

**WINSLOW TOWNSHIP BOARD OF EDUCATION**  
**Regular Board of Education Meeting**  
***Winslow Township Middle School***  
30 Coopers Folly Road  
Atco, NJ 08004

**Wednesday, September 12, 2012**  
**7:00 p.m.**

**MINUTES**

**I. PUBLIC NOTICE** of this meeting was given to all Board Members and Associates in a notice dated **04/30/12**. 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:	Patricia Davis	Joanne Masciocchi
	Lorraine Dredden	Gail Watkins
	Gulab Gidwani	Aleta Sturdivant, Vice President
	John Korostowski	Julie A. Peterson, President

Absent: Cheryl Pitts

Also Present: H. Major Poteat, Ed.D., Superintendent  
Tyra McCoy-Boyle, CPA, Business Admin./Board Secretary  
Howard Long, Jr. Esq., Solicitor

**IV. PLEDGE OF ALLEGIANCE**

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

Mr. Korostowski -

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

Ms. Dredden -

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.

Ms. Davis -

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**

### Opening of Schools

Dr. Poteat – Good evening everyone. Thank you Madam President, members of the Board. I would like to give you a brief overview of our first week of school, or the opening of schools. It went very well. All the resources and materials were delivered to the schools and were made available to our staff and students. During my visits throughout the District it appeared that everything was in place. I think we are off to a good start. The buildings were clean. All the buses were moving our children about from school to school. I think at this point all the movement and all the things that have to go, the only thing we have to deal with primarily is those “beginning of school kind of issues”, such as making sure that students knew where they were supposed to be going as far as their schedules were concerned, and making sure that the little children were on the correct buses so that they could get home. For the most part, all of our athletic and extracurricular activity programs are up and running. Overall I think that administrators, teachers and support staff were all “chipping in” as you saw tonight, ready to jump in and do whatever was necessary. The environment, the atmosphere appears to be very positive and I am looking forward to a good year and would like to thank everyone for a good opening.

I would also like to thank Ms. Karen Loney for stepping in at School No. 3. It was a last minute kind of thing in terms of putting an acting principal in that building. Without hesitation she took the responsibility. The opening at School No. 3 also went very well. The staff was very supportive. I want to publicly thank Ms. Loney for stepping in and taking over that building in such short notice.

### Choice School Transportation

Dr. Poteat – Most people still are not clear on the Choice School Transportation laws. We had a lot of concerns and a few calls to the office in reference to transportation for choice students. Basically what I wanted to say is that the law is very clear that the District in which a student resides shall provide transportation or aide in lieu of transportation for eligible choice students in accordance with the state code enforcement. Some parents felt that just because they were accepted into a choice school that they received transportation automatically. Transportation is received for those youngsters who live within 20 miles of that particular school. However, for the school district, for us, Winslow Township, if you are attending the school it may be within

the 20 mile radius, but we do not have that many students attending that school, then we will not be running a bus and of course, we offer the parents aide in lieu of transportation. Aide in lieu of transportation is \$884 a year divided into two payments which is \$442 after the first 90 days and \$442 after the last day of school. What we were receiving from parents is they were not clear on that and some of the parents said if the school district is not providing transportation then I am going to bring my child back. There were some parents who said we will accept the aide in lieu and transport our own children. For the most part that situation was resolved and the family had to make the decision. I think one of the other things we have to make very clear when we talk about transportation for our students is that the school district will try to get as much transportation as possible so we can bid. For example, there is a school within 20 miles we only have a handful of youngsters. We may try to bid that run to a private contractor. But most private contractors will not accept the bid because if they are not running a bus in that direction anyway, it is not cost efficient for them to run a bus with only 5-6 youngsters because that won't even pay for the gas, the salary and maintenance of the bus. The school district is within it's right and within the law to say we are not transporting children to that school because we don't have that many going there and we will provide to you aide in lieu of transportation, the monetary reimbursement. So those are some of the things we found ourselves explaining to the parents repeatedly, because they were not sure.

### Jewish Holidays

Dr. Poteat – One of the things that came up, and we revisited, because the Jewish Holidays are very important to the school district, to this community and many of the staff members who honor and who are part of the Jewish faith. We want to respect those individuals. What we found out, after the fact, was that for example, Rosh Hashanah. We had a Back to School night scheduled at School No. 6 on September 17. We communicated that with Mr. Jackson who has agreed to change the Back to School night to Tuesday, October 2 so we will not cause a scheduling problem or violate the integrity of the religious holiday. We also had a conversation with Ms. Nwanguma. Her Back to School night was scheduled for September 25. We have rescheduled her Back to School night to Thursday, October 4 in honor of Yom Kippur. We will be providing Board Members with an updated list. We have already communicated this with the parents. Ms. Nwanguma did a global connect and will follow up with a letter. School No. 6 Back to School Night is now Tuesday, October 2 and the Middle School is Thursday, October 4.

There is one more Jewish Holiday that the Board will have to decide how you want to handle. We also found out that the Board Meeting on December 12 takes place during Hanukkah. That is also during a very important Jewish religious holiday. I am recommending to the Board that they reconsider that particular day. Hanukkah runs for 8 days beginning Saturday, December 8 to Sunday, December 16. There are a couple of options, because we have two meetings in December, December 5 and the 19 can be an option or you can consider whether or not you want to have two meetings in December. We do have a meeting November 28, so whatever we do we are still going to have a back to back meeting. Keeping in mind that we also have Christmas break, and those holidays coming up at the end of December. At this point, if you would consider changing December 12 possibly to the 19. If you want to have two meetings instead of going the 2 and 4 we would be looking at the 1 and 3 Wednesday. Again, I am not asking you to make the decision right now but I think it is something that the Board should consider very soon so that we can get that information out to the community. There is a Board meeting scheduled on the 19 so if you want to consider the

5 instead of the 12, if you want to have two meetings. At this point that would appear to be our only option.

Ms. Peterson – Let me also welcome you to the 2012-2013 school year. I thank you for coming out tonight, I appreciate your support. Also, all the Board Members appreciate receiving your feedback and assistance. Let me thank all the staff that work for Winslow Township Board of Education. Thank you for a smooth opening. Thank you from the bottom of our hearts.

## VIII. MINUTES

**A motion was made by Ms. Davis, seconded by Ms. Dredden, to approve the Closed and Open Session Minutes for the following meetings:**

Regular Meeting	Wednesday, August 8, 2012	Closed Session
Regular Meeting	Wednesday, August 22, 2012	Open Session

*Roll Call:*

Ms. Davis	Yes	Ms. Masciocchi	Yes
Ms. Dredden	Yes	Ms. Pitts	Absent
Mr. Gidwani	Yes	Ms. Watkins	Yes
Mr. Korostowski	Yes	Ms. Sturdivant	Yes
		Ms. Peterson	Yes
Motion Carried			

## IX. BOARD COMMITTEE REPORTS

**Education Committee is scheduled to meet on Tuesday, September 18 at 4:00 p.m.**

**Operations will meet on September 25, 2012.**

## X. PUBLIC COMMENTS (Time Limited)

**A motion was made by Ms. Gidwani, seconded by Ms. Dredden to open the meeting for Public Comments at 7:18 p.m.**

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.

*Voice Vote: All in favor*

**No Public Comments**

**XI. ADJOURNMENT OF PUBLIC COMMENTS**

**A motion was made by Ms. Davis, seconded by Ms. Sturdivant to adjourn Public Comments at 7:19 p.m.**

*Voice Vote: All in favor*

**XII. SUPERINTENDENT'S REPORT**

**A motion was made by Ms. Davis seconded by Ms. Dredde to approve A – C as recommended by the Superintendent.**

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

- |    |   |                           |
|----|---|---------------------------|
| 1. | <u>First Reading of Board Policies &amp; Regulations</u>  | <b>None at this time.</b> |
| 2. | <u>Second Reading of Board Policies &amp; Regulations</u> | <b>None at this time.</b> |
| 3. | <u>Security/Fire Drill Report</u>                         | <b>None at this time.</b> |
| 4. | <u>Field Trips</u>  | <b>Exhibit XII A: 4</b>   |

Approve Field Trips for the 2012-2013 school year as listed in the attached exhibit.

- |    |   |                         |
|----|---|-------------------------|
| 5. | <u>Professional Development/Workshops &amp; Conferences</u> | <b>Exhibit XII A: 5</b> |
|----|---|-------------------------|
- a. Approve Professional Development opportunities as per the attached exhibit.
  - b. Approve the Professional Development opportunity as listed below:

Title: Writing with Spice

Date(s): 4 Full School Days (TBD)  
Audience: Lower Elementary School Teachers and Students  
Presenter: Mike Devono, EIRC  
Costs: \$4,400  
Funding: NCLB Title II A  
Description: Writing with Spice demonstrates elaboration techniques that make student writing more interesting, varied and mature. Mr. Devono teaches the students how to become better writers, while also demonstrating effective practices for classroom teachers.

c. Approve the Professional Development opportunity as listed below:

Title: Apple iPad Training  
Date(s): September 2012 – November 2012 (Exact Date TBD)  
Audience: High School Teachers  
Presenter: Karen Percak, Apple, Inc.  
Costs: \$9,000 (Two trainings at \$4,500 each)  
Funding: NCLB Title II  
Description: This full day seminar will explore the many facets of iPad use in the classroom. Technology Cohort participants will be expected to turnkey information from this training to colleagues in their respective buildings.

d. Approve the Professional Development opportunity as listed below:

Title: Quotation for Teacher Resources & Professional Development  
Date(s): September 2012 – November 2012 (Exact Date TBD)  
Audience: School No. 2 Teachers, Coaches, Reading Specialist  
Presenter: Empowering Writers, LLC  
Costs: \$3,485  
Funding: NCLB Title II  
Description: Empowering Writers is a comprehensive writing program that will expose students to the variety of writing genres that they may encounter in a number of situations, such as testing, presenting, and creating projects. Professional development is included that will help to empower our teachers in the area of preparing future writers.

6. Tuition Students

**Exhibit XII A: 6**

Approve the placement of Tuition Students as listed in the attached exhibit.

7. Terminate Out-of-District Placements **Exhibit XII A: 7**  
Approve to terminate Out-of-District Placements as listed in the attached exhibit.
8. Homeless Student(s) **None at this time.**
9. Fundraiser(s) **Exhibit XII A: 9**

Approve the following fundraisers for the 2012-2013 school year as listed below and as per the attached exhibit:

School No. 1

- Scholastic Book Fair (Sept. 2012) – H.S.A.
- Coke Rewards – H.S.A.
- Campbell's Labels for Education – H.S.A.
- Box Tops for Education – H.S.A.
- Aluminum Can Tabs – H.S.A.
- *Good Search* Web Tool – H.S.A.
- Joe Corbi's Pizza & Gifts (Oct. 2012) – H.S.A.
- Scrips Gift Card – H.S.A.
- Kid Stuff Book Sale (Oct./Nov. 2012) – H.S.A.

School No. 3

- Spiritwear T-shirts – P.T.O
- Family Fun Night (Oct. 5) – P.T.O
- Box Tops for Education – P.T.O.
- Book Fair (Oct. 2012) – P.T.O
- Joe Corbi's (Oct. 2012) – P.T.O.
- Labels for Education – P.T.O.
- Pretzel Sale (09/19/12) – P.T.O.

School No. 5

- Cherrydale (September 2012) – H.S.A.
- School Store – H.S.A.
- Spiritwear (Sept./Oct. 2012) – H.S.A.
- Campbells Soup Labels – H.S.A.
- Boxtops for Education – H.S.A.
- Scholastic Book Fair (October 2012) – H.S.A.
- Kids Stuff Books (Oct./Nov. 2012) – H.S.A.
- Holiday Shoppe – H.S.A.
- Scrips Gift Cards – H.S.A.
- Coke Rewards – H.S.A.

WTMS

- AppleBee's Flap Jack (May 2013) - Renaissance
- Friendly's Night (April 2013) – Renaissance
- Autism Awareness Jeans Day (April 2013) – Renaissance
- Autism Awareness Student Hat Day (April 2013) – Renaissance

- Autism Awareness Crafts (April 2013) – Renaissance
- Nick's Pizza Night (February 2013) – Renaissance
- AppleBee's Dine to Donate (January 2013) – Renaissance
- Five Guys Night (November 2012) – Renaissance
- Nick's Pizza Night (October 2012) – Renaissance
- Breast Cancer Awareness Student Hat Day (October 2012) – Renaissance
- Breast Cancer Awareness Jeans Day (October 2012) – Renaissance
- Blood Drive (January 2013) – Renaissance

**WTHS**

- Dodgeball Tournament (03/23/13) – Student Government
- Decorate Lockers for Birthdays & Special Occasions – Student Government
- Thanksgiving Food Drive – Student Government
- Adopt-a-Soldier – Student Government
- Pom-Poms & Spirit Tattoos – C/O 2013
- Car Wash (09/22/12) – Girls Soccer
- 12<sup>th</sup> Annual Golf Tournament (10/27/12) – Baseball Team
- Girls Soccer T-shirts (Sept./Oct. 2012) – Girls Soccer
- Discount Card (Sept./Oct. 2012) – Girls Soccer
- Bumper Sticker/Decal Sales – C/O 2013
- Jeans Day Stickers (1<sup>st</sup> Friday of each month) – One Book, One School Club
- "Penny War" (Oct. 2012) – One Book, One School Club

10. **School No. 1 – Mad Science Program**

Approve School No. 1 Mad Science Program Assembly for December 13, 2012 at 2:00 p.m. for students in Grades K-3.

**Note:** A cost of \$440.00 will be funded through the Student Activity Account.

11. **School No. 1 – Winter/Spring Concerts**

- a. Approve School No. 1 Winter Concert for a date to be determined in December 2012 at 6:30 p.m. at School No. 1.
- b. Approve School No. 1 Spring Concert for a date to be determined in April 2013 at 6:30 p.m. at School No. 1.

12. **School No. 2 – The Morris Brothers Assembly**

Approve School No. 2 H.S.A. to sponsor the assembly "The Morris Brothers – Classroom Behavior Assembly" on September 28, 2012 at 2:00 p.m.

13. **School No. 2 – Talent Show**

Approve School No. 2 H.S.A. to organize a Talent Show on November 16, 2012 at 7:00 p.m. at School No. 2.



14. School No. 2 – Winter/Spring Concerts

- a. Approve School No. 2 Winter Concert for December 13, 2012 at 6:30 p.m. at School No. 2.
- b. Approve School No. 2 Spring Concert for April 18, 2013 at 6:30 p.m. at School No. 2.

15. School No. 3 Bullying Prevention Assembly

Approve the bullying prevention program, H.E.R.O, at School No. 3, sponsored by the P.T.O., to be held on October 17, 2012 for students in Grades PK-3.

16. School No. 3 P.T.O Donation

Approve the acceptance of a donation, to School No. 3 from the School No. 3 P.T.O., of an Original Toy Fold and Go Portable Indoor/Outdoor Trampoline.

17. School No. 5 – Shoe Recycling Program

Approve School No. 5 to participate in a Shoe Recycling Program by collecting gently used shoes to be donated to children throughout the world.

18. WTHS Guest Speakers (2012-2013)

Approve the following guest speakers at Winslow Township High School for the 2012-2013 school year:

<b>Name</b>	<b>Organization</b>
Mr. Bobby Harris	D.O.T. (Dreams of Tomorrow)
Mr. Virgil Carmen	Men Empowering Nations
Mr. Harold Hill	Lincoln Investments
Mr. Ralph Reinberg	President/Accountant Business Made EZ
Mr. Joe Stellato	Owner of Roma's Pizza
Mr. Derrick Davis	Owner of Mona Leez Spa & Executive Director of West Atco Youth in Action, Inc.
Mr. Vince Maione	Vice President of Atlantic Electric
Mr. Norman Satchell	Historian/Musician – Professional Jazz Artist
Mr. Gothrie Short, Jr.	President, S.M.L. Construction, Inc.
Ms. Melissa Black	Lockheed Martin
Ms. Katrice Cornett & Germaine Jones	Highest Praise Performing Arts Center

**B. Board & District Goals**

Approve the 2012-2013 Board and District Goals as listed below:

District Goals (2012-2013)

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.

Board Goals (2012-2013)

1. Continue to adhere to our Team Management Objectives.
2. Develop an in-district orientation for new board members to include information on: committee structure, committee charges, BOE chain-of-command, receipt of policies and negotiated contracts (i.e. superintendent, assistant superintendent, and collective bargaining unit contracts).
3. Create a board environment conducive to enhancing transparency and promoting positive accountability.

**C. For Board Members Information**

**Exhibit XII B: 1**

1. Listing of School Programs & Activities (2012-2013)

*Roll Call:*

Ms. Davis	Yes	Ms. Masciocchi	Yes
Ms. Dredde	Yes	Ms. Pitts	Absent
Mr. Gidwani	Yes	Ms. Watkins	Yes
Mr. Korostowski	Yes	Ms. Sturdivant	Yes
		Ms. Peterson	Yes
Motion Carried			

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

**A motion was made by Ms. Masciocchi, seconded by Ms. Dredde to approve Items A – B Tabling Item B – 9 for further discussion.**

**A. Reports**

1. Aramark Maintenance Update

**Exhibit XIII A: 1**

**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 \$1,782,682.76
- Manual Bill List \$ 9,819.89

7. Payroll

Approve Payroll, for the month of August 2012, as listed below:

- August 15, 2012 \$ 395,430.52
- August 30, 2012 \$1,413,609.11

8. Use of Facilities

a. Approve the Use of Facilities for the following Girl Scout Troops from December 2012 through June 2013 with current insurance certificate on file:

- Troop #30970
- Troop #30597
- Troop #30780
- Troop #30848
- Troop #30969
- Troop #30402
- Troop #30923

**Note:** Updated insurance information was provided.

b. Approve the WTEA FAST Committee to use the cafeteria at School No. 5 from 6:00 – 9:00 p.m. on the following dates:

- October 16, 2012
- November 15, 2012
- January 17, 2013 (use of gym as well as the cafeteria)
- March 14, 2013
- May 16, 2013

- o June 4, 2013

**Note:** Fees are waived.

- c. Approve the H.S. Football Booster Club to use the High School Cafeteria/ Kitchen/Fields/Grounds during the following home football games:

- o September 15, 2012
- o October 13, 20, 2012
- o November 3, 10, 17, 2012
- o December 11, 2012

**Note:** Fees are waived.

- d. Approve Winslow Elite Cheerleading to use School No. 3 from 6:30–9:00 p.m. for practices Monday – Friday from September 17, 2012 – March 27, 2013.

**Note:** Fees are waived.

- e. Approve Girl Scouts of America Troop # 30304 to use School No. 3 from 5:00 – 6:30 p.m. every Thursday from September 20, 2012 – June 20, 2013.

**Note:** Fees are waived.

**TABLED # 9**

9. Settlement Agreement – R.T. & A.T. and the Winslow Township BOE

Approve the settlement agreement between R.T. and A.T. o/b/o G.T. and the Winslow Township Board of Education.

<i>Roll Call:</i>			
Ms. Davis	Yes	Ms. Masciocchi	Yes
Ms. Dredden	Yes	Ms. Pitts	Absent
Mr. Gidwani	Yes	Ms. Watkins	Yes
Mr. Korostowski	Yes	Ms. Sturdivant	Yes
		Ms. Peterson	Yes
Motion Carried			

**XIV. PERSONNEL**

**A motion was made by Ms. Dredden, seconded by Ms. Davis, to approve Items # 1 – 9 with regard to Personnel.**

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1. Leaves of Absence

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

	Name	Sch	Position	From	To	
A	Kellner, Rhoda	HS	LDT-C	9/25/2012	10/5/2012	P
B	Tucker, Chanda	HS	Secretary	9/10/2012	9/21/2012	P
C	Broe, Debra	Garage	Bus Driver	9/1/2012	1/31/2013	U
D	Luciano, Denise	MS	Health & PE Teacher	9/1/2012	10/2/2012	P
E	Wise, Veronica	HS	Special Ed Teacher	10/29/2012 12/3/2012	11/30/2012 1/11/2013	P U
F	Bigwood, Ann Marie (extension)	No. 6	Secretary	5/24/2012-8/17/2012	5/24/2012-2/1/2013	U
G	Miller-Cain, Tracy (extension)	Garage	Bus Driver	3/30/2012-6/15/2012	3/30/2012-10/5/2012	U
H	Brochard, Nicole (revision/extension)	No. 3	Library-Media Specialist	5/29/2012-6/15/2012 9/1/2012-9/7/20/12	5/29/2012-9/14/2012 9/17/2012-9/21/2012	P U
I	Jones, Jewel (extension)	No. 3	Principal	7/31/2012-8/31/2012	7/31/2012-9/30/2012	P

2. Resignation

Approve the following Resignation for the 2012/2013 school year:

	Name	Position	School	Effective
A	Cannistra, Lori	WCD – Child Service Worker	MS-Academy	9/4/2012

3. Coaches/Co-Curricular Club Advisors

a. Approve the following Fall Coach at the High School for the 2012/2013 school year (11-402-100-100-402-08)

	Coach	Sport	Stipend	Step
A	Caldwell, Kevin	Assistant Boys' Soccer Coach	\$4,313	1

b. Approve the following rescission of a Fall Coach at the High School for the 2012/2013 school year: (11-401-100-100-402-08)

	Coach	Sport	Stipend	Step
A	Strauss, Philippe	Assistant Girls' Soccer Coach	\$4,385	2

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- c. Approve the following Fall Coach at the Middle School for the 2012/2013 school year: (11-401-100-101-401-07)

	Name	Club/Activity Advisor	Stipend	Step
<b>A</b>	Pire, Allyson	Head Field Hockey Coach	\$2,370	1

- d. Approve the following Volunteer Club/Coach Advisors at the High School for the 2012/2013 school year:

	Name	Volunteer Club/Coach Advisors
<b>A</b>	Daus, Norris	Assistant Football Coach
<b>B</b>	Rudolph, Charles	Assistant Boys' Soccer Coach
<b>C</b>	Koehler, Cheryl	Drama, Choir
<b>D</b>	Sands, David	Choir, Drama, Stage Crew, Theater
<b>E</b>	Sands, Louise	Choir, Drama, Stage Crew
<b>F</b>	Tropp, Craig	Stage Crew
<b>G</b>	Moore, Alicia	Theater, Stage Crew

- e. Approve the following rescission of a Volunteer Club Advisor at the High School for the 2012/2013 school year:

	Name	Volunteer Club/Coach Advisors
<b>A</b>	Parkhurst, David	Anime (Asian American) Club Advisor

4. College Placements

- a. Approve the following College Placements for the 2012/2013 school year:

	College/University	Student	Experience	Cooperating Teacher	School	Dates	Subject
<b>A</b>	Rowan	Sharkey, Eric	Jr. Field	Rizzotte, Peggy	No. 1	9/19/2012-10/26/2012	Health & PE
<b>B</b>	Rowan	Garica, Christopher	Jr. Field	Rizzotte, Peggy	No. 1	10/31/2012-12/10/2012	Health & PE
<b>C</b>	Rowan	Zakrzewski, Victoria	Jr. Field	Bailey, Mia	HS	9/19/2012-10/29/2012	Health & PE
<b>D</b>	Rowan	Magliaro, Marc	Jr. Field	Jones, Felton	HS	10/31/2012-12/10/2012	Health & PE
<b>E</b>	Rowan	Zakrzewski, Victoria	Jr. Field	Neagle, Janice	No. 2	10/31/2012-12/10/2012	Health & PE
<b>F</b>	Rowan	Magliaro, Marc	Jr. Field	Neagle, Janice	No. 2	9/19/2012-10/26/2012	Health & PE

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b. Approve the following rescission of a College Placement for the 2012/2013 school year:

	College/University	Student	Experience	Cooperating Teacher	School	Dates	Subject
A	Eastern University	Moore, Shanae	1200 hour Internship	Esposito, K. Panagos, R. Fleigel, J.	No. 6 MS HS	9/10-11/30/12 12/1-2/28/2013 3/1/-6/20/2013	Psychology

5. Winslow Child Development Program

Approve the rescission of approval for the following Winslow Child Development Program Service Workers for the 2012/2013 school year:

	Name	Time	Hours	Rate	Location
A	Fisher, Desiree	6:25 am – 11: 55 am	5.5 hours	\$10.00	Academy
B	Mercado, Taneesha	3:00 pm – 6:30 pm	3 to 5 hrs.	\$7.50	No. 5

6. Sixth Period Class Teachers

a. Approve the following Sixth Period Class Teachers for the 2012/2013 school year:

	Name	Subject	Stipend	Effective	School
A	Stallard, Nicole	Special Education-Resource	\$7,320	9/6/2012	MS
B	Garnier, Christine	French Teacher	\$7,320	9/6/2012	HS

b. Approve the following Revision of Sixth Period Class Teachers at the High School for the 2012/2013 school year:

		FROM		TO	
	Name	Sixth Period Class	Stipend	Sixth Period Class	2/5 <sup>th</sup> Stipend
A	Byrer, Rebekah	Chemistry Teacher	\$7,320	Chemistry Teacher	\$2,928
B	Schweizer, Mark	Science – Physics	\$7,320	Science – Physics	\$2,928

7. Substitutes

a. Approve the following Substitute Teacher for the 2012/2013 school year:

	Name	Long Term Substitute	Sch	Dates	Salary
A	Fingerhut, Chelsea	Substitute for Cutter, Mindy	No. 6	9/1/2012-11/5/2012	1/200 <sup>th</sup> /\$48,361

b. Approve the following Substitute Bus Driver for the 2012/2013 school year:

	Name	Sub Position	Location
A	Revels, Jacqueline	Bus Driver	Garage

8. Homebound Instruction Tutor

Approve the following Homebound Instruction Tutor for the 2012/2013 school year:

	Name	Position	Hourly Rate
A	Kellner, Rhoda	Teacher of Handicapped	\$37.73

9. Game Monitor

Approve the following individual as a Game Monitor, Clock Operator and/or Security for the 2012/2013 school year:

	Name
A	Martin, Christopher

<i>Roll Call:</i>			
Ms. Davis	Yes	Ms. Masciocchi	Yes
Ms. Dredden	Yes	Ms. Pitts	Absent
Mr. Gidwani	Yes	Ms. Watkins	Yes
Mr. Korostowski	Yes	Ms. Sturdivant	Yes
		Ms. Peterson	Yes
Motion Carried			

**XV. INFORMATIONAL ITEMS**

Dr. Poteat – I received an email from Mayor Wright, and I think Madam President you may have also received the same email, in reference to the Liaison Meetings being rescheduled for this upcoming school year. He would like to know whether or not we would like to maintain the same day and times. If so please contact his office as soon as possible. Whenever the Board decides when they will discuss those Liaison Meetings with the Township they would like us to let them know as soon as possible.

Dr. Poteat – Sent an email to all the Board Members last night. For those that did not have an opportunity to read it, I wanted to bring to your attention that yesterday we did have an evacuation at the Middle School around 1:30 p.m. as a result of a belt that burned out in one of the air units on the roof over the gym locker room area. The smell of smoke was in the area so the principal, Ms. Nwanguma, wisely evacuated the building and called the fire department. After about 45 minutes the students and staff reentered the building and the students were dismissed thereafter. The evacuation was conducted in an orderly manner and the administrators, teachers and support staff followed emergency procedures according to expectations. Mr. Gaskill, the fire department and the police department worked closely with Ms. Nwanguma which resulted in a well coordinated effort. The reason I wanted to send that out to you was that it was 9/11 and we didn't want any type of hysteria or any type of false information out there although something may have occurred. So, as a preventative measure, Ms. Nwanguma and I agreed that we would do a global connect to the parents to let them



know what had occurred. I had a conversation with the Board president to let you know and keep you informed as to what occurred at the Middle School yesterday. As a matter of fact I just want to say again that the evacuation went very smoothly. The staff was very instrumental in maintaining the control of the young people, they were very receptive, and it went very well particularly only being in school 4-5 days. It went very well under the circumstances and I want to thank those support staff, the police and fire department. We were able to resolve the situation in a very short period of time.

## **XVI. OLD BUSINESS**

Mr. Gidwani – Still has a question about Executive Meeting Minutes on the website. I don't know if it is a practice we are going to continue or we want to have the information available on the website. There are things that are long past and there is no need to be confidential about it. We do not have any Executive Minutes on the website.

Mr. Long – I can certainly address that Mr. Gidwani. The Board Secretary had a dialogue with me about the appropriate mechanism for putting our executive session minutes on the website. The problem that we have with doing that carte blanche, as you know, is that some of the minutes can be a lengthy, self contained document identifying several different topics. It becomes very difficult to redact or eliminate those sections of the minutes that still have a need for confidentiality. We have discussed the situation with the ultimate goal towards putting the executive session minutes on the website once the need for confidentiality for all matters set forth in the minutes are no longer relevant and the cases have been concluded. As you know, the minutes are available to anyone seeking them through an appropriate OPRA request. And again, the question is I think going forward we could start to look to do that. There was some question that we would have to at least have myself look at them. Whether we go back in time and put, for instance, minutes up from two years ago. Some litigation can go on for 2-3 years, as you know, and some even much longer than that. Our thought process is, subject to input from the Board, is to from this particular school year moving forward, to review our executive session minutes and once the Board Secretary believes that none of those matters are still the subject of any litigation, or there is no longer need for confidentiality, then she would pass those to me to confirm with my review. I would then authorize staff to put them on the website. At least that was our initial thinking. If the Board wants to go back in time for a period, you are certainly free to make that suggestion. We will go back and look at the minutes, go back in time which is what we were thinking. We have had that discussion through the past month. We are addressing it. We are prepared to address it. I think there is concurrence with both the Board, staff and myself that under the right circumstances that they can be on the website. Transparency, full disclosures are wonderful things for this Board to be involved in. We ought to be involved in those kinds of things. We are here to serve the public. So we did discuss, and we are prepared to move forward with it. If there is any particular guidance in terms of a start date of when you would like to see, for example, do you want us to go back three years. Our thinking was, henceforth as the minutes are approved, we can review from that perspective and add them on for this particular school year and then carry on the future.

Mr. Gidwani – Mr. Long I think we should go back one year. I do not know about previous years what has been done. Definitely we should at least take care of what we have been doing during my being here on the school Board and my colleagues being here. We should at

least take care of that. Previous to that, I do not know what the previous members' ideas were, I do not know what they were trying to hide, or whether they just did not care. I feel we have to do at least what we have been doing during the time we have been here. I would like to see those minutes on the website.

Mr. Long – Mr. Gidwani that is not an unreasonable request and if the rest of the Board concurs with you then we can certainly go back one year's time and review those minutes to determine if it would be appropriate to release them on the website.

**Executive Session Minutes**

**A motion was made by Mr. Gidwani, seconded by Ms. Sturdivant, upon consultation with the Board Secretary and the Board Attorney go back one full year to September 2011 to review those Executive Session Minutes and make sure that there isn't anything still in need of confidentiality that we go forth at this point. If not, they will be posted on the website.**

<i>Roll Call:</i>			
Ms. Davis	Yes	Ms. Masciocchi	Yes
Ms. Dredden	Yes	Ms. Pitts	Absent
Mr. Gidwani	Yes	Ms. Watkins	Yes
Mr. Korostowski	Yes	Ms. Sturdivant	Yes
		Ms. Peterson	Yes
Motion Carried			

**ADDENDUM**

**I. BOARD SECRETARY'S REPORT**

**A motion was made by Ms. Davis, seconded by Ms. Masciocchi to approve Item # 1 as recommended by the Board Administrator/Board Secretary.**

1. Use of Facilities – Winslow Township Fire Department

Approve the Winslow Township Fire Department for the following:

School: School No. 5  
Date: Tuesday, September 25, 2012  
Time: 7:00 – 10:00 p.m.  
Purpose: Fire Department Elevator Rescue Training

**Note:** Fees are waived.

*Roll Call:*

Ms. Davis	Yes	Ms. Masciocchi	Yes
Ms. Dredden	Yes	Ms. Pitts	Absent
Mr. Gidwani	Yes	Ms. Watkins	Yes
Mr. Korostowski	Yes	Ms. Sturdivant	Yes
		Ms. Peterson	Yes
Motion Carried			

**XVII. NEW BUSINESS – None at this time.**

**XVIII. EXECUTIVE SESSION     A motion was made by Ms. Davis, seconded by Ms. Watkins to approve adoption of the Executive Resolution and adjournment to Executive Session at 7:36 p.m.**

**BE IT RESOLVED**, the Board of Education will entertain a motion to adjourn into Executive/Closed Session for a period of twenty five minutes for the purpose of:

- Personnel Matters – On the Pink Addendum
- Three 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.

*Roll Call:*

Ms. Davis	Yes	Ms. Masciocchi	Yes
Ms. Dredden	Yes	Ms. Pitts	Absent
Mr. Gidwani	Yes	Ms. Watkins	Yes
Mr. Korostowski	Yes	Ms. Sturdivant	Yes
		Ms. Peterson	Yes
Motion Carried			

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Board President

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Business Administrator/Board Secretary

**XIX. ADJOURNMENT OF EXECUTIVE SESSION**

**A motion was made by Ms. Davis, seconded by Ms. Watkins, to return to Public Session at 8:17 p.m.**

*Voice Vote: All in favor*

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

**A motion was made by Ms. Dredden, seconded by Ms. Watkins, to approve the Settlement Agreement between R.T. & A.T. o/b/o G.T. and the Winslow Township BOE. (Tabled item B-9 page 10)**

9. Settlement Agreement – R.T. & A.T. and the Winslow Township BOE

Approve the settlement agreement between R.T. and A.T. o/b/o G.T. and the Winslow Township Board of Education.

*Roll Call:*

Ms. Davis	Yes	Ms. Masciocchi	Yes
Ms. Dredden	Yes	Ms. Pitts	Absent
Mr. Gidwani	Yes	Ms. Watkins	Yes
Mr. Korostowski	Yes	Ms. Sturdivant	Yes
		Ms. Peterson	Yes

Motion Carried

**ADDENDUM**

**II. PERSONNEL REPORT**

**A motion was made by Ms. Davis, seconded by Ms. Dredden, to approve Personnel Report # II Items # 1 – 10.**

1. Leaves of Absence

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

	Name	Sch	Position	From	To	
<b>A</b>	Applegate, Patricia	No. 5	Reading Coach	11/6/2012 12/4/2012	12/3/2012 4/15/2013	P U
<b>B</b>	Murphy, Linda	HS	Special Ed Teacher	9/1/2012	1/9/2013	P
<b>C</b>	Yates, Margaret	No. 5	Special Ed Teacher	9/1/2012	10/12/2012	P
<b>D</b>	Gregori, Jaime	HS	Mental Health Provider-	2/11/2013	5/23/2013	P

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			Social Worker-NJSBG			
<b>E</b>	Coats, Lisa Anne	MS	Language Arts Teacher	9/14/2012	12/7/2012	P

2. New Hires

Approve the following New Hires for the 2012/2013 school year:

	Name	School	Position	Effective
<b>A</b>	Brown, Robin	No. 6	Leave of Absence Secretary	10/1/2012
<b>B</b>	McCormick, James	HS	Science Teacher – Biology	TBD

3. Salary Adjustments

Approve the following Salary Adjustments per the negotiated contract agreement between the Superintendent and the Winslow Township Board of Education:

	Salary	Effective Date	Increase
<b>A</b>	\$170,775.00	7/1/2009	3.5%
<b>B</b>	\$176,752.13	7/1/2010	3.5%
<b>C</b>	\$182,938.45	7/1/2011	3.5%
<b>D</b>	\$189,341.30	7/1/2012	3.5%

4. College Placements

Approve the following College Placements for the 2012/2013 school year:

	College University	Student	Experience	Cooperating Teacher	School	Dates	Subject
<b>A</b>	Rowan University	Drawdy, Lori	15 Hour Field Experience	Nelson, Claudine	No. 5	9/17/2012-10/5/2012	Elementary
<b>B</b>	Camden County	DuBose, Sharifah	Classroom Observation-1	Phillips, Timothy	HS	9/24/2012-9/28/2012	History

5. 2012 Special Education Extended School Year Program Changes

Approve the following 2012 Special Education Extended School Year Program Changes:

		FROM		TO	
	Name	Position	Hours	Hours	Prorated Rate
<b>A</b>	Cathie, Linda	Learning Consultant	8:30 AM – 12:30 PM	Not to exceed 7 hours	Daily
<b>B</b>	Schollenberger Dawn	Learning Consultant	8:30 AM – 12:30 PM	Not to exceed 7 hours	Daily
<b>C</b>	Zucca-Brown, Sandra	School Psychologist	8:30 AM – 12:30 PM	Not to exceed 7 hours	Daily
<b>D</b>	Dunphy, Kevin	School Psychologist	8:30 AM – 12:30 PM	Not to exceed	Daily

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				7 hours	
<b>E</b>	Fleigel, Jamie	School Psychologist	8:30 AM – 12:30 PM	Not to exceed 7 hours	Daily
<b>F</b>	Panarello, Santina	School Psychologist	8:30 AM – 12:30 PM	Not to exceed 7 hours	Daily
<b>G</b>	Harris-Riley, Coswaylo	School Psychologist	8:30 AM – 12:30 PM	Not to exceed 7 hours	Daily
<b>H</b>	DiMartino- Cowdin, Lynn	School Social Worker	8:30 AM – 12:30 PM	Not to exceed 7 hours	Daily
<b>I</b>	Hawkins, Diane	School Social Worker	8:30 AM – 12:30 PM	Not to exceed 7 hours	Daily
<b>J</b>	Rabinowitz, Marni	School Social Worker	8:30 AM – 12:30 PM	Not to exceed 7 hours	Daily
<b>K</b>	Robinson, Maria	School Social Worker	8:30 AM – 12:30 PM	Not to exceed 7 hours	Daily
<b>L</b>	Sass, Shannon	Occupational Therapist	9:00 AM – 12:00 PM	Not to exceed 7 hours	Daily
<b>M</b>	Eskate, Deborah	Physical Therapist	9:00 AM – 12:00 PM	Not to exceed 7 hours	Daily

6. Co-Curricular Club Advisors

- a. Approve the following Co-Curricular Club Advisor at the High School for the 2012/2013 school year:

	Name	Volunteer Club Advisor	Stipend	Step
<b>A</b>	Milorey, Mariarosa	Choreographer for Spring Musical	\$1,229	3

- b. Approve the following Co-Curricular Club Advisor at the Middle School for the 2012/2013 school year:

	Name	Volunteer Club Advisor	Stipend	Step
<b>A</b>	Lee, Lauren	7 <sup>th</sup> Grade Class Co-Advisor	\$1,454 (split)	1

7. Sixth Period Class Revision

- Approve the following Revision of a Sixth Period Class Teacher at the High School for the 2012/2013 school year:

		FROM		TO	
	Name	Sixth Period Class	Stipend	Sixth Period Class	2/5 <sup>th</sup> Stipend
<b>A</b>	Laird, Katherine	Science- Biology	\$7,320	Science- Biology	\$2,928

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8. Acting Principal

Approve the Ratification of the following Acting Principal at School No. 3:

	Name	Position	Prorated Stipend	Effective Date
<b>A</b>	Loney, Karen	Acting Principal	\$10,000	9/1/2012-9/30/2012

9. Winslow Child Development Program

a. Approve the following New Hires for the Winslow Child Development Academy Program for the 2012/2013 school year:

	Name	Time	Hours	Rate
<b>A</b>	Tull, Syteria	11:00 am – 4:30 pm	5.5 hours	\$10.00
<b>B</b>	Perri, Linda	11:00 am – 4:30 pm	5.5 hours	\$10.00

b. Approve the following Winslow Child Development Program High School Students/College CO-OP Childcare Internship Workers for the 2012/2013 school year. The WCD Program for After School Counselors will be approximately 3 to 5 hours per day at \$7.25 per hour:

	Name	Position	School
<b>A</b>	Thomas, Kylah	High School Student/CO-OP Counselor	No. 5

10. Job Descriptions

**Exhibit II: 10**

Approve the revision of the following Job Descriptions for the 2012/2013 school year:

	Job Description
<b>A</b>	Winslow Child Development – A.M. Attendant
<b>B</b>	Winslow Child Development – Site Supervisor

<i>Roll Call:</i>			
Ms. Davis	Yes	Ms. Masciocchi	Yes
Ms. Dredden	Yes	Ms. Pitts	Absent
Mr. Gidwani	Yes	Ms. Watkins	Yes
Mr. Korostowski	Yes	Ms. Sturdivant	Yes
		Ms. Peterson	Yes
Motion Carried			

**Mr. Long – Coming out of Executive Session I have asked for a Resolution authorizing our Insurance Counsel in the matter of A.T. v Winslow Township Board of Education to extend an Offer of Judgment as described in detail by the Board Solicitor in Executive Session and is set forth in Patrick Carrigg Esquire’s letter of August 20, 2012 to Dr. Poteat.**

**A motion was made by Mr. Gidwani, seconded by Ms. Masciocchi, to approve the Resolution in the matter of A.T. v Winslow Township Board of Education as indicated by our Board Solicitor.**

*Roll Call:*

Ms. Davis	Yes	Ms. Masciocchi	Yes
Ms. Dredden	Yes	Ms. Pitts	Absent
Mr. Gidwani	Yes	Ms. Watkins	Yes
Mr. Korostowski	Yes	Ms. Sturdivant	Yes
		Ms. Peterson	Yes
Motion Carried			

**Mr. Long – As a follow up of items discussed in Executive Session, now being in open session, to take formal action. Therefore authorization to resolve the matter of P.B. & C.B. on behalf of P.B. v Winslow Township Board of Education Civil Action Case # 1:12cv-01235-NLH-AMD, authorization to resolve that matter under terms of conditions as outlined.**

**A motion was made by Ms. Davis, seconded by Ms. Sturdivant, to approve a Resolution to resolve the matter P.B. & C.B. P.B. v the Winslow Township Board of Education as specified by our Board Solicitor.**

*Roll Call:*

Ms. Davis	Yes	Ms. Masciocchi	Yes
Ms. Dredden	Yes	Ms. Pitts	Absent
Mr. Gidwani	Yes	Ms. Watkins	Yes
Mr. Korostowski	Yes	Ms. Sturdivant	Yes
		Ms. Peterson	Yes
Motion Carried			



**XX. ADJOURNMENT: A motion was made by Ms. Davis, seconded by Ms. Dredden to adjourn the meeting at 8:23 p.m.**

Respectfully submitted

Tyra McCoy-Boyle, CPA  
Business Administrator/Board Secretary