

**WINSLOW TOWNSHIP BOARD OF EDUCATION**  
**Regular Board of Education Meeting**  
**Winslow Township Middle School – Cafeteria**  
**Wednesday, June 25, 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:	Lorraine Dredden	Julie Peterson
	Wanda Glaud (Remote)	Cheryl Pitts
	Gerard McManus	Joe Thomas, Vice President
		John Shaw, President

Absent: Michael Clark  
Rita Martin

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

IV. **PLEDGE OF ALLEGIANCE**

(Mr. McManus)

V. **2024-2025 DISTRICT GOALS**

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 9<sup>th</sup> 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** **None at this time.**

VII. **CORRESPONDENCE** **None at this time.**

VIII. **MINUTES**

**A motion was made by Ms. Peterson, seconded by Ms. Dredden, to approve the minutes of the following meetings:**

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

Regular Meeting	June 11, 2025	Open Session
Regular Meeting	June 11, 2025	Closed Session

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

IX. **BOARD COMMITTEE REPORTS**

1. **Athletic Committee: Joe Thomas, Chairperson** – None at this time.
2. **Citizens Advisory Committee: Rita Martin, Administrative Advisor** – None at this time.
3. **Education Committee: Rita Martin, Chairperson** – Mr. Shaw read the committee minutes. The committee met on June 3, 2025. Minutes are attached.
4. **Marketing Committee: Gerard McManus, Chairperson** – Mr. McManus gave highlights of the Juneteenth Celebration. Minutes are attached. The next meeting is scheduled for July 12, 2025.
5. **Operations Committee: Lorraine Dredden, Chairperson** – Ms. Boyle read the committee meeting minutes. The committee met on June 11, 2025. Minutes are attached. The next meeting is TBD.
6. **Policy/HR Committee: Cheryl Pitts, Chairperson** – None at this time. The committee will meet on July 9, 2025 at 6:00 p.m.

7. **Township Economic Development Council/Township Municipal Drug Alliance:**  
**Joe Thomas, Representative – None at this time.**

8. **Township Planning Board: John Shaw, Representative – None at this time.**

**X. SUPERINTENDENT’S REPORT**

**A motion was made by Ms. Peterson, seconded by Ms. Dredden, 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 as listed in the attached exhibit.
5. Tuition Students **Exhibit X A: 5**
  - a. Approve the placement of 2024-2025 out of district students as listed in the attached exhibit.
  - b. Approve the placement of 2025-2026 out of district students as listed in the attached exhibit.
6. Terminate Out-of-District Placement(s) **Exhibit X A: 6**  
Approve to Terminate Out of District Placements as listed in the attached exhibit.
7. Homeless Student(s) **None at this time.**
8. Division of Child Protection & Permanency (DCP&P) **None at this time**

9. Security/Fire Drills

Approve Security/Fire Drills, for the month of May 2025, 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	5/6/25	4 min. 19 sec.	Non-Fire Evacuation Bomb Threat	8:24 AM
	5/19/25	3 min.	Fire	12:23 PM
School #1	5/19/25	3 min. 11 sec.	Room Clear Drill	2:45 PM
	5/27/25	5 min. 54 sec.	Fire	10:34 AM
School #2	5/12/25	6 min. 48 sec.	Fire	10:11 AM
	5/29/25	6 min. 49 sec.	Lock Down Drill	10:34 AM
School #3	5/27/25	11 min.	Fire	2:14 PM
	5/30/25	7 min.	Shelter in Place	3:20 PM
School #4	5/8/25	5 min. 17 sec.	Fire	9:41 PM
	5/30/25	5 min. 7 sec.	Lockdown Drill	2:15 PM
School #5	5/27/25	5 min. 12 sec.	Fire	9:24 AM
	5/30/25	7 min. 21 sec.	Security Protocol	9:33 AM
School #6	5/27/25	3 min. 56 sec.	Fire	9:05 AM
	5/23/25	6 min.	Lock-Out Drill	8:56 AM
Winslow Twp. M.S.	5/15/25	8 min	Lock Down Drill	1:43 PM
	5/27/25	4 min.	Fire	8:15 AM
Winslow Twp. H.S.	5/9/25	6 min.	Fire	1:10 PM
	5/21/25	8 min.	Bomb Threat	7:45 AM

10. Fundraiser(s)

**Exhibit X A:10**

- Girls Basketball Car Wash, (7/12/25), WTHS Parking Lot

11. 2025-2026 Virtual or Remote Instruction Plan

**Exhibit X A:11**

Approve the Virtual or Remote Instruction Plan for the 2025-2026 school year as presented in the attached exhibit and for submission to the NJ Department of Education.

12. Middle School - Martial Arts and Kickboxing Workshops

Approval requested for Eagles Nest, School Based Program, to have Ultimate Martial Arts & Kickboxing in Atco, NJ to provide lessons on Strong Mind, Strong Body, and Strong Health for the 7<sup>th</sup> and 8<sup>th</sup> Grade Summer Program at the Middle School. The workshops will focus on confidence building, self-control techniques, physical fitness and health, social interactions and well-being, stress relief and mental focus. This workshop will be held in July and are provided free of charge by Scott Yates, owner and master instructor of Ultimate Martial Arts & Kickboxing, LLC.

13. High School – Student Government Leadership Conference

Approval requested for 2 Student Government students, Cherish Hazelton and Azariah Still, to attend the Leadership Training Conference at The College of New Jersey during one of the two sessions in July. Parents and students will register and provide their own transportation to and from the conference. Cost of \$450.00 per student for a total of \$900.00 to be paid from the student activities account SGA, #96-471-151.

14. 2025-2026 Educational Services and Vendors - County School Districts

Approve the following educational services from County School Districts for Winslow students during the 2025-2026 school year at various rates as specified by the County School District.

**Vendors:**

- Atlantic County Special Services School District
- Burlington County Special Services School District
- Gloucester County Special Services School District
- Salem County Special Services School District

**Services:**

- Assistive technology assessment and services
- Child study team services
- Evaluation assessment/services
- Interpreting services
- Professional services
- Teacher of the Deaf services
- Therapeutic services
- Tutoring services

**Funding Account numbers:** 11-000-216-320-000-10, 11-213-300-000-10, 11-219-100-320-000-10

15. **2025-2026 Educational Services and Vendors**

Approve the following vendors and educational services for the Winslow School District and students during the 2025-2026 school year at various rates as specified by the vendor:

**Vendors:**

- 360 Translations, Inc.
- Advancing opportunities
- Archway
- Brookfield Academy
- Educational Specialized Associates, LLC
- Empower AAC
- Frontline
- Hewitt Psychiatric, PC
- Learning Tree Multicultural/Multilingual Evaluation and Consulting, Inc.
- Next Generation Neuropsychology
- NeurAbilities
- Para-Plus Translations
- Sign4U Interpreting Services LLC
- The Bilingual Child Study Team

**Services:**

- Assistive technology assessment and services
- Child study team services
- Evaluation assessment/services
- Interpreting services
- Professional services
- Therapeutic services
- Tutoring services

**Funding Account numbers:** 11-000-216-320-000-10, 11-213-300-000-10, 11-219-100-320-000-10

16. **Marie H. Katzenbach School for the Deaf**

Approval requested for the Marie H. Katzenbach School for the Deaf, 320 Sullivan Way, Trenton, NJ 08628, to provide specialized evaluation services for Winslow Township students who are Deaf or Hard of Hearing during the 2025-2026 school year.

**Cost:** \$900.00 per evaluation (Speech/ Language)  
\$900.00 per evaluation (Psychological)  
\$900.00 per evaluation (Educational)

**Funding Account number:** 11-000-216-320-000-10  
11-000-213-300-000-10 (Psychological only)

**B. Principal's Update**

- |   |                           |
|---|---------------------------|
| 1. Harassment, Intimidation & Bullying Report | <b>None at this time.</b> |
| 2. Suspension Report                          | <b>Exhibit X B: 2</b>     |
| 3. Ethnicity Report                           | <b>Exhibit X B: 3</b>     |
| 4. School Highlights                          | <b>Exhibit X B: 4</b>     |

Roll Call:

Mr. Clark	Absent	Ms. Peterson	Yes
Ms. Dredden	Yes	Ms. Pitts	Yes
Ms. Glaud	Yes	Mr. Thomas	Yes
Ms. Martin	Absent	Mr. Shaw	Yes
Mr. McManus	Yes		

Motion carried

**XI. BUSINESS ADMINISTRATOR/BOARD SECRETARY'S REPORT**

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

**A. REPORTS**

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

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

- |  |                           |
|--|---------------------------|
| 1. <u>Line-Item Transfers</u>  | <b>None at this time.</b> |
| 2. <u>Board Secretary's Report</u>   | <b>None at this time.</b> |
| 3. <u>Reconciliation Report</u>  | <b>None at this time.</b> |
| 4. <u>Board Secretary's Certification</u>  | <b>None at this time.</b> |
| 5. <u>Boards' Certification</u>  | <b>None at this time.</b> |
| 6. <u>Bill List</u>  | <b>Exhibit XI B: 6</b>    |
| a. Approve the Vendor Bill List in the amount of \$2,089,132.52 as per the attached exhibit. |                           |
| b. Ratify the Manual Bill List in the amount of \$1,290,768.02 as per the attached exhibit.  |                           |
| 7. <u>Payroll</u>  | <b>None at this time.</b> |

8. Disposal of School Property and Textbooks

**Exhibit XI B: 8**

Approve the Disposal of School Property listed below:

Location	Department	Description
School 6	Physical Ed.	(15) Hula hoops, 10 years, broken (4) Large volleyballs, 2 years, popped (10) Bowling balls, 17 years, broken, cracked (12) Pillo polo sticks, 2 years, broken (11) Indoor soccer balls, 10 years, deteriorating
Middle School	ELA	(1) Phillips DVD player, unknown, outdated/no longer needed (1) Toshiba VHS tape player, outdated/no longer needed
High School	English	(5) Filing cabinets, (2 gray, 2 beige, 1 wooden), 50 years, broken drawers, jagged metal
High School	Technology	(1) Magnvox DVD/VHS player, 20 years, good/obsolete (1) Epson Projector w/remote, 15 years, good/obsolete

9. Use of Facilities

Approve the following Use of Facilities as listed below:

School	Organization	Dates	Day/Time	Room	Fee
High School	SAT College Board	8/23/25, 9/13/25,10/4/25, 11/8/25, 12/6/25, 3/14/26, 5/2/26, 6/6/26	6:30 a.m. – 1:00 p.m.	D hall classrooms	-0-

10. Strauss Esmay Associates, LLP 2025- 2026

Approve the following services by Strauss Esmay Associates, LLP for 2025-2026:

1. The Annual Policy Alert and Support System (PASS), Annual Maintenance and Support of Policy and Regulation Manuals and annual subscription to New Jersey School Digest in the amount of \$2,775.00.
2. Annual District Online Maintenance Fee in the amount of \$1,745.00.

The total costs of \$4,520.00, is to be charged to 11-000-230-339.

11. New Jersey School Boards Association

Approve the Winslow Township Board of Education's membership in the New Jersey School Boards Association from July 1, 2025 – June 30, 2026 in the annual amount of \$28,154.98. Costs are to be charged to account #11-000-230-895.



12. 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

GFI Receptacles – Schools 1-6, Middle and High School      Clean, Repair, Maint.      \$1,247.70

13. 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**

Wolffington Body Co. Inc. – ESCNJ 23/24-21

Batteries      Transportation Supplies      \$2,407.48

**Items charged to 20-236-100-600 and 20-237-100-600**

CDW Government Inc. – ESCNJ/AEPA-22G

S/R -Inst. Supplies for High School      Title I 24-25 - Supplies      \$25,235.24

S/R -Inst. Supplies for High School      Title I SIA 24-25 – Supplies      \$59,866.58

**Items charged to 12-000-252-732**

CDW Government Inc. – ESCNJ/AEPA-22G

District Server      Non-Instructional Equipment      \$161,972.98

14. Purchases – Ed Data Vendors

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

**Items charged to 11-190-100-610**

Tanner North Jersey Inc. – Ed Data Bid #12288

Faculty Lounge Chairs – School 5      General Supplies      \$4,376.68

Tanner North Jersey Inc. – Ed Data Bid #12288

Desks – Middle School      General Supplies      \$1,673.72

**Items charged to 20-237-100-600**

School Specialty, LLC – Ed Data Bid #11789

S/R-Title I Supplies – School 1      Title I SIA 24-25 - Supplies      \$14,961.78

15. 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 11-190-100-610**

Bluum USA, Inc. – HCESC - CAT – 23-07

Chromebook Order – High School	General Supplies	\$23,971.95
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B & H Foto & Electronics Corp. – HCESC - CAT – 22-01

Supplies for Audio Visual Dept. – High School	General Supplies	\$1,729.40
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**Items charged to 12-120-100-732**

Keyboard Consultants Inc. – HCESC-Co-op #34HUNCCP

Smart Panel	Non-Instructional Equip.	\$3,233.00
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16. Standard Operating Procedures (SOPs) and Internal Control Manual **Exhibit XI B: 16**  
Approve the Standard Operating Procedures/ Internal Control Manual for the 2025-2026 school year. The Board authorizes the Business Administrator/Board Secretary to update the manual during the year as required.

17. Purchasing Manual **Exhibit XI B: 17**

Approve the Purchasing Manual for the 2025-2026 school year. The Board authorizes the Business Administrator/Board Secretary to update the manual during the year as required.

18. Transportation Department Operations Manual **Exhibit XI B: 18**

Approve the Winslow Township School District Transportation Department Operations Manual per the attached exhibit. The Board authorizes the Business Administrator/Board Secretary to update the manual during the year as required.

19. Parental Transportation Contract

Approve the Parental Transportation Contract for Felix Feliciano to transport his child at a rate of \$90.00/day in accordance with the term as follows:

July 1, 2025 – August 30, 2025

The parent/legal guardian will provide to the Board Secretary evidence of a valid Driver's license, a valid vehicle registration and display a current inspection sticker on the windshield. In addition, the parent/legal guardian shall furnish automobile liability insurance not less than \$1,000,000 single limit coverage per occurrence.

20. Approve to Apply – 2025-26 Perkins Grant

Approve to apply for the 2025-2026 Carl D. Perkins Grant in the total amount of \$90,332.00 as follows:

- Federal Secondary Award: \$43,332.00
- Federal Reserve Award: \$47,000.00

21. Report of Awarded Contracts

**Exhibit XI B: 21**

Pursuant to PL2015, Chapter 47 the Winslow Township Board of Education intends to renew, award, or permit to expire the following contracts previously awarded by the board of education. These contracts are, have been, and will continue to be in full compliance with all state and federal statutes and regulations; in particular, New Jersey Title18A: 18.et.seq, NJAC Chapter 23, and Federal Uniform Administrative Requirements 2CFR, Part 200.317 et. Seq.

22. Approve the Renewal – Retail Fuel Provider

Approve the 2025-2026 renewal of Retail Fuel Provider (Bid #2023-17) with Premdharam Corporation, Inc. at the same rates as in the previous year. Services are to be charged to 11-000-270-615.

23. Approve the Renewal – Facilities Contract Monitoring Services

Approve the 2025-2026 final renewal of Facilities Contract Monitoring Services (Bid #2023-16) with Edvocate Solutions, LLC. in the amount of \$32,076.00. Services are to be charged to 11-000-262-300.

24. Approve the Renewal – Maintenance and Repairs to District's Large School Busses

Approve the 2025-2026 renewal of Maintenance and Repairs to District's Large School Busses (Bid #2024-02) with Wolfington Body Company, Inc. at the same hourly rate of \$175.00 (18% parts discount). Services are to be charged to 11-000-270-615 and 11-000-270-420.

25. Meal Prices 2025-2026 School Year

Approve the meal prices for the 2025-2026 school year as follows:

**Elementary Schools #1 through #6**

Meal Type	Full Price	Reduced Price
National School Lunch	\$2.95	\$0.40
School Breakfast	\$1.40	\$0.30

**Middle School**

Meal Type	Full Price	Reduced Price
National School Lunch	\$3.00	\$0.40
School Breakfast	\$1.40	\$0.30

**High School**

Meal Type	Full Price	Reduced Price
National School Lunch	\$3.00	\$0.40
School Breakfast	\$1.40	\$0.30

No increase for meal prices from 2024-2025 rates.

26. Somerdale Board of Education – Joint Transportation Agreement 2024-2025

**Exhibit XI B: 26**

Approve, authorize, and ratify the 2024-2025 Joint Transportation Agreement between the Winslow Township Board of Education (host district) and Somerdale Board of Education (joiner district) to transport one student to Winslow Township School 2 from April 25, 2025 to June 30, 2025 in the per diem amount of \$126.97.

27. Somerdale Board of Education – Joint Transportation Agreement 2024-2025

**Exhibit XI B: 27**

Approve, authorize, and ratify the 2024-2025 Joint Transportation Agreement between the Winslow Township Board of Education (host district) and Somerdale Board of Education (joiner district) to transport two students to Winslow Township High School and Winslow Township Middle School in the per diem amount of \$147.14 and one student to School 5 in the per diem amount of \$86.00 from April 25, 2025 to June 30, 2025

28. Transfer of Unexpended Funds - Capital Projects Fund

Approve the transfer of unexpended funds in the Capital Projects Fund back to Capital Reserves for projects completed during the 2024-25 year as follows:

Circulation Pumps – Schools 1-4 and Middle School	\$ 88,375.78
Exterior Painting – Middle School	<u>265,063.19</u>
Total	<u>\$ 353,438.97</u>

29. Approve the Renewal - Financial/Personnel Software Package

Approve the renewal for Financial/Personnel Software Package (CC RFP 2023-01) with Computer Solutions, Inc. (CSI) in the amount of \$18,132.00 for the 2025-2026 school year. Services are to be charged to account #11-000-252-340.

Roll Call:

Mr. Clark	Absent	Ms. Peterson	Yes
Ms. Dredden	Yes	Ms. Pitts	Yes
Ms. Glaud	Yes	Mr. Thomas	Yes
Ms. Martin	Absent	Mr. Shaw	Yes
Mr. McManus	Yes		

Motion carried

## **XII. PERSONNEL**

**A motion was made by Ms. Peterson, seconded by Ms. Dredden, to approve A as Recommended by the Superintendent.**

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

#### **1. 2025/2026 New Hires**

Approve the following New Hire for the 2025/2026 school year:

	<b>Name</b>	<b>Location</b>	<b>Position</b>	<b>Salary</b>	<b>Effective</b>
A	Briglia, Paige	School No. 1	School Librarian	\$63,980.00 MA+30, Step 5	8/27/2025

\*Salary adjustment pending ratification of the WTEA contract

#### **2. Leave of Absence Request**

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

	<b>Staff ID #</b>	<b>Type of Leave</b>	<b>From</b>	<b>To</b>	<b>Paid/Unpaid</b>
A	6120	Maternity	9/1/2025	11/21/2025	Unpaid

#### **3. Resignations**

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

	<b>Name</b>	<b>Location</b>	<b>Position</b>	<b>Effective</b>
A	Lusinski, Karla	School No. 3	Pre-school Teacher	6/30/2025
B	Sherf, Dawn	School No. 6	Music Teacher	6/30/2025

Roll Call:

Mr. Clark	Absent	Ms. Peterson	Yes
Ms. Dredden	Yes	Ms. Pitts	Yes
Ms. Glaud	Yes	Mr. Thomas	Yes
Ms. Martin	Absent	Mr. Shaw	Yes
Mr. McManus	Yes		

Motion carried

### **XIII. ADDENDUM**

#### **I. SUPERINTENDENT'S REPORT**

**A motion was made by Ms. Peterson, seconded by Ms. Dredden, to approve A as Recommended by the Superintendent.**

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

##### **1. Acceptance of Donation**

Approve the acceptance of donation, from Ms. Marie Lawrence, Mayor of Winslow Township, of two books for use at School No. 3.

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

#### **II. BOARD SECRETARY'S REPORT**

**A motion was made by Ms. Peterson, 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 II A: 1**

- a. Approve the Vendor Bill List in the amount of \$732,466.92 as per the attached exhibit.
- b. Ratify the Manual Bill List in the amount of \$15,586.72 as per the attached exhibit.

2. Purchase – State Contract Vendors

Approve the following purchases, in the following amounts from the following State Contract vendors:

**Items charged to 11-000-270-615**

Service Tire Truck Center Inc. – NJ State Contract #25-Fleet-82627

Fleet/Maintenance Tires	Clean, Repair, Maint.	\$49,764.00
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**Items charged to 11-000-270-420**

Wireless Electronics, Inc. – NJ State Contract #20-TELE-00910

Bus 8 Camera System R&R	Clean, Repair, Maint.	\$337.50
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**Items charged to 11-000-263-610**

W.W. Grainger Inc. State Contract #25-COMG-96978

Concrete	Care, Upkeep, Grounds-Supplies	\$3,285.00
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3. 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 20-218-200-420**

The Gillespie Group, Inc. – New Jersey Co-op #65MCESCCPS-ESCNJ 23/24-14

School 1 – Floors	Presch. Ed. Aid-Clean Repair	\$8,051.94
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The Gillespie Group, Inc. – New Jersey Co-op #65MCESCCPS-ESCNJ 23/24-14

School 2 – Floors	Presch. Ed. Aid-Clean Repair	\$8,051.94
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**Items charged to 11-402-100-420**

All American Sports Corp. – ESCNJ 22/23-13 and 21/22-10

Football Helmets Recon	Clean, Repair, Maint.	\$9,460.81
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**Items charged to 11-000-262-610**

Buckeye International, Inc. – ESCNJ 21/22-18

General Supplies	General Supplies	\$33,237.85
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**Items charged to 12-000-263-730**

Laurel Lawnmower Service, Inc. – ESCNJ 22/23-12

Grounds Equipment-Lawnmower	Equip. Care & Upkeep Grounds	\$16,176.53
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**Items charged to 12-000-262-730**

Paramus Ford, Inc. – Co-op #65MCESCCPS – ESCNJ 23/24-11

(3) District Vans – (1) for Aramark	Equip. – Custodial	\$191,036.10
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4. Purchases – Ed Data Vendors

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

**Items charged to 11-000-263-420**

Northeast Electrical Services LLC – Ed Data #12197

Sewage Pump/Elec.– Admin. Building	UE C&UG Clean, Repair, Maint.	\$7,540.00
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Northeast Plumbing Services LLC – Ed Data #12743

Sewer Pump/Plumbing – Admin Building	UE C&UG Clean, Repair, Maint.	\$20,770.00
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5. Purchases – Hunterdon County Educational Services Commission (HCESC)

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

**Items charged to 12-140-100-732**

KGC Enterprices, Inc. – HCESC-SER-21-08

Electronic Sign – High School	Non-Instructional Equipment	\$32,390.00
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**Items charged to 12-130-100-732**

KGC Enterprices, Inc. – HCESC-SER-21-08

Electronic Sign – Middle School	Non-Instructional Equipment	\$29,995.00
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**Items charged to 12-120-100-732**

KGC Enterprices, Inc. – HCESC-SER-21-08

Electronic Sign – School 2	Non-Instructional Equipment	\$16,995.00
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KGC Enterprices, Inc. – HCESC-SER-21-08

Electronic Sign – School 1	Non-Instructional Equipment	\$16,995.00
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**Items charged to 12-000-262-730**

General Chemical and Supply – HCESC-CAT-25-03

Equipment/Scrubbers	Equip – Custodial	\$14,070.25
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6. Before & After School Program Facilities Usage Fees

Approve the following facilities usage fees for the 2025-2026 fiscal year for the Before & After School and Summer Camp Programs as follows:

Facility Usage Fee: utilities, custodian costs, rental, etc. Fees will only be assessed for months utilized.

Summer Camp	\$2,000.00
School #1	3,000.00
School #2	3,000.00
School #3	3,000.00
School #4	3,000.00
School #5	3,000.00
School #6	<u>3,000.00</u>
Total	<u>\$20,000.00</u>

7. Temporary Facility Survey

**Exhibit II A: 7**

Approve to submit the Annual Temporary Facility Survey for 2025-2026 to the County Office per the attached exhibit.



8. Dental Insurance Provider – Flagship Plan – EUS

**Exhibit II A: 8**

Approve Delta Dental to provide Dental Insurance – Flagship Plan coverage at an estimated annual premium of \$4,197.00 effective July 1, 2025 through June 30, 2026, subject to appropriations. Further approve the attached Standard Certification Declaration for an Extraordinary Unspecifiable Service to contract with Delta Dental to provide Flagship coverage. Services are to be charged to 11-000-291-270.

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

**Exhibit II A: 9**

Approve New Jersey School Insurance Group (NJSIG) to provide insurance coverage for property, crime, general liability, computer, commercial automobile, worker's compensation and school leader's errors and omissions at a premium of \$1,859,232.00 effective July 1, 2025 through June 30, 2026. Further approve the attached Standard Certification Declaration for an Extraordinary Unspecifiable to contract with NJSIG to provide coverage.

10. Award Workers' Compensation Supplemental Indemnity – EUS

**Exhibit II A: 10**

Approve Federal Insurance Company to provide insurance coverage for Workers' Compensation Supplemental Indemnity at an annual premium of \$23,535.00 effective July 1, 2025 through June 30, 2026. Further approve the attached Standard Certification Declaration for an Extraordinary Unspecifiable to contract with Federal Insurance Company to provide coverage

11. Award Student Accident, Catastrophic – EUS

**Exhibit II A: 11**

Approve United States Fire Insurance Company to provide insurance coverage for Student Accident, Catastrophic at an annual premium of \$4,778.00 effective July 1, 2025 through June 30, 2026. Further approve the attached Standard Certification Declaration for an Extraordinary Unspecifiable to contract with United States Fire Insurance Company to provide coverage.

12. Award Student Accident, Basic – EUS

**Exhibit II A: 12**

Approve Berkley Life & Health Insurance Company to provide insurance coverage for Student Accident (Basic) at an annual premium of \$25,295.00 effective July 1, 2025 through June 30, 2026. Further approve the attached Standard Certification Declaration for an Extraordinary Unspecifiable to contract with Berkley Life and Health Insurance Company.

13. Award Surety Bond Coverage – EUS

**Exhibit II A: 13**

Approve Ohio Casualty Insurance Company to provide insurance coverage for Surety Bond Coverage at a premium of \$1,750.00 (projected estimation) effective July 1, 2025 through June 30, 2026. Further approve the attached Standard Certification Declaration for an Extraordinary Unspecifiable to contract with Ohio Casualty Insurance Company to provide coverage.

14. Submission of the Certificate of Implementation

**Exhibit II A: 14**

Approve the submission of the Certificate of Implementation of the Corrective Plan for the 2023-2024 Annual Comprehensive Financial Report per the attached exhibit.

15. Architect Services

Approve EI Associates, the District appointed architect for 2024-2025, to complete the following projects:

School 5 HVAC Replacement Project  
School 6 HVAC Replacement Project  
High School Pole Barn for Athletics  
Middle School Main Office HVAC Replacement  
High School – Cafeteria Serving Lines

16. Capital Reserve Account

WHEREAS, N.J.A.C. 6A:23A-14.3 and 6A:23A-14.4 permit a Board of Education to supplement an existing Capital Reserve account at year end, and

WHEREAS, the aforementioned codes authorize procedures, under the authority of the Commissioner of Education, which permit a board of education to transfer unanticipated excess current revenue or unexpended appropriations into reserve accounts during the month of June by board resolution, and

WHEREAS, the Winslow Township Board of Education wishes to transfer unanticipated current year revenue or unexpended appropriations from the general fund into the Capital Reserve account at year end, and

WHEREAS, the Winslow Township Board of Education has determined that an amount not to exceed \$6,000,000.00 is available for the purpose of such transfer;

NOW THEREFORE BE IT RESOLVED by the Winslow Township Board of Education that it hereby authorizes the district's School Business Administrator to make this transfer in an amount not to exceed \$6,000,000.00 consistent with all applicable laws and regulations.

17. Lead Testing Program Statement of Assurance

Approval to submit the 2024-2025 Testing for Lead in School Drinking Water Statement of Assurance (SOA) for the Winslow Township School District in accordance with N.J.A.C. 6A:26-12.4. The District coordinated with Epic Environmental Services LLC and EMSL Analytical, Inc. (an NJDEP Drinking Water Certified Lead Lab) to test our school's drinking water for lead on March 15, 2025 and March 16, 2025. Additional testing was conducted on April 11, 2025 and June 3, 2025. Testing results and the Notice of Exceedance have been posted to the Districts' webpage.

18. Bid # 2025-15 HVAC System Upgrades at Middle School Main Office

- a. Approve the record of Bid #2025-15, HVAC Systems Upgrades at Middle School Main Office, opened in public on Wednesday, June 18, 2025.

<b>Name of Vendor</b>	<b>Total Bid Amount</b>
LGB Mechanical, Inc.	\$293,160.00

- b. Approve the award of Bid #2025-15 HVAC System Upgrades at Middle School Main Office to LGB Mechanical, Inc. in the amount of \$293,160.00. Items are to be charged to account #11-000-261-420 and further acknowledge the following statement:

I certify that there are sufficient funds available to purchase the items listed in this bid.

\_\_\_\_\_  
Tyra McCoy-Boyle

19. Quote – Q2025-10 – Championship Rings – Track

The following Quote for Championship Rings – Track were received and opened on June 24, 2025 as follows:

<b>Vendor/ Zolnier Championship Rings</b>	
Cost per Unit, including packaging and shipping	\$194.99
Total Cost including packaging and shipping	\$9,164.53
Estimated Delivery Due Date	10 – 12 weeks from signing date

Approve the award for Quote Q2025-10 – Championship Rings – Track to Zolnier Championship Rings in the amount of \$9,164.53. Items are to be charged to account 11-402-100-600.

20. Approval of New Vendor Requests

Approve the following new vendors with an effective date of June 25, 2025.

- The Coats Company LLC – Transportation items.
- Haldeman Equipment Company LLC – Transportation items

21. Bid and Quote Thresholds

Approve to establish the Bid threshold at \$32,000.00 and quote threshold at \$4,800.00 for the 2025-2026 school year and authorize Tyra McCoy-Boyle, Business Administrator/Board Secretary, to award contracts, in full accordance with N.J.S.A. 18A:18A-3 (a), for those purchases that do not exceed in the aggregate the established bid threshold amount.

22. Authorize the Execution of the Collaborative Bargaining Agreement with the WTEA  
**Exhibit II A: 22**

**RESOLUTION OF THE WINSLOW TOWNSHIP BOARD OF EDUCATION  
AUTHORIZING THE APPROVAL , RATIFICATION AND EXECUTION OF A COLLECTIVE  
BARGAINING AGREEMENT BY AND BETWEEN THE WINSLOW TOWNSHIP BOARD OF  
EDUCATION AND THE WINSLOW TOWNSHIP EDUCATION ASSOCIATION,  
AS RECOMMENDED BY THE SUPERINTENDENT**

**WHEREAS**, the Winslow Township Board of Education (“WTBOE”) and the Winslow Township Education Association (“WTEA”) have been in negotiations towards a successor Collective Bargaining Agreement (“CBA”) for the period commencing July 1, 2025 through June 30, 2028; and

**WHEREAS**, an authorizing vote of the majority of the WTEA’s Negotiating Committee approved a Memorandum of Agreement (“MOA”); and

**WHEREAS**, the Negotiating Committee of the WTBOE likewise approved the MOA with the WTEA; and

**WHEREAS**, the terms of a new CBA, based upon the approved MOA, has been reduced to writing, ratified and executed by the WTEA;

**WHEREAS**, the aforesaid CBA has been reviewed and approved by the Human Resources Director and the Business Administrator as to form and substance.

**NOW, THEREFORE, BE IT RESOLVED**, by the Winslow Township Board of Education as follows:

1. The provisions of the **WHEREAS** clauses set forth above are incorporated herein by reference and made a part hereof.
2. The WTBOE hereby approves and ratifies the CBA and authorizes the execution thereof by either the Board President or Board Vice President, in the form attached hereto and made a part hereof.

Roll Call:

Mr. Clark	Absent	Ms. Peterson	Yes
Ms. Dredde	Yes	Ms. Pitts	Yes
Ms. Glau	Yes	Mr. Thomas	Yes
Ms. Martin	Absent	Mr. Shaw	Yes
Mr. McManus	Yes		

Motion carried

**B. THE BUSINESS ADMINISTRATOR/BOARD SECRETARY RECOMMENDS APPROVAL OF THE FOLLOWING SERVICES:**

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

1. Engineer **Exhibit II B: 1**

- a. Requests for proposals (RFP 2025-13) were received by the Business Office on Friday, June 13, 2025 for Engineering Services. The following firm submitted proposals and pricing:

Vendor Name	Partners/ Principals	Project Managers/ Leaders/Planners	Engineers	Planning	Construction	Survey/ CADD
Consulting and Municipal Engineers (CME)	\$212	\$209	\$161	\$147	\$160	\$150

- b. Approve to appoint Consulting and Municipal Engineers (CME) to provide **Engineering Services** from July 1, 2025 through June 30, 2026.

The Board approves that the total cost of services not exceed \$350,000.00 and that a “notice of award” be published in accordance with N.J.S.A. 18A:18A-5 (a)(1).

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

### III. PERSONNEL REPORT

A motion was made by Ms. Peterson, seconded by Ms. Dredden, to approve A as Recommended by the Superintendent.

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

##### 1. 2025/2026 New Hires

a. Approve to rescind the following New Hires for the 2025/2026 school year:

	Name	Location	Position	Salary	Effective
A	Stalling, Layla	School No. 4	School Psychologist	\$62,780.00 Stipend- \$593.00 MA+30, Step 1	6/19/2025
B	Wescott, Emily	High School	English Teacher	\$64,955.00 MA, Step 8	6/24/2025

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

	Name	Location	Position	Salary	Effective
A	Ancheta, Gabrielle	Middle School	Secretary	\$38,488.00 (Pro-rated) Step 2	8/1/2025
B	Cruz, Armani	School No. 1	Music Teacher	\$59,980.00 BA, Step 5	8/27/2025
C	Grugan, Jeffrey	School No. 6	School Librarian	\$61,180.00 MA, Step 1	8/27/2025
D	Moore, Andrea	School No. 5	LDTC	\$97,929.00 Stipend- \$593.00 Doctorate, Step 13	8/27/2025
E	Wellman, Angela	School No. 5	Music Teacher	\$75,605.00 MA, Step 10	8/27/2025

\*Salary adjustment pending ratification of the WTEA contract

##### 2. Leave of Absence Requests

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

	Staff ID #	Type of Leave	From	To	Paid/Unpaid
A	6121	FMLA	8/18/2025	11/7/2025	Unpaid

3. 2025/2026 Staff Reassignments

Approve the following Staff Reassignments for the 2025/2026 school year, effective August 27, 2025:

		<b>From</b>	<b>To</b>
	<b>Name</b>	<b>Position</b>	<b>Position</b>
A	Amato, Gina	Grade 3 Teacher School No. 4	Gifted & Talented Teacher School No. 6
B	Coleman, Amber	Grade 6 Teacher School No. 6	Gifted & Talented Teacher School No. 1/School No. 3
C	Graham, Elizabeth	School Librarian School No. 5/School No. 6	School Librarian School No. 5
D	Kovacs, Kari	Grade 3 Teacher School No. 4	Gifted & Talented Teacher School No. 2/School No. 4

4. 2025/2026 Math Training Academy

Approve the following staff for the 2025/2026 school year, on an as needed basis, at a rate of \$43.73 per hour: (20-275-200-100-000-00)

	<b>Name</b>	<b>Location</b>		<b>Name</b>	<b>Location</b>
A	Castagna, Jennifer	Middle School	E	Miller, Kristine	Middle School
B	Cox, Steven	Middle School	F	Rice, Howard	Middle School
C	DeTullio, Andrea	Middle School	G	Rossi, Ronald	Middle School
D	Martin, Gregg	Middle School	H	Sampson, Jaleesa	Middle School

\*Hourly rate adjustment pending ratification of the WTEA contract

5. 2025 Special Education Summer Extended School Year Program

Approve the following CST staff members to conduct evaluations and for case management responsibilities from July 7, 2025- August 29, 2025, on an as needed basis, at their per diem hourly rate, not to exceed six (6) hours per day: (11-000-219-104-999-10)

	<b>Name</b>	<b>Position</b>
A	Headley, Linda	LDTC
B	Moore, Andrea	LDTC

6. Substitute Bus Drivers

Approve the following 2025/2026 Substitute Bus Driver, on an as needed basis, at a rate of \$25.00 per run:

	<b>Name</b>
A	Mayo, Matthew

7. Title I - ESSA Grant for Fiscal Year 2024/2025

Approve, authorize and ratify the employees listed below to be charged to the following ESEA Title I Grant lines for fiscal year 2024/2025:

Name	Job Title	% of Salary	Total Salary	Amount to be Charged	Account Line
Collins, Kyaira	Intervention Teacher – Sch. 4	100%	\$61,280	\$61,280	20-236-100-100-000-04
Rodenbaugh, Nicole	Student Attendance Advocate - HS	100%	\$41,000	\$41,000	20-236-200-100-000-08

Roll Call:

Mr. Clark	Absent	Ms. Peterson	Yes
Ms. Dredde	Yes	Ms. Pitts	Yes
Ms. Glau	Yes	Mr. Thomas	Yes
Ms. Martin	Absent	Mr. Shaw	Yes
Mr. McManus	Yes		

Motion carried

**XIV. OPEN PUBLIC RECORDS ACT (OPRA) REQUEST**

1. The Winslow Board of Education responded to the following OPRA Request between June 6, 2025 and June 18, 2025:

Received	Requested by	Document Requested	Approved	Denied
1	Justin Wenig Getstarjump.com	<p>Public records detailing financial transactions made by Winslow Township School District, specifically:</p> <p>A report (such as a check register, expenditure report, or purchase order history) reflecting all transactions from January 1, 2022 to present date, including but not limited to:</p> <ul style="list-style-type: none"> <li>• Purchase date</li> <li>• Vendor name</li> <li>• Description of goods/services purchased</li> <li>• Line item quantity</li> <li>• Line item price/amount</li> </ul> <p>If vendor names are coded in the file, please provide a vendor list with corresponding codes.</p>	✓	



**XV. INFORMATIONAL ITEMS**

Dr. Poteat presented the following informational items:

- Dr. Poteat informed the Board that the contract with our representative from the communications consortium expires on June 30, 2025. He asked the Board if they are interested in renewing the contract with Mrs. Perlow through the communications consortium. The cost to renew the contract is \$20,000.00. A discussion ensued and the Board decided against renewing the contract with the communications consortium.
- Dr. Poteat shared that Mario Partee from the Food Panty will visit the Middle School and School 6 tomorrow to begin the planning process. The building Principals will also be present during this process.
- Dr. Poteat provided Board members with a flyer about the Summer Meal Program. The program began at School 4 on June 23<sup>rd</sup>. The program will also take place at Chesilhurst on June 30<sup>th</sup> and at School 3 on July 7<sup>th</sup>. Breakfast will be provided between 8:45 a.m. and 9:15 a.m. and lunch will be provided between 12:15 p.m. to 1:15 p.m. Parents must be present in order for students to be served. All meals must be eaten onsite. This program has been well received over the years and he hopes that Board members can help spread the word.

**XVI. OLD BUSINESS**

Mr. Thomas stated that it has been approximately 180 days since renaming the athletic field was published for input by the community. He would like to make a motion to name the athletic field after Russell Bates and Dennis Mitchell. A discussion ensued.

A roll call was recommended to cease the discussion (Y) or continue the discussion (N) of renaming the athletic field.

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

**A motion was made by Mr. Thomas, seconded by Ms. Peterson, to rename the Athletic Field after Russell Bates and Dennis Mitchell.**

Roll Call:			
Mr. Clark	Absent	Ms. Peterson	Yes
Ms. Dredden	Yes	Ms. Pitts	Yes
Ms. Glaud	No	Mr. Thomas	Yes
Ms. Martin	Absent	Mr. Shaw	Yes
Mr. McManus	Yes		
Motion carried			

Mr. Shaw shared that there is a consensus for the Board retreat date. The Board retreat will take place on August 9, 2025, 8:00 am to 12:00 p.m. and he will inform the Field Service Representative. They will update or make new District goals for the 2025-2026 school year

## **XVII. NEW BUSINESS**

Mr. Shaw would like a motion made to have one Board meeting in July, specifically July 9, 2025 and to cancel the July 23, 2025 meeting.

**A motion was made by Ms. Peterson, seconded by Mr. McManus to host one Board meeting on July 9, 2025 and cancel the July 23, 2025 Board meeting.**

Roll Call:

Mr. Clark	Absent	Ms. Peterson	Yes
Ms. Dredde	Yes	Ms. Pitts	Yes
Ms. Glaud	Yes	Mr. Thomas	Yes
Ms. Martin	Absent	Mr. Shaw	Yes
Mr. McManus	Yes		

Motion carried

Mr. Shaw asked the Board to come up with a date to complete Dr. Poteat's evaluation. The Board came to a consensus to complete the evaluation on July 7, 2025.

## **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. Peterson seconded by Ms. Pitts, to open the meeting for Public Comments at 7:55 p.m.**

Voice Vote: All in favor

**No public participation**

**XIX. ADJOURNMENT OF PUBLIC COMMENTS**

**A motion was made by Ms. Peterson, seconded by Ms. Pitts to close the meeting for Public Comments at 7:56 p.m.**

Voice Vote: All in favor
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**XX. EXECUTIVE SESSION**

**None at this time.**

**XXI. ADJOURNMENT**

**A motion was made by Ms. Peterson, seconded by Ms. Dredden to adjourn the meeting at 7:56 p.m. All Ayes.**

Respectfully Submitted,

Tyra McCoy-Boyle  
Business Administrator/Board Secretary