

WINSLOW TOWNSHIP BOARD OF EDUCATION
Regular Board of Education Meeting
Winslow Township Middle School – Cafeteria
Wednesday, January 29, 2025
7:00 p.m.
Minutes

I. **PUBLIC NOTICE** of this meeting was given to all Board Members and Associates in a notice dated **01/09/2025**. 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:	Michael Clark	Cheryl Pitts
	Rita Martin	Joe Thomas, Vice President
	Gerard McManus	John Shaw, President

Absent: Lorraine Dredden
Wanda Glaud
Julie Peterson

Also Present: Dorothy Carcamo, Ed.D., Assistant Superintendent
Tyra McCoy-Boyle, Business Administrator/Board Secretary
Howard Long, Jr. Esq., Solicitor

IV. **PLEDGE OF ALLEGIANCE**

V. **2024-2025 DISTRICT GOALS**

(Mr. Shaw)

1. **Student Achievement:** Continue to implement best practices for delivering instruction to students. This shall include:

- Conduct weekly administrative walk-throughs to monitor teaching and learning.
- Consistently review student assessment data to guide and redirect teaching.
- Continue to provide supplemental activities (i.e., tutoring, enrichment periods) to address student deficiencies.
- Benchmark assessment for 9th grade (Math/Language Arts).

2. **Create a safe and positive learning environment for students and staff:**

- Strictly enforce the district's Student Code of Conduct.
- Focus on Upper Elementary School students to modify student behavior in the early grades.
- Reinforce positive behavior in a specific and genuine way.
- Approach discipline with care, respect, and the desire to see the good in all students.

3. **Increase Parent, Caregiver, and community engagement in education:**

- Provide opportunities for two-way communication with district stakeholders.
- Continue with communications consortium.
- Focus on refining our communication methods and messages to better market our schools.
- Continue with our public relations with the community.

VI. AWARDS/PRESENTATIONS

1. WTMS Performance

Mr. Shropshire, the Middle School Principal, introduced the Coding and Graphic Design II staff and students for this evening’s presentation. They explained physical computing and how to program and create by using Python and C++. Mr. Shaw thanked the students for doing a great job.

2. 2023-2024 Annual Comprehensive Financial Report (ACFR) Presentation

Jie Yang from Bowman & Company LLP completed all audit procedures and provided the Board with an Annual Comprehensive Financial Report as well as an Auditor’s Management Report. Ms. Yang went over what was assessed during the audit and stated that there was one audit finding in ACFR under food service. A question and answer session ensued.

VII. CORRESPONDENCE

None at this time.

VIII. MINUTES

A motion was made by Ms. Pitts, seconded by Mr. McManus, to approve the minutes of the following meeting:

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

Reorganization Meeting

January 8, 2025

Open Session

Roll Call:			
Mr. Clark	Yes	Ms. Peterson	Absent
Ms. Dredden	Absent	Ms. Pitts	Yes
Ms. Glaud	Absent	Mr. Thomas	Yes
Ms. Martin	Yes	Mr. Shaw	Yes
Mr. McManus	Yes		
Motion carried			

A motion was made by Ms. Pitts, seconded by Mr. McManus, to approve the minutes of the following meeting:

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

Regular Meeting	January 15, 2025	Open Session
Regular Meeting	January 15, 2025	Closed Session

Roll Call:			
Mr. Clark	Yes	Ms. Peterson	Absent
Ms. Dredden	Absent	Ms. Pitts	Yes
Ms. Glaud	Absent	Mr. Thomas	Yes
Ms. Martin	Yes	Mr. Shaw	Yes
Mr. McManus	Yes		
Motion carried			

IX. BOARD COMMITTEE REPORTS

1. **Athletic Committee: Joe Thomas, Chairperson** – Our Winslow Athletic Department is doing a fine job. Our committee constituents are John Shaw, Wanda Glaud, and himself. Mr. Thomas went over the mission of the committee. This Friday at 7:00 p.m. our State Champion Football Team will have an honorary banquet at the Bud Duble Center. All Board members are invited. He noted that the football team’s GPA is 2.9. Mr. Thomas gave updates on the boys and girls athletics and stated that our Winslow mascot is phenomenal.
2. **Citizens Advisory Committee: Rita Martin, Administrative Advisor** – None at this time. The next meeting is scheduled for February 6th at 7:00 p.m. at the Administration Building.
3. **Education Committee: Rita Martin, Chairperson** – None at this time. The next meeting is tentatively scheduled for February 11, 2025 via WebEx.
4. **Marketing Committee: Gerard McManus, Chairperson** – None at this time.
5. **Operations Committee: Lorraine Dredden, Chairperson** – Mr. Shaw read the minutes from the meeting. Minutes are attached.
6. **Policy/HR Committee: Cheryl Pitts, Chairperson** – The meeting will take place February 12th at the Administration Building at 6:00 p.m. prior to our meeting. Members of the committee will be reminded.

Student Representative:

Ms. Savannah Dutton, the Student Representative from the High School presented the following updates:

- Last Thursday, the High School hosted an Elective Fair for 8th graders from the Middle School and provided them with information on some of the courses that are offered at the school as well as personal accounts from current students in the classes.
- On January 8th, Ms. Dutton along with a few student government members and their Advisor, attended the New Jersey Association of Student Councils Winter Convention. They attained the 2nd Year Honor School Award due to their efforts in developing and maintaining a successful Student Council Program.

X. SUPERINTENDENT’S REPORT

A motion was made by Ms. Pitts, seconded by Mr. McManus, to approve A. & B. as recommended by the Superintendent.

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

1. First Reading of Board Policies & Regulations **None at this time.**
2. Second Reading & Adoption of Board Policies & Regulations **None at this time.**
3. Professional Development/Workshops & Conferences **None at this time.**
4. Field Trip(s) **Exhibit X A: 4**
Approve Field Trips for the 2024/2025 school year as listed in the attached exhibit.
5. Tuition Students **Exhibit X A: 5**
Approve placement of Tuition Students, for the 2024/2025 school year as listed in the attached exhibit.
6. Terminate Out-of-District Placement(s) **Exhibit X A: 6**
Approve to terminate out-of-district placements, for the 2024/2025 as listed in the attached exhibit.
7. Homeless Student(s) **Exhibit X A: 7**
Approve the placement of Homeless Student(s) as listed in the attached exhibit.
8. Division of Child Protection & Permanency (DCP&P) **None at this time.**

9. Security/Fire Drills

Approve Security/Fire Drills, for the month of December 2024, as listed below:

<i>School</i>	<i>Date</i>	<i>Elapsed Time</i>	<i>Type of Drill</i>	<i>A.M./P.M.</i>
Early Childhood Education Center	12/10/24	5 min.	Fire	11:11 AM
	12/17/24	4 min.	Non-Fire Evacuation	12:03 PM
School #1	12/13/24	7 min. 48 sec.	Lockdown Drill	2:02 PM
	12/16/24	7 min. 47 sec.	Fire	2:45 PM
School #2	12/17/24	7 min. 18 sec.	Fire	2:18 PM
	12/20/24	8 min. 3 sec.	Lock Out Drill	10:27 AM
School #3	12/16/24	6 min.	Shelter in Place	3:20 PM
	12/18/24	7 min.	Fire	1:27 PM
School #4	12/10/24	4 min. 26 sec.	Fire	12:31 PM
	12/13/24	27 min.	Shelter in Place	10:53 AM
School #5	12/11/24	4 min.	Fire	8:57 AM
	12/19/24	7 min.	Security Protocol	11:50 AM
School #6	12/10/24	5 min. 4 sec.	Fire	9:46 AM
	12/19/24	6 min. 30 sec.	Shelter in Place	2:12 PM
Winslow Twp. M.S.	12/6/24	11 min.	Secure Protocol Drill	11:18 AM
	12/9/24	5 min.	Fire	9:00 AM
Winslow Twp. H.S.	12/5/24	7 min.	Shelter in Place	10:00 AM
	12/16/24	4 min.	Fire	12:25 PM

10. Fundraiser(s)

Exhibit X A: 10

Approve Fundraisers as listed below:

WTMS

- Lucky Grams for St. Patrick’s Day Sales, (3/6/25 – 3/7/25), H.S.A.
- Dine and Donate at TGI Fridays, (3/7/25 – 3/8/25), H.S.A.
- Bunny/Egg-grams for Easter Sales, (3/31/25 – 4/1/25), H.S.A.

High School

- SNAP Fundraiser Campaign (online donation platform),(2/3/25 – 3/31/25), Student Government Senate
- Double Good Popcorn Sales, (2/10/25 – 2/14/25), High School Choir

11. Early Childhood Education Center – Virtua Bus Screening

Approval requested for the Virtua Screening Bus to do health screenings for students at the Early Childhood Education Center on January 31, 2025 from 8:00 AM – 1:00 PM. Signed permission slips will be required in order for the students to participate.

12. School 1 – Read Across America Week

Approve School 1 Read Across America Week activities from March 3, 2025 – March 7, 2025.

13. School 1 – Read Across America Pizza Party

Approval requested for School 1 to have a pizza party for the winning class of the month-long reading competition for Read Across America, on March 31, 2025. Sodexo will be providing the pizza and it will be charged to the Student Activity Account #96-471-001.

14. School 1 – Winslow Township Police Department Read Across America Visit

Approval requested for School 1 to have the Winslow Township Police Department come to read to the winning classes from Read Across America and play kickball with 20 students (5 from each grade level) that read at home the most minutes. The date for this event is March 31, 2025.

15. School 1 – Winslow Township Fire Department Read Across America Visit

Approval requested for School 1 to have the top First, Second, and Third Grade winners of our Read Across America Reading Challenge to be taken on a ride on a Winslow Township Fire Truck on Friday, April 4, 2025 (Make-up date April 7, 2025). The three winners will each receive a separate ride around the block of the school.

16. School 1 – Black History Month Concert

Approval requested for School 1 to have a concert celebrating Black History Month on Thursday, February 27, 2025 at 9:45 AM, for students and staff.

17. School 5 – 4th Grade Family Fun Night

Approval requested for School 5 to hold a 4th Grade Family Fun Night on Tuesday, April 1, 2025 from 7:00 PM – 8:15 PM.

18. School 6 – After School Fitness/Exercise Program

Approval requested for School 6 to host the program Fighting Obesity and Obstacles Destroyed (F.O.O.D.) program, an after-school fitness and exercise program, from 3:15 PM – 4:15 PM on Tuesday afternoons from February 11, 2025 – March 11, 2025. F.O.O.D. is an organization dedicated to helping young people gain positive life experiences and creating healthy lifestyles, thus building confidence and self-esteem. The mission of F.O.O.D. is to provide youth with an understanding of what a healthy lifestyle consists of by incorporating physical fitness and healthy food choices into their everyday lives. Total cost of \$550 per session for a total cost of \$2750.00 to be funded through Acct#20-236-100-300-000-06.

19. Middle School – Guest Speaker

Approval requested for Ms. Taja Johnson to speak to WTMS Journalism students about her career as a journalist. Ms. Johnson is a current reporter/writer for the Sun Newspaper which covers Camden County and South Jersey news. Ms. Johnson would like to speak to students about her career journey, the challenges and rewards of being a journalist, and any advice she might have for those interested in pursuing a similar path. Ms. Johnson would like to visit the WTMS on January 30, 2025.

20. High School – Guest Speaker

Approval requested for Shaun O’Conner, Deputy Constituent Services Director from the Office of Congressman Norcross, to speak with students in the AP US Government & Politics Class on February 3, 2025.

21. Sustainability Institute at the College of New Jersey

Approval requested for the Sustainability Institute at the College of New Jersey to provide professional development to district science teachers on February 14, 2025 and/or March 18, 2025 at no cost to the district.

B. Principal’s Update

- | | |
|--|-----------------------|
| 1. Harassment, Intimidation & Bullying Report (January 1-15, 2025) | Exhibit X B: 1 |
| 2. Suspension Report | Exhibit X B: 2 |
| 3. Ethnicity Report | Exhibit X B: 3 |
| 4. School Highlights | Exhibit X B: 4 |

Roll Call:			
Mr. Clark	Yes	Ms. Peterson	Absent
Ms. Dredde	Absent	Ms. Pitts	Yes
Ms. Glaud	Absent	Mr. Thomas	Yes
Ms. Martin	Yes	Mr. Shaw	Yes
Mr. McManus	Yes		
Motion carried			

XI. BUSINESS ADMINISTRATOR/BOARD SECRETARY’S REPORT

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

A. REPORTS

- | | |
|---------------------------------|------------------------|
| 1. <u>Transportation Update</u> | Exhibit XI A: 1 |
|---------------------------------|------------------------|

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 \$1,717,107.53 as per the attached exhibit.
 - b. Ratify the Manual Bill List in the amount of \$1,279,025.69 as per the attached exhibit.
7. Payroll **None at this time.**
8. Disposal of School Property and Textbooks **None at this time.**
9. Use of Facilities **None at this time.**
10. Professional Development

Approve Ms. Tyra McCoy-Boyle, Business Administrator/Board Secretary, to attend NJASBO workshop "Pension Review and Updates" on February 18, 2025 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.
11. Health and Safety Evaluation of School Buildings Checklist and Statement of Assurance (SOA) 2024-2025 **Exhibit XI B: 11**

Approve the submission of the Health and Safety Evaluation of School Buildings Checklist SOA to the County Office providing assurance that checklists have been completed for every school building per the attached exhibit.
12. 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 NSBA 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 NSBA 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 NSBA 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 NSBA 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 NSBA 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 NSBA 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 NSBA training program and informational event:***

<u>Board Member Name</u>	<u>Program Name</u>	<u>Date</u>	<u>Event Cost</u>
John Shaw	Camden/Gloucester County Virtual Meeting – “How Board Members Can Utilize Artificial Intelligence (AI)”	February 4, 2025	NC
Michael Clark	Governance I: New Board Member Orientation	February 8, 2025	NC
Cheryl Pitts Julie Peterson Lorraine Dredden	NJSBA’s Women’s Leadership Conference 2025	March, 21, 2025	\$119 (per member)

13. Department of Transportation’s random drug and alcohol testing, policy and compliance

Approve Mr. Greg Crescenzo from Atlantic City Investigation LLC to give a presentation on the Department of Transportation’s random drug and alcohol testing, policy and compliance at the February 12th Safety Meeting.

14. Purchase – State Contract Vendor

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

Items charged to 11-000-261-420

W.W. Grainger Inc. – NJ State Contract #25-Fleet-96861
 Motors for Middle School Clean, Repair, Maint. \$945.36

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

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

Items charged to 11-000-270-615

<u>Wolfington Body Co. Inc. – ESCNJ 23/24-21</u>		
Starter	Transportation Supplies	\$1,129.92
<u>Wolfington Body Co. Inc. – ESCNJ 23/24-21</u>		
Window Motor and Panel	Transportation Supplies	\$2,152.36
<u>Wolfington Body Co. Inc. – ESCNJ 23/24-21</u>		
Assembly/Seals	Transportation Supplies	\$2,255.76
<u>Wolfington Body Co. Inc. – ESCNJ 23/24-21</u>		
Coolant	Transportation Supplies	\$2,439.84
<u>Wolfington Body Co. Inc. – ESCNJ 23/24-21</u>		
Batteries	Transportation Supplies	\$2,679.48
<u>Wolfington Body Co. Inc. – ESCNJ 23/24-21</u>		
Parts	Transportation Supplies	\$9,243.84

Items charged to 11-000-262-610

<u>Buckeye International, Inc. – ESCNJ 21/22-18</u>		
Cleaning Supplies	General Supplies	\$11,616.50

Items charged to 11-000-251-600

<u>CDW Government Inc. – ESCNJ/AEPA-22G</u>		
Supplies for Human Resources – Photo ID	Supplies and Materials	\$2,826.95

16. Purchases – Ed Data Vendor

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

Items charged to 11-190-100-610

Staples Contract & Commercial LLC. – EDS Bid #13002

Supplies for AP Office General Supplies \$942.84

Staples Contract & Commercial LLC. – EDS Bid #13002

Copy Paper General Supplies \$2,510.40

Items charged to 11-000-219-600

Staples Contract & Commercial LLC. – EDS Bid #13002

SSS Office Supplies Supplies and Materials \$1,056.34

17. Purchases – Hunterdon County Educational Services Commission (HCESC)

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

Items charged to 11-000-263-610

General Chemical and Supply – HCESC-CAT-23-02

Ice Melt Care, Up-keep, Grounds - Supplies \$2,462.10

Items charged to 11-000-270-420

Robert H. Hoover & Sons, Inc. – HCESC-TRANS-24-05

Mini 2 Clean, Repair, Maint. \$10,892.79

18. Acceptance of the 2023-2024 Annual Comprehensive Financial Report (ACFR), Auditor's Management Report (AMR), Corrective Action Plan (CAP) and Summary of Audit Report

Exhibit XI B: 18

WHEREAS the Winslow Township Board of Education in accordance with NJSA 18A:23-1 must have a certified External Audit of the district's account and financial transactions; and

WHEREAS the Winslow Township Board of Education received the audit performed by Bowman and Company LLP and discussed said audit at its public meeting held on January 29, 2025; now

BE IT RESOLVED that, after review and discussion, the Winslow Township Board of Education accepts the audit for the 2023-2024 school year, fiscal year ending June 30, 2024 and approves the Corrective Action Plan (CAP) as follows:

Finding Number 2024-001

The School District's Food Service Fund Net Cash Resources exceeded it's three months average expenditures by \$450,728.41.

Recommendation Number: 2024-001

The School District continue to monitor the finances of its Food Service Fund and follow up the plan to reduce the net cash resources below its three-month average expenditures.

The Summary of Audit Report has been made available for public distribution.

Roll Call:			
Mr. Clark	Yes	Ms. Peterson	Absent
Ms. Dredden	Absent	Ms. Pitts	Yes (Recuse #12)
Ms. Glaud	Absent	Mr. Thomas	Yes
Ms. Martin	Yes	Mr. Shaw	Yes
Mr. McManus	Yes		
Motion carried			

XII. PERSONNEL

A motion was made by Ms. Pitts, seconded by Mr. McManus, to approve A with a change to item #8 as Recommended by the Superintendent.

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	Hanford, Allison	High School	Health/PE Teacher	\$58,780.00 BA, Step 1	2/16/2025
B	Leahey, Samantha	High School	Medical Assistant	\$61,400.00	2/16/2025

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	4123	FMLA *Intermittent	2/1/2025	1/31/2026	Paid
B	4462	FMLA	1/27/2025	4/24/2025	Unpaid
C	4603	FMLA *Amended Dates	2/24/2025	2/26/2025	Unpaid

3. Resignations

Approve the following Resignations for the 2024/2025 school year:

	Name	Location	Position	Effective
A	Beaman, Trista	School No. 5	Secretary	1/31/2025
B	Lawson, Andre	Transportation	Bus Driver	1/31/2025
C	Spears, Kenneth	Middle School	Security Guard	2/14/2025

4. Retirements

a. Approve the following Retirements for the 2024/2025 school year:

	Name	Location	Position	Effective
A	Hagan, Jeana	School No. 3	Grade Three Teacher	1/1/2025
B	McNeill, Kimberly	Transportation	Bus Driver	2/1/2025

b. Approve the following Retirement for the 2025/2026 school year:

	Name	Location	Position	Effective
A	Benavidez, Joyce	Curriculum Office	Secretary	8/1/2025

5. 2024/2025 Spring Coaches

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

	Coach	Coach Position	Stipend	Step
A	Murray, Robert	Head Flag Football Coach	\$5,277.00	1

6. Education Job Fair- TCNJ

Approve Mr. Dion M. Davis, Human Resources Director and Ms. Sheresa Clement, Director of Curriculum & Instruction, to attend the Education Interview Job Fair at The College of New Jersey on March 5, 2025. The cost for the day will be \$400.00 (11-000-251-580-000-13)

7. Education Job Fair- Stockton University

Approve Mr. Dion M. Davis, Human Resources Director and Ms. Sheresa Clement, Director of Curriculum & Instruction, to attend the Education Interview Job Fair at Stockton University on March 4, 2025. The cost for the day will be \$200.00 (11-000-251-580-000-13)

8. 2025 Professional Development

Approve the following teachers to participate in before and after school professional development sessions, at a rate of \$43.73/hour, as they pilot programs from grades PreK-8. The pilots will last from February 1, 2025 to June 30, 2025. (Title II Account: 20-275-200-100-000-00).

Name	Name
Amato, Gina	Lippi, Donna
Azzarano, Brian	Loughery, Krystle
Brown, Sashalee	Marella, Marisa
Clark, Maria	Martin, Gregg
Couture, Victoria	McKechney, Erica
Cox, Steven	Merritt, Angelina
DeCosta, Desiree	Newman, Karley
Dennis, Nicole	Osborne, Jennifer
DePalma, Alexa	Polite, Nicole
DeTullio, Andrea	Quaintance, Daniel
Edel, Jennifer	Rossi, Ronald
Feller, Alexis	Rouse, Tangika
Fingerhut, Chelsea	Sansone, Christina
Gahm, Cheryl	Scelfo, Nancy
Gavin, Candice	Schwartz, Ashley
Gross, Nicole	Stallard, Nicole
Hill, Quoshima	Stringfield, Sherri
Ingram, Margarita	Sullivan, Kylee
Kondravy, Kelyn	Wood, Jennifer

Roll Call:			
Mr. Clark	Yes	Ms. Peterson	Absent
Ms. Dredden	Absent	Ms. Pitts	Yes
Ms. Glaud	Absent	Mr. Thomas	Yes
Ms. Martin	Yes	Mr. Shaw	Yes
Mr. McManus	Yes		
Motion carried			

XIII. ADDENDUM

I. BOARD SECRETARY'S REPORT

A motion was made by Ms. Pitts, seconded by Mr. McManus, 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. State of New Jersey Tuition Contract

Exhibit I: 1

Authorize and approve the New Jersey State Department of Education "Mandated Tuition Contracts" for pupils placed by the Department of Children and Families Office of Education for the 2024-25 school year.

2. Approval of New Vendor Requests

Approve the following new vendors with an effective date of January 29, 2025.

- MaxKnowledge, Inc – for Professional Development
- Fighting Obesity and Obstacles Destroyed LLC – for an Afterschool Fitness and Exercise Program

3. RESOLUTION DESIGNATING GENESIS SOFTWARE AND SUPPORT SERVICES AS PROPRIETARY GOODS AND SERVICES IN ACCORDANCE WITH N.J.A.C. 5:34-9.1

Exhibit I: 3

WHEREAS, the Winslow Township Board of Education ("School District") desires to purchase goods and services of a proprietary nature from Genesis to supplement the current School District software for Student Information Database and teacher lesson plan; and

WHEREAS, Genesis is currently used to manage and track approximately 6,000 students attending both in and out of district; and

WHEREAS, Genesis educational software is patented, proprietary and is the only company based in New Jersey who receives the most recent state requirements and provides the updates in their platform for users; and

WHEREAS, Genesis will permit the School District to manage student and teacher data, which includes but is not limited to the ability to create teacher lesson plans, classroom gradebooks to managed student assignments and class performance, the ability to create documents for communication with parents or guardians, such as honor roll celebration invitations, and NJ required mandated letters regarding attendance, serve as a data warehouse to store state assessment results digitally, provide up to date reports that allow the School District to remain in compliance with state reporting, provide a platform that allows for data integration with the 3rd party platforms the district uses in areas of instruction (understanding that additional payment may need to be added with additional 3rd party platforms the district chooses to add for integration), provide built in reports as well as the option to customize student data. provides a platform where parents can access their child(ren)'s school records to track performance throughout the school year and schedule parent teacher conference meetings, provide software with the ability to align with required state reporting guideline and provide ongoing support via phone, online and in person events; and provide a platform that allows syncing of medical records with the state immunization database (NJIS)

WHEREAS, the planned upgraded software, which the School District currently operates, offers a system compatible with the existing computer networking system and equipment for which it has expended significant sums in the past; and

WHEREAS, School District Staff is experienced in utilizing the Genesis software product and is uniquely familiar with the scope of work utilized by the School District; and

WHEREAS, only a highly specialized vendor for which the School District desires to engage to supply the Genesis software is able to supply a seamless operation through the continued use of the Genesis Product; and

WHEREAS, the product is currently owned by Genesis and its parent corporation; and,

WHEREAS, the School District has determined that Genesis is necessary in order to conduct its affairs in an efficient manner in the best interest and welfare of its students; and

WHEREAS, the School District therefore has a compelling need to specify and procure said system, product and service as authorized by N.J.S.A. 18A:18A-2cc and N.J.A.C. 5:34-9.1 et seq., where the proprietary designation overshadows the public benefit of use of "brand name or equivalent"; and,

WHEREAS, Mr. Darryl Scott, acting in the capacity of the contracting agent for the School District, has certified in writing to the Assistant Superintendent of the School District, Dr. Dorothy Carcamo, and Ms. Tyra McCoy Boyle, Business Administrator and has provided a detailed explanation of why the goods are of a specialized nature and necessary for the conduct of the affairs of the School District, a copy of which is attached hereto and made a part hereof; and

WHEREAS, Ms. Tyra McCoy Boyle, BA/BS for the School District has certified that said procurement of software represents "Proprietary Goods and Services" as defined in N.J.S.A. 18A:18A-2cc; and,

WHEREAS, the School District Solicitor, Howard C. Long, Jr., Esquire has reviewed the proposed certification for the special need of the proprietary software product and has opined, after researching the applicable law, of its applicability and acceptability pursuant to N.J.S.A. N.J.S.A. 18A:18A-2cc and N.J.A.C. 5:34-9.1 et seq.; and

WHEREAS, a copy of this Resolution and the attached Certification of Mr. Scott, shall be incorporated into the Bid Specifications for the subject product.

NOW, THEREFORE BE IT RESOLVED by the President and Members of the Board of Education of the Township of Winslow:

1. The provisions of the **WHEREAS** clauses set forth above are incorporated herein by reference and made a part hereof.
2. The School District agrees that due to the specialized nature of the Genesis Software Program which is necessary in order to conduct its affairs is the only acceptable program for the software appropriate and available for the School District.
3. The School District's Assistant Superintendent, Business Administrator, Supervisor of Educational Technology, along with its Qualified Purchasing Agent, are hereby authorized to issue Bid Specifications which designate Genesis for acquisition of the goods and services set forth herein as "Proprietary Goods and Services" in accordance with N.J.A.C. 5:34-9.1 et seq.
4. Funds are available for the purchase of said goods and services identified herein.

Roll Call:			
Mr. Clark	Yes	Ms. Peterson	Absent
Ms. Dredden	Absent	Ms. Pitts	Yes
Ms. Glaud	Absent	Mr. Thomas	Yes
Ms. Martin	Yes	Mr. Shaw	Yes
Mr. McManus	Yes		
Motion carried			

II. PERSONNEL REPORT

A motion was made by Ms. Pitts, seconded by Mr. McManus, to approve A with an addition to item #2 as Recommended by the Superintendent.

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

1. 2024/2025 New Hires

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

	Name	Location	Position	Pro-rated Salary	Effective
A	Rose, Rachel	Transportation	Bus Driver	\$32,980.00 Step 3	2/1/2025

2. High School Spring Musical Pit Orchestra Musicians

Approve the following pit musicians for the Spring Play "Mamma Mia" (March 26, 2025- March 29, 2025). Each musician will receive a stipend of \$400.00, paid from account #11-401-100-330-401-08 and #11-401-100-100-401-08).

Name	Instrument
Adams, Matt	Guitar
Dittert, Anthony	Drums
Garonzik, Andrew	Keyboard
Krupa, Joe	Keyboard
Parkhurst III, Dave	Guitar
Seals, Dave	Bass
Sino, Joe	Keyboard
Welcz, Todd	Keyboard
Wylie, Katrina	Keyboard

3. Practicum Placements

Approve the following 2024/2025 Practicum Placements:

	College/University	Student	Cooperating Teacher	School	Dates
A	Camden County	Murray, Elyse	Smith, Marcella	Middle School	2/1/2025- 4/30/2025 *15 hours
B	Camden County	Pataky, Brianna	Thompson, Alexis	School No. 2	2/1/2025- 4/30/2025 *15 hours

Roll Call:			
Mr. Clark	Yes	Ms. Peterson	Absent
Ms. Dredden	Absent	Ms. Pitts	Yes
Ms. Glaud	Absent	Mr. Thomas	Yes
Ms. Martin	Yes	Mr. Shaw	Yes
Mr. McManus	Yes		
Motion carried			

XIV. OPEN PUBLIC RECORDS ACT (OPRA) REQUEST

None at this time.

XV. INFORMATIONAL ITEMS

Dr. Carcamo presented the following informational items:

- Dr. Carcamo included a News Release in the Board members' folders. The High School TV Production Program has been nominated for another award for their film Piece by Piece. It will be held in Asbury Park toward the end of March. The winning school will receive a \$500 reward. She thinks this makes the fourth nomination for that piece that was created by the High School.
- We received a notice from the state department regarding our New Jersey Quality Single Accountability Continuum (QSAC) results. We are evaluated in five different areas; Instruction and Program, Fiscal Management, Governance, Operations, and Personnel. We are required to maintain at least 80% in all of those areas. If we do not, we are required to develop a District Improvement Plan. We did not earn 80% in Curriculum and Instruction. We originally had a score of 79% and have now received a preliminary report of 74%. We will be evaluated again at the end of June and will have our final score. We are required to continue implementing the Improvement Plan that we have in place. This is largely based on test results. A discussion ensued.

XVI. OLD BUSINESS

None at this time.

XVII. NEW BUSINESS

Mr. McManus had a great experience when he attended New Jersey School Boards Association (NJSBA)'s Governance I Training for New School Board Members. He added that this town is getting ready to grow and inquired if we had communication with the Township as far as the number of units being built and the projected increase in the student population. A discussion ensued.

Mr. Thomas added that it is a great time to be in Winslow Township. We need our stakeholders in collaboration more than ever. He predicts that this year will be our biggest college recruitment class in Winslow/Edgewood history. The students who are going to college right out of high school are also entering into a career. With the new Student Athlete Name, Image, Likeness (NIL), there is income that comes with that.

Mr. Shaw shared that the Township will hold a job fair at the Bud Duble Center on March 27th at 10:00 a.m.

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 town.
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. Pitts seconded by Mr. McManus, to open the meeting for Public Comments at 8:02 p.m.

Voice Vote: All in favor

Michael Dixon and R. Shawn Chester

Mr. Dixon shared that the number of "at risk" High School and Middle School males is growing at an epidemic level. Loving Our Cities is a non-profit organization and serves as the community engagement arm of The Perfecting Church. A Few Good Men is letting Loving Our Cities Mentoring Program grow the South Jersey high school student athletes into men of character and integrity on and off the field. A Few Good Men were invited to launch a pilot teen leadership program at Winslow Township Middle School to serve about 20 "at risk" students. Mr. Chester followed up on what Mr. Dixon stated about A Few Good Men and what the program entails. A discussion ensued.

XIX. ADJOURNMENT OF PUBLIC COMMENTS

A motion was made by Ms. Pitts, seconded by Mr. McManus to close the meeting for Public Comments at 8:09 p.m.

Voice Vote: All in favor

Mr. Long suggested inserting a portion for Board members to make comments, for the good of the order.

- Mr. Thomas applauded The Perfecting Church (TPC) for coming out and doing all of the things that they do in our community. They are a pillar in our town.
- Mr. McManus seconded what Mr. Thomas said and loves to see people take time out of their schedules and selflessly give to children.
- Ms. Martin thanked Mr. Chester and Mr. Dixon for volunteering their time to do this for our children.
- Ms. Pitts commented on what Mr. McManus experienced as a new Board member.
- Mr. Shaw thanked The Perfecting Church for the program that they're bringing into the school district.

XX. EXECUTIVE SESSION

A motion was made by Ms. Pitts, seconded by Mr. McManus, to approve adoption of Executive Resolution and adjournment to Executive Session at 8:16 p.m.

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

WHEREAS, the Winslow Township Board of Education has determined that certain issues set forth below are permitted by N.J.S.A. 10:4-12(b) to be discussed without the public in attendance shall be discussed during an Executive Session to be held on January 29, 2025 at 8:16 p.m.; and

WHEREAS, the nine (9) exceptions to public meetings set forth in N.J.S.A. 10:4-12(b) are listed below, and the items to be privately discussed that fall within such exceptions shall be identified and written, and after each exception is a space where additional information that will disclose as much information about the discussion as possible without undermining the purpose of the exception as follows:

X

"(1) Any matter which, by express provision of Federal law, State statute or rule of court shall be rendered confidential or excluded from public discussion." The legal citation to the provision(s) at issue is: an update from Dr. Carcamo on a student matter and the nature of the matter, described as specifically as possible without undermining the need for confidentiality is surrounded by (FERPA) Family Educational Rights and Privacy Act for students in school;

"(2) Any matter in which the release of information would impair a right to receive funds from the federal government." The nature of the matter, described as specifically as possible without undermining the need for confidentiality is _____;

“(3) Any material the disclosure of which constitutes an unwarranted invasion of individual privacy such as any records, data, reports, recommendations, or other personal material of any educational, training, social service, medical, health, custodial, child protection, rehabilitation, legal defense, welfare, housing, relocation, insurance and similar program or institution operated by a public body pertaining to any specific individual admitted to or served by such institution or program, including but not limited to information relative to the individual's personal and family circumstances, and any material pertaining to admission, discharge, treatment, progress or condition of any individual, unless the individual concerned (or, in the case of a minor or incompetent, his guardian) shall request in writing that the same be disclosed publicly.” The nature of the matter, described as specifically, as possible without undermining the need for confidentiality is _____;

“(4) Any collective bargaining agreement, or the terms and conditions of which are proposed for inclusion in any collective bargaining agreement, including the negotiation of terms and conditions with employees or representatives of employees of the public body” The collective bargaining contract(s) discussed are between the public body and _____;

“(5) Any matter involving the purchase lease or acquisition of real property with public funds, the setting of bank rates or investment of public funds where it could adversely affect the public interest if discussion of such matters were disclosed.” The nature of the matter, described as specifically as possible without undermining the need for confidentiality is _____;

“(6) Any tactics and techniques utilized in protecting the safety and property of the public provided that their disclosure could impair such protection. Any investigations of violations or possible violations of the law.” The nature of the matter, described as specifically as possible without undermining the need for confidentiality is _____;

“(7) Any pending or anticipated litigation or contract negotiation in which the public body is or may become a party. Any matters falling within the attorney-client privilege, to the extent that confidentiality is required in order for the attorney to exercise his ethical duties as a lawyer.” The parties to and docket numbers of each item of litigation and/or the parties to each contract discussed are _____ and nature of the discussion, described as specifically as possible without undermining the need for confidentiality is _____;

“(8) Any matter involving the employment, appointment, termination of employment, terms and conditions of employment, evaluation of the performance, promotion or disciplining of any specific prospective public officer or employee or current public officer or employee employed or appointed by the public body, unless all individual employees or appointees whose rights could be adversely affected request in writing that such matter or matters be discussed at a public meeting.” The employee(s) and/or title(s) and nature of the discussion, described as specifically as possible without undermining the need for confidentiality is: a request for an extension of unpaid leave for consideration;

“(9) Any deliberation of a public body occurring after a public hearing that may result in the imposition of a specific civil penalty upon the responding party or the suspension or loss of a license or permit belonging to the responding party as a result of an act of omission for which the responding party bears responsibility.” The nature of the matter, described as specifically as possible without undermining the need for confidentiality is _____;

WHEREAS, the length of the Executive Session is estimated to be 25-30 minutes after which the public meeting shall reconvene and immediately adjourn.

NOW, THEREFORE, BE IT RESOLVED that the Winslow Township Board of Education will go into Executive Session for only the above stated reasons.

BE IT FURTHER RESOLVED that the Board hereby declares that its discussion of the aforementioned subject(s) will be made public at a time when the need for confidentiality no longer exists, or the public's interest in disclosure is greater than any privacy or governmental interest being protected from disclosure.

BE IT FURTHER RESOLVED that the Board Secretary/Board Solicitor, shall read aloud enough of this resolution so that members of the public in attendance can understand, as precisely as possible, the nature of the matters that will privately discussed.

BE IT FURTHER RESOLVED that the Board Secretary, on the next business day following this meeting, shall furnish a copy of this resolution to any member of the public who requests one at the fees allowed by N.J.S.A. 47:1A-1 et seq.

Roll Call:			
Mr. Clark	Yes	Ms. Peterson	Absent
Ms. Dredden	Absent	Ms. Pitts	Yes
Ms. Glaud	Absent	Mr. Thomas	Yes
Ms. Martin	Yes	Mr. Shaw	Yes
Mr. McManus	Yes		
Motion carried			

XXI. ADJOURNMENT OF EXECUTIVE SESSION

A motion was made by Ms. Pitts, seconded by Mr. McManus, to close the meeting of the Executive Session at 9:22 p.m.

Voice Vote: All in favor

XXII. ADJOURNMENT

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

Respectfully Submitted,

Tyra McCoy-Boyle
Business Administrator/Board Secretary

OPERATIONS COMMITTEE MEETING MINUTES

5:30 p.m. Monday, January 27, 2025

Virtual - WebEx

The Operations Committee met on Monday, January 27, 2025 at 5:30 p.m. In attendance were Mr. Shaw, Board President, Ms. Boyle and Ms. Chico. The following items were discussed.

1. Capital Projects

The **Circulation pump** replacement at schools 1, 2, 3, 4 and the Middle School were to be completed by Dec. 31, 2024. They remain open. Ron Schwenke from LAN Associates will confirm that the vendor has submitted all the close out documents and report back to us.

2. **High School HVAC Upgrade** – Discussed with LAN Associates moving the project forward.

3. **2024-2025 Budgeted Capital and Other Projects - EI Associates**

a. EI held a page-turn meeting regarding the HVAC projects at Schools 5 & 6. A Request for Proposal (RFP) will be released shortly to get the services of a Construction Manager for these projects.

b. Discussed other projects budgeted in 2024-2025. There is a short timeframe to get these completed

1. A roof replacement at the Administration Bldg.
2. Grease trap replacements at schools 1 through 4.
3. A partial roof replacement at the High School – J-Wing
4. The construction of a pole barn for athletics at the High School.

4. **2023-2024 Annual Comprehensive Financial Report (ACFR)**

The ACFR will be presented at the January 29, 2025 Board meeting. There was one finding; the district had too much surplus in the Food Service fund as of June 30, 2024. We will implement the corrective action plan to address this condition.

5 **2025-26 Budget Development**

The budget software is open. State Aid numbers will not be released until late February. The district is not anticipating an increase or decrease in State Aid. We will develop a budget anticipating a 2% increase in the tax levy only.

Items under consideration:

- Negotiations – Teachers' and Administrators' contracts end as of June 30, 2025.
- Balance of HVAC System Upgrades – Funding will need to be secured for Schools 1, 2, 4 and the Middle School.
- Dr. Carcamo and Ms. Boyle held meetings with building principals to determine if they have sufficient funding for the needs in their buildings. Funding was sufficient. School level budgets have been entered in the District's budget software.
- Additional needs will be considered after the release of State Aid.

The meeting adjourned at: 6:13 p.m.

The next meeting is scheduled: Tuesday, Feb. 25, 2025.