

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

Wednesday, April 9, 2014
7:00 p.m.

MINUTES

I. **PUBLIC NOTICE** of this meeting was given to all Board Members and Associates in a notice dated **01/23/2014**. 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:	Larry Blake	Carlos Vascos
	Ewuniki Brown	Gail P. Watkins
	Lorraine Dredden	Hassan Wilcox
	Gulab Gidwani	Cheryl Pitts, President

Absent: Julie A. Peterson, Vice President

Also Present: 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**

Ms. Brown -

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

Mr. Vascos -

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. Wilcox -

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.

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Mr. Blake -

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.

Ms. Dredden-

VI. 2013-2014 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. School Board Member Recognition of Service Award – Ms. Patricia Davis
2. 2014-2015 "Budget Considerations" – Dr. Poteat

The full 2014-2015 Budget Presentation will take place on Wednesday, April 30, 2014 at 7:00 p.m. here in the Middle School Cafeteria. Action will be taken.

Dr. Poteat – Good evening everyone. Madam President and members of the Board ladies and gentlemen I want to make a few comments in reference to the emergency procedures and evacuation of Schools 2 and 5 that occurred last week. We practice a minimum of two emergency procedures per month and it is important to understand that these procedures are never be taken lightly because we want to make sure that our students and faculty are safe at all times. I want to say on behalf of the students and staff on Friday when the incident occurred on Friday, for those of you who may not know, we did receive an anonymous phone call at School 2. I am not going to give you as much detail as you may want because that person could very well be sitting amongst us tonight. In most cases it is usually someone who is close to the school in the community. If this is someone having fun or a way of a joke we have to take these things very seriously. On behalf of the teachers and staff when they went into lock down mode and procedures began, everyone in Schools 2 and 5 knew exactly what to do. They went into their procedure mode without incident. There was not a chaotic moment during that entire ordeal. The teachers were well prepared. The students were well prepared. They did what was asked of them. I want you to know that because of the staff and those young people knowing what to do, we were able to conduct our drill without any qualms whatsoever. The Winslow Township Police Department continued to do the things that were necessary and in many of our drills the police department and fire department are a part of our procedures. So everything fell into place. The support that we were given, the things that were done were excellent. I am proud to know that we are prepared. I am not saying that we were flawless in everything that was done. I have talked to many parents since Friday. Many of them had some concerns, and some of their concerns were more than

legitimate. As a matter of fact, as a result of those conversations that I had with the parents we are going to make some modifications in the way we handle things. However, I want you to know that this is not an incident isolated to the school district. This is about this entire community. I want you to know that the transportation department, under Mr. Gaskill's direction was right on board. Food service department, even though at the high school, those individuals were ready to leave, they were ready on hand to set tables if necessary to accommodate those young people who were there. So everyone knew what they had to do. As I stand before you this evening I want you to know that even though I speak to you as Superintendent, I also speak to you as a parent. So I am saying I understand the anxiety. I understand how you feel. But you also must understand that as a school district we must maintain order as much as possible under these circumstances. The things that are necessary, timely information to the parents, timely information to the community, is important and we are going to implement those changes. An unforeseen situation as it became later in the day and we were bringing the young people back of course it dawned upon me that we were running late because from 1:40 p.m. until 5:00 p.m. every bus in this District is moving. There are multiple runs that our buses have to make at every school so therefore; once Schools 2 and 5 were running late it affected all the other schools. This was our first major evacuation too and we learned a lot from it. The number one thing we need to keep in mind, regardless of the situation, all of our children and staff were able to return home safely. I want you to know that I am proud of our young people, our staff, administrators, and our support staff. Everyone who took part in this process did an excellent job.

Dr. Poteat presented a Power Point presentation regarding budget considerations.

VIII. CORRESPONDENCE – None at this time.

IX. MINUTES

A motion was made by Mr. Gidwani, seconded by Ms. Watkins to approve the Open/Closed Sessions of the following meeting:

Regular Meeting Wednesday, March 26, 2014 Open/Closed Sessions

<i>Roll Call:</i>			
Mr. Blake	Yes	Ms. Watkins	Yes
Ms. Brown	Yes	Mr. Wilcox	Yes
Ms. Dredden	Yes	Ms. Peterson	Absent
Mr. Gidwani	Yes	Ms. Pitts	Yes
Mr. Vascos	Yes		
Motion Carried			

X. BOARD COMMITTEE REPORTS

Education Committee

Ms. Pitts – Ms. Peterson is not here this evening due to sickness. She did call me.

Operations Committee

Ms. Dredde – None at this time. Our next meeting will be on April 22.

Policy/Human Resources Committee

Ms. Pitts – Will meet the first Thursday in May. We were scheduled for this month but that had to be changed.

Marketing Committee

Ms. Brown – The Marketing Committee met yesterday. In attendance was Mr. Wilcox, Ms. Wilcox, Carlos Vascos and Ms. Brown. Our guests were Theresa Colligon and Stephanie Simmons from the Proud Parents of Winslow. Minutes are attached.

Economic Development Council

Mr. Wilcox – Thank you Madam President. The Economic Development Council for Winslow Township actually was able to hold our meeting this month. Our Superintendent did a fine job during his presentation covering a lot of the new growth and a lot of the new development within the Township. I will say that some of the residential projects that were discussed during this meeting was the Taylor Woods project that is being built on Coopers Folly Road and Rte 73, that is near the high school. There are approximately 264 luxury apartments being built. We talked about a lot of the development that is going to occur in the school 4 area, specifically the 105 townhomes that are under construction that are being built. They also discussed the large project that is going on near CCU, the Christ Care Baptist Church. There are approximately 95 townhome rental units that are being built there in various phases and people have started to move in. There are a variety of businesses coming to the Township. Most prominently right now is the project on Cross Keys Road where we have the California Tortilla arriving soon. There is a nail and hair salon, a Panera Bread and also the Wendy's that is being developed. In addition to that, near Creanies ice cream the Car Max is being built on nineteen acres of land. There is also going to be a project there called the Turnersville Landing which is going to be comprised of three buildings that will apparently have multiple uses. That is a quick summary of some of the talking points that were discussed at the meeting.

Ms. Pitts – It has been brought to my attention that some of our residents feel that when we do have our Public Comments portion that perhaps Board members as we sit up here we may not be as attentive as you may think we should be. But believe me we really are and we do hear you. Just as you, we are rushing here from work and sometimes some of us may not have eaten and so if you don't eat your blood sugar drops and you may appear to be not attentive. I understand that it is not easy to get up here in front of people and make comments so I want you to know that we do hear you and pay attention.

XI. PUBLIC COMMENTS (Time Limited)

A motion was made by Mr. Gidwani, seconded by Ms. Dredde to open the meeting for Public Comments at 7:59 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

Nancy Joseph - Parent

Good evening. I submitted a package to Ms. Pitts on April 2 and my package address was, Modification of the Policy 5112 which relates to the entrance age for Kindergarten and specifically how it relates to my daughter and the fact that I believe she is qualified to start Kindergarten in the school year 2014-2015. She will be turning five on October 14 which is about 13 days after the District October 1 cut off. However, based on the documents that I submitted I believe it is appropriate for Board review and consideration.

Dr. Potat – We receive probably two or three requests from parents to allow their children to enter school beyond our deadline. The school district has established October 1 to be the cutoff of Kindergarten as well as first grade depending on how old the children are. Over the years since I have been here, every time I received that request I have denied them. The reason I have denied them is that the Board has established a policy and I think we should maintain it because once you change that date you cannot turn anybody else away. Anyone who is born on October 2 up to the 14th and if you let them in on the 14th a parent is going to say there is only one day to the 15th and so on. Where do you stop, where do you draw the line? The school district is within its legal rights to establish a deadline that all parents should adhere to. Coincidentally, in doing research for this particular situation, in the March issue of the Scholastic School Digest from Esmay Strauss Associates, which is a firm that does school Board policies and procedures, the same situation occurred and went as far as the Commissioner of Education after leaving administrative law judges who also ruled in favor of the school District, as well as the Commissioner, because the school District has a right to establish dates for entry into schools. That the community and everyone has to abide by those dates. Once again, I will just caution the Board that once you start changing your dates then there is no stopping. We are dealing with as many young people as we can based on our population that meet our deadlines. We have tried to accommodate as many young people

as many as possible, based on everything that we can conceivably think of. It has been my experience, and it is my position, that since we have established October 1 that we stick to that particular policy and unfortunately, and again, it has nothing to do with personal positions or anything of that sort. It is just at some point you have to draw the line. It is my recommendation that we deny the request.

Ms. Joseph – I am asking that the Board establish objective criteria that can be followed whereby if that child can be tested to determine if there is appropriateness for that child to get in. Just to be clear there is no legal requirement in New Jersey that the cutoff be October 1. There are districts, as a matter of fact the Marlboro district in New Jersey their cutoff is December 31. I am just asking that the Board consider setting forth some objective criteria by which a child would otherwise be eligible for the fact I happened to deliver my child on October 14 I would be eligible to attend Kindergarten.

Ms. Pitts – What I am going to ask the Board to do is this. Since this is certainly a policy issue, I am going to remand it to the Policy Committee and I am going to ask that the Policy Committee that consists of Ms. Dredden, Mr. Vascos and other Board members to discuss this and bring back their recommendation to the Board. Ms. Joseph we will let you know exactly what the Board recommends and how the Board will go forward with this.

Ms. Joseph – Thank you. I appreciate your consideration.

XII. ADJOURNMENT OF PUBLIC COMMENTS

A motion was made by Mr. Wilcox, seconded by Ms. Brown to adjourn the meeting for Public comments at 8:10 p.m.

Voice Vote: All in favor

XIII. SUPERINTENDENT'S REPORT

A motion was made by Mr. Wilcox, seconded by Ms. Watkins to approve A. & B. as recommended by the Superintendent.

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

1. First Reading of Board Policies & Regulations

Exhibit XIII A: 1

Approve the first reading of the following policies and regulations of the Winslow Township Board of Education:

Policy #	Policy Title
P2361	Acceptable Use of Computer Networks/Computers and Resources
P2363	Pupil Use of Privately Owned Technology
P2415.01	Academic Standards, Academic Assessments, and Accountability
P2423	Bilingual and ESL Education
P2431	Athletic Competition

P2431.4	Prevention and Treatment of Sports Related Concussions & Head Injuries
R2461	Special Education – Receiving Schools
R2461.01	Special Education – Receiving Schools/IEP Implementation
R2461.02	Special Education – Receiving Schools/Suspension & Expulsion
R2461.03	Special Education – Receiving Schools Pupil Records
R2461.04	Special Education – Receiving Schools Special Education & Related Services
R2461.05	Special Education – Receiving Schools IEP Compliance
R2461.06	Special Education – Receiving Schools Highly Qualified and Appropriately Certified Staff
R2461.07	Special Education – Receiving Schools Termination of Placement
R2461.08	Special Education – Receiving Schools In-Service Training
R2461.09	Special Education – Receiving Schools State-wide and District-wide Assessment Programs
R2461.10	Special Education – Receiving Schools Full Educational Opportunity
R2461.11	Special Education – Receiving Schools Staff Consultation
R2461.12	Special Education – Receiving Schools Length of School Day and Academic Year

2. Second Reading of Board Policies & Regulations **None at this time.**

3. Security/Fire Drill Report **None at this time.**

4. Field Trips **Exhibit XIII A: 4**

Approve Field Trips for the 2013-2014 school year as listed in the attached exhibit.

5. Professional Development/Workshops & Conferences **Exhibit XIII A: 5**

Approve Professional Development opportunities as presented in the attached exhibit.

6. Tuition Students (2013-2014) **Exhibit XIII A: 6**

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

7. Terminate Out-of-District Placements **None at this time.**

8. Homeless Student(s) **Exhibit XIII A: 8**

Approve the listing of Homeless students as per the attached exhibit.

9. Fundraiser(s) **Exhibit XIII A: 9**

Approve the following fundraisers/school activities for the 2013-2014 school year as listed below and as per the attached exhibit:

School No. 2

- Rita's Water Ice Night (04/10/14) – H.S.A.

School No. 3

- Ice Cream Social & Auction (06/06/14) – P.T.

School No. 5

- Gift Grams (ongoing) – H.S.A.
- Rita's Water Ice Night (04/17/14) – H.S.A.

Middle School

- Joe's Pizza Night (04/22/14) – H.S.A.

High School

- Snack Sales (April – June) – C/O 2015
- Hadley Farms (April 2014) – Concert Choir
- YoGo Factory Nights (04/24/14 & 05/22/14) – Key Club
- Arbor Day Hug a Tree Photo Fundraiser (04/25/14) – Environmental Club
- Nature's Vision (April 2014) – Environmental Club

10. WTHS Course of Studies

Approve the addition of the following course to the WTHS Course of Studies:

- CP Environmental Science #327000

11. Schools No. 1 – No. 4 – “Mother Goose” Assembly (PK Students)

Approve the PK Assembly Program “Mother Goose”, an educational program that keeps nursery rhymes as a part of our literacy heritage while encouraging listening skills, for Schools No. 1 through No. 4 on the following dates:

- School No. 2 April 28, 2014
- School No. 3 May 6, 2014
- School No. 4 May 22, 2014
- School No. 1 June 9, 2014

Note: The cost of \$400.00 (per school) is to be funded through the Preschool Education Grant.

12. School No. 3 – Autism Awareness Program

Approve School No. 3 to invite Alyssa Hanson, CHOP (Autism Integrated Care), to the school to present a video presentation on Autism Awareness, at no charge, on April 23, 2014.

13. School No. 3 – Field Day 2014

Approve School No. 3 Field Day for students and parents for June 4, 2014.

14. WTMS 2014 NJHS Induction Ceremony

Approve the 2014 NJHS Induction Ceremony for May 8, 2014 at 6:00 p.m.

15. WTMS 2014 8th Grade Promotion Ceremony

Approve the 2014 8th Grade Promotion Ceremony for Tuesday, June 17, 2014 at 6:00 p.m. at the High School Gymnasium.

16. WTMS Mother/Son Game Night

Approve the WTMS Mother/Son Game Night, an activity geared to promote positive interactions amongst families and community members, for Friday, May 23, 2014. This program is being sponsored by both the H.S.A. and the S.A.D.D. programs.

17. WTHS Program of Studies Night

Approve WTHS Program of Studies Night for April 22, 2014 at 6:00 p.m.

18. WTHS – “Don’t Text & Drive” Program

Approve a representative from Allstate New Jersey to visit WTHS on May 1, 2014 during lunch periods to give students the opportunity to make a pledge not to text and drive.

19. WTHS – “Don’t Drink & Drive” Program

Approve representatives from the Winslow Township Police and Fire Departments to visit WTHS on May 1, 2014 to present an assembly program on the dangers of drinking and driving.

B. Principal’s Updates

1. Harassment, Intimidation & Bullying Summary (March)

Exhibit XIII B: 1

<i>Roll Call:</i>			
Mr. Blake	Yes	Ms. Watkins	Yes
Ms. Brown	Yes	Mr. Wilcox	Yes
Ms. Dredden	Yes	Ms. Peterson	Absent
Mr. Gidwani	Yes	Ms. Pitts	Yes
Mr. Vascos	Abstain		
Motion Carried			

XIV. BUSINESS ADMINISTRATOR/BOARD SECRETARY'S REPORT

A motion was made by Mr. Gidwani, seconded by Mr. Blake to approve A. & B. as recommended by the Business Administrator/Board Secretary.

Ms. Boyle – I have two corrections. Item B.3 should read Secretary's Report is in agreement for the month of February 2014 not January 2014. Item 9 we are approving one (1) Long-Term Professional Services Desktop Technician 5 days week April 2014 through June 30, 2014 at \$4,875.00 each month for a total cost of \$14,625.00.

A. REPORTS

None at this time.

B. THE BUSINESS ADMINISTRATOR/BOARD SECRETARY RECOMMENDS APPROVAL OF THE FOLLOWING ACTION ITEMS:

1. Line Item Transfers

Exhibit XIV B: 1

Approve the Line Item Transfers, for the month of February 2014, in accordance with N.J.S.A. 18A:22-8, as per the attached exhibit.

2. Board Secretary's Report

Exhibit XIV B: 2

Approve the Board Secretary's Report in accordance with 18A:17-36 and 18A:17-9 for the month of February 2014. The Board Secretary certifies that no line item account has been over expended in violation of N.J.A.C. 6A:23A-16.10 (c) 3 and that sufficient funds are available to meet the district's financial obligations for the remainder of the fiscal year.

3. Reconciliation Report

Exhibit XIV B: 3

Approve the Reconciliation Report in accordance with 18A:17-36 and 18A:17-9 for the month of February 2014. The Reconciliation Report and Board Secretary's Report are in agreement for the month of February 2014.

4. Board Secretary's Certification

The Board Secretary in accordance with N.J.A.C 6A:23A-16.10 (c) 2 certifies that there are no changes in anticipated revenue amounts or revenue sources.

5. Boards' Certification

Pursuant to N.J.A.C. 6A:23A-16.10 (c) 4, the Winslow Township Board of Education certifies after review of the Secretary's Monthly Financial Report (appropriations section) and upon consultation with the appropriate district officials, that to the best of the Boards' knowledge, no major account or fund has been over-expended in violation of N.J.A.C. 6A:23A-16.10 (b) and that sufficient funds are available to meet the district's financial obligations for the remainder of the fiscal year.

6. Bill List

- a. Approve the Vendor Bill List in the amount of \$1,555,949.35 as per the attached exhibit.
- b. Ratify the Manual Bill List in the amount of \$10,240.59 as per the attached exhibit.

7. Payroll

Approve Payroll, for the month of March 2014, as follows:

o March 15, 2014	\$2,234,828.26
o March 28, 2014	\$2,157,488.64

8. Change Order

Approve Change Order # 001 for Chamming Electric, Inc. as follows:

1. Reuse existing conductors	
Total credit	(\$4,769.69)
2. Provide electric service to the ticket booth	
Total cost	<u>\$4,769.69</u>
Net change	-0-

9. South Jersey Technology Partnership (SJTP)

Approve one (1) Long-Term Professional Services Desktop Technician – 5 days/week from April 2014 through June 30, 2014 at \$4,875.00/month for a total cost of \$14,625.00.

To be charged to 11-000-252-340

and further acknowledge the following statement :

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

Tyra McCoy-Boyle
Business Administrator/Board Secretary

10. Request For Proposal (RFP) – Food Services

Approve to post a Request for Proposal for food services.

11. Outstanding Checks to be Voided

Approve the following list of outstanding checks to be voided:

General Account

Date	Check Number	Payee	Amount
6/30/2012	102879	East Mountain Youth Services	\$4,744.00
Vendor deducted amount from a refund check due on prior year tuition			

12. Outstanding Checks to be Voided and Reissued

Approve the following list of outstanding checks to be voided and reissued:

Payroll Account

Date	Check Number	ID#	Amount
3/15/2011	335806	4099	\$1,781.65
3/30/2011	336664	4099	\$1,781.65
4/15/2011	337557	4099	\$1,781.65
4/29/2011	338386	4099	\$1,781.65
5/13/2011	339220	4099	\$1,781.65
5/27/2011	340133	4099	\$1,781.65
6/15/2011	340972	4099	\$1,781.65
6/20/2011	341647	4099	\$1,789.77
12/15/2011	348112	4099	\$1,772.59
12/23/2011	348848	4099	\$1,772.59
6/15/2012	357879	4099	\$1,772.30
9/14/2012	360426	4099	\$ 767.44
6/15/2012	357478	4592	\$2,811.01

General Account

Date	Check Number	Payee	Amount
5/8/2013	105432	Strauss Esmay Assoc, LLP	\$150.00

13. Competitive Contracting

Approve the use of the competitive contracting process, pursuant to N.J.S.A. 40A:11-4.1k, (the operation, management or administration of other services with the approval of the Director of the Division of Local Government Services) to secure proposals for custodial, maintenance and grounds services.

14. Approve Purchase – Ed Data Vendor

Approve the purchase of nursing supplies for School No. 4 in the amount of \$10,128.68 to Tanner North, an Ed Data vendor.
Items to be charged to 11-000-213-600

and further acknowledge the following statement :

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

Tyra McCoy-Boyle

15. Approve Purchase – Ed Data Vendor

Approve the purchase of 240 Chromebooks, Series 3 in the amount of \$55,080.00 to Troxell Communications, Inc. an Ed Data vendor.
Items to be charged to 11-190-100-610

and further acknowledge the following statement:

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

Tyra McCoy-Boyle

16. Contract Vendors – 2013-2014

**RESOLUTION AUTHORIZING CONTRACTS WITH CERTAIN APPROVED STATE
CONTRACT VENDORS FOR BOARDS OF EDUCATION
PURSUANT TO N.J.S.A. 18:18A-10a**

WHEREAS, the Winslow Township Board of Education, pursuant to N.J.S.A. 18A-18A-10a and N.J.A.C. 5:34-7.29 (c) may by resolution and without advertising for bids, purchase any goods or services under the State of New Jersey Cooperative Purchasing Program for any State contracts entered into on behalf of the State by the Division of Purchase and Property in the Department of the Treasury; and

WHEREAS, the Winslow Township Board of Education has the need on a timely basis to purchase goods or services utilizing State contracts; and

WHEREAS, the Winslow Township Board of Education, intends to enter into contracts with the attached Referenced State Contract Vendors through this resolution and properly executed contracts, which shall be subject to all the conditions applicable to the current State contracts; now, therefore, be it

RESOLVED, the Winslow Township Board of Education authorizes the Purchasing Agent to purchase certain goods or services from those approved New Jersey State Contract Vendors on the attached list for the 2013-2014 school year pursuant to all conditions of the individual State contracts; and be it further

RESOLVED, that the Winslow Township Board of Education Business Administrator/ Board Secretary shall certify to the availability of sufficient funds prior to the expenditure of funds for such goods or services; and be it further

RESOLVED, that the duration of the contracts between the Winslow Township Board of education and the Referenced State Contract Vendors shall be July 1, 2013 to June 30, 2014.

 Date Approved

 Business Administrator/Board Secretary

Referenced State Contract Vendors

<u>Commodity Service</u>	<u>Vendor</u>	<u>State Contract #</u>
Library/Classroom Furniture	Bretford Mfg., Inc.	A83736
Library/Classroom Furniture	Virco, Inc.	A83753
Library/Classroom Furniture	Brodart Co.	A83737

<i>Roll Call:</i>			
Mr. Blake	Yes	Ms. Watkins	Yes
Ms. Brown	Yes	Mr. Wilcox	Yes
Ms. Dredden	Yes	Ms. Peterson	Absent
Mr. Gidwani	Yes	Ms. Pitts	Yes
Mr. Vascos	Yes		
Motion Carried			

XV. PERSONNEL

A motion was made by Ms. Dredden, seconded by Ms. Brown to approve Item 1 – 4 with regard to Personnel.

1. Leaves of Absence

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

	Name	Type of Leave	From	To	Paid/Unpaid
A	L. B. (extension)	Medical	4/1/2014	4/30/2014	P
B	J. D.	Medical	4/18/2014	5/2/2014	P
C	M. D.	Medical	3/27/2014	4/11/2014	U
D	B. F.	Medical	3/17/2014	To be determined	P
E	J. L. (extension)	Medical	3/21/2014	To be determined	P
F	L. M.	FMLA	4/1/2014	6/30/2014	U
G	S. R. (extension)	FMLA	4/5/2014	4/15/2014	U
H	L. R.	Medical FMLA	3/25/2014 5/21/2014	5/20/2014 6/30/2014	P U
I	M. S.	FMLA	4/1/2014	6/30/2014	U

2. Retirements

Approve the following Retirements for the 2013/2014 school year:

	Name	Position	Sch	Effective
A	Bernardo, Robert	Special Education Teacher	MS	7/1/2014
B	Clay, Marcy	Speech-Language Specialist	No. 4	7/1/2014
C	Marella, Elizabeth	Food Service Worker	No. 1	7/1/2014

3. Volunteers

Approve the following Volunteers for the 2013/2014 school year:

	Name	Volunteer Position	School	Effective
A	Angerstein, Eric	Weight Training – Spring	High School	4/9/2014
B	Robinson, Keith	Assistant Track & Field Coach	High School	4/9/2014

4. Professional Development

Approve the Rescission of the following approved Professional Development Day for the 2013/2014 school year:

	Name	Position	Workshop	Date
A	Breau, Irumu	School Counselor – No. 2	Anti-Bullying & School Safety Conference	5/28/2014

<i>Roll Call:</i>			
Mr. Blake	Yes	Ms. Watkins	Yes
Ms. Brown	Yes	Mr. Wilcox	Yes
Ms. Dredden	Yes	Ms. Peterson	Absent
Mr. Gidwani	Yes	Ms. Pitts	Yes
Mr. Vascos	Yes		
Motion Carried			

XVI. ADDENDUM - I

I. BUSINESS ADMINISTRATOR/BOARD SECRETARY'S REPORT

A motion was made by Ms. Watkins, seconded by Ms. Dredden to approve Item 1 – 4 as recommended by the Business Administrator/Board Secretary.

1. Bill List

Exhibit I: 1

Approve the Vendor Bill List in the amount of \$222,359.47 as per the attached exhibit.

2. Request For Proposal (RFP) – Custodial, Maintenance and Grounds Services

Approve to post a Request for Proposal for Custodial, Maintenance and Grounds Services.

3. ROD Grant Resolutions High School Window Replacement

Exhibit I: 3

1. Approve the Resolution of the Winslow Township Board of Education authorizing the execution and delivery of the Grant Agreement for New Jersey Department of Education Project # 5820-010-14-1001; State of New Jersey School Development Authority Project # 5820-010-14-G1NG for the Window Replacement at the Winslow Township High School per the attached Exhibit.
2. Approve the Resolution of the Winslow Township Board of Education authorizing the delegation of authority to the School Business Administrator for Supervision of the School Facilities Project for New Jersey Department of Education Project # 5820-010-14-1001; State of New Jersey School Development Authority Project # 5820-010-14-G1NG for the Window Replacement at the Winslow Township High School.
3. Approve the Resolution of the Winslow Township Board of Education stating and certifying that Annual Election date has been changed from April to November and that the budget is at or below the two percent Tax Levy Cap for New Jersey Department of Education Project # 5820-010-14-1001; State of New Jersey School Development Authority Project # 5820-010-14-G1NG for the Window Replacement at the Winslow Township High School.

4. Approve the Resolution of the Winslow Township Board of Education confirming authorization of 2013-2014 budget and inclusion of pages B1 and B 2 of the budget along with the Capital Outlay supporting pages for New Jersey Department of Education Project # 5820-010-14-1001; State of New Jersey School Development Authority Project # 5820-010-14-G1NG for the Window Replacement at the Winslow Township High School.
5. Approve the Resolution of the Winslow Township Board of Education certifying and providing evidence that funds are available for expenditure and authorizing the use and purpose of said funds for New Jersey Department of Education Project #5820-010-14-1001; State of New Jersey School Development Authority Project #5820-010-14-G1NG for the Window Replacement at the Winslow Township High School.

4. ROD Grant Resolutions School No. 2 Courtyard Rehabilitation **Exhibit 1: 4**

1. Approve the Resolution of the Winslow Township Board of Education authorizing the execution and delivery of the Grant Agreement for New Jersey Department of Education Project # 5820-040-14-1002; State of New Jersey School Development Authority Project # 5820-040-14-G1NJ for the Courtyard Rehabilitation and Drainage Improvement at Winslow Township Elementary School No. 2.
2. Approve the Resolution of the Winslow Township Board of Education authorizing the delegation of authority to the School Business Administrator for Supervision of the School Facilities Project for New Jersey Department of Education Project # 5820-040-14-1002; State of New Jersey School Development Authority Project # 5820-040-14-G1NJ for the Courtyard Rehabilitation and Drainage Improvement at Winslow Township Elementary School No. 2.
3. Approve the Resolution of the Winslow Township Board of Education stating and certifying that Annual Election date has been changed from April to November and that the budget is at or below the two percent Tax Levy Cap for New Jersey Department of Education Project # 5820-040-14-1002; State of New Jersey School Development Authority Project # 5820-040-14-G1NJ for the Courtyard Rehabilitation and Drainage Improvement at Winslow Township Elementary School No. 2.
4. Approve the Resolution of the Winslow Township Board of Education confirming authorization of 2013-2014 budget and inclusion of pages B1 and B 2 of the budget along with the Capital Outlay supporting pages for New Jersey Department of Education Project # 5820-040-14-1002; State of New Jersey School Development Authority Project # 5820-040-14-G1NJ for the Courtyard Rehabilitation and Drainage Improvement at Winslow Township Elementary School No. 2.

5. Approve the Resolution of the Winslow Township Board of Education certifying and providing evidence that funds are available for expenditure and authorizing the use and purpose of said funds for New Jersey Department of Education Project #5820-040-14-1002; State of New Jersey School Development Authority Project #5820-040-14-G1NJ for the Courtyard Rehabilitation and Drainage Improvement at Winslow Township Elementary School No. 2.

Roll Call:

Mr. Blake	Yes	Ms. Watkins	Yes
Ms. Brown	Yes	Mr. Wilcox	Yes
Ms. Dredden	Yes	Ms. Peterson	Absent
Mr. Gidwani	Yes	Ms. Pitts	Yes
Mr. Vascos	Yes		

Motion Carried

II. SUPERINTENDENT'S REPORT

A motion was made by Mr. Wilcox, seconded by Mr. Gidwani to approve Item 1 – 2 as recommended by the Superintendent.

1. NJ ASK Parent Training

Approve the following staff to conduct NJ ASK Parent Training at an hourly stipend of \$37.73:

- o Roberta Ripp
- o Crystal Hebbons

2. STEM Workshop

Approve Apple Education to conduct a STEM Workshop for Winslow Township staff and out of district staff at the Board of Education Office on April 29, 2014.

Roll Call:

Mr. Blake	Yes	Ms. Watkins	Yes
Ms. Brown	Yes	Mr. Wilcox	Yes
Ms. Dredden	Yes	Ms. Peterson	Absent
Mr. Gidwani	Yes	Ms. Pitts	Yes
Mr. Vascos	Yes		

Motion Carried

ADDENDUM - II

I. BUSINESS ADMINISTRATOR/BOARD SECRETARY'S REPORT

A motion was made by Ms. Dredden, seconded by Mr. Gidwani to approve Item 1 – 4 as recommended by the Business Administrator/Board Secretary.

1. Request for Proposals (RFP)

Approve the advertisement of the Request for Proposals for each of the following professional services:

- Architect
- Auditor
- Engineer
- Health Insurance Broker
- Insurance Broker
- Medical Officer(s):
 - Elementary
 - Middle
 - High
- Solicitor
 - General
 - Labor Counsel
 - Special Education
- Substitute Teachers
- Nursing Services
- Behaviorist
- Occupational and Physical Therapy Services
- Speech

2. Request for Bids

Approve the advertisement of a Bid for Aides.

3. Request for Bids

Approve the advertisement for Environmental Testing.

4. Transfinder Contract

Approve the Contract between the Winslow Township Board of Education and Transfinder, a Transportation Management System in the amount of \$22,745.00, which includes unlimited online training and technical support for 24 months. Renewal support and maintenance fees are \$4,500.00 a year.

<i>Roll Call:</i>			
Mr. Blake	Yes	Ms. Watkins	Yes
Ms. Brown	Yes	Mr. Wilcox	Yes
Ms. Dredden	Yes	Ms. Peterson	Absent
Mr. Gidwani	Yes	Ms. Pitts	Yes
Mr. Vascos	Yes		
Motion Carried			

XVII. OPEN PUBLIC RECORDS ACT (OPRA) REQUESTS

1. The Winslow Board of Education processed the following OPRA Requests between March 21, 2014 through April 4, 2014:

Number of Requests Received	Document Requested	Approved	Denied
1	Lease information for the Pitney Bowes Postage and Folder Inserter machines.	1	0

XVIII. OLD BUSINESS – None at this time.

XIX. NEW BUSINESS – None at this time.

XX. INFORMATIONAL ITEMS - None at this time.

XXI. EXECUTIVE SESSION A motion was made by Mr. Wilcox, seconded by Mr. Dredden to approve adoption of the Executive Resolution and adjournment to Executive Session at 8:20 p.m. for a period of forty five to sixty minutes.

WHEREAS, the Open Public Meetings Act (N.J.S.A. 10:4-6 et seq.) requires all meetings of the Winslow Township Board of Education to be held in public, except as set forth in N.J.S.A. 10:4-12(b) which provides for nine (9) types of matters that may lawfully be discussed in "Executive Session," i.e. without the public being permitted to attend; and

WHEREAS, the Winslow Township Board of Education has determined that certain issues set forth below are permitted by N.J.S.A. 10:4-12(b) to be discussed without the public in attendance shall be discussed during an Executive Session to be held on April 9, 2014 at 8:20 p.m.; and

WHEREAS, the nine (9) exceptions to public meetings set forth in N.J.S.A. 10:4-12(b) are listed below, and the items to be privately discussed that fall within such exceptions shall be identified and written, and after each exception is a space where additional information that will disclose as much information about the discussion as possible without undermining the purpose of the exception as follows:

"(1) Any matter which, by express provision of Federal law, State statute or rule of court shall be rendered confidential or excluded from public discussion." The legal citation to the provision(s) at issue is: _____ and the nature of the matter, described as specifically as possible without undermining the need for confidentiality is _____;

Winslow Township Board of Education
Wednesday, April 9, 2014 - MINUTES
Regular Board of Education Meeting
Page 21

"(2) Any matter in which the release of information would impair a right to receive funds from the federal government." The nature of the matter, described as specifically as possible without undermining the need for confidentiality is _____;

"(3) Any material the disclosure of which constitutes an unwarranted invasion of individual privacy such as any records, data, reports, recommendations, or other personal material of any educational, training, social service, medical, health, custodial, child protection, rehabilitation, legal defense, welfare, housing, relocation, insurance and similar program or institution operated by a public body pertaining to any specific individual admitted to or served by such institution or program, including but not limited to information relative to the individual's personal and family circumstances, and any material pertaining to admission, discharge, treatment, progress or condition of any individual, unless the individual concerned (or, in the case of a minor or incompetent, his guardian) shall request in writing that the same be disclosed publicly." The nature of the matter, described as specifically as possible without undermining the need for confidentiality is _____;

"(4) Any collective bargaining agreement, or the terms and conditions of which are proposed for inclusion in any collective bargaining agreement, including the negotiation of terms and conditions with employees or representatives of employees of the public body" The collective bargaining contract(s) discussed are between the public body relative to negotiations between the WTEA and there might be some good news to report;

"(5) Any matter involving the purchase lease or acquisition of real property with public funds, the setting of bank rates or investment of public funds where it could adversely affect the public interest if discussion of such matters were disclosed." The nature of the matter, described as specifically as possible without undermining the need for confidentiality is _____;

"(6) Any tactics and techniques utilized in protecting the safety and property of the public provided that their disclosure could impair such protection. Any investigations of violations or possible violations of the law." The nature of the matter, described as specifically as possible without undermining the need for confidentiality is _____;

"(7) Any pending or anticipated litigation or contract negotiation in which the public body is or may become a party. Any matters falling within the attorney-client privilege, to the extent that confidentiality is required in order for the attorney to exercise his ethical duties as a lawyer." The parties to and docket numbers of each item of litigation and/or the parties to each contract discussed are _____ and nature of the discussion, described as specifically as possible without undermining the need for confidentiality is contract issues of architect;

"(8) Any matter involving the employment, appointment, termination of employment, terms and conditions of employment, evaluation of the performance, promotion or disciplining of any specific prospective public officer or employee or current public officer or employee employed or appointed by the public body, unless all individual employees or appointees whose rights could be adversely affected request in writing that such matter or matters be discussed at a public meeting." The employee(s) and/or title(s) and nature of the discussion, described as specifically as possible without undermining the need for confidentiality are a teacher and a bus driver we have not heard from them relative to their matters being discussed in open, therefore, they have been advised via the rice notice process that the Board will be discussing matters if interest relating to those two employees. I did hear from a lawyer on behalf of those employees but it will be discussed in Executive Session;

"(9) Any deliberation of a public body occurring after a public hearing that may result in the imposition of a specific civil penalty upon the responding party or the suspension or loss of a license or permit belonging to the responding party as a result of an act of omission for which the responding party bears responsibility." The nature of the matter, described as specifically as possible without undermining the need for confidentiality is _____;

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WHEREAS, the length of the Executive Session is estimated to be 45 – 60 minutes after which the public meeting shall (circle one) reconvene and immediately adjourn or reconvene and proceed with business.

NOW, THEREFORE, BE IT RESOLVED that the Winslow Township Board of Education will go into Executive Session for only the above stated reasons.

BE IT FURTHER RESOLVED that the Board hereby declares that its discussion of the aforementioned subject(s) will be made public at a time when the need for confidentiality no longer exists, or the public's interest in disclosure is greater than any privacy or governmental interest being protected from disclosure.

BE IT FURTHER RESOLVED that the Board Secretary/Board Solicitor, shall read aloud enough of this resolution so that members of the public in attendance can understand, as precisely as possible, the nature of the matters that will privately discussed.

BE IT FURTHER RESOLVED that the Board Secretary, on the next business day following this meeting, shall furnish a copy of this resolution to any member of the public who requests one at the fees allowed by N.J.S.A. 47:1A-1 et seq.

Voice Vote: All in favor

PRESIDENT

Business Administrator/Board Secretary

XXII. ADJOURNMENT OF EXECUTIVE SESSION

A motion was made by Ms. Dredden, seconded by Ms. Watkins to adjourn Executive Session at 9:58 p.m.

Voice Vote: All in favor

Ms. Pitts – For the sake of clarification, our next regularly Board Meeting will be on April 30, 2014 at which time it will also serve to be our Budget Public Hearing.

Ms. Dredden – Board members to make \$50 donation to the Sunshine Fund.

XXIII. ADJOURNMENT: A motion was made by Ms. Brown, seconded by Mr. Gidwani to adjourn the meeting at 10:01 p.m. All Ayes.

Respectfully Submitted,

Tyra McCoy-Boyle
Business Administrator/Board Secretary

**Winslow Township
Board of Education
Board Committee Report**

Committee: Marketing

Date of Meeting: Tuesday, April 8, 2014

Board Members in Attendance: Niki Brown, Hasaan Wilcox, Gail Watkins; Carlos Vascos; Guest: Theresa Colligon, Stephanie Simmons

Business Discussed

1. **Discussed the 1st Community Connections Meeting;**
 - a. Scheduled for May 28th
 - b. Will partner with the policy committee to have them make a presentation along with Dr. Poteat addressing the public's questions on the uniform policy
 - c. Updated the announcement:

The Winslow Township School District Invite You To Attend Their 1st **Community Connections Meeting!** Community Connections Meeting is designed to provide a platform for parents and community members to connect and engage with board members on educational decisions and goals for the district.

SCHOOL UNIFORMS-SEPTEMBER 2014

In response to community feedback, the Winslow Township BOE has adopted a **school uniform policy** which will take effect September 2014.

Learn more at our upcoming Community Connections Meeting being held on **Wednesday May 28, 2014 @7pm**, at the Winslow Township Middle School.

At this meeting you will learn:

- More details about the district's uniform policy.
- Information on uniform colors for each grade level.
- How to obtain financial support.
- The financial contribution of the district.
- Where to obtain uniforms for your child.
- How you can receive support from your child's school.

Plus- an exciting fashion showcase to highlight the various styles of uniforms you child can sport for the school year.

2. **Vehicles for Marketing Update:** We will be utilizing the following venues to launch our first Community Connections Meetings:

- BOE support (phone blasts, website, text messages; flyers)
- Township support (newsletter, ward leaders, website, channel 9, citizens advisory committee)
- Social media --(Facebook; press release)
- Parental Support (PPOW)- will partner with Proud Parents of Winslow to help with the marketing campaign.

I. Implementation

- a. District wide marketing beginning of May
- b. Refreshments
- c. Policy committee presentation on uniforms
- d. Fashion Show-Coordinator: Gail
 - i. Will choose children from each grade section (4 lower elementary; 4 upper elementary; 2 middle school; 2 high school)
 - ii. Will coordinate with volunteers and parents to coordinate rehearsal
 - iii. Working with area stores to donate the clothing items or purchase from BOE budget
 - iv. Permission forms and flyers will be given to parents of children selected

II. Next Meeting Date: May 6th

Winslow Township Board of Education

40 Cooper Folly Road, Atco, NJ 08004

Budget Considerations for 2014-2015

H. Major Poteat, Ed.D., Superintendent
Wednesday, April 9, 2014



Preparing Our Students for Tomorrow... Today!

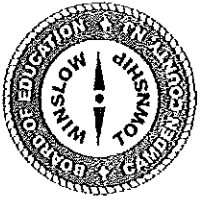


Expansion Projects In the School No. 2 & No. 5 Sending Areas

- ***Taylor Woods (264 Apartments - 2 & 3 Bedrooms)***
Cooper Folly Road & 73 North
Construction to Begin the end of Spring 2014

- ***Cedar Brook Farms (300 Units: Single Family and Townhomes)***
Pumpbranch Road and Westbury Hunt
Construction to Begin next Spring 2015

- ***To Be Named Development (40 to 45 Single Family Homes)***
Grove Street and Steelton Road
Construction to Begin in 1 to 2 years



Expansion Projects In the School No. 3 & No. 6 Sending Areas

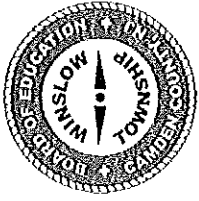
- ***Winslow Cross Creek Development (5 Phases)***
Grimes Avenue and Andrews Road
Phase One: Senior Citizen Homes – Completed
Phase Two: 45 Units in Progress

- ***Conifer Homes (50 Units: Townhomes)***
Sicklerville Road and Thousand Oak Drive
Construction to Begin September 2014



Expansion Projects In the School No. 4 & No. 5 Sending Areas

- ***Moorland Farms (270 Units: Townhomes)***
Erial Road and Sicklerville Road
Construction to Begin the April 2014
- ***Wilton's Corner (37 new Townhomes and Single Family Homes)***
Construction in Progress

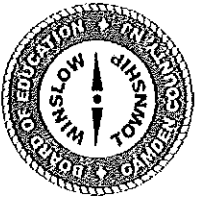


Expansion Projects In the School No. 4 & No. 6 Sending Areas

- ***To Be Named Development (110 Townhomes)***
Kali Road (Across from School No. 4)
Construction to Begin end of Spring 2014

- ***Summer Lea (22 Single Family Homes)***
Kali Road (Across from School No. 4)
Construction in Progress

- ***Patriot Homes (1000 Units: Single Family Homes and Townhomes)***
Chews Landing Road, Sicklerville Road and Church Road
Construction to Begin in 2016



Commercial Development

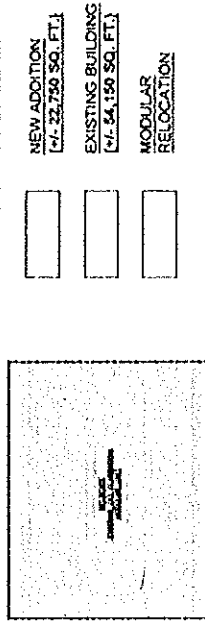
- ***Wendy's, Panera Bread, California Tortilla***
Cross Keys Road
Construction in Progress
- ***CarMax and 4 Retail Stores***
Cross Keys Road (Across from Texas Roadhouse)
Construction and Ground Breaking in Progress
- ***250 Seat Restaurant and 4 Retail Stores***
Cross Keys Road and Johnson Road
Construction to Begin in TBD
- ***New Jersey Transit Transportation Center***
Williamstown and New Freedom Road at the Atlantic City Expressway
Five Year Plan to Begin in 2015

WINSLOW SCHOOL # 4 - BUILDING ADDITION

- EXISTING MODULAR CLASSROOMS (6) - +/- 5,500 SQUARE FEET
- NEW ADDITION - +/- 22,750 SQUARE FEET (\$7.5 million)
 - 11 CLASSROOMS - +/- 850 SQ. FT./ ROOM
 - GYMNASIUM - +/- 5,300 SQ. FT.
 - FLEX SPACE ROOMS - +/- 340 SQ. FT./ ROOM
 - BATHROOMS

PROPOSED BUILDING ADDITION

DRAWING LEGEND

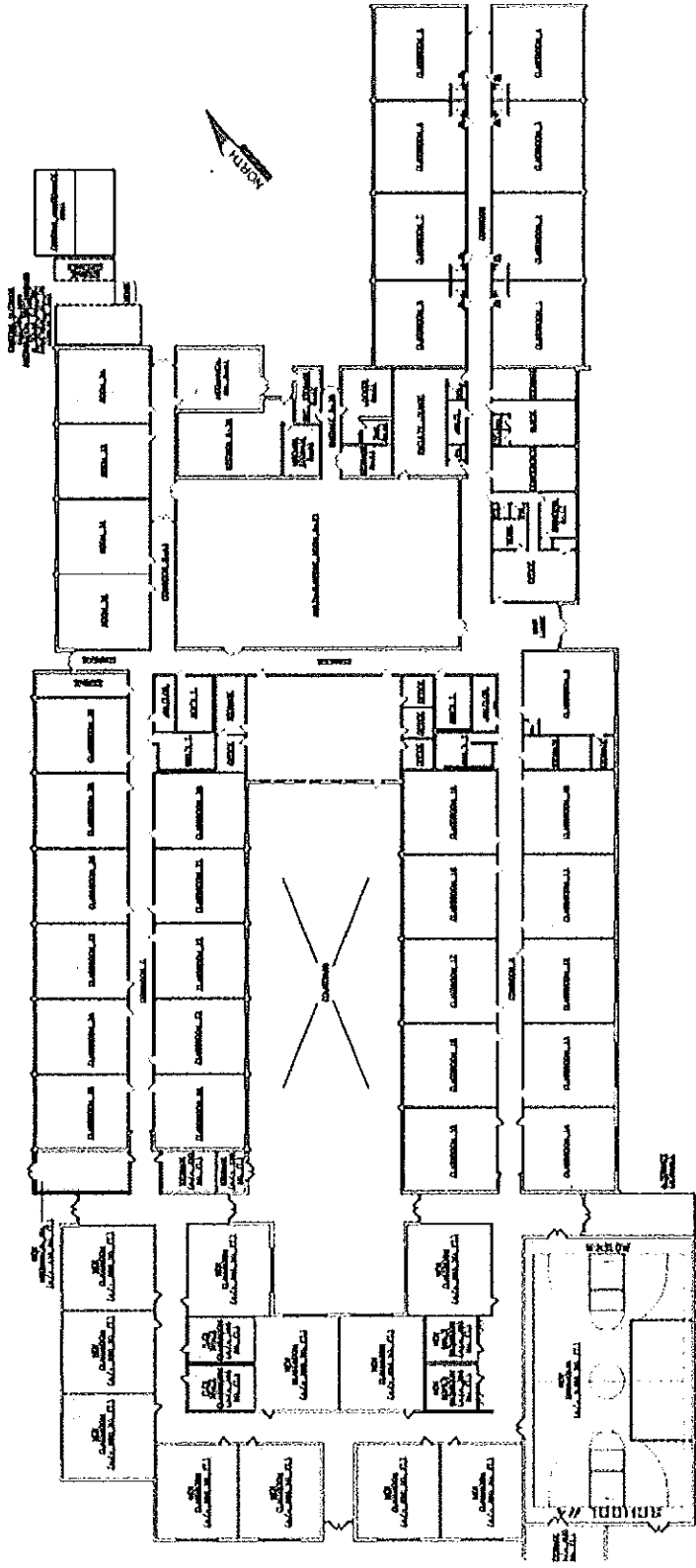


NEW ADDITION
(+/- 22,750 SQ. FT.)

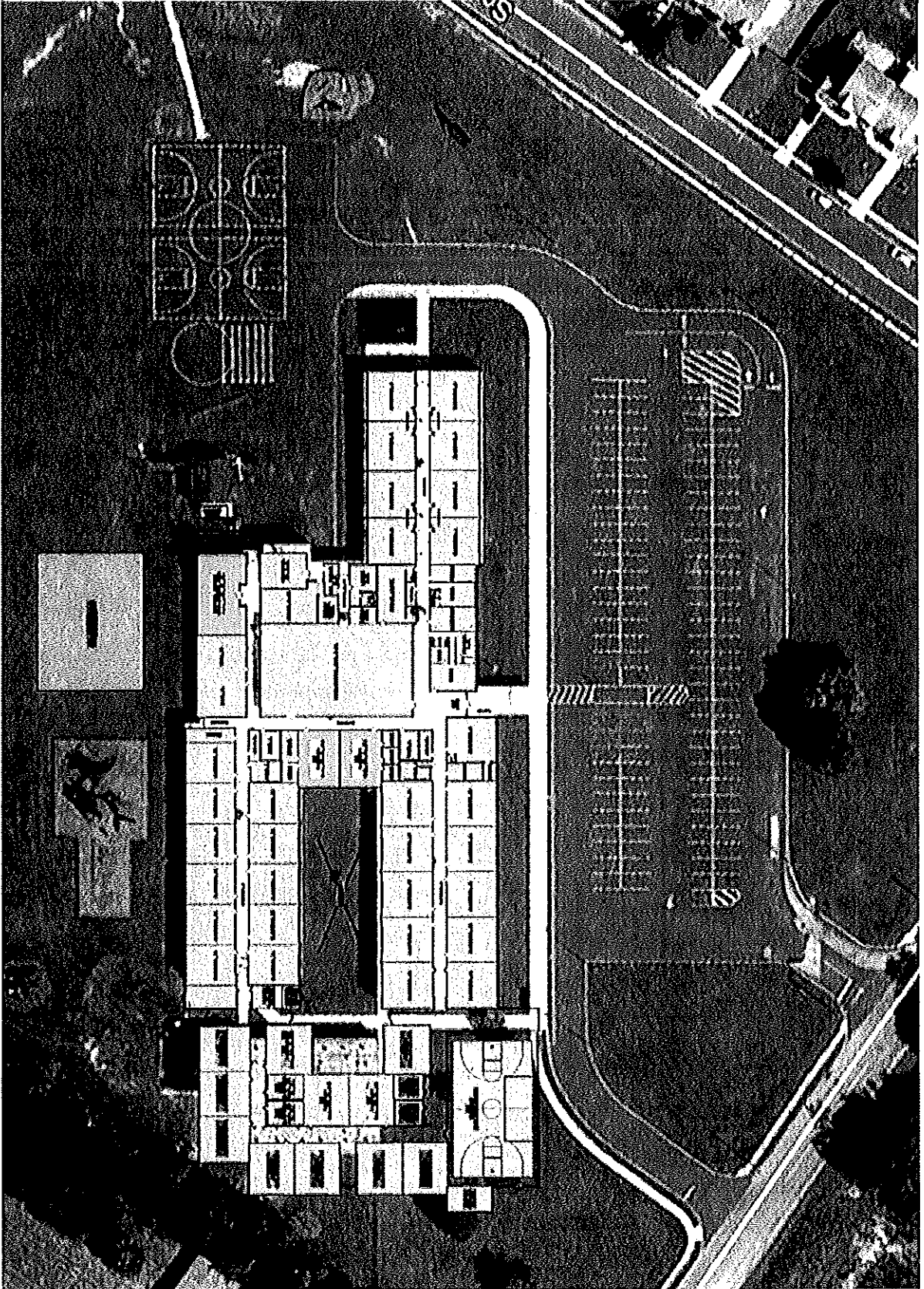
APPROXIMATE CONSTRUCTION COST
(\$ 5,900,000)

APPROXIMATE MODULAR RELOCATION COST
(\$ 500,000)

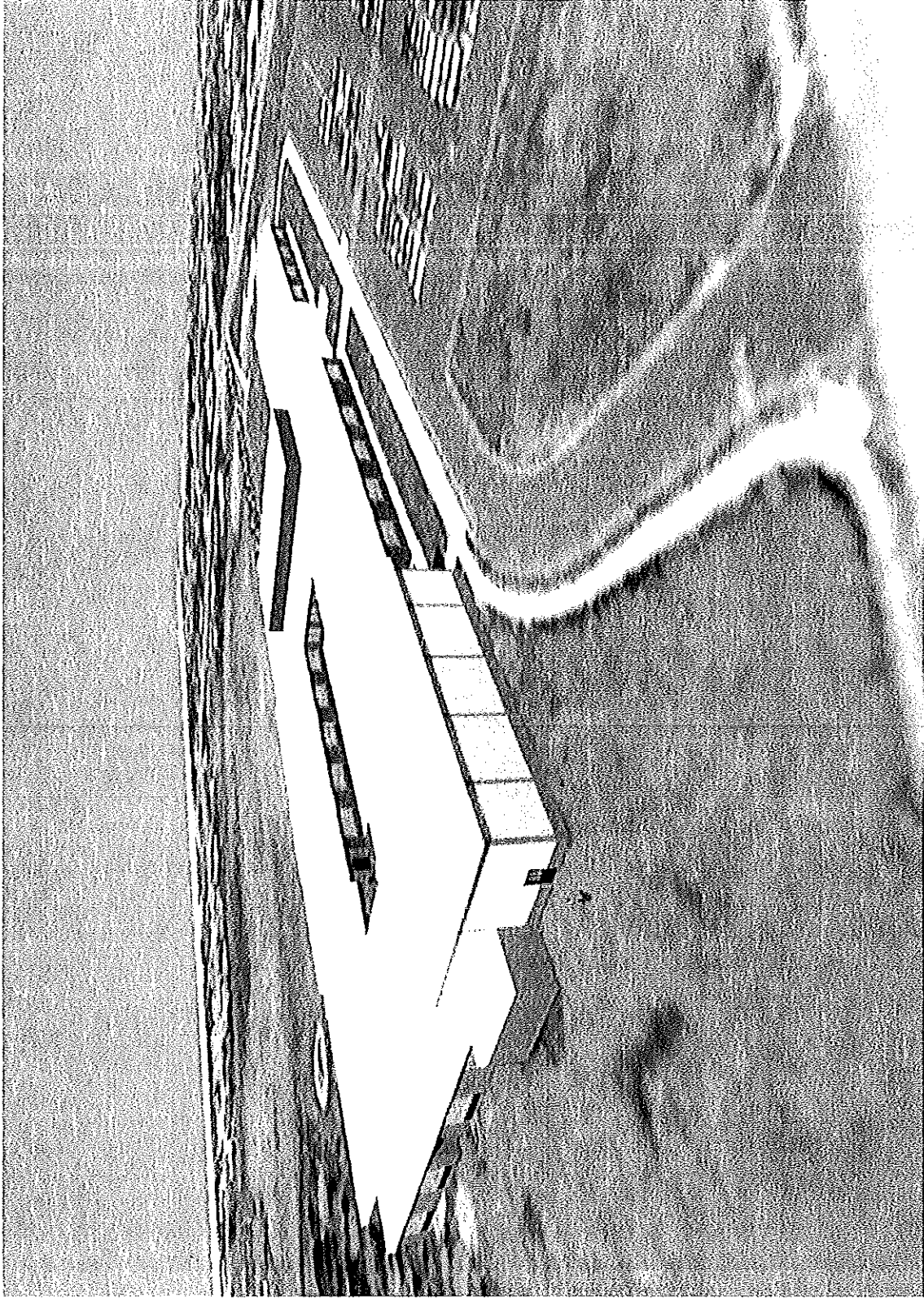
APPROX. TOTAL CONSTRUCTION COST
(\$ 6,400,000) + 5% CONTINGENCY = \$6,720,000



BUILDING ADDITION OVER SITE PLAN

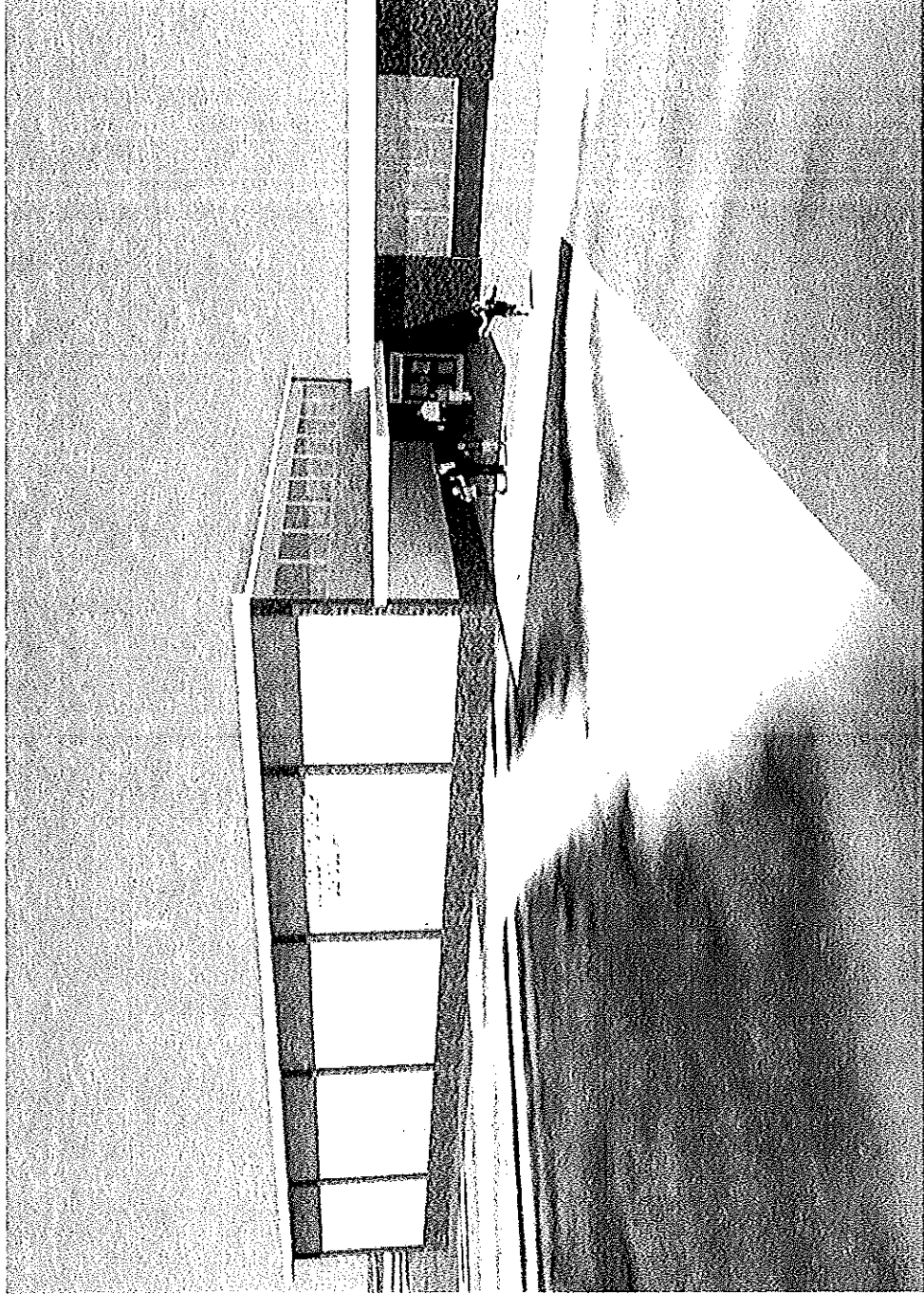


BUILDING ADDITION PERSPECTIVE VIEW

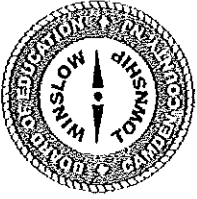


FRONT / SIDE ELEVATION

BUILDING ADDITION PERSPECTIVE VIEW



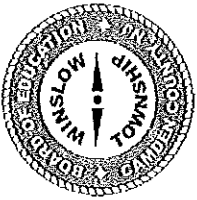
**SECONDARY ENTRANCE
BY NEW MULTI-PURPOSE ROOM**



Staffing

- ***Winslow Township High School***
 - Eagles Landing - ½ Clerical Position (\$26,000 plus benefits)
 - 2 Security Guards (approximately \$80,000)
 - 1 Dean of Students (\$75,000 plus benefits)

- ***Elementary***
 - Preschool Program: \$750,000
(All Aides, Supplies, Field Trips, Snacks and Partial Salaries)
 - 4 Additional Teachers plus benefits
 - 4 Additional Aides



Contracted Services

- ***Contracted Services***
 - Custodial and Facilities
 - Food Service
 - Substitute Teachers
 - Paraprofessionals
 - (TA's, One/One Aides, Bus Aides, Before & After Care School Aides)
 - Technical Support