

WINSLOW TOWNSHIP BOARD OF EDUCATION
Reorganization Board Meeting
Winslow Township Middle School – Cafeteria
30 Coopers Folly Road
Atco, NJ 08004

Wednesday, January 2, 2013
7:00 p.m.

MINUTES

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 **12/20/12**. It was also advertised in the Courier Post, Philadelphia Inquirer and posted in all schools, the Administration Office, the Municipal Building, the Library, Bud Duble Center, Edgewood Acres, Elm Town and Winslow Township Post Offices.

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)

- Cheryl Pitts 5,207 votes
- Gail Watkins 4,995 votes
- Ewuniki Brown 4,882 votes

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

Ewuniki Brown

Cheryl Pitts

Gail Watkins

Mr. Leonard Wood, Jr. Esq. administered the Oath of Office to the new Board Members.

VII. ROLL CALL – In roll call the following Board Members were noted present:

Present:

Ewuniki Brown
Patricia Davis
Lorraine Dredden
Gulab Gidwani
Joanne Masciocchi

Julie A. Peterson
Cheryl Pitts
Aleta Sturdivant
Gail P. Watkins

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

VIII. ELECTION OF OFFICERS TO NEXT REORGANIZATION MEETING IN JANUARY 2014

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

Nominate: Julie A. Peterson Move: Ms. Pitts
 Second: Ms. Watkins
 Nominate: Patricia Davis Move: Ms. Masciocchi
 Second: Ms. Dredden

Motion to Close Nominations: Move: Ms. Sturdivant
 Second: Ms. Dredden
 Roll Call Via Voice: Ayes All Nays 0

Roll Call Vote for Julia A. Peterson:

<i>Roll Call:</i>			
Ms. Brown	Yes	Ms. Pitts	Yes
Ms. Davis	No	Ms. Watkins	Yes
Ms. Dredden	No	Ms. Sturdivant	No
Mr. Gidwani	No	Ms. Peterson	Yes
Ms. Masciocchi	No		
Motion Not Carried			

Roll Call Vote for Patricia Davis:

<i>Roll Call:</i>			
Ms. Brown	No	Ms. Pitts	No
Ms. Davis	Yes	Ms. Watkins	No
Ms. Dredden	Yes	Ms. Sturdivant	Yes
Mr. Gidwani	Yes	Ms. Peterson	No
Ms. Masciocchi	Yes		
Motion Carried			

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

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

Nominated: Lorraine Dredden Move: Ms. Masciocchi
 Second: Mr. Gidwani
 Nominate: Gail Watkins Move: Ms. Pitts
 Second: Ms. Peterson

Motion to Close Nominations: Move: Ms. Masciocchi
 Second: Ms. Dredden
 Roll Call Via Voice: Ayes All Nays 0

Roll Call Vote for Lorraine Dredden

<i>Roll Call:</i>			
Ms. Brown	No	Ms. Pitts	No
Ms. Davis	Yes	Ms. Watkins	No
Ms. Dredden	Yes	Ms. Sturdivant	Yes
Mr. Gidwani	Yes	Ms. Peterson	No
Ms. Masciocchi	Yes		
Motion Carried			

C. Appointment of Board Secretary:

A motion was made by Ms. Masciocchi, seconded by Ms. Sturdivant to approve the appointment of Ms. Tyra McCoy-Boyle as the Board Secretary of the Board of Education.

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

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.

X. ADJOURNMENT OF PUBLIC COMMENTS

A motion was made by Ms. Peterson, seconded by Ms. Pitts to adjourn Public Comments at 7:19 p.m.

Voice Vote: All in favor

XI. BUSINESS & OPERATIONS

A motion was made Ms. Dredden, seconded by Ms. Peterson to approve A – C as recommended by the Business Administrator/Board Secretary.

The motion is amended to reflect A – C with the Board Meeting dates as presented but all meetings will be held at the Middle School.

Ms. Peterson asked if they would be going over the dates of the Board Meetings.

Ms. Davis passed out the dates for January through August but did not include September through December because we do not have the calendar for the next school year. The dates do not interfere with any of the holidays.

Ms. Pitts asked if the Board agreed to rotate between School No. 5 and 6 this year, was there a discussion on that? Ms. Pitts would like a discussion on that. It has been said from the community that to rotate it five and six and this location can be confusing. If you will recall last school year we had some of our professionals who were supposed to be here at one point. I think that in the best interest of conducting the business for ourselves and the community that we have it remain in one place. As I also recall, the rationale for rotating the meetings was to give the community an opportunity to come out in greater numbers. I have personally taken a survey over the past twelve months and the numbers have not changed at all. For the convenience and for the clarity and so that the public will not be confused, I think we are better

served if we appoint a location for our Board Meeting and have that location remain the same throughout the year.

Mr. Gidwani stated that it was a good idea the way we have it right now at various schools. If the professionals do not know where we are, I think we can probably provide them with the same calendar of the meetings. I am sure that they can make it work. The people in different communities I'm sure that they like to come to the meetings in their own area and it is much easier for them to access those areas than to travel all the way from Sicklerville to Cedar Brook for every meeting. This is my opinion.

Ms. Davis called for a consensus from the Board Members as to what they prefer.

Ms. Brown – Meeting in one place.

Ms. Dredden – Different places.

Ms. Peterson – In speaking to one of the audience members just today, clarification is needed.

They travelled to different locations before arriving here. For consistency, unless we have a better system for advertising and encouraging parents, family members and the community to come out, I would have them right here.

Ms. Sturdivant – I could go either way. I really like to see the community accommodated but it is true that we haven't really had a big turnout. I am just not ready to give up on this yet.

Ms. Masciocchi – That is how I feel. Sometimes it may seem when we have the kids performing it seems like there may be more at School 5 & 6 if they are coming from School 4 or 3 or vice versa. I haven't seen a big turnout, it is disappointing but when we have a function for the kids, yes I see it. I am kind of torn between both. At this point, I was all for it and I thought that it would be better for the community and have some of the parents have the opportunity if they lived nearby the school to come out. If their kids aren't coming out, then they don't come out. I am torn. Come back after Mr. Gidwani.

Mr. Gidwani - My opinion is still the same. It is good to have it at various schools. It is more convenient for parents in the area in which the schools are served. I see particularly an advantage to having it in various schools. Unless and until somebody can find out for me that there is something inherently bad about having it in various schools. I think we should stay with what we have got. If the professionals have problems knowing what school to go to, I think that is an easy solvable problem because professionals can make it a point to find out where the meetings are and be available at those places.

Ms. Pitts – I think again, for the benefit of the community, it is best to have it on a consistent basis. Very often when we have our conversations, many of the Board Members tend to compare the kind of things and policies that we have here in our District to other Districts. If you go to other District websites you will see that their Board Meetings are on a given time, at a given place and it does not change. For the benefit and the convenience of the community I think it is best to establish, for consistency, one location and one location only.

Ms. Watkins – I think one location would be better. After Ms. Masciocchi talked about the kids and when they perform, even with those events in mind, most of the parents leave right after their kids perform anyway. I really think that one place would be better for **everyone**.

Ms. Masciocchi- I agree, I think one place at this point. We gave it a shot, we thought last year as a new Board that it would work. As Ms. Watkins just said, they come and then they leave. We would like them to stay and they can't because they have to take their children home but I say one location.

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 2014:

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

B. Schedule of 2013 Board of Education Meetings

Approve a schedule of Board of Education Meetings for Calendar Year 2013 and include a date for Reorganization in January 2014:

Regular Mtg.	Time	Location	Regular Mtg.	Time	Location
January 9, 2013	7:00 p.m.	Middle School	January 23, 2013	7:00 p.m.	Middle School
February 13, 2013	7:00 p.m.	Middle School	February 27, 2013	7:00 p.m.	Middle School
March 13, 2013	7:00 p.m.	Middle School	March 27, 2013	7:00 p.m.	Middle School
April 10, 2013	7:00 p.m.	Middle School	April 24, 2013	7:00 p.m.	Middle School
May 8, 2013	7:00 p.m.	Middle School	May 22, 2013	7:00 p.m.	Middle School
June 12, 2013	7:00 p.m.	Middle School	June 26, 2013	7:00 p.m.	Middle School
July 10, 2013	7:00 p.m.	Middle School	July 24, 2013	7:00 p.m.	Middle School
August 14, 2013	7:00 p.m.	Middle School	August 28, 2013	7:00 p.m.	Middle School
September 2013	TBD	Middle School	September 2013	TBD	Middle School
October 2013	TBD	Middle School	October 2013	TBD	Middle School
November 2013	TBD	Middle School	November 2013	TBD	Middle School
December 2013	TBD	Middle School	December 2013	TBD	Middle School
January 2014 (Reorganization)	TBD	Middle School	---	----	----

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.

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

Ms. Davis asked that XII A – J be held until the next meeting. Please email her some of the things that you might be interested in serving on.

Ms. Sturdivant asked for a list of obligations for each committee.

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 - Held until the next meeting. Please email Ms. Davis if there is a particular school that you would like to represent or stay with the school that you already represent. Ms. Davis will have the list available at the next Board Meeting.

K. 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	

XIII. BUSINESS ADMINISTRATOR/BOARD SECRETARY'S REPORT

A motion was made by Ms. Dredden, seconded by Ms. Sturdivant to approve Item # 1 & # 2 as recommended by Business Administrator/Board Secretary.

TABLE Item # 1.

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

TABLE #1.

1. Bill List

Exhibit XIII A: 1

Approve the Bill List as listed below and as per the attached exhibit.

- Manual Bill List \$ 6,788.00 (Ratify)
- Vendor Bill List \$354,037.35

2. Educational Consultant

Approve as an Educational Consultant, Mr. John Tighe, J & B Special Education Consultant, 434 Lakeview Avenue, Haddonfield, NJ, to complete observations during the 2012-2013 school year at a rate not to exceed \$100.00 an hour.

Roll Call:

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

Motion Carried

A motion was made by Ms. Peterson, seconded by Ms. Pitts that we do not have Executive Session because we do not have any issues to discuss at this time.

Dr. Poteat reported that there is at least one issue that requires additional information on the Personnel Report. The Director of Human Resources has an issue that came up at the last meeting which required additional information. We would like to have an opportunity to get back to you with that information that we have gathered.

Ms. Peterson and Ms. Pitts withdrew the motion.

Regina Chico, Bowman & Company, LLP presented the 2011-2012 report of Audit.

ADDENDUM

I. BOARD SECRETARY'S REPORT

A motion was made by Ms. Peterson, seconded by Ms. Dredden to accept the Board Secretary's Report Item # 1 – 3 as recommended by the Business Administrator/Board Secretary.

1. Acceptance of the 2011-2012 Audit

Recommend the acceptance of the findings and recommendations contained in the 2011-2012 Comprehensive Annual Financial Report, Auditor's Management Report, and Summary of Audit Report. A copy of the Summary of Audit Report was made available to the Public.

2. 2011-2012 Audit Findings

Finding #2012-1 – The District did not complete a timely review of open purchase orders at year end and determine the proper disposition.

Finding #2012-2 – During our test of bids and contracts, we noted the following items:

- The use of State Contract vendors were not approved by Board resolution,
- One change order tested did not have a certificate of availability of funds filed with the resolution, and
- The district did not provide notice to the Office of the State Comptroller within 20 business days after award of a contract over \$2 million.

3. Corrective Action Audit Plan 2011-2012

Exhibit I: 3

Accept the 2011–2012 Corrective Action Audit Plan per the attached exhibit.

Roll Call:

Ms. Brown	Yes	Ms. Peterson	Yes
Ms. Davis	Yes	Ms. Pitts	Abstain
Ms. Dredden	Yes	Ms. Sturdivant	Yes
Mr. Gidwani	Yes	Ms. Watkins	Yes
Ms. Masciocchi	Yes		

Motion Carried

XIV. EXECUTIVE SESSION (Optional)

A motion was made by Ms. Dredden, seconded by Ms. Peterson to approve adoption of the Executive Resolution and adjournment to Executive Session at 7:45 p.m.

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

- Student Hearings
- Personnel Matters
- Legal Matters

The information discussed in Executive/Closed Session may be disclosed to the public after formal action is taken by the Board of Education on these issues. Certain information that will be discussed in Executive/Closed Session is not to be disclosed to the Public; however, the Board may contemplate taking action at the conclusion of Executive/Closed Session.

Voice Vote: All in favor

XV. ADJOURNMENT OF EXECUTIVE SESSION

A motion was made by Ms. Sturdivant, seconded by Ms. Watkins to adjourn Executive Session at 8:15 p.m.

Voice Vote: All in favor

ADDENDUM

II. PERSONNEL REPORT

A motion was made by Ms. Peterson, seconded by Ms. Pitts to approve Item # 1 A – C and E – J and Item # 2 – 6 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	Sch	Position	From	To	
A	Albertson, Donna (extension)	No. 4	Special Ed Teacher	5/25/2012-6/15/2012 9/1/2012-2/9/2013	5/25/2012-6/15/2012 9/1/2012-6/30/2013	P U
B	Brown, Karen	No. 6	Special Ed Teacher	1/3/2013	3/31/2013	U
C	DeStefano, Michele (extension)	No. 2	1 st Grade Teacher	12/13/2012-1/13/2013	12/13/2012-2/5/2013	P
D	Douglas, Yakenya (extension)	No. 6	6 th Grade Teacher	9/24/2012-12/31/2012	9/24/2012-3/1/2013	U
E	Maiden-White, Yolanda	No. 3	Speech Language Specialist	3/11/2013 4/12/2013	4/11/2013 6/30/2013	P U
F	McKeen, Marilyn	HS	Mathematics Teacher	1/4/2013	1/31/2013	P
G	Pagnotti, Jennifer	No. 6	Art Teacher	4/19/2013 5/29/2013	5/28/2013 9/20/2013	P U
H	Persiano, Maria	No. 6	ISS Teacher	1/1/2013	1/31/2013	U
I	Sandelier, Marisa	No. 5	4 th Grade Teacher	3/4/2013 4/10/2013	4/9/2013 6/30/2013	P U
J	Tait Lombo, Kimberly	No. 5	Special Ed Teacher	3/11/2013 5/16/2013	5/15/2013 6/30/2013	P U

2. Resignation

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

	Name	Schools	Position	Effective
A	Johansen, Erin	No. 5 & No. 6	Mathematics Coach	3/1/2013

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3. Contract Revision

Approve the following Contract Revision for a Leave of Absence Teacher for the remainder of the 2012/2013 school year:

FROM						TO			
	Name	Position	Sch	Dates	Prorated Salary	Position	Sch	Dates	Salary
A	King, Nicole (replacing Albertson, D.)	Special Ed Teacher	No. 4	9/1/2012- 2/11/2013	\$48,662	Special Ed Teacher	No. 4	9/1/2012- 6/30/2013	\$48,662

4. College Placement

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

	College/ University	Student	Experience	Cooperating Teacher	Sch	Dates	Subject
A	LaSalle University	Marinaro, Amanda	Student Teaching	Zuber, Dawn	No. 5	1/28/2013- 4/25/2013	Elementary

5. Co-Curricular Advisor

Approve the Ratification of the following Co-Curricular Advisor at the High School for the 2012/2013 school year: 11-401-100-330-401-08

	Name	Co-Curricular Position	Stipend	Step	Effective
A	Woodward, William	Percussion & Drill Instructor	\$6,788.00	1	9/1/2012

6. Winslow Child Development Program

Approve the Resignations for the following Winslow Child Development Program Counselors for the 2012/2013 school year:

	Name	Position	School	Effective
A	Tricoche, Tanise	Child Service Worker Counselor	No. 3	12/20/2012
B	Sykes, Sandra	Child Service Worker Counselor	Academy	1/15/2013

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

