

**WINSLOW TOWNSHIP BOARD OF EDUCATION**  
**Regular Board of Education Meeting Agenda**  
**Winslow Township Middle School - Cafeteria**  
**Wednesday, September 8, 2021**  
**7:00 p.m.**  
**Minutes**

**I. PUBLIC NOTICE** of this meeting was given to all Board Members and Associates in notices dated **08/31/2021**. 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

Absent: Cheryl Pitts, President

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

**IV. PLEDGE OF ALLEGIANCE**

**V. 2021-2022 DISTRICT GOALS**

(Mr. Blake)

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**

- 1. Mr. Dion Davis: 2020-2021 HIB & SSDS Report Period II Report Presentation

Mr. Davis, Director of Human Resources / Anti Bullying Coordinator, submitted for approval the Winslow Township School District, weapons, violence, vandalism, substance abuse and HIB incidents for the period of January 1, 2021 – June 30, 2021.

**A motion was made by Ms. Thomas, seconded by Ms. Martin, to approve and accept the January 1, 2021 – June 30, 2021 HIB & SSDS Investigation Reports**

Voice Vote: All in favor

**VII. CORRESPONDENCE**

**None at this time.**

**VIII. MINUTES**

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

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

Regular Meeting	August 25, 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	Absent

Motion Carried

**IX. BOARD COMMITTEE REPORTS**

**Athletic Committee** – Mr. Shaw – None at this time. Next meeting will be September 16, 2021.

**Policy Committee** – Ms. Martin – None at this time.

**Marketing Committee** - Ms. McClendon - None at this time. The next meeting will be Tuesday, September 14, 2021, at 5 p.m. in person.

**Education Committee** – Ms. Peterson – None at this time. The next meeting will be Tuesday, September 14, 2021, at 4 p.m.

**Citizens Advisory Committee** – Ms. Martin – None at this time.

**Operations Committee** – Ms. Dredde reported the committee met virtually on August 24, 2021. Minutes are attached.

**X. SUPERINTENDENT’S REPORT**

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

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

1. First Reading of Board Policies & Regulations **None at this time.**
2. Second Reading & Adoption of Board Policies & Regulations **None at this time.**
3. Security/Fire Drill Report **None at this time.**
4. Professional Development/Workshops & Conferences **None at this time.**  
Approve Professional Development as presented in the attached exhibit.
5. Field Trip(s) **None at this time.**
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) **Exhibit X A: 7**  
Approve to Terminate Out-of-District Placements as listed in the attached exhibit.

8. Homeless Student(s) **None at this time.**

9. Division of Child Protection & Permanency (DCP&P) **Exhibit X A: 9**

Approve the placement of students through the Division of Child Protection & Permanency (DCP&P) as listed in the attached exhibit.

10. Fundraiser(s) **Exhibit X A: 10**

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

**School 5**

- Winslow Wear (2021-2022 school year) - H.S.A.
- Dine Out Nights (2021-2022 school year) - H.S.A.
- School Store (2021-2022 school year) - H.S.A.
- Miss Chocolate Catalog Sale (9/20/21-10/11/21) - H.S.A.
- Fall Scholastic Book Fair (9/24/21-10/1/21) - H.S.A.

**Middle School**

- Little Tees Graphics Gym Uniform Sale (2021-2022 school year) – WTMS Student Activities

11. 2021-2022 District Calendar (Revised) **Exhibit X A: 11**

Approve revisions to the 2021-2022 Winslow Township School District Calendar as listed below and in the attached exhibit:

- February 18, 2022 – Early Dismissal Students/Teacher In-Service
- June 7, 2022 – Early Dismissal Students/Teacher In-Service
- June 13, 2022 – Early Dismissal Students
- June 16, 2022 – Early Dismissal Students/Last Day of School
- June 17, 2022 – Juneteenth Holiday – Schools/Offices Closed

12. School One – Check Acceptance

Approval requested for School One to accept a check for \$250.00 from The Alliance to Save Energy, to purchase supplies for the NJ Sustainable School projects.

13. Middle School – Grant Application

Approval requested for Winslow Township Middle School to apply for the New Jersey Department of Health/Atlanticare WSCC School Health NJ Project Building and Sustaining Healthy Schools for All Students Grant. This funding, which is sponsored by the Department of Health, is a multi-year grant which is as follows:

Year one: \$6,000 total to include a \$4,000 stipend for the designated Team Leader.

\$2,000 for program activities:

- A. Set up a wellness plan
- B. School health index
- C. Develop A.S.H.I.P. (School Health Improvement Plan)
- D. Collect baseline school data in reference to absenteeism, school climate and culture, etc.

Year two: \$4,500 total

Total request for grant: \$10,500

14. High School – Concert Dates

Approval requested for the Winslow Township High School music department to hold the following performances during the 2021-2022 school year:

- Thursday, December 16, 2021: Winter Concert, 6 PM
- Thursday, April 28, 2022: Honors Recital, 9 AM
- Tuesday, May 24, 2022: Spring Concert, 6 PM
- Tuesday, June 7, 2022: Small Ensemble Concert, 6 PM

15. High School – Yoga Club

Approve Ms. Debbie Marshall, Health and Physical Education teacher, to conduct a bi-monthly yoga club from 1:50-2:30 PM during the 2021-2022 school year, at no cost to the district. The purpose of the club is to offer ALL students opportunities to extend practice and knowledge of lifelong fitness concepts, in a safe, nonjudgmental environment. The club will introduce students to the benefits of Yoga, including but not limited to; stress management, flexibility, muscular endurance, awareness, presence, and patience. Ms. Marshall will be volunteering her services for this program.

16. High School – Donation Acceptance

Approval requested to accept a donation of new office supplies from TD Bank.

17. Textbook Adoption

Approve the following textbook adoption:

- My World Interactive World History, 2022, Pearson, not to exceed \$45,000.

18. Professional Development – Inspired Instruction

Approval requested for Inspired Instruction, LLC to provide four professional development workshops and coaching in Mathematics and English Language Arts in September, 2021. The cost of each workshop is \$1,000.00  
Total cost of \$4,000 to be paid out of the 2021-2022 ESSA Grant: Title II: Account #20-272-200-300-000-00.

19. Renewal – Achieve3000

Approve a one-year renewal with Achieve3000 for the 2021-2022 school year, to provide Digital Learning Systems and services for grades 3 to 12 at a total cost of \$138,360.00  
Items are to be charged to Title I: 20-239-100-600; Title I Reallocation: 20-238-100-600; Title II: 20-272-200-300; Title IV: 20-284-100-600; Title IV: 20-285-100-600.

20. Back to School Nights

Approve the following dates and times for Back to School Nights:

- Schools 1 & 2: Tuesday, September 14, 2021, 6:30 PM
- Schools 3 & 4: Thursday, September 9, 2021, 6:30 PM
- Schools 5 & 6: Monday, September 13, 2021, 6:30 PM
- Middle School: Tuesday, September 21, 2021, 6:30 PM
- High School: Thursday, September 23, 2021, 6:30 PM

**B. Principal’s Update**

- |   |                           |
|---|---------------------------|
| 1. Harassment, Intimidation & Bullying Report | <b>None at this time.</b> |
| 2. Suspension Report                          | <b>None at this time.</b> |
| 3. Ethnicity Report                           | <b>None at this time.</b> |
| 4. School Highlights                          | <b>None at this time.</b> |

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

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

**A motion was made by Ms. Thomas, seconded by Ms. Martin, to approve A. & B. as recommended the Business Administrator/Board Secretary, with corrections:**

**A. REPORTS None at this time.**

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

1. Line Item Transfers None at this time.

2. Board Secretary’s Report None at this time.

3. Reconciliation Report None at this time.

4. Board Secretary’s Certification None at this time.

5. Boards’ Certification None at this time.

6. Bill List **Exhibit XI B: 6**

a. Approve the Vendor Bill List in the amount of \$630,325.66 as per the attached exhibit.

b. Ratify the Manual Bill List in the amount of \$10,164.45 as per attached exhibit.

7. Payroll

Approve Payroll, for the month of August 2021, as listed below:

- August 13, 2021 \$ 478,523.26
- August 30, 2021 \$ 413,990.25

8. Disposal of School Property and Textbooks **Exhibit XI B: 8**

Approve the Disposal of School Property listed below:

Location	Department	Description
School 1	Room 17	12 teacher desks – damaged, drawers broken
School 4		(10) 6” Tables – rusted, broken
School MS	B113	(1) Small table – damaged, broken
School MS	B109	(1) Blue bookcase – old, chipped
School MS	Classroom	(1) Green wooden table - old

School HS	Science	(4) Monocular microscopes, (3) Binocular Microscopes, (1) Dissecting Microscope- all broken, not repairable, outdated
School HS	H102/Loading Dock	(20) Peach student desks, (10) Red student desks, (10) Tan and blue desk chairs, (2) Teachers desks, (2) File cabinets, (35) Brown/tan student desks, (2) Single student desk.
School HS	E-Hall Tech Closet	(1) Smartboard, not working/water damage

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

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

Approve to accept the 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

11. Phone Service Agreement – POT Lines **Exhibit XI B: 9**

Approve Xtel Communications Inc. to provide 32 POT (Plain Old Telephone) Lines distributed throughout all schools at a monthly rate of \$1,272.32. Services will be charged to 11-000-230-530.

12. 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**

Commodity/Service	Vendor Name	State Contract Number
LIBRARY & SCHOOL SUPPLIES	LAKESHORE LEARNING MATERIALS	17-FOOD-00250
LIBRARY & SCHOOL SUPPLIES	TROXELL COMMUNICATIONS INC	17-FOOD-00244
LIBRARY & SCHOOL SUPPLIES	THE LIBRARY STORE	17-FOOD-00264
LIBRARY & SCHOOL SUPPLIES	UNITED SUPPLY CORP	17-FOOD-00262
LIBRARY & SCHOOL SUPPLIES	BMI EDUCATIONAL SERVICES INC	17-FOOD-00260
LIBRARY & SCHOOL SUPPLIES	PAPER CLIPS INC	17-FOOD-00259
LIBRARY & SCHOOL SUPPLIES	BECKERS SCHOOL SUPPLIES	17-FOOD-00249
LIBRARY & SCHOOL SUPPLIES	KURTZ BROTHERS	17-FOOD-00247
LIBRARY & SCHOOL SUPPLIES	DEMCO INC	17-FOOD-00246
LIBRARY & SCHOOL SUPPLIES	STEPS TO LITERACY LLC.	17-FOOD-00245
LIBRARY & SCHOOL SUPPLIES	CASCADE SCHOOL SUPPLIES, INC	17-FOOD-00243
LIBRARY & SCHOOL SUPPLIES	SCHOOL SPECIALTY INC	17-FOOD-00242
AUTOMOTIVE PARTS FOR HEAVY DUTY VEHICLES (CLASS 5 OR HIGHER, OVER 15,000 LB GVWR)	DEN COMPANY d/b/a BUS PARTS WAREHOUSE	A42088

13. Professional Development

Approve Ms. Tyra McCoy-Boyle, Business Administrator / Board Secretary, and Ms. Regina Chico, Assistant Business Administrator to attend the NJASBO workshop “Facility and Capital Projects & Financing Options” on September 21, 2021 from 9:00 a.m. to 12:00 p.m. The workshop will be held in person in Mt. Laurel, NJ at a cost of \$100 per person.

14. New Jersey State Health Benefits Program Act of the State of New Jersey for Local Prescription Drug Coverage **Exhibit XI B: 10**

**A Resolution to Authorize Participation Under the SHBP and/or SEHBP**

Per the attached exhibit.

BE IT RESOLVED:

1. The Winslow Township School District

*Corporate Name of Employer*

015300

*SHBP/SHEBP Employer Location Number*

hereby elects to participate in the Health Program provided by the New Jersey State Health Benefits Act of the State of New Jersey (N.J.S.A. 52:14-17.26 and N.J.S.A. 52:14-17.46.2) and to authorize coverage for all the employees and their dependents thereunder in accordance with the statute and regulations adopted by the State Health Benefits Commission and/or School Employees’ Health Benefits Commission.

2. a.  We elect to participate in the Employee Prescription Drug Plan defined by N.J.S.A. 52:14-17.25 et seq. and authorize coverage for all employees and their dependents in accordance with the statute and regulations adopted by the State Health Benefits Commission and/or School Employees’ Health Benefits Commission.

b.  We will be maintaining \_\_\_\_\_ as our Prescription Drug Plan.<sup>1</sup> This *Name of Plan* plan is comparable in design to the State Employee Prescription Drug Plan.

c.  We will not have a stand-alone prescription drug plan and understand that prescription drug coverage will be provided based on the medical plan chosen by the subscriber.

3. a.  We elect to participate in the Employee Dental Plans defined by N.J.S.A. 52:14-17.25 et seq. and authorize coverage for all employees and their dependents in accordance with the statute and regulations adopted by the State Health Benefits Commission and/or School Employees’ Health Benefits Commission.

b.  We will be maintaining Delta Dental as our dental plan.<sup>1</sup> *Name of Plan*

c.  We will not have a dental plan.

4. We elect 30<sup>2</sup> hours per week (average) as the minimum requirement for full-time status in accordance with N.J.A.C. 17:9-4.6.

5. As a participating employer we will remit to the State Treasury all charges due on account of employee and dependent coverage and periodic charges in accordance with the requirements of the statute and the rules and regulations duly promulgated thereunder.

- 6. We hereby appoint Tyra McCoy-Boyle, Business Administrator to act as Certifying Officer in the administration of this program. \_\_\_\_\_  
*Name/Title*

**Note:** An individual is permitted coverage as an employee, retiree, or dependent. Multiple coverage under the SHBP or SEHBP is prohibited.

- 7. This resolution shall take effect immediately and coverage shall be effective as of 01/01/2022 or as soon thereafter as it maybe effectuated pursuant to the statutes and regulations (can be no less than 75 or 90 days pursuant to the provisions of N.J.S.A. 17:9-1.4) I hereby certify that the foregoing is a true and correct copy of a resolution duly adopted by the:

<u>Winslow Township School District</u>			<u>09 / 08 / 2021</u>	
<i>Corporate Name of Employer</i>			<i>mm dd yyyy</i>	
<u>40 Cooper Folly Rd.</u>		<u>Atco</u>	<u>NJ</u>	<u>08004</u>
<i>Street Address</i>		<i>City</i>	<i>State</i>	<i>Zip Code</i>
<u>856</u>	<u>767-2850</u>			
<i>Area Code</i>	<i>Telephone Number</i>			

		<u>Business Administrator/Board Secretary</u>	
		<i>Signature</i>	<i>Official Title</i>
<u>538</u>	<u>21 600036</u>		
<i>Number</i>	<i>Employer's State Employer Identification Number (EIN)</i>		

15. Approve Engineering Services

Approve Consulting Municipal Engineers (CME), District appointed Engineers, to provide engineering services for the installation of a walking trail at School #4 at a fee of \$1,750. Services are to be charged to 11-000-230-334.

16. Approve Engineering Services

Approve Consulting Municipal Engineers (CME), District appointed Engineers, to provide engineering services to assist with the installation of new fencing around the electrical enclosure at School #4 at a proposed fee of \$1,500. The services are to be charged to 11-000-230-334.

17. Low Quote Vendor – Line Striping

Approve Tars and Stripes, the low quote vendor, to provide Line Striping at all the schools and the Administration Building at a cost of \$30,770.00. Services are to be charged to account #11-000-262-420.

18. Purchases – Ed Data Vendors

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

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

Mack Industries Inc – Ed Data #10392

Boiler Cleaning and Preventative Maintenance	School's #1, #2, #3 and the MS	\$16,179.00
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19. Purchase of Non-Instructional Equipment

Approve, authorize and ratify the purchase of an Apollo Diagnostic Scan Machine in the amount of \$5,599.00 to be used by the Transportation Department to test and service district buses. The item is to be charged to 12-000-270-732.

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

**XII. PERSONNEL**

**A motion was made by Ms. Thomas, seconded by Ms. Martin, 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 Request

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

	Name	Type of Leave	From	To	Paid/Unpaid
A	C.R.	Medical	9/1/2021	9/10/2021	Paid
B	C.T.	FMLA *Intermittent	9/1/2021	8/31/2022	Unpaid

**2. 2021/2022 Sixth Period Assignments**

Approve the following High School Sixth Period Teacher Assignments:

	<b>Name</b>	<b>Position</b>	<b>Stipend</b>
A	Handel, Arthur	Special Education	\$8,489.00
B	Moran, Denise	Special Education	\$8,489.00
C	Seidenberg, Nicholas	Special Education	\$8,489.00
D	Voss, Mark	Special Education	\$8,489.00

**3. 2021/2022 Seventh Period Assignment**

Approve the following High School Seventh Period Teacher Assignment:

	<b>Name</b>	<b>Position</b>	<b>Stipend</b>
A	Langhorne, Cryhten	Special Education	\$8,489.00

**4. New Teacher Orientation- Professional Development**

Approve to ratify Bridget Bollendorf and Jeana Hagan to present at New Teacher Orientation on August 30<sup>th</sup> and August 31<sup>st</sup>, at the contracted rate of \$43.73 per hour, to be paid from account Title II- Professional Development (20-272-200-100-000-00).

**5. ESEA- Title I Grant for Fiscal Year 2021/2022**

Approve the employees listed below to be charged to the ESEA- Title I grant for fiscal year 2021/2022:

Name	Job Title	% of Salary	Total Salary	Amount to be Charged	Account Line
Loney, Karen	Director of Curriculum	44.6%	\$151,098.00	\$67,390.00	20-239-100-100-000-00
Cox, Steven	Math Teacher – MS	100%	\$56,570.00	\$53,062.00	20-239-100-100-008-07
Gallagher, Alice	ELA Teacher – HS	80%	\$91,679.00	\$73,344.00	20-239-100-100-000-08
Sawyer, Stephanie	Math Teacher – HS	100%	\$89,999.00	\$89,999.00	20-239-100-100-000-08
Rosenberg, Theresa	Math Teacher – Sch. 6	80%	\$91,679.00	\$73,344.00	20-239-100-100-000-06
Kennedy, Robin	Title I Teacher – Sch. 5	100%	\$83,195.00	\$83,195.00	20-239-100-100-000-05
Zorzi, Lauren	Title I Teacher – Sch. 4	98%	\$67,145.00	\$65,803.00	20-239-100-100-000-04
Mailley, Lisa	ELA Teacher – Sch. 3	100%	\$67,145.00	\$67,145.00	20-239-100-100-000-03

6. **Preschool Grant for Fiscal Year 2021/2022**

Approve the employees listed below to be charged to the Preschool Grant for fiscal year 2021/2022:

Name	Job Title	% of Salary	Total Salary	Amount to be Charged	Account Line
Loney, Karen	Director of Curriculum	23.8%	\$151,098.00	\$35,961.00	20-218-200-103-000-00
Bombara, Joyce	Secretary- Curriculum	48.5%	\$59,202.00	\$28,718.00	20-218-200-105-000-00
Pullia, Danielle	PK Teacher – School 1	100%	\$58,670.00	\$58,670.00	20-218-100-101-000-01
Murray, Allison	PK Teacher – School 1	100%	\$58,370.00	\$58,370.00	20-218-100-101-000-01
Rouse, Tangika	PK Teacher – School 1	100%	\$60,170.00	\$60,170.00	20-218-100-101-000-01
DeAngelis, Kathleen	PK Teacher – School 2	100%	\$60,545.00	\$60,545.00	20-218-100-101-000-02
Nauss, Kelly	PK Teacher – School 2	100%	\$60,170.00	\$60,170.00	20-218-100-101-000-02
Kollar, Linda	PK Teacher – School 3	100%	\$58,470.00	\$58,470.00	20-218-100-101-000-03
Potts, Tufeka	PK Teacher – School 3	100%	\$60,170.00	\$60,170.00	20-218-100-101-000-03
Rapetti, Kristina	PK Teacher – School 3	100%	\$58,570.00	\$58,570.00	20-218-100-101-000-03
McKechney, Erica	PK Teacher – School 4	100%	\$57,770.00	\$57,770.00	20-218-100-101-000-04
Grossmick, Kaitlyn	PK Teacher – School 4	100%	\$56,570.00	\$56,570.00	20-218-100-101-000-04
Sorg, Alison	PK Teacher – School 4	100%	\$59,745.00	\$59,745.00	20-218-100-101-000-04

7. **2021 Special Education Summer Extended School Year Program**

Approve to ratify the following 2021 Special Education Summer Extended School Year Program Staff, at a rate of \$55.00 per hour, **on an as needed basis**, not to exceed six (6) hours per day. The program will be held July 6, 2021- August 11, 2021: (11-000-219-104-998-10, 11-000-213-104-154-10, 11-000-216-100-999-10 and 20-483-100-100-040-00)

	Name	Position
A	Borrero, Amanda	Teacher
B	Ceresini, Jacqueline	Teacher
C	Coley, Patricia	Teacher
D	Davis, Tricia	Teacher
E	Diggs, Carmen	Teacher
F	Douglas, Tina	Teacher

G	Fiala, James	Teacher
H	Halliday, Sandra	Teacher
I	Hill, Sarah	Teacher
J	Keppel, Thomas	Teacher
K	Kernaghan, Sabine	Teacher
L	Loughery, Krystle	Teacher
M	Macaro, Taylor	Teacher
N	McBride, Michael	Teacher
O	Miller, Michelle	Teacher
P	Moran, Denise	Teacher
Q	Rankin, Kecia	Teacher
R	Sorg, Alison	Teacher
S	Sutphen, MaryAnn	Teacher
T	Veale, Kathy	Teacher
U	Wardyn, Stacie	Teacher
A	Taylor, Latoya	Speech Language Specialist
A	McCready, Janet	Physical Therapist
A	Trail, Jennifer	Nurse

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	Absent
Motion Carried			

**XIII. ADDENDUM** **None at this time.**

**XIV. OPEN PUBLIC RECORDS ACT (OPRA) REQUEST** **None at this time.**

**XV. OLD BUSINESS** **None at this time.**

**XVI. NEW BUSINESS**

**Ms. McClendon.**

Ms. McClendon asked Dr. Poteat with the new school year is there a report for the number of returned and transferred students? Dr. Poteat said no but he will address it under his informational items.

**XVII. INFORMATIONAL ITEMS**

**Dr. Poteat**

Dr. Poteat would like to speak about back to school. He felt the first day back to school was successful especially considering all the students have not been in school for one and a half years. The administrators and teachers worked hand in hand with our young people to help make it successful. Keep in mind that 2 grade levels of students were in schools that they have never been in before. Most teachers in Schools 1-6 and the Middle School gave the students a tour to allow them to become accustomed to the layout of the building.

At the end of the day there was a dismissal issue with transportation. Starting at the High School new students were not aware that the buses were parked all around the building. This caused a 15 minute delay for the buses to leave as they waited for all the students to be boarded. This 15 minute delay caused a trickling down effect to the Middle School and the elementary schools. He is asking parents who pick up their children, not to block the entrances so that the buses can get into their positions. After the first day the second day dismissal had a significant improvement and we anticipate the dismissal process will continue to improve.

We had our water tested at all our schools for Legionella and other bacterias. Our water is safe for consumption at all the schools. Lead testing will be performed by November.

Student enrollment reports by the schools was 4,620. At the end of the day, Mr. Daryl Scott reported the student enrollment as 4,647. At the end of last year, enrollment was 4,572.

There was 1 positive case of Covid in the District as of today.

The Board approved all the School's back to school nights as noted in this agenda. All begin at 6:30 p.m.

As you pulled in tonight you might have noticed the new sign at the Middle School. The US Department of Education recognized Winslow Township Middle School as a US Partner of Education Green Ribbon School. A banner is also posted inside the school's vestibule.

Dr. Poteat encouraged parents who would qualify for Free or Reduced meals to fill out the application this year even though breakfast and lunches are free to all students. By having your application on file this year, your status for the Free or Reduced meal will carry over to the beginning of next year.

All in all, Madam Vice President, we think we are off to a pretty good start. Two days in and the young people, administrators and teachers seem to be excited to be back to school. We still have some kinks to work out and if any parents have any issues or concerns please call the building principal.

**Ms. Peterson**

Ms. Peterson thanked the board members who contributed snacks/refreshments to the Winslow Family Fund Day. All packages were given out within the first hour.



**Ms. Moore**

Ms. Moore asked Dr. Poteat if there was a way to contact parents if there is a transportation delay. Dr. Poteat apologized to the parents. A system is now in place. If a school bus is running late, the parents will receive a phone call.

**Ms. Peterson**

Ms. Peterson stated she sent the board members electronically a list of places to buy school clothes. She has also just received 5 more stores and she will send out the information by Friday. She mentioned most of these stores were provided by the people in the Township. Ms. Moore asked Ms. Peterson if this list is going to be given out. Dr. Poteat said the list should be supplied to the principals as they would be the contact for parents who need help finding uniforms. Dr. Poteat mentioned when he visited the schools on the first day he would say 98% of the students were in uniforms.

**Ms. McClendon**

Ms. McClendon wanted to inform the community that the PEBT Cards have been distributed, and to fill out the lunch application. Also, the uniform swap is coming up. The drop off is at the Middle School, Friday 6:30 p.m. to 7:30 p.m. and the time to shop is Saturday 10:00 a.m. to 11:00 a.m. Ms. Moore clarified that the drop off is Friday is 6:30 p.m. to 7:30 p.m. Anyone who drops off a uniform will get a ticket and they can shop on Saturday between 9:30 a.m. to 10:00 a.m. It is open to all others from 10:00 a.m. to 11:00 a.m.

**XVIII. PUBLIC COMMENTS (Time Limited)**

**A motion was made Ms. Thomas, seconded by Ms. Martin, to open the meeting for Public Comments at 7:47 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

**Shareen Ducasse**

Ms. Ducasse quoted the 2021-20220 District Goals 2b “Emphasis on collaboration with all district stakeholders.” She is concerned there were no school orientations before school started. Schools in the surrounding area were able to pull together a great transition and orientation for their students. However, our district did not have any orientation. I understand Dr. Poteat mentioned that the students were given a tour the first day of school but that did not stop the students’ and parents’ anxieties. Teachers and principals are good with picking up the slack but central administration should have had orientation for our kids. If we are striving to be equitable we need to make sure the Winslow Twp students are given the same opportunity as the students in the surrounding districts. She knows Dr. Poteat said to contact school principals and she did. The principal said he did not have time to give a tour. She understands that he is very busy and the principal did call back and apologize. She suggested that maybe the counselors could have information pertaining to the uniforms to relate to the parents on a more personal level. That information should be put out on social media so all parents can obtain it. Ms. Ducasse asked if boys and girls are separated at lunch time at the Middle School.

Mr. Poteat responded that they will take her recommendation regarding the orientation. The counselors will have the information regarding uniforms and it will be posted on our website. The principals will be informed as well. Dr. Poteat did not see any separation of boys and girls during lunch at the Middle School. However, he will have a discussion with Ms. Nwanguma and report back.

**Ms. Shante Scurry-Sadler**

Ms. Scurry-Sadler expressed concern about transportation delays and asked Dr. Poteat to please outline the communication plan. My child had a substitute that day so my child wasn’t where they were supposed to be. I contacted the transportation and the child got on the bus. She was very upset not knowing where her child was.

As an educator in regards with the governor’s Oct 18, 2021 mandate is there a contingency plan if a teacher refuses or disputes the plan? Dr. Poteat responded employees must follow the mandate. We are not going to argue with the staff. This is a safety issue. If the staff is not vaccinated they must be tested. We do not expect to have an issue but if there is one, as a school district, will have to deal with it.

Ms. Scurry-Sadler’s son has not been in school yet due to illness. Her concern is if children are showing symptoms of another illness, as it could be frightening to others, what are the protocols so that it does not become a hostile situation? Dr. Poteat responded that as with Pre-Covid, the nurse would evaluate and take the necessary steps. If the child comes to school with a medical doctor’s note there will no problem. She was also concerned with attendance as her child was out last year, and she had a truancy issue. Dr. Poteat responded as long as the child has a doctor’s note, attendance will not be an issue.

**Ms. McClendon**

Ms. McClendon said that Mr. Sheridan had stated at the last board meeting that over 90% of the teachers were vaccinated. Am I correct? Dr. Poteat replied yes Mr. Sheridan did state that to us. However, we have put in place a procedure for each building principal, in the privacy and confidentially of their office, to check to see if individuals are vaccinated or not. As far as we are concerned, yes you are vaccinated, or no if you're not vaccinated. As of October 18<sup>th</sup>, every week those who are not vaccinated have to provide us with a current test showing that they do not have Covid. Then, we don't have a problem. Dr. Poteat stated we will follow this as strictly as we possible can.

**Shareen Ducasse**

Ms. Ducasse encouraged the board to visit the school buildings in regards to the quality of food. She would like the board to see the food being served and taste the food first hand.

**XIX. ADJOURNMENT OF PUBLIC COMMENTS**

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

Voice Vote: All in favor

**XX. EXECUTIVE SESSION**

**A motion was made Ms. Thomas, seconded by Ms. Martin, to approve adoption of Executive Resolution and adjournment to Executive Session at 8:12 p.m.**

**WHEREAS**, the Open Public Meetings Act (N.J.S.A. 10:4-6 et seq.) requires all meetings of the Winslow Township Board of Education to be held in public, except as set forth in N.J.S.A. 10:4-12(b) which provides for nine (9) types of matters that may lawfully be discussed in "Executive Session," i.e. without the public being permitted to attend; and

**WHEREAS**, the Winslow Township Board of Education has determined that certain issues set forth below are permitted by N.J.S.A. 10:4-12(b) to be discussed without the public in attendance shall be discussed during an Executive Session to be held on September 8, 2021 at 8:12 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 matters under dockets # Cam-L-2528-21 and Cam-L-2111-21 and nature of the discussion, described as specifically as possible without undermining the need for confidentiality is pending litigation;

“(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 is: an informational item to be brought to the Board’s attention;

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

**WHEREAS**, the length of the Executive Session is estimated to be 15 minutes after which the public meeting shall reconvene and immediately adjourn.

**NOW, THEREFORE, BE IT RESOLVED** that the Winslow Township Board of Education will go into Executive Session for only the above stated reasons.

**BE IT FURTHER RESOLVED** that the Board hereby declares that its discussion of the aforementioned subject(s) will be made public at a time when the need for confidentiality no longer exists, or the public’s interest in disclosure is greater than any privacy or governmental interest being protected from disclosure.

**BE IT FURTHER RESOLVED** that the Board Secretary/Board Solicitor, shall read aloud enough of this resolution so that members of the public in attendance can understand, as precisely as possible, the nature of the matters that will privately discussed.

**BE IT FURTHER RESOLVED** that the Board Secretary, on the next business day following this meeting, shall furnish a copy of this resolution to any member of the public who requests one at the fees allowed by N.J.S.A. 47:1A-1 et seq.

Roll Call:			
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	Absent
Motion Carried			

**XXI. ADJOURNMENT OF EXECUTIVE SESSION**

**A motion was made Ms. Thomas, seconded by Ms. Martin to close the meeting of the Executive Session at 9:01 p.m.**

Voice Vote: All in favor
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**XXII. ADJOURNMENT**

**A motion was made Ms. Thomas, seconded by Ms. Martin to adjourn the meeting at 9:02 p.m. All Ayes.**

Respectfully Submitted,

Tyra McCoy-Boyle  
Business Administrator/Board Secretary

## OPERATIONS COMMITTEE MEETING MINUTES

6:00 p.m. Tuesday, August 24, 2021

Virtual – WebEx

**The Operations Committee met on Tuesday, Aug. 25, 2021 at 5:30 p.m. In attendance were Ms. Dredden, Committee Chair, and Mr. Shaw. Also, in attendance were Ms. Boyle, Ms. Chico and Mr. Mills. The following items were discussed:**

1. Update on Districts' Projects –
  - a. The balance of work to be completed by Dandrea:
    - i. The Greenhouse project has been completed.
    - ii. The installation of the electric drop in the large meeting room at the BOE will be completed at the end of August.
    - iii. Close-out documents have been delivered. The Construction Manager and BA will review the documents.
  - b. The District is waiting for close out document from DEC Electric, who installed the PA systems at all schools.
2. Mr. Mills reported on the following-
  - a. AED – annual inspections are scheduled for Thursday.
  - b. Water Testing – All District facilities were tested for Legionnaires and coliform last Tuesday. We will report the results when they arrive.
  - c. Lead Water Testing is scheduled to take place in the fall.
3. 2020-2021 - Other Projects:
  - a. The replacement of the acoustic ceiling tiles in the music rooms in A Wing of the High School appear to be on time.
  - b. The demo of the walk-in refrigerator/freezer at the Middle School has been completed. District has a quote for a temporary a refrigerator/freezer, i.e. truck, until the new unit is on sight.
  - c. Septic System Repair at School #1 is also on schedule.
4. Before & After School Update -

79 students have enrolled as compared to 33 last year. We are looking forward to 100 students. Staff orientation and CPR/AED certification are scheduled for next Monday and Tuesday, August 30<sup>th</sup> and 31<sup>st</sup>. The program intends on hiring an additional 20 staff members, all of which are Winslow residents.
5. Misc. Item
  - a. June 30, 2021 financials are on the agenda for approval.
  - b. The Double Good Popcorn fund raiser was discussed.
  - c. Uniform Assistance – 2 applications covering 2 students have been received.
  - d. Auditors will be coming soon to review the 2020-2021 records.

The meeting adjourned at 6:24 p.m. The next meeting will be held at 5:30 p.m. on Tuesday, Sept. 21, 2021.