

WINSLOW TOWNSHIP BOARD OF EDUCATION
Regular Board of Education Meeting
Winslow Township School No. 5
130 Oak Leaf Road
Berlin, NJ 08009

Wednesday, October 26, 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	Mark Benjamin, Sr.	Joanne Masciocchi
	Dino Capaldi	Cheryl Pitts
	Patricia Davis	Aleta Sturdivant, Vice President
	Lorraine Dredden	Julie A. Peterson, President
	Gulab Gidwani	

Also Present H. Major Poteat, Ed.D., Superintendent
Tyra McCoy-Boyle, CPA, Assistant Business Administrator
Leonard J. Wood, Jr., Esq., Solicitor

IV. PLEDGE OF ALLEGIANCE

V. BOARD OF EDUCATION – TEAM CHARTER

Mr. Benjamin, Sr. -

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

Ms. Pitts -

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. Gidwani -

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. Masciocchi -

- 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. Tyra McCoy-Boyle read a letter from Governor Christie, State of New Jersey outlining items that he has put in place for fiscal accountability for the state.

VII. AWARDS/PRESENTATIONS

- 1. Recognition of Student Achievements

Several students from School # 2, # 5 and # 6 were recognized for their winning tee shirt design sponsored by the American Heart Walk 2011.

A student from School # 6 was recognized for her achievement in 5 K runs in Atlantic City and Clementon Park.

- 2. WTHS Presentation – “Average is Over”

VIII. MINUTES

A motion was made by Ms. Davis, seconded by Ms. Dredden to approve the Minutes for the following meeting:

Regular Meeting

Wednesday, September 28, 2011

Open/Closed Sessions

Roll Call:

Mr. Benjamin, Sr.	Abstain	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 the Board Meeting. They discussed the following:

- Mold issue at School No. 2
- The air quality test at School No. 5 was OK.
- Roof at School No. 5
- Middle School Roof should be finished in 7-10 days. They are doing touch up work.

Ms. Masciocchi asked if the Board of Health was called in about the mold in both the schools.

Dr. Poteat – No, they were not.

Ms. Masciocchi – Don't you think that could maybe be an option?

Dr. Poteat – It is an option, but that is not something that is required of us. As long as we take preventative measures and the steps necessary to correct the problem, then we are within the guidelines in meeting what is required of us. We have taken those steps. The tests of course were done initially, we have taken the corrective action. We have taken the retests and at this point the tests came back clear of any mold or any other defects in both of those schools. So at this point the school district has met all of the requirements. The health department, in most cases, if they want a copy of the report they would do so. We are not required, nor is the health department required, to come out and do any tests. As a matter of fact when I received a call from the health department they had asked me what were we doing. After I spelled out for him the steps we were taking, he said as far as he was concerned he was satisfied with what the district was doing and pleased with the fact that we were taking proactive measures to correct the problem.

Ms. Maciocchi – Thank you Dr. Poteat. I did have one other comment. I have been at School # 2 on several occasions working on a project with the nature trail in the front. I did notice that the smell there is still quite offensive in certain areas in the school. I don't know where that is coming from.

Dr. Poteat – Are you talking about the outside or the inside?

Ms. Masciocchi – The inside.

Dr. Poteat – I am not aware. As far as we are concerned when the tests are completed, we go by the professionals who are trained to provide us with that information. If there are any questions in reference to those tests, then I would direct them to Epic Environmental or any other organization who is responsible for doing something. At this point, I would like to reassure the board that the school district has taken the steps necessary to correct the problem.

Mr. Benjamin, Sr. asked if the principal of the school had received any complaints in reference to a smell in the school.

Mr. Ricciardi, Principal School No. 2 stated that he had received no complaints about a smell. I have noticed a huge difference in the quality of air.

Education Committee

Ms. Sturdivant reported that the Education Committee met on October 18. Dr. Carcamo gave an in depth report on student test scores from students last year and a good look at where we are. We did see some improvement. We also discussed the position of the educational consultant and what the consultant does for this district. She did give an outline as to what her duties were and how she works with the individual principals and she was available for the teachers with instruction.

The other thing some board members had expressed that they wanted to attend the iPad training that was scheduled for the professional development days. Dr. Carcamo said that if we would like she would like invite training on the iPad for the board members but not at that venue. So if anyone is interested in having that training, just see me and I will forward your name to her. The full report of the Education Committee should be forthcoming.

Dr. Poteat – Mrs. Sturdivant, I did have that conversation with Dr. Carcamo. She shared with me what was discussed at the meeting. I informed Dr. Carcamo that she cannot provide board members with training. The school district or its administration cannot provide school board members with any training that will enhance them personally. The NJSBA is responsible for providing board members with training. Therefore any training that is needed to enhance your abilities as far as iPads or any technology would have to be done through NJSBA and not through the administration or the school district. However, if school board members would like to attend, to observe the type of staff development that we are providing to the teachers, you are always welcome, but you cannot participate in those trainings. Again we cannot provide those trainings that would enhance or benefit you personally. NJSBA is designed for that purpose and all training that the board members need or pursue must be done through the NJSBA.

Ms. Sturdivant – What you are saying is that we can observe the training.

Mr. Benjamin – Madam President, I took the liberty of stopping in the Apple Store. It conducts in store iPad training every day, free of charge at 9 a.m., 12 p.m. and 6 p.m.

X. PUBLIC COMMENTS (Time Limited)

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.

NO PUBLIC COMMENTS

XI. ADJOURNMENT OF PUBLIC COMMENTS

A motion was made by Mr. Capaldi, seconded by Ms. Pitts, to adjourn Public Comments at 7:37 p.m.

Voice Vote: All in favor

Dr. Poteat – I would like to thank Mr. Carter and the students from Winslow Township High School this evening. I know that they will be leaving shortly, and before they left I wanted to thank them for coming out and thank them for the presentation this evening.

XII. SUPERINTENDENT’S REPORT

A motion was made by Mr. Benjamin, Sr., seconded by Ms. Pitts to approve A. & B. as recommended by the Superintendent.

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

- 1. First Reading of Board Policies & Regulations **None at this time.**
- 2. Second Reading of Board Policies & Regulations **None at this time.**
- 3. Security/Fire Drill Report **Exhibit XII A: 3**

Approve the Security/Fire Drill Report, for the month of September 2011, as per the attached exhibit.

- 4. Field Trips **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: Grading to Standards
 Date(s): November 2011 – December 2011
 Location: TBD

Time: TBD
Audience: Middle and High School Mathematics Teachers
Presenter: Betsy Bunting and Ronald Wence
Costs: \$1,400.00
Funding: NCLB – Title II
Purpose: To provide Winslow Math teachers with additional follow-up training from the summer workshops on assessment system from the local benchmarks/standards created from 7th through 12th grade math. To also provide those teachers who were unable to attend the initial program, but are now grading to standards, the knowledge about the research behind the process. Teachers and administrators from other departments who are not currently grading to standards are also encouraged to participate.

c. Approve the Professional Development opportunity as listed below:

Title: Tienet IEP Software Training
Date(s): November 8, 2011
Location: WTMS – Computer Lab
Time: 8:00 a.m. – 12:00 p.m.
Audience: Middle and High School Teachers
Presenter: Tienet Representative
Costs: \$1,000.00
Funding: IDEA
Purpose: Inputting goals and objectives into student's IEP

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. 3

- Holiday Shoppe – P.T.O.

WTHS

- Dodge Ball Tournament (Nov. 15 & 17) – Baseball
- Ashley Pies/Cakes – Concert Choir

11. NJ QSAC District Improvement Plan (Program & Instruction) Exhibit XII A: 11

Approve the submission of the NJ QSAC District Improvement Plan, in the area of Program and Instruction, as listed in the attached exhibit.

12. 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:

- Thursday, October 27, 2011 2 buses 10:15 a.m. – 12:30 p.m.
Ron's Garden Center, 276 White Horse Pike, Hammonton, NJ

13. School District Officials

Approve the following School District Officials for the 2011-2012 school year as follows:

- Asbestos Management Officer – Epic Environmental
- Indoor Air Quality Designee – Epic Environmental
- Chemical Hygiene Officer – Epic Environmental
- Safety & Health Designee – Mr. John Gaskill and Mr. Jack Mills
- Integrated Pest Management Coordinator - Mr. John Gaskill, Mr. Jack Mills and Building Principals
- Radium/Radioactivity – Mr. Jack Mills

14. School No. 1 – Food Drive

Approve School No. 1 to participate in the Annual Thanksgiving Food Drive, in association with the Sicklerville United Methodist Church, to benefit families in need during the holiday season.

Note: The food drive will run from October 27th through November 18, 2011.

15. Grand Canyon University Program at School No. 1

Approve a representative from Grand Canyon University to provide lunch for interested staff members at School No. 1 on November 14, 2011 to introduce them to their online degree program.

16. School No. 1 – “Pennies for Patients” Campaign

Approve School No. 1 to participate in the “Pennies for Patients” campaign, from February 2nd through February 24, 2012, to support the Leukemia & Lymphoma Society.

17. School No. 5 – 6th Grade Dance

Approve School No. 5 to hold a 6th grade dance on the evening of Friday, December 16, 2011. The dance is in support of the school’s anti-bullying program and rewards students who have shown respect, responsibility and maturity for the first four months of school.

18. School No. 5 – Smile Program (Mobile Dentist)

Approve School No. 5 to have the Smile Program (Mobile Dentist) visit their school on Wednesday, January 25, 2012 (8:00 a.m. – 3:00 p.m.) to provide free dental exams, cleanings and x-rays for students.

19. School No. 5 – Jump Rope for Heart

Approve School No. 5 to conduct their annual Jump Rope for Heart event, in support of the American Heart Association, on Thursday, February 16, 2012.

20. School No. 5 – Family Fun Night (Grade 4)

Approve School No. 5 H.S.A. Family Fun Night for Thursday, March 29, 2012 from 7:00 p.m. to 8:30 p.m. for families of students in grade four.

21. School No. 6 – “Kids Helping Kids” Community Service Program

Exhibit XII A: 21

Approve the schedule of the School No. 6 “Kids Helping Kids” Community Service Program as listed below and in the attached exhibit:

- Collection of Aluminum Can Tabs
- Collection of Non-Perishable Food Items
- Collection of Cold Weather Gear
- Creation of Holiday Cards
- Collection of Toothbrushes and Toothpaste
- Penny Challenge
- Math-A-Thon
- Reading at Schools No. 3 & No. 4
- Collection of Diapers and Infant Formula
- Alex’s Lemonade Stand

22. WTMS – Band/Orchestra Spring Concert (Rescheduled)

Approve the revised date of the WTMS Band/Orchestra Spring Concert to Tuesday, June 5, 2011.

Note: The concert was originally planned for May 30, 2011.

23. WTMS - Smile Program (Mobile Dentist)

Approve WTMS to have the Smile Program (Mobile Dentist) visit their school beginning the week of December 12, 2011 to provide free dental exams, cleanings and x-rays for students.

24. WTHS – Art Institute Visit

Exhibit XII A: 24

Approve Ms. Noelle Miller, from the Art Institute, to visit with Ms. Sharon Densten's Fashion Design class students at WTHS on Thursday, November 17, 2011, at no cost to the district.

Note: Ms. Miller will advise the students on a number of topics ranging from marketing products to developing a business plan.

25. WTHS – Parent & Community Roundtable

Approve WTHS to conduct a parent and community roundtable discussion on Saturday, November 19, 2011 from 10:00 a.m. to 1:00 p.m.

26. Professional Development – Mr. Walter Marlin

Approve Mr. Walter Marlin, Assistant Principal, WTHS, to attend the ACTE Convention and Career Tech Conference in St. Louis, MO, from November 16, 2011 through November 19, 2011.

Note: This professional development will be funded through the Perkins Grant and cost shall not exceed \$2,100. District participation is required.

27. WTHS – Rachel's Challenge (Parent Assembly)

Approve WTHS to present Rachel's Challenge Assembly to parents on Thursday, November 3, 2011 at 7:00 p.m. in the WTHS Auditorium at a cost of \$800.00.

B. Principal's Update(s)

1. Monthly School Highlights
2. Ethnic Enrollment Report
3. Suspension Report

Exhibit XII B: 1
Exhibit XII B: 2
Exhibit XII B: 3

Roll Call:

Mr. Benjamin, Sr.	Yes	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 Mr. Capaldi, seconded by Ms. Davis to approve A. & B. as recommended by the Business Administrator/Board Secretary.

A. **Reports** **None at this time.**

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 July 2011, as per the attached exhibit.
2. **Treasurer's Report** **Exhibit XIII B: 2**

Approve the Treasurer's Report, for the month of July 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 July 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 July 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 July 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.

6. Bill List

Exhibit XIII B: 6

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

- Vendor Bill List \$1,630,329.55
- Manual Bill List \$ 640.00

7. Payroll

None at this time.

8. Use of Facilities

Exhibit XIII B: 8

a. Approve the Use of Facilities for the following organizations as listed below and in the attached exhibit:

- Academics First (SES Program)
- WT Basketball Association (Saturday Use Only)
- FAST Program – WTEA Association (PRIDE/FAST Committee)
School #5 Cafeteria - Tuesday, November 29, 2011 at 6:30 p.m.

Note: The FAST Program was previously approved to use the building on October 18. The date had to be changed because they were waiting for the grant to be approved.

b. Rescind the Use of Facilities for the Winslow Township Basketball Association. The WTBA will not be using School No. 4 during the 2011-2012 school year.

9. Supplemental Educational Services Providers (SES)

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

- a. Encore Educational Institute, LLC
- b. Academic First
- c. Dean's Learning Center, LLC
- d. Quadrant Thinking, Inc.
- e. Sankofa Educational Solutions, LLC
- f. Convenient Education Services

- g. Rowan University Clinical Services
- h. Rutgers Young Educated Scholars (YES)
- i. Regional Enrichment and Learning Center (REAL)

Note: SES services are funded by the No Child Left Behind Grant.

10. 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>
Ratify	Gulab Gidwani	41 st Annual School Law Forum	October 24, 2011	\$75.00
	Tyra McCoy-Boyle	NJSBA Workshop	October 24-26, 2011	\$100.00
	Lorene Moore	"	October 24-26, 2011	\$150.00
	Dr. Dorothy Carcamo	"	October 24-26, 2011	\$150.00

11. Disposal of School Textbooks

Exhibit XIII B: 11

Approve the Disposal of School Textbooks per the attached exhibit.

Location	Department	Description
Middle School		15 Reader's Companion – Old
		2 Literature Formal Assessment – Old
		1 Beyond Literature – Old
		1 Writing & Grammar Cooper - Old
		1 Writing & Grammar Bronze – Old
		1 Interactive Reader – Old
		1 Adapted Reader – Old

12. Winslow Child Development Academy

Approve the following dental visit at the Winslow Child Development Academy from October 24 – October 28, 2011:

- Tamara Brown, D.M.D.
 Pediatric Dentist Specialty
 750 Rte 73 S. Suite 209
 Marlton, NJ 08053

<i>Roll Call:</i>			
Mr. Benjamin, Sr.	Yes	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			

XIV. PERSONNEL

A motion was made by Ms. Pitts, seconded by Ms. Dredden to approve Items # 1 through # 14 with regard to Personnel.

1. Leaves of Absence

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

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

B	Miller, Patricia (extension)	No. 2	1 st Grade Teacher	9/1/2011-10/31/2011	9/1/2011-1/31/2012	P
C	Thompson, Tyree (revision)	No. 2 No. 4	Psychologist	10/31/2011-1/27/2012 1/30/2012-4/20/2012	10/17/2011-1/13/2012 1/16/2012-4/5/2012	P U
D	Hind, Jane (extension)	No. 5	LDT-C	9/1/2011-10/18/2011	9/1/2011-10/28/2011	P
E	Reim, Kristin	No. 6	Special Ed Teacher	1/3/2012 3/1/2012	2/29/2012 5/17/2012	P U
F	Taylor, Carl	HS	Health & PE Teacher	Intermittent Family	Leave of Absence	U
G	Sass, Lisa	HS	English Teacher	11/21/2011 1/26/2012	1/25/2012 2/6/2012	P U

2. New Hire

Approve the Ratification of the following New Hire for the 2011/2012 school year:

	Name	Position	School	Per Diem Rate	Effective
A	Smith, Jennifer	Interim Technology Specialist	District	\$270.83	10/17/2011

3. High School Coaches

a. Approve the following Fall Coaches at the High School for the 2011/2012 school year (11-402-100-100-402-08):

	Coach	Position	Stipend	Step
A	Fletcher, Indeya	Assistant Field Hockey Coach	\$4,215	1
B	Mitchell Justin	Assistant Football Coach	\$4,449	1

NOTE: Stipend may be amended pending new WTEA Negotiated Agreement

b. Approve the following Change in Stipend for a Winter Coach at the High School for the 2011/2012 school year (11-402-100-100-402-08):

	Coach	Position	FROM		TO	
			Stipend	Step	Stipend	Step
A	McCarthy, Stephanie	Head Cheerleading Coach	\$4,560	3	\$6,214	3

NOTE: Stipend may be amended pending new WTEA Negotiated Agreement

c. Approve the following Winter Coaches at the High School for the 2011/2012 school year (11-402-100-100-402-08):

	Coach	Position	Stipend	Step
A	Strauss, Philippe	Assistant Boy's Basketball Coach	\$4,812	3
B	Draft, Mark	Assistant Boy's Basketball Coach	\$4,812	3
C	Davis, Della	Assistant Girl's Basketball Coach	\$4,812	3
D	Brown-Self, Shawnnika	Assistant Girl's Track Coach	\$3,084	2
E	Edwards, Elliott	Assistant Boy's Track Coach	\$3,207	3
F	Stowell, Allen	Assistant Wrestling	\$4,812	3

NOTE: Stipend may be amended pending new WTEA Negotiated Agreement

4. College Placement

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

	College	Student	Experience	Cooperating Teacher	School	Dates	Subject
A	Camden County	O'Brien, Shawna	15 Hour Field	Mack, Jill	HS	10/27/2011-12/16/2011	English

5. WINSOAR

a. Approve the following WINSOAR Program Teachers from the Middle School for the 2011/2012 school year:

	Name	Subject	School	Hourly Rate	Effective Date
A	Parzanese, Maria	English	MS	\$36.88	10/27/2011
B	Hill, Sarah	English	MS	\$36.88	10/27/2011
C	Dempkowski, Elena	English	MS	\$36.88	10/27/2011

NOTE: Hourly Rate may be amended pending new WTEA Negotiated Agreement

b. Approve the following WINSOAR Program Teacher from the High School for the 2011/2012 school year:

	Name	Subject	School	Hourly Rate	Effective Date
A	Knodt, Kathy	Art	HS	\$36.88	10/27/2011

6. Head Teachers

Approve the following Head Teachers for the 2011-2012 school year:

	Name	School	Stipend
A	Hagan, Jeana	No. 3	\$1,597
B	Kelly, Lori	No. 4	\$1,597

NOTE: Stipend may be amended pending new WTEA Negotiated Agreement

7. Sixth Period

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

	Name	Subject	Stipend
A	Easterling, Lisa	Read 180	\$7,155

NOTE: Stipend may be amended pending new WTEA Negotiated Agreement

8. Career & Technical Education Program

Approve the following Tutors for the Career and Technical Educational Program for the 2011/2012 school year to run from October 2011 through February 2012, Monday through Thursday 1:45 p.m. to 2:45 p.m.:

	Name	Subject	Hourly Rate
A	McCormick, Rachel	Math	\$36.88
B	Nagy, Teresa	Math	\$36.88
C	Baylinson, Adrienne	English	\$36.88
D	Nichols, Wayne	English	\$36.88

NOTE: Hourly rate may be amended pending new WTEA Negotiated Agreement

9. Home Instruction Tutors

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

	Name	Subject	Hourly Rate	Effective
A	Shuster, Raymond	Elementary	\$36.88	10/12/2011
B	Quigley, Tracey	Art	\$36.88	10/12/2011
C	Chieves, Rosalyn	Mathematics	\$36.88	10/12/2011

NOTE: Hourly Rate may be amended pending new WTEA Negotiated Agreement

10. High School Musical Set Builder

Approve the following High School Musical Set Builder for the 2011/2012 school year: (11-401-100-330-401-08)

	Set Builder	Play/Musical	Stipend
A	Sands, David	Fall Play	\$1,000
B	Sands, David	Spring Musical	\$1,200

11. Mentors

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

	Mentor	Mentee	Mentor Fee	School
A	Albertson, Donna	Dickol, Ashley	\$550.00	No. 4
B	Kelly, Lori	Summers, Lauren	\$550.00	No. 4

12. Substitute Bus Driver

Approve the following Support Substitute Bus Driver for the 2011/2012 school year:

A	McCarty, Donna

13. Termination of Contract

Approve the Termination of Contract for the following employee for the 2011/2012 school year:

	Name	Effective Date	Salary	Effective
A	Martin, Christopher	N.J.S.B.- Youth Development Specialist	\$42,400	10/31/2011

14. Student Workers – Winslow Child Development Program

Approve the following Winslow Township Student Workers for the Child Development Program for the 2011/2012 school year: (Approximately 2 to 8 hours per day = District ½ days, additional coverage, etc.)

	Name	Position	School
A	David, Laniesha	3:15 p.m. to 6:15 p.m.	No. 2
B	McFerren, Summer	Substitute	Sub.

Roll Call:

Mr. Benjamin, Sr.	Yes	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

Dr. Poteat shared with the board, as well as members of the community, that in today’s Courier Post there was an article entitled “Teens Explore Job Paths”. It is in reference to last Friday’s job and career fair at the high school. Ms. Darchelle Waller was responsible for coordinating this particular program. We had quite a few vendors, as well as colleges and other companies, present at that particular job fair. I was present, and every one of the vendors who were there spoke very highly of our young people, their appearance, their preparation and how they handled themselves professionally. I also had an opportunity to speak with the writer, Ms. Rothchild, who was also impressed with the students. Again this article was in today’s newspaper in the South Jersey section. It is a reflection of what we have seen tonight in our young people. I think we are beginning to turn the corner in presenting ourselves as well as doing the things that is necessary for our young people to be successful academically. Please take an opportunity to read the article.

Mr. Benjamin, Sr. – For the public and the board’s knowledge, on September 30 I submitted an OPRA request to the Mayor of Winslow Township in reference to e-mails concerning board members or employees here at the Winslow Township Board of Education. That was in an attempt to see if there were any acts of undermining the Winslow Township Board of Education. What I was amazed to find in fact that there were e-mails from certain board members currently to the Mayor undermining the integrity of the Superintendent and members of the administrative staff. Individuals wanted the Mayor, who has no authority over the Board of Education, to intervene in the business of the Board of Education. In fact it was stated that the school system itself was about to fail big time. There was another e-mail to the Mayor that indicated that they wanted the special investigators from the Office of Fiscal Accountability and Compliance to inform the Mayor about information that was only pertinent to the Winslow Township Board of Education. However, this document was released by this individual to the Mayor office via e-mail before the Superintendent had received the document. Another e-mail was from a WTEA member, who insisted that he was acting as a community member, urging the Mayor to call the health department because he thought there was improprieties in removal of certain tiles in one of our schools. The Mayor, in one instance, came to say that the work at the Regional Day School was being done without the proper notification and in the proper manner. We have top notch administrators here who know their field, inside and out. I know for a fact all the work that was done to remove any tiles or work done at the Regional Day School received the appropriate approval. Another thing I know, after checking with Mr. Capaldi, was in fact inside our budget was emergency funds for capital improvement. I am all for being transparent. I think we need to start to support our administrative staff and each other in an upstanding manner. With this information, which I obtained, tomorrow morning at 10:00 a.m. I am going to meet with the public corruption in central Philadelphia, Federal Bureau of Investigation because there is too much undue influence attempting to be exerted on this board by each political party. As you know, we are a separate public entity. However, some of these e-mails are internal memos being forwarded to an external governing body which is in violation of the law.

Ms. Peterson – I thank you for your comments and refer the board members to our team charter to conduct yourselves according to our team charter that we have agreed upon.

Mr. Gidwani – During the Law Forum which was presented two days ago at the convention in Atlantic City I attended that. One of the items they mentioned as an example in the items that they gave out was something about an ethics complaint that had been filed against me by another board member. It showed that the complaint had been dismissed because the ethics board did not find it relevant in any way to my function as a board member. I would rather tell people to keep everything in house if you can and to talk to me. I would advise you what you can do and what you can’t do, but don’t just go running around in circles wasting my time.

XVI. OLD BUSINESS

Dr. Poteat – A reminder to the Board that the board meeting calendar discussion needs to take place at some point and time. Board members should have received two letters from the High School in reference to student representation on the school board. That is something that you should be addressing very soon.

Ms. Peterson – The other old business would be our collaborative environmental clean-up this Saturday. Ms. Masciocchi this Saturday at what time?

Ms. Masciocchi – Nine o'clock at the Municipal Building on Route 73.

Ms. Peterson – That is with the township and the school district.

XVII. NEW BUSINESS - NONE

ADDENDUM

Dr. Poteat – Board members. Addendums are given to board members for your review first because this is your first time seeing them. If there is any discussion on the addendum you have the opportunity first. If there is no discussion on those addendums then we will pass those addendums out to the public right now. I think you should take an opportunity to review it and if there are no questions then we will be more than happy to pass those addendums out.

A motion was made by Ms. Davis, seconded by Mr. Capaldi to approve Item # 1 on the Superintendent's Report - Professional Development.

<i>Roll Call:</i>			
Mr. Benjamin, Sr.	Yes	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. Pitts, seconded by Mr. Benjamin, Sr., to approve Items # 1 through # 7 with regard to Personnel.

Ms. Sturdivant – Had a question on page 2; how the change in stipend is generated?

Dr. Poteat – Stipends are normally given on steps. After our review these individuals are being moved to the next step on the salary scale.

Ms. Sturdivant – Is there a scale, I didn't think there was a scale?

Dr. Poteat – There is a scale for stipends. Ms. Moore would you elaborate.

Ms. Moore – The stipend as it was approved earlier was incorrect, it was an old stipend from two years ago.

Dr. Poteat - We are making a correction and putting them on the correct step. The stipend is an increase for these individuals.

Mr. Gidwani – I would like to table Item # 2. This was just given to us right now and I would like to be able to understand who these people are and what their qualifications are. I understand their resumes are in the folder but we have had no chance to look at them.

Dr. Poteat – That is why we give you the addendums to give you an opportunity to go into Executive Session to discuss, particularly personnel items. After you have had that discussion, as well as clarification on behalf of the administration, you can come out and vote accordingly.

A motion was made by Mr. Gidwani, seconded by Ms. Davis to Table Item # 2.

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

Ms. Peterson - Back to the main motion for approval of Items # 1, 3, 4, 5, 6 and 7.

<i>Roll Call:</i>			
Mr. Benjamin, Sr.	Yes	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

Executive Session A motion was made by Mr. Capaldi, seconded by Mr. Gidwani to approve adoption of the Executive Resolution and adjournment to Executive Session at 8:00 p.m.

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

- Personnel Matters and Item # 2 under Personnel

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 will be taking action at the conclusion of Executive/Closed Session.

The Board will return to Open Session at approximately 8:15 p.m.

Ms. Peterson – When we come back out we will have the discussion on the calendar and the two representatives from the high school.

PRESIDENT

Assistant Business Administrator

Roll Call:

Mr. Benjamin, Sr.	Yes	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

XIX. ADJOURNMENT OF EXECUTIVE SESSION

A motion was made by Mr. Capaldi, seconded by Ms. Davis to return to Regular Session at 8:27 p.m.

Voice Vote: All in favor

A motion was made by Ms. Dredden, seconded by Mr. Gidwani, to approve Item # 2 under Personnel on the Addendum.

Roll Call:

Mr. Benjamin, Sr.	Yes	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

Ms. Peterson – The board would like to discuss the board meeting schedule with modifications. There are two dates that the school will be closed the next day. Are we going to remain with the meeting on November 9th or are we going to reschedule. After taking a poll of the board the meeting will remain on the 9th. The next meeting is scheduled for November 16. Is everyone with having a meeting on November 16. It would be two meetings back to back. Ms. Dredden – yes; Ms. Davis – yes; Ms. Sturdivant – yes; Mr. Benjamin – yes; Ms. Pitts.

Ms. Pitts – Does this give the administration enough time to get these packets to us if we are having our regular board meeting on the 9th and then the 16th?

Dr. Poteat – No, that was one of the reasons we brought it to your attention in the first place. We will be out the 10 and 11. Of course the 14 is that Monday, you are talking about having a meeting that Wednesday, we would not have been in the building or the district at any time. You will not have a board packet to review because there will be no one there to provide it for you. So you are coming in on Wednesday without a board report. How are you going to have a meeting without a board report if we haven't sent anything home to you? That is one of the reasons I asked that you revisit this, particularly one of these meetings, because having the meetings back to back will not work. There will be no time for us to provide you with information.

Ms. Pitts – Madam President, with regards to this situation, is it possible? How does the board feel about having that one meeting on November 9. In light of the holidays, in light of the teacher's convention, in light of the others days in that month, wouldn't it be more practical just to set that November 9 and then proceed in December with our regular two meetings per month?

Ms. Peterson – Did everyone hear that. In light of the holiday on the 8th and the teacher convention on the 10 and 11 to eliminate the one on the 16th so we would only have one meeting on November 9, instead of having two back to back meetings. The other alternative is that you come the day before Thanksgiving.

- Ms. Dredden – one
- Ms. Davis – one
- Mr. Capaldi – one
- Ms. Sturdivant – one
- Mr. Benjamin, Sr. – one
- Ms. Pitts – one
- Mr. Gidwani – one
- Ms. Masciocchi – one

So we will meet on November 9. The November 9 meeting is at the Middle School.

Dr. Poteat – Madam President, I have one request of the Board. If you are going to have one meeting that month I am asking that you give the administration authorization to pay bills. From that one meeting until December there are a lot of bills that need to be paid between now and then, as well as payroll. So I am asking that the Board give the administration permission to conduct business in the absence of having that second meeting.

I entertain a motion that we grant permission to the Board to conduct the financial business of the district in lieu of having one meeting so that the district will run effectively and efficiently.

A motion was made by Ms. Davis, seconded by Ms. Dredden.

Ms. Pitts – Just for clarification this motion is for the **administration**.

Ms. Peterson – Yes.

<i>Roll Call:</i>			
Mr. Benjamin, Sr.	Yes	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			

Ms. Peterson – Discussion on the two student representatives from the high school to the Board. We implemented that for the first time last year. They both graduated. The students come to the meeting and bring a report from the high school.

A question was asked if we select the individuals.

Ms. Peterson – We do not select the individuals or you can make the decision that the team will select the two appropriate people.

Ms. Pitts – What I would do is to remind the board that we have in place already a process under our Bylaws by which the student representatives are approved. If you read the Bylaws it simply asks that the students present a letter of interest with what they have done, along with a letter of recommendation from one of their teachers and their principal. That is important, that is the process according to our Bylaws. It is a very simple and uncomplicated one and I think we can do a very good job. Right now the board has received letters of interest. We simply need to receive from them a reference from the teacher and their principal. Again, I would ask that the board members would take a minute to read that particular policy so that we are all on one course.

Ms. Peterson – At this point, because we do not have the documentation necessary, I would assume that we will have them on November 9. We can review that information and then determine.

Ms. Pitts – Madam President, that policy is 0143.2 I believe.

XX. ADJOURNMENT A motion was made by Mr. Benjamin, Sr., seconded by Mr. Capaldi to adjourn the meeting at 8:39 p.m. All Ayes.

Respectfully Submitted

Tyra McCoy-Boyle, CPA
Assistant Business Administrator