

**WINSLOW TOWNSHIP BOARD OF EDUCATION**  
**Regular Board of Education Meeting**  
**Wednesday, August 11, 2021**  
**6:30 p.m. - (Live Stream Meeting)**  
**Minutes**

I. **PUBLIC NOTICE** of this meeting was given to all Board Members and Associates in notices dated **02/01/2021**. Adequate and electronic notice of this Public Meeting has been provided specifying the time, place, and manner in which this meeting is being conducted. It was advertised in the Courier Post, posted in all schools, the Administration Office, the Municipal Building, the Library, Bud Duble Center, Edgewood Acres, Elm Town, and the 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**

Present:	Lorraine Dredden	John M. Shaw, Jr.
	Rita Martin	Kelly Thomas
	Abena McClendon	Julie Peterson, Vice President
	Cynthia Moore	Cheryl Pitts, President

Absent: Larry Blake

Also Present: H. Major Poteat, Ed.D., Superintendent  
Regina Chico, Assistant Business Administrator  
Howard Long, Esq., Solicitor

IV. **PLEDGE OF ALLEGIANCE**

V. **2020-2021 DISTRICT GOALS**

1. Student Achievement – Continue to implement best practices for delivering instruction to students utilizing all available and appropriate instructional modes. This shall include:
  - a. Ensuring articulation at all grade levels throughout the district
  - b. Focus on classroom instruction at all grade levels
  - c. Ensuring all students have equal access to equipment and resources needed to facilitate and promote student learning in any setting
  - d. Evaluation and updating all district programs
  - e. Accountability of all district staff
2. Continue to foster a positive school environment that is conducive to teaching and learning:
  - a. Focus on building relationships among staff that will result in increased learning and more effective instruction
  - b. Promote creative instruction (training and retraining)
  - c. Emphasis on collaboration with all district stakeholders
  - d. Promote cultural competence throughout district
  - e. Teacher to student relationships
  - f. Student to student relationships

- 3. Market our strengths and achievements to all stakeholders to increase capacity for greater parent/caregiver/community support.
  - a. Continue with our public relations/marketing plan
  - b. Continue to work with the various advisory committees in the district
  - c. Examine communication methods utilized by district

**VI. AWARDS/PRESENTATIONS** **None at this time.**

**VII. CORRESPONDENCE** **None at this time.**

**VIII. MINUTES**

- 1. Approve the following Meeting Minutes of the Board of Education:

**A motion was made by Ms. Martin, seconded by Ms. Moore, to approve the minutes of the following meeting:**

Regular Meeting	July 28, 2021	Open Session
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Roll Call:			
Mr. Blake	Absent	Ms. Moore	Yes
Ms. Dredde	Yes	Mr. Shaw	Yes
Ms. Martin	Yes	Ms. Thomas	Yes
Ms. McClendon	Yes	Ms. Peterson	Yes
		Ms. Pitts	Yes
Motion Carried			

**A motion was made by Ms. Martin, seconded by Ms. Moore, to approve the minutes of the following meeting:**

Regular Meeting	July 28, 2021	Closed Session
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Roll Call:			
Mr. Blake	Absent	Ms. Moore	Yes
Ms. Dredde	Yes	Mr. Shaw	Yes
Ms. Martin	Yes	Ms. Thomas	Yes
Ms. McClendon	Yes	Ms. Peterson	Yes
		Ms. Pitts	Yes
Motion Carried			

**IX. BOARD COMMITTEE REPORTS**

**Athletic Committee – Mr. Shaw – None at this time.**

**Education Committee – Ms. Peterson – None at this time.**

**Marketing Committee – Ms. McClendon** – Ms. Moore reported the Committee met on August 10, 2021. Minutes are attached.

**Operations Committee – Ms. Dredden** – None at this time.

**Policy Committee – Ms. Pitts** – None at this time.

**Citizens Advisory Committee – Ms. Martin** – None at this time.

**X. SUPERINTENDENT’S REPORT**

A motion was made by Ms. Martin, seconded by Ms. Moore, to approve A. & B. as recommended by the Superintendent with the necessary change of #10, under High School, the word Handmaid be corrected to Handmade.

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

1. First Reading of Board Policies & Regulations **None at this time.**
2. Second Reading & Adoption of Board Policies & Regulations **Exhibit X A: 2**

Approve the Second Reading and Adoption of the following Board Policies and Regulations as listed below:

<b>Policy/ Regulation</b>	<b>Policy/Regulation Title</b>
P0131	Bylaws, Policies, and Regulations
P3134	Assignment of Extra Duties
P & R 3142	Nonrenewal of Nontenured Teaching Staff Member
P & R 3221	Evaluation of Teachers
P & R 3222	Evaluation of Teaching Staff Members, Excluding Teachers and Administrators
P & R 3223	Evaluation of Administrators, Excluding Principals, Vice Principals, and Assistant Principals
P & R 3224	Evaluation of Principals, Vice Principals, and Assistant Principals
P & R 4146	Nonrenewal of Nontenured Support Staff Member
P & R 5460.02	Bridge Year Pilot Program
P & R 6471	School District Travel
P 8561	Procurement Procedures for School Nutrition Programs

3. Security/Fire Drill Report **None at this time.**

4. Professional Development/Workshops & Conferences **Exhibit X A: 4**  
Approve Professional Development as presented in the attached exhibit.
5. Field Trip(s) **None at this time.**
6. Tuition Students **Exhibit X A: 6**
  - a. Ratify the placement of Tuition Students, for the 2020-2021 school year, as listed in the attached exhibit.
  - b. Approve the placement of Tuition Students, for the 2021-2022 school year, as listed in the attached exhibit.
7. Terminate Out-of-District Placement(s) **Exhibit X A: 7**  
Approve to Terminate Out-of-District Placements as listed in the attached exhibit.
8. Homeless Student(s) **None at this time.**
9. Division of Child Protection & Permanency (DCP&P) **Exhibit X A: 9**  
Approve the placement of students through the Division of Child Protection & Permanency (DCP&P) as listed in the attached exhibit.
10. Fundraiser(s) **Exhibit X A: 10**  
Approve the following Fundraisers for the 2021-2022 school year:  
School 3
  - PTO Yearly Membership Dues (2021-2022) – P.T.O.
  - Breakfast with Wonder Woman (5/6/22) – P.T.O.High School
  - Handmade Greeting Cards (2021-2022) – Art Club
  - Face Painting (2021-2022) – Art Club
  - Candy Sale (2021-2022) – Art Club
  - Senior Parking Spot Decorating with Chalk (September 2021) –Art Club
  - Valentine’s Day Roses (2/10/22-2/12/22) – Art Club
  - Mother’s Day Roses (5/6/22-5/8/22) – Art Club
  - Father’s Day Slim Jims (6/15/22-6/17/22) – Art Club
  - Tie Dye T-Shirts (June 2022) – Art Club
  - World’s Finest Chocolate Bars (9/13/21-5/31/22) – Spanish National Honor Society

11. Middle School – Student Pictures

Approval requested for Barksdale Photography to take student pictures for the 2021-2022 school year.

12. Middle School – Semi-Formal Dance

Approval requested for the Winslow Township Middle School to hold its 8<sup>th</sup> Grade Semi-Formal Dance on Friday, May 13, 2022 at the Villa Manor, located in Hammonton, NJ, from 7 PM to 10:30 PM. Ticket pricing will be \$45.00 per person.

13. Middle School – DJ Services

Approval requested for Winslow Township Middle School to have Ty Chapel of Entertainment Unlimited DJ the Semi-Formal Dance on May 13, 2022. The cost for this service is \$350, paid for by the student activity account, number 96-471-084.

14. High School – Dual Credit-Camden County College

Approval requested for Winslow Township High School to enter into a Dual Credit High School Plus/CTE Program Agreement with Camden County College to allow students to earn dual credit in the following courses:

- Early Childhood Development II
- Early Childhood Development III
- AP World History
- AP Psychology
- AP United States History
- AP Government
- Precalculus/Trigonometry Honors
- AP Calculus/AB
- AP Calculus/BC
- AP Statistics
- Anatomy and Physiology –Honors
- AP Biology
- AP Chemistry
- AP Environmental Science
- AP Physics I
- AP Physics II

15. High School – Dual Credit-Rowan College of Burlington County

Approval requested for Winslow Township High School to enter into a Dual Credit Agreement – College Head Start Program with Rowan College of Burlington County to allow students to earn dual credit in the following courses:

- English Language and Composition
- Literature and Composition
- AP World History
- AP Psychology
- AP United States History
- AP Government
- AP Calculus/AB
- AP Calculus/BC
- AP Statistics
- AP Biology
- AP Chemistry
- AP Physics I
- AP Physics II

16. High School – Dual Credit-Rowan College of South Jersey

Approval requested for Winslow Township High School to enter into a Dual Credit Articulation Agreement with Rowan College of South Jersey to allow students to earn dual credit in the following courses:

- Introduction to Digital Design
- Digital Imaging I
- Mass Media
- Television Production I
- Journalism

17. High School – Dual Credit-Stockton University

Approval requested for Winslow Township High School to enter into a Dual Credit Program Agreement with Stockton University to allow students to earn dual credit in the following courses:

- Holocaust and Genocide Studies
- African American History
- Television Production I

18. High School – Financial Aid Night

Approval requested to have a representative from the Higher Education Student Assistance Authority (HESAA) to present a Financial Aid Night for parents and students. Dates TBD.

19. High School – Senior Class Trip

Approve the Senior Class Trip to Florida from April 27 – May 2, 2022.

20. Independent Evaluations

Approval requested for Voorhees Pediatric Rehabilitation Services to provide independent evaluations for Winslow Township students on an as needed basis for the 2021-2022 school year.

Cost: \$375 per evaluation (social, OT, PT, speech/dysphagia)  
\$500 per evaluation (psychological)  
\$1250 per evaluation (comprehensive augmentative communication)

Funding account number: 11-000-216-320-000-10  
11-000-213-300-000-10 (psychological only)

21. Nursing Services Plan

**Exhibit X A: 21**

Approve the 2021-2022 School Nursing Services Plan.

22. Medical Standing Orders

**Exhibit X A: 22**

Approve the 2021-2022 Medical Standing Orders.

23. Perkins Grant

Approval requested to accept the 2021-2022 Carl D. Perkins Grant in the total amount of \$70,859.00.

- Federal secondary award: \$32,911.00
- Federal reserve award: \$37,948.00

24. 2021-2022 District Organizational Chart

**Exhibit X A: 24**

Approve the 2021-2022 District Organizational Chart as listed in the attached exhibit.

25. Out of District Student

Approve the following Out of District student to be applied to the IDEA Grant for the 2021-2022 school year.

**Account No.** 20-252-100-500-000-00

Student #	School	Tuition	ESY	Notes
2707	Archway	\$36,597.00	-	Chesilhurst Consortium

**B. Principal's Update**

- |   |                           |
|---|---------------------------|
| 1. Harassment, Intimidation & Bullying Report | <b>None at this time.</b> |
| 2. Suspension Report                          | <b>None at this time.</b> |
| 3. Ethnicity Report                           | <b>None at this time.</b> |
| 4. School Highlights                          | <b>None at this time.</b> |

Roll Call:			
Mr. Blake	Absent	Ms. Moore	Yes
Ms. Dredden	Yes	Mr. Shaw	Yes
Ms. Martin	Yes	Ms. Thomas	Yes
Ms. McClendon	Yes	Ms. Peterson	Yes
		Ms. Pitts	Yes
Motion Carried			

**XI. BUSINESS ADMINISTRATOR/BOARD SECRETARY'S REPORT**

A motion was made by Ms. Martin, seconded by Ms. Moore, to approve A. & B. as recommended by the Business Administrator/Board Secretary, with the necessary changes to #10 and deleting #20 as Ms. Pitts was unable to attend.

**A. REPORTS **None at this time.****

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

1. Line Item Transfers (Draft) **Exhibit XI B: 1**

Approve the Line Item Transfers, for the month of June 2021 (Draft), in accordance with N.J.S.A. 18A:22-8, as per the attached exhibit.

2. Board Secretary's Report (Draft) **Exhibit XI B: 2**

Approve the Board Secretary's Reports in accordance with 18A:17-36 and 18A:17-9 for the month of June 2021 (Draft). 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 (Draft) **Exhibit XI B: 3**

Approve the Reconciliation Reports in accordance with 18A:17-36 and 18A:17-9 for the month of June 2021 (Draft). The Reconciliation Reports and Board Secretary's Reports are in agreement for the month of June 2021 (Draft).



4. Board Secretary's Certification (Draft)

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 XI B: 6**

- a. Approve the Vendor Bill List in the amount of \$1,197,622.11 as per the attached exhibit.
- b. Ratify the Manual Bill List in the amount of \$23,480.54 as per attached exhibit.

7. Payroll

Approve Payroll, for the month of July 2021, as listed below:

- July 15, 2021                      \$601,035.34
- July 30, 2021                      \$455,859.53

8. Disposal of School Property and Textbooks

**Exhibit XI B: 8**

Approve the Disposal of School Property listed below:

Location	Department	Description
School #2	General Education/ APR	(2) Rectangle Tables, 15 years old, rusty, poor condition (1) Wooden Arch from Bookcase, 5 years old, unstable (2) Basketball Backboards, 50+ years old, rusty, poor condition, unstable (1) Classroom carpet 10-15 years old, poor condition (1) Kidney table, 10+ years, broken, poor condition
School #2	Storage Closet	(1) DRA Benchmark Assessment Kit, outdated, no longer used (75) DRA Leveled Assessment Readers, outdated, no longer used
Middle School	L102	(1) Filing Cabinet
School #5	Library	(109) Samsung Chromebooks, 10 years old, not repairable

- 9. Use of Facilities **None at this time.**
- 10. 2021 Board Meeting Dates

Approve the 2021 Board Meeting dates as listed below:

<i>Regular Mtg.</i>	<i>Time</i>	<i>Location</i>	<i>Regular Mtg.</i>	<i>Time</i>	<i>Location</i>
Wed., September 8, 2021	7:00 p.m.	WTMS	Wed., September 22, 2021	7:00 p.m.	WTMS
Wed., October 13, 2021	7:00 p.m.	WTMS	Wed., October 27, 2021	7:00 p.m.	WTMS
Wed., November 10, 2021	7:00 p.m.	WTMS	<b>Tue., November 23, 2021</b>	7:00 p.m.	WTMS
Wed., December 8, 2021	7:00 p.m.	WTMS	Wed., December 22, 2021	7:00 p.m.	WTMS
Wed., January 5, 2022 (Reorganization Mtg.)	7:00 p.m.	WTMS	-----	-----	-----

- 11. Renaissance Unemployment Insurance Consultants, Inc. (RUIC)

Approve Renaissance Unemployment Insurance Consultants, Inc. (RUIC) to manage and administrate the Winslow Township School District’s unemployment services for an annual fee of \$3,200.00. Services are to be charged to 11-000-251-330.

- 12. Service Contract – Annual Renewal

Approve the annual renewal for the onsite service contract for the District’s pressure seal machine to Privatizer Technologies, LLC at a cost of \$760.00. Services are to be charged to 11-000-251-592.

- 13. Service Contract – Annual Renewal

Approve the annual renewal for the District’s automated messaging system to Intrado Interactive Services Corporations at a cost of \$6,010.00. Services are to be charged to 11-000-221-320.

- 14. American Rescue Plan Act of 2021 Individuals with Disabilities Education Act (ARP-IDEA) – Approval to Apply

Approve to apply for the American Rescue Plan Act of 2021 Individuals with Disabilities Education Act (ARP-IDEA) in the following amounts:

- Basic \$237,165
- Nonpublic Basic \$ 3,047
- Preschool \$ 20,144

15. Purchase – State Contract Vendors

Approve the following purchases, in the following amounts from the following State Contract Vendors:

**Items charged to 20-098-200-500**

Rich Tree Service, Inc – State Contract #18-DPP-00645

Tree Removal and Pruning	District	\$11,520.00
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**Items charged to 12-000-262-730**

W.W. Grainger – State Contract #19-FLEET-00566

Maintenance Equipment	District	\$12,064.53
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16. Purchases – Ed Data Vendors

Approve the following purchases, in the following amounts from the following approved Ed Data vendors:

**Items charged to 11-000-261-420**

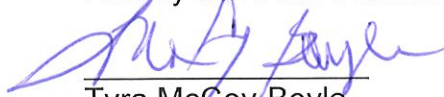
Mac's Security Systems, Inc – Ed Data #10405

High School Auxiliary Gym Doors	HS	\$10,134.63
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17. Architect Services

Approve LAN Architects, the District appointed professional, to provide Architectural services for the revised HVAC Upgrades at the Winslow Township High School for an additional fee of \$84,000.00. Services include Construction Documents, Bidding and Construction Administration and will be charged to 30-000-400-334 and further acknowledge the following statement:

I certify there are sufficient funds available for these services.

  
Tyra McCoy-Boyle

18. Dual Use and Toilet Rooms for 2021-2022 School Year

**Exhibit XI B: 18**

Approve to submit the applications/reports for the Dual Use and Toilet Rooms to the County Office per the attached exhibits.

19. Low Quote Vendor – Water Testing

Approve Coastal Environmental Compliance LLC to provide consulting services with regard to Legionella and Total Coliform water testing throughout the Winslow Township School District at the cost of \$11,990.00. Services are to be charged 11-000-261-420, 11-000-262-420 and 11-000-270-420.

20. 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 has been approved in advance by the Superintendent of Schools; 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 \$.35 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 ratifies, *nun pro tunc*, 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, acknowledges that the Superintendent of Schools has approved the attendance of the below listed Board Members in advance thereof, which shall be subsequently ratified and authorized at the next regular or special meeting, as required by statute, for the 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	County Leadership Meeting	August 9, 2021	N/A

**TABLED**

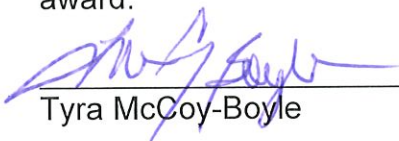
21. Request for Proposals (RFP) for Pre-Kindergarten Curriculum System and Resources

- a. Record the RFP responses for Pre-Kindergarten Curriculum System and Resources which were received and opened on August 3, 2021 as follows:

Vendor Name	Price
UTJ Holdco, Inc d/b/a Teaching Strategies	\$63,598.80

- b. Approve the award for Pre-Kindergarten Curriculum System and Resources to UTJ Holdco, Inc d/b/a Teaching Strategies for a contract term not to exceed 12 months with the option for 4 one (1) year renewals. The proposals were reviewed by an Evaluation Committee. The Evaluation Committee's Recommendation Report was posted on the District website at least 48 hours prior to the award. Services are to be charged to 11-190-100-610 and further acknowledge the following statement:

I certify that there are sufficient funds available to purchase the services awarded in this award.

  
 \_\_\_\_\_  
 Tyra McCoy-Boyle

22. Approve Change Order #2 – Winslow Township School District 2020 District Improvements, Middle School Greenhouse, Curriculum Office Renovations and New Parking Area at the Middle School and Renovations to the Administration Building

Approve change order #2 in the credit amount of \$3,500.00 from Dandrea Construction, refunding the District for unexpended costs to complete the project.

Original Contract Amount:	\$2,065,800.00
Net change by previously authorized	
Change orders:	(4,292.00)
Change order No. 2	<u>(3,500.00)</u>
New Contract Sum	<u>\$2,058,008.00</u>
Percent of Change:	(0.38%)
Total Payments to Date:	\$1,989,843.94

Services are to be refunded to 30-000-400-450, and further acknowledge the following statement:

I certify that there are sufficient funds available to approve the changes listed.

  
 \_\_\_\_\_  
 Tyra McCoy-Boyle

23. American Rescue Plan Act of 2021 Elementary and Secondary Schools (ARP- ESSER)  
– Approval to Apply

Approve to apply for the American Rescue Plan Act of 2021 Elementary and Secondary Schools (ARP ESSER III) in the following amount:

- Initial Award – Available May 24<sup>th</sup>, 2021 \$5,927,938

24. Individuals with Disabilities Education Act (IDEA) 2021-2022 – Approval to Accept

Approve to accept the IDEA award for the 2021-2022 school year in the following amounts:

- Basic \$1,206,314
- Basic – Chesilhurst \$ 36,597
- Nonpublic Basic \$ 15,698
- Preschool \$ 61,652
- Preschool – Chesilhurst \$ 2,099

Roll Call:			
Mr. Blake	Absent	Ms. Moore	Yes
Ms. Dredden	Yes	Mr. Shaw	Yes
Ms. Martin	Yes	Ms. Thomas	Yes
Ms. McClendon	Yes	Ms. Peterson	Yes
		Ms. Pitts	Yes
Motion Carried			

**XII. PERSONNEL**

A motion was made by Ms. Martin, seconded by Ms. Moore, to approve items on the Personnel Report as recommended by the Superintendent.

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

1. 2021/2022 New Hires

a. Approve to rescind the following New Hire for the 2021/2022 school year:

	Name	Location	Position	Salary	Effective
A	Nadeau, Rebecca	School No. 6	Reading Development Teacher- GF	\$58,170.00 BA+30, Step 3	8/3/2021

b. Approve to revise the start date for the following New Hire for the 2021/2022 school year:

	Name	Location	Position	Salary	Effective
A	Whitehead, Chrisone	Middle School	School Nurse	\$66,345.00 BA+30, Step 9 Stipend: \$593.00	9/1/2021

c. Approve the following New Hire for the 2021/2022 school year:

	Name	Location	Position	Salary	Effective
A	Greer, Sarah	Middle School	English Teacher	\$58,370.00 MA, Step 1	9/1/2021

2. **Leave of Absence Requests**

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

	Name	Type of Leave	From	To	Paid/Unpaid
A	S.H.	Maternity	10/18/2021 11/1/2021	10/31/2021 1/31/2022	Paid Unpaid
B	K.L.	Medical	8/1/2021	10/31/2021	Paid

3. **Retirement**

Approve the following Retirement for the 2021/2022 school year:

	Name	Position	Location	Effective
A	Aderinto, Martha	Secretary	High School	8/1/2021

4. **Resignation**

Approve the following Resignation for the 2021/2022 school year:

	Name	Position	Location	Effective
A	Garr, Cynthia	Fourth Grade Teacher	School No. 6	9/24/2021

5. **2021/2022 Staff Reassignments**

- a. Approve the following Staff Reassignment for the 2021/2022 school year, effective August 16, 2021:

	<b>Name</b>	<b>From Position</b>	<b>Location</b>	<b>To Position</b>	<b>Location</b>
A	Cordero, Melanie	Secretary \$30,000.00	NJ School Based Youth Grant High School	Secretary Step 6 \$40,353.00 (pro-rated)	High School

- b. Approve the following Staff Reassignment for the 2021/2022 school year, effective September 27, 2021:

	<b>Name</b>	<b>From Position</b>	<b>Location</b>	<b>To Position</b>	<b>Location</b>
A	Samuel, Carley	Reading Dev. Teacher- GF	School No. 6	Grade 4 Teacher	School No. 6

6. **IDEA Grant**

Approve the following employee to be charged to the IDEA Grant for the 2021/2022 school year: (20-252-200-100)

<b>Name</b>	<b>Job Title</b>	<b>Total Salary</b>	<b>Federal % of Salary</b>	<b>Amount Charged to Federal</b>
Coleman, Marchelle	Special Education Supervisor	\$110,000.00 (Prorated)	100%	\$110,000.00 (Prorated)

7. **2021/2022 Sixth Period Assignments**

- a. Approve the following Middle School Sixth Period Teacher Assignments:

	<b>Name</b>	<b>Position</b>	<b>Stipend</b>
A	Bishop, Stephen	Health & PE	\$8,489.00
B	Dickinson, Carleen	Special Education	\$8,489.00
C	Gramigna-Palladino, Elizabeth	Special Education	\$8,489.00
D	Hill, Sarah	Special Education	\$8,489.00
E	Lawry, Shimiriah	English	\$8,489.00
F	Lee, Lauren	Special Education	\$8,489.00
G	Neff, Elaine	Special Education	\$8,489.00
H	Parzanese, Maria	English	\$8,489.00



I	Richter, Heidi	Special Education	\$8,489.00
J	Sauter, Al	Special Education	\$8,489.00
K	Stallard, Nicole	Special Education	\$8,489.00
L	Steiner, Eric	Special Education	\$8,489.00
M	Veale, Kathy	Special Education	\$8,489.00

b. Approve the following High School Sixth Period Teacher Assignments:

	<b>Name</b>	<b>Position</b>	<b>Stipend</b>
A	Bobo, Ethan	Mathematics 9/7/2021- 12/31/2021	\$8,489.00 (pro-rated)
B	Byrer, Rebekah	Science Lab (2/5)	\$3,396.00
C	Coley, Patricia	Special Education	\$8,489.00
D	Cottle, TaraRuth	Special Education	\$8,489.00
E	Davis, Tricia	Special Education	\$8,489.00
F	DeShazor, Wanda	Special Education	\$8,489.00
G	Diggs, Carmen	Special Education	\$8,489.00
H	Diggs, Stacy	Science	\$8,489.00
I	Gomez, Michelle	Spanish	\$8,489.00
J	Guzman, Jeovanni	Mathematics 9/7/2021- 12/31/2021	\$8,489.00 (pro-rated)
K	Hegeman, Nancy	Science Lab (2/5)	\$3,396.00
L	Langhorne, Cryhten	Special Education	\$8,489.00
M	Robinson-Taylor, Kimberly	Special Education	\$8,489.00
N	Santamaria, Solimar	Spanish	\$8,489.00
O	Sawyer, Stephanie	Mathematics 9/7/2021- 12/31/2021	\$8,489.00 (pro-rated)
P	Smith, Chantel	Mathematics	\$8,489.00
Q	Stewart-Dixon, Cynthia	Special Education	\$8,489.00
R	Tagmire, Carolyn	Science Lab (4/5)	\$6,791.00
S	Torres, Melissa	Mathematics 9/7/2021- 12/31/2021	\$8,489.00 (pro-rated)
T	Wardyn, Stacie	Special Education	\$8,489.00
U	Williams, Tony	Mathematics 9/7/2021- 12/31/2021	\$8,489.00 (pro-rated)

**8. School Based Youth Program Grant**

- a. Approve the following employees to be charged to the State and Federal Allocations of the School Based Youth Program Grant at the Middle School for the 2021/2022 school year:

Name	Job Title	Total Salary	Federal % of Salary	Amount Charged to Federal	State % of Salary	Amount Charged to State	Account Charged
Belton, William	Youth Development Specialist	\$35,000.00	-	-	100%	\$35,000.00	20-298-200-110
Carrillo, Priscilla	Program Coordinator	\$49,500.00	65%	\$32,183.00	35%	\$17,317.00	20-298-200-103
Cordero, Melanie	Secretary	\$30,000.00	-	-	50%	\$15,000.00	20-298-200-105
Harmon, Rhshima	Mental Health Provider	\$28,500.00	-	-	100%	\$28,500.00	20-298-200-110

- b. Approve the following employees to be charged to the State and Federal Allocations of the School Based Youth Program Grant at the High School for the 2021/2022 school year:

Name	Job Title	Total Salary	Federal % of Salary	Amount Charged to Federal	State % of Salary	Amount Charged to State	Account Charged
Brooks, Darchelle	Program Director	\$78,443.00	47.8%	\$37,494.00	52.2%	\$40,949.00	20-297-200-103
Cordero, Melanie	Secretary	\$30,000.00	-	-	50%	\$15,000.00	20-297-200-105
Gorman, Ginger	Mental Health Provider	\$48,500.00	-	-	100%	\$48,500.00	20-297-200-110
Scott, Kenneth	Youth Development Specialist	\$40,000.00	-	-	100%	\$40,000.00	20-297-200-110

**9. 2021/2022 ESSER Grant**

Approve the following employees to be charged to the ESSER II Federal Grant for the 2021/2022 school year: (20-483-100-100-000-00)

<b>Name</b>	<b>Job Title</b>	<b>Total Salary</b>	<b>Federal % of Salary</b>	<b>Amount Charged to Federal</b>
Allen, Heather	Reading Development Teacher	\$57,570.00	100%	\$57,570.00
Baldwin, Karley	Reading Development Teacher	\$57,570.00	100%	\$57,570.00
Brogan, Shannon	Reading Development Teacher	\$55,970.00	100%	\$55,970.00
Deas, Alexandra	Reading Development Teacher	\$57,570.00	100%	\$57,570.00
Earlin, Chelsi	Reading Development Teacher	\$58,170.00	100%	\$58,170.00
Forry, McKenna	Math Teacher	\$55,970.00	100%	\$55,970.00
Gavin, Candice	Reading Development Teacher	\$55,970.00	100%	\$55,970.00
Gruber, Hannah	Reading Development Teacher	\$55,970.00	100%	\$55,970.00
Pacheco, Blaire	Reading Development Teacher	\$58,170.00	100%	\$58,170.00
Price, Madison	Reading Development Teacher	\$57,570.00	100%	\$57,570.00
Samuel, Carley	Reading Development Teacher	\$55,970.00	100%	\$55,970.00
St. John, Melinda	Reading Development Teacher	\$56,570.00	100%	\$56,570.00
Wittmer, Jeanette	Science Teacher	\$56,570.00	100%	\$56,570.00
Wright, Nicholas	Science Teacher	\$58,470.00	100%	\$58,470.00

Roll Call:			
Mr. Blake	Absent	Ms. Moore	Yes
Ms. Dredden	Yes	Mr. Shaw	Yes
Ms. Martin	Yes	Ms. Thomas	Yes
Ms. McClendon	Yes	Ms. Peterson	Yes
		Ms. Pitts	Yes
Motion Carried			

**XIII. ADDENDUM**

**A motion was made by Ms. Martin, seconded by Ms. Moore, to approve item 1 as recommended by the Superintendent.**

**I. SUPERINTENDENT’S REPORT**

**A. THE SUPERINTENDENT RECOMMENDS APPROVAL OF THE FOLLOWING ACTION ITEM:**

1. Seesaw for Schools

Approve the purchase of Seesaw for Schools at an amount not to exceed \$6,500.00.

Roll Call:			
Mr. Blake	Absent	Ms. Moore	Yes
Ms. Dredden	Yes	Mr. Shaw	Yes
Ms. Martin	Yes	Ms. Thomas	Yes
Ms. McClendon	Yes	Ms. Peterson	Yes
		Ms. Pitts	Yes
Motion Carried			

**II. PERSONNEL REPORT**

**A motion was made by Ms. Martin, seconded by Ms. Moore, to approve items on the Personnel Report as recommended by the Superintendent.**

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

1. 2021/2022 New Hires

a. Approve the following New Hire for the 2021/2022 school year:

	Name	Location	Position	Salary	Effective
A	Lipsit, Katie	High School	School Counselor	\$58,670.00 MA, Step 2	9/1/2021

b. Approve to rescind the following New Hire for the 2021/2022 school year:

	Name	Location	Position	Salary	Effective
A	Taylor, Rushie	Transportation	Bus Driver	\$20,941.00 Step 3	8/10/2021

2. Resignation

Approve the following Resignation for the 2021/2022 school year:

	Name	Position	Location	Effective
A	Adams, Angela	Second Grade Teacher	School No. 2	8/10/2021

3. 2021/2022 Staff Reassignments

Approve the following Staff Reassignments for the 2021/2022 school year, effective September 1, 2021:

	Name	From Position	From Location	To Position	To Location	Salary
A	Allen, Heather	Reading Dev. Teacher-GF	School No. 2	Second Grade Teacher	School No. 2	\$57,570.00 BA+30, Step 2
B	Gorman, Ginger	Mental Health Provider	High School-NJ School Based Youth Grant	School Counselor	High School	\$58,670.00 MA, Step 2

4. 2021/2022 Substitute Bus Driver

Approve to rescind the following 2021/2022 Substitute Bus Driver, at a rate of \$18.00 per run:

	Name
A	Hoy, Frank

Roll Call:			
Mr. Blake	Absent	Ms. Moore	Yes
Ms. Dredden	Yes	Mr. Shaw	Yes
Ms. Martin	Yes	Ms. Thomas	Yes
Ms. McClendon	Yes	Ms. Peterson	Yes
		Ms. Pitts	Yes
Motion Carried			

**XIV. OPEN PUBLIC RECORDS ACT (OPRA) REQUEST**

1. The Winslow Board of Education responded to the following OPRA Request between July 23, 2021 and August 5, 2021:

Received	Requested by	Document Requested	Approved	Denied
1	Charles Rudolph Data Acquisition Specialist SmartProcure	Any and all purchasing records from 01/12/2021 to current. <ul style="list-style-type: none"> <li>• Purchase Order Number</li> <li>• Purchase Data</li> <li>• Line item details (Detailed description of purchase)</li> <li>• Line item quantity</li> <li>• Line item price</li> <li>• Vendor ID number, name, address, contact person, and their email address</li> </ul>	1  ✓ ✓ ✓ ✓ ✓ ✓	

**XV. OLD BUSINESS**

**Ms. McClendon**

Ms. McClendon discussed the possibility of spotlighting new teachers during the month of September. She stated that the information would be gathered about the new teachers and it would be posted on the website. She asked Dr. Poteat if he had any suggestions or recommendations on how it could be done. He recommended it be done by school and posting a picture with their name, the grade/subject they are teaching and a little information about them.

**Ms. Moore**

Ms. Moore asked Dr. Poteat how did the Night Return of Technology turn out. Dr. Poteat stated poorly, only 14 pieces of equipment were returned, 12 Chromebooks, 1 Hot Spot and 1 other piece of equipment. Dr. Poteat mentioned any student that has not returned a device will not receive a device in the future. Dr. Poteat reported that 600 Chromebooks were originally still not turned in and only a few more have been returned since that count. Ms. Pitts requested to have an updated count for the next board meeting.

**VI. NEW BUSINESS**

**Ms. McClendon**

Ms. McClendon inquired about having a District-wide Double Good Popcorn fund raiser as this requires very little work, runs only 4 days and has a huge profit return. Concerns were brought up in regards to conflicts with other fundraisers, who would be responsible to run the whole fundraiser and how would the proceeds be split. It was suggested that each school would have a representative and it could be made into a competition among the schools to make it even more profitable. Ms. Pitts asked that the Operation and Marketing Committees research the fundraiser and report back to the Board with their plan.

**Ms. Pitts**

Ms. Pitts reminded the Board that Winslow Family Fun Day will take place on Saturday, August 28<sup>th</sup> and that the Board has a table. Ms. Pitts put Ms. Peterson in charge of organizing the table and the shifts. A sign-up list will be sent out and it is suggested that 1 to 2 members be there at all times to cover the hours of 2-8 PM. Tables and chairs will be required.

Ms. Pitts also mentioned that she will be out until the end of September due to surgery on Friday August 13<sup>th</sup>.

**XVII. INFORMATIONAL ITEMS**

**Dr. Poteat**

Covid-19 update

Camden County had 53 new cases, for a total of 51,089 cases. Winslow Township had 1 new case. He stated that on Friday August 6<sup>th</sup>, Governor Murphy signed Executive Order 251 which is a mask mandate for all schools for September. Winslow Township Board of Education will follow the guidelines from last year until the State of NJ issues new guidelines.

Based on the vaccination clinics that were hosted by the District, he stated that 243 students were vaccinated. This number compared to the 4,500 students in the District is a small percentage of vaccinated students. However, this does not mean that more students have not been vaccinated at other sites. But this information does support that we should follow the mandates to make sure everyone is safe.

Winslow Family Fun Day - The Board will be handing out school supply bags for K-12. Due to a limit of 100 supply bags, it will be supplied on a first come, first serve basis.

Naming of School Buildings - Mr. Passarella called and made a request to re-name the High School auxiliary gym after a former board member, Mr. Kevin O'Neil based on his many contributions to the District, especially to the High School. Dr. Poteat stated that he would bring this to the Board and that there is a process for renaming a school building.

**Ms. McClendon**

Ms. McClendon asked Dr. Poteat about Summer School. Dr. Poteat reported it was going very well and a huge success. It was very much appreciated by the students and parents, especially for the credit recovery area, which helped the failure and retention rates. Ms. Dredden reported that a parent told her our program was the best thing.

**XVIII. PUBLIC COMMENTS (Time Limited)**

**A motion was made Ms. Martin, seconded by Ms. Moore, to open the meeting for Public Comments at 8:06 p.m.**

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

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

**Please respect the following procedures:**

1. All members of the public attending School Board Meetings must treat each other and the Board with respect.
2. State your full name and address.
3. Please limit your comments to **four 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

Mr. Sheridan, President of Winslow Township Education Association, reported that they conducted a survey of all of their members to determine who was fully vaccinated. He stated that out of the 600 members about half responded and of that half that responded about 90% were fully vaccinated or will be by September. He feels that this should inspire confidence and give peace of mind to the Winslow community. He concluded by giving thanks to the Board and Administration for their efforts in keeping everyone safe. And that they also owe a debt of gratitude to the Winslow Community.

**XIX. ADJOURNMENT OF PUBLIC COMMENTS**

**A motion was made Ms. Martin, seconded by Ms. Moore, to close the meeting for Public Comments at 8:13 p.m.**

Voice Vote: All in favor



**XX. EXECUTIVE SESSION**

**None at this time.**

**XXII. ADJOURNMENT**

**A motion was made Ms. Martin, seconded by Ms. Moore, to adjourn the meeting at 8:14 p.m. All Ayes.**

Respectfully Submitted,



Regina Chico  
Assistant Business Administrator

Winslow Township Board of Education  
**Marketing Committee Meeting Minutes**  
August 10, 2021  
Submitted by: Ms. Cynthia Moore

The meeting was called to order at 5:00 p.m. via WebEx.

Attendees: Larry Blake, Abena McClendon, Cynthia Moore

Preparations for the Homecoming Event on October 16<sup>th</sup>

1. Vendors: Mr. Blake has sent letters to vendors. Confirmed two so far.
2. Henna Tattoo Artist and Face Painters are needed.
3. Choir will sing Alma Mater and two upbeat songs.
4. Band and color guard will participate in the parade. Have alumni walk along with band.
  - a. Looking for additional participants.
5. Additional activities: Tug of War, Zumba., kickball, softball
  - a. Need volunteers to facilitate
6. Announce events schedule during the day.
7. Tours of new addition to the high school will be offered.
8. Homecoming Queens and Kings will be announced.
  - a. Need more to sign up
9. The flyer will be reposted on social media.
10. Homecoming shirts will be displayed at Winslow Family Day on August 28<sup>th</sup>.
11. Board of Education members, Superintendent, Mayor and Township Committee people are invited to join in the opening ceremony following the parade.
12. Reach out to businesses to donate services
13. Advertising and informational signs need them to be donated

New Business:

1. Potential Instagram page geared more toward students
2. Facebook: September – Focus on new staff
3. Real Talk with Students

Meeting adjourned at 6:00 p.m.