

WINSLOW TOWNSHIP BOARD OF EDUCATION
Reorganization/Regular Board of Education Meeting
Tuesday, January 7, 2014
Winslow Township Middle School - Cafeteria
Agenda
7:00 p.m.

I. MEETING OPENED BY SECRETARY OF THE BOARD

II. PUBLIC NOTICE of this meeting was given to all Board Members and Associates in a notice dated **12/19/13**. It was also advertised in the Courier Post, Philadelphia Inquirer and posted in all schools, the Administration Office, the Municipal Building, the Library, Bud Duble Center, Edgewood Acres, Elm Town and Winslow Township Post Offices.

III. 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.

IV. PLEDGE OF ALLEGIANCE

V. ELECTION RESULTS

Members of the Local Board of Education – Three (3 Year Terms)

- Julie A. Peterson 3,491 votes
- Larry Blake 3,041 votes
- Hassan Wilcox 2,653 votes

VI. INSTALLATION OF NEW BOARD MEMBERS – ADMINISTRATION OF OATHS OF OFFICE

Larry Blake

Julie A. Peterson

Hassan Wilcox

VII. ROLL CALL

Larry Blake
Ewuniki Brown
Patricia Davis
Lorraine Dredde
Gulab Gidwani
Julie A. Peterson
Cheryl Pitts

Gail P. Watkins
Hassan Wilcox

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

VIII. ELECTION OF OFFICERS TO NEXT REORGANIZATION MEETING IN JANUARY 2015

A. The Board Secretary Opens the Floor for Nominations for Board President:

Nominated: _____ Move: _____
 Second: _____
 Nominate: _____ Move: _____
 Second: _____

Motion to Close Nominations: Move: _____
 Second: _____
 Roll Call Via Voice: Ayes _____ Nays _____

Roll Call for Board President:	
_____ Mr. Blake	_____ Mr. Gidwani
_____ Ms. Brown	_____ Ms. Peterson
_____ Ms. Davis	_____ Ms. Pitts
_____ Ms. Dredden	_____ Ms. Watkins
	_____ Mr. Wilcox

{Board President is seated and assumes direction of the meeting}

B. The Board President Opens the Floor for Nominations for Vice President:

Nominated: _____ Move: _____
 Second: _____
 Nominate: _____ Move: _____
 Second: _____

Motion to Close Nominations: Move: _____
 Second: _____
 Roll Call Via Voice: Ayes _____ Nays _____

Roll Call for Board Vice President:	
_____ Mr. Blake	_____ Mr. Gidwani
_____ Ms. Brown	_____ Ms. Peterson
_____ Ms. Davis	_____ Ms. Pitts
_____ Ms. Dredden	_____ Ms. Watkins
	_____ Mr. Wilcox

C. Appointment of Board Secretary:

Approve the appointment of Ms. Tyra McCoy-Boyle as the Board Secretary of the Board of Education.

On a motion made by _____, seconded by _____, the approval of the appointment of the Board Secretary is granted. Exceptions:	
_____ Mr. Blake	_____ Mr. Gidwani
_____ Ms. Brown	_____ Ms. Peterson
_____ Ms. Davis	_____ Ms. Pitts
_____ Ms. Dredden	_____ Ms. Watkins
	_____ Mr. Wilcox

IX. 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.

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

X. ADJOURNMENT OF PUBLIC COMMENTS

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

XI. BUSINESS & OPERATIONS

A. Conduct of Board of Education Meetings

1. Parliamentary Authority

Approve the Conduct of Board of Education Meetings according to the Parliamentary authority established by Robert’s Rules of Order.

Note: The Board of Education Bylaw Conduct of Board Meetings #0164.

2. Standing Sub-Committees

Approve the following Standing Sub-committees of the Board of Education through Reorganization January 2015:

- Citizens Advisory Committee
- Education Committee
- Policy/HR Committee
- Township Liaison Committee
- Operations Committee
- Negotiations Committee
- Marketing Committee

B. Schedule of 2014 Board of Education Meetings

Approve a schedule of Board of Education Meetings for Calendar Year 2014 and include a date for Reorganization in January 2015:

<i>Regular Mtg.</i>	<i>Time</i>	<i>Location</i>	<i>Regular Mtg.</i>	<i>Time</i>	<i>Location</i>
January 2014	TBD	TBD	January 2014	TBD	TBD
February 2014	TBD	TBD	February 2014	TBD	TBD
March 2014	TBD	TBD	March 2014	TBD	TBD
April 2014	TBD	TBD	April 2014	TBD	TBD
May 2014	TBD	TBD	May 2014	TBD	TBD
June 2014	TBD	TBD	June 2014	TBD	TBD
July 2014	TBD	TBD	July 2014	TBD	TBD
August 2014	TBD	TBD	August 2014	TBD	TBD
September 2014	TBD	TBD	September 2014	TBD	TBD
October 2014	TBD	TBD	October 2014	TBD	TBD
November 2014	TBD	TBD	November 2014	TBD	TBD
December 2014	TBD	TBD	December 2014	TBD	TBD
January 2015 (Reorganization)	TBD	TBD	---	----	----

C. Board Member Code of Ethics

Exhibit XI C: 1

Approve the adoption of the Code of Ethics governing board behavior.

Note: Approval is required pursuant to Bylaw 0142.

On a motion made by _____, seconded by _____, approval of Business & Operations is granted.	
Exceptions:	
_____ Mr. Blake	_____ Mr. Gidwani
_____ Ms. Brown	_____ Ms. Peterson
_____ Ms. Davis	_____ Ms. Pitts
_____ Ms. Dredden	_____ Ms. Watkins
	_____ Mr. Wilcox

XII. APPOINTMENT OF DELEGATES AND BOARD COMMITTEES BY THE BOARD PRESIDENT

- A. NJ School Boards Association Representative: _____
Alternate: _____
- B. Camden County School Boards Representative: _____
Alternate: _____
- C. NJ Urban Boards Committee Representative: _____
Alternate: _____
- D. Camden County Educational Services Representative: _____
Alternate: _____
- E. Citizens Advisory Committee Chairperson: _____
Representative: _____
Representative: _____
- F. Education Committee Chairperson: _____
Representative: _____
Representative: _____
- G. Policy/HR Committee Chairperson: _____
Representative: _____
Representative: _____
- H. Township Liaison Committee Chairperson: _____
Representative: _____
Representative: _____
- I. Operations Committee Chairperson: _____
Representative: _____
Representative: _____
- J. Negotiations Committee Representative: _____
Representative: _____
Representative: _____
- K. Marketing Committee Representative: _____
Representative: _____
Representative: _____

L. Adopt a School Board Representative

School	Representative
School No. 1	
School No. 2	
School No. 3	
School No. 4	
School No. 5	
School No. 6	
Middle School	
High School	

On a motion made by _____, seconded by _____, the approval of the appointments of Delegates and Board Committees is granted. Exceptions: _____

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

XIII. CORRESPONDENCE

XIV. MINUTES

Regular Meeting

December 11, 2013

Open/Closed Sessions

Regular Meeting

December 18, 2013

Open Session

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

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

XV. BOARD COMMITTEE REPORTS

XVI. 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 **None at this time.**
4. Field Trips **Exhibit XVI A: 4**

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

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

Approve Professional Development opportunities as presented in the attached exhibit.

6. Tuition Students (2013-2014) **None at this time.**
7. Terminate Out-of-District Placements **None at this time.**
8. Homeless Student(s) **None at this time.**
9. Fundraiser(s) **Exhibit XVI A: 9**

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

WTMS

- Chipotle Night (01/10/14) – H.S.A.

WTHS

- YoGo Factory Night (02/13/14) – C/O 2017
- Chipotle Night (02/13/14) – C/O 2017

10. School No. 3 – Safety Awareness Assembly

Approve School No. 3 to participate in the Sambulance Safety Squad, Inc. assembly on Tuesday, January 28, 2014 at no cost to the district. This free program will focus on safety awareness.

11. School No. 4 – Activities

Approve the following building activities for School No. 4:

- a. Approve School No. 4 to apply for the Kresgee grant to support literacy intervention programs and resources.
- b. Approve School No. 4 to apply for the Follett Challenge grant, in the amount of \$30K, to highlight innovative schools.
- c. Approve School No. 4 to participate in the “Jump Rope for Heart” Challenge during the week of February 3, 2014 which is sponsored by the American Heart Association.
- d. Approve School No. 4 to host “Heart Smart Family Fun Night” on Thursday, February 6, 2014 to provide an opportunity for parents to participate in activities with their children.
- e. Approve School No. 4 to participate in “Wear Red Day” on February 13, 2014 in support of the American Heart Association “Go Red” for women.

12. WTMS – Valentine’s Dance

Approve WTMS Valentine’s Dance for Thursday, February 13, 2014 at 6:00 p.m. in the Middle School Cafeteria. This dance will be sponsored by the Home and School Association.

XVII. BUSINESS ADMINISTRATOR/BOARD SECRETARY'S REPORT

A. REPORTS

None at this time.

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

1. Line Item Transfers

Exhibit XVII B: 1

Approve the Line Item Transfers, for the month of November 2013, in accordance with N.J.S.A. 18A:22-8, as per the attached exhibit.

2. Board Secretary's Report

Exhibit XVII B: 2

Approve the Board Secretary's Report in accordance with 18A:17-36 and 18A:17-9 for the month of November 2013. 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 XVII B: 3

Approve the Reconciliation Report in accordance with 18A:17-36 and 18A:17-9 for the month of November 2013. The Reconciliation Report and Board Secretary's Report are in agreement for the month of November 2013.

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

Exhibit XVII B: 6

a. Approve the Vendor Bill List in the amount of \$1,152,758.88 as per the attached exhibit.

b. Ratify the Manual Bill List in the amount of \$13,157.33 as per the attached exhibit.

7. Payroll

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

- o December 15, 2013 \$2,249,979.91
- o December 30, 2013 \$2,468,286.63

8. IDEA Grant for Fiscal Year 2013-2014

Approve the following employee to be charged to the IDEA Grant for fiscal year 2013-2014:

Name	Job Title	% of Salary	Amount Charged
James Nesmith	Supervisor of Student Support Services	100%	\$83,886.00

9. HS Girls Volleyball Student Activity Account

Approve to open a student activity account for High School Girls Volleyball (J.V. and Varsity).

10. Change Order

Approve Change Order # 1 to South Jersey Technology Partnership (SJTP) in the amount of \$11,802.00 for lighting upgrades at the Administration building.

Amount to be charged to 11-000-261-420

and further acknowledge the following statement:

I certify that there are sufficient funds available for the change order.

 Tyra McCoy-Boyle
 Business Administrator/Board Secretary

On a motion made by _____, seconded by _____, the approval of the Business Administrator/Board Secretary items is granted. Exceptions: _____	
_____ Mr. Blake	_____ Mr. Gidwani
_____ Ms. Brown	_____ Ms. Peterson
_____ Ms. Davis	_____ Ms. Pitts
_____ Ms. Dredden	_____ Ms. Watkins
	_____ Mr. Wilcox

Tuesday, January 7, 2014

Reorganization/Regular Board of Education Meeting

Page 11

XVIII. 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	R. K.	Medical	12/17/2013 1/10/2014	1/9/2014 2/10/2014	P U
B	C. S.	Medical	1/10/2014	To be determined	P
C	M. S.	Medical	1/2/2014	To be determined	U

2. New Hires

Approve the following New Hire Appointments for the 2013/2014 school year:

	Name	Position	School	Prorated Salary	Effective
A	Bey, April	Secretary – (Part-time) NJ School Based Program	HS	\$16,000	2/1/2014
B	Speaks, Nequia	School Social Worker	No. 3	\$71,161 MA – Step 11	2/16/2014

3. Retirement

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

	Name	Position	Sch	Effective
A	Mebs, Patricia	Bus Driver	Garage	2/1/2014

4. Volunteer

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

	Name	Volunteer Position	School
A	Angerstein, Russell	Volunteer Weight Lifting Coach	HS

5. College Placement

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	LaRosa, Erika	Clinical Practice	Tsao, Kirstie	No. 1	1/21/2014- 5/9/2014	Elementary Education

On a motion made by _____, seconded by _____, approval of Personnel Report is granted.

Exceptions: _____

Roll Call:

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

XIX. OPEN PUBLIC RECORDS ACT (OPRA) REQUESTS

1. The Winslow Board of Education processed the following OPRA Requests between December 19th and January 7th:

Number of Requests Received	Approved	Denied
0	0	0

XX. OLD BUSINESS

XXI. NEW BUSINESS

XXII. INFORMATIONAL ITEMS

XXIII. 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 January 7, 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.

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

XXIV. ADJOURNMENT OF EXECUTIVE SESSION Time: _____

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

XXV. ADJOURNMENT Time: _____

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