

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

**Wednesday, March 6, 2013**  
**6:00 p.m.**

**MINUTES**

**I. PUBLIC NOTICE** of this meeting was given to all Board Members and Associates in a notice dated **02/15/13**. 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** – Roll Call the following Board Members were noted present:

Present:	Ewuniki Brown	Aleta Sturdivant
	Gulab Gidwani	Gail P. Watkins
	Joanne Masciocchi	Lorraine Dredden, Vice President
	Julie A. Peterson	Patricia Davis, President
	Cheryl Pitts	

Also Present: H. Major Poteat, Ed.D., Superintendent  
Tyra McCoy-Boyle, CPA, Business Admin./Board Secretary  
Audra Pondish, Esq., 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.

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.

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

**A motion was made by Ms. Watkins, seconded by Ms. Sturdivant to forego Public Comments at 6:07 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

**VIII. TENTATIVE ANNUAL SCHOOL DISTRICT BUDGET (2013-2014)**

**Ms. Boyle – Made a presentation regarding the Tentative Annual School District 2013-2014 Budget.**

**A motion was made by Mr. Gidwani, seconded by Ms. Pitts to approve the Tentative Annual School Budget 2013-2014.**

1. Tentative Annual School District Budget (2013-2014) **Exhibit VIII: 1**

Approve the adoption of the Tentative 2013-2014 Annual School District Budget for submission to the Executive County Superintendent on March 7, 2013 as follows:

Fund	Budget	Local Tax Levy
General Fund	\$ 94,205,137	\$ 44,021,298
Special Revenue Fund	\$ 2,358,687	-
Debt Service Fund	\$ 3,216,787	\$ 1,729,671

*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	Yes		

Motion Carried

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

**A motion was made by Ms. Sturdivant, seconded by Ms. Peterson to approve Item No. 1, 2, and 3 a. as recommended by the Business Administrator/Board Secretary.**

1. Other Capital Projects

Approve the following projects, and all required documentation, be submitted to the State of New Jersey, Department of Facilities, for project approvals. No funding will be requested from the State for the listed projects, which are to be classified as "Other Capital Projects".

- a. Middle and High School Mechanicals
- b. Electrical Upgrades Schools No. 1 – 4.
- c. Exterior Lighting at High School Field
- d. Courtyard Drainage at School No. 2

2. Motion to Approve Capital Projects for the 2013-2014 Budget

**WHEREAS**, the Winslow Township School District has included three projects in the 2013-2014 budget consisting of the re-roofing of School No. 5, the re-roofing of School No. 6 and the replacement of unit ventilators in School No. 3 and

**WHEREAS**, the re-roofing projects and replacement of unit ventilators are considered "otherwise eligible" projects by the State Department of Education and would be eligible for grant funding if available, but are not being funded by the grant at this time, therefore

**BE IT RESOLVED**, by the Winslow Township Board of Education that the 2013-2014 budget include capital projects for the re-roofing of Schools No. 5 & 6 and the replacement of unit ventilators in School No. 3, the total costs of these projects are not to exceed \$1,925,100.00 which will be funded by the General Fund – Fund Balance (Revenue Line 580) in the amount of \$1,305,100.00, and the withdrawal from Capital Reserve – for Excess Costs and Other Capital Projects (Revenue Line 620) in the amount of \$620,000.00 and charged to Capital Outlay – Architectural/Engineering Services (Appropriation Line 76040) in the amount of \$95,100.00, Capital Outlay – Construction Services (Appropriation Line 76080) in the amount of \$1,680,000.00

and Capital Outlay – Other Objects (Appropriation Line 76200) in the amount of \$150,000.00, in the total amount of \$1,925,100.00, and that these projects be funded as described with no additional tax levy to be generated for these purposes.

3. Bond Counsel – Request For Proposal (RFP)

a. Approve the record of RFP for Bond Counsel as follows:

Name of Vendor	Total
DeCotiis, FitzPatrick & Cole, LLP 500 Frank W. Burr Blvd. Teaneck, NJ 07666	\$15,000.00
McCarter & English Four Gateway Center 100 Mulberry Street Newark, NJ 07102	\$17,000.00
McManimon, Scotland & Baumann 75 Livingston Avenue Roseland, NJ 07068	\$25,000.00 Contingent upon sale of refunding Bonds
Parker McCay 9000 Midlantic Drive, Suite 300 Mount Laurel, NJ 08054	\$17,500.00 - \$19,500.00 Minimum to Maximum. All Inclusive.

b. Approve to appoint and/or interview as bond counsel:

1. DeCotiis, FitzPatrick & Cole, LLP
2. McCarter & English
3. McManimon, Scotland & Baumann
4. Parker McCay

<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	Yes		
Motion Carried			

**A motion was made by Ms. Pitts, seconded by Ms. Gidwani to interview perspective applicants for Bond Counsel.**

b. Approve to interview as bond counsel:

1. DeCotiis, FitzPatrick & Cole, LLP
2. McCarter & English
3. McManimon, Scotland & Baumann
4. Parker McCay

*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	Yes		

Motion Carried

**A motion was made by Ms. Pitts, seconded by Ms. Watkins to change the meeting time of the March 13, 2013 meeting to 5:30 p.m. for the purpose of conducting Bond Counsel interviews in the Winslow Township Middle School Media Center. The regular portion of the meeting will commence at 7:00 p.m.**

Voice Vote: All in favor

**The Township Liaison meeting originally scheduled for March 13, 2013 will be cancelled.**

**Dr. Poteat - A meeting has been scheduled for March 20, 2013 between the District, the State Department representing the Charter Schools, representatives from the Institute of Excellence Charter School and the County Office representatives. We will embrace the families and students from the Charter School. We will invite them back and welcome them with open arms. We are registering the children now. Legally you have to accept the children. We will accept applications now but recommends they wait until the end of the school year before coming back so as not to interrupt their education.**

**X. ADJOURNMENT A motion was made by Ms. Masciocchi, seconded by Mr. Gidwani to adjourn the meeting at 7:04 p.m. All Ayes.**

Respectfully Submitted

Tyra McCoy-Boyle, CPA  
Business Administrator/Board Secretary