

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

Wednesday, November 9, 2011
7:00 p.m.

MINUTES

I. PUBLIC NOTICE of this meeting was given to all Board Members and Associates in a notice dated **07/07/2011**. 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: | Dino Capaldi | Joanne Masciocchi |
| | Patricia Davis | Cheryl Pitts |
| | Lorraine Dredde | Aleta Sturdivant, Vice President |
| | Gulab Gidwani | Julie A. Peterson, President |

Absent: Mark Benjamin, Sr.

Also Present: H. Major Poteat, Ed.D., Superintendent
Tyra McCoy-Boyle, CPA, Assistant Business Administrator
Howard Long, Jr. Esq., Solicitor

IV. PLEDGE OF ALLEGIANCE

V. BOARD OF EDUCATION – TEAM CHARTER

Ms. Dredde -

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

Ms. Davis -

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.

Mr. Capaldi -

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. Sturdivant -

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. CORRESPONDENCE

Ms. McCoy-Boyle read a letter from New Jersey School Boards congratulating the Board for earning sufficient Board Member Academy credits to receive its Board Recertification. Two representatives from the Board are invited to attend an awards ceremony at 6:00 p.m. on Friday, November 18, 2011 at the Wyndham Princeton Forrestal Hotel, Plainsboro to receive the honor.

Ms. Peterson asked the board members to contact her if anyone is interested in attending the awards dinner.

VII. AWARDS/PRESENTATIONS

1. Middle School Presentation
2. Report of 2010-2011 Violence & Vandalism - Dr. Poteat, Superintendent

VIII. MINUTES

A motion was made by Ms. Davis, seconded by Ms. Dredden to approve the Open/Closed Session Minutes of the following meeting:

Regular Meeting

Wednesday, October 12, 2011

Open/Closed Sessions

Roll Call:

| | | | |
|-------------------|--------|----------------|-----|
| Mr. Benjamin, Sr. | Absent | Ms. Masciocchi | Yes |
| Mr. Capaldi | Yes | Ms. Pitts | Yes |
| Ms. Davis | Yes | Ms. Sturdivant | Yes |
| Ms. Dredden | Yes | Ms. Peterson | Yes |
| Mr. Gidwani | Yes | | |

Motion Carried

A motion was made by Ms. Davis, seconded by Ms. Dredden to approve the Open/Closed Session Minutes of the following meeting:

Regular Meeting Wednesday, October 26, 2011 Open/Closed Sessions

| | | | |
|-------------------|--------|----------------|---------|
| <i>Roll Call:</i> | | | |
| Mr. Benjamin, Sr. | Absent | Ms. Masciocchi | Abstain |
| Mr. Capaldi | Yes | Ms. Pitts | Yes |
| Ms. Davis | Yes | Ms. Sturdivant | Yes |
| Ms. Dredden | Yes | Ms. Peterson | Yes |
| Mr. Gidwani | Yes | | |
| Motion Carried | | | |

IX. BOARD COMMITTEE REPORTS

Operations Committee:

Mr. Capaldi reported that the Operations Committee met this evening prior to this Board Meeting. The following was discussed:

- The Middle School roof should be completed in a week.
- School No. 5 and No. 6 roofs will be repaired at this time and replaced in June.
- Aramark received a good report for their work in the district.
- Snow removal – everything in place.

Ms. Sturdivant asked why we are patching the roofs at School No. 5 & 6 at this time.

Mr. Capaldi responded that we will patch it until we have the money to fix it during the summer.

Education Committee:

The Education Committee did not have a report.

Human Resources/Policy:

Ms. Pitts reported that the Education/Policy Committee met in district on November 2, 2011. Ms. Dredden, Ms. Davis, Ms Masciocchi and Ms. Pitts were in attendance. The only pressing item that they discussed and is being presented to the board would be a recommendation with regards to Board Policy # 0145, Board Member Resignation and Removal. There is a paragraph in that policy that states that if a board member fails to attend three consecutive regular meetings of the board without good cause, may be removed from office. It is the recommendation of the committee that the word regular be removed from that paragraph. In as much as 18A which also speaks about that does not include the word regular, therefore, that is the recommendation. However, Ms. Moore did advise us that it is best before we, as a board, move on that we check with Strauss Esmay to find out exactly why the word regular

was inserted in the policy. If we find that was in there for a reason that would affect how we operate, then we could change our consideration. For now, the consideration is that the word regular be removed after Strauss Esmay has also taken a look at that and has given us an opinion on that change.

Ms. Masciocchi said that she called Strauss Esmay and as far as the office was aware, it was an optional word to be placed in there and it is not really a state mandated word or sentence. They felt as though it was something that the board can vote on.

The recommendation of the committee stands awaiting the opinion from Strauss Esmay.

Ms. Pitts continued that in addition to that there were some issues with regard to our committee structure, however, it may be of a confidential matter and we would ask that it would be discussed in Executive Session.

Liaison Committee:

Ms. Peterson announced that the Township Liaison Committee Meeting scheduled for this evening, the second Tuesday of each month, was cancelled at the request of the Township.

Ms. Peterson asked for prayers and thoughts for a teacher at School No. 6, Lisa Leta, who was in a serious car accident and is in critical condition. Thoughts and prayers go to her and her family at this time.

X. PUBLIC COMMENTS (Time Limited)

A motion was made by Mr. Capaldi, seconded by Ms. Masciocchi, to open the meeting for Public Comments at 7:35 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.
3. 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.

Voice Vote: All in favor

Ellery Karl – Resident

Mr. Karl stated that he was sorry that Mr. Benjamin was not here this evening. He had mentioned something last week that he wanted to address, however, he is sure that he will read it in the minutes. Mr. Karl wanted to thank Mr. Benjamin for mentioning that a citizen in the guise of a school member had sent an e-mail to the Mayor which he had obtained through an OPRA request. I do believe that I am that person that he is referring to although the board members may not be aware of it. I did indeed send an e-mail to the Mayor,

who is a friend of mine, asking her to find out about tiles that had asbestos in them at the High School being removed. I was concerned. I am a member of the community. That is not a guise. I do live here in the district. That is not a guise. I do have a child who attends the high school. That is not a guise. I work here, yes, I work here in the school district as well and yes, I pay taxes here and I vote here. None of that is a guise. I thought that all the board members already knew that, but just in case I am making it public record at this time.

Before I continue I want to say that it was a great job on the presentations this evening by Dr. Hooper's class at the Middle School as well as the young lady who was speaking on behalf of the social studies team in sending things overseas. I think it is tremendous that can be done. I also wanted to comment that at the last board meeting the two presentations were well done as well. The Heart Association and the awards that were given were well deserved as well as the tremendous presentation that "Average is Over" that was done by the High School. I first saw that the first day of school and I thought it was tremendous then.

To continue on, I wanted to also let the board know that not only did I contact the Mayor and asked if the Board of Health was notified in regards to making sure that everything was taken care of, I did this for the safety of my child as well as for any and all children in the district as I know that Dr. Poteat has stressed in the past that health and safety is of utmost importance. He has stated on several occasions that he wants to be, just like everybody else should be, fully accountable. What I did not say in that e-mail was that I also contacted PEOSH, Public Employment Occupational Safety and Health Commission. I did contact them and they also contacted the school district as well. I will also let you know that I was not the first to contact PEOSH and also not the first to contact the Board of Health. So if there are any other situations, there are other advocates that are trying to take care of making sure that all community members throughout the school district, throughout the entire district are going to be safe.

Another thing I have to bring up is in regards to OPRA requests. I have been denied several OPRA requests and made this quite known several times. Incidentally I can't send an e-mail anymore because after one e-mail that I sent to the Business Administrator's office my e-mail seemed to be blocked. So I couldn't even send it to the board members to let them know, I couldn't even send it to the administration to let them know and I can't even send an e-mail to my daughter's teachers. In any case, these OPRA requests that I am requesting are itemized billings paid or done at the Regional Day School. I did receive a response in July from the custodian of records that it was approximately \$3,000 per room. It did not say how many rooms so I resubmitted it. In my last resubmission it was already sent approved July 2011. That is not what I asked for. What I am asking is that if I can possibly get the correct information. The reason why I am asking is we have had Flooring Association who did flooring tiles in the district and the High School around \$9,600. Plymouth Environmental Company was paid \$29,400 for asbestos tiles to be removed and replaced in the High School and in other sections. To me this doesn't make too much sense because to me, as a consumer, it would make more sense to have one company to get a discounted rate. I was really surprised to find Shade Environmental was paid \$13,889 dollars for asbestos tiles removed from School # 2 as an emergency. I think they were already approved from an RFP to follow these procedures, but I am told that we can do it this way because we do have a purchasing agent in district and can purchase up to \$36,000 without approval from the board. I wanted to find out if we did before any replacement over at the RDS at \$3,000/room if it is 10 rooms that is another

\$30,000.00 who did it. That is why I asked for that bill. Who is it that we hired to do that. Was it a flooring company? Was it something that could have been combined with another ... I have several other things to bring up but I will save that for the next meeting.

Peggy McIntyre - Resident

Before I get to my concern, I would like you to really consider what you saw tonight, the talent and the future of our students, our children. They may not be your biological child but they are a child of this community, they are our future. My concern is that on November 3rd there was a teacher rally out here on the side street. I happened to be there. I got there about 4:15 p.m. Between 4:15 – 4:30 p.m. the Assistant Superintendent, Dr. Carcamo came around from the Regional Day Care Center and deliberately sped up and went speeding down the side road. My question is what was going to be done? Think about it. What if that was your child, our child of this community that she may have hit. Fortunately, she didn't. But what if she hit a child? Where is that child's future? What if that child was disabled? Where will their future go? What if she hit that child, that child died. Where would that future be for our community? That child was injured, seriously disabled or killed. How would that leave our community? What affect would that child have made on the community? She would have deprived our community, our country of something good and prosperous. That needs to be taken into consideration. I notice tonight that there are no speed limits out there, which I don't know if that has anything to do with the board or not. The speed limit out there should be 5 – 10 mph at the most. When I went to school here we had walkers and I am sure there are walkers that go down that street. I think that should be something that the board should look into. To have a speed limit posted on the side 10 mph for the protection of our children, biological or non biological because they are our children and this should be brought up as a concern for the way that the Assistant Superintendent acted. It was uncalled for her to speed up like that. You could see that she deliberately sped up and it angered me. It angered me that a child could have been there and just ran out in front of her. These are our children.

XI. ADJOURNMENT OF PUBLIC COMMENTS

A motion was made by Ms. Sturdivant, seconded by Mr. Capaldi to adjourn Public Comments at 7:50 p.m.

Voice Vote: All in favor

Dr. Poteat made the following comments regarding the statements made this evening:

Regarding Mr. Karl: Mr. Karl as a resident of Winslow Township had the right to request certain information. He also has the right as a citizen to conduct himself in a manner that we feel is also appropriate. However, Mr. Karl also has decided that he is going to pursue the district through OFAC or file a grievance through OFAC. You can't come before the board and publicly discuss it here and then also go to OFAC where he has already filed or he can't come in here and discuss it in an open meeting. On the other hand because there are always two sides to every story and one true side, I am not going to debate with Mr. Karl. But you need to understand that there is a lot of information that he is not sharing with you in reference to his comments. Mr. Karl, even though he is a citizen he is not an administrator of

the school district, he is not in a position to make a decision that I have to make in terms of capital improvement projects and all the other things that need to be done. So therefore, I am not sure what role he plays. He is always coming to the mike and telling us how to do our jobs. I want to remind Mr. Karl that yes he is entitled to his opinion but it is not his responsibility to do the things that are responsible or necessary for the day to day operations of the school district. They are mine and I will continue to perform those duties. If he continues to come before us with his concerns, he has to decide whether or not he is going to pursue OFAC or come before the board, and if he is going to do that he can't do it in public. I think at this point Madame President we need to let him know that he has to do one or the other because he can't do both.

As far as the situation in reference to one of my leadership team members, again, there are two sides to every story and it has been investigated. There was a follow-up meeting with the leadership of the union. Of course there is a difference of opinion on how that situation occurred, but if I have to continue to sit here and talk about what if, what if people were not in the streets then we would not have had that problem. What if we were again, trying to conduct ourselves in a professional manner so that these things, whatever the concerns were, could be addressed in a professional manner. So we can't continue to talk about what if because what if there were a lot of things differently about how we do things here, then maybe the outcomes would have been different. I don't agree with everything that has been said but again that is an opinion. I have taken the appropriate action that I felt was necessary to address it and I don't see the need to go any further at this point. But we address those individuals as they come before the board. Every individual is entitled to their opinion about these things. We in our capacity also have the responsibility to conduct an investigation and I want you to know as board members there is a lot more information, there is a lot more information in reference to that particular incidence that of course was not shared here tonight and is not a situation I believe at this point needs to be debated in public. I just want you to know that we did follow up with that situation and I am aware of what did occur. It was unfortunate and the entire situation could have been avoided.

XII. SUPERINTENDENT'S REPORT

A motion was made by Ms. Davis, seconded by Ms. Dredden to approve A. 1 through 22 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> | Exhibit XII A: 4 |

Approve Field Trips, for the 2011-2012 school year, as per the attached exhibit.

5. Professional Development/Workshops & Conferences **Exhibit XII A: 5**
- a. Approve Professional Development opportunities for the 2011-2012 school year as per the attached exhibit.
- b. Approve the Professional Development opportunity as listed below:
- Title: Writing with Spice
Date(s): January 2012 – April 2012
Location: Schools No. 1 – No. 6
Time: Imbedded 9:00 a.m. – 2:30 p.m.
Audience: Teachers
Presenter: Mr. Mike Devono – EIRC
Costs: \$11,849.00 (12 visits)
Funding: NCLB
Purpose: Presenter will coach, model and mentor teachers on implementing Language Arts Literacy strategies to improve student performance.
6. Tuition Students **Exhibit XII A: 6**
- Approve the placement of Tuition Students, for the 2011-2012 school year, as listed in the attached exhibit.
7. Terminate Out-of-District Placements **Exhibit XII A: 7**
- Approve to terminate the Out-of-District placements, for the 2011-2012 school year, as listed in the attached exhibit.
8. Homeless Student(s) **Exhibit XII A: 8**
- Approve the listing of Homeless students, for the 2011-2012 school year, as per the attached exhibit.
9. Homebound Instruction **Exhibit XII A: 9**
- Approve the listing of students to receive homebound instruction, for the 2011-2012 school year, as per the attached exhibit.
10. Fundraiser(s) **Exhibit XII A: 10**
- Approve the following fundraisers/school activities for the 2011-2012 school year as listed below and as per the attached exhibits:
- School No. 2
- McDonald's Night (11/21/11) – H.S.A.
 - Anti-Bullying Assembly & Yoyo Sale (01/24/12) – H.S.A.

School No. 4

- Dine Out with School No. 4 (03/14/12) – H.S.A.
- Spring Fling (03/23/12) – H.S.A.
- Jump Zone Family Fun Night (01/23-24/12) – H.S.A.
- Field Day T-Shirts – H.S.A.
- H.S.A. Facebook Page - H.S.A.
- Ronald McDonald House Pull Tab Program – H.S.A.

School No. 5

- McDonald's Night (11/14/11) – H.S.A.

WTMS

- Candy Bar Bingo Night (Date: TBD) - H.S.A.

11. School No. 2 – Fall Reading Incentive Program **Exhibit XII A: 11**
- Approve School No. 2 to begin a Fall Reading Incentive Program to encourage students to read.
12. School No. 2 – Winter/Spring Concerts
- a. Approve the School No. 2 Winter Concert for Thursday, December 15, 2011 at 6:30 p.m.
 - b. Approve the School No. 2 Spring Concert for Thursday, April 26, 2011 at 6:30 p.m.
13. WTMS – TD Bank WOW! Zone Visit
- Approve a representative from the TD Bank WOW! Zone program to visit with Ms. Kiett's NJHS students on Tuesday, November 22, 2011.
- Note:** The representative will be discussing savings and finances with students.
14. WTMS – NJHS Gala
- Approve the WTMS NJHS students to have a Gala on Friday, November 18, 2011 from 6:30 p.m. to 9:30 p.m. in the WTMS Cafeteria.
15. WTMS – Parent Support Night
- Approve the WTMS to have a Parent Support Night on Tuesday, November 15, 2011 at 6:00 p.m. to provide parents with information about the Curriculum, Parent Portal and Homework Hero.

16. WTMS – National Geographic Bee

Approve the WTMS Social Studies Department to host its annual National Geographic Bee on December 13, 2011 at 2:30 p.m. in the WTMS Media Center.

Note: The winner will take a qualifying test to compete in the State Bee.

17. WTHS – JROTC Food Drive

Exhibit XII A: 17

Approve the WTHS JROTC students to conduct a Thanksgiving Holiday non-perishable food drive from November 14 through November 21, 2011 to support local families.

18. WTHS Rachel’s Challenge Winter Clothing Drive

Exhibit XII A: 18

Approve students at WTHS, as part of the Rachel’s Challenge Club, to collect winter clothes for donation to homeless shelters in Camden County.

19. WTHS – Leo Club “Holiday Angel Project”

Exhibit XII A: 19

Approve students in the WTHS Leo Club to participate in the “Holiday Angel Project” to collect supplies for patients at the Ancora Hospital.

20. Use of District Buses – The Institute for Excellence Charter School

Approve the Institute for Excellence Charter School request to use Winslow Township School District buses for field trips, at a rate of \$50 per hour/per bus, as listed below:

- Monday, November 28, 2011 2 buses 9:00 a.m. – 3:15 p.m.
Franklin Institute, Philadelphia, PA
- Tuesday, December 13, 2011 2 buses 9:30 a.m. – 12:30 p.m.
TD Bank Performing Arts Center, Sewell, NJ
- Thursday, June 14, 2012 2 buses 8:45 a.m. – 3:15 p.m.
Academy of Natural Sciences, Philadelphia, PA

21. WTMS – Skating Party

Approve the WTMS H.S.A. to sponsor a Skating Party for WTMS students on Friday, November 25, 2011 at 7:00 p.m. at the Deptford Skating Rink in Deptford, NJ.

22. WTMS – Holiday Shoppe

Approve the WTMS H.S.A. to sponsor a Holiday Shoppe from December 12 through December 16, 2011 to give students an opportunity to shop for holiday gifts during lunch periods.

Roll Call:

| | | | |
|-------------------|--------|----------------|-----|
| Mr. Benjamin, Sr. | Absent | Ms. Masciocchi | Yes |
| Mr. Capaldi | Yes | Ms. Pitts | Yes |
| Ms. Davis | Yes | Ms. Sturdivant | Yes |
| Ms. Dredden | Yes | Ms. Peterson | Yes |
| Mr. Gidwani | Yes | | |

Motion Carried

XIII. BUSINESS ADMINISTRATOR/BOARD SECRETARY'S REPORT

A motion was made by Ms. Masciocchi, seconded by Mr. Capaldi to approve A. & B. as recommended by the Business Administrator/Board Secretary. Item # 6 Bill List is TABLED.

A. Reports

1. Transportation Office **Exhibit XIII A: 1**

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

1. Line Item Transfers **Exhibit XIII B: 1**

Approve the Line Item Transfers, for the month of August 2011, as per the attached exhibit.

2. Treasurer's Report **Exhibit XIII B: 2**

Approve the Treasurer's Report, for the month of August 2011, as per the attached exhibit.

3. Board Secretary's Report **Exhibit XIII B: 3**

Approve the Board Secretary's Reports, for the month of August 2011, as per the attached exhibit.

4. Board Secretary's Certification

Pursuant to N.J.A.C. 6A:23A-16.10 (c) 3, I certify that as of August 2011, no budgetary line item account has obligations and payments (contractual orders) which in total exceed the amount appropriated by the Winslow Township Board of Education pursuant to N.J.S.A. 18A:22-8.1 and N.J.S.A. 18A:22-8.2 and no budgetary line item account has been over-expended in violation of N.J.A.C. 6:23-2.12 (a) 1.

5. Boards' Certification

Pursuant to N.J.A.C. 6A:23A-16.10 (c) 4, the Winslow Township Board of Education certifies that as of August 2011 and after review of the Secretary's Monthly Financial Report and the Treasurer's Monthly Financial Report and upon consultation with the appropriate district officials, 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 (a) 1 and that sufficient funds are available to meet the district's financial obligations for the remainder of the fiscal year.

Item # 6 - TABLED

6. Bill List

Exhibit XIII B: 6

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

- Vendor Bill List \$1,154,980.24
- Manual Bill List \$ 800.00

7. Payroll

Approve the Payroll, for the month of October 2011, as listed below:

- October 15, 2011 \$2,049,386.89
- October 28, 2011 \$2,076,090.82

8. Use of Facilities

Exhibit XIII B: 8

Approve the Use of Facilities, as listed in the attached exhibit, for the following organizations:

- Girl Scouts (Troop #30321)
- Girl Scouts (Troop #30397)
- Institute for Excellence Charter School
- Encore Educational Institute (SES Provider)
- Winslow Township Basketball Association
- Rutgers University (Center for Government Services)

9. Disposal of School Property

Exhibit XIII B: 9

Approve the Disposal of School Property per the attached exhibit.

| Location | Department | Description |
|---------------|---------------|------------------------------------|
| Middle School | Language Arts | 1 Bookcase – old and falling apart |

10. After School Tutorial Services (RFP)

Approve the Request for Proposal (RFP) for after-school tutorial services in the area of Language Arts/Literacy and Mathematics for the 2011-2012 school year.

11. New Jersey School Boards Association – Professional Development 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> |
|--------------------------|--|------------------|-------------------|
| Cheryl Pitts | 41 st Annual School Law Forum | October 24, 2011 | \$75.00 |

Ratify

12. Supplemental Educational Services Providers (SES)

Approve the following organizations as SES providers for the Winslow Township Board of Education for the 2011-2012 school year:

- o Arline Institute
- o Club Z Tutoring

13. Professional Development

Approve Michael A. Schenk, Jr., Assistant Director of Transportation and Tammy Wall, Transportation Dispatcher, to attend the following professional development:

- o Rutgers Continuing Education Program
 Location: Winslow Township Middle School
 Date: November 21, 2011 – February 6, 2012
 Cost: \$795.00 (For Both Staff Members)
 Purpose: NJ Transportation Supervisor’s Certification Program

| | | | | |
|-------------------|--------|--|----------------|------------------|
| <i>Roll Call:</i> | | | | |
| Mr. Benjamin, Sr. | Absent | | Ms. Masciocchi | Yes |
| Mr. Capaldi | Yes | | Ms. Pitts | Yes Abstain # 11 |
| Ms. Davis | Yes | | Ms. Sturdivant | Yes |
| Ms. Dredden | Yes | | Ms. Peterson | Yes |
| Mr. Gidwani | Yes | | | |
| Motion Carried | | | | |

XIV. PERSONNEL

A motion was made by Ms. Pitts, seconded by Ms. Davis to approve Items # 1 through # 10 with regard to Personnel.

1. Leave of Absence

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

| | Name | Sch | Position | From | To | |
|----------|-------------------|------------|-----------------|---------------------|---------------------|----------|
| A | Douglass, Crystal | No. 5 | Secretary | 9/7/2011-10/31/2011 | 9/7/2011-11/30/2011 | P |

2. Retirement

Approve the following Retirement for the 2011/2012 school year:

| | Name | Position | School | Effective |
|---|-----------------|--------------------|--------|-----------|
| A | Covington, John | Guidance Counselor | HS | 1/1/2012 |

3. Change in Dates

a. Approve the following Change in Start Date for a New Hire for the 2011/2012 school year:

| | | | FROM | TO |
|---|--------------------|--------------------|--------|------------|
| | Name | Position | School | Start Date |
| A | Jefferies, Tyeisha | Reading Specialist | No. 5 | 11/16/2011 |
| | | | | 12/5/2011 |

b. Approve the following Change in Resignation date for the 2011/2012 school year:

| | | | | FROM | TO |
|---|--------------|-----------------|--------|------------------|------------------|
| | Name | Position | School | Resignation Date | Resignation Date |
| A | Fest, Robert | Science Teacher | HS | 10/24/2011 | 10/31/2011 |

4. Rescission of a Sixth Period

Approve the Rescission of the following Sixth Period Class Assignment at the Middle School for the 2011/2012 school year, effective September 6, 2011:

| | Name | Subject | Stipend |
|---|---------------|---------------|---------|
| A | Hooper, Bruce | TV Production | \$7,155 |

5. Mentors

a. Approve the following Change in Mentor Fee for the 2011/2012 school year:

| | | | FROM | TO |
|---|------------------|----------------|------------|------------|
| | Mentor | Mentee | Mentor Fee | Mentor Fee |
| A | Albertson, Donna | Dickol, Ashley | \$550.00 | \$303.00 |

b. Approve the following Mentor for the 2011/2012 school year:

| | Mentor | Mentee | School | Mentor Fee |
|---|--------------------|-----------------|--------|------------|
| A | McMahon, Christine | Rodriguez, Leah | No. 3 | \$550.00 |

HIB (Harassment, Intimidation & Bullying Safety Team)

Approve the following additional staff members to the School No. 1 HIB Team for the 2011/2012 school year:

| | Name – School No. 1 |
|----------|----------------------------|
| A | Wilkinson, Roz |
| B | Henderson, Nicole |
| C | Johnson, Michelle |
| D | Oleyn, Kirstie |

6. Volunteers

Approve the following Volunteers for the 2011/2012 school year:

| | Name | Volunteer Activity | Location |
|----------|------------------|-----------------------------|----------------------|
| A | Miller, Joseph | Classroom Aide | School No. 2 & No. 6 |
| B | Greene, Patricia | H.S.A., Drama/Theatre/Choir | School No. 5 & HS |

7. Home Instruction Tutors

Approve the following Home Instruction Tutors for the 2011-2012 school year:

| | Name | Subject | Hourly Rate | Effective |
|----------|----------------------|------------------------|--------------------|------------------|
| A | Warburton, Barbara | Teacher of Handicapped | \$36.88 | 11/9/2011 |
| B | Lee-Edwards, Colette | Teacher of Science | \$36.88 | 11/9/2011 |
| C | Garnier, Christine | Teacher of French | \$36.88 | 11/9/2011 |

8. College Placement

Approve the following College Placement for the 2011/2012 school year:

| | College | Student | Experience | Cooperating Teacher | School | Dates | Subject |
|----------|----------------------|-------------------|-------------------|----------------------------|---------------|-------------------|----------------|
| A | Camden County | Krafcigs, Katrina | Field Observation | Cronk, Susan | No. 1 | 11/10/11-11/14/11 | Elementary |

9. Co-Curricular Clubs/Advisors

a. Approve the Rescission of the following Co-Curricular Club/Advisor for the 2011/2012 school year:

| | Name | Co-Curricular Club | Stipend | Step |
|----------|---------------|---------------------------|----------------|-------------|
| A | Lerner, David | AVA Advisor | \$2,551 | 3 |

b. Approve the following Co-Curricular Club/Advisor for the 2011/2012 school year:

| | Name | Co-Curricular Club | Stipend | Step |
|----------|---------------|--------------------|---------|------|
| A | Hooper, Bruce | AVA Advisor | \$2,300 | 1 |

Roll Call:

| | | | |
|-------------------|--------|----------------|-----|
| Mr. Benjamin, Sr. | Absent | Ms. Masciocchi | Yes |
| Mr. Capaldi | Yes | Ms. Pitts | Yes |
| Ms. Davis | Yes | Ms. Sturdivant | Yes |
| Ms. Dredden | Yes | Ms. Peterson | Yes |
| Mr. Gidwani | Yes | | |

Motion Carried

XV. INFORMATIONAL ITEMS

Student Representatives:

Jacqueline Walker, Winslow Township High School Student Council Vice President. The Winslow Township High School cordially invites parents, students and community members to a round table discussion and parent community workshop on Saturday, November 19 from 10:00 a.m. to 1:00 p.m. at Winslow Township High School. This round table discussion will be moderated by our High School Principal, Mr. Carter. The parent information community workshops will include information on the following: addressing concerns of a high school student and understanding the parent portal; SAT prep; college admission and financial aid and understanding test score results relating to the seniors and the HSPA. Our motto is "One School, One Message". Please come on November 19 from 10:00 a.m. to 1:00 p.m.

Dr. Poteat reporting on the following information items:

- Mascot for the Entire School** - There will be a follow-up meeting with our principals on November 15 with Dr. Carcamo. The principals will meet with their HSA's and any members of the community who are interested no later than November 30, 2011. Discussions will take place at each school. Recommendations will be brought to the board and Dr. Poteat would like to hold a community meeting sometime in December, possibly at the next board meeting on December 14, 2011.
- December Board Meetings** – The Board should hold a discussion on the dates that are currently scheduled for the December board meetings.

- **Electronic Devices** – A meeting was held with the building principals in order for each school to be consistent. The recommendation is for a four day suspension for a first offense for those individuals who refuse to give up the electronic devices. Two violations need to be considered. One having the device in school and two failure to respond to a reasonable request made an administrator. That also falls on the lines of being defiant as well as insubordinate. The building principals will meet with their staff and send information home to the parents regarding the procedure.
- **Friendship Community Church** – Dr. Poteat received a letter from the church requesting to use School No. 2. They would like to use the school once a month to provide a dinner and support to local families. The church is located outside of Winslow Township and they are asking the board to waive their application and use of facilities fee. On Thanksgiving Day the Church is providing dinner for any families who are interested. Dr. Poteat suggested that we place the information on the counters at each school.
- **Student Representatives to the Board** – The confirmation of the student representatives needs to be made by the Board.

Ms. Peterson requested a motion to waive the application and use of facilities fee for the Friendship Community Church. Ms. Davis made the motion, seconded by Ms. Dredde.

Ms. Pitts stated that, per board policy, any organization wishing to have the use of facilities fees waived should submit a letter in writing to the board. Dr. Poteat only received the proposal for the activities that they would like to do at School # 2.

Ms. Peterson asked that the mover and seconded rephrase the motion that subject to receiving the letter.

Ms. Sturdivant asked if they were using the kitchen?

Dr. Poteat stated that they were not using the kitchen but would bring in the food already prepared. They have already submitted the application, insurance and fire permit to the school but need board approval to waive the fees before it can go any further.

Mr. Gidwani said that we don't even have the application to vote on so why rush.

The motion is withdrawn until the board receives the appropriate request to waive the fees.

Ms. Pitts reminded the board that Policy # 0143.2 as it relates to Pupil Representation on the Board. It is our policy that what we are looking for as a board that the students be a member of the student body between grades 9 – 12, that they have a grade average of at least a B, that they have acquired recommendations from at least two teachers or staff members and that they have attended school in the district for at least two years. Once the pupils present that along with their letter of intent, the board then makes the approval, appointing the representative and an alternate. It is one representative and one alternate.

We will place this on our agenda for Executive Session this evening.

XVI. OLD BUSINESS

1. November 16, 2011 BOE Meeting – Cancellation

A motion was made by Mr. Capaldi, seconded by Ms. Dredden to approve the cancellation of the November 16, 2011 Regular Board of Education Meeting.

Approve the cancellation of the November 16, 2011 Regular Board of Education Meeting.

Roll Call:

| | | | |
|-------------------|-------------|----------------|---------|
| Mr. Benjamin, Sr. | Absent | Ms. Masciocchi | Yes |
| Mr. Capaldi | Yes | Ms. Pitts | Yes |
| Ms. Davis | Yes | Ms. Sturdivant | Abstain |
| Ms. Dredden | Yes | Ms. Peterson | Yes |
| Mr. Gidwani | (Left room) | | |

Motion Carried

XVII. NEW BUSINESS (Discussion Items)

A motion was made by Mr. Capaldi, seconded by Ms. Pitts to discuss the December 21, 2011 Regular Board of Education Meeting.

Voice Vote: All in favor

A motion was made by Mr. Gidwani, seconded by Ms. Pitts to cancel the December 21, 2011 Regular Board of Education Meeting and only hold a meeting on December 14, 2011.

Roll Call:

| | | | |
|-------------------|--------|----------------|-----|
| Mr. Benjamin, Sr. | Absent | Ms. Masciocchi | Yes |
| Mr. Capaldi | Yes | Ms. Pitts | Yes |
| Ms. Davis | No | Ms. Sturdivant | No |
| Ms. Dredden | Yes | Ms. Peterson | Yes |
| Mr. Gidwani | Yes | | |

Motion Carried

Ms. Peterson asked for an Addendum for this meeting. She apologized.

ADDENDUM

I. SUPERINTENDENT'S REPORT

A motion was made by Ms. Davis, seconded by Mr. Capaldi to approve Items # 1 and 2 as recommended by the Superintendent.

1. Professional Development

Exhibit I: 1

- a. Approve the Professional Development opportunity for the 2011-2012 school year as per the attached exhibit.
- b. Approve Ms. Sheresa Clement to attend a Bullying Workshop – Understanding the New Law on November 18, 2011 from 9:00 a.m. to 12:00 p.m. at the Timber Creek High School, Erial, N.J. at no cost to the District.

2. Fundraisers

Exhibit I: 2

Approve the following fundraisers/school activities for the 2011-2012 school year as listed below and as per the attached exhibits:

School No. 3

- o Family Night at Chick-Fil-A (12/08/11) – P.T.O.

WTHS

- o Santa Saturday (12/10/11) – H.S.A.
- o Tickets for Fall Play – Theatre Guild
- o Stage Crew T-Shirts for Fall Play – Drama Club/Stage Crew
- o T-Shirts for Fall Play – Drama Club
- o Concession Items at Fall Play – Theatre Guild

Roll Call:

| | | | |
|-------------------|--------|----------------|-----|
| Mr. Benjamin, Sr. | Absent | Ms. Masciocchi | Yes |
| Mr. Capaldi | Yes | Ms. Pitts | Yes |
| Ms. Davis | Yes | Ms. Sturdivant | Yes |
| Ms. Dredden | Yes | Ms. Peterson | Yes |
| Mr. Gidwani | Yes | | |

Motion Carried

II. BUSINESS ADMINISTRATOR/BOARD SECRETARY'S REPORT

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

1. Bid # 2011 – 08 Maintenance & Repairs to Winslow Twp BOE Buses & Vehicles

Award the contract for Bid # 2011-08 Maintenance & Repairs to Winslow Twp BOE Buses & Vehicles to Mikes Auto Body & Automotive Truck Repairs, LLC, 50 Plymouth Road, Hammonton, NJ 08037 at a rate of \$89/hour. It was the only bid received.

2. Use of Facilities

Approve the High School Booster Club – Winslow Township Eagles Football to use the High School Kitchen and Facilities on Saturday, November 11, 2011 from 9 a.m. – 4 p.m. for the Consolation Football Game.

Roll Call:

| | | | |
|-------------------|--------|----------------|-----|
| Mr. Benjamin, Sr. | Absent | Ms. Masciocchi | Yes |
| Mr. Capaldi | Yes | Ms. Pitts | Yes |
| Ms. Davis | Yes | Ms. Sturdivant | Yes |
| Ms. Dredden | Yes | Ms. Peterson | Yes |
| Mr. Gidwani | Yes | | |

Motion Carried

XVIII. EXECUTIVE SESSION

A motion was made by Mr. Gidwani, seconded by Ms. Sturdivant, to approve adoption of the Executive Resolution and adjournment to Executive Session at 8:35 p.m. for a period of one hour and fifteen minutes.

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

- Personnel Matters
- Legal Issues
- Appointing Student Representatives to the Board

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. The Board will return to Open Session in approximately 1 hour and 15 minutes.

PRESIDENT

Assistant Business Administrator

Voice Vote: All in favor

XIX. ADJOURNMENT OF EXECUTIVE SESSION

A motion was made by Ms. Davis, seconded by Mr. Capaldi, to return to Public Session at 9:57 P.M.

Voice Vote: All in favor

A motion was made by Ms. Sturdivant, seconded by Ms. Davis, to approve Item # 6 Bill List on the Business Administrator/Board Secretary Report.

Roll Call:

| | | | |
|-------------------|--------|----------------|-----|
| Mr. Benjamin, Sr. | Absent | Ms. Masciocchi | Yes |
| Mr. Capaldi | Yes | Ms. Pitts | Yes |
| Ms. Davis | Yes | Ms. Sturdivant | Yes |
| Ms. Dredden | Yes | Ms. Peterson | Yes |
| Mr. Gidwani | Yes | | |

Motion Carried

ADDENDUM

III. PERSONNEL MATTERS

A motion was made by Ms. Davis, seconded by Ms. Pitts to approve Items # 1 and 2 with regard to Personnel.

1. New Hires

Approve the following New Hires for the 2011-2012 school year:

| | Name | Position | School | Prorated Salary | Guide/ Step | Effective |
|----------|----------------------|--------------------------------------|----------|-----------------|-------------|------------|
| A | Perrone, Anna Marie | 6 th Grade Teacher | No. 5 | \$48,361 | BA – Step 1 | 12/1/2011 |
| B | Gant, Thomas Anthony | Supervisor of Educational Technology | District | \$82,000 | N/A | 11/22/2011 |

2. Substitutes (Long Term)

a. Approve the Ratification of the Extension for the following Long Term Substitutes for the 2011-2012 school year:

| | Name | Position | School | FROM Dates | TO Extension |
|----------|-------------------|-------------------------------|--------|--------------------|--------------------|
| A | Kedzierski, Susan | 5 th Grade Teacher | No. 5 | 9/1/2011-11/1/2011 | 11/2/2011-1/3/2012 |
| B | Dotoli, Aubrey | 6 th Grade Teacher | No. 5 | 9/1/2011-11/1/2011 | 11/2/2011-1/3/2012 |

b. Approve the Ratification of the Extension for the following Long Term Substitute for the 2011-2012 school year:

| | Name | Position | School | FROM Dates | TO Extension Dates |
|----------|---------------------|-------------------------------|--------|--------------------|----------------------|
| A | Perrone, Anna Marie | 6 th Grade Teacher | No. 5 | 9/1/2011-11/1/2011 | 11/2/2011-11/30/2011 |

Roll Call:

| | | | |
|-------------------|--------|----------------|-----|
| Mr. Benjamin, Sr. | Absent | Ms. Masciocchi | Yes |
| Mr. Capaldi | Yes | Ms. Pitts | Yes |
| Ms. Davis | Yes | Ms. Sturdivant | Yes |
| Ms. Dredden | Yes | Ms. Peterson | Yes |
| Mr. Gidwani | Yes | | |

Motion Carried

Legal Matter – Property Dispute

A motion was made by Mr. Capaldi, seconded by Ms. Pitts to approve the appeal in reference to a property dispute on a legal matter.

| | | | |
|-------------------|--------|----------------|-----|
| <i>Roll Call:</i> | | | |
| Mr. Benjamin, Sr. | Absent | Ms. Masciocchi | Yes |
| Mr. Capaldi | Yes | Ms. Pitts | Yes |
| Ms. Davis | Yes | Ms. Sturdivant | No |
| Ms. Dredden | Yes | Ms. Peterson | Yes |
| Mr. Gidwani | Yes | | |
| Motion Carried | | | |

Student Representatives to the Board

A motion was made by Ms. Pitts, seconded by Mr. Capaldi, to approve the President of Student Council as the delegate and the Vice President of Student Council as the alternate delegate representatives to the Board.

| | | | |
|-------------------|--------|----------------|-----|
| <i>Roll Call:</i> | | | |
| Mr. Benjamin, Sr. | Absent | Ms. Masciocchi | Yes |
| Mr. Capaldi | Yes | Ms. Pitts | Yes |
| Ms. Davis | Yes | Ms. Sturdivant | Yes |
| Ms. Dredden | Yes | Ms. Peterson | Yes |
| Mr. Gidwani | Yes | | |
| Motion Carried | | | |

The Policy Committee will review the committee structure and make a recommendation to the Board at the next board meeting. The next Policy Committee meeting will be held on January 4 at 10:00 a.m.

Board Liaison Committee

Ms. Peterson and Ms. Sturdivant will offer a criteria for the Liaison Committee at the December board meeting. At the January meeting Ms. Peterson will ask members of the Board if they would like to be on the committee.

Ms. Peterson will attend the awards dinner on November 18, 2011 at the Wyndham Princeton Hotel to accept the board award.

XX. ADJOURNMENT

**A motion was made by Ms. Sturdivant, seconded by Mr. Gidwani to adjourn the meeting at 10:07 p.m.
*All Ayes.***

Respectfully Submitted

Tyra McCoy-Boyle, CPA
Assistant Business Administrator