

QUINTON BOARD OF EDUCATION
REGULAR MEETING MINUTES
Thursday, October 26, 2023

The Board of Education Meeting of the Township of Quinton, County of Salem, New Jersey was held at 7:00 p.m., on October 26, 2023.

Mrs. Amy Keen, Board President, led the group in the pledge to the flag.

Mrs. Amy Keen, Board President, called the meeting to order at 7:03 p.m.

The New Jersey Open Public Meetings Statement was read by Mrs. Keen. Notice of the meeting was published in the South Jersey Times, the Elmer Times, filed with the Township Clerk, and posted on the door of the Quinton Township School

Members Present: Jeannette Harrington, Amy Keen, Joseph Longo, Anthony Mott, Joanne Nacucchio, Abram Norman, Tracy Scull, Michael Sites and Lawrence Winkels

Members Excused: None

Members Absent: None

Also Present: Karen Stoms, Business Administrator
Stewart Potter, Superintendent
Gwen Herman, Principal
Members of the Public (sign-in sheet on file)

EDUCATIONAL HIGHLIGHTS/PRESENTATIONS/RECOGNITION - None

PUBLIC COMMENT I

Ms. Kristin Dilk 14 Cream Ridge Road, Salem NJ 08079

Attending to inquire about the youth league expanding for cheerleading and developmental programs. Was interested to see if they could have the full gym and more availability. Also wanted to see if the school could send out fliers to families.

MINUTES

Moved by A. Norman and seconded by A. Mott that the Board of Education approve the regular minutes and executive session minutes for the September 26, 2023 meeting.

Motion approved by voice vote. Motion carried.

CORRESPONDENCE - None

BOARD OF EDUCATION BUSINESS

Moved by J. Nacucchio and seconded by J. Harrington that the Board of Education approve the following item(s):

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A. OLD BUSINESS - None

B. NEW BUSINESS

1. Complete the Board Self-Evaluation by November 15th by logging on to www.njsba.org and scrolling to the bottom of the page to "Online Evaluations for Superintendents and Boards". Summary will be presented at the November meeting.

Motion approved by voice vote. Motion carried.

BUSINESS ADMINISTRATOR/BOARD SECRETARY REPORT

Moved by J. Nacucchio and seconded by T. Scull that the Board of Education approve the following item(s):

1. Board Secretary Certification

Board's Certification:

Pursuant to **N.J.A.C. 6A:23A-16.10(c) 4**, the Quinton Township Board of Education certifies that as of **June 30, 2023 (revised)** and after review of the Secretary's Monthly Financial Report and upon consultation with the appropriate district officials, to the best of the Board's knowledge, no major account or fund has been over-expended in violation of **N.J.A.C. 6A:23A-16.10(a) 1** and that sufficient funds are available to meet the district's financial obligations for the remainder of the fiscal year.

Board Secretary's Certification:

Pursuant to **N.J.A.C. 6A:23A-16.10(c) 3**, I certify that as of **June 30, 2023 (revised)** no budgetary line item account has obligations and payments (contractual orders) which in total exceed the amount appropriated by the Quinton Township Board of Education pursuant to **N.J.S.A. 18A:22-8.1** and **N.J.S.A. 18A:22-8.2** and no budgetary line item account has been over-expended in violation of **N.J.A.C. 6A:23A-16.10(c) 4**. And, in accordance with **N.J.A.C. 6A:23A-16.10(c) 2**, it is certified that there are no changes in anticipated revenue amounts and sources for the month ending **June 30, 2023 (revised)**.

(Page)

2. Cash Reconciliation Report - Approve the revised cash reconciliation reports for the 2022-2023 school year. *(Page)*

3. Bills to be Paid - Approve payroll and agency for the month of **September 2023** and the bills list for the month of **October 2023**. *(Page)*

4. Travel Expenses - Approve the payment of travel expenses incurred as a result of attendance by district staff and board of education members at trainings, meetings, educational/informational programs and workshops/seminars, as previously approved by the Superintendent.

5. Workshop/Seminar Requests - Approve the workshop/seminar requests, as previously approved by the Superintendent:

Staff	Location	Workshop/Seminar	Date	Cost	Sub Cost
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Shanna Hoffman	Virtual	Special Education: Accelerate Progress for Students with IEPs	12/8/2023	\$279	\$120
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6. **Safety Grant** - Accept the Safety Grant check in the amount of \$2,000.
7. **CMP and Form M-1** - Approve, by resolution, the submission of the Comprehensive Maintenance Plan and Form M1 to the Salem County Office of Education. (Page)
8. **Special Education Tuition Contract**- Approve a Special Education Tuition Contract with Pittsgrove Board of Education for Quinton resident student to attend the ERI program from September 7, 2023 to October 12, 2023 at the per diem rate of \$166.10.
9. **Special Education Tuition Contract**- Approve a Special Education Contract with Lower Alloways Creek Board of Education for LAC resident student #9125610713 to attend the PSD program at Quinton School effective November 27, 2023 to June 30, 2024 at an annual estimated rate of \$33,500 (\$186.11 per diem).

Roll Call:

Ayes: (9) J. Harrington, J. Longo, A. Mott, J. Nacucchio, A. Norman, T. Scull, M. Sites,
L. Winkels and A. Keen Noes: (0) Abstain: (0) Motion Carried.

SUPERINTENDENT REPORT

Moved by T. Scull and seconded by J. Nacucchio that the Board of Education approve the following item(s):

- A. **Superintendent' Monthly Report** (Page)
 1. **Discipline Report**
- B. **Building and Grounds**
 1. **Emergency Drills** - Approve the following emergency school drills:
Fire Drill - 10/25/2023
Security Drill (Shelter in Place)- 10/16/2023
 2. **Bus Evacuation Drill**
Date: 09/29/2023
Time: 8:15 am- 8:30 am
School: Quinton Township School
Location: 8 Robinson Street, Quinton, NJ 08072
Route #'s: C101, C102, C103, C104
Person(s) Supervising: Stewart Potter, Superintendent and Mindy Bacon,
Early Childhood Coordinator
 3. **Monthly Facility Self-Inspection List**- Review of the School Monthly Facility Self-Inspection List for October 2023 as completed by the Building and Grounds Manager.
 4. **Annual School Facilities Checklist** - Approve the submission of the Annual School Facilities Checklist to the Salem County Office of Education.

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Roll Call:

Ayes: (9) J. Harrington, J. Longo, A. Mott, J. Nacucchio, A. Norman, T. Scull, M. Sites,
L. Winkels and A. Keen Noes: (0) Abstain: (0) Motion Carried.

C. **Curriculum** - None

D. **Policy**- None

Moved by T. Scull and seconded by L. Winkels that the Board of Education approve the following item(s):

E. **Administrative**

1. **NJSLA Spring 2023-** Review the NJSLA scores for the 2022-2023 school year.
2. **Choice Program-** Website information including the timelines, applications, and forms for enrollment have been updated for the 2024-2025 school year in English and Spanish.
3. **Projected Preschool Enrollment-** Approve the submission of the Projected Preschool Enrollment for the 2024-2025 school year at a total of 45 students (42 regular education and 3 special education).
4. **Preschool Operational Plan Update-** Approve, by resolution, the submission of the 2024-2025 Preschool Operational Plan Update. (Page)

F. **Personnel**

1. **Substitute List-** Approve the following individuals as substitutes for the 2023-2024 school year at the Board approval rate:
 - a. Taylor Counsellor (Teacher and Paraprofessional)Note: Individuals must complete all required paperwork prior to beginning to work.
2. **Homebound Instruction-** Approve Brittany Blue to provide homebound instruction to one Quinton resident student at the rate of \$35 per hour for 10 hours per week. Further, approve her to provide homebound instruction on an as needed basis throughout the 2023-2024 school year.
3. **Practicum Placement-** Approve placement of two Wilmington University students to complete their Spring Practicum:
Samantha Whitesall with Joyce Cohen
Brielle Roll with Ashley Danter
4. **Teacher-** Approve the appointment of Josiah Hughes as a Special Education teacher for the remainder of the 2023-2024 school year at an annual salary of \$62,308 Step 1

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BA (prorated for this contract). Effective January 2, 2024 through June 30, 2024.
Benefits according to the QEA Collective Bargaining Agreement. Pending completion of all required new hire paperwork.

Roll Call:

*Ayes: (9) J. Harrington, J. Longo, A. Mott, J. Nacucchio, A. Norman, T. Scull, M. Sites,
L. Winkels and A. Keen Noes: (0) Abstain: (0) Motion Carried.*

Moved by T. Scull and seconded by J. Harrington that the Board of Education approve the following item(s):

G. Facilities Use- Approve the following requests for use of facilities:

ORGANIZATION	CONTACT	DATE(S) HOURS EVENT	ROOM/AREA
Quinton Twp Youth League	Mandy Renner	Various from 5:30 pm Basketball October to 9:00 pm March	Gym
Quinton School	Alyssa Williams	11/14/2023 3:00 pm Flu Clinic to 5:00 pm	Library
Quinton Home & School	Maura Wells	11/14/2023 6:00 pm to 7:00 pm Home & School meeting	Library

H. Student Personnel

1. **Field Trips-** Approve the attached list of Field Trips for the 2023-2024 school year. (None this meeting)
2. **HIB Self- Assessment-** Approve the submission of the 2022-2023 School Self Assessment for Determining Grades under the Anti-Bullying Bill of Rights Act to the NJDOE by the due date.
3. **HIB-** Approve, as per the NJDOE, HIB reporting requirements, the second reading for the period of September 7, 2023 to September 27, 2023 with no incidents.
4. **HIB -** Approve, as per the NJDOE, HIB reporting requirements, the first reading for the period of September 28, 2023 to October 25, 2023 with one (1) incident.

Roll Call:

*Ayes: (9) J. Harrington, J. Longo, A. Mott, J. Nacucchio, A. Norman, T. Scull, M. Sites,
L. Winkels and A. Keen Noes: (0) Abstain: (0) Motion Carried.*

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REPRESENTATIVE TO SALEM CITY BOARD OF EDUCATION

1. The August meeting minutes.

OTHER BOARD MEMBERS AND COMMITTEE REPORTS

1. NJSBA Convention

PUBLIC COMMENT II

Kristin Dilk, 14 Cream Ridge Road Salem, NJ

- Do we have AEDs in the building? What about safety training for parents or community members so they are ready if they are in the building for something such as the book fair?
- More field trips to get the students out and in the community
- More assemblies, classes, etc for the students to make them aware so they won't bully other students
- What age can they run the concession stands?
- We don't want children in the hallway and we don't want food in the gym.
- Beyond March are we able to use the school for youth league?

Rebecca Miller, 23 East Avenue, PO Box 398, Quinton, NJ 08072

- First Aid for the kids. Do they do anything in the classroom? Are they taught anything like that such as in health class?
- Connect Ed messages come with tiny links that are unreadable.
- Safety Plan- If I hear there is an active shooter; I want to come to the school. It would be nice for the parents to know the safety plan in advance so they don't have to wait for a message to be sent out in the event something happens. And to know what the protocol is for distribution of the tablets in the case of the nuclear issue.
- Mentor program (big brother/big sister type of thing) would be great to have

Peter Fogg, Marlboro Road

- Has a grandson who is homosexual. He feels it is morally wrong. Has led to the destruction of civilization in history. The state doesn't have a right to take these children and promote sexual perversion. Can't go by feelings, they aren't reliable. Need to go by facts. School should promote who the children are, not who they want to be.

ADJOURNMENT

Moved by A. Norman and seconded by J. Harrington that the meeting be adjourned at 8:27 p.m.

Unanimously approved by voice vote. Motion Carried.

Respectfully submitted,

Karen Stoms

Business Administrator/Board Secretary