

WINSLOW TOWNSHIP BOARD OF EDUCATION
Regular Board of Education Meeting
Winslow Township Administrative Building – Conference Room
Wednesday, October 11, 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 Dredde	Joe Thomas
	Debbie Esposito 7:10 p.m. (Remote)	Kelly Thomas
	Rita Martin	Julie Peterson, Vice President
	Cynthia Moore	Cheryl Pitts, President
	Rebecca Nieves	

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

IV. **PLEDGE OF ALLEGIANCE**

V. **2023-2024 DISTRICT GOALS**

(Mr. Thomas)

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. NJ DOE HIB School Self-Assessment (July 1, 2022-June 30, 2023) – Mr. Dion Davis

Mr. Davis gave a summary of the NJ DOE HIB School Self-Assessment from (July 1, 2022 – June 30, 2023). A Question and Answer session ensued.

A motion was made by Ms. Martin, seconded by Ms. Dredden, to approve the NJ DOE HIB School Self-Assessment from (July 1, 2022-June 30, 2023).

Voice Vote: All in favor

VII. CORRESPONDENCE

None at this time.

VIII. MINUTES

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

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

Regular Meeting	Wednesday, September 27, 2023	Open Session
Regular Meeting	Wednesday, September 27, 2023	Closed Session

Roll Call:

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

Motion Carried

IX. BOARD COMMITTEE REPORTS

Citizens Advisory Committee – Ms. Martin – None at this time. Ms. Pitts made a comment about a misunderstanding with the CAC in regards to the School Board not living up to their request of the Culture Climate Survey timeline. It was discussed at our June 7, 2023 awards meeting and also during the Board retreat in August. The Board has moved forward on that request. Ms. Geneva Gerwitz, a reporter from the Hammonton Gazette is here and reports on our meetings. Ms. Pitts wanted to let the public know that we did live up to the request and are moving forward with the Culture Climate Survey.

Athletic Committee – Ms. Martin – None at this time.

Operations Committee – Ms. Dredden – None at this time.

Education Committee – Ms. Peterson – None at this time. The next meeting is scheduled for Tuesday, October 17, 2023 at 4:00 p.m. via WebEx.

Marketing Committee – Ms. Moore – None at this time. Ms. Pitts responded to comments from the community regarding reports out of our committees who state “none at this time.” She wanted to clarify that our committees meet once a month and don’t meet at the same time each month. None at this time, simply means that the committee has not met yet.

Policy/HR Committee – Ms. Pitts – The committee met virtually on Thursday, September 28, 2023 at 5:15 p.m. Changes to new and existing policies and regulations were reviewed to present a First Reading at the October 11, 2023 Board meeting. Ms. Nieves wanted it noted that she had strenuously objected to not revising the lateness and cell phone policy.

X. SUPERINTENDENT’S REPORT

A motion was made by Ms. Martin, seconded by Ms. Dredde, 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 **Exhibit X A: 1**

Approve the First Reading of Board Policies and Regulations as listed below:

Policy/Regulation	Policy/Regulation Title
P & R 1642.01	Sick Leave
R2419	School Threat Assessment Teams
P & R 3212	Attendance – Teaching Staff
P & R 4212	Attendance – Support Staff
P & R 5116	Education of Homeless Children and Youth

Abolished

Policy/Regulation	Policy/Regulation Title
P & R 4432	Sick Leave
P & R 5460.02	Bridge Year Pilot Program
P 8540	School Nutrition Programs
P 8550	Meal Charges/Outstanding Food Service Bill

- 2. Second Reading & Adoption of Board Policies & Regulations **None at this time.**
- 3. Security/Fire Drill **None at this time.**
- 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) **Exhibit X A: 8**
Approve the placement of Homeless Students as listed in the attached exhibit.
9. Division of Child Protection & Permanency (DCP&P) **Exhibit X A: 9**
Approve the placement of DCP&P students as listed in the attached exhibit.
10. Fundraiser(s) **Exhibit X A: 10**
Approve Fundraisers as listed below and in the attached exhibit:
School 1
 - Kids Heart Challenge, (10/23/23-10/27/23), American Heart AssociationSchool 6
 - Kids Heart Challenge, (3/28/24), American Heart AssociationMiddle School
 - Fancloth Winslow Apparel Sales, (October-November 2023), 8th Grade Class
 - Dine Out at Chipotle, (11/15/23), 7th Grade Class
 - Winslow Township Middle School Sling Bags, (10/18/23 – 10/31/23), Winslow Spirit ClubHigh School
 - Santa Saturday, (12/1/23 – 12/2/23), H.S.A.
 - Clothing Drive, (11/3/23-11/4/23), H.S.A.
 - Freshman Class T-Shirts, (2023-2024 School Year), Freshman Class 2027
11. School 2 – Math & Literacy Night
Approval requested for School 2 to hold a Math & Literacy Night on November 16, 2023 from 6:30 – 8:00 PM, to engage students and their families in interactive activities to promote both mathematical and literacy skills.

12. School 2 – Week of Respect

Approval requested for School 2 students and staff to participate in The Week of Respect from 10/2/23 to 10/6/23.

13. School 2 – Mobile Dental Lab

Approval requested for School 2 students to participate in a Mobile Dental Lab in the spring of 2024. With parental permission, students will receive a free dental exam and recommendations will be provided to families if needed.

14. School 2 – Christmas Tree Drive

Approval requested for School 2 to participate in a Christmas Tree Drive in conjunction with Winslow Township High School. Tags will be placed on a tree with a list of items requested by families in time for the Christmas holiday. Items will be collected from 11/20/23 to 12/15/23.

15. School 2 – Mobile Hearing/Vision Lab

Approval requested for School 2 to utilize the services of the Virtua Mobile Hearing/Vision Lab to conduct student screenings, during the spring of 2024.

16. School 3 – Hispanic Heritage Month Presentation

Approval requested for School 3 to host an interactive Salsa lesson with Art in Motion Dance & Fitness in celebration of Hispanic Heritage Month. The lesson will be held on October 13, 2023 at 10:00 AM in the all-purpose room.

17. School 5 – Concerts

Approval requested to hold the following concerts:

- Winter Evening Chorus Concert: January 11, 2024, 7:00 – 8:00 PM
- Spring Evening Chorus Concert: May 1, 2024, 7:00 – 8:00 PM

18. School 6 – Concerts/Art Show

Approval requested to hold the following events:

- Winter Chorus Concert: January 11, 2024, 6:30 PM
- Spring Chorus Concert and Art Show: May 2, 2024, 6:30 PM

19. Middle School – Alliance to Save Energy/EmPowered Schools Program

Approval requested for the Winslow Township Middle School Environmental STEM class to participate in the 2023-2024 Alliance to Save Energy/EmPowered Schools Program from September 26, 2023 – April 4, 2024.

20. High School – International Thespian Induction Ceremony

Approval requested for the Winslow Township School Drama Club and Stage Crew to participate in the International Thespian Induction Ceremony for the 2023-2024 School Year on Thursday, May 30, 2024 at 6:00 PM in the Sarah Gordy Auditorium.

21. High School – Holiday Cards for our Military Challenge

Approval requested for Winslow Township High School to participate in “Holiday Cards for our Military Challenge” for the 2023-2024 school year.

22. High School – Senior Award Night

Approval requested for Winslow Township High School to host Senior Award Night on Tuesday, May 28, 2024 in the Sarah Gordy Auditorium.

23. High School – National Honor Society Induction Ceremony

Approval requested for Winslow Township High School to host the National Honor Society Induction Ceremony on Monday, December 18, 2023 at 6:00 PM, in the Sarah Gordy Auditorium.

24. High School – School Events

Approval requested for Winslow Township High School to hold the following school events:

- College Readiness Night: In conjunction with Financial Aid Night, student and parents will receive resources regarding the preparation for college enrollment on October 24, 2023.
- Coffee with Guidance: Provide parents with updates regarding post-secondary activities as well as the guidance program. Dates are November 22, 2023 and March 6, 2024, 9:30 – 11:00 AM.
- Night Out with the Counselor: Provide parents with updates regarding post-secondary activities as well as the guidance program on December 20, 2023 at 6:00 PM.
- WTHS Elective Fair: 8th Grade Middle School students will be visiting to attend the Annual Elective Fair at the High School on January 25, 2024 from 8:30 AM to 12:00 PM.
- Open House Expo: Parents of 8th grade students and community members will receive updates on the High School programs, course offerings, and extra-curricular activities. The event will be held on February 8, 2024 at 6:30 PM.

25. Therapy Services Funding

Approve the use of the IDEA Grant to fund OT/PT services through Camden County Education Commission to students attending South Jersey Christian Academy on an as needed basis, during the 2023-2024 school year. Total sum of \$5,000, not to exceed the non-public grant allocation, funding account #: 20-256-200-300-000-75.

26. Winslow Township School District – “Safe Return Plan”

Approve the submission of the WTSD 2023-2024 “Safe Return Plan” to the NJDOE pursuant to the Federal American Rescue Plan Act.

B. Principal’s Update

- | | |
|--|---------------------------|
| 1. Harassment, Intimidation & Bullying Report (Sept. 2023) | Exhibit X B: 1 |
| 2. Suspension Report | None at this time. |
| 3. Ethnicity Report | None at this time. |
| 4. School Highlights | None at this time. |

Mr. Thomas touched base on community engagement. He stated that we are opening our buildings and giving the community opportunities to come and participate in different events such as College Readiness Night, Coffee with Guidance and Night Out with the Counselors. This is an opportunity for the community to come out and engage with us.

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

Dr. Poteat announced that the Student Representative from the high school is here. Student Representative, Ms. Tyasia Doyle, introduced herself and is currently the Senate President at Winslow Township High School. Ms. Doyle participates in track, she is in a number of clubs and is excited to be here.

XI. BUSINESS ADMINISTRATOR/BOARD SECRETARY’S REPORT

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

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| A. <u>REPORTS</u> | None at this time. |
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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 \$1,318,549.65 as per the attached exhibit.

b. Ratify the Manual Bill List in the amount of \$31.62 as per attached exhibit.

7. Payroll

Approve Payroll, for the month of September 2023, as follows:

- o September 15, 2023 - \$2,574,461.81
- o September 30, 2023 - \$2,582,359.50

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

Approve the Disposal of School Property and Textbooks as listed below:

Location	Department	Description
Middle School	PE	(1) Basketball cart, 3 years, wheels have fallen off
Middle School	Library	(9) Computer tables, 10+ years, out of date (26) Brown chairs, 10+ years, out of date
High School	Athletics	(1) Old TV stand (white), 15 years, broken, weathered, rotted wood (4) Old stereo/press box system, 10+ years, broken, obsolete (2) Old football pole pads, 10+ years, ripped, weathered, broken (1) Old staff mailbox, 10+ years, broken, weathered, rotted wood (10) Old football markers, 10+ years, ripped, weathered, rotted (6) Old metal bleacher steps, 10+ years, broken, old, obsolete (1) Metal storage box, 10+ years, roof leaks, missing floor, doors do not shut (19) Empty boxes in adaptive gym, 10+ years, ripped boxes

9. Use of Facilities

Approve the following Use of Facilities as listed below:

School	Organization	Dates	Day/Time	Room	Fee
High School	HSA	11/3/2023 and 11/4/2023	Friday 3:00 p.m. – 7:00 p.m. Saturday 8:00 a.m. – 3:00 p.m.	Cafeteria	-0-
High School	HSA	12/1/2023 and 12/2/2023	Friday 4:00 p.m. – 8:00 p.m. Saturday 11:00 a.m. – 6:00 p.m.	Cafeteria	-0-

10. Purchase – Ed Data Vendor

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

Items charged to 12-402-100-730

School Health Corporation – Ed Data #11712

Athletic Supplies-Athletic Trainer Instructional Equipment \$9,336.59

11. 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

Pemberton Supply Company, LLC. – State Contract #19-FOOD-01747

Electrical Supplies General Supplies \$3,041.60

W. W. Grainger, Inc. – State Contract #19-FLEET-00566

Maintenance Supplies General Supplies \$14,731.24

Items charged to 11-000-270-615

Service Tire Truck Center, Inc. – NJ State Contract #20-FLEET-00948

Fleet Tires Transportation Supplies \$13,719.72

12. 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 11-000-270-615

<u>Wolfington Body Co. Inc. – ESCNJ #22/23-24</u>		
Windows, Locks	Transportation Supplies	\$629.97
<u>Wolfington Body Co. Inc. – ESCNJ #22/23-24</u>		
Total Control Module	Transportation Supplies	\$1,537.90
<u>Wolfington Body Co. Inc. – ESCNJ #22/23-24</u>		
EGR Cooler	Transportation Supplies	\$2,850.95
<u>Wolfington Body Co. Inc. – ESCNJ #22/23-24</u>		
Water Hose, Pump Kit	Transportation Supplies	\$559.90
<u>Wolfington Body Co. Inc. – ESCNJ #22/23-24</u>		
Thermostats	Transportation Supplies	\$417.50
<u>Wolfington Body Co. Inc. – ESCNJ #22/23-24</u>		
Cable & Hose Heater	Transportation Supplies	\$468.18
<u>Wolfington Body Co. Inc. – ESCNJ #22/23-24</u>		
Holdings, Flex Hose, Angles	Transportation Supplies	\$1,084.72
<u>Wolfington Body Co. Inc. – ESCNJ #22/23-24</u>		
Hub Rear, Oil Seal, Cover	Transportation Supplies	\$2,979.98

13. Trenton – Joint Transportation Agreement 2023-2024 **Exhibit XI B: 13**

Approve, authorize, and ratify the 2023-2024 Joint Transportation Agreement between the Winslow Township School District (host district) and Trenton (joiner district) to transport one student to Archbishop Damiano from July 6, 2023 to August 30, 2023 in the per diem amount of \$180.58.

14. Trenton – Joint Transportation Agreement 2023-2024 **Exhibit XI B: 14**

Approve, authorize, and ratify the 2023-2024 Joint Transportation Agreement between the Winslow Township School District (host district) and Trenton (joiner district) to transport one student to Archbishop Damiano from September 1, 2023 to June 30, 2024 in the per diem amount of \$98.52.

15. 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>
Sheresa Clement	NJ School Boards Association Workshop 2023	October 23-26, 2023	\$2,200.00 (up to 25 members)

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

XII. PERSONNEL

A motion was made by Ms. Martin, seconded by Ms. Dredde, 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	Anderson, Kathleen	Transportation	Bus Driver	\$32,800.00 Step 3	10/16/2023
B	Cohen, Anna	Transportation	Bus Driver	\$32,760.00 Step 1	10/16/2023
C	Esposito, Dorrine	School No. 5	ESL Teacher	\$69,655.00 MA+15, Step 9	10/16/2023
D	Figueroa, Mariluz	Transportation	Bus Driver	\$32,800.00 Step 3	10/16/2023
E	Jones, Tonyierra	Special Services	Secretary	\$46,782.00 Step 10	11/1/2023
F	Moorer-Whye, Renee	Middle School	Mental Health Provider-NJSBG (PT)	\$31,000.00	11/1/2023
G	Ritter, Faith	High School	Mental Health Provider-NJSBG	\$50,777.00	10/16/2023
H	Stokes, Takeya	Transportation	Bus Driver	\$32,760.00 Step 1	10/16/2023

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	4597	FMLA *Revised Dates	8/30/2023 9/18/2023 (PM)	9/18/2023 (AM) 10/5/2023	Paid Unpaid
B	5574	Medical	10/18/2023	11/30/2023	Paid
C	5829	Medical	9/27/2023	10/16/2023	Paid
D	5906	FMLA	11/13/2023 12/20/2023	12/19/2023 1/31/2024	Paid Unpaid

3. Resignations

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

	Name	Location	Position	Effective
A	Maderia, Brittany	School No. 3	Music Teacher	11/30/2023

4. 2023/2024 After School Tutors

Approve the following teachers as After School Tutors for the 2023/2024 school year, at a rate of \$43.73/hour, on an as needed basis: Title I (20-233-100-100-020)

	Name	Location
A	Giessuebel, Christine	School No. 1
B	Rouse, Tangika	School No. 1
C	Maguire, Mary Janelle	School No. 2
D	Purcell, Ashley	School No. 2
E	Sipple, Lauren	School No. 2
F	Thompson, Alexis	School No. 2
G	Ade, Phyllis	School No. 3
H	Logan, Leslie	School No. 3
I	Saylor, Jolene	School No. 3
J	Thomas, Candis	School No. 3
K	DiLullo, Annmarie	School No. 5
L	Matino, Elena	School No. 5
M	Ripp, Roberta	School No. 5
N	Schmidt, Melissa	School No. 5
O	Stump, Kristina	School No. 5
P	Coleman, Amber	School No. 6
Q	Gross, Angela	School No. 6
R	Rushton, Kathryn	School No. 6
S	Shiple, Michelle	School No. 6
T	DeTullio, Andrea	Middle School
U	Hairston, Michelle	Middle School
V	Martin, Gregg	Middle School
W	Bracy, LySandra	High School
X	DeShazor, Wanda	High School
Y	Easterling, Lisa	High School
Z	Jenifer, Channel	High School
AA	Manoussakis, Lily	High School
BB	Paparo, Lisa	High School
CC	Shaw, Shelby	High School
DD	Wake, Gregory	High School
EE	Wardyn, Stacie	High School

5. 2023/2024 After School Teacher Trainers

Approve the following teachers for the 2023/2024 school year, on an as needed basis, at a rate of \$43.73 per hour: ARP ESSER Sub Grant- Accelerated Learning, Coaching and Educator Support (20-488-200-100)

Name	Location	Name	Location
Arena, Jennifer	School No. 1	Leve, Jennifer	School No. 1
Boianelli, Kate	School No. 3	Loughery, Krystle	School No. 2
Bowie, Melanie	School No. 4	Maguire, Joan	School No. 1
Brogan, Shannon	School No. 1	McKechney, Erica	School No. 4
Brown, Sashalee	School No. 4	McMahon, Christine	School No. 3
Cappuccio, Anna	School No. 3	Merritt, Angelina	School No. 4
Couture, Victoria	School No. 3	Miller, Gabrielle	School No. 2
D'Angelo, Marissa	School No. 3	Molitor, Emily	School No. 3
DeAngelis, Kathleen	School No. 2	Nauss, Kelly	School No. 2
DeFrancisco, Paige	School No. 1	Nelson, Tracy	School No. 1
Dennis, Nicole	School No. 2	O'Rourke, Naomi	School No. 3
Densten, Dana	School No. 3	Osborne, Jennifer	School No. 4
Destefano, Michelle	School No. 4	Pacheco, Blaire	School No. 4
Douglas, Tina	School No. 1	Patterson, Alycia	School No. 1
Dunn, Lia	School No. 4	Peacher, Amanda	School No. 1
Earlin, Chelsi	School No. 1	Peters, Kristy	School No. 2
Edgerly, Cynthia	School No. 4	Potts, Tufeka	School No. 3
Evangelist, Dana	School No. 2	Purcell, Ashley	School No. 2
Ferrara, Rebecca	School No. 2	Price, Briana	School No. 3
Froehlich, Crystal	School No. 4	Ratzlaff, Emily	School No. 4
Garcia, Abbey	School No. 1	Riess, Taylor	School No. 4
Gavin, Candice	School No. 4	Rouse, Tangika	Schools No. 1- 4
Gross, Nicole	School No. 3	Sansone, Christina	School No. 4
Grubb, Margaret	School No. 1	Saylor, Jolene	School No. 3
Harvey, Nicolette	School No. 2	Scheibein, Mercedes	School No. 4
Hoffman, Kevin	School No. 3	Schultz-Ford, Theresa	School No. 3
Horner, Victoria	School No. 2	Schwartz, Ashley	School No. 3
Houton, Melissa	School No. 4	Shannon, Lauren	School No. 2
Kane, Ashley	School No. 3	Sorg, Alison	School No. 4
Kasper, Thien	School No. 1	Sullivan, Kylee	School No. 2
Kehrl, Stacy	School No. 2	Sutphen, Mary Ann	School No. 3
Ko, Dionise	School No. 4	Taglienti, Nicolette	School No. 2
Kollar, Linda	School No. 3	Thompson, Alexis	School No. 2
Krason, Kelly	School No. 3	Wolfram, Christy	School No. 4

6. 2023/2024 Home Instruction Tutors

Approve to ratify the following Home Instruction Tutors 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	Busch, Sarah	Social Studies
B	Morgan, Zachary	Social Studies
C	Slotoroff, Raya	Social Studies
D	Smith, Chantel	Mathematics

7. Sixth Period Teacher Assignments

a. Approve the following Middle School Sixth Period Teaching Assignment for the 2023/2024 school year, effective October 16, 2023: (11-130-100-101-105-07)

	Name	Position	Stipend (pro-rated)
A	Irvin, Tracy	English Language Arts	\$8,489.00

b. Approve the following High School Sixth Period Teaching Assignments for the 2023/2024 school year, effective October 16, 2023: (11-140-100-101-113-08)

	Name	Position	Stipend (pro-rated)
A	Ferrara, Franklin	Science	\$8,489.00
B	Knox, Ryan	Science	\$8,489.00
C	Mullin, Erica	Science	\$8,489.00
D	Perry, Alexandra	Science	\$8,489.00

8. Sixth Period Teacher Assignments- Leave of Absence (Revised Dates)

Approve the following Middle School Leave of Absence Sixth Period Teaching Assignments for the 2023/2024 school year, effective September 5, 2023 to October 5, 2023: (11-130-100-101-115-07)

	Name	Position	Stipend (pro-rated)
A	Hairston, Michelle	Social Studies	\$8,489.00
B	Lindsay, Samuel	Social Studies	\$8,489.00
C	Maxwell, Dorothy	Social Studies	\$8,489.00
D	Waldman, Maria	Social Studies	\$8,489.00

9. Seventh Period Teacher Assignments

Approve the following Middle School Seventh Period Teaching Assignment for the 2023/2024 school year, effective October 16, 2023: (11-130-100-101-105-07)

	Name	Position	Pro- rated Stipend
A	Irvin, Tracy	English Language Arts	\$8,489.00

10. 2023/2024 Club/Activity Advisors

Approve to ratify the following 2023/2024 High School Club/Activity Advisor, effective October 1, 2023: (11-401-100-330-401-08)

	Advisor	Club/Activity	Stipend	Step
A	Stanton, John	Band Front Coordinator	\$4,949.00	1

11. 2023/2024 Drama Production- High School

Approve the following Set Designer, on an as needed basis: (11-401-100-330-401-08)

	Name	Rate
A	Klein, Aaron	\$1,500.00- Fall

12. High School Piano Accompanist

Approve Mr. Joseph Krupa to provide piano accompaniment for the Winter and Spring High School concerts, at a rate of \$150.00 per show, including morning dress rehearsal: (11-401-100-330-401-08)

- Winter Concert- December 19, 2023 at 6:00 pm
- Spring Concert- May 21, 2024 at 6:00 pm

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

XIII. ADDENDUM

I. BUSINESS ADMINISTRATOR/BOARD SECRETARY'S REPORT

A motion was made by Ms. Martin, seconded by Ms. Dredden, 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. Bill List

Exhibit I A:1

Approve the Vendor Bill List in the amount of \$246,161.31 as per the attached exhibit.

2. New Student Activity Account - Middle School

Approve the request for a new student activity account at the Middle School, Winslow Spirit Club. The purpose of the club is to support student morale through prizes and rewards, going directly back to the students. The club will also support events throughout the year. Fundraisers and donations will be the primary source of revenue.

3. School Development Authority (SDA) Grant Funds

Approve to accept fiscal years 2022 and 2023 Capital Maintenance and Emergent project grants in the amounts of \$111,022 and 109,805 respectively. Also approve to reallocate 2023 allowable expenditures against the funds as follows:

School 6 HVAC Upgrade Project – Falasca Mechanical:	\$111,022.00
Re-tile the wet-room at the High School – The Gillespie Group, Inc.:	18,701.62
Abatement and reinstallation of new VCT flooring in 3 classrooms at School 3 – The Gillespie Group, Inc.:	44,724.65
The purchase of TriDim filters for all Schools – Tri-Dim Filter Corp:	46,378.73

4. E-Rate Compliance Services

Approve E-Rate Consulting, Inc., an approved New Jersey School Board vendor, to perform E-Rate Compliance Services for Category 1 expenditures during the 2023 fiscal year. The costs of services, \$5,250.00, will be charged to 11-000-230-530. Services will be performed under the Cooperative Procurement #E-8801-NJSBA ACES-CPS.

5. 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,

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>
Cynthia Moore	Camden & Gloucester County SBA Hybrid Meeting (Virtual)	October 12, 2023	NC

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

XIV. OPEN PUBLIC RECORDS ACT (OPRA) REQUEST

None at this time.

XV. INFORMATIONAL ITEMS

Dr. Poteat discussed the following informational items:

- Parent Visitation Days started this week. A revised schedule was placed in the Board members folders. The only revision is School #6, which will have its Parent Visitation Day on October 19, 2023.
- The Climate & Culture Survey has selected the Five Star Technology Solutions as the company that will be used for the survey. He passed out additional information for Board members to view. Five Star Technology Solutions are in the process of developing dashboard categories for the Winslow Township School District. We will be providing the survey for our staff. The company stated that the questions used in their surveys are adapted from question provided by the National Center on Safe Supportive Learning Environments and the New Jersey Department of Education. The company also provided us with sample questions for the parent survey and the staff survey. Dr. Poteat continued to discuss more category samples.
- The Wall of Fame Committee at the Winslow Township High School inducted several athletes into our Wall of Fame prior to COVID-19. We have not had anyone inducted nor have we had any meetings, and the committee has since dissolved. Three of the four members who were on the committee are no longer at the high school, so we are in the process of revamping the committee. Our athletic director Ms. Lane, along with Coach Brown and Mr. Marella have created a list of individuals that they would like to ask to join the committee. The list also includes one person from the community. They would like to get back to acknowledging those individuals who have participated in athletics over the past years, and hopefully we can have an induction ceremony this year or next year.

- WTEA Families and Schools Together Committee (FAST), is sponsoring a Family Wellness: Health and Safety Family Night on Tuesday, October 17, 2023 at 6:00 p.m. at School 5. A copy of the registration form is on the District's website. Dr. Poteat also made a robo-call today at 6:00 p.m. We have agreed to partner with Winslow Township Education Committee as a district to help them promote and increase the number of participants. Dinner will start promptly at 6:00 p.m. and all activities will start at 6:30 p.m. If you are interested in attending, the pre-registration form should be turned in tomorrow at the school where your child attends. Everyone is welcome, whether you pre-register or not. The committee is hoping that families will come out.
- College Readiness Night at Winslow Township High School is being sponsored by the Winslow Township High School Guidance Department. It will take place on Tuesday, October 24, 2023 at 6:30 p.m. in the Sarah Gordy Auditorium. Ms. Tricia Mayers from the New Jersey Higher Education Student Assistance Authority will be presenting the Free Application for Federal Student Aid (FAFSA). Everyone who goes to college must fill out the FAFSA. Dr. Poteat suggested that 10th, 11th and 12th grade students attend this meeting as financial aid is a key component to going to college. Ms. Olga Diupina, an Admissions Counselor from George Mason University will be discussing the aspects of college admissions. Dr. Poteat stated that students must have a college essay as part of their application. Many students don't complete their essays in the manner in which represents their academic capabilities. Mr. Andrew Adair teaches AP English Language & Composition and will discuss what makes a great college essay. There will be break-out rooms after the general meeting and Dr. Poteat asked for those who attend, to please take advantage of this opportunity to have one-on-one, or small group discussions with these individuals so they can answer all of your questions. Mr. Marella will make additional announcements prior to College Readiness Night.
- The South Jersey Gas pipeline replacement project has not started yet. We have not been able to experience any impact from our buses moving to and from school, but we anticipate the project starting any day now. Dismissal may be impacted up to at least 30 minutes in terms of students getting home.
- Multiple discussions ensued regarding the FAFSA presentation, feedback from Parent Visitation Day and the Climate Survey.

XVI. OLD BUSINESS

- Ms. Moore gave feedback on Meet the Candidates Night. She stated that the turnout was very small and she received no assistance from the district as far as getting the word out. She thanked the WTEA and the League of Women Voters for doing their best. Mr. Long responded that in terms of live streaming and publicizing events, it is not appropriate for the Board or the District to get involved. They are not permitted to engage, other than to make space available for events. Ms. Pitts explained that the district does not engage in publicizing but the candidates themselves bring people out. Dr. Poteat stated that unknowingly, flyers have been distributed in the past. He also stated that this year and moving forward, the district will not get involved with the process because now we know.

XVII. NEW BUSINESS

- Ms. Pitts announced that the Township replied to her request to meet with the Township's Education Committee. The meeting is scheduled for Thursday, October 26, 2023 at 3:00 p.m. She asked Ms. Peterson and Mr. Thomas to attend the meeting.
- She informed Board members that two invitations were placed in their folders. One is a flyer and the other is from Mr. Ingram.

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. Martin, seconded by Ms. Dredden, to open the meeting for Public Comments at 8:06 p.m.

Voice Vote: All in favor

Lakaisha Ajaegbulemh

Ms. Ajaegbulemh asked Board members for their help in getting the community involved with the HSA's Clothing and Shoe Drive Fundraiser at the High School. She passed out flyers for the clothing drive hopes to see everyone there. Also, on December 2, 2023, the HSA invited Mayor Lawrence to attend Santa Saturday and to read to the students. Dr. Carcamo stated that Mr. Marella has distributed the flyers to all of the other schools and posted it on the website as well.

XIX. ADJOURNMENT OF PUBLIC COMMENTS

A motion was made by Ms. Martin, seconded by Ms. Dredden, to close the meeting for Public Comments at 8:10 p.m.

Voice Vote: All in favor

XX. EXECUTIVE SESSION

None at this time.

Winslow Township Board of Education

Wednesday, October 11, 2023

Regular Board of Education Meeting Minutes

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XXI. ADJOURNMENT

**A motion was made by Ms. Martin, seconded by Ms. Dredde
to adjourn the meeting at 8:10 p.m. All Ayes.**

Respectfully Submitted,

Tyra McCoy-Boyle
Business Administrator/Board Secretary

Winslow Township School District

Policy Committee Meeting

October 10, 2023

Minutes

Members present:

Ms. Cheryl Pitts, Board President; Ms. Debbie Esposito; Rebecca Nieves; Mr. Joe Thomas; Ms. Brenda Stinson, Winslow Township High School Teacher; Mr. Kurt Marella, Winslow Township High School Principal; Dr. H. Major Poteat, Superintendent and Dr. Dorothy Carcamo, Assistant Superintendent.

The Policy Committee held a virtual meeting on Thursday, September 28, 2023 at 5:15 pm to review changes to new and existing policies and regulations to present for a first reading at the October 11, 2023 Board of Education meeting. The policies and regulations reviewed were:

Policies and Regulations:

- # 1642.01 Sick Leave
- # 3212 Attendance – Teaching Staff
- # 4212 Attendance – Support Staff
- # 5116 Education of Homeless Children and Youth

Regulation:

- # 2419 School threat Assessment Teams

Policies abolished:

- #8540 School Nutrition Programs
- # 8550 Meal Charges/ Outstanding Food Service Bill
- # 4432 Sick Leave
- # 5460.02 Bridget Year Pilot Program

Regulation Abolished:

- # 4432 Sick Leave
- # 5460.02 Bridget Year Pilot Program

The committee discussed two existing policies: # 5516 Use of Electronic Devices and #5240 Tardiness, as well as the use of retired teachers and volunteers to fill the aides' vacancies. After hearing from all members of the committee, including Mr. Marella, Principal and Ms. Stinson, teacher, the committee agreed that Policies # 5516 and # 5420 would remain in effect as written until a final recommendation could be made. However, Mr. Joe Thomas was tasked with viewing the policies of other school districts and providing a summary of his findings at the next policy meeting so that the committee can determine if there should be changes made to the district's policies.

Dr. Carcamo explained that anyone wishing to volunteer in the district must complete the volunteer application. Retired teachers who are interested in returning to work should consult the Division of Pensions to determine their pension would be affected, that anyone interested in an aide's position had to register with ESS since ESS is contracted to provide aides for the district.

Ms. Esposito asked if information could be placed on the district's website for retired teaching looking to return to work, and that a peer mediation program be explored.

All policies and regulations were approved to be moved forward for 1st reading at the October 11, 2023 Board of Education meeting.

The meeting was adjourned at approximately 6:42 pm.