

WINSLOW TOWNSHIP BOARD OF EDUCATION
Regular Board of Education Meeting
Winslow Township Middle School – Cafeteria
Wednesday, December 14, 2022
7:00 p.m.
Minutes

I. PUBLIC NOTICE of this meeting was given to all Board Members and Associates in a notice dated **08/25/2022**. 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	John M. Shaw, Jr.
	Lorraine Dredde	Kelly Thomas
	Rita Martin	Julie Peterson, Vice President
	Cynthia Moore	Cheryl Pitts, President
	Rebecca Nieves	

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

IV. PLEDGE OF ALLEGIANCE

V. 2022-2023 DISTRICT GOALS

(Ms. Peterson)

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. AWARDS/PRESENTATIONS

1. School No. 3 Presentation

Ms. Gilbert-Floyd introduced staff and students from School 3 as they completed a performance which was based on the theme of love, peace, and joy. Dr. Poteat thanked the students and staff for an excellent presentation.

VII. CORRESPONDENCE

None at this time.

VIII. MINUTES

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

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

Regular Meeting Tuesday, November 22, 2022 Open Session

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

IX. BOARD COMMITTEE REPORTS

Athletic Committee – Mr. Shaw – None at this time. Mr. Shaw discussed a post on Twitter pertaining football players of the class of 2023. On December 20, 2023 there will be a college fair at Willingboro High School from 6:30 p.m. to 8:30 p.m. All football players from Burlington, Camden and Gloucester Counties are encouraged to attend with their parents and to bring their transcripts. Ms. Pitts suggested that the information be posted on the District’s website.

Education Committee – Ms. Peterson – None at this time.

Diversity, Equity and Inclusion Committee – Ms. Thomas – None at this time.

Marketing Committee – Mr. Blake – None at this time.

Operations Committee – Ms. Dredden – Minutes are attached.

Policy Committee – Ms. Pitts – None at this time.

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

Ms. Janaya Sharpe, the student representative from the High School announced that The Giving Tree is ending this Friday or Monday at the latest. They would appreciate any donations or wrapped gifts.

X. SUPERINTENDENT'S REPORT

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

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

1. First Reading of Board Policies & Regulations **None at this time.**
2. Second Reading & Adoption of Board Policies & Regulations **None at this time.**
3. Security/Fire Drill

Approve the Security/Fire Drill Report, for the month of November 2022, as presented below:

<i>School</i>	<i>Date</i>	<i>Elapsed Time</i>	<i>Type of Drill</i>	<i>A.M./P.M.</i>
School #1	11/18/22	6 min. 41 sec.	Lockdown Drill	11:00 AM
	11/23/22	3 min.	Fire	7:48 AM
School #2	11/7/22	5 min. 12 sec.	Fire	2:06 PM
	11/28/22	6 min. 45 sec.	Non-Fire Evacuation Drill	2:22 PM
School #3	11/29/22	5 min.	Fire	2:15 PM
	11/30/22	6 min.	Shelter in Place	1:39 PM
School #4	11/7/22	6 min. 26 sec.	Fire	2:54 PM
	11/23/22	9 min. 51 sec.	Lockdown Drill	9:36 AM
School #5	11/29/22	7 min.	Lock Out Drill	1:17 PM
	11/7/22	5 min. 5 sec.	Fire	9:17 AM
School #6	11/22/22	5 min. 13 sec.	Fire	2:07 PM
	11/29/22	6 min.	Shelter in Place	1:10 PM
Winslow Twp. M.S.	11/17/22	25 min.	Fire	7:52 AM
	11/22/22	12 min.	Fire	1:03 PM
Winslow Twp. H.S.	11/7/22	7 min.	Fire	12:58 PM
	11/23/22	20 min.	Lock Out Drill	12:15 PM

4. Professional Development/Workshops & Conferences **Exhibit X A: 4**

Approve Professional Development/Workshops & Conferences as listed 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 Out of District Tuition Students for the 2022/2023 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) **Exhibit X A:8**
Approve the placement of Homeless students as listed in the attached exhibit.
9. Division of Child Protection & Permanency (DCP&P) **Exhibit X A: 9**
Approve the placement of DCP&P students as listed in the attached exhibit.
10. Fundraiser(s) **Exhibit X A: 10**
Approve Fundraisers as listed below and in the attached exhibit:

School 6
 - Scholastic Book Fair, (1/13/23-1/20/23), H.S.A.
 - Scholastic Book Fair Family Night, (1/13/23), H.S.A.
High School
 - Smencil Sales, (2022-2023 School Year), Environmental Club
 - Sports Paradise Team Apparel Sales, (Dec. 2022-Jan 2023), Boys Lacrosse Team
 - Coupon Book Sale, (1/16/23-1/30/23), Marching Band
11. School 2 – Giving Tree
Approval requested for School 2 to participate a Giving Tree activity to benefits students and local community. This would consist of putting up a “tree” with names and gift requests which will be donated by staff members to School 2 families and community.
12. School 4 – Story Time w/Santa
Approval requested for School 4 to host Story Time w/Santa on Monday, December 19, 2022 from 6:00 p.m. to 7:30 p.m. for PK and K students at no cost to the district or school.
13. School 4 – Grant Applications
Approval requested for School 4 to apply for a grant for the Hess Corporation and Baylor College of Medicine’s STEM Educational Outreach program, which will offer FREE learning kits for students grades K-8, which include Hess Toy Trucks along with a STEM curriculum that demonstrates how the toys can be used as learning tools. These toys/tools will be used by students in our lower and upper elementary schools during our summer enrichment program. A STEM Kit includes twelve 2022 Hess Toy Trucks to be used with a free downloadable 2022 Hess toy truck STEM curriculum guide. Applications will be accepted through December 31, 2022. There is no cost to the district.

14. School 5 – Jump Rope for Heart

Approval requested for School 5 to host Jump Rope for Heart on Tuesday, February 14, 2023 during school hours.

15. School 5 – Family Fun Night

Approval requested for School 5 to host Family Fun Night on Thursday, March 23, 2023 from 7:15 – 8:15 PM.

16. High School Book Club Advisor

Approval requested for Emily Reilly, High School After School Book Club Advisor, to be paid from Account #:11-000-221-110-000-20 for the 2022-2023 school year.

17. High School Guest Speaker

Approval is requested for WTHS to have guest speaker Amanda Marcks from Rowan University speak to Science Classes on Monday, January 9, 2023 about scientific careers and majors.

18. High School Spanish Honor Society Induction

Approval is requested for WTHS to hold its Spanish Honor Society Induction Ceremony on Thursday, January 26, 2023 in the HS Auditorium from 6:00 p.m. to 8:00 p.m.

19. School Nurses CPR Training

Ratify the Winslow Township EMS Foundation to conduct CPR Training for District Nurses on Thursday, December 8, 2022 at a cost of \$50 pp for a total off \$500. (Acct #20-273-200-300-000-00, Title II.)

20. Staff Professional Development

Approval requested for Integrated Care Concepts and Consultation to provide Professional Development to staff on February 17, 2023, on the topic of strategies for wellness and mindfulness. Cost of \$6,200.00 to be paid from the Title II Account: 20-273-200-300-000-00.

21. School Nurse Professional Development Presentation

Approve the following Nursing Professional Development presentations, to be given to District Nurses and any other pertinent District personnel:

- Ann Marie Powel (a representative of the glucagon injection company Gvoke) to provide a professional development on February 17, 2023 at 8:00 AM on the topic of low blood sugar and the administration of a glucagon injection device. There is no cost to the district.

- Rutgers University RU RIOT (Rutgers Interdisciplinary Opioid Trainers) to present a virtual professional development presentation on February 17, 2023 at 9:00 AM on opioids and the science of addiction and the brain. There is no cost to the district.
- School Based Youth Services to host a presentation on the administration of naloxone on February 17, 2023 at 10:00 AM. Narcan kits will be provided to the district after successful completion of the virtual presentation. There is no cost to the district.

22. Professional Development: South Jersey Christian Academy

Approval requested for South Jersey Christian Academy to have two staff members, LeighAnn Harris and Beth Parks, to attend the Wilson Language Foundations Level 1 Virtual Training on December 15, 2022. Cost of \$299.00 per staff member for a total of \$598.00 to be paid out of the 2022-2023 ESSA Grant – Title II funds, Account #20-273-200-500-000-75.

23. South Jersey Christian Academy Paraprofessional

Approve Kathleen Mary Todaro as a paraprofessional to work with South Jersey Christian Academy for the 2022-2023 school year. Cost not to exceed \$978.00 per student for the 2022-2023 school year, paid through ESSA – Title I, Account #: 20-232-100-300-000-75. Certificate on file for above non-public tutor.

24. Out of District Students

Approve the following Out of District students to be applied to the IDEA Grant for the 2022-2023 school year. Account #20-254-100-500-000-00.

Student #	School	Tuition	ESY	Notes
3071	Larc	\$ 38,790.18	\$ -	New placement
3008	Durand	\$ 46,946.25	\$ -	New placement

25. Professional Development – AtlantiCare

- Approval is requested for Christine Guzman, AtlantiCare Supervisor of School Health Specialist, to provide professional development sessions for district staff on February 17, 2023 on the topic of wellness at no cost to the district.
- Approval is requested to accept the offer from Christine Guzman, AtlantiCare Supervisor of School Health Specialist, to provide two (2) wellness baskets and a few WaWa gift cards (to be raffled off to staff) for the February 17, 2023 in-service day.
- Approval is requested to accept the offer from Christine Guzman, AtlantiCare Supervisor of School Health Specialist, to provide a gift card in the amount of \$200 to purchase food for the February 17, 2023 in-service day.

26. WTHS Transitional Day Event

Approval is requested for the WTHS CST to host the Annual Transitional Day Event on February 16, 2023 (Snow Date: February 23, 2023) in the WTHS Auxiliary Gym. This event is held to meet the transitional goals of special education students. Invited guest to include students, parents, and vendors.

List of Participating Vendors: Camden County College, Rowan College, Gloucester County College, Gloucester County Institute of Technology, TD Bank, Lincoln Technical Institute, Division of Rehabilitation Services, Ability Center, Philadelphia Art Institute, Atlantic Cape Community College, Full Sail University, Berkely College, Mortuary Services, Junior Reserve Officer Training Corps, Winslow Township Police Department, and realtor representatives.

27. WTHS Eagles Landing – Annual Peer Leadership Conference

Approval is requested for WTHS Eagles Landing to take six (6) students and two staff to the NJ Elks 34th Annual Peer Leadership Conference from February 3 through February 5, 2023. This overnight conference will be held at the Ocean Place Resort and Spa in Long, Branch, NJ and the theme is “Elks and Youth: Promoting Wellness in Our Communities.” The total cost for students and staff is \$3,430. (Acct. #20-291-200-300-000-00)

28. Middle School – Environmental STEM

Approval is requested for WTMS 7th and 8th Grade Environmental STEM students to participate in the Panasonic Student Eco Citizenship Project-Eco Diary Competition, sponsored by the Foundation for Impact on Literacy and Learning, from January 3, 2023 to May 12, 2023. Students will be asked to define environmental issues, create actions to solve the issues, apply the actions in their community to help solve the problem, and lastly evaluate their actions conducted and share their results. Students complete an Eco Diary to document their environmental action plan and results. There is no cost for participate in the program.

29. School 1 – Great Kindness Challenge Week

Approval is requested for School 1 to participate in the following activities during Great Kindness Challenge Week (January 23-27, 2023):

- Monday–Warm up your school with Kindness: Wear your sunshine/wear yellow
- Tuesday–Workout your problems with Kindness: Wear your favorite workout gear
- Wednesday – Light Up someone’s day with Kindness: Wear bright neon clothing
- Thursday–Make Kindness a pattern: Wear a pattern (stripes, plaid, dots)
- Friday–Powered by Kindness: Dress as your favorite Super Hero

30. School 1 – The Crisis/Response Canines Team Visit

Approval is requested for The Crisis /Response Canines Team to visit Ms. Grubb’s first grade class on Tuesday, December 20, 2022 at 10:00 a.m. The team will read to the children, and the children will have an opportunity to meet the K-9 unit and their dogs. There is no cost to the district.

31. WTHS – Winter Athletic Schedule **Exhibit X A: 31**

Approval is requested for the WTHS 2022/2023 Winter Athletic schedule.

B. Principal’s Update

- 1. Harassment, Intimidation & Bullying Report (11/16/22-11/30/2022) **Exhibit X B: 1**
- 2. Suspension Report **Exhibit X B: 2**
- 3. Ethnicity Report **Exhibit X B: 3**
- 4. School Highlights **Exhibit X B: 4**

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

XI. BUSINESS ADMINISTRATOR/BOARD SECRETARY’S REPORT

A motion was made by Mr. Shaw, seconded by Mr. Blake, to approve A. & B. and tabling the item in #20 charged to account number 11-000-270-420, as recommended by the Business Administrator/Board Secretary.

A. REPORTS

- 1. Aramark Update **Exhibit XI A: 1**

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

- 1. Line-Item Transfers **Exhibit XI B: 1**

Approve the Line Item Transfers, for the month of October 2022, in accordance with N.J.S.A. 18A:22-8, as per the attached exhibit.

- 2. Board Secretary’s Report **Exhibit XI B: 2**

Approve the Board Secretary’s Reports in accordance with 18A:17-36 and 18A:17-9 for the month of October 2022. The Board Secretary certifies that no line-item account has been over expended in violation of N.J.A.C. 6A:23A-16.10 (c) 3 and that sufficient funds are available to meet the district’s financial obligations for the remainder of the fiscal year.

3. Reconciliation Report **Exhibit XI B: 3**

Approve the Reconciliation Reports in accordance with 18A:17-36 and 18A:17-9 for the month of October 2022. The Reconciliation Reports and Board Secretary's Reports are in agreement for the month of October 2022.

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 \$2,608,145.94 as per the attached exhibit.
- b. Ratify the Manual Bill List in the amount of \$8,095.35 as per attached exhibit.

7. Payroll

Approve Payroll, for the month of November 2022, as listed below:

- November 15, 2022 \$2,500,965.32
- November 30, 2022 \$2,632,447.87

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

Approve the Disposal of School Property listed below:

Location	Department	Description
School 1	Technology	(3) iPad carts, 11 years, outdated (1) Title I Grant iPad cart, 11 years, outdated (1) Preschool Grant iPad cart, 11 years, outdated (3) ASUS CB C202S, 7 years, broken, end of life (1) Dell monitor, 10 years, broken, end of life (126) iPads model A1395, 11 years, outdated, incompatible (28) Title 1 Grant iPads model A1395, 11 years, outdated, incompatible (1) Title 1 Grant Dell CB P22T, 7 years, broken, end of life
School 2	Technology	(5) Smartboards, 5-6 years, outdated, not in use (1) HP LaserJet 4050N printer, 10+ years, outdated, does not work (1) HP CP2025 printer, 10+ years, outdated, does not work

School 3	Technology	<ul style="list-style-type: none"> (10) iPads, 12 years, does not work (1) iPad Title I 2010-2011, 12 years, does not work (4) Dell Optiplex 990, 12 years, does not work (1) Epson Powerlite 83+, 10 years, does not work (7) Dell Keyboards, 10 years, does not work (1) HP LaserJet 1012, 12 years, does not work (1) Dell E2013Hc monitor, 9 years, does not work (14) Dell P22T Chromebooks, 10 years, does not work (3) Dell Chromebook 11, 10 years, does not work
School 4	Technology	<ul style="list-style-type: none"> (2) Smartboard pen trays, 9 years, does not work (USB) (15) Samsung Chromebooks, 9 years, does not work (4) Dell P22T Chromebooks, 7 years, does not work (4) Dell Chromebooks 11 3180, 5 years, does not work (1) Xerox Phaser 3260 printer, 8 years, does not work
School 6	Technology	<ul style="list-style-type: none"> (1) HP LaserJet P2035, 12 years, does not work (1) HP DesignJet T790 poster printer, 10 years, does not work (1) HP LaserJet 1012, 12 years, does not work (1) Gateway E-4700S, 12 years, does not work (1) Gateway 17" monitor, 12 years, does not work (1) Dell E2013Hc monitor, 9 years, does not work (1) Dell 5330dn printer, 9 years, does not work (4) Epson Powerlite 83+projector, 13 years, does not work (1) NEC VT470 projector, 17 years, does not work (2) Dell Optiplex 980, 12 years, does not work (1) Rolling charging cart, 12 years, does not work (1) Rolling charging cart (large), 12 years, does not work (1) PC, 12 years, does not work (1) APC Netshelter rack, 10 years, broken (7) Dell Optiplex 960, 12 years, does not work (1) Dell E2210Hc monitor, 12 years, does not work (1) Dell Optiplex 360, 16 years, does not work (6) iPad charging carts, 10 years, obsolete (105) iPads, 10 years, obsolete (2) Chromebooks, 10 years, obsolete (62) Samsung Chromebooks, 12 years, obsolete (1) Powerlite 95 projector, 10 years, does not work (140) iPads, 10 years, does not work (10) Dell Chromebook 11, 8 years, does not work (89) Samsung Chromebooks, 10 years old, does not work
High School	Technology	<ul style="list-style-type: none"> (3) Dukane film projector, 40 years, outdated (1) Recordex simplicity Cam, 20 years, outdated (1) Epson EMP projector, 15 years, broken/outdated (1) Sony 5-disc CD changer, 20 years, outdated (1) RCA CD player, 20 years, outdated (1) GoVideo VHS player, 25 years, outdated (1) Panasonic Camcorder, 25 years, outdated (1) Kramer HDMI distributor, 15 years, outdated (1) GoVideo VHS player, 20 years, outdated (2) Pioneer laserdisc players, 20 years, outdated (1) JVC AV selector, 20 years, outdated (1) Denon Cassette/CD player, 20 years, outdated (2) Elmo doc cam, 20 years, outdated (1) ARM computer monitor, 20 years, outdated

		(1) ELO monitor, 15 years, outdated (3) Panasonic DVD players, 20 years, outdated (4) Panasonic DVD players, 15 years, outdated (3) Panasonic VHS players, 25 years, outdated (3) Panasonic VHS players, 20 years, outdated (1) Panasonic VHS player, 15 years, outdated (1) RCA DVD player, 20 years, outdated (1) Magnavox VHS/DVD player, 15 years, outdated (1) Toshiba VHS player, 20 years, outdated (3) Zenith DVD players, 15 years, outdated (1) Emerson VHS player, 20 years, outdated (1) Roberts recorder, 25 years, outdated (1) Sharp cassette recorder, 25 years, outdated (1) Rane audio equalizer, 20 years, outdated (1) LTO audio compressor, 20 years, outdated (1) Numark CD player, 10 years, outdated (1) Samson audio crossover panel, 15 years, outdated (1) Ultra audio equalizer, 20 years, outdated (1) Eurorack audio equalizer, 15 years, outdated (1) Extron audio selector, 20 years, outdated (1) Sylvania VHS player, 25 years, outdated (1) Magnavox DVD/VHS player, 20 years, outdated (1) Samsung VHS player, 25 years, outdated (1) Omnivision VHS player, 15 years, outdated (2) Sony VHS player, 20 years, outdated (1) GoVideo DVD/VHS player, 20 years, outdated (4) HP Deskjet D4360 printer, 15 years, outdated (1) Dell PC monitor, 15 years, outdated
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9. Use of Facilities

Approve the following Use of Facilities as listed below:

School	Organization	Dates	Day/Time	Room	Fee
School 3	Winslow Township Youth Soccer Association	January 6, 2023 to March 10, 2023	Monday, Tuesday, Wednesday, Thursday 6:00 p.m. – 9:00 p.m.	Gymnasium	\$25
School 6	Winslow Township Youth Soccer Association	January 6, 2023 to March 10, 2023	Friday 6:00 p.m.- 9:00 p.m.	Gymnasium	-0-

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

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

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

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

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

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

WHEREAS, The Board of Education finds that a mileage reimbursement rate equal to that of the federal Internal Revenue Service mileage reimbursement rate of \$.47 per mile is a reasonable rate; and,

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

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

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

<u>Board Member Name</u>	<u>Program Name</u>	<u>Date</u>	<u>Event Cost</u>
Cheryl Pitts	Camden/Gloucester Hybrid/SBA	December 15, 2022	NC
Rebecca Nieves	Meeting		
Cynthia Moore			

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

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

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

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

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

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

WHEREAS, The Board of Education finds that a mileage reimbursement rate equal to that of the federal Internal Revenue Service mileage reimbursement rate of \$.47 per mile is a reasonable rate; and,

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

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

RESOLVED, That the Winslow Township Board of Education, acknowledges that the Superintendent of Schools has approved the attendance of the below listed Board Members in advance thereof, which shall be subsequently ratified and authorized at the next regular or special meeting, as required by statute, for the attendance at ***the following NJSBA training program and informational event:***

<u>Board Member Name</u>	<u>Program Name</u>	<u>Date</u>	<u>Event Cost</u>
Rebecca Nieves	Sussex County SBA Hybrid Meeting-Inflation and Budget	November 29, 2022	NC
Rebecca Nieves	Bergen County SBA Hybrid-School Security	November 30, 2022	NC
Cheryl Pitts	Southern Region's NJSBA 3Rs: Roles, Responsibilities and Resources	December 1, 2022	NC
Rebecca Nieves	Middlesex County SBA Hybrid-Perils of Being a School Board Member	December 1, 2022	NC
Rebecca Nieves	Essex County SBA Hybrid-Learning Loss	December 7, 2022	NC
Rebecca Nieves	Somerset County SBA Hybrid-Communication Tips for School Districts	December 8, 2022	NC
Rebecca Nieves	Legislative Committee Meeting	December 10, 2022	NC

12. Professional Development

Approve Ms. Tyra McCoy-Boyle, Business Administrator / Board Secretary, and Ms. Regina Chico, Assistant Business Administrator, to attend the NJASBO workshop "Employment Issues" on January 24, 2022 from 9:00 a.m. to 12:00 p.m. The workshop will be held in person in Mt. Laurel, NJ. The total cost to the District is \$125 per person.

13. Purchase – HCESC Contract Vendor

Approve the following purchases, in the following amounts, from the following approved HCESC Contract vendor:

Items charged to 11-000-261-420

<u>McCloskey Mechanical Contractors, Inc. – HCESC-SER-21A</u>		
Paterson Kelly Parts Proposal	Clean, Repair, Maint #1	\$15,186.23
<u>McCloskey Mechanical Contractors, Inc. – HCESC-SER-21A</u>		
School 1 HVAC Supplies	Clean, Repair, Maint #1	\$878.94

Items charged to 11-000-262-610

<u>McCloskey Mechanical Contractors, Inc. HCESC-SER-21A</u>		
Motors for the District	General Supplies	\$883.11

Items charged to 11-000-262-610

<u>General Chemical and Supply – HCESC-CAT 19-02</u>		
Custodial Supplies	General Supplies	\$10,739.77

14. Purchase – Ed Data Vendor

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

Items charged to 20-218-100-600

<u>Lakeshore Learning Material – Ed Data #11004</u>		
Preschool Items	Preschool Expansion-Supplies	\$6,463.80

15. Renewal – Bid 2021-18 - HVAC Filters

Approve a one-year renewal for Bid 2021-18 with Tri-Dim Filter Corporation for the 2022-2023 school year, to provide HVAC Filters to the District, at a total cost of \$48,862.88. Items are to be charged to account #11-000-262-610.

16. Parental Transportation Contract

Approve the Parental Transportation Contract for Juan and Michele Cuello to transport their child at a rate of \$90.00/day in accordance with the term as follows:

November 16, 2022 – June 30, 2023

The parent/legal guardian will provide to the Board Secretary evidence of a valid Driver's license, a valid vehicle registration and display a current inspection sticker on the windshield. In addition, the parent/legal guardian shall furnish automobile liability insurance not less than \$1,000,000 single limit coverage per occurrence.

17. Monmouth-Ocean Educational Services Commission 2022-2023 **Exhibit XI B: 17**

Approve the Monmouth-Ocean Educational Services Commission 2022-2023 contract to provide Special Education Transportation, Vocational Education Transportation and Non-Public transportation as needed during the 2022-2023 school year per the attached exhibit.

18. Gloucester County Special Services School District 2022-2023

Approve the Gloucester County Special Services School District contract to provide Cooperative Transportation Routing for Homeless, Non-public, Special Education, Vocational Education Transportation and Non-Public transportation as needed during the 2022-2023 school year per the attached exhibit.

19. Camden County Educational Services Commission (CCESC) Routes 2022-2023

Approve the following routes at the following rates through the Camden County Educational Services Commission for 2022-2023:

<u>Route</u>	<u>To</u>	<u>Per Diem Rate</u>
785Q	Brookfield Elementary	\$380.00
1012Q	Yale-Mullica Hill	\$502.95
1898	Orchard Friends	\$400.00
1918Q	Moorestown HS	\$409.98
2021Q	Winslow #5	\$379.00
2022Q	Virtua Castle Program	\$550.00
2031Q	Winslow #6	\$550.00
2139Q	Kingsway	\$475.00
2140Q	Katzenbach	\$555.00
2159Q	Kingsway	\$288.00
2942Q	CCTS-Sicklerville	\$420.00
3138Q	Winslow #1	\$409.00

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

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

<u>Items charged to 11-000-270-420</u> TABLED		
<u>Wolfington Body Co. Inc. – ESCNJ 21/22-23 #14</u>		
Bus #9 Engine Rebuild	Cleaning, Repair, Maintenance	\$28,648.79
<u>Items charged to 11-000-270-615</u>		
<u>Wolfington Body Co. Inc. – ESCNJ 21/22-23 #14</u>		
Bus #8 and parts	Transportation Supplies	\$9,538.24

21. Purchase - Perkins Grant

Approve the purchase of computers from SHI International Corp., a NJSBA TEC program vendor, procurement #E-8801-NJSBA ACES-CPS, in the amount of \$8,712.00. Items are to be charged to the Perkins Grant, account #20-376-100-600.

22. Purchases - CRRSA-ESSER II Grant

Approve the following purchases for the media centers at the elementary schools, in the following amounts from Demco Inc., an approved Ed Data Vendor, EDS bid #C80901. Items are be charged to the CRRSA-ESSER II Grant account #20-483-100-600.

School 1 Media Center	\$13,389.73
School 2 Media Center	\$1,722.86
School 3 Media Center	\$3,196.03
School 4 Media Center	\$2,214.93

23. Monmouth-Ocean Educational Commission Routes 2022-2023

Approve the following routes at the following rates through the Monmouth-Ocean Educational Services Commission for the 2022-2023:

<u>Route</u>	<u>To</u>	<u>Per Diem Rate</u>
SE1111	Winslow Twp High School	\$453.65
SE1085	Bancroft - Moorestown	\$525.39

Roll Call:

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

Motion Carried

XII. PERSONNEL

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

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

1. 2022/2023 New Hires

Approve the following New Hires for the 2022/2023 school year:

	Name	Location	Position	Pro- rated Salary	Effective
A	Bradshaw, Jill	Middle School	Music Teacher	\$76,095.00 BA, Step 11	2/16/2023
B	Christy, Michele	School No. 1	Health & PE Teacher	\$55,970.00 BA, Step 1	1/1/2023
C	Leve, Jennifer	School No. 2	Preschool Teacher	\$55,970.00 BA, Step 1	12/16/2022
D	Mathieu, Joseph	Transportation	Bus Driver	\$20,941.00 Step 3	12/16/2022
E	Mathis, Richman	High School	Social Studies Teacher	\$87,195.00 Ed.D., Step 12	1/1/2023
F	Riess, Taylor	School No. 4	Grade 1 Teacher	\$55,970.00 BA, Step 1	1/1/2023

*Salary adjustment pending ratification of the WTEA contract

2. Leave of Absence Requests

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

	Name	Type of Leave	From	To	Paid/Unpaid
A	L.D.	FMLA *Extended Dates	1/1/2023	2/28/2023	Unpaid
B	J.F.	Medical	12/12/2022	1/6/2023	Paid
C	K.K.	FMLA	12/5/2022	12/9/2022	Unpaid
D	T.P.	Medical	11/21/2022	1/10/2023	Paid
E	T.Q.	Medical	12/23/2022	2/28/2023	Paid
F	K.R.	FMLA *Extended Dates	12/8/2022	2/28/2023	Unpaid
G	S.S.	Maternity	2/6/2023 3/29/2023	3/28/2023 6/30/2023	Paid Unpaid
H	T.S.	Medical *Extended Dates	12/16/2022	12/31/2022	Paid

3. Retirements

Approve the following Retirements for the 2022/2023 school year:

	Name	Location	Position	Effective
A	Cropper, Roberta	Transportation	Bus Driver	12/1/2022
B	Cuneo, Monica	School No. 3	Health & PE Teacher	7/1/2023
C	Jenkins, Maggie	Middle School	Social Studies Teacher	7/1/2023
D	Jones, Charlotte	Middle School	Special Ed. Teacher	7/1/2023
E	May, Lisa	Middle School	Special Ed. Teacher	12/1/2022
F	Nwanguma, Stella	Middle School	Principal	7/1/2023
G	Savidge, Robin	High School	Special Ed. Teacher	7/1/2023
H	Van Zelst, Colleen	School No. 3	Kindergarten Teacher	7/1/2023
I	Zoccola, Libbi	High School	Mathematics Teacher	7/1/2023

4. Resignations

Approve the following Resignations for the 2022/2023 school year:

	Name	Location	Position	Effective
A	Almeyda, Elizabeth	Transportation	Bus Driver	12/15/2022
B	Gicker, Valerie	School No. 3	Special Ed. Teacher	1/31/2023

5. Sixth Period Teacher Assignments- LOA

Approve to amend the following High School LOA Sixth Period Teaching Assignments, effective September 1, 2022- February 28, 2023:

	Name	Position	Pro- rated Stipend
A	Bobo, Ethan	Mathematics	\$8,489.00
B	Hoffman, Colleen	Mathematics	\$8,489.00

*Stipend adjustment pending ratification of the WTEA contract

6. Seventh Period Teaching Assignments- LOA

Approve to amend the following High School LOA Seventh Period Teaching Assignments, effective September 1, 2022- February 28, 2023:

	Name	Position	Pro-rated Stipend
A	Bobo, Ethan	Mathematics	\$8,489.00
B	Smith, Chantel	Mathematics	\$8,489.00
C	Williams, Tony	Mathematics	\$8,489.00

*Stipend adjustment pending ratification of the WTEA contract

7. 2022/2023 Club/Activity Advisors

- a. Approve to rescind the following 2022/2023 Middle School Club/Activity Advisor, effective December 31, 2022: (11-401-100-100-401-07)

	Name	Club/Activity	Stipend	Step
A	McNamara, Robert	Choir Advisor	\$5,085.00	2

- b. Approve to rescind the following 2022/2023 High School Club/Activity Advisor, effective December 31, 2022: (11-401-100-100-401-08)

	Name	Club/Activity	Stipend	Step
A	Shaw, Shelby	Co-Stage Manager	\$2,674.00 (split)	3
B	Shaw, Shelby	Asst. Drama Director	\$4,274.00	3

- c. Approve the following 2022/2023 Middle School Club/Activity Advisor, effective February 16, 2023: (11-401-100-100-401-07)

	Name	Club/Activity	Pro-Rated Stipend	Step
A	Bradshaw, Jill	Choir Advisor	\$4,934.00	1

*Stipend adjustment pending ratification of the WTEA contract

- d. Approve to amend the following 2022/2023 High School Club/Activity Advisor, effective January 1, 2023: (11-401-100-100-401-080):

	Name	Club/Activity	Pro-Rated Stipend	Step
A	Heffner, Savanna	Stage Manager	\$5,348.00	3

*Stipend adjustment pending ratification of the WTEA contract

8. 2022/2023 Curriculum Writing

Approve the following teachers to participate in curriculum writing, at a rate of \$43.73 per hour, **on an as needed basis**: (11-000-221-110-000-20)

	Name	Subject
A	Glatz, Jessica	Art
B	Perez, Debra	Gifted & Talented

*Hourly rate adjustment pending ratification of the WTEA contract

9. 2022/2023 Home Instruction Tutors

Approve the following Home Instruction Tutors for the 2022/2023 school year, **on an as needed basis**, at a rate of \$43.73 per hour: (11-219-100-101-000-98)

	Name	Subject Area
A	Kirk, Joseph	Special Education
B	Olson, Courtney	Special Education
C	Robinson-Taylor, Kimberly	Special Education
D	Stewart-Dixon, Cynthia	Special Education

*Hourly rate adjustment pending ratification of the WTEA contract

10. Practicum Placement

Approve the following 2022/2023 Practicum Placement:

	University	Student	Cooperating Teacher	School	Dates
A	Jefferson	Carey, Kaitlyn	Taylor, LaToya Speech Language Specialist	Middle School	1/9/2023 to 4/28/2023

11. Professional Development

Approve Dion M. Davis, Human Resources Director, to attend the NJASBO workshop "Employment & Benefit Issues" on January 24, 2023 from 9:00 am to 12:00 pm. The workshop will be held in person in Mt. Laurel, NJ and the total cost to the District is \$175.

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

XIII. ADDENDUM

I. BUSINESS ADMINISTRATOR/BOARD SECRETARY'S REPORT

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

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

1. Approve to Accept the American Rescue Plan Act of 2021 Elementary and Secondary Schools (ARP- ESSER)

Approve to accept the American Rescue Plan Act of 2021 Elementary and Secondary Schools (ARP- ESSER) and the additional subgrants in the following amounts:

	<u>Amounts</u>
ARP ESSER	\$8,898,152.00
Accelerated Learning Coaching and Educator Support Grant	472,946.00
Evidence-Based Summer Learning and Enrichment Activities Grant	40,000.00
Evidence-Based Comprehensive Beyond the School Day Activities Grant	40,000.00
New Jersey Tiered System of Supports (NJTSS) Mental Health Support Staffing Grant	45,000.00

2. Approve Bus Repair – Wolfington Body Co.

Approve Wolfington Body Co., Inc. to rebuild the engine in bus #9 at a cost of \$28,648.79. The vehicle has four years of remaining life. Wolfington Body Co., Inc. was board approved on June 8, 2022 to perform Maintenance and Repairs to the District's Large School Buses. The cost of the repair will be charged to 11-000-270-420.

3. Approve Participation in the New Jersey School Employees Health Benefit Plan – (SEHBP) Medical Coverage for the 2023 Calendar Year - EUS **Exhibit I A: 3**
Approve the Winslow Township School Districts' participation in the New Jersey School Employees' Health Benefits Program for Medical coverage for the calendar year 2023 at an estimated annual gross premium of \$11,728,915.00 for Medical coverage. Further approve the attached Standard Certification Declaration for an Extraordinary Unspecifiable Service to renew with the New Jersey School Employees Health Benefit Plan for Medical Coverage. Services are to be charged to 11-000-291-270 and further acknowledge following statement:

I certify that there are sufficient funds available to provide these services.

Tyra McCoy-Boyle

4. Approve Participation in the New Jersey School Employees Health Benefit Plan – (SEHBP) Prescription Coverage for the 2023 Calendar Year - EUS Exhibit I A: 4
 Approve the Winslow Township School Districts' participation in the New Jersey School Employees' Health Benefits Program for Prescription coverage for the calendar year 2023 at an estimated annual gross premium of \$1,855,320.00 for Prescription coverage. Further approve the attached Standard Certification Declaration for an Extraordinary Unspecifiable Service to participate in the New Jersey School Employees Health Benefit Plan for Prescription Coverage. Services are to be charged to 11-000-291-270 and further acknowledge following statement:

I certify that there are sufficient funds available to provide these services.

 Tyra McCoy-Boyle

5. Approve Change Order #2 – 2022 Site Improvements to the Middle School Parking Lot, Administration Office Lot and the High School Tennis Courts

Approve change order 2 in the amount of \$21,513.26, with American Asphalt Company, Inc., for additional drainage work to repair an existing inlet that was beyond the original agreed upon scope:

Original Contract Amount:	\$1,057,479.60
Net change by previously authorized	
Change orders:	(22,900.35)
Change order No. 2	<u>21,513.26</u>
New Contract Sum	<u>\$1,056,092.51</u>
Percent of Change:	(0.13%)
Total Payments to Date:	\$ 984,487.67

The costs are to be charged to 30-000-400-450, and further acknowledge the following statement:

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

 Tyra McCoy-Boyle

6. Purchase – Ed Data Vendor
 Approve the following purchase, in the following amount, from the following approved Ed Data Vendor:

Items charged to 11-000-261-420

Allied Fire and Safety Equipment Co. Inc. – Ed Data #11655

Internal Pipe Inspections	Fire Sprinkler Systems for Schools 4, 6, MS and HS	\$10,490.00
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7. Purchase – State Contract Vendor

Approve the following purchase, in the following amount from the following approved State Contract Vendor:

Items charged to 11-000-262-610

W.W. Grainger Inc. – State Contract # 19-Fleet-00566

Maintenance Supplies	Maint/Oper	\$3,428.58
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8. Bill List

Exhibit I A: 8

Approve the Vendor Bill List in the amount of \$294,924.40 as per the attached exhibit.

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

II. PERSONNEL REPORT

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

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

1. 2022/2023 New Hires

Approve the following New Hire for the 2022/2023 school year:

	Name	Location	Position	Pro- rated Salary	Effective
A	Jones, Abdul	High School	Security Guard 10 Months	\$40,000.00	1/16/2023

2. 2022/2023 Staff Reassignments

Approve the following Staff Reassignment for the 2022/2023 school year, effective February 1, 2023:

		From		To	
	Name	Position	Location	Position	Location
A	Bey, April	Secretary	School No. 5	Secretary- Athletic Office	High School

3. 2022/2023 After School Book Club Advisors

Approve the following After School Book Club Advisors for the 2022/2023 school year, on an as needed basis, at a rate of \$43.73 per hour: (11-000-221-110-000-20)

	Name	Location
A	Giessuebel, Christine	School No. 1
B	Bollendorf, Bridget	School No. 2
C	Broschard, Nicole	School No. 3
D	Wames, Kimberly	School No. 4

*Hourly rate adjustment pending ratification of the WTEA contract

4. 2022/2023 Videographer for Athletic Events

Approve Jena Clark as the 2022/2023 Videographer for Athletic Events, at a rate of \$43.73 per hour, on an as needed basis. (11-402-100-100-402-08)

* Hourly rate adjustment pending ratification of the WTEA contract

5. 2022/2023 High School Volunteer

Approve the following 2022/2023 High School Volunteer:

	Name	Activity/Sport
A	Martin, Gregg	Assistant Basketball Coach

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

XIV. OPEN PUBLIC RECORDS ACT (OPRA) REQUEST

1. The Winslow Board of Education responded to the following OPRA Request between November 18, 2022 and December 8, 2022:

Received	Requested by	Document Requested	Approved	Denied
1	Farah Gul OneScreen Solutions	An FOIA request for the following: <ul style="list-style-type: none"> • Bid Tabulation • Digital copies of all submitted proposals by participating vendors 	✓ RFP 2023-06	

XV. OLD BUSINESS

None at this time.

XVI. NEW BUSINESS

- Ms. Pitts reminded Board Members that they are required to do a Board self-evaluation which is due by 12/31/22.
- Ms. Pitts also addressed the relocation of the Board Meetings. Dr. Poteat discussed the relocation being on a trial basis for the month of January.

A motion was made by Mr. Shaw, seconded by Mr. Blake, to approve to move the Board Meetings on a trial basis to the Board of Education Administration Office.

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

XVII. INFORMATIONAL ITEMS

Dr. Poteat addressed the following informational items:

- Dr. Poteat discussed the upcoming winter storm. He will try to get the report out to the parents as early as possible if there is any change in the weather.
- At the last Citizens Advisory Committee meeting, there was a long discussion about teacher shortages. Governor Murphy announced that a task force had been put together to address public school shortages. Dr. Poteat discussed what the task force will address and that there have been 23 committee members appointed to the task force as of today.
- Dr. Poteat received information from the Township asking for volunteers from the School Board to sit on two committees; the Municipal Drug and Alcohol Alliance and the Economic Development Council. Dr. Poteat suggested that Ms. Pitts get responses now or before January 3, 2023. However, it could be done at our Reorganization Meeting. The Township also asked the Board to submit a member's name from the Home and School Association for the Municipal Drug and Alcohol Alliance. Mr. Shaw suggested that it be filled by someone on the HSA from the High School. He stated that the Drug and Alcohol Alliance donates money for project graduation and the High School would have the most input.
- The Reorganization Meeting is Wednesday, January 4, 2023. Dr. Poteat placed Board Meeting dates in the Board Member's folders for their consideration.
- This is the last meeting before winter break. On behalf of the Administration and Staff, Dr. Poteat would like to wish everyone a Merry Christmas and Happy New Year.

Ms. Moore announced that tonight is the last meeting for Mr. Shaw and Mr. Blake. She wanted to thank them for their service. Mr. Blake and Mr. Shaw thank the Board and gave closing statements.

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.

A motion was made by Mr. Shaw, seconded by Mr. Blake, to open the meeting for Public Comments at 8:10 p.m.

Voice Vote: All in favor

No public participation.

XIX. ADJOURNMENT OF PUBLIC COMMENTS

A motion was made by Mr. Shaw, seconded by Mr. Blake, to close the meeting for Public Comments at 8:10 p.m.

Voice Vote: All in favor

XX. EXECUTIVE SESSION

A motion was made by Mr. Shaw, seconded by Mr. Blake, to approve adoption of Executive Resolution and adjournment to Executive Session at 8:10 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 December 14, 2022 at 8:10 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:

X

"(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: characterized as student matters and the nature of the matter, described as specifically as possible without undermining the need for confidentiality is Winslow Townships School Board Policy Number 5512 N.J.S.A. 18A:37-15b(6)(b);

"(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 30-40 minutes after which the public meeting shall 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.

Roll Call:

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

Motion Carried

XXI. ADJOURNMENT OF EXECUTIVE SESSION

A motion was made by Mr. Shaw, seconded by Mr. Blake, to close the meeting of the Executive Session at 9:20 p.m.

Voice Vote: All in favor

A motion was made by Mr. Shaw, seconded by Mr. Blake, to affirm the determination of the HIB in reference to student 932553.

Roll Call:

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

Motion Carried

XXII. ADJOURNMENT

A motion was made by Mr. Shaw, seconded by Mr. Blake, to adjourn the meeting at 9:22p.m. All Ayes.

Respectfully Submitted,

Regina Chico
Assistant Business Administrator

OPERATIONS COMMITTEE MEETING MINUTES

5:00 p.m. Tuesday, November 22, 2022

Virtual – WebEx

The Operations Committee met on Tuesday, November 22, 2022 at 5:00 p.m. In attendance were Ms. Dredden, Committee Chair, and Ms. Thomas. Also, in attendance were Ms. Boyle and Ms. Chico. The following items were discussed:

1. 2020-2021 Mini - Projects:
 - a. Acoustic ceiling renovation – The project is complete and has been closed out.
 - b. MS & HS Refrigerator/Freezer Replacements – The project is complete and has been closed out.
2. 2021-22 Capital Project Status:

Middle School Parking Lot
All work has been completed.

High School Tennis Courts Resurfacing

Remaining work: -

All work has been completed. We are waiting for final paperwork for the closeout. Teams, physical ed classes and the community have been utilizing the courts.

Administration Office Parking Lot

Remaining work: -

The light poles have been installed. The contractor will apply additional seeding on the island in the spring. American Asphalt had a crew onsite 9/27 to shoot grades in the admin parking lot. No significant ponding issues were discovered.

Security Alarms at MS and HS

Franklin Alarm Co. has completed the installation of all door devices for both the Middle and High Schools. The Middle School has been programmed. The High School is scheduled to be complete prior to the end of the Nov. Turnover of the project to the District is anticipated after the Thanksgiving break. Training is scheduled for November 23, 2022.

Fire Alarms for Schools 1-3

The District passed inspection for the electrical and fire alarm at school #3. School #2 was inspected on November 17th and passed. School #1 is scheduled for inspection on November 23, 2022.

Fire Alarms for Schools 5-6

All devices were installed in both School 5 and 6. Both systems are being programmed. Once certified, the demolition of the old systems can begin. The annunciators are not yet in hand for installation for either school, although they are not needed for the systems to be certified and will be installed once received. (**Annunciator** – secondary panel installed in the main office where you locate the error, and silence the code, or put the system on test etc.)

Walk-in Freezers at school 3 through 6

Levy construction is waiting for revised shop drawings from Tafco. The earliest shipping date for the boxes is mid-February 2023.

HVAC Upgrade at School 6 Office suite

The ductwork cleaning has taken place as scheduled. The installation of the air handlers is now scheduled for the Spring break. Approximately 5 days are needed for the installation. (April 10th through the 14th.) The chillers are scheduled to be installed during the winter break. The VAV boxes are anticipated to be delivered in Dec. 2022 for installation.

Rebid

The rebid of the Circulation pumps at schools 1, 2, 3, 4 and the Middle School is scheduled for January 2023. Also, the facade repairs and painting of the Middle School is slated for the same time.

3. 2021-22 Annual Comprehensive Financial Report

The auditors arrived in October to begin the testing. They compiled a list of documents, which we have been supplying. The statutory due date for the ACFR filing is Dec. 5th. However, since the GASB 75 data is not available, Districts who file after the deadline but before Monday, February 6, 2023 will not be penalized under QSAC for a late filing.

4. New Jersey Quality Single Accountability Continuum (QSAC)

The District is scheduled for a QSAC review. Documents have been uploaded. We are scheduled to meet with the team on February 1, 2023.

What is NJ QSAC?

The New Jersey Quality Single Accountability Continuum (NJQSAC) is **the Department of Education's monitoring and district self-evaluation system for public school districts**. The system shifts the monitoring and evaluation focus from compliance to assistance, capacity-building and improvement.

5. 2023-2024 School Budget Development

The below school calendar was approved at the Nov. 9th Board meeting.

October 20, 2022	Meeting with Superintendent, Assistant Superintendent, Business Administrator and Director of Human Resources to discuss funding challenges.
November 17, 2022	Meeting with the Leadership Team to discuss financial outlook/strategies for the 2023-2024 budget.
Week of November 21, 2022	Budget Handbook and Preparation Packages distributed to Principals and Directors based on ASSA counts.
November 22, 2022	Operations Committee meeting – Discuss Budget development with Committee members.
December 19, 2022	Due date for budgets and justification to be entered in Budget Software.
January 23 - 27, 2023	Business Administrator, Assistant Superintendent will meet with Principals, Directors and staff to review Budgets and recommend revisions if necessary.
January 24, 2023	Operations Committee Meeting – Discuss/update budget development.
January 25, 2023	Superintendent, Assistant Superintendent, Business Administrator and Director of Human Resources will meet to review Budget status.
February 21, 2023	Operations Committee Meeting – Present/review draft Budget.

March 13– 17, 2023	Adoption and filing of the Tentative Budget to be submitted to the County Office. (May require a Special Meeting.)
April 24, 2023 – May 8, 2023	Public Hearing (May require a Special Meeting.)

We have already started the 2023-24 budgeting process. The budget handbook and packets will be sent out Nov. 23, 2022. Principals and Department heads have until Dec. 19th to enter their budgets.

Since we do not anticipate any additional state aid and with costs escalating across the board, the 2023-24 budget will be tight. We will have to be as conservative as possible when developing a balanced budget.

The meeting adjourned at: 5:24 p.m.

The next meeting is scheduled: Tuesday, Dec. 13, 2022