

**WINSLOW TOWNSHIP BOARD OF EDUCATION**  
**Regular Board of Education Meeting**  
**Winslow Township High School (Cafeteria)**  
10 Coopers Folly Road  
Atco, NJ 08004

**Wednesday, September 14, 2011**  
**7:00 p.m.**

**MINUTES**

**I. PUBLIC NOTICE** of this meeting was given to all Board Members and Associates in notices dated **07/07/2011 & 09/09/11**. 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 Dredden	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, Assistant Business Administrator  
Howard Long, Jr. Esq., Solicitor

**IV. PLEDGE OF ALLEGIANCE**

**V. BOARD OF EDUCATION – TEAM CHARTER**

- Pitts-  
1. **At all Times:** Maintain confidentiality; Follow the chain of command; Maintain an open-mind; Listen and speak with respect for others.
- Gidwani-  
2. **Before a Meeting:** Be prepared for board meetings by reading packets prior to board meetings; Refuse to become involved (collectively, as individuals, or in our communities) in micro-management; Get the answers to questions and concerns prior to the board meeting.
- Masciocchi-  
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.

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.

**Ms. Peterson recognized Winslow Township Mayor Metzner in the audience.**

**VI. CORRESPONDENCE**

**None at this time.**

**Ms. Peterson – Words cannot express the tremendous grief our school district is experiencing over the passing of our teacher, colleague and friend Mr. Darrell Baskette. Mr. Baskette made Winslow Township School District his student learning community in 2000. Throughout his time at School # 1 and School # 5 Mr. Baskette demonstrated the attributes of a good teacher; empathy; positive attitude; role model; creative; sense of humor; calmness; respectful; inspirational; passionate and a willingness to learn. Our deepest sympathies go out to his family, friends, former students and colleagues. Although Mr. Baskette made his transition on September 3, 2011 his memory is etched in the hearts and minds of those he touched along the way.**

**A moment of silence was observed for Mr. Darrell Baskette.**

**VII. AWARDS/PRESENTATIONS**

**None at this time.**

**VIII. MINUTES**

**A motion was made by Ms. Davis, seconded by Ms. Masciocchi to approve the Open/Closed Sessions for the following meetings:**

Regular Meeting	Wednesday, August 10, 2011	Open/Closed Sessions
Special Meeting	Monday, August 22, 2011	Open/Closed Sessions

*Voice Vote: All in favor*

Ms. Davis – Madam President we have not voted on the 1<sup>st</sup> (June) Executive Minutes.

Ms. Peterson – We are going to have to revisit that, because I don't think that they were in their entirety. I entertained a motion for approval and there wasn't anyone who approved or seconded. Therefore the motion was defeated. It never happened. We are going to have to revisit that on our next agenda. Thank you.

## **IX. BOARD COMMITTEE REPORTS**

Ms. Pitts reported that the Human Resources/Policy Committee met in district on September 8, 2011. Ms. Davis, Ms. Dredden, Ms. Pitts and Ms. Masciocchi were in attendance. The sole purpose for the meeting was to review the newest and really, really, important policy that is the Anti-Bullying Act which is the Harassment Intimidation and Bullying. The committee reviewed both our old policy and the new one as instructed by Strauss Esmay. The decision was made to recommend to the board to accept the fully completed Policy # 5512 which is on our Agenda tonight for a second reading. In addition to that, the committee would like to recommend to the Board, here again because of the importance, that at some point later in the year we have a meeting between the community and the district with a Q & A session because there is certainly much to be discussed about this new policy. The particular meeting ended and we scheduled our next Policy Committee Meeting for Wednesday, October 5, 2011 at 10:00 a.m.

Any additional reports? Operations Meeting scheduled for September 28. Education Committee?

Ms. Sturdivant – That meeting is scheduled for September 20, 2011.

The Township Liaison Committee Meeting that was scheduled for today, at our last meeting a month ago, needs to be rescheduled. When notifying the township administrator he said that it was not on his calendar so we had to reschedule.

Ms. Peterson addressed the Board and the community – The Winslow Township School District received a letter from the Office of Fiscal Accountability and Compliance which stated that the Board is not required to publicly discuss their investigation findings of Dr. Garcia. Nor are we required to place their findings on the district web-site. The OFAC report was referred to the State Board of Examiners and the Division of Criminal Justice for their review. The district will be waiting to see if any actions will be taken.

## **X. PUBLIC COMMENTS (Time Limited)**

**A motion was made by Ms. Sturdivant, seconded by Mr. Capaldi, to open the meeting for Public Comments at 7:15 p.m.**

***Notation of Public Comments on Agenda Items*** – The Board Assistant Secretary 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*

### **Herman Bethea – Resident**

Good Evening. My name is Herman Bethea, I live in Arbor Meadows, Winslow. I would like to congratulate you on your renovations that you did over the summer. Some of the things that you did at the High School, it looks very good. I only have one concern that hopefully you may address. The fact that when a parent tries to contact a teacher or administrator. I understand that you have a 24 hour response time to get back to that parent. In the past that has been very weak. So I am hopeful that you can enhance that this year. One of the things that I note, and perhaps you could use as a sample or whatever collectively you could address it your way. In corporate, when I was working, when we had a customer call to want the address or get together with one of us it had to be documented by the administrator or secretary. Once we got back to that customer we had to sign off. So hopefully you may come up with some sort of suggestion like that. So hopefully you can address that.

### **Cathy Lalli - Resident**

Good Evening. Cathy Lalli, Sicklerville. I am speaking tonight as a resident and tax payer. I was very concerned to read the articles in The Philadelphia Inquirer, The Atlantic City Press, and The Courier Post concerning the multiple positions that are held by our Business Administrator, Anna Garcia. I can see on tonight's agenda that it lists Ms. Garcia, as our Business Administrator as well as Board Secretary. I was under the impression that her position as Board Secretary was taken away from her. Also, on the last agenda it stated that Tyra McCoy-Boyle had gotten a \$10,000 increase in pay as of 9/1. However, there was no explanation concerning the reason for her \$10,000 increase. Is she interim or acting Board Secretary? If so, was the money for her \$10,000 increase deducted from Ms. Garcia's wages because she is no longer Board Secretary? I believe (I don't know if these people agree with me) that it is in the best interest for both the school district and tax payers that Ms. Garcia not be permitted to continue her position as BA in Winslow Township until the investigation is complete. Thank you.

### **Steve Danifo – Resident**

Good evening board. Steve Danifo, Sicklerville, NJ. Hope some of you remember me from the June meeting. I addressed the Dr. Garcia situation at that time. I called myself a "selfish taxpayer". It appears that someone at the state level agrees with some of my opinions. It basically states in the articles in the Courier Post today, that administrators, such as Business Administrators and Secretaries can be shared between districts at half the salary and help both districts fiscally. Why can't we do that? We have an awful lot of money tied up in Business Administrators. Something that can be used at a lower level to help benefit the children of this township. That is all I have to say folks.

**Theresa Colligon – Proud Parents of Winslow/Resident**

Hello everyone, welcome back! Theresa Colligon, Winslow. Picking up where we left off. The Proud Parents of Winslow and the Mayor have continued to discuss how to approach our School family and the residents of Winslow Township with the unity in the community campaign. Even though each school may have their own spirit wear, we are going to ask the board to approve a logo theme that could easily be used by all schools. It could also be used by the athletic associations and even the Township. Green, white, grey or black, Winslow Eagles. We could use a certain logo just saying Winslow or another version to say Winslow Schools with or without the number of the school or Middle or High School that your child attends. If this is something that you approve we will be able to use the HSA Council to help promote the spirit wear. We feel that even though it feels like forever, the Winslow Township School District is new, and not very well understood yet in our community. This is why we need to promote home town pride in our schools, in our own families and mostly in our children. We would also like to ask that you consider having all schools agree to one school mascot. Since we are one now, it seems fitting that we all use the eagle, be it big or small. We recognize that it is too late to change the school mascot, such as the panther at School # 5, for this school year. With your approval we can begin to merge the idea of the eagle at each school and, hopefully, it will be Winslow Eagles by the start of the next school year. We feel that the building principals will be on board with this, and it will help give us all something to unite us, regardless of the school your child attends. Can you please advise with your thoughts or take action on that so that we might be able to proceed with our building principals. On a personal note, I feel that it is necessary to say that Jack Mills and the staff at the Winslow Child Development Academy, the Before and After School Care Program and the Summer Camp are absolutely amazing. It is a joy to have them in the Township. The parents that have been exposed to the programs that they offer have been nothing but pleased. The programs are not only enjoyable for the kids but they are affordable and convenient for working parents. There is nothing comparable in cost or service that I have been able to find. I would however, like to ask if there is a more affordable method so that infrequent users of our Before and After Care Program other than the flex ticket. Many working parents need fifteen or twenty minutes in the morning or an occasional afternoon and the amount of money that they pay for a flex ticket is not actually comparable to other schools in our area. I did inquire about that and I was told that their programs are funded through grants. I was wondering if we might be able to consider looking into grants for latch key type programs not associated with the before and after care program.

**Russell Bates asked if he could speak before the board even though he had not signed up to speak.**

**Ms. Peterson asked the other board members if they had any objections. She then introduced Winslow Township Committeeman Russell Bates.**

**Caroline Bates – Resident**

I am here from the Rotary Club and as a member of the Rotary Club. The Rotary Club would like to purchase dictionaries for the third graders in Winslow Township. This is a project that we can work with and I understand that you received a letter that I took to the office and

to the Superintendent. We are simply waiting on directions as to how to proceed with going through the Board to present these dictionaries. All third graders in Winslow Township will receive these dictionaries.

**Russell Bates - Resident**

Sorry we came late. There are a couple of things. One, we are having a car wash on the 23<sup>rd</sup>. Most of you who are sitting on the board tonight know that we gave scholarships at the end of the year. Last year we gave \$3,000, the year before we gave \$4,000. We will try to increase that. On the 23<sup>rd</sup> of September at the CCU Baptist Church in Sicklerville we have a car wash. I just came through the parking lot and there are a lot of dirty cars out there. These cars are dirty, but we would like you to come by and let us wash your car. We will clean inside as well as washing and try to keep it clean. Hopefully at our next meeting, is there a meeting before the 24<sup>th</sup>? Then I will make sure that I drop some tickets off at the board office and the solicitor is going to get everyone in his staff to come by and purchase a ticket. The second thing is we are going to have a pancake breakfast at the Bud Duble Senior Citizen center. That is on the 8<sup>th</sup> of October, starting at 6:00 am until 1:00 pm. I think you already have approval for the Fire Prevention Week. That is going to take place the same day at 1 o'clock. So I did make an announcement at the township meeting last night that this is going to take place. So all the woman in the audience if you don't want to cook breakfast that morning come on out and have breakfast with us. I guarantee you will like it because I am cooking. I think the breakfast is \$6 for adults and \$3 for the kids. All the money that is made on the car wash as well as the pancake breakfast is going towards the scholarships for Winslow Township High School students. As you know, the process will be, you put an application in the guidance office. We come up and get the applications. Lastly if some of you are available, we also meet at our Rotary Club on Wednesday at 6:00 pm. If you would like to come by some night and have dinner with us, it won't cost you anything, just come by and talk to us. Thank you very much.

**XI. ADJOURNMENT OF PUBLIC COMMENTS**

**A motion was made by Mr. Gidwani, seconded by Mr. Capaldi, to adjourn Public Comments at 7:27 p.m.**

*Voice Vote: All in favor*

Dr. Poteat – Good Evening everyone. Madam President I would like to address some of the comments that were made this evening. I will start in reverse order. Mr. Bates we will do what we can to support your fundraisers because we know that the Rotary Club has been supportive of the Winslow Township School District graduates. You had us with the breakfast until you told us that you were cooking, but we won't hold that against you. I wanted you to know that you, "had us". Thank you. As far as the dictionary donations to the third graders. Of course we appreciate it. That information is on our Addendum tonight for board approval.

Ms. Colligon, we are aware of your recommendation for one logo, one mascot. The President and I have had a discussion on that matter and I think she has some ideas as to how to

address it. I also said to the Board President that I think we need to get the building principals involved in the decision making process, particularly at each building level. One of the discussions over the years that I have been here is that there has been such an attachment to those schools 1 – 4 by a lot of the former graduates and parents that I think we need to make sure we have a lot of community input before the board takes any action. That would be my recommendation and I know Mrs. Peterson has already discussed some ideas and she would probably convey some of those ideas again this evening.

In reference to the increase for Mrs. Boyle as Assistant Board Secretary. The additional monies were recommended for Mrs. Boyle for the additional duties that she is now performing as Assistant Board Secretary. If you will research that particular position, it is usually a position held by an individual which is a separate position and a separate salary. Trust me, you will not get an Assistant Board Secretary with a Business Administrator's certification for \$10,000 anywhere in the State of New Jersey. We believe that with the additional duties that we are giving Mrs. Boyle that the amount of a money was more than fair for the additional duties that she is now performing as she is tonight.

Mr. Bethea in reference to the twenty four hour turnover for phone call returns to parents. As you know, that is something that we have been talking about and trying to implement over the years. All of the building principals are here tonight. We have had discussions about twenty four turnover. We have had discussion about customer service. We do have some things in place internally to address that issue. However, if you do not receive a phone call within twenty four hours, no more than forty eight hours, then you need to move your concern to the next level. Dr. Carcamo is the Assistant Superintendent who is the immediate supervisor of the building principals. I would ask parents to move it to the next level. We are not asking parents to wait three, four, five days for a response. I have had this discussion with other members of the community and that is something that we take very seriously and it should be addressed. We are asking our building principals and we are holding them accountable to make sure that the teachers and everyone understands that it is important. That parents and community members receive a phone call in return for whatever concerns they may have. It applies to everyone, building administrators, classroom teachers, support staff, transportation, administration building. It applies to all employees who are performing services to the district. No one is exempt. We want you as a community to hold us accountable for that because as we have stated numerous times we want to make sure that you receive a response. That includes the Superintendent, he is not exempt and he makes every effort to return every phone call within twenty four hours. No later than the next day. Everyone is being held accountable, including the Superintendent. The board members are holding him accountable. I am saying it publicly because I understand and accept that responsibility.

Ms. Peterson – Ms. Colligon if you can give me your contact information. If the board agrees with me, we will be establishing a sub committee to review the unity in the community, one logo. We would love for you to serve on that committee and I know that you will accept the challenge.

**A motion was made by Ms. Davis, seconded by Ms. Pitts to approve Items 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 **Exhibit XII A: 2**

Approve the Second Reading of Policies & Regulations of the Board of Education as listed below and in the attached exhibit:

Policy #	Policy Title
#5512	Harassment, Intimidation & Bullying

- 3. Security/Fire Drill Report **None at this time.**
- 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: Training on Essential Internet Resources  
 Date(s): October 2011 – November 2011  
 Location: WTMS – Computer Lab  
 Time: 4:00 p.m. – 6:00 p.m.  
 Audience: Classroom Teachers  
 Presenter: Thomas Shown, SMART-Certified Trainer, T-tech Solutions  
 Costs: \$1,400 (4 sessions at \$350 per session)  
 Funding: NCLB  
 Purpose: To provide teachers with a deep training on Web 2.0 skills and numerous websites that can be utilized by all content areas and grade levels.

- 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 the termination of the Out-of-District student placements as listed on the attached exhibit.
8. Homeless Student(s) **Exhibit XII A: 8**
- Approve the listing of homeless students as per the attached exhibit.
9. Homebound Instruction **None at this time.**
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:

WTHS

- FBLA Talent Show (03/23/11) – FBLA
- Bumper Stickers/Decals – Class of 2012
- Tattoo Sales for Homecoming – Class of 2012
- Car Wash (10/08/11) – Student Government
- Greetings on LED in Café – Student Government
- Senior BBQ Kick-off – Student Government
- Mr. Winslow (01/13/12) – Student Government
- Senior Shirt/Sweatshirts – Class of 2012
- T-Shirt – Girls Soccer
- Entertainment Cards – Girls Soccer
- Car Wash (10/01/11) – Girls Soccer
- 11<sup>th</sup> Annual Golf Tournament (10/22/11) – Baseball

WTMS

- Go Pink for the Susan G. Komen Cure Jeans Day & Coin Collection (10/14/11) – NJHS
- American Red Cross Jeans Day & Coin Collections (02/03/12) - NJHS
- Goodwill Donation/Collection (January 2012) – NJHS
- Enjoy the City Coupon Booklets (Sept. – Nov.) – NJHS
- Autism Speaks Jeans Day (03/016/12) – Renaissance
- Camden Riversharks Fun Night (05/2012) – Renaissance
- Wooden Rose Bouquets – Renaissance
- Smelly Jellies (scented gel in jar) – Renaissance
- Goodwill Clothing Drive – Renaissance
- Adopt-A-Soldier – Social Studies Department
- Collection of Non-perishable Foods (November 2011) – Student Government
- Privilege to Wear a Hat Day (11/23/11) – Student Government
- Collection of Toys & Funds for “Toys for Tots” – Student Government
- Holiday Grams (December 2011) – Student Government
- Collection of Items for Animal Orphanage (Jan. 2012) – Student Government
- Valentine Grams (February 2012) – Student Government
- Talent Show Tickets/Wristbands (May 2012) – Student Government
- Entertainment coupon Booklets

School No. 5

- Cherrydale Farms (Sept./Oct. 2011) – H.S.A.

School No. 2

- Holiday Shoppe (December 2011) – H.S.A.
- Scholastic Book Fair (October 2011) – H.S.A.
- Cherrydale Farms (Sept./Oct. 2011) – H.S.A.

School No. 1

- Creative Memories File Mate – H.S.A.
- Kidstuff Coupon Book – H.S.A.

11. School No. 1 Anti-Bullying Program

Approve School No. 1 to present the McKenzie & Yates Anti-Bullying and Leadership Program on Friday, October 7, 2011 at no cost to the district.

12. School No. 2 Anti-Bullying Program

Approve School No. 2 to present The Morris Brothers Anti-Bullying Assembly on September 30, 2011 funded by the School No. 2 H.S.A.

13. School No. 2 Food Drive

**Exhibit XII A: 13**

Approve School No. 2 to participate in a Food Drive, during October and November 2011, to support the Ronald McDonald House.

**B. Principal's Update(s)**

- |                              |                           |
|------------------------------|---------------------------|
| 1. Monthly School Highlights | <b>None at this time.</b> |
| 2. Ethnic Enrollment Report  | <b>None at this time.</b> |
| 3. Suspension Report         | <b>None at this time.</b> |

*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. Davis, seconded by Ms. Dredde to approve Items A – B as recommended by the Business Administrator/Board Secretary.  
TABLE Item # 11.

**A. Reports**

- |                                |                   |
|--------------------------------|-------------------|
| 1. Transportation Update       | Exhibit XIII A: 1 |
| 2. Sodexo Food Services Update | Exhibit XIII A: 2 |
| 3. Aramark Maintenance Update  | Exhibit XIII A: 3 |
| 4. SJTP Technology Update      | Exhibit XIII A: 4 |

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

- |                                           |                    |
|-------------------------------------------|--------------------|
| 1. <u>Line Item Transfers</u>             | None at this time. |
| 2. <u>Treasurer's Report</u>              | None a this time.  |
| 3. <u>Board Secretary's Report</u>        | None at this time. |
| 4. <u>Board Secretary's Certification</u> | None at this time. |
| 5. <u>Boards' Certification</u>           | None at this time. |
| 6. <u>Bill List</u>                       | Exhibit XIII B: 6  |

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

- |                    |                 |
|--------------------|-----------------|
| ○ Manual Bill List | \$ 166,380.00   |
| ○ Vendor Bill List | \$ 4,623,510.94 |

7. Payroll

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

- |                   |              |
|-------------------|--------------|
| ○ August 15, 2011 | \$426,578.81 |
| ○ August 30, 2011 | \$442,263.31 |

8. Use of Facilities None at this time.

9. Tuition Contracts – Chesilhurst 2011 /2012 Exhibit XIII B:9

Approve the tuition contracts for 2011/2012 with the Chesilhurst Board of Education for Special Education and Regular Education students.

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>
<b>Ratify</b>	Gulab Gidwani	Prepare for Bargaining	September 10, 2011	\$125.00
	Gulab Gidwani	Intermediate Bargaining	September 24, 2011	\$125.00

**TABLE** 11. Tax Levy for 2011-2012 **Exhibit XIII B: 11**

Approve the Winslow Township Tax Levy for the year ended June 30, 2012 as per the attached Exhibit.

12. Disposal of School Property and Textbooks

**Exhibit XIII B: 12**

Approve the Disposal of School Property per the attached exhibit.

Location	Department	Description
School # 1	Library	16 Tape Recorders - unrepairable
		5 Overhead Projectors
		3 Video Players VCR
		2 Record Players
		46 Headphones
School # 2		2 Student iMac – do not work
High School	Family Life	Sewing Machines – all old-need repair
	World Language	German Textbooks – poor condition

13. IDEA Preschool and Basic Grant Award Fiscal Year 2011 - 2012

Approve the Fiscal Year 2011-2012 Preschool and Basic IDEA Grant Award as follows:

- Preschool                      \$ 62,737
- Basic                              \$1,261,312

14. NCLB Fiscal Year 2012 Grant Award

Approve the Fiscal Year 2012 No Child Left Behind – NCLB Grant Award as follows:

Title I Part , Basic	\$ 955,716
Title II Part A	227,815
Title III	17,608
Title III – Immigrant	7,355
	\$ 1,208,494

15. Camden County Educational Services Commission Non-Public Auxiliary Services PL 192-193 Contracts for 2011-2012

**Exhibit XIII B: 15**

Approve the Non-Public Auxiliary Agreement between the Camden County Educational Services Commission and the Winslow Township Board of Education for services from September 14, 2011 – June 30, 2012:

- Chapter 192                      \$30,496.00
- Chapter 193                      \$16,078.00

<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				

**XIV. PERSONNEL**

**A motion was made by Mr. Capaldi, seconded by Ms. Pitts to approve Item # 1 - # 14 with regard to Personnel.**

Ms. Sturdivant – Would like to TABLE # 14 A because there is no job description indicated in the board packet. For further discussion during Executive Session.

Ms. Peterson – Is that amended approved by the mover and the second. Yes.

Ms. Davis – Is # 7 an appointment for the whole school year, am I correct?

Dr. Poteat – Yes, that is correct, because at this point, we have no idea when the permanent person will return. As soon as we get pertinent information from that individual that they are returning, then that person will return to the position.

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	
<b>A</b>	Hurley, Kimberly	No. 6	4 <sup>th</sup> Grade Teacher	9/1/2011 10/3/2011	9/30/2011 1/6/2012	P U
<b>B</b>	Christy, Patricia	MS	Secretary	8/10/2011-8/26/2011	8/10/2011-9/6/2011	P
<b>C</b>	Hind, Jane	No. 5	LDT-C	9/1/2011	9/16/2011	P

2. Resignation

Approve the Ratification of the following Resignation pursuant to documents filed in the Office of Human Resources for the 2011/2012 school year:

	Name	Position	School	Effective
<b>A</b>	Sbraccia, Anastasia	Child Development Counselor at Academy 6:25 a.m. to 11:55 a.m.	WCD	9/1/2011

3. New Hires

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

	Name	Position	School	Salary	Guide/ Step	Effective
<b>A</b>	Shissler, Jane	6 <sup>th</sup> Grade Teacher	No. 6	\$50,761	MA – Step 1	9/1/2011
<b>B</b>	Andrews, Katherine	Spanish Teacher	MS	\$48,961	BS – Step 3	9/1/2011
<b>C</b>	Seidenberg, Debra	Bus Driver	Garage	\$18,205	BD – Step 3	9/1/2011
<b>D</b>	Hawkins, Geraldine	Child Development Counselor – Academy 6:25 a.m. to 11:55 a.m.	WCD – MS	\$10,010	5.5 hours \$10.00 per hour	9/1/2011

4. Transfer

Approve the Ratification of the following Involuntary Transfer for the 2011/2012 school year:

	FROM			TO	
	Name	Position	School	Position	School
<b>A</b>	Warburton, Barbara	Special Ed Teacher	MS	Special Ed Teacher	HS

5. Change in Assignment

Approve the Ratification of the following Change in Assignment for the 2011/2012 school year:

	FROM			TO			
	Name	Position	Salary	Position	Sch	Salary	Effective
<b>A</b>	Dvorsky, Kathleen	Special Ed Teacher Part-time	\$24,480	Special Ed Teacher Full-time	No. 4	\$48,961	9/1/2011

6. Rescission of New Hire Appointment

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

	Name	Position	School
<b>A</b>	Guerra-Martis, Ligia	Spanish Teacher	No. 6

7. Interim Appointment

Approve the Ratification of the following Interim Appointment for the 2011/2012 school year:

	Name	Position	School	Effective
<b>A</b>	Hart, Mae	Interim Assistant Principal	HS	9/7/2011

8. Athletic Director/Fall Coach/Activity Advisors

- a. Approve the following Athletic Director at the Middle School for the 2011/2012 school year (11-402-100-100-402-07):

	Coach	Position	School	Stipend	Step
A	Cuneo, Monica	Athletic Director	MS	\$4,411	3

**NOTE: Stipend may be amended pending new WTEA Negotiated Agreement**

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

	Coach	Position	Stipend	Step
A	Horne, George	Assistant Cross Country Coach	\$2,966	1

**NOTE: Stipend may be amended pending new WTEA Negotiated Agreement**

- c. Approve the following Activity Advisors at the High School for the 2011/2012 school year (11-401-100-330-401-08)

	Activity Advisor	Activity	Stipend	Step
A	Stewart, Matthew	Majorettes – Drill Squad	\$4,160	1
B	Milorey, Mariarosa	Choreographer for High School Spring Musical	\$1,201	3

**NOTE: Stipend may be amended pending new WTEA Negotiated Agreement**

9. Substitutes (Long Term)

Approve the Ratification of the following Long Term Substitutes for the 2011/2012 school year, September 1, 2011 through November 1, 2011:

	Name	Position	School	Prorated Salary	Effective Date
A	Kedzierski, Susan	5 <sup>th</sup> Grade Teacher	No. 5	\$48,361- BA – Step 1	9/1/2011
B	Perrone, Anna Marie	6 <sup>th</sup> Grade Teacher	No. 5	\$48,361- BA – Step 1	9/1/2011
C	Dotoli, Aubrey	6 <sup>th</sup> Grade Teacher	No. 5	\$48,361- BA – Step 1	9/1/2011

10. College Placements

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

	College	Student	Experience	Cooperating Teacher	School	Dates	Subject
A	Delaware Valley	Dahl, Stacie	Advanced Fieldwork	Carter, Nython	HS	9/14/2011-4/30/2012	Educational Leadership
B	Rowan University	Angelastro, Steven	Jr. Field Experience	Duphorn, Joseph	MS	10/31/2011-12/7/2011	Health & PE Mon. & Wed
C	Rowan University	Radden, Katherine	Jr. Field Experience	Cuneo, Monica	MS	10/31/2011-12/7/2011	Health & PE Mon. & Wed.



11. Volunteers

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

	Name	Volunteer Activity	Location
A	Roach, Wesley	Assistant Wrestling Coach	High School
B	Roach, Wesley	Assistant Girl's Soccer Coach	High School
C	Donahue, Christina	Art Club	High School
D	Gyurics, Jean	Assistant Cross Country Coach	High School
E	Diaz, Suzanne	National English Honor Society	High School

12. Sixth Period Class

Approve the Ratification 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	Andrews, Katherine	Spanish	\$7,155
B	Hooper, Bruce	TV Production	\$7,155
C	LaRoche, Ginger	French	\$7,155

**NOTE: Stipend may be amended pending new WTEA Negotiated Agreement**

13. Instrumental Music Program – Elementary

Approve the following Instructors for the Instrumental Band and Orchestra After School Program at School No. 6 for the 2011/2012 school year for students at Schools No. 5 and No. 6:

	Name	Dates/Hours	Hourly Rate
A	Garton, Timothy	10/5/2011-5/16/2011 – 3 p.m. to 4:30 p.m.	\$36.88
B	Jan, Nancy	10/5/2011-5/16/2011 – 3 p.m. to 4:30 p.m.	\$36.88
C	Terry-Stroud, Eva	10/5/2011-5/16/2011 – 3 p.m. to 4:30 p.m.	\$36.88

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

**TABLED - # 14 A**

14. Job Description

Approve the following Job Description and New Position for the 2011/2012 school year:

	Job Description/New Position	FTE
A	Supervisor of Special Education	1.0

*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**

Dr. Poteat – I have one informational item. I would like to read the information that was provided to us by our music instructor here at the High School. On Sunday, June 26, 2011, five Winslow Township High School students participated in the National Association for Music Education 2011 All National Honor Ensembles at the John F. Kennedy Center for the Performing Arts in Washington DC. High School students from throughout the country auditioned for this national recognition. The best students were selected to rehearse and perform at this event. We are proud of the students who represented our district. We had five students who performed and five students who were selected to perform on June 26. Those individuals are as follows:

Tara Koehler	Senior - Soprano I
Liesel Groninger	Senior – Soprano I
Tyler Cesario	Junior – Tenor I
Elise Wood	Class of 2011 – Alto II
Meghan Deeley	Class of 2011 – Alto

We would like to acknowledge the fact that to have five students to make this particular performance and to be a part of this organization is a tremendous accomplishment for Winslow Township High School. Mr. Doheny is our Music Director here at the High School, for those of you who continue to attend our music performances. He continues to do a tremendous job with our young people. I have had the opportunity, of course, not only to be present at many of the performances, but to have conversations with him, as late as yesterday. I compliment him continuously about how many young people we have who make it to the state level. To have five young people perform at the national level is a tremendous accomplishment. I can't say much more than that. This information will appear on our website tomorrow. We want to continue, as we did last year, bringing attention to the young people and staff of the Winslow Township school district who excel in various areas. At this time I want to congratulate these young people and our music director, for a job well done.

Ms. Peterson recognized our immediate past President of the School Board, Mrs. Yanez in the audience. If she will stand and be recognized.

**XVI. OLD BUSINESS**

Mr. Gidwani – I have a question about the Executive Session minutes of June 1. I have not seen that in the package since last time. I even gave back the sheet of paper which showed some modifications I wanted placed in the minutes. Beyond that I have not heard anything. Can anybody please enlighten me when those minutes will again show up?

Ms. Peterson – Mr. Gidwani I stated earlier that we will, because Ms. Davis indicated, we will revisit and have them on the Agenda for our next board meeting.

Dr. Poteat – I would just like to comment. I am not aware of the changes or recommendations that you have made. I am not sure who you gave that information to.

Mr. Gidwani – I gave to Madam President.

Dr. Poteat – Thank you.

Mr. Gidwani – I looked at the web-site and I am still seeing on our website that there is a request for assessment from last year and that the Preliminary Budget and Preliminary Election results. I am wondering is anybody really looking at the web-site to see if it should be updated or do we just leave everything year after year the same.

Dr. Poteat – Mr. Gidwani, we do not have any one specific person designated for the district web-site. There are various people, depending on the department and areas that are there. They are responsible for their area of the web-site. What we will do is that we will revisit it. Again, one of the things I would like to point out to the board is that one of the individuals who is responsible for assisting with that is now being tied up almost all day, every day, trying to complete verbatim minutes. Again, I am saying to the board we need to address that issue because it is taking a lot of time for someone to do that. I want to also point out that verbatim is a skill that a stenographer normally does. In order just to have clerical skills, and, not to diminish the skills of the individuals of the administration building, but to do verbatim minutes is a task that has taken a lot of time. I think what needs to happen is, we need to address it. Since we are on the subject of responsibilities etc. I wanted to make sure that I addressed that. We will address the web-site. That is not a task that should not have been done. I take full responsibility for that particular oversight and we will move forward from this point on.

Mr. Gidwani – I would also like to see if you will address the roofs of Building # 5 and # 6 so that people in the audience know what is happening. Rather than it may be leaked to the newspapers or something. That is not what we want to see.

Ms. Peterson – I need some clarification on School # 5 & # 6. Are you saying the facilities, improvement?

Mr. Gidwani – The roofs.

Dr. Poteat – I can address the roofing projects at Schools # 5 & 6. I am not sure why it would appear in the news media or the papers. I am not sure exactly what that is about, Mr. Gidwani. However, we have made every attempt to replace the roofs at Schools 5 & 6. As you may know, I think it was late spring early summer, we had placed a proposal before the board to have solar panels as a part of the project. With the solar panels the monies that we were going to receive to pay for the roofs was going to be as a result of the monies we earned from the placement of the solar panels on the roof. What we ran into was Atlantic City Electric, as well as other agencies, who made it very clear to us that we do not have the capacity in Winslow Township to provide or to store that much power. Correct me if I am wrong, Mr. Gidwani, is it Megawatts?

Mr. Gidwani – Yes.

Dr. Poteat - I am trying to do something outside of my prevue here and I am not going to pretend that I am one of those types of individuals. However, the Megawatts and the amount of energy that we would consume from those solar panels. What we have in place now in Winslow Township is not enough capacity. In order for that to happen we must have at least 3 – 4 Megawatts capacity in Winslow Township. That is not going to happen. They have informed us that they cannot give us an estimate as to how soon that will happen. They have no control over it. They even went so far as to say that if we want additional power the district will probably have to pay for it. Of course we can't afford it, if that is the case. We may have to look at all of the agencies within Winslow Township because once you put that amount of power, Megawatts up then everybody would have access to it. It shouldn't be a financial burden just on the school district. To cut to the chase, the bottom line is once we found out that Atlantic City Electric could not provide what we needed as far as power, the monies of course that we were going to receive from the contractors is no longer there. So at this point we do not have the money to get the work done. Those roofs as you well know, particularly those of you who work at Schools # 5 & 6, they need to be replaced. They have expired, the warranties have expired maybe ten, fifteen years ago etc. They are in bad shape. We have made our best effort, unfortunately, it fell through. I am at this point as I stated in our Facilities Meeting, we may have to ask the board to look at our budget. We have patched and pulled together those roofs as much as we possibly can. They need to be replaced. I am not sure where the money is going to come from. I think we need to be as creative as possible and come up with some way to possibly replace those roofs as soon as possible.

## **XVII. NEW BUSINESS (Discussion Items)**

Ms. Masciocchi – I have something to say. Madam President and fellow board members, it has been brought to my attention, by several individuals in the community, that one member of this board regularly appears to not be in attendance. As a result, I did some checking on my own. It was indicated that out of the past fifty seven meetings from June 2009 to present, this board member only showed up for approximately 41% of our meetings and was late for approximately 14%. I don't see how this could be effective representation. When volunteering to be on this board, commitments to the children as well as to this community should be first and foremost. If other commitments stand in their way then resignation should be the only decision made by this individual. I would like this board to look into Mr. Benjamin's poor attendance over the past two years, and direct our attention to revising the current board policy on the criteria for member resignation and removal. Thank you.

Ms. Sturdivant – Madam President. I think at our last meeting Mrs. Fernandez was here from The Drug Alliance and had made a proposal to have two presentations at the Middle School and one at the High School to make our children aware of the dangers of drugs. Has there been any movement. Has that been scheduled or are we going to do that?

Dr. Poteat – Ms. Sturdivant, yes there has been movement. I have been in communication with Mrs. Fernandez indirectly because I have called and left messages. She has called me and left messages. I have met with the building principals of the High School and the Middle School. I have provided them with the information that was given to us at the board meeting. I have also given them the phone numbers of Mrs. Fernandez. Mrs. Fernandez has also been informed that the building principals will reach out to her and they will set up a meeting with her so that we can begin to plan for October. At this point we have done what we felt was necessary. Hopefully those meetings will be scheduled next week or in the very near future so that those programs can move forward.

Ms. Sturdivant – Terrific.

Ms. Peterson – The President will ask that the chair of Human Relations Policy Committee to review the policies as it pertains to attendance and participation of board members.

Are we ready to do the Addendum? I think there are certain items we probably can.

Dr. Poteat – Board members, as you well know, we had discussed not having Addendums. Unfortunately, particularly in the month of September we are still filling positions in the district and we are filling positions as late as yesterday. Also, on the first page of the Addendum these are items that just came into my office. As you well know from one presentation tonight I received this information on Monday. If we had to wait until our next meeting then these requests would not be possible to meet the timelines that are being asked of us. So this is just an example of what I am talking about in terms of if you don't want any Addendums there are times when things would just have to wait. If they wait they may surpass their timelines. So today of course, because of the information and filling positions, particularly identifying the anti-bullying specialists and coordinators and those committees at the building level, this is information that needs to be done ASAP. Again I present to you an Addendum with information that needs to be moved by the board tonight and of course at your discretion.

Ms. Pitts – Do we have a chance to review this Addendum in Executive Session?

Ms. Peterson – We are going to review the Addendum in our Executive Closed Session.

## **XVIII. EXECUTIVE SESSION**

**Executive Session      A motion was made by Ms. Davis, seconded by Ms. Sturdivant to approve adoption of the Executive Resolution and adjournment to Executive Session at 7:55 p.m.**

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

- Student Hearings
- Personnel Matters
- Legal Matters

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.

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**PRESIDENT**

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**Assistant Business Administrator**

*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

**XIX. ADJOURNMENT OF EXECUTIVE SESSION**

**A motion was made by Ms. Davis, seconded by Ms. Sturdivant to return to Public Session at 10:15 p.m.**

*Voice Vote: All in favor*

Mr. Long – I just want to indicate that there were matters in personnel and labor matters discussed in Executive Session and no formal action was taken therein.

Ms. Peterson – On the Blue Agenda:

**A motion was made by Mr. Gidwani, seconded by Ms. Pitts, to Untable the following items under the Superintendent Report Item # B 11 on page 7 and Personnel Report Item # 14.**

*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. Sturdivant, seconded by Ms. Pitts, to approve under the Business Administrator/Board Secretary Report Item # B 11 on page 7.**

Ms. McCoy- Boyle – This is just a schedule of the tax levy that we are billing the township and the schedule where they will be paying the school district for the tax levy that was raised for the 2011-2012 school year. It is not an additional tax. It is just the schedule of payments.

*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. Sturdivant, seconded by Ms. Masciocchi, to approve Item # 14 under Personnel Job Description New Position with the modification to read “Supervisor of Student Support Services”.**

*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**

**SUPERINTENDENT’S REPORT**

**A motion was made by Ms. Davis, seconded by Ms. Masciocchi, to approve Items # 1 - # 4 as recommended by the Superintendent.**

1. Use of Facilities

Approve the Use of Facilities for the 2011-2012 school year for the organization listed below:

- WTHS Eagles Football Booster Club (Home Football Games)  
September 17, 2011      September 24, 2011      October 15, 2011  
October 22, 2011      October 29, 2011

2. South County Regional Branch Library – Attendance at Back to School Nights

**Exhibit I: 2**

Approve the request of the South County Regional Branch Library to attend the Back to School Nights at School No. 4 and WTHS to allow students and parents an opportunity to sign up for library cards.

3. Winslow Township Rotary Club Donation

**Exhibit I: 3**

Approve the acceptance of a donation of dictionaries to the Winslow Township School District from the Winslow Township Rotary Club.

4. Winslow Township Community Blood Drive

**Exhibit I: 4**

Approve the Winslow Township School District’s participation in the Township Community Blood Drive on Friday, September 30, 2011 from 12:00 p.m. – 7:00 p.m. at the Township Building.

*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. PERSONNEL MATTERS**

**A motion was made by Ms. Davis, seconded by Mr. Gidwani, to approve Items # 1 – # 7 with regard to Personnel.**

1. New Hire

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

	Name	Position	School	Prorated Salary	Guide/ Step	Effective
A	Glemser, Suzanne	Secretary – CST	MS	\$30,811	Sec – Step 4	9/19/2011

2. Change in Start Date

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

	Name	Position	School	Prorated Salary	Guide/ Step	FROM Effective	TO Effective
A	Hawkins, Geraldine	Child Development Counselor – Academy 6:25 a.m. to 11:55 a.m.	WCD – MS	\$10,010	5.5 hours \$10.00 per hour	9/1/2011	9/19/2011

3. Change in Job Description

**Exhibit II: 3**

Approve the following Job Description as per the attached exhibit:

	FROM	TO
	Job Description	Job Description
A	Supervisor of Special Education	Supervisor of Student Support Services

4. Change in Assignment

Approve the following Change in Assignment for the 2011/2012 school year:

	Initial Assignment				Additional Assignment			
	Name	Position	Salary	FTE	Position	Salary	FTE	FTE
A	Dvorsky, Kathleen	Special Ed Teacher P/T	\$24,480	.5	Special Ed Teacher (Long Term Substitute) P/T	\$24,480	.5	1.0

5. Change in Leave of Absence Date

Approve the Change in a Leaves of Absence Date pursuant to documents filed in the Office of Human Resources:

	Name	Sch	Position	From	To	
A	Hind, Jane	No. 5	LDT-C	9/1/2011-9/16/2011	9/1/2011-9/23/2011	P

6. Instrumental Music Program – Elementary

Approve the following Instructors for the Instrumental Band and Orchestra After School Program at School No. 6 for the 2011/2012 school year for students at Schools No. 5 and No. 6:

	Name	Dates/Hours	Hourly Rate
A	Garton, Timothy	10/5/2011-5/16/2012 – 3 p.m. to 4:30 p.m.	\$36.88
B	Jan, Nancy	10/5/2011-5/16/2012 – 3 p.m. to 4:30 p.m.	\$36.88
C	Terry-Stroud, Eva	10/5/2011-5/16/2012 – 3 p.m. to 4:30 p.m.	\$36.88

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

7. HIB (Harassment, Intimidation & Bullying Safety Teams

Approve the following HIB (Harassment, Intimidation & Bullying Safety Teams for the 2011/2012 school year:

School No. 1	School No. 2	School No. 3
<b>Jennifer Petinga - Specialist</b>	<b>Irumu Breau - Specialist</b>	<b>Siobhan Funches - Specialist</b>
Luz Harris	Jackie Dougherty	Robert Preim
Linda DeMarco	Roselyn Rosado	Kathleen Griffo
Kathy Conway	Sue Friedel	Kevin Hoffman
Jennifer Arena	Robert Riccardi	Jewel Jones
Vanessa Harry	Rasheen Miller - Parent Rep	Leslie Johnson - Parent Rep
Phyllis Fitzpatrick		
Sharon Thomas-Galloway		
Smriti Keating - Parent Rep		
School No. 4	School No. 5	School No. 6
<b>Laura Duca - Specialist</b>	<b>Marc Cianfrani - Specialist</b>	<b>Linda Vignola - Specialist</b>
Jeanine Tronco	Marissa Sandelier	Kristina Esposito
Ginny Chillari	Sandy Zucca-Brown	Adrienne Brown
Carmen Diggs	Tina Maisch	Andrea Conti
Sheresa Clement	Kurt Marella	Crystal Hebbons
Allison Smallets - Parent Rep	Christy Rutt - Parent Rep	Glen Jackson
		Leah Wikander - Parent Rep

Middle School	High School	District
<b>Stefanie McCarthy - Specialist</b>	<b>Linda Cathie - Specialist</b>	<b>Lorene Moore - Coordinator</b>
Sharon Ruff	Chantel Smith	Anti-Bullying Coordinator
Karen Jacovelli-Robey	Lily Basantis	
Kristen Darroch	Stacie Dahl	
Al Bazzel	Monika Weston	
Stella Nwanguma	Nython Carter	
Amy Worrell - Parent Rep	Yukki Potter - Parent Rep	

<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			

**I entertain a motion to approve or deny the Grievance – No Posting for Position of Special Education Teacher.**

**A motion to deny was made by Ms. Sturdivant, seconded by Mr. Gidwani**

<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			

**I entertain a motion to approve or deny the Grievance – Compensation for High School Chairpersons, I&RS Coordinators, Content Area Coaches.**

**A motion to deny was made by Mr. Capaldi, seconded by Mr. Gidwani.**

*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

**I entertain a motion to approve or deny the Grievance – Denial of sick bank days for an employee.**

**A motion to deny was made by Mr. Gidwani, seconded by Mr. Capaldi.**

*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	Yes		

Motion Carried

**XX. ADJOURNMENT**      **A motion was made by Ms. Sturdivant, seconded by Mr. Capaldi, to adjourn the meeting at 10:25 p.m.**

Respectfully Submitted

Tyra McCoy-Boyle  
Assistant Business Administrator