

WINSLOW TOWNSHIP BOARD OF EDUCATION
Regular Board of Education Meeting Agenda
Winslow Township School District Administrative Building – Conference Room
Wednesday, July 12, 2023
6:00 p.m.

I. PUBLIC NOTICE of this meeting was given to all Board Members and Associates in a notice dated **01/30/2023 and 06/27/2023**. 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

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

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VI. AWARDS/PRESENTATIONS

VII. CORRESPONDENCE

VIII. MINUTES

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

Regular Meeting	Wednesday, June 21, 2023	Open Session
Regular Meeting	Wednesday, June 21, 2023	Closed Session

On a motion made by _____, seconded by _____, approval of Minutes is granted.		
Exceptions: _____		
Roll Call:		
_____ Ms. Dredden	_____ Mr. Thomas	
_____ Ms. Esposito	_____ Ms. Thomas	
_____ Ms. Martin	_____ Ms. Peterson	
_____ Ms. Moore	_____ Ms. Pitts	
_____ Ms. Nieves		

IX. BOARD COMMITTEE REPORTS

X. SUPERINTENDENT’S REPORT

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

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

Approve the Security/Fire Drill, for the month of June 2023, as listed below:

School	Date	Elapsed Time	Type of Drill	A.M./P.M.
School #1	6/9/23	8 min. 50 sec.	Shelter in Place	9:17 AM
	6/15/23	5 min. 20 sec.	Fire	9:26 AM
School #2	6/5/23	6 min. 36 sec.	Non-Fire Evacuation Drill	2:16 PM
	6/13/23	3 min. 48 sec.	Fire	9:30 AM
School #3	6/9/23	4 min.	Shelter in Place	10:49 AM
	6/13/23	7 min.	Fire	10:07 AM
School #4	6/12/23	6 min. 25 sec.	Non-fire evacuation	9:30 AM
	6/13/23	4 min. 6 sec.	Fire	11:18 AM
School #5	6/15/23	8 min.	Shelter in Place	9:06 AM
	6/7/23	5 min.	Fire	1:47 PM
School #6	6/13/23	4 min. 29 sec.	Fire	8:58 AM
	6/15/23	3 min.	Lock Out Drill	10:13 AM
Winslow Twp. M.S.	6/2/23	10 min.	Lockdown Drill	11:55 AM
	6/13/23	11 min.	Fire	11:38 AM
Winslow Twp. H.S.	6/2/23	6 min.	Fire	1:00 PM
	6/6/23	6 min.	Shelter in Place	11:30 AM

4. Professional Development/Workshops & Conferences **Exhibit X A: 4**
Approve Professional Development/Workshop as listed in the attached exhibit.
5. Field Trip(s) **None at this time.**
6. Tuition Students **Exhibit X A: 6**
 - a. Ratify the placement of Tuition Students, for the 2022/2023 school year, as listed in the attached exhibit.
 - b. Approve the placement of Tuition Students, for the 2023/2024 school year, as listed in the attached exhibit.
7. Terminate Out-of-District Placement(s) **None at this time.**
8. Homeless Student(s) **None at this time.**
9. Division of Child Protection & Permanency (DCP&P) **None at this time.**
10. Fundraiser(s) **Exhibit X A: 10**
Approve Fundraisers as listed below and in the attached exhibit:
High School
 - o PowerAd, (2023-2029), Athletics Department
11. Back to School Nights
Approve the following dates for the District's Back to School Nights:
 - Thursday, September 7th: School 4 at 6:30 PM
 - Tuesday, September 12th: High School at 6:30 PM
 - Thursday, September 14th: Schools 5 and 6 at 6:30 PM
 - Monday, September 18th: School 2 at 6:30 PM
 - Tuesday, September 19th: Middle School at 6:30 PM
 - Monday, September 20th: Schools 1 and 3 at 6:30 PM
12. School 2 – Donation Acceptance
Approval requested for School 2 to accept two slightly used basketball backboards/nets, donated anonymously. The backboards and nets are for outdoor use on the 3rd grade playground.

13. Middle School – Financial Education Program

Approval requested for Eagles Nest School Based Program to have two representatives from Republic Bank to provide Financial Education “Money Zone” classes for the 7th grade Summer Transition program held during the month of July and throughout the 2023-2024 school year. The workshop will focus on financial literacy, and general banking protocols and is provided at no cost to the district.

14. Middle School – Box Tops for Education

Approval requested for Winslow Township Middle School to receive an undetermined amount of funds by collecting Box Tops for Education. Winslow Township Middle School will receive \$.10 or more for each box top scanned or turned in for the school. All profits will go to the Winslow Township Middle School student activities, account #96-471-071.

15. IDEA Grant Awards

Approve to apply the fiscal year 2024 IDEA Grant awards in the following amounts:

- Basic \$ 1,399,287
- Nonpublic \$ 10,375
- Preschool \$ 67,762

16. IDEA Consortium

Approve entering into a consortium agreement with the Borough of Chesilhurst School District for the Fiscal Year 2023-2024. Chesilhurst’s IDEA award is as follows:

- Basic \$34,545
- Preschool \$ 2,158

B. Principal’s Update

1. Harassment, Intimidation & Bullying Report
2. Suspension Report
3. Ethnicity Report
4. School Highlights

None at this time.
Exhibit X B: 2
Exhibit X B: 3
Exhibit X B: 4

On a motion made by _____, seconded by _____, approval of Superintendent’s Report is granted.
Exceptions: _____

Roll Call:

_____ Ms. Dredden
_____ Ms. Esposito
_____ Ms. Martin
_____ Ms. Moore
_____ Ms. Nieves

_____ Mr. Thomas
_____ Ms. Thomas
_____ Ms. Peterson
_____ Ms. Pitts

XI. BUSINESS ADMINISTRATOR/BOARD SECRETARY'S REPORT

A. REPORTS None at this time.

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

1. Line-Item Transfers None at this time.

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

3. Reconciliation Report None at this time.

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

5. Boards' Certification None at this time.

6. Bill List Exhibit XI B: 6

a. Approve the Vendor Bill List in the amount of \$2,264,793.52 as per the attached exhibit.

b. Ratify the Manual Bill List in the amount of \$1,110.00 as per attached exhibit.

7. Payroll

Approve Payroll, for the month of June 2023, as listed below:

- o June 15, 2023 \$2,574,828.29
- o June 15, 2023 \$2,234,632.33
- o June 30, 2023 \$ 591,690.30

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

Approve the Disposal of School Property listed below:

Location	Department	Description
School 1	Speech	(1) CELF P-2 Manual, 19 years, outdated (1) CELF P-2 Stimulus Book, 19 years, outdated (2) CELF P-2 Record Forms, 19 years, outdated
School 1	Library	(150) Books, 15+ years, old, worn, dirty
School 2	Speech	(1) REEL-3 testing kit, 20 years, outdated
School 4	Gen. Ed.	(18) 2 nd Grade HSP NJ Science Student Text, 14+ years, outdated (1) 2 nd Grade HSP Science Activity Videos, 14+ years, outdated (1) 2 nd Grade HSP Science Up Close & Enrichment Activities, 14+ years, outdated (1) HSP Science Audiotext Student Ed., 14+ years, outdated (1) We Live Together Teacher Ed., 13+ years, outdated

		<p>(1) Macmillan/Mcgraw-Hill We Live Together ESL Activity Book, 13+ years, outdated</p> <p>(1) Macmillan/Mcgraw-Hill We Live Together Practice and Activity Workbook, 18+ years, outdated</p> <p>(1) Macmillan/Mcgraw-Hill We Live Together Assessment Book, 18+ years, outdated</p> <p>(1) Macmillan/Mcgraw-Hill We Live Together Vocabulary Power, 18+ years, outdated</p> <p>(1) Lab Manual, 14+ years, outdated</p> <p>(1) Lab Manual Teacher Ed., 14+ years, outdated</p> <p>(3) HSP Science Reading Support and HW, 14+ years, outdated</p> <p>(1) HSP Science Assessment Guide, 14+ years, outdated</p> <p>(7) NJ HSP Science, 14+ years, outdated</p> <p>(1) HSP Life Science, 14+ years, outdated</p> <p>(1) HSP Earth Science Teacher Ed., 14+ years, outdated</p> <p>(18) We Live Together, 21+ years outdated</p> <p>(6) We Live Together ESL Activity Book, 21+ years, outdated</p> <p>(3) HSP NJ Science, 14+ years, outdated</p> <p>(1) MacMillan/McGraw-Hill We Live Together Teacher Ed., 15+ years, outdated</p> <p>(11) HSP NJ Science, 13+ years, outdated</p> <p>(1) HSP NJ Science: Earth Science Teacher Ed. 11+ years, outdated</p> <p>(1) HSP NJ Science: Physical Science Teacher Ed., 11+ years, outdated</p> <p>(1) HSP NJ Science: Life Science Teacher Ed. 11+ years, outdated</p> <p>(20) We Live Together, 20+ years, outdated</p> <p>(14) We Live Together, 18+ years, outdated</p> <p>(13) HSP NJ Science, 14+ years, outdated</p> <p>(3) Social Studies People & Places Teacher Ed., 10+ years outdated</p> <p>(5) Social Studies People & Places Big Book Unit 1: Families, 10+ years, outdated</p> <p>(5) Social Studies People & Places Big Book Unit 2: Geography, 10+ years, outdated</p> <p>(5) Social Studies People & Places Big Book Unit 3: Citizenship, 10+ years, outdated</p> <p>(5) Social Studies People & Places Big Book Unit 4: Economics, 10+ years, outdated</p> <p>(5) Social Studies People & Places Big Book Unit 5: History, 10+ years, outdated</p> <p>(52) HSP NJ Science Student Textbooks, 10+ years, outdated</p> <p>(95) HSP NJ Science Student Textbooks, 10+ years, outdated</p> <p>(13) HSP NJ Science Teacher Ed. Life Science, 10+ years, outdated</p> <p>(5) HSP NJ Science Teacher Ed. Earth Science, 10+ years, outdated</p>
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		<p>(5) HSP NJ Science Teacher Ed. Physical Science, 10+ years, outdated</p> <p>(4) Social Studies People & Places Big Book: Resources, 10+ years, outdated</p> <p>(1) HSP Science NJ ASK Science Text Prep, 10+ years, outdated</p> <p>(2) HSP Science Audio Text Student Ed., 10+ years, outdated</p> <p>(20) NJ HSP, 14+ years, outdated</p> <p>(2) Life Science Teacher Manual, 14+ years, outdated</p> <p>(1) Earth Science Teacher Manual, 14+ years, outdated</p> <p>(1) Physical Science Teacher Manual, 14+ years, outdated</p> <p>(1) Daily Inquiry Transparencies, 10+ years, outdated</p> <p>(1) Activity Videos, 10+ years, outdated</p> <p>(1) Audio Text Student Ed., 10+ years, outdated</p> <p>(1) Vocabulary Cards, 10+ years, outdated</p> <p>(1) HSP Science Lab Manual, 10+ years, outdated</p> <p>(3) Science A Closer Look Teacher Ed., 15+ years, outdated</p> <p>(2) Lab Manual, 10+ years, outdated</p> <p>(1) Reading Support and HW, 10+ years, outdated</p> <p>(2) HSP Science Activity Book, 15+ years, outdated</p> <p>(1) Below Level Reader Collection, 10+ years, outdated</p> <p>(3) HSP NJ Science, 14+ years, outdated</p> <p>(1) HSP NJ Life Science, 15+ years, outdated</p> <p>(1) HSP NJ Earth Science, 15+ years, outdated</p> <p>(1) HSP NJ Physical Science, 14+ years, outdated</p> <p>(1) HSP Daily Inquiry, 17+ years, outdated</p> <p>(1) Foldable by Dinah Zike, 10+ years, outdated</p> <p>(1) Outline Maps, 10+ years, outdated</p> <p>(18) HSP NJ Science Student Ed., 10+ years, outdated</p> <p>(1) Our Communities Read Aloud, 10+ years, outdated</p> <p>(2) Read Aloud Anthology, 10+ years, outdated</p> <p>(1) Our Communities Standardized Test Prep & Practice, 10+ years, outdated</p> <p>(1) Our Communities Outline Maps, 10+ years, outdated</p> <p>(65) Our Communities Student Ed., 10+ years, outdated</p> <p>(42) Our Communities Social Studies, 18+ years, outdated</p> <p>(1) Our Communities Teacher Ed., 10+ years, outdated</p> <p>(2) HSP Science Reading Support & HW, 10+ years, outdated</p> <p>(1) HSP Science Reading Support & HW Teacher Ed., 10+ years, outdated</p> <p>(1) HSP Science: Assessment Guide, 10+ years, outdated</p> <p>(1) HSP Science Vocab Cards, 10+ years, outdated</p> <p>(1) HSP Teaching Transparencies, 10+ years, outdated</p> <p>(1) HSP Science Teaching Resources, 10+ years, outdated</p> <p>(72) HSP NJ Science Student Ed., 10+ years, outdated</p> <p>(2) HSP NJ Earth Science Teacher Manual, 14+ years, outdated</p> <p>(3) Teaching Resources, 10+ years, outdated</p> <p>(1) HSP Life Science Teacher Manual, 10+ years, outdated</p> <p>(2) Lab Manual</p>
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		(1) HSP NJ Physical Science Teacher Ed., 10+ years, outdated (1) Daily Inquiry Transparencies, 10+ years, outdated (1) HSP Science Activity DVD, 10+ years, outdated (1) Teaching Resources, 10+ years, outdated (1) Lab Manual, 10+ years, outdated (1) Reading Support & HW, 10+ years, outdated (1) Teaching Transparencies, 10+ years, outdated (1) Teaching Resource Workbook, 10+ years, outdated (28) Student S.S. Out Communities, 10+ years, outdated (1) Our Communities Teacher Manual, 10+ years, outdated (1) Our Communities Teacher Manual, 10+ years, outdated (1) Lesson Summaries, 10+ years, outdated (2) Our Communities Lesson Summaries, 10+ years, outdated (1) Our Communities ESL Activity Book, 10+ years, outdated (2) Our Communities Practice & Activity, 10+ years, outdated (7) Practice & Activity Workbook, 10+ years, outdated (4) Our Communities Assessment Book, 10+ years, outdated (4) Our Communities Vocab Power, 10+ years, outdated (1) HSP Science Lab Manual, 10+ years, outdated (1) HSP Science Lab Manual Teacher Ed., 10+ years, outdated
School 5	Library	(909) Deleted Library Brooks, age varies, old, damaged
School 6	P.E.	(16) Scooter, 15+ years, old/broken (30) Hockey sticks, 15+ years, old/broken (6) Polo sticks, 5+ years, broken
Middle School	Custodian Area	(2) Blue student chairs
Middle School	ELA	(1) VCR, old, outdated
Middle School	Main Office	(67) Blue student chairs, 20 years, old/outdated
High School	Music/Tech	(2) Large storage cabinets, old, broken, being replaced (4) Tables, old, being replaced

9. Use of Facilities

Approve Use of Facilities as listed below:

School	Organization	Dates	Day/Time	Room	Fee
School 5	WTEA (FAST) Committee	October 17, 2023 December 5, 2023 January 30, 2024 March 19, 2024 May 20, 2024	Monday & Tuesday 5:00 p.m. to 8:00 p.m.	Cafeteria Gymnasium Lavatories May event only for Fields/Grounds	No Fee
High School	Winslow Eagles Football Booster Club	August 17, 2023 August 31, 2023 September 8, 2023 October 13, 2023	Thursday & Friday Practice Time 3:00 p.m. to 9:30 p.m. Competitions/Tournaments 5:00 p.m. to 9:30 p.m.	Cafeteria	No Fee

10. Professional Development

Approve Ms. Gail Smith, Bookkeeper, to attend the “Determining Applications for Free and Reduced-Price School Meals: Featuring New Jersey Expanded Income Eligibility (NJEIE) and Electronic Application Systems Guidance for SY 2023-2023.” The workshop will be held on August 15, 2023 in Egg Harbor Township, New Jersey. There is no cost to the District.

11. Bid 2023-15 – Web-based Diagnostic Assessment and Adaptive Supplemental Instruction for English Language Arts and Mathematics for Grades K-6

- a. Approve the record of Bid 2023-15 – Web-based Diagnostic Assessment and Adaptive Supplemental Instruction for English Language Arts and Mathematics for Grades K-6, received and opened in public on Tuesday, June 27, 2023:

Name of Vendors	Total Bid
Curriculum Associates	\$126,148.00

- b. Approve the award of Bid 2023-15 – Web-based Diagnostic Assessment and Adaptive Supplemental Instruction for English Language Arts and Mathematics for Grades K-6, to Curriculum Associates, in the amount of \$126,148.00. Items are to be charged to the CRRSA-ESSER II in the amount of \$108,148.00 to account #20-483-100-300 and Title II in the amount of \$18,000.00 to account #20-274-200-300, and further acknowledge the following statement:

I certify that there are sufficient funds available to cover the services listed in this award.

Tyra McCoy-Boyle

12. Bid 2023-16 – Facilities Contract Monitoring Services and Consulting Services for RFP Process

- a. Approve the record of Bid 2023-16 – Facilities Contract Monitoring Services and Consulting Services for RFP Process, received and opened in public on Tuesday, June 27, 2023:

Name of Vendors	Total Bid
Edvocate, Inc.	\$31,452.00 Facilities Contract Monitoring Services \$10,875.00 Consulting Services for RFP Process \$42,327.00 Total Cost

- b. Approve the award of Bid 2023-16 – Facilities Contract Monitoring Services and Consulting Services for RFP Process, in the amount of \$42,327.00 to Edvocate, Inc. for a one (1) year term with the option of two (2) one-year renewals, subject to appropriations. Services are to be charged to account #11-00-262-300, and further acknowledge the following statement:

I certify that there are sufficient funds available to cover the services listed in this award.

Tyra McCoy-Boyle

13. Bid 2023-17 – Retail Fuel Provider

- a. Approve the record of Bid 2023-17 – Retail Fuel Provider received and opened in public on Tuesday, June 27, 2023:

Vendor Name		Regular Unleaded	Diesel
Premdharam	Six-month average	\$2.6725	\$3.6484
	Less discount	\$0.0500	\$0.0500
	Less feet discount over 10,000 gallons/month	-	-
	Average price per gallon after discounts and other fees	\$2.6225	\$3.5984

- b. Approve the award of Bid 2023-17 – Retail Fuel Provider to the sole vendor, Premdharam Corporation, Inc., for a one (1) year term ending on June 30, 2024 with the option of two (2) one-year renewals. Items are to be charged to account #11-000-270-615, and further acknowledge the following statement:

I certify that there are sufficient funds available to cover the services listed in this award.

Tyra McCoy-Boyle

14. Request for Proposal CC RFP 2023-01 Financial Personnel Software Package

- a. Record the RFP responses for Financial Personnel Software Package which were received and opened on June 22, 2023 as follows:

Name of Vendor	Total Bid
Computer Solutions, Inc.	\$17,856.00

- b. Approve the award of Financial Personnel Software Package to Computer Solutions, Inc. in the amount of \$17,856.00 for a two (2) year contract term with the option of three (3) one-year renewals, subject to appropriations.

The proposals were reviewed by an Evaluation Committee. The Evaluation Committee Recommendations Report was posted on the District website at least 48 hours prior to the award. Services are to be charged to 11-000-252-340 and further acknowledge the following statement:

I certify that there are sufficient funds available to purchase the services awarded in this award.

Tyra McCoy-Boyle

15. Purchases – State Contract Vendors

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

Items charged to 11-000-262-610

<u>W. W. Grainger Inc. – State Contract Vendor #19-Fleet-00566</u>		
Maintenance Supplies	General Supplies	\$8,874.34
<u>W. W. Grainger Inc. – State Contract Vendor #19-Fleet-00566</u>		
Light Bulbs for the District	General Supplies	\$5,299.20
<u>W. W. Grainger Inc. – State Contract Vendor #19-Fleet-00566</u>		
Maintenance Supplies	General Supplies	\$6,455.33
<u>W. W. Grainger Inc. – State Contract Vendor #19-Fleet-00566</u>		
Maintenance Supplies	General Supplies	\$7,676.35
<u>W. W. Grainger Inc. – State Contract Vendor #19-Fleet-00566</u>		
Maintenance Supplies	General Supplies	\$4,305.12

16. Purchases – Ed Data Vendors

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

Items charged to 11-000-261-420

Kencor – Ed Data Bid #11652

Elevator Service Agreement	Repair/Maint #5	\$4,967.76
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Mack Industries Inc. – Ed Data Bid #10392

Boiler Cleaning and PM	Repair/Maint	\$21,636.00
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Capital Floors LLC – Ed Data Bid #10411

MS and School 4 Floor Gym Refinish	Repair/Maint #4	\$34,851.00
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Capital Floors LLC – Ed Data Bid #10411

Gym & Stage Floor Refinishing	Repair/Maint #4	\$17,503.64
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Allied Fire and Safety Equipment Co. Inc. – Ed-Data Bid #9996

Sprinkler Inspection	Repair/Maint #4	\$6,080.00
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Fire and Security Technologies – Ed-Data Bid #9994-15A

Fire Extinguisher Inspections	Repair/Maint #1	\$6,000.01
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17. Purchases – Camden County Educational Services Commission Vendor (CCESC)

Approve the following purchase, in the following amount from the following approved CCESC vendors:

Items charged to 11-000-263-420

South Jersey Turf Consultants, LLC. Co-op #66CCEPS/RFP#FY21-03

Turf Maintenance

July 2023-June 2024	Repair/Maint	\$70,989.16
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18. Purchase – Educational Services Commission of New Jersey (ESCNJ)

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

Items charged to 11-000-261-420

Fire and Security Technologies – ESCNJ #20/21-23

Annual Fire Alarm Inspection	Main/Repair #1	\$7,800.00
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19. Environmental Services – Portable Water

Approve McGowan Well Water Compliance Management, LLC as the Potable Water Licensed Operator for the well at School 1 at a monthly cost of \$225.00 for the 2023-2024 school year. The vendor will prepare Consumer Confidence Report/Water Quality Report at a cost of \$200.00. Total costs of annual services are \$2,900.00. Services are to be charged to 11-000-261-420.

20. Approve Repairs – Bus #68

Approve Wolfington Body Company, Inc. to replace the engine and hardware on Bus 68 at a cost of \$38,666.20. The vehicle has 6 years of service remaining. Maintenance and Repairs to the District's Large School Buses was renewed on June 8, 2022 – Bid #2020-19. Services are to be charged to account #11-000-270-420.

21. Award Property, Crime, General Liability, Computer, Commercial Automobile, Worker's Compensation and School Leader's Errors and Omissions Insurance – EUS

Exhibit XI B: 21

Approve New Jersey School Insurance Group (NJSIG) to provide insurance coverage for property, crime, general liability, computer, commercial automobile, worker's compensation and school leader's errors and omissions at a premium of \$1,457,035.00 effective July 1, 2023 through June 30, 2024. Further approve the attached Standard Certification Declaration for an Extraordinary Unspecifiable to contract with NJSIG to provide coverage.

22. Award Workers' Compensation Supplemental Indemnity – EUS

Exhibit XI B: 22

Approve Federal Insurance Company to provide insurance coverage for Workers' Compensation Supplemental Indemnity at a premium of \$22,644.00 effective July 1, 2023 through June 30, 2024. Further approve the attached Standard Certification Declaration for an Extraordinary Unspecifiable to contract with Federal Insurance Company to provide coverage

23. Award Student Accident, Catastrophic – EUS

Exhibit XI B: 23

Approve United States Fire Insurance Company to provide insurance coverage for Student Accident, Catastrophic at a premium of \$4,778.00 effective July 1, 2023 through June 30, 2024. Further approve the attached Standard Certification Declaration for an Extraordinary Unspecifiable to contract with United States Fire Insurance Company to provide coverage.

24. Award Student Accident, Basic – EUS

Exhibit XI B: 24

Approve Berkley Life & Health Insurance Company to provide insurance coverage for Student Accident (Basic) at a premium of \$19,996.00 effective July 1, 2023 through June 30, 2024. Further approve the attached Standard Certification Declaration for an Extraordinary Unspecifiable to contract with Federal Insurance Company to provide coverage.

25. Award Surety Bond Coverage – EUS

Exhibit XI B: 25

Approve Ohio Casualty Insurance Company to provide insurance coverage for Surety Bond Coverage at a premium of \$1,181.00 (projected estimation) effective July 1, 2023 through June 30, 2024. Further approve the attached Standard Certification Declaration for an Extraordinary Unspecifiable to contract with Ohio Casualty Insurance Company to provide coverage.

26. Cancellation of Outstanding Receivables

Exhibit XI B: 26

Approve to cancel old outstanding tuition receivable balances from 2015-2016 through 2021-2022 in the amount of \$48,952.22 per attached exhibit.

27. Appointment of Architect

The Operations Committee met on June 26, 2023 at 5:30 p.m. to conduct interviews with LAN Associates and EI Associates. It is the recommendation of the committee that LAN Associates be appointed as Architect of Record for the 2023-2024 school year.

28. Approve to Attend the CAFÉ Reframing Academy

Approve Ms. Rebecca Nieves to attend the CAFÉ Reframing Academy on July 12, 2023, July 26, 2023, August 9, 2023 and August 23, 2023 via Zoom. This is a course for family engagement leaders who want to learn more effective ways to build support for family and community engagement. There is no cost to the District.

29. 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 \$.35 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	QSAC & the Board's Role In Governance	July 12, 2023	NC

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

XII. PERSONNEL

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

1. Job Descriptions

Exhibit XII A: 1

Approve the following Job Description as listed below and in the attached exhibit:

	Job Descriptions
A	Technology Technician

2. 2023/2024 New Hires

Approve the following New Hires for the 2023/2024 school year:

	Name	Location	Position	Salary	Effective
A	Fegley, Erika	School No. 3	School Counselor	\$58,370.00 MA, Step 1	8/30/2023
B	Hallinan, Elizabeth	Middle School	School Counselor	\$58,370.00 MA, Step 1	8/30/2023
C	Lippi, Donna	School No. 2	Second Grade Teacher	\$58,970.00 MA, Step 3	8/30/2023
D	Morgan, Zachary	High School	Social Studies Teacher	\$55,970.00 BA, Step 1	8/30/2023
E	Ochinegro, Olivia	School No. 4	Second Grade Teacher	\$55,970.00 BA, Step 1	8/30/2023
F	Price, Briana	School No. 3	Kindergarten Teacher	\$55,970.00 BA, Step 1	8/30/2023
G	Russoman, Jessica	School No. 1	Second Grade Teacher	\$58,370.00 MA, Step 1	8/30/2023
H	Velas, Tori	School No. 1	Special Ed. Teacher	\$56,770.00 BA+15, Step 1	8/30/2023

*Salary adjustment pending ratification of the WTEA contract

3. Leave of Absence Requests

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

	Staff ID #	Type of Leave	From	To	Paid/Unpaid
A	5666	Maternity	10/1/2023 10/28/2023	10/27/2023 2/24/2024	Paid Unpaid

4. Resignations

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

	Name	Location	Position	Effective
A	Bradshaw, Jill	Middle School	Music Teacher	6/30/2023
B	Mailley, Lisa	School No. 3	Reading Development Teacher	6/30/2023
C	Ovalle, Vanessa	High School	English Teacher	6/30/2023

b. Approve the following Resignations for the 2023/2024 school year:

	Name	Location	Position	Effective
A	Crowe, Gary	High School	Youth Development Specialist	8/11/2023
B	Steele, Lisa	High School	Athletic Director	8/29/2023
C	White, Evelyn	School No. 2	Secretary	7/30/2023

5. Retirement

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

	Name	Location	Position	Effective
A	Darroch, Tracee	School No. 6	Fifth Grade Teacher	7/1/2023

6. Sixth Period Teacher Assignments

a. Approve the following Middle School Sixth Period Teaching Assignments for the 2023/2024 school year: (11-130100-101-105-07)

	Name	Position	Stipend
A	Collier-Laster, Catrina	English Language Arts	\$8,489.00
B	DeFrancisco, Brooke	English Language Arts	\$8,489.00

*Stipend adjustment pending ratification of the WTEA contract

b. Approve the following High School Sixth Period Teaching Assignments for the 2023/2024 school year: (11-213-100-101-099-08 & 11-204-100-101-099-08)

	Name	Position	Stipend
A	Kirk, Joseph	Special Education	\$8,489.00
B	Lavery, James	Special Education	\$8,489.00
C	Seidenberg, Nicholas	Special Education	\$8,489.00
D	Stewart-Dixon, Cynthia	Special Education	\$8,489.00

*Stipend adjustment pending ratification of the WTEA contract

7. Seventh Period Teacher Assignments

Approve the following High School Seventh Period Teaching Assignment for the 2023/2024 school year: (11-204-100-101-099-08)

	Name	Position	Stipend
A	Robinson-Taylor, Kimberly	Special Education	\$8,489.00

*Stipend adjustment pending ratification of the WTEA contract

8. 2023 Special Education Summer Extended School Year Program

Approve to ratify the following 2023 Special Education Summer Extended School Year Program Staff, at a rate of \$43.73 per hour, **on an as needed basis**, not to exceed six (6) hours per day. The program will be held at School No. 3 from July 5, 2023- August 4, 2023: (11-000-219-104-998-10)

	Name
A	Griffin, Ayana
B	Hairston, Michelle
C	Irvin, Tracy
D	Logan, Leslie
E	Martin, Gregg
F	Paparo, Lisa
G	Parisi, Terri
H	Rossi, Ronald
I	Rouse, Tangika
J	Shiple, Michelle
K	Thompson, Alexis
L	Watson, Jeff
M	Yelle, Chloe

*Hourly rate adjustment pending ratification of the WTEA contract

9. 2023/2024 Assistant Athletic Director

Approve to rescind the following Assistant Athletic Director for the 2023/2024 school year: (11-402-100-100-402-08)

	Name	Position	Stipend	Step
A	Ovalle, Vanessa	Assistant Athletic Director	\$2,515.00 (split)	2

10. 2023/2024 Club/Activity Advisors

Approve to rescind the following 2023/2024 Middle School Club/Activity Advisor: (11-401-100-100-401-07)

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

11. 2023 Summer Bus Drivers

Approve to ratify the following 2023 Summer Bus Drivers, on an as needed basis, from June 20, 2023- August 31, 2023, per negotiated WTEA contract rate: (11-000-270-160-000-16)

	Name
A	Cherisca, Marie
B	Duclos, Delores
C	Gambardella, Susan
D	Stengel, Dana
E	Trueland, Malinda

*Hourly rate adjustment pending ratification of the WTEA contract

12. Termination

Approve to terminate the following employee:

Staff ID #	Effective
5874	7/12/2023

On a motion made by _____, seconded by _____, approval of Personnel Report is granted.

Exceptions: _____

Roll Call:

_____ Ms. Dredden	_____ Mr. Thomas
_____ Ms. Esposito	_____ Ms. Thomas
_____ Ms. Martin	_____ Ms. Peterson
_____ Ms. Moore	_____ Ms. Pitts
_____ Ms. Nieves	

XIII. ADDENDUM

XIV. OPEN PUBLIC RECORDS ACT (OPRA) REQUEST

1. The Winslow Board of Education responded to the following OPRA Requests between June 15, 2023 and July 6, 2023.

Received	Requested by	Document Requested	Approved	Denied
1	Tara McCauley International Representative United Electrical, Radio, and Machine Workers of America (UE)	<ul style="list-style-type: none"> All vendor bids for paraprofessional contract BID 2023-08 Copy of BID 2023-08 	✓	
2	Jennifer Martin Marketing Manager Concord Engineering Group, Inc.	<ul style="list-style-type: none"> RFP – Engineering Services 2023-2024. Provide bid results including scoring for all responses and copies of all proposals including pricing submitted for the above RFP. 	✓	
3	James Roberts TriState Office	<ul style="list-style-type: none"> Records for the 2022 tax year in relation to IT Help Desk, Inventory Management and Package Asset Tracking/Management Software. (ex. package tracking software, inbound package tracking software, package lockers, smart lockers, inventory management software, asset management software, IT Helpdesk Software). These items are being used in your mailroom, receiving, facilities, and IT departments. In addition, please provide a lease or purchase order for Package Delivery or Smart Locker equipment. A copy of your mailroom equipment lease or purchase order if applicable. Please provide a copy of the lease that shows the type of mailing equipment, monthly/quarterly payment, and date of the signed agreement. 	<p>✓</p> <p>Postage meter only</p>	<p>✓ Documents do not exist</p> <p>✓ Documents do not exist</p> <p>✓ Documents do not exist</p> <p>✓ Documents do not exist</p>

4	Ava V. OPRAMachine	<ul style="list-style-type: none"> The final and compiled bid tabulation (Bid Tally), including all quantities and unit pricing for each bidder, for Site Improvements to Schools 2,3 & 6 that was submitted on 6/23/20. 	<p>✓ Bid Tally sheet on file does not contain information requested</p>	
5	Mahad Wasique Business Development Associate-North American	<ul style="list-style-type: none"> Regarding the bid mentioned in the subject line, Interactive Flat Panel Displays, Bid 2023-06, I wanted to ask if it has been awarded yet or not. If yes, I would like to put in a FOIA request for the following: <ul style="list-style-type: none"> Bid Tabulation Digital copies of all submitted proposals by participating vendors 	<p>✓</p>	
6	Mahad Wasique Business Development Associate-North American	<ul style="list-style-type: none"> Regarding the bid mentioned in the subject line, Interactive Flat Panel Displays, Bid 2023-09, has it been awarded yet or not. 	<p>✓</p>	
7	Mahad Wasique Business Development Associate-North American	<ul style="list-style-type: none"> Bid No. 2023-09: Please provide the proposal documents. 	<p>✓</p>	
8	Ava V. OPRAMachine	<ul style="list-style-type: none"> The final and compiled bid tabulation (Bid Tally), including all quantities and unit pricing for each bidder, for 2020 Winslow Township School District Improvements that was submitted on 6/30/20. 	<p>✓ Bid Tally sheet on file does not contain information requested</p>	
9	Marsha Debow Virtua Rehab School Services	<ul style="list-style-type: none"> Physical Therapy RFP Info - May 2, 2023; Occupational Therapy RFP Info – May 2, 2023; Speech Therapy RFP Info – May 3, 2023 	<p>✓</p>	

XV. INFORMATIONAL ITEMS

XVI. OLD BUSINESS

XVII. NEW BUSINESS

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.

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

XIX. ADJOURNMENT OF PUBLIC COMMENTS

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

XX. EXECUTIVE SESSION

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

WHEREAS, the Winslow Township Board of Education has determined that certain issues set forth below are permitted by N.J.S.A. 10:4-12(b) to be discussed without the public in attendance shall be discussed during an Executive Session to be held on July 12, 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.

Wednesday, July 12, 2023

Regular Board of Education Meeting

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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: _____	
<i>Roll Call:</i>	
_____ Ms. Dredde	_____ Mr. Thomas
_____ Ms. Esposito	_____ Ms. Thomas
_____ Ms. Martin	_____ Ms. Peterson
_____ Ms. Moore	_____ Ms. Pitts
_____ Ms. Nieves	

XXI. ADJOURNMENT OF EXECUTIVE SESSION Time: _____

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

XXII. ADJOURNMENT Time: _____

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