

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

**Wednesday, February 12, 2014**  
**7:00 p.m.**

**MINUTES**

**I. PUBLIC NOTICE** of this meeting was given to all Board Members and Associates in a notice dated **01/08/2014**. 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	Gail P. Watkins
	Ewuniki Brown	Hassan Wilcox
	Lorraine Dredden	Julie A. Peterson, Vice President
	Gulab Gidwani	Cheryl Pitts, President

Absent: Patricia Davis

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**

Mr. Gidwani -

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

Ms. Watkins -

2. ***Before a Meeting:*** Be prepared for board meetings by reading packets prior to board meetings; Refuse to become involved (collectively, as individuals, or in our communities) in micro-management; Get the answers to questions and concerns prior to the board meeting.

Ms. Dredden -

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. Peterson -

**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 – None at this time.**

**VIII. CORRESPONDENCE**

Ms. McCoy-Boyle read the following letter from Mayor Barry Wright:

Dear Dr. Poteat, I would like to take this opportunity to thank the students and staff of Winslow Township High School for the hard work and dedication at the Martin Luther King Day of Service held here in Winslow Township on January 20, 2014. Their participation truly exemplified the dedication and spirit of service that Martin Luther King held so dearly. In total we were able to clean up over two tons of trash and debris at the three sites. A remarkable accomplishment. Their actions have brought pride to not only the Winslow Township School District but to the Township as a whole. It makes me very honored as Mayor to see such wonderful students and staff at our schools. Again, I truly thank all of those who attended for their efforts and for a job well done. We are proud to have your staff and students here in Winslow Township. Best regards. Barry Wright, Mayor.

**IX. MINUTES**

**A motion was made by Mr. Wilcox, seconded by Mr. Gidwani to approve the Open/Closed Session minutes from the following meeting:**

Regular Meeting

Wednesday, January 29, 2014

Open/Closed Sessions

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

**X. BOARD COMMITTEE REPORTS**

**Education Committee**

Ms. Peterson – No report. The Education Committee will meet on Wednesday, February 19, 2014 at 4:30 p.m. The schedule of all Education Committee meetings has been disseminated.

**Operations Committee**

Mr. Gidwani – No report at this time.

**Policy Committee**

Ms. Dredden – Our Policy Committee will meet on February 20, 2014 at the Administration Building at 5:30 p.m.

**Marketing Committee**

Ms. Brown – The Marketing Committee will be meeting tomorrow at 4:00 p.m.

**XI. PUBLIC COMMENTS (Time Limited)**

**A motion was made by Ms. Dredden, seconded by Ms. Peterson to open the meeting for Public Comments at 7:10 p.m.**

**A motion was made by**

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

### **Cynthia Moultrie – Parent**

My name is Cynthia Moultrie. I am here on behalf of my son who attends the Middle School. I hope you all received the email that I sent to you in reference to my son. He is bullied at the Middle School. He has had his ID snatched from his neck. He has food smashed on him. He got other people's trash and now he is punched constantly while in gym. He is being punched on his back, his stomach, his head, everywhere as he put it. My son is mild mannered. He never complains, NEVER. So when he came home to me and said, "mom can you please make them stop punching me"? It broke my heart, it broke my heart. He is in a no win situation. If he doesn't do anything he continues to get beat up. If he does something you Winslow will write his suspension and I will fight against that. He has a lot of patience, but at some point we all break. At some point we all break. I want to know what we can do to help this situation. I was up at the school, many of you know me, I am at your school. I will work with you. **I don't want my son touched another day.** I don't do this often. I love my son with all my heart so I am asking you, **all of you**, for your help so that my son does not get punched **one more day.**

Dr. Poteat – Ms. Moultrie have you had a conversation with Ms. Nwanguma at the Middle School in reference to your concerns?

Ms. Moultrie – Yes, I am sure she is in the process of conducting an investigation.

Dr. Poteat – What we will do is to give Ms. Nwanguma an opportunity to complete the investigation. Whenever these things are reported to us, we consider them to be bullying, and by law and it triggers an investigation that has to be conducted at the building level and in such time that investigation is concluded then we will be able to provide you with information as to what we were able to discover in reference to it. In the meantime, we should be in contact with you, as well as your son, to make sure that these things are not continuing on a regular basis or should not continue at all. I am going to give Ms. Nwanguma an opportunity to complete an investigation and at such time she will report her findings to us we will bring you in and let you know where we are with them.

## **XII. ADJOURNMENT OF PUBLIC COMMENTS**

**A motion was made by Ms. Dredden, seconded by Ms. Watkins to close the meeting for Public Comments at 7:15 p.m.**

Voice Vote: All in favor

**XIII. SUPERINTENDENT'S REPORT**

**A motion was made by Ms. Dredden, seconded by Ms. Peterson 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 **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 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**
  - a. Approve Professional Development opportunities as presented in the attached exhibit.

b. Approve the Professional Development opportunity as listed below:

Title: Art & Everyday Math  
Date(s): February 14, 2014 (In-Service)  
Audience: Art & Mathematics Teachers (K-6)  
Presenter: Ms. Arlene Arons - EIRC  
Costs: \$1,200.00  
Funding: NCLB Title II  
Description: To empower Art teachers to acquire knowledge to close the achievement gaps in their inclusion classrooms by providing practical strategies to meet the needs of all inclusion students.

c. Approve the Professional Development opportunity as listed below:

Title: Dyslexia Workshop (2 Two Hour Sessions)  
Date(s): February 14, 2014 (In-Service Day)  
Audience: Mandatory for PK-3<sup>rd</sup> Grade Teachers, CST Members and Reading Specialists  
Presenter: Rebecca Hatcher - Learning Ally  
Costs: \$1,700  
Funding: Special Education Budget (11-000-217-320-000-10)  
Description: State-mandated 2 hour Annual Dyslexia Training

- d. Approve the Professional Development opportunity as listed below:

Title: Dyslexia Workshop (6 Hours)  
Date(s): February 14, 2014 (In-Service Day)  
Audience: Mandatory for PK-3<sup>rd</sup> Grade Teachers, CST Members and Reading Specialists  
Presenter: Reading Assist Institute  
Costs: \$1,800  
Funding: IDEA (20-256-200-300-000-75)  
Description: State-mandated 2 hour Annual Dyslexia Training

- e. Approve the Professional Development opportunity as listed below:

Title: Tienet Training (Conversion to Common Core Goals & Objectives)  
Date(s): February 14, 2014 (In-Service Day)  
Audience: All Child Study Team Members  
Presenter: Shayna Cruz - Tienet  
Costs: \$800.00  
Funding: Special Education Budget (11-000-217-320-000-10)  
Description: This training will initiate the switch over to the new Common Core goals and objectives.

- f. Approve the Professional Development opportunity as listed below:

Title: Co-Teaching & Inclusion  
Date(s): February 14, 2014 (In-Service Day)  
Audience: Special Education Teachers & their Classroom Gen. Ed. Partners  
Presenter: EIRC Staff  
Costs: \$1,200.00  
Funding: 20-256-200-320-000-75  
Description: To provide effective Co-Teaching strategies for special education and general education team teachers.

- g. Approve the Professional Development opportunity as listed below:

Title: Characteristics of Autism & Its Behavioral Symptoms  
Date(s): February 14, 2014 (In-Service Day)  
Audience: TAs and Non-instructional Assistants working in MD/LLD Classes  
Presenter: Tara Sines & Misty Pistone (In-house Presenters)  
Costs: N/A  
Funding: N/A  
Description: To provide training for TA's and NIA's that work with students having multiple disabilities.

- h. Approve the Professional Development opportunity as listed below:

Title: Co-Teaching in the Inclusion Setting (3 Two Hour Sessions)  
Date(s): February 14, 2014 (In-Service Day)  
Audience: Classroom Teachers Grades K-12  
Presenter: Ms. Melanie O'Dea - EIRC  
Costs: \$1,200

Funding: NCLB Title II  
Description: To empower team teachers to acquire knowledge to close the achievement gaps in their inclusion classrooms by providing practical strategies to meet the needs of all inclusion students.

- i. Approve the Professional Development opportunity as listed below:

Title: Kagan Engagement Strategies (6 Two Hour Sessions)  
Date(s): February 14, 2014 (In-Service Day)  
Audience: Classroom Teachers Grades 4-12  
Presenter: Dr. Walter Jordan-Davis & Ms. Charlotte Jafee - EIRC  
Costs: \$2,400  
Funding: NCLB Title II  
Description: To empower team teachers to acquire knowledge to close the achievement gaps in their classrooms by integrating strategies to keep students engaged in learning activities.

- j. Approve the Professional Development opportunity as listed below:

Title: Practical Applications of Differentiated Instruction  
Date(s): February 14, 2014 (In-Service Day)  
Audience: Classroom Teachers Grades K-12  
Presenter: Dr. Deb Stein & Ms. Karen Stone - EIRC  
Costs: \$2,400  
Funding: NCLB Title II  
Description: To empower teachers to acquire knowledge to close the achievement gaps in their classrooms by integrating strategies to meet the needs of all students.

- k. Approve the Professional Development opportunity as listed below:

Title: Integrating Mathematics Into Special Subject Areas (1 Four Hour Session and 1 Two Hour Session)  
Date(s): February 14, 2014 (In-Service Day)  
Audience: Music & Physical Education Teachers (K-12); Art Social Studies, Science, World Language and/or Industrial Arts Teachers (7-12)  
Presenter: Dr. Jay Dugan - EIRC  
Costs: \$1,200  
Funding: NCLB Title II  
Description: This training is part of a strategic plan to close the achievement gap. It features Mathematical activities for Special Area Teachers who will in turn become a source of reinforcement of skills for struggling learners.

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. 2  
○ World's Finest Chocolates (Feb./Mar.) – H.S.A.  
  
WTHS  
○ Origami Grams (March 2014) – Asian American Culture Club  
○ Baked Goods (March 2014) – C/O 2015  
○ Photographer for Valentine's Dance – C/O 2016  
○ Snacks, Water, Tea Sales during Spring Musical (Feb. 2014) – Stage Crew  
○ Paper Plate Award Votes (March/April) – Stage Crew  
○ Chipotle Night (02/21/14) - NHS
10. American Red Cross & Township of Winslow Shelter Agreement  
Approve the Shelter Agreement between the American Red Cross, the Township of Winslow (Office of Emergency Management) and the Winslow Board of Education to allow the Red Cross to use District Schools/Facilities as shelters in the event of a disaster.
11. School No. 3 – Gift Card Donation  
Approve the acceptance of a donation, of \$200 (in the form of a gift card), to School No. 3 from Mr. Joseph English. The donation will benefit children of School No. 3.
12. School No. 3 – Dental Health Assembly (1<sup>st</sup> Grade)  
Approve School No. 3 to have an assembly for first grade students on February 26, 2014 to learn about dental health. Dr. Naveen Kurudi will present this assembly at no cost to the district.
13. School No. 5 – Spring Chorus Concert  
Approve School No. 5 Spring Chorus Concert for April 29, 2014 at 7:00 p.m.



14. WTMS – Field Day

Approve WTMS Field Day for June 17, 2014.

15. WTMS – 8<sup>th</sup> Grade Yearbook Signing Day Picnic

Approve WTMS Yearbook Signing Day Picnic for June 18, 2014.

16. WTMS – Unified Arts Day

Approve WTMS Unified Arts Day for May 21, 2014.

17. WTMS – Spring Concerts

Approve WTMS Spring Chorus Concert, to be held at the High School, for Thursday, May 22, 2014.

18. WTHS – Spring Musical Performance for MS Students

Approve the cast of the High School Spring Musical “West Side Story” to have a matinee performance on Wednesday, March 12, 2014 at 9:00 a.m. for Middle School students.

19. WTHS – Guest Speaker

Approve Ms. McGuirl, US History II Honors Teacher, to invite Mr. Joseph Komito, Holocaust survivor, to visit with students on Friday, February 21, 2014 to discuss his experiences. Mr. Komito will be joined by Mr. Dan DiFabio who will translate for him.

20. WTHS – Black History Program

Approve the African American Culture Club to conduct a Black History program on Thursday, February 28, 2014 at 6:30 p.m. The program will be comprised of music, skits and a tribute to Nelson Mandela.

**B. Principal’s Updates**

**None at this time.**

*Roll Call:*

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

Motion Carried

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

**A motion was made by Ms. Peterson, seconded by Mr. Wilcox to approve A. & B. as recommended by the Business Administrator/Board Secretary.**

**A. REPORTS**

**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 December 2013, 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 December 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 XIV B: 3**  
  
Approve the Reconciliation Report in accordance with 18A:17-36 and 18A:17-9 for the month of December 2013. The Reconciliation Report and Board Secretary's Report are in agreement for the month of December 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 XIV B: 6**
- a. Approve the Vendor Bill List in the amount of \$1,867,907.79 as per the attached exhibit.
  - b. Ratify the Manual Bill List in the amount of \$366,708.41 as per the attached exhibit.

7. Payroll
- Approve Payroll, for the month of January 2014, as follows:

- o January 15, 2014                      \$2,117,814.06
- o January 30, 2014                      \$2,149,001.07

8. Standard Operating Procedures (SOP) and Internal Control Manual - Revised **Exhibit XIV B: 8**

Approve the Revised Standard Operating Procedures/ Internal Control Manual for the 2013-2014 school year.

9. Professional Development
- a. Approve Tyra McCoy-Boyle, Business Administrator/Board Secretary to attend the workshop Understanding the SDA Grant Process for ROD 4 Grant Recipients on February 25, 2014 at 12:00 p.m. at no cost to the District.
  - b. Approve John Gaskill, Director of Transportation to attend the 46<sup>th</sup> Annual New Jersey Pupil Conference and Equipment Show on March 24, 25, 2014 in Atlantic City, NJ at a cost of \$325.00.

10. Disposal of School Property and Books **Exhibit XIV B: 10**

Approve the Disposal of School Property and Books per the attached exhibit.

Location	Department	Description
School 2	Office	Hewlett Packard Printer – old
Middle School	Unified Arts	Spanish, Invitation to Languages, Exploring Languages – outdated textbooks
Middle School	Math	Math Books – poor condition
High School	PE/Health	First Aid, Responsible Driving, Health, Teen Health Textbooks - outdated

11. Burlington County Special Services School District – Amendment 2013-2014  
**Exhibit XIV B: 11**

Approve the Amendment to the Professional Services Agreement for 2013-2014 between Burlington County Special Services School District and the Winslow Township Board of Education per the attached Exhibit.

12. Title I Grant for Fiscal Year 2013-2014

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

Name	Job Title	% of Salary	Amount Charged
Theresa Rosenberg	Math Coach – Schools No. 5 & 6	100%	\$65,361.00 (prorated)

To be charged to: 20-237-100-100-000-00

13. PK Education Grant for Fiscal Year 2013-2014

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

Name	Job Title	% of Salary	Amount Charged
Sagine Voltaire	Preschool Teacher	100%	\$59,561.00 (prorated)

To be charged to: 20-218-100-101-000-03

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

**XV. PERSONNEL**

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

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1. Leaves of Absence

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

	Name	Type of Leave	From	To	Paid/Unpaid
A	J. G.	Medical	1/31/2014	To be determined	P
B	S. G.	Medical	2/21/2014	To be determined	P
C	D. H.	Medical	2/21/2014	To be determined	P
D	K. I.	Medical	3/17/2014	To be determined	P
E	J. L. (extension)	Medical	2/10/2014	3/9/2014	P
F	T. S. (extension)	Medical	2/6/2014	2/24/2014	U

2. Retirements

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

	Name	Position	School	Effective
A	Hagen, Lori	Health & Physical Education Teacher	No. 3	7/1/2014
B	McKeen, Marilyn	Mathematics Teacher	HS	7/1/2014

3. Transfer

Approve the following Employee Transfer for the 2013/2014 school year, effective February 16, 2014:

		FROM		TO	
	Name	Position	Location	Position	Location
A	Bernardo, Robert	Special Ed Teacher	HS/MS	Special Education Teacher	MS

4. College Placements

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

	College/University	Student	Experience	Cooperating Teachers	School	Dates	Subject
A	Rowan University	Bado, Jenna	5-hour Field Experience	Stallard, Nicole	MS	2/3/2014-5/9/2014	Special Education
B	Rowan University	Esmus, Maximillian	Informal Observation	Doheny, Michael	HS	2/11/2014 9:30 am-1:00 pm	Music Studies
C	Rowan University	Halloran, Sean	5-hour Field Experience	Stallard, Nicole	MS	2/3/2014-5/9/2014	Special Education

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<b>D</b>	Rowan University	Mahoney, Michael	20-hour Field Experience	Boianelli, Kate	No. 3	2/3/30214-5/20/2014	Special Education
<b>E</b>	Rowan University	Mariano, Nicolette	5-hour Field Experience	Pullaro, Beth	HS	2/3/2014-5/9/2014	Special Education
<b>F</b>	Rowan University	Marincola, Nicole	5-hour Field Experience	Pullaro, Beth	HS	2/3/2014-5/9/2014	Special Education
<b>G</b>	Camden County	Meyerhoff, Tyler	15-hour Field Experience	Freda, Danielle	HS	1/23/2014-5/20/2014	English
<b>H</b>	Rowan University	Meyers, Heather	5-hour Field Experience	Castagna, Jennifer	HS	2/3/2014-5/9/2014	Special Education
<b>I</b>	Rowan University	Traiantafillou, Dimitrious	5-hour Field Experience	Castagna, Jennifer	HS	2/3/2014-5/9/2014	Special Education

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

	College/University	Student	Experience	Cooperating Teachers	School	Dates	Subject
<b>A</b>	Camden County	Connolly, Emily	21-hour Field Experience	Wood, Jennifer	No. 5	2/10/2014-4/4/2014	Elementary Education
<b>B</b>	Rowan University	Freda, Jenna	Field 20-hours Experience	Reim, Kristin	No. 6	2/3/2014-5/21/2014	Special Education
<b>C</b>	Rowan University	Kehoe, Danielle	Field 20-hours Experience	Boinelli, Kate	No. 3	2/3/2014-5/21/2014	Special Education

5. 2013/2014 Spring Musical Musicians

Approve the following Pit Musicians for the 2013/2014 Spring Musical "West Side Story" at the High School:

	Name	Position	Account Number	Fee Paid
<b>A</b>	Cleary, Susan	Pit Musician	11-401-100-330-401-08	\$300
<b>B</b>	Cummings, Victor	Pit Musician	11-401-100-330-401-08	\$300
<b>C</b>	Gouse, William	Pit Musician	11-401-100-101-401-08	\$300
<b>D</b>	Kormanski, John	Pit Musician	11-401-100-330-401-08	\$300
<b>E</b>	Kormanski, Katrinia	Pit Musician	11-401-100-330-401-08	\$300
<b>F</b>	Krupa, Joseph	Piano Accompaniment	11-401-100-330-401-08	\$1,200
<b>G</b>	Krupa, Joseph	Pit Musician	11-401-100-330-401-08	\$300
<b>H</b>	O'Neill, Daniel	Pit Musician	11-401-100-330-401-08	\$300
<b>I</b>	Parkhurst, David	Pit Musician	11-401-100-101-401-08	\$300
<b>J</b>	Quinn, Courtney	Pit Musician	11-401-100-330-401-08	\$300
<b>K</b>	Rothkopf, Cheryl	Pit Musician	11-401-100-330-401-08	\$300
<b>L</b>	Stroble, Frank	Pit Musician	11-401-100-330-401-08	\$300

<b>M</b>	Totora, Matthew	Pit Musician	11-401-100-330-401-08	\$300
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6. WINSOAR Alternative Program

Approve the following 2013/2014 WINSOAR Alternative Program-High School Teacher, from 2:00 p.m. to 6:00 p.m. at \$37.73 hourly rate:

	Name	Position
<b>A</b>	Langhorne, Cryhten	Substitute Special Education Teacher

**NOTE: Hourly rate adjustment pending ratification of WTEA contract**

7. 2013/2014 Home Instruction Tutor

Approve the following 2013/2014 Home Instruction Tutor on an as needed basis, effective February 13, 2014:

	Name	Subject Area	School	Hourly Rate
<b>A</b>	Dickol, Ashley	Elementary	No. 4	\$37.73
<b>B</b>	Phillips, Timothy	History	HS	\$37.73

**NOTE: Hourly rate adjustment pending ratification of WTEA contract**

8. 2013/2014 Spring Coaches

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

	Coach Name	Sport Activity	Stipend	Step
<b>A</b>	Angerstein, Russell	Spring Strength Training	\$1,991	1
<b>B</b>	Badillo, Amanda	Assistant Boys' Lacrosse Coach	\$2,243 (a split)	2
<b>C</b>	Bates, Russell	Head Boys' Spring Track Coach	\$6,357	3
<b>D</b>	Brown-Self, Shawnnika	Assistant Girls' Spring Track Coach	\$4,665	3
<b>E</b>	Caldwell, Kevin	Assistant Boys' Lacrosse Coach	\$2,156 (a split)	1
<b>F</b>	Cuneo, Chris	Head Boys' Lacrosse Coach	\$6,357	3
<b>G</b>	Diaz, Suzanne	Assistant Boys' Tennis Coach	\$3,281	3
<b>H</b>	Horne, George	Head Girls' Spring Track Coach	\$6,357	3
<b>I</b>	Jones, Felton	Head Golf Coach	\$3,382	3
<b>J</b>	Martin, William	Assistant Softball Coach	\$4,665	3
<b>K</b>	Nagy, Kristine	Head Girls' Lacrosse Coach	\$5,877	1
<b>L</b>	Pino, John	Assistant Girls' Spring Track Coach	\$4,665	3
<b>M</b>	Regn, Keith	Head Baseball Coach	\$6,357	3
<b>N</b>	Smolark, Thomas	Assistant Girls' Lacrosse Coach	\$4,312	1
<b>O</b>	Spahn, Matias	Assistant Baseball Coach	\$2,332.50 (a split)	3
<b>P</b>	Stowell, Allen	Assistant Baseball Coach	\$2,332.50 (a split)	3
<b>Q</b>	Stowell, Bruce	Assistant Baseball Coach	\$4,665	3
<b>R</b>	Taylor, Carl	Head Softball Coach	\$6,357	3
<b>S</b>	Totoro, John	Head Boys' Tennis Coach	\$4,923	3

**NOTE: Stipend adjustment pending ratification of WTEA contract**

b. Approve the following 2013/2014 Spring Coaches at the Middle School:  
 (11-402-100-100-402-07)

	<b>Coach Name</b>	<b>Sport Activity</b>	<b>Stipend</b>	<b>Step</b>
<b>A</b>	Martin, Gregg	Head Track Coach	\$2,563	3
<b>B</b>	McGowan, Danielle	Assistant Softball Coach	\$1,517	1
<b>C</b>	Pires, Allyson	Head Softball Coach	\$2,465	2
<b>D</b>	Reiter, Katelyn	Assistant Track Coach	\$1,517	1
<b>E</b>	Rossi, Ronald	Head Baseball Coach	\$2,563	3
<b>F</b>	Watson, Jeffrey	Assistant Baseball Coach	\$1,641	3
<b>G</b>	Whiteman, Robyn	Assistant Track Coach	\$1,641	3

**NOTE: Stipend adjustment pending ratification of WTEA contract**

9. 2013/2014 CST Consultants

Approve the following 2013/2014 CST Consultants on an as needed basis, effective February 13, 2014:

	<b>Name</b>	<b>CST-Consultant Area</b>	<b>School</b>	<b>Hourly Rate</b>
<b>A</b>	DiMartino-Cowdin, Lynn M.	Social Worker	District	Per Diem
<b>B</b>	McDermott, Kim	Social Worker	District	Per Diem

**NOTE: Per Diem hourly rate adjustment pending ratification of WTEA contract**

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

**XVI. ADDENDUM**

**I. SUPERINTENDENT'S REPORT**

A motion was made by Ms. Peterson, seconded by Mr. Gidwani to approve Items 1 – 4 as recommended by the Superintendent.



1. WTHS Course of Studies (Revisions)

a. Approve the revisions to the WTHS Course of Studies to align with the requirements for college credits for Camden County College as follows:

- Course #320600                      AP Physics I
- Course #320800                      AP Physics II
- Course #4940                        Early Childhood Development I

b. Approve the addition of the following new courses to the WTHS Course of Studies:

- Course # 494300                      Early Childhood Development II
- Course # 494800                      Child Development Pre- School
- Course # 23200                        English Language and Composition English II – AP
- Course # 324100                      Laboratory Microbiology- CP
- Course # 321200                      Laboratory Genetics – CP

c. Approve the deletion of the following course from the WTHS Course of Studies:

- Course # 4941- A                      Exploring Childhood

2. Textbook Adoption

Approve the adoption of the following Textbook:

- Environmental Science: Your World, Your Turn                      \$27,000.00  
    Pearson, Education, 2011

3. Rowan Assessment & Learning Center – Student Evaluations

Approve Rowan Assessment & Learning Center to conduct student evaluations (inclusive of student observations, record review, and final reports), as needed, at a rate not to exceed \$2,500.

4. WTMS Activities (Rescheduled)

Approve to reschedule the following WTMS activities as listed below:

- a. Black History Month Program: From February 11<sup>th</sup> to February 17, 2014
- b. Valentine’s Day Dance: From February 13<sup>th</sup> to February 20, 2014

*Roll Call:*

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

Motion Carried

## **II. BUSINESS ADMINISTRATOR/BOARD SECRETARY REPORT**

**A motion was made by Ms. Dredden, seconded by Mr. Gidwani to approve Items 1-3 as recommended by the Business Administrator/Board Secretary.**

1. **CM 3 Building Solutions, Inc. - Emergency Contract**

Approve an Emergency Contract to CM3 Building Solutions, Inc. in the amount of \$9,745.00 for the repair of the heating system in the High School gym.  
To be charged to: 11-000-261-420-000-08

and further acknowledge the following statement :

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

\_\_\_\_\_  
Tyra McCoy-Boyle  
Business Administrator/Board Secretary

2. **Comcast Business Communications, LLC – Contract Amendment Exhibit II: 2**

Approve the Comcast Business Communications, LLC Contract Amendment to increase the District internet access from 70MB to 200 MB's of bandwidth.

3 **Approve Contract – State Contract Vendor**

Approve the purchase of tires in the amount of \$33,424.68 from Service Tire Truck Center, Inc. an approved State Contract Vendor #A71688.  
Items are to be charged to 11-000-270-615-000-16

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

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

**XVII. OPEN PUBLIC RECORDS ACT (OPRA) REQUESTS**

1. The Winslow Board of Education processed the following OPRA Requests between January 17, 2014 through February 7, 2014:

Number of Requests Received	Approved	Denied
1	.5	.5 Records that were requested did not exist

**XVIII. OLD BUSINESS – None at this time.**

**XIX. NEW BUSINESS**

Ms. Peterson – Madam President I passed out to the Board the dates for the Township Liaison Committee. We met today and a full report will be given at our next Board meeting.

Ms. Peterson – In reviewing our policies from Strauss Esmay on our website, some of them appear that they may need to be updated as mandated by the State. Is it possible for us to give our full attention to those policies that are mandated so that we can bring them back to the Board at our next meeting in February and then approved for the second reading in March?

Voice Vote: All in favor
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Mr. Gidwani – Madam President I received some information from Rowan University about a program that they have. They invite students to the school. I would like to take advantage of that program.

Dr. Poteat – Mr. Gidwani are you referring to the flyers that you passed out? According to the flyer the eligibility is current sixth and seventh grade boys and girls.

Mr. Gidwani – They also have a program for high school students.

Dr. Poteat – Mr. Gidwani according to Dr. Carcamo we have students that will be participating in this program.

**XX. INFORMATIONAL ITEMS**

Dr. Poteat – I have one information item. As you can recall Madam President, members of the Board that you approved at our last meeting February 17, which is President's Day, as a snow makeup day for the District. We did send a letter out to all parents in the community. Today we sent out an email letter to all staff members as a reminder that Monday is a makeup snow day for the District. Unfortunately, with the storm coming down this evening, possibly tomorrow and Friday, the two days that we thought that we were going to acquire with this adjustment we may have to absorb them tomorrow and possibly Friday. We will continue to do what we can to try to keep our calendar in place so that we don't have to make too many adjustments at the end of the school year. We do have a major in-service day scheduled for Friday, we have several trainers coming in to work with our staff. Right now we are still looking for Friday to be an in-service day for all staff and Monday the 17<sup>th</sup> is a work day for us as well as for all of our students.

Board Member Resignation

Ms. Pitts – The Board has already received an email. I am going to read to you now the email that I received from a sitting Board member, Ms. Patricia Davis. Ms. Davis sent this to me on February 9 and it reads: Dear Cheryl, because my injury is worse than I thought and because my recovery time is 5-6 months, it is with a heavy heart that I resign my seat on the Board of Education. My inability to drive and my lack of mobility will make it impossible to fulfill my duties. It has been an honor to have been a part of this Board. Sincerely, Pat Davis.

Therefore, at this point this is what we will do; this is what the State mandates that we do. I have accepted Ms. Davis' resignation. We have 30 days in which we will advertise for that position. We will send out a vacancy notice, we will ask for letters of intent for anyone and all throughout the community who feel that they can step up and fill this position. Again we advertise for 30 days. After 30 days we close our advertisement. We then have another 30 days at which time the Board will interview and select a Board member. That particular Board member will now sit and complete Ms. Davis' unexpired term. Her term will expire December 31 of this year. So for anyone who has some time and feels that they have something to offer, I encourage you to step up and complete the intent to serve on the Board so that we can have a full Board. Board members do you have any questions?

Mr. Wilcox – I just wanted to let everyone know that the Economic Council Meeting for Winslow Township, which was originally scheduled on February 3, was not held due to inclement weather on that date. The next regularly scheduled meeting will be held the first Monday in March.

Mr. Long – At this point in time we would entertain a motion to go into Executive Session. Executive Session is being held on February 12, 2014 at 7:32 p.m. The items that we will be discussing on the Resolution that is before you are:  
Item 7 which involves matters relating to litigation on a case entitled Bullock v. the Township of Winslow which I will update the Board. Three items under Item 8 which involves matters of employment appointment, terms of appointment, motions and discipline relating to in one instance a suspension hearing for a bus driver, a suspension hearing for a Middle School teacher and a discussion with the Board regarding the outstanding Superintendent's contract

that is due to be negotiated in the new term. It is estimated that Executive Session will, weather permitting, last approximately 60 minutes. If after that period of time we are still in Executive Session at about 8:35 p.m. I will come out and announce any addition time that may be needed to conclude the discussion in Executive Session. I want to place on the record for the Board that it is anticipated that following the Executive Session there may be action taken by this Board.

**XXI. EXECUTIVE SESSION      A motion was made by Mr. Gidwani, seconded by Ms. Watkins to approve adoption of the Executive Resolution and adjournment to Executive Session at 7:34 p.m. for a period of 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 February 12, 2014 7:34 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 sixty 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

**XXII. ADJOURNMENT OF EXECUTIVE SESSION**

**A motion was made by Ms. Peterson seconded by Ms. Brown to adjourn Executive Session at 10:02 p.m.**

Voice Vote: All in favor

**XXIII. ADJOURNMENT**    **A motion was made by Ms. Peterson seconded by Ms. Brown to adjourn the meeting at 10:03 p.m.**        *All Ayes.*

Respectfully Submitted,

Tyra McCoy-Boyle  
Business Administrator/Board Secretary