



## MINUTES

**Thursday, December 14, 2023**  
**December 2023 Advisory Board Work Session Meeting**

**Advisory Board Conference Room**  
**1300 Cambridge St.**  
**Camden, New Jersey**

### MEETING OPENING

Board President Muhammad called the meeting to order at 5:37pm.

### Sunshine Law Statement

Board President Muhammad read the sunshine statement:

- *The regular notice requirement of the New Jersey Open Public Meetings Act has been complied with in that adequate advance notice of this meeting was given at least 48 hours in advance.*
- *On January 19, 2023, notice was mailed to the **Courier Post**, **Philadelphia Inquirer** and posted on the District's website.*

### Pledge to the Flag

State Superintendent McCombs led those in attendance in reciting the Pledge of Allegiance.

### Roll Call

Board Secretary, Mr. Coxe, conducted a roll call to establish a quorum for the meeting:

Ms. Jackson - ABSENT	Ms. Merricks - PRESENT (ZOOM)	Mr. Leyba-Martinez - PRESENT (ZOOM)
Mr. Hudson - PRESENT (ZOOM)	Mr. Gonzalez - ABSENT	Vice-President Nelson - ABSENT
Ms. Alvarez - ABSENT	Ms. Gillespie - PRESENT	President Muhammad - PRESENT

### EXECUTIVE SESSION - (If Needed)

On a motion by Ms. Gillespie, seconded by President Muhammad, it was moved to enter into Executive Session at 5:38 PM for the purpose of discussion on: Student HIB Results;and Confidential Personnel Matters for approximately 20 minutes.

### ALL AYES

Ms. Ebony Hinson reviewed the monthly HIB results for the district.

- 9 incidents reported
  - 3 unfounded
  - 5 inconclusive
  - 1 some founded

State Superintendent McCombs introduced Dr. Kelvin Smith to the Board. Dr. Smith will be serving as Interim Business Administrator and Board Secretary effective January 2, 2024.

- Dr. Smith has 35 years working in the nonprofit sector with 16.5 years working for the Willingboro School District

### **Motion to Reconvene into Open Session**

On a motion by President Muhammad, seconded by Ms. Gillespie, it was moved to return to Public Session at 5:53 pm.

**ALL AYES**

### **RESIGNATION OF BOARD MEMBER**

Board President Muhammad read the resignation letter of Board Member Clayton Gonzalez and accepted Mr. Gonzalez's resignation effective December 11, 2023.

### **DISTRICT QSAC DPR REVIEW**

State Superintendent McCombs reviewed the QSAC process with the Board. Each review area was reviewed with the Board by the respective member of the Executive Leadership Team"

- Ms. Whitzell reviewed Curriculum & Instruction
- Mr. Coxe reviewed Fiscal
- Ms. Price reviewed Governance
- Dr. Walker reviewed Operations
- Ms. Reese reviewed Personnel

Each Executive Leadership Team presented how the district scored itself and the basis by which the score was derived. Additionally, each member spoke of the areas in need of improvement and what actions are being taken to address those areas.

### [QSAC DPR REVIEW](#)

### **PUBLIC COMMENT**

General Counsel, Ms. Price opened the meeting for public comment.

**NO PUBLIC COMMENTS**

### **APPROVAL STATEMENT**

State Superintendent McCombs issued her approval statement:

" In accordance with the powers vested in the State District Superintendent under Title 18A, I hereby approve today's Superintendent's Agenda Items - the District's QSAC DPR scores and authorize submission to NJDOE."

### **Adjournment of Meeting**

On a motion by Ms.Gillespie, with second by Mr. Leyba-Martinez, the December 14, 2023 Advisory Board of Education Work Session Meeting was adjourned at 6:21 PM.

**ALL AYES**

Respectfully submitted,

Raymond W. Coxe  
Board Secretary