WINSLOW TOWNSHIP BOARD OF EDUCATION

Regular Board of Education Meeting Wednesday, December 16, 2009 Winslow Township Middle School Agenda 7:00 p.m.

I. PUBLIC NOTICE of this meeting was given to all Board Members and Associates in a notice dated **04/30/09**. It was also advertised in the Courier Post and posted in all schools, the Administration Office, the Municipal Building, the Library, Bud Duble Center and 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

Cheryl Pitts, Vice President
Mark Benjamin, Sr.
Dino Capaldi
Paul DiMeglio
Eartha Mitchell

Angelia M. Tutt

Deborah Yanez John Tomasello, President

H. Major Poteat, Ed.D., Superintendent Ann Garcia, Ed.D., Bus. Admin./Bd. Secretary John Comegno, Esq., Solicitor

IV. PLEDGE OF ALLEGIANCE

V. BOARD OF EDUCATION – TEAM CHARTER

- 1. **At all Times**: Maintain confidentiality; Follow the chain of command; Maintain an open-mind; Listen and speak with respect for others.
- 2. **Before a Meeting:** Be prepared for board meetings by reading packets prior to board meetings; Refuse to become involved (collectively, as individuals, or in our communities) in micro-management; Get the answers to guestions and concerns prior to the board meeting.
- 3. **During a Meeting:** Listen and speak with respect for others at all times; Vote with conviction; Align our actions as closely as possible to stated goals and objectives; Create an open, problem-solving management climate in which differences and problems are met head-on and clarified rather than swept under the rug or smoothed over; Promote mutual involvement and interdependency rather than selfish competition or subversive rivalry.
- 4. **After a Meeting:** Develop trust; Uphold all decisions made by the Board; Periodically follow-up on district, board and CSA goals; Understand and respect the separate roles and responsibilities of the board and the administration to confine activities within the boundaries of those roles.

If any board member feels that another board member has violated any provision of this agreement, that board member shall personally talk with the offending board member in an attempt to resolve the issue. If the attempt fails, the board member who feels that another board member has violated this agreement shall bring the matter to the attention of the entire board. Any grievances that arise should be dealt with at the earliest practical opportunity.

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VI. AWARDS & PRESENTATION

1. Regional Day School Student Performance (Bell Choir)

VII. CORRESPONDENCE

VIII. MINUTES

Regular Meeting	Wednesday, November 18, 2009	Open/Closed Sessions
Regular Meeting	Wednesday, December 2, 2009	Open/Closed Sessions

IX. BOARD COMMITTEE REPORTS

X. PUBLIC COMMENTS (Time Limited)

Notation of Public Comments on Agenda Items – The Board President will recognize those individuals in the audience who wish to comment. Please respect the following procedures:

- 1. State your full name and address.
- 2. Please limit your comments to five minutes.

On a motion made by granted. Exceptions:	, seconded by	, approval of Public Comments is
Voice Vote:		

XI. ADJOURNMENT OF PUBLIC COMMENTS

On a motion made by is granted.	, seconded by	, approval to adjourn Public Comments
Exceptions:		
Voice Vote:		

XII. SUPERINTENDENT'S REPORT

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

1. <u>First Reading of Policies & Regulations</u>

Exhibit XII A: 1

Approve the first reading of the revisions to the following policies and regulations of the Board of Education as listed below:

Policy/Regulation	Title
Policy #2464	Gifted & Talented
Regulation #2464	Gifted & Talented

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2. <u>Second Reading of Policies & Regulations</u>

None at this time.

3. Fire Drill Report

Exhibit XII A: 3

Approve the Fire Drill Report, for the month of November 2009, as per the attached exhibit.

4. Field Trips

Exhibit XII A: 4

Approve Field Trips, as per the attached exhibit.

5. Professional Development/Workshops & Conferences

Exhibit XII A: 5

Approve Professional Development/Workshops & Conferences, as listed in the attached exhibit.

6. <u>Tuition Students</u>

Approve the following out-of-district student placements for the 2009/2010 school year:

Student	Placement	Grade/Class	Effective	Cost
921138	Bancroft School	08/MD	12/03/09	\$42,826
104876	East Mountain	11/MD	10/21/09	\$52,639
613150	GCSS – Bankbridge Regional	10/MD	11/30/09	\$35,220
921158	Archway Atco	09/ED	12/09/09	N/A*
921154	NJ Regional Day School	05/ED	12/09/09	\$43,127

^{*}The DOE is responsible for tuition for this student.

7. Terminate Out-of-District Placements

Approve the termination of the following out-of-district student placements for the 2009/2010 school year.

Student	Placement	Grade/Class	Effective	Cost	Reason
921085	Bankbridge Development Ctr.	03/AT	12/31/09	\$25,000	Return to School No. 5
610746	Pineland Learning Center	11/ED	11/25/09	\$46,989	Placement in Crisis Facility
613150	Kingsway Learning Ctr.	10/MD	11/25/09	\$35,220	Change in Placement

8. <u>Homebound Instruction</u>

Exhibit XII A: 8

Approve student(s) for homebound instruction as per the attached exhibit.

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9. <u>Fundraiser(s)/School Activities</u>

Exhibit XII A: 9

Approve the following fundraisers/school activities for the 2009/2010 school year as listed below and as per the attached exhibits:

WTMS – Renaissance Club

- o Electronic Recycling Drive
- Staff Shirt Sale
- Ad Booklets
- o Penny War
- Hunny Bunny
- Slipper Day (02/17/10)
- "Souper" Bowl Jersey Day (02/05/10)
- Pie in the Face
- Mother's Day Smellie Jellies
- Teacher Coupon Booklet
- Goodwill Donation Drive
- Blood Donation Drive (January 2010)
- o Pretzels with Principal (December 23, 2009)
- Marking Period Lunchtime Pep Rallies (End of Each Marking Period)
- Let the Kids Cook for You Night (02/10/10)
- Teacher Appreciation Awards
- Winslow Idol (04/16/10)

WTMS

- Hat Day NJHS (12/23/09)
- Goodwill Donations Clothing, Shoes NJHS (December January)
- Holiday Grams Student Government (12/17 & 12/18)
- Slipper Day Student Government (01/08/10)
- Valentine Grams Student Government (02/1-5/10)
- Hat Day Student Government (02/26/10)
- Staff/Student Basketball Game (March 2010)
- Talent Show (April 2010)
- Teacher Appreciation Grams (May 2010)
- Goodbye Grams (June 2010)

WTHS

- Santa Grams/Pictures w/Santa Leo Club
- Texas Roadhouse Nights 1/18/, 1/19 & 1/20/2010

10. School No. 3 – Vision Screenings

Approve the Commission for the Blind to conduct vision screenings for preschool students at School No. 3 on March 2, 2010 at no cost to the district.

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11. School No. 3 – Juvenile Diabetes Kids Walk

Approve the students of School No. 3 to participate in the Juvenile Diabetes Kids Walk on March 5, 2010.

Note: Proceeds will benefit the Juvenile Diabetes Research Foundation.

12. School No. 2 – Winter Outerwear Drive

Approve School No. 2 to collect hats, gloves and scarves for donation to local social service agencies as a continuation of their "Children Helping Children" program.

13. Homeless Student(s)

Approve the acceptance of the following students, considered homeless, from the following district:

Student	School/Grade	Effective	School District
S.G.	WTMS/07	11/30/09	Gloucester Township
G.P.	No. 6/05	11/30/09	Gloucester Township
B.P.	No. 6/04	11/30/09	Gloucester Township
K.P.	No. 6/03	11/30/09	Gloucester Township

Note: The Gloucester Township School District will be billed for educational services while these students are enrolled.

B. <u>Principal's Update(s)</u>

Monthly School Highlights
 Ethnic Enrollment Report
 Suspension Report
 Exhibit XII B: 2
 Exhibit XII B: 3

4. Violence & Vandalism Reports None at this time.

C. <u>Curriculum Update(s)</u>

None at this time.

On a motion made by, seco granted.	nded by, approval of Superintendent's Report is
Roll Call:	
Ms. Pitts	Ms. Mitchell
Mr. Benjamin, Sr.	Ms. Tutt
Mr. Capaldi	Ms. Yanez
Mr. DiMeglio	Mr. Tomasello

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XIII. BUSINESS ADMINISTRATOR/BOARD SECRETARY'S REPORT

A. Reports

1. Facilities/Maintenance Update – Mr. Bob Austin

Exhibit XIII A: 1
None at this time.

Transportation Update – Mr. John Gaskill
 Sodexo Food Services Update – Mr. Howard Ellis

None at this time.

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

1. Line Item Transfers

Exhibit XIII B: 1

- a. Approve the Line Items Transfers, for the month of October 2009, as per the attached exhibit.
- b. Approve the transfer from Capital Outlay to Capital Projects, as per the attached exhibit.

2. <u>Bill List</u> **Exhibit XIII B: 2**

Approve the Bill List, as listed below, and as per the attached exhibit.

Vendor Bill List \$1,317,779.64
 Manual Bill List \$ 164,628.00

3. Payroll

Approve Payroll, for the month of November 2009, as listed below:

November 15, 2009 \$2,626,641.21November 30, 2009 \$2,619,344.98

4. <u>Board Secretary Certification</u>

Approve that the Board of Education certify that as of October 2009 and after review of the secretary's monthly financial report for this period ending October 2009, and upon consultation with the appropriate district officials, to the best of our knowledge, no major fund balance has been overspent in violation of N.J.A.C. 6:20-2.13 (b), and that sufficient funds are available to meet the District's financial obligations for the month of October 2009.

5. Treasurer's Report

Exhibit XIII B: 5

Approve the Treasurer's Report, for the month of October 2009, as per the attached exhibit.

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6. <u>Board Secretary's Report</u>

Exhibit XIII B: 6

Approve the Board Secretary's Report, for the month of October 2009, as per the attached exhibit.

7. <u>Use of Facilities Report</u>

Exhibit XIII B: 7

Approve the Use of Facilities Report as per the attached exhibit.

8. Disposal of School Property

Exhibit XIII B: 8

Approve the Disposal of School Property per the attached exhibit.

Location	Department	Tag #	Description
BOE	Superintendent	003483	HP Laser Jet Printer - old

9. Professional Development – Rowan University

Approve Rowan University to provide professional development services to the Winslow Township Board of Education on January 15, 2010 as follows:

- Dr. Michelle Ennis Sorath, "Using Functional Behavior Assessment to Develop Behavior Plans", 8:30 – 11:30 a.m. for 20 Guidance Counselors and School Psychologists.
- Julie Mallory, "Difficult Conversations with Parents and Children The Next Step", 8:30 – 11:30 a.m. for 25 teachers.

Note: The fee for the workshops will be \$1,350.00 paid through the I.D.E.I.A. Grant.

10. Amend the Omni Group – 403 (b)

Exhibit XIII B: 10

Amend Section 2.1 of The Omni Group – 403 (b) Retirement Plan per the IRS suggestion to include all employees in the plan retroactive to January 1, 2009 and the attached Resolution.

11. NCLB Title 1 Grant Fiscal Year 2009/2010

Approve the following employees to be charged to the NCLB Title 1 Grant for 2009 – 2010:

Employee	Salary	% to NCLB Title # 1
Kim Garcia	\$45,000.00	50%
Margaret Yeackel	\$83,100.00	100%
Patty LoCicero	\$82,300.00	100%

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12. <u>Solar Power Purchase Agreement</u>

Approve requests for proposal for a Solar Power Purchase Agreement.

13. Construction Management for Roofing Projects

Approve requests for proposal for Construction Management for the roofing projects.

14. <u>SBYSP (Eagles Landing) 2009 Summer Programs</u>

Ratify the following workshops for the SBYSP Summer Program:

- Bruce Puckett, MBA will provide 6 90 minutes classes "How to Own Your Own Business" at a rate of \$50.00/hour from July 13 – July 22, 2009.
- The Mona Leeza Spa and Salon will provide 6 90 minute classes
 "Achieving Academic Excellence Through Martial Arts at a rate of \$40/hour from July 13 July 22, 2009.
- Camden County College through its Continuing Education Department will provide 6 workshops – 90 minutes each at a rate of \$40/hour from July 13 – July 22, 2009 on College Essay and Creative Writing.
- Camden County College will provide 6 workshops 90 minutes each at a rate of \$40.00/hour from July 27 – August 5, 2009 on Basics of Web Design.
- Ms. Trenay Parker, Certified Chef and ServSafe Instructor will provide 6 classes – 90 minutes each on Food Preparation, Light Cooking, Restaurant Etiquette and Safe Food Handling Services at a rate of \$50.00/hour plus the cost of food supplies from July 27 – August 5, 2009.

Note: These programs were offered during the Summer of 2009 through the SBYSP Eagles Landing grant.

On a motion made by, seconded	by, approval of Business Administrator/
Board Secretary's Report is granted.	
Roll Call:	
Ms. Pitts	Ms. Mitchell
Mr. Benjamin, Sr.	Ms. Tutt
Mr. Capaldi	Ms. Yanez
Mr. DiMeglio	Mr. Tomasello

XIV. INFORMATIONAL ITEMS

XV. OLD BUSINESS

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XVI. NEW BUSINESS (Discussion Items)

XVII. EXECUTIVE SESSION

BE IT RESOLVED, the Board of Education will entertain a motion to adjourn into Executive/Closed Session for the purpose of:

- Student Hearings
- Personnel Matters
- Legal Matters

The information discussed in Executive/Closed Session may be disclosed to the public after formal action is taken by the Board of Education on these issues. Certain information that will be discussed in Executive/Closed Session is not to be disclosed to the Public; however, the Board may contemplate taking action at the conclusion of Executive/Closed Session.

On a motion made by, seconded by _ Session is granted at Exceptions: Roll Call:	, approval to move to Executive
Ms. PittsMr. Benjamin, SrMr. CapaldiMr. DiMeglio	Ms. MitchellMs. TuttMs. Yanez Mr. Tomasello

XVIII. ADJOURNMENT OF EXECUTIVE SESSION Time:_____

On a motion made by	_, seconded by _	, approval to adjourn is granted.
Exceptions:		
Voice Vote:		

XIX. PERSONNEL

1. Leaves of Absence

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

	Name	Sch	Position	From	То	
Α	Boianelli, Kate	No. 2	Special Ed Teacher	2/12/2010	3/9/2010	Р
				3/10/2010	5/7/2010	U
В	Pacilio, Anna Marie	MS	Special Ed Teacher	11/12/09-12/4/09	11/12/09-12/23/09	U
	(revision)					
С	Adamonis, Jeanette	No. 6	3 rd Grade Teacher	11/4/09-12/23/09	11/4/09-1/29/2010	Р
	(revision)					
D	Szalaj, Irene	No. 5	Special Ed Teacher	2/8/2010	3/3/2010	Р
				3/4/2010	6/22/2010	U

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2. Resignations None at this time.

3. Retirements

Approve the following Retirements pursuant to documents filed in the Office of Human Resources:

	Name	School	Position	Effective
Α	Jones, Vera	No. 4	2 nd Grade Teacher	1/1/2010
В	Adamonis, Jeanette	No. 6	3 rd Grade Teacher	2/1/2010

Note: Proper documentation has been submitted and is on file for the above Retirements.

4. New Hires

Approve the following New Hires for the 2009/2010 school year:

	Start Date	Name	Position	Sch	Prorated Salary
Α	1/4/2010	Jacobs, Salvatore (replacing C. Whisler)	Maintenance/Plumbing	District	\$40,567 – Step 1 Stipend \$1,609-Plumbing
В	1/4/2010	Jonathan, Kevin (replacing P. Kubel)	Physical Science Teacher	HS	\$48,361 – BA – Step 1
С	12/17/09	Watson, Jeff (replacing D. Hancock)	Mathematics Teacher	MS	\$48,361 – BA – Step 1
D	12/17/09	Butler-Presley, Maxine (replacing K. Shevlin)	Head Care Giver	No. 2	\$20,323 – HCG - Step 4
E	TBD	Boga, Jeffrey (replacing C. DiLeonardo)	Music Teacher (Strings)	HS	\$61,961 – MA+45 – Step 9
F	1/4/2010	Howell, Jacquelyn (new)	Music Teacher	MS	\$48,361 – BA – Step 1

Note: Proper documentation has been submitted and is on file for the above New Hires.

5. Substitutes

Approve the following Winslow Township Certified/Non-Certified Substitutes for the 2009/2010 school year.

	Certified		Non-Certified
Α	Boga, Jeffrey	С	Sinai, Dana (BASP)
В	Pierson, Jason		

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6. <u>Co-Curricular Club/Activity Advisors</u>

a. Approve the following Fall/Winter Coaches at the High School for the 2009/2010 school year:

	Coach	Sport	Stipend	Step
Α	Martin, Christopher	Boy's Basketball Assistant Coach	Volunteer	N/A
В	Arline, Shaun	Assistant Football Coach	\$4,449.00	1

b. Approve the following Middle School Club/Activities for the 2009/2010 school year:

	Advisor	Club/Activity	Stipend	Step
Α	Lee, Lauren	Multicultural Club Advisor	\$1,306	N/A
В	Davis, Aquaisa	Drill Team Co-Consultant	\$816 (split)	N/A
		(Grant funded-100 Days of Peace)		
С	McMillan, Raylyn	Drill Team Co-Consultant	\$816 (split)	N/A
		(Grant funded-100 Days of Peace)		

c. Approve the following High School SAT Preparation Course Advisor for the 2009/2010 school year:

	Advisor	Club/Activity	Hourly Rate	Step
Α	Smith, Chantel	SAT Math Prep Course	\$36.88	N/A

d. Approve the following High School Club/Activities for the 2009/2010 school year:

	Advisor	Club/Activity	Stipend	Step
Α	Milorey, Mariarosa	Choreographer for Spring Musical	\$1,075	2
В	Fontenot, Karshena (Kory)	Assistant Band Director	\$3,429	1

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7. College Placements

Approve the following College Placements for the 2009/2010 school year:

	College	Student	Experience	Cooperating Teacher/School	Dates	Subject
Α	Prism Career Institute	Beckley, Gabriel	Three Day Observation	Jones, Frances/No. 6	2/19/2010, 2/24/2010, 2/25/2010	Nursing
В	Camden County College	Alderman, Rachel	20 Hour Field Experience	Hehn, Debra/ No. 5	2/3/2010 – 3/26/2010	Elementary
С	Camden County College	Burlage, Suzanna	20 Hour Field Experience	Pearson, Dawn/ No. 5	2/3/2010 – 3/26/2010	Elementary
D	Camden County College	Cundliff, Amanda	20 Hour Field Experience	Arena, Jennifer/ No. 1	2/3/2010 – 3/26/2010	Elementary
Е	Camden County College	DiGabriele, Jaclyn	20 Hour Field Experience	Casario, Bridget/ No. 1	2/3/2010 – 3/26/2010	Elementary
F	Camden County College	Fusaro, Ashley	20 Hour Field Experience	Oleyn, Kirstie/ No. 1	2/3/2010 – 3/26/2010	Elementary
G	Camden County College	Hale, Andrew	20 Hour Field Experience	Hagan, Jeana/ No. 3	2/3/2010 – 3/26/2010	Elementary
Н	Camden County College	Herrera, Amanda	20 Hour Field Experience	Chisholm, Marie/ No. 3	2/3/2010 – 3/26/2010	Elementary
I	Camden County College	O'Kane, Crystal	20 Hour Field Experience	McCarthy, Sindy/ No. 3	2/3/2010 – 3/26/2010	Elementary
J	Camden County College	Schwartz, Alicia	20 Hour Field Experience	Rybka, Beth Ann/ No. 3	2/3/2010 – 3/26/2010	Elementary
K	Camden County College	Super, Samantha	20 Hour Field Experience	Rohner, Bonnie/ No. 4	2/3/2010 – 3/26/2010	Elementary
L	Camden County College	Tresca, Madeline	20 Hour Field Experience	Azzarano, Brian/ No. 2	2/3/2010 – 3/26/2010	Elementary
M	Rowan University	Nelson, Adam	Clinical Practice	Mapps, Harry/ MS	1/19/2010 – 5/7/2010	Social Studies
N	Stockton College	Killen, Darla	Student Teaching	Donahue, Carol/ MS	1/4/2010 – 4/23/2010	Social Studies
0	Rowan University	Bourne, Jessica	Clinical Practice	Dolbow, Jennifer/ No. 3	1/19/2010 – 5/7/2010	Elementary

8. <u>Volunteer</u>

Approve the following Volunteer for the 2009/2010 school year:

	Name	Activity	School
Α	Dotoli, Aubrey	Classroom Helper	No. 6

9. Rescission of a Resignation

Approve the Rescission of the following Resignation for the 2009/2010 school year:

	Name	School	Position	Effective
Α	Stevenson, Jodi	No. 5	Lunchroom/Playground	12/7/09
			Aide	

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10. <u>Homebound Instructor</u>

Approve the following individual as a Homebound Instructor for the 2009/2010 school year:

	Name	Hourly Rate	Effective
Α	Franconeri, MaryAnn	\$36.88	12/7/09

11. Appointment of Staff

Approve the Appointment of the following Staff members for the 2009/2010 school year:

	Name	Position	Prorated Salary	Effective
Α	Heggan, Lois (replacing C. Woodson)	ESA/Bus (5.5 hrs.)	\$16,720	12/17/09
В	Danifo, Donna (replacing H. Wood)	ESA/Bus (4 hrs.)	\$12,160	12/17/09

12. Reduction in Force

Approve the following Reduction in Force for the 2009/2010 school year:

	Name	Position	Effective
Α	Stevenson, Jodi	Lunchroom/Playground Aide	1/4/2010

13. <u>Head Teacher</u>

Approve the following Head Teacher for the 2009/2010 school year:

	Head Teacher	School
Α	Hagan, Jeana	No. 3

On a motion made by, seco	nded by, approval of Personnel Items is granted.
Roll Call:	
Ms. Pitts	Ms. Mitchell
Mr. Benjamin, Sr.	Ms. Tutt
Mr. Capaldi	Ms. Yanez
Mr. DiMeglio	_ Mr. Tomasello

XX. ADJOURNMENT Time: _____

On a motion made by	, seconded by	, approval to adjourn Meeting is
granted.		
Exceptions:		
Voice Vote:		