

WINSLOW TOWNSHIP BOARD OF EDUCATION
Regular Board of Education Meeting
Wednesday, November 18, 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
Alvin G. Tucker, Sr.
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 questions 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.

VI. AWARDS & PRESENTATION

1. Garrison Architects Presentation

VII. CORRESPONDENCE

VIII. MINUTES

Regular Meeting

Wednesday, November 4, 2009

Open/Closed Sessions

| | |
|--|-----------------------|
| <p>On a motion made by _____, seconded by _____, approval of Minutes is granted. Exceptions: _____ <i>Roll Call:</i></p> | |
| _____ Ms. Pitts | _____ Ms. Mitchell |
| _____ Mr. Benjamin, Sr. | _____ Mr. Tucker, Sr. |
| _____ Mr. Capaldi | _____ Ms. Tutt |
| _____ Mr. DiMeglio | _____ Ms. Yanez |
| | _____ Mr. Tomasello |

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.

| |
|---|
| <p>On a motion made by _____, seconded by _____, approval of Public Comments is granted. Exceptions: _____ <i>Voice Vote:</i></p> |
|---|

XI. ADJOURNMENT OF PUBLIC PARTICIPATION

| |
|--|
| <p>On a motion made by _____, seconded by _____, approval to adjourn Public Participation is granted. Exceptions: _____ <i>Voice Vote:</i></p> |
|--|

XII. SUPERINTENDENT’S REPORT

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

1. First Reading of Policies & Regulations **None at this time.**

2. Second Reading of Policies & Regulations **Exhibit XII A: 2**

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

| Policy/Regulation | Title |
|--------------------------|----------------------------------|
| Policy #5200 | Attendance (Pupils) |
| Regulation #5200 | Attendance (Pupils) |
| Policy #5600 | Pupil Discipline/Code of Conduct |
| Regulation #5600 | Pupil Discipline/Code of Conduct |
| Policy #8467 | Weapons |
| Regulation #8467 | Weapons |

3. Fire Drill Report **Exhibit XII A: 3**

Approve the Fire Drill Report, for the month of October 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. Tuition Student

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

| Student | Placement | Grade/Class | Effective | Cost |
|----------------|-------------------------------|--------------------|------------------|-------------|
| A.H. | GCSS – Child Development Ctr. | 03/Autistic | 11/04/09 | \$35,220 |

7. Terminate Out-of-District Placement **None at this time.**

8. Homebound Instruction **None at this time.**

9. Fundraiser(s)/School Activities

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

School No. 4

- Collect & Recycle Ink Cartridges & Cell Phones – H.S.A

WTHS

- Key Club Activities
 - Collecting Donations for UNICEF
 - Collecting Donations to Fill Baskets for Kiwanis Club
 - Collecting Donations to make Baskets for Children’s Hospital
 - Collecting Donations for “Stall Day” for Various Charities
- Student vs. Faculty Flag Football – Student Government & NHS

10. Homeless Student(s)

Approve the following Winslow Township student to attend school in the district listed below due to their homeless status:

| Student | School/Grade | Effective | School District |
|---------|--------------|-----------|------------------------------|
| C.W. | 07/WTMS | 10/28/09 | Together Shelter (Glassboro) |

Note: The Together Shelter will forward a tuition contract for tutoring services.

11. School No. 4 - Dental Program Assembly

Approve School No. 4 preschool students to participate in the Camden County Health Department Dental Program during the months of November and December 2009 at no cost to the district.

Note: The program uses puppets and various other age-appropriate props to focus on the importance of healthy dental practices.

12. School No. 4 – Food Basket Program

Approve School No. 4 to participate in a family nourishment program during the 2009/2010 school year. This program will confidentially distribute non-perishable food items to families who may be in need of assistance.

13. WTMS – Skating Party

Approve the WTMS H.S.A. to sponsor a Skating Party at Deptford Skating Center on Saturday, November 28, 2009 from 7:30 p.m. – 9:30 p.m. for students attending the Middle School.

14. WTMS – Applebee’s Holiday Breakfast

Approve the WTMS H.S.A. to sponsor a Holiday Breakfast at the Sicklerville Applebee’s on Sunday, December 13, 2009 from 8:00 a.m. – 10:00 a.m. for students attending WTMS.

15. School No. 1 – Friendly’s Night

Approve the School No. 2 H.S.A. to sponsor a Friendly’s Night, Cross Keys Road in Sicklerville, on Tuesday, December 1, 2009 from 5:00 p.m. to 8:00 p.m.

B. Principal’s Update(s)

- 1. Monthly School Highlights
- 2. Ethnic Enrollment Report
- 3. Suspension Report
- 4. Violence & Vandalism Reports

Exhibit XII B: 1
Exhibit XII B: 2
Exhibit XII B: 3
Exhibit XII B: 4

C. Curriculum Update(s)

None at this time.

| | |
|---|-----------------------|
| On a motion made by _____, seconded by _____, approval of Superintendent’s Report is granted. | |
| <i>Roll Call:</i> | |
| _____ Ms. Pitts | _____ Ms. Mitchell |
| _____ Mr. Benjamin, Sr. | _____ Mr. Tucker, Sr. |
| _____ Mr. Capaldi | _____ Ms. Tutt |
| _____ Mr. DiMeglio | _____ Ms. Yanez |
| | _____ Mr. Tomasello |

XIII. BUSINESS ADMINISTRATOR/BOARD SECRETARY’S REPORT

A. Reports

- 1. Facilities/Maintenance Update – Mr. Bob Austin
- 2. Transportation Update – Mr. John Gaskill
- 3. Sodexo Food Services Update – Mr. Howard Ellis

Exhibit XIII A: 1
Exhibit XIII A: 2
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

Approve the Line Item Transfers, for the month of September 2009, as per the attached exhibit.

8. New Jersey School Boards Association – Professional Development
Professional Development/Board Members

WHEREAS, The Winslow Township Board of Education is required pursuant to N.J.S.A. 18A:11-12 to adopt policy and approve travel expenditures by district employees and board members using local, State, or Federal funds to ensure that travel is educationally necessary and fiscally prudent; and

WHEREAS, The Board of Education has determined that the training and informational programs sponsored by NJSBA and set forth below are directly related to and within the scope of board members' duties; and,

WHEREAS, The Board of Education has determined that the training and informational programs sponsored by NJSBA and set forth below are directly related to and within the scope of the listed job title's current responsibilities and the board's professional development plan; and,

WHEREAS, The Board of Education has determined that participation in the NJSBA training and informational programs requires school district travel expenditures and that this travel is critical to the instructional needs of the district and/or furthers the efficient operation of the district; and,

WHEREAS, The Board of Education has determined that the school district travel expenditures to NJSBA programs are in compliance with State travel guidelines as established by the Department of the Treasury and within the guidelines established by the federal Office of Management and Budget; except as superseded by conflicting provision of Title 18A of the New Jersey Statutes; and,

WHEREAS, The Board of Education finds that a mileage reimbursement rate equal to that of the federal Internal Revenue Service mileage reimbursement rate of \$.31 per mile is a reasonable rate; and,

WHEREAS, The Board of Education has determined that participation in the NJSBA training and informational programs are in compliance with the district policy on travel; therefore be it

RESOLVED, That the Board of Education hereby approves the attendance of the listed number of school board members and district employees at the listed NJSBA training and informational programs, and the costs of attendance including all registration fees, and statutorily authorized travel expenditures, provided that such expenditures are within the annual maximum travel expenditure amount; and, be it further

RESOLVED, That the Winslow Township Board of Education authorizes in advance, as required by statute, attendance at ***the following NJSBA training program and informational event:***

| <u>Board Member Name</u> | <u>Program Name</u> | <u>Date</u> | <u>Event Cost</u> |
|--------------------------|------------------------------|-------------|-------------------|
| Mark Benjamin, Sr. | New Board Member Orientation | 01/09/10 | No Cost |
| Dino Capaldi | New Board Member Orientation | 01/09/10 | No Cost |
| Paul DiMeglio | New Board Member Orientation | 01/09/10 | No Cost |
| Alvin G. Tucker | New Board Member Orientation | 01/09/10 | No Cost |

9. After School Tutoring Services

Exhibit XIII B: 9

- a. Approve the record of the following request for proposals for After-School Tutorial Services as follows:

| Company | Proposal |
|--|--------------|
| Catapult Learning | \$585,000.00 |
| EIRC | \$940,500.00 |
| Encore Educational Institute | \$701,100.00 |
| Regional Enrichment & Learning Center, LLC | \$250,080.00 |

- b. Approve the award of the proposal for After-School Tutorial Services as follows:
Regional Enrichment & Learning Center, LLC \$250,080.00

Note: Tutorial Services will be funded through Title 1 Funds

10. Supplemental Educational Services Provider (SES)

Approve the following as an SES provider for the Winslow Township School District:

- o Academics First

Note: SES Services will be funded through Title 1 and ARRA funds.

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. | _____ Mr. Tucker, Sr. |
| _____ Mr. Capaldi | _____ Ms. Tutt |
| _____ Mr. DiMeglio | _____ Ms. Yanez |
| | _____ Mr. Tomasello |

XIV. INFORMATIONAL ITEMS

XV. OLD BUSINESS

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 _____, approval to move to Executive Session is granted at _____. Exceptions: _____ <i>Roll Call:</i> | |
| _____ Ms. Pitts _____ Mr. Benjamin, Sr. _____ Mr. Capaldi _____ Mr. DiMeglio | _____ Ms. Mitchell _____ Mr. Tucker, Sr. _____ Ms. Tutt _____ Ms. Yanez _____ Mr. Tomasello |

XVIII. ADJOURNMENT OF EXECUTIVE SESSION Time: _____

| |
|--|
| On a motion made by _____, seconded by _____, approval to adjourn is granted. Exceptions: _____ <i>Voice Vote:</i> |
|--|

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 | To | |
|----------|--------------------------------|------------|-------------------------------|-------------------|-------------------|---|
| A | Adamonis, Jeanette | No. 6 | 3 rd Grade Teacher | 11/4/09 | 12/23/09 | P |
| B | Ostermueller, Cathi (revision) | HS | Secretary | 10/29/09-12/10/09 | 11/16/09-1/5/2010 | P |
| C | Pearson, Scherrie | HS | Educational Student Aide | 1/4/2010 | 4/1/2010 | U |

2. Resignations

None at this time.

3. Retirement

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

| | Name | School | Position | Effective |
|----------|-----------------|--------|------------------|-----------|
| A | Davis, Patricia | No. 2 | Computer Teacher | 7/1/2010 |

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

4. New Hire

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

| | Start Date | Name | Position | Sch | Prorated Salary |
|----------|------------|------------------|-----------|-------|-----------------|
| A | 11/19/09 | Rechichi, Yvette | Secretary | No. 3 | \$27,000 |

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

5. Substitutes

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

| | Certified | | Non-Certified |
|----------|--------------------|----------|---------------|
| A | Bass, Renata | E | Worrell, Amy |
| B | Bright, Alexander | | |
| C | DiSalvatore, Maria | | |
| D | Mascitis, Emily | | |

6. Co-Curricular Club/Activity Advisors

a. Approve the Rescission of the following Club/Activity Advisors at the Middle School for the 2009/2010 school year:

| | Activity Advisor | Activity | Stipend | Step |
|----------|------------------|---------------------------------------|---------------|------|
| A | DiDonato, Karin | Intramural Weight Training Co-Advisor | \$653 (split) | N/A |
| B | Edwards, Elliott | Intramural Weight Training Co-Advisor | \$653 (split) | N/A |

b. Approve the following Club/Activity Advisor at the Middle School for the 2009/2010 school year:

| | Activity Advisor | Activity | Stipend | Step |
|----------|------------------|------------------------------------|---------|------|
| A | Edwards, Elliott | Intramural Weight Training Advisor | \$1,306 | N/A |

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

| | Coach | Sport | Stipend | Step |
|----------|--------------------|-------------------------------------|----------------|-------------|
| A | Price, Jared | Head Boy's Basketball Coach | \$7,320 | 1 |
| B | Strauss, Phillippe | Assistant Boy's Basketball Coach | \$4,449 | 1 |
| C | Hagains, Florence | Head Girl's Basketball Coach | \$7,615 | 2 |
| D | Davis, Della | Assistant Girl's Basketball Coach | \$4,812 | 3 |
| E | Stowell, Bruce | Head Wrestling Coach | \$7,920 | 3 |
| F | Stowell, Allen | Assistant Wrestling Coach | \$4,812 | 3 |
| G | Edwards, Elliott | Head Girl's Indoor Track Coach | \$4,812 | 3 |
| H | McCormick, Rachel | Assistant Girl's Indoor Track Coach | \$3,084 | 2 |
| I | Hickman, Lawrence | Head Boy's Indoor Track Coach | \$4,812 | 3 |
| J | Shelton, Joseph | Assistant Boy's Indoor Track Coach | \$2,966 | 1 |
| K | McBride, Michael | Winter Strength Training Coach | \$2,105 | 3 |

7. Change in Assignment

Approve a Change in Assignment for the following individuals for the 2009/2010 school year:

| | Name | Sch | Position | From | To | Effective |
|----------|-----------------|------------|------------------|-----------------|------------------|------------------|
| A | Scott, Chad | MS | Athletic Trainer | 50% - \$40,200 | 100% - \$80,400 | 11/1/09 |
| B | Innocenzo, John | MS | Math Supervisor | Math Supervisor | Math Facilitator | 7/1/09 |

8. Change in Job Status

Approve a Change in Job Status for the following individuals to work part-time until released from previous public school district:

| | Name | Part-time Position | From | To |
|----------|------------------|--|------------------------------------|---------------------------|
| A | Foran, Stephanie | ESL Teacher – 2 (two) days per week - Mondays & Fridays until released from previous public school district | 1/4/2010 - F/T (\$51,661 prorated) | 11/20/09 - P/T (prorated) |
| B | Egan, Sara B. | School Counselor – 3 (three) days per week – Wednesdays, Thursdays and Fridays until released from previous public school district | 11/12/09 – F/T (\$54,261 prorated) | 11/12/09 P/T (prorated) |

9. Correction of Salary

Approve the Correction of Salary for the following Staff Members for the 2009/2010 school year as follows:

| | Name | Sch | Position | FROM | | TO | |
|----------|-------------------|-------|-------------------|-----------------|------------|-----------------|------------|
| | | | | Prorated Salary | Guide-Step | Prorated Salary | Guide-Step |
| A | Kaplan, Catherine | No. 2 | Teacher Assistant | \$23,300 | TA-Step 9 | \$25,400 | TA-Step 10 |
| B | Adams, Keisha | No. 3 | Teacher Assistant | \$21,800 | TA- Step 7 | \$22,650 | TA- Step 8 |

10. College Placements

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

| | College | Student | Experience | Cooperating Teacher/School | Dates | Subject Area |
|----------|-------------------|------------------|-------------------|--------------------------------|-----------------|---------------------------|
| A | Temple University | Cahall, Michelle | Student Teaching | Vespe, P. & Peterson, A./No. 4 | 1/21/10-4/30/10 | Elementary/ Special Ed |
| B | Rowan University | Schultz, Andrew | Clinical Practice | Chiumento, K./No. 5 | 1/19/10-5/7/10 | Elementary |
| C | Rowan University | Welding, Kerry | Clinical Practice | Welding, K./No. 5 | 1/19/10-5/7/10 | Elementary |

b. Approve the following revision of a College Placement for the 2009/2010 school year:

| | College | Student | Experience | Cooperating Teacher/School | From Dates | To Dates | Subject Area |
|----------|-------------------|-------------------|---------------------|----------------------------|----------------|----------------|--------------|
| A | Drexel University | Baughaman, Kerith | Teaching Experience | Boyle, LaShawn/No.3 | 1/4/10-3/26/10 | 3/22/10-6/4/10 | Elementary |

11. Involuntary Transfers

Approve the following Involuntary Transfers for the 2009/2010 school year:

| | Name | Position | From | To | Effective |
|----------|------------------|--------------------------------|---------------|---------------------|-----------|
| A | Heritage, Sandra | Educational Student Aide/Class | School No. 3 | Regional Day School | 11/19/09 |
| B | Parzanese, Sal | Custodian | Middle School | High School | 11/2/09 |

12. Homebound Instructor

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

| | Name | Hourly Rate | Effective |
|----------|-----------------|-------------|-----------|
| A | DeShazor, Wanda | \$36.88 | 9/1/09 |

On a motion made by _____, seconded by _____, approval of Personnel Items is granted.
Roll Call:

| | |
|-------------------------|-----------------------|
| _____ Ms. Pitts | _____ Ms. Mitchell |
| _____ Mr. Benjamin, Sr. | _____ Mr. Tucker, Sr. |
| _____ Mr. Capaldi | _____ Ms. Tutt |
| _____ Mr. DiMeglio | _____ Ms. Yanez |
| | _____ Mr. Tomasello |

XX. **ADJOURNMENT Time:** _____

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