

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

Wednesday, October 9, 2013
7:00 p.m.

MINUTES

I. PUBLIC NOTICE of this meeting was given to all Board Members and Associates in a notice dated **04/30/13**. It was also advertised in the Courier Post, Philadelphia Inquirer and posted in all schools, the Administration Office, the Municipal Building, the Library, Bud Duble Center, Edgewood Acres, Elm Town and Winslow Township Post Offices.

II. MISSION STATEMENT

The ***Mission*** of the Winslow Township School District, a large diverse and growing community, is to educate all students to become independent, life-long learners, critical thinkers and caring and confident members of their community. The District, in partnership with the community, and in a climate of cooperation and mutual respect, will provide an academic environment which values excellence and diversity, encourages students to strive for personal excellence, and assists them in acquiring the knowledge, skills and attitudes necessary to contribute positively to a rapidly changing world.

III. ROLL CALL – In roll call the following Board Members were noted present:

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

Absent: Gulab Gidwani
Gail P. Watkins

Also Present: H. Major Poteat, Ed.D., Superintendent
Tyra McCoy-Boyle, Business Admin./Board Secretary
Howard Long, Jr. Esq., Solicitor

IV. PLEDGE OF ALLEGIANCE

V. BOARD OF EDUCATION – TEAM CHARTER

Ms. Sturdivant -

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

Ms. Dredden -

2. ***Before a Meeting:*** Be prepared for board meetings by reading packets prior to board meetings; Refuse to become involved (collectively, as individuals, or in our communities) in micro-management; Get the answers to questions and concerns prior to the board meeting.

Ms. Peterson -

3. ***During a Meeting:*** Listen and speak with respect for others at all times; Vote with conviction; Align our actions as closely as possible to stated goals and objectives; Create an open, problem-solving management climate in which differences and problems are met head-on and clarified rather than swept under the rug or smoothed over; Promote mutual involvement and interdependency rather than selfish competition or subversive rivalry.

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Ms. Pitts -

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. 2013-2014 DISTRICT GOALS

Ms. Masciocchi -

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

VII. AWARDS/PRESENTATIONS

Mr. Joseph Paul English and Rev. Worthington, III

Good evening ladies and gentlemen. I would like to thank the Board for letting me come to speak to you this evening. I would like to make a small donation on behalf of the Omega ..Corporation. Thanks to people giving back, I got my bachelors degree from Rutgers University and I also got my Masters. I am now retired and I believe in giving back. The donation that I will make this evening, even though it is small, I will continue to make similar donations until I die. Mr. English presented the donation in the amount of \$125 to Ms. Gilbert-Floyd, School 3 Principal, to be used to enhance educational programs.

VIII. CORRESPONDENCE

Ms. Tyra McCoy-Boyle read two pieces of correspondence:

The first one is dated September 30, 2013 to Ms. Patricia Davis, Board President. Dear Ms. Davis, A report of review of the Winslow Township Board of Education's enrollment data for the data Application for State School aid (ASSA) and District Report of Transported Resident Students (DRTRS) as of October 15, 2011 was sent to your district on June 12, 2013. The report also included a verification of FY 2011-2012 Extraordinary Education Aid. On August 15, 2013 a corrective action plan (CAP) was received in response to the department's examination report of recommendations. The Office of Fiscal Accountability and Compliance (OFAC) has reviewed the CAP and supporting documentation, which is acceptable as submitted.

OFAC Case #SAAU-06-13 is now closed. No state aid adjustments are applicable for the findings on the ASSA and DRTRS due to the Adjustment Aid factors on the school funding formula. An amount of \$88,695 will be collected from FY 2013-2014 state aid payments to recover an overpayment of FY 2011-2012 EXAID. Thank you for your cooperation. If you

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have further questions please have the appropriate staff call me. From Robert W. Ortley, Manager, OFAC.

The second piece of correspondence is also dated September 30, 2013 addressed to Ms. Robin Toomer. Dear Ms. Toomer, Your application for the proposed District Charter School has undergone a comprehensive review by the New Jersey Department of Education personnel and external reviewers. The application evaluation focused on assessing the strength of the proposed educational program and the capacity of the founding team to implement that program. Based on recommendations and review, I am denying your application because of the deficiencies identified during the application evaluation process. Signed by Evo Popoff.

IX. MINUTES

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

Regular Meeting Wednesday, September 25, 2013 Open Session

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

X. BOARD COMMITTEE REPORTS

Education Committee

Ms. Peterson – The Education Committee will meet at 4:00 p.m. next Wednesday, October 16, 2013 at the Board office.

Liaison Committee

Ms. Peterson – The Township Liaison Committee met today at 5:00 p.m. in the Middle School conference room. In attendance was Board President, Pat Davis, Superintendent Dr. Poteat, Deputy Mayor, Lawrence and Township Administrator, Mr. Gallagher. Items discussed:

- a. Martin Luther King Day of Service and they are developing indoor and outdoor location options for this year. Photos from the activity in January will be a part of the spring newsletter.

- b. In school participation at the Township meetings. The first meeting of each month takes place from 7:00 p.m. and the High School was the first group to go and it was the concert choir. It will be televised on cable, Channel 9 on Friday from 7:00 – 7:30 p.m.
- c. The Township/District has distributed the newsletter in different locations. Those included the library, District office, the Township office, approximately 8,000 newsletters have been distributed. They know that some of the information was time sensitive but both the District and the Township adhered to their deadline dates. It was a problem with the printing company.

I would like to thank the Department of Public Works with the Township for modifying the work schedule of one of the gentlemen so that they could accommodate a cleaning up of all our school parking lots on a Saturday without cost to the Township or District. The Board would like to publicly thank the Department of Public Works.

The Dress Code Policy has been featured on the Township Website. Also they are going to be posting it on Channel 9. That is so that it will encourage members of the community and parents to come out to discuss the Dress Code Policy at our next Board meeting.

Operations Committee

Ms. Davis – The Operations Committee has not met. They will be meeting before the next Board meeting.

Policy Committee

Ms. Pitts – Not at this time. The October Policy Committee Meeting will be held Thursday, October 17, 2013 at 4:00 p.m.

XI. PUBLIC COMMENTS (Time Limited)

A motion was made by Ms. Sturdivant, seconded by Ms. Peterson to open the meeting for Public Comments at 7:17 p.m.

The Winslow Township Board of Education highly values the input of citizens in making important decisions that affect the children of our community. We also believe in the rights of citizens to observe Board Meetings. To ensure that all of our citizens have the opportunity to attend School Board Meetings and offer comment, and to ensure that the Board can conduct the important business of the District, we ask that speakers follow the guidelines for making public comments.

Notation of Public Comments on Agenda Items – The Board President or Board Secretary will recognize those individuals in the audience who wish to make comment.

Please respect the following procedures:

1. All members of the public attending School Board Meetings must treat each other and the Board with respect.
2. State your full name and address.
3. Please limit your comments to five minutes.
4. Submit your questions to the Board of Education with your name, address and telephone number where you can be contacted. Your questions will be answered within a reasonable time.
5. Individuals offering citizen comment are not permitted to make personal attacks on any District employee, Board Member, other testifier or member of the public.

Voice Vote: All in favor

No Public Comments

XII. ADJOURNMENT OF PUBLIC COMMENTS

A motion was made by Ms. Sturdivant, seconded by Ms. Dredde to close the meeting for Public Comments at 7:17 p.m.

Voice Vote: All in favor

XIII. SUPERINTENDENT'S REPORT

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

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

- | | | |
|----|--|---------------------------|
| 1. | <u>First Reading of Board Policies & Regulations</u> | None at this time. |
| 2. | <u>Second Reading of Board Policies & Regulations</u> | None at this time. |
| 3. | <u>Security/Fire Drill Report</u> | None at this time. |
| 4. | <u>Field Trips</u> | Exhibit XIII A: 4 |
| | Approve Field Trips for the 2013-2014 school year as listed in the attached exhibit. | |
| 5. | <u>Professional Development/Workshops & Conferences</u> | Exhibit XIII A: 5 |
| | Approve Professional Development opportunities as per the attached exhibit. | |
| 6. | <u>Tuition Students (2013-2014)</u> | Exhibit XIII A: 6 |
| | Approve the placement of Tuition Students as listed in the attached exhibit. | |
| 7. | <u>Terminate Out-of-District Placements</u> | Exhibit XIII A: 7 |
| | Approve the termination of the Out-of-District placements as listed in the attached exhibit. | |
| 8. | <u>Homeless Student(s)</u> | Exhibit XIII A: 8 |
| | Approve the listing of Homeless students as per the attached exhibit. | |

9. Fundraiser(s)

Approve the following fundraisers/school activities for the 2013-2014 school year as listed below and as per the attached exhibit:

School No. 2

- St. Jude Math-a-Thon (November 2013) – School No. 2 Staff

School No. 3

- Family Fun Night (10/28/13) – P.T.O.

WTMS

- David's Cookies (January 2014) – NJHS
- Coupon Book (October 2013) – NJHS
- Jeans Day (Oct. 18th & Nov. 6th) – NJHS
- Cinderella Cheesecake (Nov./Dec. 2013) – c/o 2018
- Jeans Day (11/27/13) – c/o 2018
- Student/Faculty Hat Day (03/13/2014) – c/o 2018
- Tickets to 8th Grade Semi-Formal (May 2014) – c/o 2018

WTHS

- Chipotle Mexican Grille Night (10/18/13) – NHS
- Stage Crew T-shirts (Oct./Nov. 2013) – Stage Crew
- Photo Booth (10/12/13 & 02/2014) – c/o 2016

10. Camden County Technical Schools

Approve Camden County Technical Schools Tuition Contract for the 2013-2014 school year at an annual student tuition rate of \$2,958.

Note: There are currently 179 Winslow students enrolled.

11. Vendor – 360 Translations

Approve 360 Translations, 334 North Lincoln Avenue, Cherry Hill, NJ 08002 as a vendor to provide Sign Language (Interpretation) services on an as needed basis during the 2013-2014 school year.

12. School No. 1 – Regional Oral Health Dental Hygienists

Approve School No. 1 to have the Regional Oral Health Dental Hygienists program visit the school on October 22, 2013 to provide education on oral hygiene to 3rd grade students at no cost to the district.

13. School No. 1 – Morris Brothers Assembly

Approve the Morris Brothers Assembly Program to visit School No. 1 on Friday, March 6, 2014 for their “Making Better Choices Tour”. The assembly will focus on bullying prevention for students in K-3 grade.

Note: The fee of \$495.00 will be funded through the School No. 1 Activity Account.

14. School No. 2 – Family Math Night

Approve School No. 2 to hold a Family Math Night on Tuesday, October 29, 2013 to educate parents about the Everyday Math Program and inform them of resources available to assist their children to be successful in Math.

15. School No. 3 – Donation

Approve the acceptance of a donation from Mr. Joseph English in conjunction with Mr. Bobby Harris of a Target Gift Card in the amount of \$125 to be used to enhance educational programs at School No. 3.

16. School No. 4 - Mobile Dentist

Approve School No. 4 to have the Smile Programs Mobile Dentist visit the school on Monday, October 28, 2013 to provide high quality dental services to children at no cost to the district.

17. School No. 6 – “Giving of Yourself” Student Council Activities

Approve School No. 6 Student Council to promote their “Giving of Yourself” theme during the 2013-2014 school year with the following activities:

- Food Drive (Oct./Nov. 2013) – Donations to SJ Food Bank
- Gently Used Sneaker Drive (Oct.-June) – Donations to Non-Profit Organization
- Aluminum Tabs (Oct.-June) – Donations to Ronald McDonald House
- Penny Challenge (Oct. – June) – Donations to TBD
- Hats & Gloves (December 2013) – Donations to Homeless Shelters
- Read Across America Activity (March 2014)

18. WTMS – 2013/2014 Winter Concerts

Approve WTMS 2013-2014 Winter Concerts to be held at WTHS as follows:

- December 10, 2013 – Winter Chorus Concert 7:00 p.m.
- December 19, 2013 – Winter Band/Orchestra Concert 7:00 p.m.

19. WTMS – NJHS “Light the Night” Dance

Approve the NJHS “Light the Night” Dance for Friday, October 25, 2013 from 6:30 p.m. to 10:00 p.m. in the WTMS Cafeteria.

20. WTHS – Eagle’s Landing “Girls Circle” Program

Approve the WTHS Eagle’s Landing “Girls Circle” Program, in conjunction with the Winslow Township Center for Family Services, an afterschool program for selected 9th Grade students to address the unique needs of female students and encourage confidence, strength and communication skills. This program will run for 10 weeks and is funded through a grant with the Camden County CPAC.

21. WTHS – Guest Speaker

Approve Mr. John Corosanite, of the Antonelli Institute, to speak with high school students in Ms. Del Buono’s Digital Art Photo and Digital Imaging classes on December 9, 2013. Mr. Corosanite will focus his discussion on careers in the Arts.

22. WTHS – Guest Speaker

Approve Ms. Carol Labinski, Lincoln Technical Institute, to speak with students in the WTHS senior health classes about Life After High School on the following dates:

- January 13 & 14, 2014
- May 1 & 15, 2014

23. WTHS – Freshmen Parent Meeting

Approve a WTHS Freshmen Parent Meeting for Tuesday, October 22, 2013 at 7:00 p.m. in the High School Library.

24. WTHS – Champion of Schools Driving Simulator Contest **Exhibit XIII A: 24**

Approve WTHS to participate in the Champion of Schools Driving Simulator Contest to encourage driving safety among teenagers. The winner of the contest will receive a driving simulator for their school.

25. WTHS – Camden County College Youth Summit

Approve a select number of 9th and 10th grade students to participate in the Camden County Youth Summit to be held at Camden Co. College on October 11, 2013. This program, in conjunction with the Family Success Center, is designed specifically for students who have had academic and behavioral challenges. The students will participate in workshops on starting your own business, introduction to careers and college and healthy relationships.

26. WTHS – Guest Speaker List

Exhibit XIII A: 26

Approve the list of guest speakers for WTHS as per the attached exhibit.

27. WTHS – Girls Exercising Real Life Skills (G.E.R.L.S) Program

Approve the Girls Exercising Real Life Skills (G.E.R.L.S.) Program to be held at WTHS through the Eagle’s Landing Program. The after school activity will focus on real life skill topics such as peer relationships, conflict and anger management for a select group of high school students. This program is funded through a grant by the Camden County CPAC.

28. WTHS – College Recruiting Seminar

Approve a college recruiting seminar for WTHS athletes for Thursday, November 14, 2013 by the Jack Renkens of the Recruiting Realities Company. The fee of \$250.00 will be funded through the Athletic Account.

B. Principal’s Updates

None at this time.

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

XIV. BUSINESS ADMINISTRATOR/BOARD SECRETARY'S REPORT

A motion was made by Ms. Dredden, seconded by Ms. Peterson 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 **None at this time.**
2. Board Secretary's Report **None at this time.**
3. Reconciliation Report **None at this time.**
4. Board Secretary's Certification **None at this time.**
5. Boards' Certification **None at this time.**
6. Bill List **Exhibit XIV B: 6**
 - a. Approve the Vendor Bill List in the amount of \$841,159.88 as per the attached exhibit.
 - b. Ratify the Manual Bill List in the amount of \$7,060.88 as per the attached exhibit.
7. Payroll

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

○ September 15, 2013	\$2,154,162.47
○ September 30, 2013	\$2,165,748.53
8. 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,

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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>
Gulab Gidwani	Fall School Law Forum	October 24, 2013	\$75.00
Tyra McCoy-Boyle	Fall School Law Forum	October 24, 2013	\$75.0

9. Use of Facilities

Approve the following Use of Facilities:

School	Organization	Dates	Day/Time	Room	Fee
School No. 1	Winslow Township Basketball Association	10/10/13 - *6-13-14	Monday - Friday 7:00 – 9:00 p.m.	All purpose room	No Fee
School No. 3	Girl Scout Troop # 30049	10/15/13 - **6/10/14	Every other Tuesday 6:00 – 8:00 p.m.	Room 17	No Fee
School No. 3	Winslow Elite Cheerleading	10/10/13 - 4/29/14	Tuesday & Thursday 7:00 – 9:00 p.m.	All purpose room	No Fee
School No. 4	Girl Scout Troop # 30659	10/10/13 - **6/6/14	Friday 7:00 – 8:30 p.m.	All purpose room	No Fee
School No. 6	Meet the Candidates Night	10/24/13	Thursday 7:00 p.m.	Cafeteria	No Fee

* Contingent upon receiving an updated insurance certificate prior to March 6, 2014

** Contingent upon receiving an updated insurance certificate prior to January 1, 2014

10. Speech Services 2013-2014

- a. Approve the record of Request for Proposal for Speech Services for the 2013-2014 school year as follows:

Name of Vendor	Hourly Rate
Ardor Health Solutions	\$66.00
Therapy Source	\$77.00
Invo Health Care	\$82.00
Signature	\$85-\$125

- b. Approve the award for Speech Services for 2013-2014 to Invo Health Care at an hourly rate of \$82.00.
 To be charged to 11-000-216-320

and further acknowledge the following statement :

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

 Tyra McCoy-Boyle
 Business Administrator/Board Secretary

11. Disposal of School Property

Exhibit XIV B: 11

Approve the Disposal of School Property per the attached exhibit.

Location	Department	Description
School No. 6	CST	HP Printer – broken
Middle School		Teacher’s Chair – broken
Board Office	Human Resources	1 Printer, 1 Small Copier - Broken

12. Change Order

Approve Change Order # 2 for ProSpec Corporation for a net decrease of (\$18,757.00) for District painting as follows:

- | | |
|---|--------------------|
| 1. Elimination of kitchen, all purpose room & bathrooms - MS | (\$50,200.00) |
| 2. Repair/painting in classrooms at School 4 | \$2,805.00 |
| 3. Surface preparation & painting of the exterior at School 6 | \$15,463.00 |
| 4. Repair/painting at the Administration Building | <u>\$13,175.00</u> |
| | (\$18,757.00) |

To be refunded to 11-000-261-420

13. 2013-2014 Joint Transportation Agreement – Black Horse Pike Regional HS District

Ratify the 2013-2014 Joint Transportation Agreement between the Winslow Township Board of Education and the Black Horse Pike Regional HS District to transport one (1) student at a cost of \$100.00/day on Route No. T1 to Highland Regional HS from September 16, 2013 – June 30, 2014.

14. 2013-2014 Joint Transportation Agreement – Hammonton

Ratify the 2013-2014 Joint Transportation Agreement between the Winslow Township Board of Education and Hammonton to transport students for Sport and Field Trips to various locations at a cost of \$50/hour, with a 4 hour minimum, from September 3, 2013 – June 30, 2014.

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

XV. PERSONNEL

A motion was made by Ms. Dredden, seconded by Ms. Peterson to approve Items 1 – 6 with regard to Personnel.

1. Leaves of Absence

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

	Name	Type of Leave	From	To	Paid/Unpaid
A	K.A. G. (Extension)	Medical	10/3/2013	10/8/2013	P
B	M. G. (Extension)	Medical	10/8/2013	10/14/2013	P
C	M. G.	Maternity	1/1/2014 3/31/2014	3/30/2014 4/15/2014	P U
D	L. L. (Amended)	Maternity	9/24/2013 11/6/2013	11/5/2013 3/31/2014	P U
E	J. P. (Extension)	Medical	10/1/2013 10/10/2013	10/9/2013 11/30/2013	P U

2. Home Instruction Tutor

Approve the following 2013/2014 Home Instruction Tutor on an as needed basis, effective October 9, 2013:

	Name	Subject Area	School	Hourly Rate
A	Cathie, Linda	Teacher of the Handicapped	HS	\$37.73

NOTE: Hourly rate adjustment pending ratification of WTEA contract

3. WINSOAR Alternative Program-Middle School

Approve the following 2013/2014 WINSOAR Alternative Program-Middle School Teacher, from 2:30 p.m. to 6:30 p.m. at \$37.73 hourly rate:

	Name	Position
A	Hill, Sarah	English Language Arts Teacher/Teacher of Handicapped

NOTE: Hourly rate adjustment pending ratification of WTEA contract

4. Volunteers

Approve the following Volunteers for the 2013/2014 school year:

	Name	Volunteer Activity	School
A	Bass, Charles	Music	No. 1 & No. 4
B	Little, Schurr	Various	No. 3 & No. 6
C	Smith, Harold	Assistant Football Coach	High School

5. College Placements

Approve the following College Placements for the 2013/2014 school year:

	College/ University	Student	Experience	Cooperating Teacher/Nurse	Sch	Dates	Subject
A	Rutgers University	DeVito, Jessica	7-weeks Field Experience	Reese, Patricia	No. 4	10/29/2013 – 12/11/2013	School Nursing
B	Rutgers University	Varghese, Bency	7-weeks Field Experience	Lorman, Lynn	HS	10/29/2013 – 12/11/2013	School Nursing

6. Curriculum Development

Approve the following Curriculum Development Teacher for the 2013/2014 school year for the purpose of creating assessments, rubrics, and reviewing/updating alignment to the Common Core Curriculum Standards for Early Childhood Development, English Language Arts, Math, Science, Social Studies, and Technology on an as needed basis at \$37.73 per hour:

	Name
A	Henderson-Jackson, Karla

NOTE: Hourly rate adjustment pending ratification of WTEA contract

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

XVI. OPEN PUBLIC RECORDS ACT (OPRA) REQUESTS

1. The Winslow Board of Education processed the following OPRA Requests between September 26th and October 9, 2013:

Number of Requests Received	Approved	Denied
0	0	0

XVII. OLD BUSINESS – None at this time.

XVIII. NEW BUSINESS - None at this time.

XIX. INFORMATIONAL ITEMS – None at this time.

Mr. Long – We do have some Executive Session items. The Board will go into Executive Session for a period of thirty minutes on one of the addendum special education settlement agreements, E.W. o/b/o A.H. Item 7 on the Resolution. The other would involve Personnel employment; and appointment on Item 4.A. for the consideration of the appointment of a Vice Principal, and an interim temporary consultant. Also an update on a matter pending in litigation. Very briefly I would like to update the Board on litigation Bullock v Winslow Township Board of Education.

XX. EXECUTIVE SESSION A motion was made by Ms. Brown, seconded by Ms. Dredde to approve adoption of the Executive Resolution and adjournment to Executive Session at 7:22 p.m. for a period of thirty minutes.

**WINSLOW TOWNSHIP BOARD OF EDUCATION
RESOLUTION AUTHORIZING EXECUTIVE SESSION**

WHEREAS, the Open Public Meetings Act (N.J.S.A. 10:4-6 et seq.) requires all meetings of the Winslow Township Board of Education to be held in public, except as set forth in N.J.S.A. 10:4-12(b) which provides for nine (9) types of matters that may lawfully be discussed in "Executive Session," i.e. without the public being permitted to attend; and

WHEREAS, the Winslow Township Board of Education has determined that certain issues set forth below are permitted by N.J.S.A. 10:4-12(b) to be discussed without the public in attendance shall be discussed during an Executive Session to be held on October 9, 2013 at approximately 7:22 p.m.; and

WHEREAS, the nine (9) exceptions to public meetings set forth in N.J.S.A. 10:4-12(b) are listed below, and the items to be privately discussed that fall within such exceptions shall be identified and written, and after each exception is a space where additional information that will disclose as much information about the discussion as possible without undermining the purpose of the exception as follows:

"(1) Any matter which, by express provision of Federal law, State statute or rule of court shall be rendered confidential or excluded from public discussion." The legal citation to the provision(s) at issue is: _____ and the nature of the matter, described as specifically as possible without undermining the need for confidentiality is _____;

"(2) Any matter in which the release of information would impair a right to receive funds from the federal government." The nature of the matter, described as specifically as possible without undermining the need for confidentiality is _____;

"(3) Any material the disclosure of which constitutes an unwarranted invasion of individual privacy such as any records, data, reports, recommendations, or other personal material of any educational, training, social service, medical, health, custodial, child protection, rehabilitation, legal defense, welfare, housing, relocation, insurance and similar program or institution operated by a public body pertaining to any specific individual admitted to or served by such institution or program, including but not limited to information relative to the individual's personal and family circumstances, and any material pertaining to admission, discharge, treatment, progress or condition of any individual, unless the individual concerned (or, in the case of a minor or incompetent, his guardian) shall request in writing that the same be disclosed publicly." The nature of the matter, described as specifically as possible without undermining the need for confidentiality is _____;

“(4) Any collective bargaining agreement, or the terms and conditions of which are proposed for inclusion in any collective bargaining agreement, including the negotiation of terms and conditions with employees or representatives of employees of the public body”

“(5) Any matter involving the purchase lease or acquisition of real property with public funds, the setting of bank rates or investment of public funds where it could adversely affect the public interest if discussion of such matters were disclosed.” The nature of the matter, described as specifically as possible without undermining the need for confidentiality is _____;

“(6) Any tactics and techniques utilized in protecting the safety and property of the public provided that their disclosure could impair such protection. Any investigations of violations or possible violations of the law.” The nature of the matter, described as specifically as possible without undermining the need for confidentiality is _____;

“(7) Any pending or anticipated litigation or contract negotiation in which the public body is or may become a party. Any matters falling within the attorney-client privilege, to the extent that confidentiality is required in order for the attorney to exercise his ethical duties as a lawyer.” The parties to and docket numbers of each item of litigation and/or the parties to each contract discussed are as follows: **Discussion of the settlement of E.W. o/b/o A.H. and the Winslow BOE, EDS 00848-2013 S; Winslow BOE, a special education related matter presently in litigation and status update on Bullock v. WTBOE, Docket No. L-659-12, an employment matter;**

(8) Any matter involving the employment, appointment, termination of employment, terms and conditions of employment, evaluation of the performance, promotion or disciplining of any specific prospective public officer or employee or current public officer or employee employed or appointed by the public body, unless all individual employees or appointees whose rights could be adversely affected request in writing that such matter or matters be discussed at a public meeting.” The employee(s) and/or title(s) and nature of the discussion, described as specifically as possible without undermining the need for confidentiality are: **Consideration of a Promotion to the position of Assistant Principal at School No. 4;**

“(9) Any deliberation of a public body occurring after a public hearing that may result in the imposition of a specific civil penalty upon the responding party or the suspension or loss of a license or permit belonging to the responding party as a result of an act of omission for which the responding party bears responsibility.” The nature of the matter, described as specifically as possible without undermining the need for confidentiality is _____;

WHEREAS, the length of the Executive Session is estimated to be 30 minutes after which the public meeting shall (circle one) reconvene and immediately adjourn or **reconvene and proceed with business.**

NOW, THEREFORE, BE IT RESOLVED that the Winslow Township Board of Education will go into Executive Session for only the above stated reasons.

BE IT FURTHER RESOLVED that the Board hereby declares that its discussion of the aforementioned subject(s) will be made public at a time when the need for confidentiality no longer exists, or the public's interest in disclosure is greater than any privacy or governmental interest being protected from disclosure.

BE IT FURTHER RESOLVED that the Board Secretary/Board Solicitor, shall read aloud enough of this resolution so that members of the public in attendance can understand, as precisely as possible, the nature of the matters that will privately discussed.

BE IT FURTHER RESOLVED that the Board Secretary, on the next business day following this meeting, shall furnish a copy of this resolution to any member of the public who requests one at the fees allowed by N.J.S.A. 47:1A-1 et seq.

Roll Call:

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

Motion Carried

XXI. ADJOURNMENT OF EXECUTIVE SESSION

A motion was made by Ms. Sturdivant, seconded by Ms. Dredden to adjourn Executive Session at 8:02 p.m.

Voice Vote: All in favor

Addendum

I. Superintendent's Report

A motion was made by Ms. Peterson, seconded by Ms. Dredden, to approve Items 1 – 2 as recommended by the Superintendent.

1. Professional Development

Exhibit I: 1

Approve Professional Development opportunities as per the attached exhibit.

2. Fundraisers

Exhibit I: 2

Approve the following fundraiser/school activity for the 2013-2014 school year as listed below and as per the attached exhibit:

School No. 1

- o Trunk or Treat (10/25/13) – H.S.A.

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

II. BUSINESS ADMINISTRATOR/BOARD SECRETARY REPORT

A motion was made by Ms. Peterson, seconded by Ms. Pitts to approve Items 1 – 4 as recommended by the Business Administrator/Board Secretary.

1. Bill List

Exhibit II: 1

Approve the Vendor Bill List in the amount of \$388,439.26

2. Professional Development

- a. Approve Dr. Robert Riccardi, Director Student Support Services, Christopher DeStratis, Accountant and Kathleen Minchak, Student Support Services Secretary to attend the Fall 2013 SEMI Regional Meeting on Tuesday, October 29, 2013 from 9:30 a.m. – 11:30 a.m. at no cost to the District.
- b. Approve Tyra McCoy-Boyle, Business Administrator/Board Secretary to attend the Fall 2013 SEMI Regional Meeting on Thursday, October 31, 2013 from 9:30 a.m.– 11:30 a.m. at no cost to the District.

3. Change Order # 01 – SJTP

Approve the change Order # 01 – SJTP for Administration Building Renovations for a net decrease of \$63,000.00 as follows:

a. Reduction in scope of work	(\$50,000.00)
b. Painting	<u>(\$13,000.00)</u>
Total reduction	(\$63,000.00)

4. Settlement

Approve the Settlement Agreement between E.W. o/b/o A.H. and the Winslow Township Board of Education.

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

III. **PERSONNEL REPORT**

A motion was made by Ms. Dredden, seconded by Ms. Brown to approve Items 1- 9 with regard to Personnel.

1. Leaves of Absence

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

	Name	Type of Leave	From	To	Paid/Unpaid
A	A. B. (Extension)	Medical	10/8/2013	10/31/2013	P
B	M. E.	Maternity	1/1/2014 3/29/2014	3/28/2014 4/30/2014	P U

2. Retirements

Approve the following Retirements for the 2013/2014 school year:

	Name	Position	School	Effective
A	Bigwood, Ann Marie	Secretary	No. 6	11/1/2013
B	Hill, Rosa	2 nd Grade Teacher	No. 4	12/1/2013

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3. Rescission of Appointment

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

	Name	Position	School	Effective
A	Petrongolo, Marina	Kindergarten Teacher (Leave of Absence 10/1/2013-1/10/2014)	No. 4	10/4/2013

4. Transfer

Approve the following Transfer for the 2013/2014 school year:

	FROM			TO		
	Name	Position & Salary	School	Position & Prorated Salary	School	Effective
A	Collison, Kevin	3 rd Grade Teacher \$52,961	No. 4	Assistant Principal (10-months) \$79,172	No. 4	10/16/2013

NOTE: Salary adjustment pending ratification of WTAA contract

5. Administrative Consultant

Approve the following Administrative Consultant on an as-needed basis for the 2013/2014 school year:

	Name	Position	Rate per day	Effective
A	Armstrong, Yolanda	Administrative Consultant	\$450.00	10/10/2013

6. 2013/2014 Co-Curricular Activity Advisor

Approve the following Co-Curricular Activity Advisor at the High School for the 2013/2014 school year: (11-401-100-330-401-08)

	Name	Co-Curricular Activity	Stipend	Step
A	Krupa, Joseph	Winter Dress Rehearsals & Choral Concerts – 12/17/2013	\$150.00	N/A
B	Krupa, Joseph	Spring Dress Rehearsals & Choral Concerts – 5/27/2014	\$150.00	N/A

NOTE: Stipend adjustment pending ratification of WTEA contract

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7. College Placement

Approve the following College Placement for the 2013/2014 school year:

	College/University	Student	Experience	Cooperating Teacher	School	Dates	Subject
A	Camden County	DiLallo, Marissa	1-hour observation	Cutter, Mindy	No. 6	10/10/2013-12/1/2013	Historical Trends in American Education

8. Volunteer

Approve the following Volunteer for the 2013/2014 school year:

	Name	Volunteer Activity	School
A	Moskalow, Dawn	H.S.A.	Middle School

9. Home Instruction Tutor

Ratify the following 2013/2014 Home Instruction Tutor, on an as needed basis, effective October 7, 2013:

	Name	Subject Area	School	Hourly Rate
A	Hagan, Jeana	Elementary Teacher	#3	\$37.73

NOTE: Hourly rate adjustment pending ratification of WTEA contract

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

XXII. ADJOURNMENT

A motion was made by Ms. Brown, seconded by Ms. Dredden to adjourn the meeting at 8:05 p.m. All ayes.

Respectfully Submitted,

Tyra McCoy-Boyle
 Business Administrator/Board Secretary