

WINSLOW TOWNSHIP BOARD OF EDUCATION
Regular Board of Education Meeting
Winslow Township Middle School – Cafeteria
Wednesday, August 24, 2022
5:00 p.m. - Board Training/Goal Setting
7:00 p.m. - Regular Meeting
Minutes

I. PUBLIC NOTICE of this meeting was given to all Board Members and Associates in a notice dated **01/06/2022 and 8/19/2022**. 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	John M. Shaw, Jr.
	Lorraine Dredde	Kelly Thomas
	Rita Martin	Julie Peterson, Vice President
	Rebecca Nieves	Cheryl Pitts, President

Absent: Cynthia Moore

Also Present: Dorothy Carcamo, Ed.D., Assistant Superintendent
Tyra McCoy-Boyle, Business Administrator/Board Secretary
John Wade, Esq., Solicitor

IV. PLEDGE OF ALLEGIANCE

V. 2021-2022 DISTRICT GOALS

(Ms. Peterson)

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. EXECUTIVE SESSION I

A motion was made by Mr. Shaw, seconded by Mr. Blake, to approve the adoption of Executive Resolution and adjournment to Executive Session at 5:14 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 August 24, 2022 at 5:14 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: _____ and the nature of the matter, described as specifically as possible without undermining the need for confidentiality is _____;

"(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 to determine that there is no need for Executive Session I;

WHEREAS, the length of the Executive Session is estimated to be -- 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. Nieves	Yes
Ms. Dredden	Yes	Mr. Shaw	Yes
Ms. Martin	Yes	Ms. Thomas	Yes
Ms. Moore	Absent	Ms. Peterson	Yes
		Ms. Pitts	Yes
Motion Carried			

VII. ADJOURNMENT OF EXECUTIVE SESSION I

A motion was made by Mr. Shaw, seconded by Mr. Blake, to close the meeting of Executive Session I at 5:17 p.m.

Voice Vote: All in favor

VIII. BOARD TRAINING/GOAL SETTING

5:18 p.m. – WTMS Media Center

1. Board Training/Goal Setting – NJSBA

The Board President, Ms. Cheryl Pitts, recognized Ms. Jacquelyn Lee, Committee person.

IX. AWARDS/PRESENTATIONS

7:05 p.m. – WTMS Cafeteria

1. New Jersey Student Learning Assessment (NJSLA) Presentation – Dr. Carcamo, Assistant Superintendent.

Dr. Carcamo provided results of the 2022 Preliminary New Jersey Student Learning Assessment (NJSLA). Dr. Poteat will give a detailed presentation of the assessment results at the September 14, 2022 Board Meeting.

X. CORRESPONDENCE

None at this time.

XI. MINUTES

A motion was made by Mr. Shaw, seconded by Mr. Blake, to approve the minutes of the following meeting:

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

Regular Meeting	Wednesday, August 10, 2022	Open Session
-----------------	----------------------------	--------------

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

XII. BOARD COMMITTEE REPORTS

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

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

Diversity, Equity and Inclusion Committee – Ms. Thomas – None at this time.

Marketing Committee – Mr. Blake – Minutes are attached. Mr. Blake thanked all of those who donated to the community.

Operations Committee – Ms. Thomas – Minutes are attached.

Policy Committee – Ms. Pitts – Minutes are attached. Mr. Blake inquired about policies that were presented along with the policies that were changed. Ms. Pitts responded that the new policies that were reviewed will be presented at the September 14, 2022 Board Meeting.

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

XIII. SUPERINTENDENT’S REPORT

A motion was made by Mr. Shaw, seconded by Mr. Blake, 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 **Exhibit XIII A: 2**

Approve the Second Reading and Adoption of Board Policies and Regulations as listed below and in the attached exhibits:

Policy/Regulation	Policy/Regulation Title
P 0143.2	High School Student Representative to the Board of Education
P 0163	Quorum
P 1511	Board of Education Website Accessibility
P 2415	Every Student Succeeds Act
P 2415.04	Title I-District-Wide Parent and Family Engagement
P 2415.50	(School Name) Title I-School Parent and Family Engagement
P 3216	Dress and Grooming (Teaching Staff Members)
P 3270	Professional Responsibilities
R 3270	Lesson Plans and Plan Books
P 4216	Dress and Grooming (Support Staff Members)
P & R 5513	Care of School Property
P 5517	School District Issued Student Identification Cards
P 5722	Student Journalism

Abolished

Policy/Regulation	Policy/Regulation Title
P & R 2432	School Sponsored Publications

3. Security/Fire Drill

Approve the Security/Fire Drill Report, for the month of August 2022, as listed below:

School	Date	Elapsed Time	Type of Drill	A.M./P.M.
School #3	8/2/22	5 minutes	Fire	9:50 AM
	8/3/22	5 minutes	Shelter in Place	9:16 AM
School #6	8/4/22	2 min. 30 sec.	Fire	10:17 AM
	8/3/22	5 minutes	Shelter in Place	11:43 AM
WTMS.	8/2/22	5 minutes	Shelter in Place	11:17 AM
	8/4/22	6 minutes	Fire	10:10 AM

4. Professional Development/Workshops & Conferences **Exhibit XIII A: 4**
Approve Professional Development/Workshops & Conferences as listed in the attached exhibit.
5. Field Trip(s) **Exhibit XIII A: 5**
Approve Field Trips as listed in the attached exhibit.
6. Tuition Students **Exhibit XIII A: 6**
Approve Out of District Tuition Students for the 2022/2023 school year as listed in the attached exhibit.
7. Terminate Out-of-District Placement(s) **Exhibit XIII 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) **None at this time.**
10. Fundraiser(s) **Exhibit XIII A: 10**
Approve Fundraisers as listed below and in the attached exhibit:

School 3

- o Spiritwear Sale, (9/12/22 – 9/23/22, 10/24/22 – 11/3/22, 2/16/23 – 3/23/23), P.T.O
- o Scholastic Bookfair, (10/17/22 – 10/21/22), P.T.O.
- o Scholastic Bookfair Family Night, (10/19/22), P.T.O.
- o Trunk or Treat, (10/21/22), P.T.O.
- o Holiday Shop, (12/12/22-12/16/22), P.T.O.
- o Holiday Shop Family Night, (12/14/22), P.T.O.
- o Scholastic Bookfair, (2/27/23-3/3/23), P.T.O.
- o Scholastic Bookfair Family Night, (3/1/23), P.T.O.
- o March Madness Coin Drive, (3/13/23-3/24/23), P.T.O.
- o Pretzels for Autism Awareness, (3/31/23 – 4/6/23), P.T.O.
- o Wooden Rose Sale, (5/1/23 – 5/11/23), P.T.O.
- o Scholastic BOGO Book Fair, (5/15/23 – 5/19/23), P.T.O.
- o Scholastic BOGO Book Fair Family Night, (5/17/23), P.T.O.
- o Scentco Sales, (2022-2023 School Year), P.T.O.

11. School 1 – Back to School Night Table

Approval requested for the School 1 H.S.A. to have an informational table during Back-to-School night.

12. School 5 & 6 – Concert Dates

Approve the following dates for Schools 5 & 6 concerts for the 2022-2023 school year:

Winter Concerts:

- January 25, 2023: School 5 assembly at 9:30 AM
- January 26, 2023: School 6 assembly at 9:30 AM
- January 26, 2023: Evening concert: School 6 at 7:00 PM

Spring Concerts:

- May 24, 2023: School 6 assembly at 9:30 AM
- May 25, 2023: School 5 assembly at 9:30 AM
- May 25, 2023: Evening concert: School 5 at 7:00 PM

13. Middle School – Etiquette Classes

Approval requested for the South Jersey School of Etiquette to present four Etiquette workshops for the Eagles Nest fall 2022 afterschool groups. Four workshops will be held, at a total cost of \$1,200, to be paid out of account #20-292-200-300-000-07.

14. Middle School – Clinical Supervision Services

Approval requested for Family Therapy and Consultation Services (FTxCS) to provide nine hours of clinical supervision by a LCSW for the MS School Based Youth Services, Mental Health Provider for the 2022-2023 school year. Cost of \$990.00 to be paid out of account number 20-292-200-300-000-07.

15. Renewal – Digital Learning Systems and Services for Grades 3 to 12

Approve the final one-year renewal of Bid #2021-04 with McGraw Hill Education Achieve 3000, for the 2022-2023 school year, to provide the Achieve3000 Digital Learning Systems and services for Grades 3 to 12 at a total cost of \$138,360.00.

Cost: Items are to be charged to the following accounts: \$32,565.00 from Title I: 20-232-100-600; \$31,435.00 from Title II: 20-273-200-300; \$36,000.00 from Title IV: 20-286-100-600; and \$38,360.00 from General Fund: #11-190-100-610-000-20.

B. Principal’s Update

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

Roll Call:			
Mr. Blake	Yes	Ms. Nieves	Yes (Abstain Item A2)
Ms. Dredden	Yes	Mr. Shaw	Yes
Ms. Martin	Yes	Ms. Thomas	Yes
Ms. Moore	Absent	Ms. Peterson	Yes
		Ms. Pitts	Yes
Motion Carried			

XIV. BUSINESS ADMINISTRATOR/BOARD SECRETARY'S REPORT

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

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 XIV B: 6**
 - a. Approve the Vendor Bill List in the amount of \$1,134,285.12 as per the attached exhibit.
 - b. Ratify the Manual Bill List in the amount of \$1,024,299.19 as per attached exhibit.
- 7. Payroll **None at this time.**
- 8. Disposal of School Property and Textbooks **Exhibit XIV B: 8**

Approve the Disposal of School Property listed below:

Location	Department	Description
School 1	Office	(1) Teacher desk, 20 years old, 2 broken legs (5) Wooden cubbies/coat hooks, 20 years old, do not need/no storage
School 2	Teacher's Lounge	(1) Wooden shelf/cubby, years unknown, broken/not usable (2) High top tables, 5 years old, unstable, not in use. (16) High top stools, 5 years old, unstable, wobbly, not in use. (1) Reception room sofa, 15+ years old, not in use. (1) Reception room coffee table, 15+ years old, not in use
High School	Admin	(10) File Cabinets, old and broken
High School	Mathematics	(2) Metal Storage Closets, >10 years old, poor condition, lock broken

High School	Social Studies	(35) Prentice Hall United State History, 22 years old, not current. (49) McGraw Hill Street Law, 6 years old, new edition being used, outdated. (16) McGraw Hill Street Law, 6 years old, not in use. (19) Holt McDougal Economics, 11 years old, not in use (39) Holt McDougal Economics, 10 years old, out dated, using a different text. (14) Holt Psychology-Principles in Practice, 15 years old, not in use.
High School	Science	(35) Introduction to Anatomy and Physiology-Goodheart-Wilcox, 8 years old, out dated, being replaced. (50) Introduction to Anatomy and Physiology-Goodheart-Wilcox, 8 years old, out dated, being replaced. (13) Microbiology: An Introduction Study Guide 11 th ed., 9 years old, outdated, being replaced. (2) A natural Approach to Chemistry 2 nd ed., 6 years old, outdated, replaced. (2) Holdt Modern Chemistry Textbook, 13 years old, outdated, replaced.

9. Use of Facilities

None at this time

10. 2022 Board Meeting Dates

Approve the 2022 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 14, 2022	7:00 p.m.	WTMS	Wed., September 28, 2022	7:00 p.m.	WTMS
Wed., October 12, 2022	7:00 p.m.	WTMS	Wed., October 26, 2022	7:00 p.m.	WTMS
Wed., November 9, 2022	7:00 p.m.	WTMS	Tues., November 22, 2022	7:00 p.m.	WTMS
Wed., December 14, 2022	7:00 p.m.	WTMS	-----	-----	-----
Wed., January 4, 2023 Reorganization Meeting	7:00 p.m.	WTMS	-----	-----	-----

11. Parental Transportation Contract

Approve, authorize and ratify the Parental Transportation Contract for Ms. Dorothy Beck to transport her child at a rate of \$90.00/day in accordance with the term as follows:

July 1, 2022 – August 31, 2022

The parent/legal guardian will provide to the Board Secretary evidence of a valid Driver's license, a valid vehicle registration and display a current inspection sticker on the windshield. In addition, the parent/legal guardian shall furnish automobile liability insurance not less than \$1,000,000 single limit coverage per occurrence.

12. Parental Transportation Contract

Approve the Parental Transportation Contract for Ms. Dorothy Beck to transport her child at a rate of \$90.00/day in accordance with the term as follows:

September 1, 2022 – June 30, 2023

The parent/legal guardian will provide to the Board Secretary evidence of a valid Driver's license, a valid vehicle registration and display a current inspection sticker on the windshield. In addition, the parent/legal guardian shall furnish automobile liability insurance not less than \$1,000,000 single limit coverage per occurrence.

13. Parental Transportation Contract

Approve the Parental Transportation Contract for Ms. Elizabeth Mathes to transport her child at a rate of \$90.00/day in accordance with the term as follows:

September 1, 2022 – June 30, 2023

The parent/legal guardian will provide to the Board Secretary evidence of a valid Driver's license, a valid vehicle registration and display a current inspection sticker on the windshield. In addition, the parent/legal guardian shall furnish automobile liability insurance not less than \$1,000,000 single limit coverage per occurrence.

14. Parental Transportation Contract

Approve the Parental Transportation Contract for Ms. Jessica Nees to transport her child at a rate of \$90.00/day in accordance with the term as follows:

September 1, 2022 – June 30, 2023

The parent/legal guardian will provide to the Board Secretary evidence of a valid Driver's license, a valid vehicle registration and display a current inspection sticker on the windshield. In addition, the parent/legal guardian shall furnish automobile liability insurance not less than \$1,000,000 single limit coverage per occurrence.

15. Approve Maintenance Agreement

Approve a maintenance agreement with Earthtrek Environmental Inc., to supply chemical and technical services for all hot water closed systems for all schools for the 2022-2023 school year in the amount of \$4,800.00. Services are to be charged to 11-000-261-420.

16. Purchase – State Contract Vendors

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

Items charged to 11-000-262-610

<u>W.W. Grainger Inc. – State Contract #19-FLEET-00566</u>		
Maintenance Supplies	Maint/Oper	\$4,119.20
<u>W.W. Grainger Inc. – State Contract #19-FLEET-00566</u>		
Refrigerant	Maint/Oper	\$1,424.56

Items charged to 11-000-270-615

<u>Wolfington Body Co. Inc. – NJ State Contract #A42076</u>		
Fleet Supplies	Transportation	\$5,891.47
<u>Wolfington Body Co. Inc. – NJ State Contract #A42076</u>		
Actuator	Transportation	\$1,149.65
<u>Wolfington Body Co. Inc. – NJ State Contract #A42076</u>		
Warning Lights	Transportation	\$1,676.72
<u>Wolfington Body Co. Inc. – NJ State Contract #A42076</u>		
Panels	Transportation	\$2,988.34

17. RFP 2023-02 – Blended Online Literacy Learning Program

- a. Approve the record of RFP 2023-02 – Blended Online Literacy Learning Program, received and opened in public on Wednesday, August 17, 2022.

Name of Vendor	Total Bid
Houghton Mifflin Harcourt	\$35,000.00

- b. Approve the award of RFP 2023-02 – Blended Online Literacy Learning Program, based on the evaluative criteria, to Houghton Mifflin Harcourt in the amount of \$35,000.00. Services are to be charged to account #11-000-217-320.

18. Rescind Award – RFP #2023-01 Elementary Handwriting Program

Approve to rescind the award for the Elementary Handwriting Program, which was awarded at the August 10, 2022 meeting, due to a material defect in the RFP requirements. An amended Request for Proposal (RFP) for these services will be reposted.

19. Amend Award for the Repair of a Conduit Pathway

Exhibit XIV B: 19

Approve to amend the June 8, 2022 award to New Jersey Business Systems to repair the conduit pathway under state contract #T289/88738 from \$30,568.00 to \$35,330.35, per the original proposal. See the attached exhibit.

Roll Call:			
Mr. Blake	Yes	Ms. Nieves	Yes
Ms. Dredden	Yes	Mr. Shaw	Yes (Abstain Item B 6a., vendor 2027)
Ms. Martin	Yes	Ms. Thomas	Yes
Ms. Moore	Absent	Ms. Peterson	Yes
		Ms. Pitts	Yes
Motion Carried			

XV. PERSONNEL

A motion was made by Mr. Shaw, seconded by Mr. Blake, to approve Item A. as recommended by the Superintendent

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

1. 2022/2023 New Hires

Approve the following New Hires for the 2022/2023 school year:

	Name	Location	Position	Salary	Effective
A	*Barone, Christina	School No. 5	Speech Specialist	\$78,495.00 (pro-rated) Stipend \$593.00 (pro-rated) MA, Step 11	10/1/2022
B	*Coleman, Keosha	Transportation	Bus Driver	\$20,641.00 Step 2	9/1/2022
C	*Grzyb, Dana	School No. 5	School Counselor	\$58,370.00 MA, Step 1	9/1/2022
D	Harvey, Nakia	High School	Security Guard	\$40,000.00	9/1/2022
E	Speights, Brian	Middle School	Security Guard	\$40,000.00	9/1/2022

*Salary adjustment pending ratification of the WTEA contract

2. Resignations

Approve the following Resignations for the 2022/2023 school year:

	Name	Location	Position	Effective
A	Murray, Allison	School No. 1	Preschool Teacher	8/31/2022 *Revised Date
B	Podwats, Nicole	School No. 6	Special Education Teacher	10/15/2022
C	Smith, Desiree	School No. 2	Kindergarten Teacher	8/31/2022
D	Welsh, Kelsey	School No. 5	Speech Language Specialist	9/30/2022

3. Leave of Absence Request

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

	Name	Type of Leave	From	To	Paid/Unpaid
A	R.C.	FMLA	9/1/2022	11/30/2022	Unpaid

4. Sixth Period Teacher Assignments

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

	Name	Position	Stipend
A	Griffin, Ayana	Science	\$8,489.00
B	Hallman, Francine	Science	\$8,489.00
C	Parzanese, Maria	English Language Arts	\$8,489.00
D	Stover, Kelsey	English Language Arts	\$8,489.00
E	Wittmer, Jeanette	Science	\$8,489.00

*Stipend adjustment pending ratification of the WTEA contract

b. Approve to rescind the following High School LOA Sixth Period Teaching Assignment, effective September 1, 2022- November 25, 2022:

	Name	Position	Pro- rated Stipend
A	Boandl, Karen	Science	\$8,489.00

c. Approve the following High School LOA Sixth Period Teaching Assignment, effective September 1, 2022- November 25, 2022:

	Name	Position	Pro- rated Stipend
A	Munro, Scott	Science	\$8,489.00

*Stipend adjustment pending ratification of the WTEA contract

5. 2022/2023 Lateral Movements

Approve the following Lateral Movement requests for the 2022/2023 school year, effective September 1, 2022:

	Name	School	From	Step	Salary	To	Step	Salary
A	Cuneo, Christopher	High School	BA	13	\$89,279.00	BA+15	13	\$89,999.00
B	Garonzik, Andrew	Middle School	BA	4	\$56,870.00	BA+15	4	\$57,670.00
C	Kirk, Joseph	High School	MA	6	\$59,870.00	MA+15	6	\$60,670.00
D	Lepre, Michelle	Middle School	BA+15	8	\$60,545.00	MA	8	\$62,145.00
E	Loughery, Krystle	School No. 2	BA+15	7	\$58,570.00	MA	7	\$60,170.00
F	McKnight, Maryetta	High School	BA+15	11	\$76,895.00	MA	11	\$78,495.00
G	Ovalle, Vanessa	High School	BA	7	\$57,770.00	MA	7	\$60,170.00
H	Serratore, Beth	School No. 6	BA+15	13	\$89,999.00	MA	13	\$91,679.00
I	Tagmire, Carolyn	High School	BA	13	\$89,279.00	MA	13	\$91,679.00

*Salary adjustment pending ratification of the WTEA contract

6. 2022/2023 Staff Reassignments

Approve the following Staff Reassignments for the 2022/2023 school year, effective September 1, 2022:

	Name	From Position	Location	To Position	Location
A	Gruber, Hannah	Reading Dev. Teacher-GF	School No. 5	Grade 5 Teacher	School No. 5
B	Saintilus, Jessica	Speech Language Specialist	School No. 3/ School No. 4	Speech Language Specialist	School No. 4
C	Spears, Kenneth	Security Guard	High School	Security Guard	Middle School

7. Title I - ESSA Grant for Fiscal Year 2022/2023

Approve the following employees to be charged to the Title I- ESSA Grant for fiscal year 2022/2023:

Name	Job Title	% of Salary	Total Salary	Amount to be Charged	Account Line
Collier-Laster, Catrina	Reading Specialist –MS	100%	\$91,679.00	\$91,679.00	20-232-100-100-000-07
Cox, Steven	Math Teacher – MS	100%	\$56,870.00	\$56,870.00	20-232-100-100-000-07
Gallagher, Alice	ELA Teacher – HS	100%	\$91,679.00	\$91,679.00	20-232-100-100-000-08
Griffiths, Ashley	Reading Dev. – Sch. 1	100%	\$57,870.00	\$57,870.00	20-232-100-100-000-01
Harvey, Nicolette	Reading Dev. – Sch. 2	100%	\$56,770.00	\$56,770.00	20-232-100-100-000-02
Hebbons, Crystal	Reading Specialist – Sch. 6	100%	\$85,595.00	\$85,595.00	20-232-100-100-000-06
Mailey, Lisa	Reading Dev. – Sch. 3	100%	\$72,795.00	\$72,795.00	20-232-100-100-000-03
Ripp, Roberta	Reading Specialist – Sch. 5	100%	\$91,679.00	\$91,679.00	20-232-100-100-000-05
Sawyer, Stephanie	Math Teacher – HS	100%	\$89,999.00	\$89,999.00	20-232-100-100-000-08
Zorzi, Lauren	Reading Dev. – Sch. 4	100%	\$72,795.00	\$72,795.00	20-232-100-100-000-04

*Salary adjustment pending ratification of the WTEA contract

8. Preschool Education Grant for Fiscal Year 2022/2023

Approve the following employees to be charged to the Preschool Education Grant for fiscal year 2022/2023:

Name	Job Title	% of Salary	Total Salary	Amount to be Charged	Account Line
Bombara, Joyce	Secretary, Curriculum and Instruction	51.97%	\$59,202.00	\$30,767.00	20-218-200-105-000-00
Brogan, Shannon	PK Teacher – Sch. 1	100%	\$56,270.00	\$56,270.00	20-218-100-101-000-01
Murray, Allison	PK Teacher – Sch. 1	100%	\$58,670.00	\$58,670.00	20-218-100-101-000-01
Rouse, Tangika	PK Teacher – Sch. 1	100%	\$62, 145.00	\$62, 145.00	20-218-100-101-000-01
DeAngelis, Kathleen	PK Teacher – Sch. 2	100%	\$65, 545.00	\$65, 545.00	20-218-100-101-000-02
Nauss, Kelly	PK Teacher – Sch. 2	100%	\$62, 145.00	\$62, 145.00	20-218-100-101-000-02
Kollar, Linda	PK Teacher – Sch. 3	100%	\$58, 770.00	\$58, 770.00	20-218-100-101-000-03
Potts, Tufeka	PK Teacher – Sch. 3	100%	\$62, 145.00	\$62, 145.00	20-218-100-101-000-03
Rapetti, Kristina	PK Teacher – Sch. 3	100%	\$60, 545.00	\$60, 545.00	20-218-100-101-000-03
Gavin, Candice	PK Teacher – Sch. 4	100%	\$56, 270.00	\$56, 270.00	20-218-100-101-000-04
McKechney, Erica	PK Teacher – Sch. 4	100%	\$59, 745.00	\$59, 745.00	20-218-100-101-000-04
Sorg, Alison	PK Teacher – Sch. 4	100%	\$64, 745.00	\$64, 745.00	20-218-100-101-000-04

*Salary adjustment pending ratification of the WTEA contract

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

XVI. ADDENDUM

I. SUPERINTENDENT’S REPORT

A motion was made by Mr. Shaw, seconded by Mr. Blake, to approve A. as recommended by the Superintendent.

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

1. Back-to-School Night (Change in Date)

Approve to change the date of the Back-to-School Night for Schools 3 & 4 from September 14, 2022 to September 12, 2022 at 6:30 PM.

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

II. BUSINESS ADMINISTRATOR/BOARD SECRETARY’S REPORT

A motion was made by Mr. Shaw, seconded by Mr. Blake, 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. Vision Insurance Provider – EUS

Exhibit II A: 1

Extraordinary Unspecifiable Services (EUS) Request for Proposals (RFP) were received on July 19, 2022 at 11:00 a.m. for Vision Insurance Provider as recorded below:

	EyeMed Vision Care, LLC. * (Provider Disruption - 16%)		VSP Vision Care (Provider Disruption – NA)		National Vision Administrators, LLC. (Provider Disruption – 30%)	
	Annual Cost-2 Year	Annual Cost-3 Year	Annual Cost-2 Year	Annual Cost-3 Year	Annual Cost-2 Year	Annual Cost-3 Year
Year 1	\$87,459.84	\$87,459.84	\$106,435.00	\$109,746.00	\$95,140.80	\$95,140.80
Year 2	87,459.84	87,459.84	106,435.00	109,746.00	95,140.80	95,140.80
Year 3	---	87,459.84	---	109,746.00	---	95,140.80
Total	\$174,919.68	\$262,379.52	\$212,870.00	\$329,238.00	\$190,281.60	\$285,422.40

*The vendor retracted original letter – cannot provide equal to or better than coverage.

Approve VSP Vision Care to provide Vision Insurance coverage at an estimated annual premium of \$106,435.00 effective July 1, 2022 through June 30, 2023, with the option for a one (1) year renewal, subject to appropriations. Services are to be charged to 11-000-291-270. Further approve the attached Standard Certification Declaration for an Extraordinary Unspecifiable to contract with VSP Vision Care to provide coverage.

2. New Jersey School Boards Association – 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 \$.47 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 Shaw	Legislative Committee Meeting	September 17, 2022	N/A

3. Environmental Services – Potable Water

Approve McGowan Well Water Compliance Management, LLC as the Potable Water Licensed Operator for the well at School 1 at a monthly cost of \$225.00 for the 2022-2023 school year. The vendor will prepare Consumer Confidence Report/Water Quality Report at a cost of \$200.00. Total costs of annual services are \$2,900.00. Services are to be charged to 11-000-261-420.

4. Purchases – HCESC Contract Vendor

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

<u>Items charged to 11-000-262-610</u>		
<u>General Chemical and Supply - HCESC-CAT 19-02</u>		
Custodial Supplies	BOE Maint/Oper	\$7,906.40

5. Follett – Hosted Library Services

Approve Follett Hosted Service for District Libraries for the 2022-2023 school year at a cost of \$9,029.04. Services are to be charged to account number 11-000-221-320.

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

III. PERSONNEL REPORT

A motion was made by Mr. Shaw, seconded by Mr. Blake, to approve Item A. as recommended by the Superintendent, with corrections to item #4.

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

1. 2022/2023 New Hires

a. Approve to rescind the following New Hire for the 2022/2023 school year:

	Name	Location	Position	Salary	Effective
A	Devard, Nalani	High School	Special Ed. Teacher	\$94,079.00 MA+45, Step 13	8/22/2022

b. Approve the following New Hires for the 2022/2023 school year:

	Name	Location	Position	Salary	Effective
A	*Clark, Kevin	School No. 4	Special Ed. Teacher	\$56,270.00 (pro-rated) BA, Step 2	10/20/2022
B	*Collins, Mackenzie	High School	School Counselor	\$58,370.00 MA, Step 1	9/1/2022
C	Crowe, Gary	High School	Youth Dev. Specialist	\$40,000.00 (pro-rated)	9/1/2022
D	*Roesch, Lauren	School No. 3/ School No. 4	Speech Specialist	\$62,145.00 (pro-rated) Stipend \$593.00 (pro-rated) MA, Step 8	11/1/2022
E	*Veneziani, Lauren	School No. 5	Special Ed. Teacher	\$86,395.00 (pro-rated) MA+45, Step 12	11/1/2022

*Salary adjustment pending ratification of the WTEA contract

2. Resignations

Approve the following Resignations for the 2022/2023 school year:

	Name	Location	Position	Effective
A	Davis, Tricia	High School	Special Ed. Teacher	10/21/2022
B	Greer, Sarah	Middle School	ELA Teacher- Grade 8	8/31/2022
C	Tague, Jeffrey	Transportation	Substitute Bus Driver	9/2/2022

3. 2022/2023 Assistant Athletic Director

Approve the following Assistant Athletic Director for the 2022/2023 school year:
(11-402-100-100-402-08)

	Name	Position	Stipend	Step
A	Watson, Jeff	Assistant Athletic Director	\$2,419.00 (split)	1

*Stipend adjustment pending ratification of the WTEA contract

4. 2022/2023 CRRSA- ESSER II Grant

Approve the following employees to be charged to the CRRSA - ESSER II Federal Grant for the 2022/2023 school year: (20-483-100-100-000-00)

Name	Job Title	Total Salary	Federal % of Salary	Amount Charged to Federal
Baldwin, Karley	Grade Four Teacher	\$57,870.00	100%	\$57,580.00
Earlin, Chelsi	Reading Development Teacher	\$58,470.00	100%	\$58,470.00
Forry, McKenna	Math Teacher	\$56,270.00	100%	\$56,270.00
Gruber, Hannah	Grade Five Teacher	\$56,270.00	100%	\$56,270.00
Horner, Victoria	Grade Two Teacher	\$57,570.00	100%	\$57,570.00
Nicoletto, Tyler	English Teacher	\$58,670.00	100%	\$58,670.00
Pacheco, Blaire	Kindergarten Teacher	\$58,470.00	100%	\$58,470.00
Price, Madison	Reading Development Teacher	\$57,870.00	100%	\$57,870.00
Schwartz, Ashley	Grade One Teacher	\$56,770.00	100%	\$56,770.00
Warren, Molly	Grade Two Teacher	\$58,370.00	100%	\$58,370.00
Wittmer, Jeanette	Science Teacher	\$56,870.00	100%	\$56,870.00
Wright, Nicholas	Science Teacher	\$58,770.00	100%	\$58,770.00

*Salary adjustment pending ratification of the WTEA contract

5. 2022/2023 Announcers, Ticket Sellers & Collectors, Clock Operators, Bookkeepers for Football

Approve the following employee to work as an Announcer, Ticket Seller & Collector, Clock Operator, Bookkeeper for the 2022/2023 Football season, on an as needed basis, per game rate as listed: (11-402-100-100-402-08)

Fall/ Winter Seasons	
Position	Per Game
Announcer	\$100.00
Ticket Seller	\$100.00
Ticket Collector	\$100.00
Clock Operator	\$100.00
Bookkeeper	\$100.00

	Name	Location
A	Brown-Self, Shawnnika	High School

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

XVII. OPEN PUBLIC RECORDS ACT (OPRA) REQUEST

1. The Winslow Board of Education responded to the following OPRA Request between August 5, 2022 and August 18, 2022:

Received	Requested by	Document Requested	Approved	Denied
1	Janie Jordan, Data Research Partners LLC.	Data Research Partners LLC would like to request access to and a copy of a listing of all Winslow Township School District's employees' first and last names, e-mail addresses, title/position, and primary campus/department location.	✓	

XVIII. OLD BUSINESS

None at this time.

XIX. NEW BUSINESS

None at this time.

XX. INFORMATIONAL ITEMS

Dr. Carcamo informed Board Members that in their folders were copies of the welcome back letters that Dr. Poteat sent to families and staff. A copy of Emergency Procedures information was also included in their folders. All schools were provided with the same copies. Packets, including the Emergency Procedures information, will be mailed home this Friday, August 26, 2022 and students will receive information about their teachers, classes, and important forms that need to be returned to the school. On September 2, 2022, there will be a Pre-K and Kindergarten orientation at Schools #1 through #4 that will take place at 10:30 a.m.

XXI. PUBLIC COMMENTS (Time Limited)

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.

A motion was made by Mr. Shaw, seconded by Mr. Blake, to open the meeting for Public Comments at 7:36 p.m.

Voice Vote: All in favor

Jacquelyn Lee

Ms. Lee informed Board Members that the Board of Health will have a table set up at the Winslow Township Family Day on Saturday, August 27, 2022. They would like to show appreciation to the teachers. She invited the teachers to stop by their table and pick up tokens of appreciation.

Abena McClendon

Ms. McClendon wanted to remind everyone that the Winslow Township Family Day is this Saturday, August 27, 2022 from 2:00 p.m. to 8:00 p.m. There will be plenty of vendors, food trucks and entertainment and encouraged the community to come out. Ms. McClendon discussed the Camden County teacher of the year and stated that Mr. Wepler's essay was phenomenal. Ms. McClendon wanted to thank Ms. Nwanguma on her recommendation letter for Mr. Wepler. Ms. Pitts asked if it would be possible to publicize Mr. Wepler's award winning essay. Dr. Carcamo responded that it would need to be discussed with Mr. Wepler first.

Joe Thomas

Mr. Thomas was not present.

XXII. ADJOURNMENT OF PUBLIC COMMENTS

A motion was made by Mr. Shaw, seconded by Mr. Blake, to close the meeting for Public Comments at 7:47 p.m.

Voice Vote: All in favor

XXIII. EXECUTIVE SESSION II

None at this time.

XXIV. ADJOURNMENT

A motion was made by Mr. Shaw, seconded by Mr. Blake, To adjourn the meeting at 7:48 p.m. All Ayes.

Respectfully Submitted,



Tyra McCoy-Boyle
Business Administrator/Board Secretary

OPERATIONS COMMITTEE MEETING MINUTES

5:30 p.m. Tuesday, August 23, 2022

Virtual – WebEx

The Operations Committee met on Tuesday, Aug. 23, 2022 at 5:30 p.m. In attendance were Ms. Dredden, Committee Chair, Ms. Thomas, Ms. Pitts and Mr. Shaw. Also, in attendance were Ms. Boyle and Ms. Chico. The following items were discussed:

1. 2020-2021 Mini - Projects:
 - a. Acoustic ceiling renovation – The project is complete and ready to close out.
 - b. MS & HS Refrigerator/Freezer Replacements – The vendor is coordinating with Franklin alarms for the installation of temperature sensors.
2. 2021-22 Capital Projects:
 - a. We received DOE approvals for all 2021-22 projects with the exception of the painting of the interior trim at the High School, which did not require DOE approval.
3. Bids!

The District solicited bids for the replacement of walk-in refrigerator/freezer units in the cafeterias at schools 3, 4, 5 and 6, and an upgrade to the HVAC system at School #6, phase I. All projects were bid and awarded with the exception of:

 - Replacing the Circulation Pumps
 - The painting of the exterior of the Middle School
 - The painting of the interior trim at the High School

These projects were bid, but received either no response or the response exceeded the approved budget. They will be re-bid.

4. Projects' Status:

Middle School Parking Lot

Remaining work: -

- Grass restoration and remove fence (8/19)
- Install handicap parking space signage (scheduled for week of 8/22)
- Install speed bumps

High School Tennis Courts Resurfacing

Remaining work: -

- Surface /pave the tennis courts and parking lot (scheduled for 8/22)
- Install chain link fence around the tennis courts (scheduled for 8/24)
- Stripe tennis court parking lot (TBD)
- Paint tennis court surface and install netting (TBD)

Administration Office Parking Lot

Remaining work: -

- Grass restoration in new median completed on 8/19
- Complete remaining striping (scheduled for the week of 8/22)
- Install handicap parking space signage (scheduled for the week of 8/22)
- Install speed bumps (TBD)
- Install light fixtures (scheduled for 9/7)

Security Alarms at MS and HS

Systems for both schools will be functional before the 1st day of school.

Fire Alarms for Schools 1-3

Rough in is approximately 87% complete at each school. The contractor expects to have the remaining devices and parts in hand by October and intends to complete the final installation and the demolition of the existing systems within 3 weeks of the receipt of the devices. The existing systems are currently operational.

Fire Alarms for Schools 5-6

Rough in at School 5 is approximately at 75% complete and School 6 is approximately at 90%. The contractor expects to have devices and parts in hand by November / December for final install during 2nd shift. They anticipate two weeks to perform the final installation and 2 weeks for the demolition of the existing systems. The existing systems are currently operational.

Walk-in Freezers at school 3 through 6

The work is scheduled to begin January through April 2023.

HVAC Upgrade at School 6 Office suite

Project was awarded. Vendor has proposed to start during the winter break.

5. Lead Water Testing

The District tested our water for Lead content, as required by the State. The results were good. They are posted on the District's website.

The meeting adjourned at 6:38 p.m.

The next meeting is scheduled for Tuesday, September 27, 2022 at 5:30 p.m.

Marketing Committee Agenda

Marketing Committee Goal SY 21-22:

Market our strengths and achievements to all stakeholders to increase capacity to 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 the district.

Date:

Tuesday, August 16, 2022

Time:

2: 06 pm

Attendance: (School Board Members)

Larry Blake (Chairperson)	<input checked="" type="checkbox"/>
Rebecca Nevies	<input checked="" type="checkbox"/>
Julie Peterson *	<input type="checkbox"/>
Cheryl Pitts	<input type="checkbox"/>

Attendance: (District Representative)

Dion Davis	<input checked="" type="checkbox"/>
------------	-------------------------------------

Marketing Committee Agenda

FOCUS of the marketing committee meeting:

- ~~Public Relations/ Marketing Plan~~
- Advisory Committees in the district**
- ~~Examine communication methods utilized by district~~
- ~~Special Projects~~
- Other**

Agenda/ Minutes/ Notes:

Agenda item: Winslow Family Day Event

Discussion: The committee discussed the availability of board members. We also discussed possible giveaways. Mr. Blake will discuss with Dr. Poteat about Winslow giveaways. We discussed gourmet popcorn. We also discussed doing a survey with the community. If you complete the survey you can win a gift card or a bag of popcorn. Use the data to help drive decisions for the board.

Conclusion:

Agenda item:

Discussion:

Conclusion:

Agenda item:
Discussion:
Conclusion:

Agenda item:
Discussion:
Conclusion:

Agenda item:
Discussion:
Conclusion:

Marketing Committee Long-Term Calendar:

	Month Focus	Next Steps	Outcome
January	Town Hall Meeting schedule for Mar 16, 2022	Conversation with Dr. Poteat about dates. Mrs. Moore will work on Town	Spoke with Dr. Poteat about the date. He's available Flyers completed

		Hall Flyers	2/9/2022
	Black History Month highlights for the schools via social media.	Work on format for Town Hall including. Ground Rules, games, etc. Mrs. Moore will ask Principals to share information about activities that the students and staff have done. Make sure the activities are placed on social media.	Finalize at the next marketing committee meeting Pictures were submitted to the Superintendent secretary and will be posted soon.
	Women History Month highlights various females in Winslow. (Winslow and Edgewood High School)	Make a questionnaire for the females to highlight their achievements.	Mrs. Nieves made a questionnaire.
February	Town Hall meeting	Mr. Blake will be the moderator. 6:30-7:00 Snacks 7:00-7:05 Ground Rules 7:05- 8:45 Town	

		Hall 8:45-9:00 Wrap Up	
March	Women History Month Activities	The committee decided to focus on current "Teacher of the Year" winners. We will focus on two a week. Possible Wednesday and Friday for the month of March.	Mr. Davis and Mrs. Mooe will send bios of current teachers of the year to Mrs. McCreary to recognize them on social media.
April	None	None	None
May	Juneteenth Activity		
June			
July	Winslow Family Day	Mr. Blake will discuss with Dr. Poteat about giveaways for Winslow Family. Mrs. Nieves will come up with survey questions. What do you like about Winslow Schools? What	Spoke with Dr. Poteat via email about giveaways. There will be giveaways. Mrs. Nieves has the cards ready.

		<p>do you like to see different in Winslow Schools? Mrs. Nieves will make the questions on the cards and put the survey on a QR Code/ Google form. If the community completes the survey they will receive a raffle ticket (raffle off air pods) and the community will also receive a snack.</p> <p>Mr. Blake will contact Mrs. McCleary to put notice on Facebook about the survey for Winslow Day.</p>	
August		Please see July notes	Please see July notes
September			
October			
November			
December			

--	--	--	--

Adjournment:

2:19 pm

WINSLOW TOWNSHIP BOARD OF EDUCATION
Regular Board of Education Meeting
Winslow Township Middle School – Cafeteria
Wednesday, August 10, 2022
7:00 p.m.
Minutes

I. PUBLIC NOTICE of this meeting was given to all Board Members and Associates in a notice dated **01/06/2022**. 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	John Shaw, Jr.
	Lorraine Dredden	Kelly Thomas
	Cynthia Moore	Julie Peterson, Vice President
	Rebecca Nieves	Cheryl Pitts, President

Absent: Rita Martin

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

IV. PLEDGE OF ALLEGIANCE

V. 2021-2022 DISTRICT GOALS
(Ms. Peterson)

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 None at this time.

VIII. MINUTES

A motion was made by Mr. Shaw, seconded by Mr. Blake, to approve the minutes of the following meeting:

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

Regular Meeting Wednesday, July 13, 2022 Open Session

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

IX. BOARD COMMITTEE REPORTS

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

Education Committee – Ms. Thomas – Minutes are attached.

Equity Equality Committee – Ms. Thomas – None at this time.

Marketing Committee – Mr. Blake – Minutes are attached. Mr. Blake solicited Board Members to donate \$20.00 for snacks and an airpod drawing for the Winslow Family Day Event.

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

Policy Committee – Ms. Pitts – Minutes are attached. Ms. Moore requested again that the Board receive the same policies that the Policy Committee members receive. There is no indication of what has been changed. Ms. Pitts and Dr. Poteat responded and a discussion ensued.

Citizens Advisory Committee – The attached minutes were distributed and referenced in Ms. Martin’s absence by Ms. Pitts.

X. SUPERINTENDENT’S REPORT

A motion was made by Mr. Shaw, seconded by Mr. Blake, 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 **Exhibit X A: 1**

Approve the First Reading of Board Policies and Regulations as listed below and in the attached exhibits:

Policy/Regulation	Policy/Regulation Title
P 0143.2	High School Student Representative to the Board of Education
P 0163	Quorum
P 1511	Board of Education Website Accessibility
P 2415	Every Student Succeeds Act
P 2415.04	Title I-District-Wide Parent and Family Engagement
P 2415.50	(School Name) Title I-School Parent and Family Engagement
P 3216	Dress and Grooming (Teaching Staff Members)
P 3270	Professional Responsibilities
R 3270	Lesson Plans and Plan Books
P 4216	Dress and Grooming (Support Staff Members)
P & R 5513	Care of School Property
P 5517	School District Issued Student Identification Cards
P 5722	Student Journalism

Abolished

Policy/Regulation	Policy/Regulation Title
P & R 2432	School Sponsored Publications

2. Second Reading & Adoption of Board Policies & Regulations **None at this time.**
3. Security/Fire Drill

Approve the Security/Fire Drill Report, for the month of July 2022, as listed below:

School	Date	Elapsed Time	Type of Drill	A.M./P.M.
School #3	7/25/22	4 min.	Lockout	10:00 AM
	7/28/22	4 min.	Fire	9:45 AM
School #6	7/27/22	2 min. 50 sec.	Fire	11:33 AM
	7/28/22	4 min.	Lockout	11:12 AM
Winslow Twp. M.S.	7/28/22	6 min.	Fire	10:00 AM
	7/26/22	2 min.	Shelter in Place	11:32 AM

4. Professional Development/Workshops & Conferences **Exhibit X A: 4**
Approve Professional Development/Workshops & Conferences as listed 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**
 - a. Approve Out of District Tuition Students for the 2022/2023 school year as listed in the attached exhibit.
 - b. Approve Out of District 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) **Exhibit X A:8**
Approve the placement of Homeless Students 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 as listed in the attached exhibit.
10. Fundraiser(s) **Exhibit X A: 10**
Approve Fundraisers as listed below and in the attached exhibit:
School 2
 - Dine Out Fundraisers, (2022-2023 School Year), H.S.A.
 - Scholastic Book Fair Family Night, (10/3/22-10/7/22), H.S.A.
 - Trunk or Treat Family Night, (10/31/22, rain date 11/1/22), H.S.A.Middle School
 - Poppin Popcorn, (Sept. 2022 – Dec. 2022), 8th Grade Class of 2027
 - Fancloth.com Team Apparel Sales, (Sept. 2022 – Dec. 2022), 8th Grade Class of 2027
 - Little Ceasars Kits, (Sept. 2022 – Dec. 2022), 8th Grade Class of 2027

High School

- Snap Raise Online Fundraiser, (9/1/22 – 9/30/22), Fall Cheerleading
- Handmade Bracelets, (Sept. 2022 – May 2023), Spanish Honor Society
- Handmade Greeting Cards, (2022-2023 School Year), Art Club
- Birthday Shout Outs, (2022-2023 School Year), Art Club
- Face Painting, (2022-2023 School Year), Art Club
- Valentine's Day Roses, (2022-2023 School Year), Art Club
- Mother's Day Roses, (May 4, 2023 – May 6, 2023), Art Club
- Father's Day Slim Jims (June 6, 2023 – June 9, 2023), Art Club
- Pottery Sale, (2022-2023 School Year), Art Club
- Spirit Week T-Shirt Sales, (9/23/22 – 10/15/22), Class of 2023 S.G.A.
- Jibbitz Sale, (9/23/22 – 5/31/23), Class of 2023 S.G.A.
- Chocolate Covered Pretzel Rods, (11/7/22 – 3/31/23), Class of 2023 S.G.A.
- My Town Original Royalty Agreement, (2022-2023 School Year), National Honor Society
- Winslow Pride Lawn Signs, (Dec. 2022 – June 2023), National Honor Society
- NHS Member Polos, (2022-2023 School Year), National Honor Society
- DoubleGood Popcorn, (2022-2023 School Year), National Honor Society
- Winslow Clothing Sale for Staff, (Oct. 2022 – Dec. 2022), National Honor Society
- Pom Pom Sales, (2022-2023 School Year), National Honor Society

11. Organizational Chart

Exhibit X A: 11

Approve the Organizational Chart for the 2022-2023 School year as attached.

12. School 1 – Alliance to Save Energy

Approval requested to accept the Alliance to Save Energy in the amount of \$125.00, to be used to purchase supplies for the NJ Sustainable School projects.

13. School 2 – First Day of School DJ

Approval requested to have DJ Randy Smooth to entertain students upon arrival on the first day of school from 8 AM to 10 AM outside of the main entrance. Cost of \$250.00 to be paid by the Student Activity Account, 96-471-002

14. School 2 – Alliance to Save Energy

Approval requested to accept the Alliance to Save Energy year-end SJGPSS Stipend in the amount of \$125.00

15. Middle School – 8th Grade Semi-Formal Dance

Approval requested for the Winslow Township Middle School to hold its 8th Grade Semi-Formal Dance on Friday, June 2, 2023 at the Villa Manor, located at 55 Hall Street, Hammonton, NJ 08037. The dance will be from 7 PM to 10:30 PM with DJ Entertainment Unlimited. Ticket pricing will be \$45.00 per person.

16. Middle School – DJ Approval

Approval requested for Winslow Township Middle School to have Ty Chapel of Entertainment Unlimited DJ the Semi-Formal Dance on June 2, 2023 from 7 PM to 10:30 PM. Cost of \$350.00 to be charged to acct. #96-471-085

17. Middle School – 8th Grade Promotion Ceremony

Approval requested for Winslow Township Middle School to hold the 8th Grade Promotion Ceremony on Wednesday, June 14, 2023 from 6:00 PM to 8:00 PM at the Winslow High School Gymnasium.

18. Middle School – Alliance to Save Energy

Approval requested for the Winslow Township Middle School to accept a check from the Alliance to Save Energy in the amount of \$125.00 to be used for classroom supplies.

19. High School – Videographer

Approval requested for Mr. Norman Ingram to be the Winslow Township High School Videographer for school wide events for the 2022-2023 school year on an as needed basis. He will be paid out of acct. #: 11-401-100-100-401-08.

20. High School – CPR Instruction

Approve and ratify the Winslow Township Athletic Department to utilize the vendor Save A Life, Inc. to instruct 40 Winslow Township High School athletic coaches/teachers for CPR/AED recertification on July 26, 2022. Cost of \$2,800 to be paid from acct. #11-402-100-580-402-08.

21. High School – Fall Play

Approval requested to perform the 2022 fall play, *Little Women* adapted by Scott Davidson, on the following dates and times:

- Wednesday, November 16, 2022 at 9:00 AM (middle school performance)
- Thursday, November 17, 2022 at 7:00 PM
- Friday, November 18, 2022 at 7:00 PM
- Saturday, November 19, 2022 at 7:00 PM

22. High School – Spring Musical

Approval requested to perform the 2023 spring musical, *Legally Blonde*, book by Heather Hach, on the following dates and times:

- Wednesday, March 29, 2023 at 9:00 AM (middle school performance)
- Thursday, March 30, 2023 at 7:00 PM (student night)
- Friday, March 31, 2023 at 7:00 PM
- Saturday, April 1, 2023 at 7:00 PM

23. High School – Clinical Supervision Services

Approve a contract with Family Therapy and Consultation Services (FTxCS) to provide 9 hours (1 per month) of clinical supervision by a LCSW for the HS School Based Youth Services, Mental Health Provider for the 2022-2023 school year. The rate of \$110.00 per hour for 9 hours, for a total of \$990.00, to be paid by account #20-291-200-300-000-00.

24. High School – Music Department performances

Approval requested for the Winslow Township High School music department to perform the following concerts and recitals:

- Tuesday, December 20, 2022: Winter Concert, 6:00 PM, auditorium
- Thursday, April 20, 2023: Honors Recital, 6:00 PM, auditorium
- Tuesday, May 23, 2023: Spring Concert, 6:00 PM, auditorium
- Thursday, June 1, 2023: Small Ensemble Concert, 6:00 PM, cafeteria

25. High School – Winslow Township Drug Alliance Presentation

Approval requested for Winslow Township High School to present “What to Look For; Interactive Teenage Bedroom Seminar”. This presentation is a demonstration of teenager’s bedroom where families can walk through to observe signs of possible drug use and/or abuse. Law enforcement officers from the Winslow Township Police Department will provide information on the latest substance abuse trends, signs, and symptoms. A psychiatric mental health provider, Dr. Garbarino, will be available to speak to parents about mental health awareness. The presentation is being provided and paid for by the Winslow Township Drug Alliance and will be offered during the month of September 2022.

26. Carl D. Perkins Grant

Approval requested to accept the grant award for the 2022-2023 Carl D. Perkins Grant, in the total amount of \$80,005.00.

- Federal Secondary Award: \$35,966.00
- Federal Reserve Award: \$44,039.00

27. Handbooks

Exhibit: X A: 27

Approve the following student handbooks for the 2022-2023 school year as shown in the attached exhibits:

- 2022-2023 PK-6
- 2022-2023 Middle School
- 2022-2023 High School

28. Program of Studies

Approve the 2022-2023 Program of Studies for Winslow Township High School.

29. Medical Standing Orders

Exhibit: X A: 29

Approve the 2022-2023 Medical Standing Orders as shown in the attached exhibit.

30. Nursing Plan

Exhibit: X A: 30

Approve the 2022-2023 Nursing Plan as shown in the attached exhibit.

31. 2022-2023 Curriculum

Approve the revisions of the following curriculum:

- Mathematics
- English Language Arts
- Science
- Social Studies
- Health & Physical Education
- Visual/Performing Arts
- World Language

32. After School Tutoring Program

Approve to operate an After School Tutoring Program during the 2022-2023 school year at Winslow Schools 1-6. Sessions will be on Tuesdays and Wednesdays from October 11, 2022 – December 14, 2022 (session one) and February 28, 2023-May 5, 2023 (session two). Costs to be paid from the ESSA Grants Title I (20-232-100-100-000-00) and Title III (20-243-100-100-000-00).

33. Out of District Students (Rescind)

Approve to rescind the tuition contract charges for the following students from the 2022/2023 IDEA grant.

IDEA basic-Account No. 20-254-100-500-000-00

#	School	Tuition	ESY
2920	Larc School	\$50,965.20	\$8,494.20
2921	Larc School	\$50,965.20	\$8,494.20

IDEA Pre-school-Account No. 20-255-100-500-000-00-

2922	Larc School	\$50,965.20	\$8,494.20
------	-------------	-------------	------------

34. Out of District Students

Approve the Out of District students below to be applied to the IDEA Basic/Preschool and ARP IDEA Grant.

IDEA basic-Account No. 20-254-100-500-000-00

Student #	School	Tuition	Notes
2932	Archway	\$ 33,214.00	Chesilhurst/partial tuition

ARP IDEA-Account No. 20-223-100-500-000-00

Student #	School	ESY	Notes
2946	Archway	\$ 7,199.50	Partial tuition
2932	Archway	\$ 8,243.00	Chesilhurst/partial tuition

Preschool IDEA-Account No. 20-255-100-500-000-00

Student #	School	Tuition	ESY	Notes
2963	Kingsway Learning Center	\$ 57,764.60	\$ 9,749.40	Balance of tuition to general acct.

35. Back to School Nights

Approve the following dates and times for Back-to-School Nights:

- Schools 1 & 2: September 13, 2022 at 6:30 PM
- Schools 3 & 4: September 14, 2022 at 6:30 PM
- Schools 5 & 6: September 15, 2022 at 6:30 PM
- Middle School: September 20, 2022 at 6:30 PM
- High School: September 22, 2022 at 6:30 PM

36. Pre-School Aid Expansion Grant

Approve to submit and ratify the 2022-2023 Pre-School Aid Expansion Grant, developed in collaboration with Chesilhurst Board of Education.

37. Donation

Approve to accept a donation of a laminating machine from The Sign Company, 2000 White Horse Pike, Waterford, NJ. The value of the laminating machine is \$1,500.00.

38. CPR Training

Approve the Winslow Township Board of Education to utilize the vendor Save-A-Life, Inc. to instruct 25 Winslow Township Principals, Directors and Supervisors for CPR/AED recertification on August 24, 2022. Cost of \$ 1895.00 to be paid from acct. #11-000-221-390-000-20.

B. Principal's Update

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

Roll Call:			
Mr. Blake	Yes	Ms. Nieves	Yes (Abstain Item A 1)
Ms. Dredden	Yes	Mr. Shaw	Yes
Ms. Martin	Absent	Ms. Thomas	Yes
Ms. Moore	Yes (Abstain Item A 1)	Ms. Peterson	Yes
		Ms. Pitts	Yes
Motion Carried			

XI. BUSINESS ADMINISTRATOR/BOARD SECRETARY'S REPORT

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

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 2022 (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 2022 (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 2022 (DRAFT). The Reconciliation Reports and Board Secretary's Reports are in agreement for the month of June 2022 (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 (DRAFT)

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 \$1,023,970.23 as per the attached exhibit.
- b. Ratify the Manual Bill List in the amount of \$3,271,884.45 as per attached exhibit.

7. Payroll

Approve Payroll, for the month of July 2022, as listed below:

- July 15, 2022 - \$509,809.43
- July 29, 2022 - \$462,253.94

8. Disposal of School Property and Textbooks

Exhibit XI B: 8

Approve the Disposal of School Property listed below:

Location	Department	Description
Middle School	Science	(1) White Refrigerator, +/- 10 years, broken seal
Middle School	Unified Arts	(2) tables, +/- 20 years, broken
Curriculum Office	Student Support Services	(1) Smart, keyboard communication, 10 years old, outdated (1) TOAL-3, Speech testing kit, 3 years old, outdated (1) TAPS-3, Speech testing kit, 3 years old, outdated (1) TOLD-14, Speech testing kit, 3 years old, outdated
Middle School	Science	(429) I-Science Leopard (student), 10 years old, new books purchased (18) Leopard Teacher Edition Vol. 1, 10 years old, new books purchase (21) Leopard Teacher Edition Vol. 2, 10 years old, new books purchased (348) I-Science Owl (student), 10 years old, new books purchased (16) I-Science Owl (student), 5 years old, new books purchased (27) Owl Teacher Edition Vol. 1, 10 years old, new books purchased (28) Owl Teacher Edition Vol. 2, 10 years old, new books purchased (23) Teacher Resource Kits, 10 years old, new books purchased

9. Use of Facilities

Approve, authorize and ratify the following Use of Facilities:

School	Organization	Dates	Day/Time	Room	Fee
High School	Winslow Township Police Department	August 2, 2022	Tuesday 4:00 p.m.- 9:00 p.m.	Fields/Grounds	No Fee

10. 2022 Board Meeting Dates

Approve dates for the 2022/2023 Board Meetings:

<i>Regular Mtg.</i>	<i>Time</i>	<i>Location</i>	<i>Regular Mtg.</i>	<i>Time</i>	<i>Location</i>
Wed., September - TBD			Wed., September - TBD		
Wed., October - TBD			Wed., October - TBD		
Wed., November - TBD			Wed., November - TBD		
Wed., December - TBD			Wed., December - TBD		
Wed., January - TBD (Reorganization Mtg.)			-----	-----	-----

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 \$800.00. 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. Before and After School Workshop

Approve Save-A-Life Inc. to provide Adult, Child & Infant CPR, AED & First Aid Training along with a Disease Prevention Seminar to the Winslow Township School District, Before & After School Childcare Program Staff. The workshop will be held on Monday, August 29, 2022, and/or Tuesday, August 30, 2022 at a total cost of \$1,895.00.

15. Purchase – State Contract Vendors

Approve the following purchase, in the following amount from the following State Contract Vendors:

Items charged to 11-000-270-615

Wolfington Body Co. Inc. – State Contract #A42076

Fleet Supplies	Transportation	\$12,305.81
----------------	----------------	-------------

David Weber Oil Inc.- State Contract #20-FLEET-01343

Motor Oil	Transportation	\$18,445.90
-----------	----------------	-------------

Items charged to 11-000-263-420

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

Truck Rentals	Maint/Oper	\$15,812.00
---------------	------------	-------------

16. Purchases – Ed Data Vendors

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

Items charged to 12-402-100-730

School Health Corporation – Ed Data #11006

Ice Machine	HS Athletics	\$13,022.18
-------------	--------------	-------------

17. 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 11-402-100-600

All American Sports Corp. – ESCNJ Bid #21/22-10

Football Equipment	HS Athletics	\$8,178.95
--------------------	--------------	------------

18. Renewal - District Wide Annual Kitchen Cleaning Services

Approve a one-year renewal with Advanced Restaurant Technologies, LLC to provide District Wide Annual Kitchen Cleaning Services at a cost of \$12,648.00. Terms and conditions will remain the same as Q2021-01. Services are to be charged to account #60-910-310-420.

19. Dual Use and Toilet Rooms for 2022-2023 School Year

Exhibit XI B: 19

Approve, authorize and ratify the submission of the applications/reports for the Dual Use and Toilet Rooms that were sent to the County Office on July 15, 2022 per the attached exhibits.

20. IDEA Grant 2022-23

Approve the following employee to be charge to the IDEA Grant for the 2022-23 School year as follows:

Name	Job Title	Total Salary	Federal % of Salary	Amount Charged to Federal	Account Charged
Coleman, Marchelle	Special Education Supervisor	\$110,000.00	100%	\$110,000.00	20-254-200-100

*Salary adjustment pending ratification of the WTAA contract

21. Donation – School 3

Approve to accept a donation in the amount of \$865.00 to be used to help pay for technology fines for the Winslow Township School #3 students.

22. 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 \$.47 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>
Rebecca Nieves	School Safety: The Role of the Student Voice	August 2, 2022	N/A

Approved but did not attend.

23. State Contract Vendors – 2022-2023

RESOLUTION AUTHORIZING CONTRACTS WITH CERTAIN APPROVED STATE CONTRACT VENDORS FOR BOARDS OF EDUCATION PURSUANT TO N.J.S.A. 18:18A-10a

WHEREAS, the Winslow Township Board of Education, pursuant to N.J.S.A. 18A-18A-10a and N.J.A.C. 5:34-7.29 (c) may by resolution and without advertising for bids, purchase any goods or services under the State of New Jersey Cooperative Purchasing Program for any State contracts entered into on behalf of the State by the Division of Purchase and Property in the Department of the Treasury; and

WHEREAS, the Winslow Township Board of Education has the need on a timely basis to purchase goods or services utilizing State contracts; and

WHEREAS, the Winslow Township Board of Education, intends to enter into contracts with the attached Referenced State Contract Vendors through this resolution and properly executed contracts, which shall be subject to all the conditions applicable to the current State contracts; now, therefore, be it

RESOLVED, the Winslow Township Board of Education authorizes the Purchasing Agent to purchase certain goods or services from those approved New Jersey State Contract Vendors on the attached list for the 2022-2023 school year pursuant to all conditions of the individual State contracts; and be it further

RESOLVED, that the Winslow Township Board of Education Business Administrator/Board Secretary shall certify to the availability of sufficient funds prior to the expenditure of funds for such goods or services; and be it further

RESOLVED, that the duration of the contracts between the Winslow Township Board of education and the Referenced State Contract Vendors shall be July 1, 2022 to June 30, 2023.

Date Approved

Business Administrator/Board Secretary

Referenced State Contract Vendors

Commodity/Service	Vendor Name	State Contract Number
COMPUTER EQUIPMENT, PERIPHERALS & RELATED SERVICES	HP COMPANY	A89974
COMPUTER EQUIPMENT, PERIPHERALS & RELATED SERVICES	CDW GOVERNMENT LLC (Authorized Dealer)	A89974
COMPUTER EQUIPMENT, PERIPHERALS & RELATED SERVICES	DELL MARKETING L.P.	19-TELE-00656
COMPUTER EQUIPMENT, PERIPHERALS & RELATED SERVICES	CDW GOVERNMENT LLC (Authorized Dealer)	19-TELE-00656

24. School District Official

Approve the following School District Official for the 2022-2023 school year as follows:

- Accountability Officer NCLB Grant – Mr. John Innocenzo

25. Individuals with Disabilities Education Act (IDEA) 2022-2023 – Approval to Accept

Approve to accept the IDEA award for the 2022-2023 school year in the following amounts:

- | | |
|---------------------------|-------------|
| • Basic | \$1,293,240 |
| • Nonpublic Basic | 12,693 |
| • Preschool | 67,514 |
| • Basic - Chesilhurst | 33,214 |
| • Preschool – Chesilhurst | 2,182 |

26. Professional Development

Approve Mr. Dion Davis, Director of Human Resources, to attend NJSBA's Virtual Labor and Employment Summit on September 28, 2022 from 9:00 a.m. to 2:30 p.m. The total cost to the District is \$99.

27. Parental Transportation Contract

Approve, authorize and ratify the Parental Transportation Contract for Ms. Tracy Visciano to transport her child at a rate of \$90.00/day in accordance with the term as follows:

July 1, 2022 – August 31, 2021

The parent/legal guardian will provide to the Board Secretary evidence of a valid Driver's license, a valid vehicle registration and display a current inspection sticker on the windshield. In addition, the parent/legal guardian shall furnish automobile liability insurance not less than \$1,000,000 single limit coverage per occurrence.

28. Parental Transportation Contract

Approve the Parental Transportation Contract for Ms. Tracy Visciano to transport her child at a rate of \$90.00/day in accordance with the term as follows:

September 1, 2022 – June 30, 2023

The parent/legal guardian will provide to the Board Secretary evidence of a valid Driver's license, a valid vehicle registration and display a current inspection sticker on the windshield. In addition, the parent/legal guardian shall furnish automobile liability insurance not less than \$1,000,000 single limit coverage per occurrence.

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

XII. PERSONNEL

A motion was made by Mr. Shaw, seconded by Mr. Blake, to approve Item A. as recommended by the Superintendent

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

1. 2022/2023 New Hires

a. Approve the following New Hires for the 2022/2023 school year:

	Name	Location	Position	Pro- rated Salary	Effective
A	Upsey, Dominique	Middle School	Assistant Principal	\$96,679.00	8/16/2022
B	Wright, Daron	Middle School	Assistant Principal	\$96,679.00	9/16/2022

b. Approve the following New Hires for the 2022/2023 school year:

	Name	Location	Position	Salary	Effective
A	Caldwell, Nathan	School No. 6	Grade 4 Teacher	\$58,370.00 MA, Step 1	9/1/2022
B	Downing, Steven	High School	Security Guard	\$40,000.00	9/1/2022
C	Farrell, Kristen	School No. 6	Grade 5 Teacher	\$55,970.00 BA, Step 1	9/1/2022
D	Ferrari, Sarah	Middle School	ELA Teacher- Grade 7	\$83,195.00 BA+30, Step 12	9/1/2022
E	Fioravanti, Peter	Transportation	Bus Driver	\$20,941.00 Step 3	9/1/2022
F	Heller, Kirstyn	Middle School	ELA Teacher- Grade 8	\$58,770.00 BA+30, Step 5	9/1/2022
G	Kerr, Daniel	School No. 3	Art Teacher	\$57,470.00 (Pro-rated) BA, Step 6	10/16/2022
H	Muller, Kristin	Transportation	Bus Driver	\$20,341.00 Step 1	9/1/2022
I	Munro, Scott	High School	Science Teacher	\$92,479.00 MA+15, Step 13	9/1/2022
J	Sirag, Merna	School No. 4	Social Worker	\$58,370.00 Stipend \$593.00 MA, Step 1	9/1/2022
K	Spears, Kenneth	High School	Security Guard	\$40,000.00	9/1/2022

L	Trefz, Christopher	High School	Science Teacher	\$89,279.00 BA, Step 13	9/1/2022
---	--------------------	-------------	-----------------	----------------------------	----------

*Salary adjustment pending ratification of the WTEA contract

c. Rescind the following New Hire for the 2022/2023 school year:

	Name	Location	Position	Salary	Effective
A	Pray, Marques	Middle School	ELA Teacher- Grade 8	\$57,770.00 BA, Step 7	8/1/2022

2. Resignations

Approve the following Resignations for the 2022/2023 school year:

	Name	Location	Position	Effective
A	Downing, Lauren	School No. 5	Grade 5 Teacher	9/23/2022
B	Guzman, Marcelina	School No. 5	School Counselor	7/8/2022
C	Leto, Gianna	School No. 4	Preschool Teacher	7/29/2022
D	Maldonado, Simone	High School	School Counselor	7/29/2022
E	Murray, Allison	School No. 1	Preschool Teacher	9/30/2022
F	Persiano, Joanna	School No. 6	Grade 5 Teacher	7/15/2022
G	Rosa, Lauren	School No. 3	Grade 1 Teacher	7/20/2022
H	Rubin, Shane	Middle School	Assistant Principal	8/31/2022
I	Ruff, Erika	School No. 5	Special Education Teacher	9/23/2022
J	Vazquez, Wanda	School No. 4	Speech Language Specialist	8/31/2022

3. 2022/2023 Staff Reassignments

Approve the following Staff Reassignments for the 2022/2023 school year, effective September 1, 2022:

	Name	From Position	From Location	To Position	To Location
A	DeFrancisco, Brooke	Grade 8- ELA Teacher	Middle School	Grade 7- ELA Teacher	Middle School
B	Ellis, Rashada	Social Worker	School No. 4	Social Worker	School No. 1/ School No. 2
C	Feller, Alexis	ISS Teacher	School No. 6	Grade 5 Teacher	School No. 6
D	Gavin, Candice	Reading Dev. Teacher- GF	School No. 4	Preschool Teacher	School No. 4
E	King, Jenene	Social Worker	School No. 1/ School No. 2	Social Worker	School No. 3
F	Pacheco, Blaire	Reading Dev. Teacher- GF	School No. 4	Kindergarten Teacher	School No. 4
G	Schwartz, Ashley	Grade 2 Teacher	School No. 3	Grade 1 Teacher	School No. 3
H	Wames, Kimberly	Kindergarten Teacher	School No. 4	Reading Dev. Teacher- L	School No. 4

4. Retirement

Approve the following Retirement for the 2022/2023 school year.

	Name	Position	Location	Effective
A	Whittaker, Mark	Athletic Director	High School	1/1/2023

5. Leave of Absence Request

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

	Name	Type of Leave	From	To	Paid/Unpaid
A	A.K.	Maternity	11/14/2022	1/15/2023	Paid
			1/16/2023	4/15/2023	Unpaid
B	S.M.	Maternity	10/17/2022	12/16/2022	Paid
			12/17/2022	3/17/2023	Unpaid

6. 2022/2023 Fall Coaches

- a. Approve to rescind the following High School Fall Coach for the 2022/2023 school year: (11-402-100-100-402-08)

	Fall Coach	Fall Coach Position	Stipend	Step
A	Belton, William	Assistant Football Coach	\$5,709.00	3

- b. Approve the following High School Fall Coaches for the 2022/2023 school year: (11-402-100-100-402-08)

	Fall Coach	Fall Coach Position	Stipend	Step
A	Belton, William	Head Football Coach	\$8,683.00	1
B	Hastie, Stephen	Assistant Football Coach	\$5,277.00	1

*Stipend adjustment pending ratification of the WTEA contract

7. 2022/2023 Club/Activity Advisors

Approve the following 2022/2023 High School Club/Activity Advisors:
(11-401-100-330-401-08)

	Advisor	Club/Activity	Stipend	Step
A	Dixon, Jessica	Band Front Coordinator	\$5,247.00	3
B	Merce, Karshena	Assistant Band Director	\$4,365.00	3

*Stipend adjustment pending ratification of the WTEA contract

8. Sixth Period Teacher Assignments

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

	Name	Position	Stipend
A	Carnevale, Amy	Special Education	\$8,489.00
B	Dickinson, Carleen	Special Education	\$8,489.00
C	Fernicola, Rachel	Special Education	\$8,489.00
D	Gramigna-Palladino, Elizabeth	Special Education	\$8,489.00
E	Hill, Sarah	Special Education	\$8,489.00
F	Neff, Elaine	Special Education	\$8,489.00
G	Rankin, Kecia	Special Education	\$8,489.00
H	Richter, Heidi	Special Education	\$8,489.00
I	Sauter, Alfred	Special Education	\$8,489.00
J	Seeberger, Alexandra	Special Education	\$8,489.00
K	Smith, Marcella	English Language Arts	\$8,489.00
L	Stallard, Nicole	Special Education	\$8,489.00
M	Steiner, Eric	Special Education	\$8,489.00
N	Veale, Kathy	Special Education	\$8,489.00

*Stipend adjustment pending ratification of the WTEA contract

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

	Name	Position	Stipend
A	Coley, Patricia	Special Education	\$8,489.00
B	Cottle, TaraRuth	In School Suspension	\$8,489.00
C	Davis, Tricia	Special Education	\$8,489.00
D	DeShazior, Wanda	Special Education	\$8,489.00
E	Diggs, Carmen	Special Education	\$8,489.00
F	Fiala, James	Special Education	\$8,489.00
G	Gomez, Michelle	World Language	\$8,489.00
H	Guzman, Jeovanni	Mathematics	\$8,489.00
I	Hegeman, Nancy	Science Lab 4/5	\$6,791.00
J	Langhorne, Cryhten	Special Education	\$8,489.00
K	Lewellen, Melanie	World Language	\$8,489.00
L	McGuirl, Jamie	History	\$8,489.00
M	Moran, Denise	In School Suspension	\$8,489.00
N	Robinson-Taylor, Kimberly	Special Education	\$8,489.00
O	Santamaria, Solimar	World Language	\$8,489.00
P	Savio, Amber	Mathematics	\$8,489.00
Q	Smith, Chantel	Mathematics	\$8,489.00
R	Snyder, William	World Language	\$8,489.00
S	Tagmire, Carolyn	Science Lab 4/5	\$6,791.00
T	Torres, Melissa	Mathematics	\$8,489.00
U	Voss, Mark	In School Suspension	\$8,489.00
V	Williams, Tony	Mathematics	\$8,489.00
W	Zoccola, Libbi	Mathematics	\$8,489.00

*Stipend adjustment pending ratification of the WTEA contract

- c. Approve the following LOA Sixth Period Teaching Assignments, effective September 1, 2022- November 25, 2022:

	Name	Position	Pro- rated Stipend
A	Alegret, Annette	Science	\$8,489.00
B	Boandl, Karen	Science	\$8,489.00
C	Lewinski, Maureen	Science	\$8,489.00
D	Mullin, Erica	Science	\$8,489.00
E	Perry, Alexandra	Science	\$8,489.00

*Stipend adjustment pending ratification of the WTEA contract

9. Seventh Period Teaching Assignment

Approve the following High School Seventh Period Teaching Assignment:

	Name	Position	Stipend
A	Langhorne, Cryhten	In School Suspension	\$8,489.00

*Stipend adjustment pending ratification of the WTEA contract

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

XIII. ADDENDUM

I. SUPERINTENDENT'S REPORT

A motion was made by Mr. Shaw, seconded by Mr. Blake, to approve A. as recommended by the Superintendent.

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

1. 2022-2023 District Mentoring Plan

Exhibit I A: 1

Approve the District Mentoring Plan for the 2022-2023 school year as attached.

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

II. BUSINESS ADMINISTRATOR/BOARD SECRETARY’S REPORT

A motion was made by Mr. Shaw, seconded by Mr. Blake, 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. Bill List

Exhibit II A: 1

- a. Approve the Vendor Bill List in the amount of \$282,389.21 as per the attached exhibit.
- b. Ratify the Manual Bill List in the amount of \$85.00 as per attached exhibit.

2. Low Quote Vendor - Project Monitoring and Air Quality Testing at the Middle School – Quote 2023-01

Quotes for project monitoring and air quality testing at the Middle School (Q2023-01) were received on Tuesday, August 9, 2022. EPIC Environmental Services, LLC. was the sole responder. Approve to award Project Monitoring and Air Quality Testing at the Middle School to EPIC Environmental Services, LLC. in the amount of \$2,292.00. Services will be charged to 11-000-251-340.

3. RFP 2023-01 – Elementary Handwriting Program

- a. Requests for Proposals (RFP) were received and read in the Board Office on August 10, 2022 for RFP 2023-01 Elementary Handwriting Program. The following vendor responded:

Name of Vendor	Total Cost
Zaner-Bloser, Inc.	\$33,228.65

- b. Approve the award for Elementary Handwriting Program for the 2022-2023 school year to Zaner-Bloser, Inc. Services are to be charged to account #11-190-100-610.

4. Purchase – NJSBA-Tech Contract Vendor

Approve the following purchases, in the following amounts from the following approved NJSBA-Tech Contract vendor:

Items charged to 11-190-100-610

SHI International Corp. NJSBA-Tech Contract # E-8801-ACESCPS		
Antivirus Software	District	\$17,600.00
Firewalls Hardware	District	\$20,486.40

5. Purchases – HCESC Contract Vendor

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

Items charged to 11-000-262-610

General Chemical and Supply – HCESC-CAT 19-02		
Custodial Supplies	Maint/Oper	\$25,223.29
McCloskey Mechanical Contractors, Inc. – HCESC-SER-21A		
HVAC Parts Quotes	Maint/Oper	\$2,944.68
McCloskey Mechanical Contractors, Inc. – HCESC-SER-21A		
HVAC Parts	Maint/Oper	\$3,610.10

6. Purchases – Ed Data Vendors

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

Items charged to 11-000-261-420

Mac’s Security Systems, Inc. – Ed Data #10405		
MS Fire Doors	Maint/Oper	\$5,532.00

Items charged to 11-000-240-600

Staples Contract & Commercial LLC. – Ed Data #11392		
HS Office Supplies	High School	\$5,623.52

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

III. PERSONNEL REPORT

A motion was made by Mr. Shaw, seconded by Mr. Blake, to approve A. on the Personnel Report as recommended by the Superintendent.

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

1. 2022/2023 New Hires

Approve to rescind the following New Hire for the 2022/2023 school year:

	Name	Location	Position	Salary	Effective
A	Bruge, Laurence	Transportation	Bus Driver	\$20,341.00 Step 1	8/10/2022

2. Resignations

Approve the following Resignation for the 2022/2023 school year:

	Name	Location	Position	Effective
A	Connolly, Fawn	High School	Secretary	9/8/2022

3. 2022/2023 Substitute Bus Drivers

Approve the following 2022/2023 Substitute Bus Driver, on an as needed basis, at a rate of \$18.00 per run:

	Name
A	Bruge, Laurence

Roll Call:			
Mr. Blake	Yes	Ms. Nieves	Yes
Ms. Dredde	Yes	Mr. Shaw	Yes
Ms. Martin	Absent	Ms. Thomas	Yes
Ms. Moore	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 June 3, 2022 and August 4, 2022:

Received	Requested by	Document Requested	Approved	Denied
1	Patricia Manarin, Delttek, Inc.	Delttek would like to request an electronic copy of the specifications or any other documents associated with this project. Project Title: Elementary Handwriting Program. Bid Number: 2023-01 Posting date: 7/27/2022	✓	
2	Charles Rudolf, SmartProcure	SmartProcure would like to request "1. Purchase order number. If purchase orders are not used a comparable substitute is acceptable, i.e., invoice, encumbrance, or check number 2. Purchase date 3. Line item details (Detailed description of the purchase) 4. Line item quantity 5. Line item price 6. Vendor ID number, name, address, contact person and their email address."	✓	
3	Patricia Manarin, Delttek, Inc.	Delttek would like to request an electronic copy of the specifications or any other documents associated with this project: Project Title: Blended Online Literacy Learning Program Bid Number: 2023-02 Posting Date: 7/29/2022	✓	

XV. OLD BUSINESS

Ms. Pitts inquired if there was an update with the Ad Hoc Technology Committee. Ms. Nieves stated they will be meeting after the Board Retreat. Ms. Pitts reminded the Board about the retreat and asked if there is anything they would like to discuss. Ms. Peterson mentioned that prior to Covid, the New Jersey School Board Association (NJSBA) inquired if the District would be interested in presenting at a NJSBA Conference. She suggested that this could be discussed at the retreat.

Ms. Nieves asked Dr. Poteat about the Pre-School Program. She informed him that parents still have not been notified if they have been accepted yet. Dr. Poteat discussed the procedures and a conversation ensued.

XVI. NEW BUSINESS

None at this time.

XVII. INFORMATIONAL ITEMS

Dr. Poteat discussed the following informational items:

- There is a teacher shortage in New Jersey and there are positions available at various schools in the District. Dr. Poteat addressed the schools and some of the solutions that are being done. He is concerned that some of the solutions, especially with the 6th period assignments at the Middle School and High School, could result in teacher burnout. Dr. Poteat also stated that there is a shortage of aides. This shortage could result in non-compliance with students' IEPs, and other special education requirements for the classrooms.
- There is a shortage of bus drivers. The District has lost bus drivers and replacing them continues to be challenging due to a very competitive market.
- Dr. Poteat has had conversations with the Winslow Township Police Chief about putting a resource officer in the Middle School. He asked the Board if he should continue this conversation with the Police Chief since it would be considered a shared service and right now, they don't have the new security guards in place. The Board encouraged him to continue the conversations.
- Dr. Poteat reminded the Board about the NFL grant for getting a new turf football field at the High School. He shared that even though the local programs were very interested in getting this, they along with the District could not come up with the match that was required for the grant. For that reason, the application for the grant was not submitted.
- Dr. Poteat mentioned the CDC guidelines and that the CDC informed the District of a new emergent pandemic regarding Monkey Pox. The Winslow Township School District will continue to follow CDC guidelines that were in place during the 2021-2022 school year, which includes the wearing of masks being optional.
- The New Jersey Student Learning Standard (NJSLS) data is available and it will be presented at the next board meeting.

- The Board members were advised that the rest of the Board meeting dates are in their packets. Dr. Poteat asked the Board members to review the dates, especially the December dates and the second meeting in November. Ms. Pitts advised members that they will review them at the Board Retreat.

XVIII. PUBLIC COMMENTS (Time Limited)

A motion was made by Mr. Shaw, seconded by Mr. Blake, to open the meeting for Public Comments at 8:20 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

Wanda Glaud

Ms. Glaud wanted to discuss security in the schools, specifically in the elementary schools. Dr. Poteat responded that safety is the District's primary objective and we will continue to revisit this with our police department. Ms. Peterson stated that September is emergency awareness month and maybe they can use that as a way to discuss school security with the parents.

Abena McClendon

Ms. McClendon wanted to expand on what Ms. Glaud and Dr. Poteat discussed about school security. She suggested that we have the Police Chief here as a special guest to have those discussions with. Ms. McClendon reminded the Board about Winslow Township Family Day, which is taking place on August 27, 2022 from 2:00 p.m. until 8:00 p.m. She is also looking for youth volunteers for that day as well.

XIX. ADJOURNMENT OF PUBLIC COMMENTS

A motion was made by Mr. Shaw, seconded by Mr. Blake, to close the meeting for Public Comments at 8:29 p.m.

Voice Vote: All in favor

XX. EXECUTIVE SESSION

None at this time.

XXI. ADJOURNMENT

A motion was made by Mr. Shaw, seconded by Mr. Blake, to adjourn the meeting at 8:29 p.m. All Ayes.

Respectfully Submitted,

Regina Chico
Assistant Business Administrator

Winslow Township School District
Education Committee Meeting Minutes
4:00 pm |Tuesday| July 19, 2022

- I. Call To Order: On Tuesday, July 19, 2022, at 4:00 pm, the Education Committee meeting | opened via the District's WebEx.
- II. In Attendance:
Board Members: Kelly Thomas and Julie Peterson.

Administrative members: Dr. Dorothy Carcamo (Assistant Superintendent/Education Committee Liaison) and Dr. H. Major Poteat (Superintendent)
- III. Discussion Topics:
A. Assessment
1) On April 25 – May 14, with make-ups May 23 – May 27, the statewide assessment test, **The New Jersey Student Learning Assessment (NJSLA)**, was implemented.
2) Dr. Poteat will present the results at a board meeting.
3) **Graduation Assessment Requirements for the Class of 2023**
On Tuesday, July 5, 2022, Governor Murphy signed P.L.2022, c.60 (ACS for A-3196/S-2349), which requires the State Board of Education to administer the New Jersey Graduation Proficiency Assessment (NJGPA) as a field test for the class of 2023. This law also prohibits the results of the NJGPA field test (First Pathway), a substitute competency test (Second Pathway), or portfolio appeal (Third Pathway) from being used as a prerequisite for graduation for students expected to graduate in the class of 2023.
B. Registration
1) **Kindergarten Registration** was held from 10:00 a.m. – 2:30 p.m., Tuesday, May 31, 2022, at Schools 1- 4. The number of students registered were 224.
2) 2022-2023 School Year, **Pre-School Registration** is now open.
C. The Winslow Township School District Evaluation Committee Recommendation for Research-Based Teacher Practice is uploaded to the District's website.
D. Summer Reading
1) **Lower and Upper Elementary Schools** received a suggested summer book reading list.
2) **Middle and High School** received a required summer book reading program.
E. First Day of School for Students – Tuesday, September 6, 2022
F. Updates
1) Libraries construction
2) Staffing needs
- IV. Next committee meeting is scheduled from 4:00 pm, Tuesday, August 16, 2022
- V. Meeting Adjournment at 4:46 pm.

Marketing Committee Agenda

Marketing Committee Goal SY 21-22:

Market our strengths and achievements to all stakeholders to increase capacity to 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 the district.

Date:

Tuesday, July 26, 2022

Time:

2: 04 pm

Attendance: (School Board Members)

Larry Blake (Chairperson)	<input checked="" type="checkbox"/>
Rebecca Nevies	<input checked="" type="checkbox"/>
Julie Peterson *	<input checked="" type="checkbox"/>
Cheryl Pitts	<input checked="" type="checkbox"/>

Attendance: (District Representative)

Dion Davis	<input checked="" type="checkbox"/>
------------	-------------------------------------

Marketing Committee Agenda

FOCUS of the marketing committee meeting:

- ~~Public Relations/ Marketing Plan~~
- Advisory Committees in the district**
- ~~Examine communication methods utilized by district~~
- ~~Special Projects~~
- Other**

Agenda/ Minutes/ Notes:

Agenda item: Winslow Family Day Event

Discussion: The committee discussed the availability of board members. We also discussed possible giveaways. Mr. Blake will discuss with Dr. Poteat about Winslow giveaways. We discussed gourmet popcorn. We also discussed doing a survey with the community. If you complete the survey you can win a gift card or a bag of popcorn. Use the data to help drive decisions for the board.

Conclusion:

Agenda item:

Discussion:

Conclusion:

Agenda item:
Discussion:
Conclusion:

Agenda item:
Discussion:
Conclusion:

Agenda item:
Discussion:
Conclusion:

Marketing Committee Long-Term Calendar:

	Month Focus	Next Steps	Outcome
January	Town Hall Meeting schedule for Mar 16, 2022	Conversation with Dr. Poteat about dates. Mrs. Moore will work on Town	Spoke with Dr. Poteat about the date. He's available Flyers completed

		<p>Hall Flyers</p> <p>Work on format for Town Hall including. Ground Rules, games, etc.</p> <p>Mrs. Moore will ask Principals to share information about activities that the students and staff have done. Make sure the activities are placed on social media.</p>	<p>2/9/2022</p> <p>Finalize at the next marketing committee meeting</p> <p>Pictures were submitted to the Superintendent secretary and will be posted soon.</p>
	<p>Black History Month highlights for the schools via social media.</p> <p>Women History Month highlights various females in Winslow. (Winslow and Edgewood High School)</p>	<p>Make a questionnaire for the females to highlight their achievements.</p>	<p>Mrs. Nieves made a questionnaire.</p>
February	Town Hall meeting	<p>Mr. Blake will be the moderator.</p> <p>6:30-7:00 Snacks 7:00-7:05 Ground Rules 7:05- 8:45 Town</p>	

		Hall 8:45-9:00 Wrap Up	
March	Women History Month Activities	The committee decided to focus on current "Teacher of the Year" winners. We will focus on two a week. Possible Wednesday and Friday for the month of March.	Mr. Davis and Mrs. Mooe will send bios of current teachers of the year to Mrs. McCreary to recognize them on social media.
April	None	None	None
May	Juneteenth Activity		
June			
July	Winslow Family Day	Mr. Blake will discuss with Dr. Poteat about giveaways for Winslow Family. Mrs. Nieves will come up with survey questions. What do you like about Winslow Schools? What	

		<p>do you like to see different in Winslow Schools? Mrs. Nieves will make the questions on the cards and put the survey on a QR Code/ Google form. If the community completes the survey they will receive a raffle ticket (raffle off air pods) and the community will also receive a snack.</p> <p>Mr. Blake will contact Mrs. McCleary to put notice on Facebook about the survey for Winslow Day.</p>	
August			
September			
October			
November			
December			

Adjournment:

2:52 pm

Winslow Township School District

Policy Committee Meeting

July 21, 2022

Members present:

Ms. Cheryl Pitts, Ms. Lorraine Dredden, Ms. Rita Martin, Ms. Rebecca Nieves, Dr. Dorothy Carcamo

The Policy Committee held a virtual meeting on July 21, 2022, at 4:00 pm to review changes and recommendations to policies and regulations for a first reading at the August 10, 20202 Board of Education meeting.

The policies and regulations presented were:

Policies:

- # 0143.2 High School Student Representative to the Board of Education
- # 0163 Quorum
- # 1511 Board of Education Website Accessibility
- # 2425 Every Student Succeeds Act
- # 2415.04 Title 1- District -Wide Parent and Family Engagement
- # 2415.50 Title 1 – School Parent and Family Engagement
- # 3216 Dress and Grooming (Teaching and Staff Members)
- # 3720 Professional Responsibilities
- # 4216 Dress and Grooming (Support Staff Members)
- #5513 Care of School Property
- # 5517 School District Issued Student Identification Cards
- # 5722 Student Journalism

Regulations:

- # 3270 Lesson Plans and Plan books
- #5513 Care of School Property

All policies and regulations were approved.

Policy and Regulation # 2432 School Sponsored Publications was recommended for abolishment.

The committee continued a previous discussion of a request by Ms. Cynthia Moore to place a memorial bench at School # 1 in honor of Ms. Simmons. After a brief discussion regarding liability and maintenance, the committee respectfully declined the offer by a vote of 3-1.

Members voting No: Ms. Cheryl Pitts, Ms. Rita Martin and Ms. Lorraine Dredden.

Ms. Rebecca Nieves voted in favor of the request.

The meeting adjourned at approximately 5:15 pm.

CAC Meeting 8/4/2022

Committee Attendance Joe Thomas, Michelle Kaighn, Christy Renzulli, Rosemary Hoffman, Carolynne Carter, Jennifer Maas, MarcyTomasello, Tish Pomnitz

BOE Attendance Rita Martin, Rebecca Nieves

Old Business (from 6/3/22)

- Discussed auditing and fixing the links of the websites
- Concerns about safety protocols in response to recent national events
 - recommendation for District to audit their safety protocols
 - acknowledgement that parents are not comfortable in addressing school principals
 - contact on this matter should be focused on
- Reminder of tabling the parent advisory group
 - suggestion of updating/suggesting changes to the Parent Welcome Packet
 - using Quantum program for the translating of the packet into other language
- Clarification between “mentoring” and “advocacy”
- Dress code mention of “grooming:
- Discussion of the Senior Prank (three criminal acts)
 - issue of criminal breach of the entrance into the building.

Last BOE recommendations were:

- website audit
- safety protocol audit/reminders (may be a priority for Fall '22)
- *As per Ms. Martin, both of these recommendations are actively being discussed*
 - *An ad-hoc committee was established for technology, focused on the website, was created. Important to remember that technology is constantly evolving.*

New Business

- Concerns from new parents, specifically kindergarten parents, about how/when to get started in the District→ more emphasis on a Welcome Back that “lives online” or are physically available at the schools
 - parents should call the principal of the school they are attending
 - perhaps include a map or listing of neighborhoods that attend each school (may want this on the website as well)
- Preschool registration information may or may not be visible (consensus was that it likely is online)
 - additional question regarding the timeline when parents would find out if their children have a seat in the preschool program
- Perhaps need be more informative regarding that the Free and Reduced Lunch form also opens the opportunity for students to receive many other services and “free” options
 - Marketing Committee could be helpful
- Conversation regarding the possibility of CAC members attending the various schools’ Back To School Night
- Question regarding why we only “choice out” our students rather than “choice in” students from other townships

Michelle left at 8:02pm

**WINSLOW TOWNSHIP SCHOOL DISTRICT - REQUEST FOR SCHOOL FIELD TRIPS
BOARD APPROVAL DATE: Wednesday, August 24, 2022**

EXHIBIT NO. XIII A:5

Sch	Date of Trip	Destination (Trip Information)	Teacher/Coach	Bus(es)	# of Pupils	Departure/Return Time
1	WTHS 9/10/2022 (Saturday)	Egg Harbor Twp. High School Egg Harbor, NJ (Marching Band competition)	Mr. Jarvela 4 Chaperones	2 + Equip. Bus	35	Depart: 10:00 a.m. Return: 8:00 p.m.
2	WTHS 9/17/2022 (Saturday)	Williamstown High School Williamstown, NJ (Marching Band competition)	Mr. Jarvela 4 Chaperones	2 + Equip. Bus	35	Depart: 2:30 p.m. Return: 8:00 p.m.
3	WTHS 9/24/2022 (Saturday)	Pitman High School Pitman, NJ (Marching Band competition)	Mr. Jarvela 4 Chaperones	2 + Equip. Bus	35	Depart: 12:00 p.m. Return: 8:00 p.m.
4	WTHS 10/01/2022 (Saturday)	Appoquinimink High School Middletown, Delaware (Marching Band competition)	Mr. Jarvela 4 Chaperones	2 + Equip. Bus	35	Depart: 1:00 p.m. Return: 8:00 p.m.
5	WTHS 10/15/2022 (Saturday)	William Penn High School New Castle, Delaware (Marching Band competition)	Mr. Jarvela 4 Chaperones	2 + Equip. Bus	35	Depart: 1:00 p.m. Return: 8:00 p.m.
6	WTHS 10/23/2022 (Sunday)	Kingsway High School Woolwich Twp., NJ (Marching Band competition)	Mr. Jarvela 4 Chaperones	2 + Equip. Bus	35	Depart: 11:00 a.m. Return: 8:00 p.m.
7	WTHS 10/29/2022 (Saturday)	Barneгат High School Barneгат High School, NJ (Marching Band competition)	Mr. Jarvela 4 Chaperones	2 + Equip. Bus	35	Depart: 10:00 a.m. Return: 8:00 p.m.

2022-2023

OOD PLACEMENT-BUDGET

SCHOOL	STUDENT ID#	DOB	STATE ID #	CLASS	GR	STATE & OTHER TUITION	REGULAR TUITION	ESY TUITION	RELATED SERVICES	TOTAL	BOARD AGENDA
Abilities Center Of Southern NJ Inc	2974	4/8/2001	2721579030	MD	12		\$26,700.00			\$26,700.00	8/24/2022
BCSS 05-0605-030	3017	8/24/2000	1570828658	AUT					\$6,024.00	\$6,024.00	8/24/2022
Eastern Camden County Regional 07-1255-050	2998	1/10/2001	5628269734	AUT	PG		\$35,010.00		\$1,890.00	\$36,900.00	8/24/2022
	2997	8/17/2000	5887297506	MOD	PG	\$1,053.00	\$35,010.00		\$55,150.00	\$91,213.00	8/24/2022
	2996	6/12/2002	6261442675	AUT	PG		\$35,010.00		\$1,120.00	\$36,130.00	8/24/2022
	2994	3/21/2004	3863124598	MID	PG		\$35,010.00		\$840.00	\$35,850.00	8/24/2022
Katzenbach School	3020	12/30/2018	Not listed		3F			\$4,000.00	\$3,400.00	\$7,400.00	8/24/2022
	3021	11/15/2004	2642540887	AI	12			\$4,000.00		\$4,000.00	8/24/2022
FCS/Real Regional Enrichment Ctr.	3018	1/25/2006	4737047949	OHI	11		\$38,064.00			\$38,064.00	8/24/2022
	3019	4/23/2010	2546814242		7		\$37,515.00			\$37,515.00	8/24/2022
Y.A.L.E School, Inc. (08-8322-001)	3022	12/2/2002	1728866989	SLD	PG		\$62,235.00	\$10,372.50		\$72,607.50	8/24/2022
HOMELESS											

EXHIBIT NO. X111A:6

2022-2023 Termination of OOD Students
August 24, 2022

	Student #	Placement	Effective	Cost	Reason for Termination of Placement
A	3023	Bancroft	8/15/22	\$42,000.00	Moved out of State

WINSLOW TOWNSHIP SCHOOL DISTRICT
FUNDRAISER REQUEST

This form must be submitted and approved four (4) weeks prior to the date of the fundraiser.

School: #3

EXHIBIT NO. XIII A:10

Club/Organization: PTO

Person Submitting Request: Jennifer Farrands

Date(s) of Fundraiser: 9/12-9/23/22; 10/24-11/3/22, 2/16-3/2/23 Time of Activity: _____

Fundraising Activity: Spiritwear Sale

Location of Activity: _____

Cost Per Item/Person: \$8.95-\$26.95 Sale Price: \$12-\$30 Anticipated Profit: \$250

Intended Use of Raised Funds: To reinvest in the students of School 3

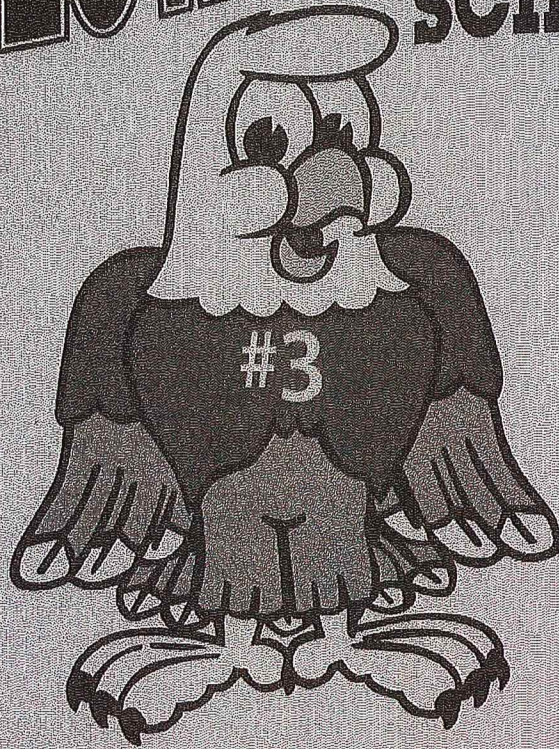
Vendor Description (If Appropriate): _____

Is there any commission or other gain to be received by school or advisor? Yes No

If Yes, please explain: _____

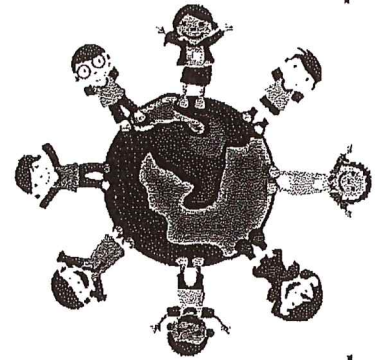
APPROVED BY: Administrator: Jamie Belllet Floyd Date: 8/10/22
Superintendent/Designee: Deborah Carr Date: 8/10/22 received

WINSLOW TOWNSHIP SCHOOL #3



Exceeding Expectations Through "TEAMWORK"!

SCHOOL 3 STUDENT PLEDGE



- *I am smart
- *I am special!
- *I am unique!
- *I am destined for greatness!
- *No one can stop me from
accomplishing my goals!
- *I will always do my best!
- *I will follow my dreams!
- *I will be successful!

WINSLOW TOWNSHIP SCHOOL DISTRICT
FUNDRAISER REQUEST

This form must be submitted and approved four (4) weeks prior to the date of the fundraiser.

School: #3

Club/Organization: PTO

Person Submitting Request: Jennifer Farrands

Date(s) of Fundraiser: 10/17-10/21/22 Time of Activity: During library hours

Fundraising Activity: Bookfair

Location of Activity: Library

Cost Per Item/Person: \$1-\$12 Sale Price: _____ Anticipated Profit: \$50-\$250

Intended Use of Raised Funds: To reinvest in the students of School 3

Vendor Description (If Appropriate): Scholastic Books

Is there any commission or other gain to be received by school or advisor? Yes No

If Yes, please explain: _____

APPROVED BY: Administrator: Jennifer Farrands Date: 8/10/22

Superintendent/Designee: Kimberly Case Date: 8/15/22

Received

AUG 11 2022 Revised 9/2018

WINSLOW TOWNSHIP SCHOOL DISTRICT
FUNDRAISER REQUEST

This form must be submitted and approved four (4) weeks prior to the date of the fundraiser.

School: #3

Club/Organization: PTO

Person Submitting Request: Jennifer Farrands

Date(s) of Fundraiser: 10/19/22 Time of Activity: 630-8pm

Fundraising Activity: Bookfair Family Night

Location of Activity: Library

Cost Per Item/Person: \$1-\$12 Sale Price: _____ Anticipated Profit: \$50-\$250

Intended Use of Raised Funds: To reinvest in the students of School 3

Vendor Description (If Appropriate): Scholastic Books

Is there any commission or other gain to be received by school or advisor? Yes No

If Yes, please explain: _____

APPROVED BY: Administrator: Jamelle Det Fleg Date: 8/10/22

Superintendent/Designee: Dorothy Carter Date: 8/15/22 Received

AUG 11 11:00 AM 2022
REVISED 9/2018

Assistant Superintendent of
Curriculum and Instruction

WINSLOW TOWNSHIP SCHOOL DISTRICT
FUNDRAISER REQUEST

This form must be submitted and approved four (4) weeks prior to the date of the fundraiser.

School: #3

Club/Organization: PTO

Person Submitting Request: Jennifer Farrands

Date(s) of Fundraiser: 10/21/22 Time of Activity: 630-8pm

Fundraising Activity: Trunk or Treat

Location of Activity: School 3 Side Parking Lot

Cost Per Item/Person: \$3 Sale Price: _____ Anticipated Profit: \$100

Intended Use of Raised Funds: To reinvest in the students of School 3

Vendor Description (If Appropriate): _____

Is there any commission or other gain to be received by school or advisor? Yes No

If Yes, please explain: _____

APPROVED BY: Administrator: Jamie Miller-Lyde Date: 8/10/22

Superintendent/Designee: Nancy Caser Date: 8/15/22 Received

WINSLOW TOWNSHIP SCHOOL DISTRICT
FUNDRAISER REQUEST

This form must be submitted and approved four (4) weeks prior to the date of the fundraiser.

School: #3

Club/Organization: PTO

Person Submitting Request: Jennifer Farrands

Date(s) of Fundraiser: 12/12-12/16/22 Time of Activity: Library hours

Fundraising Activity: Holiday Shoppe

Location of Activity: School 3 Library

Cost Per Item/Person: \$0.10-\$3 Sale Price: \$0.25-\$6 Anticipated Profit: \$1000

Intended Use of Raised Funds: To reinvest in the students of School 3

Vendor Description (If Appropriate): _____

Is there any commission or other gain to be received by school or advisor? Yes No

If Yes, please explain: _____

APPROVED BY: Administrator: Jamela S. Hallett-Flynn Date: 8/10/22

Superintendent/Designee: Deborah Lane Date: 8/15/22 Received

WINSLOW TOWNSHIP SCHOOL DISTRICT
FUNDRAISER REQUEST

This form must be submitted and approved four (4) weeks prior to the date of the fundraiser.

School: #3

Club/Organization: PTO

Person Submitting Request: Jennifer Farrands

Date(s) of Fundraiser: 12/14/22 Time of Activity: 630-8pm

Fundraising Activity: Holiday Shoppe Family Night

Location of Activity: School 3 Library

Cost Per Item/Person: \$0.10-\$3 Sale Price: \$0.25-\$6 Anticipated Profit: \$250

Intended Use of Raised Funds: To reinvest in the students of School 3

Vendor Description (If Appropriate): _____

Is there any commission or other gain to be received by school or advisor? Yes No

If Yes, please explain: _____

APPROVED BY: Administrator: Jamie Gallett Floyd Date: 8/10/22
Superintendent/Designee: Deborah Carter Date: 8/15/22 received

WINSLOW TOWNSHIP SCHOOL DISTRICT FUNDRAISER REQUEST

This form must be submitted and approved four (4) weeks prior to the date of the fundraiser.

School: #3

Club/Organization: PTO

Person Submitting Request: Jennifer Farrands

Date(s) of Fundraiser: 2/27-3/3/23 Time of Activity: During library hours

Fundraising Activity: Bookfair

Location of Activity: Library

Cost Per Item/Person: \$1-\$12 Sale Price: _____ Anticipated Profit: \$50-\$250

Intended Use of Raised Funds: To reinvest in the students of School 3

Vendor Description (If Appropriate): Scholastic Books

Is there any commission or other gain to be received by school or advisor? Yes No

If Yes, please explain: _____

APPROVED BY: Administrator: Jamie Skellatt-Plyd Date: 8/10/22
 Superintendent/Designee: Timothy Carr Date: 8/15/22

Received
AUG 11 2022

WINSLOW TOWNSHIP SCHOOL DISTRICT FUNDRAISER REQUEST

This form must be submitted and approved four (4) weeks prior to the date of the fundraiser.

School: #3

Club/Organization: PTO

Person Submitting Request: Jennifer Farrands

Date(s) of Fundraiser: 3/1/23 Time of Activity: 630-8pm

Fundraising Activity: Bookfair Family Night

Location of Activity: Library

Cost Per Item/Person: \$1-\$12 Sale Price: _____ Anticipated Profit: \$50-\$250

Intended Use of Raised Funds: To reinvest in the students of School 3

Vendor Description (If Appropriate): Scholastic Books

Is there any commission or other gain to be received by school or advisor? Yes No

If Yes, please explain: _____

APPROVED BY: Administrator: *Jamila Hallett Puzd* Date: 8/10/22

Superintendent/Designee: *Dorothy Caser* Date: 8/10/22

AUG 11 2022 Revised 9/2018

Assistant Superintendent of Curriculum and Instruction

WINSLOW TOWNSHIP SCHOOL DISTRICT
FUNDRAISER REQUEST

This form must be submitted and approved four (4) weeks prior to the date of the fundraiser.

School: #3

Club/Organization: PTO

Person Submitting Request: Jennifer Farrands

Date(s) of Fundraiser: 3/13-3/24/23 Time of Activity: School Hours

Fundraising Activity: March Madness Coin Drive

Location of Activity: School 3

Cost Per Item/Person: N/A Sale Price: N/A Anticipated Profit: \$250

Intended Use of Raised Funds: To reinvest in the students of School 3

Vendor Description (If Appropriate): _____

Is there any commission or other gain to be received by school or advisor? Yes No

If Yes, please explain: _____

APPROVED BY: Administrator: Jamela Lettlyd Date: 8/10/22

Superintendent/Designee: Deborah Caser Date: 8/10/22 Received

WINSLOW TOWNSHIP SCHOOL DISTRICT
FUNDRAISER REQUEST

This form must be submitted and approved four (4) weeks prior to the date of the fundraiser.

School: #3

Club/Organization: PTO

Person Submitting Request: Jennifer Farrands

Date(s) of Fundraiser: 3/31-4/6/23 Time of Activity: School Hours

Fundraising Activity: Pretzels for Autism Awareness

Location of Activity: School 3

Cost Per Item/Person: \$0.50 Sale Price: \$1 Anticipated Profit: \$250

Intended Use of Raised Funds: To reinvest in the students of School 3

Vendor Description (If Appropriate): _____

Is there any commission or other gain to be received by school or advisor? Yes No

If Yes, please explain: _____

APPROVED BY: Administrator: Jamela Yellot Floyd Date: 8/10/22
Superintendent/Designee: Donna Carc Date: 8/10/22 Received

AUG 11 2022 Revised 9/2018

WINSLOW TOWNSHIP SCHOOL DISTRICT
FUNDRAISER REQUEST

This form must be submitted and approved four (4) weeks prior to the date of the fundraiser.

School: #3

Club/Organization: PTO

Person Submitting Request: Jennifer Farrands

Date(s) of Fundraiser: 5/1-5/11/23 Time of Activity: School Hours

Fundraising Activity: Wooden Rose Sale

Location of Activity: School 3

Cost Per Item/Person: \$0.50 Sale Price: \$1 Anticipated Profit: \$250

Intended Use of Raised Funds: To reinvest in the students of School 3

Vendor Description (If Appropriate): _____

Is there any commission or other gain to be received by school or advisor? Yes No

If Yes, please explain: _____

APPROVED BY: Administrator: Jamela Shellet Floyd Date: 8/10/22
Superintendent/Designee: Deborah Carter Date: 8/10/22

AUG 11 2022 Revised 9/2018

Assistant Superintendent of Curriculum and Instruction

WINSLOW TOWNSHIP SCHOOL DISTRICT
FUNDRAISER REQUEST

This form must be submitted and approved four (4) weeks prior to the date of the fundraiser.

School: #3

Club/Organization: PTO

Person Submitting Request: Jennifer Farrands

Date(s) of Fundraiser: 15/15-5/19/23 Time of Activity: During library hours

Fundraising Activity: BOGO Bookfair

Location of Activity: Library

Cost Per Item/Person: \$1-\$12 Sale Price: _____ Anticipated Profit: \$0

Intended Use of Raised Funds: To offer our families a great way to buy books and get one for free

Vendor Description (If Appropriate): Scholastic Books

Is there any commission or other gain to be received by school or advisor? Yes No

If Yes, please explain: _____

APPROVED BY: Administrator: Jamie Gillet Date: 8/10/22

Superintendent/Designee: Wendy Caser Date: 8/15/22

Received

Revised 9/2018
AUG 11 2022

Assistant Superintendent of
Curriculum and Instruction

WINSLOW TOWNSHIP SCHOOL DISTRICT FUNDRAISER REQUEST

This form must be submitted and approved four (4) weeks prior to the date of the fundraiser.

School: #3

Club/Organization: PTO

Person Submitting Request: Jennifer Farrands

Date(s) of Fundraiser: 5/17/23 Time of Activity: 630-8pm

Fundraising Activity: BOGO Bookfair Family Night

Location of Activity: Library

Cost Per Item/Person: \$1-\$12 Sale Price: _____ Anticipated Profit: \$0

Intended Use of Raised Funds: To offer our families a great way to buy books and get one for free

Vendor Description (If Appropriate): Scholastic Books

Is there any commission or other gain to be received by school or advisor? Yes No

If Yes, please explain: _____

APPROVED BY: Administrator: *Jamie Hill* Date: 8/10/22
 Superintendent/Designee: *Wendy Case* Date: 8/15/22 Received

WINSLOW TOWNSHIP SCHOOL DISTRICT FUNDRAISER REQUEST

This form must be submitted and approved four (4) weeks prior to the date of the fundraiser.

School: #3

Club/Organization: PTO

Person Submitting Request: Jennifer Farrands

Date(s) of Fundraiser: All year Time of Activity: _____

Fundraising Activity: Scentco sales

Location of Activity: _____

Cost Per Item/Person: \$0.50 Sale Price: \$1.00 Anticipated Profit: \$250

Intended Use of Raised Funds: To reinvest in the students of School 3

Vendor Description (If Appropriate): _____

Is there any commission or other gain to be received by school or advisor? Yes No

If Yes, please explain: _____

APPROVED BY: Administrator: Jamie Shelleford Date: 8/10/22
 Superintendent/Designee: Deborah Carter Date: 8/15/22 Received

WINSLOW TOWNSHIP BOARD OF EDUCATION
 Addendum – Wednesday, August 24, 2022

I. SUPERINTENDENT’S REPORT

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

1. Back-to-School Night (Change in Date)

Approve to change the date of the Back-to-School Night for Schools 3 & 4 from September 14, 2022 to September 12, 2022 at 6:30 PM.

On a motion made by _____, seconded by _____, approval of Superintendent’s Report is granted. Exceptions: _____ Roll Call:	
_____ Mr. Blake	_____ Ms. Nieves
_____ Ms. Dredden	_____ Mr. Shaw
_____ Ms. Martin	_____ Ms. Thomas
_____ Ms. Moore	_____ Ms. Peterson
	_____ Ms. Pitts

II. BUSINESS ADMINISTRATOR/BOARD SECRETARY’S REPORT

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

1. Vision Insurance Provider – EUS

Exhibit II A: 1

Extraordinary Unspecifiable Services (EUS) Request for Proposals (RFP) were received on July 19, 2022 at 11:00 a.m. for Vision Insurance Provider as recorded below:

	EyeMed Vision Care, LLC. * (Provider Disruption - 16%)		VSP Vision Care (Provider Disruption – NA)		National Vision Administrators, LLC. (Provider Disruption – 30%)	
	Annual Cost-2 Year	Annual Cost-3 Year	Annual Cost-2 Year	Annual Cost-3 Year	Annual Cost-2 Year	Annual Cost-3 Year
Year 1	\$87,459.84	\$87,459.84	\$106,435.00	\$109,746.00	\$95,140.80	\$95,140.80
Year 2	87,459.84	87,459.84	106,435.00	109,746.00	95,140.80	95,140.80
Year 3	---	87,459.84	---	109,746.00	---	95,140.80
Total	\$174,919.68	\$262,379.52	\$212,870.00	\$329,238.00	\$190,281.60	\$285,422.40

*The vendor retracted original letter – cannot provide equal to or better than coverage.

Approve VSP Vision Care to provide Vision Insurance coverage at an estimated annual premium of \$106,435.00 effective July 1, 2022 through June 30, 2023, with the option for a one (1) year renewal, subject to appropriations. Services are to be charged to 11-000-291-270. Further approve the attached Standard Certification Declaration for an Extraordinary Unspecifiable to contract with VSP Vision Care to provide coverage.

Winslow Township Board of Education Meeting Agenda
Addendum – Wednesday, August 24, 2022

2. New Jersey School Boards Association – 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 \$.47 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 Shaw	Legislative Committee Meeting	September 17, 2022	N/A

3. Environmental Services – Potable Water

Approve McGowan Well Water Compliance Management, LLC as the Potable Water Licensed Operator for the well at School 1 at a monthly cost of \$225.00 for the 2022-2023 school year. The vendor will prepare Consumer Confidence Report/Water Quality Report at a cost of \$200.00. Total costs of annual services are \$2,900.00. Services are to be charged to 11-000-261-420.

Winslow Township Board of Education Meeting Agenda
Addendum – Wednesday, August 24, 2022

4. Purchases – HCESC Contract Vendor

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

Items charged to 11-000-262-610

<u>General Chemical and Supply - HCESC-CAT 19-02</u>		
Custodial Supplies	BOE Maint/Oper	\$7,906.40

5. Follett – Hosted Library Services

Approve Follett Hosted Service for District Libraries for the 2022-2023 school year at a cost of \$9,029.04. Services are to be charged to account number 11-000-221-320.

On a motion made by _____, seconded by _____, approval of Board Secretary's Report is granted. Exceptions: _____

Roll Call:

_____ Mr. Blake	_____ Ms. Nieves
_____ Ms. Dredden	_____ Mr. Shaw
_____ Ms. Martin	_____ Ms. Thomas
_____ Ms. Moore	_____ Ms. Peterson
	_____ Ms. Pitts

III. PERSONNEL REPORT

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

1. 2022/2023 New Hires

a. Approve to rescind the following New Hire for the 2022/2023 school year:

	Name	Location	Position	Salary	Effective
A	Devard, Nalani	High School	Special Ed. Teacher	\$94,079.00 MA+45, Step 13	8/22/2022

b. Approve the following New Hires for the 2022/2023 school year:

	Name	Location	Position	Salary	Effective
A	*Clark, Kevin	School No. 4	Special Ed. Teacher	\$56,270.00 (pro-rated) BA, Step 2	10/20/2022
B	*Collins, Mackenzie	High School	School Counselor	\$58,370.00 MA, Step 1	9/1/2022
C	Crowe, Gary	High School	Youth Dev. Specialist	\$40,000.00 (pro-rated)	9/1/2022
D	*Roesch, Lauren	School No. 3/ School No. 4	Speech Specialist	\$62,145.00 (pro-rated) Stipend \$593.00 (pro-rated) MA, Step 8	11/1/2022
E	*Veneziani, Lauren	School No. 5	Special Ed. Teacher	\$86,395.00 (pro-rated) MA+45, Step 12	11/1/2022

*Salary adjustment pending ratification of the WTEA contract

Winslow Township Board of Education Meeting Agenda
Addendum – Wednesday, August 24, 2022

2. Resignations

Approve the following Resignations for the 2022/2023 school year:

	Name	Location	Position	Effective
A	Davis, Tricia	High School	Special Ed. Teacher	10/21/2022
B	Greer, Sarah	Middle School	ELA Teacher- Grade 8	8/31/2022
C	Tague, Jeffrey	Transportation	Substitute Bus Driver	9/2/2022

3. 2022/2023 Assistant Athletic Director

Approve the following Assistant Athletic Director for the 2022/2023 school year:
(11-402-100-100-402-08)

	Name	Position	Stipend	Step
A	Watson, Jeff	Assistant Athletic Director	\$2,419.00 (split)	1

*Stipend adjustment pending ratification of the WTEA contract

4. 2022/2023 ARP- ESSER II Grant

Approve the following employees to be charged to the ARP- ESSER II Federal Grant for the 2022/2023 school year: (20-483-100-100-000-00)

Name	Job Title	Total Salary	Federal % of Salary	Amount Charged to Federal
Baldwin, Karley	Grade Four Teacher	\$57,870.00	100%	\$57,580.00
Earlin, Chelsi	Reading Development Teacher	\$58,470.00	100%	\$58,470.00
Forry, McKenna	Math Teacher	\$56,270.00	100%	\$56,270.00
Gruber, Hannah	Grade Five Teacher	\$56,270.00	100%	\$56,270.00
Horner, Victoria	Grade Two Teacher	\$57,570.00	100%	\$57,570.00
Nicoletto, Tyler	English Teacher	\$58,670.00	100%	\$58,670.00
Pacheco, Blaire	Kindergarten Teacher	\$58,470.00	100%	\$58,470.00
Price, Madison	Reading Development Teacher	\$57,870.00	100%	\$57,870.00
Schwartz, Ashley	Grade One Teacher	\$56,770.00	100%	\$56,770.00
Warren, Molly	Grade Two Teacher	\$58,370.00	100%	\$58,370.00
Wittmer, Jeanette	Science Teacher	\$56,870.00	100%	\$56,870.00
Wright, Nicholas	Science Teacher	\$58,770.00	100%	\$58,770.00

*Salary adjustment pending ratification of the WTEA contract

Winslow Township Board of Education Meeting Agenda
Addendum – Wednesday, August 24, 2022

5. 2022/2023 Announcers, Ticket Sellers & Collectors, Clock Operators, Bookkeepers for Football

Approve the following employee to work as an Announcer, Ticket Seller & Collector, Clock Operator, Bookkeeper for the 2022/2023 Football season, on an as needed basis, per game rate as listed: (11-402-100-100-402-08)

Fall/ Winter Seasons	
Position	Per Game
Announcer	\$100.00
Ticket Seller	\$100.00
Ticket Collector	\$100.00
Clock Operator	\$100.00
Bookkeeper	\$100.00

	Name	Location
A	Brown-Self, Shawnnika	High School

<p>On a motion made by _____, seconded by _____, approval of Personnel Report is granted.</p> <p>Exceptions: _____</p> <p><i>Roll Call:</i></p> <table style="width: 100%; border: none;"> <tr> <td style="width: 50%;">_____ Mr. Blake</td> <td style="width: 50%;">_____ Ms. Nieves</td> </tr> <tr> <td>_____ Ms. Dredden</td> <td>_____ Mr. Shaw</td> </tr> <tr> <td>_____ Ms. Martin</td> <td>_____ Ms. Thomas</td> </tr> <tr> <td>_____ Ms. Moore</td> <td>_____ Ms. Peterson</td> </tr> <tr> <td></td> <td>_____ Ms. Pitts</td> </tr> </table>		_____ Mr. Blake	_____ Ms. Nieves	_____ Ms. Dredden	_____ Mr. Shaw	_____ Ms. Martin	_____ Ms. Thomas	_____ Ms. Moore	_____ Ms. Peterson		_____ Ms. Pitts
_____ Mr. Blake	_____ Ms. Nieves										
_____ Ms. Dredden	_____ Mr. Shaw										
_____ Ms. Martin	_____ Ms. Thomas										
_____ Ms. Moore	_____ Ms. Peterson										
	_____ Ms. Pitts										

Policy List

Second Reading: August 24, 2022

Policy/ Regulation	Policy/Regulation Title
P 0143.2	High School Student Representative to the Board of Education
P 0163	Quorum
P 1511	Board of Education Website Accessibility
P 2415	Every Student Succeeds Act
P 2415.04	Title I-District-Wide Parent and Family Engagement
P 2415.50	(School Name) Title I-School Parent and Family Engagement
P 3216	Dress and Grooming (Teaching Staff Members)
P 3270	Professional Responsibilities
R 3270	Lesson Plans and Plan Books
P 4216	Dress and Grooming (Support Staff Members)
P & R 5513	Care of School Property
P 5517	School District Issued Student Identification Cards
P 5722	Student Journalism

Abolished

Policy/ Regulation	Policy/Regulation Title
P & R 2432	School Sponsored Publications

BYLAW GUIDE

Second Reading: August 24, 2022

BYLAWS
0143.2/page 1 of 2
High School Student Representative to the
Board of Education
Jun 22
M

0143.2 HIGH SCHOOL STUDENT REPRESENTATIVE TO THE BOARD OF EDUCATION

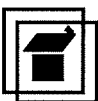
The Board of Education recognizes that experience gained by and input from students in the school district is a valued source for improving the operation of the school district. To this end, and in accordance with N.J.S.A. 18A:12-1.3 and N.J.S.A. 18A:36A-11.2, the Board authorizes the appointment of a minimum of one student selected by the student body to serve as a nonvoting student representative on the Board. The student representative must be selected from one of the grades nine through twelve.

The student body may elect or appoint the student representative to the Board in a process to be determined by the Superintendent or designee. When developing the process the Superintendent or designee shall consider input provided by the student body.

The student representative shall serve for a one school year term and their duties shall include:

1. Attending all Board meetings, excluding any discussions of the Board involving subjects which are confidential;
2. Representing all high school students within the district and presenting student proposals and concerns to the Board for its consideration; and
3. Keeping high school students informed of the business of the Board by providing a monthly report to the Student Council concerning the activities of the Board.

The student representative shall rotate each school year among the high schools in the district if the district has more than one high school.



BYLAW GUIDE

BYLAWS

0143.2/page 2 of 2

High School Student Representative to the
Board of Education

Student representatives are expected to adhere to all bylaws, policies, and regulations of the Board in their role. The Board in no way relinquishes any of its authority, powers, prerogatives, or responsibilities, but rather adds to its membership a nonvoting student representative(s) for the mutual benefit of the Board, student body, and the school district.

N.J.S.A. 18A:12-1.3; 18A:36A-11.2

Adopted:



BYLAW GUIDE

Second Reading: August 24, 2022

BYLAWS
0163/page 1 of 4
Quorum
Jun 22

0163 QUORUM

A quorum of the Board of Education shall consist of a minimum of 6 Board members, and no business shall be conducted in the absence of a quorum, except when the Doctrine of Necessity is invoked.

All Board meetings shall be called to commence not later than 8:00 p.m. of the designated day but, if a quorum is not present at the time for which the meeting is called, the Board member or Board members present may recess the meeting to a time not later than 9:00 p.m. of the same day and, if a quorum be not present at that time, the member or members present may adjourn the meeting to commence not later than 8:00 p.m. of another day, but not more than seven days following the date for which the original meeting was called, but no further recess or adjournment of the meeting shall be made.

The Board of Education recognizes there may be matters that come before the Board or acts required of Board members in their official capacity where the Board member may have a conflict of interest or the act by a Board member would be in violation of N.J.S.A. 18A:12-24. In these matters, the Board member(s) shall remove themselves from any discussions, meetings (informal or formal), committee meetings, and/or a vote regarding the matter. The Board will consider this matter without the Board member(s) who has the conflict.

In the event a matter comes before the Board or an act is required of a Board member in their official capacity that is a conflict or would be in violation of N.J.S.A. 18A:12-24, the Board would still be required to have a quorum to consider the matter. However, the New Jersey Department of Education and the School Ethics Commission envisioned this prohibition could create a situation in which the number of conflicted Board members would prevent the Board to take action on a matter. Therefore, when more than a quorum of the Board members must abstain from voting on a matter due to a conflict or the act would be in violation of N.J.S.A. 18A:12-24, the Board will invoke the Doctrine of Necessity consistent with the New Jersey Department of Education and School Ethics Commission guidelines as follows:

- A. Board Member(s) in Conflict - Less Than a Majority of The Board
 - 1. In the event a Board member(s) has a conflict of interest where the Board member will act in their official capacity, the Board member



BYLAW GUIDE

BYLAWS
0163/page 2 of 4
Quorum

must remove themselves from any discussions, meetings (informal or formal), committee meetings, and/or a vote regarding the matter.

2. In the event a Board member is unsure whether they or any other Board member has a conflict of interest or whether the matter, if acted upon by a Board member(s) is in violation of N.J.S.A. 18A:12-24 - Prohibited Acts, the School Board Attorney will make a determination.
3. The School Board Attorney will provide the Board of Education an opinion on whether the matter is a conflict of interest or act prohibited by N.J.S.A. 18A:12-24 - Prohibited Acts.
4. If the Board member(s) believes they have a conflict of interest where they will act in their official capacity or if the School Board Attorney renders an opinion the Board member has a conflict of interest where the Board member will act in their official capacity, the Board member will remove themselves from any discussions, meetings (informal or formal), committee meetings, and/or a vote regarding the matter.

B. Board Member(s) in Conflict - A Majority of Board Members in Conflict

1. In the event:
 - a. A Board member(s) believes they have a conflict of interest or if acted upon by a Board member is in violation of N.J.S.A. 18A:12-24; or
 - b. If the School Board Attorney renders an opinion a Board member(s) has a conflict of interest or if acted upon by a Board member is in violation of N.J.S.A. 18A:12-24; and
 - c. The number of Board members that have a conflict would make it so the Board would be unable to take action on the matter, then the Board may invoke the Doctrine of Necessity.

C. Doctrine Of Necessity

1. The Doctrine of Necessity may be invoked when more than a quorum of the Board must abstain from voting on a matter.



BYLAW GUIDE

BYLAWS
0163/page 3 of 4
Quorum

2. There are three prerequisites necessary for a Board to invoke the Doctrine of Necessity:
 - a. The Board must be unable to act without the members in conflict taking part;
 - b. There must be a pressing need for action, i.e. the matter cannot be laid aside until another date; and
 - c. There can be no alternative forum that can grant the same relief.

3. When the School Board Attorney advises the Board the Doctrine of Necessity must be invoked in order to obtain a quorum on a vote, the Board must publicly state:
 - a. That it is invoking the Doctrine of Necessity;
 - b. The specific reason/purpose for which the Doctrine of Necessity is being invoked; and
 - c. The specific nature of the conflict of interest for each Board member that has a conflict of interest:
 - (1) The specific nature of the conflict of interest for each Board member should include the Board member's name; the name of the immediate family member or relative which is the basis for the conflict of interest, and the position that immediate family member or relative holds; or
 - (2) If the specific nature of the conflict of interest for a Board member is a conflict other than an immediate family member or relative, the announcement should include the conflict which is the basis for the conflict of interest.

4. When the Board invokes the Doctrine of Necessity, it will adopt a Resolution setting forth the same information as outlined in C.3. above.



BYLAW GUIDE

BYLAWS
0163/page 4 of 4
Quorum

5. When the Board invokes the Doctrine of Necessity, the Resolution will be:
 - a. Read at a regularly scheduled public meeting;
 - b. Posted in such places the Board posts public notices for thirty days; and
 - c. Provided to the School Ethics Commission.
6. The Board members who have a conflict in the matter are prohibited from:
 - a. Participating in any discussions on the matter prior to the announcement of the invocation of the Doctrine of Necessity at the public meeting;
 - b. Being present in an executive session when the matter is being discussed; and
 - c. Offering their opinions on the matter at any time prior to the announcement or the invocation of the Doctrine of Necessity.
7. The Board members who have a conflict may only ask questions regarding the matter to be voted on in public and after the Board has invoked the Doctrine of Necessity.
8. The Board members who have a conflict may explain their reasons for not voting just before the vote.

N.J.S.A. 18A:10-6; 18A:12-24

New Jersey School Ethics Commission – Advisory Opinions A10-93(b), A07-94, and C07-96

New Jersey School Ethics Commission – Resolution on Invoking the Doctrine of Necessity – June 25, 2018

Adopted:



POLICY GUIDE

Second Reading: August 24, 2022

ADMINISTRATION
1511/page 1 of 4
Board of Education Website Accessibility
June 22
M

1511 BOARD OF EDUCATION WEBSITE ACCESSIBILITY

It is the goal of the Board of Education that the information on the school district's internet websites are accessible to individuals with disabilities in compliance with the requirements of Federal law (Section 504 of the Rehabilitation Act of 1973 and that statute's implementing regulations at 34 C.F.R. Part 104, and Title II of the Americans with Disabilities Act of 1990 and that statute's implementing regulations at 28 C.F.R. Part 35) and New Jersey law (N.J.S.A. 18A:36-35.1).

A. Federal Law – American with Disabilities Act (ADA)

1. For the purpose of the Federal law - Section 504 of the Rehabilitation Act of 1973 and that statute's implementing regulations at 34 C.F.R. Part 104, and Title II of the Americans with Disabilities Act of 1990 and that statute's implementing regulations at 28 C.F.R. Part 35 and this Policy, "school district website" includes, but is not limited to, the internet home page, all subordinate pages, school or school district department pages, intranet pages and sites, and includes online content and functionality, developed by, maintained by, or offered through a third-party vendor or by using open sources.
2. The accessibility of online content and functionality will be measured according to the most up-to-date version of the World Wide Web Consortium's (W3C) Web Content Accessibility Guidelines (WCAG) and the Web Accessibility Initiative Accessible Rich Internet Application Suite (WAI-ARIA) 1.0 for web content (benchmarks for measuring accessibility).
3. By conforming to the benchmarks for measuring accessibility set forth above, the Board of Education will ensure that people with disabilities have an opportunity equal to that of their nondisabled peers to access the information on the district's website.



POLICY GUIDE

ADMINISTRATION

1511/page 2 of 4

Board of Education Website Accessibility

4. To ensure the district's website conforms with the above benchmarks for measuring accessibility, the Superintendent of Schools will designate a school staff member to act as the Website Accessibility Coordinator. The Coordinator will:
 - a. Ensure that in-house staff and contractors responsible for webpages and webpage content development are properly trained on the Board of Education's website accessibility policy and procedures;
 - b. Ensure that all new, newly added, and modified online content and functionality is accessible to people with disabilities as measured by conformance to the above benchmarks by, among other things:
 - (1) Checking the hypertext markup language (HTML) of all new webpages on the website to make sure that accessible elements are used, including "alt" tags, long descriptions, and captions, as needed;
 - (2) Ensuring that webpages are designed in a manner that allows them to be displayed using a visitor's own settings for color and fonts, and can be navigated with a keyboard;
 - (3) If images are used, including photos, graphics, scanned images, or image maps, making sure to include text equivalents for them, using "alt" tags and/or long descriptions for each and ensuring the text equivalents convey the meaningful information presented visually by the image;
 - (4) If online forms and tables are used, making those elements accessible;
 - (5) Ensuring that videos appearing on the website include appropriately synchronized audio description and captions;



POLICY GUIDE

ADMINISTRATION

1511/page 3 of 4

Board of Education Website Accessibility

- (6) Ensuring when posting new documents on the website, the documents shall be provided in HTML or another text-based format (even if they are provided in another format, such as portable document format (PDF)). If documents are provided in both formats, provide both formats at the same time so people with disabilities have the same degree of access as others;
 - (7) Periodically enlisting people with a variety of disabilities to test the Board of Education's webpages for accessibility and ease of use and use this information to increase the Board's website accessibility;
 - (8) Periodically coordinating the audit of existing content and functionality of the website to identify online content or functionality that is inaccessible to persons with disabilities; and
 - (9) Developing and carrying out a corrective action plan, when necessary, for making the district's existing web content accessible.
- c. Ensure that alternative means are available for people with disabilities to access information, programs, and services that are normally provided on the Board's website.
- B. New Jersey Law – N.J.S.A. 18A:36-35.1
1. For the purpose of New Jersey law – N.J.S.A. 18A:36-35.1 and this Policy, "internet website or web service" includes any webpage, website, web service, online curriculum, or online third party or open educational resource product that is made available to enrolled students or the public by the school district.
 2. Pursuant to N.J.S.A. 18A:36-35.1, no school district shall make available to the enrolled students of the district or school or to the public an Internet website or web service unless the Internet website or web service complies with the most up-to-date version of the World Wide Web Consortium's (W3C) Web Content



POLICY GUIDE

ADMINISTRATION

1511/page 4 of 4

Board of Education Website Accessibility

Accessibility Guidelines (WCAG) if the Guidelines are approved by the Commissioner of Education, or any other applicable guidelines or requirements as may be designed or approved by the Commissioner of Education.

3. In accordance with N.J.S.A. 18A:36-35.1.a. and b., the school district is required to submit a statement of assurance attesting to compliance with N.J.S.A. 18A:36-35.1 as required by the Commissioner of Education.

This Policy establishes minimum standards for the accessibility of web-based information and services considered necessary to meet the district's goals and ensure compliance with applicable Federal and State laws.

Section 504 of the Rehabilitation Act of 1973
Title II of the Americans with Disabilities Act of 1990
34 C.F.R. Part 104; 28 C.F.R. Part 35
N.J.S.A. 18A:36-35.1

Adopted:



POLICY GUIDE

Second Reading: August 24, 2022

ADMINISTRATION
1511/page 1 of 4
Board of Education Website Accessibility
June 22
M

1511 BOARD OF EDUCATION WEBSITE ACCESSIBILITY

It is the goal of the Board of Education that the information on the school district's internet websites are accessible to individuals with disabilities in compliance with the requirements of Federal law (Section 504 of the Rehabilitation Act of 1973 and that statute's implementing regulations at 34 C.F.R. Part 104, and Title II of the Americans with Disabilities Act of 1990 and that statute's implementing regulations at 28 C.F.R. Part 35) and New Jersey law (N.J.S.A. 18A:36-35.1).

A. Federal Law – American with Disabilities Act (ADA)

1. For the purpose of the Federal law - Section 504 of the Rehabilitation Act of 1973 and that statute's implementing regulations at 34 C.F.R. Part 104, and Title II of the Americans with Disabilities Act of 1990 and that statute's implementing regulations at 28 C.F.R. Part 35 and this Policy, "school district website" includes, but is not limited to, the internet home page, all subordinate pages, school or school district department pages, intranet pages and sites, and includes online content and functionality, developed by, maintained by, or offered through a third-party vendor or by using open sources.
2. The accessibility of online content and functionality will be measured according to the most up-to-date version of the World Wide Web Consortium's (W3C) Web Content Accessibility Guidelines (WCAG) and the Web Accessibility Initiative Accessible Rich Internet Application Suite (WAI-ARIA) 1.0 for web content (benchmarks for measuring accessibility).
3. By conforming to the benchmarks for measuring accessibility set forth above, the Board of Education will ensure that people with disabilities have an opportunity equal to that of their nondisabled peers to access the information on the district's website.



POLICY GUIDE

ADMINISTRATION

1511/page 2 of 4

Board of Education Website Accessibility

4. To ensure the district's website conforms with the above benchmarks for measuring accessibility, the Superintendent of Schools will designate a school staff member to act as the Website Accessibility Coordinator. The Coordinator will:
 - a. Ensure that in-house staff and contractors responsible for webpages and webpage content development are properly trained on the Board of Education's website accessibility policy and procedures;
 - b. Ensure that all new, newly added, and modified online content and functionality is accessible to people with disabilities as measured by conformance to the above benchmarks by, among other things:
 - (1) Checking the hypertext markup language (HTML) of all new webpages on the website to make sure that accessible elements are used, including "alt" tags, long descriptions, and captions, as needed;
 - (2) Ensuring that webpages are designed in a manner that allows them to be displayed using a visitor's own settings for color and fonts, and can be navigated with a keyboard;
 - (3) If images are used, including photos, graphics, scanned images, or image maps, making sure to include text equivalents for them, using "alt" tags and/or long descriptions for each and ensuring the text equivalents convey the meaningful information presented visually by the image;
 - (4) If online forms and tables are used, making those elements accessible;
 - (5) Ensuring that videos appearing on the website include appropriately synchronized audio description and captions;



POLICY GUIDE

ADMINISTRATION

1511/page 3 of 4

Board of Education Website Accessibility

- (6) Ensuring when posting new documents on the website, the documents shall be provided in HTML or another text-based format (even if they are provided in another format, such as portable document format (PDF)). If documents are provided in both formats, provide both formats at the same time so people with disabilities have the same degree of access as others;
 - (7) Periodically enlisting people with a variety of disabilities to test the Board of Education's webpages for accessibility and ease of use and use this information to increase the Board's website accessibility;
 - (8) Periodically coordinating the audit of existing content and functionality of the website to identify online content or functionality that is inaccessible to persons with disabilities; and
 - (9) Developing and carrying out a corrective action plan, when necessary, for making the district's existing web content accessible.
- c. Ensure that alternative means are available for people with disabilities to access information, programs, and services that are normally provided on the Board's website.
- B. New Jersey Law – N.J.S.A. 18A:36-35.1
1. For the purpose of New Jersey law – N.J.S.A. 18A:36-35.1 and this Policy, "internet website or web service" includes any webpage, website, web service, online curriculum, or online third party or open educational resource product that is made available to enrolled students or the public by the school district.
 2. Pursuant to N.J.S.A. 18A:36-35.1, no school district shall make available to the enrolled students of the district or school or to the public an Internet website or web service unless the Internet website or web service complies with the most up-to-date version of the World Wide Web Consortium's (W3C) Web Content



POLICY GUIDE

ADMINISTRATION

1511/page 4 of 4

Board of Education Website Accessibility

Accessibility Guidelines (WCAG) if the Guidelines are approved by the Commissioner of Education, or any other applicable guidelines or requirements as may be designed or approved by the Commissioner of Education.

3. In accordance with N.J.S.A. 18A:36-35.1.a. and b., the school district is required to submit a statement of assurance attesting to compliance with N.J.S.A. 18A:36-35.1 as required by the Commissioner of Education.

This Policy establishes minimum standards for the accessibility of web-based information and services considered necessary to meet the district's goals and ensure compliance with applicable Federal and State laws.

Section 504 of the Rehabilitation Act of 1973
Title II of the Americans with Disabilities Act of 1990
34 C.F.R. Part 104; 28 C.F.R. Part 35
N.J.S.A. 18A:36-35.1

Adopted:



POLICY GUIDE

Second Reading: August 24, 2022

PROGRAM
2415/page 1 of 4
Every Student Succeeds Act
Jun 22
M

2415 EVERY STUDENT SUCCEEDS ACT

The Every Student Succeeds Act (ESSA) is a reauthorization of the Elementary and Secondary Education Act (ESEA) of 1965 that provides Federal funds to help all New Jersey's school children achieve. The purpose of the ESSA is to ensure all students have equitable access to high-quality educational resources and opportunities and to close educational achievement gaps. The Board of Education elects to augment the instructional program of students by projects supported by Federal funds allocated under the ESSA and the district will comply with the requirements of all the programs authorized by the ESSA.

The district may be eligible for several grant programs funded through the ESSA, including, but not limited to, Title I through Title VII. Many of the Titles of the ESSA have several parts and subparts that provide a funding source for specific purposes.

Application Procedure

The district will submit an annual ESSA Consolidated Formula Subgrant Application to the New Jersey Department of Education (NJDOE). The school district's application shall include all information required by the NJDOE and the ESSA for the district to be considered for funding under the ESSA.

Covered Programs

Formula grants under the ESSA are non-competitive grants that school districts are eligible for based on the make-up of their student bodies. These formula grants for each Title are committed to different purposes and may be used to support different activities and programs.

Title I

The largest Federal program supporting elementary and secondary education is Title I. The ESSA strengthens Title I requirements for the State's assessments, accountability system, and support for school improvement. The law also requires minimum qualifications for teachers and paraprofessionals in Title I programs.



POLICY GUIDE

PROGRAM
2415/page 2 of 4
Every Student Succeeds Act

The school district must use the best available measure for identifying children from low-income families to: identify eligible school attendance areas, determine the ranking of each area, and determine allocations as identified in the Title I guidelines and regulations.

The school district will offer Title I services to eligible children enrolled in private elementary and secondary schools. The services and benefits will be equitable in comparison to services and benefits for participating public school children.

The school district will provide the New Jersey Department of Education assurances it will provide the maximum coordination between the Title I program, the regular school program, and services provided by other programs for specialized populations. The Title I program will consider the special needs of homeless children, migrant children, children with disabilities and limited English Language Learner (ELL) children. Title I funds will be reserved so that migrant children who are otherwise eligible to receive Title I services, even if they arrive during the school year, are served.

Type of Title I Program

The school district will offer a School-wide Title I program.

School-wide Program

High-poverty schools (a school with at least 40% poverty or any school below 40% poverty with a waiver issued by the New Jersey Department of Education) are eligible to adopt school-wide programs to raise the achievement of low-achieving students by improving instruction throughout the entire school, thus using Title I funds to serve all children in the school. A school-wide program must be established in accordance with the Title I guidelines and regulations and the New Jersey Department of Education.

New Jersey Department of Education Accountability System

The district will comply with the accountability system established by the New Jersey Department of Education and outlined in the New Jersey State Plan and approved by the United States Department of Education.



POLICY GUIDE

PROGRAM
2415/page 3 of 4
Every Student Succeeds Act

Fiscal Responsibility

The district will comply with the requirements as outlined in Policy 2415.02 Title I – Fiscal Responsibilities in accordance with the NJDOE and the ESSA.

Staff

The district will comply with the staff certification requirements of the ESSA and the NJDOE. In addition, the district will ensure all paraprofessionals meet the requirements as established by the ESSA and as outlined in Policy 4125 – Employment of Support Staff Members.

Parent and Family Engagement

The district will comply with the requirements as outlined in Policy 2415.04 – Title I – District-Wide Parent and Family Engagement and Policy 2415.50 – Title I – School Parent and Family Engagement as applicable in accordance with the NJDOE and the ESSA.

Student Surveys, Analysis, and/or Evaluations

The Protection of Pupil Rights Amendment (PPRA) applies to school districts that receive Federal funding from the United States Department of Education. The district will comply with the requirements as outlined in Policy 2415.05 - Student Surveys, Analysis, and/or Evaluations in accordance with the PPRA.

Unsafe School Choice Option

In the event there is a school in the district designated as Persistently Dangerous in accordance with the Victims of Violent Criminal Offenses as outlined in the ESSA, the district will comply with the requirements of Policy 2415.06 – Unsafe School Choice Option in accordance with the NJDOE and the ESSA.

Property

Property acquired through Title I funds for use in public or private schools will be acquired in accordance with the Public School Contracts Law, will be held in title by the Board of Education, and will not be used for other purposes so long as it is required in the Title I program. Property no longer required for Title I purposes will be used for other, similarly funded projects or disposed of in accordance with State and Federal guidelines.



POLICY GUIDE

PROGRAM
2415/page 4 of 4
Every Student Succeeds Act

Capital Expenses

The Superintendent will assure the district abides by New Jersey's Public Contracts Law; consults appropriate private school officials prior to making any decisions regarding capital expenses; ensure funds that are received to cover capital expenses provide equitable Title I services to private school students; ensure accounts for any capital funding is separately maintained; and assure lease purchase agreements are consistent with applicable statute and administrative code.

Post-Award Requirements

The school district will maintain all project records for five years following the completion of the activity for which the funds were used. The school district will prepare and submit all reports as required by the State Department of Education in a timely manner.

Supplement, Not Supplant

Grant funds provided under Federal programs, including the ESEA of 1965 as amended by the ESSA, shall supplement, not supplant the funds that would, in the absence of such Federal funds, be made available from State and local sources for the education of students participating in programs assisted under the ESEA of 1965 as amended by the ESSA.

Evaluation

The Superintendent or designee will evaluate the ESSA programs as required by the United States and the New Jersey Departments of Education.

Elementary and Secondary Education Act of 1965 (20 U.S.C. 2701 et seq.) as amended by the Every Student Succeeds Act.

Adopted:



POLICY GUIDE

Second Reading: August 24, 2022

PROGRAM
2415.04/page 1 of 9
Title I – District-Wide Parent and Family
Engagement
Apr 22
M

2415.04 TITLE I – DISTRICT-WIDE PARENT AND FAMILY ENGAGEMENT

In support of strengthening student academic achievement, each school district that receives Title I, Part A funds must develop jointly with, agree on, and distribute to, parents of participating children a written parent and family engagement policy that contains information required by Section 1116(a)(2) of the Elementary and Secondary Education Act (ESEA). This Policy establishes the school district's expectations for parent and family engagement, describes how the school district will implement a number of specific parent and family engagement activities, and is incorporated into the school district's Annual School Plan (ASP).

A. General Expectations

1. The school district agrees to implement the following statutory requirements:
 - a. The school district will put into operation programs, activities, and procedures for the involvement of parents in all its schools with Title I, Part A programs, consistent with Section 1116 of the ESEA. These programs, activities, and procedures will be planned and operated with meaningful consultation with parents of participating children.
 - b. Consistent with Section 1116 of the ESEA, the school district will work with its schools to ensure that the required school-level parent and family engagement policies meet the requirements of Section 1116(b) of the ESEA, and each include, as a component, a school-parent compact consistent with Section 1116(d) of the ESEA.
 - c. The school district will incorporate this district-wide parent and family engagement policy into its school district's plan developed under Section 1112 of the ESEA.



POLICY GUIDE

PROGRAM

2415.04/page 2 of 9

Title I – District-Wide Parent and Family
Engagement

- d. In carrying out the Title I, Part A parent and family engagement requirements, to the extent practicable, the school district and its schools will provide full opportunities for the participation of parents with limited English proficiency, parents with disabilities, and parents of migratory children, including providing information and school reports required under Section 1111 of the ESEA in an understandable and uniform format and, including alternative formats upon request, and, to the extent practicable, in a language parents understand.
- e. If the school district's plan for Title I, Part A, developed under Section 1112 of the ESEA, is not satisfactory to the parents of participating children, the school district will submit any parent comments with the plan if requested by the New Jersey Department of Education (NJDOE).
- f. The school district will involve the parents of children served in Title I, Part A schools in decisions about how the one percent of Title I, Part A funds reserved for parent and family engagement is spent, and will ensure that not less than ninety percent of the one percent reserve goes directly to the schools.
- g. The school district will be governed by the following statutory definition of parent and family engagement, and expects that its Title I schools will carry out programs, activities, and procedures in accordance with this definition:
 - (1) "Parent and family engagement" means the participation of parents in regular, two-way, and meaningful communication involving student academic learning and other school activities, including ensuring:
 - (a) That parents play an integral role in assisting their child's learning;



POLICY GUIDE

PROGRAM
2415.04/page 4 of 9
Title I – District-Wide Parent and Family
Engagement

- b. Annually share with parents the Title I allocations per school and the intended use of funds.
 - c. Align family engagement activities that support parents/students' academic goals.
 - d. Model effective teaching strategies that parents can use at home.
 - e. Provide parent training sessions.
 3. The school district will provide the following necessary coordination, technical assistance, and other support to assist Title I, Part A schools in planning and implementing effective parent and family engagement activities to improve student academic achievement and school performance:
 - a. Analyze student achievement data and keep parents of student achievement.
 - b. Provide parents with resources that support student learning.
 - c. Provide translation services and materials, where possible.
 4. The school district will take the following actions to conduct, with the involvement of parents, an annual evaluation of the content and effectiveness of this parent and family engagement policy in improving the quality of its Title I, Part A schools. The evaluation will include identifying barriers to greater participation by parents in parent and family engagement activities (with particular attention to parents who are economically disadvantaged, are disabled, have limited English proficiency, have limited literacy, or are of any racial or ethnic minority background). The school district will use the findings of the evaluation about its parent and family engagement policy and activities to design strategies for



POLICY GUIDE

PROGRAM

2415.04/page 5 of 9

Title I – District-Wide Parent and Family
Engagement

more effective parent and family engagement, and to revise, if necessary (and with the involvement of parents) its parent and family engagement policies.

- a. Solicit input from parents on this policy and incorporate suggestions where possible and applicable.
5. The school district will build the schools' and parents' capacity for strong parent and family engagement, in order to ensure effective involvement of parents and to support a partnership among the school involved, parents, and the community to improve student academic achievement, through the following activities specifically described below:
- a. The school district will, with the assistance of its Title I, Part A schools, provide assistance to parents of children served by the school district or school, as appropriate, in understanding topics such as the following, by undertaking the actions described in this paragraph:
 - (1) The challenging State academic standards;
 - (2) The State and local academic assessments including alternate assessments;
 - (3) The requirements of Title I, Part A;
 - (4) How to monitor their child's progress; and
 - (5) How to work with educators:
 - (a) Make available notification of state-sponsored trainings, workshops, conferences and resources.
 - (b) Utilize all available forms of communication to engage parents.



POLICY GUIDE

PROGRAM

2415.04/page 6 of 9

Title I – District-Wide Parent and Family
Engagement

- (c) Maintain and make available a listing of parent engagement activities.
 - (d) Conduct annual parent meetings at all schools.
- b. The school district will, with the assistance of its schools, provide materials and training to help parents work with their children to improve their children's academic achievement, such as literacy training, and using technology, as appropriate, to foster parent and family engagement, by:
 - (1) Utilizing all available means of communication to educate parents on how to work with their child.
 - (2) Educating staff on the importance of parental support and building a strong school/home partnership.
- c. The school district will, with the assistance of its schools and parents, educate its teachers, student services personnel, principals, other school leaders, and other staff, in how to reach out to, communicate with, and work with parents as equal partners, in the value and utility of contributions of parents, and in how to implement and coordinate parent programs and build ties between parents and schools, by:
(List activities)
 - (1) Analyzing current data from parent input, using the information gathered to develop and plan for better parent engagement.
- d. The school district will, to the extent feasible and appropriate, coordinate and integrate parent and family engagement programs and activities with Head Start, Home Instruction Programs for Preschool Youngsters, the Parents as Teachers Program, and public preschool and other



POLICY GUIDE

PROGRAM
2415.04/page 7 of 9
Title I – District-Wide Parent and Family
Engagement

programs, and conduct other activities, such as parent resource centers, that encourage and support parents in more fully participating in the education of their children, by:

- (1) Providing current available parent resources.
- (2) Providing information to parents in their native language when possible.

- e. The school district will take the following actions to ensure that information related to the school and parent programs, meetings, and other activities is sent to the parents of participating children in an understandable and uniform format, including alternative formats upon request, and, to the extent practicable, in a language the parents can understand:

(List actions)

- (1) Use of the district’s electronic notification system.
- (2) Posting information on the school and district website.
- (3) Use of text message system, where appropriate.
- (4) Mailing and back-packing of announcements and information.

C. Discretionary District-Wide Parent and Family Engagement Policy Components

1. The District-Wide Parent and Family Engagement Policy may include additional paragraphs listing and describing other discretionary activities that the school district, in consultation with its parents, chooses to undertake to build parents’ capacity for involvement in the school and school system to support their children’s academic achievement, such as the following discretionary activities listed under Section 1116(e) of the ESEA:



POLICY GUIDE

PROGRAM

2415.04/page 8 of 9

Title I – District-Wide Parent and Family Engagement

- a. Involving parents in the development of training for teachers, principals, and other educators to improve the effectiveness of that training;
- b. Providing necessary literacy training for parents from Title I, Part A funds, if the school district has exhausted all other reasonably available sources of funding for that training;
- c. Paying reasonable and necessary expenses associated with parent and family engagement activities, including transportation and child care costs, to enable parents to participate in school-related meetings and training sessions;
- d. Training parents to enhance the involvement of other parents;
- e. In order to maximize parent and family engagement and participation in their children's education, arranging school meetings at a variety of times, or conducting in-home conferences between teachers or other educators, who work directly with participating children, with parents who are unable to attend those conferences at school;
- f. Adopting and implementing model approaches to improving parent and family engagement;
- g. Establishing a district-wide parent advisory council to provide advice on all matters related to parent and family engagement in Title I, Part A programs;
- h. Developing appropriate roles for community-based organizations and businesses, including faith-based organizations, in parent and family engagement activities; and
- i. Providing other reasonable support for parent and family engagement activities under Section 1116 as parents may request.



POLICY GUIDE

PROGRAM
2415.04/page 9 of 9
Title I – District-Wide Parent and Family
Engagement

D. Adoption

This Policy has been developed jointly with, and agreed on with, parents of children participating in Title I, Part A programs, as evidenced by the Superintendent of Schools or designee. This Policy was adopted by the Board of Education on the adoption date noted at the end of this Policy and will be in effect for the period of one year and will be updated as needed on an annual basis. The school district will distribute this Policy to all parents of participating Title I, Part A children on or before October 1 of each school year.

Elementary and Secondary Education Act, Title I, Section 1116(a)(2)

Adopted:



POLICY GUIDE

Second Reading: August 24, 2022

PROGRAM
2415.50/page 1 of 9
School No. 1 Title I – School Parent
and Family Engagement
Apr 22
M

2415.50 SCHOOL NO. 1 TITLE I – SCHOOL PARENT AND FAMILY ENGAGEMENT

A. District Expectations

1. In accordance with the requirements of Title I, Section 1116(a)(2), ESEA, the Board of Education agrees to implement the following statutory requirements:
 - a. The school district will put into operation programs, activities, and procedures for the involvement of parents in all its schools with Title I, Part A programs. These programs, activities, and procedures will be planned and operated with meaningful consultation with parents of participating children.
 - b. The school district will work with its schools to ensure the required school-level parent and family engagement policies meet the Title I, Part A requirements, and include, as a component, a school-parent compact.
 - c. The school district will incorporate this School Parent and Family Engagement Policy into its district plan.
 - d. In carrying out the Title I, Part A parent and family engagement requirements, to the extent practicable, the school district and its schools will provide full opportunities for the participation of parents of children with limited English proficiency, parents of children with disabilities, and parents of migratory children, including providing information and school reports in an understandable and uniform format and, including alternative formats upon request, and, to the extent practicable, in a language parents understand.



POLICY GUIDE

PROGRAM

2415.50/page 2 of 9

School No. 1 Title I – School Parent
and Family Engagement

- e. If the school district plan for Title I, Part A funds is not satisfactory to the parents of participating children, the school district will submit any parent comments with the plan upon request by the New Jersey Department of Education (NJDOE).
- f. The school district will involve the parents of children served in Title I schools in decisions about how the one percent of Title I, Part A funds reserved for parent and family engagement is spent, and will ensure that not less than ninety percent of the one percent reserved goes directly to the schools. (Only applicable for districts with Title I, Part A allocations greater than \$500,000.)
- g. The school district will be governed by the following statutory definition of parent and family engagement, and expects that its Title I schools will carry out programs, activities, and procedures in accordance with this definition:
 - (1) “Parent and family engagement” means the participation of parents in regular, two-way, and meaningful communication involving student academic learning and other school activities, including ensuring:
 - (a) That parents play an integral role in assisting their child’s learning;
 - (b) That parents are encouraged to be actively involved in their child’s education at school;
 - (c) That parents are full partners in their child’s education and are included, as appropriate, in decision-making and on advisory committees to assist in the education of their child; and



POLICY GUIDE

PROGRAM

2415.50/page 3 of 9

School No. 1 Title I – School Parent
and Family Engagement

(d) The carrying out of other activities, such as those described in section 1116 of the ESEA.

h. The school district will inform parents and parental organizations of the purpose and existence of the Parental Information and Resource Center in New Jersey.

B. School Parent and Family Engagement Policy Required Components

1. The school will take the following actions to involve parents in the joint development of its district/school parent and family engagement plan:

a. Conduct consultation with parents.

b. Make the Parent & Family Engagement policy available to parents.

c. Provide as many opportunities as possible to all parents and all sub-groups, including homeless students.

2. The school will convene an annual meeting, at a convenient time, to which all parents of participating children shall be invited and encouraged to attend, to inform parents of their school's participation under Title I, Part A, and to explain the requirements of this part and the right of the parents to be involved:

Annually at the start of school and Back to School Night, each school will present and disseminate information about Title I funding, eligibility, use of funds, and parental rights.

3. The school will offer a flexible number of meetings, such as meetings in the morning or evening, and may provide, with funds provided under Title I, Part A, transportation, child care, or home visits, as such services relate to parent and family engagement:

Additionally, meetings may be hosted virtually through the school year.



POLICY GUIDE

PROGRAM

2415.50/page 4 of 9

School No. 1 Title I – School Parent
and Family Engagement

4. The school will provide the following necessary coordination, technical assistance, and other support to assist Title I schools in planning and implementing effective parent and family engagement activities to improve student academic achievement and school performance:
 - a. Coordination of outreach resources (flyers, communication mode, advertisement).
 - b. Analysis and presentation of student achievement data.
 - c. Appropriate allocation of funds to support parent engagement activities.

5. The school will build the schools' and parents' capacity for strong parent and family engagement, in order to ensure effective involvement of parents and to support a partnership among the school involved, parents, and the community to improve student academic achievement, through the following activities specifically described below:
 - a. The school will, with the assistance of its Title I schools, provide assistance to parents of children served by the school district or school, as appropriate, in understanding topics such as the following:
 - (1) The challenging, state academic standards;
 - (2) The state and local academic assessments including alternate assessments;
 - (3) The requirements of Title I, Part A;
 - (4) How to monitor their child's progress; and
 - (5) How to work with educators to improve the achievement of their children.
 - (a) Conduct annual parent/family meetings.



POLICY GUIDE

PROGRAM

2415.50/page 5 of 9

School No. 1 Title I – School Parent
and Family Engagement

- (b) Make available notification of state-sponsored training, workshops, conferences and resources.
 - (c) Maintain and make available a listing of parent engagement resources and activities.
- 6. The school will provide parents of participating children, if requested by parents, opportunities for regular meetings to formulate suggestions and to participate, as appropriate, in decisions relating to the education of their children, and respond to any such suggestions as soon as practically possible.
 - a. The school will, with the assistance of its Title I schools, provide materials and training to help parents work with their children to improve their children's achievement, such as literacy training and using technology, as appropriate, to foster parent and family engagement, by:
 - (1) Utilizing all available communication modes to foster communication between parents and school.
 - (2) Educate staff on the importance and value of parent partnership.
 - b. The school will, with the assistance of its Title I schools and parents, educate its teachers, student services personnel, principals, other school leaders, and other staff in how to reach out to, communicate with, and work with parents as equal partners, in the value and utility of contributions of parents, and in how to reach out to, communicate with, and work with parents as equal partners to implement and coordinate parent programs and build ties between parents and schools, by:
 - (1) Analyzing current data from parent input using the information gathered to develop and plan for better parent engagement.



POLICY GUIDE

PROGRAM

2415.50/page 6 of 9

School No. 1 Title I – School Parent
and Family Engagement

- c. The school will, to the extent feasible and appropriate, coordinate and integrate parent and family engagement programs and activities with Head Start, Home Instruction Programs for Preschool Youngsters, Parents as Teachers Program, and public preschool and other programs, and conduct other activities, such as parent resource centers, that encourage and support parents in more fully participating in the education of their children, by:
- (1) Providing current parent/family resources.
 - (2) Providing information to parents in their native language when possible.
- d. The school will take the following actions to ensure that Title I information related to the school and parent programs, meetings, and other activities, is sent to the parents of participating children in an understandable and uniform format, including alternative formats upon request, and, to the extent practicable, in a language the parents can understand:
- (1) Use of district electronic notification system.
 - (2) Posting information on the school and district website.
 - (3) Use of text message system, where appropriate.
 - (4) Mailing and back-packing of announcements and information.
7. The school will take the following actions to conduct, with the involvement of parents, an annual evaluation of the content and effectiveness of this parent and family engagement policy in improving the quality of its Title I schools. The evaluation will include identifying barriers to greater participation by parents in parent and family engagement activities (with particular attention to parents who are economically disadvantaged, are disabled, have



POLICY GUIDE

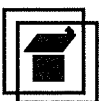
PROGRAM

2415.50/page 7 of 9

School No. 1 Title I – School Parent
and Family Engagement

limited English proficiency, have limited literacy, or are of any racial or ethnic minority background). The school district will use the findings of the evaluation about its parent and family engagement policy and activities to design strategies for more effective parent and family engagement, and to revise if necessary (and with the involvement of parents) its parent and family engagement policies:

- a. Solicit input from parents on the policy.
 - b. Incorporate suggestions where possible and applicable.
8. The school will take the following actions to involve parents in the process of school review and improvement:
- a. Conduct a needs assessment to determine family needs, Title I services, and program improvements.
 - b. Annually, share with parents the Title allocations per school and the intended use of funds.
 - c. Align family engagement activities that support parents/students' academic goals.
 - d. Model effective teaching strategies that parents can use at home.
 - e. Provide parent training sessions.
9. If the Annual School Plan (school-wide program plan) is not satisfactory to the parents of participating children, submit any parent comments on the Annual School Plan (ASP) when the school makes the plan available to the local educational agency:
- C. Shared Responsibilities for High Student Academic Achievement
1. As a component of the school-level parent and family engagement policy, each school shall jointly develop with parents for all children served under this part a school-parent compact that outlines how parents, the entire school staff, and students will



POLICY GUIDE

PROGRAM

2415.50/page 8 of 9

School No. 1 Title I – School Parent
and Family Engagement

share the responsibility for improved student academic achievement:

D. Discretionary School Parent and Family Engagement Policy Components

1. The School Parent and Family Engagement Policy may include additional paragraphs listing and describing other discretionary activities that the school district, in consultation with its parents, chooses to undertake to build parents' capacity for involvement in the school and school system to support their children's academic achievement, such as the following discretionary activities:
 - a. Involve parents in the development of training for teachers, principals, and other educators to improve the effectiveness of such training.
 - b. Provide necessary literacy training for parents from Title I, Part A funds received, if the school district has exhausted all other reasonably available sources of funding for such training.
 - c. Pay reasonable and necessary expenses associated with parent and family engagement activities, including transportation and childcare costs, to enable parents to participate in school-related meetings and training sessions.
 - d. Train parents to enhance the involvement of other parents.
 - e. In order to maximize parent and family engagement and participation in their children's education, arrange school meetings at a variety of times, or conduct in-home conferences between teachers or other educators, who work directly with participating children, with parents who are unable to attend such conferences at school.
 - f. Adopt and implement model approaches to improve parent and family engagement.



POLICY GUIDE

PROGRAM

2415.50/page 9 of 9

School No. 1 Title I – School Parent
and Family Engagement

- g. Establish a district-wide parent advisory council to provide advice on all matters related to parent and family engagement in Title I, Part A programs.
- h. Develop appropriate roles for community-based organizations and businesses in parent involvement activities.

E. Accessibility

- 1. In carrying out the parent and family engagement requirements of this part, districts and schools, to the extent practicable, shall provide full opportunities for the participation of parents of children with limited English proficiency, parents of children with disabilities, and parents of migratory children, including providing information and school reports required in a format and, to the extent practicable, in a language such parents can understand.

F. Adoption

- 1. This School Parent and Family Engagement Policy has been developed jointly with, and agreed on, parents of children participating in Title I, Part A programs, as evidenced by meeting minutes.
- 2. This Policy was adopted by the Board of Education on the adoption date noted at the end of this Policy and will be in effect for the period of the school year. The school district will distribute this Policy to all parents of participating Title I children on or before October 1 of each school year.

Elementary and Secondary Education Act, Title I, Section 1116(a)(2)

Adopted:



POLICY GUIDE

Second Reading: August 24, 2022

PROGRAM
2415.50/page 1 of 9
School No. 2 Title I – School Parent
and Family Engagement
Apr 22
M

2415.50 SCHOOL NO. 2 TITLE I – SCHOOL PARENT AND FAMILY ENGAGEMENT

A. District Expectations

1. In accordance with the requirements of Title I, Section 1116(a)(2), ESEA, the Board of Education agrees to implement the following statutory requirements:
 - a. The school district will put into operation programs, activities, and procedures for the involvement of parents in all its schools with Title I, Part A programs. These programs, activities, and procedures will be planned and operated with meaningful consultation with parents of participating children.
 - b. The school district will work with its schools to ensure the required school-level parent and family engagement policies meet the Title I, Part A requirements, and include, as a component, a school-parent compact.
 - c. The school district will incorporate this School Parent and Family Engagement Policy into its district plan.
 - d. In carrying out the Title I, Part A parent and family engagement requirements, to the extent practicable, the school district and its schools will provide full opportunities for the participation of parents of children with limited English proficiency, parents of children with disabilities, and parents of migratory children, including providing information and school reports in an understandable and uniform format and, including alternative formats upon request, and, to the extent practicable, in a language parents understand.



POLICY GUIDE

PROGRAM

2415.50/page 2 of 9

School No. 2 Title I – School Parent
and Family Engagement

- e. If the school district plan for Title I, Part A funds is not satisfactory to the parents of participating children, the school district will submit any parent comments with the plan upon request by the New Jersey Department of Education (NJDOE).
- f. The school district will involve the parents of children served in Title I schools in decisions about how the one percent of Title I, Part A funds reserved for parent and family engagement is spent, and will ensure that not less than ninety percent of the one percent reserved goes directly to the schools. (Only applicable for districts with Title I, Part A allocations greater than \$500,000.)
- g. The school district will be governed by the following statutory definition of parent and family engagement, and expects that its Title I schools will carry out programs, activities, and procedures in accordance with this definition:
 - (1) “Parent and family engagement” means the participation of parents in regular, two-way, and meaningful communication involving student academic learning and other school activities, including ensuring:
 - (a) That parents play an integral role in assisting their child’s learning;
 - (b) That parents are encouraged to be actively involved in their child’s education at school;
 - (c) That parents are full partners in their child’s education and are included, as appropriate, in decision-making and on advisory committees to assist in the education of their child; and



POLICY GUIDE

PROGRAM

2415.50/page 3 of 9

School No. 2 Title I – School Parent
and Family Engagement

(d) The carrying out of other activities, such as those described in section 1116 of the ESEA.

h. The school district will inform parents and parental organizations of the purpose and existence of the Parental Information and Resource Center in New Jersey.

B. School Parent and Family Engagement Policy Required Components

1. The school will take the following actions to involve parents in the joint development of its district/school parent and family engagement plan:

a. Conduct consultation with parents.

b. Make the Parent & Family Engagement policy available to parents.

c. Provide as many opportunities as possible to all parents and all sub-groups, including homeless students.

2. The school will convene an annual meeting, at a convenient time, to which all parents of participating children shall be invited and encouraged to attend, to inform parents of their school's participation under Title I, Part A, and to explain the requirements of this part and the right of the parents to be involved:

Annually at the start of school and Back to School Night, each school will present and disseminate information about Title I funding, eligibility, use of funds, and parental rights.

3. The school will offer a flexible number of meetings, such as meetings in the morning or evening, and may provide, with funds provided under Title I, Part A, transportation, child care, or home visits, as such services relate to parent and family engagement:

Additionally, meetings may be hosted virtually through the school year.



POLICY GUIDE

PROGRAM

2415.50/page 4 of 9

School No. 2 Title I – School Parent
and Family Engagement

4. The school will provide the following necessary coordination, technical assistance, and other support to assist Title I schools in planning and implementing effective parent and family engagement activities to improve student academic achievement and school performance:
 - a. Coordination of outreach resources (flyers, communication mode, advertisement).
 - b. Analysis and presentation of student achievement data.
 - c. Appropriate allocation of funds to support parent engagement activities.

5. The school will build the schools' and parents' capacity for strong parent and family engagement, in order to ensure effective involvement of parents and to support a partnership among the school involved, parents, and the community to improve student academic achievement, through the following activities specifically described below:
 - a. The school will, with the assistance of its Title I schools, provide assistance to parents of children served by the school district or school, as appropriate, in understanding topics such as the following:
 - (1) The challenging, state academic standards;
 - (2) The state and local academic assessments including alternate assessments;
 - (3) The requirements of Title I, Part A;
 - (4) How to monitor their child's progress; and
 - (5) How to work with educators to improve the achievement of their children.
 - (a) Conduct annual parent/family meetings.



POLICY GUIDE

PROGRAM

2415.50/page 5 of 9

School No. 2 Title I – School Parent
and Family Engagement

- (b) Make available notification of state-sponsored training, workshops, conferences and resources.
 - (c) Maintain and make available a listing of parent engagement resources and activities.
- 6. The school will provide parents of participating children, if requested by parents, opportunities for regular meetings to formulate suggestions and to participate, as appropriate, in decisions relating to the education of their children, and respond to any such suggestions as soon as practically possible.
 - a. The school will, with the assistance of its Title I schools, provide materials and training to help parents work with their children to improve their children's achievement, such as literacy training and using technology, as appropriate, to foster parent and family engagement, by:
 - (1) Utilizing all available communication modes to foster communication between parents and school.
 - (2) Educate staff on the importance and value of parent partnership.
 - b. The school will, with the assistance of its Title I schools and parents, educate its teachers, student services personnel, principals, other school leaders, and other staff in how to reach out to, communicate with, and work with parents as equal partners, in the value and utility of contributions of parents, and in how to reach out to, communicate with, and work with parents as equal partners to implement and coordinate parent programs and build ties between parents and schools, by:
 - (1) Analyzing current data from parent input using the information gathered to develop and plan for better parent engagement.



POLICY GUIDE

PROGRAM

2415.50/page 6 of 9

School No. 2 Title I – School Parent
and Family Engagement

- c. The school will, to the extent feasible and appropriate, coordinate and integrate parent and family engagement programs and activities with Head Start, Home Instruction Programs for Preschool Youngsters, Parents as Teachers Program, and public preschool and other programs, and conduct other activities, such as parent resource centers, that encourage and support parents in more fully participating in the education of their children, by:
- (1) Providing current parent/family resources.
 - (2) Providing information to parents in their native language when possible.
- d. The school will take the following actions to ensure that Title I information related to the school and parent programs, meetings, and other activities, is sent to the parents of participating children in an understandable and uniform format, including alternative formats upon request, and, to the extent practicable, in a language the parents can understand:
- (1) Use of district electronic notification system.
 - (2) Posting information on the school and district website.
 - (3) Use of text message system, where appropriate.
 - (4) Mailing and back-packing of announcements and information.
7. The school will take the following actions to conduct, with the involvement of parents, an annual evaluation of the content and effectiveness of this parent and family engagement policy in improving the quality of its Title I schools. The evaluation will include identifying barriers to greater participation by parents in parent and family engagement activities (with particular attention to parents who are economically disadvantaged, are disabled, have



POLICY GUIDE

PROGRAM

2415.50/page 7 of 9

School No. 2 Title I – School Parent
and Family Engagement

limited English proficiency, have limited literacy, or are of any racial or ethnic minority background). The school district will use the findings of the evaluation about its parent and family engagement policy and activities to design strategies for more effective parent and family engagement, and to revise if necessary (and with the involvement of parents) its parent and family engagement policies:

- a. Solicit input from parents on the policy.
 - b. Incorporate suggestions where possible and applicable.
8. The school will take the following actions to involve parents in the process of school review and improvement:
- a. Conduct a needs assessment to determine family needs, Title I services, and program improvements.
 - b. Annually, share with parents the Title allocations per school and the intended use of funds.
 - c. Align family engagement activities that support parents/students' academic goals.
 - d. Model effective teaching strategies that parents can use at home.
 - e. Provide parent training sessions.
9. If the Annual School Plan (school-wide program plan) is not satisfactory to the parents of participating children, submit any parent comments on the Annual School Plan (ASP) when the school makes the plan available to the local educational agency:
- C. Shared Responsibilities for High Student Academic Achievement
1. As a component of the school-level parent and family engagement policy, each school shall jointly develop with parents for all children served under this part a school-parent compact that outlines how parents, the entire school staff, and students will



POLICY GUIDE

PROGRAM

2415.50/page 8 of 9

School No. 2 Title I – School Parent
and Family Engagement

share the responsibility for improved student academic achievement:

D. Discretionary School Parent and Family Engagement Policy Components

1. The School Parent and Family Engagement Policy may include additional paragraphs listing and describing other discretionary activities that the school district, in consultation with its parents, chooses to undertake to build parents' capacity for involvement in the school and school system to support their children's academic achievement, such as the following discretionary activities:
 - a. Involve parents in the development of training for teachers, principals, and other educators to improve the effectiveness of such training.
 - b. Provide necessary literacy training for parents from Title I, Part A funds received, if the school district has exhausted all other reasonably available sources of funding for such training.
 - c. Pay reasonable and necessary expenses associated with parent and family engagement activities, including transportation and childcare costs, to enable parents to participate in school-related meetings and training sessions.
 - d. Train parents to enhance the involvement of other parents.
 - e. In order to maximize parent and family engagement and participation in their children's education, arrange school meetings at a variety of times, or conduct in-home conferences between teachers or other educators, who work directly with participating children, with parents who are unable to attend such conferences at school.
 - f. Adopt and implement model approaches to improve parent and family engagement.



POLICY GUIDE

PROGRAM

2415.50/page 9 of 9

School No. 2 Title I – School Parent
and Family Engagement

- g. Establish a district-wide parent advisory council to provide advice on all matters related to parent and family engagement in Title I, Part A programs.
- h. Develop appropriate roles for community-based organizations and businesses in parent involvement activities.

E. Accessibility

- 1. In carrying out the parent and family engagement requirements of this part, districts and schools, to the extent practicable, shall provide full opportunities for the participation of parents of children with limited English proficiency, parents of children with disabilities, and parents of migratory children, including providing information and school reports required in a format and, to the extent practicable, in a language such parents can understand.

F. Adoption

- 1. This School Parent and Family Engagement Policy has been developed jointly with, and agreed on, parents of children participating in Title I, Part A programs, as evidenced by meeting minutes.
- 2. This Policy was adopted by the Board of Education on the adoption date noted at the end of this Policy and will be in effect for the period of the school year. The school district will distribute this Policy to all parents of participating Title I children on or before October 1 of each school year.

Elementary and Secondary Education Act, Title I, Section 1116(a)(2)

Adopted:



POLICY GUIDE

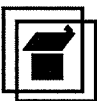
Second Reading: August 24, 2022

PROGRAM
2415.50/page 1 of 9
School No. 3 Title I – School Parent
and Family Engagement
Apr 22
M

2415.50 SCHOOL NO. 3 TITLE I – SCHOOL PARENT AND FAMILY ENGAGEMENT

A. District Expectations

1. In accordance with the requirements of Title I, Section 1116(a)(2), ESEA, the Board of Education agrees to implement the following statutory requirements:
 - a. The school district will put into operation programs, activities, and procedures for the involvement of parents in all its schools with Title I, Part A programs. These programs, activities, and procedures will be planned and operated with meaningful consultation with parents of participating children.
 - b. The school district will work with its schools to ensure the required school-level parent and family engagement policies meet the Title I, Part A requirements, and include, as a component, a school-parent compact.
 - c. The school district will incorporate this School Parent and Family Engagement Policy into its district plan.
 - d. In carrying out the Title I, Part A parent and family engagement requirements, to the extent practicable, the school district and its schools will provide full opportunities for the participation of parents of children with limited English proficiency, parents of children with disabilities, and parents of migratory children, including providing information and school reports in an understandable and uniform format and, including alternative formats upon request, and, to the extent practicable, in a language parents understand.



POLICY GUIDE

PROGRAM

2415.50/page 2 of 9

School No. 3 Title I – School Parent
and Family Engagement

- e. If the school district plan for Title I, Part A funds is not satisfactory to the parents of participating children, the school district will submit any parent comments with the plan upon request by the New Jersey Department of Education (NJDOE).
- f. The school district will involve the parents of children served in Title I schools in decisions about how the one percent of Title I, Part A funds reserved for parent and family engagement is spent, and will ensure that not less than ninety percent of the one percent reserved goes directly to the schools. (Only applicable for districts with Title I, Part A allocations greater than \$500,000.)
- g. The school district will be governed by the following statutory definition of parent and family engagement, and expects that its Title I schools will carry out programs, activities, and procedures in accordance with this definition:
 - (1) “Parent and family engagement” means the participation of parents in regular, two-way, and meaningful communication involving student academic learning and other school activities, including ensuring:
 - (a) That parents play an integral role in assisting their child’s learning;
 - (b) That parents are encouraged to be actively involved in their child’s education at school;
 - (c) That parents are full partners in their child’s education and are included, as appropriate, in decision-making and on advisory committees to assist in the education of their child; and



POLICY GUIDE

PROGRAM

2415.50/page 3 of 9

School No. 3 Title I – School Parent
and Family Engagement

(d) The carrying out of other activities, such as those described in section 1116 of the ESEA.

h. The school district will inform parents and parental organizations of the purpose and existence of the Parental Information and Resource Center in New Jersey.

B. School Parent and Family Engagement Policy Required Components

1. The school will take the following actions to involve parents in the joint development of its district/school parent and family engagement plan:

a. Conduct consultation with parents.

b. Make the Parent & Family Engagement policy available to parents.

c. Provide as many opportunities as possible to all parents and all sub-groups, including homeless students.

2. The school will convene an annual meeting, at a convenient time, to which all parents of participating children shall be invited and encouraged to attend, to inform parents of their school's participation under Title I, Part A, and to explain the requirements of this part and the right of the parents to be involved:

Annually at the start of school and Back to School Night, each school will present and disseminate information about Title I funding, eligibility, use of funds, and parental rights.

3. The school will offer a flexible number of meetings, such as meetings in the morning or evening, and may provide, with funds provided under Title I, Part A, transportation, child care, or home visits, as such services relate to parent and family engagement:

Additionally, meetings may be hosted virtually through the school year.



POLICY GUIDE

PROGRAM

2415.50/page 4 of 9

School No. 3 Title I – School Parent
and Family Engagement

4. The school will provide the following necessary coordination, technical assistance, and other support to assist Title I schools in planning and implementing effective parent and family engagement activities to improve student academic achievement and school performance:
 - a. Coordination of outreach resources (flyers, communication mode, advertisement).
 - b. Analysis and presentation of student achievement data.
 - c. Appropriate allocation of funds to support parent engagement activities.

5. The school will build the schools' and parents' capacity for strong parent and family engagement, in order to ensure effective involvement of parents and to support a partnership among the school involved, parents, and the community to improve student academic achievement, through the following activities specifically described below:
 - a. The school will, with the assistance of its Title I schools, provide assistance to parents of children served by the school district or school, as appropriate, in understanding topics such as the following:
 - (1) The challenging, state academic standards;
 - (2) The state and local academic assessments including alternate assessments;
 - (3) The requirements of Title I, Part A;
 - (4) How to monitor their child's progress; and
 - (5) How to work with educators to improve the achievement of their children.
 - (a) Conduct annual parent/family meetings.



POLICY GUIDE

PROGRAM

2415.50/page 5 of 9

School No. 3 Title I – School Parent
and Family Engagement

- (b) Make available notification of state-sponsored training, workshops, conferences and resources.
 - (c) Maintain and make available a listing of parent engagement resources and activities.
- 6. The school will provide parents of participating children, if requested by parents, opportunities for regular meetings to formulate suggestions and to participate, as appropriate, in decisions relating to the education of their children, and respond to any such suggestions as soon as practically possible.
 - a. The school will, with the assistance of its Title I schools, provide materials and training to help parents work with their children to improve their children's achievement, such as literacy training and using technology, as appropriate, to foster parent and family engagement, by:
 - (1) Utilizing all available communication modes to foster communication between parents and school.
 - (2) Educate staff on the importance and value of parent partnership.
 - b. The school will, with the assistance of its Title I schools and parents, educate its teachers, student services personnel, principals, other school leaders, and other staff in how to reach out to, communicate with, and work with parents as equal partners, in the value and utility of contributions of parents, and in how to reach out to, communicate with, and work with parents as equal partners to implement and coordinate parent programs and build ties between parents and schools, by:
 - (1) Analyzing current data from parent input using the information gathered to develop and plan for better parent engagement.



POLICY GUIDE

PROGRAM

2415.50/page 6 of 9

School No. 3 Title I – School Parent
and Family Engagement

- c. The school will, to the extent feasible and appropriate, coordinate and integrate parent and family engagement programs and activities with Head Start, Home Instruction Programs for Preschool Youngsters, Parents as Teachers Program, and public preschool and other programs, and conduct other activities, such as parent resource centers, that encourage and support parents in more fully participating in the education of their children, by:
- (1) Providing current parent/family resources.
 - (2) Providing information to parents in their native language when possible.
- d. The school will take the following actions to ensure that Title I information related to the school and parent programs, meetings, and other activities, is sent to the parents of participating children in an understandable and uniform format, including alternative formats upon request, and, to the extent practicable, in a language the parents can understand:
- (1) Use of district electronic notification system.
 - (2) Posting information on the school and district website.
 - (3) Use of text message system, where appropriate.
 - (4) Mailing and back-packing of announcements and information.
7. The school will take the following actions to conduct, with the involvement of parents, an annual evaluation of the content and effectiveness of this parent and family engagement policy in improving the quality of its Title I schools. The evaluation will include identifying barriers to greater participation by parents in parent and family engagement activities (with particular attention to parents who are economically disadvantaged, are disabled, have



POLICY GUIDE

PROGRAM

2415.50/page 7 of 9

School No. 3 Title I – School Parent
and Family Engagement

limited English proficiency, have limited literacy, or are of any racial or ethnic minority background). The school district will use the findings of the evaluation about its parent and family engagement policy and activities to design strategies for more effective parent and family engagement, and to revise if necessary (and with the involvement of parents) its parent and family engagement policies:

- a. Solicit input from parents on the policy.
 - b. Incorporate suggestions where possible and applicable.
8. The school will take the following actions to involve parents in the process of school review and improvement:
- a. Conduct a needs assessment to determine family needs, Title I services, and program improvements.
 - b. Annually, share with parents the Title allocations per school and the intended use of funds.
 - c. Align family engagement activities that support parents/students' academic goals.
 - d. Model effective teaching strategies that parents can use at home.
 - e. Provide parent training sessions.
9. If the Annual School Plan (school-wide program plan) is not satisfactory to the parents of participating children, submit any parent comments on the Annual School Plan (ASP) when the school makes the plan available to the local educational agency:
- C. Shared Responsibilities for High Student Academic Achievement
1. As a component of the school-level parent and family engagement policy, each school shall jointly develop with parents for all children served under this part a school-parent compact that outlines how parents, the entire school staff, and students will



POLICY GUIDE

PROGRAM

2415.50/page 8 of 9

School No. 3 Title I – School Parent
and Family Engagement

share the responsibility for improved student academic achievement:

D. Discretionary School Parent and Family Engagement Policy Components

1. The School Parent and Family Engagement Policy may include additional paragraphs listing and describing other discretionary activities that the school district, in consultation with its parents, chooses to undertake to build parents' capacity for involvement in the school and school system to support their children's academic achievement, such as the following discretionary activities:
 - a. Involve parents in the development of training for teachers, principals, and other educators to improve the effectiveness of such training.
 - b. Provide necessary literacy training for parents from Title I, Part A funds received, if the school district has exhausted all other reasonably available sources of funding for such training.
 - c. Pay reasonable and necessary expenses associated with parent and family engagement activities, including transportation and childcare costs, to enable parents to participate in school-related meetings and training sessions.
 - d. Train parents to enhance the involvement of other parents.
 - e. In order to maximize parent and family engagement and participation in their children's education, arrange school meetings at a variety of times, or conduct in-home conferences between teachers or other educators, who work directly with participating children, with parents who are unable to attend such conferences at school.
 - f. Adopt and implement model approaches to improve parent and family engagement.



POLICY GUIDE

PROGRAM

2415.50/page 9 of 9

School No. 3 Title I – School Parent
and Family Engagement

- g. Establish a district-wide parent advisory council to provide advice on all matters related to parent and family engagement in Title I, Part A programs.
- h. Develop appropriate roles for community-based organizations and businesses in parent involvement activities.

E. Accessibility

- 1. In carrying out the parent and family engagement requirements of this part, districts and schools, to the extent practicable, shall provide full opportunities for the participation of parents of children with limited English proficiency, parents of children with disabilities, and parents of migratory children, including providing information and school reports required in a format and, to the extent practicable, in a language such parents can understand.

F. Adoption

- 1. This School Parent and Family Engagement Policy has been developed jointly with, and agreed on, parents of children participating in Title I, Part A programs, as evidenced by meeting minutes.
- 2. This Policy was adopted by the Board of Education on the adoption date noted at the end of this Policy and will be in effect for the period of the school year. The school district will distribute this Policy to all parents of participating Title I children on or before October 1 of each school year.

Elementary and Secondary Education Act, Title I, Section 1116(a)(2)

Adopted:



POLICY GUIDE

Second Reading: August 24, 2022

PROGRAM
2415.50/page 1 of 9
School No. 4 Title I – School Parent
and Family Engagement
Apr 22
M

2415.50 SCHOOL NO.4 TITLE I – SCHOOL PARENT AND FAMILY ENGAGEMENT

A. District Expectations

1. In accordance with the requirements of Title I, Section 1116(a)(2), ESEA, the Board of Education agrees to implement the following statutory requirements:
 - a. The school district will put into operation programs, activities, and procedures for the involvement of parents in all its schools with Title I, Part A programs. These programs, activities, and procedures will be planned and operated with meaningful consultation with parents of participating children.
 - b. The school district will work with its schools to ensure the required school-level parent and family engagement policies meet the Title I, Part A requirements, and include, as a component, a school-parent compact.
 - c. The school district will incorporate this School Parent and Family Engagement Policy into its district plan.
 - d. In carrying out the Title I, Part A parent and family engagement requirements, to the extent practicable, the school district and its schools will provide full opportunities for the participation of parents of children with limited English proficiency, parents of children with disabilities, and parents of migratory children, including providing information and school reports in an understandable and uniform format and, including alternative formats upon request, and, to the extent practicable, in a language parents understand.



POLICY GUIDE

PROGRAM

2415.50/page 2 of 9

School No. 4 Title I – School Parent
and Family Engagement

- e. If the school district plan for Title I, Part A funds is not satisfactory to the parents of participating children, the school district will submit any parent comments with the plan upon request by the New Jersey Department of Education (NJDOE).
- f. The school district will involve the parents of children served in Title I schools in decisions about how the one percent of Title I, Part A funds reserved for parent and family engagement is spent, and will ensure that not less than ninety percent of the one percent reserved goes directly to the schools. (Only applicable for districts with Title I, Part A allocations greater than \$500,000.)
- g. The school district will be governed by the following statutory definition of parent and family engagement, and expects that its Title I schools will carry out programs, activities, and procedures in accordance with this definition:
 - (1) “Parent and family engagement” means the participation of parents in regular, two-way, and meaningful communication involving student academic learning and other school activities, including ensuring:
 - (a) That parents play an integral role in assisting their child’s learning;
 - (b) That parents are encouraged to be actively involved in their child’s education at school;
 - (c) That parents are full partners in their child’s education and are included, as appropriate, in decision-making and on advisory committees to assist in the education of their child; and



POLICY GUIDE

PROGRAM

2415.50/page 3 of 9

School No. 4 Title I – School Parent
and Family Engagement

(d) The carrying out of other activities, such as those described in section 1116 of the ESEA.

h. The school district will inform parents and parental organizations of the purpose and existence of the Parental Information and Resource Center in New Jersey.

B. School Parent and Family Engagement Policy Required Components

1. The school will take the following actions to involve parents in the joint development of its district/school parent and family engagement plan:

a. Conduct consultation with parents.

b. Make the Parent & Family Engagement policy available to parents.

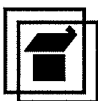
c. Provide as many opportunities as possible to all parents and all sub-groups, including homeless students.

2. The school will convene an annual meeting, at a convenient time, to which all parents of participating children shall be invited and encouraged to attend, to inform parents of their school's participation under Title I, Part A, and to explain the requirements of this part and the right of the parents to be involved:

Annually at the start of school and Back to School Night, each school will present and disseminate information about Title I funding, eligibility, use of funds, and parental rights.

3. The school will offer a flexible number of meetings, such as meetings in the morning or evening, and may provide, with funds provided under Title I, Part A, transportation, child care, or home visits, as such services relate to parent and family engagement:

Additionally, meetings may be hosted virtually through the school year.



POLICY GUIDE

PROGRAM

2415.50/page 4 of 9

School No. 4 Title I – School Parent
and Family Engagement

4. The school will provide the following necessary coordination, technical assistance, and other support to assist Title I schools in planning and implementing effective parent and family engagement activities to improve student academic achievement and school performance:
 - a. Coordination of outreach resources (flyers, communication mode, advertisement).
 - b. Analysis and presentation of student achievement data.
 - c. Appropriate allocation of funds to support parent engagement activities.

5. The school will build the schools' and parents' capacity for strong parent and family engagement, in order to ensure effective involvement of parents and to support a partnership among the school involved, parents, and the community to improve student academic achievement, through the following activities specifically described below:
 - a. The school will, with the assistance of its Title I schools, provide assistance to parents of children served by the school district or school, as appropriate, in understanding topics such as the following:
 - (1) The challenging, state academic standards;
 - (2) The state and local academic assessments including alternate assessments;
 - (3) The requirements of Title I, Part A;
 - (4) How to monitor their child's progress; and
 - (5) How to work with educators to improve the achievement of their children.
 - (a) Conduct annual parent/family meetings.



POLICY GUIDE

PROGRAM

2415.50/page 5 of 9

School No. 4 Title I – School Parent
and Family Engagement

- (b) Make available notification of state-sponsored training, workshops, conferences and resources.
 - (c) Maintain and make available a listing of parent engagement resources and activities.
- 6. The school will provide parents of participating children, if requested by parents, opportunities for regular meetings to formulate suggestions and to participate, as appropriate, in decisions relating to the education of their children, and respond to any such suggestions as soon as practically possible.
 - a. The school will, with the assistance of its Title I schools, provide materials and training to help parents work with their children to improve their children's achievement, such as literacy training and using technology, as appropriate, to foster parent and family engagement, by:
 - (1) Utilizing all available communication modes to foster communication between parents and school.
 - (2) Educate staff on the importance and value of parent partnership.
 - b. The school will, with the assistance of its Title I schools and parents, educate its teachers, student services personnel, principals, other school leaders, and other staff in how to reach out to, communicate with, and work with parents as equal partners, in the value and utility of contributions of parents, and in how to reach out to, communicate with, and work with parents as equal partners to implement and coordinate parent programs and build ties between parents and schools, by:
 - (1) Analyzing current data from parent input using the information gathered to develop and plan for better parent engagement.



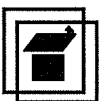
POLICY GUIDE

PROGRAM

2415.50/page 6 of 9

School No. 4 Title I – School Parent
and Family Engagement

- c. The school will, to the extent feasible and appropriate, coordinate and integrate parent and family engagement programs and activities with Head Start, Home Instruction Programs for Preschool Youngsters, Parents as Teachers Program, and public preschool and other programs, and conduct other activities, such as parent resource centers, that encourage and support parents in more fully participating in the education of their children, by:
 - (1) Providing current parent/family resources.
 - (2) Providing information to parents in their native language when possible.
 - d. The school will take the following actions to ensure that Title I information related to the school and parent programs, meetings, and other activities, is sent to the parents of participating children in an understandable and uniform format, including alternative formats upon request, and, to the extent practicable, in a language the parents can understand:
 - (1) Use of district electronic notification system.
 - (2) Posting information on the school and district website.
 - (3) Use of text message system, where appropriate.
 - (4) Mailing and back-packing of announcements and information.
7. The school will take the following actions to conduct, with the involvement of parents, an annual evaluation of the content and effectiveness of this parent and family engagement policy in improving the quality of its Title I schools. The evaluation will include identifying barriers to greater participation by parents in parent and family engagement activities (with particular attention to parents who are economically disadvantaged, are disabled, have



POLICY GUIDE

PROGRAM

2415.50/page 7 of 9

School No. 4 Title I – School Parent
and Family Engagement

limited English proficiency, have limited literacy, or are of any racial or ethnic minority background). The school district will use the findings of the evaluation about its parent and family engagement policy and activities to design strategies for more effective parent and family engagement, and to revise if necessary (and with the involvement of parents) its parent and family engagement policies:

- a. Solicit input from parents on the policy.
 - b. Incorporate suggestions where possible and applicable.
8. The school will take the following actions to involve parents in the process of school review and improvement:
- a. Conduct a needs assessment to determine family needs, Title I services, and program improvements.
 - b. Annually, share with parents the Title allocations per school and the intended use of funds.
 - c. Align family engagement activities that support parents/students' academic goals.
 - d. Model effective teaching strategies that parents can use at home.
 - e. Provide parent training sessions.
9. If the Annual School Plan (school-wide program plan) is not satisfactory to the parents of participating children, submit any parent comments on the Annual School Plan (ASP) when the school makes the plan available to the local educational agency:
- C. Shared Responsibilities for High Student Academic Achievement
1. As a component of the school-level parent and family engagement policy, each school shall jointly develop with parents for all children served under this part a school-parent compact that outlines how parents, the entire school staff, and students will



POLICY GUIDE

PROGRAM

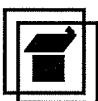
2415.50/page 8 of 9

School No. 4 Title I – School Parent
and Family Engagement

share the responsibility for improved student academic achievement:

D. Discretionary School Parent and Family Engagement Policy Components

1. The School Parent and Family Engagement Policy may include additional paragraphs listing and describing other discretionary activities that the school district, in consultation with its parents, chooses to undertake to build parents' capacity for involvement in the school and school system to support their children's academic achievement, such as the following discretionary activities:
 - a. Involve parents in the development of training for teachers, principals, and other educators to improve the effectiveness of such training.
 - b. Provide necessary literacy training for parents from Title I, Part A funds received, if the school district has exhausted all other reasonably available sources of funding for such training.
 - c. Pay reasonable and necessary expenses associated with parent and family engagement activities, including transportation and childcare costs, to enable parents to participate in school-related meetings and training sessions.
 - d. Train parents to enhance the involvement of other parents.
 - e. In order to maximize parent and family engagement and participation in their children's education, arrange school meetings at a variety of times, or conduct in-home conferences between teachers or other educators, who work directly with participating children, with parents who are unable to attend such conferences at school.
 - f. Adopt and implement model approaches to improve parent and family engagement.



POLICY GUIDE

PROGRAM

2415.50/page 9 of 9

School No. 4 Title I – School Parent
and Family Engagement

- g. Establish a district-wide parent advisory council to provide advice on all matters related to parent and family engagement in Title I, Part A programs.
- h. Develop appropriate roles for community-based organizations and businesses in parent involvement activities.

E. Accessibility

- 1. In carrying out the parent and family engagement requirements of this part, districts and schools, to the extent practicable, shall provide full opportunities for the participation of parents of children with limited English proficiency, parents of children with disabilities, and parents of migratory children, including providing information and school reports required in a format and, to the extent practicable, in a language such parents can understand.

F. Adoption

- 1. This School Parent and Family Engagement Policy has been developed jointly with, and agreed on, parents of children participating in Title I, Part A programs, as evidenced by meeting minutes.
- 2. This Policy was adopted by the Board of Education on the adoption date noted at the end of this Policy and will be in effect for the period of the school year. The school district will distribute this Policy to all parents of participating Title I children on or before October 1 of each school year.

Elementary and Secondary Education Act, Title I, Section 1116(a)(2)

Adopted:



POLICY GUIDE

Second Reading: August 24, 2022

PROGRAM
2415.50/page 1 of 9
School No. 5 Title I – School Parent
and Family Engagement
Apr 22
M

2415.50 SCHOOL NO.5 TITLE I – SCHOOL PARENT AND FAMILY ENGAGEMENT

A. District Expectations

1. In accordance with the requirements of Title I, Section 1116(a)(2), ESEA, the Board of Education agrees to implement the following statutory requirements:
 - a. The school district will put into operation programs, activities, and procedures for the involvement of parents in all its schools with Title I, Part A programs. These programs, activities, and procedures will be planned and operated with meaningful consultation with parents of participating children.
 - b. The school district will work with its schools to ensure the required school-level parent and family engagement policies meet the Title I, Part A requirements, and include, as a component, a school-parent compact.
 - c. The school district will incorporate this School Parent and Family Engagement Policy into its district plan.
 - d. In carrying out the Title I, Part A parent and family engagement requirements, to the extent practicable, the school district and its schools will provide full opportunities for the participation of parents of children with limited English proficiency, parents of children with disabilities, and parents of migratory children, including providing information and school reports in an understandable and uniform format and, including alternative formats upon request, and, to the extent practicable, in a language parents understand.



POLICY GUIDE

PROGRAM

2415.50/page 2 of 9

School No. 5 Title I – School Parent
and Family Engagement

- e. If the school district plan for Title I, Part A funds is not satisfactory to the parents of participating children, the school district will submit any parent comments with the plan upon request by the New Jersey Department of Education (NJDOE).
- f. The school district will involve the parents of children served in Title I schools in decisions about how the one percent of Title I, Part A funds reserved for parent and family engagement is spent, and will ensure that not less than ninety percent of the one percent reserved goes directly to the schools. (Only applicable for districts with Title I, Part A allocations greater than \$500,000.)
- g. The school district will be governed by the following statutory definition of parent and family engagement, and expects that its Title I schools will carry out programs, activities, and procedures in accordance with this definition:
 - (1) “Parent and family engagement” means the participation of parents in regular, two-way, and meaningful communication involving student academic learning and other school activities, including ensuring:
 - (a) That parents play an integral role in assisting their child’s learning;
 - (b) That parents are encouraged to be actively involved in their child’s education at school;
 - (c) That parents are full partners in their child’s education and are included, as appropriate, in decision-making and on advisory committees to assist in the education of their child; and



POLICY GUIDE

PROGRAM

2415.50/page 3 of 9

School No. 5 Title I – School Parent
and Family Engagement

(d) The carrying out of other activities, such as those described in section 1116 of the ESEA.

h. The school district will inform parents and parental organizations of the purpose and existence of the Parental Information and Resource Center in New Jersey.

B. School Parent and Family Engagement Policy Required Components

1. The school will take the following actions to involve parents in the joint development of its district/school parent and family engagement plan:

a. Conduct consultation with parents.

b. Make the Parent & Family Engagement policy available to parents.

c. Provide as many opportunities as possible to all parents and all sub-groups, including homeless students.

2. The school will convene an annual meeting, at a convenient time, to which all parents of participating children shall be invited and encouraged to attend, to inform parents of their school's participation under Title I, Part A, and to explain the requirements of this part and the right of the parents to be involved:

Annually at the start of school and Back to School Night, each school will present and disseminate information about Title I funding, eligibility, use of funds, and parental rights.

3. The school will offer a flexible number of meetings, such as meetings in the morning or evening, and may provide, with funds provided under Title I, Part A, transportation, child care, or home visits, as such services relate to parent and family engagement:

Additionally, meetings may be hosted virtually through the school year.



POLICY GUIDE

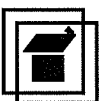
PROGRAM

2415.50/page 4 of 9

School No. 5 Title I – School Parent
and Family Engagement

4. The school will provide the following necessary coordination, technical assistance, and other support to assist Title I schools in planning and implementing effective parent and family engagement activities to improve student academic achievement and school performance:
 - a. Coordination of outreach resources (flyers, communication mode, advertisement).
 - b. Analysis and presentation of student achievement data.
 - c. Appropriate allocation of funds to support parent engagement activities.

5. The school will build the schools' and parents' capacity for strong parent and family engagement, in order to ensure effective involvement of parents and to support a partnership among the school involved, parents, and the community to improve student academic achievement, through the following activities specifically described below:
 - a. The school will, with the assistance of its Title I schools, provide assistance to parents of children served by the school district or school, as appropriate, in understanding topics such as the following:
 - (1) The challenging, state academic standards;
 - (2) The state and local academic assessments including alternate assessments;
 - (3) The requirements of Title I, Part A;
 - (4) How to monitor their child's progress; and
 - (5) How to work with educators to improve the achievement of their children.
 - (a) Conduct annual parent/family meetings.



POLICY GUIDE

PROGRAM

2415.50/page 5 of 9

School No. 5 Title I – School Parent
and Family Engagement

- (b) Make available notification of state-sponsored training, workshops, conferences and resources.
 - (c) Maintain and make available a listing of parent engagement resources and activities.
- 6. The school will provide parents of participating children, if requested by parents, opportunities for regular meetings to formulate suggestions and to participate, as appropriate, in decisions relating to the education of their children, and respond to any such suggestions as soon as practically possible.
 - a. The school will, with the assistance of its Title I schools, provide materials and training to help parents work with their children to improve their children's achievement, such as literacy training and using technology, as appropriate, to foster parent and family engagement, by:
 - (1) Utilizing all available communication modes to foster communication between parents and school.
 - (2) Educate staff on the importance and value of parent partnership.
 - b. The school will, with the assistance of its Title I schools and parents, educate its teachers, student services personnel, principals, other school leaders, and other staff in how to reach out to, communicate with, and work with parents as equal partners, in the value and utility of contributions of parents, and in how to reach out to, communicate with, and work with parents as equal partners to implement and coordinate parent programs and build ties between parents and schools, by:
 - (1) Analyzing current data from parent input using the information gathered to develop and plan for better parent engagement.



POLICY GUIDE

PROGRAM

2415.50/page 6 of 9

School No. 5 Title I – School Parent
and Family Engagement

- c. The school will, to the extent feasible and appropriate, coordinate and integrate parent and family engagement programs and activities with Head Start, Home Instruction Programs for Preschool Youngsters, Parents as Teachers Program, and public preschool and other programs, and conduct other activities, such as parent resource centers, that encourage and support parents in more fully participating in the education of their children, by:
 - (1) Providing current parent/family resources.
 - (2) Providing information to parents in their native language when possible.

- d. The school will take the following actions to ensure that Title I information related to the school and parent programs, meetings, and other activities, is sent to the parents of participating children in an understandable and uniform format, including alternative formats upon request, and, to the extent practicable, in a language the parents can understand:
 - (1) Use of district electronic notification system.
 - (2) Posting information on the school and district website.
 - (3) Use of text message system, where appropriate.
 - (4) Mailing and back-packing of announcements and information.

- 7. The school will take the following actions to conduct, with the involvement of parents, an annual evaluation of the content and effectiveness of this parent and family engagement policy in improving the quality of its Title I schools. The evaluation will include identifying barriers to greater participation by parents in parent and family engagement activities (with particular attention to parents who are economically disadvantaged, are disabled, have



POLICY GUIDE

PROGRAM

2415.50/page 7 of 9

School No. 5 Title I – School Parent
and Family Engagement

limited English proficiency, have limited literacy, or are of any racial or ethnic minority background). The school district will use the findings of the evaluation about its parent and family engagement policy and activities to design strategies for more effective parent and family engagement, and to revise if necessary (and with the involvement of parents) its parent and family engagement policies:

- a. Solicit input from parents on the policy.
 - b. Incorporate suggestions where possible and applicable.
8. The school will take the following actions to involve parents in the process of school review and improvement:
- a. Conduct a needs assessment to determine family needs, Title I services, and program improvements.
 - b. Annually, share with parents the Title allocations per school and the intended use of funds.
 - c. Align family engagement activities that support parents/students' academic goals.
 - d. Model effective teaching strategies that parents can use at home.
 - e. Provide parent training sessions.
9. If the Annual School Plan (school-wide program plan) is not satisfactory to the parents of participating children, submit any parent comments on the Annual School Plan (ASP) when the school makes the plan available to the local educational agency:
- C. Shared Responsibilities for High Student Academic Achievement
1. As a component of the school-level parent and family engagement policy, each school shall jointly develop with parents for all children served under this part a school-parent compact that outlines how parents, the entire school staff, and students will



POLICY GUIDE

PROGRAM

2415.50/page 8 of 9

School No. 5 Title I – School Parent
and Family Engagement

share the responsibility for improved student academic achievement:

D. Discretionary School Parent and Family Engagement Policy Components

1. The School Parent and Family Engagement Policy may include additional paragraphs listing and describing other discretionary activities that the school district, in consultation with its parents, chooses to undertake to build parents' capacity for involvement in the school and school system to support their children's academic achievement, such as the following discretionary activities:
 - a. Involve parents in the development of training for teachers, principals, and other educators to improve the effectiveness of such training.
 - b. Provide necessary literacy training for parents from Title I, Part A funds received, if the school district has exhausted all other reasonably available sources of funding for such training.
 - c. Pay reasonable and necessary expenses associated with parent and family engagement activities, including transportation and childcare costs, to enable parents to participate in school-related meetings and training sessions.
 - d. Train parents to enhance the involvement of other parents.
 - e. In order to maximize parent and family engagement and participation in their children's education, arrange school meetings at a variety of times, or conduct in-home conferences between teachers or other educators, who work directly with participating children, with parents who are unable to attend such conferences at school.
 - f. Adopt and implement model approaches to improve parent and family engagement.



POLICY GUIDE

PROGRAM

2415.50/page 9 of 9

School No. 5 Title I – School Parent
and Family Engagement

- g. Establish a district-wide parent advisory council to provide advice on all matters related to parent and family engagement in Title I, Part A programs.
- h. Develop appropriate roles for community-based organizations and businesses in parent involvement activities.

E. Accessibility

- 1. In carrying out the parent and family engagement requirements of this part, districts and schools, to the extent practicable, shall provide full opportunities for the participation of parents of children with limited English proficiency, parents of children with disabilities, and parents of migratory children, including providing information and school reports required in a format and, to the extent practicable, in a language such parents can understand.

F. Adoption

- 1. This School Parent and Family Engagement Policy has been developed jointly with, and agreed on, parents of children participating in Title I, Part A programs, as evidenced by meeting minutes.
- 2. This Policy was adopted by the Board of Education on the adoption date noted at the end of this Policy and will be in effect for the period of the school year. The school district will distribute this Policy to all parents of participating Title I children on or before October 1 of each school year.

Elementary and Secondary Education Act, Title I, Section 1116(a)(2)

Adopted:



POLICY GUIDE

Second Reading: August 24, 2022

PROGRAM
2415.50/page 1 of 9
School No. 6 Title I – School Parent
and Family Engagement
Apr 22
M

2415.50 SCHOOL NO.6 TITLE I – SCHOOL PARENT AND FAMILY ENGAGEMENT

A. District Expectations

1. In accordance with the requirements of Title I, Section 1116(a)(2), ESEA, the Board of Education agrees to implement the following statutory requirements:
 - a. The school district will put into operation programs, activities, and procedures for the involvement of parents in all its schools with Title I, Part A programs. These programs, activities, and procedures will be planned and operated with meaningful consultation with parents of participating children.
 - b. The school district will work with its schools to ensure the required school-level parent and family engagement policies meet the Title I, Part A requirements, and include, as a component, a school-parent compact.
 - c. The school district will incorporate this School Parent and Family Engagement Policy into its district plan.
 - d. In carrying out the Title I, Part A parent and family engagement requirements, to the extent practicable, the school district and its schools will provide full opportunities for the participation of parents of children with limited English proficiency, parents of children with disabilities, and parents of migratory children, including providing information and school reports in an understandable and uniform format and, including alternative formats upon request, and, to the extent practicable, in a language parents understand.



POLICY GUIDE

PROGRAM

2415.50/page 2 of 9

School No. 6 Title I – School Parent
and Family Engagement

- e. If the school district plan for Title I, Part A funds is not satisfactory to the parents of participating children, the school district will submit any parent comments with the plan upon request by the New Jersey Department of Education (NJDOE).
- f. The school district will involve the parents of children served in Title I schools in decisions about how the one percent of Title I, Part A funds reserved for parent and family engagement is spent, and will ensure that not less than ninety percent of the one percent reserved goes directly to the schools. (Only applicable for districts with Title I, Part A allocations greater than \$500,000.)
- g. The school district will be governed by the following statutory definition of parent and family engagement, and expects that its Title I schools will carry out programs, activities, and procedures in accordance with this definition:
 - (1) “Parent and family engagement” means the participation of parents in regular, two-way, and meaningful communication involving student academic learning and other school activities, including ensuring:
 - (a) That parents play an integral role in assisting their child’s learning;
 - (b) That parents are encouraged to be actively involved in their child’s education at school;
 - (c) That parents are full partners in their child’s education and are included, as appropriate, in decision-making and on advisory committees to assist in the education of their child; and



POLICY GUIDE

PROGRAM

2415.50/page 3 of 9

School No. 6 Title I – School Parent
and Family Engagement

(d) The carrying out of other activities, such as those described in section 1116 of the ESEA.

h. The school district will inform parents and parental organizations of the purpose and existence of the Parental Information and Resource Center in New Jersey.

B. School Parent and Family Engagement Policy Required Components

1. The school will take the following actions to involve parents in the joint development of its district/school parent and family engagement plan:

a. Conduct consultation with parents.

b. Make the Parent & Family Engagement policy available to parents.

c. Provide as many opportunities as possible to all parents and all sub-groups, including homeless students.

2. The school will convene an annual meeting, at a convenient time, to which all parents of participating children shall be invited and encouraged to attend, to inform parents of their school's participation under Title I, Part A, and to explain the requirements of this part and the right of the parents to be involved:

Annually at the start of school and Back to School Night, each school will present and disseminate information about Title I funding, eligibility, use of funds, and parental rights.

3. The school will offer a flexible number of meetings, such as meetings in the morning or evening, and may provide, with funds provided under Title I, Part A, transportation, child care, or home visits, as such services relate to parent and family engagement:

Additionally, meetings may be hosted virtually through the school year.



POLICY GUIDE

PROGRAM

2415.50/page 4 of 9

School No. 6 Title I – School Parent
and Family Engagement

4. The school will provide the following necessary coordination, technical assistance, and other support to assist Title I schools in planning and implementing effective parent and family engagement activities to improve student academic achievement and school performance:
 - a. Coordination of outreach resources (flyers, communication mode, advertisement).
 - b. Analysis and presentation of student achievement data.
 - c. Appropriate allocation of funds to support parent engagement activities.

5. The school will build the schools' and parents' capacity for strong parent and family engagement, in order to ensure effective involvement of parents and to support a partnership among the school involved, parents, and the community to improve student academic achievement, through the following activities specifically described below:
 - a. The school will, with the assistance of its Title I schools, provide assistance to parents of children served by the school district or school, as appropriate, in understanding topics such as the following:
 - (1) The challenging, state academic standards;
 - (2) The state and local academic assessments including alternate assessments;
 - (3) The requirements of Title I, Part A;
 - (4) How to monitor their child's progress; and
 - (5) How to work with educators to improve the achievement of their children.
 - (a) Conduct annual parent/family meetings.



POLICY GUIDE

PROGRAM

2415.50/page 5 of 9

School No. 6 Title I – School Parent
and Family Engagement

- (b) Make available notification of state-sponsored training, workshops, conferences and resources.
 - (c) Maintain and make available a listing of parent engagement resources and activities.
- 6. The school will provide parents of participating children, if requested by parents, opportunities for regular meetings to formulate suggestions and to participate, as appropriate, in decisions relating to the education of their children, and respond to any such suggestions as soon as practically possible.
 - a. The school will, with the assistance of its Title I schools, provide materials and training to help parents work with their children to improve their children's achievement, such as literacy training and using technology, as appropriate, to foster parent and family engagement, by:
 - (1) Utilizing all available communication modes to foster communication between parents and school.
 - (2) Educate staff on the importance and value of parent partnership.
 - b. The school will, with the assistance of its Title I schools and parents, educate its teachers, student services personnel, principals, other school leaders, and other staff in how to reach out to, communicate with, and work with parents as equal partners, in the value and utility of contributions of parents, and in how to reach out to, communicate with, and work with parents as equal partners to implement and coordinate parent programs and build ties between parents and schools, by:
 - (1) Analyzing current data from parent input using the information gathered to develop and plan for better parent engagement.



POLICY GUIDE

PROGRAM

2415.50/page 6 of 9

School No. 6 Title I – School Parent
and Family Engagement

- c. The school will, to the extent feasible and appropriate, coordinate and integrate parent and family engagement programs and activities with Head Start, Home Instruction Programs for Preschool Youngsters, Parents as Teachers Program, and public preschool and other programs, and conduct other activities, such as parent resource centers, that encourage and support parents in more fully participating in the education of their children, by:
- (1) Providing current parent/family resources.
 - (2) Providing information to parents in their native language when possible.
- d. The school will take the following actions to ensure that Title I information related to the school and parent programs, meetings, and other activities, is sent to the parents of participating children in an understandable and uniform format, including alternative formats upon request, and, to the extent practicable, in a language the parents can understand:
- (1) Use of district electronic notification system.
 - (2) Posting information on the school and district website.
 - (3) Use of text message system, where appropriate.
 - (4) Mailing and back-packing of announcements and information.
7. The school will take the following actions to conduct, with the involvement of parents, an annual evaluation of the content and effectiveness of this parent and family engagement policy in improving the quality of its Title I schools. The evaluation will include identifying barriers to greater participation by parents in parent and family engagement activities (with particular attention to parents who are economically disadvantaged, are disabled, have



POLICY GUIDE

PROGRAM

2415.50/page 7 of 9

School No. 6 Title I – School Parent
and Family Engagement

limited English proficiency, have limited literacy, or are of any racial or ethnic minority background). The school district will use the findings of the evaluation about its parent and family engagement policy and activities to design strategies for more effective parent and family engagement, and to revise if necessary (and with the involvement of parents) its parent and family engagement policies:

- a. Solicit input from parents on the policy.
 - b. Incorporate suggestions where possible and applicable.
8. The school will take the following actions to involve parents in the process of school review and improvement:
- a. Conduct a needs assessment to determine family needs, Title I services, and program improvements.
 - b. Annually, share with parents the Title allocations per school and the intended use of funds.
 - c. Align family engagement activities that support parents/students' academic goals.
 - d. Model effective teaching strategies that parents can use at home.
 - e. Provide parent training sessions.
9. If the Annual School Plan (school-wide program plan) is not satisfactory to the parents of participating children, submit any parent comments on the Annual School Plan (ASP) when the school makes the plan available to the local educational agency:
- C. Shared Responsibilities for High Student Academic Achievement
1. As a component of the school-level parent and family engagement policy, each school shall jointly develop with parents for all children served under this part a school-parent compact that outlines how parents, the entire school staff, and students will



POLICY GUIDE

PROGRAM

2415.50/page 8 of 9

School No. 6 Title I – School Parent
and Family Engagement

share the responsibility for improved student academic achievement:

D. Discretionary School Parent and Family Engagement Policy Components

1. The School Parent and Family Engagement Policy may include additional paragraphs listing and describing other discretionary activities that the school district, in consultation with its parents, chooses to undertake to build parents' capacity for involvement in the school and school system to support their children's academic achievement, such as the following discretionary activities:
 - a. Involve parents in the development of training for teachers, principals, and other educators to improve the effectiveness of such training.
 - b. Provide necessary literacy training for parents from Title I, Part A funds received, if the school district has exhausted all other reasonably available sources of funding for such training.
 - c. Pay reasonable and necessary expenses associated with parent and family engagement activities, including transportation and childcare costs, to enable parents to participate in school-related meetings and training sessions.
 - d. Train parents to enhance the involvement of other parents.
 - e. In order to maximize parent and family engagement and participation in their children's education, arrange school meetings at a variety of times, or conduct in-home conferences between teachers or other educators, who work directly with participating children, with parents who are unable to attend such conferences at school.
 - f. Adopt and implement model approaches to improve parent and family engagement.



POLICY GUIDE

PROGRAM

2415.50/page 9 of 9

School No. 6 Title I – School Parent
and Family Engagement

- g. Establish a district-wide parent advisory council to provide advice on all matters related to parent and family engagement in Title I, Part A programs.
- h. Develop appropriate roles for community-based organizations and businesses in parent involvement activities.

E. Accessibility

- 1. In carrying out the parent and family engagement requirements of this part, districts and schools, to the extent practicable, shall provide full opportunities for the participation of parents of children with limited English proficiency, parents of children with disabilities, and parents of migratory children, including providing information and school reports required in a format and, to the extent practicable, in a language such parents can understand.

F. Adoption

- 1. This School Parent and Family Engagement Policy has been developed jointly with, and agreed on, parents of children participating in Title I, Part A programs, as evidenced by meeting minutes.
- 2. This Policy was adopted by the Board of Education on the adoption date noted at the end of this Policy and will be in effect for the period of the school year. The school district will distribute this Policy to all parents of participating Title I children on or before October 1 of each school year.

Elementary and Secondary Education Act, Title I, Section 1116(a)(2)

Adopted:



POLICY GUIDE

Second Reading: August 24, 2022

PROGRAM
2415.50/page 1 of 9
WTMS Title I – School Parent
and Family Engagement
Apr 22
M

2415.50 WINSLOW TOWNSHIP MIDDLE SCHOOL TITLE I – SCHOOL PARENT AND FAMILY ENGAGEMENT

A. District Expectations

1. In accordance with the requirements of Title I, Section 1116(a)(2), ESEA, the Board of Education agrees to implement the following statutory requirements:
 - a. The school district will put into operation programs, activities, and procedures for the involvement of parents in all its schools with Title I, Part A programs. These programs, activities, and procedures will be planned and operated with meaningful consultation with parents of participating children.
 - b. The school district will work with its schools to ensure the required school-level parent and family engagement policies meet the Title I, Part A requirements, and include, as a component, a school-parent compact.
 - c. The school district will incorporate this School Parent and Family Engagement Policy into its district plan.
 - d. In carrying out the Title I, Part A parent and family engagement requirements, to the extent practicable, the school district and its schools will provide full opportunities for the participation of parents of children with limited English proficiency, parents of children with disabilities, and parents of migratory children, including providing information and school reports in an understandable and uniform format and, including alternative formats upon request, and, to the extent practicable, in a language parents understand.



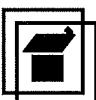
POLICY GUIDE

PROGRAM

2415.50/page 2 of 9

WTMS Title I – School Parent
and Family Engagement

- e. If the school district plan for Title I, Part A funds is not satisfactory to the parents of participating children, the school district will submit any parent comments with the plan upon request by the New Jersey Department of Education (NJDOE).
- f. The school district will involve the parents of children served in Title I schools in decisions about how the one percent of Title I, Part A funds reserved for parent and family engagement is spent, and will ensure that not less than ninety percent of the one percent reserved goes directly to the schools. (Only applicable for districts with Title I, Part A allocations greater than \$500,000.)
- g. The school district will be governed by the following statutory definition of parent and family engagement, and expects that its Title I schools will carry out programs, activities, and procedures in accordance with this definition:
 - (1) “Parent and family engagement” means the participation of parents in regular, two-way, and meaningful communication involving student academic learning and other school activities, including ensuring:
 - (a) That parents play an integral role in assisting their child’s learning;
 - (b) That parents are encouraged to be actively involved in their child’s education at school;
 - (c) That parents are full partners in their child’s education and are included, as appropriate, in decision-making and on advisory committees to assist in the education of their child; and



POLICY GUIDE

PROGRAM
2415.50/page 3 of 9
WTMS Title I – School Parent
and Family Engagement

(d) The carrying out of other activities, such as those described in section 1116 of the ESEA.

h. The school district will inform parents and parental organizations of the purpose and existence of the Parental Information and Resource Center in New Jersey.

B. School Parent and Family Engagement Policy Required Components

1. The school will take the following actions to involve parents in the joint development of its district/school parent and family engagement plan:

a. Conduct consultation with parents.

b. Make the Parent & Family Engagement policy available to parents.

c. Provide as many opportunities as possible to all parents and all sub-groups, including homeless students.

2. The school will convene an annual meeting, at a convenient time, to which all parents of participating children shall be invited and encouraged to attend, to inform parents of their school's participation under Title I, Part A, and to explain the requirements of this part and the right of the parents to be involved:

Annually at the start of school and Back to School Night, each school will present and disseminate information about Title I funding, eligibility, use of funds, and parental rights.

3. The school will offer a flexible number of meetings, such as meetings in the morning or evening, and may provide, with funds provided under Title I, Part A, transportation, child care, or home visits, as such services relate to parent and family engagement:

Additionally, meetings may be hosted virtually through the school year.



POLICY GUIDE

PROGRAM
2415.50/page 4 of 9
WTMS Title I – School Parent
and Family Engagement

4. The school will provide the following necessary coordination, technical assistance, and other support to assist Title I schools in planning and implementing effective parent and family engagement activities to improve student academic achievement and school performance:
 - a. Coordination of outreach resources (flyers, communication mode, advertisement).
 - b. Analysis and presentation of student achievement data.
 - c. Appropriate allocation of funds to support parent engagement activities.

5. The school will build the schools' and parents' capacity for strong parent and family engagement, in order to ensure effective involvement of parents and to support a partnership among the school involved, parents, and the community to improve student academic achievement, through the following activities specifically described below:
 - a. The school will, with the assistance of its Title I schools, provide assistance to parents of children served by the school district or school, as appropriate, in understanding topics such as the following:
 - (1) The challenging, state academic standards;
 - (2) The state and local academic assessments including alternate assessments;
 - (3) The requirements of Title I, Part A;
 - (4) How to monitor their child's progress; and
 - (5) How to work with educators to improve the achievement of their children.
 - (a) Conduct annual parent/family meetings.



POLICY GUIDE

PROGRAM

2415.50/page 5 of 9

WTMS Title I – School Parent
and Family Engagement

- (b) Make available notification of state-sponsored training, workshops, conferences and resources.
 - (c) Maintain and make available a listing of parent engagement resources and activities.
- 6. The school will provide parents of participating children, if requested by parents, opportunities for regular meetings to formulate suggestions and to participate, as appropriate, in decisions relating to the education of their children, and respond to any such suggestions as soon as practically possible.
 - a. The school will, with the assistance of its Title I schools, provide materials and training to help parents work with their children to improve their children's achievement, such as literacy training and using technology, as appropriate, to foster parent and family engagement, by:
 - (1) Utilizing all available communication modes to foster communication between parents and school.
 - (2) Educate staff on the importance and value of parent partnership.
 - b. The school will, with the assistance of its Title I schools and parents, educate its teachers, student services personnel, principals, other school leaders, and other staff in how to reach out to, communicate with, and work with parents as equal partners, in the value and utility of contributions of parents, and in how to reach out to, communicate with, and work with parents as equal partners to implement and coordinate parent programs and build ties between parents and schools, by:
 - (1) Analyzing current data from parent input using the information gathered to develop and plan for better parent engagement.



POLICY GUIDE

PROGRAM

2415.50/page 6 of 9

WTMS Title I – School Parent
and Family Engagement

- c. The school will, to the extent feasible and appropriate, coordinate and integrate parent and family engagement programs and activities with Head Start, Home Instruction Programs for Preschool Youngsters, Parents as Teachers Program, and public preschool and other programs, and conduct other activities, such as parent resource centers, that encourage and support parents in more fully participating in the education of their children, by:
 - (1) Providing current parent/family resources.
 - (2) Providing information to parents in their native language when possible.

- d. The school will take the following actions to ensure that Title I information related to the school and parent programs, meetings, and other activities, is sent to the parents of participating children in an understandable and uniform format, including alternative formats upon request, and, to the extent practicable, in a language the parents can understand:
 - (1) Use of district electronic notification system.
 - (2) Posting information on the school and district website.
 - (3) Use of text message system, where appropriate.
 - (4) Mailing and back-packing of announcements and information.

- 7. The school will take the following actions to conduct, with the involvement of parents, an annual evaluation of the content and effectiveness of this parent and family engagement policy in improving the quality of its Title I schools. The evaluation will include identifying barriers to greater participation by parents in parent and family engagement activities (with particular attention to parents who are economically disadvantaged, are disabled, have



POLICY GUIDE

PROGRAM
2415.50/page 7 of 9
WTMS Title I – School Parent
and Family Engagement

limited English proficiency, have limited literacy, or are of any racial or ethnic minority background). The school district will use the findings of the evaluation about its parent and family engagement policy and activities to design strategies for more effective parent and family engagement, and to revise if necessary (and with the involvement of parents) its parent and family engagement policies:

- a. Solicit input from parents on the policy.
 - b. Incorporate suggestions where possible and applicable.
8. The school will take the following actions to involve parents in the process of school review and improvement:
- a. Conduct a needs assessment to determine family needs, Title I services, and program improvements.
 - b. Annually, share with parents the Title allocations per school and the intended use of funds.
 - c. Align family engagement activities that support parents/students' academic goals.
 - d. Model effective teaching strategies that parents can use at home.
 - e. Provide parent training sessions.
9. If the Annual School Plan (school-wide program plan) is not satisfactory to the parents of participating children, submit any parent comments on the Annual School Plan (ASP) when the school makes the plan available to the local educational agency:
- C. Shared Responsibilities for High Student Academic Achievement
1. As a component of the school-level parent and family engagement policy, each school shall jointly develop with parents for all children served under this part a school-parent compact that outlines how parents, the entire school staff, and students will



POLICY GUIDE

PROGRAM
2415.50/page 8 of 9
WTMS Title I – School Parent
and Family Engagement

share the responsibility for improved student academic achievement:

D. Discretionary School Parent and Family Engagement Policy Components

1. The School Parent and Family Engagement Policy may include additional paragraphs listing and describing other discretionary activities that the school district, in consultation with its parents, chooses to undertake to build parents' capacity for involvement in the school and school system to support their children's academic achievement, such as the following discretionary activities:
 - a. Involve parents in the development of training for teachers, principals, and other educators to improve the effectiveness of such training.
 - b. Provide necessary literacy training for parents from Title I, Part A funds received, if the school district has exhausted all other reasonably available sources of funding for such training.
 - c. Pay reasonable and necessary expenses associated with parent and family engagement activities, including transportation and childcare costs, to enable parents to participate in school-related meetings and training sessions.
 - d. Train parents to enhance the involvement of other parents.
 - e. In order to maximize parent and family engagement and participation in their children's education, arrange school meetings at a variety of times, or conduct in-home conferences between teachers or other educators, who work directly with participating children, with parents who are unable to attend such conferences at school.
 - f. Adopt and implement model approaches to improve parent and family engagement.



POLICY GUIDE

PROGRAM
2415.50/page 9 of 9
WTMS Title I – School Parent
and Family Engagement

- g. Establish a district-wide parent advisory council to provide advice on all matters related to parent and family engagement in Title I, Part A programs.
- h. Develop appropriate roles for community-based organizations and businesses in parent involvement activities.

E. Accessibility

- 1. In carrying out the parent and family engagement requirements of this part, districts and schools, to the extent practicable, shall provide full opportunities for the participation of parents of children with limited English proficiency, parents of children with disabilities, and parents of migratory children, including providing information and school reports required in a format and, to the extent practicable, in a language such parents can understand.

F. Adoption

- 1. This School Parent and Family Engagement Policy has been developed jointly with, and agreed on, parents of children participating in Title I, Part A programs, as evidenced by meeting minutes.
- 2. This Policy was adopted by the Board of Education on the adoption date noted at the end of this Policy and will be in effect for the period of the school year. The school district will distribute this Policy to all parents of participating Title I children on or before October 1 of each school year.

Elementary and Secondary Education Act, Title I, Section 1116(a)(2)

Adopted:



POLICY GUIDE

Second Reading: August 24, 2022

PROGRAM
2415.50/page 1 of 9
WTHS Title I – School Parent
and Family Engagement
Apr 22
M

2415.50 WINSLOW TOWNSHIP HIGH SCHOOL TITLE I – SCHOOL PARENT AND FAMILY ENGAGEMENT

A. District Expectations

1. In accordance with the requirements of Title I, Section 1116(a)(2), ESEA, the Board of Education agrees to implement the following statutory requirements:
 - a. The school district will put into operation programs, activities, and procedures for the involvement of parents in all its schools with Title I, Part A programs. These programs, activities, and procedures will be planned and operated with meaningful consultation with parents of participating children.
 - b. The school district will work with its schools to ensure the required school-level parent and family engagement policies meet the Title I, Part A requirements, and include, as a component, a school-parent compact.
 - c. The school district will incorporate this School Parent and Family Engagement Policy into its district plan.
 - d. In carrying out the Title I, Part A parent and family engagement requirements, to the extent practicable, the school district and its schools will provide full opportunities for the participation of parents of children with limited English proficiency, parents of children with disabilities, and parents of migratory children, including providing information and school reports in an understandable and uniform format and, including alternative formats upon request, and, to the extent practicable, in a language parents understand.



POLICY GUIDE

PROGRAM

2415.50/page 2 of 9

WTHS Title I – School Parent
and Family Engagement

- e. If the school district plan for Title I, Part A funds is not satisfactory to the parents of participating children, the school district will submit any parent comments with the plan upon request by the New Jersey Department of Education (NJDOE).
- f. The school district will involve the parents of children served in Title I schools in decisions about how the one percent of Title I, Part A funds reserved for parent and family engagement is spent, and will ensure that not less than ninety percent of the one percent reserved goes directly to the schools. (Only applicable for districts with Title I, Part A allocations greater than \$500,000.)
- g. The school district will be governed by the following statutory definition of parent and family engagement, and expects that its Title I schools will carry out programs, activities, and procedures in accordance with this definition:
 - (1) “Parent and family engagement” means the participation of parents in regular, two-way, and meaningful communication involving student academic learning and other school activities, including ensuring:
 - (a) That parents play an integral role in assisting their child’s learning;
 - (b) That parents are encouraged to be actively involved in their child’s education at school;
 - (c) That parents are full partners in their child’s education and are included, as appropriate, in decision-making and on advisory committees to assist in the education of their child; and



POLICY GUIDE

PROGRAM
2415.50/page 3 of 9
WTHS Title I – School Parent
and Family Engagement

(d) The carrying out of other activities, such as those described in section 1116 of the ESEA.

h. The school district will inform parents and parental organizations of the purpose and existence of the Parental Information and Resource Center in New Jersey.

B. School Parent and Family Engagement Policy Required Components

1. The school will take the following actions to involve parents in the joint development of its district/school parent and family engagement plan:

a. Conduct consultation with parents.

b. Make the Parent & Family Engagement policy available to parents.

c. Provide as many opportunities as possible to all parents and all sub-groups, including homeless students.

2. The school will convene an annual meeting, at a convenient time, to which all parents of participating children shall be invited and encouraged to attend, to inform parents of their school's participation under Title I, Part A, and to explain the requirements of this part and the right of the parents to be involved:

Annually at the start of school and Back to School Night, each school will present and disseminate information about Title I funding, eligibility, use of funds, and parental rights.

3. The school will offer a flexible number of meetings, such as meetings in the morning or evening, and may provide, with funds provided under Title I, Part A, transportation, child care, or home visits, as such services relate to parent and family engagement:

Additionally, meetings may be hosted virtually through the school year.



POLICY GUIDE

PROGRAM
2415.50/page 4 of 9
WTHS Title I – School Parent
and Family Engagement

4. The school will provide the following necessary coordination, technical assistance, and other support to assist Title I schools in planning and implementing effective parent and family engagement activities to improve student academic achievement and school performance:
 - a. Coordination of outreach resources (flyers, communication mode, advertisement).
 - b. Analysis and presentation of student achievement data.
 - c. Appropriate allocation of funds to support parent engagement activities.

5. The school will build the schools' and parents' capacity for strong parent and family engagement, in order to ensure effective involvement of parents and to support a partnership among the school involved, parents, and the community to improve student academic achievement, through the following activities specifically described below:
 - a. The school will, with the assistance of its Title I schools, provide assistance to parents of children served by the school district or school, as appropriate, in understanding topics such as the following:
 - (1) The challenging, state academic standards;
 - (2) The state and local academic assessments including alternate assessments;
 - (3) The requirements of Title I, Part A;
 - (4) How to monitor their child's progress; and
 - (5) How to work with educators to improve the achievement of their children.
 - (a) Conduct annual parent/family meetings.



POLICY GUIDE

PROGRAM

2415.50/page 5 of 9

WTHS Title I – School Parent
and Family Engagement

- (b) Make available notification of state-sponsored training, workshops, conferences and resources.
 - (c) Maintain and make available a listing of parent engagement resources and activities.
- 6. The school will provide parents of participating children, if requested by parents, opportunities for regular meetings to formulate suggestions and to participate, as appropriate, in decisions relating to the education of their children, and respond to any such suggestions as soon as practically possible.
 - a. The school will, with the assistance of its Title I schools, provide materials and training to help parents work with their children to improve their children's achievement, such as literacy training and using technology, as appropriate, to foster parent and family engagement, by:
 - (1) Utilizing all available communication modes to foster communication between parents and school.
 - (2) Educate staff on the importance and value of parent partnership.
 - b. The school will, with the assistance of its Title I schools and parents, educate its teachers, student services personnel, principals, other school leaders, and other staff in how to reach out to, communicate with, and work with parents as equal partners, in the value and utility of contributions of parents, and in how to reach out to, communicate with, and work with parents as equal partners to implement and coordinate parent programs and build ties between parents and schools, by:
 - (1) Analyzing current data from parent input using the information gathered to develop and plan for better parent engagement.



POLICY GUIDE

PROGRAM

2415.50/page 6 of 9

WTHS Title I – School Parent
and Family Engagement

- c. The school will, to the extent feasible and appropriate, coordinate and integrate parent and family engagement programs and activities with Head Start, Home Instruction Programs for Preschool Youngsters, Parents as Teachers Program, and public preschool and other programs, and conduct other activities, such as parent resource centers, that encourage and support parents in more fully participating in the education of their children, by:
- (1) Providing current parent/family resources.
 - (2) Providing information to parents in their native language when possible.
- d. The school will take the following actions to ensure that Title I information related to the school and parent programs, meetings, and other activities, is sent to the parents of participating children in an understandable and uniform format, including alternative formats upon request, and, to the extent practicable, in a language the parents can understand:
- (1) Use of district electronic notification system.
 - (2) Posting information on the school and district website.
 - (3) Use of text message system, where appropriate.
 - (4) Mailing and back-packing of announcements and information.
7. The school will take the following actions to conduct, with the involvement of parents, an annual evaluation of the content and effectiveness of this parent and family engagement policy in improving the quality of its Title I schools. The evaluation will include identifying barriers to greater participation by parents in parent and family engagement activities (with particular attention to parents who are economically disadvantaged, are disabled, have

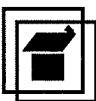


POLICY GUIDE

PROGRAM
2415.50/page 7 of 9
WTHS Title I – School Parent
and Family Engagement

limited English proficiency, have limited literacy, or are of any racial or ethnic minority background). The school district will use the findings of the evaluation about its parent and family engagement policy and activities to design strategies for more effective parent and family engagement, and to revise if necessary (and with the involvement of parents) its parent and family engagement policies:

- a. Solicit input from parents on the policy.
 - b. Incorporate suggestions where possible and applicable.
8. The school will take the following actions to involve parents in the process of school review and improvement:
- a. Conduct a needs assessment to determine family needs, Title I services, and program improvements.
 - b. Annually, share with parents the Title allocations per school and the intended use of funds.
 - c. Align family engagement activities that support parents/students' academic goals.
 - d. Model effective teaching strategies that parents can use at home.
 - e. Provide parent training sessions.
9. If the Annual School Plan (school-wide program plan) is not satisfactory to the parents of participating children, submit any parent comments on the Annual School Plan (ASP) when the school makes the plan available to the local educational agency:
- C. Shared Responsibilities for High Student Academic Achievement
1. As a component of the school-level parent and family engagement policy, each school shall jointly develop with parents for all children served under this part a school-parent compact that outlines how parents, the entire school staff, and students will



POLICY GUIDE

PROGRAM
2415.50/page 8 of 9
WTHS Title I – School Parent
and Family Engagement

share the responsibility for improved student academic achievement:

- D. Discretionary School Parent and Family Engagement Policy Components
1. The School Parent and Family Engagement Policy may include additional paragraphs listing and describing other discretionary activities that the school district, in consultation with its parents, chooses to undertake to build parents' capacity for involvement in the school and school system to support their children's academic achievement, such as the following discretionary activities:
 - a. Involve parents in the development of training for teachers, principals, and other educators to improve the effectiveness of such training.
 - b. Provide necessary literacy training for parents from Title I, Part A funds received, if the school district has exhausted all other reasonably available sources of funding for such training.
 - c. Pay reasonable and necessary expenses associated with parent and family engagement activities, including transportation and childcare costs, to enable parents to participate in school-related meetings and training sessions.
 - d. Train parents to enhance the involvement of other parents.
 - e. In order to maximize parent and family engagement and participation in their children's education, arrange school meetings at a variety of times, or conduct in-home conferences between teachers or other educators, who work directly with participating children, with parents who are unable to attend such conferences at school.
 - f. Adopt and implement model approaches to improve parent and family engagement.



POLICY GUIDE

PROGRAM
2415.50/page 9 of 9
WTHS Title I – School Parent
and Family Engagement

- g. Establish a district-wide parent advisory council to provide advice on all matters related to parent and family engagement in Title I, Part A programs.
- h. Develop appropriate roles for community-based organizations and businesses in parent involvement activities.

E. Accessibility

- 1. In carrying out the parent and family engagement requirements of this part, districts and schools, to the extent practicable, shall provide full opportunities for the participation of parents of children with limited English proficiency, parents of children with disabilities, and parents of migratory children, including providing information and school reports required in a format and, to the extent practicable, in a language such parents can understand.

F. Adoption

- 1. This School Parent and Family Engagement Policy has been developed jointly with, and agreed on, parents of children participating in Title I, Part A programs, as evidenced by meeting minutes.
- 2. This Policy was adopted by the Board of Education on the adoption date noted at the end of this Policy and will be in effect for the period of the school year. The school district will distribute this Policy to all parents of participating Title I children on or before October 1 of each school year.

Elementary and Secondary Education Act, Title I, Section 1116(a)(2)

Adopted:



POLICY GUIDE

Second Reading: August 24, 2022

TEACHING STAFF MEMBERS
3216/page 1 of 2
Dress and Grooming
Jun 22

3216 DRESS AND GROOMING

The Board of Education believes the appearance and dress of teaching staff members is an important component of the educational program of this school district. The attitude of teaching staff members about their professional responsibilities and the importance of education in the lives of their students are reflected in their dress and appearance. Accordingly, in order to create an atmosphere of respect for teaching staff members and an environment conducive to discipline and learning, the Board establishes the following rules for the dress of teaching staff members in the performance of their professional duties:

1. Acceptable attire for teaching staff members shall include, but not be limited to, dresses, skirts, blouses, suits, sweaters, pants, and dress shirts with or without a tie;
2. Inappropriate attire within the regular school day includes, but is not limited to, the following:
 - a. Jeans/leggings (unless approved by the Principal or designee for a special activity or event);
 - b. T-shirts;
 - c. Strapless shirts and dresses;
 - d. Sweatshirts, shorts, sweatpants, workout attire unless approved by the Principal or designee;
 - e. Beachwear;
 - f. Hats and/or head coverings unless approved by the Principal or designee for medical or religious reasons.
 - g. Open toe sandals;
 - h. Revealing clothing;
 - i. Tight-fitting clothing;



POLICY GUIDE

TEACHING STAFF MEMBERS

3216/page 2 of 2

Dress and Grooming

- j. Lace up sneakers;
 - k. Shoes without straps attached firmly to the heel.
3. The clothing and appearance of all teaching staff members shall be clean and neat;
4. No clothing may be worn that constitutes a danger to health or safety to the wearer or to others, and no clothing may be worn that interferes with the instructional program;
5. A teaching staff member may request a waiver of this dress code for the performance of particular duties. Such waivers may be granted by the Principal or designee.
6. The Building Principal or the teaching staff member's supervisor, as appropriate, shall determine whether a violation of this dress code has occurred and shall discuss the violation with the teaching staff member concerned. Where a single violation so warrants or violations recur, the Principal or supervisor may enter a reprimand in the teaching staff member's file and may recommend other appropriate disciplinary measures.

N.J.S.A. 18A:27-4

Adopted:



POLICY GUIDE

Second Reading: August 24, 2022

TEACHING STAFF MEMBERS
3270/page 1 of 1
Professional Responsibilities
Jun 22

3270 PROFESSIONAL RESPONSIBILITIES

The Board of Education will establish and enforce rules for the assignment of specific duties to teaching staff members and for the conduct of teaching staff members during the work day.

Teaching staff members assigned specific instructional responsibilities and as designated by the Superintendent shall prepare regular lesson plans. Teachers shall also be responsible for providing adequate direction and guidance to substitutes. Lesson plans shall be subject to review by the teaching staff member's Principal or designee and/or immediate supervisor as assigned by the Superintendent.

During the work day, teaching staff members may be assigned extra or alternative duties by the Principal or designee in accordance with Policy 3134. Teaching staff members are to attend every faculty meeting unless expressly excused by the Principal or designee.

N.J.S.A. 18A:27-4
N.J.A.C. 6A:9-3.3

Adopted:



REGULATION GUIDE

Second reading: August 24, 2022

TEACHING STAFF MEMBERS
R 3270/page 1 of 2
Lesson Plans and Plan Books
Jun 22

R 3270 LESSON PLANS AND PLAN BOOKS

A. Lesson Plans

1. Teaching staff members assigned specific instructional responsibilities and as designated by the Superintendent shall prepare regular lesson plans.
2. Lesson plans must conform to the guidelines established by the Superintendent or designee. Plans may be reviewed and monitored by school district administrative staff as determined by the Superintendent.
3. The content of the lesson plan will be determined by the Superintendent or designee. The content of the lesson plan may include, but not be limited to:
 - a. Name of the unit or area of learning;
 - b. Goals and objectives;
 - c. Instructional planning that includes the applicable New Jersey Student Learning Standards (NJSLS);
 - d. Interdisciplinary connections;
 - e. Integration of technology;
 - f. Assessments, including, but not limited to formative, summative, benchmark, and alternative assessments;
 - g. List of core instructional and supplemental materials; and
 - h. Any other content as prescribed by the Superintendent, Principal, and/or immediate supervisor.
4. Lesson plans must be prepared in advance.



REGULATION GUIDE

TEACHING STAFF MEMBERS

R 3270/page 2 of 2

Lesson Plans and Plan Books

5. Lesson plans will follow the format established by the Principal or designee.
 6. Lesson plans must be prepared with clarity and in sufficient detail to permit a substitute to conduct the lesson efficiently and effectively.
- B. Lesson Plan Books
1. Lesson plans shall be kept in an accessible electronic version or in a plan book.
 2. The plan book will permit administrators to monitor classroom instruction.
 3. Content of the lesson plan book shall be designated by the Superintendent and will be determined by the school district.
- C. Substitute Lesson Plans
1. Each teaching staff member shall submit a substitute folder to the Principal or designee that shall contain the following:
 - a. Lesson plans;
 - b. Emergency procedures; and
 - c. Any other content as prescribed by the Principal.
 2. To help a substitute and to provide meaningful work for the students in the event a teaching staff member is absent, subject related activities shall be provided.
 3. Every attempt shall be made to follow the lesson plans so that the student's education will not be interrupted during the teaching staff member's absence.

Issued:



POLICY GUIDE

Second Reading: August 24, 2022

SUPPORT STAFF MEMBERS
4216/page 1 of 2
Dress and Grooming
Jun 22

4216 DRESS AND GROOMING

The Board of Education believes the appearance and dress of support staff members is an important component of the educational program of this school district. The attitude of support staff members about their professional responsibilities and the importance of education in the lives of students are reflected in their dress and appearance. Accordingly, in order to create an atmosphere of respect for support staff members and an environment conducive to discipline and learning, the Board establishes the following rules for the dress of support staff members in the performance of their professional duties:

1. Acceptable attire for support staff members shall include, but not be limited to, dresses, skirts, blouses, suits, sweaters, pants, and dress shirts with or without a tie;
2. Inappropriate attire within the regular school day includes, but is not limited to, the following:
 - a. Jeans/leggings (unless approved by the Principal or designee for a special activity or event);
 - b. T-shirts;
 - c. Strapless shirts and dresses;
 - d. Sweatshirts, shorts, sweatpants, workout attire unless approved by the Principal or designee;
 - e. Beachwear;
 - f. Hats and/or head coverings unless approved by the Principal or designee for medical or religious reasons.
 - g. Open toe sandals;
 - h. Revealing clothing;
 - i. Tight/fitted clothing;



POLICY GUIDE

SUPPORT STAFF MEMBERS

4216/page 2 of 2

Dress and Grooming

- j. Lace up sneakers;
 - k. Shoes without straps attached firmly to the heel.
3. The clothing and appearance of all support staff members shall be clean and neat;
 4. No clothing may be worn that constitutes a danger to health or safety to the wearer or to others, and no clothing may be worn that interferes with the instructional program;
 5. A support staff member may request a waiver of this dress code for the performance of particular duties. Such waivers may be granted by the Principal or designee or the support staff member's immediate supervisor;
 6. The Building Principal or the support staff member's supervisor, as appropriate, shall determine whether a violation of this dress code has occurred and shall discuss the violation with the support staff member concerned. Where a single violation so warrants or violations recur, the Principal or supervisor may enter a reprimand in the support staff member's file and may recommend other appropriate disciplinary measures.

N.J.S.A. 18A:27-4

Adopted:



POLICY GUIDE

Second Reading: August 24, 2022

STUDENTS
5513/page 1 of 1
Care of School Property
Jun 22
M

5513 CARE OF SCHOOL PROPERTY

The Board of Education believes the schools district should help students learn to respect property and instill feelings of pride in their school. The Board requires each student in the district to responsibly care for school property and the school supplies and equipment entrusted to the student by the school district.

Students who cause damage to or lose school property may be subject to disciplinary measures. The Board authorizes the imposition of a fine for the loss, damage, or destruction of a textbook and technology and reserves the right to withhold a report card or diploma from any student whose payment of a fine is in arrears.

A student who demonstrates chronic and/or serious disregard for property may be referred to the Child Study Team.

The Superintendent shall develop rules for the safekeeping and accounting of textbooks and prepare a schedule of fines for lost, damaged, and destroyed textbooks.

N.J.S.A. 18A:34-2; 18A:37-3
N.J.A.C. 6A:23A-20.6

Adopted:



REGULATION GUIDE

Second Reading: August 24, 2022

STUDENTS
R 5513/page 1 of 3
Care of School Property
Jun 22
M

R 5513 CARE OF SCHOOL PROPERTY

A. Teaching Staff Member Responsibilities

1. Teaching staff members will impress upon all students the importance of the proper care of school property and instruct students in the proper use of school facilities, equipment, instructional materials, and textbooks.
2. Teaching staff members will keep an accurate inventory of textbooks and other materials in their classrooms.

B. General Rules Governing the Use of School Property

1. Students shall not deface the school building, furnishings, or equipment in any manner.
2. Students shall not use school furnishings or equipment for purposes other than those for which the furnishing or equipment was designed and intended.
3. Students will care for school textbooks in accordance with D. below.

C. Distribution and Collection of Textbooks and Materials

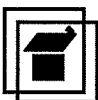
1. Textbooks will be identified as the property of the Board of Education.
2. A label shall be affixed to each textbook and will include:
 - a. The name of the Board of Education and
 - b. The name of the school.
3. The following information will also be entered on the label or documented in another manner each time the book is issued to a student:



REGULATION GUIDE

STUDENTS
R 5513/page 2 of 3
Care of School Property

- a. The name of the student to whom the book is issued,
 - b. The date on which the book is issued to the student,
 - c. The condition of the book when it is issued, and
 - d. The condition of the book when it is returned.
4. Each classroom teacher will keep a permanent record of the textbooks used in their classroom. The record will include all the information listed in C.2. and C.3. above.
 5. A lost textbook must be promptly reported to the teaching staff member who issued the book. A replacement textbook will be issued to the student as soon as possible.
 6. Textbooks will be collected and inspected before the end of the school year or marking period, as appropriate. Once inspected, a textbook will be returned to inventory until it is again distributed to a student.
 7. Students must remove covers, loose papers, and markings before returning any textbook.
 8. Fines may be assessed for lost and damaged textbooks in accordance with a schedule as approved by the Superintendent or designee.
- D. Care of Textbooks by Students
1. Students shall take care not to lose or misplace a textbook or expose a textbook to conditions or circumstances likely to destroy, damage, or degrade it.
 2. All textbooks that will be taken home by students must be protected with an appropriate cover to be supplied by the student.
 3. Students should not:
 - a. Use pens, pencils, or other implements to mark a place in a textbook;



REGULATION GUIDE

STUDENTS
R 5513/page 3 of 3
Care of School Property

- b. Use a textbook to file bulky papers and notes;
- c. Write in textbooks; or
- d. Soil textbooks beyond normal use.

E. Fines and Penalties

1. The teaching staff member will inspect each textbook returned and may assess a fine for lost or damaged books. The teacher will prepare a report to be submitted to the Principal or designee that includes:
 - a. The name and number of the textbook damaged or lost;
 - b. The name of the student that lost or damaged a textbook;
 - c. The loss or extent of damage to the textbook; and
 - d. The amount of the fine assessed, if any.
2. In setting fines the teaching staff member may take into account verified extenuating circumstances.
3. Teaching staff members will not collect fines. Textbook fines shall be submitted to the Principal or designee.
4. A student who finds their lost textbook, after being assessed and paying a fine, will be reimbursed any fine paid for the lost textbook but may be assessed a fine for any damage done to the book.
5. The Board of Education may withhold a diploma, transcript, or report card until the fine has been paid.

Adopted:



POLICY GUIDE

Second Reading: August 24, 2022

STUDENTS

5517/page 1 of 2

School District Issued Student Identification Cards

Jun 22

M

5517 SCHOOL DISTRICT ISSUED STUDENT IDENTIFICATION CARDS

The Board of Education recognizes school building security measures are important for the safety and welfare of all students, staff, parents, and community members in school buildings. In recognizing this important responsibility, the Principal or designee may require students to carry a school district issued Identification Card.

An Identification Card will be issued to all students in middle school and high school.

The Identification Card shall have printed on the back the telephone number for the New Jersey Suicide Prevention Hopeline (NJ Hopeline) and contact information for a crisis text line pursuant to N.J.S.A. 18A:6-113.1. The district may, in addition to the telephone number for the NJ Hopeline and contact information for a crisis text line, provide the contact information for the National Suicide Prevention Lifeline, a school district crisis center, or any other mental health support services pursuant to N.J.S.A. 18A:3B-73.2.

The Principal or designee may require a student to present their Identification Card at any time during the school day or at any time during a school-sponsored activity on school grounds.

Notwithstanding any provision of this Policy, the Principal or designee may also require students carry their Identification Card at any school-sponsored, off-campus activity, including but not limited to, field trips or interscholastic sports programs pursuant to N.J.S.A. 18A:36-43a. The provisions of this Policy shall not be construed to require a student to carry the Identification Card while participating in an athletic contest or competition, an activity involving fine arts or performing arts, or any other activity that the Commissioner of Education determines does not require the physical possession of an Identification Card. An Identification Card used in accordance with N.J.S.A. 18A:36-43a shall include, but need not be limited to, the following information: the student's name; an up-to-date photograph; and the current school year.



POLICY GUIDE

STUDENTS

5517/page 2 of 2

School District Issued Student Identification Cards

Any student who fails to have the Identification Card in their possession or fails to present it when required may be denied access to an event or activity and may be subject to appropriate discipline.

An Identification Card issued in accordance with this Policy shall not be considered a government record pursuant to P.L. 1963, c.73 (N.J.S.A. 47:1A-1 et seq.), P.L. 2001, c.404 (N.J.S.A. 47:1A-5), or the common law concerning access to government records.

N.J.S.A. 18A:3B-73.2; 18A:6-113.1; 18A:36-43

Adopted:



POLICY GUIDE

Second Reading: August 24, 2022

STUDENTS
5722/page 1 of 4
Student Journalism
Jun 22
M

5722 STUDENT JOURNALISM

The Board of Education believes it is important to afford students the opportunity to exercise their creativity, passion, and constitutionally-protected freedom of speech. However, the Board also believes this opportunity must be balanced between ensuring students have the right to speak freely while also preserving the ability of district staff to maintain the safe and orderly operation of the school district. The Board adopts this Policy granting students the right to exercise freedom of speech and of the press in accordance with N.J.S.A. 18A:36-44 and N.J.S.A. 18A:36-45.

For the purpose of this Policy, the following terms shall mean:

“Prior restraint” means a school official informing a student journalist(s) the news, opinion, feature, and advertising content of school-sponsored media, subject to the restrictions listed in N.J.S.A. 18A:36-45.b., N.J.S.A. 18A:36-45.c., and the provisions of this Policy, cannot be published in school-sponsored media or a school official takes any action to prevent a student from doing so.

“Prior review” means a school official reviewing school sponsored media before it is published, broadcast by a student journalist at school or distributed, or generally made available to members of the student body.

“School official” means the Principal or designee or an administrative staff member designated by the Superintendent.

“School-sponsored media” means any material that is prepared, substantially written, published, or broadcast by a student journalist at school, distributed or generally made available to members of the student body, and prepared under the direction of a student media advisor. School-sponsored media does not include media intended for distribution or transmission solely in the classroom in which the media is produced.

“Student journalist” means a student who gathers, compiles, writes, edits, photographs, records, or prepares information for dissemination in school-sponsored media.



POLICY GUIDE

STUDENTS
5722/page 2 of 4
Student Journalism

“Student media advisor” means an individual employed, appointed, or designated by the district to supervise or provide instruction relating to school-sponsored media.

Student journalists have the right to exercise freedom of speech and of the press in school-sponsored media, regardless of whether the media is supported financially by the district or by use of school district facilities, or produced in conjunction with a class in which the student is enrolled. Subject to 1. through 5. below, student journalists are responsible for determining the news, opinion, feature, and advertising content of school-sponsored media. N.J.S.A. 18A:36-45.b. and this Policy shall not be construed to prevent student media advisors from teaching professional standards of English and journalism to student journalists.

This Policy does not authorize or protect expression by a student that:

1. Is libelous or slanderous;
2. Constitutes an unwarranted invasion of privacy;
3. Is profane or obscene;
4. Violates Federal or State law; or
5. So incites students as to create a clear and present danger of the commission of an unlawful act, the violation of school district policies, or the material and substantial disruption of the orderly operation of the school.

The district shall not authorize any prior restraint of any school-sponsored media except for the types of expression prohibited under N.J.S.A. 18A:36-45.c. and as listed in 1. through 5. above.

A school official may implement a procedure for prior review of school-sponsored media. Any prior review of school-sponsored media required by the school official shall be communicated to the student journalist by the school official and be conducted within three school days after submission to the



POLICY GUIDE

STUDENTS
5722/page 3 of 4
Student Journalism

school official by the student journalist. If the school official cannot show the school-sponsored media is prohibited under N.J.S.A. 18A:36-45.c. and 1. through 5. above, within the three school days, the student journalist may release the school-sponsored media.

When a school official determines the restraint of student expression is necessary, the school official shall simultaneously identify at least one of the five prohibitions listed in 1. through 5. above under N.J.S.A. 18A:36-45.c. and in this Policy under which the limitation of student expression is appropriate. This determination shall be provided to the student journalist in writing by the school official that made the determination.

A student journalist may appeal, to the Superintendent or designee, a determination by a school official that the restraint of student expression is necessary. An appeal must be submitted in writing to the Superintendent or designee within five school days of the written determination being communicated to the student journalist. The appeal must include a copy of the written determination and the reasons why the student journalist believes the limitation is not appropriate. The Superintendent or designee may, but is not required to, provide the student journalist an opportunity to present their written appeal in person. The Superintendent or designee will make a determination on the appeal within five school days of receiving the written appeal from the student journalist. The student journalist may appeal a decision of the Superintendent or designee to the Board of Education in writing. The Board of Education will make a decision on the appeal at the first Regular Board Meeting after receiving the written appeal or within ten school days after receiving the written appeal.

A student journalist that violates a provision of this Policy may be subject to appropriate discipline.

The school district shall not sanction a student operating as an independent journalist.

A staff member shall not be dismissed, suspended, disciplined, reassigned, transferred, or otherwise retaliated against solely for acting to protect a student engaged in the conduct authorized under N.J.S.A. 18A:36-44 and N.J.S.A. 18A:36-45 and this Policy, or refusing to infringe upon conduct that is protected by this Policy, the First Amendment to the United States Constitution, or paragraph 6 of Article I of the New Jersey Constitution.



POLICY GUIDE

STUDENTS
5722/page 4 of 4
Student Journalism

The Superintendent or designee shall determine reasonable provisions for the time, place, and manner of student expression for the purposes of school-sponsored media.

N.J.S.A. 18A:36-44; 18A:36-45

Adopted:



Batch Number	1	Current Payments	\$538,388.32	Batch Total
9125	AMERICAN LAWN IRRIGATION INC.		\$5,027.55	Vend Total
P.O. #	205540	REPAIR MAINLINE NEAR WELL	\$1,890.00	po Total
P.O. #	205602	SPRINKLER REPAIR	\$3,137.55	po Total
S567	AXTION TECHNOLOGY LLC		\$5,995.00	Vend Total
P.O. #	201914	sensorywall for Sch4 SpEd	\$5,995.00	po Total
1352	BAYADA HOME HEALTH CARE, INC.		\$1,333.75	Vend Total
P.O. #	206030	SUBSTITUTE SCHOOL NURSE	\$508.75 P	po Total
P.O. #	206047	SUBSTITUTE SCHOOL NURSE	\$825.00 P	po Total
1376	BELMONT AND CRYSTAL SPRINGS		\$120.91	Vend Total
P.O. #	206035	WATER COOLER RENTAL E.L.	\$15.74 P	po Total
P.O. #	206036	WATER COOLER RENTAL E.N.	\$15.74 P	po Total
P.O. #	206043	cooler rental and water	\$19.72 P	po Total
P.O. #	206046	WATER RENTAL	\$69.71 P	po Total
3393	BLOCK LINE SYSTEMS		\$2,248.40	Vend Total
P.O. #	206048	JUNE 2022	\$2,248.40	po Total
4387	BSN SPORTS, LLC		\$895.98	Vend Total
P.O. #	204753	S/R - Title I Supplies for Sch	\$895.98	po Total
1632	CAMDEN COUNTY EDUCATIONAL SRVCS. COMM.		\$304.22	Vend Total
P.O. #	206042	Non-Public SJCA	\$304.22	po Total
1732	CDW GOVERNMENT INC.		\$19,550.53	Vend Total
P.O. #	204206	projector bulbs	\$542.95 P	po Total
P.O. #	204599	TECHNOLOGY/SUPPLIES	\$16,102.80 P	po Total
P.O. #	205411	Main Office	\$2,651.70 P	po Total
P.O. #	205631	CAFE PROJECTOR BULB	\$253.08 P	po Total
8321	COMMERCIAL INTERIORS DIRECT, INC.		\$29,929.20	Vend Total
P.O. #	205470	FLOOR ABATEMENT & REPLACEMENT	\$29,929.20	po Total
2027	DAMBLY'S GARDEN CENTER		\$757.25	Vend Total
P.O. #	200063	Environmental STEM	\$223.25 P	po Total
P.O. #	203887	MULCH & SAND FOR THE DISTRICT	\$534.00 P	po Total
2059	DEC ELECTRICAL CONTRACTORS INC.		\$222,680.00	Vend Total
P.O. #	205448	FIRE ALARM SYSTEMS SCH #1-3	\$222,680.00 P	po Total
2113	DEPTFORD TWP. BOARD OF ED.-NEW SHARON		\$1,109.00	Vend Total
P.O. #	205961	2020-2021 PY TUITION REFUND	\$1,109.00	po Total
2162	DISCOUNT SCHOOL SUPPLY		\$567.91	Vend Total
P.O. #	205867	ClassroomSupplySpecial Ed	\$567.91	po Total

Batch Count = 1

08/19/22 10:58

Batch Number	1	Current Payments	\$538,388.32	Batch Total
2379	ETR ASSOCIATES		\$3,039.84	Vend Total
	P.O. # 205594 S/R - Title I Supplies for HS		\$3,039.84	po Total
0322	FOLLETT SCHOOL SOLUTIONS INC.		\$1,926.11	Vend Total
	P.O. # 200221 library		\$1,926.11	po Total
2667	GLOUCESTER COUNTY SPECIAL SRVCS.		\$6,558.16	Vend Total
	P.O. # 205931 MAY & JUNE TRANSPORTATION		\$3,934.90	po Total
	P.O. # 206045 JUNE TRANSPORTATION		\$2,623.26 P	po Total
V881	HALO BRANDED SOLUTIONS, INC		\$951.51	Vend Total
	P.O. # 205773 PROGRAM SUPPLIES		\$951.51	po Total
6398	JOSTENS, INC.		\$81.92	Vend Total
	P.O. # 205821 HS DIPOLMAS		\$81.92	po Total
3207	KEYBOARD CONSULTANTS INC.		\$12,475.70	Vend Total
	P.O. # 104534 Cafetorium Audio Equipment		\$12,475.70	po Total
3269	KURTZ BROS. INC		\$846.00	Vend Total
	P.O. # 205632 S/R- Title I Supplies for HS		\$846.00	po Total
T417	MARBLESOFT		\$85.03	Vend Total
	P.O. # 204998 KeyguardAttachment to AAC devi		\$85.03	po Total
3758	MONROE TWP PUBLIC SCHOOLS		\$20,869.32	Vend Total
	P.O. # 205983 2020-2021 PY TUITION PAYABLE		\$20,869.32	po Total
3864	NASCO EDUCATION LLC		\$4,952.85	Vend Total
	P.O. # 205811 HS MATH		\$4,952.85	po Total
3990	NJ ASSOCIATION OF SCHOOL ADMINISTRATORS		\$2,367.00	Vend Total
	P.O. # 203289 TECHSPO 2022 Registration Fees		\$2,367.00	po Total
4023	NOCTI		\$1,390.00	Vend Total
	P.O. # 204879 S/R-Perkins Fed. NOCTI Test		\$1,390.00	po Total
C610	ONCOURT OFFCOURT LTD		\$1,749.90	Vend Total
	P.O. # 205665 Supplies - Tennis Ball Machine		\$1,749.90	po Total
H070	ORCHARD FRIENDS SCHOOL		\$35,207.80	Vend Total
	P.O. # 206040 OOD#4286992618		\$35,207.80	po Total
4146	PAUL'S CUSTOM AWARDS &		\$60.00	Vend Total
	P.O. # 205560 Plaques		\$60.00	po Total
N734	POWER EQUIPMENT COMPANY		\$400.00	Vend Total
	P.O. # 202862 GENERATOR SERVICE AGREEMENT		\$400.00 P	po Total
4335	PRESTWICK HOUSE INC.		\$153.61	Vend Total
	P.O. # 204637 HS/ ENGLISH SUPPLIES		\$153.61	po Total

Batch Number	1	Current Payments	\$538,388.32	Batch Total
4552	RIVERSIDE HIGH SCHOOL NLT		\$906.01	Vend Total
P.O. #	205964	2020-2021 PY TUITION REFUND	\$906.01	po Total
0008	ROWAN COLLEGE OF SOUTH JERSEY		\$2,850.00	Vend Total
P.O. #	205769	S/R-Perkins Dual Credit	\$2,850.00	po Total
J119	SAVVAS LEARNING COMPANY LLC		\$5,094.53	Vend Total
P.O. #	205167	Biology books	\$5,094.53	po Total
4792	SCHOLASTIC INC.		\$1,390.73	Vend Total
P.O. #	205595	S/R-Title I Supplies for MS	\$1,390.73	po Total
4786	SCHOLASTIC INC.-MAGAZINE DEPT.		\$626.34	Vend Total
P.O. #	204754	S/R-Title I Supplies for MS	\$626.34	po Total
4810	SCHOOL SPECIALTY, LLC		\$5,518.59	Vend Total
P.O. #	202899	STEAM	\$754.93 P	po Total
P.O. #	203959	counselor order	\$272.83 P	po Total
P.O. #	204768	S/R-Title I Supplies for Sch 1	\$2,078.80 P	po Total
P.O. #	205380	Classrm supplies for SSS	\$2,387.96 P	po Total
P.O. #	205733	Supply	\$24.07 P	po Total
0126	SOUNDTRACKS PRODUCTION SERVICES LLC		\$1,400.00	Vend Total
P.O. #	203620	8th grade promotion ceremony	\$1,400.00	po Total
N511	SOUTH JERSEY GLASS AND DOOR CO. INC.		\$1,865.89	Vend Total
P.O. #	205794	MS DOOR REPLACEMENT	\$1,865.89	po Total
5158	STAPLES CONTRACT & COMMERCIAL LLC		\$5,129.34	Vend Total
P.O. #	203363	office supplies	\$72.57 P	po Total
P.O. #	205303	supplies	\$3,329.27 P	po Total
P.O. #	205679	OFFICE SUPPLIES	\$328.76 P	po Total
P.O. #	205689	OFFICE SUPPLIES	\$323.99 P	po Total
P.O. #	205731	Paper	\$1,043.13 P	po Total
P.O. #	205777	BUSINESS OFFICE SUPPLIES	\$31.62 P	po Total
3119	T & T SUPPLY CO.		\$1,455.74	Vend Total
P.O. #	203585	HEATER FOR GROUNDS SHOP	\$1,455.74	po Total
5279	TANNER NORTH JERSEY INC.		\$14,260.66	Vend Total
P.O. #	205813	HS FURNITURE	\$2,888.86 P	po Total
P.O. #	205862	HS FURNITURE	\$11,371.80 P	po Total
9180	VWRI INTERNATIONAL, LLC dba WARDS SCIENC		\$1,072.83	Vend Total
P.O. #	204863	HS/ SCIENCE	\$1,072.83	po Total
5864	W. W. GRAINGER INC.		\$227.11	Vend Total
P.O. #	200070	Environmental STEM	\$227.11	po Total

Batch Number	1	Current Payments	\$538,388.32	Batch Total
6065	WINSLOW TOWNSHIP		\$1,575.00	Vend Total
	P.O. #	204306 8th gr promotion	\$1,050.00	po Total
	P.O. #	206038 promotion	\$525.00 P	po Total
6110	WOLFINGTON BODY CO INC		\$98,811.10	Vend Total
	P.O. #	205386 BUS #64	\$29,286.10 P	po Total
	P.O. #	205784 BUS 10	\$29,989.21 P	po Total
	P.O. #	205785 BUS 11	\$38,516.48	po Total
	P.O. #	205915 ALTERNATOR; BELT; BATTERY	\$770.01 P	po Total
	P.O. #	205919 PEAK FLUID	\$249.30 P	po Total
6166	Y.A.L.E. SCHOOL INC.		\$5,166.00	Vend Total
	P.O. #	205990 2020-2021 PY TUITION PAYABLE	\$5,166.00	po Total
6167	Y.A.L.E. SCHOOL SOUTHEAST INC		\$7,404.00	Vend Total
	P.O. #	205989 2020-2021 PY TUITION PAYABLE	\$7,398.00	po Total
	P.O. #	205991 2016-2017 PY TUITION PAYABLE	\$6.00 P	po Total
Total for batch =			\$538,388.32	

Handwritten signature and date: 8.19.22

Batch Number	8	Future Year POs	\$591,843.06	Batch Total
1205	ARCHBISHOP DAMIANO SCHOOL		\$86,865.60	Vend Total
P.O. #	300271	OOD#4356086441	\$8,158.20 P	po Total
P.O. #	300272	OOD35782570959	\$8,158.20 P	po Total
P.O. #	300273	OOD#4742835621	\$13,558.20 P	po Total
P.O. #	300274	OOD#3435371829	\$13,558.20 P	po Total
P.O. #	300275	OOD#9587507514	\$13,558.20 P	po Total
P.O. #	300276	OOD#3718426266	\$13,558.20 P	po Total
P.O. #	300283	OOD#6693951524	\$8,158.20 P	po Total
P.O. #	300304	OOD#8905427722	\$8,158.20 P	po Total
1232	ASSOC FOR SUPERVISION & CURR. DEV. - MEM		\$239.00	Vend Total
P.O. #	300157	Membership Dues	\$239.00	po Total
1250	ATLANTIC CITY ELECTRIC		\$32,850.55	Vend Total
P.O. #	300756	JULY 2022 MS & HS	\$32,850.55	po Total
1257	ATLANTIC COUNTY SPECIAL SERVICES		\$2,300.00	Vend Total
P.O. #	300174	OOD#9325700369	\$2,300.00	po Total
0865	ATLANTIC INVESTIGATIONS, LLC		\$202.00	Vend Total
P.O. #	300699	PRE EMPLOYMENT TESTING	\$202.00	po Total
1352	BAYADA HOME HEALTH CARE, INC.		\$4,082.50	Vend Total
P.O. #	300592	Nursing Services	\$875.00	po Total
P.O. #	300593	Nursing Services	\$850.00 P	po Total
P.O. #	300594	Nursing Services	\$850.00 P	po Total
P.O. #	300595	Nursing Services	\$475.00 P	po Total
P.O. #	300596	Nursing Services	\$437.50 P	po Total
P.O. #	300597	Nursing Services	\$595.00 P	po Total
1376	BELMONT AND CRYSTAL SPRINGS		\$22.29	Vend Total
P.O. #	300753	ADMIN BUILDING	\$22.29	po Total
1456	BONNIE BRAE		\$6,880.00	Vend Total
P.O. #	300184	OOD#7445482135	\$6,880.00 P	po Total
1508	BROOKFIELD ACADEMY		\$9,448.80	Vend Total
P.O. #	300260	OOD#1897780132	\$9,448.80 P	po Total
1713	CASCADE SCHOOL SUPPLIES, INC		\$51.49	Vend Total
P.O. #	350267	Fine Art Supplies	\$24.36 P	po Total
P.O. #	350276	Fine Art Supplies	\$8.64 P	po Total
P.O. #	350440	Teaching Aids	\$1.04 P	po Total
P.O. #	350453	Teaching Aids	\$2.16 P	po Total
P.O. #	350512	Teaching Aids	\$15.29 P	po Total

Batch Count = 1

08/19/22 10:59

Batch Number	8	Future Year POs	\$591,843.06	Batch Total
B901		CODESTERS, INC.	\$750.00	Vend Total
	P.O. #	300067 STEM coding	\$750.00	po Total
1880		COMCAST	\$5,282.41	Vend Total
	P.O. #	300813 JULY NETWORK SERVICES	\$5,282.41	po Total
1881		COMCAST CABLE	\$245.29	Vend Total
	P.O. #	300294 DIGITAL ADAPTERS SCH# 3	\$51.12 P	po Total
	P.O. #	300698 GARAGE SERVICE	\$194.17 P	po Total
1901		CONNER STRONG & BUCKELEW CO. LLC	\$4,166.66	Vend Total
	P.O. #	300214 PROFESSIONAL SERVICES	\$4,166.66 P	po Total
1941		COURIER-POST - LEGAL	\$124.12	Vend Total
	P.O. #	300608 PUBLIC NOTICE - BID 2023-01	\$85.76 P	po Total
	P.O. #	300709 PUBLIC NOTICE - BOARD RETREAT	\$38.36 P	po Total
2255		EASTERN CAMDEN CNTY REGL SCHOOL DISTRICT	\$21,688.00	Vend Total
	P.O. #	300305 OOD#5628269734	\$3,890.00	po Total
	P.O. #	300306 OOD#5887297506	\$10,018.00	po Total
	P.O. #	300308 OOD#6261442675	\$3,890.00	po Total
	P.O. #	300309 OOD#3863124598	\$3,890.00	po Total
2460		FLAGHOUSE INC.	\$4.96	Vend Total
	P.O. #	350416 Special Needs	\$4.96	po Total
2587		GARFIELD PARK ACADEMY	\$30,037.31	Vend Total
	P.O. #	300284 OOD#1065454552	\$11,154.77 P	po Total
	P.O. #	300285 OOD#9182270030	\$7,727.77 P	po Total
	P.O. #	300287 OOD#4481662331	\$11,154.77 P	po Total
U172		GENERAL HEALTHCARE RESOURCES INC.	\$1,406.00	Vend Total
	P.O. #	300689 OT services for ESY	\$1,406.00	po Total
2858		HENRY SCHEIN INC.	\$17.48	Vend Total
	P.O. #	350308 Health and Trainer Supplies	\$17.48	po Total
2975		IANNACO; KRISTINE	\$57.00	Vend Total
	P.O. #	300726 CDL DRIVERS LICENSE RENEWAL	\$57.00	po Total
X501		INTERFACE CABLE ASSEMBLIES & SERVICES CO	\$5,625.00	Vend Total
	P.O. #	300581 HS TECHNOLOGY VAPE DETECTOR	\$5,625.00	po Total
3058		JACK ROBINSON WASTE DISPOSAL	\$660.00	Vend Total
	P.O. #	300619 DUMPSTER RENTAL	\$660.00	po Total
3098		JOE'S AUTO REPAIR	\$500.00	Vend Total
	P.O. #	300354 TOW 60 TO WOLFINGTON	\$500.00	po Total

Batch Number	8	Future Year POs	\$591,843.06	Batch Total
3193	KENCOR LLC		\$946.64	Vend Total
P.O. #	300022	ELEVATOR SERVICE AGREEMENT	\$626.64 P	po Total
P.O. #	300588	ELEVATOR MAINTENANCE AT SCH 5	\$320.00 P	po Total
3222	KINGSWAY LEARNING CENTER		\$224,089.20	Vend Total
P.O. #	300225	OOD#4526117206	\$9,749.40 P	po Total
P.O. #	300227	OOD#9920043411	\$9,749.40 P	po Total
P.O. #	300228	OOD#1357789617	\$15,149.40 P	po Total
P.O. #	300231	OOD#8015506421	\$15,149.40 P	po Total
P.O. #	300232	OOD#1878798523	\$9,749.40 P	po Total
P.O. #	300234	OOD#7442043899	\$15,149.40 P	po Total
P.O. #	300235	OOD#60465669060	\$15,149.40 P	po Total
P.O. #	300237	OOD#7090059749	\$15,149.40 P	po Total
P.O. #	300238	OOD#4644975825	\$9,749.40 P	po Total
P.O. #	300239	OOD#4786253533	\$9,749.40 P	po Total
P.O. #	300240	OOD#2933089955	\$9,749.40 P	po Total
P.O. #	300241	OOD#9459685894	\$15,149.40 P	po Total
P.O. #	300243	OOD#3051056748	\$15,149.40 P	po Total
P.O. #	300244	OOD#9113498395	\$9,749.40 P	po Total
P.O. #	300245	OOD#6878474384	\$9,749.40 P	po Total
P.O. #	300250	OOD#548289818	\$9,749.40 P	po Total
P.O. #	300251	OOD#4603548134	\$15,149.40 P	po Total
P.O. #	300252	OOD#3736940744	\$15,149.40 P	po Total
3269	KURTZ BROS. INC		\$10.50	Vend Total
P.O. #	350498	Teaching Aids	\$10.50	po Total
3287	LAKESHORE LEARNING MATERIAL		\$3,504.45	Vend Total
P.O. #	350507	Teaching Aids	\$3,504.45	po Total
3300	LARC SCHOOL		\$45,076.80	Vend Total
P.O. #	300178	OOD#9681428815	\$8,494.20 P	po Total
P.O. #	300180	OOD#1264343381	\$14,044.20 P	po Total
P.O. #	300181	OOD#3918541565	\$14,044.20 P	po Total
P.O. #	300182	OOD#3928757122	\$8,494.20 P	po Total
3315	LAUREL LAWNMOWER SERVICE INC.		\$7,498.12	Vend Total
P.O. #	300012	PARTS FOR MOWERS	\$2,696.93 P	po Total
P.O. #	300013	BLOWERS AND TRIMMERS	\$3,095.91 P	po Total
P.O. #	300089	GROUNDS EQUIPMENT	\$1,705.28 P	po Total
6336	LEGACY TREATMENT SERVICES, INC.		\$11,536.23	Vend Total
P.O. #	300281	OOD#7468018903	\$11,536.23 P	po Total

Batch Count = 1

08/19/22 10:59

Batch Number	8	Future Year POs	\$591,843.06	Batch Total
P738		McREL INTERNATIONAL	\$2,700.00	Vend Total
	P.O. #	300461 WALK THROUGH SOFTWARE	\$2,700.00	po Total
3700		MIDWEST TECHNOLOGY PRODUCTS	\$23.73	Vend Total
	P.O. #	350515 Technology Supplies	\$23.73	po Total
3839		MUSIC IN MOTION	\$99.90	Vend Total
	P.O. #	350522 Music	\$99.90	po Total
3864		NASCO EDUCATION LLC	\$82.56	Vend Total
	P.O. #	350281 Fine Art Supplies	\$28.56 P	po Total
	P.O. #	350427 Special Needs	\$54.00 P	po Total
3997		NJ PRINCIPALS AND SUPERVISORS ASSOC.	\$2,208.00	Vend Total
	P.O. #	300156 Dues Dr. Carter	\$1,104.00 P	po Total
	P.O. #	300295 Principal Dues	\$1,104.00 P	po Total
4016		NJSCHOOL JOBS.COM	\$250.00	Vend Total
	P.O. #	300438 JOB POSTINGS	\$50.00	po Total
	P.O. #	300519 JOB POSTINGS	\$100.00	po Total
	P.O. #	300600 JOB POSTINGS	\$100.00	po Total
4053		OFFICE BASICS INC.	\$1,440.00	Vend Total
	P.O. #	300547 S/R-Title I Supplies for WMS	\$1,440.00	po Total
H070		ORCHARD FRIENDS SCHOOL	\$9,700.00	Vend Total
	P.O. #	300566 OOD#4286992618	\$9,700.00 P	po Total
Z424		PEMBERTON SUPPLY COMPANY LLC	\$375.90	Vend Total
	P.O. #	300011 HEAT SENSORS FOR MS	\$375.90	po Total
6228		PRIVATIZER TECHNOLOGIES, LLC	\$800.00	Vend Total
	P.O. #	300356 SERVICE CONTRACT	\$800.00	po Total
4353		PRO-ED INC.	\$1,139.60	Vend Total
	P.O. #	300540 Testing protocols for CST	\$1,139.60	po Total
4456		REALLY GOOD STUFF, LLC	\$27.14	Vend Total
	P.O. #	350450 Teaching Aids	\$27.14	po Total
2992		RICOH USA, INC.	\$14,192.34	Vend Total
	P.O. #	300056 COPIER LEASE 22/23 CONTRACT	\$13,684.27 P	po Total
	P.O. #	300297 COPIER LEASE 22-23 BA/HR	\$312.84 P	po Total
	P.O. #	300484 COPIER RENTAL E.L.	\$141.23 P	po Total
	P.O. #	300625 DUPLICATOR SERVICE AGREEMENT	\$54.00 P	po Total
C586		ROBERT H. HOOVER & SONS INC	\$452.90	Vend Total
	P.O. #	300131 BUS #36 REPAIR	\$452.90	po Total

Batch Number	8	Future Year POs	\$591,843.06	Batch Total
4796	SCHOOL HEALTH CORPORATION		\$5.63	Vend Total
P.O. #	350414	Special Needs	\$5.63	po Total
4810	SCHOOL SPECIALTY, LLC		\$2,498.56	Vend Total
P.O. #	300179	For CST and library	\$892.72 P	po Total
P.O. #	300263	Main office supplies	\$229.51 P	po Total
P.O. #	300338	Chair	\$491.36 P	po Total
P.O. #	300379	Bookshelf-Lee	\$451.72 P	po Total
P.O. #	300410	PTherapyCM supplies	\$55.50 P	po Total
P.O. #	300412	OccTherapySupplieforSch2,3	\$76.74 P	po Total
P.O. #	300452	School 4 TOY order - Dean	\$301.01 P	po Total
4749	SMALL BUSINESS SERVICE CENTER		\$825.00	Vend Total
P.O. #	300468	ENVELOPES	\$825.00	po Total
7129	SOMERSET COUNTY EDUCATIONAL SERV. COMM.		\$6,890.00	Vend Total
P.O. #	300440	OOD#4372982874	\$6,890.00	po Total
7326	SOUTH JERSEY TURF CONSULTANTS LLC		\$4,806.55	Vend Total
P.O. #	300007	ANNUAL TURF MANAGEMENT	\$4,806.55 P	po Total
5158	STAPLES CONTRACT & COMMERCIAL LLC		\$183.50	Vend Total
P.O. #	300717	BUSINESS OFFICE SUPPLIES	\$34.47 P	po Total
P.O. #	350338	Office/Computer Supplies	\$1.25 P	po Total
P.O. #	350347	Office/Computer Supplies	\$81.29 P	po Total
P.O. #	350348	Office/Computer Supplies	\$4.28 P	po Total
P.O. #	350349	Office/Computer Supplies	\$25.31 P	po Total
P.O. #	350362	Office/Computer Supplies	\$36.90 P	po Total
5234	SUPER DUPER INC		\$1,625.45	Vend Total
P.O. #	300428	updated speech testing kits	\$578.45	po Total
P.O. #	300539	Assessment protocols speech	\$1,047.00	po Total
3119	T & T SUPPLY CO.		\$1,982.87	Vend Total
P.O. #	300505	HVAC SUPPLIES	\$1,982.87	po Total
F111	THE LITTLE SIGN COMPANY, INC.		\$175.00	Vend Total
P.O. #	300267	Dismissal tags for students	\$175.00	po Total
5462	THE PRESS OF ATLANTIC CITY		\$153.88	Vend Total
P.O. #	300017	PUBLIC NOTICE - EUS INS. AWARD	\$49.14 P	po Total
P.O. #	300027	PUBLIC NOTICE - PROF SPEC ED	\$49.14 P	po Total
P.O. #	300031	PUBLIC NOTICE - SUBSTITUTES	\$21.60 P	po Total
P.O. #	300033	PN CANCELLED MTG 7/27/22	\$8.80 P	po Total
P.O. #	300034	PUBLIC NOTICE - EUS INS BROKER	\$25.20 P	po Total

Batch Count = 1

08/19/22 10:59

Batch Number	8	Future Year POs	\$591,843.06	Batch Total
5563	TOMASELLAS FIRE PROTECTION INC.		\$2,486.50	Vend Total
	P.O. #	300332 2022 FIRE EXTINGUISHER INSPECT	\$2,486.50	po Total
5650	TRISTATE HVAC EQUIPMENT LLP		\$1,520.00	Vend Total
	P.O. #	300583 SCHOOL 4 GYM UNIT REPAIR	\$1,520.00	po Total
5665	TRUELAND; MALINDA		\$29.75	Vend Total
	P.O. #	300725 CRIMINAL ARCHIVE REIMBURSEMENT	\$29.75	po Total
8458	ULINE INC.		\$3,332.25	Vend Total
	P.O. #	300262 Teacher's Loung tables	\$1,615.32	P po Total
	P.O. #	300497 S/R-Nonpublic Title I Supplies	\$1,716.93	P po Total
9194	UNITED SUPPLY CORP		\$170.69	Vend Total
	P.O. #	350337 Math Supplies	\$15.19	P po Total
	P.O. #	350417 Special Needs	\$52.24	P po Total
	P.O. #	350444 Teaching Aids	\$36.04	P po Total
	P.O. #	350447 Teaching Aids	\$37.72	P po Total
	P.O. #	350457 Teaching Aids	\$29.50	P po Total
5819	VOORHEES HARDWARE, INC		\$2,313.70	Vend Total
	P.O. #	300010 LIFT RENTAL	\$2,313.70	po Total
5866	W.B. MASON CO, INC		\$15.96	Vend Total
	P.O. #	350247 Fine Art Supplies	\$15.96	po Total
6110	WOLFINGTON BODY CO INC		\$3,460.00	Vend Total
	P.O. #	300072 HUB ASSMBLY	\$1,742.40	po Total
	P.O. #	300128 MOTOR START	\$377.69	P po Total
	P.O. #	300330 TRANSMISSION CONTROL MODULE	\$1,339.91	P po Total
6167	Y.A.L.E. SCHOOL SOUTHEAST INC		\$19,707.30	Vend Total
	P.O. #	300176 OOD#7527212616	\$19,707.30	P po Total
Total for batch =			\$591,843.06	

[Handwritten signature]
8.19.22

Batch Count = 1

08/17/22 13:35

Batch Number	3	Before/After School	\$652.32	Batch Total
8317	MACCARELLA; JACQUELYNN		\$69.84	Vend Total
P.O. #	300765	BASP supplies needed	\$69.84	po Total
3972	NEXTEL COMMUNICATIONS		\$582.48	Vend Total
P.O. #	300766	BASP cellular	\$291.24	po Total
P.O. #	300822	BASP cellular phone charges	\$291.24	po Total
Total for batch =			\$652.32	

M
8.19.22

Batch Number	4	Food Service	\$4,296.42	Batch Total
--------------	---	--------------	------------	-------------

2992	RICOH USA, INC.		\$156.42	Vend Total
P.O. #	300289	COPIER/PRINTER RENTAL FOR SODE	\$156.42	P po Total

6560	SODEXO INC. & AFFILIATES		\$4,140.00	Vend Total
P.O. #	205519	BANQUET & CATERING MAY 2022	\$2,363.00	po Total
P.O. #	205959	BANQUET & CATERING JUNE 2022	\$1,777.00	P po Total

Total for batch =	\$4,296.42
--------------------------	-------------------

8.19.22

Starting date 8/24/2022

Ending date 8/24/2022

Chk#	Date	Rec date	Code	Vendor name	Check Comment	Check amount
140440	07/29/22	08/24/22	5408	FALLS GROUP LLC		(1,175.00)
140674	08/24/22		5408	FALLS GROUP LLC		280.00

Fund Totals

20	SPECIAL REVENUE FUNDS	\$-895.00
	Total for all checks listed	(\$895.00)

8.18.22

Prepared and submitted by: _____

Board Secretary

_____ Date

Starting date 8/15/2022

Ending date 8/15/2022

Chk#	Date	Rec date	Code	Vendor name	Check Comment	Check amount
900618	H 08/15/22		4018	NJSHBP	ID#16800 AUG 2022	363.98
900619	H 08/15/22		5173	STATE OF NJ DIV OF PENSIONS AND BENEFITS	ID#15300 AUG 2022	992,778.46

Fund Totals

11	GENERAL CURRENT EXPENSE	\$992,778.46
95	TRANSITION	\$363.98
	Total for all checks listed	\$993,142.44

[Handwritten signature]
8.19.22

Prepared and submitted by: _____
Board Secretary Date

Starting date 7/1/2021

Ending date 8/18/2022

Chk#	Date	Rec date	Code	Vendor name	Check Comment	Check amount
956878	07/15/22		6462	NJASC / SOUTHERN OFFICE		50.00
956879	08/18/22		6526	RYDIN DECAL		453.75
956880	08/18/22		N239	WILLIAMSON; KELLI		85.00

Fund Totals

96	STUDENT ACTIVITY	\$588.75
	Total for all checks listed	\$588.75

[Handwritten signature]
8.19.22

Prepared and submitted by: _____
Board Secretary

_____ Date

Vendor Bill List Winslow Twp School District

Batch Count = 1

08/19/22 12:46

Batch Number	2	Additional Payments	\$30,568.00	Batch Total
--------------	---	---------------------	-------------	-------------

C619 NEW JERSEY BUSINESS SYSTEMS, INC

\$30,568.00 Vend Total

P.O. # 205671 REPAIR CONDUIT PATHWAY

\$30,568.00 P po Total

Total for batch =

\$30,568.00

8.19.22

WINSLOW TOWNSHIP SCHOOL DISTRICT DISPOSAL OF SCHOOL PROPERTY REQUEST

School: #2 Department: Teacher's Lounge Date: 8/10/22

Quantity	Description	Tag or Serial #	Est. Age	Condition/Reason
1	Wooden Shelf/cubby	n/a	unk.	Broken, not usable
2	High Top Tables	n/a	5 yrs	Unstable, not in use
16	High Top Stools	n/a	5 yrs	Unstable, wobby, not in use
1	Reception room sofa	n/a	15+ yrs	Old, not in use
1	Reception room coffee table	n/a	15+ yrs	Old, not in use

Location of items for disposal: In/near APR room

Action to be taken to be determined by the Board Secretary:

- Deliver items to Building Supervisor to be destroyed.
- HOLD! Item will be sold at public sale.
- Hold for administrative review.

Board Secretary

Signatures:

Supervisor/Department Chair

Principal

Superintendent/Designee *8/10/22*

A work request (with a copy of the approved form attached) will be required for the maintenance department to transfer materials and/or equipment.

Submit requests to dispose of books to the office of the Assistant Superintendent's on the appropriate form.

Received

AUG 11 2022



Assistant Superintendent of Curriculum and Instruction

EXHIBIT NO. XIV B:19



Phone: 6095875500

Email: bburdge@njbs.com

Web: www.njbs.com

We have prepared a quote for you

Repair Conduit pathway and install single mode fiber between Schools and Shared Services Building

Quote # 000239
Version 1

Prepared for:

Winslow Township School District

Prepared by:

Bill Burdge

Winslow Township School District
40 Cooper Folly Rd
Atco, NJ 08004

Repair Conduit pathway and install single mode fiber between Schools and Shared Services Building

Winslow Township School District
40 Cooper Folly Rd
Atco, NJ 08004
ATTN: Mike Aponte

RE: Repair Conduit pathway and install single mode fiber between Schools and Shared Services Building

Dear Mike,

Thank you for providing us with the opportunity to win your business. Attached is our estimate for the **Repair Conduit pathway and install single mode fiber between Schools and Shared Services Building**. After a thorough analysis of the facility and its unique needs, we have determined what we believe to be the best course of action while bearing in mind the budget, timing, safety considerations for work at 40 Cooper Folly Rd.

We are very pleased to provide you with this estimate. All work will be performed by a New Jersey Business Systems Data Technician and in accordance with State Prevailing Wage Rates.

As a Central New Jersey based, Veteran-Owned and New Jersey Registered Small Business Enterprise, we look forward to helping Winslow Township School District implement these important upgrades.

Please review the document and contact me directly with any questions. We can begin our project scheduling upon receipt of a purchase order.

Thank you for the opportunity to present our proposal. We look forward to hearing your thoughts.

Warm Regards,
Bill Burdge
General Foreman
New Jersey Business Systems – A Certified New Jersey Veteran Owned Business
bburdge@njbs.com
609-947-0832

Cabling Hardware

Product Description	Price	Qty	Ext. Price
24" x 24" x 24" open bottom quazite box with lid (road rated)	\$1,266.69	1	\$1,266.69
12" x 12" x 12" open bottom quazite box with Lid (road rate)	\$232.14	1	\$232.14
bucket of mule tape	\$266.15	2	\$532.30
bucket of pull string	\$83.08	1	\$83.08
bottles of lube for cable pulling	\$30.00	4	\$120.00
corning term	\$376.92	1	\$376.92
24 x 24 Quazite lid Tier 22	\$709.86	1	\$709.86
12 cover	\$227.51	1	\$227.51
OTDR tester	\$1,213.85	1	\$1,213.85
Subtotal:			\$4,762.35

Labor Estimate - State Cabling Contract T2989/88738

Short Description	Qty/Hours	Price	Ext. Price
Senior Technician/ Foreman	112	\$130.00	\$14,560.00
Working Foreman	112	\$114.00	\$12,768.00
Project Management	12	\$120.00	\$1,440.00
Engineering	12	\$150.00	\$1,800.00
Subtotal:			\$30,568.00

Cabling Scope of Work

Summary

- Replace Hand Hole 12 x12 x 12 with new road rated Hand Hole over existing conduits
- Replace Hand Hole 24" x 24 with new road rated Hand Hole over existing conduits and network cabling
- Replace Hand Hole 12 x 8 with new Hand Hole over existing conduit and extend conduit into new box
- Provide and install 3/4" crush stone for drainage
- **Install Hand hole at Predeterminate elevation above the Parking lot to account for new Pavement being install by others.**
- **Customer Engineer Team to provide elevation above current street level. NJBS is not Responsible for pavement or finish work around new hand holes.**
- OTDR test Customer supplied fiber before installing fiber into the underground system.
- Install customer supplied single mode fiber from High School to Middle School IDF
- Install customer supplied single mode fiber to Shared Services Building
- Provide and install rack mounted 1u fiber housing in High School, Middle School and Shared Services Building IT Racks
- Provide and install interconnection panels in each fiber housing
- Provide and install Fiber Optic LC connectors spliced at each end
- Provide Bi directional testing to each end point upon completion of terminated fiber
- IDF/MDF Build Out
 - Install fire rated plywood
 - Install floor or wall mounted rack
 - Install grounding hardware for rack
 - Install rack hardware and accessories
 - Install UPS and/or surge protected power strip
- Create Pathway
 - Perform site survey and determine pathways
 - Provide and Install J-Hooks
 - Install Sleeves
 - Pull String through Pathway
- Drop Cables
 - Pull cables from IDF to each location.
 - Drop Cables to End Point
 - Provide and install brackets/boxes
- Termination
 - Provide and install RJ 45 Jacks
 - Provide and install Face Plate
 - Provide and install Patch Panels
 - Punch down cabling
 - Terminate Cables at each communication point
- Cable Management
 - Label Each Cable
 - Provide and install cable management system
 - Organize Cabling

Cabling Scope of Work

Summary

- Testing
 - Test each cable for connectivity
 - Perform Certification Testing on each cable and save report
 - Finishing
 - Clean up work areas of debris
 - Provide and install patch cords (If purchased)

Repair Conduit pathway and install single mode fiber between Schools and Shared Services Building

Prepared by:

New Jersey Business Systems

Bill Burdge
609-587-5500
Fax 6095876660
bburdge@njbs.com

Prepared for:

Winslow Township School District

40 Cooper Folly Rd
Atco, NJ 08004
Mike Aponte
(856) 767-2850
bburdge@njbs.com

Quote Information:

Quote #: 000239

Version: 1
Delivery Date: 06/01/2022
Expiration Date: 07/02/2022

Quote Summary	Amount
Cabling Hardware	\$4,762.35
Labor Estimate - State Cabling Contract T2989/88738	\$30,568.00
Total:	\$35,330.35

New Jersey Business Systems

Signature: _____



Name: Bill Burdge

Title: General Foreman

Date: 06/01/2022

Winslow Township School District

Signature: _____

Name: Mike Aponte

Date: _____

Terms of Service

New Jersey Business Systems based this quote on a site visit or from documentation provided by the customer. Please review this document and if you have any questions or changes contact New Jersey Business Systems at 609-587-5500. Certified IBEW Technicians will perform all work. All cable testing and support of cable will be done in compliance of TIA/EIA 568 standards. A standard 4 pair continuity test will be performed on all network cabling. If certified testing is required, **it must be included in the scope of work provided by the customer**

Assumptions:

All assumptions **MUST** be correct to validate the scope of work. If anything listed in the scope of work is inaccurate, contact New Jersey Business Systems immediately. The scope of work assumes that the Site Contact will have knowledge of the work that is to be performed and be prepared for the start of work. This scope of work assumes that all doors to areas where access is needed to perform the requested work shall be unlocked and accessible during the time of installation. This Scope of work assumes that all work will be performed during 1st shift hours which are between **7:00 AM to 3:30 PM**, Monday-Friday.

Any work that needs to be completed outside 1st shift hours must be clearly established by the customer before a quote can issued so that premium and/or overtime hours are reflected in the quote.

Customer Instructions:

Please carefully review all documents included with this quote. **The scope of work must be reviewed, signed and dated by an authorized party before technician(s) will be dispatched.** The dispatched technician(s) will ONLY be authorized to perform work that is specifically listed in the scope of work. Any additional work will be done by executing a Change Order. The project can begin within (30) working days after the receipt of a Purchase Order. This quote will only be valid for (60) days, after this time, the quote must be revisited. When referencing this proposal please refer to the New Jersey Business System quote number and/or Project Title specified at the top of the quote.

**STANDARD CERTIFICATION DECLARATION FOR AN EXTRAORDINARY
UNSPECIFIABLE SERVICE**

EXHIBIT NO. 11A:1

TO: Members of the Board of Education
FROM: Tyra McCoy-Boyle, Business Administrator/Board Secretary
DATE: August 22, 2022
SUBJECT: This is a contract for Insurance Coverage for Vision Benefits

This is to request your approval of a resolution authorizing a contract to be executed as follows:

Firm: Vision Service Plan (VSP)
Cost: \$106,435.00 Estimated Annual Premium
Duration: July 1, 2022 – June 30, 2023 with the option to renew (subject to appropriations)
Purpose: To provide the District with Vision Benefit Insurance

This is to request an award of a contract without the receipt of formal bids as an Extraordinary Unspecifiable Service [N.J.S.A. 40A:11-5(1)(a)(ii) and N.J.A.C. 5:34-2.3(b)]. I do hereby certify to the following:

1. Provide a clear description of the nature of the work to be done:

VSP will provide District employees with Vision Benefits.

2. Describe in detail why the contract meets the provisions of the statute and rules:

In accordance with N.J.S.A. 18A:18A-5a(10), insurance coverage and insurance consultant services are exceptions to the requirement for advertising for bids as they are considered extraordinary unspecifiable services by law.

3. The service(s) is of such a specialized and qualitative nature that the performance of the service(s) cannot be reasonably described by written specifications because:

N/A

4. Describe the informal solicitation of quotations:

Quotes were solicited by the District in conjunction with Conner Strong, the insurance broker.

5. I have reviewed the rules of the Division of Local Government Services pursuant to N.J.A.C. 5:34-2.1 et seq. and certify that the proposed contract may be considered an extraordinary unspecifiable service in accordance with the requirements thereof.

Respectfully,

Tyra McCoy-Boyle
Business Administrator/Board Secretary