

**QUINTON BOARD OF EDUCATION**  
**REGULAR MEETING MINUTES**  
**Thursday, February 22, 2024**

The Board of Education Meeting of the Township of Quinton, County of Salem, New Jersey was held at 7:00 pm on February 22, 2024.

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 7:04 pm.

The New Jersey Open Public Meetings Statement was read by Mrs. Keen. Notice of the meeting was published by having the date, time, and place thereof posted in the Municipal Building, the Quinton Township School, the South Jersey Times and the Elmer Times.

**ROLL CALL**

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

Members Excused: None

Members Absent: Joseph Longo and Abram Norman

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** - None

**MINUTES**

Moved by T. Scull and seconded by A. Mott that the Board of Education approve the regular minutes for the January 23, 2024 meeting.

*Approved by voice vote. Abstain: J Nacucchio Motion carried.*

**CORRESPONDENCE** - None

**BOARD OF EDUCATION BUSINESS**

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

**A. OLD BUSINESS**

1. Board Self-Evaluation results - None received from NJSBA as of today
2. Suggestions for 2024 Board Goals (based on Board Self-Evaluation Results):  
Unable to complete without Board Self-Evaluation results

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3. Mandated Training for School Board Members (In-Person or Online Options)

1st Year - Governance I: New Board Member Orientation

2nd Year - Governance II: Finance

- Anthony Mott

3rd Year - Governance III: Student Achievement

- Jeanette Harrington
- Lawrence Winkels, Sr.

4th Year & Each Re-election - Governance IV: Legal Update

- Joseph Longo III
- Joanne Nacucchio
- Tracy Scull

**B. NEW BUSINESS**

1. Personal/Relative and Financial Disclosure Statements - Need to be completed by March 1, 2024. You received an email with instructions.

*Unanimously approved by voice vote. Motion carried.*

**BUSINESS ADMINISTRATOR/BOARD SECRETARY REPORT**

Moved by T. Scull and seconded by J. Harrington that the Board of Education approve the following items:

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 **December 31, 2023** 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 **December 31, 2023**, 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 **December 31, 2023**.

2. **Cash Reconciliation Report** - Approve the cash reconciliation report for the month of **December 2023**.
3. **Transfers** - Approve the transfer list for the month of **December 2023**.
4. **Bills to be Paid** - Approve payroll and agency for the month of **January 2024** and the bills list for the month of **January 2024 and February 2024**.

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

| Staff                                       | Location                   | Workshop/Seminar                 | Date    | Cost                                                   |
|---------------------------------------------|----------------------------|----------------------------------|---------|--------------------------------------------------------|
| Jackie Viereck                              | Monroe Township, NJ        | NJSLA Training                   | 1/24/24 | \$0 Registration<br>Mileage & Tolls                    |
| Samantha Saddler                            | Deptford Twp Middle School | Link It Workshop                 | 3/6/24  | \$0 Registration<br>Mileage & Tolls                    |
| Mindy Bacon, Julie Hofacker, Michael Hughes | DoubleTree Cherry Hill     | Handle With Care Recertification | 3/14/24 | \$525 Registration<br>Mileage & Tolls<br>(each person) |

7. **Transportation** - Acknowledge adding Quinton student #8663704066 to Route Y1179 effective January 29, 2024 through June 30, 2023. This is an existing route through GCSSSD Transportation Cooperative.
8. **Grant Amendments** - Approval to amend the following grants due to changes in allocations: ARP ESSER, ARP Homeless and ESEA.
9. **Transportation** - Approve transportation of Quinton student #5913911988 to and from Quinton School on Penns Grove's route RD06 effective January 24, 2024 through June 30, 2024 at the per diem rate of \$220.27. Route cost will be reimbursed by McKinney Vento funds.
10. **Special Education Tuition Contract** - Approve a Special Education Tuition Contract with Oldmans Board of Education for Pedricktown resident student #2912171371 to attend the PSD program at Quinton School effective February 26, 2024 to June 30, 2024 at an annual estimated rate of \$33,500 (\$186.11 per diem).
11. **One to One Teacher Assistant** - Approve a One to One Teacher Assistant Contract with Oldmans Board of Education for Pedricktown resident student attending the PSD program at Quinton School effective February 26, 2024 to June 30, 2024 at an annual cost of \$21,000 (116.67 per diem).
12. **Special Education Tuition Contract** - Approve a Special Education Tuition Contract with Mannington Board of Education for Mannington resident student #5590487203 to attend the PSD program at Quinton School effective April 3, 2024 to June 30, 2024 at an annual estimated rate of \$33,500 (\$186.11 per diem).
13. **Special Education Tuition Contract** - Approve a Special Education Tuition Contract with Salem County Special Services School District for one Quinton resident student

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#8663704066 to attend SCSSSD Daretown Campus at an annual rate of \$61,317 (340.65 per diem) effective January 29, 2024 through June 30, 2024.

14. **SDA Resolutions** - Approve the following resolutions for submission to the SDA as part of the Section 15 Grant Agreement Execution Submission Checklist:
  - a. Authorizing Execution and Delivery of the Grant Agreement
  - b. Delegation of Authority to School Business Administrator for Supervision of the School Facilities Project
15. **ARP ESSER** - Approve utilizing ARP ESSER Accelerated Learning Coaching and Educator Support funds for a Penn Literacy Network program for seven (7) staff members. Further, approve payment to those staff for any sessions held outside of normal work hours at the QEA approved rate of \$35 per hour utilizing the same ARP ESSER funding.

*Roll Call:*

*Ayes: (7) J. Harrington, A Keen, A Mott, J. Nacucchio, T Scull, M Sites and L Winkels*

*Noes: (0) Abstain: (0) Motion Carried.*

## SUPERINTENDENT REPORT

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

### 1. Superintendent's Monthly Report

1. Discipline Report

### 2. Building and Grounds

1. **Emergency Drills** - Approve the following emergency school drills:

Fire Drill - 2/9/2024

Security Drill - 1/31/2024 and 2/8/2024

2. **Monthly Facility Self-Inspection List**- Review of the School Monthly Facility Self-Inspection List for February 2024 as completed by the Building and Grounds Manager.

*Roll Call:*

*Ayes: (7) J. Harrington, A Keen, A Mott, J. Nacucchio, T Scull, M Sites and L Winkels*

*Noes: (0) Abstain: (0) Motion Carried.*

A. **Curriculum** - None

B. **Policy** - None

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

### A. Administrative

1. **Student Safety Data System incident report** - Review report for Period 1 (September 1, 2022 to December 31, 2022), that was submitted to the Department of Education.

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## B. Personnel

1. **Teacher Assistant** - Approve hiring Avery Malinowski as a Teacher Assistant to work one on one with Oldmans Board of Education student in the PSD classroom for the remainder of the 2023-2024 school year at an annual salary of \$18,450 (prorated for this contract). Effective upon completion of all hiring paperwork.
2. **Wildcat Video Game Club** - Approve Joseph Micarelli and Shane Manuel as advisors to participate in after school events once a week, as scheduled and approved for the 2023-24 school year; equipment and supplies will be ordered, per approval.
3. **Substitute** - Approve the following substitute(s) at the board approved rates:  
Paytyn Adams - Paraprofessional and Cafeteria  
Irma Hernandez - Paraprofessional  
Emily Leypoldt - Paraprofessional  
Deja Wiley - Paraprofessional and Cafeteria  
Effective upon completion of all required hiring paperwork.
4. **Homebound Instruction** - Approve the following individuals for Homebound Instruction on an as needed basis during the 2023-2024 school year at a rate of \$35 per hour (per the QEA Agreement):  
- Rosemary Poliski

### Roll Call:

*Ayes: (7) J. Harrington, A Keen, A Mott, J. Nacucchio, T Scull, M Sites and L Winkels*

*Noes: (0) Abstain: (0) Motion Carried.*

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

### 1. **Facilities Use** - Approve the following request(s) for use of facilities:

| ORGANIZATION                                   | DATE(S)                        | TIME             | ROOM/ AREA             | EVENT              | REQUEST       |
|------------------------------------------------|--------------------------------|------------------|------------------------|--------------------|---------------|
| Quinton Home & School                          | 3/19/2024                      | 6pm - 8pm        | Cafeteria/ Gym         | Paint the Tiles    | Maura Wells   |
| Quinton Twp Ambulance Squad                    | 3/24/2024                      | 12pm - 4pm       | Playground/ Basketball | Easter Egg Hunt    | Joe Elwell    |
| Salem County Council of Education Associations | 3/23/24                        | 10am - 2pm       | Gym                    | Spring Family Fest | Denise Dawson |
| Quinton Twp School                             | 3/28/2024                      | 3pm - 6pm        | Music Room Hallway     | Joe Corbi Pickup   | Mr. Potter    |
| Quinton Home & School                          | 4/9/2024                       | 5pm - 9pm        | Cafeteria/ Gym         | Canvas Paint Night | Maura Wells   |
| Quinton Planning Board                         | 3/12/24,<br>6/1//24,<br>7/9/24 | 5:45pm - 11:00pm | Gym                    | Meeting Hall       | John Allen    |

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## 2. Student Personnel

1. **Field Trips** - Approve the attached list of Field Trips for the 2023-2024 school year.

2. **HIB** - Approve, as per the NJDOE, HIB reporting requirements, the second reading for the period of December 22, 2023 to January 23, 2024 with no incidents.

3. **HIB** - Approve, as per the NJDOE, HIB reporting requirements, the first reading for the period of January 23, 2024 to February 20, 2024 with two (2) incidents.

*Roll Call:*

*Ayes: (7) J. Harrington, A Keen, A Mott, J. Nacucchio, T Scull, M Sites and L Winkels*

*Noes: (0) Abstain: (0) Motion Carried.*

## REPRESENTATIVE TO SALEM CITY BOARD OF EDUCATION

1. The January meeting minutes are submitted for board review.

## OTHER BOARD MEMBERS AND COMMITTEE REPORTS

**PUBLIC COMMENT II** - None

## RECESS INTO EXECUTIVE SESSION

Moved by A. Mott and seconded by J. Harrington that the Board of Education approve adopting the resolution to adjourn into executive session at 7:46 pm:

### QUINTON TOWNSHIP BOARD OF EDUCATION RESOLUTION AUTHORIZING EXECUTIVE SESSION

**WHEREAS**, N.J.S.A. 10:4-12 allows for a Public Body to go into executive session during a Public Meeting; and

**WHEREAS**, the Board of Education of Quinton Township School District has deemed it necessary to go into executive session to discuss certain matters which are exempted from the Public; and

**WHEREAS**, the length of executive session is estimated to be **90** minutes after which the regular meeting of this Board of Education will reconvene and proceed with business;

**NOW, THEREFORE, BE IT RESOLVED** that the Board of Education of the Quinton Township School District will go into executive session for the following reason(s) as outlined in N.J.S.A. 10:4-12:

- ☒ 1. Confidential matters per statute or court order - **Residency**
- ☐ 2. Matters that would impact rights to receive federal funds
- ☐ 3. Unwarranted invasion of individual privacy
- ☐ 4. Collective bargaining with the Quinton Education Association
- ☐ 5. Acquisition of real property or investment of public funds
- ☐ 6. Tactics or techniques utilized in public safety procedures
- ☐ 7. Litigation, contract negotiations, or attorney-client privilege
- ☐ 8. Personnel matters
- ☐ 9. Imposition of penalties upon an individual

**BE IT FURTHER RESOLVED** that the Board of Education hereby declares that its discussion of the aforementioned subject(s) may be made public at a time when the Board Attorney

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advises the Board of Education that the disclosure of the discussion will not detrimentally affect any right, interest or duty of the School District or any other entity with respect to said discussion.

**BE IT FURTHER RESOLVED** that the Board of Education, for the aforementioned reasons, hereby declare that the public is excluded from the portion of the meeting during which the above discussion shall take place and hereby directs the Board Secretary to take the appropriate action to effectuate the terms of this resolution.

*Unanimously approved by voice vote. Motion carried.*

### RESUMPTION OF PUBLIC PORTION OF THE MEETING

Moved by M. Sites and seconded by J. Harrington that the Board of Education resume the public portion of the meeting at 8:46 pm.

*Unanimously approved by voice vote. Motion carried.*

Moved by J. Harrington and seconded by J. Nacucchio that the Board of Education approve the following resolution:

Resolved by the Board to deny the residency appeal as heard in Executive Session and to remove students #9328953924, #6618376461 and #9156098230 from the District for lack of residency with the last day of attendance at Quinton Township School of March 1, 2024.

*Roll Call:*

*Ayes: (5) J. Harrington, A Keen, J. Nacucchio, M Sites and L Winkels*

*Noes: (1) T Scull Abstain: (1) A Mott Motion Carried.*

### ADJOURNMENT

Moved by J. Harrington and seconded by J. Nacucchio that there being no further business to come before the Board of Education, the meeting be adjourned at 8:50 pm.

*Unanimously approved by voice vote. Motion carried.*

Respectfully submitted,

Karen Stoms

Business Administrator/Board Secretary