

WINSLOW TOWNSHIP BOARD OF EDUCATION
Regular Board of Education Meeting
Wednesday, September 14, 2011
Winslow Township High School (Cafeteria)
Agenda
7:00 p.m.

I. **PUBLIC NOTICE** of this meeting was given to all Board Members and Associates in notices dated **07/07/2011 & 09/09/11**. 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**

Mark Benjamin, Sr.
Dino Capaldi
Patricia Davis
Lorraine Dredden
Gulab Gidwani
Joanne Masciocchi
Cheryl Pitts

Aleta Sturdivant, Vice President
Julie A. Peterson, President

H. Major Poteat, Ed.D., Superintendent
Ann F. Garcia, Ed.D., Bus. Admin./Bd. Secretary
Howard Long, Jr. Esq., Solicitor

IV. **PLEDGE OF ALLEGIANCE**

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

1. **At all Times:** Maintain confidentiality; Follow the chain of command; Maintain an open-mind; Listen and speak with respect for others.
2. **Before a Meeting:** Be prepared for board meetings by reading packets prior to board meetings; Refuse to become involved (collectively, as individuals, or in our communities) in micro-management; Get the answers to questions and concerns prior to the board meeting.
3. **During a Meeting:** Listen and speak with respect for others at all times; Vote with conviction; Align our actions as closely as possible to stated goals and objectives; Create an open, problem-solving management climate in which differences and problems are met head-on and clarified rather than swept under the rug or smoothed over; Promote mutual involvement and interdependency rather than selfish competition or subversive rivalry.
4. **After a Meeting:** Develop trust; Uphold all decisions made by the Board; Periodically follow-up on district, board and CSA goals; Understand and respect the separate roles and responsibilities of the board and the administration to confine activities within the boundaries of those roles.

If any board member feels that another board member has violated any provision of this agreement, that board member shall personally talk with the offending board member in an attempt to resolve the issue. If the attempt fails, the board member who feels that another board member has violated this agreement shall bring the matter to the attention of the entire board. Any grievances that arise should be dealt with at the earliest practical opportunity.

VI. CORRESPONDENCE

None at this time.

VII. AWARDS/PRESENTATIONS

VIII. MINUTES

Regular Meeting
Special Meeting

Wednesday, August 10, 2011
Monday, August 22, 2011

Open/Closed Sessions
Open/Closed Sessions

On a motion made by _____, seconded by _____, approval of Minutes is granted.	
Exceptions: _____	
<i>Roll Call:</i>	
_____ Mr. Benjamin, Sr.	_____ Mr. Gidwani
_____ Mr. Capaldi	_____ Ms. Masciocchi
_____ Ms. Davis	_____ Ms. Pitts
_____ Ms. Dredden	_____ Ms. Sturdivant
	_____ 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.

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

XI. ADJOURNMENT OF PUBLIC COMMENTS

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

XII. SUPERINTENDENT’S REPORT

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 **Exhibit XII A: 2**

Approve the Second Reading of Policies & Regulations of the Board of Education as listed below and in the attached exhibit:

Policy #	Policy Title
#5512	Harassment, Intimidation & Bullying

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: Training on Essential Internet Resources
Date(s): October 2011 – November 2011
Location: WTMS – Computer Lab
Time: 4:00 p.m. – 6:00 p.m.
Audience: Classroom Teachers
Presenter: Thomas Shown, SMART-Certified Trainer, T-tech Solutions
Costs: \$1,400 (4 sessions at \$350 per session)
Funding: NCLB
Purpose: To provide teachers with a deep training on Web 2.0 skills and numerous websites that can be utilized by all content areas and grade levels.

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 the termination of the Out-of-District student placements as listed on the attached exhibit.
8. Homeless Student(s) **Exhibit XII A: 8**
- Approve the listing of homeless students as per the attached exhibit.
9. Homebound Instruction **None at this time.**
10. Fundraiser(s) **Exhibit XII A: 10**

Approve the following fundraisers/school activities for the 2011-2012 school year as listed below and as per the attached exhibits:

WTHS

- FBLA Talent Show (03/23/11) – FBLA
- Bumper Stickers/Decals – Class of 2012
- Tattoo Sales for Homecoming – Class of 2012
- Car Wash (10/08/11) – Student Government
- Greetings on LED in Café – Student Government
- Senior BBQ Kick-off – Student Government
- Mr. Winslow (01/13/12) – Student Government
- Senior Shirt/Sweatshirts – Class of 2012
- T-Shirt – Girls Soccer
- Entertainment Cards – Girls Soccer
- Car Wash (10/01/11) – Girls Soccer
- 11th Annual Golf Tournament (10/22/11) – Baseball

WTMS

- Go Pink for the Susan G. Komen Cure Jeans Day & Coin Collection (10/14/11) – NJHS
- American Red Cross Jeans Day & Coin Collections (02/03/12) - NJHS
- Goodwill Donation/Collection (January 2012) – NJHS
- Enjoy the City Coupon Booklets (Sept. – Nov.) – NJHS
- Autism Speaks Jeans Day (03/016/12) – Renaissance
- Camden Riversharks Fun Night (05/2012) – Renaissance
- Wooden Rose Bouquets – Renaissance
- Smelly Jellies (scented gel in jar) – Renaissance
- Goodwill Clothing Drive – Renaissance
- Adopt-A-Soldier – Social Studies Department
- Collection of Non-perishable Foods (November 2011) – Student Government
- Privilege to Wear a Hat Day (11/23/11) – Student Government
- Collection of Toys & Funds for “Toys for Tots” – Student Government
- Holiday Grams (December 2011) – Student Government
- Collection of Items for Animal Orphanage (Jan. 2012) – Student Government
- Valentine Grams (February 2012) – Student Government
- Talent Show Tickets/Wristbands (May 2012) – Student Government
- Entertainment coupon Booklets

School No. 5

- Cherrydale Farms (Sept./Oct. 2011) – H.S.A.

School No. 2

- Holiday Shoppe (December 2011) – H.S.A.
- Scholastic Book Fair (October 2011) – H.S.A.
- Cherrydale Farms (Sept./Oct. 2011) – H.S.A.

School No. 1

- Creative Memories File Mate – H.S.A.
- Kidstuff Coupon Book – H.S.A.

11. School No. 1 Anti-Bullying Program

Approve School No. 1 to present the McKenzie & Yates Anti-Bullying and Leadership Program on Friday, October 7, 2011 at no cost to the district.

12. School No. 2 Anti-Bullying Program

Approve School No. 2 to present The Morris Brothers Anti-Bullying Assembly on September 30, 2011 funded by the School No. 2 H.S.A.

13. School No. 2 Food Drive

Exhibit XII A: 13

Approve School No. 2 to participate in a Food Drive, during October and November 2011, to support the Ronald McDonald House.

B. Principal's Update(s)

1. Monthly School Highlights
2. Ethnic Enrollment Report
3. Suspension Report

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

On a motion made by _____, seconded by _____, approval of Superintendent's Report is granted.

Exceptions: _____

Roll Call:

_____ Mr. Benjamin, Sr.
_____ Mr. Capaldi
_____ Ms. Davis
_____ Ms. Dredden

_____ Mr. Gidwani
_____ Ms. Masciocchi
_____ Ms. Pitts
_____ Ms. Sturdivant
_____ Ms. Peterson

XIII. BUSINESS ADMINISTRATOR/BOARD SECRETARY'S REPORT

A. Reports

- | | |
|--------------------------------|--------------------------|
| 1. Transportation Update | Exhibit XIII A: 1 |
| 2. Sodexo Food Services Update | Exhibit XIII A: 2 |
| 3. Aramark Maintenance Update | Exhibit XIII A: 3 |
| 4. SJTP Technology Update | Exhibit XIII A: 4 |

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 a this time. |
| 3. <u>Board Secretary's Report</u> | None at this time. |
| 4. <u>Board Secretary's Certification</u> | None at this time. |
| 5. <u>Boards' Certification</u> | None at this time. |
| 6. <u>Bill List</u> | Exhibit XIII B: 6 |

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

- | | |
|--------------------|-----------------|
| ○ Manual Bill List | \$ 166,380.00 |
| ○ Vendor Bill List | \$ 4,623,510.94 |

7. Payroll

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

- | | |
|-------------------|--------------|
| ○ August 15, 2011 | \$426,578.81 |
| ○ August 30, 2011 | \$442,263.31 |

- | | |
|--|---------------------------|
| 8. <u>Use of Facilities</u> | None at this time. |
| 9. <u>Tuition Contracts – Chesilhurst 2011 /2012</u> | Exhibit XIII B:9 |

Approve the tuition contracts for 2011/2012 with the Chesilhurst Board of Education for Special Education and Regular Education students.

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

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

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

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

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

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

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

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

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

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

	<u>Board Member Name</u>	<u>Program Name</u>	<u>Date</u>	<u>Event Cost</u>
Ratify	Gulab Gidwani	Prepare for Bargaining	September 10, 2011	\$125.00
	Gulab Gidwani	Intermediate Bargaining	September 24, 2011	\$125.00

11. Tax Levy for 2011-2012

Exhibit XIII B: 11

Approve the Winslow Township Tax Levy for the year ended June 30, 2012 as per the attached Exhibit.

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 # 1	Library	16 Tape Recorders - unrepairable
		5 Overhead Projectors
		3 Video Players VCR
		2 Record Players
		46 Headphones
School # 2		2 Student iMac – do not work
High School	Family Life	Sewing Machines – all old-need repair
	World Language	German Textbooks – poor condition

13. IDEA Preschool and Basic Grant Award Fiscal Year 2011 - 2012

Approve the Fiscal Year 2011-2012 Preschool and Basic IDEA Grant Award as follows:

- Preschool \$ 62,737
- Basic \$1,261,312

14. NCLB Fiscal Year 2012 Grant Award

Approve the Fiscal Year 2012 No Child Left Behind – NCLB Grant Award as follows:

Title I Part , Basic	\$ 955,716
Title II Part A	227,815
Title III	17,608
Title III – Immigrant	7,355
	\$ 1,208,494

15. Camden County Educational Services Commission Non-Public Auxiliary Services PL 192-193 Contracts for 2011-2012

Exhibit XIII B: 15

Approve the Non-Public Auxiliary Agreement between the Camden County Educational Services Commission and the Winslow Township Board of Education for services from September 14, 2011 – June 30, 2012:

- Chapter 192 \$30,496.00
- Chapter 193 \$16,078.00

<p>On a motion made by _____, seconded by _____, approval of Business Administrator/ Board Secretary's Report is granted. Exceptions: _____ Roll Call:</p>	
_____ Mr. Benjamin, Sr.	_____ Mr. Gidwani
_____ Mr. Capaldi	_____ Ms. Masciocchi
_____ Ms. Davis	_____ Ms. Pitts
_____ Ms. Dredden	_____ Ms. Sturdivant
	_____ Ms. Peterson

XIV. PERSONNEL

1. Leaves of Absence

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

	Name	Sch	Position	From	To	
A	Hurley, Kimberly	No. 6	4 th Grade Teacher	9/1/2011 10/3/2011	9/30/2011 1/6/2012	P U
B	Christy, Patricia	MS	Secretary	8/10/2011-8/26/2011	8/10/2011-9/6/2011	P
C	Hind, Jane	No. 5	LDT-C	9/1/2011	9/16/2011	P

2. Resignation

Approve the Ratification of the following Resignation pursuant to documents filed in the Office of Human Resources for the 2011/2012 school year:

	Name	Position	School	Effective
A	Sbraccia, Anastasia	Child Development Counselor at Academy 6:25 a.m. to 11:55 a.m.	WCD	9/1/2011

3. New Hires

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

	Name	Position	School	Salary	Guide/ Step	Effective
A	Shissler, Jane	6 th Grade Teacher	No. 6	\$50,761	MA – Step 1	9/1/2011
B	Andrews, Katherine	Spanish Teacher	MS	\$48,961	BS – Step 3	9/1/2011
C	Seidenberg, Debra	Bus Driver	Garage	\$18,205	BD – Step 3	9/1/2011
D	Hawkins, Geraldine	Child Development Counselor – Academy 6:25 a.m. to 11:55 a.m.	WCD – MS	\$10,010	5.5 hours \$10.00 per hour	9/1/2011

4. Transfer

Approve the Ratification of the following Involuntary Transfer for the 2011/2012 school year:

	FROM			TO	
	Name	Position	School	Position	School
A	Warburton, Barbara	Special Ed Teacher	MS	Special Ed Teacher	HS

5. Change in Assignment

Approve the Ratification of the following Change in Assignment for the 2011/2012 school year:

	FROM			TO			
	Name	Position	Salary	Position	Sch	Salary	Effective
A	Dvorsky, Kathleen	Special Ed Teacher Part-time	\$24,480	Special Ed Teacher Full-time	No. 4	\$48,961	9/1/2011

6. Rescission of New Hire Appointment

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

	Name	Position	School
A	Guerra-Martis, Ligia	Spanish Teacher	No. 6

7. Interim Appointment

Approve the Ratification of the following Interim Appointment for the 2011/2012 school year:

	Name	Position	School	Effective
A	Hart, Mae	Interim Assistant Principal	HS	9/7/2011

8. Athletic Director/Fall Coach/Activity Advisors

a. Approve the following Athletic Director at the Middle School for the 2011/2012 school year (11-402-100-100-402-07):

	Coach	Position	School	Stipend	Step
A	Cuneo, Monica	Athletic Director	MS	\$4,411	3

NOTE: Stipend may be amended pending new WTEA Negotiated Agreement

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

	Coach	Position	Stipend	Step
A	Horne, George	Assistant Cross Country Coach	\$2,966	1

NOTE: Stipend may be amended pending new WTEA Negotiated Agreement

- c. Approve the following Activity Advisors at the High School for the 2011/2012 school year (11-401-100-330-401-08)

	Activity Advisor	Activity	Stipend	Step
A	Stewart, Matthew	Majorettes – Drill Squad	\$4,160	1
B	Milorey, Mariarosa	Choreographer for High School Spring Musical	\$1,201	3

NOTE: Stipend may be amended pending new WTEA Negotiated Agreement

9. Substitutes (Long Term)

Approve the Ratification of the following Long Term Substitutes for the 2011/2012 school year, September 1, 2011 through November 1, 2011:

	Name	Position	School	Prorated Salary	Effective Date
A	Kedzierski, Susan	5 th Grade Teacher	No. 5	\$48,361- BA – Step 1	9/1/2011
B	Perrone, Anna Marie	6 th Grade Teacher	No. 5	\$48,361- BA – Step 1	9/1/2011
C	Dotoli, Aubrey	6 th Grade Teacher	No. 5	\$48,361- BA – Step 1	9/1/2011

10. College Placements

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

	College	Student	Experience	Cooperating Teacher	School	Dates	Subject
A	Delaware Valley	Dahl, Stacie	Advanced Fieldwork	Carter, Nython	HS	9/14/2011-4/30/2012	Educational Leadership
B	Rowan University	Angelastro, Steven	Jr. Field Experience	Duphorn, Joseph	MS	10/31/2011-12/7/2011	Health & PE Mon. & Wed
C	Rowan University	Radden, Katherine	Jr. Field Experience	Cuneo, Monica	MS	10/31/2011-12/7/2011	Health & PE Mon. & Wed.

11. Volunteers

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

	Name	Volunteer Activity	Location
A	Roach, Wesley	Assistant Wrestling Coach	High School
B	Roach, Wesley	Assistant Girl's Soccer Coach	High School
C	Donahue, Christina	Art Club	High School
D	Gyurics, Jean	Assistant Cross Country Coach	High School
E	Diaz, Suzanne	National English Honor Society	High School

12. Sixth Period Class

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

	Name	Subject	Stipend
A	Andrews, Katherine	Spanish	\$7,155
B	Hooper, Bruce	TV Production	\$7,155
C	LaRoche, Ginger	French	\$7,155

NOTE: Stipend may be amended pending new WTEA Negotiated Agreement

13. Instrumental Music Program – Elementary

Approve the following Instructors for the Instrumental Band and Orchestra After School Program at School No. 6 for the 2011/2012 school year for students at Schools No. 5 and No. 6:

	Name	Dates/Hours	Hourly Rate
A	Garton, Timothy	10/5/2011-5/16/2011 – 3 p.m. to 4:30 p.m.	\$36.88
B	Jan, Nancy	10/5/2011-5/16/2011 – 3 p.m. to 4:30 p.m.	\$36.88
C	Terry-Stroud, Eva	10/5/2011-5/16/2011 – 3 p.m. to 4:30 p.m.	\$36.88

NOTE: Hourly rate may be amended pending new WTEA Negotiated Agreement

14. Job Description

Approve the following Job Description and New Position for the 2011/2012 school year:

	Job Description/New Position	FTE
A	Supervisor of Special Education	1.0

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

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

XV. INFORMATIONAL ITEMS
XVI. OLD BUSINESS
XVII. NEW BUSINESS (Discussion Items)
XVIII. 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.	_____ Mr. Gidwani
_____ Mr. Capaldi	_____ Ms. Masciocchi
_____ Ms. Davis	_____ Ms. Pitts
_____ Ms. Dredden	_____ Ms. Sturdivant
	_____ Ms. Peterson

XIX. ADJOURNMENT OF EXECUTIVE SESSION Time: _____

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

XX. ADJOURNMENT Time: _____

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