

**WINSLOW TOWNSHIP BOARD OF EDUCATION**  
**Regular Board of Education Meeting**  
**Winslow Township Middle School - Cafeteria**  
**Wednesday, November 10, 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	Julie Peterson, Vice President
	Abena McClendon	Cheryl Pitts, President

Absent: Kelly Thomas

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

IV. **PLEDGE OF ALLEGIANCE**

V. **2021-2022 DISTRICT GOALS**

(Mr. Shaw)

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**

### Winslow Township High School Marching Band – Undefeated Season

Dr. Poteat introduced Mr. Parkhurst, the Winslow Township High School Marching Band Director, and personally congratulated him, his staff, and his band members. The WTHS Marching Band went undefeated this year. They are Region 1 Champions, New Jersey State Champions, and the Atlantic Coast Champions. This is their 2<sup>nd</sup> State Championship, winning their first in 2017.

Mr. Parkhurst presented his Assistant Director, the Seniors and the Captains. While the plaque was shared with the Board Members Mr. Parkhurst shared that this past year had been a series of struggles. The Seniors and Captains provided leadership and stability during times of uncertainty. Mr. Parkhurst thanked the Board for including the Marching Band during their Board Meeting.

Dr. Poteat and Mr. Parkhurst have been discussing what to present the members of the Marching Band for their accomplishments. Dr. Poteat wants them to know how proud the Board and Administration are of their accomplishments. Olivia won the \$500 scholarship supplied by Tournament of Bands, the circuit where the WTHS Marching Band competes, and was chosen to receive the scholarship out of 180 applicants.

### Additional Athletic Accomplishments

The Girls' Cross-Country Team, under Coach Brown, finished 6<sup>th</sup> in the Group III South Jersey Sectional Championship. This 6<sup>th</sup> place finish was the highest team finish in 33 years for our Cross-Country Team.

The Football Team is presently 7-2. They will be playing in their Sectional Semi-Final game this Saturday at 7:00 pm. If the Football Team wins and moves to the Championship game, this will be the first time they've played in a Championship game in the District's history. Dr. Poteat shared that we hope to continue to encourage the team and coaching staff for them to be successful this Saturday, so we have the opportunity to host a Championship game.

Girls' Tennis – Junior Captain Gabriella Robinson ended this tennis season with a divisional record of 8-0 and overall conference record of 10-1. She was able to win the Camden County Championship as well as the Olympic Conference-National Division singles title (another first for Winslow Township). She qualified and played in the NJSIAA State Tournament and made it to the quarterfinals of the South Jersey Interscholastic Championships before being defeated by the #2 seed. She was named to the All-Group 3 Team and the South Jersey All-Star Team, one of only 10 singles players recognized in all of South Jersey. We want to celebrate and congratulate Gabriella Robinson!

Congratulations to all of our students who are doing well and succeeding in the most challenging times. We are Winslow Proud!

**VII. CORRESPONDENCE**

Ms. McCoy-Boyle shared a letter dated November 3, 2021 from Daryl J. Minus-Vincent, the Interim Executive County Superintendent. The letter was addressed to Dr. Poteat and explained that the Winslow Township School District Plan for Virtual or Remote Instruction for the 2021-2022 school year was approved. A copy 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                      October 27, 2021                      Open Session

Roll Call:			
Mr. Blake	Yes	Ms. Moore	Yes
Ms. Dredden	Yes	Mr. Shaw	Yes
Ms. Martin	Yes	Ms. Thomas	Absent
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                      October 27, 2021                      Closed Session

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

**IX. BOARD COMMITTEE REPORTS**

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

**Equity Equality Committee – Mr. Blake** – None at this time.

**Marketing Committee – Ms. McClendon** – None at this time. The next meeting will be on November 23, 2021 at 4:30 pm.

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

**Policy/Human Resources Committee – Ms. Pitts** – None at this time.

**Citizens Advisory Committee – Ms. Martin** – Minutes are attached.

**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) **None at this time.**
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) **None at this time.**
9. Division of Child Protection & Permanency (DCP&P) **None at this time.**
10. Fundraiser(s) **Exhibit X A: 10**  
Approve the following Fundraisers for the 2021-2022 school year:  
School 1
  - Winslow Wear (2021/2022 School Year), H.S.A.School 2
  - Holiday Shop and Outdoor Movie Night (12/14/21 – 12/15/21), H.S.A.
  - Book Fair and Family Night (2/28/22 – 3/4/22), H.S.A.
  - Say Yay to Pajama Day (12/3/21), Children’s Hospital of Philadelphia

Middle School

- Toy Drive and Coin Drop (12/1/21 – 12/21/21), National Junior Honor Society/Toys for Tots

High School

- Cookie Dough Sale (12/1/21 – 1/30/22), Class of 2022

11. School One – Winter Concert

Approval requested for School One to have a virtual or live stream Winter Concert. It will be held on Friday, December 10, 2021 at 2:00 PM. This will be for second and third grade students. No parents or other School One students will be present during the concert due to the spacing of the students participating in the concert.

12. School Two – National Dog Show Announcements

Approval requested for selected School 2 students to provide recorded announcements for the National Dog Show Junior that will air on Peacock (NBC's streaming service) on Thanksgiving Day at 2:00 PM. The producer for NBC Sports, Erin Bollendorf, will come to School 2 to record (audio only) the provided scripts for each group's introduction. Winslow Township Elementary School 2 students will be recognized and receive credit for their participation in the show.

13. Middle School – Winter Concert

Approval requested for Winslow Township Middle School to perform the Winter Concert on Tuesday, December 13, 2021 at the Winslow Township Middle School cafeteria at 7:00 PM. The band, orchestra, and chorus will perform at this concert.

14. Middle School – Semi-Formal Wear Donations

Approval requested for Winslow Township Middle School 8<sup>th</sup> grade class advisors to seek out donations for new or used semi-formal wear for the 8<sup>th</sup> Grade Semi-Formal Dance on Friday, May 6, 2022. 8<sup>th</sup> graders who have permission will be invited to come and pick out attire at the Cinderella Boutique and What Suits "U" for the semi-formal dance. Attire collection will begin after approval.

15. High School – Child Study Team Case Managers

Approval requested to host the annual Transition Day Event on February 17, 2022, in the High School auxiliary gym. In the event of inclement weather, the alternate date will be February 24, 2022. This event is held to meet the High School student's transitional goals. Winslow Township High School students, their parents, and vendor are invited to participate.

16. High School – Fall Play

Winslow Township High School is requested date changes for their fall play, ***And Then There Were None by Agatha Christie***. Performance dates will now be:

- Wednesday, January 12, 2022 at 9:00 AM (Middle School performance)
- Thursday, January 13, 2022 at 7:00 PM (Student Night)
- Friday, January 14, 2022 at 7:00 PM
- Saturday, January 15, 2022 at 7:00 PM

17. High School – Spring Play

Winslow Township High School is requesting date changes for their spring musical, ***The Addams Family; Book by Marshall Brickman***. Performance dates will be:

- Wednesday, April 6, 2022 at 9:00 AM (Middle School performance)
- Thursday, April 7, 2022 at 7:00 PM (Student Night)
- Friday, April 8, 2022 at 7:00 PM
- Saturday, April 9, 2022 at 2:00 PM (matinee) and 7:00 PM.

**B. Principal’s Update**

- |   |                           |
|---|---------------------------|
| 1. Harassment, Intimidation & Bullying Report (October 16-31, 2021) | <b>Exhibit X B: 1</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	Yes	Ms. Moore	Yes
Ms. Dredden	Yes	Mr. Shaw	Yes
Ms. Martin	Yes	Ms. Thomas	Absent
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, with corrections to Item #12.

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

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

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

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

- 3. Reconciliation Report **None at this time.**
- 4. Board Secretary's Certification **None at this time.**
- 5. Boards' Certification **None at this time.**
- 6. Bill List **Exhibit XI B: 6**

- a. Approve the Vendor Bill List in the amount of \$843,901.88 as per the attached exhibit.
- b. Ratify the Manual Bill List in the amount of \$6,415.25 as per attached exhibit.

7. Payroll

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

- o October 15, 2021                      \$2,496,788.70
- o October 29, 2021                      \$2,490,363.18

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

Approve the Disposal of School Property listed below:

Location	Department	Description
School #2	Playground	(1) Playground Equipment/Plastic House, bad condition/hole in top
Middle School	Room D-105	(1) Long Computer Table, broken leg
Middle School	Room M100	(27) Old Arm-chair Desks, outdated
Middle School	Room H109	(1) Chromebook 2 (science cart 5), (1) Chromebook 5 (science cart 5), broken

9. Use of Facilities

Approve the following Use of Facilities:

School	Organization	Dates	Day/Time	Room	Fee
WTHS	WTHS HSA	December 4, 2021	Saturday, 12:00 PM – 6:00 PM	Cafeteria	-0-

10. New Jersey School Boards Association – Professional Development Professional Development/Board Members

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

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

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

**WHEREAS**, The Board of Education has determined that participation in the NJSBA training and informational programs 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>
John M. Shaw, Jr. Kelly Thomas	Delegate Assembly	November 20, 2021	NC

11. Comprehensive Maintenance Plan, M-1

**Exhibit XI B: 11**

Approve the submission of the M-1 and the Comprehensive Maintenance Plan for each building as per the attached exhibits.



12. 2022-2023 Budget Preparation Calendar

Approve the 2022-2023 Budget Preparation Calendar:

September 23, 2021	Meeting with Superintendent, Assistant Superintendent, Business Administrator and Director of Human Resources to discuss funding source of Capital Projects
October 28, 2021	Meeting with the Leadership Team to discuss financial outlook/strategies for the 2022-2023 budget.
November 16, 2021	Budget Handbook and Preparation Packages distributed to Principals and Directors based on ASSA counts.
November 22, 2021	Operations Committee meeting – Discuss Budget development with Committee members.
December 17, 2021	Due date for budgets and justification to be entered in Budget Software.
January 10 - 14, 2022	Business Administrator, Assistant Superintendent will meet with Principals and Directors to review Budgets and recommend revisions if necessary.
January 25, 2022	Operations Committee Meeting – Discuss/update budget development.
January 27, 2022	Superintendent, Assistant Superintendent, Business Administrator and Director of Human Resources will meet to review Budget status.
February 22 2022	Operations Committee Meeting – Present/review draft Budget.
On or Before March 21, 2022	Adoption and filing of the Tentative Budget to be submitted to the County Office. (May require a Special Meeting.)
April 25, 2022 – May 9, 2022	Public Hearing (May require a Special Meeting.)

**Please note:** Dates may change due to calendar prepared by the State Department of Education.

13. Purchases – Educational Services Commission of New Jersey (ESCNJ)

Approve the following purchases, in the following amounts from the following approved Educational Services Commission of New Jersey (ESCNJ) vendors:

**Items charged to 12-000-252-730**

CDW Government – ESCNJ Contract #18/19-03

IT Equipment	BOE	\$31,096.82
IT Equipment	BOE	\$31,428.87
Camera Services	District	\$7,560.00

14. Purchases – State Contract Vendors

Approve the following purchase, in the following amount from the following approved State Contract Vendor:

**Items charged to 11-000-263-420**

Herc Rentals Inc. – State Contract # 19-GNSV2-00854

Truck/Snow Plow Rental	District	\$8,157.00
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15. Purchases – Ed Data Vendors

Approve the following purchase, in the following amount from the following approved Ed Data vendor:

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

Mack Industries Inc – Ed Data #10392

Replace Logic Sticks	Middle School	\$6,263.00
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16. Professional Development

Approve Ms. Tyra McCoy-Boyle, Business Administrator/Board Secretary, and Ms. Regina Chico, Assistant Business Administrator, to attend the NJASBO workshop “Maintaining and Protecting School Buildings” on November 18, 2021 from 9:00 am to 12:00 pm. The workshop will be held in person in Mt. Laurel, NJ and the total cost to the District is \$100 per person.

17. Approve the Voiding and Reissuance of General Fund Outstanding Checks

Approve the voiding and reissuance of old General Account outstanding checks as listed below:

Payable to:	Check Date	Check Number	Check Amount
P.C.	8/28/2018	127520	25.00
C.C.	10/10/2019	131613	282.00
S.D.	3/18/2020	133430	59.00
R.D.	7/22/2020	134180	177.92
D.H.	11/8/2017	124315	80.00
S.H.	7/22/2020	134206	183.48
M.L.	11/21/2017	124524	59.00
K.L.	7/22/2020	134239	177.60
K.M.	3/18/2020	133485	25.58
NPS	5/23/2018	126655	559.47
PC	11/8/2018	124355	5.50
B.P.	12/9/2020	135355	29.75
P.RR.	8/4/2019	131180	280.00
D.S.	12/1/2017	124625	186.00

18. Amendments to the 2021-2022 IDEA Basic and Preschool Grant

Approve the amendments to the 2021-2022 IDEA Basic and Preschool Grant by budgeting the 2020-2021 carryovers as follows:

	Original Award	Carryover	Revised Amount
Basic Public	\$1,242,911	\$395,941	\$1,638,852
Basic Nonpublic	\$ 15,698	\$ 3,711	\$ 19,409
Preschool	\$ 63,751	\$ 7,174	\$ 70,925

19. State of New Jersey Tuition Contract

Authorize and approve the New Jersey State Department of Education "Mandated Tuition Contracts" for pupils placed by the Department of Children and Families Office of Education for the 2021-22 school year.

20. Agreed Upon Procedures – Retro Calculations

Approve an Agreed Upon Procedures agreement with Bowman and Company, District appointed Auditors, to assist with the retro calculations of staff salaries for the 2019-2020 and 2020-2021 fiscal years. Costs of services are not to exceed \$17,500 and will be charged to 11-000-230-590.

21. Approve Bus Repairs

Approve Wolfington Body Co., Inc. to install factory remanufactured engines in Mini 27 and Bus 71, a 54-passenger bus, at costs of \$36,594.31 and \$35,870.69. Both vehicles have 7 years of remaining life. Wolfington Body Co., Inc. was the successful vendor of the District's bid for Maintenance and Repairs to District's Large School Buses. Costs of repairs will be charged to 11-000-270-420.

Roll Call:			
Mr. Blake	Yes	Ms. Moore	Yes
Ms. Dredden	Yes	Mr. Shaw	Yes
Ms. Martin	Yes	Ms. Thomas	Absent
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, with corrections to #1.**

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

1. 2021/2022 New Hires

**None at this time.**

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	D.L.	Medical	1/1/2022	1/31/2022	Paid
B	M.M.	Maternity	1/1/2022 3/1/2022	2/28/2022 4/30/2022	Paid Unpaid
C	C.N.	Maternity *Revised Dates	1/1/2022 2/1/2022	1/31/2022 4/6/2022	Paid Unpaid
D	B.P.	Medical	11/3/2021 (PM)	12/31/2021	Paid

3. 2021/2022 Sixth Period Assignments

a. Approve to rescind the following Middle School Sixth Period Teacher Assignment:

	Name	Subject	Stipend
A	Fernicola, Rachel	Science 11/8/2021- 4/1/2022	\$8,489.00 (pro-rated)

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

	Name	Subject	Stipend
A	Donohue, Carol	Social Studies 1/1/2022- 5/31/2022	\$8,489.00 (pro-rated)
B	Hairston, Michelle	Social Studies 1/1/2022- 5/31/2022	\$8,489.00 (pro-rated)
C	Hallman, Francine	Science 11/8/2021- 4/1/2022	\$8,489.00 (pro-rated)
D	Jenkins, Maggie Rae	Social Studies 1/1/2022- 5/31/2022	\$8,489.00 (pro-rated)
E	Lindsay, Sammuel	Social Studies 1/1/2022- 5/31/2022	\$8,489.00 (pro-rated)
F	Wepppler, Michael	Social Studies 1/1/2022- 5/31/2022	\$8,489.00 (pro-rated)

4. 2021/2022 Practicum Placement

Approve the following 2021/2022 Practicum Placement:

	University	Student	Mentor	School	Dates
A	Rowan	Clark, Katelyn	Duca, Laura School Counselor	School No. 4	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	Absent
Ms. McClendon	Yes	Ms. Peterson	Yes
		Ms. Pitts	Yes
Motion Carried			

**XIII. ADDENDUM**

**None at this time.**

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

1. The Winslow Board of Education responded to the following OPRA Requests between October 22, 2021 and November 3, 2021:

Received	Requested by	Document Requested	Approved	Denied
1	Winslow Township Education Association	Logs of filters changed in the HVAC system in all district schools and Transportation office since September 1, 2021 – Any maintenance records for the HVAC system since September 1, 2021	✓	
2	Winslow Township Education Association	Winslow Township School District's Professional Development plan	✓	

**XV. OLD BUSINESS**

**None at this time.**

**XVI. NEW BUSINESS**

**Ms. Moore**

Ms. Moore inquired about putting out the applications for the Citizens Advisory Committee. Ms. Pitts replied that the process to recruit usually begins in December and January. Ms. Moore shared that years ago the recruiting process began in November so the members were in place for the beginning of the new year.

Ms. Moore also shared that the Heart and Soul still needs to interview Board Members for their story telling. She is acting on behalf of the organization and explained they will accommodate the Board Members on dates and times. Ms. Pitts asked the Board to share their thoughts as to when they would be available. It was determined that the five members left to be interviewed can be available an hour before the December 8, 2021 Board Meeting.

**Ms. Pitts**

A week ago, the Board Members had their annual School Board Convention, which was held virtually. The convention opened with a student, who was chosen by the New Jersey School Board Association, to do a presentation. Ms. Pitts asked NJSBA how Districts can apply for one of their students to be chosen. She hopes we can apply and have one of our students featured at the 2022 Convention. She's waiting to hear back with additional information. She also shared that they always open with a performance from a school, so she asked how Winslow can apply to be the opening performance, especially since we now have a Championship winning Band.

Ms. Pitts also shared that before the pandemic and the virtual Board Meetings, we had a Senior from the Student Government come and present any information. Moving forward we are going to resurrect this.

**XVII. INFORMATIONAL ITEMS**

**Dr. Poteat**

Dr. Poteat shared that the District Dress Code School Uniform Survey will be available on the website next week. He will make robo calls to the parents to let them know about the survey and to encourage them to participate. There will be one vote per household. Paper ballots will be available for those that need it.

Parent conferences are scheduled for December 7-9, 2021. Options will be available to have the meeting face to face, over the phone, or virtually. Building Principals will be reaching out to parents to find out which option works best.

Real Talk with the Superintendent is scheduled for Monday, November 15, 2021 at 6:30 pm. Dr. Poteat encourages all parents that would like to participate to please log-in next Monday.

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

**A motion was made by Ms. Martin, seconded by Ms. Moore, to open the meeting for Public Comments at 7:42 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

**No Public Comments.**

Ms. Peterson inquired about the High School Giving Tree. A brief discussion was had.

**XIX. ADJOURNMENT OF PUBLIC COMMENTS**

**A motion was made by Ms. Martin, seconded by Ms. Moore, to close the meeting for Public Comments at 7:45 p.m.**

Voice Vote: All in favor

**XX. EXECUTIVE SESSION**

**A motion was made by Ms. Martin, seconded by Ms. Moore, to approve adoption of Executive Resolution and adjournment to Executive Session at 7:46 p.m.**

**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 November 10, 2021 at 7:46 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: N.J.S.A. 18A:37-15 and the nature of the matter, described as specifically as possible without undermining the need for confidentiality is a HIB appeal;
- "(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 proceed with business.

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

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

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

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

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



**XXI. ADJOURNMENT OF EXECUTIVE SESSION**

**A motion was made by Ms. Martin, seconded by Ms. Moore, to close the meeting of the Executive Session at 8:35 p.m.**

Voice Vote: All in favor

**A motion was made by Ms. Martin, seconded by Ms. Moore, to affirm the HIB incident #7669.**

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

**XXII. ADJOURNMENT**

**A motion was made by Ms. Martin, seconded by Ms. Moore to adjourn the meeting at 8:36 p.m. All Ayes.**

Respectfully Submitted,

Tyra McCoy-Boyle  
Business Administrator/Board Secretary



*State of New Jersey*

DEPARTMENT OF EDUCATION  
Camden County Office  
Regional Emergency Training Center  
420 Woodbury-Turnersville Road  
Blackwood, NJ 08012  
Phone (856) 401-2400 Fax (856) 401-2410

ANGELICA ALLEN-McMILLAN, Ed.D.  
*Acting Commissioner*

DARYL J. MINUS-VINCENT  
*Interim Executive County Superintendent*

PHIL MURPHY  
*Governor*

SHEILA Y. OLIVER  
*Lt. Governor*

November 3, 2021

Dr. H. Major Poteat, Superintendent  
Winslow Township School District  
Administration Building  
30 Coopers Folly Road  
Atco, NJ 08004

Dear Dr. Poteat:

My office has reviewed the Winslow Township School District plan for virtual or remote instruction for the 2021-22 school-year. In the event that your Local Educational Agency (LEA) must close for more than three consecutive school days due to a declared state of emergency, declared public health emergency, or a directive by the appropriate health agency or officer to institute a public health-related closure, you may use virtual or remote instruction to satisfy the 180-day requirement pursuant to N.J.S.A. 18A:7F-9.

You must post the approved plan on your LEA website. If your LEA makes revisions to this plan, please resubmit the plan to this office accompanied by the board approval and another attestation, which can be found at, [Emergency Virtual or Remote Instruction Programs \(nj.gov\)](https://www.nj.gov/education/emergency-virtual-or-remote-instruction-programs). Thank you and I hope you have a successful 2021-22 school year.

Sincerely,

*Daryl J. Minus-Vincent*

Daryl J. Minus-Vincent  
Interim Executive County Superintendent

DJMV:rr

***CAC MEETING-November 4, 2021 7:01pm- 8:00pm***

Ian Moran, Rita Martin, Joe Thomas, Danelle Hunter, Shawana Hart, Carolynne Carter and Cheryl Pitts

Ian has supplied a link for all CAC members to participate in a Self -Elevation.

We will review the guidelines for the CAC at our next meeting

The CAC members would like to congratulate the marching band on winning the Regional, State, and Atlantic Coast Championship. Here's the link to the video. <https://youtu.be/DPG6mfzxBEY>.

The CAC would like to meet with the Principal, Mr. Marella, Mr. Parkhurst to make some recommendations possibly recruiting our 8<sup>th</sup> graders to become a part of the band during orientation (move up day).

The CAC would like to know what is the 4<sup>th</sup>/5<sup>th</sup> grade curriculum for health and obesity. I placed a call to Dr Carcamo on Wednesday, 11/10/2021

Ian Moran is currently working on what it will take to have an Advocacy network in the district.