

WINSLOW TOWNSHIP BOARD OF EDUCATION
Regular Board of Education Meeting
Winslow Township Middle School - Cafeteria
Tuesday, November 21, 2023
7:00 p.m.
Minutes

I. PUBLIC NOTICE of this meeting was given to all Board Members and Associates in a notice dated **08/11/2023**. 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

Present:	Lorraine Dredden	Joe Thomas (arrived 7:23 p.m.)
	Rita Martin	Kelly Thomas
	Rebecca Nieves	Julie Peterson, Vice President
		Cheryl Pitts, President

Absent Cynthia Moore

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

IV. PLEDGE OF ALLEGIANCE

Ms. Pitts asked that everyone remain standing to give a moment of silence in remembrance of Board member, Ms. Esposito.

V. 2023-2024 DISTRICT GOALS

(Ms. Pitts)

1. ***Student Achievement*** - Continue to implement best practices for delivering instruction to students utilizing all available and appropriate instructional models. This shall include:
 - a. Develop plans to increase the graduation rate
 - b. Decrease chronic absenteeism
 - c. Increase in benchmark scores in 4th Grade ELA (end of year)
 - d. Accountability for all district staff and stakeholders
2. ***Increase Parent/Caregiver engagement in education:***
 - a. Provide opportunities for two-way communication with district stakeholders
 - b. Implement the culture/climate survey
3. ***Market our strengths and achievements to all stakeholders to increase capacity for greater parent/caregiver/community support:***
 - a. Work with communications consortium
 - b. Continue with our public relations/marketing plan
 - c. Continue to work with the various advisory committees in the district

- d. Focus on refining our communication methods and messages to better market our school district

VI. AWARDS/PRESENTATIONS

1. Middle School Orchestra Presentation

Mr. Shropshire, the Middle School Principal, introduced Ms. DiLeonardo and the Middle School Orchestra. Ms. DiLeonardo introduced and welcomed Ms. Alicia Charles and Mr. William Perry who both performed solos.

Ms. Pitts said a few words to the orchestra and thanked them for their performance.

Dr. Poteat shared that this past October, the orchestra performed at the NJSBA conference and how proud he was to have the State be present to hear them perform. They represented the community and school district in the most positive way and parents should be proud of what they've been able to accomplish throughout the course of the year. Dr. Poteat commended the parents and asked that they continue to work with and encourage their children.

VII. CORRESPONDENCE

None at this time.

VIII. MINUTES

A motion was made by Ms. Nieves, seconded by Ms. Martin, to approve the minutes of the following meeting:

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

Regular Meeting	Wednesday, November 8, 2023	Open Session
Regular Meeting	Wednesday, November 8, 2023	Closed Session

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

IX. BOARD COMMITTEE REPORTS

Ms. Tyasia Doyle, the student representative from the High School, made the following announcements:

- She congratulated the Winslow Football Team for a great season and for acquiring the Central Jersey Championship Title for the second time in two years. She also congratulated the High School Drama Club and stage crew for putting on a great show this past weekend of the Outsiders.

- Our Senate just completed a Thanksgiving Food Drive yesterday. They collected food for 10 families that were within the district. Our next collection will be for the Giving Tree, where gifts are collected for specific families.
- Tomorrow, our guidance department will be holding an event “Coffee with Guidance.” The event will allow students to have open discussions about academic planning and preparing for upcoming assessments such as the New Jersey Student Learning Assessment (NJSLA) and the New Jersey Graduation Proficiency Assessment (NJGPA).

Athletic Committee – Ms. Martin – The committee met today at 5:00 p.m. Ms. Lane provided team GPA’s for all sports as well as an inclusive report for the Middle School and High School. Minutes to be obtained.

Operations Committee – Ms. Dredde – Ms. Dredde had Ms. Boyle read the committee minutes. The committee met on November 14, 2023 at 5:30 p.m. The topic of discussion was the 2021-22 Capital Project Status. Minutes are attached. Dr. Poteat discussed the upgrade to the HVAC system at Schools 5 and 6 and at the High School.

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

Marketing Committee – Ms. Nieves – None at this time. Ms. Nieves stated that a detailed report was read at the last Board meeting.

Policy Committee – Ms. Pitts – The committee meeting was canceled for this month since there were no new policies to address. The December meeting will be determined. They are still considering the cell phone policy.

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

Ms. Pitts introduced the following applicants to be considered for the Citizens Advisory Committee:

Ms. Eunice Fay Crooks
Ms. Margaret Hogan
Ms. Jennifer Maas

Each applicant answered three brief questions as part of their introduction.

A motion was made by Ms. Nieves, seconded by Ms. Martin, to accept the applicants into the Citizens Advisory Committee:

Voice Vote: All in favor

X. SUPERINTENDENT'S REPORT

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

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

1. First Reading of Board Policies & Regulations **None at this time.**
2. Second Reading & Adoption of Board Policies & Regulations **Exhibit X A: 2**

Approve the Second Reading and Adoption of the following Board Policies and Regulations:

Policy/Regulation	Policy/Regulation Title
P 2270	Religion in the Schools
P 3161	Examination for Cause
P 3324	Right of Privacy
P 4161	Examination for Cause
P & R 5111	Eligibility of Resident/Nonresident Students
P 8500	Food Services

3. Security/Fire Drills

Approve Security/Fire Drills for the month of October 2023 as listed below:

School	Date	Elapsed Time	Type of Drill	A.M./P.M.
School #1	10/4/23	26 min. 43 sec.	Fire	3:15 PM
	10/3/23	4 min. 56 sec.	Lockdown Drill	3:11 PM
School #2	10/12/23	5 min. 44 sec.	Fire	2:40 PM
	10/30/23	3 min. 11 sec.	Lockdown Drill	2:06 PM
School #3	10/25/23	10 min.	Fire	2:45 PM
	10/27/23	6 min.	Lockdown Drill	10:24 AM
School #4	10/4/23	5 min. 46 sec.	Fire	1:25 PM
	10/18/23	8 min. 46 sec.	Bomb Threat	2:15 PM
School #5	10/13/23	4 min. 10 sec.	Fire	1:18 PM
	10/27/23	4 min.	Non-Fire Evacuation	9:35 AM
School #6	10/26/23	6 min.	Fire	1:42 PM
	10/31/23	5 min.	Lock-Out Drill	10:21 AM
Winslow Twp. M.S.	10/4/23	6 min.	Fire	1:35 PM
	10/11/23	7 min.	Evacuation Drill	9:32 AM
Winslow Twp. H.S.	10/6/23	13 min.	Bomb Threat Drill	9:15 AM
	10/16/23	15 min.	Fire	12:00 PM

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

Approve Professional Development/Workshop as listed in the attached exhibit.

5. Field Trip(s) **Exhibit X A: 5**
Approve Field Trip(s) as listed in the attached exhibit.
6. Tuition Students **Exhibit X A: 6**
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) **Exhibit X A: 7**
Approve to terminate out-of-district placements, for the 2023/2024 school year, as listed in the attached exhibit.
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:

School 2
○ Fun Pasta Product Fundraiser Online, (December 2023), H.S.A.
○ Texas Roadhouse Gift Card Purchasing, (December 2023), H.S.A.

Middle School
○ Concession Sales/Winter Concert, (12/12/23), Winslow Spirit Club
○ Mother-Son Dance, (5/10/24), H.S.A.

High School
○ Soul food Platters Staff Event, (12/6/23), African-American Culture Club
11. School 2 – Volunteer
Approval requested for Anita DeAngelis, retired librarian, to volunteer to support the School 2 library expansion by ensuring that all new books are labeled and shelved adequately by genre.
12. School 2 – Family Fun Night
Approval requested for School 2 students, families, and staff to participate in Family Fun Night, on May 23, 2024 (rain date May 24, 2024) from 6:00 – 7:00 PM. The event consists of games, fitness challenges, dancing and other fun activities to help promote a healthy lifestyle.
13. School 2 – Field Day
Approval requested for School 2 students, families and staff to participate in Field Day on May 31, 2024 (rain date June 7, 2024) from 9:30 AM – 2:30 PM. Field Day is an all-day event filled with games and physical activities for all grade levels.

14. School 2 – Concerts

Approval requested for School 2 to hold the following performances during the 2023-2024 school year:

- 3rd Grade Winter Concert: December 21, 2023, 6:30-7:30 PM
- 2nd Grade Spring Concert: April 25, 2024, 6:30-7:30 PM

15. School 6 – People’s Choice Awards

Approval requested for School 6 to hold the 2024 People’s Choice Awards on May 7, 2024 at 7:00 PM.

16. Middle School – Community Service

Approval requested for Eagles Nest, School Based Youth Program, to have the Youth Thrive Group complete community service at Allegria at The Fountains Senior Living Facility on December 15, 2023 from 10:00 AM – 12:30 PM. Students will engage in “Adopt a Senior” by building rapport with the residents. Students will be “Santa Helpers” and help decorate Christmas cookies, trees, and the senior residents’ front doors. Students will be given lunch on site. Account/Program number to be charged: 20-294-200-800-000-07.

17. Middle School – United Nations Club

Approval requested for Winslow Township Middle School to establish an after-school club, the United Nations Club. The United Nations is a pre-cursor to the official Model United Nations Club at the High School. We strive to introduce students to the United Nations, its goals, principles, achievements, and history. There is no cost to the district.

18. High School - Green Team Club & Advisor

Approval requested for Winslow Township High School to create an after school Green Team Club for students. The Green Team Advisor will be paid from account #11-401-100-100-401-08 on an as needed basis.

19. High School – Book Club

Approval requested for Winslow Township High School to create an after-school Book Club for students. The Book Club Advisor will be paid from account #11-401-100-100-401-08 on an as needed basis.

20. High School – 2025 Prom

Approval requested for Winslow Township High School to have the 2025 Prom at Lucien’s, located in Berlin, New Jersey, on Friday, May 2, 2025 from 7:00 PM – 11:00 PM.

21. High School – Speaker

Approval requested to have Dr. Walter Dorfner of Rowan University, speak to the High School students about STEM careers on December 1, 2023.

22. High School – Future Business Leaders of America

Approval requested for Winslow Township High School students to attend the Future Business Leaders of America NJ FBLA Regional Summits (Southern Region Summit) at Stockton University on Wednesday, January 10, 2024 from 7:45 AM – 2:15 PM.

23. Parent Events

Approval requested to hold the following parent events:

- Request BOE approval to host an Early Childhood Advisory Council Parent/Community Partner Meeting on November 27, 2023, at 8am at Winslow Township Elementary School #4.
- Request BOE approval to host a Bilingual Parent Advisory Committee Meeting on November 28, 2023, at 5pm at the Winslow Township Middle School Library.
- Request BOE approval to host an Early Childhood Advisory Council Parent Event on January 18, 2024, at 6pm – 7:30pm at Winslow Township Elementary School #4.

24. Preschool Operational Plan

Approve to submit the 2024-2025 Annual Preschool Operational Plan.

25. Preschool Projected Enrollment

Approve to submit the 2024-2025 Preschool Projected Enrollment.

26. Augmentative Alternative Communication Services

Approval requested for Empower AAC, LLC to provide Augmentative Alternative Communication services for Winslow students, including the use of assistive technology for communication, AAC consultations and/or AAC evaluations, as needed during the 2023-2024 school year at the following rates:

Cost: AAC Consultations: \$120.00 per hour
AAC Evaluations: \$1100 per unit

Funding account number: #11-000-216-320-000-10

B. Principal's Update

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|---------------------------------------------------------------------|-----------------------|
| 1. Harassment, Intimidation & Bullying Report (November 1-15, 2023) | 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:			
Ms. Dredden	Yes	Mr. Thomas	Yes
Ms. Martin	Yes	Ms. Thomas	Yes
Ms. Moore	Absent	Ms. Peterson	Yes
Ms. Nieves	Yes	Ms. Pitts	Yes
Motion Carried			

XI. BUSINESS ADMINISTRATOR/BOARD SECRETARY'S REPORT

A motion was made by Ms. Nieves, seconded by Ms. Martin, to approve A. & B. as recommended by the Business Administrator/Board Secretary.

A. REPORTS

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| 1. <u>Sodexo Update</u> | Exhibit XI A: 1 |
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B. THE BUSINESS ADMINISTRATOR/BOARD SECRETARY RECOMMENDS APPROVAL OF THE FOLLOWING ACTION ITEMS:

- | | |
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| 1. <u>Line-Item Transfers</u> | Exhibit XI B: 1 |
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Approve the Line Item Transfers, for the month of September 2023, in accordance with N.J.S.A. 18A:22-8, as per the attached exhibit.

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|------------------------------------|------------------------|
| 2. <u>Board Secretary's Report</u> | Exhibit XI B: 2 |
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Approve the Board Secretary's Reports in accordance with 18A:17-36 and 18A:17-9 for the month of September 2023. 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.

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|---------------------------------|------------------------|
| 3. <u>Reconciliation Report</u> | Exhibit XI B: 3 |
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Approve the Reconciliation Reports in accordance with 18A:17-36 and 18A:17-9 for the month of September 2023. The Reconciliation Reports and Board Secretary's Reports are in agreement for the month of September 2023.

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 \$1,760,967.89 as per the attached exhibit.
- b. Ratify the Manual Bill List in the amount of \$1,078,182.98 as per attached exhibit.

7. Payroll

None at this time.

8. Disposal of School Property and Textbooks

Exhibit XI B: 8

Approve the Disposal of School Property per the attached exhibit.

Location	Department	Description
High School	Business Ed.	(18) Entrepreneurship Ideas in Action, 17 years, old, outdated (7) Introduction to Business, 15 years, old, outdated

9. Use of Facilities

None at this time.

10. Purchases – State Contract Vendor

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 #19-FLEET-00566</u>		
Maintenance Supplies	General Supplies	\$1,322.81
<u>W.W. Grainger Inc.– State Contract #19-FLEET-00566</u>		
Maintenance Supplies	General Supplies	\$5,426.73
<u>Pemberton Supply Company, LLC. – State Contract #21-FOOD-01747</u>		
Lights	General Supplies	\$3,814.95
<u>Pemberton Supply Company, LLC. – State Contract #21-FOOD-01747</u>		
Electrical Supplies	General Supplies	\$3,428.96

11. Purchase – State Contract Vendor

Approve, authorize, and ratify the following purchase, in the following amount from the following approved State Contract Vendors:

Items charged to 11-000-262-610

<u>W.W. Grainger Inc.– State Contract #19-FLEET-00566</u>		
Ceiling Tiles	General Supplies	\$3,970.00

12. 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) vendor:

Items charged to 11-000-270-615

<u>Wolffington Body Co. Inc. – ESCNJ #22/23-24</u>		
Brake Control Unit	Transportation Supplies	\$4,726.78

13. Purchases – Ed Data Vendor

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

Items charged to 20-233-100-600

<u>Lakeshore Learning Materials, LLC – EDS Bid #11713</u>		
S/R-Title I Supplies School 1	ESSA Grant Title I 23-24 Supplies	\$8,823.35

Items charged to 20-233-200-600

<u>School Specialty, LLC – EDS Bid #11789</u>		
S/R – Title I PI for School 5	ESSA Grant Title I 23-24 Supplies	\$1,296.36

14. 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) vendor:

Items charged to 20-233-100-600

<u>CDW Government Inc. – ESCNJ/AEPA-22G</u>		
S/R Title I Chromebook Chargers-School 5	ESSA Grant Title I 23-24 Supplies	\$5,171.00
<u>CDW Government Inc. – ESCNJ/AEPA-22G</u>		
S/R Title I Chromebooks-HS	ESSA Grant Title I 23-24 Supplies	\$44,059.14

15. Purchases – New Jersey School Board Association (NJSBA)

Approve the following purchases, in the following amounts from the following approved NJSBA vendor:

Items charged to 20-233-100-600

<u>SHI International Corp. NJSBA-K-12 Tech Contract # E-8801-NJSBA ACES-CPS</u>		
S/R-Title I Supplies-School 3	ESSA Grant Title I 23-24 Supplies	\$35,817.60
<u>SHI International Corp. NJSBA-K-12Tech Contract # E-8801-NJSBA ACES-CPS</u>		
S/R-Title I Supplies-School 4	ESSA Grant Title I 23-24 Supplies	\$64,291.95
<u>SHI International Corp. NJSBA-K-12Tech Contract # E-8801-NJSBA ACES-CPS</u>		
S/R-Title I Supplies-School 5	ESSA Grant Title I 23-24 Supplies	\$10,234.80
<u>SHI International Corp. NJSBA-K-12-Tech Contract # E-8801-NJSBA ACES-CPS</u>		
S/R-Title I Supplies-School 6	ESSA Grant Title I 23-24 Supplies	\$732.80

Items charged to 20-235-100-600

<u>SHI International Corp. NJSBA-K-12 Tech Contract # E-8801-NJSBA ACES-CPS</u>		
S/R-Title I Supplies-School 6	ESSA Grant Title I SIA 23-24 Supplies	\$7,010.04

Items charged to 11-000-221-390

<u>SHI International Corp. NJSBA-K-12 Tech Contract # E-8801-NJSBA ACES-CPS</u>		
District Firewall Protection	Other Purchase Prof.	\$8,930.67

16. Purchases – Camden County Educational Services Commission Vendor (CCESC)

Approve the following purchases, in the following amounts from the following approved CCESC vendors:

Items charged to 11-000-261-420

<u>Epic Environmental Services, LLC # 66CCESC RFP #FY23-02</u>		
Electronic MSDS	Clean, Repair, Maint. 1-6, MS, HS	\$3,200.00
<u>Epic Environmental Services, LLC # 66CCESC RFP #FY23-02</u>		
2023 RTK Survey Prep and Delivery	Clean, Repair, Maint. 1-6, MS, HS Bus Garage, Admin. Building	\$4,950.00

17. 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>
Kelly Thomas	Warren County SBA Hybrid Meeting - Current Topics Roundtable (Virtual)	November 29, 2023	NC
	Somerset County SBA Hybrid Meeting - The Board's Role in Leadership & Personnel (Virtual)	November 30, 2023	NC
	Ocean County SBA Hybrid Meeting (Virtual)	December 4, 2023	NC
	Union County SBA Hybrid Meeting – “Back to Basics” – Board's Roles, Responsibilities & Governance (Virtual)	December 5, 2023	NC
	Hunterdon County SBA Hybrid Meeting – Academic Achievement (Virtual)	December 6, 2023	NC
Cheryl Pitts Rita Martin	Morris County SBA Hybrid Meeting – Defining Boardsmanship in Controversy (Virtual)	December 7, 2023	NC
	Delegate Assembly-Voting Delegate	December 2, 2023	NC
Cheryl Pitts Rita Martin	Camden/Gloucester County SBA Hybrid Meeting – E-sports (In-person)	December 14, 2023	NC

18. 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	The Big Three: Connecting Assessments, Curriculum and Professional Learning for Student Impact	November 9, 2023	NC

19. Professional Development

Approve Ms. Tammy Wall, Director of Transportation, to attend the School Transportation Supervisors of New Jersey General Membership Meeting on December 6, 2023 from 9:00 a.m. to 1:30 p.m. The meeting will be held in person in Monroe Twp., NJ. There is no cost to the district.

20. Professional Development

Approve Ms. Tyra McCoy-Boyle, Business Administrator/Board Secretary to attend the NJASBO workshop "Pension Update" on December 19, 2023 from 9:00 a.m. to 12:00 p.m. The workshop will be held in person in Mt. Laurel, NJ at a cost of \$125 per person.

21. Professional Development – Amended

Approve to amend the approvals for Ms. Tyra McCoy-Boyle, Business Administrator/ Board Secretary (10-25-23) and Ms. Regina Chico (11-8-23) to attend the New Jersey Association of School Business Officials (NJASBO) workshop “Food Service Update” on Nov, 16, 2023 from 9:00 a.m. to 12:00 p.m., held in person in Mt. Laurel, NJ. The topic was changed to “Facilities, SDA/NJQSAC” at a cost of \$175 per person. The Food Service update has been re-scheduled to February, 2024.

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

XII. PERSONNEL

A motion was made by Ms. Nieves, seconded by Ms. Martin, to approve A as recommended by the Superintendent.

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

1. 2023/2024 New Hires

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

	Name	Location	Position	Pro-rated Salary	Effective
A	McFerren, Summer	School No. 2	Kindergarten Teacher	\$58,280.00 BA, Step 3	1/16/2024
B	Petrosh, Amanda	Transportation	Bus Driver	\$32,800.00 Step 3	12/1/2023

2. Leave of Absence Requests

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

	Staff ID #	Type of Leave	From	To	Paid/Unpaid
A	5635	Medical *Extended Dates	11/16/2023	11/28/2023	Paid
B	5849	Medical	11/17/2023	1/31/2024	Paid
C	5891	Medical	11/13/2023	11/28/2023	Paid

3. Resignations

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

	Name	Location	Position	Effective
A	Grubb, Margaret	School No. 1	Grade One Teacher	12/31/2023
B	Perez, Christina	School No. 6	Secretary	11/30/2023

4. Retirements

Approve the following Retirements for the 2023/2024 school year:

	Name	Location	Position	Effective
A	Dinger, Cathy	School No. 5	Grade 5 Teacher	7/1/2024
B	Gambardella, Susan	Transportation	Bus Driver	7/1/2024
C	Henderson-Jackson, Karla	School No. 5	Grade 5 Teacher	7/1/2024
D	Shaw, Bruce	School No. 5	Health & PE Teacher	7/1/2024

5. 2023/2024 Home Instruction Tutors

Approve to ratify the following Home Instruction Tutor for the 2023/2024 school year, on an as needed basis, at a rate of \$43.73 per hour: (11-150-100-101-000-98)

	Name	Subject Area
A	DeTullio, Andrea	Social Studies, Science, and Mathematics

6. Sixth Period Teacher Assignments- Leave of Absence- Amended Dates

Approve the following Middle School Leave of Absence Sixth Period Teaching Assignments for the 2023/2024 school year, effective September 13, 2023 to December 4, 2023: (11-130-100-101-105-07)

	Name	Position	Stipend (pro-rated)
A	Ferguson, Nina	English	\$8,489.00
B	Kownacki, Jennifer	English	\$8,489.00

7. Seventh Period Teacher Assignments- Leave of Absence- Amended Dates

Approve the following Middle School Leave of Absence Seventh Period Teaching Assignments for the 2023/2024 school year, effective September 13, 2023 to December 4, 2023: (11-130-100-101-105-07)

	Name	Position	Stipend (pro-rated)
A	Collier-Laster, Cartrina	English	\$8,489.00
B	Kownacki, Jennifer	English	\$8,489.00

8. 2023/2024 Volunteers

Approve the following 2023/2024 High School Volunteer:

	Name	Activity/Sport
A	Pino, John	Boys' Winter Track Coach

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

XIII. ADDENDUM

I. SUPERINTENDENT'S REPORT

A motion was made by Ms. Nieves, seconded by Ms. Martin, to approve A as recommended by the Superintendent.

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

- 2023-2024 High School Plus/Career Technical Education Agreement w/Camden County College

Approve the Agreement between the Winslow Township School District and Camden County College to continue participation in the High School Plus/Career Technical Education Program for the 2023/2024 school year.

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

II. BUSINESS ADMINISTRATOR/BOARD SECRETARY'S REPORT

A motion was made by Ms. Nieves, seconded by Ms. Martin, 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. Competitive Contracting Request for Proposal (CC RFP) 2024-01 Student Information System

a. Record the CC RFP responses for Student Information System which were received and opened on November 16, 2023 as follows:

Name of Vendors	Initial Two-Year Contract	Initial Two-Year Contract without Special Education Management Tool
Focus School Software, LLC	\$226,769.60	\$214,999.60
OnCourse Systems for Education	\$252,270.00	\$229,920.00
Custom Computer Specialists, LLC	\$192,385.52	\$192,385.52

b. Approve the award for Student Information System to OnCourse Systems for Education in the amount of \$229,920.00 for a two (2) year contract term (without Special Education Management Tool) ending on June 30, 2025 with the option of three (3) one-year renewals, subject to appropriations.

The proposals were reviewed by an Evaluation Committee. The Evaluation Committee Recommendation Report was posted on the District website at least 48 hours prior to the award. Services are to be charged to 20-487-200-300 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

2. Purchase – New Jersey School Board Association (NJSBA)

Approve the following purchase, in the following amount from the following approved NJSBA vendor:

Items charged to 20-377-100-600

SHI International Corp. NJSBA-K-12 Tech Contract # E-8801-NJSBA ACES-CPS

S/R – Perkins Supplies Perkins 23-24 – Supplies \$3,183.36

3. Purchases – Ed Data Vendor

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

Items charged to 20-378-100-600

Staples Contract & Commercial LLC – EDS Bid #11711
 S/R – Perkins Supplies Perkins Resv. 23-24 Supplies \$3,117.17

Staples Contract & Commercial LLC – EDS Bid #11711
 S/R – Perkins Supplies Perkins Resv. 23-24 Supplies \$645.38

Items charged to 11-190-100-610

Staples Contract & Commercial LLC – EDS Bid #11711
 Office Supplies/Paper for HS General Supplies \$1,955.44

Items charged to 20-233-100-600

School Specialty, LLC – EDS Bid #11789
 S/R-Title I Supplies for #2 Title I 23-24 – Supplies \$1,773.67

4. Purchase – State Contract Vendor

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

Items charged to 11-000-262-610

W.W. Grainger Inc.– State Contract #19-FLEET-00566
 Maintenance Supplies General Supplies \$6,621.82

5. Low Quote Vendor

Approve Barnes & Noble, the low quote vendor, to provide school library books for the following schools, in the following amounts for the 2023-2024 school year. Items are to be charged to the 2023-2024 ESSA Grant-Title II account number 20-274-200-600.

- School 1 \$3,916.94
- School 2 \$3,916.95
- School 3 \$3,916.95
- School 4 \$3,916.95
- School 5 \$3,998.90
- School 6 \$3,998.90

6. Low Quote Vendor

Approve Adorama Inc., the low quote vendor, to provide supplies for radio & TV broadcasting in the amount of \$5,510.72 for the 2023-2024 school year. Items are to be charged to the 2023-2024 Perkins Grant account numbers 20-378-100-600 in the amount of \$2,025.72, and 20-378-400-731 in the amount of \$3,485.00.

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

III. PERSONNEL REPORT

A motion was made by Ms. Nieves, seconded by Ms. Martin, to approve A as recommended by the Superintendent.

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

1. 2023/2024 New Hires

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

	Name	Location	Position	Pro-rated Salary	Effective
A	Edwards, Cloyette	School No. 1	Grade One Teacher	\$63,855.00 MA, Step 8	2/1/2024
B	Ross, Dominique	High School	Secretary (10 months) NJSBG	34,348.00	1/1/2024
C	Shannon, Amanda	School No. 1	Preschool Teacher	\$58,480.00 BA+15, Step 1	1/1/2024

2. 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	5331	FMLA	11/27/2023 1/31/2024	1/30/2024 2/23/2024	Paid Unpaid

3. 2023/2024 Winter Coaches

a. Approve to rescind the following Middle School Winter Coach for the 2023/2024 school year: (11-402-100-100-402-07)

	Fall Coach	Fall Coach Position	Stipend	Step
A	Forry, Mckenna	Head Girls' Basketball Coach	\$2,972.00	3

b. Approve the following Middle School Winter Coach for the 2023/2024 school year: (11-402-100-100-402-07)

	Fall Coach	Fall Coach Position	Stipend	Step
A	Shaw, Timothy	Head Girls' Basketball Coach	\$2,748.00	1

- c. Approve the following High School Winter Coach for the 2023/2024 school year: (11-402-100-100-402-08)

	Fall Coach	Fall Coach Position	Stipend	Step
A	Forry, Mckenna	Head Girls' Basketball Coach	\$8,683.00	1

4. After School Book Club Advisor- High School

Approve the following staff member as an After School Book Club Advisor for the 2023/2024 school year, on an as needed basis, at a rate of \$43.73 per hour: (11-401-100-401-08)

	Name	Location
A	Reilly, Emily	High School

5. Practicum Placements

Approve the following 2023/2024 Practicum Placement:

	College/University	Student	Cooperating Teacher	School	Dates
A	Jefferson	Scheffey, Kyndall	McNair, Chevelle	School No. 5	1/29/2024- 3/15/2024 40 hours

Roll Call:			
Ms. Dredde	Yes	Mr. Thomas	Yes
Ms. Martin	Yes	Ms. Thomas	Yes
Ms. Moore	Absent	Ms. Peterson	Yes
Ms. Nieves	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 3, 2023 and November 16, 2023:

Received	Requested by	Document Requested	Approved	Denied
1	Rhea Mae Lumanog Deltak, Inc.	Information relating to the solicitation below. If available, please include any awarded contract documents and bid tabulation/results. Project Name: ARCHITECT Bid Number: 2023-16 Due Date: 4/27/2023 Contract Number: Awarded Vendor Name: Awarded Vendor Address: Awarded Vendor Phone: Award Amount: Award Date: Start Date: End Date: Contract Terms: Contract Document:	✓	

XV. INFORMATIONAL ITEMS

Dr. Poteat addressed the following informational items:

- There is an update to the Culture Climate Survey. Last Wednesday we provided a survey for students and staff. 298 staff members (out of 545) and 2,505 students (out of 3,557 eligible students) participated in the survey. Last Thursday the survey for the parents in the community became available. We do not have the number of participants at this time, but are hopeful that he will have them by next Monday. We will send another robocall to the community to let parents know that Thursday, November 30, 2023 will be the last day for the them to participate in the survey.
- A request came from the Mayor's office today. They received a request from Comcast stating that they're shooting a commercial at a home in the area of school 4 on December 2, 2023 from 6:00 a.m. to approximately 8:00 p.m. They need a staging area for approximately 40 vehicles and asked for our permission to allow them to use the parking lot and what the requirements are. Ms. Pitts asked if all Board members could receive a copy of the request. Dr. Poteat will ask Comcast to follow the process of requesting the Use of Facilities to ensure that in the event something does occur, liability won't rest on the district. Ms. Pitts asked the Board for a consensus to have Comcast use the parking lot at School 4. Dr. Poteat will reach out to the Mayor's office tomorrow since no objections were made, and will forward the email from the Mayor's office to the Board members.

Mr. Thomas made a statement regarding the Culture Climate Survey and wants to take it a step further to other demographics. He also gave kudos to Ms. Nieves for the Chat with a Board Member. A discussion ensued. Ms. Pitts asked Mr. Thomas to set up a meeting with Dr. Poteat to discuss the survey. Ms. Nieves stated that the Culture Climate Survey is geared specifically towards our staff, students, and parents/caregivers, whereas the Chat with a Board Member is open to any community member. They send out robocalls and text messages to parents and caregivers. Information is also placed on the website and Facebook page and all are welcome to come out.

Ms. Boyle read a Public Notice announcement to fill a board member vacancy.

XVI. OLD BUSINESS

Ms. Nieves read the notes from the Chat with a Board Member which was held via WebEx on November 13, 2023. Ms. Pitts inquired what will be done with the information from these meetings. Ms. Nieves stated that she will collapse the information and create a plan of action. She will bring it to the next Board meeting.

Ms. Pitts read the proclamation for Ms. Esposito:

WINSLOW TOWNSHIP BOARD OF EDUCATION
DEBORA H. ESPOSITO
PROCLAMATION

Whereas the Almighty has called to His eternal reward our dear board member of ten months within the first year of her three-year term, Mrs. Debora H. Esposito, who exhibited a strong, unwavering commitment to working with others on the Winslow Township School Board, We Are Winslow Heart and Soul Community, START Engaging Parents of Students with Disabilities (EPSD), the NJ State Special Education Advisory Council, Community Scribe as part of the New Jersey Council for the Humanities, and as an employee within the Winslow Township School District towards the common goal of fostering an inclusive and supportive learning environment, as well as serving on the Board's Marketing and Policy Committees, and

Whereas, Mrs. Debora H. Esposito, affectionately known as Debbie, kept children first, believed in the public school's mission, strived to reach a consensus on complex issues, maintained a high standard of conduct, sought out the necessary information to make informed decisions, and above all, championed the causes of equity, equality, and dignity as a right for all, high academic achievement, as a mandate for productive citizenship, and expressed daily her unwavering love for family; friends; community, educational organizations; and an astute advocate for special needs students recognizing their unique challenges and tailoring support to address those needs alike; and

Whereas our esteemed Debbie exhibited a dedicated, unwavering passion for creating an impactful collaborative learning environment for all students, helping students to transform how they viewed their educational journey and achieve their full potential and

Therefore, be it resolved that we, the Board colleagues of Debbie Esposito, want the family to know that we gather together with them to mourn the passing of a loving and wonderful woman who leaves an impeccable legacy of educational equity, social justice, and community building, evident in every aspect of her work. Debbie contributed much to the Winslow Township community and the betterment of society and

Be It Further Resolved: the passing of Mrs. Debbie Esposito, a community leader, mentor, and motivator, has caused a deep void of sadness in our community, and we express our heartfelt appreciation for all that Debbie meant to our School District and Winslow Township community and

Moreover, be it resolved that the Winslow Township Board of Education acknowledges the exemplary work and steadfast commitment of Mrs. Debbie H. Esposito, a board member, public education advocate, and District employee whose life well-lived is a legacy of service and commitment to others, leaving the world better than she found it, and lasting memory our grateful hearts will treasure; and

Be it finally resolved that the Winslow Township School Board, Camden County, recognizes that Mrs. Debbie H. Esposito lived a life of benevolence. This proclamation will be incorporated into the board's minutes, and a copy will be given to the family.

This proclamation is humbly submitted by the Winslow Township School Board, Camden County, New Jersey, on the seventeenth day of November two thousand twenty-three.

Respectively submitted,

Cheryl Pitts, President, Winslow Township School Board

Dr. H. Major Poteat, Superintendent, Winslow Township School District

XVII. NEW BUSINESS

Ms. Martin shared the following information from the Board of Directors Meeting that she attended on November 17, 2023:

- NJSBA Finances
- Workshop 2023
- NJSBA Personnel Update
- The Boardroom Podcast

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 Ms. Nieves, seconded by Ms. Martin, to open the meeting for Public Comments at 8:33 p.m.

Voice Vote: All in favor

No public participation.

XIX. ADJOURNMENT OF PUBLIC COMMENTS

A motion was made by Ms. Nieves, seconded by Ms. Martin, to close the meeting for Public Comments at 8:33 p.m.

Voice Vote: All in favor

XX. EXECUTIVE SESSION

None at this time.

Dr. Poteat provided Board members with a copy of the updated district goals to review and comment on at the beginning of next year.

XXI. ADJOURNMENT

A motion was made by Ms. Nieves, seconded by Ms. Martin to adjourn the meeting at 8:36 p.m. All Ayes.

Respectfully Submitted,

Tyra McCoy-Boyle
Business Administrator/Board Secretary