

WINSLOW TOWNSHIP BOARD OF EDUCATION
Regular Board of Education Meeting
Wednesday, July 10, 2013
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 **01/03/13**. 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

Ewuniki Brown
Gulab Gidwani
Joanne Masciocchi
Julie A. Peterson
Cheryl Pitts
Aleta Sturdivant
Gail P. Watkins

Lorraine Dredden, Vice President
Patricia Davis, President

H. Major Poteat, Ed.D., Superintendent
Tyra McCoy-Boyle, Business Admin./Board 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. 2012-2013 DISTRICT GOALS

1. Continue to review and assess in a systematic manner, using data, the district curriculum and students' needs to raise student achievement.
2. Create a positive school environment/culture conducive to teaching and learning for all stakeholders.
3. Continue to expand communication to all stakeholders to increase the capacity for greater parent/caregiver and community support.

VII. AWARDS/PRESENTATIONS

1. HIB & Violence & Vandalism Report – Mr. Dion Davis
2. Anti-Bullying Bill of Rights School Self Assessment Presentation – Mr. Dion Davis

VIII. CORRESPONDENCE

IX. MINUTES

None at this time.

X. BOARD COMMITTEE REPORTS

XI. PUBLIC COMMENTS (Time Limited)

The Winslow Township Board of Education highly values the input of citizens in making important decisions that affect the children of our community. We also believe in the rights of citizens to observe Board Meetings. To ensure that all of our citizens have the opportunity to attend School Board Meetings and offer comment, and to ensure that the Board can conduct the important business of the District, we ask that speakers follow the guidelines for making public comments.

Notation of Public Comments on Agenda Items – The Board President or Board Secretary will recognize those individuals in the audience who wish to make comment.

Please respect the following procedures:

1. All members of the public attending School Board Meetings must treat each other and the Board with respect.
2. State your full name and address.
3. Please limit your comments to five minutes.
4. 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.
5. Individuals offering citizen comment are not permitted to make personal attacks on any District employee, Board Member, other testifier or member of the public.

On a motion made by _____, seconded by _____, approval of Public Comments is granted.

Exceptions: _____

Voice Vote: _____

XII. ADJOURNMENT OF PUBLIC COMMENTS

On a motion made by _____, seconded by _____, approval to adjourn Public Comments is granted.

Exceptions: _____

Voice Vote: _____

XIII. SUPERINTENDENT'S REPORT

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

- | | |
|--|---------------------------|
| 1. <u>First Reading of Board Policies & Regulations</u> | None at this time. |
| 2. <u>Second Reading of Board Policies & Regulations</u> | None at this time. |
| 3. <u>Security/Fire Drill Report</u> | None at this time. |
| 4. <u>Field Trips</u> | None at this time. |
| 5. <u>Professional Development/Workshops & Conferences</u> | None at this time. |
| 6. <u>Tuition Students</u> | Exhibit XIII A: 6 |
| Approve the placement of Tuition Students as listed in the attached exhibit. | |
| 7. <u>Terminate Out-of-District Placements</u> | None at this time. |
| 8. <u>Homeless Student(s)</u> | None at this time. |
| 9. <u>Fundraiser(s)</u> | None at this time. |
| 10. <u>NJ DOE – Anti-Bullying Bill of Rights School Self-Assessment</u> | |

Approve the submission, to the NJDOE, of the Anti-Bullying Bill of Rights School Self-Assessment for Year 1 (January 5, 2011 through June 30, 2013) as presented.

B. Principal's Updates **None at this time.**

On a motion made by _____, seconded by _____, approval of Superintendent's Report is granted.	
Exceptions: _____	
Roll Call:	
_____ Ms. Brown	_____ Ms. Pitts
_____ Mr. Gidwani	_____ Ms. Sturdivant
_____ Ms. Masciocchi	_____ Ms. Watkins
_____ Ms. Peterson	_____ Ms. Dredden
	_____ Ms. Davis

XIV. BUSINESS ADMINISTRATOR/BOARD SECRETARY'S REPORT

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. Board Secretary's Report **None at this time.**
3. Reconciliation 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 XIV B: 6**

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

- Manual Bill List \$863,585.64
- Vendor Bill List \$334,887.75

7. Payroll

Approve Payroll, for the month of June 2013, as listed below:

- June 15, 2013 \$2,241,157.85
- June 20, 2013 \$1,902,650.53
- June 28, 2013 \$ 467,755.28

8. Long Range Facilities Plan - Amendment

Authorize the Amendment of the Long-range Facility Plan of the Winslow Township Board of Education to add the following:

- Exterior Door Replacement School No. 5 & 6.

9. Use of Facilities

Ratify/Approve the Winslow Township Police Department for the following Use of Facilities:

- Winslow Township Middle School
- For the purpose of Training – Rapid Response to Active Shooter
- July 1, 10, 18, 22, 26, 2013.
- 1:00 p.m. – 4:00 p.m.

10. Bid # 2013-6 School Choice Busing 2013-2014

Bid 2013-6 School Choice Busing for 2013-2014 was non responsive.

11. Cancel Outstanding Accounts Receivable

Request to cancel an old outstanding accounts receivable in the amount of \$1,000.00 in the Special Revenue fund.

12. Budget Transfer from Capital Reserve to Capital Outlay – 2013-2014

Approve the transfer of \$101,703.00 from Capital Reserve to Capital Outlay to cover the additional costs for Project(s) # 5820-030-13-2000; 5820-040-13-3000; 5820-050-13-3000 and 5820-060-13-2000 for Electrical Upgrades at Schools 1-4 pursuant to N.J.A.C. 6A:23A-14.1. Funds will be budgeted in appropriation line 12.000.400.450 Construction. Increase required due to bid results.

13. Bid # 2013-10 Electric Service Upgrades

a. Approve the record of Bid # 2013-10 Electric Service Upgrades as follows:

Name of Vendor	Base Bid # 1	Alternate Price Atlantic City Elec. Pad Mount Transformer @ # 1 and # 2 in Lieu Pole Mount
Chammings Electric , Inc.	\$478,000	+ \$62,000
Joseph R. Delgado, Inc.	\$419,884	- \$9,454
GM White Electrical Contractors	\$612,245	+ \$56,180
Meridian Property Services	\$548,400	+ \$36,100
MJF Electrical Contracting	\$934,450	+ \$92,000
RAI Ray Angelini, Inc.	\$475,785	-\$20,000
Scalfo Electric, Inc.	\$499,000	-\$11,000

b. Approve the award of Bid # 2013-10 – Electric Service Upgrades to:

To be charged to 12.000.400.450

and further acknowledge the following statement :

I certify that there are sufficient funds available to purchase the items awarded in this bid.

Tyra McCoy-Boyle

14. Bid # 2013-11 Exterior Door Replacement

a. Approve the record of Bid # 2013-11 Exterior Door Replacement as follows:

Name of Vendor	Base Bid # 1
C & M Door Controls, Inc.	\$297,490
1 st Westco Corp.	\$355,800

b. Approve the award of Bid # 2013-11 – Exterior Door Replacement to:

To be charged to 12.000.400.450

and further acknowledge the following statement :

I certify that there are sufficient funds available to purchase the items awarded in this bid.

 Tyra McCoy-Boyle

15. Disposal of School Property

Exhibit XIV B: 15

Approve the Disposal of School Property per the attached exhibit.

Location	Department	Description
School No. 3	Media Center	Flood Damaged Library Books
		Broken, outdated media equipment
School No. 4		1 HP Color LaserJet 2550n - Broken

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

XV. PERSONNEL

1. Leave of Absence

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

	Name	Type of Leave	From	To	Paid/Unpaid
A	S.G.	Medical	7/23/2013	TBD	P

2. New Hires

a. Approve the following New Hires for the 2013/2014 school year:

	Name	Position	School	Salary	Effective
A	Carmen, Annette	Biology Teacher	HS	\$83,950 MA+45 – Step 13	9/1/2013
B	Jarow, David	Math Teacher	HS	\$49,761 BA+15 – Step 3	9/1/2013
C	Maccarella, Jacquelyn	Secretary – Reception	BOE	\$41,902	7/1/2013
D	Moore, Shavonne	2 nd Grade Teacher (Leave of Absence)	No. 4	\$48,361 (prorated) BA – Step 1	9/1/2013- 3/15/2014
E	Smith, Marcella	English Language Arts Teacher	MS	\$65,361 MA – Step 10	9/1/2013

NOTE: Salary adjustment pending ratification of WTEA contract

b. Approve the Rescission of the following New Hire for the 2013/2014 school year:

	Name	Position	School	Salary	Effective
A	Pinto, Ariel	English Language Arts Teacher – 7 th Grade	MS	\$48,361 BA – Step 1	7/2/2013

3. 2013/2014 Employee Transfers

Approve the following Employee Transfers for the 2013/2014 school year, effective September 1, 2013:

		FROM		TO	
	Name	Position	Location	Position	Location
A	Burghart, Kristina	3 rd Grade Teacher (Leave of Absence)	No. 4	3 rd Grade Teacher	No. 4
B	Morgan, Rebecca	3 rd Grade Teacher	No. 4	2 nd Grade Teacher	No. 4
C	Smith, Jean	Mathematics Teacher	MS	Biology Teacher	HS

4. 2013/2014 Fall Coaches

- a. Approve the Rescission of the following Middle School Fall Coach for the 2013/2014 school year: (11-402-100-100-402-07)

	Fall Coach	Fall Coach Position	Stipend	Step
A	Shaw, Timothy	Assistant Boys' Soccer Coach	\$1,577	2

- b. Approve the following Middle School Fall Coach for the 2013/2014 school year: (11-402-100-100-402-07)

	Fall Coach	Fall Coach Position	Stipend	Step
A	Watson, Jeff	Assistant Boys' Soccer Coach	\$1,517	1

NOTE: Stipend adjustment pending ratification of WTEA contract

5. 2013/2014 Support Substitute

Approve the following 2013/2014 Support Substitute:

	Support Substitute	Substitute Position
A	Falzarano, Joseph	Substitute Bus Mechanic/Driver

6. 2013/2014 High School Club/Activity Advisor

Approve the following 2013/2014 High School Club/Activity Advisor:
(11-401-100-101-401-08)

	Advisor	Club/Activity	Stipend	Step
A	O'Neill, Daniel (11-401-100-330-401-08)	Percussion & Drill Instructor	\$6,788	1

NOTE: Stipend adjustment pending ratification of WTEA contract

7. 2013 WCD Super Summer Camp

Approve the following 2013 WCD Super Summer Camp Employee Transfers, effective July 10, 2013 through August 16, 2013 with eight (8) hour shifts (excluding 1 hour unpaid lunch):

FROM			TO		
	Name	Assignment/Position	Assignment/Position	Hours	Hourly Rate
A	Kalinoski, Joyce	Arts/Crafts/Spanish Supervisor	2 nd Grade Camp Supervisor	8 hours	\$12.00
B	Kennedy, Mary	2 nd Grade Camp Supervisor	5 th Grade Camp Supervisor	8 hours	\$12.00

On a motion made by _____, seconded by _____, approval of Personnel Report is granted.
Exceptions: _____
Roll Call:
 _____ Ms. Brown
 _____ Mr. Gidwani
 _____ Ms. Masciocchi
 _____ Ms. Peterson
 _____ Ms. Pitts
 _____ Ms. Sturdivant
 _____ Ms. Watkins
 _____ Ms. Dredden
 _____ Ms. Davis

XVI. OLD BUSINESS

1. Bid #2013-13 Carpet/VCT Replacement

Informational – Award of Bid#2013-13 Carpet/VCT Replacement awarded to MJJ Construction, LLC in the amount of \$101,000.00 per solicitor’s review.

XVII. NEW BUSINESS

XVIII. INFORMATIONAL ITEMS

XIX. 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:	
_____ Ms. Brown	_____ Ms. Pitts
_____ Mr. Gidwani	_____ Ms. Sturdivant
_____ Ms. Masciocchi	_____ Ms. Watkins
_____ Ms. Peterson	_____ Ms. Dredden
	_____ Ms. Davis

XX. ADJOURNMENT OF EXECUTIVE SESSION Time: _____

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

XXI. ADJOURNMENT Time: _____

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