

WINSLOW TOWNSHIP BOARD OF EDUCATION MEETING AGENDA
Addendum – Wednesday, September 25, 2024

I. SUPERINTENDENT’S REPORT

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

1. Safety Care Training

Approve a workshop presented by First Children’s Services on Safety Care Certification Training for 12 hours, to be held on October 1, 2024 and October 8, 2024. Cost of \$1,200.00 will be funded by account #11-000-216-320-000-10.

2. High School - Voter Registration Drive

Winslow Township High School is requesting approval to have South Jersey Alumnae Chapter of Delta Sigma Theta Sorority, Inc. to coordinate a partnership with the Camden County Board Elections/ County Clerk’s Office to host a Voter Registration Drive at Winslow Township High School on September 26, 2024 in an assembly format.

3. High School – Poll Worker Training

Winslow Township High School is requesting approval to have South Jersey Alumnae Chapter of Delta Sigma Theta Sorority, Inc. to coordinate a partnership with the Camden County Board Elections to host sign-ups for poll workers and poll worker training during the month of October. Poll Training will require 2 to 3 days and will take place after school in the Winslow Township High School cafeteria.

On a motion made by _____, seconded by _____, approval of Superintendent’s Report is granted. Exceptions: _____	
Roll Call:	
_____ Mr. Askew	_____ Mr. Shaw
_____ Ms. Dredden	_____ Mr. Thomas
_____ Ms. Martin	_____ Ms. Pitts
_____ Ms. Nieves	
_____ Ms. Peterson	

II. BOARD SECRETARY’S REPORT

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

1. Bill List

Exhibit II A: 1

Approve the Vendor Bill List in the amount of \$40,066.89 as per the attached exhibit.

2. Approve Change Order #1 – Winslow Township School District Circulation Pump Replacement at Schools #1 through #4 and the Middle School

Approve change order #1, in the net amount of \$14,730.22, with Falasca Mechanical, for the replacement of thirteen (13) starter motors at each of the five schools in the amount of \$25,330.22. Also included is credit of \$10,600.00 for un-used/un-installed circulation pump inertia bases. The new pumps will be mounted directly to concrete pads, rendering the inertia bases obsolete. The net change order will be an increase of \$14,730.22 as follows:

Original Contract Amount:	\$398,460.00
Net change by previously authorized	
Change orders:	-0-
Change order No. 1	<u>14,730.22</u>
New Contract Sum	<u>\$413,190.22</u>
Percent of Change:	3.70%
Total Payments to Date:	\$271,158.50

Services are to be charged to 30-000-400-450-807, and further acknowledge the following statement:

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

Tyra McCoy-Boyle

3. Professional Development

Approve Ms. Regina Chico, Assistant Business Administrator to attend the NJASBO workshop “Department of Labor (DOL) and Department of Treasury (DOT) Refresher and Updates” on October 10, 2024 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 \$145 per person.

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4. New Jersey School Boards Association – 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>
Rebecca Nieves Cheryl Pitts	Camden/Gloucester County Hybrid Meeting – Goal Setting	October 1, 2024	NC

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5. Houghton Mifflin Harcourt School Publishing Company

Approve Houghton Mifflin Harcourt School Publishing Company to provide Teacher and Student Edition math books to School 5 in the amount of \$9,453.19. Items are to be charged to account #11-190-100-640.

6. Authorize Architectural and Engineering Services – EI Associates - School 5 HVAC Upgrade

Approve EI Associates, the District's appointed Architects, to provide architectural and engineering services to prepare detailed design drawings and technical specifications for the HVAC system upgrades at Winslow Township School 5. The proposed project plan will be to execute the work in three phases: Phase I – Schematic Design and New Jersey Department of Education (NJDOE) Submission, Phase II – Detailed Design and Phase III – Bidding and Construction Administration Services. Approval is requested to approve Phase I – Schematic Design and NJDOE submission at a cost of \$25,000.00. Services will be charged to 12-000-400-334 (which will be moved to the Capital Projects Fund once requirements for DOE approval have been met) 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

7. Authorize Architectural and Engineering Services – EI Associates – School 6 HVAC Upgrade

Approve EI Associates, the District's appointed Architects, to provide architectural and engineering services to prepare detailed design drawings and technical specifications for the HVAC system upgrades at Winslow Township School 6. The proposed project plan will be to execute the work in three phases: Phase I – Schematic Design and New Jersey Department of Education (NJDOE) Submission, Phase II – Detailed Design and Phase III – Bidding and Construction Administration Services. Approval is requested to approve Phase I – Schematic Design and NJDOE submission at a cost of \$25,000.00. Services will be charged to 12-000-400-334 (which will be moved to the Capital Projects Fund once requirements for DOE approval have been met) 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

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8. Purchases – Ed Data Vendor

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

Items charged to 11-000-261-420

Kencore LLC. – EDS Bid #11652

District Elevator Maintenance #5	Clean, Repair, Maint.	\$1,415.26
District Elevator Maintenance #6	Clean, Repair, Maint.	\$1,415.26
District Elevator Maintenance MS	Clean, Repair, Maint.	\$ 616.00

9. Purchase – Hunterdon County Educational Services Commission (HCESC)

Approve the following purchase, in the following amount from the following approved HCESC Contract vendor:

Items charged to 20-236-100-600

Bluum USA, Inc. – HCESC-CAT-22-01

S/R-Title I Supplies – MS	Title I 24-25 Supplies	\$5,451.99
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On a motion made by _____, seconded by _____, approval of Board Secretary's Report is granted. Exceptions: _____

Roll Call:

_____ Mr. Askew	_____ Mr. Shaw
_____ Ms. Dredden	_____ Mr. Thomas
_____ Ms. Martin	_____ Ms. Pitts
_____ Ms. Nieves	
_____ Ms. Peterson	

III. PERSONNEL REPORT

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

1. 2024/2025 New Hires

Approve the following New Hires for the 2024/2025 school year:

	Name	Location	Position	Pro-rated Salary	Effective
A	Price, Autumn	High School	Health & PE Teacher	\$59,980.00 BA, Step 5	12/1/2024
B	Schubert, Chloe	School No. 4	Special Ed. Teacher	\$61,480.00 MA, Step 2	12/1/2024

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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	4052	FMLA	10/1/2024	12/31/2024	Unpaid

3. 2024/2025 Staff Reassignment

Approve the following Staff Reassignment for the 2024/2025 school year, effective October 23, 2024:

		From		To	
	Name	Position	Location	Position	Location
A	Buzby, Bridget	Gifted & Talented Teacher	School No. 1 School No. 3	Kindergarten Teacher	School No. 1

4. Spring Musical Rehearsal Accompanist- High School

Approve Mr. Joseph Krupa as the rehearsal accompanist for the Spring Musical “Mamma Mia” from January-March 2025. Payment of \$1,200.00 will be made from: (11-401-100-440-401-08)

5. 2024/2025 After School Instrumental Band & Orchestra Program

Approve the following teachers for the After School Instrumental Band & Orchestra Program for students at Schools No. 5 and No. 6. The program will run from October 1, 2024- May 7, 2025 (Wednesdays), at School No. 6, 3:00 PM- 4:30 PM: (11-401-100-100-000-05, 11-401-100-100-000-06)

	Name	Position	Hourly Rate
A	Garton, Timothy	Band Teacher	\$43.73/hour
B	Jan, Nancy	Orchestra Teacher	\$43.73/hour

6. 2024/2025 Winter Coaches

Approve the following High School Winter Coaches for the 2024/2025 school year: (11-402-100-100-402-08)

	Winter Coach	Coach Position	Stipend	Step
A	Naone-Carter, Ke'alohilani	Assistant Girls' Basketball Coach	\$5,277.00	1

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7. Professional Development

Ratify, authorize and approve the following employee for participation in professional development August 1, 2024- August 30, 2024, at a rate of \$43.73 per hour, on an as needed basis. To be paid from ARP ESSER 20-489-100-100-000-00.

	Name
A	Roesch, Lauren
B	Trail, Jennifer

8. 2024/2025 Student Advocate Mentors

Approve the following employees to serve as Student Advocate Mentors at the High School for the 2024/2025 school year. To be paid from SIA 20-237-200-100-000-08.

	Name	Stipend
A	Azuma, Christina	\$500.00
B	Cottle, Tara	\$500.00
C	Cuneo, Christopher	\$500.00
D	Custis, Curtis	\$500.00
E	Gallagher, Alice	\$500.00
F	Handel, Arthur	\$500.00
G	Hoover, Sarah	\$500.00
H	Kirk, Joseph	\$500.00
I	Knox, Ryan	\$500.00
J	Manoussakis, Lily	\$500.00
K	Shaw, Arthur	\$500.00
L	Shaw, Shelby	\$500.00
M	Slotoroff, Raya	\$500.00
N	Wake, Gregory	\$500.00
O	Wardyn, Stacie	\$500.00

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

Roll Call:

_____ Mr. Askew	_____ Mr. Shaw
_____ Ms. Dredden	_____ Mr. Thomas
_____ Ms. Martin	_____ Ms. Pitts
_____ Ms. Nieves	
_____ Ms. Peterson	