

**WINSLOW TOWNSHIP BOARD OF EDUCATION**

**Regular Board of Education Meeting**

**Wednesday, August 18, 2010**

**Winslow Township Middle School**

**Agenda**

**5:00 p.m. (Closed Session) 7:00 p.m. (Regular Session)**

**I. PUBLIC NOTICE** of this meeting was given to all Board Members and Associates in a notice dated **05/05/10 & 08/02/10**. It was advertised in the Courier Post, Philadelphia Inquirer 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**

Mark Benjamin, Sr.  
Dino Capaldi  
Christopher McGinnis  
Eartha Mitchell  
Julie A. Peterson  
Aleta Sturdivant  
Angelia M. Tutt

Cheryl Pitts, Vice President  
Deborah Yanez, President

H. Major Poteat, Ed.D., Superintendent  
Ann F. Garcia, Ed.D., Bus. Admin./Bd. Secretary  
Damon Tyner, Parker McCay, P.C., 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. EXECUTIVE SESSION**

**5:00 p.m.**

**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.

<b>On a motion made by _____, seconded by _____, approval to move to Executive Session is granted at _____.</b>	
Exceptions: _____	
Roll Call:	
_____ Mr. Benjamin, Sr.	_____ Ms. Sturdivant
_____ Mr. Capaldi	_____ Ms. Tutt
_____ Mr. McGinnis	_____ Ms. Pitts
_____ Ms. Mitchell	_____ Ms. Yanez
_____ Ms. Peterson	

**ADJOURNMENT OF EXECUTIVE SESSION Time: \_\_\_\_\_**

**7:00 p.m.**

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

**VII. CORRESPONDENCE**

**None at this time.**

**VIII. MINUTES**

Regular Meeting

Wednesday, August 4, 2010

Open/Closed Sessions

<b>On a motion made by _____, seconded by _____, approval of Minutes is granted.</b>	
Exceptions: _____	
Roll Call:	
_____ Mr. Benjamin, Sr.	_____ Ms. Sturdivant
_____ Mr. Capaldi	_____ Ms. Tutt
_____ Mr. McGinnis	_____ Ms. Pitts
_____ Ms. Mitchell	_____ Ms. Yanez
_____ Ms. Peterson	

**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 _____, seconded by _____, approval of Public Comments is granted. Exceptions: _____  Voice Vote:
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**XI. ADJOURNMENT OF PUBLIC COMMENTS**

On a motion made by _____, seconded by _____, approval to adjourn Public Comments is granted. Exceptions: _____  Voice Vote:
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**XII. SUPERINTENDENT’S REPORT**

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

- |  |                           |
|--|---------------------------|
| 1. <u>First Reading of Policies &amp; Regulations</u>          | <b>None at this time.</b> |
| 2. <u>Second Reading of Policies &amp; Regulations</u>         | <b>None at this time.</b> |
| 3. <u>Fire Drill Report</u>                                    | <b>None at this time.</b> |
| 4. <u>Field Trips</u>  | <b>None at this time.</b> |
| 5. <u>Professional Development/Workshops &amp; Conferences</u> | <b>None at this time.</b> |
| 6. <u>Tuition Students</u>                                     | <b>None at this time.</b> |
| 7. <u>Terminate Out-of-District Placements</u>                 | <b>None at this time.</b> |
| 8. <u>Homebound Instruction</u>                                | <b>None at this time.</b> |

9. Fundraiser

**Exhibit XIA: 9**

Approve the following fundraiser activities for the 2010-2011 school year as listed below and as per the attached exhibit:

WTHS

- o Sports Wear Sale for the 2010-2011 School Year (9/7/2010 – 9/24/2010).
- o Papa John’s Pizza, cards (sold by each cheerleader).
- o Winslow Eagles Booster Club (WTHS Football Booster Club – Sponsorship Signs.

10. School Activities

**Exhibit XIA: 10**

Approve the following school activities for the 2010-2011 school year as listed below and as per the attached exhibit:

School No. 5

- o Approve School No. 5, in conjunction with the Kiwanis Club, to participate In the “The Terrific Kids Recognition Awards Program” for the 2010/2011 school year at no cost to the Board.
- o Approve School No. 5, in conjunction with the Kiwanis Club, to participate in the Proposal for “Bring Up Grades( BUG) Recognition Program” for the 2010-2011 school year at no cost to the Board.

**B. Principal’s Update(s)**

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

**None at this time.  
None at this time.  
None at this time.  
None at this time.**

**C. Curriculum Update(s)**

**None at this time.**

On a motion made by \_\_\_\_\_, seconded by \_\_\_\_\_, approval of Superintendent’s Report is granted.

Exceptions: \_\_\_\_\_

Roll Call:

\_\_\_\_\_ Mr. Benjamin, Sr.

\_\_\_\_\_ Ms. Sturdivant

\_\_\_\_\_ Mr. Capaldi

\_\_\_\_\_ Ms. Tutt

\_\_\_\_\_ Mr. McGinnis

\_\_\_\_\_ Ms. Pitts

\_\_\_\_\_ Ms. Mitchell

\_\_\_\_\_ Ms. Yanez

\_\_\_\_\_ Ms. Peterson

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

**A. Reports**

- 1. Transportation Update – Mr. John Gaskill **None at this time.**
- 2. 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 **None at this time.**
- 2. Treasurer's Report **None at this time.**
- 3. Board Secretary's 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 XIII B: 6**

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

- Vendor Bill List **\$1,428,489.43**

7. Payroll

Approve the Payroll for the month of July 2010 as listed below:

- July 15, 2010 **\$ 946,917.57**
- July 30, 2010 **\$ 390,664.76**

8. Use of Facilities Report **None at this time.**

9. 2010-2011 IDEA Amended Application

Approve the amended 2010-2011 IDEA (Basic and Preschool) application. The additional amounts of \$ 171,609.00 in Basic funds and \$41,704.00 in Preschool funds are carry-over funds from the 2008-2009 school year. It is anticipated that the funds will be utilized to support technology for handicapped students.

10. Disposal of School Property

**Exhibit XIII B: 10**

Approve the Disposal of School Property per the attached exhibit.

Location	Department	Tag #	Description
School #5	Textbook	N/A	Textbooks/Audios/Workbooks

On a motion made by \_\_\_\_\_, seconded by \_\_\_\_\_, approval of Business Administrator/  
 Board Secretary's Report is granted.

Exceptions: \_\_\_\_\_

Roll Call:

_____ Mr. Benjamin, Sr.	_____ Ms. Sturdivant
_____ Mr. Capaldi	_____ Ms. Tutt
_____ Mr. McGinnis	_____ Ms. Pitts
_____ Ms. Mitchell	_____ Ms. Yanez
_____ Ms. Peterson	

**XIV. INFORMATIONAL ITEMS**

**XV. OLD BUSINESS**

**XVI. NEW BUSINESS (Discussion Items)**

**XVII. EXECUTIVE SESSION**

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On a motion made by \_\_\_\_\_, seconded by \_\_\_\_\_, approval to move to Executive Session is granted at \_\_\_\_\_.

Exceptions: \_\_\_\_\_

Roll Call:

_____ Mr. Benjamin, Sr.	_____ Ms. Sturdivant
_____ Mr. Capaldi	_____ Ms. Tutt
_____ Mr. McGinnis	_____ Ms. Pitts

_____ Ms. Mitchell	_____ Ms. Yanez
_____ Ms. Peterson	

**XVIII. ADJOURNMENT OF EXECUTIVE SESSION Time: \_\_\_\_\_**

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

1. Leaves of Absence

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

	Name	School	Position	From	To	
<b>A</b>	Giardina, Janet	No. 4	School Counselor	9/1/2010	1/1/2011	U
<b>B</b>	McGuirl, Jamie	HS	History Teacher	10/12/2010 11/22/2010	11/19/2010 1/2/2011	P U
<b>C</b>	Garr, Cynthia	No. 6	4 <sup>th</sup> Grade Teacher	10/18/2010 1/2/2011	12/23/2010 2/2/2011	P U

2. New Hires

Approve the following New Hires for the 2010/2011 school year:

	Name	Position	Sch	Start Date	Salary -Guide/Step
<b>A</b>	Vignola, Linda	School Counselor	No. 6	9/1/2010	\$52,461 – MA – Step 4
<b>B</b>	Hebbons, Crystal	Reading Specialist	No. 6	9/1/2010	\$51,061 – MA – Step 2
<b>C</b>	Weathers, Exie	Bus Driver	Garage	9/1/2010	\$17,595 – Step 1
<b>D</b>	Humes, June	Bus Driver	Garage	9/1/2010	\$17,922 – Step 2
<b>E</b>	Coleman, Kimberly	Bus Driver	Garage	9/1/2010	\$17,922 – Step 2

**NOTE:** Salary may be amended pending new WTEA negotiated Agreement.

3. Job Abandonment

Approve the following Job Abandonment for the 2010/2011 school year:

	Name	Position	School	Effective
<b>A</b>	Diano, Sheri	Secretary	No. 1	8/11/2010

4. Rescission of Non-Renewal

Approve the Rescission of the following Non-Renewal for the 2010-2011 school year.

	Name	Position	School	Effective
<b>A</b>	Beaman, Trista	Secretary	No. 1	8/17/2010

5. Staff Reappointment

Approve the following Staff Reappointment for the 2010-2011 school year:

	Name
<b>A</b>	Beaman, Trista

6. Involuntary Transfers

Approve the following Involuntary Transfers for the 2010/2011 school year:

	Name	FROM Position	Loc	TO Position	Loc
<b>A</b>	Angeline, Kara (replacing M. Schmidt)	Special Ed Teacher	No. 3	Special Education Teacher	No. 5
<b>B</b>	Straub, Dori (replacing I. Szalaj)	Special Ed Teacher	No. 3	Special Education Teacher	No. 5
<b>C</b>	Beaman, Trista	Secretary	No. 1	Secretary	No. 1

7. Rescission of Reappointments

Approve the following Rescission of Reappointments for the 2010/2011 school year:

	Name	Position	School
<b>A</b>	Ware, Brianna	Science Teacher	MS
<b>B</b>	Egan, Sara	School Counselor	No. 3
<b>C</b>	Spanbauer, Amelia	School Counselor	No. 1

8. College Placements

Approve the following College Placements for the 2010/2011 school year:

	College	Student	Experience	Cooperating Teacher	School	Dates	Subject
<b>A</b>	Camden County College	Bertuola, Lindsey	7 week field experience	Danner, Cheryl	No. 5	9/20/2010–11/20/2010	Elementary
<b>B</b>	Camden County College	Boyd, Denise	7 week field experience	Danner, Cheryl	No. 5	9/20/2010–11/20/2010	Elementary
<b>C</b>	Camden County College	Collins, Katie	7 week field experience	Green, Marianna	No. 5	9/20/2010–11/20/2010	Elementary
<b>D</b>	Camden County College	Dodd, Alan	7 week field experience	Sandelier, Marisa	No. 5	9/20/2010–11/20/2010	Elementary
<b>E</b>	Camden County College	Schug, Todd	7 week field experience	Kell, Kendell	No. 6	9/20/2010–11/20/2010	Elementary
<b>F</b>	Camden County College	Senski, Julia	7 week field experience	Gahm, Cheryl	No. 6	9/20/2010–11/20/2010	Elementary



<b>G</b>	Camden County College	White, Danielle	7 week field experience	Leaf, Denise	No. 6	9/20/2010–11/20/2010	Elementary
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9. Co-Curricular Club/Activity Advisors

- a. Approve the following Rescission of 8<sup>th</sup> Grade Class Advisor at the Middle School for the 2010/2011 school year:

	Activity Advisor	Activity	Stipend	Step
<b>A</b>	Huntoon, Tracy	8 <sup>th</sup> Grade Class Advisor	\$1,545	2

- b. Approve the following Co-Curricular Club/Activity Advisors at the Middle School for the 2010/2011 school year:

	Activity Advisor	Activity	Stipend	Step
<b>A</b>	Huntoon, Tracy	8 <sup>th</sup> Grade Class Co-Advisor	\$773 (split)	2
<b>B</b>	Adkins, Dorothy	8 <sup>th</sup> Grade Class Co-Advisor	\$711 (split)	1
<b>C</b>	Aiello, Christine	Choir Advisor	\$4,411	3+

**NOTE:** Stipend may be amended pending new WTEA negotiated Agreement

10. High School Summer Work Program

- a. Approve the following High School Work Program Student for the 2010 Summer at a minimum wage of \$7.50 per hour:

	Name
<b>A</b>	Whitlock, Dashe

- a. Approve the following change in hourly rate for the High School Work Program Students:

	FROM	TO
	Hourly Rate	Hourly Rate
<b>A</b>	<b>\$7.25</b>	<b>\$7.50</b>

11. Substitutes

**Exhibit XIX: 11**

Approve the following Winslow Township Certified and Non-Certified Substitutes for the 2010/2011 school year as per the attached exhibit.

On a motion made by \_\_\_\_\_, seconded by \_\_\_\_\_, approval of Personnel Items is granted.  
*Roll Call:*  
**Exceptions:** \_\_\_\_\_

_____ Mr. Benjamin, Sr.	_____ Ms. Sturdivant
_____ Mr. Capaldi	_____ Ms. Tutt
_____ Mr. McGinnis	_____ Ms. Pitts
_____ Ms. Mitchell	_____ Ms. Yanez
_____ Ms. Peterson	

**XX. ADJOURNMENT Time:** \_\_\_\_\_

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