

WINSLOW TOWNSHIP BOARD OF EDUCATION
Regular Board of Education Meeting
Wednesday, February 26, 2014
Winslow Township Middle School
Agenda
7:00 p.m.

I. **PUBLIC NOTICE** of this meeting was given to all Board Members and Associates in a notice dated **01/23/2014**. 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**

Larry Blake
Ewuniki Brown
Lorraine Dredde
Gulab Gidwani
Gail P. Watkins
Hassan Wilcox

Julie A. Peterson, Vice President
Cheryl Pitts, President

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

IV. **PLEDGE OF ALLEGIANCE**

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

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

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

VI. 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. WTMS Presentation – The African American Influence on Dance
2. Sodexo Food Service Presentation
3. Mr. Dion Davis – HIB/EVRS Report Period I Presentation
4. Parent Workshop – “Internet Safety in the 21st Century”

VIII. CORRESPONDENCE

IX. MINUTES

Regular Meeting	Wednesday, February 12, 2014	Open/Closed Sessions
Special Meeting	Wednesday, February 19, 2014	Open Session

On a motion made by _____, seconded by _____, approval of Minutes is granted.	
Exceptions: _____	
Roll Call:	
_____ Mr. Blake	_____ Mr. Gidwani
_____ Ms. Brown	_____ Ms. Watkins
_____ Ms. Dredden	_____ Mr. Wilcox
	_____ Ms. Peterson
	_____ Ms. Pitts

X. BOARD COMMITTEE REPORTS

XI. PUBLIC COMMENTS (Time Limited)

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

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

Please respect the following procedures:

1. All members of the public attending School Board Meetings must treat each other and the Board with respect.
2. State your full name and address.
3. Please limit your comments to five minutes.
4. Submit your questions to the Board of Education with your name, address and telephone number where you can be contacted. Your questions will be answered within a reasonable time.
5. Individuals offering citizen comment are not permitted to make personal attacks on any District employee, Board Member, other testifier or member of the public.

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

XII. ADJOURNMENT OF PUBLIC COMMENTS

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

XIII. SUPERINTENDENT’S REPORT

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

1. First Reading of Board Policies & Regulations **None at this time.**
2. Second Reading of Board Policies & Regulations **None at this time.**
3. Security/Fire Drill Report

Approve the Security/Fire Drill Report, for the month of January 2014, as listed below:

School	Dates of Drills	Type of Drills	Elapsed Time
School #1	1/28/14	1:50 PM	Shelter in Place Fire
	1/30/14	2:27 PM	
School #2	1/31/14	3 min. 53 sec.	Fire Lockdown
	1/31/14	3 min. 50 sec.	
School #3	1/31/14	4 min.	Shelter in Place Fire
	1/31/14	3 min.	
School #4	1/16/14	3 min. 19 sec.	Fire Shelter in Place
	1/31/14	10 min.	
School #5	1/13/14	1 min. 20 sec.	Fire Shelter in Place
	1/15/14	7 min.	
School #6	1/27/14	2 min. 27 sec.	Fire Shelter in Place
	1/30/14	6 min. 18 sec.	
Winslow Twp. M.S.	1/17/14	2 min.	Fire Shelter in Place
	1/31/14	7 min.	
Winslow Twp. H.S.	1/29/14	7 min.	Shelter in Place Fire
	1/31/14	5 min.	

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 **Exhibit XIII A: 7**
- Approve the termination of Out-of-District placements as listed in the attached exhibit.
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. 3
- Book Fair (Feb./March 2014) – P.T.O
 - Book Bingo Night (02/28/14) – P.T.O.
- School No. 4
- Dine Out w/School No. 4 (04/24/14) – H.S.A.
 - Family Fun Night (03/27/14) – H.S.A.
 - Coin Drive (March 2014) – School No. 4
- School No. 6
- Family Fun Night (04/04/14) – H.S.A.
- WTHS
- Quick Snap Photographers (03/21/14) – C/O 2016
 - Spring Fling Dance (03/21/14) – C/O 2016
 - Burger 21 Night (03/13/14) – National Honor Society
 - Yogo Factory Night (02/28/14) – National Honor Society
10. 2014-2015 One Year Preschool Program Plan Update
- Approve the submission of the 2014-2015 One Year Preschool Program Plan Update with an anticipated operating cost of \$993,693.00.
11. School No. 3 – Dental Health Assembly (Date Change)
- Approve to change the date of the School No. 3 Dental Health Assembly, presented by Dr. Kurudi, from February 26, 2014 to March 26, 2014.

12. School No. 4 – Elementary Career & College Fair

Approve School No. 4 to host an Elementary Career & College Fair on Tuesday, April 15, 2014. (Rain Date: April 24, 2014)

13. School No. 4 – Gloucester County Christian Choral Speaker Group

Approve the Gloucester County Christian Choral Speaker group to visit School No. 4 to perform during Read Across America Week. This group visits School No. 4 each year to provide a free performance.

B. Principal's Updates

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

Exhibit XIII B: 1
Exhibit XIII B: 2
Exhibit XIII B: 3

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

Exceptions: _____

Roll Call:

_____ Mr. Blake	_____ Mr. Gidwani
_____ Ms. Brown	_____ Ms. Watkins
_____ Ms. Dredden	_____ Mr. Wilcox
	_____ Ms. Peterson
	_____ Ms. Pitts

XIV. BUSINESS ADMINISTRATOR/BOARD SECRETARY'S REPORT

A. REPORTS

1. Transportation Report **Exhibit XIV A: 1**

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

1. Line Item Transfers **None at this time.**
2. Board Secretary's Report **None at this time.**
3. Reconciliation Report **None at this time.**
4. Board Secretary's Certification **None at this time.**
5. Boards' Certification **None at this time.**
6. Bill List **Exhibit XIV B: 6**
- a. Approve the Vendor Bill List in the amount of \$1,065,284.92 as per the attached exhibit.
- b. Ratify the Manual Bill List in the amount of \$125,740.84 as per the attached exhibit.
7. Payroll **None at this time.**
8. Professional Development
- a. Approve Tyra McCoy-Boyle, Business Administrator/Board Secretary and Michael Schneck, Assistant Director of Transportation to attend the Public and Nonpublic Coordination of Transportation Services Annual Meeting on Thursday, February 27, 2014 from 9:00 a.m. – 12:00 P.M. at no cost to the District. (Snow date is Thursday, March 6, 2014).
- b. Approve Tyra McCoy-Boyle, Business Administrator/Board Secretary and Joanne Augustine, Assistant Business Administrator to attend a workshop Public School Purchasing: The Nitty-Gritty! on Thursday, March 6, 2014 from 9:00 a.m. to 12:00 p.m. at a cost of \$50.00/per person.
9. Bid for Large and Small Buses
- Approve to advertise bids for six (6) 54 Passenger Buses and one (1) 24 Passenger Bus to replace retiring buses.

10. Disposal of School Property

Exhibit XIV B: 10

Approve the Disposal of School Property per the attached exhibit.

Location	Department	Description
School 2	Kindergarten	Piano – Too Costly to Repair
	Classroom	Wooden Bookshelf – Old
High School	Child Study Team	Shredder – Broken

11. Use of Facilities

Approve the following Use of Facilities:

School	Organization	Dates	Day/Time	Room	Fee
School No. 6	The DOT Organization	March 7, 2014	Friday 6:00 – 10:00 p.m.	Gym	\$200 application fee

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

XV. PERSONNEL

1. Leaves of Absence

- a. 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	M. B.	FMLA	2/17/2014	3/3/2014	U
B	D. C.	FMLA	2/10/2014 2/17/2014	2/14/2014 To be determined	P U

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

	Name	Type of Leave	From	To	Paid/Unpaid
A	S. G.	Medical	2/21/2014	To be determined	P

2. Retirement

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

	Name	Position	Location	Effective
A	Chance, Kathleen	Bus Driver	Garage	7/1/2014

3. College Placements

- a. Approve the following College Placements for the 2013/2014 school year:

	College/University	Student	Experience	Cooperating Teachers	School	Dates	Subject
A	Camden County	Acquaviva, Alicia Rue	15-hour Field Experience	Farina, Laurie	No. 2	1/23/2014-5/9/2014	1 st Grade - Elementary
B	Rowan University	Brydzinski, Ryan	Jr. Field Experience	Chillari, Virginia	No. 4	2/3/2014-3/12/2014	Health & PE
C	Camden County	Fecher, Shannon	15-hour Field Experience	Van Zelst, Colleen	No. 3	1/23/2014 – 5/9/2014	1 st Grade - Elementary
D	Camden County	Robinson, Samuel	21-hour Field Experience	Woods, Jennifer	No. 5	1/23/2014 – 5/9/2014	Elementary Education
E	Rowan University	Stephens, Douglas	Clinical Practice	Pagnotti, Jennifer	No. 6	3/17/2014 – 5/9/2014	Art

b. Approve the Rescission of the following College Placement for the 2013/2014 school year:

	College/ University	Student	Experience	Cooperating Teachers	School	Dates	Subject
A	Rowan University	Halloran, Sean	5-hour Field Experience	Stallard, Nicole	MS	2/3/2014 – 5/9/2014	Special Education

4. 2013/2014 Spring Coaches

Approve the following 2013/2014 Spring Coaches at the High School:
(11-402-100-100-402-08)

	Coach Name	Sport Activity	Stipend	Step
A	Canale, Rachel	Assistant Spring Boys' Track Coach	\$2,332.50 (a split)	3
B	Edwards, Elliott	Assistant Spring Boys' Track Coach	\$4,665	3
C	Gregori, Jaime	Assistant Softball Coach	\$4,312	1

<p>On a motion made by _____, seconded by _____, approval of Personnel Report is granted. Exceptions: _____ Roll Call: _____ Mr. Blake _____ Ms. Brown _____ Ms. Dredden _____ Mr. Gidwani _____ Ms. Watkins _____ Mr. Wilcox _____ Ms. Peterson _____ Ms. Pitts</p>

XVI. ADDENDUM

XVII. OPEN PUBLIC RECORDS ACT (OPRA) REQUESTS

1. The Winslow Board of Education processed the following OPRA Requests between February 7, 2014 through February 21, 2014:

Number of Requests Received	Documents Requested	Approved	Denied
1	<ul style="list-style-type: none"> Copy of Employment Contract for Assistant Superintendent Copy of Employment Contract for Business Administrator/Board Secretary 	1	0

XVIII. OLD BUSINESS

XIX. NEW BUSINESS

XX. INFORMATIONAL ITEMS

XXI. EXECUTIVE SESSION

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 February 26, 2014 at ___ 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 _____;

"(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 and _____;

“(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 _____

_____;

“(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:

_____;

“(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

_____;

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

Wednesday, February 26, 2014

Regular Board of Education Meeting

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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.

On a motion made by _____, seconded by _____, approval to move to Executive Session is granted at _____.	
Exceptions: _____	
_____ Mr. Blake	_____ Mr. Gidwani
_____ Ms. Brown	_____ Ms. Watkins
_____ Ms. Dredden	_____ Mr. Wilcox
	_____ Ms. Peterson
	_____ Ms. Pitts

XXII. ADJOURNMENT OF EXECUTIVE SESSION Time: _____

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

XXIII. ADJOURNMENT Time: _____

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