. Renewal of National School Boards Association (NSBA)

Approve the renewal of Membership to the National School Boards Association (NSBA) from January 1, 2022 through December 31, 2022 at the annual cost of \$4,165.00. Membership will be charged to 11-000-230-895.

20. Approve Change Order #1 – Replacement of Walk-in Refrigerators/Freezers at the Winslow Township Middle and High Schools

Approve change order #1 in the amount of \$3,886.26 to Levy Construction Company, to provide for the factory installation of diamond plate floors within the unit boxes. This is an upgraded and more durable option which will also expedite the installation.

|                                     |                     |
|-------------------------------------|---------------------|
| Original Contract Amount:           | \$285,300.00        |
| Net change by previously authorized |                     |
| Change orders:                      | -0-                 |
| Change order No. 1                  | <u>3,886.26</u>     |
| New Contract Sum                    | <u>\$289,186.26</u> |
| Percent of Change:                  | 1.36%               |
| Total Payments to Date:             | \$ 22,467.50        |

Services are to be charged to 60-910-310-730, and further acknowledge the following statement:

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

\_\_\_\_\_  
Tyra McCoy-Boyle

21. Low Quote Vendor – Truck Repair

Approve Hale Trailer Brake & Wheel Inc., the low quote vendor, to repair truck # T-24 at a cost of \$11,876.00. Services are to be charged to account #11-000-270-420.

|  |                    |
|--|--------------------|
| On a motion made by _____, seconded by _____, approval of Board Secretary's Report is granted. |                    |
| Exceptions: _____  |                    |
| <i>Roll Call:</i>  |                    |
| _____ Mr. Blake  | _____ Ms. Moore    |
| _____ Ms. Dredden  | _____ Mr. Shaw     |
| _____ Ms. Martin   | _____ Ms. Thomas   |
| _____ Ms. McClendon  | _____ Ms. Peterson |
|  | _____ Ms. Pitts    |

**XII. PERSONNEL**

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

1. Leave of Absence Requests

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

|   | <b>Name</b> | <b>Type of Leave</b>  | <b>From</b>              | <b>To</b>                | <b>Paid/Unpaid</b> |
|---|-------------|-----------------------|--------------------------|--------------------------|--------------------|
| A | R.B.        | FMLA                  | 10/25/2021               | 11/19/2021               | Unpaid             |
| B | J.B.        | Medical               | 11/3/2021                | 11/12/2021               | Paid               |
| C | D.D.        | Medical               | 10/25/2021<br>11/29/2021 | 11/28/2021<br>12/10/2021 | Paid<br>Unpaid     |
| D | L.R.        | Maternity             | 1/5/2022<br>2/25/2022    | 2/24/2022<br>5/20/2022   | Paid<br>Unpaid     |
| E | J.S.        | FMLA<br>*Intermittent | 10/13/2021               | 10/12/2022               | Unpaid             |

2. 2021/2022 Sixth Period Assignments

a. Approve to rescind the following High School Sixth Period Teacher Assignments:

|   | <b>Name</b>     | <b>Position</b> | <b>Effective</b> |
|---|-----------------|-----------------|------------------|
| A | Byrer, Rebekah  | Science         | 10/15/2021       |
| B | Walker, Kenneth | Social Studies  | 9/30/2021        |

b. Approve the following High School Sixth Period Teacher Assignments:

|   | <b>Name</b>       | <b>Position</b>                           | <b>Stipend</b>         |
|---|-------------------|---|------------------------|
| A | Boandl, Karen     | Freshman Seminar<br>12/13/2021- 6/30/2022 | \$8,489.00 (pro-rated) |
| B | Collins, Aaron    | Freshman Seminar<br>12/13/2021- 6/30/2022 | \$8,489.00 (pro-rated) |
| C | Kirk, Joseph      | Freshman Seminar<br>12/13/2021- 6/30/2022 | \$8,489.00 (pro-rated) |
| D | Lavery, James     | Social Studies<br>10/25/2021- 12/31/2021  | \$8,489.00 (pro-rated) |
| E | Manoussakis, Lily | Freshman Seminar<br>12/13/2021- 6/30/2022 | \$8,489.00 (pro-rated) |
| F | Mullin, Erica     | Freshman Seminar<br>12/13/2021- 6/30/2022 | \$8,489.00 (pro-rated) |
| G | Rifkin, Claudia   | Social Studies<br>10/15/2021- 1/31/2022   | \$8,489.00 (pro-rated) |

3. 2021/2022 Seventh Period Assignments

Approve the following High School Seventh Period Teacher Assignments:

|   | <b>Name</b>    | <b>Position</b>                           | <b>Stipend</b>         |
|---|----------------|---|------------------------|
| A | McGuirl, Jamie | Social Studies<br>10/25/2021- 12/31/2021  | \$8,489.00 (pro-rated) |
| B | Paparo, Lisa   | Freshman Seminar<br>12/13/2021- 6/30/2022 | \$8,489.00 (pro-rated) |
| C | Voss, Mark     | Social Studies<br>10/25/2021- 12/31/2021  | \$8,489.00 (pro-rated) |

4. 2021/2022 Substitute Bus Driver

Approve the following 2021/2022 Substitute Bus Driver, at a rate of \$18.00 per run, effective November 1, 2021:

|   | <b>Name</b>       |
|---|-------------------|
| A | Eichler, Courtney |

5. 2021/2022 Volunteers

Approve the following 2021/2022 Middle School Volunteers:

|   | <b>Name</b>              | <b>Activity/Sport</b>                                 |
|---|--------------------------|---|
| A | Perry-Thompson, Michelle | Mentoring Program- Association of Black Women Lawyers |
| B | Sheppard, Allison        | Mentoring Program- Association of Black Women Lawyers |
| C | Stewart, Queen           | Mentoring Program- Association of Black Women Lawyers |

6. 2021/2022 Practicum Placement

Approve the following 2021/2022 Practicum Placement:

|   | <b>University</b>   | <b>Student</b> | <b>Mentor</b>  | <b>School</b> | <b>Dates</b>                              |
|---|---------------------|----------------|----------------|---------------|---|
| A | Fairleigh Dickinson | Hance, Armoni  | Bowie, Melanie | School No. 4  | 12/15/2021-1/21/2022<br>5 days (30 hours) |

**On a motion made by \_\_\_\_\_, seconded by \_\_\_\_\_, approval of Personnel Report is granted.**

**Exceptions:** \_\_\_\_\_

*Roll Call:*

|                     |                    |
|---------------------|--------------------|
| _____ Mr. Blake     | _____ Ms. Moore    |
| _____ Ms. Dredden   | _____ Mr. Shaw     |
| _____ Ms. Martin    | _____ Ms. Thomas   |
| _____ Ms. McClendon | _____ Ms. Peterson |
|                     | _____ Ms. Pitts    |

**XIII. ADDENDUM**

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

1. The Winslow Board of Education responded to the following OPRA Requests between October 8, 2021 and October 21, 2021.

| Received | Requested by  | Document Requested                            | Approved | Denied |
|----------|---|---|----------|--------|
| 1        | Medical Legal Reproductions, Inc o/b/o Christine Barris, Esq. | Employment records for District employee C.C. | ✓        |        |

**XV. OLD BUSINESS**

**XVI. NEW BUSINESS**

**XVII. INFORMATIONAL ITEMS**

**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.

|  |
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| <p>On a motion made by _____, seconded by _____, approval of Public Comments is granted.<br/>         Exceptions: _____<br/>         Voice Vote: _____</p> |
|--|

**XIX. ADJOURNMENT OF PUBLIC COMMENTS**

|  |
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| <p>On a motion made by _____, seconded by _____, approval to adjourn Public Comments is granted.<br/>         Exceptions: _____<br/>         Voice Vote: _____</p> |
|--|

**XX. EXECUTIVE SESSION**

**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 October 27, 2021 at \_\_\_ p.m.; and

**WHEREAS**, the nine (9) exceptions to public meetings set forth in N.J.S.A. 10:4-12(b) are listed below, and the items to be privately discussed that fall within such exceptions shall be identified and written, and after each exception is a space where additional information that will disclose as much information about the discussion as possible without undermining the purpose of the exception as follows:



“(1) Any matter which, by express provision of Federal law, State statute or rule of court shall be rendered confidential or excluded from public discussion.” The legal citation to the provision(s) at issue is: \_\_\_\_\_ and the nature of the matter, described as specifically as possible without undermining the need for confidentiality is \_\_\_\_\_;

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

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

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

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

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

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

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

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

**WHEREAS**, the length of the Executive Session is estimated to be \_\_\_\_\_ minutes after which the public meeting shall (circle one) reconvene and immediately adjourn or 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.

|   |  |
|---|--|
| <b>On a motion made by _____, seconded by _____, approval to move to Executive Session is granted at _____. Exceptions: _____</b><br><i>Roll Call:</i><br>_____ Mr. Blake<br>_____ Ms. Dredden<br>_____ Ms. Martin<br>_____ Ms. McClendon<br>_____ Ms. Moore<br>_____ Mr. Shaw<br>_____ Ms. Thomas<br>_____ Ms. Peterson<br>_____ Ms. Pitts |  |
|---|--|

**XXI. ADJOURNMENT OF EXECUTIVE SESSION Time: \_\_\_\_\_**

|  |
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| <b>On a motion made by _____, seconded by _____, approval to adjourn Executive Session is granted.</b><br><b>Exceptions: _____</b><br><i>Voice Vote:</i> _____ |
|--|

**XXII. ADJOURNMENT Time: \_\_\_\_\_**

|  |
|--|
| <b>On a motion made by _____, seconded by _____, approval to adjourn Meeting is granted.</b><br><b>Exceptions: _____</b><br><i>Voice Vote:</i> _____ |
|--|