

**WINSLOW TOWNSHIP BOARD OF EDUCATION**  
**Regular Board of Education Meeting**  
**Middle School Media Center - 6:00 p.m. (Board Vacancy Interviews)**  
**Middle School Cafeteria – 7:22 p.m. (Regular Meeting)**  
30 Coopers Folly Road  
Atco, NJ 08004

**Wednesday, March 26, 2014**

**MINUTES**

**I. PUBLIC NOTICE** of this meeting was given to all Board Members and Associates in a notice dated **01/23/2014 & 03/13/2014**. It was also advertised in the Courier Post, Philadelphia Inquirer and posted in all schools, the Administration Office, the Municipal Building, the Library, Bud Duble Center, Edgewood Acres, Elm Town and Winslow Township Post Offices.

**II. MISSION STATEMENT**

The *Mission* of the Winslow Township School District, a large diverse and growing community, is to educate all students to become independent, life-long learners, critical thinkers and caring and confident members of their community. The District, in partnership with the community, and in a climate of cooperation and mutual respect, will provide an academic environment which values excellence and diversity, encourages students to strive for personal excellence, and assists them in acquiring the knowledge, skills and attitudes necessary to contribute positively to a rapidly changing world.

**III. ROLL CALL** – In roll call the following Board members were noted present:

Present:	Larry Blake	Gail P. Watkins
	Ewuniki Brown	Hassan Wilcox
	Lorraine Dredden	Julie A. Peterson, Vice President
	Gulab Gidwani	Cheryl Pitts, President

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

**IV. PLEDGE OF ALLEGIANCE**

**V. BOARD OF EDUCATION – TEAM CHARTER**

1. **At all Times:** Maintain confidentiality; Follow the chain of command; Maintain an open-mind; Listen and speak with respect for others.
2. **Before a Meeting:** Be prepared for board meetings by reading packets prior to board meetings; Refuse to become involved (collectively, as individuals, or in our communities) in micro-management; Get the answers to questions and concerns prior to the board meeting.
3. **During a Meeting:** Listen and speak with respect for others at all times; Vote with conviction; Align our actions as closely as possible to stated goals and objectives; Create an open, problem-solving management climate in which differences and problems are met head-on and clarified rather than swept under the rug or smoothed over; Promote mutual involvement and interdependency rather than selfish competition or subversive rivalry.

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

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

**VI. 2013-2014 DISTRICT GOALS**

1. Continue to review and assess in a systematic manner, using data, the district curriculum and students' needs to raise student achievement.
2. Create a positive school environment/culture conducive to teaching and learning for all stakeholders.
3. Continue to expand communication to all stakeholders to increase the capacity for greater parent/caregiver and community support.

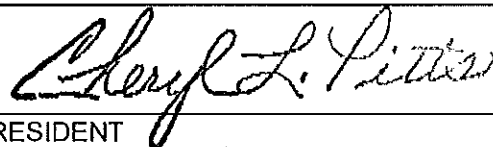
**VII. BUSINESS MATTER**

**6:00 p.m. – Media Center**

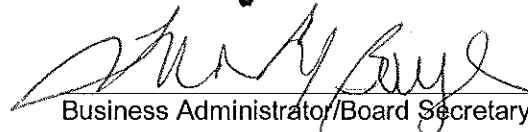
**Interviews for a Board Vacancy on the Board.**

**Executive Session: A motion was made by Ms. Watkins, seconded by Ms. Peterson to approve adoption of the Executive Resolution and adjournment to Executive Session at 6:56 p.m.**

Voice Vote: All in favor



PRESIDENT



Business Administrator/Board Secretary

**{Meeting will resume in the Cafeteria at 7:22 p.m.}**

**A motion was made by Mr. Wilcox, seconded by Ms. Peterson to adjourn Executive Session at 7:22 p.m.**

Voice Vote: All in favor

1. Board Member Vacancy

**A motion was made by Mr. Wilcox, seconded by Ms. Dredden to Appoint Carlos Vascos as a member of the Winslow Township Board of Education, effective on this date through December 2014.**

**Note:** Oath of office will be administered immediately following approval.

*Roll Call:*

Mr. Blake	Yes	Ms. Watkins	Yes
Ms. Brown	Yes	Mr. Wilcox	Yes
Ms. Dredden	Yes	Ms. Peterson	Yes
Mr. Gidwani	Yes	Ms. Pitts	Yes

Motion Carried

**VIII. AWARDS/PRESENTATIONS**

1. School No. 6 Presentation

**IX. CORRESPONDENCE**

Ms. Boyle - We received a letter dated March 19, 2014 addressed to Ms. Pitts. The Department of Education, Office of Fiscal Accountability and Compliance (OFAC) has received the corrective action plan (CAP) developed by your office in response to the department's report concerning a fiscal audit of the Carl D. Perkins Grant for the Winslow Township Board of Education. The review covered the period July 1, 2011 through June 30, 2012. The OFAC has reviewed the CAP and the corresponding board minutes and determined that they are acceptable as submitted. As part of the corrective action process, the executive county superintendent's office will monitor the district's progress in implementing the CAP. Therefore, the CAP will be forwarded to the county office. Also, we received your check for the funds for disallowed costs. Our file for this examination is closed. Sincerely, Robert J. Cicchino, Director Office of Fiscal Accountability and Compliance.

**X. MINUTES**

**A motion was made by Ms. Watkins, seconded by Ms. Dredden to approve the Open/Closed Session Minutes of the following meeting:**

Regular Meeting

Wednesday, March 12, 2014

Open/Closed Sessions

<i>Roll Call:</i>			
Mr. Blake	Yes	Ms. Watkins	Yes
Ms. Brown	Yes	Mr. Wilcox	Yes
Ms. Dredden	Yes	Ms. Peterson	Yes
Mr. Gidwani	Yes	Ms. Pitts	Yes
Mr. Vascos	Abstain		
Motion Carried			

**A motion was made by Ms. Watkins, seconded by Ms. Dredden to approve the Open Session Minutes of the following meeting:**

Special Meeting                      Wednesday, March 19, 2014                      Open Session

<i>Roll Call:</i>			
Mr. Blake	Abstain	Ms. Watkins	Yes
Ms. Brown	Abstain	Mr. Wilcox	Yes
Ms. Dredden	Yes	Ms. Peterson	Abstain
Mr. Gidwani	Yes	Ms. Pitts	Yes
Mr. Vascos	Abstain		
Motion Carried			

**XI. BOARD COMMITTEE REPORTS**

**Education Committee**

Ms. Peterson – The Education Committee met Tuesday, March 18 from 4:45 – 5:35 p.m. at the Administrative Building. Board Members in attendance were Mr. Blake, Ms. Brown, Ms. Dredden and Ms. Peterson. Administrator in attendance was Dr. Carcamo. Minutes are attached.

**Operations Committee**

Ms. Dredden – The Operations Committee met on March 25 at 5:30 p.m. at the Administration Building. The following items were discussed:

- Solar panels
- Cameras
- Advertising on buses
- Microphones
- Blue Anchor building

- Window screens
- Defibrillators for sports and field trips
- QSAC Report
- Field lighting
- ROD grant update

The next meeting will be on April 29 at 5:30 p.m.

### **Liaison Committee**

Ms. Peterson – No report, it was given at the last Board meeting.

### **Negotiations**

Ms. Peterson – No report.

### **Marketing Committee**

Ms. Brown – No report

### **Policy Committee**

Ms. Pitts – We have a tentative date of April 10 for our next Policy Committee Meeting.

### **Policy/Operations Committee**

Ms. Peterson – The Policy and Operations joint committee met on Tuesday, March 18 from 5:34 – 7:10 p.m. at the District office. Board Members in attendance Ms. Dredden, Operations Committee Chair, Mr. Gidwani, Ms. Pitts, Board President and Ms. Peterson, Policy Committee Chair. Administrator in attendance was Ms. Boyle, BA/BS. Our solicitors Ms. Pondish and Mr. Long were also in attendance.

The Committee has been continuing to make progress towards the development of a response to questions, development of regulations and necessary documents, such as, an application for student uniform assistance, income eligibility guidelines and religious exemptions. Our target date for completion is May with a rollout presentation as part of the Community Connections Board Meeting. Minutes are attached.

## **XII. PUBLIC COMMENTS (Time Limited)**

**A motion was made by Ms. Brown, seconded by Mr. Gidwani to open the meeting for Public Comments at 7:59 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.

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*Please respect the following procedures:*

1. All members of the public attending School Board Meetings must treat each other and the Board with respect.
2. State your full name and address.
3. Please limit your comments to five minutes.
4. Submit your questions to the Board of Education with your name, address and telephone number where you can be contacted. Your questions will be answered within a reasonable time.
5. Individuals offering citizen comment are not permitted to make personal attacks on any District employee, Board Member, other testifier or member of the public.

Voice Vote: All in favor
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### **Nelly Chandler – Citizens Advisory Committee**

Good Evening Dr. Poteat, Board Members. The first meeting of the new Citizens Advisory Committee was held on Thursday, March 20 at School 3. All the members were present with the exception of one. Mr. Gidwani and Mr. Blake were also in attendance. The Committee consists of educators from the Township ..... I was elected Chairperson and Mr. Edward Cuneo as Co Chair. We discussed the objectives .... how to best serve the needs of our community.

The tasks to be addressed in the coming months are as follows:

- The lack of parental involvement in the schools.
- Opening of the library in the Middle School at the end of the day.
- Lower elementary students not having ample time for recess or lunch.
- Entertain the possibility of implementing an after school program for the high school students.

Everyone seems very eager and anxious to work, to bring forth their expertise and experience to the table. The Committee meets the first Thursday of every month at School 3. The next meeting will take place next Thursday, April 3.

### **Kyanna Filmore – President Winslow Township High School**

I have a few announcements regarding the activities at the High School:

- The prom is coming up on May 2. Tickets have gone on sale for \$75 until Friday when the price will rise to \$88 until April 17.
- The Winslow Township High School will have their talent show on April 25. Auditions will be held on the 4<sup>th</sup>. Come out and see all the different talents.
- Elections for Student Government are quickly approaching. Applications are now available for any student who is interested in running.
- Senior Class Trip will be 5 days in Disney World from April 10-14.
- A special congratulation goes to Senior Cidaea Woods for receiving a full ride scholarship to the University of Tennessee.
- Congratulations to Coach Russell Bates for being inducted into the South Jersey Coaches Hall of Fame.
- Congratulations to Coach George Horn for being recognized as the girls indoor track Coach of the Year by the South Jersey Coaches Association.

**Theresa Colligon – Proud Parents of Winslow**

Hello. Please bear with me. I woke up not feeling well and have gone downhill since this morning. In fact, I wasn't sure that I was going to be able to make it tonight, because I'm feeling so sick and tired. But then the irony hit me and I got in my car and drove here. I realized that I need to be here because in addition to this 'bug' that I have, I'm also sick and tired with what's currently going on in this District, specifically the contract negotiations.

Now, I don't profess to know the sticking points of the negotiations. But what I do know is that, ONCE AGAIN, this District has taken a hit. Which means that every single student in a Winslow Township School is at risk of not getting the best possible education that this District can offer. To be clear, it's NOT because the WTEA sent out a letter last week about cutting out extras. It comes down to basics.....when "Mom" and "Dad" aren't getting along, the kids know it, they feel it, they are affected by it....even if the arguments happen upstairs behind closed doors where the parents think the kids can't hear what's going on.

So, it needs to stop and it needs to stop now. And the first step is getting the contract finished.

If you value our Teachers, SAY IT. PROVE IT. It's not a crime for our Board of Education to give credit where credit is due. We sat here at the last Board Meeting and listened to our Superintendent rattle off a list of accomplishments by our amazing, bright and talented students and we couldn't be more proud. But the concept of long-division doesn't just come to them in a dream one night. It gets taught to them, over and over until they understand it. Sometimes it continues outside of the class with after-school tutoring. But it happens. Every day. Thousands of students having their thirst for learning quenched by dedicated, caring, motivated teachers. WINSLOW SCHOOL DISTRICT TEACHERS.

This is not to say that we are giving an all access pass to the entire teaching staff. Although this District has an abundance of great teachers, just like in most towns, there are a few who have gotten a little, shall we say, "complacent" over the years. If you have lost the desire to teach or if you have realized that you really don't even care for children anymore, PLEASE MOVE ON and make room for someone who really wants to work here; Someone who BELIEVES in our children and BELIEVES in our District.

Over the last few years, we've seen various configurations of our Board of Ed. One Board seemed more concerned about presenting a united front in spite of some questionable behavior by the BA. The last Board made it quite clear that their #1 objective was to make life very difficult for the Superintendent. This is not to say that good things weren't done over that time, because they were. But the drama that swirled in the air did prevent us from taking 3 steps forward instead of 1.

Now we have a new Board, with some new faces (one very new... Welcome Mr. Vascos) and fresh ideas. This is your chance to make a real difference. To finally say to this Winslow Township Community, "let's move forward...TOGETHER."

Ms. Pitts – Thank you Ms. Colligon. As we all know Negotiations are very confidential and very private. So certainly as a Board we cannot at all comment on our Negotiations. But I would remind all here of something that you probably know and that is with any contract, with any agreement it takes the cooperation of both parties. So let's keep that in mind.

**XIII. ADJOURNMENT OF PUBLIC COMMENTS**

A motion was made by Ms. Dredden, seconded by Mr. Gidwani to close the meeting for Public Comments 8:07 p.m.

Voice Vote: All in favor

**XIV. SUPERINTENDENT'S REPORT**

A motion was made by Mr. Wilcox, seconded by Ms. Dredden to approve A. & B. as recommended by the Superintendent. (Ms. Peterson requested a yearly report of all areas in the Suspension Report.)

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

- 1. First Reading of Board Policies & Regulations **None at this time.**
- 2. Second Reading of Board Policies & Regulations **None at this time.**
- 3. Security/Fire Drill Report

Approve the Security/Fire Drill Report, for the month of February 2014, as listed below:

<b>School</b>	<b>Date</b>	<b>Elapsed Time</b>	<b>Type of Drill</b>	<b>A.M./P.M.</b>
School #1	2/11/14	6 min. 15 sec.	Lockdown	2:48 PM
	2/25/14	2 min. 38 sec.	Fire	10:06 AM
School #2	2/28/14	2 min. 58 sec.	Lockdown	10:31 AM
	2/6/14	3 min. 41 sec.	Fire	3:01 PM
School #3	2/27/14	2 min.	Fire	2:19 PM
	2/28/14	2 min.	Lockdown	10:37 AM
School #4	2/20/14	6 min. 39 sec.	Fire	2:15 PM
	2/21/14	6 min. 2 sec.	Lockdown	1:59 PM
School #5	2/20/14	1 min. 30 sec.	Fire	2:16 PM
	2/24/14	6 min.	Lockdown	11:06 AM
School #6	2/24/14	2 min. 38 sec.	Fire	1:28 PM
	2/27/14	8 min.	Shelter in Place	10:05 AM
Winslow Twp. M.S.	2/24/14	2 min.	Fire	8:21 AM
	2/17/14	9 min.	Lockdown	1:44 PM
Winslow Twp. H.S.	2/24/14	6 min.	Fire	8:10 AM
	2/26/14	10 min.	Lockdown	9:05 AM



4. Field Trips **Exhibit XIV A: 4**  
  
Approve Field Trips for the 2013-2014 school year as listed in the attached exhibit.
5. Professional Development/Workshops & Conferences **Exhibit XIV A: 5**  
  
Approve Professional Development opportunities as presented in the attached exhibit.
6. Tuition Students (2013-2014) **Exhibit XIV A: 6**  
  
Approve the placement of Tuition Students as listed in the attached exhibit.
7. Terminate Out-of-District Placements **None at this time.**
8. Homeless Student(s) **Exhibit XIV A: 8**  
  
Approve the listing of Homeless students as per the attached exhibit.
9. Fundraiser(s) **Exhibit XIV A: 9**  
  
Approve the following fundraisers/school activities for the 2013-2014 school year as listed below and as per the attached exhibit:  
  
School No. 1
  - o Wawa Hoagie Vouchers (April 2014) – H.S.A.  
School No. 3
  - o Autism Awareness Pretzel Sale (April 2014) – P.T.O
  - o McDonald’s Night (04/09/2014) – P.T.O.  
School No. 5
  - o Joe Corbi Pizza (March/April 2014) – H.S.A.  
WTMS
  - o Auntie Ann’s Pretzels (April/May 2014) – C/O 2019  
WTHS
  - o “You’ve Been Egged” Pins & Candy Filled Eggs (April 2014) – Art Club
  - o Mothers Day Roses (May 2014) – Art Club
  - o Snack Sale (05/22/2014) – Leo Club

10. 2014-2015 District Calendar(s)

Approve the following District Calendars for the 2014-2015 school year as listed in the attached exhibits.

- a. 2014-2015 District Calendar
- b. 2014-2015 Administrative & Support Staff Holiday Calendar

11. Gloucester County Institute of Technology – Performing Arts Center

Approve the following student placement at the Gloucester County Institute of Technology (Performing Arts Center), beginning the 2014-2015 school year, as listed below:

Student	School	Grade	Program
K.R.	WTHS (Private)	09	Academy of Performing Arts in Dance

12. School No. 1 – “The Bug Lady” Assembly

Approve School No. 1 to invite the “Bug Lady” to the school on Monday, April 28, 2014 to present a hands-on activity assembly for PK students where they will focus on teaching awareness and respect for insects. The cost of \$185.00 is to be funded through the Preschool Education Grant.

13. School No. 2 – “The Bug Lady” Assembly

Approve School No. 2 to invite the “Bug Lady” to the school on Tuesday, May 13, 2014 to present a hands-on activity assembly for PK students where they will focus on teaching awareness and respect for insects. The cost of \$185.00 is to be funded through the Preschool Education Grant.

14. School No. 3 – “The Fun Bus” Assembly

Approve School No. 3 to invite the “Fun Bus” (Interactive Program) to the school on Tuesday, June 3, 2014 to present a hands-on activity assembly for PK students where they will use exercise equipment, learn how to move their bodies, and gain a basic understanding to the importance of exercise. The cost of \$295.00 is to be funded through the Preschool Education Grant.

15. School No. 3 – “The Bug Lady” Assembly

Approve School No. 3 to invite the “Bug Lady” to the school on Monday, April 14, 2014 to present a hands-on activity assembly for PK students where they will focus on teaching awareness and respect for insects. The cost of \$250.00 is to be funded through the Preschool Education Grant.

16. School No. 4 – “The Bug Lady” Assembly

Approve School No. 4 to invite the “Bug Lady” to the school on Tuesday, April 29, 2014 to present a hands-on activity assembly for PK students where they will focus on teaching awareness and respect for insects. The cost of \$250.00 is to be funded through the Preschool Education Grant.

17. School No. 5 – Book Donation

Approve the acceptance of a donation of 250 workbooks titled “The Knight Students” Workbooks and Teacher’s Edition on character building. These books are being donated by the author Angela R. Betances.

18. WTHS – Classroom Visitation

Approve the Rizzieri School to come and speak with students in the WTHS Family Living classes on April 23, 2014 to provide various demonstrations on cosmetology, healthy eating, massage therapy and how to calm a child for students interested in a career in this file.

19. WTHS – Tuxedo Junction Visit

Approve the Class of 2015 to invite Tuxedo Junction to WTHS on April 1, 2014 during lunch periods to fit students for their Prom tuxedo.

20. WTHS – 2014 Spring Athletic Schedule

**Exhibit XIV A: 20**

Approve the WTHS 2014 Spring Athletic Schedule as per the attached exhibit.

21. WTHS – Leo Club Poetry Contest

Approve the WTHS Leo Club to host a Poetry Contest for students on Thursday, May 22, 2014 at 6:30 p.m. (WTHS Media Center) where 10 selected students will be given an opportunity to read their poetry to win a prize (\$100, \$50, and \$25).

22. WTHS – Prom 2015

Approve the WTHS 2015 Junior/Senior Promenade and Prom for Friday, May 15, 2015 at The Mansion on Main Street in Voorhees, NJ beginning at 7:00 p.m.

**B. Principal’s Updates**

1. Monthly School Highlights
2. Suspension Report
3. Ethnic Enrollment Report

**Exhibit XIV B: 1**  
**Exhibit XIV B: 2**  
**Exhibit XIV B: 3**

*Roll Call:*

Mr. Blake	Yes	Ms. Watkins	Yes
Ms. Brown	Yes	Mr. Wilcox	Yes
Ms. Dredden	Yes	Ms. Peterson	Yes
Mr. Gidwani	Yes	Ms. Pitts	Yes
Mr. Vascos	Abstain		

Motion Carried

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

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

**A. REPORTS**

1. Aramark Report **Exhibit XV A: 1**

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

1. Line Item Transfers **None at this time.**
2. Board Secretary's Report **None at this time.**
3. Reconciliation Report **None at this time.**
4. Board Secretary's Certification **None at this time.**
5. Boards' Certification
6. Bill List **Exhibit XV B: 6**
- a. Approve the Vendor Bill List in the amount of \$1,924,095.67 as per the attached exhibit.
- b. Ratify the Manual Bill List in the amount of \$878,197.48 as per the attached exhibit.
7. Payroll **None at this time.**

8. Professional Development

- a. Approve Tyra McCoy- Boyle, Business Administrator/Board Secretary and Joanne Augustine, Assistant Business Administrator to attend the workshop How to Prepare for your Annual Audit on April 8, 2014 from 9:00 a.m. to 12:00 p.m. at a cost of \$50.00 each.
- b. Approve Chris DeStratis, Accountant to attend Advanced Training for Microsoft Excel on May 19, 2014 from 9:00 a.m. to 4:00 p.m. at a cost of \$179.00.
- c. Approve Tyra McCoy-Boyle, Business Administrator/Board Secretary, Joanne Augustine, Assistant Business Administrator and Jack Mills, Director of Special Projects to attend the New Jersey Association of School Business Officials 52<sup>nd</sup> Annual Conference on June 4, 5, 6, 2014 at a cost of \$150/each.

9. Submission of the Safety Grant 2014-2015

The Winslow Township Board of Education hereby approves the submission of grant application for the 2014 Safety Grant Program through the New Jersey Schools Insurance Group BACCEIC sub fund for the purposes described in the application, in the amount of \$43,096.00 for the period July 1, 2014 through June 30, 2015.

10. Bid for Summer Aides

Approve to advertise a bid for Summer Aides for the Winslow Township Board of Education Summer Camp 2014.

11. Disposal of School Property

**Exhibit XV B: 11**

Approve the Disposal of School Property per the attached exhibit.

Location	Department	Description
High School	Nurse	Cot, screen, cabinet, chair – old
	Athletics	12 Cheerleading Uniforms – outdated 9 Boys Lax Helmets – rejected for use by Schutt

12. Brain Alliance of NJ Grant

Accept a grant from the Brain Alliance of NJ in the amount of \$1,000.00 as a result of Winslow Township High School being chosen to be one of their *U Got Brains Champion Schools for 2013-2014*. Congratulations to the team of students and Mia Bailey who successfully submitted their ideas for creating a peer-to-peer safe driving campaign. The \$1,000.00 grant is to be used to help implement the program.

13. 2014 Joint Transportation Agreement – Weymouth Township BOE

Approve the 2014 Joint Transportation Agreement between the Winslow Township Board of Education and Weymouth Township BOE to transport students to Sport and Field Trips at various locations at a cost of \$50/hour, from April 1, 2014 through June 30, 2014.

14. 2014 Joint Transportation Agreement – Folsom Borough BOE

Approve the 2014 Joint Transportation Agreement between the Winslow Township Board of Education and Folsom Borough BOE to transport students to Sport and Field Trips at various locations at a cost of \$50/hour from April 1, 2014 through June 30, 2014.

15. 2014 Joint Transportation Agreement – Waterford Township BOE

Approve the 2014 Joint Transportation Agreement between the Winslow Township Board of Education and Waterford Township BOE to transport students to Sport and Field Trips at various locations at a cost of \$50/hour from April 1, 2014 through June 30, 2014.

16. Change Order

Approve Change Order # 1 for C & M Doors Controls, Inc. for a net decrease of \$3,380.00 for replacement doors at Schools 1 – 4 as follows:

a) Install electric strikes on doors in lieu of electric latch retraction	(\$10,600.00)
b) Provide new bi-fold shutter screens at kitchen doors	\$5,200.00
c) Provide new exterior keyed cores	\$220.00
d) Cancellation of two (2) work crews at School 3 on 2/3/14 due to school function.	<u>\$1,800.00</u>
Net Decrease	(\$3,380.00)

To be refunded to 12-000-400-450

<i>Roll Call:</i>			
Mr. Blake	Yes	Ms. Watkins	Yes
Ms. Brown	Yes	Mr. Wilcox	Yes
Ms. Dredden	Yes	Ms. Peterson	Yes
Mr. Gidwani	Yes	Ms. Pitts	Yes
Mr. Vascos	Abstain		
Motion Carried			

**XVI. PERSONNEL**

**A motion was made by Ms. Dredden, seconded by Mr. Gidwani to approve Item 1 – 5 with regard to Personnel.**

1. Leaves of Absence

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

	<b>Name</b>	<b>Type of Leave</b>	<b>From</b>	<b>To</b>	<b>Paid/Unpaid</b>
<b>A</b>	M. B. (extension)	FMLA	3/22/2014	4/11/2014	U
<b>B</b>	K. D.	Medical	3/10/2014	3/21/2014	P
<b>C</b>	A. H. (extension)	Maternity	9/1/2014	6/30/2015	U
<b>D</b>	E. I.	Medical	3/20/2014 4/7/2014	4/4/2014 To be determined	P U
<b>E</b>	H. M.	Medical	4/1/2014	5/9/2014	P

2. Volunteers

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

	<b>Name</b>	<b>Volunteer Position</b>	<b>School</b>	<b>Effective</b>
<b>A</b>	Hauser, Janice	Teacher Support	No. 4	3/26/2014
<b>B</b>	Hernandez, David	Science Activities	No. 1 & No. 5	3/26/2014
<b>C</b>	Holman, Marcus	Assistant Boys' Spring Track Coach	HS	3/26/2014
<b>D</b>	Kasavage, Kelsea	Assistant Field Hockey & Lacrosse Coach	HS	3/26/2014

3. Support Substitute

Approve the following Support Substitute for the 2013/2014 school year:

	<b>Name</b>	<b>Support Position</b>
<b>A</b>	Almeyda, Elizabeth	Substitute Bus Driver

4. Central Office Administrators

Approve the submission of the proposed 2014/2015 contracts for the Assistant Superintendent and Business Administrator/Board Secretary to the Executive Camden County Superintendent for review and approval. Contracts will have the 10-day option to amend.

5. 2013/2014 Extended School Day Program Tutor

Approve the following 2013/2014 Extended School Day Program Tutor, on an as needed basis, to be held Tuesdays and Thursdays for one (1) hour tutorial sessions per day from April 1, 2014 through April 30, 2014 at \$37.73 hourly rate:  
 Title I (20-237-100-100-000-00)

	Name	Subject	School	Time
A	Baughman, Keri	English Language Arts/Mathematics	No. 2	4:00 p.m. – 5:00 p.m.

**NOTE: Hourly rate adjustment pending ratification of WTEA contract**

<i>Roll Call:</i>			
Mr. Blake	Yes	Ms. Watkins	Yes
Ms. Brown	Yes	Mr. Wilcox	Yes
Ms. Dredden	Yes	Ms. Peterson	Yes
Mr. Gidwani	Yes	Ms. Pitts	Yes
Mr. Vascos	Abstain		
Motion Carried			

**XVII. ADDENDUM**

**I. SUPERINTENDENT'S REPORT**

A motion was made by Ms. Dredden, seconded by Ms. Peterson to approve Item 1 and 2 as recommended by the Superintendent.

1. Speech & Language Evaluation

Approve Princeton Speech, Language and Learning to conduct an independent Speech and Language evaluation at a rate not to exceed \$2,925.

2. NJ ASK Parent Workshops

Approve the following staff to be paid a stipend of \$37.73 per hour to conduct NJ ASK Parent Workshops as needed:

<b>NJ ASK Parent Workshops (2013-2014)</b>	
Susan Friedel	Monica Poland
Tyeisha Jefferies	Theresa Rosenberg
Christa McBride	



<i>Roll Call:</i>			
Mr. Blake	Yes	Ms. Watkins	Yes
Ms. Brown	Yes	Mr. Wilcox	Yes
Ms. Dredden	Yes	Ms. Peterson	Yes
Mr. Gidwani	Yes	Ms. Pitts	Yes
Mr. Vascos	Abstain		
Motion Carried			

**XVIII. OPEN PUBLIC RECORDS ACT (OPRA) REQUESTS**

1. The Winslow Board of Education processed the following OPRA Requests between March 7, 2014 through March 21, 2014:

Number of Requests Received	Document Requested	Approved	Denied
0	N/A	0	0

**XIX. OLD BUSINESS – None at this time.**

**XX. NEW BUSINESS – None at this time.**

**XXI. INFORMATIONAL ITEMS**

Dr. Poteat – As we all know we are nearing our budget presentation timeline. We will be having public presentations on the upcoming budget for our next fiscal school year. At the next school board meeting which is April 9 I would like to provide some additional information prior to the public meetings to the Board members and to the public. There are some items that I think the Board needs the specifics prior to entering into the process itself. I think it is important that we don't wait until the night of those presentations and seeing some of this information for the first time. So I would like to be able to provide some short term long range kinds of goals that I think the Board should be aware of as well as some of the new programs and some of the new initiatives that we would like to implement in this particular budget for next year. So I would like to give you an overview of what those things may be so that you can have this information prior to those meetings and give you an opportunity to make the best decision possible based on the information that is available to you.

**XXII. EXECUTIVE SESSION**      **A motion was made by Ms. Brown, seconded by Mr. Wilcox to approve adoption of the Executive Resolution and adjournment to Executive Session at 8:17 p.m. for a period of thirty minutes.**

Winslow Township Board of Education  
**Wednesday, March 26, 2014 - MINUTES**

Regular Board of Education Meeting

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**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 March 26, 2014 at 8:17 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 \_\_\_\_\_;

X

"(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:  
Ongoing investigation regarding employment and a personnel item.

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

**WHEREAS**, the length of the Executive Session is estimated to be thirty minutes after which the public meeting shall (circle one) reconvene and immediately adjourn or 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.

Voice Vote: All in favor

  
PRESIDENT

  
Business Administrator/Board Secretary

**XXIII. ADJOURNMENT OF EXECUTIVE SESSION**

A motion was made by Ms. Brown, seconded by Mr. Wilcox to adjourn Executive Session at 9:07 p.m.

Voice Vote: All in favor

**Winslow Township Board of Education Sunshine Club**

Ms. Peterson – Contributions of \$50.00 each for one time is being collected for the Board Sunshine Club.

**XXIV. ADJOURNMENT** A motion was made by Ms. Brown seconded by Mr. Vascos to adjourn the meeting at 9:08 p.m.

Respectfully Submitted



Tyra McCoy-Boyle  
Business Administrator/Board Secretary



## Academic Year

The Education Committee recommends placing the above policies/regulations on the Board agenda for first reading on Wednesday, March 26, 2014.

### **Future Agenda Items**

- I. Dr. Carcamo will present additional policies/regulations for review at our next committee in April 2014.
- II. The District QSAC report will be presented to the committee upon receipt at the end of May or early June.

Winslow Township  
BOARD OF EDUCATION  
POLICY & OPERATIONS JOINT COMMITTEE MEETING MINUTES

The Board Secretary should receive this report one day after the meeting was held, for distribution to the entire board.

**Committee:** Policy & Operations Committee                      **Chairperson:** Julie Peterson, Interim Policy  
Lorraine Dredden, Oppens

**Date of Meeting:** Tuesday, March 18, 2014                      **Time:** 5:43p.m./7:10 p.m.  
(start / end)

**Board Members in Attendance:** Lorraine Dredden, Gulab Gidwani, Cherryl Pitts, and Julie Peterson

**Administrators in Attendance:** Tyra McCoy-Boyle, Business Administrator/Board Secretary

**Others:** Howard Long and Audra Pondish, Solicitors

**Business Discussed:**

Uniform Dress Code Policy and Regulations

**A. Uniform Colors:**

Shirts/blouses, sweaters/vest (white, green or navy)

Pants or skirts shall be tan khaki or navy blue.

Question: Are the schools selecting the colors from the approved list or are they being assigned?

Response: Each building principal will select the color combination for their school.

**B. Reimbursement**

Question: How much money do we set aside for reimbursement to qualified individuals?

(\$100,000)

Response: \$100,000 will be set-aside for the 2014-2015 fiscal year with an annual review of expenditure and regulation as indicated.

Question: What line item will the money come from?

Response: The reimbursement amount was allocated during the development of the 2014-2015 budget.

Question: How many years will the district provide reimbursement?

Response: Distribution of reimbursement will be reviewed on an annual basis in accordance with our policy.

Question: What will be the value of the reimbursement during the 2014-2015 fiscal year?

Response: Up to but not to exceed \$50.00 per qualified student subject to provision of receipts for the 2014-2015 fiscal year.

**C. Vendors:**

Question: How many vendors (Gap, Target, etc...) do we need?

Response: Each student is permitted to purchase at any vendor of their choice consistent with color selected in the regulations.

Question: Do we need to have a fair and open bidding process?

Response: Based upon the reimbursement to qualified students/families, there is no bidding process.

**D. Eligibility for Uniform Reimbursement:**

Question: What is acceptable proof of meeting eligibility requirements? (pay stub, proof of employment, etc...)

Response: District will develop an Application for Student Uniform Assistance and an Income Eligibility Guidelines that the parent will certify that they meet the criteria based on gross income and how often the individual gets paid. Income Eligibility Guidelines is subject to an annual review.

\*\*Our solicitor will develop both the aforementioned documents.

**E. Enforcement:**

Question: What happens to violators?

Response: Discipline will be implemented in accordance with the Dress Code Violation and Enforcement Policy and the Pupil Discipline/Code of Conduct.

Question: How far do you want to go?

Response: Staff shall use all reasonable disciplinary actions to implement the Dress Code Policy and Pupil Discipline/Code of Conduct with the exception of expulsion.

***“Dress Code Violations and Enforcement of Policy”***

1. The building administrator will determine whether a student's attire meets the approved dress policy. Students choosing not to comply with the dress policy attire, will be disciplined in a manner set forth in the district's Code of Conduct. The same Code and rules will apply to all students as in the past with dress policy violations. Students will be afforded the opportunity to change into appropriate attire if at all possible before any disciplinary action is imposed.
2. When a student fails to comply with the dress policy, then the parent/guardian will be contacted to provide appropriate clothing. If appropriate clothing is not provided, then the parent/guardian will be asked to pick up the student.
3. Teaching staff members will report violations of the dress policy to the Building Principal or designee, who will interpret and apply the policy.
4. Pupils will not be permitted to attend a school-related function, such as a field trip, after-school activities unless they are attired and groomed in accordance with this dress policy and the reasonable expectations of the staff member in charge. Examples of after-school activities:
  - °Athletic Events
  - °Clubs
  - °Social Events
  - °Performing Arts
5. The Principal may waive application of the dress policy for special school activity days.
6. A pupil whose dress or grooming has been found by the Principal or designee to violate this Policy may appeal the determination to the Superintendent.

Question: Are we to enforce our present Student Code of Conduct for violators (parent contact, in-school suspension, out of school suspension, etc...)

Response: Yes



**F. Application For Religious Exemption To Student Uniform**

°An application for religious exemption will be develop by our solicitor.