

# WINSLOW TOWNSHIP BOARD OF EDUCATION

## Emergency Special Meeting Tuesday, August 15, 2023 (Live Stream Meeting) - WebEx 4:00 p.m. Minutes

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

Present:	Lorraine Dredde	Joe Thomas
	Debbie Esposito	Kelly Thomas
	Rita Martin	Julie Peterson, Vice President (arrived 4:19)
	Rebecca Nieves	Cheryl Pitts, President

Absent Cynthia Moore

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

### IV. PLEDGE OF ALLEGIANCE

### V. 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

**A motion was made by Ms. Martin, seconded by Ms. Nieves, to declare and authorize an emergency Special meeting.**

**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.

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

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

**A motion was made by Mr. Thomas, seconded by Ms. Dredden, to open the meeting for Public Comments at 4:10 p.m.**

Voice Vote: All in favor

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.

**No Participation.**

**VIII. ADJOURNMENT OF PUBLIC COMMENTS**

**A motion was made by Ms. Martin, seconded by Ms. Dredden, to close the meeting for Public Comments at 4:11 p.m.**

Voice Vote: All in favor

**IX. EXECUTIVE SESSION**

**None at this time.**

**A motion was made by Ms. Martin, seconded by Mr. Thomas, to award the negotiated contract to ESS Support Services, LLC for a term of one (1) year (with the option for two (2) one (1) year renewals, subject to appropriations).**

**X. 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.

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

**XI. ADJOURNMENT**

**A motion was made by Ms. Martin, seconded by Ms. Esposito to adjourn the meeting at 4:23 p.m. All Ayes.**

Respectfully Submitted,

Tyra McCoy-Boyle  
Business Administrator/Board Secretary