

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

**Tuesday, September 23, 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 arrived at 7:26 p.m.	Gail P. Watkins
	Lorraine Dredden	Hassan Wilcox
	Gulab Gidwani	Julie A. Peterson, Vice President
	Carlos Vascos left at 8:10 p.m.	Cheryl Pitts, President

Absent: Ewuniki Brown

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

IV. **PLEDGE OF ALLEGIANCE**

Ms. Pitts –

V. **2014-2015 DISTRICT GOALS**

1. Student Achievement – Development of an Academic Plan to address:
  - a. Our Focus School – (Winslow Township Middle School)
  - b. Meet targets established by the NJDOE
  - c. Increase Math scores on Standardized Tests
  - d. Address 9<sup>th</sup> 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 – None at this time.**

**VII. CORRESPONDENCE**

Dr. Poteat read the following letter dated September 15, 2014:

Dear Parent/Guardian:

Keeping our children first is not only our top priority, it's our only priority. Every decision that is made in the Winslow Township School District is made with our children in mind. However, in an effort to comply with the New Jersey School Nutrition Policy, and to address the increasing number of students with dietary restrictions and food allergies, we ask that you support us in an attempt to create better eating habits for our children **while at school**.

Parents who pack their child's lunch may send whatever you feel is appropriate for their dietary needs. The school district will not get involved with student lunches that are brought from home. The new nutrition guidelines only address what is sold or provided to our students during breakfast and lunch. Also, in accordance with the new nutrition guidelines, no salty/sugary snacks or candy should be given or sold on school premises during school hours.

It is not always the big decisions, but the cumulative effect of small ones that impact the lives of our children for years to come. Therefore, we are asking you to support our decision to honor our students' birthday in ways that do not include celebrating with food of any kind. We understand that a child's birthday is a special time that he/she would like to share with his/her classmates, and we are not looking to diminish this special day in any way.

We are looking forward to working with you in coming up with creative ways to acknowledge and celebrate our students' birthday. If you would like to send something to honor your child's birthday, please consider an inexpensive treat such as stickers, pencils or other small novelties that the students can take home. A game or puzzle donated to the classroom or a book donated to the class library in honor of your child, that can be enjoyed throughout the school year is one suggestion to consider. If you decide that you would like to have the students share in your child's birthday celebration, kindly notify the teacher in advance, so that time is allowed for a brief celebration.

Working together, we can make your child's special day a memorable occasion. Thank you in advance for your support and cooperation. Do not hesitate to contact your child's principal to discuss creative ideas that will honor your child's special day.

Sincerely,

H. Major Poteat, Ed.D.  
Superintendent

**VIII. MINUTES**

**A motion was made by Ms. Peterson, seconded by Mr. Vascos to approve the Open/Closed sessions of the following meeting:**

Regular Meeting

Wednesday, September 10, 2014

Open/Closed Sessions

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

**IX. BOARD COMMITTEE REPORTS**

**Education Committee**

Mr. Peterson – The Education Committee met today at 5:00 p.m. In attendance were Ms. Brown, Ms. Dredde, Ms. Peterson and Dr. Carcamo. There were several discussion items that we addressed but our primary focus was on the Community Connections Presentation of the Partnership for Assessment of Readiness for Colleges and Careers. Dr. Carcamo briefly went over a comparative analysis of what the New Jersey ASK requires and what the PARCC Assessment requires. As many of you know, the New Jersey ASK assessment was with paper and pencil but the PARCC Assessment is a computerized assessment which will require our students to have some knowledge of computer skills. Students will have to know how to type. So we will encourage parents, if feasible, to go over school work ... teach very important basic computer skills such as the keyboard, knowing how to click and drag, knowing how to paste so that they are familiar and comfortable with it. New Jersey ASK was one assessment that was at the end of the year. The PARCC Assessment will have a quantitative based assessment in the middle of the year and at the end of the year an assessment on Common Core Standards. Dr. Carcamo and Dr. Poteat will be preparing some challenging assessment skills so that students and parents are aware of what they can do to help their son or daughter to be successful, such as vocabulary, life skills and teaching them to take a timed test.

We also discussed the school nutrition policy and the letter that Dr. Poteat sent out to the parents. There are copies here today.

An update was given on uniforms and back to school nights. I think the back to school nights were successful and we would like to thank the students, parents and family members.

**Operation Committee**

Ms. Dredde – The committee met on Monday, September 22, 2014 at 5:30 p.m. in the Administration Building. In attendance were Chairperson Ms. Dredde, Mr. Gidwani, and Ms. Watkins. Also present were Ms. McCoy-Boyle and Mr. Mills. Minutes are attached.

**Liaison Committee:** Ms. Peterson - No report. The next meeting is the second Wednesday in November.

**Marketing Committee:** Mr. Vascos - No report at this time.

**Policy and Human Resources Committee**

Ms. Pitts – The Policy and Human Resources Committee met on September 18, 2014. Board members in attendance were Mr. Vascos and Ms. Pitts. Administrators in attendance were Dr. Carcamo and Mr. Davis.

The meeting began with a revisit of Policy 5511, the Dress Code Policy as a result of several comments and requests from parents regarding confusion on the colors of sweaters and vests worn by the various grade levels. The committee agreed to a non-substantive revision in the policy. The various grade level headings will be replaced by a single heading that reads, "Uniform Dress Code for All Students".

We reviewed the following state mandated policies received from Strauss Esmay:

- 1581: Victim of Domestic or Sexual Violence Leave
- 3125: Employment of Teaching Staff Members
- 3240: Professional Development for Teachers and School Leaders
- 4125: Employment of Support Staff Members

The committee recommends that the Board approve the non-substantive revisions to Policy 5511, as mentioned previously. The committee also recommends that Policy 1581, 3125, 3240, and 4125 be placed for a first reading at our next regular scheduled Board meeting. Additionally, in an effort to monitor and strengthen the professional development by teachers, and school leaders, the committee recommends that the Board approves the submission of an annual status report showing the number of professional development hours obtained, per year, by our teaching staff members as outlined in the New Jersey Administrative Code 6A:9-15.4.

The report is to be presented to the Board by May 1 of the current school year. The next Policy Committee will be held on October 16, 2014.

**Economic Develop Committee:** Mr. Wilcox - No Report

**A motion was made by Ms. Peterson, seconded by Ms. Watkins to approve the non-substantive revision to Policy 5511 as mentioned previously.**

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

**A motion was made by Ms. Dredden, seconded by Ms. Peterson to approve the submission of an annual status report showing the number of professional development hours obtained per year by our teaching staff members as outlined in the New Jersey Administrative Code 6A:9-15.4. The report will be presented to the Board by May 1 of the current year.**

*Roll Call:*

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

Motion Carried

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

**A motion was made by Ms. Watkins, seconded by Ms. Peterson to open the meeting for Public Comments at 7:23 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

**Michelle Shehadeh – Parent**

Good evening, Board, parents, principals, friends and children. I have a question about the uniform reimbursement. I believe that the reimbursement is supposed to be private. On the Business Administrator/Board Secretary Report it is apparently not private as names and amounts are listed. What if someone posts that on Facebook. Shouldn't this be private? You cannot find out the information of those who receive free lunches and I don't expect that because it is confidential. This should be confidential.

Ms. Pitts – Point well taken.

Ms. Boyle – The only thing we can possibly do is to change the description to reimbursement. The name will appear but if we put down reimbursement. You will see my name under there for reimbursement but it is for batteries or travel.

Michelle – The reason why is not to embarrass the children, that is the main reason. If you put their names out there you can easily match up the names to the child. Also remove the schools as well.

Ms. Boyle – If a person is getting paid it shows up on the bill list as the name of the person who is receiving the check.

Ms. Pitts – That is certainly something that we will reconsider to make sure that we come up with something that students will not be stigmatized and I thank you for bringing that to our attention.

**Cynthia Moore – Parent**

Good evening. I agree with Michelle on the names being private for the uniform reimbursement. A concern is that the dress code policy is not being reinforced uniformly across the District from elementary to high school. Just today a student was told that they could not wear a white shirt with a navy blue sweater. You could wear a short sleeved shirt or tee shirt but the colors had to match. Administrators and teachers need to enforce the policy the same. It is not fair for the students to be written up for not following the dress code for this.

**XI. ADJOURNMENT OF PUBLIC COMMENTS**

**A motion was made by Ms. Peterson, seconded by Ms. Watkins to close the meeting for Public Comments at 7:30 p.m.**

Voice Vote: All in favor
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**XII. SUPERINTENDENT'S REPORT**

**A motion was made by Ms. Peterson, seconded by Ms. Dredden to approve A. & B. as recommended by the Superintendent. Item 24 d. is TABLED. Remove the name of Mr. Norman Satchell under 24 a.**

Mr. Long – Respectfully we would ask that item d. be tabled. I have had an opportunity to speak with Dr. Poteat, as we always do on the day of the Board meeting, and he had a couple of questions about the nature and purpose and the input of our staff with the formation of this particular club that is set forth herein. This should in no way be perceived as an indication of a denial to create such a club because, as I explained to Dr. Poteat today, the federal law absolutely requires public schools to allow students of religious clubs to use school facilities on the same terms that the schools provides facilities to other non-curriculum student clubs. So that is not our issue here. Our issue here is that we have to make sure we understand the nature and extent of the involvement of our staff, because teachers and other school personnel are permitted to be present, however, the school personnel may only be present solely in a custodial capacity. That is only to ensure order and good behavior. They may not lead a discussion or take a discussion in a certain direction. We want to make sure that we are tabling this simply and only for the fact that our staff understands how the goal needs to be complied with in these instances. The formation of this club is absolutely, entirely and

appropriate and consistent with federal and state law. We want to make sure that our staff adequately, and legally oversees this operation, rather than direct the operation as it is worded on our agenda. Once we are satisfied I am sure we will be please to move the formation of that club forward.

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

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

Approve First Reading of Polices of the Winslow Township Board of Education as listed below:

<b>Policy/Regulation</b>	<b>Policy/Regulation Title</b>
P1581	Victim of Domestic or Sexual Violence Leave (New)
P3125	Employment of Teaching Staff Members
P3240	Professional Development for Teachers and School Leaders
P4125	Employment of Support Staff Members

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

a. Approve Professional Development opportunities as presented in the attached exhibit.

b. Approve the Professional Development opportunity as listed below:

Title: Common Core K-5  
 Date(s): September 25, 2014  
 Audience: South Jersey Christian Academy Teachers (K-5)  
 Presenter: Dr. Jay Dugan - EIRC  
 Costs: \$1,300  
 Funding: NCLB – Title II (Non-public)  
 Description: Professional development workshop for non-public school serving Winslow students on Common Core Standards K-5. EIRC will provide an examination of the English Language Arts and Mathematics Common Standards, and highlight the shift from previous standards in order to ensure that all students receive a high quality education as they transition from school to school.

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. Fundraiser(s) **Exhibit XII A: 9**  
Approve the following fundraisers/school activities for the 2014-2015 school year:
- School No. 1
- o Save Around Coupon Book (Nov./Dec. 2014) – H.S.A.
- School No. 3
- o Holiday Shop (Dec. 2014) – P.T.O.
  - o McDonald's Dine Out Night (01/14/15) – P.T.O
- School No. 5
- o My Coke Rewards (Entire School Year) – H.S.A.
- School No. 6
- o Spirit Wear (Entire School Year) – H.S.A.
- WTMS
- o Wii Mario Kart (March 2015) – Renaissance
  - o Wii Dance (Dec. 2014) – Renaissance
- WTHS
- o Halloween Party (10/24/14) – Stage Crew & Drama Club
  - o Pencil-gram and Refreshments at Parent Conferences (Dec. 2014) – Leo Club
  - o MyTown Original Royalty Agreement (Entire School Year) – Student Government
  - o T-shirt Sales (Sept./Oct. 2014) – Cross Country Team
  - o Snack Sales to Student Athletes after Practice (Entire School Yr.) – C/O 2015
10. Camden County Technical School Tuition Contract (2014-2015)  
Approve the 2014-2015 Camden County Technical School Tuition Contract for Winslow students to attend at an annual rate of \$3,016 per student.  
(Account #11-000-100-563-000-10)



11. Consultant – The College of New Jersey Center for Excellence in STEM

Approve The College of New Jersey Center for Excellence in STEM Education as a consultant for the 2014-2015 school year at a rate not to exceed \$13,000.

12. Renaissance Learning at WTMS

Approve the purchase and implementation of the Renaissance Learning Program at a total cost of \$19,665, which includes 6 hours of on-site training.

Date: 2014-2015 School Year

Location: Middle School

Participants: 7<sup>th</sup> and 8<sup>th</sup> Grade Teachers

Funding: NCLB – Title 1

Purpose: To provide supplemental services for struggling learners through the Accelerated and Star Math online resources program. Additional assets provided through Accelerated and Star Math are as follows: Teachers will be assisted in (1) personalizing standards-based math practices by depth, as standards recommend, (2) student progress will be monitored for data-driven decisions and instructional guidance.

13. All State Women's Chorus Registration for Student

Approve the registration payment of \$275.00 for WTHS student C.A. to represent the High School at the All-State Women's Chorus to be held at East Brunswick High School from February 19 through 21, 2015.

14. Shared Services Agreement – Non-Public School Nursing

Approve the Shared Services Agreement between the Southern New Jersey Perinatal Cooperative and the Winslow Township Board of Education to provide nursing services to children in nonpublic schools at the following sites beginning July 1, 2014 – June 30, 2015:

- Littlest Angels School, P.O. Box 269, Sicklerville, NJ 08081
- South Jersey Christian Academy, 406 Church Road, Sicklerville, NJ

**Note:** The fees will be paid through the Nonpublic Nursing Grant.

15. School No. 1 – Mad Science Assembly

Approve School No. 1 to invite the Mad Science Program to the school on Friday, November 14, 2014 to perform their "Wacky Science Event" for K-3 grade students at a cost of \$470.00 to be funded through the student activity account.

16. School No. 1 – Pumpkin Assembly

Approve School No. 1 to invite the Let's Bloom Together Program to the school on Friday, October 17, 2014 to present their Pumpkin Presentation (an interactive lesson where students will learn if the pumpkin is a fruit or vegetable and the history of jack-o-lanterns) for Kindergarten students at a cost of \$400.00 to be funded through the student activity account.

17. School No. 4 – Smile Program (Mobile Dentist)

Approve School No. 4 visit with the Smile Program (Mobile Dentist) on Wednesday, November 12, 2014, to provide high quality dental services to children at no cost to the district.

18. School No. 4 – Staff Professional Development

Approve School No. 4 to invite Mr. Steve Hemple, Rowan University, to visit School No. 4 up to two times per month, during the 2014-2015 school year, to provide staff with professional development sessions on Guided Reading, Writer's Workshop and the Continuum with all cost to be funded through the School No. 4 PD line.

19. School No. 4 – Camden County College Readers' Theatre Group

Approve School No. 4 to invite the Camden County College Readers' Theatre Group to School No. 4, on a date to be determined, to conduct student performances based on books from author Judy Blume.

20. School No. 4 – Scholastic Reading Club

Approve School No. 4 to join the Scholastic Reading Club for an opportunity for teachers and students to earn free books for their classroom libraries.

21. School No. 4 – Drama Club

Approve School No. 4 third grade teacher, Ms. Gina Amato, to volunteer time twice a week after school for the 2014-2015 school year to lead a Drama Club open to third grade students who attend School No. 4. In this program, students will learn skills in acting, singing and dancing. For students to be eligible, students must be in third grade and maintain a C average or better.

22. School No. 6 – Anti-Bullying Assembly

Approve School No. 6 and School No. 6 H.S.A to host Capers Enterprise "Making a Difference One Event at Time" Anti-Bullying Assembly on Friday, October 10, 2014.

23. WTMS – Scholastic Book Fair

Approve the WTMS Scholastic Book Fair to be held from October 27, 2014 through October 31, 2014.

24. WTHS – Guest Speakers (2014-2015 School Year)

a. Approve the following guest speakers to the WTHS, during the 2014-2015 school year, to speak to small and large groups of students on dates to be determined:

<b>Guest Speaker</b>	
Mr. Bobby Harris	Dreams of Tomorrow (D.O.T.)
Mr. Virgil Carmen	Men Empowering Nations
Mr. Harold Hill	Lincoln Investments
Mr. Ralph Reinberg	President, Accountant Business Made EZ
Mr. Joe Stellato	Owner, Roma's Pizza
Mr. Derrick Davis	Owner, Mona Leeza Spa & Executive Director of West Atco Youth in Action, Inc.
Mr. Vince Maione	Vice President, Atlantic City Electric
Ms. Melissa Black	Lockheed Martin

b. Approve the WTHS Digital Photography and CAD classes to invite Mr. John Corosante and Ms. Irene Maskaly, from the Antonellie Institute, as guest speakers to their classes on Wednesday, December 10, 2014 to discuss photography and graphic design as offered at their school.

c. Approve the WTHS Health & Physical Education Classes to invite Ms. Lynda Keebler, Public Relations Coordinator at Pennco Tech, as a guest speaker to their classes on January 6, 2015, January 8, 2015, February 10, 2015 and February 12, 2015, to discuss career and educational options after graduation for senior students.

TABLED

d. Approve the WTHS Fellowship of Christian Athletes (FCA) Club, under the direction of Mr. Gouse, to invite the following guest speakers during the 2014-2015 school year:

<b>Guest Speaker</b>	
Mr. Kevin Harvey	Director of FCA, Chaplain for Philadelphia 76ers, former LaSalle University Basketball Player
Mr. William Green	Former Boston College All American Running Back, first round draft selection to NFL in 2002 and top school assembly speaker in the country
Mr. Cedric Thorton	Philadelphia Eagles Defensive End (4 <sup>th</sup> year)
Mr. Michael Carter Williams	Philadelphia 76ers (2 <sup>nd</sup> year); 2013-14 NBA Rookie of the Year
Mr. Garry Cobb	South Jersey FCA Board Advisor, Radio and TV personality, 12 years as Linebacker in the NFL and currently running for Congress

25. WTHS – Rachel’s Challenge Chain Reaction Program

Approve WTHS to invite the Chain Reaction Program, a part of Rachel’s Challenge, to the school on Friday, October 17, 2014. This event, paid for by the Winslow Township Drug and Alcohol Alliance, will allow 100 students and 25 adults to share in the full day of experiences. They will then take these experiences and the skills learned back to the entire school and spread the message of kindness, compassion, anti-bullying, respect and much more.

**B. Principal’s Updates**

**None at this time.**

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

**XIII. BUSINESS ADMINISTRATOR/BOARD SECRETARY’S REPORT**

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

**A. REPORTS**

1. Sodexo Update **Exhibit XIII 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 XIII B: 6**

- a. Approve the Vendor Bill List in the amount of \$1,387,097.66 as per the attached exhibit.
- b. Ratify the Manual Bill List in the amount of \$2,336,000.22 as per the attached exhibit.

7. Payroll

**None at this time.**

8. Use of Facilities

Approve the following Use of Facilities:

School	Organization	Dates	Day/Time	Room	Fee
School 3	Girl Scout Troop # 30304	October 2, 2014 - * June 11, 2015	Thursday 6:00 – 7:30 p.m.	Art Room	Fees waived
School 5	Winslow Township Education Association (FAST)	October 21, 2014 – June 3, 2015	Various 5:45 – 9:00 p.m.	Cafeteria & Gym	Fees waived
School 5	Omega Track Club	November 18, 2014 - **March 26, 2015	Tuesday & Thursday 7:00 – 8:30 p.m.	Cafeteria	Fees waived

\* Contingent upon receiving an updated insurance certificate in January 2015

\*\* Contingent upon receiving an updated insurance certificate in November 2014.

9. Disposal of School Property and Textbooks

**Exhibit XIII B: 9**

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

Location	Department	Description
School 1	Library	1 TV, 5 AV carts – broken, obsolete
Middle School	Technology	Monitors, printer – broken and obsolete
High School	Guidance	9 brown/tan chairs – poor condition strings visible
	Science	Science textbooks – old

10. Purchase – State Contract Vendor

Approve the purchase of desktop computers and monitors in the amount of \$7,030.70 from Dell Computer Corporation an approved State Contract Vendor. State Contract # A70256/77003.

Items to be charged to 20-218-100-600

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

11. 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

Commodity Service  
Paint & Related Supplies

Vendor  
Sherwin Williams

State Contract #  
A82236

12. Purchase – Middlesex Regional Educational Services Commission Purchasing Cooperative

Approve the purchase of ceiling projectors and mounting equipment in the amount of \$11,792.00 to Keyboard Consultants, Inc. through the Middlesex Regional Educational Service Commission Purchasing Cooperative.

Items to be charged to 11-190-100-610

And further acknowledge the following statement:

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

\_\_\_\_\_  
Tyra McCoy-Boyle

13. Purchase – Middlesex Regional Educational Services Commission Purchasing Cooperative

Approve the purchase of custodial supplies through AmSan an approved vendor under the Middlesex Regional Educational Services Commission Purchasing Cooperative through January 21, 2015.

Items to be charged to 11-000-262-610

And further acknowledge the following statement:

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

\_\_\_\_\_  
Tyra McCoy-Boyle

14. Purchase – Middlesex Regional Educational Services Commission Purchasing Cooperative

Approve the purchase of custodial supplies through General Chemical an approved vendor under the Middlesex Regional Educational Services Commission Purchasing Cooperative.

Items to be charged to 11-000-262-610

And further acknowledge the following statement:

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

\_\_\_\_\_  
Tyra McCoy-Boyle

15. NJ DOE Office of Fiscal Accountability & Compliance – Public School Contracts Compliance Review Corrective Action Plan **Exhibit XIII B: 15**

- a. Certify that the finding of the Public School Contracts Compliance Review as issued by the NJ DOE Office of Fiscal Accountability and Compliance were discussed by the Board of Education at its Regular Meeting on Wednesday, August 27, 2014.
- b. Approve the Corrective Action Plan as it relates to the findings issued by the NJ DOE Office of Fiscal Accountability and Compliance of the Public School Contracts Compliance Review as presented in the attached exhibit.
- c. Approve the submission of the Corrective Action Plan to the NJ DOE Office of Fiscal Accountability and Compliance (OFAC).

<i>Roll Call:</i>				
Mr. Blake	Yes	Ms. Watkins	Yes	Recuse A.1
Ms. Brown	Absent	Mr. Wilcox	Yes	
Ms. Dredden	Yes	Ms. Peterson	Yes	
Mr. Gidwani	Yes	Ms. Pitts	Yes	
Mr. Vascos	Yes			
Motion Carried				

**XIV. PERSONNEL**

**A motion was made by Ms. Peterson, seconded by Ms. Watkins to approve Items 1 – 8 with regard to Personnel. Item 7 is TABLED.**

1. Leaves of Absence

Approve the following Leave of Absence requests pursuant to documents filed in 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>	C. A.	Medical	9/22/2014	9/29/2014	P
<b>B</b>	L. C.	Medical	9/11/2014	10/10/2014	P
<b>C</b>	S. D.	Medical (extension)	9/11/2014	10/15/2014	U
<b>D</b>	T. K.	FMLA-Intermittent	10/1/2014	9/30/2015	U
<b>E</b>	H. S.	Medical	9/15/2014	9/26/2014	P



2. New Hires

Approve the following New Hire Appointments for the 2014/2015 school year:

	<b>Name</b>	<b>Position</b>	<b>Location</b>	<b>Prorated Salary</b>	<b>Effective</b>
<b>A</b>	Benson, Kevin	School Security Guard	High School	\$30,000.00	10/16/2014
<b>B</b>	Camperchioli, Dana	Bus Driver	Garage	\$18,818.00 Step 3	10/1/2014
<b>C</b>	Colombo, Melissa	Speech Therapist	School No. 1	\$52,516.00 MA – Step 1 Stipend - \$527.00	10/16/2014
<b>D</b>	Gabardi, Donald	Special Education Teacher	Middle School	\$51,716.00 BA+30 – Step 1	10/16/2014
<b>E</b>	Grimes, Jessica	Speech Therapist	Middle School	\$61,316.00 MA – Step 9 Stipend - \$527.00	10/16/2014
<b>F</b>	Iannaco, Dawn	Bus Driver	Garage	\$18,818.00 Step 3	10/1/2014
<b>G</b>	Irwin, Michael	Bus Driver	Garage	\$18,818.00 Step 3	10/1/2014
<b>H</b>	Johnson, Karen	Bus Driver	Garage	\$18,818.00 Step 3	10/1/2014
<b>I</b>	Myers, Bryane	School Security Guard	High School	\$30,000.00	10/16/2014
<b>J</b>	Saling, Emily	Special Education Teacher	Middle School	\$50,916.00 BA+15 – Step 1	10/16/2014
<b>K</b>	Sedeyn, Jaclynn	School Nurse	Middle School	\$64,716.00 BA – Step 10 Stipend - \$527.00	10/16/2014
<b>L</b>	Witter, Anthony	Physical Education Teacher	Middle School	\$54,316.00 MA – Step 7	10/16/2014

3. Termination

Approve to Terminate the Employment Contract on the following individual for the 2014/2015 school year:

	<b>Name</b>	<b>Subject</b>	<b>Effective Date</b>
<b>A</b>	M. P.	Special Education Teacher	11/15/2014

4. College Placements

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

	College/University	Student	Experience	Cooperating Teacher	School	Dates	Subject
A	Eastern University	Brown, Genevieve	Field Experience	Malone, Tracey	No. 3	9/25/14-11/7/14	PreK/ICS
B	Camden County	Colella, Rachel	Field Experience	Boyle, LaShawn	No. 3	9/29/14-12/8/14	Elementary
C	Camden County	Loul, Heba	Field Experience	DiSipio, Michele	No. 3	9/29/14-12/8/14	2 <sup>nd</sup> Grade/ICS
D	Camden County	Parry, Erin	Field Experience	Barish, Maxine	No. 5	9/29/14-12/8/14	Special Ed/ICS
E	Rutgers University	Vanartsdalen, Stephanie	Field Experience	McNair, Chevelle	No. 4	Thursdays, 10/24/14-12/19/14	OT Assistant

5. 2014/2015 Home Instruction Tutors

Approve the following Home Instruction Tutors, on an as needed basis, for the 2014/2015 school year: (11-150-100-101-000-98)

	Name	Subject Area	Location	Hourly Rate
A	Canale, Rachel	Mathematics	High School	\$39.00
B	Carmen, Annette	Biology	High School	\$39.00
C	Cathie, Linda	Teacher of the Handicapped	High School	\$39.00
D	Langhorne, Cryhten	Teacher of the Handicapped	High School	\$39.00
E	McBride, Michael	Teacher of the Handicapped	High School	\$39.00

6. 2014/2015 Club/Activity Advisors

a. Approve the following 2014/2015 High School Co-Curricular Club/Activity Advisor: (11-401-100-600-401-08)

	Advisor	Club/Activity	Stipend	Step
A	Pino, John	High School Newspaper Advisor	\$2,424.00	1

b. Approve the following 2014/2015 Middle School Co-Curricular Club/Activity Advisor:

	Advisor	Club/Activity	Stipend	Step
A	Peccini, Michelle	STEM Club Advisor	\$1,376.00	N/A

**TABLED**

7. 2014/2015 Removal of Salary Increments

Approve to remove withholding of salary increments for the following individuals, effective September 1, 2014:

	<b>Name</b>
<b>A</b>	D. C.
<b>B</b>	S. D.
<b>C</b>	J. V.

8. Instrumental After-School Music Program

Approve the following Instructors for the Instrumental After-School Band and Orchestra Program at School No. 5 on Wednesdays, October 1, 2014 through May 31, 2015 for students in Grades 4-6 from Schools No. 5 and No. 6:

	<b>Name</b>	<b>Hours</b>	<b>Hourly Rate</b>
<b>A</b>	Garton, Timothy - Band	3:00 p.m. to 4:30 p.m.	\$39.00
<b>B</b>	Jan, Nancy - Orchestra	3:00 p.m. to 4:30 p.m.	\$39.00
<b>C</b>	Miller, Eva - Piano	3:00 p.m. to 4:30 p.m.	\$39.00

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

**XV. ADDENDUM**

**I. SUPERINTENDENT'S REPORT**

**A motion was made by Ms. Peterson, seconded by Mr. Gidwani to approve Items 1 & 2 as recommended by the Superintendent.**

1. Settlement Agreement – K.G. & H.G. o/b/o I.C. v. Winslow BOE

Approve the Settlement Agreement between K.G. & H.G. o/b/o I.C. v. Winslow Township Board of Education.

2. 2014-2015 Board & District Goals

Approve the 2014-2015 Board and District Goals as listed below:

**2014-2015 District Goals**

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 9<sup>th</sup> 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

**2014-2015 Board Goals**

1. Strengthen the working relationship of the Board to provide effective oversight of the District:
  - a. Review and update our charter to reflect the current values and concerns of the Board
  - b. Engage in activities that will increase our team effectiveness
  - c. Complete 2014 Board Self Evaluation

*Roll Call:*

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

Motion Carried

**II. BOARD SECRETARY'S REPORT**

A motion was made by Ms. Dredden, seconded by Ms. Peterson to approve Item 1 as recommended by the Business Administrator/Board Secretary.

1. Uniforms for Security Officers

Approve to provide uniforms for Security Officers as follows:

- Five (5) Pairs of Pants
- Five (5) Long Sleeve Shirts
- Five (5) Short Sleeve Shirts
- Security Officers are to launder uniforms at their own expense
- Uniforms are to be replaced, as necessary, by the Board, according to fair wear and use standards
- Initial cost not to exceed \$500 per Security Officer

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

III. PERSONNEL REPORT

A motion was made by Mr. Gidwani, seconded by Ms. Peterson to approve Items 1 – 6 with regards to Personnel.

1. Leave of Absence

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

	Name	Type of Leave	From	To	Paid/Unpaid
A	C. R.	Medical	9/26/2014	11/7/2014	Paid

2. Retirement

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

	Name	Position	School	Effective
A	Lee, Laura	English Teacher	High School	1/1/2015

3. New Hire

Approve the following New Hire Appointment for the 2014/2015 school year:

	Name	Position	Location	Prorated Salary	Effective
A	Densten, Dana	Special Education Teacher	School No. 3	\$52,817.00 MA – Step 2	10/16/2014

4. 2014/2015 Club/Activity Advisor High School

a. Approve the following 2014/2015 High School Co-Curricular Club/Activity Advisors: (11-401-100-101-401-08)

	Advisor	Club/Activity	Stipend	Step
A	Bobo, Ethan	Key Club Co-Advisor	\$688.00 (a split)	N/A
B	Cottle, TaraRuth	Key Club Co-Advisor	\$688.00 (a split)	N/A

b. Approve the following 2014/2015 High School Volunteer Co-Curricular Club/Activity Advisors:

	Advisor	Club/Activity
A	Isbill, Orsola	Italian Club Advisor
B	Langhorne, Cryhten	Christian Youth Fellowship Club Advisor
C	McBride, Michael	History Club Advisor

5. 2014/2015 Content Area Coach

Approve the following Content Area Coach for the 2014/2015 school year:

	Name	Content Area	Stipend
A	Lee, Lauren	Special Education	\$4,673.00

6. College Placement

Approve the following College Placement for the 2014/2015 school year:

	College/University	Student	Experience	Cooperating Teacher	School	Dates	Subject
A	Camden County	Hollimon, Ernestine	Field Experience	Holmdal, Pamela	No. 3	9/29/14-12/8/14	2 <sup>nd</sup> Grade RC

<i>Roll Call:</i>			
Mr. Blake	Yes	Ms. Watkins	Yes
Ms. Brown	Absent	Mr. Wilcox	Yes
Ms. Dredden	Yes	Ms. Peterson	Yes
Mr. Gidwani	Yes	Ms. Pitts	Yes
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 September 5, 2014 and September 19, 2014:

Number of Requests Received	Document Requested	Approved	Denied
1	Original bid advertisement, outlets where advertised, project specifications, bid tabulation sheets, bidding documents, executed contracts, payment applications approved and paid, certified payroll records for the successful contractor for the 2013 painting project.	1	N/A

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

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

**XIX. INFORMATIONAL ITEMS**

Dr. Poteat – As you have seen and heard on the minutes of the Facilities Committee about the demolition of the buildings at Blue Anchor. We are going to take the liberty to remove any artifacts from that building for storing and restoration to be retained here in the school district possibly put on display at the Administration Building. One of those items is the bell that is at the top of the school at Blue Anchor. Our local historian shared with us that it is a 1915 bell from one of the first schools in Winslow Township. So we are going to take the bell down and restore it and put it on display at the Administration Building. There is also a marble placard with the date of 1915 and those individuals responsible for the construction of the building. We are going to restore that as it has a crack in it. There is a first key to that building that we have also retained. What we would like to do is have those items restored, put behind a glass case of some sort and put on display at the Administration Building. I think that it is imperative for us to restore as much of the history of Winslow Township School District as we possibly can. Those are some of the items, at this point, that we have identified for restoration for historical purposes for the Winslow Township School District.

Ms. Pitts – That is just great. I would hope that perhaps we can develop an event around the restoration and presentation of those artifacts. I think it is wonderful.

Dr. Poteat – As you well know we have “a new Administration Building” to be dedicated. With those items along with that dedication I think it will be very timely for us to do it at the same time. We will make sure that the Board and community aware of it.

**XX. EXECUTIVE SESSION A motion was made by Ms. Watkins, seconded by Ms. Dredden to approve adoption of the Executive Resolution and adjournment of Executive Session at 7:45 p.m. for a period of twenty minutes.**

**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 September 23, 2014 at 7:45 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 referencing back to the item that was tabled, Item 7 under personnel, removal of salary increments. I would be glad to explain, along with Dr. Poteat and Mr. Davis to the extent necessary, the legal theory behind that. However, none of the individuals who are set forth in the agenda can I assume have been riced for any discussion. I am getting a no, so we would not be able to speak to any individual on that list but I can speak generally about how that process works and how those individuals find themselves on the list without any type of specificity as to the reasons the Superintendent has someone on the list. I am not going to permit that type of discussion in Executive but am going to advise the Board as to why the type of action was taken in general:

“(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 \_\_\_\_\_;



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"(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 a further update in the matter involving the Paraprofessionals as well as the litigation pending and hopefully resolved on a separation agreement with the former Business Administrator;

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

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

**WHEREAS**, the length of the Executive Session is estimated to be twenty 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

**XXI. ADJOURNMENT OF EXECUTIVE SESSION**

**A motion was made by Mr. Wilcox, seconded by Ms. Peterson to adjourn Executive Session at 8:10 p.m.**

Voice Vote: All in favor

**A motion was made by Ms. Peterson, seconded by Ms. Dredden to Untable Item # 7 under Personnel.**

Voice Vote: All in favor

**A motion was made by Ms. Peterson, seconded by Mr. Wilcox to approve Item # 7 with regard to Personnel.**

*Roll Call:*

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

Motion Carried

**XXII. ADJOURNMENT: A motion was made by Ms. Watkins seconded by Mr. Wilcox to adjourn the meeting at 8:13 p.m.**

Respectfully Submitted,

Tyra McCoy-Boyle  
Business Administrator/Board Secretary

## OPERATIONS COMMITTEE MEETING

September 22, 2014

5:30 pm

Administration Building

Minutes

The Operations Committee met on Monday, September 22, 2014 at 5:30 p.m. In attendance were Chairperson Mrs. Dredde, Mr. Gidwani and Ms. Watkins. Also present were Ms. McCoy-Boyle and Mr. Mills. The committee discussed the following items:

- **Solar Panels** – All sites are 100% operational. We are waiting for closeout documents.
- **Cameras** – Installation of 80% of the interior cameras at the High School has been completed. 32 of 98 cables have been pulled at the Middle School. The project is still on track for a September 30<sup>th</sup> completion.
- **Advertising on Buses** – The Board approved to use EIRC with this task. EIRC was contacted and may have an interested vendor.
- **Blue Anchor Buildings** – District has posted for a Civil and Environmental Engineer to assist Garrison Architects with this project. Responses are due by October 1, 2014.
- **LSRP** – A Licensed Site Remediation Professional was appointed to assist the district with the close out process of the 1998 tank removal.
- **Defibrillators for Sports and Field Trips** – Equipment has been installed in all District schools.
- **Field Lighting** – Lights were fully functional for the first “Friday Night Under the Lights” football game held on September 19, 2014.
- **ROD grant update** –
  - a. Garrison Architects and district personnel have met to review the specs for the window replacement at the Middle School, the replacement of roof-top mechanical units on the Middle and High Schools, and the unit ventilator project at the Middle School. Another meeting is scheduled for Wednesday Sept. 24<sup>th</sup>.
  - b. The window replacement project at the High School is scheduled to begin shortly.
- **New Items** –
  - Painting at schools 1, 2, 4 and the Administration Building is complete. The vendor is scheduled to return Wednesday, Sept. 23<sup>rd</sup> to complete the High School.
  - Concrete project at various locations - punch list items remain, as well as the drainage issue at School #4.
  - Window screens at schools 1, 2 & 5 are complete. Schools 3 & 4 should be complete by the end of the week.

Adjourned: 6:22 p.m.

Next Meeting: Tuesday, October 21<sup>st</sup> at 5:30 p.m.