

WINSLOW TOWNSHIP BOARD OF EDUCATION
Regular Board of Education Meeting
Wednesday, December 1, 2010
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 **05/05/10**. 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
Leah Feniola, Student Representative
Thuyvan Luu, Student Representative

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. CORRESPONDENCE

None at this time.

VII. AWARDS/PRESENTATIONS

None at this time.

VIII. MINUTES

Regular Meeting

Wednesday, November 17, 2010

Open/Closed Sessions

<p>On a motion made by _____, seconded by _____, approval of Minutes is granted. Exceptions: _____ <i>Roll Call:</i></p>	
_____ 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.
3. 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.

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

XI. ADJOURNMENT OF PUBLIC COMMENTS

<p>On a motion made by _____, seconded by _____, approval to adjourn Public Comments 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 **None at this time.**
3. Fire Drill Report **None at this time.**
4. Field Trips **Exhibit XII A: 4**

Approve Field Trips for the 2010-2011 school year as per the attached exhibit.

5. Professional Development/Workshops & Conferences **Exhibit XII A: 5**

- a. Approve Professional Development opportunities for the 2010-2011 school year, as per the attached exhibit.

- b. Approve the Professional Development opportunity as listed below:

Title: Improving Language Arts/Literacy Practices in the Classroom Environment
Date(s): December 16 & 17, 2010
Time: 9:00 a.m. – 2:30 p.m.
Audience: Teachers (Schools No. 1 – No. 4)
Presenter: Ms. Cindy Middendorf – Consultant
Costs: \$2,300 (Total for both days)
Funding: Preschool Educational Aid
Purpose: Presenter will coach, model and mentor teachers in integrating curriculum, applying best practices, providing differentiation and offering effective instruction through developmentally appropriate practices in the early childhood classroom.

- c. Approve the Professional Development opportunity as listed below:

Title: Improving Language Arts/Literacy Practices in the Classroom Environment
Date(s): April 2011
Time: 9:00 a.m. – 2:30 p.m.
Audience: Teachers (Schools No. 1-WTMS)
Presenter: Mr. Mike Devono - EIRC
Funding: NCLB – Title II
Costs: \$5,500 for five visits
Purpose: Presenter will coach, model and mentor teachers on implementing Language Arts/Literacy strategies to improve student performance.

- d. Approve the Professional Development opportunity as listed below:

Title: Tienet Training
Date(s): December 2, 2010
Time: 1:30 p.m. – 3:30 p.m.
Audience: Learning Center Staff
Presenter: Ms. Hawkins (Winslow Staff Member)
Funding: IDEA Grant
Costs: Teacher Hourly Rate
Purpose: Ms. Hawkins will provide staff with training on Tienet, the database system used to develop student IEPs.

6. Tuition Students

Approve the following out-of-district student placements for the 2010-2011 school year:

Placement	Effective	Cost
Hampton Academy	11/24/10	\$42,217.00*
GCSS – Bankbridge	11/24/10	\$38,220.00*

*Tuition costs for these students will be paid by their resident districts of Trenton and Eastampton School Districts.

7. Terminate Out-of-District Placement

Approve the termination of the following out-of-district student placements for the 2010-2011 school year:

Placement	Effective	Cost	Reason
Archway School	11/03/10	\$39,170.85	Transferred Out of District
Hampton Academy	11/23/10	\$48,583.50	Transferred Out of District

8. Homeless Student(s) **None at this time.**

9. Homebound Instruction **Exhibit XII A: 9**

Approve Homebound Instruction for students for the 2010-2011 school year, as per the attached exhibit.

10. Fundraiser(s) **Exhibit XII A: 10**

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

School No. 4

- Wawa Hoagie Certificates (January 2011) – H.S.A.
- Bok Bok Fresh Night (February 17, 2011) – H.S.A.
- Read Across America Family Fun Night (March 3, 2011) – H.S.A.
- Gertrude Hawk Chocolates (March 2011) – H.S.A.
- Reading is Magic Assembly (March 7, 2011) - H.S.A.
- Chick Project (March 2011) – H.S.A.
- Mother Goose Program (March 25, 2011) – H.S.A.
- Applebee's Night (March 30, 2011) – H.S.A.
- Scholastic Book Fair (April 2011) – H.S.A.
- Spring Bazaar (May 2011) – H.S.A.
- Dine Out w/School No. 4 (May 25, 2011) – H.S.A.
- IKEA Merchandise Donations – H.S.A.
- Monetary Donations – H.S.A.

WTMS

- Pretzel Kits – Renaissance
- Five Guys Night – Renaissance
- Chick-Fil-A Night – Renaissance
- Smelly Jellies Candles – Renaissance
- Breakfast Cart – Renaissance
- "Souper" Bowl Jersey Day (February 4, 2011) – Renaissance
- Bowl-A-Thon (March 2011) – Renaissance
- Penny Wars (February 2011) – Renaissance
- Hunny Bunny Voting (April 2011) – Renaissance
- Craft Show (April 16, 2011) – Renaissance
- Wooden Rose Bouquets – Renaissance
- Blood Donation Drive (January 20, 2011) – Renaissance
- Night with Riversharks (May 13, 2011) – Renaissance
- Toys for Tots (December 2010) – Middle School Staff

WTMS

- Poinsettia Sale – H.S.A.

11. School No. 3 – Vision Screenings

Approve the NJ Commission for the Blind to conduct visions screenings for PK and Kindergarten students at School No. 3 on Friday, February 25, 2011 at no cost to the district.

12. WTMS – Dance

Approve the WTMS H.S.A. to sponsor an end-of-fundraiser dance, on Wednesday, December 15, 2010 from 2:30 p.m. to 3:45 pm., in the gymnasium, for students who participated in Krista’s Fundraiser, at no cost to the district.

B. Principal’s Update(s)

- | | |
|---------------------------------|---------------------------|
| 1. Monthly School Highlights | None at this time. |
| 2. Ethnic Enrollment Report | None at this time. |
| 3. Suspension Report | None at this time. |
| 4. Violence & Vandalism Reports | 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. <u>Line Item Transfers</u> | None at this time. |
| 2. <u>Treasurer’s Report</u> | None at this time. |
| 3. <u>Board Secretary’s Report</u> | 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.

- o Vendor Bill List \$1,553,225.67

7. Payroll

Approve the Payroll, for the month of November 2010, as listed below:

- o November 15, 2010 \$2,227,265.56
- o November 30, 2010 \$2,669,065.40

- 8. Use of Facilities Report **None at this time.**
- 9. Disposal of School Property **Exhibit XIII B: 9**

Approve the Disposal of School Property as listed below and per the attached exhibit:

Location	Department	Tag #	Description
High School	Computer Science		12 – 36" Computer Desks – old, broken
High School	Athletics		1 Universal Weight Machine – bad condition and unsafe
School # 4	Computer Room		20 Compaq, IBM, Dell, Gateway, IMAC Computers - broken
			1 Dell Monitor – broken
			1 Quick Pad Cart – broken
Trans. Dept.			8 – state condemned busses

10. Professional Development

Approve Tyra McCoy-Boyle, Assistant Business Administrator/Board Secretary and Jonathan Houdart, Accountant to attend the following workshop:

- o The Board Secretary's Report and Duties of the Board Secretary
 December 7, 2010 Cost: \$75.00/person

11. Edvocate, Inc. – Consulting Services Agreement

Approve a Consulting Services Agreement between Edvocate, Inc. 756 Opatut Court, Toms River, NJ 08753 and the Winslow Township Board of Education to provide on-going contract monitoring of the District custodial contract with a Facilities Services Management Company. The term of the Agreement is seven (7) months effective December 1, 2010 – June 30, 2011 at a cost of \$14,000.00. The agreement has been reviewed by Board Counsel.

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

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: _____

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: _____

XIX. PERSONNEL

- 1. Leaves of Absence **None at this time.**
- 2. New Positions and Hires **None at this time.**
- 3. Retirements

Approve the following Retirements for the 2010/2011 school year:

	Name	Position	School	Effective Date
A	Miriello, Rachael	Secretary	MS-Mods	7/1/2011
B	Yonker, Melissa	2 nd Grade Teacher	No. 4	7/1/2011
C	Gargano, Jacqueline	Speech/Language Specialist	MS	7/1/2011
D	Dorsey, Thomas	Social Studies Teacher	MS	7/1/2011
E	Letterman, Angelus	Secretary	MS	7/1/2011

- 4. College Placements

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

	College	Student	Experience	Cooperating Teacher	Sch	Dates	Subject
A	Rowan University	Packer, Kellie	Practicum	Katkow, Loretta	HS	1/18/2011-5/6/2011	Guidance
B	Drexel University	Clark, Jena	School Principal Internship	Ceaser, Joanne	HS	1/2/2011-5/14/2011	Educational Administration
C	Rowan University	Tronieri, David	Clinical Practice	Stanfa, Tina	No. 4	1/18/2011-3/11/2011	Music

- 5. Substitutes

Approve the following Certified Substitutes for the 2010/2011 school year:

	Certified
A	Wasiluk, Ryne
B	Corvino, Tracy
C	Kerbaugh, Annmarie

6. Volunteers

Approve the following Volunteers for the 2010/2011 school year:

	Volunteer	Volunteer Club/Activity	School
A	Smith, Kenneth	Girls' Basketball	High School
B	Creaney, Lindsay	Drama Department	High School

XX. ADJOURNMENT Time: _____

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