

WINSLOW TOWNSHIP BOARD OF EDUCATION
Regular Board of Education Meeting
30 Coopers Folly Toad
Atco. NJ 08004

January 27, 2010

7:00 p.m.

MINUTES

I. PUBLIC NOTICE of this meeting was given to all Board Members and Associates in a notice dated **04/30/09**. It was also advertised in the Courier Post and posted in all schools, the Administration Office, the Municipal Building, the Library, Bud Duble Center 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	Mark Benjamin, Sr. Dino Capaldi Paul DiMeglio Christopher McGinnis Eartha Mitchell	Angelia M. Tutt Deborah Yanez - arrived 7:08 p.m. Cheryl Pitts, Vice President John J. Tomasello, President
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Also Present	H. Major Poteat, Ed.D., Superintendent Ann Garcia, Ed.D., Bus. Admin/Bd. Secretary John Comegno, Esq. Solicitor Comegno Law Group
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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. AWARDS & PRESENTATION

1. Winslow Township High School Chamber Choir – Mr. Doheny, Director

VII. CORRESPONDENCE

VIII. MINUTES

A motion was made by Mr. DiMeglio, seconded by Mr. Capaldi, to approve the minutes of the following meeting:

Regular Meeting January 13, 2010 Open/Closed Sessions

<i>Roll Call:</i>			
Mr. Benjamin, Sr.	yes	Ms. Tutt	yes
Mr. Capaldi	yes	Ms. Yanez	yes
Mr. DiMeglio	yes	Ms. Pitts	yes
Mr. McGinnis	yes	Mr. Tomasello	yes
Ms. Mitchell	yes		
<i>Motion Carried</i>			

IX. BOARD COMMITTEE REPORTS - NONE

X. PUBLIC COMMENTS (Time Limited)

A motion was made by Mr. Capaldi, seconded by Mr. DiMeglio, to open the meeting for Public Comments at 7:13 p.m.

Notation of Public Comments on Agenda Items – The Board President will recognize those individuals in the audience who wish to comment. Please respect the following procedures:

1. State your full name and address.
2. Please limit your comments to five minutes.

Voice Vote: <i>All in favor</i>

Russell Bates – Resident and Township Committee Member

Commented that the Board Members have a tough job regarding the budget, he is concerned as a tax payer and Township committee member. The school budget has a history of not passing in the district and we need to do a better job to promote it to the residents. He hopes that the district will have more budget meetings as the two that Dr. Poteat held were very helpful. He will support the budget that is presented to the voters.

Gulab Gudwani – Resident and President of Winslow Township Business Association

Mr. Gudwani is concerned about what would have happened if we had opened a new elementary school last year and this year we may close one. He stated that the new governor is in favor of vouchers. He wants to improve the district so that we will not have to pay the charter school and the students will return to Winslow.

Dennis Young – President Winslow Township Basketball Association

Mr. Young stated that back in December he met with Dr. Poteat and Dr. Garcia and discussed the WTBA paying to use the schools on Saturdays. He agreed to pay the costs but is asking for a longer turn around time to pay the bill as currently they are expected to pay in 14 days and if they don't they are not allowed to use the facility. The bill is around \$750/week and he is hoping that the township will help pay the costs. He asked the board to grant a reprieve so that the kids can play basketball this Saturday.

Dr. Poteat spoke regarding the WTBA. If the custodians are going to work on Saturday they need to be paid. We have done all that we can, there is no recreation line item in the school budget and the district is not in a position to pay because the money is not there.

XI. ADJOURNMENT OF PUBLIC COMMENTS

A motion was made by Mr. DiMeglio, seconded by Mr. Benjamin, Sr., to adjourn public comments at 7:25 p.m.

Voice Vote: <i>All in favor</i>

XII. SUPERINTENDENT'S REPORT

A motion was made by Ms. Pitts, seconded by Ms. Yanez, to approve Action Items # 1 through # 10 as recommended by the Superintendent.

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

1. First Reading of Policies & Regulations

Exhibit XII A: 1

Approve the first reading of the revisions to the following policies and regulations of the Board of Education as listed below:

Policy/Regulation	Title
Policy #5512.01	Harassment, Intimidation, and Bullying
Regulation #5512	Reporting Procedure - Hazing and/or Harassment, Intimidation, or Bullying
Policy # 5512	Hazing
Policy # 2510	Adoption of Textbooks
Policy #180	School Volunteers
Bylaw #0142.1	Nepotism

2. Second Reading of Policies & Regulations

Exhibit XII A: 2

Approve the second reading of the revisions to the following policies and regulations of the Board of Education as listed below:

Policy/Regulation	Title
Policy #2624	Grading System
Policy #5111	Eligibility of Resident/Non-Resident Pupils

3. Fire Drill Report

None at this time.

4. Field Trips

Exhibit XII A: 4

Approve Field Trips, as per the attached exhibit.

5. Professional Development/Workshops & Conferences

Exhibit XII A: 5

Approve Professional Development/Workshops & Conferences, as listed in the attached exhibit.

6. Tuition Students

Approve the following out-of-district student placement for the 2009/2010 school year:

Student	Placement	Grade/Class	Effective	Cost
921207	BCSS-Westhampton	9/SLD	1/13/10	N/A*
921093	NJ Regional Day School	4/MD	1/11/10	\$43,127

*Pemberton School District is responsible for tuition for this student.

7. Terminate Out-of-District Placements

Approve the termination of the following out-of-district student placements for the

2009/2010 school year:

Student	Placement	Grade/Class	Effective	Cost	Reason
RF	Kids Peace	MD/10	1/4/10	\$54,085.50	Change in Placement Pending
920476	Archway School	7/MD	1/22/10	\$39,807.25	Transferred

- 8. Homebound Instruction **None at this time.**
- 9. Fundraiser(s)/School Activities **Exhibit XII A: 9**

Approve the following fundraisers/school activities for the 2009/2010 school year as listed below and as per the attached exhibits:

School No. 1

- o Scholastic Book Fair - H.S.A., (February 8, 2010 - February 12, 2010)
- o Winter Carnival - H.S.A., (February 9, 2010)
- o Grandparents Day - H.S.A., (February 11, 2010)
- o Chick Fila Night - H.S.A., (February 23, 2010)
- o Wawa Hoagie Coupons - H.S.A., (March 2010 – June 2010)
- o Mothers Day Spring Flower Sale - H.S.A., (May 2010)

WTMS

- o Valentine Dance - 8th Grade (2/5/10)

WTHS

- o Coin Drop – Varsity Baseball Team (March 2010)
- o Environmental Club –Donations for Camden County Animal Shelters (2/1/10 – 3/1/10)
- o FBLA Talent Show (3/26/10)
- o Drama Club – Hadley Farms Food Items (1/29/10)
- o Faculty/Student Volleyball Game (4/1/10)
- o Faculty/Student Softball Game (5/28/10)

10. School No. 4

- a. Approve the acceptance of five (5) \$100 Gift Cards donated by Mr. Michael Rosier, Sr., parent of second grade student. (Mr. Rozier is a former Heisman Trophy winner, and the cards are a donation by Mr. Rozier to School No. 4 from the Heisman Trophy Trust, 75th Annual Heisman Dinner.)
- b. Approve the students of School No. 4 to participate in SeeSaw’s Mark Teague Create Your Own Cover Contest.
- c. Approve School No. 4 to apply for the SPRINT Character Education Grant in the amount of \$500 to \$5,000.

- d. Approve School No. 4 to apply for the grant “The Pepsi Refresh Project”. Submissions for this Grant will be accepted monthly, from the 1st to the 15th. Grant awards range from \$5,000 to \$250,000 in the areas of Health, Arts & Culture, Food & Shelter, The Planet, Neighborhoods, and Education.
- e. Approve School No. 4 to “refresh” their current library into a Media/Community Training Center with new books, shelving, computers, software, and furniture.

B. Principal’s Update(s)

- | | |
|---------------------------------|---------------------------|
| 1. Monthly School Highlights | None at this time. |
| 2. Ethnic Enrollment Report | None at this time. |
| 3. Suspension Report | None at this time. |
| 4. Violence & Vandalism Reports | None at this time. |

C. Curriculum Update(s)

Exhibit XII C

<i>Roll Call:</i>			
Mr. Benjamin, Sr.	yes	Ms. Tutt	yes
Mr. Capaldi	yes	Ms. Yanez	yes
Mr. DiMeglio	yes	Ms. Pitts	yes
Mr. McGinnis	yes	Mr. Tomasello	yes
Ms. Mitchell	yes		
<i>Motion Carried</i>			

XIII. BUSINESS ADMINISTRATOR/BOARD SECRETARY’S REPORT

A motion was made by Ms. Tutt, seconded by Mr. Benjamin, Sr., to approve Action Items # 1 through # 13 as recommended by the Business Administrator/Board Secretary.

A. Reports

- | | |
|---|---------------------------|
| 1. Facilities/Maintenance Update – Mr. Bob Austin | Exhibit XIII A: 1 |
| 2. Transportation Update – Mr. John Gaskill | Exhibit XIII A: 2 |
| 3. Sodexo Food Services Update – Mr. Howard Ellis | None at this time. |

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

- | | |
|-------------------------------|---------------------------|
| 1. <u>Line Item Transfers</u> | None at this time. |
|-------------------------------|---------------------------|

- | | | |
|--|---|---------------------------|
| 2. | <u>Bill List</u> | Exhibit XIII B: 2 |
| Approve the Bill List, as listed below, and as per the attached exhibit. | | |
| | o Vendor Bill List | \$ 1,372,905.00 |
| 3. | <u>Payroll</u> | None at this time. |
| 4. | <u>Board Secretary Certification</u> | None at this time. |
| 5. | <u>Treasurer's Report</u> | None at this time. |
| 6. | <u>Board Secretary's Report</u> | |
| 7. | <u>Use of Facilities Report</u> | Exhibit XIII B: 7 |
| Approve the Use of Facilities Report as per the attached exhibit. | | |
| 8. | <u>New Jersey School Boards Association – Mandatory Training
Professional Development/Board Members</u> | |

WHEREAS, The Winslow Township Board of Education is required pursuant to N.J.S.A. 18A:11-12 to adopt policy and approve travel expenditures by district employees and board members using local, State, or Federal funds to ensure that travel is educationally necessary and fiscally prudent; and

WHEREAS, The Board of Education has determined that the training and informational programs sponsored by NJSBA and set forth below are directly related to and within the scope of board members' duties; and,

WHEREAS, The Board of Education has determined that the training and informational programs sponsored by NJSBA and set forth below are directly related to and within the scope of the listed job title's current responsibilities and the board's professional development plan; and,

WHEREAS, The Board of Education has determined that participation in the NJSBA training and informational programs requires school district travel expenditures and that this travel is critical to the instructional needs of the district and/or furthers the efficient operation of the district; and,

WHEREAS, The Board of Education has determined that the school district travel expenditures to NJSBA programs are in compliance with State travel guidelines as established by the Department of the Treasury and within the guidelines established by the federal Office of Management and Budget; except as superseded by conflicting provision of Title 18A of the New Jersey Statutes; and,

WHEREAS, The Board of Education finds that a mileage reimbursement rate equal to that of the federal Internal Revenue Service mileage reimbursement rate of \$.31 per mile is a reasonable rate; and,

WHEREAS, The Board of Education has determined that participation in the NJSBA training and informational programs are in compliance with the district policy on travel; therefore be it

RESOLVED, That the Board of Education hereby approves the attendance of the listed number of school board members and district employees at the listed NJSBA training and informational programs, and the costs of attendance including all registration fees, and statutorily authorized travel expenditures, provided that such expenditures are within the annual maximum travel expenditure amount; and, be it further

RESOLVED, That the Winslow Township Board of Education authorizes in advance, as required by statute, attendance at ***the following NJSBA training program and informational event:***

<u>Board Member Name</u>	<u>Program Name</u>	<u>Date</u>	<u>Event Cost</u>
Angelia M. Tutt	Governance 11: School Finance	On-Line	\$50.00
John Tomasello	Governance 11: School Finance	On-Line	\$50.00
Eartha Mitchell	Federal Relations Network Conference	February 2, 2010	\$150.00
Cheryl Pitts	Federal Relations Network Conference	February 2, 2010	\$150.00
Deborah Yanez	Federal Relations Network Conference	February 2, 2010	\$150.00
Mark Benjamin, Sr.	Federal Relations Network Conference	February 2, 2010	\$150.00
Deborah Yanez	Winter School Public Relations Forum - Passing Your Budget	January 29, 2010	\$70.00

9. Disposal of School Property

Exhibit XIII B: 9

Approve the Disposal of School Property per the attached exhibit.

Location	Department	Tag #	Description
School # 2	Library	MC20481074	1-Panasonic Television – broken
		745261375	1-RCA Television – broken
		E11C82279	1-VCR Panasonic – broken
		499344011	1-VCR Toshiba – broken
		06797968	1-VCR – JVC – broken
Student Support Services		00488	1-Xerox Typewriter – broken
		None	1-Mini Laminator H 210 – broken
		004065	1 Acer Laptop 5100 - broken

10. Transportation for SES Provider Academic First

Approve the use of Winslow Township School District buses for the SES after school tutoring program at School # 6 and Middle School at a cost of \$50/hour.

11. Dependent Eligibility Audit – Connor Strong

Exhibit XIII B: 11

Approve the Dependent Eligibility Audit on our medical coverage by Connor Strong at no cost to the Winslow Township Board of Education.

12. Withdrawal of Bid Roof Restoration at Winslow Township High School

Exhibit XIII B: 12

Approve the withdrawal without penalty for the Winslow Township High School Roof Restoration Bid from Arch-Concept Construction.

13. Winslow Child Development (WCD's) Super Summer Camp

Exhibit XIII B: 13

Approve WCD's Super Summer Camp to run from June 28, 2010 to August 20, 2010 (eight weeks) per the attached exhibit.

Roll Call:

Mr. Benjamin, Sr.	yes	abstain # 8	Ms. Tutt	yes	abstain # 8, # 2
Mr. Capaldi	yes				Institute of Excellence
Mr. DiMeglio	yes		Ms. Yanez	yes	abstain # 8
Mr. McGinnis	yes		Ms. Pitts	yes	abstain # 8
Ms. Mitchell	yes	abstain # 8	Mr. Tomasello	yes	abstain # 8

Motion Carried

ADDENDUM

A motion was made by Ms. Yanez, seconded by Mr. DiMeglio, to approve Addendum Items #1 and # 2 as recommended by the Superintendent. Item # 1 is amended to approve the District Wide Fundraiser only.

SUPERINTENDENT'S REPORT

1. Fundraisers/School Activities

Approve the following fundraisers/school activities for the 2009/2010 school year as listed below:

Item # 1 – Only District-Wide Fundraiser Approved

School	Program	Activity	Proceeds to Benefit
District-wide	District H.S.A	Coin Drive	American Red Cross
School No. 1	School-wide	Monetary Donations	American Red Cross
School No. 6	School-wide	Coin Drive	American Red Cross
WTMS	Various Clubs	Purchase a "Many Cultures One Nation-Haiti Relief 2010" ribbon for one dollar	Hope Alive Clinic Ministries Medford, NJ
WTMS	French Teacher	Haiti Relief Fund Jeans Day – Donate \$5 to wear	Hope Alive Clinic Ministries Medford, NJ

		jeans.	
WTHS	C/O 2010	Collecting monetary donations throughout the day	American Red Cross

2. School No. 3 – Assembly Program

Exhibit 2

Approve an assembly at School No. 3 of Children’s Story Teller, Queen Nurr, to the entire student-body at School No. 3, at no cost to the District, on Thursday, February 4, 2010.

<i>Roll Call:</i>			
Mr. Benjamin, Sr.	abstain	Ms. Tutt	yes
Mr. Capaldi	yes	Ms. Yanez	yes
Mr. DiMeglio	yes	Ms. Pitts	yes
Mr. McGinnis	yes	Mr. Tomasello	yes
Ms. Mitchell	yes		
<i>Motion Carried</i>			

A motion was made by Mr. DiMeglio, seconded by Mr. Capaldi, to approve Addendum Items # 1 and # 2 as recommended by the Business Administrator/Board Secretary.

BUSINESS ADMINISTRATOR/BOARD SECRETARY

1. New Jersey School Boards Association – Mandatory Training Professional Development/Board Members

WHEREAS, The Winslow Township Board of Education is required pursuant to N.J.S.A. 18A:11-12 to adopt policy and approve travel expenditures by district employees and board members using local, State, or Federal funds to ensure that travel is educationally necessary and fiscally prudent; and

WHEREAS, The Board of Education has determined that the training and informational programs sponsored by NJSBA and set forth below are directly related to and within the scope of board members’ duties; and,

WHEREAS, The Board of Education has determined that the training and informational programs sponsored by NJSBA and set forth below are directly related to and within the scope of the listed job title’s current responsibilities and the board’s professional development plan; and,

WHEREAS, The Board of Education has determined that participation in the NJSBA training and informational programs requires school district travel expenditures and that this travel is critical to the instructional needs of the district and/or furthers the efficient operation of the district; and,

WHEREAS, The Board of Education has determined that the school district travel expenditures to NJSBA programs are in compliance with State travel guidelines as established by the Department of the

Treasury and within the guidelines established by the federal Office of Management and Budget; except as superseded by conflicting provision of Title 18A of the New Jersey Statutes; and,

WHEREAS, The Board of Education finds that a mileage reimbursement rate equal to that of the federal Internal Revenue Service mileage reimbursement rate of \$.31 per mile is a reasonable rate; and,

WHEREAS, The Board of Education has determined that participation in the NJSBA training and informational programs are in compliance with the district policy on travel; therefore be it

RESOLVED, That the Board of Education hereby approves the attendance of the listed number of school board members and district employees at the listed NJSBA training and informational programs, and the costs of attendance including all registration fees, and statutorily authorized travel expenditures, provided that such expenditures are within the annual maximum travel expenditure amount; and, be it further

RESOLVED, That the Winslow Township Board of Education authorizes in advance, as required by statute, attendance at ***the following NJSBA training program and informational event:***

<u>Board Member Name</u>	<u>Program Name</u>	<u>Date</u>	<u>Event Cost</u>
Eartha Mitchell	Winter School Public Relations Forum	January 29, 2010	\$70.00

2. Annual School Board Election – April 20, 2010

Recommend the approval of the Annual School Board election for three (3) seats, each for a three (3) year full term and one seat (1) seat, for a one (1) year unexpired term.

<i>Roll Call:</i>			
Mr. Benjamin, Sr.	yes	Ms. Tutt	yes
Mr. Capaldi	yes	Ms. Yanez	yes
Mr. DiMeglio	yes	Ms. Pitts	yes
Mr. McGinnis	yes	Mr. Tomasello	yes
Ms. Mitchell	yes	abstain # 1	
<i>Motion Carried</i>			

XIV. INFORMATIONAL ITEMS

Spring Conferences

Exhibit XIV

Dr. Poteat reported that Spring Conferences will be held during the day on February 18 and 19th. A request made to the WTEA to hold evening conferences on Thursday evening was unsuccessful.

Ms. Pitts asked why it was unsuccessful and Dr. Poteat responded that the WTEA had turned down the request.

XV. OLD BUSINESS

Dr. Poteat reported that the HSA Council will hold another food drive on Saturday, March 27, 2010. The food collected will be donated to the Winslow Township food banks.

XVI. NEW BUSINESS (Discussion Items)

XVII. EXECUTIVE SESSION

Executive Session Resolution A motion was made by Ms. Tutt, seconded by Mr. Capaldi to approve adoption of the Executive Resolution and adjournment to Executive Session at 7: 52 p.m.

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

- o Student Hearings
- o Personnel Matters
- o 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.

PRESIDENT

Business Administrator/Board Secretary

Voice Vote: *All in favor*

XVIII. ADJOURNMENT OF EXECUTIVE SESSION

Return to Public Session A motion was made by Ms. Tutt, seconded by Mr. Capaldi, to return to Public Session at 10:08 p.m.

XIX. PERSONNEL

A motion was made by Ms. Yanez, seconded by Mr. DiMeglio, to approve Items # 1 through # 8 with regard to Personnel. Item # 5 is Pulled.

	College	Student	Experience	Cooperating Teacher/School	Dates	Subject
A	Camden County College	Fusaro, Ashley	20 Hour Field Experience	Oleyn, Kirstie/ No. 1	2/3/10-3/26/10	Elementary

7. Homebound Instructors

Approve the following Homebound Instructors for the 2009/2010 school year:

	Name	Subject	School	Hourly Rate	Effective
A	Gibson, Renee	Special Education	HS	\$36.88	1/28/2010
B	Arsenault, Heather	LAL/History	HS	\$36.88	1/28/2010

8. Volunteer

Approve the following Volunteer for the 2009/2010 school year:

	Name	Activity	School
A	Adolf, Christine	Classroom Help	No. 4

Roll Call:

Mr. Benjamin, Sr.	yes	Ms. Tutt	yes	abstain # 8
Mr. Capaldi	yes	Ms. Yanez	yes	
Mr. DiMeglio	yes	Ms. Pitts	yes	
Mr. McGinnis	yes	Mr. Tomasello	yes	
Ms. Mitchell	yes			

Motion Carried

XX. ADJOURNMENT A motion was made by Mr. Capaldi, seconded by Mr. DiMeglio, to adjourn the meeting at 10:10 p.m.

Voice Vote: *All in favor*

Ann F. Garcia, Ed.D.
 Business Administrator/Board Secretary