

**WINSLOW TOWNSHIP BOARD OF EDUCATION**  
**Regular Board of Education Meeting**  
**Winslow Township High School (Cafeteria)**  
10 Coopers Folly Road  
Atco, NJ 08004

**Wednesday, October 12, 2011**  
**7:00 p.m.**

**MINUTES**

**I. PUBLIC NOTICE** of this meeting was given to all Board Members and Associates in notices dated **07/07/2011 & 10/06/2011**. It was also advertised in the Courier Post, Philadelphia Inquirer and posted in all schools, the Administration Office, the Municipal Building, the Library, Bud Duble Center, Edgewood Acres, Elm Town 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** - In roll call the following Board Members were noted present:

Present:	Dino Capaldi	Joanne Masciocchi
	Patricia Davis	Cheryl Pitts
	Lorraine Dredden	Aleta Sturdivant, Vice President
	Gulab Gidwani	Julie A. Peterson, President

Absent: Mark Benjamin, Sr.

Also Present: H. Major Poteat, Ed.D., Superintendent  
Tyra McCoy-Boyle, CPA, Assistant Business Administrator  
Howard C. Long, Jr. Esq., Solicitor

**IV. PLEDGE OF ALLEGIANCE**

**V. BOARD OF EDUCATION – TEAM CHARTER**

Ms. Dredden -

1. **At all Times:** Maintain confidentiality; Follow the chain of command; Maintain an open-mind; Listen and speak with respect for others.

Ms. Davis -

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.

Mr. Capaldi -

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.

Ms. Sturdivant -

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**

**Student Representatives from Winslow Township:**

Ms. Kristina Baddy-Kates, Senior Class President and Melvin Nichols, Student Senate President

They reported on the following:

- PSAT's today.
- Pumpkin painting for all students in the High School cafeteria on Friday 14, cost \$6.
- Homecoming queen nominations last week and they have started their campaign.
- School spirit week in two weeks.
- Members of Student Government volunteered at SJ Food Bank. They bagged food for a kids program that provides food for underprivileged kids to eat during the weekend. The students made enough bags for 300 kids. The advisor was told that we had the most efficient, well behaved and polite students.

**Ms. Peterson – The Board is saddened to announce the passing of Nancy Denges. She was a teacher here for 28 years prior to retiring in 2008. She worked in both School No. 4 and 2.**

**VIII. MINUTES**

**A motion was made by Mr. Gidwani, seconded by Ms. Pitts to approve the Closed Session Minutes of August 24, 2011 with the following correction.**

Ms. Davis noted one correction on page 2. It should state Mr. Wood and not Mr. Long.

*Roll Call:*

Mr. Benjamin, Sr.	Absent	Ms. Masciocchi	Yes
Mr. Capaldi	Yes	Ms. Pitts	Yes
Ms. Davis	Yes	Ms. Sturdivant	Yes
Ms. Dredden	Yes	Ms. Peterson	Yes
Mr. Gidwani	Yes		

Motion Carried

**A motion was made by Ms. Davis, seconded by Ms. Dredden to approve the Open/  
Closed Sessions of the following meeting:**

Regular Meeting

Wednesday, September 14, 2011

Open/Closed Sessions

*Roll Call:*

Mr. Benjamin, Sr.	Absent	Ms. Masciocchi	Yes
Mr. Capaldi	Yes	Ms. Pitts	Yes
Ms. Davis	Yes	Ms. Sturdivant	Yes
Ms. Dredden	Yes	Ms. Peterson	Yes
Mr. Gidwani	Yes		

Motion Carried

**IX. BOARD COMMITTEE REPORTS**

Ms. Pitts reported that the Human Resources Committee met in district on Wednesday October 8. The meeting did not result with any additional recommendations for the Board. However, we did discuss some items of information that was from a meeting that I had attended of the County School Boards Association. As we all know, the Gloucester County and the Camden County combined their meetings and they had one on October 4. They actually started out with a very interesting statement. The very first statement that was made that evening was that they want to make sure that as school boards it is critical that we work closely, and in cooperation with our Superintendent. That was the very first statement that was made that night. Then they went on to talk about the various trends that they are seeing that are coming towards in the future with regards to public education. That has to do with three main trends, tenure reform; school choice and regulatory reform as it relates to the QSAC. It is a very cumbersome process and NJSBA informed us that they are going to be working on trying to make that whole process more fair so that it does reflect the work that the districts are doing. In addition to that they talked about the school boards conference coming up October 24 – 26. They emphasized the importance as board members of making sure that we get as much information as we can. They also talked about possible change of the No Child Left Behind. The Department of Education is going to try and waive some of the various requirements. The last item I wanted to ask the Board if they would kindly take a look at Policy No. 0143. It is a policy as it relates to our pupil representation to the Board. There is a process that the Board has and we have a policy in regards to the way in which the pupil representation is selected. So if we could just review that for further discussion.

Ms. Peterson acknowledged Winslow Township Mayor Metzner and former Board President Pat Parker in the audience. We would like to welcome them.

**X. PUBLIC COMMENTS (Time Limited)**

**A motion was made by Mr. Capaldi, seconded by Ms. Sturdivant to open the meeting for Public Comments at 7:15 p.m.**

***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.

<i>Voice Vote: All in favor</i>
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**Mr. Karl – Resident**

Good evening Dr. Poteat, Board and administration. I would like clarification. I am very confused because at the end of the last Board Meeting after Executive Session one of the Board members, he said something that really confused me. I thought that the Board was made up of nine members and nine members speak in unity and nine members vote and it is not always 100%. However, I thought there was no individual that had made contributions solely on their own merit. I am not sure but everybody contributed to that. The Board votes as one vote and one member at the end said what their contributions were. I think his exact words were, "my accomplishments are". He said what he accomplished. I was very upset about that because as I said I was confused because I thought that it was one Board, not an individual. I know there is only one individual on the Board that over the past ten years since I have been coming to the Board meetings, that has an individual accomplishment other than that everybody is part of the Board and the Board accomplishment is what it is you are looking at. That individual is former President Deborah Yanez who became a Master Board Member. That was an individual accomplishment. When the individual was talking about my accomplishments, it almost sounded as if they were running for political office. The reason why I say that is because on June 15 that same Board Member did say something during the Board meeting as far as he did not want to be part of this Board because of ethics issues. As a matter of fact he went further on to give the impression that he was going to resign from Board because of that. He wanted no part of it because it was going to hurt his political career. I am just wondering am I wrong, or is the Board one entity or are there individual accomplishments that I am not aware of. If you could help me out with that and let me know are there individual accomplishments other than what the Board votes on or am I completely wrong on this. Thank you very much for your time.

**XI. ADJOURNMENT OF PUBLIC COMMENTS**

**A motion was made by Mr. Gidwani, seconded by Ms. Dredden, to adjourn Public Comments at 7:20 p.m.**

*Voice Vote: All in favor*

Ms. Peterson responded to the public comments. The Board works as a team in conjunction with the school district for the good of the public and the students that we serve here in Winslow Township. We cannot control the voices of individual members, but we work as a collective group in harmony with the school district. I thank you.

Mr. Gidwani – Can I expound on his question, Mr. Ellery. I can tell you one thing that the same gentleman who spoke this way, two years ago, he had called me in my office to tell me that he was resigning because of some actions of some other school board members. He was calling up Channel 29 Fox News and he was going to tell me when they were coming and he was going to give a speech at that time. I told him when you are ready give me a call. I never heard from him.

**XII. SUPERINTENDENT'S REPORT**

**A motion was made by Ms. Davis, seconded by Mr. Capaldi, to approve Items A. and B. as recommended by the Superintendent.**

Ms. Masciocchi – On page 4. # 8. I don't understand Homeless Students and I am just assuming that they are children that are in other school districts? I don't understand who they are. I don't understand that program.

Dr. Poteat – Ms. Masciocchi, it is not a program. These are young people, unfortunately, whose parents no longer have a residence, either here or in another school district, and they happen to end up here. Basically, it is self explanatory in the word that they are homeless, they do not have a place of residency and they may be living in a hotel, they may be living with a family member. They could be living with a friend. Under the present economic conditions we are facing quite a few homeless situations. In some cases they may be homeless let's say they are in a neighboring school district and the person that they are presently living with now is a family member in our school district. They are still considered homeless. We have a responsibility in this district as well as across the state to accommodate those homeless individuals until such time when they have a permanent residence, but the education must continue.

Ms. Masciocchi – Thank you. I do have one other question on # 20, the Winslow Township School Based Probation Agreement. I again do not understand that. Does that mean that there are students in our schools that are on probation?

Dr. Poteat – Yes, again it is one of those situations where young people may have gotten themselves into some type of difficulty or were arrested outside of school for a number of reasons. They were placed on probation. We have a probation officer who comes in, by law, to meet with those young people on a regular basis. Again, to assist them in staying in school making sure they are going to class, assist the teachers and administration in working with them. It has been a partnership we have had over the years. Their contract with us has expired so we are trying to renew that. This is not a new program to the community or to the district. Unfortunately yes, we do have young people who are presently on probation.

Ms. Masciocchi – So then they are going through the school with the general population?

Dr. Poteat – Yes, absolutely. You would never know who they are.

Ms. Masciocchi – I thought maybe they had a separate program.

Dr. Poteat – No, these young people are unidentifiable and of course they come to school. A lot of times a condition of their probation is that they must come to school. They must be in school every day. They must attend class. Of course the probation officer is one of those persons who is monitoring those things that they do not violate their probation. Hopefully they do not and we try to work with the probation officers as closely as we possibly can to help these young people turn themselves around and hopefully they don't get themselves back in the same situation.

Ms. Masciocchi – I guess I live in a “bubble” and I did not realize that all that exists out there.

Dr. Poteat – Yes.

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

1. First Reading of Board Policies & Regulations **None at this time.**
2. Second Reading of Board Policies & Regulations **None at this time.**
3. Security/Fire Drill Report **None at this time.**
4. Field Trips **Exhibit XII A: 4**

Approve Field Trips for the 2011-2012 school year as per the attached exhibit.

5. Professional Development/Workshops & Conferences **Exhibit XII A: 5**
  - a. Approve Professional Development opportunities for the 2011-2012 school year as per the attached exhibit.
  - b. Approve the Professional Development opportunity as listed below:

Title:	Language Arts/Literacy
Date(s):	October 2011 – April 2012
Location:	Schools No. 5, No. 6, MS & HS
Time:	Imbedded 8:00 a.m. – 3:00 p.m.
Audience:	Classroom Teachers of Grades 4-12
Presenter:	Dr. Joseph Giampalmi – Assistant Professor/Writing Consultant Rowan University
Costs:	\$24,000 (20 days)
Funding:	NCLB
Purpose:	Reading Across the Curriculum Training: Bringing literacy strategies to other content areas: science, social studies, health and special areas.

6. Tuition Students **Exhibit XII A: 6**

Approve the placement of Tuition Students, for the 2011-2012 school year, as listed in the attached exhibit.

7. Terminate Out-of-District Placements **Exhibit XII A: 7**

Approve to terminate the Out-of-District placements, for the 2011-2012 school year, as listed in the attached exhibit.





12. School No. 1 – Fall Fest

Approve the H.S.A. at School No. 1 to sponsor Fall Fest on Thursday, October 27, 2011 from 6:00 p.m. to 8:00 p.m. at School No. 1 at no cost to the district.

13. School No. 1 – Grant Applications

**Exhibit XII A: 13**

Approve School No. 1 to apply for the following grants as listed below and in the attached exhibit:

- P. Buckley Moss Foundation Grant
- Lowes Toolbox for Education Grant
- Good Search.com Grant
- Target Field Trip Grant

14. School No. 1 – Best Bucks Reward Program

**Exhibit XII A: 14**

Approve School No. 1 to participate in the Best Bucks Reward program which rewards students for demonstrating appropriate behavior, respect and teamwork.

15. School No. 5 - Anti-Bullying Program

Approve School No. 5 to present The Morris Brothers Anti-Bullying Assembly on October 18, 2011 funded by the School No. 5 H.S.A.

16. School No. 5 – Thanksgiving Food Drive

Approve School No. 5 to participate in the Annual Thanksgiving Food Drive, in association with the Sicklerville United Methodist Church, to benefit families in need during the holiday season.

17. School No. 6 – Pen Pals Program

Approve two 5<sup>th</sup> grade classes at School No. 6 to correspond as “pen pals” of students from the Leach Elementary School in Oklahoma.

18. WTMS Anti-Bullying Program

Approve WTMS to present an 8<sup>th</sup> Grade Assembly program on Thursday, October 27, 2011 at 10:15 a.m. on Cyber-bullying by the KDCOP Foundation. The program will be sponsored by the WTMS H.S.A.

19. WTHS – Rowan University College of Performing Arts Visit **Exhibit XII A: 19**

Approve Ms. Beth Dombkowski, Director of Recruitment and Outreach for Rowan University’s College of Performing Arts, to visit with Ms. Donahue’s Art students at WTHS on a date to be determined, at no cost to the district.

**Note:** Ms. Dombkowski will discuss the interview process and acceptance requirements for the program.

20. Winslow Township School Based Probation Agreement **Exhibit XII A: 20**

Approve the Agreement between the Camden County Probation Division and the Winslow Township School District as provided in the attached exhibit.

**B. Principal’s Update(s) None at this time.**

<i>Roll Call:</i>			
Mr. Benjamin, Sr.	Absent	Ms. Masciocchi	Yes
Mr. Capaldi	Yes	Ms. Pitts	Yes
Ms. Davis	Yes	Ms. Sturdivant	Yes
Ms. Dredden	Yes	Ms. Peterson	Yes
Mr. Gidwani	Yes		
Motion Carried			

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

A motion was made by Mr. Capaldi, seconded by Ms. Davis to approve Items A. and B. as recommended by the Business Administrator/Board Secretary.

**A. Reports 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 \$2,241,231.73
- Manual Bill List \$2,191,710.04

7. Payroll

Approve the Payroll, for the month of September 2011, as listed below:

- September 15, 2011 \$2,058,888.24
- September 30, 2011 \$2,057,818.26

8. Use of Facilities **Exhibit XIII B: 8**

Approve the Use of Facilities, as listed in the attached exhibit, for the following organizations:

- Girl Scouts of Central SJ (Troop #30049)
- Winslow Township Basketball Association
- Winslow Township Elite Cheerleading
- Winslow Township Eagles Cheerleading
- Omega Track Club
- Winslow Township Youth Soccer Association

9. Winslow Child Development Academy - Fire & Public Safety Events

Approve Fire & Public Safety events at the Winslow Child Development Academy during October 17, 2011 – October 28, 2011. The events will be presented at no cost by the following parents:

- Matthew DiVito – Evesham Township Police Department
- Colin Dooley – Evesham Township Fire Department
- Robert Haas, Jr. – Winslow Township Fire Department
- Ken Peyre-Ferry – Evesham Township Fire Department
- 

10. Professional Development – NJASBO Bullying and Harassment

Approve Jack Mills, Director of Winslow Child Development & Other Projects in the Business Office, to attend the NJ Association of School Business Officials Bullying and Harassment Workshop presented by the New Jersey Department of Law & Public Safety on October 13, 2011 at a cost of \$75.00.

11. Eagles Landing, SBYSP – Internet Safety Presentation

Approve a presentation on Internet Safety by Keith Dunn (KDC) to the High School freshman students on October 27, 2011 at a cost of \$1,000.00

**Note:** The cost will be paid through the SBYSP Grant.

12. Disposal of School Property and Textbooks

**Exhibit XIII B: 12**

Approve the Disposal of School Property per the attached exhibit.

Location	Department	Description
School # 3	Computer	5 IBM Monitors – Old/broken
		3 Dell Computers – Outdated/old
		2 Imac – Green – Broken
		1 Apple Computer – Broken
		1 Phaser 6100 – Old
Middle School	Social Studies	592 CivicsToday Gr 8 – New text adopted
		22 Our World Today Gr 7 –New text adopted
	Family & Science	26 Young Living – 10 years old – never used
	Language Arts	28 H.M. English – 15 years old no longer used
		27 H.M. Literature – 15 years old no longer used

13. NJSBA Insurance Group 2011 Safety Grant Award

Accept the New Jersey School Boards Association Insurance Group’s 2011 Safety Grant Award in the amount of \$33,638.00. The grant, written by Dr. Ann F. Garcia Business Administrator/Board Secretary, is awarded to the Winslow Township Board of Education and will be used by the district to provide a safe and secure environment for the students of the Winslow Township School District.

14. Systems 3000 Training

Approve Systems 3000 training for the following Business Office staff at no cost to the District:

- a. Budget Projection: Tyra McCoy-Boyle – Asst. Business Admin.  
Chris DeStratis – Accountant
- b. Payroll Processing: Regina Smith – Bookkeeper/Payroll  
Mac Williams – Payroll  
Marie Norcross - Payroll
- c. Payroll Processing: Tyra McCoy-Boyle - Assistant Business Administrator  
Chris DeStratis – Accountant

15. Title I and PK Education Grant for Fiscal Year 2011-2012

Approve the employees listed below to be charged to the following Grants for fiscal year 2011-2012.

A: Title I

Name	Job Title	% of Salary	Amount Charged
Maureen A. Grippen, PhD.	Director of Special Programs	41.7 %	\$47,786.00
Christa McBride	Reading Coach	100%	\$74,500.00
Erin Johansen	Math Coach	100%	\$59,561.00
Donna Leshner	Reading Coach	100%	\$56,161.00
Patricia Applegate	Reading Coach (1/2 day)	100%	\$26,931.00

B: PK Education Grant

Name	Job Title	% of Salary	Amount Charged
Maureen A. Grippen, PhD.	Director of Special Programs	38.9%	\$44,491.00
Linda DeMarco	PK Teacher	100%	\$49,861.00
Linda Barabuscio	PK Teacher	100%	\$78,300.00
Jacki Cataldi	PK Teacher	100%	\$79,100.00
Jeanine Tronco	PK Teacher	100%	\$78,300.00

*Roll Call:*

Mr. Benjamin, Sr.	Absent	Ms. Masciocchi	Yes
Mr. Capaldi	Yes	Ms. Pitts	Yes
Ms. Davis	Yes	Ms. Sturdivant	Yes
Ms. Dredden	Yes	Ms. Peterson	Yes
Mr. Gidwani	Yes		

Motion Carried

**XIV. PERSONNEL**

**A motion was made by Ms. Dredden, seconded by Ms. Pitts, to approve Items # 1 through # 16 with regard to Personnel.**

**Ms. Dredden and Ms. Pitts amended their motion to reflect Item # 3 is TABLED.**

Ms. Masciocchi – Asked to table # 6 b on Page 12. I don't understand these rates per game. That doesn't seem possible to me. \$36 for a head ticket seller that could be there 5 hours a day and they are going to be paid \$4/hour. Is that correct?

Dr. Poteat - It is the same rates that we approved last year and they are the same rates we are recommending again this year.

Ms. Masciocchi – I thought when I looked through the contract that it was per hour in the contract for these positions.

Dr. Poteat – Ms. Masciocchi we have a situation where that is being argued or disputed at this point and we cannot discuss that publicly at this time.

Ms. Masciocchi – OK, so could we table it?

Dr. Poteat – That issue will not be resolved, I am going to assume any time soon. So tabling this means we will not have people available to take care of our athletic programs. At this point, if anyone applies, they would apply with the understanding of what we are paying per game. So it is not a situation where they do not know going in. That is an issue that is being discussed or grieved at this time and I think at some point in the very future will render.

Ms. Masciocchi – Thank you.

Ms. Sturdivant – Asked to table # 3 New Hires, page 10. I have a couple of questions about the process.

Ms. Davis - Page 11, # 5 b.

Dr. Poteat – 5 b. A - that gentleman is moving from a teacher's salary to an administrative salary and B. this individual was Athletic Director last year and now is the High School Principal. So the change is based on responsibilities.

Ms. Davis – Thank you. Page 15 – Job Description. I thought that SJTP took care of all of that?

Dr. Poteat – Yes, we had an agreement where that particular position was being take care of by SJTP. However, that particular position that they provided for us is not necessarily meeting the educational needs of the district. We are a district need not only the technical assistance but we need to be able to do that educationally. We are not creating new monies we would subtract the money that was set aside for SJTP and use those monies to fund this new job description that we are recommending at this time. As we continue to grow as far as technology is concerned our needs have changed drastically and we need someone who can meet those needs based on the job description that is set before you.

Ms. Davis – Thank you.

Ms. Sturdivant – That is a wonderful idea, I applaud it.

Ms. Pitts didn't hear what was said.

Ms. Peterson stated that Ms. Sturdivant applauded the district for seeing that there is a need for a Supervisor of Education Technology for the district.

1. Leaves of Absence

- a. Approve the Ratification of the following Leaves of Absence pursuant to documents filed in the Office of Human Resources:

	Name	Sch	Position	From	To	
<b>A</b>	Douglass, Crystal	No. 5	Secretary	9/7/2011-9/30/2011	9/7/2011-10/11/2011	P
<b>B</b>	Hind, Jane	No. 5	LDT-C	9/1/2011-9/23/2011	9/1/2011-10/18/2011	P
<b>C</b>	Ruff, Sharon	MS	Social Studies Teacher	9/30/2011	11/9/2011	P

- b. Approve the following Rescission of a Leave of Absence pursuant to documents filed in the Office of Human Resources:

	Name	Sch	Position	From	To	
<b>A</b>	Murtha, Sheila	HS	ESL Teacher	10/3/2011	10/28/2011	U

2. Rescission of Appointments

- a. Approve the following Rescission of Appointment of a New Hire for the 2011/2012 school year:

Name	Position	School	Start Date	Prorated Salary
DeCaro, S. Laura	Library-Media Specialist	No. 6	10/3/2011	\$51,361 – MA – Step 3

- b. Approve the following Rescission of Appointment as a Game Monitor for the 2011/2012 school year:

Name	School	Position
Maine Prince	High School	Game Monitor/Ticket Taker

**TABLE # 3**

3. New Hires

Approve the following New Hires for the 2011/2012 school year:

	Name	Position	School	Prorated Salary	Guide/ Step	Effective
<b>A</b>	Dickol, Ashley	Special Ed Teacher	No. 4	\$48,361	BA – Step 1	10/17/2011
<b>B</b>	Summers, Lauren	Special Ed Teacher	No. 4	\$48,361	BA – Step 1	10/17/2011

4. Change in New Hire Appointment

Approve the Ratification of the following Change in New Hire Appointment for the 2011/2012 school year:

FROM					TO		
Name	Position	Loc	Salary	Position	Prorated Salary	Effective	
<b>A</b> Norcross, Marie	Interim Bookkeeper/ Payroll Clerk (Temporary)	BOE	\$15.00 per hour	Bookkeeper/ Payroll Clerk	\$37,000	10/1/2011	

5. Change in Salary

a. Approve the Change in Salary for the following New Hire for the 2011/2012 school year, effective 9/1/2011:

Name	School	Position	From	To
Senatore, Diana	No. 3	1 <sup>st</sup> Grade Teacher	BA – Step 1 - \$48,361	MA – Step 1 - \$50,761

**NOTE: Salary may be amended pending new WTEA Negotiated Agreement**

b. Approve the Change in Salary for the following Administrators for the 2011/2012 school year:

	Name	School	Position	From	To	Effective
<b>A</b>	Chambers, Christopher	No. 5	Assistant Principal	\$80,700	\$94,449	9/1/2011
<b>B</b>	Carter, Nython	HS	Principal	\$104,500	\$114,500	7/1/2011

6. Fall Coaches/Game Monitors/Activity/Club Advisors

a. Approve the following Fall Coaches at the High School for the 2011/2012 school year (11-402-100-100-402-08):

	Coach	Position	Stipend	Step
<b>A</b>	Hagains, Florence	Head Girl's Basketball Coach	\$7,920	3
<b>B</b>	Horne, George	Head Girl's Track Coach	\$4,626	2
<b>C</b>	Bates, Russell	Head Boy's Track Coach	\$4,449	1
<b>D</b>	Stowell, Bruce	Head Wrestling Coach	\$7,920	3
<b>E</b>	McCarthy, Stefanie	Head Cheerleading Coach	\$4,812	3

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

b. Approve the following Game Monitors/Ticket Takers/Clock Operators/Security for Fall and Winter Games at the High School for the 2011/2012 school year:

Per Game Rates			
Football	Rates	Wrestling/Basketball	Rates
Head Ticket Seller	\$36.11	Head Ticket Seller	\$28.64
Assistant Ticket Seller	\$30.58	Ticket Collector	\$26.67



Ticket Collector	\$26.67	Time Clock Operator	\$34.13
Security	\$26.67	Security	\$26.67
Announcers	\$26.67	Announcers	\$26.67

	Name
A	Douglass, Crystal

c. Approve the following Co-Curricular Activity/Club Advisors for the 2011/2012 school year:

	Activity Advisor	Position	Stipend	Step
A	DiDonato, Karin	Art Club (Co-Advisor)	\$653.00	N/A
B	Donohue, Christina	Art Club (Co-Advisor)	\$653.00	N/A

7. College Placements

a. Approve the following College Placements for the 2011/2012 school year:

	College	Student	Experience	Cooperating Teacher	School	Dates	Subject
A	Fairleigh Dickinson	Lucas, Jessica	30 Hour Field	Boyle, LaShawn	No. 3	10/17/2011-11/15/2011	Elementary
B	Rider University	Ogmissanti, Cheryl	Classroom Observation	Stallard, Nicole DeShazor, W.	MS/No. 5	10/13/2011-10/21/2011	Special Education
C	Eastern University	DiRenzo, Jillian	45 Hour Classroom Observation	Hagan, Jeana/Disipio, Michele	No. 3	10/13/2011-12/1/2011	Elementary

b. Approve the Change in the following College Placement for the 2011/2012 school year:

	College	Student	Experience	FROM Cooperating Teacher	TO Cooperating Teacher	Sch	Dates	Subject
A	Rowan University	Lizzio, Dominic	Clinical Practice	Giuliani, Melinda	Torchia, Stephanie	No. 6	9/6/2011-12/20/2011	Elementary

8. Volunteers

Approve the following Volunteers for the 2011/2012 school year:

	Name	Volunteer Activity	Location
A	Garnier, Christine	French Club	High School
B	Robinson, Freda	P.T.O., H.S.A., Theatre	School No. 2, MS & HS
C	Illiano, Mario	Assistant Boy's Soccer	High School
D	Green, Shawn	Chorus, Drama/Crew, Event Chairperson, H.S.A.	High School & School No. 5

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9. WINSOAR

- a. Approve the following WINSOAR Program Teachers from the High School for the 2011/2012 school year:

	Name	Subject	School	Hourly Rate	Effective Date
<b>A</b>	Gary, Cindy	Family Living Teacher	HS	\$36.88	10/3/2011
<b>B</b>	Weeks, Nancy	Guidance Counselor	HS	\$36.88	10/3/2011

**NOTE: Hourly Rate may be amended pending new WTEA Negotiated Agreement**

- b. Approve the following WINSOAR Program Teachers from the Middle School for the 2011/2012 school year:

	Name	Subject	School	Hourly Rate	Effective Date
<b>A</b>	Donahue, Carol	History Teacher	MS	\$36.88	10/12/2011
<b>B</b>	Coley, Pat	Special Education Teacher	MS	\$36.88	10/12/2011
<b>C</b>	Lee, Lauren	Special Education Teacher	MS	\$36.88	10/12/2011
<b>D</b>	Pires, Allyson	Math Teacher	MS	\$36.88	10/12/2011
<b>E</b>	Dunphy, Kevin	CST Liaison	MS	\$36.88	10/12/2011
<b>F</b>	Shiple, Matt	Science Teacher	MS	\$36.88	10/12/2011
<b>G</b>	MacDonald, Alicia	Science Teacher	MS	\$36.88	10/12/2011

**NOTE: Hourly Rate may be amended pending new WTEA Negotiated Agreement**

10. Head Teacher

Approve the following Head Teacher for the 2011-2012 school year:

	Name	School	Stipend
<b>A</b>	Rosado, Roselyn	No. 2	\$1,597

11. Sixth Period

Approve the Ratification of the following Sixth Period Class Assignments at the High School for the 2011/2012 school year, effective September 6, 2011

	Name	Subject	Stipend
<b>A</b>	Garnier, Christine	World Language	\$7,155
<b>B</b>	Schweizer, Mark	AP Lab Class (2 days per week)	\$7,155 – Prorated
<b>C</b>	Hegeman, Nancy	AP Lab Class (2 days per week)	\$7,155 – Prorated
<b>D</b>	Byrer, Rebekah	AP Lab Class (2 days per week)	\$7,155 – Prorated
<b>E</b>	Fest, Robert	AP Lab Class (2 days per week)	\$7,155 – Prorated

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

12. Winslow Township Support Substitute

Approve the following Winslow Township Support Substitute for the 2011/2012 school year:

<b>Winslow Township Support Substitute</b>	
	<b>Support- Bus Driver</b>
<b>A</b>	Guerenlian, Christina
<b>B</b>	Wall, Tammy

13. Home Instruction Tutors

Approve the following Home Instruction Tutors for the 2011-2012 school year:

	<b>Name</b>	<b>Subject</b>	<b>Hourly Rate</b>
<b>A</b>	Phillips, Timothy	Social Studies K-12	\$36.88
<b>B</b>	Reid, Susie	Elementary Teacher	\$36.88
<b>C</b>	Griffo, Kathleen	Elementary & Teacher of Handicapped	\$36.88
<b>D</b>	Nichols, Barbara	Elementary Teacher	\$36.88
<b>E</b>	Fagan, Denise	Elementary Teacher	\$36.88
<b>F</b>	Douglas, Kitty	Elementary Teacher	\$36.88
<b>G</b>	Shipley, Matt	Elementary Teacher	\$36.88

**NOTE: Hourly Rate may be amended pending new WTEA Negotiated Agreement**

14. Curriculum Writing

Approve the following Curriculum Writing Teachers for the 2011-2012 school Year, effective September 2011 through April 2012 (not to exceed 50 hours):

	<b>Name</b>	<b>Grade Area</b>	<b>Hourly Rate</b>
<b>A</b>	Johansen, Erin	Elementary	\$36.88
<b>B</b>	Leshner, Donna	Elementary	\$36.88
<b>C</b>	Hebbons, Crystal	Elementary	\$36.88
<b>D</b>	Maisch, Christine	Elementary	\$36.88
<b>E</b>	Perez, Debra	Elementary	\$36.88
<b>F</b>	Douglas, Kitty	Elementary/Middle	\$36.88
<b>G</b>	Grauer, Jane	Elementary/Middle	\$36.88
<b>H</b>	Schwartz, Cheryl	Middle School	\$36.88
<b>I</b>	Gramigna, Elizabeth	Middle School	\$36.88
<b>J</b>	McBride, Christa	Middle School	\$36.88
<b>K</b>	Bates, Crystal	Middle School	\$36.88
<b>L</b>	Smith, Chantel	High School	\$36.88
<b>M</b>	McCormick, Rachel	High School	\$36.88
<b>N</b>	Lee, Laura	High School	\$36.88
<b>O</b>	Basantis, Lily	High School	\$36.88
<b>P</b>	Young, Nancy	High School	\$36.88

**NOTE: Hourly Rate may be amended pending new WTEA Negotiated Agreement**

15. Job Description

**Exhibit XIV: 15**

Approve the following Job Description:

	<b>Job Description</b>
<b>A</b>	Supervisor of Educational Technology (PK-12)

16. Student Workers – Winslow Child Development Program

- a. Approve the following Change in Hours for all the Winslow Township Student Workers, Child Development Program for the 2011/2012 school year:

	<b>FROM</b>	<b>TO</b>
	<b>Hours</b>	<b>Hours</b>
Student Workers	2 to 4 hours per day	2 to 8 hours per day (District ½ days, additional coverage, etc.)

- b. Approve the Rescission of the following Student Workers for the Winslow Child Development Program:

	<b>Name</b>	<b>Position</b>	<b>School</b>
<b>A</b>	Oguledo, Ashely	Substitute	Sub.
<b>B</b>	McFerren, Summer	Substitute	Sub.
<b>C</b>	Barnes, Khaliyah	Substitute	Sub.
<b>D</b>	Bird, Brianna	Substitute	Sub.
<b>E</b>	Green, Mereline	Substitute	Sub.
<b>F</b>	Laniesha, David	3:00 p.m. to 6:00 p.m.	No. 5
<b>G</b>	Williams, Imoni	3:15 p.m. to 6:30 p.m.	No. 4
<b>H</b>	Barnes, Bria	3:00 p.m. to 6:00 p.m.	No. 5

- c. Approve the Change in Position for the following Student Worker:

	<b>FROM</b>	<b>TO</b>
	<b>Position</b>	<b>School</b>
Trumpfheller, Samantha	Child Counselor 3:15 p.m. to 6:15 p.m.	No. 1 Substitute Child Counselor

*Roll Call*

Mr. Benjamin, Sr.	Absent	Ms. Masciocchi	Yes
Mr. Capaldi	Yes	Ms. Pitts	Yes
Ms. Davis	Yes	Ms. Sturdivant	Yes
Ms. Dredden	Yes	Ms. Peterson	Yes
Mr. Gidwani	Yes		

Motion Carried

## **XV. INFORMATIONAL ITEMS**

Dr. Poteat – At our Human Relations Policy meeting we talked about the November calendar for Board Meetings. We have on our calendar November 9 and 16<sup>th</sup>. When looking at the November calendar, which I brought a copy of, there is a concern on the administrative part as well as those members of the committee. For example, on the 9<sup>th</sup> when we have that meeting the school district is closed on the 10<sup>th</sup> and 11<sup>th</sup>. The district will not reopen until the 14<sup>th</sup> which only gives us really one day to prepare for a school board meeting on the 16<sup>th</sup>. The other problem we run into of course is the 23<sup>rd</sup> is the beginning of our Thanksgiving holiday. The 30<sup>th</sup> becomes an option however, keep in mind that following Wednesday which is the 7<sup>th</sup> we have parent teacher conferences which we would normally have a meeting. We need to revisit November and talk about any adjustments you would like to make with our meeting schedule for that month. While we are at it I think we maybe need to take a look at December also because again, we are going to run into some difficulty with the holidays. If you move your meetings down, for example, to the 30<sup>th</sup> that runs your meetings again into December. So at this point, Madam President, I am recommending that the Board at least revisit their November schedule, possibly December. If there are any recommendations fine. If not, we leave it as is but at this point I just want to know whether you want to revisit that.

Ms. Peterson – What is the Board's pleasure, to revisit the month of November and December? Would you like to revisit it now or revisit it after you look at your schedules?

Board Members – After we look at our schedules.

Dr. Poteat – We have one additional item. Of course next week the 18<sup>th</sup> and 20<sup>th</sup> the annual Superintendent's State of the District Report on Tuesday here at the High School at 6:00 p.m. and on Thursday at School No. 4 at 6:00 p.m. We are encouraging the community as well as members of the school district to please come out. We will be discussing the new initiatives that the district is embarking upon, as well as the goals that we have set for the future. We will have an opportunity for the community to ask any questions or raise any concerns that they may have. It is a very informative meeting and we encourage everyone to come out so that whatever concerns they may have can be addressed. Or at least come out and hear the kinds of things we are presently doing here in the school district.

Ms. Sturdivant – Did we have something else scheduled at the High School on that day?

Dr. Poteat – Yes, Rachel's Challenge was scheduled for the 18<sup>th</sup>. However, I did recommend a compromise because there is a two part or two component program. The recommendation that I gave to the building principal was that we will keep the day program that we have, two assemblies and some training for the students, that we will keep that particular part in place. Tuesday night they rescheduled that component for the parents.

Ms. Masciocchi – What did they reschedule it to?

Dr. Poteat – They have not.

Ms. Masciocchi - I have it on my calendar and I was very excited about that. I understand that they are coming in from out of town. So how will we reschedule that?

Dr. Poteat – We called them and asked them to reschedule.

Ms. Masciocchi – It has been paid for already, I understand.

Dr. Poteat – Here is the situation. Tuesday morning and Tuesday the students, which I believe is the most significant part of the program. The student component of the program will still be in session. They will still be here all day for the young people to participate in their part of the program. That evening I have asked the building principal to speak with the advisor to change that particular part of the program so that they could come back and do the part for the community.

Ms. Masciocchi – Don't you think it would go in conjunction with your speech with all the anti bullying and everything that we are doing in the district. That is the week of everything. The parents will be here already. I had it on my calendar because it was in my board packet to be there at 7:00 p.m. in the auditorium. I was looking forward to seeing this.

Dr. Poteat – I understand your concern Ms. Masciocchi, but we have always tried not to put parents in a position where they have to chose which program to go to. For me to say to you both of them can work at the same time, I disagree. I would prefer not to have both of them going on here at the High School at the same time.

Ms. Masciocchi – But they are different times. They don't have to chose, they could sit here and listen to you and then if they want to continue. I am just saying, I just feel because it was information about getting involved and my daughter will be a part of that. Then in the evening coming here listening to your state of the district and then having the choice at some point to go over there and listen to what was given to my daughter during the day. I wanted to have that opportunity.

Dr. Poteat – You can still have that opportunity, but I am not, at this point, recommending that both of those activities take place at the same time. It just wouldn't work.

Ms. Sturdivant – Couldn't we do one early, say at six o'clock and then we go into the state of the district at seven, or is it like a long program?

Dr. Poteat – The State of the District we usually stay here until all the parents have had an opportunity to express whatever concerns they have. In the past two years we have done it we have been here as late as eleven o'clock. We have never dismissed that group of parents before nine o'clock, it has just never happened that way. So based on the past two years, and we never tell parents that they have to go and we can't answer your questions. We never put them in that situation. We have been here very late, and for those of you who have been at the state of the district meetings, they go on. It is pretty much designed that way and that is why we schedule it at six o'clock so that we can give parents enough time to interact with me or any of the other administrators who are here that particular evening. As far as both of them happening at the same time, it is not my recommendation. I proposed a compromise to the building principal. At this point, I have not heard anything back as to whether or not that compromise has been accepted. So I am assuming up until now that is what we were going to

do. We will have the component for the students, and again, it is my understand that that is the most important part of the program for the young people. So we are not denying them that opportunity to go through the program. It is just the parent component. I have already recommended to the building principal that they reschedule the parent component.

Ms. Dredden – Dr. Poteat, I agree with Ms. Masciocchi because I believe all the parents should be able to come to the program so that they can hear the program at the same time. Then the children could also come and hear your address. I just think there would be more people coming out to hear your address at that time. I think that is a good idea.

Ms. Masciocchi – I do like the idea of making it earlier, six o'clock and doing yours at seven. Then that would give them the opportunity, no?

Dr. Poteat – At this point, and with all due respect Madam President, I can appreciate the opinions of the members of the Board but unfortunately this is not a policy type of situation. It is a decision that the Superintendent had to make. I have made the decision and here we are. It is one of those situations where I gave the building principal an opportunity to speak with those individuals as a compromise. Again, I made sure that the student situation was still intact, that they still had the opportunity to do those things that the program would provide. It is the recommendation that I made and I am moving forward with that particular recommendation.

Ms. Davis – Madam President, my understanding is that there is a fee for this program? Are we reimbursing them?

Dr. Poteat – It is a program that was funded by a grant. Whatever the person or persons who are coming, I am not sure exactly how much they would be paid. I did say that if the individual would agree to come back in the evening then we would be responsible for providing that service, that we would take care of it. There would be no expense to those individuals who are responsible for that particular grant. So it is not a “loss, loss”. I made the decision thinking at this point that it was a “win, win”. Let us keep in mind that yes, we approved that recommendation at our last meeting, September 28. The Superintendent district community meeting was something I scheduled as soon as the Board made their schedule for board meetings so that I wouldn't be conflicting with anything that you were doing. It is not like I decided to hold this a week ago. This is something that has been in place for quite some time.

Ms. Sturdivant – What I hear you saying is this. You have moved forward with the way that you are recommending and that we can ask the people who do the Rachel's Challenge program to come back at a later date to do the evening program. If there is any additional expenses that is incurred that the district will take care of that.

Dr. Poteat – Yes that is exactly what I recommended from the very beginning.

Mr. Gidwani – Madam President are you going to be coming to new business also or are you going into Executive Session.

Ms. Peterson – It is Old Business and then New Business.

**XVI. OLD BUSINESS**

Ms. Peterson – Ms. Masciocchi can you give us an update on the collaborative partnership with the township in terms of the community clean up.

Ms. Masciocchi – We picked a date, October 29. I am working with the township, and Mayor Metzner and it is going to be from 9:00 – 12:00. We are going to be cleaning up the official park in the township. The township will provide, bags, gloves, vests. We are inviting all the students. We are going to have flyers for the building principals to give out. The scouts are invited, boy scouts are invited. Mayor Metzner said that she would get in contact with the athletic association. So it is a collaborative effort between the township and the Board to try to get the community together to do something for the good of everyone. So far it is a go.

Ms. Peterson – Thank you very much. I appreciate your work on that committee.

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

Mr. Gidwani – Madam President, I have a question. I don't know what it would qualify as new business or old business. I sent you an e-mail which was on October 10 that I wanted a copy of a contract. I believe you forwarded that to the Superintendent, Dr. Poteat. I have not heard any response to that. I do not know how long it should take to provide me with that information. It has already been quite a few days. I submitted the request on October 1 and October 10 I sent you a reminder. Please let me know how to get that information.

Dr. Poteat – Mr. Gidwani what contract did you request?

Mr. Gidwani – I will give you a copy.

Dr. Poteat – You can just tell me.

Ms. Masciocchi – Mission One was the contract.

Dr. Poteat – Mr. Gidwani I think at this point we have always tried to accommodate you as well as all of the board members when they make requests. Unfortunately on October 10 I was not here. I am not sure what it is, but we don't make a habit of creating or making excuses. If there is something that you want, something that you need we will be more than happy to accommodate you. It is public information.

Mr. Gidwani – I do not know what was the better procedure for me.

Dr. Poteat – The process is the same for everyone, Mr. Gidwani. You provide Ms. Peterson with the information and she is really diligent in making sure that I receive those requests. I don't have a problem in making sure that you receive that information tomorrow. Mr. Gidwani, if you would at least acknowledge the fact that, in most cases, when you do make those requests of me we do get right back to you. That is not a problem. So I don't want you or members of the Board or anyone to assume or to think that we have not tried to accommodate you in making good on any request that you have made. It has been very clear to me that you want a copy of the contract, again, it is public information.



We will make sure it is made available to you.

Mr. Gidwani – Thank you.

**XVIII. EXECUTIVE SESSION**

**Executive Session** A motion was made by Mr. Capaldi, seconded by Ms. Sturdivant to approve adoption of the Executive Resolution and adjournment to Executive Session at 7:50 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.

\_\_\_\_\_  
**PRESIDENT**

\_\_\_\_\_  
**Assistant Business Administrator**

*Roll Call:*

Mr. Benjamin, Sr.	Absent	Ms. Masciocchi	Yes
Mr. Capaldi	Yes	Ms. Pitts	Yes
Ms. Davis	Yes	Ms. Sturdivant	Yes
Ms. Dredden	Yes	Ms. Peterson	Yes
Mr. Gidwani	Yes		

Motion Carried

**XIX. ADJOURNMENT OF EXECUTIVE SESSION**

**A motion was made by Mr. Capaldi, seconded by Ms. Davis to return to Public Session at 9:17 p.m.**

*Voice Vote: All in favor*

**A motion was made by Ms. Sturdivant, seconded by Ms. Pitts to untable Item # 3 under Personnel.**

*Voice Vote: All in favor*

**A motion was made by Ms. Davis, seconded by Ms. Dredden to approve Item # 3 under Personnel.**

*Roll Call:*

Mr. Benjamin, Sr.	Absent	Ms. Masciocchi	Yes
Mr. Capaldi	Yes	Ms. Pitts	Yes
Ms. Davis	Yes	Ms. Sturdivant	Yes
Ms. Dredden	Yes	Ms. Peterson	Yes
Mr. Gidwani	Yes		

Motion Carried

#### **ADDENDUM**

**A motion was made by Mr. Gidwani, seconded by Ms. Dredden to approve Item # 1 S.C. & WTBOE Settlement as recommended by the Superintendent.**

#### **SUPERINTENDENT'S REPORT**

1. Settlement Agreement – S.C. (o/b/o T.C.) and WTBOE

Approve the Settlement Agreement between S.C. o/b/o T.C. and the Winslow Township Board of Education.

*Roll Call:*

Mr. Benjamin, Sr.	Absent	Ms. Masciocchi	Yes
Mr. Capaldi	Yes	Ms. Pitts	Yes
Ms. Davis	Yes	Ms. Sturdivant	Yes
Ms. Dredden	Yes	Ms. Peterson	Yes
Mr. Gidwani	Yes		

Motion Carried

**XX. ADJOURNMENT**

**A motion was made by Ms. Davis, seconded by Ms. Pitts to adjourn the meeting at 9:20 p.m. All Ayes.**

Respectfully Submitted

Tyra McCoy-Boyle  
Assistant Business Administrator, CPA