

WINSLOW TOWNSHIP BOARD OF EDUCATION
Regular Board of Education Meeting Agenda
Wednesday, November 13, 2019
Winslow Township Middle School Cafeteria
7:00 p.m.

- I. PUBLIC NOTICE** of this meeting was given to all Board Members and Associates in a notice dated **07/02/2019**. It was advertised in the Courier Post, posted in all schools, the Adm. Office, the Municipal Building, the Library, Bud Duble Center, Edgewood Acres, Elm Town, and the Winslow Township Post Offices.

II. MISSION STATEMENT

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

III. ROLL CALL

Larry Blake
Lorraine Dredde
Jeffrey J. Fortune
Rita Martin
Abena McClendon
John Shaw, Jr.
Gail P. Watkins

Julie A. Peterson, Vice President
Cheryl Pitts, President

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

IV. PLEDGE OF ALLEGIANCE

V. 2019-2020 DISTRICT GOALS

1. Student Achievement – Continue implementation of the academic plan to address:
 - a. Articulation at all grade levels throughout the district
 - b. Focus on classroom instruction at all grade levels
 - c. Increase student proficiency rates throughout district
 - d. Evaluation and updating all district programs
 - e. Accountability of all district staff
2. Continue to foster a positive school environment that is conducive to teaching and learning.
 - a. Focus on building relationships among staff that will result in increased learning and more effective instruction
 - b. Promote creative instruction (training and retraining)
 - c. Emphasis on collaboration with all district stakeholders
 - d. Promote cultural competence throughout district
 1. Teacher to student relationships
 2. Student to student relationships
3. Market our strengths and achievements to all stakeholders to increase capacity for greater parent/caregiver/community support.
 - a. Continue with our public relations/marketing plan
 - b. Continue to work with the various advisory committees in the district
 - c. Examine communication methods utilized by district

VI. AWARDS/PRESENTATIONS

VII. CORRESPONDENCE

VIII. MINUTES

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

Regular Meeting	Wednesday, October 23, 2019	Open Session
Regular Meeting	Wednesday, October 23, 2019	Closed Session

On a motion made by _____, seconded by _____, approval of Minutes is granted.

Exceptions: _____

Roll Call:

_____ Mr. Blake	_____ Mr. Shaw
_____ Ms. Dredden	_____ Ms. Watkins
_____ Mr. Fortune	_____ Ms. Peterson
_____ Ms. Martin	_____ Ms. Pitts
_____ Ms. McClendon	

IX. BOARD COMMITTEE REPORTS

X. PUBLIC COMMENTS (Time Limited)

The Winslow Township Board of Education highly values the input of citizens in making important decisions that affect the children of our community. We also believe in the rights of citizens to observe Board Meetings. To ensure that all of our citizens have the opportunity to attend School Board Meetings and offer comment, and to ensure that the Board can conduct the important business of the District, we ask that speakers follow the guidelines for making public comments.

Notation of Public Comments on Agenda Items – The Board President or Board Secretary will recognize those individuals in the audience who wish to make comment.

Please respect the following procedures:

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

On a motion made by _____, seconded by _____, approval of Public Comments is granted.

Exceptions: _____

Voice Vote: _____

XI. ADJOURNMENT OF PUBLIC COMMENTS

On a motion made by _____, seconded by _____, approval to adjourn Public Comments is granted.

Exceptions: _____

Voice Vote: _____

XII. SUPERINTENDENT'S REPORT

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

1. First Reading of Board Policies & Regulations **None at this time.**
2. Second Reading & Adoption of Board Policies & Regulations **None at this time.**
3. Security/Fire Drill Report **None at this time.**
4. Professional Development/Workshops & Conferences **Exhibit XII A: 4**
Approve Professional Development opportunities as presented in the attached exhibit.
5. Field Trips **Exhibit XII A: 5**
Approve Field Trips as listed in the attached exhibit.
6. Tuition Students **Exhibit XII A: 6**
Approve Tuition Student placements as presented in the attached exhibit.
7. Terminate Out-of-District Placement(s) **None at this time.**
8. Homeless Student(s) **None at this time.**
9. Division of Child Protection & Permanency (DCP&P) **None at this time.**
10. Fundraiser(s) **Exhibit XII A: 10**
Approve Fundraisers as listed below and in the attached exhibits.

School No. 3

- Chuck E. Cheese Night (March 2020) – P.T.O

School No. 5

- Gertrude Hawk Catalog Sale (February 2020) – H.S.A.
- Scholastic Spring Book Fair (March 2020) – H.S.A.

School No. 6

- Scholastic Winter Book Fair (January 2020) – H.S.A.
- Scholastic Spring Book Fair (April 2020) – H.S.A.

WTMS

- Toy Drive & Coin Drop (Dec. 2019) – NJHS/Toys for Tots

WTHS

- Popcorn (Oct.-Dec. 2019) – French Honor Society
- Smencil Sales (Entire School Year) – Environmental Club
- Best Friends Photos for Yearbook (Dec.-March) – Yearbook Club
- Patron Ads for Yearbook (Dec.-March) – Yearbook Club

11. School 1 - Camp Out with a Good Book

Approval requested for School One to have Camp Out with a Good Book night on Thursday, November 14, 2019 from 6:30-8:00 PM. Parents and students will participate in grade level literacy activities, read alouds, and games. Light refreshments will be served.

12. School 1 – Toys for Tots

Approval requested for School 1 to become a Toys for Tots donation site. The collection will be from November 15-December 15, 2019. The donation box will be located next to the office.

13. School 2 – Virtua Pediatric Mobile Services Program

Approval requested for School 2 to have the Virtua Pediatric Mobile Services Program at school on Thursday, March 19, 2020 from 9:30 AM to 1:00 PM. Virtua Pediatric Mobile Services Program provides oral health education and dental screenings to all students (parental consent forms are sent home).

14. School 2 – Reading Incentive Program

Approval requested for School 2 to have students participate in Pizza Hut's reading incentive program during the 2019-2020 school year. BOOK IT! motivates children to read by rewarding their reading accomplishments with praise, recognition, and prizes. The program is free.

15. School 2 – Operation Yellow Ribbon

Approval requested for School 2 students to participate in Operation Yellow Ribbon in honor of Veteran's Day, to show support for our United States Military Force. Students will bring in supplies/goodies to be donated to U.S. Troops.

16. School 5 – Canned Food Drive

Approval requested for School 5 to participate in a canned food drive, sponsored by the Student Council. Students and staff will collect canned food items to be donated to a local food bank.

17. School 5 – Winter Warmth Tree

Approval requested for School 5 Student Council to run a Winter Warmth Tree from December 2-December 20, 2019. Students and staff will collect hats, scarves, mittens, and gloves for children of all ages. Items will be placed on a tree in the school foyer. Items collected will benefit local children in need.

18. School 5- Shoe Recycling Program

Approval requested for School 5 Student Council to collect gently used shoes to be donated to children throughout the world. Through Shoebox Recycling, students will collect shoes for children in need. As part of the program, Shoebox Recycling will pay \$.50 per pound of shoes collected to Winslow School 5. Shoebox Recycling handles all costs.

19. School 5 – Read Across America

Approval requested for School 5 Student Council Members to visit Schools 1 and 2 to read to younger students. The classroom visits support developing the “love of reading” as part of the Read Across America celebration.

20. School 6 – Cedar Run Wildlife Refuge visit

Approval requested to host the Cedar Run Wildlife Refuge, William G. Rohrer Charitable Foundation grant-funded presentation. The presentation includes science-based lessons and hands-on learning activities. The theme of the presentation is endangered species. There will be two assemblies held on the morning of November 21, 2019, at no cost to the district.

21. Middle School – AtlantiCare Garden Grant

Approval requested for the Winslow Township Middle School’s Female/Male mentoring groups to apply for the AtlantiCare \$1,500 New Edible School Garden/Alternative Garden Grant-Aeroponic/Hydroponic Indoor Garden.

22. Middle School – AtlantiCare Resilient Youth Grant

Approval requested to apply for the AtlantiCare \$3,500 Resilient Youth Implementation Grant. This opportunity offers funding to support the implementation of evidence based Social and Emotional Learning (SEL) Curriculum.

23. Middle School – AtlantiCare CPR/First Aid Training Grant

Approval requested to apply for the AtlantiCare Life Support Training Center CPR/First Aid Training Grant up to \$1,500 to support the exudation and certification of up to 18 school staff members.

24. Middle School – AtlantiCare KIDS360 Workshop

Approval requested for AtlantiCare to provide the Winslow Township Middle School students with the free KIDS360 Interactive Workshop for Middle School Students. The Fitness Team will bring fitness equipment, activities, lectures, and music to the school for a one-day only session to engage students to get moving with fitness as a part of the Healthy Schools, Healthy Children Program.

25. Middle School – American Heart Association Challenge Grant

Approval requested to apply for the American Heart Association Kids Heart Challenge Grant up to \$3,500.

26. Middle School – Family Therapy and Consultation Services

Approval requested for Winslow Township Middle School to approve a contract with Family Therapy and Consultation Services (FTXCS) to provide 7 hours of clinical supervision by a Licensed Professional Counselor (LPC) to the Middle School, School Based Youth Services Program mental health provider, from December 1, 2019 to June 19, 2020. Funded through account #20-294-200-300-000-07.

27. High School–Prom

Approval requested for the Class of 2022 to hold the Prom at Lucien's Manor in Berlin, NJ on May 7, 2021 from 7:30-11:30 PM.

28. High School – REBIRTH Journey Workshops

Approval requested to have REBIRTH Journey LLC to present workshops on unhealthy relationships and teen dating violence to our High School Girls Group during the 2019-2020 school year.

29. High School – Family Therapy and Consultation Services

Approval requested to approve a contract with Family Therapy and Consultation Services (FTXCS) to provide 9 hours of clinical supervision by a Licensed Professional Counselor (LPC) to the WTHS School Based Youth Services Program mental health provider. Funded through Acct. #20-293-200-300-000-00.

30. Paraprofessional Approval

Approval requested for Mary J. Wendler to be approved as a paraprofessional to work with St. Mary's School for the 2019-2020 school year. Cost not to exceed \$425.00 for the 2019-2020 school year, paid through ESEA-Title I account #20-235-100-300-000-75. Certificate on file for above Non-Public tutor.

31. Professional Development

Approval requested for Education Administration to provide ten full-day coaching sessions and six full-day professional development sessions, for the 2019-2020 school year. Total cost of \$24,750.00 to be paid out the 2019-2020 ESEA Grant: Title II: Account #20-270-100-300-000-00 and 20-270-200-300-000-00.

32. NJ QSAC District Performance Review (DPR)

Approve the submission of the 2019-2020 NJ QSAC District Performance Review.

33. WTMS – Camden County Technical Schools Presentation

Approval requested for the Winslow Township Middle School to have Suzanne Golt, Admissions Officer, and other staff from Camden County Technical Schools to provide a career awareness presentation to the eighth graders at Winslow Middle School on Wednesday, December 4, 2019 from 9-10 AM. Students will also be provided with information regarding the application procedure should they wish to apply to this public high school.

34. WTMS – Expanded Food & Nutrition Education Program

Approval requested for Winslow Township Middle School to host the Expanded Food and Nutrition Education Program (EFNEP) from December 2019-February 2020, to deliver nutrition education to the students, parents, and staff of the Winslow Township Middle School at no cost to the Board. The lessons are research based and behaviorally focused as well as meeting the NJ Core Curriculum Standards for Health & Physical Education.

35. WTHS – Color Cycle Program

Approval requested for Winslow Township High School to participate in the Color Cycle Program through the Crayola Company, collecting markers, dry erase markers, and highlighters. They will be collected and shipped out to the recycling company once a week. This is a great chance for our school to help the environment by preventing these markers from ending up in landfills.

B. Principal's Update

1. Harassment, Intimidation, and Bullying Report

Exhibit XII B: 1

- October 16th through October 31st

On a motion made by _____, seconded by _____, approval of Superintendent's Report is granted.

Exceptions: _____

Roll Call:

_____ Mr. Blake

_____ Ms. Dredden

_____ Mr. Fortune

_____ Ms. Martin

_____ Ms. McClendon

_____ Mr. Shaw

_____ Ms. Watkins

_____ Ms. Peterson

_____ Ms. Pitts

XIII. BUSINESS ADMINISTRATOR/BOARD SECRETARY'S REPORT

A. REPORTS

None at this time.

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

1. Line Item Transfers

Exhibit XIII B: 1

Approve the Line Item Transfers, for the month of September 2019, in accordance with N.J.S.A. 18A:22-8, as per the attached exhibit.

2. Board Secretary's Report

Exhibit XIII B: 2

Approve the Board Secretary's Reports in accordance with 18A:17-36 and 18A:17-9 for the month of September 2019. The Board Secretary certifies that no line item account has been over expended in violation of N.J.A.C. 6A:23A-16.10 (c) 3 and that sufficient funds are available to meet the district's financial obligations for the remainder of the fiscal year.

3. Reconciliation Report

Exhibit XIII B: 3

Approve the Reconciliation Reports in accordance with 18A:17-36 and 18A:17-9 for the month of September 2019. The Reconciliation Reports and Board Secretary's Reports are in agreement for the month of September 2019.

4. Board Secretary's Certification

The Board Secretary in accordance with N.J.A.C 6A:23A-16.10 (c) 2 certifies that there are no changes in anticipated revenue amounts or revenue sources.

5. Boards' Certification

Pursuant to N.J.A.C. 6A:23A-16.10 (c) 4, the Winslow Township Board of Education certifies after review of the Secretary's Monthly Financial Report (appropriations section) and upon consultation with the appropriate district officials, that to the best of the Boards' knowledge, no major account or fund has been over-expended in violation of N.J.A.C. 6A:23A-16.10 (b) and that sufficient funds are available to meet the district's financial obligations for the remainder of the fiscal year.

6. Bill List

Exhibit XIII B: 6

a. Approve the Vendor Bill List in the amount of \$1,692,917.18 as per the attached exhibit.

b. Ratify the Manual Bill List in the amount of \$16,849.99 as per the attached exhibit.

7. Payroll

Approve Payroll, for the month of October 2019, as listed below:

- October 15, 2019 \$2,291,041.57
- October 30, 2019 \$2,293,408.36.

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

Approve the Disposal of School Property listed below:

Location	Department	Description
School 4	Technology	Various technology equipment, approx. 8-12 years old-not working.
School 6	Grade 4	Journeys teacher kits and student sets, approx. 9 years old – new adoption.
School 6	Grade 4	Progress Monitor Kits, Comprehensive Screeners, student audio/text CD's, approx. 9 years old – new adoption.
School 6	Grade 5	Journeys teacher kits and student sets, approx. 9 years old – new adoption.
School 6	Grade 5	Progress Monitor Kits, Comprehensive Screeners, student audio/text CD's, approx. 9 years old – new adoption.
School 6	Grade 5	Journeys teacher kits and student sets, approx. 9 years old – new adoption.
School 6	Grade 6	Journeys teacher kits and student sets, approx. 9 years old - new adoption.
School 6	Grade 6	Comprehensive screeners, student audio/text CD's, vocabulary card sets, Journey teacher kits and student sets, approx. 9 years old – new adoption.
Middle School	Technology	Various technology equipment - not working.
Middle School	Technology	Various technology equipment - not working.
Middle School	Technology	Various technology equipment - not working.
Middle School	Technology	(12) Projectors – not working.
Middle School	Media Center	Various technology equipment - outdated/broken.
Middle School	Media Center	Various media items approx. 13 – 20 years old – outdated/broken.
Middle School	Media Center	Various media items approx. 10 – 15 years old – outdated/broken.
High School	H101	(14) Computer desks – old and damaged

9. Use of Facilities

Approve the following Use of Facilities:

School	Organization	Dates	Day/Time	Room	Fee
High School	WTHS HSA	December 7, 2019	Saturday 11 a.m. – 5 p.m.	Cafeteria	NC

10. Bus Evacuation Drill Summary – Fall 2019-2020**Exhibit XIII B: 10**

Approve the Transportation Department Bus Evacuation Drill Summary – Fall 2019-2020 per the attached exhibit.

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

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

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

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

WHEREAS, The Board of Education has determined that participation in the NJSBA training and informational programs require school district travel expenditures and that this travel is critical to the instructional needs of the district and/or furthers the efficient operation of the district; and,

WHEREAS, The Board of Education has determined that the school district travel expenditures to NJSBA programs are in compliance with State travel guidelines as established by the Department of the Treasury and within the guidelines established by the federal Office of Management and Budget; except as superseded by conflicting provision of Title 18A of the New Jersey Statutes; and,

WHEREAS, The Board of Education finds that a mileage reimbursement rate equal to that of the federal Internal Revenue Service mileage reimbursement rate of \$.35 per mile is a reasonable rate; and,

WHEREAS, The Board of Education has determined that participation in the NJSBA training and informational programs are in compliance with the district policy on travel; therefore be it

RESOLVED, That the Board of Education hereby approves the attendance of the listed number of school board members and district employees at the listed NJSBA training and informational programs, and the costs of attendance including all registration fees, and statutorily authorized travel expenditures, provided that such expenditures are within the annual maximum travel expenditure amount; and, be it further

RESOLVED, That the Winslow Township Board of Education authorizes in advance, as required by statute, attendance at ***the following NJSBA training program and informational event:***

<u>Board Member Name</u>	<u>Program Name</u>	<u>Date</u>	<u>Event Cost</u>
Lorraine Dredde	Delegate Assembly	Nov. 23, 2019	-0-
John Shaw, Jr.	Delegate Assembly	Nov. 23, 2019	-0-
Julie Peterson	Delegate Assembly	Nov. 23, 2019	-0-
Abena McClendon	Best Practices in Urban Boards	Dec. 6, 2019	\$99.00

12. **Professional Development**

Approve Ms. Tyra McCoy-Boyle, Business Administrator/Board Secretary, Mr. Dion Davis, Director of Human Resources and Ms. Regina Chico, Assistant Business Administrator, to attend the NJASBO Part 1 – Negotiating your Health Benefits workshop to be held on Tuesday, December 17, 2019 in Mt. Laurel. The cost is \$100 per person.

13. **Professional Development**

Approve Ms. Tina Wydrzynski, Accountant, Ms. Lisa Pantalone and Ms. Dana Walsh, Payroll Bookkeepers, to attend the NJASBO NJ Pension Systems workshop to be held on Tuesday, February 25, 2020 in Mt. Laurel, NJ. The cost is \$100 per person.

14. Professional Development

Approve John Gaskill, Director of Transportation, to attend the School Transportation Supervisors of New Jersey – General Membership Meeting, to be held on Friday, December 6, 2019 in Monroe Township, NJ. There is no cost to the district.

15. Comprehensive Maintenance Plan, M-1

Exhibit XIII B: 15

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

16. 2020-2021 Budget Preparation Calendar

Approve the 2020-2021 Budget Preparation Calendar

September 12, 2019	Meeting with Superintendent, Assistant Superintendent, Business Administrator and Director of Human Resources to discuss possible Capital Projects
October 31, 2019	Meeting with the Leadership Team to discuss financial outlook/strategies for the 2020-2021 budget.
November 15, 2019	Budget Handbook and Preparation Packages distributed to Principals and Directors based off of ASSA counts.
November 25, 2019	Operations Committee meeting – Discuss Budget development with Committee members.
December 18, 2019	Due date for budgets and justification to be entered in Budget Software.
January 13 - 17, 2020	Business Administrator, Assistant Superintendent will meet with Principals and Directors to review Budgets and recommend revisions if necessary.
January 21, 2020	Operations Committee Meeting – Discuss/update budget development.
January 23, 2020	Superintendent, Assistant Superintendent, Business Administrator and Director of Human Resources will meet to review Budget status.
February 25, 2020	Operations Committee Meeting – Present/review draft Budget.
March 9 – 13, 2020	Adoption and filing of the Tentative Budget to be submitted to the County Office. (May require a Special Meeting.)
April 29, 2020 – May 5, 2020	Public Hearing (May require a Special Meeting.)

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

17. School Based Youth Program – Middle School 2019-20

Approve the following employees to be charge to the Federal Allocation of the School Based Youth Program Grant – Middle School for the 2019-20 School year as follow:

Name	Job Title	% of Salary	Total Salary	Amount to be Charged	Account Charged
Carillo, Priscilla	Program Coordinator- NJSBG	100 %	\$49,500.00 (Prorated)	\$49,500.00 (Prorated)	20-294-200-104
Lyles, Jordan	Youth Development Specialist- NJSBG	100 %	\$35,000.00 (Prorated)	\$35,000.00 (Prorated)	20-294-200-110

18. PK Education Grant for Fiscal Year 2019-2020 -Revised

Approve the employee listed below to be charged to the following Grant for fiscal year 2019-2020.

A: PK Education Grant (Revised)

Name	Job Title	% of Salary	Total Salary	Amount to be Charged	Account Line
Grossmick, Kaitlyn	PK Teacher – Sch. 4	100%	\$53,062.00 (pro-rated)	\$53,062.00 (pro-rated)	20-218-100-100

(Salary adjustment pending ratification of WTEA contract.)

19. Low Quote Vendor

Approve Tristate HVAC, the low quote vendor, to disconnect and remove coil replacement at school 4. Total cost of \$13,382.54 to be charged to 11-000-261-420.

20. Approve Services – Consulting & Municipal Engineers (CME)

Approve, authorize and ratify CME, the District approved Engineers, to perform professional geotechnical engineering services for the greenhouse and Middle School parking lot projects. The cost for these services, \$2,800.00 are to be charged to account 30-000-400-334 and further acknowledge the following statement:

I certify that there are sufficient funds available to pay for the services awarded.

Tyra McCoy-Boyle

21. Purchase – State Contract Vendors

Approve the following purchases in the following amounts from the following approved State Contract vendors:

Items charged to 11-000-261-420

<u>United Electric Supply Co., Inc. State Contract #A85581</u>		
LED Lights	High School	\$17,461.90
<u>Core Mechanical Inc., - State Contract #88697</u>		
HVAC Motor Replacement	Middle School	\$6,494.00
<u>Core Mechanical Inc., - State Contract #88697</u>		
Install Split System	High School	\$11,563.20

22. Purchase – Ed Data Vendor

Approve the following purchases, in the following amounts from the following approved Ed Data vendors:

Items charged to 11-190-100-610

School Specialty Inc., - Ed Data # 8116

Chairs, floor mats	Middle School	\$9,824.92
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Items charged to 11-261-420

Gemba Security Solutions, LLC – Ed Data # 8529

Station Card Repairs	Schools 2 & 7	\$4,386.00
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Items charged to 12-000-266-730

Gemba Security Solutions, LLC - Ed Data # 8529

Valcom Expansion	High School	\$37,100.00
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23. Purchase – Educational Services Commission of New Jersey (ESCNJ)

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

Items charged to 11-000-262-610

General Chemical and Supply - ESCNJ#17/18-47

Custodial Supplies	District	\$17,100.82
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The Home Depot Pro - ESCNJ#17/18-47

Soap	District	\$8,841.60
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24. Parental Transportation Contract – Approve to Amend

Exhibit XIII B: 24

Approve to amend the June 26, 2019 approval of the Parental Transportation Contract for Ms. Laura Fahy to transport her special needs child, from a rate of \$75.00/day to \$90.00/day in accordance with the school calendar as follows:

a) July 1, 2019 – August 31, 2019

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

Approve to amend the August 14, 2019 approval of the Parental Transportation Contract for Ms. Laura Fahy to transport her special needs child, from a rate of \$75.00/day to \$90.00/day in accordance with the school calendar as follows:

a) September 1, 2019 – June 30, 2020

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

25. Parental Transportation Contract – Approve to Amend

Exhibit XIII B: 25

Approve to amend the June 12, 2019 approval of the Parental Transportation Contract(s) for Ms. Dorothy Beck to transport her special needs child to and from an out of district placement, from a rate of \$75.00/day to \$90.00/day in accordance with the school calendar as follows:

- a) July 1, 2019 - August 31, 2019
- b) September 1, 2019 - June 30, 2020

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

26. Parental Transportation Contract – Approve to Amend

Exhibit XIII B: 26

Approve to amend the September 25, 2019 approval of the Parental Transportation Contract for Ms. Jessica Nees to transport her special needs child, from a rate of \$75.00/day to \$90.00/day in accordance with the school calendar as follows:

- a) September 1, 2019 – June 30, 2020

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

27. Authorization to Amend the Long Range Facilities Plan

Authorize Garrison Architects to amend the District's approved Long Range Facilities Plan to include the following projects:

Repair and expand of the Parking Lot at School #2
Repair and expand the Parking Lot at School #3
Repair and expand the Parking Lot at School #6
Construction of a stand-alone building for instruction – High School

28. Approve Low Quote Vendor

Approve Alarms by Safe-Tech, the low quote vendor, to provide alarm monitoring services for the District for the 2019-20 school year, at a cost of \$9,112.00. Services are to be charged to 11-000-261-420.

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

Exceptions: _____

Roll Call:

_____ Mr. Blake	_____ Mr. Shaw
_____ Ms. Dredde	_____ Ms. Watkins
_____ Mr. Fortune	_____ Ms. Peterson
_____ Ms. Martin	_____ Ms. Pitts
_____ Ms. McClendon	

XIV. PERSONNEL**1. Leave of Absence Requests**

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

	Name	Type of Leave	From	To	Paid/Unpaid
A	L.B.	Maternity	3/23/2020 5/23/2020	5/22/2020 6/30/2020	Paid Unpaid
B	K.C.	Maternity	1/16/2020 3/7/2020	3/6/2020 5/31/2020	Paid Unpaid
C	M.J.	FMLA *Intermittent	11/5/2019	11/4/2020	Unpaid
D	X.P.	Maternity *Revised Dates	10/17/2019 11/16/2019	11/15/2019 1/31/2020	Paid Unpaid
E	L.V.	FMLA *Intermittent	11/1/2019	5/31/2020	Unpaid

2. Resignation

Approve the following resignation for the 2019/2020 school year:

	Name	Position	Location	Effective
A	Lyons, Andrew	JROTC Instructor	High School	12/31/2019

3. 2019/2020 Winter Sports Monitors

Approve the following Winter Sports Monitors, at a rate of \$41.62 per hour, on an as needed basis, for the 2019/2020 school year:

	Name	Location
A	Langhorne, Cryhten	Middle/High School
B	Parzanese, Maria	Middle/High School

*Hourly rate adjustment pending ratification of the WTEA contract

4. 2019/2020 Winter Sports Coaches

Approve the following 2019/2020 Middle School Winter Sports Coaches: (11-401-100-100-401-07)

	Name	Club/Activity	Stipend	Step
A	Conn, Christine	Head Girls' Basketball Coach	\$2,829.00	3
B	Cox, Steven	Head Wrestling Coach	\$2,616.00	1
C	DeRosa, Raymond	Assistant Wrestling Coach	\$1,811.00	3
D	Lyles, Jordan	Head Boys' Basketball Coach	\$2,616.00	1
E	Murphy, Carrie	Assistant Girls' Basketball Coach	\$1,811.00	3
F	Sanders, Robert	Assistant Boys' Basketball Coach	\$1,674.00	1

*Stipend adjustment pending ratification of the WTEA contract

5. 2019/2020 After School STEM Club Advisor

Approve the following After School STEM Club Advisor, at a rate of \$41.62 per hour, on an as needed basis, for the 2019/2020 school year: (20-283-200-100-000-00)

	Name	Location
A	Bridgeford, Jessica	School No. 6

*Hourly rate adjustment pending ratification of the WTEA contract

6. 2019/2020 Homebound Instruction Tutor

Approve the following Homebound Instruction Tutor, at a rate of \$41.62 per hour, on an as needed basis, for the 2019/2020 school year: (11-150-100-101-000-98 & 11-219-100-101-000-98)

	Name	Subject Area	Effective
A	Sawyer, Stephanie	Mathematics	11/13/2019

*Hourly rate adjustment pending ratification of the WTEA contract

7. 2019/2020 Volunteer

Approve the following 2019/2020 Volunteer:

	Name	Volunteer Position	Location
A	Collins, Aaron	Boys' Track & Field Coach	High School

On a motion made by _____, seconded by _____, approval of Personnel Report is granted.

Exceptions: _____

Roll Call:

_____ Mr. Blake

_____ Ms. Dredde

_____ Mr. Fortune

_____ Ms. Martin

_____ Ms. McClendon

_____ Mr. Shaw

_____ Ms. Watkins

_____ Ms. Peterson

_____ Ms. Pitts

XV. ADDENDUM**XVI. OPEN PUBLIC RECORDS ACT (OPRA) REQUEST**

1. The Winslow Board of Education responded to the following OPRA Request between October 18, 2019 and November 8, 2019:

Received	Requested by	Document Requested	Approved	Denied
1	Asha Adamson Smartprocure	Request purchasing records from 2019-04-17(yyyy-mm-dd) to current. The specific information requested from your record keeping system is: <ol style="list-style-type: none"> 1. Purchase order number. If purchase orders are not used a comparable substitute is acceptable, i.e., invoice, encumbrance, or check number. 2. Purchase date 3. Line item details (Detailed description of the purchase) 4. Line item quantity 5. Line item price 6. Vendor ID number, name, address, contract person and their email address. 	1	
1	George Waksmunski Chesilhurst, NJ	Please provide copies of all <ol style="list-style-type: none"> 1. "standard weekly vouchers showing in reasonable detail the services provided for hourly employees from ESS to Winslow Township Board of Education from September 1, 2017 until November 1, 2019. 2. Please provide a copy of all current collective bargaining agreements with the Winslow Township Board of Education. 	.9	.1 Oct. & Nov 2019 Records not received
1	Lisa Colatrella Keystone-Mountain Lakes Regional Council of Carpenters	Please provide all purchase orders, contract award, proposals, invoices, bill payment records and certified payroll records for construction and/or maintenance work completed at Winslow Twp. School District Food Service Equip Repl. from J.H. Williams Enterprises, Inc. and any other contractor or subcontractor working on this project.	1	

XVII. OLD BUSINESS**XVIII. NEW BUSINESS****XIX. INFORMATIONAL ITEMS**

XX. EXECUTIVE SESSION

WHEREAS, the Open Public Meetings Act (N.J.S.A. 10:4-6 et seq.) requires all meetings of the Winslow Township Board of Education to be held in public, except as set forth in N.J.S.A. 10:4-12(b) which provides for nine (9) types of matters that may lawfully be discussed in "Executive Session," i.e. without the public being permitted to attend; and

WHEREAS, the Winslow Township Board of Education has determined that certain issues set forth below are permitted by N.J.S.A. 10:4-12(b) to be discussed without the public in attendance shall be discussed during an Executive Session to be held on November 13, 2019 at ___ p.m.; and

WHEREAS, the nine (9) exceptions to public meetings set forth in N.J.S.A. 10:4-12(b) are listed below, and the items to be privately discussed that fall within such exceptions shall be identified and written, and after each exception is a space where additional information that will disclose as much information about the discussion as possible without undermining the purpose of the exception as follows:

☐ "(1) Any matter which, by express provision of Federal law, State statute or rule of court shall be rendered confidential or excluded from public discussion." The legal citation to the provision(s) at issue is: _____ and the nature of the matter, described as specifically as possible without undermining the need for confidentiality is _____;

☐ "(2) Any matter in which the release of information would impair a right to receive funds from the federal government." The nature of the matter, described as specifically as possible without undermining the need for confidentiality is _____;

☐ "(3) Any material the disclosure of which constitutes an unwarranted invasion of individual privacy such as any records, data, reports, recommendations, or other personal material of any educational, training, social service, medical, health, custodial, child protection, rehabilitation, legal defense, welfare, housing, relocation, insurance and similar program or institution operated by a public body pertaining to any specific individual admitted to or served by such institution or program, including but not limited to information relative to the individual's personal and family circumstances, and any material pertaining to admission, discharge, treatment, progress or condition of any individual, unless the individual concerned (or, in the case of a minor or incompetent, his guardian) shall request in writing that the same be disclosed publicly." The nature of the matter, described as specifically as possible without undermining the need for confidentiality is _____;

☐ "(4) Any collective bargaining agreement, or the terms and conditions of which are proposed for inclusion in any collective bargaining agreement, including the negotiation of terms and conditions with employees or representatives of employees of the public body" The collective bargaining contract(s) discussed are between the public body and _____;

☐ "(5) Any matter involving the purchase lease or acquisition of real property with public funds, the setting of bank rates or investment of public funds where it could adversely affect the public interest if discussion of such matters were disclosed." The nature of the matter, described as specifically as possible without undermining the need for confidentiality is _____;

☐ "(6) Any tactics and techniques utilized in protecting the safety and property of the public provided that their disclosure could impair such protection. Any investigations of violations or possible violations of the law." The nature of the matter, described as specifically as possible without undermining the need for confidentiality is _____;

☐ "(7) Any pending or anticipated litigation or contract negotiation in which the public body is or may become a party. Any matters falling within the attorney-client privilege, to the extent that confidentiality is required in order for the attorney to exercise his ethical duties as a lawyer." The parties to and docket numbers of each item of litigation and/or the parties to each contract discussed are _____ and nature of the discussion, described as specifically as possible without undermining the need for confidentiality is _____;

☐

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

_____;

☐

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

_____;

WHEREAS, the length of the Executive Session is estimated to be _____ 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.

On a motion made by _____, seconded by _____, approval to move to Executive Session is granted at _____. Exceptions: _____	
<i>Roll Call:</i>	
_____ Mr. Blake	_____ Mr. Shaw
_____ Ms. Dredde	_____ Ms. Watkins
_____ Mr. Fortune	_____ Ms. Peterson
_____ Ms. Martin	_____ Ms. Pitts
_____ Ms. McClendon	

XXI. ADJOURNMENT OF EXECUTIVE SESSION Time: _____

On a motion made by _____, seconded by _____, approval to adjourn Executive Session is granted.
Exceptions: _____
<i>Voice Vote:</i> _____

XXII. ADJOURNMENT Time: _____

On a motion made by _____, seconded by _____, approval to adjourn Meeting is granted.
Exceptions: _____
<i>Voice Vote:</i> _____