

WINSLOW TOWNSHIP BOARD OF EDUCATION
Regular Board of Education Meeting
Winslow Township Middle School - Cafeteria
Wednesday, December 8, 2021
7:00 p.m.
Minutes

I. PUBLIC NOTICE of this meeting was given to all Board Members and Associates in notices dated **08/27/2021**. 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: | Larry Blake | Cynthia Moore |
| | Lorraine Dredden | John M. Shaw, Jr. |
| | Rita Martin | Kelly Thomas |
| | Abena McClendon | Julie Peterson, Vice President |
| | | Cheryl Pitts, President |

Also Present: Dorothy Carcamo, Ed.D., Assistant Superintendent
Regina Chico, Assistant Business Administrator
Howard Long, Esq., Solicitor

IV. PLEDGE OF ALLEGIANCE

V. 2021-2022 DISTRICT GOALS

(Mr. Blake)

1. Student Achievement – Continue to implement best practices for delivering instruction to students utilizing all available and appropriate instructional models. This shall include:
 - a. Ensuring articulation at all grade levels throughout the district
 - b. Focus on innovative 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, including athletics and extra-curricular activities
 - 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 and families that will result in increased learning and more effective instruction
 - b. Emphasis on collaboration with all district stakeholders
 - c. Promote an inclusive, diverse, and compassionate learning environment

- 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

Ms. Chico shared two letters. The first letter is from Principal Kelly at School #2, which thanked the Board and Administrators for allowing the participation of Say Yes to Pajama Day for Children’s Hospital of Philadelphia (CHOP). Participants were able to raise over \$2,200.00, which will be donated to CHOP.

The second letter, dated November 30, 2021, is from the Winslow Township Office of Emergency Management. The letter thanked Dr. Carcamo for opening School #4 up for temporary shelter for displaced residents during a gas line rupture on November 29, 2021. A copy of the letter is attached.

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 | November 23, 2021 | Open Session |
|-----------------|-------------------|--------------|

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

IX. BOARD COMMITTEE REPORTS

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

Education Committee – Ms. Martin – Minutes are attached. Ms. McClendon asked for details about the application process for the Camden County Teacher of the Year. Dr. Carcamo responded. A brief discussion was had about the process. Mr. Blake asked if he could attend the next Education Committee meeting to discuss the social emotional needs for staff members. The next meeting will be Tuesday, December 21, 2021 at 4:00 pm.

Marketing Committee – Ms. McClendon – The Marketing Committee met on November 30, 2021 at 7:00 pm to discuss the upcoming Community Pep Rally. The date that was finally agreed upon was December 12, 2021 from 3:00 pm to 5:00 pm. Ms. McClendon also shared some of the many accomplishments of the Winslow Township Schools, Athletic Teams and Clubs from this past year.

Operations Committee – Ms. Dredden – Minutes are attached.

Policy Committee – Ms. Pitts – The Policy Committee is scheduled to meet Thursday, December 16, 2021. A time is to be determined.

Citizens Advisory Committee – Ms. Martin – The Citizens Advisory Committee met on December 2, 2021 at 7:00 pm. Minutes are not available 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.

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 **None at this time.**
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) **Exhibit X A: 5**
Approve Field Trips as listed in the attached exhibit.
6. Tuition Students **Exhibit X A: 6**
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 Student placements as listed in the attached exhibit.
8. Homeless Student(s) **Exhibit X A: 8**
Approve the placement of Homeless Students, for the 2021-2022 school year, as listed in the attached exhibit.

9. Division of Child Protection & Permanency (DCP&P) **Exhibit X A: 9**
- Approve the placement of DCP&P Students, for the 2021-2022 school year, as listed in the attached exhibit.
10. Fundraiser(s) **Exhibit X A: 10**
- Approve the following Fundraisers for the 2021-2022 school year:
- School No. 3
- McDonald's Dine Out Night (1/26/22), P.T.O.
- School 5
- Motivational Grams for Students (12/9-12/14/21), Student Council
- High School
- Make a Wave and Save Our Seas (2021-2022), WTHS Environmental Club
11. "Shop With a Cop"
- Approval requested for Winslow Schools 1-4 to accept an invitation from the Winslow Township Police Department to send 2 students in need per school to "Shop With a Cop" with them at the Williamstown Walmart on December 11th, 2021 at 10:00 AM. Pictures with Santa will also be taken.
12. School 3 – Field Day
- Approval requested for School 3 to hold Field Day on June 2, 2022 with a rain date of June 3, 2022.
13. School 3 – Family Fun Night
- Approval requested for School 3 to have Family Fun Night on Wednesday, March 30, 2022 from 6:30-8:00 PM.
14. School 3 – Art Show and Winter Concert
- Approval requested for School 3 to have an Art Show and Winter Concert on December 20, 2021. The Art Show will be held from 5:15 - 6:15 PM. The Winter Concert will be held from 6:30 – 7:30 PM. Friends and family are invited to attend.
15. School 4 – Check Acceptance
- Approval requested for School 4 to accept 2 checks in the amount of \$62.50 each from the Alliance to Save Energy.

16. School 4 – December Theme Days

Approval requested for School 4 to hold the following school-wide themed days to celebrate the holidays from December 20-23, 2021:

- 12/20/21 – Wear holiday socks
- 12/21/21 – Wear holiday hat and scarf
- 12/22/21 – Wear holiday sweater
- 12/23/21 – Polar Express – Wear holiday pajamas

17. School 6 – Community Service Projects

Approval requested for School 6 students to participate in the following community service projects:

- Cookies for Charity: Working with Sodexo, packages of cookies will be collected and bagged along with uplifting cards/notes, and delivered to the Unforgotten Haven to distribute to the homeless.
- Fur Baby Project: Classes will collect various items for pets of families in need. Donations will be delivered to the Unforgotten Haven to be distributed to those in need.
- Giving Tree: Classes will collect new hats, gloves, and scarves to hang on the Giving Tree during the month of December. Items will be collected and donated to the Unforgotten Haven for distribution to the less fortunate.

18. Middle School – Parent/Community Night

Approval requested for the Winslow Middle School to hold a Parent/Community Night on Thursday, May 12, 2022 from 6:00 – 8:00 PM. Throughout the evening there will be performances by the band, orchestra, and chorus. There will also be several community groups available to parents and students. Light refreshments may be served and there will be activities for the younger children.

19. Middle School – Check Acceptance

Approval requested for Winslow Middle School to accept a check in the amount of \$125.00 from Alliance to Save Energy (South Jersey Gas fall stipend). This money is provided to STEM teachers from Power Save Schools. Monies are to be applied to classroom supplies.

20. Middle School – Public Health Workshops

Approval requested for the Hispanic Family Center of Southern New Jersey to provide public health workshops for the Middle School students. Workshops will begin the week of December 13th and will continue throughout the year as needed. Workshops will focus on vaping and drug/alcohol prevention. Workshops are sponsored by Eagles Nest SBYSP and are provided free by the Hispanic Family Center of Southern NJ.

21. High School – Army Recruiter Visit

Approval requested to have Army recruiter Staff Sergeant Rodney Dotson come and speak with Winslow Township High School students January 5, 2022.

22. High School – Donation Acceptance

Approval requested for the Winslow Township High School Spanish Honor Society to accept a donation of \$1,500.00 from Mayor Barry Wright of Winslow Township.

23. High School – Convention

Approval requested for Winslow Township High School's Student Government Senate to attend the NJASC 2022 Virtual Winter Convention on January 12, 2022. The convention will cost \$100 for 16 log ins and the cost will be charged to the Student Government Senate Account ending in 151. Two advisors and 14 students will attend the convention.

24. High School – Lockheed Martin Presentation

Approval requested for Winslow Township High School to have Mr. Michael Kozak, the senior research scientist/engineer from Lockheed Martin to give a presentation to the science classes. The presentation will take place in the library on Friday, December 10, 2021 from 8:00 a.m. to 10:00 a.m.

25. High School – Public Health Workshops

Approval requested for the Hispanic Family Center of Southern New Jersey to provide public health workshops for the High School Physical Education classes. Workshops will begin the week of December 13th and then throughout the year as needed. Workshops will focus on drug/alcohol prevention, healthy eating, vaping, etc. Workshops are sponsored by Eagles Landing SBYSP and are provided free by the Hispanic Family Center of Southern NJ.

26. High School – Clinical Supervision Contract

Approve a contract with Family Therapy and Consultation Services (FTxCS) to provide 7 hours, 1 per month, of clinical supervision by an LCSW for the High School, Eagles Landing Mental Health Provider as required by the Department of Children and Families. Contract term to begin December 13, 2021 to June 20, 2022 with an hourly rate of \$110.00 per hour for a total of 7 hours (\$770.00) Funds for supervision will be charged to the Eagles Landing SBYSP account number: 20-297-200-300-000-00.

27. High School – Marching Band

Approve the WTHS Marching Band to visit the Middle School on Wednesday, December 22, 2021 from 8:30 a.m. to 10:00 a.m.

28. Out of District Students

Approval requested to apply tuition for the following Out of District students to the IDEA Grant for the 2021-2022 school year.

Account No. 20-253-100-500-000-00 (IDEA PK)

| Student # | School | Tuition |
|-----------|----------|------------|
| 2775 | Kingsway | \$9,272.24 |
| | | (partial) |

Account No. 20-252-100-500-000-00 (IDEA basic)

| Student # | School | Tuition |
|-----------|----------|----------------------------------|
| 2775 | Kingsway | \$30,479.16 (balance of tuition) |
| 2776 | Bancroft | \$16,275.25 (partial tuition) |

29. Camden County Vocational/Technical School Tuition

Approve the tuition rate of \$3,465.00 per student, for attendance at the Camden County Vocational/Technical School for the 2021-2022 school year, to be funded through account #11-000-100-563-000-10.

B. Principal's Update

1. Harassment, Intimidation & Bullying Report (November 15-30, 2021)
2. Suspension Report
3. Ethnicity Report
4. School Highlights

**Exhibit X B: 1
None at this time.
None at this time.
None at this time.**

| | | | |
|----------------|-----|--------------|-----|
| Roll Call: | | | |
| Mr. Blake | Yes | 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 the Business Administrator/Board Secretary.

A. REPORTS

1. Aramark Update **Exhibit XI A: 1**

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

1. Line Item Transfers **None at this time.**

2. Board Secretary's Report **None at this time.**

3. Reconciliation Report **None at this time.**

4. Board Secretary's Certification **None at this time.**

5. Boards' Certification **None at this time.**

6. Bill List **Exhibit XI B: 6**

a. Approve the Vendor Bill List in the amount of \$1,480,742.56 as per the attached exhibit.

b. Ratify the Manual Bill List in the amount of \$8,273.15 as per attached exhibit.

7. Payroll

Approve Payroll, for the month of November 2021, as follows:

- o November 15, 2021 \$2,478,521.09
- o November 30, 2021 \$2,620,266.57
- o November 30, 2021(RETRO) \$4,151,740.60

8. Disposal of School Property **Exhibit XI B: 8**

Approve the Disposal of School Property listed below:

| Location | Department | Description |
|---------------|------------------|--|
| Middle School | Special Services | (2) high back wooden chairs, (2) wooden standers – 20+ years old, broken |
| District | Curriculum | (2) desks, (1) hutch, (1) bookshelf/hutch, (3) 2 drawer file cabinets, (2) drawer lateral file cabinets, (1) 3 drawer black metal file cabinet, (1) 4 drawer black metal file cabinet, (1) putty metal lateral file cabinet, (1) bookcase – 10+ years old, worn out/being replaced |
| District | Curriculum | (1) 2 drawer lateral file cabinet – 10+ years old, broken |

9. Use of Facilities

Approve the Use of Facilities application as listed below:

| School | Organization | Dates | Day/Time | Room | Fee |
|-----------|------------------|--|---|-----------|---------|
| School #5 | Omega Track Club | December 14, 2021 – February 10, 2022 | Tuesdays and Thursdays 6:45 pm – 8:00 pm | Cafeteria | \$25.00 |

10. Approve Participation in the New Jersey School Employees Health Benefit Plan – (SEHBP) Medical Coverage for the 2022 Calendar Year - EUS **Exhibit XI B: 10**

Approve the Winslow Township School Districts’ participation in the New Jersey School Employees’ Health Benefits Program for Medical coverage for the calendar year 2022 at an estimated annual gross premium of \$10,173,475.00 for Medical coverage. Further approve the attached Standard Certification Declaration for an Extraordinary Unspecifiable Service to renew with the New Jersey School Employees Health Benefit Plan for Medical Coverage. Services are to be charged to 11-000-291-270 and further acknowledge following statement:

I certify that there are sufficient funds available to provide these services.


 Tyra McCoy-Boyle

11. Approve Participation in the New Jersey School Employees Health Benefit Plan – (SEHBP) Prescription Coverage for the 2022 Calendar Year - EUS **Exhibit XI B:11**

Approve the Winslow Township School Districts’ participation in the New Jersey School Employees’ Health Benefits Program for Prescription coverage for the calendar year 2022 at an estimated annual gross premium of \$1,733,284.00 for Prescription coverage. Further approve the attached Standard Certification Declaration for an Extraordinary Unspecifiable Service to participate in the New Jersey School Employees Health Benefit Plan for Prescription Coverage. Services are to be charged to 11-000-291-270 and further acknowledge following statement:

I certify that there are sufficient funds available to provide these services.


 Tyra McCoy-Boyle

12. Professional Development

Approve Ms. Tyra McCoy-Boyle, Business Administrator / Board Secretary, and Ms. Regina Chico, Assistant Business Administrator, to attend the NJASBO workshop “Open Public Records Act Update and Records Management” on December 14, 2021 from 9:00 a.m. to 12:00 p.m. The workshop will be held in person in Mt. Laurel, NJ. The total cost to the District is \$100 per person.

13. Approve to Amend the 2021-2022 ESEA Grants

Approve to amend the following 2021-2022 ESEA Grant awards by budgeting the 2020-2021 carryover amounts as follows:

| Grant | Original Allocation | 2020-2021 Carryover | Final Grant Allocation |
|-----------|---------------------|---------------------|------------------------|
| Title I | \$1,346,994.00 | \$78,318.08 | \$1,425,312.08 |
| Title II | 221,704.00 | 50,009.71 | 271,713.71 |
| Title III | 21,985.00 | 8,234.08 | 30,219.08 |
| Title IV | 88,171.00 | 5,565.39 | 93,739.39 |

14. 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 require 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 \$.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 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> |
|------------------------------|--|---|-------------------|
| Cynthia Moore | 3Rs South: Roles, Responsibilities and Resources | December 9, 2021 | NC |
| John Shaw Rita Martin | Urban Boards Virtual Meeting | December 10, 2021 | NC |
| Cynthia Moore Rita Martin | Camden/Gloucester County Hybrid Meeting | December 13, 2021 | NC |
| Rita Martin | 2021 Online Governance IV: Legal Update | February 17, 2022 to December 31, 2022 | NC |

15. RFP – School Psychologist Services 2021-2022

The RFP for School Psychologist Services for 2021-2022 were scheduled to be received and opened in public on Tuesday, November 23, 2021. No responses were received.

16. Purchase – HCESC Contract Vendor

Approve the following purchase, in the following amounts, from the following approved HCESC Contract vendor:

Items charged to 11-000-262-610

General Chemical and Supply – HCESC-CAT 19-02

| | | |
|--------------------|----------|-------------|
| Custodial Supplies | District | \$17,385.58 |
|--------------------|----------|-------------|

17. Approve Middle School Floor Abatement - Educational Services Commission of New Jersey (ESCNJ) Vendor

Approve Commercial Interiors Direct, Inc., an approved Educational Services Commission of New Jersey vendor (ESCNJ Bid #19/20-05), to abate and replace the flooring in three rooms at the Middle School. The cost of the services, \$34,143.21, are to be charged to account #11-000-261-420.

| | | | |
|----------------|-----|--------------|-----|
| Roll Call: | | | |
| Mr. Blake | Yes | 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. 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 | L.B. | FMLA *Revised dates | 1/5/2022 | 3/31/2022 | Paid |
| B | A.C. | Medical | 12/8/2021 | 1/17/2022 | Paid |
| C | J.G. | Medical | 12/1/2021 | 12/31/2021 | Paid |
| D | K.K. | FMLA | 11/23/2021 | 12/31/2021 | Unpaid |
| E | M.S. | Maternity | 3/28/2022 5/28/2022 | 5/27/2022 6/30/2022 | Paid Unpaid |
| F | L.Z. | Medical *Extended dates | 1/1/2022 | 1/31/2022 | Paid |

2. Retirement

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

| | Name | Position | Location | Effective |
|---|-------------------|--------------|-------------|-----------|
| A | Burghart, Colleen | School Nurse | High School | 7/1/2022 |

3. 2021/2022 Homebound Instruction Tutors

Approve the following Homebound Instruction Tutors for the 2021/2022 school year, on an as needed basis, at a rate of \$43.73 per hour:

(11-150-100-101-000-98 & 11-219-100-101-000-98)

| | Name | Subject Area |
|---|--------------------|-------------------------------|
| A | Hill, Sarah | Elementary/ Special Education |
| B | Langhorne, Cryhten | Special Education |

4. 2021/2022 Sixth Period Assignments

Approve the following High School Sixth Period Teacher Assignments:

| | Name | Position | Stipend |
|---|-------------------|---|------------------------|
| A | Bobo, Ethan | Mathematics 9/29/2021- 1/31/2022 *Revised dates | \$8,489.00 (pro-rated) |
| B | Guzman, Jeovanni | Mathematics 9/29/2021- 1/31/2022 *Revised dates | \$8,489.00 (pro-rated) |
| C | Sawyer, Stephanie | Mathematics 9/29/2021- 1/31/2022 *Revised dates | \$8,489.00 (pro-rated) |
| D | Torres, Melissa | Mathematics 9/29/2021- 1/31/2022 *Revised dates | \$8,489.00 (pro-rated) |
| E | Williams, Tony | Mathematics 9/29/2021- 1/31/2022 *Revised dates | \$8,489.00 (pro-rated) |

5. 2021/2022 Practicum Placement

Approve the following 2021/2022 Practicum Placement:

| | University | Student | Mentor | School | Dates |
|---|------------|----------------|-----------------------------|-------------|----------------------------------|
| A | Rowan | DuBois, Brooke | Norlin, Carrie Counselor | High School | 1/17/2022- 4/29/2022 70 hours |

| | | | |
|----------------|-----|--------------|-----|
| Roll Call: | | | |
| Mr. Blake | Yes | 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

I. SUPERINTENDENT'S REPORT

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

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

1. Device Purchase

Approval requested to contract with Kingsway Learning Center to purchase an ACC (Augmentative and Alternative Communication) device for a Winslow student attending their ODD program. Winslow Township School District will reimburse the center for the purchase. Cost of \$795.44 will be funded by account number 11-212-100-610-000-10.

2. Tuition Students

Exhibit I A: 2

Approve the placement of Tuition Students, for the 2021-2022 school year, as listed in the attached exhibit.

3. Nursing Services

Approve Bayada Home Health Care, Inc., nursing services for South Jersey Christian Academy, at a rate of \$55.00/hour for RN services. The maximum budget for this contract shall not exceed \$9,600.00. Paid from account number 20-509-200-320-091-37.

Roll Call:

| | | | |
|---------------|-----|--------------|-----|
| Mr. Blake | Yes | 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. BUSINESS ADMINISTRATOR/BOARD SECRETARY'S REPORT

A motion was made by Ms. Martin, seconded by Ms. Moore, to approve A. as recommended by the Business Administrator/Board Secretary.

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

1. Use of Facilities

Approve the Use of Facilities as listed below:

| School | Organization | Dates | Day/Time | Room | Fee |
|---------------|---------------------------------|-----------------------------------|--|-----------|---------|
| School #4 | Winslow Youth Travel Basketball | December 9, 2021 – March 31, 2022 | Monday through Thursday 6:30 pm – 9:30 pm | Gymnasium | \$25.00 |
| School #6 | Winslow Youth Travel Basketball | December 9, 2021 – March 31, 2022 | Monday through Thursday 6:30 pm – 9:30 pm | Gymnasium | -0- |
| Middle School | Winslow Youth Travel Basketball | December 9, 2021 – March 31, 2022 | Monday through Thursday 6:30 pm – 9:30 pm | Gymnasium | -0- |

2. 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 require 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 \$.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 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> |
|--------------------------|--|------------------|-------------------|
| Rebecca Nieves | 3Rs South: Roles, Responsibilities and Resources | December 9, 2021 | NC |

| | | | |
|----------------|-----|--------------|-----|
| Roll Call: | | | |
| Mr. Blake | Yes | 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 | | | |

III. 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. 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 | N.B. | Medical | 12/1/2021 1/1/2022 | 12/31/2021 1/31/2022 | Paid Unpaid |
| B | R.C. | Medical | 12/1/2021 | 12/31/2021 | Paid |
| C | M.C. | Maternity | 3/7/2022 5/1/2022 | 4/30/2022 6/30/2022 | Paid Unpaid |
| D | T.Q. | Medical | 12/8/2021 | 12/23/2021 | Paid |

2. 2021/2022 CTE Tutors

Approve the following 2021/2022 CTE Tutors, at a rate of \$43.73 per hour, **on an as needed basis**: (20-374-100-100-000-00)

| | Name | Subject |
|---|-------------------|----------------|
| A | Bobo, Ethan | Mathematics |
| B | Manoussakis, Lily | English |
| C | Paparo, Lisa | English |
| D | Williams, Tony | Mathematics |

3. 2021/2022 Curriculum Writing

Approve the following teachers to participate in curriculum writing, at a rate of \$43.73 per hour, **on an as needed basis**: (11-000-221-110-000-20)

| | Name | Subject |
|---|----------------------|-------------------------|
| A | Ceresini, Jacqueline | Elementary |
| B | Connor, Traci | Social Studies |
| C | Cuneo, Christopher | Social Studies |
| D | Donohue, Carol | Social Studies |
| E | Feighery, Tracy | Social Studies |
| F | Fernicola, Rachel | Science |
| G | Ferrara, Franklin | Science |
| H | Gibson, Krystin | Health & PE |
| I | Glatz, Jessica | Visual/ Performing Arts |
| J | Gomez, Michelle | World Languages |
| K | Hagan, Jeana | Elementary |
| L | Hairston, Michelle | Social Studies |
| M | Hallman, Francine | Science |
| N | Johnson, Leslie | Elementary |
| O | Krafcigs, Katrina | Elementary |
| P | Maguire, Mary | Elementary |
| Q | Maxwell, Dorothy | Social Studies |
| R | McNamara, Robert | Visual/ Performing Arts |
| S | Mullin, Erica | Science |
| T | Murphy, Carrie | World Languages |
| U | Parkhurst, David | Visual/ Performing Arts |
| V | Piraino, Anthony | Health & PE |
| W | Shiple, Michelle | Science |
| X | Steiner, Eric | Social Studies |
| Y | Stump, Kristina | Elementary |
| Z | Taglienti, Joseph | Social Studies |

| | | | |
|----------------|-----|--------------|-----|
| Roll Call: | | | |
| Mr. Blake | Yes | 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 Requests between November 19, 2021 and December 2, 2021.

| Received | Requested by | Document Requested | Approved | Denied |
|----------|------------------------|--|----------|--------|
| 1 | Scott Marti Delttek | If available, please include any awarded contract documents and bid tabulation/results. Project Name: Architect Bid Number: Unknown Due Date: 5/18/2021 Contract Number: Awarded Vendor Name: Awarded Vendor Address: Awarded Vendor Phone: Award Amount: Award Date: Start Date: End Date: Contract Terms: Contract Document: | ✓ | |
| 2 | Scott Marti Delttek | If available, please include any awarded contract documents and bid tabulation/results. Project Name: Engineer Bid Number: Unknown Due Date: 5/18/2021 Contract Number: Awarded Vendor Name: Awarded Vendor Address: Awarded Vendor Phone: Award Amount: Award Date: Start Date: End Date: Contract Terms: Contract Document: | ✓ | |
| 3 | Scott Marti Delttek | If available, please include any awarded contract documents and bid tabulation/results. Project Name: Nursing Services Bid Number: Unknown Due Date: 5/19/2021 Contract Number: Awarded Vendor Name: Awarded Vendor Address: Awarded Vendor Phone: Award Amount: Award Date: Start Date: End Date: Contract Terms: Contract Document: | ✓ | |

- XV. OLD BUSINESS None at this time.
- XVI. NEW BUSINESS None at this time.
- XVII. INFORMATIONAL ITEMS None at this time.
- XVIII. PUBLIC COMMENTS (Time Limited)

A motion was made Ms. Martin, seconded by Ms. Moore, to open the meeting for Public Comments at 7:36 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

Lakaisha Ajaegbulemh

Ms. Ajaegbulemh stated that she contacted the local college to find out about the AP Exam and the AP Weight, as well as dual credits. She'd like clarification on the requirements. She also shared that she met with twenty teachers for parent/teacher conferences and believes that having the next conference in February would be too soon. She thinks it would be beneficial to both teachers and parents to move the next conference to March.

Dr. Carcamo responded that her and Ms. Ajaegbulemh can discuss the AP Exam and dual credit requirements in detail over the phone. She also explained that the District can look at the calendar and possibly adjust the next parent/teacher conferences.

XIX. ADJOURNMENT OF PUBLIC COMMENTS

A motion was made Ms. Martin, seconded by Ms. Moore, to close the meeting for Public Comments at 7:41 p.m.

Voice Vote: All in favor

XX. EXECUTIVE SESSION

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

WHEREAS, the Winslow Township Board of Education has determined that certain issues set forth below are permitted by N.J.S.A. 10:4-12(b) to be discussed without the public in attendance shall be discussed during an Executive Session to be held on December 8, 2021 at 7:42 p.m.; and

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

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

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

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

"(4) Any collective bargaining agreement, or the terms and conditions of which are proposed for inclusion in any collective bargaining agreement, including the negotiation of terms and conditions with employees or representatives of employees of the public body" The collective bargaining contract(s) discussed are between the public body and _____;

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

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

"(7) Any pending or anticipated litigation or contract negotiation in which the public body is or may become a party. Any matters falling within the attorney-client privilege, to the extent that confidentiality is required in order for the attorney to exercise his ethical duties as a lawyer." The parties to and docket numbers of each item of litigation and/or the parties to each contract discussed are _____ and nature of the discussion, described as specifically as possible without undermining the need for confidentiality is _____;

"(8) Any matter involving the employment, appointment, termination of employment, terms and conditions of employment, evaluation of the performance, promotion or disciplining of any specific prospective public officer or employee or current public officer or employee employed or appointed by the public body, unless all individual employees or appointees whose rights could be adversely affected request in writing that such matter or matters be discussed at a public meeting." The employee(s) and/or title(s) and nature of the discussion, described as specifically as possible without undermining the need for confidentiality are:

_____;

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

_____;

WHEREAS, the length of the Executive Session is estimated to be 20 minutes after which the public meeting shall reconvene and immediately adjourn.

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

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

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

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

Roll Call:

| | | | |
|---------------|-----|--------------|-----|
| Mr. Blake | Yes | 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

XXI. ADJOURNMENT OF EXECUTIVE SESSION

A motion was made Ms. Martin, seconded by Ms. Moore, to close the meeting of the Executive Session at 8:15 p.m.

Voice Vote: All in favor

XXII. ADJOURNMENT

A motion was made Ms. Martin, seconded by Ms. Moore, to adjourn the meeting at 8:16 p.m. All Ayes.

Respectfully Submitted,

Regina Chico
Assistant Business Administrator

WINSLOW TOWNSHIP

Office of Emergency Management

Glen M. Thorsen
Coordinator

Barry Wright
Mayor

Sam Martello
Deputy Coordinator

November 30, 2021

Winslow Township Board of Education
Attention: Dr. Dorothy Carcamo
Assistant Superintendent
40 Cooper Folly Road
Atco, NJ 08004-2649

Reference: November 29, 2021 - Evacuation and Shelter - Winslow Township

Dear Dr. Carcamo,

On behalf of the Winslow Township Office of Emergency Management, I want to thank you for your support and assistance Monday evening during the above referenced incident.

I called you Monday evening requesting the opening of School #4 on Kali Road, Sicklerville in order to provide a number of residents temporary shelter during the gas line rupture.

You very generously agreed and arranged for an in-district custodian, Iris, to open the school and provide assistance to me throughout the incident.

Once the leak was secured by South Jersey Gas Co. and the scene declared safe by the Winslow Township Fire Dept. at approximately 11pm, our evacuees were able to return to their homes.

Your support enabled Winslow to bring this incident to a safe and successful conclusion.

Please accept my most sincere thanks for your assistance and invaluable support to our Winslow Township Community.

Very truly yours,


Glen M. Thorsen

125 South Route 73, Braddock, N.J. 08037-9422
Office Phone: (609) 567-0700 x1900
Cell Phone: (609) 761-8562
oem@winslowtownship.com

Winslow Township School District
Education Committee Meeting Agenda
4:00 PM, November 16, 2021

- I. Call To Order Via WebEx: 4:02 pm
- II. In Attendance:
Board Members: Rita Martin, Kelly Thomas, and Julie Peterson
Administrative members; Dr. Dorothy Carcamo (Assistant Superintendent)
- III. Topic discussed:
 - A. Status of Unreturned Chromebooks and Hotspots
 1. It remains the same without significant changes
 2. A copy of the “Loan of Equipment” form with damage cost and signature/date was reviewed
 - B. Return to School Concerns & District Student Population
 1. Behavior Adjustments (Middle and High School Students)
 - a) 3 Additional Behavior Consultants for the upper grades, in addition to counselors.
 - b) Counselor
 - 1) Grades 1-6 – One counselor per school
 - 2) Middle School – Three counselor and (Eagle Nest with designated Mental Health Provide)
 - 3) High School – Five (Eagle Landing with designated Mental Health Provide)
 2. Current Enrollment from September through October 15, 2021, is 4608
 - C. Parent/Teacher Conferences (In-Person, Telephone and Virtual which has been consistent over the years)
 1. December 7, 8, and 9
 2. Evening conferences on December 9
 - D. Uniform Dress Code Survey Status
 1. Voting Per Parent Portal for uniform dress code survey, Wednesday, November 17, 2021, at 9:00 am and remaining until December 8, 2021, 5:00 pm.
 2. Paper ballot will be mailed this week for parents that are not utilizing the Parent Portal
 - E. Selection Process for the New Jersey Department of Education
 1. Blue Ribbon Schools (High Achieving Schools that have made great strides, i.e., test scores)
 2. Teacher of the Year – “Governor’s Educator of Year Award” and the “State Teacher of Year”
 - F. District Assessment Updates
 1. Start Strong Fall Assessment September 13, 2021, until October 22, 2021 (4-10)
 2. NJ Student Learning Standards with tentative April 25, 2022, until June 3, 2022
 3. Dynamic Learning Maps (Special Needs) April 1 – May 27,

- 4. ELL (English Language Learners) February 14 – April 8, 2022
 - G. Substitute Shortage Impact
 - 1. Middle and High School Teacher compensated for giving up their preparation period with a stipend
 - 2. Lower grades teachers are compensated with a stipend for absorbing students
 - H. American Rescue Plan – Elementary and Secondary School Funds Grants 1/2/3
- III. Next Meeting: 4:00 pm, Tuesday, December 21, 2021
- IV. Meeting Adjourned: 4:45 pm

OPERATIONS COMMITTEE MEETING MINUTES

4:00 p.m. Tuesday, December 7, 2021

Virtual - WebEx

The Operations Committee met on Tuesday, December 7, 2021 at 4:00 p.m. In attendance were Ms. Dredden, Committee Chair, Ms. Pitts and Mr. Shaw. Also, in attendance were Ms. Boyle, Ms. Chico and Mr. Mills. The following items were discussed:

1. Update on Districts' Projects –
DEC Electric - PA systems at all schools - closeout documents are being compiled to be submitted. A change order reducing the original cost of the project was approved.
2. 2020-2021 Mini - Projects:
 - a. Acoustic ceiling renovation – LAN Architects notified us that the acoustic wall panels for the Music rooms in the A Wing of the High School are expected to be delivered around winter break.
 - b. MS & HS Refrigerator/Freezer Replacements – The Middle School unit has been delivered and installation had begun. The High School Unit is scheduled to be delivered in December.
3. ARP (American Rescue Plan) Funds
LAN Associates has provided the budget for the HVAC improvements for the High School. The amount is higher than originally anticipated, \$9 million. A resolution authorizing the submission of this and other projects scheduled in the 2021-2022 budget to the NJ DOE has been approved and forwarded to LAN. The High School HVAC Project budget was included in the submission of the ARP grant to cover the majority of the Construction Costs.
4. Retro Calculation
Bowman and Company assisted with the retro pay calculations. Retro checks were distributed with the November 30, 2021 payroll.
5. 2022-2023 Budget
The Building principals and Department heads' budget amounts have been distributed and they have until January 7, 2022 to allocate their budgets into the budgetary software. After their budgets are in, Ms. Boyle and Dr. Carcamo will meet with them individually. The Leadership Team has begun discussions regarding potential capital projects to move forward in 2022-2023. The Budget calendar has been updated to reflect the current schedule.
6. Misc. Items
 - a. Uniform Assistance – 8 application are on file. 4 have been approved and 4 are pending.
 - b. Challenges: Staffing shortages – All support programs are reporting staffing shortages. Everyone is pitching in to cover duties.

The meeting adjourned at 4:48 p.m.

The next meeting is scheduled for January 2022.