

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

Wednesday, September 25, 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
	Gulab Gidwani	Gail P. Watkins
	Julie A. Peterson	Lorraine Dredden, Vice President
	Cheryl Pitts	Patricia Davis, President

Absent: Joanne Masciocchi

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. Brown -

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

Ms. Pitts -

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

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. Dredden -

4. **After a Meeting:** Develop trust; Uphold all decisions made by the Board; Periodically follow-up on district, board and CSA goals; Understand and respect the separate roles and responsibilities of the board and the administration to confine activities within the boundaries of those roles.

If any board member feels that another board member has violated any provision of this agreement, that board member shall personally talk with the offending board member in an attempt to resolve the issue. If the attempt fails, the board member who feels that another board member has violated this agreement shall bring the matter to the attention of the entire board. Any grievances that arise should be dealt with at the earliest practical opportunity.

Ms. Sturdivant

VI. 2013-2014 DISTRICT GOALS

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 - None at this time.

VIII. CORRESPONDENCE – None at this time.

IX. MINUTES

A motion was made by Ms. Pitts, seconded by Ms. Brown to approve the Open/Closed Sessions of the following meeting:

Regular Meeting

Wednesday, September 11, 2013

Open/Closed Sessions

Roll Call:

Ms. Brown	Yes	Ms. Sturdivant	Yes
Mr. Gidwani	Yes	Ms. Watkins	Yes
Ms. Masciocchi	Absent	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 met on Wednesday, September 18 from 4:18 – 5:22 p.m. Members in attendance Ms. Masciocchi and Ms. Peterson and Dr. Poteat, Superintendent. Items discussed:

Old Business:

- Review of Summer School attendance and outcome. Out of the 43 students that attended Summer School all passed. Sixteen of them were ninth graders.
- Ninth Grade Transition Update.

New Business:

- School calendar that was brought in as a comparative analysis from Lindenwold.
- Curriculum Update.
- Learning Environment.
- Attendance.
- Truancy
- Articulation meeting is being scheduled for October 2013 between the Middle and the High School.

Several articles were read.

The Superintendent was asked to provide in the Board Packets an update of Curriculum changes and the attendance.

Operations Committee

Mr. Gidwani – We did not have a meeting due to the High School Back to School Night being held on the same night.

Policy Committee

Ms. Pitts – The Policy and Human Resources Committee met in District on Thursday, September 19 at 4:15 p.m. The meeting lasted approximately an hour. Board Members in attendance were Ms. Davis, Ms. Dredden, Ms. Masciocchi and Ms. Pitts. Dr. Poteat, Superintendent, Dion Davis, Director of Human Resources and Audra Pondish, Board Solicitor were also in attendance.

Subjects discussed: This meeting focused solely on the revision of the District's current Dress Code Policy.

The Committee discussed the following:

- Create a third and final Public Hearing on the Policy.
- Message of outreach communication to the public.
- Need for data collection from Principals regarding enforcement of current Dress Code Policy.
- Action to be taken after final Public Hearing.
- Whether a survey is necessary.

Recommendations from the Committee are as follows:

1. The Committee recommends that the Board plan to discuss and address all issues surrounding the revision of our Dress Code Policy at our regular meeting on October 23, 2013.
2. The Committee recommends that Administration use all methods of communication when informing the public, which includes the use of Global Connect, flyers, the local public access T.V. station, posting notices in our regular locations as well as ... so that similar steps can be taken.
3. Additionally, the Committee recommends that Administration direct our Principals to track or monitor how often, and to what degree, the current Dress Code Policy is not being enforced. Our hope is that this data will reveal what specific areas of the Policy are being ignored.
4. The Committee recommends that the board follow the following timeline for reaching a prompt decision on the revisions:
 - Public Hearing October 23, 2013
 - First reading on the revised Policy November 13, 2013
 - Second reading on the revised Policy December 11, 2013
 - Final vote to be taken at the December 18, 2013 Board Meeting

The Committee is not recommending that the Board conduct a survey on these issues as it may prove to be costly in time and money. Other issues such as creating an options list for those families that may report a financial burden when the Policy is revised; Creating a clothing bank for families in need; Establishing a possible dress down option; H.S.A./community fundraising activities are all under consideration as part of the policy implementation.

Next Committee Meeting October 17, 2013.

Township Liaison Committee

Ms. Peterson – The Township Liaison Committee met on September 11, 2013 at 5:04 p.m. In attendance Mayor Barry Wright, our Township Administrator Joseph Gallagher, Board Members Patricia Davis, Board President, Julie Peterson. Administrators in attendance Dr. Poteat, Superintendent.

Items discussed:

- The Winslow Township Fall 2013 joint newsletter will be available on September 21, 2013.
- It was suggested that the District provide updated announcements at various Township Meetings as a method of communicating in partnership with the community.
- The Township Public Works swept all school parking lots prior to our “back-to-school” nights.
- The Township Economic Development Consultant is on board and will be addressing marketing and public relations for Winslow.

- It was suggested that starting in October each month a school should be featured with a video tape presentation at a Township meeting.
- The District has met with the Board Solicitor, Mayor and Municipal Judges to develop a collaborative plan for addressing truancy.
 - a) Plan with the Board Solicitor for legal aspects.
 - b) Develop a collaborative plan with the Mayor and Municipal Judges
 - c) Municipal Judges are willing to set up a day for Winslow Township District's Truancy hearings.
 - d) Fines may be levied.
- Early planning for the Martin Luther King Day of Service will be starting in the month of October.

XI. PUBLIC COMMENTS (Time Limited)

A motion was made by Ms. Watkins, seconded by Ms. Dredden to open the meeting for Public Comments at 7:15 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 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

Nelly Chandler – Ad Hoc Citizens Advisory Committee

Good evening Dr. Poteat, good evening Board Members. On behalf of the Ad Hoc Citizens Group we would like to thank Dr. Poteat and the Board for participating in the Advisory Committee. A special thanks to Ms. Peterson and Ms. Sturdivant for the ideas behind this committee. At this time I would like to introduce some of the members of the Ad Hoc Advisory Committee:

Good evening. My name is Angela Robinson and I am in Ward 4.

Good evening. My name is Herman Bethea and I am a representative for Ward 3.

Hello, I am Jeffrey Holmes and I am not sure what Ward I am representing.

Good evening. My name is Frances McCann representing Ward 2.

Ms. Chandler

Thanks to the AD Hoc Citizens Committee we have had candid discussions with Dr. Poteat and Dr. Carcamo. The current and former presidents of the school Board have both sat in our monthly meetings sharing a wealth of information and exchanging great ideas. Last year we had the pleasure of having Ms. Dredde on our Uniform Committee who was very inspiring and took the initiative of co writing the proposal for the school uniform. Based upon the initiative, I strongly believe that the Policy will be implemented in the near future.

This year we look forward to having another great working relationship with Dr. Poteat and the Board. Our focus will specifically be in the areas of parental involvement, community services and lastly ... with the community. This past week various members of our group of our sub committee had the privilege of attending back-to-school nights. The response was very positive. I for one was very pleased with the turnout from the parents. We also received a positive response in respect to Dr. Poteat's address to the teachers. Some of our teachers felt that Dr. Poteat was warm, friendly and open to new ideas and gave them a different perspective of him. Let us, as illustrators, continue to build on the principles that our students can emulate us positively. I would also like to recognize and thank Mr. Nevitt from the Middle School who enforces and motivates in the hallways on any given day. He is one of the teachers who is very instrumental in ensuring that the school policies are upheld, in and out of the classroom. Should we continue on this path there is no doubt in my mind that we will achieve our goals set for the school year.

Angela Robinson

Good evening. My name is Angela Robinson and am the mother of Devon Robinson a tenth grade student, football and basketball player in Winslow Township. I stand here before you tonight because I want everyone to hear about a teacher and a coach who has gone far and beyond his call of duty. Norman Ingram, who is a teacher at the High School, and also the head boy's basketball coach, is a huge lesson to me, as well as my son. Coach I (as the boy's call him) is always available and a great support. Not only for academic issues and basketball issues but also when they need a shoulder to lean on. This past Saturday my son Devon was involved in a very serious dirt bike accident where his upper thigh was severely gashed. My anxiety level was quite high and I began to make phone calls. When I reached Coach Ingram via the telephone I expected him to say, "Please keep me updated on Devin's progress", but instead his words to me were, "What hospital are you going to"? You can't imagine how that made me feel. Devon asked me if Coach I was coming? To make a long story short, I received a text about fifteen minutes later that Coach Ingram was in the lobby of the hospital. I feel Coach Ingram is the true meaning of what a Coach should be and a person who truly cares about the children here at Winslow. I commend him and I thank him for being the person that he is. I truly, truly thank Coach Ingram.

Herman Bethea

Once again good evening. Perhaps it has been suggested before, but I feel that after looking around this room, basically what I am saying is that you should bring this to the community. You may get more participation and make the parents and community more informed.

Ms. Davis – I wanted to address your concerns. We did for a whole year go between this side of the Township and the other side of the Township and had meetings at School 5 and 6 every other month. Unfortunately we did not get any more people than we have here today. So the Board had decided to bring the meetings back here. We did try that and it didn't work. I was an advocate for that.

Maybe that is something that could be discussed with the Citizen's Advisory Committee.

XII. ADJOURNMENT OF PUBLIC COMMENTS

A motion was made by Mr. Gidwani, seconded by Ms. Sturdivant to close the meeting for Public Comments at 7:25 p.m.

Voice Vote: All in favor

XIII. SUPERINTENDENT'S REPORT

A motion was made by Ms. Dredde, seconded by Ms. Peterson 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> | None at this time. |

8. Homeless Student(s) **None at this time.**
9. Fundraiser(s) **Exhibit XIII A: 9**

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

WTMS

- Popcorn Palace (Sept./Oct.) – SADD

WTHS

- Student vs Faculty Softball (05/30/14) – Student Government
 - Car Wash (10/18/13) – Girls Soccer
 - Nike Athletic Sportswear (Sept. 30 – Oct. 11) – Girls Track
 - Concessions/fall play (Nov. 21-Nov. 23) – WTHS Drama Club/Theatre Guild Parent Organization
 - Sale of trinkets, flowers, balloons, etc. during fall play (Nov. 21 – Nov. 23) – WTHS Drama Club/Theatre Guild Parent Organization
 - 2013 Fall Play 12 Angry Men/Jurors Ticket Sales (Nov. 12-Nov.23) – WTHS Drama Club
 - T-shirt sales for fall play (Oct. 7 – Nov. 26) – WTHS Drama Club
 - Theatre & Stage Crew sweatshirt hoodies/sweatpants for fall play (Oct. 7 – Nov. 26) – WTHS Drama Club & Stage Crew
 - 2014 Spring Musical West Side Story Ticket Sales (Feb. 24 – March 15) – WTHS Drama Club
 - Concessions/spring musical (March 13 – March 15) – WTHS Drama Club/Theatre Guild Parent Organization
 - Sale of trinkets, flowers, balloons, etc. during spring musical (March 13 – March 15) – WTHS Drama Club/Theatre Guild Parent Organization
 - T-shirts for spring musical (Feb. 3 – March 15) – WTHS Drama Club
 - Theatre & Stage Crew sweatshirt hoodies/sweatpants sale for spring musical (Jan. 7 – Feb. 13) – WTHS Drama Club & Stage Crew
 - 2014 Entertainment Book sale (Oct. 1 – June 2014) – HS Yearbook
 - 10th Grade class Easter Lily flower sale (April 1 – April 16) – 10th Grade class
 - 10th Grade class Chick Fil A Night (March 2014) – 10th Grade class
 - Nike athletic sportswear sale (Sept. 30 – Oct. 11) – Winslow Girls Track Team
 - Jeans Day (2 x per month ongoing) – Yearbook, Key Club, Art Club, One Book One School, Leo Club
 - Student vs. Faculty Volleyball Game (Feb. 7) – Student Government
 - Pumpkin-grams (October) – Leo Club
 - Pencil-grams (12/3-12/4, 2/18-2/19) – Leo Club
10. School No. 5 – “SuccessMaker” 2013-2014

Approve School No. 5 to pilot “SuccessMaker” for the 2013-2014 school year, as part of the Response to Intervention program.

11. School No. 5 – Smile Program-Mobile Dentists

Approve School No. 5 to have the Smile Programs Mobile Dentist visit the school on October 28, 2013 to provide high quality dental services to children at no cost to the district.

12. School No. 6/WTMS – Book Fair and Candy Bar Bingo Event

Approve Leo Club Students to assist during the School 6 Book Fair and Candy Bar Bingo event on October 4, 2013.

13. WTMS – Scholastic Book Fair

Approve the MS Home School Association to hold a Scholastic Book Fair on October 28, 2013, January 31, 2014 and May 23, 2014.

14. WTMS – School Pictures

Approve school pictures by Barksdale to be taken on October 11th 2013 for student ID's and for purchase by their parent/guardian. Make-up date will be December 13th 2013.

15. WTMS – Adopt a Student Program

Approve the Leo Club to sponsor the Adopt a Student Program for the 2013-2014 school year. The program would allow staff members and students of WTMS to nominate students who may be in need of a mentor/buddy. In addition, students and staff may sponsor a student in need. The nomination process and buddy system will be completely anonymous.

16. WTMS – People's Choice Awards

Approve the Junior Class to host the People's Choice Awards to be held in the high school café on June 2, 2014. This is a ceremony where teachers and staff have an opportunity to recognize certain students that may have "flown under the radar" during the school year.

17. WTMS – Josten's Ring Assembly

Approve the Class of 2015 to have Josten's host a Ring Assembly for the Junior Class on January 22, 2014, in the High School auditorium. Also requesting for Josten's to sell class rings during lunch periods on Tuesday, February 4, 2014.

18. WTMS – Guest speaker

Approve a representative from Pennco Tech, Lynda Keebler, to come and speak to the Accounting 1 classes on December 9, 2013 about career opportunities. The teacher for these classes is Cheryl Hess.

19. WTHS – Italian Club Advisor

Approve Orsala Isbill, High School Italian Teacher, to be the volunteer advisor for the Italian Club for the 2013-2014 school year.

20. Vendor – Bilingual Psychological Evaluation and Learning Evaluations

Approve Gregory Garcia and Ann Garcia, 1293 Sherwood Drive Vineland N.J. 08360, to complete Bilingual Psychological Evaluations and Learning Evaluations as needed for the 2013-2014 school year at a cost of \$375 per evaluation.

21. Vendor – Bilingual Speech and Language Evaluations

Approve Maria Villarosone, 100 Glenrock Road, Egg Harbor Township, N.J. 08234, to complete Bilingual Speech and Language Evaluations as needed for the 2013-2014 school year at a cost of \$450 per evaluation.

B. Principal's Updates

None at this time.

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

XIV. BUSINESS ADMINISTRATOR/BOARD SECRETARY'S REPORT

A motion was made by Mr. Gidwani, seconded by Ms. Dredden, to approve A. & B. as recommended by the Business Administrator/Board Secretary.

A. REPORTS

1. **Transportation Update**
2. **Sodexo Food Service Update**

Exhibit XIV A: 1
Exhibit XIV A: 2

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

1. Line Item Transfers
2. Board Secretary's Report
3. Reconciliation Report

None at this time.
None at this time.
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 \$1,012,733.24 as per the attached exhibit.
 - b. Ratify the Manual Bill List in the amount of \$3,074,326.79 as per the attached exhibit.
- 7. Payroll **None at this time.**
- 8. Use of Facilities

Approve the following Use of Facilities:

School	Organization	Dates	Day/Time	Room	Fee
School No. 2	Winslow Township Basketball Association	October 1, 2013 - *June 13, 2014	Monday, Wednesday, Friday 7:00 – 9:00 p.m.	All Purpose Room	No Fee
School No. 3	Winslow Township Basketball Association	October 1, 2013 – *March 31, 2014	Monday and Wednesday Only NO COMPETITIONS	All Purpose Room	No Fee
School No. 5	Winslow Township Basketball Association	October 1, 2013 - *June 13, 2014	Monday - Friday 7:00 – 9:00 p.m. Saturday and Sunday 8:00 a.m. – 6:00 p.m.	Gymnasium Gymnasium	No Fee A fee of \$25/hr will be charged per custodian
School No. 6	Winslow Township Basketball Association	October 1, 2013 - *June 13, 2014	Monday – Friday 7:00 – 9:00 p.m.	Gymnasium	No Fee
Middle School	Winslow Township Basketball Association	October 1, 2013 - *June 13, 2014 October 1, 2013 – *June 18, 2014 October 13, 2013 – February 16, 2014	Monday – Friday 6:00 – 9:00 p.m. Every Saturday 8:00 a.m. – 7:00 p.m. Every Sunday 8:00 a.m. – 6:00 p.m.	Gymnasium Gymnasium Gymnasium	No Fee A fee of \$25/hr will be charged for custodians A fee of \$25/hr will be charged for custodians

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High School	Winslow Township Basketball Association	<p>October 1, 2013 – *May 23, 2014</p> <p>Excludes March 10 – 14 HS team practice in evening.</p> <p>* November 23 December 7, 21 January 4, 18 February 1, 15 March 1, 15, 29 April 12 May 10</p> <p>* October 13, 27 November 10, 24 December 8, 22 January 5, 19 February 2, 16 March 2, 16, 30 April 13 May 11</p>	<p>Tuesday and Thursday Only 6:00 – 9:00 p.m.</p> <p>On game nights organizations cannot use the building.</p> <p>Saturday 1:00 p.m. – 8:00 p.m.</p> <p>Sunday 8:00 a.m. – 6:00 p.m.</p>	<p>Gymnasiums</p> <p>Gymnasium</p> <p>Gymnasium</p>	<p>No Fee</p> <p>A fee of \$25/hr will be charged per custodian</p> <p>A fee of \$25/hr will be charged per custodian</p>
High School	Winslow Township Youth Wrestling Association	<p>October 28, 2013- May 1, 2014</p> <p>Excludes March 10 – 14 HS team practice in evening.</p> <p>January 10, 17, 24, 2014 for Matches</p>	<p>Monday, Wednesday, Thursday 5:00 – 8:00 p.m.</p> <p>On game nights organizations cannot use the building.</p> <p>Friday 5:00 – 8:00 p.m.</p>	Wrestling Room	No Fee
High School	Mainstream Basketball	<p>October 1, 2013 – **May 23, 2014</p> <p>Excludes March 10 – 14 HS team practice in evening.</p> <p>Two weekend dates to be determined</p>	<p>Monday, Wednesday and Friday Only 6:30 – 9:00 p.m.</p> <p>On game nights organizations cannot use the building.</p>	Gymnasiums	No Fee
High School	Winslow Township Eagles Youth Association	<p>November 30, 2013 and December 1, 2013</p>	7:00 a.m. – 7:00 p.m.	Football Field Press Box, Clock and Sound System	A fee of \$25/hr will be charged per custodian

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School No. 4	WTEA – PRIDE Honoring the Winslow Twp Volunteers	October 22, 2013	Tuesday 6:00 – 7:30 p.m.	Cafeteria	No Fee
School No. 5	Winslow Township Education Assoc. FAST Committee	10/16/13 11/20/13 1/29/14 3/5/14 5/15/14 6/4/14 Subject to change	Various Days	Cafeteria and Gymnasium	No Fee

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

** Contingent upon receiving an updated insurance certificate prior to April 5, 2014

9. Professional Development Training – Stronge and Associates

Approve Stronge and Associates, Educational Consulting, LLC to conduct the following professional development training:

- a. Two-day educational specialist training – Stronge Educational Specialist Effectiveness Performance Evaluation System on October 1 and 2, 2013 at a cost of \$6,000.00.
- b. One-day administrator training – Student Growth Objectives on October 3, 2013 at a cost of \$3,600.00.

To be charged to 11-000-221-320

And further acknowledge the following statement:

I certify that there are sufficient funds available for the Professional Development Training.

 Tyra McCoy-Boyle
 Business Administrator/Board Secretary

10. 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>
Patricia Davis	Camden County SBA: Student Achievement	October 7, 2013	No Cost
Jack Mills	Atlantic City Workshop 2013	October 22-24, 2013	No Cost

11. Professional Development

Approve the following Professional Development:

1. Tyra McCoy-Boyle, Business Administrator/Board Secretary and Darryl Scott, Supervisor of Educational Technology, Dr. Robert Riccardi, Director Student, Support Services and Barbara Mackey, Secretary Child Study Team to attend the ASSA Workshop 2013 Southern Region on October 2, 2013 at Williamstown High School at no cost to the District.
2. Tammy Wall, Transportation Dispatcher, and Michael Schneck, Jr., Assistant Director of Transportation, to attend Financial Operations class at Rutgers Continuing Studies, School Transportation Supervisors from 6:00 – 9:00 p.m. November 4 – December 16, 2013 (6 sessions) at a cost of \$549/each.

12. Behaviorist Consultation and Services 2013-2014

- a. Approve the record of Request for Proposals for Behaviorist Consultation and Services for 2013-2014 school year as follows:

Name of Vendor	Hourly Rate
Invo Health Care	\$75.00
The Learning Well, L.L.C.	\$89.50
Therapy Source	\$76.00

- b. Approve the award for Behaviorist Consultation and Services for 2013-2014 to Invo Health Care at an hourly rate of \$75.00.
 To be charged to 11-000-216-320-000-10

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

13. Disposal of School Property and Textbooks

Exhibit XIV B: 13

Approve the Disposal of School Property and Textbooks per the attached exhibit.

Location	Department	Description
School # 3		Broken Monitors, TV's, Projectors and laminator
School # 6	Main Office	6 Walkie Talkies – No longer compatible
High School	History	Outdated History Textbooks per the attached exhibit
	Athletics	Old, outdated uniforms
Board of Education	Human Resources	Broken Fax Machine and Typewriter and Microwave

14. Teachscape License Renewal

- Approve the Teachscape License Renewal in the amount of \$34,063.00 through July 31, 2014 (teacher evaluation tool).
 To be charged to 11-000-221-320

and further acknowledge the following statement:

I certify that there are sufficient funds available to renew the license.

 Tyra McCoy-Boyle
 Business Administrator/Board Secretary

15. Utility Easement Agreements

Exhibit XIV B: 15

Approve the Utility Easement Agreements between the Winslow Township Board of Education and Atlantic City Electric Company per the attached exhibit.

16. Change Order

Approve Change Order # 1 to J. Wilhelm Roofing Co., Inc. in the amount of \$1,428.00 to replace rotted wood decking and rotted wood fascia on the sheds of Schools 1 and 2 as follows:

- School # 1 \$420.00
- School # 2 \$1,008.00
- \$1,428.00

Amount is to be charged to 11-000-261-410

(Change order is less than 20% of original contract amount)

and further acknowledge the following statement:

I certify that there are sufficient funds available for the change order.

Tyra McCoy-Boyle
Business Administrator/Board Secretary

17. Change Order

Approve Change Order # 1 for ProSpec Corporation in the amount of \$4,580.00 to paint over the Disney characters located in Hallways L and J of the Winslow Township Middle School.

Amount to be charged to 11-000-261-420

and further acknowledge the following statement:

I certify that there are sufficient funds available for the change order.

Tyra McCoy-Boyle
Business Administrator/Board Secretary

18. No Child Left Behind and PreSchool Grant 2013-2014 Overtime

1. Approve overtime for Joyce Bombara, Secretary to the Director of Research, Planning and Evaluation, at an overtime rate of \$37.17/hr through the PreSchool Education Aid Grant 2013-2014 not to exceed \$3,000.00 for the 2013-2014 program year.
To be charged to 20-218-200-110-000-00

2. Approve Overtime for Joyce Bombara, Secretary to the Director of Research, Planning and Evaluation, at an overtime rate of \$37.17/hr t through the No Child Left Behind Grant 2013-2014 not to exceed \$2,700.00 for the 2013-2014 program year.
 To be charged to 20-237-200-100-000-00

<i>Roll Call:</i>					
Ms. Brown	Yes	Ms. Sturdivant	Yes		
Mr. Gidwani	Yes	Ms. Watkins	Yes		
Ms. Masciocchi	Absent	Ms. Dredden	Yes		
Ms. Peterson	Yes	Ms. Davis	Yes	Recuse B.10	
Ms. Pitts	Yes				
Motion Carried					

XV. PERSONNEL

A motion was made by Ms. Dredden, seconded by Ms. Peterson to approve Items 1 – 13 with regard to Personnel.

Item 11 should read 2013-2014.

Item 13 c – Deleted in entirety.

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	C. B.	Maternity	3/24/2014 6/6/2014	6/5/2014 6/18/2014	P U
B	B. D.	FMLA	11/4/2013	12/13/2013	U
C	B. F.	Medical	9/10/2013	10/31/2013	P
D	M. G.	Medical	9/3/2013	10/7/2013	P
E	R. H.	Medical	9/18/2013	10/31/2013	P

2. New Hires

Approve the following New Hire Appointments for the 2013/2014 school year:

	Name	Position	School	Prorated Salary	Effective
A	Casey, Ashley	2 nd Grade Teacher	No. 3	\$49,961 – BA+30 – Step 1	10/1/2013
B	Cospito, Amanda	1 st Grade Teacher	No. 3	\$49,961 – BA+30 – Step 1	10/1/2013

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C	Dear, Alison	Kindergarten Teacher	No. 1	\$48,361 – BA – Step 1	10/1/2013
D	Miller, Michele	Special Ed Teacher	No. 3	\$50,761 – MA – Step 1	10/1/2013
E	Schwer, Lauren	3 rd Grade Teacher	No. 3	\$48,361 – BA – Step 1	10/10/2013
F	Wake, Gregory	English Teacher	HS	\$52,261 – MA – Step 6	12/1/2013

NOTE: Salary adjustment pending ratification of WTEA contract

3. Resignation

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

	Name	Position	School	Effective
A	Thurston, Sandra	Special Education Teacher	HS	11/15/2013

4. Transfer

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

	FROM			TO		
	Name	Position & Salary	School	Position & Prorated Salary	School	Effective
A	Nisula, Michele	Reading Coach – 10 months - \$55,361	No. 6	Supervisor – English Language Arts 12 months - \$82,000	MS-CO	10/1/2013

NOTE: Salary adjustment pending ratification of WTAA contract

5. 2013-2014 Home Instruction Tutor

Approve the following 2013/2014 Home Instruction Tutor on an as needed basis, effective September 25, 2013:

	Name	Subject Area	School	Hourly Rate
A	Adair, Andrew	English	HS	\$37.73

NOTE: Hourly rate adjustment pending ratification of WTEA contract

6. Winter Coaches

Approve the following High School Winter Coaches for the 2013/2014 school year:
 (11-402-100-100-402-08)

	Winter Coach	Winter Coach Position	Stipend	Step
A	Angerstein, Eric	Winter Weight Room	\$1,991	1
B	Bates, Russell	Head Boys' Indoor Track Coach	\$4,923	3
C	Brown-Self, Shawnnika,	Assistant Girls' Indoor Track Coach	\$3,281	3
D	Draft, Mark	Assistant Boys' Basketball Coach	\$4,923	3
E	Gyurics, Jean	Head Girls' Basketball Coach	\$7,790	2
F	Hill, Sarah	Assistant Cheerleading Coach	\$4,665	3

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G	Horne, George	Head Girls' Indoor Track Coach	\$4,923	3
H	Ingram, Norm	Head Boys' Basketball Coach	\$8,102	3
I	Martin, Gregg	Assistant Boys' Basketball Coach	\$4,732	2
J	McCarthy, Stephanie	Head Cheerleading Coach	\$6,357	3
K	Stowell, Allen	Assistant Wrestling Coach	\$4,923	3
L	Stowell, Bruce	Head Wrestling coach	\$8,102	3

NOTE: Stipend adjustment pending ratification of WTEA contract

7. 2013/2014 Curriculum Development

- a. 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	McBride, Christa

NOTE: Hourly rate adjustment pending ratification of WTEA contract

- b. Approve the Rescission of the following Curriculum Development Teacher for the 2013/2014 school year:

	Name
A	McBride, Michael

8. Head Teachers

Approve the following Head Teachers for the 2013/2014 school year:

	Name	School	Prorated Stipend
A	Hagan, Jeana	No. 3	\$2,099.06
B	Jefferies, Tyeisha	No. 1	\$2,099.06
C	Perez, Debra	No. 2	\$2,099.06

NOTE: Stipend adjustment pending ratification of WTEA contract

9. 2013/2014 Game Monitors

Approve the following Game Monitors, Ticket Takers, Clock Operators, Security for the 2013/2014 High School Fall/Winter Sporting Events:
 (11-402-100-100-402-08)

Fall - Football		Winter – Wrestling-Basketball	
Position	Per Game	Position	Per Game
Head Ticket Seller	\$36.11	Head Ticket Seller	\$28.64
Assistant Ticket Seller	\$30.58	Ticket Collector	\$26.67

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Ticket Collector	\$26.67	Time Clock	\$34.13
Announcer	\$26.67	Announcer	\$26.67
Security	\$26.67	Security	\$26.67

	Name
A	Gyurics, Jean
B	Ingram, Norm
C	Jarow, David
D	Regn, Keith

10. 2013-2014 WINSOAR Alternative Program-High School

Approve the following 2013/2014 WINSOAR Alternative Program-High School Teacher, from 2:00 p.m. to 6:00 p.m. at \$37.73 hourly rate:

	Name	Position
A	Adair, Andrew	English Teacher

NOTE: Hourly rate adjustment pending ratification of WTEA contract

11. Co-Curricular Club/Activity Advisors

Approve the following High School Co-Curricular Club/Activity Advisors for the 2013/2014 school year:

	Name	Activity Advisor	Stipend	Step
A	Dixon, Jessica	Dance Instructor	\$2,370.00	N/A
B	Isbill, Orsola	Italian Club	Volunteer	N/A

NOTE: Stipend adjustment pending ratification of WTEA contract

12. Volunteers

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

	Name	Volunteer Activity	School
A	Chmura, Robert	Assistant Boy's Soccer Coach	High School
B	Covington, John	Assistant Football, Wrestling & Golf Coach	High School
C	Govan, Tamia	Tutoring	No. 2
D	Hoffman, Rosemary	Reading Assist Tutoring	No. 4
E	Lynam, Deborah	Reading Assist Tutoring	No. 4

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13. College Placements

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

	College/ University	Student	Experience	Cooperating Teacher	Sch	Dates	Subject
A	Camden County	Baldwin, Karley	15-hour Field	Phero, Marie	No. 5	9/26/2013- 12/18/2013	Elementary
B	Rowan University	DeGraw, Rachel	Junior Field Experience	Monica, Kathleen	No. 1	10/1, 10/8, 10/15, 10/22, 10/29, 11/12, 11/19, 11/26	Math & Literacy
C	Rowan University	Jackson, Mariel	Junior Field Experience	Monica, Kathleen	No. 1	10/1, 10/8, 10/15, 10/22, 10/29, 11/12, 11/19, 11/26	Math & Literacy
D	Rowan University	Kubala, Kristy Lynn	Junior Field Experience	Tomczak, Karen	No. 4	10/1, 10/8, 10/15, 10/22, 10/29, 11/12, 11/19, 11/26	Math & Literacy
E	Rowan University	Lee, Rebecca	Junior Field Experience	Tomczak, Karen	No. 4	10/1, 10/8, 10/15, 10/22, 10/29, 11/12, 11/19, 11/26	Math & Literacy
F	Rowan University	McDonald, Corinne	Junior Field Experience	Tomczak, Karen	No. 4	10/1, 10/8, 10/15, 10/22, 10/29, 11/12, 11/19, 11/26	Math & Literacy
G	Rowan University	Militello, Megan	Junior Field Experience	Martin, Kim	No. 4	10/1, 10/8, 10/15, 10/22, 10/29, 11/12, 11/19, 11/26	Math & Literacy
H	Rowan University	Nelson, Amanda	Junior Field Experience	Martin, Kim	No. 4	10/1, 10/8, 10/15, 10/22, 10/29, 11/12, 11/19, 11/26	Math & Literacy
I	Rowan University	Pelosi, Gina	Junior Field Experience	Martin, Kim	No. 4	10/1, 10/8, 10/15, 10/22, 10/29, 11/12, 11/19, 11/26	Math & Literacy
J	Rowan University	Ravel, Caitlin	Junior Field Experience	Adolf, Camille	No. 4	10/1, 10/8, 10/15, 10/22, 10/29, 11/12, 11/19, 11/26	Math & Literacy
K	Rowan University	Rettig, Janelle	Junior Field Experience	Adolf, Camille	No. 4	10/1, 10/8, 10/15, 10/22, 10/29, 11/12, 11/19, 11/26	Math & Literacy
L	Rowan University	Schiavo, Francesca	Junior Field Experience	Adolf, Camille	No. 4	10/1, 10/8, 10/15, 10/22, 10/29, 11/12, 11/19, 11/26	Math & Literacy
M	Rowan	Seiler,	Junior Field	Kudless,	No. 4	10/1, 10/8, 10/15,	Math &

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	University	Julie	Experience	Wendy		10/22, 10/29, 11/12, 11/19, 11/26	Literacy
N	Rowan University	Senyk, Lydia	Junior Field Experience	Kudless, Wendy	No. 4	10/1, 10/8, 10/15, 10/22, 10/29, 11/12, 11/19, 11/26	Math & Literacy
O	Rowan University	Spieker, Emily	Junior Field Experience	Kudless, Wendy	No. 4	10/1, 10/8, 10/15, 10/22, 10/29, 11/12, 11/19, 11/26	Math & Literacy
P	Rowan University	Stephens, Alyssa	Junior Field Experience	Vespe, Patricia	No. 4	10/1, 10/8, 10/15, 10/22, 10/29, 11/12, 11/19, 11/26	Math & Literacy
Q	Rowan University	Stuto, Michelle	Junior Field Experience	Vespe, Patricia	No. 4	10/1, 10/8, 10/15, 10/22, 10/29, 11/12, 11/19, 11/26	Math & Literacy
R	Rowan University	Woods, Michelle	Junior Field Experience	Monica, Kathleen	No. 1	10/1, 10/8, 10/15, 10/22, 10/29, 11/12, 11/19, 11/26	Math & Literacy

b. Approve the Revision of the following College Placement for the 2013/2014 school year:

				FROM	TO			
	College/ University	Student	Experience	Cooperating Teacher	Cooperating Teacher	Sch	Dates	Subject
A	Camden County	Keller, Annie	15-hour Field Experience	Carnevale, Amy	Chiumento, Karen K.	No. 5	9/11/2013- 12/18/2013	Elementary Special Ed

Roll Call:

Ms. Brown	Yes	Ms. Sturdivant	Yes
Mr. Gidwani	Yes	Ms. Watkins	Yes
Ms. Masciocchi	Absent	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 received the following OPRA Requests between September 12, 2013 through September 25, 2013:

Number of Requests Received	Approved	Denied
One	0.5	0.5

XVII. OLD BUSINESS

Ms. Brown – At our last Board Meeting we submitted a proposal and it was tabled for Board members to take a look at it and ... Board members could vote now.

Ms. Sturdivant – My only concern is still how we are going to reach those families in the community who do not have children in the schools. I know we do have the Township Newsletter and I think we have an email blast. Are those the two opportunities that you are going to have to reach those people.

Ms. Brown – If it is available to us, yes.

Dr. Poteat – It is. I have had discussions with the Mayor and Township Administrator they will be available to the School District.

Mr. Gidwani – I have a question about the newsletter. The newsletter had back-to-school dates and by the time we received the newsletter there was only one school left to have their back-to-school night. I don't understand why we would use a newsletter that we do not get in time.

Dr. Poteat – Mr. Gidwani we are not sure what happened with that distribution. The school district had given this information in a timely manner at the end of August. I did call the Township Administrator and ask him when the newsletters were going to the community. He informed me that he had sent that information out to the distributor and he wasn't sure what the problem was but was looking into it. I did express to him that the information we provided to him was timely and it was time sensitive so that the community could take advantage of the dates and activities that we had listed. It wasn't anything that the school district had any control over. I am waiting for a response from the Township Administrator.

A motion was made by Ms. Pitts, seconded by Ms. Watkins to accept the Marketing Committee's suggestions.

Ms. Brown – We are proposing to do a 360 degree Marketing Campaign to enhance what the District and Township is doing so that we are reaching people outside of just the website such as face book, email blasts, phone blasts, newsletters, flyers. We are just trying to extend the marketing reach from what the school district is doing.

Ms. Davis – Dr. Poteat said there will be a copy of the Marketing Campaign available for the public at the next Board Meeting.

My only suggestion, concern is --who is going to be the one administering and monitoring the face book page.

Dr. Poteat – That is yet to be determined. I have an idea how that would work. Rather than discuss that in detail this evening, I think administratively those individuals whom I would like to have that conversation with I think we need to meet with the Marketing Committee and discuss how that is going to take place. We can come back to the Board and make that announcement.

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

XVIII. NEW BUSINESS

Ms. Pitts – Will the Board be considering the recommendations of the Policy Committee tonight?

A motion was made by Ms. Peterson, seconded by Ms. Dredden to accept the Policy Committee’s Timeline.

- Public Hearing October 23, 2013
- First reading on the revised Policy November 13, 2013
- Second reading on the revised Policy December 11, 2013
- Final vote to be taken at the December 18, 2013 Board Meeting

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

Dr. Poteat – I have provided each Board Member with two letters of recommendations for those two individuals who are being recommended for Board Representation from the High School. This information was provided to me by the High School Principal, Mr. Carter. This is just their recommendations. We will provide you with either a resume or background of these individuals based on their activities and involvement at the High School so you have some idea of who these young people are. I will have that background information to you early next week and before the next Board Meeting.

Dr. Poteat introduced Ms. Kimari Ramsey, Principal School # 2.

XIX. INFORMATIONAL ITEMS

Ms. Davis reported that Jordan Burroughs has won his second World Championship in wrestling. He has not lost a match in 65 matches. Congratulations!

ADDENDUM

1. BUSINESS ADMINISTRATOR/BOARD SECRETARY REPORT

A motion was made by Mr. Gidwani, seconded by Ms. Watkins to approve Items 1 – 9 as recommended by the Business Administrator/Board Secretary

1. Line Item Transfers

Exhibit I: 1

Approve the Line Item Transfers, for the month of July 2013, in accordance with N.J.S.A. 18A:22-8, as per the attached exhibit.

2. Board Secretary's Report

Exhibit I: 2

Approve the Board Secretary's Report in accordance with 18A:17-36 and 18A:17-9 for the month of July 2013. The Board Secretary certifies that no line item account has been over expended in violation of N.J.A.C. 6A:23A-16.10 (c) 3 and that sufficient funds are available to meet the district's financial obligations for the remainder of the fiscal year.

3. Reconciliation Report

Exhibit I: 3

Approve the Reconciliation Report in accordance with 18A:17-36 and 18A:17-9 for the month of July 2013. The Reconciliation Report and Board Secretary's Report are in agreement for the month of July 2013.

4. Board Secretary's Certification

The Board Secretary in accordance with N.J.A.C 6A:23A-16.10 (c) 2 certifies that there are no changes in anticipated revenue amounts or revenue sources.

5. Boards' Certification

Pursuant to N.J.A.C. 6A:23A-16.10 (c) 4, the Winslow Township Board of Education certifies after review of the Secretary's Monthly Financial Report (appropriations section) and upon consultation with the appropriate district officials, that to the best of the Boards' knowledge, no major account or fund has been over-expended in violation of N.J.A.C. 6A:23A-16.10 (b) and that sufficient funds are available to meet the district's financial obligations for the remainder of the fiscal year.

6. Bill List

Exhibit I: 6

- a. Approve the Vendor Bill List in the amount of \$163,779.47

7. High School Field Exterior Lighting Projectmccraaammccccc

Approval to advertise the Bid for High School Field Exterior Lighting Project to be charged to Capital Outlay. DOE Project 5820-010-13-2000

8. Jersey School Boards Association – Professional Development
Professional Development/Board Members

WHEREAS, The Winslow Township Board of Education is required pursuant to N.J.S.A. 18A:11-12 to adopt policy and approve travel expenditures by district employees and board members using local, State, or Federal funds to ensure that travel is educationally necessary and fiscally prudent; and

WHEREAS, The Board of Education has determined that the training and informational programs sponsored by NJSBA and set forth below are directly related to and within the scope of board members' duties; and,

WHEREAS, The Board of Education has determined that the training and informational programs sponsored by NJSBA and set forth below are directly related to and within the scope of the listed job title's current responsibilities and the board's professional development plan; and,

WHEREAS, The Board of Education has determined that participation in the NJSBA training and informational programs requires school district travel expenditures and that this travel is critical to the instructional needs of the district and/or furthers the efficient operation of the district; and,

WHEREAS, The Board of Education has determined that the school district travel expenditures to NJSBA programs are in compliance with State travel guidelines as established by the Department of the Treasury and within the guidelines established by the federal Office of Management and Budget; except as superseded by conflicting provision of Title 18A of the New Jersey Statutes; and,

WHEREAS, The Board of Education finds that a mileage reimbursement rate equal to that of the federal Internal Revenue Service mileage reimbursement rate of \$.31 per mile is a reasonable rate; and,

WHEREAS, The Board of Education has determined that participation in the NJSBA training and informational programs are in compliance with the district policy on travel; therefore be it

RESOLVED, That the Board of Education hereby approves the attendance of the listed number of school board members and district employees at the listed NJSBA training and informational programs, and the costs of attendance including all registration fees, and statutorily authorized travel expenditures, provided that such expenditures are within the annual maximum travel expenditure amount; and, be it further

RESOLVED, That the Winslow Township Board of Education authorizes in advance, as required by statute, attendance at ***the following NJSBA training program and informational event:***

<u>Board Member Name</u>	<u>Program Name</u>	<u>Date</u>	<u>Event Cost</u>
Cheryl Pitts	Camden County SBA: Student Achievement	October 7, 2013	No Cost

9. School District Officials - Attendance Officers 2013-2014

Approve the 2013-2014 District Attendance Officers:

- Jack Mills, District
- Cliff Shriver, Elementary Schools
- Maurice Upshaw, High School
-

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

II. PERSONNEL REPORT

A motion was made by Ms. Dredden, seconded by Ms. Watkins to approve Items 1 – 5 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	J. A.	Medical	9/24/2013	10/8/2013	P
B	T. B. S.	Medical	11/4/2013 1/1/2014	12/31/2013 2/5/2014	P U
C	S. F.	Maternity	12/2/2013 1/10/2014	1/9/2014 6/30/2014	P U
D	C. S. D.	Medical	9/25/2013	10/9/2013	P

2. Instrumental After-School Music Program

Approve the following Instructors for the Instrumental After-School Band and Orchestra Program at School No. 6 on Wednesdays, October 22, 2013 through May 21, 2014 for students in Grades 4-6 from Schools No. 5 and No. 6:

	Name	Hours	Hourly Rate
A	Garton, Timothy - Band	3:00 p.m. to 4:30 p.m.	\$37.73
B	Jan, Nancy - Orchestra	3:00 p.m. to 4:30 p.m.	\$37.73
C	Miller, Eva - Piano	3:00 p.m. to 4:30 p.m.	\$37.73

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

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3. 2013/2014 Fall Coaches

- a. Approve the following Fall Coach at the High School for the 2013/2014 school year:
 (11-402-100-100-402-08)

	Coach	Sport	Stipend	Step
A	Brown, Nathaniel	Assistant Football Coach	\$4,551	1

NOTE: Stipend adjustment pending ratification of WTEA contract

- b. Approve the following Fall Intramural Coach at the Middle School for the 2013/2014 school year: (11-401-100-100-401-07)

	Coach	Sport	Stipend	Step
A	DeRosa, Ray	Fall Intramural Weight Training	\$1,336	N/A

NOTE: Stipend adjustment pending ratification of WTEA contract

4. College Placement

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

	College/University	Student	Experience	Cooperating Teacher/Nurse	School	Dates	Subject
A	Rowan University	Hallion, Rachel	Clinical Internship	Alcroy-Clouser, Tracy	No. 5	9/25/2013-12/19/2013 1/21/2014-5/9/2014	Elementary

5. Title I Education Grant for Fiscal Year 2013-2014

- a. Rescind the following employees charged to the Title I Grant for fiscal year 2013-2014:

Name	Job Title	% of Salary	Amount Charged
Michele Nisula	Reading Coach	100%	\$55,361.00
Leah Rodriguez	Math Teacher – MS	100%	\$49,961.00

- b. Approve the following employee to be charged to the Title I Grant for fiscal year 2013-2014:

Name	Job Title	% of Salary	Amount Charged
Amber Chmura	Math Teacher – MS	100%	\$48,662.00

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

Mr. Long – From a legal aspect we do not need an Executive Session this evening.

Dr. Poteat – At the High School we presently have two administrators, for personal reasons, who are not there. They have been absent for several weeks, months. We mentioned to some degree at our last meeting that we are functioning shorthanded at the High School. The school is too big to function with three people. I am in the process of looking at resumes of individuals who would come in on a short term basis until those individuals return to assist Mr. Carter. Right now, with the individuals I am looking at, everyone must have a background check. We cannot proceed until they meet the requirements of the State and Federal Government. If it happens before the next Board meeting I would need your recommendation to move forward. I will provide you with that information before the next meeting but in most cases things don't happen that fast. In the meantime we will continue to put people in the building to help Mr. Carter. Right now there are not a lot of people out there who would be available for a month or two months. I do have two resumes that I am working with the individuals.

Mr. Long – One of the things that the Board may do, and as you know, the Superintendent makes recommendations to the Board and the Board formally approves or rejects the recommendation on any administrative hire of this particular nature. We have discussed that from time to time and that's how that works. It would be appropriate to direct Dr. Poteat to go ahead and make that appointment because of the emergency circumstance. If you can get the person through the background check and approved we won't have to wait for a meeting to remedy what is apparently a shortfall in administrative personnel at the High School.

A motion was made Ms. Pitts, seconded by Ms. Dredden to approve the selection for a shortfall in administrative personnel at the High School to be made and finalized by Dr. Poteat subject to their background checks.

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

Mr. Long – Just for the record and for the Minutes, there is no need to move upon or consider Item Roman Numeral XX Executive Session since there is no closed session to be undertaken this evening. We can pass upon this Agenda item.

XX. EXECUTIVE SESSION - None at this time.

XXII. ADJOURNMENT A motion was made by Ms. Pitts, seconded by Ms. Brown to adjourn the meeting at 7:50 p.m.

Respectfully Submitted,

Tyra McCoy-Boyle
Business Administrator/Board Secretary