

WINSLOW TOWNSHIP BOARD OF EDUCATION
Regular Board of Education Meeting
Winslow Township Middle School
30 Coopers Folly Road
Atco, NJ 08004

Tuesday, November 25, 2014
7:00 p.m.

MINUTES

I. PUBLIC NOTICE of this meeting was given to all Board Members and Associates in a notice dated **05/16/2014**. 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	Carlos Vascos
	Ewuniki Brown arrived 7:07 p.m.	Gail P. Watkins
	Lorraine Dredden	Hassan Wilcox
	Gulab Gidwani	Julie A. Peterson, Vice President

Absent: Cheryl Pitts, President - Being honored by the Township this evening

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. 2014-2015 DISTRICT GOALS

Mr. Blake -

1. Student Achievement – Development of an Academic Plan to address:

- a. Our Focus School – (Winslow Township Middle School)
- b. Meet targets established by the NJ DOE
- c. Increase Math scores on Standardized Tests
- d. Address 9th Grade Issues (Failure Rate; Attendance, etc.)

2. Creating a positive school environment conducive to teaching and learning:

- a. Focus on building relationships among staff that will result in increased learning and more effective instruction

- b. More emphasis on collaboration
- 3. Continue to market our strengths and achievements to all stakeholders to increase capacity for greater parent/caregiver/community support:
 - a. Citizens Advisory Board

VI. AWARDS/PRESENTATIONS

- 1. School No. 5 – Renaissance Presentation

VII. CORRESPONDENCE – None at this time

VIII. MINUTES

A motion was made by Ms. Dredden, seconded by Ms. Watkins to approve the Open/Closed minutes from the following meeting:

Regular Meeting Wednesday, November 12, 2014 Open Session

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

IX. BOARD COMMITTEE REPORTS

Operations Committee

Ms. Dredden – The Committee met on Tuesday, November 25, 2014 at 5:30 p.m. in the Middle School. In attendance were Chairperson, Ms. Dredden, Ms. Watkins, Mr. Gidwani and Mr. Wilcox. Also present were Ms. McCoy-Boyle, Mr. Mills, Ms. Augustine and Mr. Watkins. Minutes are attached.

Policy Committee: No report

Marketing Committee: Ms. Brown – No report we meet again December 9.

Township Committee: Ms. Peterson – No report

Ad Hoc Citizens Advisory Committee: Mr. Gidwani – No report at this time

Education Committee

Ms. Peterson – The Education Committee met today at 6:15 p.m. in District. In attendance was Dr. Carcamo, Mr. Blake and Ms. Peterson. There were four items that we reviewed:

1. The lunch schedules for Schools 1 – 6 were passed to members of the Board. You will notice on this lunch schedule that there isn't any lunch period that exceeds 1:35 p.m. for the District in 1 – 6. Schools 1, 2, 3, 5, and 6 have three lunch periods. School 4 has two lunch periods. Each school has the responsibility for developing their own lunch schedule.
2. Our STEM curriculum readiness. We are very excited that this summer for a two week pilot course we had twenty students that participated in our study program for our STEM program. That was held at the middle school. Also at the middle school we implemented this academic year for the seventh and eighth graders for the entire year with sixty students a STEM program. We have a consultant who comes in for the STEM program for ten months and then for the pilot we had two consultants who worked with the pilot program. It was a four hour per day program. I have an extensive list of areas that they cover and if you would like a copy I could make sure that we have it in our minutes so that you can see the type of course. We are very proud of the middle school and would like to thank the middle school staff for doing this. At the high school we do have the components in classes that we can build in a STEM program so we are very excited that they are looking at that aspect too. At our May/June meeting, our Assistant Superintendent indicated that perhaps we would have a discussion and exhibit by our middle school STEM program so that we can see all the good things that they are learning in the area of STEM.
3. We looked at the Christy reform agenda put in New Jersey Children First by challenging the system, demanding accountability, rewarding highly effective teachers and ... At this point of time there is very little information. As soon as we get further information on that agenda we will present it.
4. District Updates. They continue to have imbedded training on the PARCC Assessment. Also they have access points included to ensure clear connections, new access points in the high school and with some being placed to ensure that our Wi-Fi is connected in all schools. Exploring the possibility of incorporating mouse pads for our chrome books so that those who may have problems manipulating on the chrome books will be able to use the mouse pads.

Dr. Poteat – Just one correction for the STEM program at the middle school. It is more than sixty students. It is closer to one hundred and twenty students in that program.

PRESENTATIONS

Rachel McCormick – High School Head Coach Cross Country Boys and Girls team.

Russell Angerstein – High School Head Football Coach.

X. PUBLIC COMMENTS (Time Limited)

A motion was made by Ms. Dredden, seconded by Mr. Wilcox to open the meeting for Public Comments at 8:00 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 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

John & Madelyn Lear – Parents

Mr. Lear - Good evening Dr. Poteat and the Board. My name is John Lear and I am here with my wife Madelyn Lear. We are here to discuss two issues or to bright light to them. The first being the reassessment policy for freshmen in the high school. While we are in agreement with the policy, the problem that we are seeing is that it is being carried out in an inconsistent manner. Each teacher is being allowed to make their own rules on how this assessment program is to work. There are some teachers who are saying because of the plan the students are not allowed to reassess at all while other teachers have said they short their time for it and other teachers are allowing a longer period. As a parent, trying to monitor each teacher in how they have decided to view this assessment policy, I think it is problem. It needs to be looked at and a better understanding of what the teachers needs to be implemented so that we can all follow the policy as it should be.

The next issue we are here to discuss is the violation of the uniform policy. We are finding that children who started school in September and have now gone through almost three months of school and have been wearing the same uniforms are now being referred to the disciplinary staff for being out of uniform. If it was not addressed at the beginning of the year and their uniforms were acceptable at that time, why is it now almost three months into the school year, they are now being referred for discipline for wearing the same uniforms that they have been wearing since the beginning of school? The policy also states, I believe, that they are to be given either an in-house suspension or an opportunity to change what they wore to school. This not being followed. I think these are issues that need to be addressed because students are being given in-house suspensions and I believe that the policy states that if they get two that counts as one out of school suspension. This is going on their permanent record. This is making students look like they have a disciplinary problem when in fact it is a misunderstanding, I would say again, of the policy. I don't have a problem with the uniforms but I think the policy also needs to be looked at again now that we are almost 90 days into it and how it is being implemented to the students. We have students that go class to class and

only one teacher has a problem with their uniform. They have gone through seven or eight classes and there has been nothing said about their uniforms. They are not being told in advance that they are out of uniform. They are just being called down and given a referral and parents are not being contacted in what I consider a timely manner. They should be notified, so if there is an issue we can address it.

Mrs. Lear – Last week my husband and I had challenged the school. We had gone through every person that we can regarding the uniform with our concerns. If you were to look back on last week, on Friday we had a meeting with the school principal. A very large amount of students were written up and called downstairs to the cafeteria. The students are not being heard and according to the handbook, which I have read multiple times, they are invited to be involved with this. The parents are not being allowed to meet and discuss this issue or are they even aware that this has occurred. My husband and I, again as parents, that are looking to the Board to look into this and decide. Is there a certain brand the children should wear; is there a certain store that they should go to? Because at this point it is questionable whether blue is blue, green is green, khakis are the right khakis. Parents have spent money and I as a parent just spent \$120 just last night for more uniform shirts because we are being told that they are unacceptable which we thought they were (acceptable). I know that I am not the only parent, my husband and I, but there are more parents out there who are going through this we have contacted several of the parents whose children were written up last week. Their records are being tarnished. These are our children. A predominantly minority school such as this one I feel as though my son, and every child in the school, deserves a chance. When they apply for colleges they are going to see a disciplinary action in their records. They are not going to say what was the reason. They are going to see a disciplinary action. Again, I am here on behalf of the parents of Winslow Township and I beg you as a people to look at this because not only is my son being affected as an honor student who has also been proficient in his State exams but as a student who is being targeted. My husband and I are standing up for our children. I plead with you, I ask you to please look into this and to make changes. Please look at everyone's record at this point because last week you will find that there was a very large amount of students that got called into the office. You will see every public record that my husband and I have made and addressed in emails needing to address these issues in the last month and a half.

Dr. Poteat – Members of the Board, I am not sure but I need you to know that it has reached my level and I have already scheduled a meeting with Mr. & Mrs. Lear. You are aware that we have a meeting scheduled?

Mr. & Mrs. Lear – Yes we are. We wanted to make it known to the community as well as the Board.

Mrs. Lear – If I could say one more thing to add to that. The only reason I believe that I have a meeting with the Board of Education is that I made the secretary aware that I would be at this meeting tonight. I have made multiple calls, I have sent emails and this is the first time that someone has called me. I am not sure if you are aware of it, but I have gone through every single channel. Yes we have a meeting for Monday, but I also made the secretary aware that I would be here tonight.

Dr. Poteat – Mrs. Lear you being here tonight is your right. That is not an issue or a problem. I just wanted to make sure that the Board knew that I have already scheduled a meeting with

Mrs. Lear to address these issues. What Mrs. Lear is referring to, and is absolutely right, there is a chain of command that must be followed. The building principal, Dr. Carcamo and then eventually myself. That process has been followed so we haven't tried to discourage Mr. & Mrs. Lear in reference to what needs to be done. But there is a process that needs to be followed and that process has been followed. The meeting has been scheduled. We will address the issue and I will get as many or those individuals that need to be involved in the process so that it can be resolved as soon as possible.

XI. ADJOURNMENT OF PUBLIC COMMENTS

A motion was made by Mr. Wilcox, seconded by Ms. Dredden to close the meeting for Public Comments at 8:10 p.m.

Voice Vote: All in favor

XII. SUPERINTENDENT'S REPORT

A motion was made by Ms. Dredden, seconded by Mr. Wilcox to approve A. & B as recommended by the Superintendent. A correction is made to Item 3, School # 6 the Lockdown is changed to a Non-Fire Evacuation.

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

1. First Reading of Board Policies & Regulations **Exhibit XII A: 1**

Approve the first reading of the following Policies and Regulations of the Winslow Township Board of Education:

Policy/Regulation	Policy/Regulation Title
P5305	Health Services Personnel
P5306	Health Services to Non-Public Schools
R5306	Health Services to Non-Public Schools
P5308	Student Health Records
R5308	Student Health Records
P5310	Health Services
R5310	Health Services
P5530	Substance Abuse
R5530	Substance Abuse
P5600	Student Discipline/Code of Conduct
R5600	Student Discipline/Code of Conduct
P5756	Transgender Students

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 October 2014, as listed below:

School	Date	Elapsed Time	Type of Drill	A.M./P.M.
School #1	10/03/14	5 min. 16 sec.	Non-Fire Evacuation	10:50 AM
	10/21/14	2 min. 26 sec.	Fire	1:36 PM
School #2	10/14/14	3 min. 31 sec.	Non Fire Evacuation	10:30 AM
	10/29/14	2 min. 45 sec.	Fire	1:50 PM
School #3	10/30/14	3 minutes	Fire	2:40 PM
	10/31/14	5 minutes	Non-Fire Evacuation	1:45 PM
School #4	10/17/14	6 min. 24 sec.	Non-Fire Evacuation	10:01 AM
	10/03/14	3 min. 14 sec.	Fire	1:51 PM
School #5	10/27/14	2 min. 10 sec.	Fire	8:55 AM
	10/10/14	30 minutes	Non-Fire Evacuation	9:15 AM
School #6	10/24/14	3 min. 6 sec.	Fire	10:37 AM
	10/28/14	10 min. 20 sec.	Non-Fire Evacuation	1:28 PM
Winslow Twp. M.S.	10/24/14	2 minutes	Fire	8:35 AM
	10/29/14	9 minutes	Non-Fire Evacuation	1:40 PM
Winslow Twp. H.S.	10/20/14	5 minutes	Non-Fire Evacuation	1:06 PM
	10/24/14	8 minutes	Fire	9:07 AM

4. Field Trips

Exhibit XII A: 4

Approve Field Trips, for the 2014-2015 school year, as listed in the attached exhibit.

5. Professional Development/Workshops & Conferences

Exhibit XII A: 5

Approve Professional Development opportunities as presented in the attached exhibit.

6. Tuition Students (2014-2015)

Exhibit XII A: 6

Approve the placement of Tuition Students as listed in the attached exhibit.

7. Terminate Out-of-District Placements (2014-2015)

None at this time.

8. Homeless Student(s) (2014-2015)

None at this time.

9. Division of Child Protection & Permanency (DCP&P)

None at this time.

10. Fundraiser(s)

Exhibit XII A: 10

Approve the following fundraisers/school activities for the 2014-2015 school year:

High School

- o Soda Can Tabs Collection – Key Club
- o Photo Booth (12/12/14) – Art Club

- o Photo Booth (12/17/14) – Art Club
- o Holiday Grams (Dec. 2014) – Leo Club
- o Movie Night “The Wiz” (12/19/14) – Drama Club & Stage Crew
- o Friendly Snowman Light (Dec. 2014) – Art Club
- o Riversharks Game (Date: TBD) – C/O 2015

11. School No. 1 – Winter & Spring Concerts

Approve School No. 1 Winter and Spring Concerts as listed below:

- o December 18, 2014 2:00 p.m. & 6:30 p.m. All Purpose Room
- o May 21, 2015 2:00 p.m. & 6:30 p.m. All Purpose Room

12. School No. 4 – Winter Concert(s)

- a. Approve School No. 4 Winter Concert for December 18, 2014 at 6:30 p.m. for parents, family members, and friends.
- b. Approve School No. 4 Winter Concert for December 19, 2014 at 9:45 a.m. for staff and students.

13. WTMS – National Geographic Bee

Approve the Middle School Social Studies Department to hold its annual National Geographic Bee on December 16, 2014 at 2:30 p.m. in the Media Center. Students who score high in the preliminary Bee will be invited to compete in the school-wide competition and the winner will take the qualifying test for the State Bee.

14. WTMS – National Junior Honor Society “Jingle Jam” Dance

Approve the WTMS National Junior Honor Society “Jingle Jam” Dance for Friday, December 12, 2014 at 7:00 p.m. in the Cafeteria.

15. WTMS - Science Club Recycling Drive

Approve the WTMS Science Club to participate in a recycling drive (aluminum cans, can tabs and drink box pouches) sponsored by Terracycle.

16. WTMS – Toys for Tots Collection

- a. Approve WTMS to participate in the Toys for Tots Collection of new toys, during the month of December, for children in the community.
- b. Approve WTMS to set up a coin drop during lunch periods for students and staff to donate pocket change for the purchase of new toys to add to the toy drive.

17. WTHS – College Awareness Student Forum

Approve WTHS to hold a college Awareness Student Forum on January 17, 2015 at 7:00 p.m. in the Cafeteria.

B. Principal's Update

- | | |
|------------------------------|-------------------------|
| 1. Monthly School Highlights | Exhibit XII B: 1 |
| 2. Ethnic Enrollment Report | Exhibit XII B: 2 |
| 3. Suspension Report | Exhibit XII B: 3 |

<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	Absent
Mr. Vascos	Yes		
Motion Carried			

XIII. BUSINESS ADMINISTRATOR/BOARD SECRETARY'S REPORT

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

A. REPORTS

- | | |
|--------------------------|--------------------------|
| 1. <u>Aramark Update</u> | Exhibit XIII A: 1 |
|--------------------------|--------------------------|

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

- | | |
|--|---------------------------|
| 1. <u>Line Item Transfers</u> | None at this time. |
| 2. <u>Board Secretary's Report</u> | None at this time. |
| 3. <u>Reconciliation Report</u> | None at this time. |
| 4. <u>Board Secretary's Certification</u> | None at this time. |
| 5. <u>Boards' Certification</u> | None at this time. |
| 6. <u>Bill List</u> | Exhibit XIII B: 6 |
| a. Approve the Vendor Bill List in the amount of \$1,623,412.58 as per the attached exhibit. | |

b. Ratify the Manual Bill List in the amount of \$28,808.52 as per the attached exhibit.

7. Payroll

None at this time.

8. Payroll Deductions

Approve deductions from employees' paychecks for Whole Life Insurance through New York Life. Deductions may be made, provided they have been duly authorized by the employee in writing, for contributions on the employee's behalf.

Note: This resolution is consistent with Board of Education Policy #6520.

9. Disposal of School Property

Exhibit XIII B: 9

Approve the Disposal of School Property and Textbooks per the attached exhibit.

Location	Department	Description
School 4	Nurse	1 audiometer, 1 vision screener, 1 scale - broken

10. Outstanding Checks to be Voided and Reissued

Approve the following checks to be voided and reissued:

- Student Activity

Date	Check#	ID#	Amount
5/21/2014	951424	C.N.	\$100.00
6/11/2014	951510	L.M.	\$5.00
6/11/2014	951511	M.D.	\$5.00

11. Professional Development

Approve John Gaskill, Director of Transportation to attend the School Transportation Supervisors of New Jersey meeting on Friday, December 5, 2014 at no cost to the District.

12. Contract Vendors – 2014-2015

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 2014-2015 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, 2014 to June 30, 2015.

Date Approved



Business Administrator/Board Secretary

Referenced State Contract Vendors

<u>Commodity Service</u>	<u>Vendor</u>	<u>State Contract #</u>
Bulk Salt	Morton Salt	A83371
Parts/Repairs lawn & grounds equipment	Rodio Tractor Sales, Inc.	76922

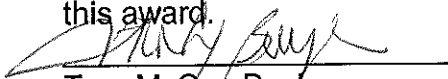
13. Ratify Purchase – Middlesex Regional Educational Services Commission Purchasing Cooperative

Ratify the purchase and installation of an erase whiteboard, projector and mounting equipment in the amount of \$3,802.00 to Keyboard Consultants, Inc. through the Middlesex Regional Educational Service Commission Purchasing Cooperative.

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

And further acknowledge the following statement:

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



Tyra McCoy-Boyle

14. Participating in the Security and Exchange Commission's (SEC) MCDC Initiative

Approve the resolution authorizing Winslow Township Board of Education to participate in the Security and Exchange Commission's (SEC) recently enacted Municipalities Continuing Disclosure Cooperation Initiative (MCDC Initiative).

**THE BOARD OF EDUCATION OF THE TOWNSHIP OF WINSLOW,
COUNTY OF CAMDEN, NEW JERSEY**

RESOLUTION

RESOLUTION OF THE BOARD OF EDUCATION OF THE TOWNSHIP OF WINSLOW, COUNTY OF CAMDEN, NEW JERSEY, AUTHORIZING AND APPROVING THE SCHOOL DISTRICT'S PARTICIPATION IN THE MUNICIPALITIES CONTINUING DISCLOSURE COOPERATION INITIATIVE OF THE SECURITIES AND EXCHANGE COMMISSION; AND AUTHORIZING AND APPROVING CERTAIN ACTIONS IN CONNECTION WITH THE FOREGOING

WHEREAS, the Board of Education of the Township of Winslow, County of Camden, New Jersey ("Board" when referring to the governing body and "School District" when referring to the legal entity governed by the Board), has previously issued to the public various series of bonds and bond anticipation notes (collectively, the "Obligations"), including Obligations issued by the School District in the past five (5) years; and

WHEREAS, in connection with the issuance of certain of such Obligations, the Board agreed, pursuant to Rule 15c2-12 ("Rule") of the Securities and Exchange Commission ("SEC"), to provide certain continuing disclosure information regarding the School District on an annual basis to the former Nationally Recognized Municipal Securities Information Repositories (pre-2009) and to the Municipal Securities Rulemaking Board's Electronic Municipal Market Access system (2009-present) (otherwise known as "EMMA"), including, but not limited to, audited financial statements, certain financial information and operating data, certain notices of ratings changes and certain other events; and

WHEREAS, the SEC has recently focused its attention on what it believes is a widespread failure of local government issuers across the nation to meet their continuing disclosure obligations and, in particular, possible misrepresentations made by such local government issuers in the official statements utilized to sell municipal securities regarding past compliance with those continuing disclosure obligations; and

WHEREAS, in an effort to remedy these perceived issues, the SEC has implemented the Municipalities Continuing Disclosure Cooperation Initiative ("MCDC Initiative"), a program currently scheduled to end for issuers at 12:00 a.m. on December 1, 2014, which encourages issuers of municipal securities, including the School District, to self-report possible material misstatements or omissions made in the past five (5) years in an official statement or statements regarding compliance with prior continuing disclosure obligations; and

WHEREAS, by participating in the MCDC Initiative, issuers agree, among other things, to accept certain non-monetary penalties in lieu of unknown, and, by all accounts, hefty monetary and non-monetary penalties that the SEC has threatened on issuers that do not participate in the MCDC Initiative, should the SEC determine that an issuer has made material misstatements in an official statement or statement regarding compliance with prior continuing disclosure obligations; and

WHEREAS, in particular, by participating in the MCDC Initiative, issuers agree to accept the following penalties, if imposed by the SEC: (i) compliance with a cease and desist order in which the issuer neither admits nor denies the findings of the SEC; (ii) implementation of policies, procedures and training regarding continuing disclosure obligations; (iii) compliance with all existing continuing disclosure undertakings; (iv) cooperation with any further SEC investigation; (v) disclosure of settlement terms in any final official statement issued within five years of the date of institution of the proceedings; and (vi) production to the SEC of a compliance certificate regarding the applicable undertakings on the one year anniversary of the proceedings; and

WHEREAS, on July 23, 2014 the New Jersey Department of Community Affairs, Division of Local Government Services ("DLGS"), issued Local Finance Notice 2014-9 ("Notice") warning local government officials of possible consequences for failing to identify past noncompliance with continuing disclosure requirements and encouraging such issuers to determine whether to take advantage of the MCDC Initiative; and

WHEREAS, as part of the Notice, the DLGS strongly recommended that local government officials proactively take steps to self-identify their own levels of compliance with their continuing disclosure undertakings and to consult with their public finance professionals in order to determine whether it would be advisable to participate in the MCDC Initiative; and

WHEREAS, based upon the directive of the Notice and in order to fully analyze whether it would be necessary or advisable for the School District to participate in the MCDC Initiative, the Board previously engaged the services of Phoenix Advisors, LLC, Bordentown, New Jersey, as disclosure specialist, in order to undertake a disclosure review on behalf of the School District which: (i) summarized the results of the School District's prior compliance with its secondary market continuing disclosure obligations; and (ii) compared those results to the statements made by the School District in the last five (5) years in its official statement or statements regarding past compliance with continuing disclosure obligations ("Disclosure Review"); and

WHEREAS, based on the results of the Disclosure Review, and weighing heavily the known non-monetary penalties that may come through the School District's participation in the MCDC Initiative versus the unknown, and, by all accounts, hefty monetary and non-monetary penalties the SEC has threatened on issuers that do not self-report, the Board is now desirous of authorizing the Business Administrator/Board Secretary, after consultation with the School District's general counsel, bond counsel, disclosure specialist, auditor and other finance professionals, to prepare and submit all documentation required to enter the School District's bond and note issues into the MCDC Initiative, as deemed necessary or required.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF EDUCATION OF THE TOWNSHIP OF WINSLOW, COUNTY OF CAMDEN, NEW JERSEY, AS FOLLOWS:

Section 1. The Board hereby ratifies and confirms the undertaking and completion of the Disclosure Review by Phoenix Advisors, LLC, Bordentown, New Jersey.

Section 2. To the extent that the Disclosure Review has revealed that the School District may have made materially inaccurate statements in its bond and note official statement or statements relating to prior compliance with continuing disclosure obligations pursuant to the Rule in connection with its Obligations issued during the prior five (5) year period, the Business Administrator/Board Secretary, after consultation with the School District's general counsel, bond counsel, disclosure agent, auditor, and other finance professionals, are each

hereby authorized to execute and deliver any and all documents and instruments, including, but not limited to, the Municipalities Continuing Disclosure Cooperation Initiative Questionnaire for Self-Reporting Entities contained in the MCDC Initiative, and to do and cause to be done any and all acts and things necessary or proper for the School District's participation in the MCDC Initiative and all related transactions contemplated by this Resolution.

Section 3. Any action taken by the Business Administrator/Board Secretary, or any other official, officer or employee of the School District, with respect to the Disclosure Review, the engagement of a disclosure specialist and participation in the MCDC Initiative, is hereby ratified and confirmed.

Section 4. This Resolution shall take effect immediately upon adoption.

15. Continuing Disclosure Agent Service

Exhibit XIII B: 15

Approve Phoenix Advisors to perform continuing disclosure agent services for the Winslow Township School District as outlined in the Continuing Disclosure Agent Services Agreement.

Cost of service:

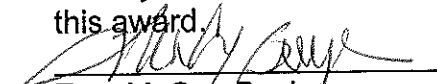
- \$650 all inclusive for up to three outstanding issues
- \$100 for each additional outstanding issue for which filings are required.

This agreement will be in effect until fiscal year-end and subject to annual reappointment.

To be charged to 11-000-251-330

And further acknowledge the following statement:

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


Tyra McCoy-Boyle

16. Purchase – State Contract Vendor

Approve the purchase of parts and repairs in the amount of \$3,699.42 from Rodio Tractor Sales, Inc. an approved State Contract Vendor. State Contract # 76992.

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

and further acknowledge the following statement:

I certify that there are sufficient funds available to purchase the items listed in this award.


Tyra McCoy-Boyle

17. Pro-Spec Painting, Inc.

**RESOLUTION OF THE WINSLOW TOWNSHIP BOARD OF EDUCATION
AUTHORIZING AND RATIFYING THE REJECTION OF A CHANGE ORDER
FROM PRO-SPEC PAINTING, INC.**

WHEREAS, Winslow Township Board of Education ("WTBOE" and/or "Board") received a Change Order request from Pro-Spec Painting, Inc. ("Pro-Spec") dated November 3, 2014 alleging additional costs as the result of a compressed schedule and added costs of subcontracting, overtime and sequencing and acceleration costs in the amount of \$47,865.00; and

WHEREAS, after consulting with the WTBOE Administration, Board Solicitor and Board Architect ("ARMM") it was determined that the claim lacked merit based upon the fact that there was no legitimate basis for the proposed cost increase; and

WHEREAS, the Board Solicitor provided written notice to Pro-Spec on November 18, 2014 of the Board's denial of the Change Order request; and

WHEREAS, Pro-Spec claimed additional cost due to acceleration of the project to meet the completion date; and

WHEREAS, the project completion date was clearly outlined in the contract specifications and AIA A101 Contract and was discussed at the preconstruction conference with Pro-Spec; and

WHEREAS, Pro-Spec decided to man the project with only two employees (1 foreman and 1 painter) for approximately the first 10 or so days; and

WHEREAS, Pro-Spec claimed additional costs due to the compression of the schedule by the WTBOE; and

WHEREAS, the project time lines were discussed thoroughly at the bid opening, preconstruction conference and throughout the beginning of the project with assurances made by Pro-Spec (Bob Hughes) to ARMM that the completion date would be met and there would be no issues; and

WHEREAS, Pro-Spec further asserted that there was a reduction in calendar days from the Contract; and

WHEREAS, this assertion was accurate however the WTBOE allowed Pro-Spec an additional three (3) days to complete the project (from August 26, 2014 to August 29, 2014) and therefore, the change in the completion date only benefited Pro-Spec; and

WHEREAS, Pro-Spec claimed additional expenses due to "work stoppages" based upon the fact that on Friday, August 29th, the foreman "Woody", was asked to leave the site due to inappropriate behavior; and

WHEREAS, notwithstanding the foregoing, on the following day, Saturday, August 30, 2014, "Woody" appeared at the project site and was asked again to leave by WTBOE personnel due to his alleged inappropriate behavior while on site; and

WHEREAS, all of Pro-Spec's workmen chose to walk off the jobsite which was through no fault of WTBOE or ARMM; and

WHEREAS, the WTBOE agrees with its Administration, Board Solicitor and Board Architect that the November 3, 2014 Change Proposal submitted by Pro-Spec should be denied and is without merit

NOW, THEREFORE, BE IT RESOLVED, by the Winslow Township Board of Education as follows:

1. The provisions of the **WHEREAS** clauses set forth above are incorporated herein by reference and made a part hereof.
2. The WTBOE hereby authorizes and ratifies the rejection of a Change Order request from Pro-Spec Painting, Inc., in the amount of \$47,865.00 for the reasons expressed hereinabove.

<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	Absent
Mr. Vascos	Yes		
Motion Carried			

XIV. PERSONNEL

A motion was made by Ms. Dredden, seconded by Mr. Blake to approve Items 1 – 10 with regard to Personnel.

1. Leaves of Absence

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

	Name	Type of Leave	From	To	Paid/Unpaid
A	D. B.	FMLA	10/20/2014	12/31/2014	U
B	A. C.	Maternity	01/21/2015 02/07/2015	02/06/2015 05/15/2015	P U
C	T. C.	Medical	11/24/2014	12/4/2014	P
D	K. D.	Medical	11/10/2014 11/20/2014	11/19/2014 11/30/2014	P U
E	J. G.	Maternity	01/05/2015 02/04/2015	02/03/2015 04/17/2015	P U
F	P. G.	FMLA (Intermittent)	11/24/2014	11/23/2015	U

Winslow Township Board of Education
Tuesday, November 25, 2014 - MINUTES
 Regular Board of Education Meeting
 Page 17

G	J. M.	Medical	12/3/2014	12/23/2014	P
H	L. M.	Medical (Amended)	10/22/2014	01/09/2015	P

2. Retirement

Approve the following Retirement for the 2014/2015 school year:

	Name	Position	Location	Effective
A	Barniskis, Donald	Art Teacher	School No. 5	1/1/2015

3. Resignations

Approve the following Resignations for the 2014/2015 school year:

	Name	Position	Location	Effective
A	DeStratis, Christopher	Accountant	Board of Education	12/31/2014
B	Morgan, Rebecca	2 nd Grade Teacher	School No. 4	1/12/2015

4. New Hires

Approve the following New Hires for the 2014/2015 school year:

	Name	Location	Position	Prorated Salary	Effective
A	McGunnigle, Shelby	High School	English Teacher	\$50,116.00 BA – Step 1 (1/1/2015-1/31/2015) \$51,725.00 BA – Step 1 (2/1/2015-6/30/2016)	1/1/2015
B	Newcomb, Laura	School No. 3	School Secretary	\$36,669 1/1/2015-6/30/2016)	1/1/2015
C	Pluta, Katharine	School No. 4	Special Education Teacher	\$50,116.00 BA – Step 1 (1/1/2015-1/31/2015) \$51,725.00 BA – Step 1 (2/1/2015-6/30/2016)	1/1/2015

5. Homebound Tutors

Approve the following Homebound Tutors at the Middle School for the 2014/2015 school year:
 (11-150-100-101-000-98)

	Name	Subject	Hourly Rate
A	Benkert, Briann	Mathematics	\$39.00
B	Conn, Christine	Mathematics & ELA	\$39.00

6. Volunteers

a. Approve the following Volunteers at the High School for the 2014/2015 school year:

	Name	Volunteer Position
A	DeRosa, Raymond	Winter Track
B	Heffner, Colton	Drama Club
C	Nurkowski, Paul	Drama Club
D	Sands, Louise	Drama Club & Choir

b. Approve the following Volunteer at the Middle School for the 2014/2015 school year:

	Name	Volunteer Position
A	DeRosa, Raymond	Winter Track

7. College Placements

a. Approve the Rescission of the following College Placement for the 2014/2015 school year:

	College/ University	Student	Experience	Cooperating Teacher	School	Dates	Subject
A	Rowan University	Kelly, Nicole M.	Field Experience	Shifren, Stacy	No. 1	1/20/15-5/11/15	Elementary

b. Approve the following College Placements for the 2014/2015 school year:

	College/ University	Student	Experience	Cooperating Teacher	School	Dates	Subject
A	Rowan University	Lotter, Keith Ryan	Field Experience	Sass, Lauren	No. 5	1/20/15-3/15/15	Health & Physical Ed
B	Rowan University	Lotter, Keith Ryan	Field Experience	Regn, Keith	HS	3/15/15-5/11/15	Health & Physical Ed

8. 2014/2015 Game Monitor, Ticket Taker, Clock Operator

Approve the following employees to work as Game Monitors, Ticket Takers or Clock Operators for the 2014/2015 Athletic season, on an as needed basis, at the per game rate as listed: (11-402-100-100-402-08)

	Name	School
A	Caldwell, Kevin	High School
B	Mapps, Harry	Middle School
C	Russell, Bernadette	Middle School
D	Weller, Stefanie	Middle School

Winter- Wrestling/ Basketball Position	Per Game Rate
Head Ticket Seller	\$29.50
Ticket Collector	\$27.47
Time Clock Operator	\$35.15
Announcer	\$27.47

9. Extracurricular School Security Guards

Approve the following Extracurricular School Security Guards for the 2014/2015 school year, on an as needed basis, at all schools:

	Name	Position	Hourly Rate
A	Benson, Kevin	School Security Guard	\$21.43
B	Myers, Bryane	School Security Guard	\$21.43

10. Winter Coaches

Approve the following Winter Coaches at the High School for the 2014/2015 school year:
 (11-402-100-100-402-08)

	Name	Coaching Position	Stipend	Step
A	Hill, Sarah	Assistant Cheerleading Coach	\$4,805.00	3
B	McGettigan, Daniel	Head Girls' Basketball Coach	\$7,713.00	1
C	Roach, Wesley	Assistant Wrestling Coach	\$4,688.00	1
D	Stowell, Allen	Assistant Wrestling Coach	\$5,071.00	3

<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	Absent
Mr. Vascos	Yes		
Motion Carried			

XV. **ADDENDUM**

I. **BOARD SECRETARY'S REPORT**

A motion was made by Mr. Wilcox, seconded by Ms. Dredden to approve Items 1 – 3 as recommended by the Business Administrator/Board Secretary.

1. Terminate Participation for Prescription Drug Coverage under the New Jersey Health Benefits Program Act of the State of New Jersey

STATE OF NEW JERSEY
DEPARTMENT OF THE TREASURY
DIVISION OF PENSIONS AND BENEFITS
NEW JERSEY STATE HEALTH BENEFITS PROGRAM
SCHOOL EMPLOYEES' HEALTH BENEFITS PROGRAM
PO BOX 299 Trenton, New Jersey 08625-0299
RESOLUTION

A **RESOLUTION** to terminate participation under the New Jersey State Health Benefits Program Act of the State of New Jersey for **Prescription Drug Coverage only**.
BE IT RESOLVED:

1. The Winslow Township School District
Name of Employer
hereby resolves to terminate its participation in the State Employee Prescription Drug Plan thereby canceling prescription drug coverage provided by the New Jersey State Health Benefits Program or the School Employees' Health Benefits Program (N.J.S.A. 52:14-17.25 et seq.) for all its active employees.
2. We shall notify all active employees of the date of their termination of coverage under the program.
3. We understand that all COBRA participants will be notified by the Division of Pensions and Benefits and advised to contact our office concerning a possible alternative prescription drug program.
4. We understand that this resolution shall take effect the first of the month following a 60-day period beginning with the receipt of the resolution by the State Health Benefits Commission or the School Employees' Health Benefits Commission.
5. We understand that this plan must be comparable in design, as determined by the Commission, to the State Employee Prescription Drug Plan.

I hereby certify that the foregoing is a true and correct copy of a resolution duly adopted by the:

Winslow Township School District
Corporate Name of Employer

on the 25 day of November, 2014.

Signature

Business Administrator/Board Secretary
Official Title

PLEASE COMPLETE AND COMPLY WITH THE FOLLOWING:

- A. Employer New Jersey State Health Benefits Program/School Employees' Health Benefits Program Identification Number: _____
- B. New Prescription Drug Carrier: _____
- C. Reason for termination of the State Employee Prescription Drug Plan: _____
- _____
- _____

D. In accordance with N.J.S.A. 18A:16-21 and 40A:10-25, you must file a copy of your new contract with the State Health Benefits Commission or the School Employees' Health Benefits Commission. Please submit a copy of the new contract with this completed resolution.

2. Approve Purchase – State Contract Vendor

Approve the purchase of bus supplies in the amount of \$7,852.50 from Mechanics Auto Parts/Napa an approved State Contract Vendor. State Contract # 73744.
Items to be charged to 11-000-270-615

and further acknowledge the following statement:

I certify that there are sufficient funds available to purchase the items listed in this award.



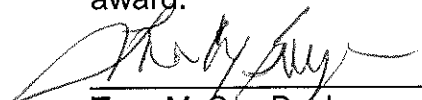
Tyra McCoy-Boyle

3. Approve Purchase – State Contract Vendor

Approve the purchase of bus supplies in the amount of \$2,951.22 from Bus Parts Warehouse an approved State Contract Vendor. State Contract # 73725.
Items to be charged to 11-000-270-615

and further acknowledge the following statement :

I certify that there are sufficient funds available to purchase the items listed in this award.



Tyra McCoy-Boyle

<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	Absent
Mr. Vascos	Yes		
Motion Carried			

XVI. OPEN PUBLIC RECORDS ACT (OPRA) REQUESTS

1. The Winslow Board of Education responded to the following OPRA Request(s) between November 5, 2014 and November 21, 2014:

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

XVII. OLD BUSINESS

Mr. Gidwani – At the last meeting we had a gentleman make quite a few accusations about one of our Principals. I don't know if we ever addressed that and what exactly happened and what is going on. Are the accusations correct or are they false? If they are false what do we plan to do about it? If they are correct, what do we plan to do about it.? I have no information about what action has been taken.

Dr. Poteat – Mr. Gidwani, we do not address employees in a public meeting. All public meetings are for standard operational procedures. However, personnel matters are never discussed publicly. As I recall, the information given by the parent was not necessarily directed at the building Principal however, they were accusations or information that was directed at the process or procedures at School 2. So for the benefit of the Board I have personally, along with other administrators, been at School 2, have spent a considerable amount of time at School 2. I just want to make sure today that you hear directly from me as it pertains to those issues. As far as I am concerned, those comments were without merit. They were not visibly seen by me or any members of my immediate administrative team. I have had conversation with staff members in the building pertaining to the cafeteria and whether or not the young people had enough time to eat, which they had more than enough time to eat. No one is chasing young people out of the cafeteria, hurrying them up, even going to recess with other classes. That is not the case. The number of staff members in the cafeteria are more than sufficient for those young people every lunch period. We do not need additional staff at School 2 as was stated. We are not asking for any volunteers during lunch time or recess. Whether or not the requirements are being met by the State Department of Education, which is my responsibility to make sure it is, those requirements are being met. I am not sure exactly from whom, or why, those accusations are being made, or have been made. As far as I am concerned those issues are unsubstantiated and as far as I am concerned School 2 is operating and functioning just as Schools 1 through the High School as it pertains to lunch time and adequate staffing needs at the school.

Mr. Gidwani – Can we discuss that in Executive Session?

Dr. Poteat – No sir. In order for you to discuss any personnel matter that person has to be riced and in order for that to happen it would have to be a recommendation from the Superintendent on the personnel matter and at this time I am not making any recommendations for any personnel reviews particularly as a member of my administrative team. So no, I don't see the need for it. We do not make those types of recommendations made on allegations and innuendos that are unsubstantiated. At this point it is not my recommendation to the Board that any such discussion take place at this time.

Mr. Gidwani – Some of the accusations have nothing to do with the administrative policies. Some of the accusations were about what was said in that meeting directly at the Principal and it appears to me that we need to hear from that Principal directly if what was supposed to have been said by her. I don't see why we cannot question her.

Dr. Poteat – Just because someone said it doesn't make it right. Here I stand and I am personally saying to you that I personally went over there and allowed quite a bit of time. It is either you are going to believe what the individual said or you are going to believe what I say. As the Superintendent you have to decide how you want to address this issue. It is not with my recommendation.

Mr. Gidwani – So according to you everything the gentleman said at that meeting was false.

Dr. Poteat – Absolutely.

Mr. Gidwani – Where there is smoke there is some fire. If you want to deny us the right to know what happened that's okay?

Dr. Poteat – I am not sure how much time you want to devote to this but I am not denying the Board anything. However, I think the Board has placed me in this position to make these decisions and I am not making a recommendation for that to happen at this point.

Mr. Gidwani – Can we override your recommendation?

Dr. Poteat – I will turn to our solicitor and ask our solicitor to address that.

Mr. Long – If the Board has concern with respect to an employee the Board determines to have a discussion about a particular employee they can certainly do that. The Board could not discipline or take any action against the employee without the Superintendent's recommendation. The Superintendent is indicating that he has done a thorough investigation and found that the allegations are totally unsubstantiated and is not recommending that you go any further with it in respect to delving into any allegations that the Superintendent has found to be false in any type of Executive Session format. That is why you hired him, to run the day to day operations of the school. That is not to say the Board couldn't make a decision to have a discussion on its own relative to the issues that were presented. But we certainly couldn't do that tonight. We would have to have the consensus of the Board to rice the individual involved and the Board would then have an opportunity to be present in Executive or

open session. But you do not have the authority to directly discipline or take any action against any individual without the Superintendent's recommendation.

Mr. Gidwani – I have no plan to discipline anybody but there are accusations and I would like to clear them up. Just because someone makes an accusation does not make it false.

Mr. Long – At this point Madam Vice President your question to the Board based on Mr. Gidwani's comment is whether there is a motion and a second to rice the individual and have them in Executive Session at our next meeting.

Ms. Peterson – I will entertain a motion and a second, and it has to be moved, second and adopted that we have discussion at our next Executive Board Meeting.

Mr. Long – I want to express Madam Vice President that this is against the recommendation of the Superintendent. You need a majority of those present.

I motion was made by Mr. Gidwani, seconded by Ms. Dredden.

Ms. Brown – I am not clear what it is that Mr. Gidwani is looking to talk about?

Mr. Gidwani – The way I am looking at it I am reading the whole minutes. For me there are accusations made and I would like an explanation.

Mr. Long – May I interrupt because I don't want to run afoul on the law here. Maybe I can clarify without running afoul of the law. We should not be having any discussion about anybody at this point. A person came to the podium and made certain allegations about some things at one of our schools. The question is whether or not you want to continue in Executive Session to discuss those allegations in view of the Superintendent's position tonight advising you that those allegations were unsubstantiated. That is the question. Just have to caution the Board, you cannot reference or discuss any individual. It is not fair to the individual. Any continued discussion could potentially be a violation of that individual's rights. So you have a motion and a second to convene in Executive Session to discuss in general terms what Dr. Poteat has indicated this evening were unsubstantiated allegations made at the last public meeting. Does everyone understand the nature of the vote?

Roll Call:

Mr. Blake	No	Ms. Watkins	No
Ms. Brown	No	Mr. Wilcox	No
Ms. Dredden	Yes	Ms. Peterson	No
Mr. Gidwani	Yes	Ms. Pitts	Absent
Mr. Vascos	No		

Motion did not carry

XVIII. NEW BUSINESS

Ms. Peterson - Currently there are three vacancies on the Ad Hoc Citizens Advisory Committee. At our December 10 meeting we will utilize the list of those who submitted letters of interest back in March to draw three new names.

XIX. INFORMATIONAL ITEMS

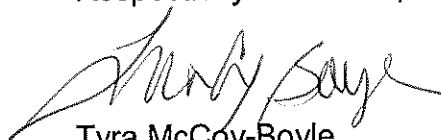
Mr. Wilcox – Thank you Dr. Poteat and the District for partnering with the Township. Currently the Township is collecting for the Camden County Women’s Center the domestic violence outreach and support center as well as their safe house. This is actually a supply drive that started on November 1 and is going to go through December 12. Some of the items the center is looking to collect are new or gently used coats for women and children, toiletries, hats, gloves and scarves, diaper and wipes for all sizes, general hygiene products and non - perishable canned foods. This is actually a partnership that started with the Township via the Winslow Township Board of Health. We are very grateful to the support we have also received in collaboration with the school district and I am encouraging all members of the Winslow community if you have the ability to actually support this supply drive. If you would like to drop off any of the items that I mentioned they can be dropped off to the office of vital statistics at the Municipal Building, 125 S. Rte 73, Braddock, NJ through December 12.

Dr. Poteat – This past weekend there was a play entitled The Right Stuff. For those of you who had an opportunity to go to the play you would see that our new director has not missed a step taking over for the first time this year. The young people did a fantastic job. It was very humorous and I would like to extend congratulations to the drama club and Mrs. Buckholz for a job well done.

XX. NO EXECUTIVE SESSION

XXII. ADJOURNMENT: A motion was made by Ms. Brown, seconded by Mr. Vascos to adjourn the meeting at 8:31 p.m. *All Ayes.*

Respectfully Submitted,



Tyra McCoy-Boyle
Business Administrator/Board Secretary

OPERATIONS COMMITTEE MEETING MINUTES

November 25, 2014

5:30 p.m.

Middle School

The Operations Committee met on Tuesday, November 15, 2014 at 5:30pm in the Middle School. In attendance were Chairperson Mrs. Dredden, Ms. Watkins, Mr. Gidwani and Mr. Wilcox. Also present were Ms. McCoy-Boyle, Mr. Mills, Ms. Augustine and Mr. Watkins. The committee discussed the following items:

1. **Solar panels** – We received the inspection report from Garland which was sent to NEP listing items to be addressed.
2. **Cameras** – High School and Middle School installations are both 100% complete.
3. **Blue Anchor buildings** – Remington and Vernick Engineers has provided their proposal. Work will start with testing for hazardous materials and an underground storage tank investigation.
4. **ROD grant update** –Resolutions for the remaining two ROD grants were submitted to the DOE/SDA. We have received correspondence from the SDA that our offers have been reviewed and submitted to upper management for approval. Once approved, the grant agreement will be sent via email.
5. **Comprehensive Annual Financial Report** – is to be presented and discussed at the Dec. 10th meeting. One of the items discussed was the open balances on account for food service. Policies from other districts were reviewed.
6. **2015-16 Budget preparation** - discussion
 - a. Meeting with Dr. Poteat, Dr. Carcamo, Mr. Davis and Ms. Boyle
 - b. Budget figures have been distributed to Building Principals
 - c. Items under consideration are:
 1. Addition to School #4
 2. New phone system
 3. AC in identified rooms in the High and Middle Schools.
 4. Parking lot drainage at School #3
 5. Facelift to the High School
 6. Remodel of main and nurse's offices at Schools 1 & 2
7. New Items:
 - a. **2014 Painting Project**. The vendor awarded the work at the High School has submitted a change order reflecting an increase in the contract amount by \$47,865. This has been rejected. Listed as item #17 on the Agenda
 - b. **Concrete work** – Contractor was contacted by the Board Solicitor. The work at School #4 has been completed. Damaged panel at the Administration Building remains unresolved.
 - c. **Unit ventilator project at the Middle School** –District will be meeting with Garrison Architects on Wednesday, Nov. 26 to obtain an updated status of this project.
 - d. **Drainage at School #3** – The engineer visited the site. We will be receiving their proposal shortly.

- e. Municipalities Continuing Disclosure Cooperation Initiative (MCDC). Item #14 on agenda was discussed
- f. Uniform Applications – Number of applications and expenditures to date were provided.
- g. Reviewed new legal bills.

Adjourned: 6:43 p.m.

NEXT MEETING: Tuesday, December 16, 2014 at 5:30 pm in Middle School.