

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

Wednesday, July 10, 2013
7:00 p.m.

MINUTES

I. PUBLIC NOTICE of this meeting was given to all Board Members and Associates in a notice dated **01/03/13**. 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.

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:	Ewuniki Brown	Aleta Sturdivant
	Gulab Gidwani	Gail P. Watkins
	Joanne Masciocchi arrived 7:05 p.m.	Lorraine Dredden, Vice President
	Julie A. Peterson	Patricia Davis, President

Absent: Cheryl Pitts

Also Present: Dorothy Carcamo, Ed.D., Assistant Superintendent
Tyra McCoy-Boyle, Business Administrator/Board Secretary
Audra Pondish, Solicitor

IV. PLEDGE OF ALLEGIANCE

V. BOARD OF EDUCATION – TEAM CHARTER

Ms. Watkins -

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

Mr. Gidwani -

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. Sturdivant -

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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Ms. Dredden -

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. Davis -

VI. 2012-2013 DISTRICT GOALS

1. Continue to review and assess in a systematic manner, using data, the district curriculum and students' needs to raise student achievement.
2. Create a positive school environment/culture conducive to teaching and learning for all stakeholders.
3. Continue to expand communication to all stakeholders to increase the capacity for greater parent/caregiver and community support.

VII. AWARDS/PRESENTATIONS

1. HIB & Violence & Vandalism Report – Mr. Dion Davis
2. Anti-Bullying Bill of Rights School Self Assessment Presentation – Mr. Dion Davis

VIII. CORRESPONDENCE – None at this time.

IX. MINUTES - None at this time.

X. BOARD COMMITTEE REPORTS

Ms. Davis - The Policy Committee has not met this month yet.

Ms. Peterson - The Education Committee met today. A report will be submitted at our next meeting.

Mr. Gidwani - Operations Committee – Has not had a meeting this month, but have minutes to prior meeting.

XI. PUBLIC COMMENTS (Time Limited)

A motion was made by Ms. Dredden, seconded by Ms. Sturdivant to open the meeting for Public Comments at 7:26 p.m.

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

No Public Comments

XII. ADJOURNMENT OF PUBLIC COMMENTS

A motion was made by Ms. Peterson, seconded by Ms. Dredden, to close the meeting for Public Comments at 7:26 p.m.

Voice Vote: All in favor

XIII. SUPERINTENDENT'S REPORT

A motion was made by Ms. Peterson, seconded by Ms. Watkins, to approve A. & B. as recommended by the Superintendent.

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

- | | | |
|----|--|---------------------------|
| 1. | <u>First Reading of Board Policies & Regulations</u> | None at this time. |
| 2. | <u>Second Reading of Board Policies & Regulations</u> | None at this time. |
| 3. | <u>Security/Fire Drill Report</u> | None at this time. |
| 4. | <u>Field Trips</u> | None at this time. |
| 5. | <u>Professional Development/Workshops & Conferences</u> | None at this time. |
| 6. | <u>Tuition Students</u> | Exhibit XIII A: 6 |
| | Approve the placement of Tuition Students as listed in the attached exhibit. | |
| 7. | <u>Terminate Out-of-District Placements</u> | None at this time. |
| 8. | <u>Homeless Student(s)</u> | None at this time. |
| 9. | <u>Fundraiser(s)</u> | None at this time. |

10. NJ DOE – Anti-Bullying Bill of Rights School Self-Assessment

Approve the submission, to the NJDOE, of the Anti-Bullying Bill of Rights School Self-Assessment for Year 1 (January 5, 2011 through June 30, 2013) as presented.

B. Principal's Updates

None at this time.

Roll Call:

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

Motion Carried

XIV. BUSINESS ADMINISTRATOR/BOARD SECRETARY'S REPORT

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

Ms. McCoy- Item 13 and Item 14 we would like to add the wording that we are approving the awards "Pending the approval of the projects by the New Jersey Department of Education", these are conditional awards.

Ms. McCoy- The winning bids are not named because we were waiting for solicitor's review. Electric upgrades went to Joseph Delgado, Inc., which is the low bid and Item 14 was awarded to C & M Door Controls, Inc. also low bidder.

A. REPORTS

None at this time.

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

1. Line Item Transfers **None at this time.**
2. Board Secretary's Report **None at this time.**
3. Reconciliation Report **None at this time.**
4. Board Secretary's Certification **None at this time.**
5. Boards' Certification **None at this time.**

6. Bill List

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

- Manual Bill List \$863,585.64
- Vendor Bill List \$334,887.75

7. Payroll

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

- June 15, 2013 \$2,241,157.85
- June 20, 2013 \$1,902,650.53
- June 28, 2013 \$ 467,755.28

8. Long Range Facilities Plan - Amendment

Authorize the Amendment of the Long-range Facility Plan of the Winslow Township Board of Education to add the following:

- Exterior Door Replacement School No. 5 & 6.

9. Use of Facilities

Ratify/Approve the Winslow Township Police Department for the following Use of Facilities:

- Winslow Township Middle School
- For the purpose of Training – Rapid Response to Active Shooter
- July 1, 10, 18, 22, 26, 2013.
- 1:00 p.m. – 4:00 p.m.

10. Bid # 2013-6 School Choice Busing 2013-2014

Bid 2013-6 School Choice Busing for 2013-2014 was non responsive.

11. Cancel Outstanding Accounts Receivable

Request to cancel an old outstanding accounts receivable in the amount of \$1,000.00 in the Special Revenue fund.

12. Budget Transfer from Capital Reserve to Capital Outlay – 2013-2014

Approve the transfer of \$101,703.00 from Capital Reserve to Capital Outlay to cover the additional costs for Project(s) # 5820-030-13-2000; 5820-040-13-3000; 5820-050-13-3000 and 5820-060-13-2000 for Electrical Upgrades at Schools 1-4 pursuant to N.J.A.C. 6A:23A-14.1. Funds will be budgeted in appropriation line 12.000.400.450 Construction. Increase required due to bid results.

13. Bid # 2013-10 Electric Service Upgrades

a. Approve the record of Bid # 2013-10 Electric Service Upgrades as follows:

Name of Vendor	Base Bid # 1	Alternate Price Atlantic City Elec. Pad Mount Transformer @ # 1 and # 2 in Lieu Pole Mount
Chammings Electric , Inc.	\$478,000	+ \$62,000
Joseph R. Delgado, Inc.	\$419,884	- \$9,454
GM White Electrical Contractors	\$612,245	+ \$56,180
Meridian Property Services	\$548,400	+ \$36,100
MJF Electrical Contracting	\$934,450	+ \$92,000
RAI Ray Angelini, Inc.	\$475,785	-\$20,000
Scalfo Electric, Inc.	\$499,000	-\$11,000

b. Approve the award of Bid # 2013-10 – Electric Service Upgrades to: Joseph R. Delgado, Inc., low bid, pending the approval of the project by the New Jersey Department of Education.

To be charged to 12.000.400.450

and further acknowledge the following statement :

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

 Tyra McCoy-Boyle

14. Bid # 2013-11 Exterior Door Replacement

a. Approve the record of Bid # 2013-11 Exterior Door Replacement as follows:

Name of Vendor	Base Bid # 1
C & M Door Controls, Inc.	\$297,490
1 st Westco Corp.	\$355,800

b. Approve the award of Bid # 2013 – 2011 Exterior Door Replacement to: C & M Door Controls, Inc. low bid, pending the approval of the project by the New Jersey Department of Education.

To be charged to 12.000.400.450

and further acknowledge the following statement :

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

 Tyra McCoy-Boyle

15. Disposal of School Property

Exhibit XIV B: 15

Approve the Disposal of School Property per the attached exhibit.

Location	Department	Description
School No. 3	Media Center	Flood Damaged Library Books
		Broken, outdated media equipment
School No. 4		1 HP Color LaserJet 2550n - Broken

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

XV. PERSONNEL

A motion was made by Ms. Watkins, seconded by Ms. Peterson, to approve Items 1 – 7 with regards to Personnel. Item # 2.C should read Secretary.

1. Leave of Absence

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

	Name	Type of Leave	From	To	Paid/Unpaid
A	S.G.	Medical	7/23/2013	TBD	P

2. New Hires

a. Approve the following New Hires for the 2013/2014 school year:

	Name	Position	School	Salary	Effective
A	Carmen, Annette	Biology Teacher	HS	\$83,950 MA+45 – Step 13	9/1/2013
B	Jarow, David	Math Teacher	HS	\$49,761 BA+15 – Step 3	9/1/2013
C	Maccarella, Jacquelyn	Secretary	BOE	\$41,902	7/1/2013
D	Moore, Shavonne	2 nd Grade Teacher (Leave of Absence)	No. 4	\$48,361 (prorated) BA – Step 1	9/1/2013- 3/15/2014

E	Smith, Marcella	English Language Arts Teacher	MS	\$65,361 MA – Step 10	9/1/2013
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NOTE: Salary adjustment pending ratification of WTEA contract

b. Approve the Rescission of the following New Hire for the 2013/2014 school year:

	Name	Position	School	Salary	Effective
A	Pinto, Ariel	English Language Arts Teacher – 7 th Grade	MS	\$48,361 BA – Step 1	7/2/2013

3. 2013/2014 Employee Transfers

Approve the following Employee Transfers for the 2013/2014 school year, effective September 1, 2013:

	Name	FROM Position	Location	TO Position	Location
A	Burghart, Kristina	3 rd Grade Teacher (Leave of Absence)	No. 4	3 rd Grade Teacher	No. 4
B	Morgan, Rebecca	3 rd Grade Teacher	No. 4	2 nd Grade Teacher	No. 4
C	Smith, Jean	Mathematics Teacher	MS	Biology Teacher	HS

4. 2013/2014 Fall Coaches

a. Approve the Rescission of the following Middle School Fall Coach for the 2013/2014 school year: (11-402-100-100-402-07)

	Fall Coach	Fall Coach Position	Stipend	Step
A	Shaw, Timothy	Assistant Boys' Soccer Coach	\$1,577	2

b. Approve the following Middle School Fall Coach for the 2013/2014 school year: (11-402-100-100-402-07)

	Fall Coach	Fall Coach Position	Stipend	Step
A	Watson, Jeff	Assistant Boys' Soccer Coach	\$1,517	1

NOTE: Stipend adjustment pending ratification of WTEA contract

5. 2013/2014 Support Substitute

Approve the following 2013/2014 Support Substitute:

	Support Substitute	Substitute Position
A	Falzarano, Joseph	Substitute Bus Mechanic/Driver

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6. 2013/2014 High School Club/Activity Advisor

Approve the following 2013/2014 High School Club/Activity Advisor:
 (11-401-100-101-401-08)

	Advisor	Club/Activity	Stipend	Step
A	O'Neill, Daniel (11-401-100-330-401-08)	Percussion & Drill Instructor	\$6,788	1

NOTE: Stipend adjustment pending ratification of WTEA contract

7. 2013 WCD Super Summer Camp

Approve the following 2013 WCD Super Summer Camp Employee Transfers,
 effective July 10, 2013 through August 16, 2013 with eight (8) hour shifts (excluding 1 hour
 unpaid lunch):

		FROM	TO		
	Name	Assignment/Position	Assignment/Position	Hours	Hourly Rate
A	Kalinowski, Joyce	Arts/Crafts/Spanish Supervisor	2 nd Grade Camp Supervisor	8 hours	\$12.00
B	Kennedy, Mary	2 nd Grade Camp Supervisor	5 th Grade Camp Supervisor	8 hours	\$12.00

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

XVI. OLD BUSINESS

1. Bid #2013-13 Carpet/VCT Replacement

Informational – Award of Bid#2013-13 Carpet/VCT Replacement awarded to MJJ Construction, LLC, lowest responsible bidder, in the amount of \$101,000.00 per solicitor's review.

Mr. Gidwani – Suggested we revisit the Dress Code because five years is too long to implement it. Maybe one or two years.

Ms. Davis – Before we do anything else, per policy we have to have another Public Hearing in September and then it will go back to the Policy Committee and they will make those decisions and recommendations. After September we can address it to the Policy Committee at that point and time.

Board Computers

Ms. McCoy - The Board had approved going paperless and we had discussed several options. Mr. Gidwani called and suggested looking at an iPad. John Moran, one of the techs, has both items that were under consideration. Previously there were questions as to size and weight. John Moran reviewed applications/features of the iPad and the Microsoft Surface Tablet with the Board.

XVII. NEW BUSINESS

Ms. Peterson – A message to our President and Vice President. Saturday, July 27, 2013 is being designated as Winslow Township Family Day which is sponsored by the Municipal Drug and Alcohol Alliance and Winslow Township Empowerment Group. This day is set aside and it is in New Brooklyn Park from 2:00 – 8:00 p.m. I wanted to know as a part of the Board initiatives over the past couple of years we have actually participated with the District in this initiative by sponsoring a table and donating at least one backpack with school supplies. I wanted to know if the Board was willing to participate once again in this initiative?

Ms. Davis will coordinate the times of coverage by the Board members and will notify Ms. Peterson.

XVIII. INFORMATIONAL ITEMS – None at this time

Addendum

I. SUPERINTENDENT'S REPORT

A motion was made by Ms. Dredden, seconded by Ms. Watkins to approve Item 1 and 2 as recommended by the Superintendent.

1. Commission for the Blind

Approve the Commission for the Blind and Visually Impaired to provide Level I (\$1,750), Level II (\$4,200), Level III (\$11,750) and Level IV (\$13,325) services for Winslow Township School District students on an as needed basis for the 2013-2014 school year.

2. Professional Development/Workshops & Conferences

a. Ratify Professional Development opportunities as listed below:

Sch	Staff	Position	Activity Date	Workshop	Cost	Acct #
HS	Chanda Tucker	Secretary	06/28/2013	NJ SBYSP Staff Development Day	\$18.46	20-291-200-800-000-00
HS	Darchelle Waller	Director	06/28/2013	NJ SBYSP Staff Development Day	\$16.43	20-291-200-800-000-00
HS	Demetrius McKay	Career Counselor	06/28/2013	NJ SBYSP Staff Development Day	Mileage	20-291-200-800-000-00

b. Approve Professional Development opportunities as listed below:

Sch	Staff	Position	Activity Date	Workshop	Cost	Acct #
HS	Michael Doheny	Teacher	7/23/13, 7/24/13	NJ ACDA Summer Conference for Choral Musicians	\$110.00	11-000-223-580-160-08
HS	Claudia Rifkin	Teacher	8/5-8/8	Advanced Placement Summer Institute	\$850.00	11-000-223-580-160-08

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

II. BUSINESS ADMINISTRATOR/BOARD SECRETARY REPORT

A motion was made by Ms. Peterson, seconded by Ms. Dredden to approve Item 1 as recommended by the Business Administrator/Board Secretary.

1. Settlement – Fee Arbitration

Approve the settlement of the Comegno Law Group Fee Arbitration in the amount of \$29,000.00.

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

III. PERSONNEL REPORT

A motion was made by Ms. Peterson, seconded by Ms. Dredden, to approve Item 1 – 3 with regard to Personnel.

1. Leave of Absence

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

	Name	Type of Leave	From	To	Paid/Unpaid
A	T. L.	FMLA	8/28/2013	TBD	U

2. New Hires

Approve the following New Hires for the 2013/2014 school year:

	Name	Position	School	Salary	Effective
A	Licht, Meagan	Special Education Teacher (Leave of Absence)	No. 4	\$49,961(prorated) BA+30 – Step 1	9/1/2013 1/10/2014
B	Martinez, Stacie	Special Education Teacher	No. 6	\$48,361 BA – Step 1	9/1/2013
C	Polite, Nicole	Kindergarten Teacher	No. 1	\$54,561 MA – Step 8	9/1/2013
D	Davis-O'Rourke, LolaMarie	Principal	No. 2	\$105,000 (prorated)	8/16/2013

NOTE: Salary adjustment pending ratification of WTEA contract

3. Transfer

Approve the following Employee Transfer for the 2013/2014 school year, effective September 1, 2013:

		FROM		TO	
	Name	Position	Location	Position	Location
A	Reiter, Katelyn	7 th Grade Math Teacher	MS	Special Ed Teacher	MS

Roll Call:

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

Motion Carried

- XIX. EXECUTIVE SESSION** **A motion was made by Ms. Sturdivant, seconded by Ms. Dredden to forego Executive Session at 7:53 p.m.**

Voice Vote: All in favor

PRESIDENT

Business Administrator/Board Secretary

- XXI. ADJOURNMENT:** **A motion was made by Ms. Watkins, seconded by Ms. Peterson to adjourn the meeting at 7:54 p.m. All Ayes.**

Respectfully Submitted

Tyra McCoy-Boyle
Business Administrator/Board Secretary