

**WINSLOW TOWNSHIP BOARD OF EDUCATION**  
**Regular Board of Education Meeting**  
**Wednesday, September 15, 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

**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. MINUTES**

Regular Meeting

Wednesday, September 1, 2010

Open/Closed Sessions

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

**VIII. BOARD COMMITTEE REPORTS**

**IX. 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.</p> <p>Exceptions: _____</p> <p>Voice Vote:</p>
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**X. ADJOURNMENT OF PUBLIC COMMENTS**

<p>On a motion made by _____, seconded by _____, approval to adjourn Public Comments is granted.</p> <p>Exceptions: _____</p> <p>Voice Vote:</p>
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**XI. 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. Field Trips **Exhibit XI A: 4**  
Approve Field Trips for the 2010-2011 school year, as per the attached exhibit.
5. Professional Development/Workshops & Conferences **Exhibit XI A: 5**  
Approve Professional Development opportunities for the 2010-2011 school year, as per the attached exhibit.
6. Tuition Students **None at this time.**
7. Terminate Out-of-District Placements

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

Placement	Effective	Cost	Reason
BCSS-Lumberton Campus	08/24/10	\$34,000	Transferred Out of District

8. Homebound Instruction **None at this time.**
9. Fundraiser(s) **Exhibit XI A: 9**

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

School No. 1

- Cold Cow Night (October 1, 2010) – H.S.A.
- Kids Stuff Coupon Booklets (September 20 – October 2010) – H.S.A.
- Bok Bok Fresh Night (October 5, 2010) – H.S.A.
- Family Fall Festival (October 21, 2010) – H.S.A.
- McDonald’s Night (November 9, 2010) – H.S.A.
- Holiday Shop (December 6-10, 2010) – H.S.A.
- Babysitting Night (December 10, 2010) – H.S.A.
- Applebee’s Night (January 11, 2011) – H.S.A.
- Candy Bar Bingo (May 11, 2011) – H.S.A.

School No. 5

- Books/School Supplies (October 15-22) – H.S.A.
- Spirit Wear (October 5 – 28) – H.S.A.
- McDonald’s Night (September 27) – H.S.A.

School No. 6

- Cold Cow Night (September 24, 2010) – H.S.A.
- Cherrydale Fall Fundraiser (September 24 – October 15) – H.S.A.
- Holiday Shop (December 6-10) – H.S.A.
- McDonalds’ Night (December 8, 2010) – H.S.A.
- Bok Bok Fresh Night (January 21, 2011) – H.S.A.

WTHS

- Talent Show (November 19, 2010) – Drama Club
- Entertainment Books (September – December 2010) – C/O 2012
- Talent Show (March 25, 2011) – FBLA Club
- Pom Pom Sales (September – May) – C/O 2012
- Carnations (February 14, 2011) – C/O 2012
- Junior Class T-Shirts (September 20 – Sept. 30) – C/O 2012

10. Donation to Day Care Program

Approve the acceptance of a donation from Ms. Stephanie Simmons of puzzles and other preschool toys to the Winslow Township Day Care Program.

11. School No. 1 Assemblies/Programs

Approve the following assemblies/programs at School No. 1 during the 2010-2011 school year:

- Philadelphia Zoo on Wheels Assembly – January 20, 2011
- Read Across America (Dr. Seuss Night) – March 1, 2011
- Book Fair – March 21 -25, 2011
- Carnival Night – March 22, 2011
- Grandparent's Day – March 24, 2011
- Community Day – April 19, 2011

12. School No. 6 – Assemblies/Programs

Approve the following assemblies/programs at School No. 6 during the 2010-2011 school year:

- Family Fun Night (Bingo) – October 15, 2010
- Family Fun Night (Movie) – November 19, 2010
- Book Fair – January 21-28, 2011

13. WTHS 2011 Spring Musical

Approve the WTHS 2011 Spring Musical as listed below:

- *“Beauty & the Beast”* – March 17, 18 and 19, 2011 at 7:30 p.m.  
(On March 19<sup>th</sup> a matinee performance at 2:00 p.m.)

14. Perkins Grant (2010-2011)

Approve the submission of the 2010-2011 Perkins Grant in the amount of \$53,785.00 to the NJ Department of Education.

**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	

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

**A. Reports**

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

**Exhibit XII A: 1**  
**Exhibit XII A: 2**

**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 XII B: 6**

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

- o Vendor Bill List \$3,102,701.26

- 7. Payroll **None at this time.**

8. Use of Facilities Report

**Exhibit XII B: 8**

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

9. 2009-2010 IDEA (Basic & Preschool) Application (Revised)

Approve the submission of the amended 2009-2010 IDEA (Basic & Preschool) application, in the amount of \$171,609 (Basic) and \$41,704 (Preschool) to the New Jersey Department of Education. It was previously approved for 2010-2011.

10. Professional Development

Approve Tyra McCoy-Boyle, Assistant Business Administrator and Jonathon Houdart, Accountant to attend the "How to Prepare Scattergrams – Salary and Health Benefits – How to Analyze Salary Guides" workshop on Tuesday, October 12, 2010 from 8:30 a.m. – 12:30 p.m. The cost to attend is \$75.00/each.

11. Standard Solution, LLC – Educational Consultants

Approve Standard Solution, LLC, Educational Consultants to provide 17 days of Professional Development Training assistance and In-class support as follows:

- 1 day to conduct the Analyzing Student Products Workshop in September 2010.
- 8 days each of Mathematics and Language Arts Product Reviews during October and November 2010.

The fee for the services is \$25,500 to be funded through the Title 1 Grant.

12. University of Medicine & Dentistry of New Jersey (UMDNJ) – Professional Services Agreement

Approve the University of Medicine & Dentistry of New Jersey (UMDNJ) to provide Professional Development as follows:

- 1 day Training Session on October 12, 2010 for new principals and guidance counselors. Skills to be taught will be emotional regulation, problem solving and critical thinking. The cost, including round trip travel is \$1,577.00

**Note:** The cost will be funded through the Title 1 Grant.

13. Reading ASSIST Institute – Professional Development

Approve Reading ASSIST Institute to provide professional development and training services for all students Kindergarten through Grade 3 as follows:

- Dynamic Indicators of Basic Early Literacy Skills (DIBELS) Next Essentials Day 1 – Administration and Scoring Workshop - 6 hours on November 2, 2010 at School # 4.  
 Fee: \$1,700 plus materials at \$15/participant.
- DIBELS Next Essentials Day 2 – Administration and Scoring Workshop – 6 hours on January 14, 2010 at School # 4.  
 Fee: \$1,800.00
- DIBELS Next trained assessment specialists to administer the appropriate measures for students. The Next data will then be available to provide information allowing for the identification and progress monitoring of low achieving students. (September 16, 2010)  
 Fee: \$2,500.00

**Note:** The fees will be funded through the Title 1 Grant.

14. Disposal of School Textbooks and Property

**Exhibit XII B: 14**

Approve the Disposal of School Textbooks and Property per the attached exhibit

Location	Department	Tag #	Description
Middle School	Math		Textbooks - Poor, Discontinued
			Textbooks – No longer in use
High School	Science		Broken monitors, printer, projector
			Textbooks - old
	Business Education		Typewriters – no longer used
			Textbooks – poor condition

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

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

Roll Call:

\_\_\_\_\_ Mr. Benjamin, Sr.  
 \_\_\_\_\_ Mr. Capaldi  
 \_\_\_\_\_ Mr. McGinnis  
 \_\_\_\_\_ Ms. Mitchell  
 \_\_\_\_\_ Ms. Peterson

\_\_\_\_\_ Ms. Sturdivant  
 \_\_\_\_\_ Ms. Tutt  
 \_\_\_\_\_ Ms. Pitts  
 \_\_\_\_\_ Ms. Yanez

**XIII. INFORMATIONAL ITEMS**

**XIV. OLD BUSINESS**

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

**XVI. 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	

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

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

**XVIII. PERSONNEL**

- |                              |                           |
|------------------------------|---------------------------|
| 1. <u>Leave of Absence</u>   | <b>None at this time.</b> |
| 2. <u>New Hires</u>          | <b>None at this time.</b> |
| 3. <u>College Placements</u> | <b>None at this time.</b> |

**XIX. ADJOURNMENT Time: \_\_\_\_\_**

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



