

**WINSLOW TOWNSHIP BOARD OF EDUCATION**  
**Emergency Special Meeting - Agenda**  
**Tuesday, August 15, 2023**  
**(Live Stream Meeting) - WebEx**  
**4:00 p.m.**

**I. PUBLIC NOTICE** of this meeting was given to all Board Members and Associates in notices dated **08/15/2023**. Electronic notice of this Public Meeting has been provided specifying the time, place, and manner in which this meeting is being conducted. It was sent to the Courier Post, Atlantic city Press, 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**

Lorraine Dredde  
Debbie Esposito  
Rita Martin  
Cynthia Moore  
Rebecca Nieves  
Joe Thomas  
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. 2022-2023 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 safe and 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
    1. Promote communication and feedback opportunities
  - 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. Focus on refining our communication methods to better market our school district

**VI. WINSLOW TOWNSHIP BOARD OF EDUCATION  
RESOLUTION AUTHORIZING AN EMERGENCY SPECIAL MEETING ON  
AUGUST 15, 2023, IN ACCORDANCE WITH N.J.S.A. 10:4-9. B. OF  
THE OPEN PUBLIC MEETINGS ACT**

**WHEREAS**, this emergency special meeting of the Winslow Township Board of Education (“WTBOE” and/or “School District”) has been called for the following purpose: to discuss and consider the award of Bid No. 2024-01 entitled “A Resolution to Award Teacher Classroom Assistants, Educational Student One-on-One Aides, Educational Bus Aides, and Before and After School Childcare program Supervisors & Aides”; and

**WHEREAS**, the normal requirements of the law regarding 48-hours’ notice has not been met due to lack of time and urgency of the subject matter; however, notices of this emergency meeting were forwarded, via facsimile and e-mail, to the Camden Courier Post and the Atlantic City Press on August 15, 2023 at 10:15 am; and

**WHEREAS**, the purpose of the meeting is to address an ongoing crisis to provide critically needed Teacher Classroom Assistants, Educational Student One-on-One Aides, Educational Bus Aides, and Before and After Childcare Program Supervisors & Aides that may impact the operations of the School District and the delay of such a meeting may create a greater, more significant impact on the WTBOE’s operations and the need for adequate notice could not reasonably have been foreseen at a time when adequate notice could have been provided.

**NOW, THEREFORE, BE IT RESOLVED**, by the Winslow Township Board of Education as follows:

1. The provisions of the **WHEREAS** clauses set forth above are incorporated herein by reference and made a part hereof.
2. The WTBOE hereby declares and authorizes an emergency requiring a special emergency meeting as set forth herein.

On a motion made by _____, seconded by _____, approval to move to Executive Session is granted at _____. Exceptions: _____	
<i>Roll Call:</i>	
_____ Ms. Dredden	_____ Mr. Thomas
_____ Ms. Esposito	_____ Ms. Thomas
_____ Ms. Martin	_____ Ms. Peterson
_____ Ms. Moore	_____ Ms. Pitts
_____ Ms. Nieves	

**VII. 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.

On a motion made by \_\_\_\_\_, seconded by \_\_\_\_\_, approval of Public Comments is granted.  
 Exceptions: \_\_\_\_\_  
 Voice Vote: \_\_\_\_\_

**VIII. ADJOURNMENT OF PUBLIC COMMENTS**

On a motion made by \_\_\_\_\_, seconded by \_\_\_\_\_, approval to adjourn Public Comments is granted.  
 Exceptions: \_\_\_\_\_  
 Voice Vote: \_\_\_\_\_

**IX. 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 August 15, 2023 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.

On a motion made by \_\_\_\_\_, seconded by \_\_\_\_\_, approval to move to Executive Session is granted at \_\_\_\_\_. Exceptions: \_\_\_\_\_

Roll Call:

\_\_\_\_\_ Ms. Dredden  
\_\_\_\_\_ Ms. Esposito  
\_\_\_\_\_ Ms. Martin  
\_\_\_\_\_ Ms. Moore  
\_\_\_\_\_ Ms. Nieves

\_\_\_\_\_ Mr. Thomas  
\_\_\_\_\_ Ms. Thomas  
\_\_\_\_\_ Ms. Peterson  
\_\_\_\_\_ Ms. Pitts

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

On a motion made by \_\_\_\_\_, seconded by \_\_\_\_\_, approval to adjourn Executive Session is granted.  
Exceptions: \_\_\_\_\_  
Voice Vote: \_\_\_\_\_

**XI. RESOLUTION OF THE WINSLOW TOWNSHIP BOARD OF EDUCATION  
AWARDING THE CONTRACT FOR TEACHER CLASSROOM ASSISTANTS,  
EDUCATIONAL STUDENT ONE-ON-ONE ADIES, EDUCATIONAL BUS AIDES, AND  
BEFORE AND AFTER SCHOOL CHILDCARE PROGRAM SUPERVISORS AND AIDES TO  
ESS SUPPORT SERVICES, LLC**

**Exhibit XI:1**

**WHEREAS**, detailed specifications were completed and bids were properly advertised by the Winslow Township Board of Education (“WTBOE” and/or “Board”) for Teacher Classroom Assistants, Educational Student One-on-One Aides, Educational Bus Aides, and Before and After School Childcare Program Supervisors & Aides on two (2) occasions, as Bid 2023-08 and Bid 2024-01; and

**WHEREAS**, on both occasions, the remaining apparent low bidder was ESS Support Services, LLC (“ESS”) with a 37.5% markup for all positions, which would result in a total cost to the WTBOE of \$4,959,900.00; and

**WHEREAS**, Ms. Tyra McCoy-Boyle, Business Administrator/Board Secretary on behalf of the WTBOE advised that the Board has appropriated \$4,282,677.00 for this contract, thereby making ESS’s bid \$677,223.00 above the Board’s appropriated amount on both occasions; and

**WHEREAS**, the bids were rejected by the WTBOE on both occasions pursuant to N.J.S.A. 18A:18A-22(b) and, on the second occasion, as bids had been advertised on two (2) occasions and the WTBOE has rejected such bids on both occasions because it had determined that the bids are not reasonable as to price, the WTBOE authorized the negotiation of the contract pursuant to N.J.S.A. 18A:18A-5(c); and

**WHEREAS**, negotiations pursuant to N.J.S.A. 18A:18A-5(c) occurred for the Teacher Classroom Assistants, Educational Student One-on-One Aides, Educational Bus Aides, and Before and After School Childcare Program Supervisors & Aides, including an in-person session held on August 14, 2023, which resulted in an agreement with ESS in the form attached hereto and made apart hereof; and

**WHEREAS**, the WTBOE desires to authorize the award of the contract for Teacher Classroom Assistants, Educational Student One-on-One Aides, Educational Bus Aides, and Before and After School Childcare Program Supervisors & Aides to ESS in the form attached hereto and made apart hereof, subject to review by the WTBOE Solicitor.



**NOW, THEREFORE, BE IT RESOLVED**, by the Winslow Township Board of Education as follows:

1. The provisions of the **WHEREAS** clauses set forth above are incorporated herein by reference and made a part hereof.
2. The contract for Teacher Classroom Assistants, Educational Student One-on-One Aides, Educational Bus Aides, and Before and After School Childcare Program Supervisors & Aides on behalf of the Winslow Township Board of Education is hereby awarded to ESS Support Services, LLC in the form attached hereto and made apart hereof, pursuant to N.J.S.A. 18A:18A-5(c), subject to review by the WTBOE Solicitor.
3. The Board Administrator and/or her designee are hereby authorized and directed to take any and all actions necessary to effectuate award the contract for Teacher Classroom Assistants, Educational Student One-on-One Aides, Educational Bus Aides, and Before and After School Childcare Program Supervisors & Aides to ESS Support Services, LLC, pursuant to N.J.S.A. 18A:18A-5(c), subject to review by the WTBOE Solicitor.

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

**XI. ADJOURNMENT Time:** \_\_\_\_\_

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