

**QUINTON BOARD OF EDUCATION  
REGULAR MEETING MINUTES  
Tuesday, February 23, 2023**

The Board of Education Meeting of the Township of Quinton, County of Salem, New Jersey was held at 7:00 pm, on February 23, 2023.

Mrs. Jeannette Harrington, Board Vice President, led the group in the pledge to the flag.

Mrs. Jeannette Harrington, Board Vice President, called the meeting to order at 7:02 pm

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

**OATH OF OFFICE**

Business Administrator will issue the Oath of Office to elected Board Members:

- Michael Sites

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

Members Excused: None

Members Absent: None

**EDUCATIONAL HIGHLIGHTS/PRESENTATIONS/RECOGNITION**

1. Presentation of Star Student, Wyatt Porreca, by - Mrs. Finlaw's class, Teacher.

**PUBLIC COMMENT I**

Mr. Fogg, 5 Marlboro Road, Bridgeton, NJ

Attending because of a number of things he is hearing about the curriculum that the state is pushing. Critical Race Theory and Gender Confusion.

**MINUTES**

Moved by A. Norman and Seconded by J. Nacucchio that the Board of Education approve the regular minutes for the January 24, 2023 meeting.

*Unanimously approved by voice vote. Motion carried.*

**CORRESPONDENCE**

1. Letter from the NJ Department of Education approving the request for a SEMI waiver.

**BOARD OF EDUCATION BUSINESS**

**A. OLD BUSINESS**

1. Mandated Training for School Board Members (In-Person or Online Options)  
1st Year - Governance I: New Board Member Orientation  
Anthony Mott (*requests online*)

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2nd Year - Governance II: Finance

Jeanette Harrington

Lawrence Winkels, Sr.

3rd Year - Governance III: Student Achievement

Joseph Longo (*registered for online*)

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

Abram Norman and Michael Sites

### B. NEW BUSINESS

Moved by J. Nacucchio and Seconded by A. Norman that the Board of Education approve the following item(s):

1. Personal/Relative and Financial Disclosure Statements - Need to be completed by February 28, 2023. You received an email with instructions.
2. Policy series 5000 and 6000 will be on the March agenda for approval.
3. Suggestions for 2023 Board Goals (based on Board Self-Evaluation Results):
4. Ruritan Club no longer exists and they are disbursing the funds 30% each to the school, the fire company and the church they use for their meetings. The dollar amount is not finalized, but it must go into an activity fund for the students.

*Unanimously approved by voice vote. Motion carried.*

Moved by M. Sites and Seconded by A. Norman that the Board of Education approve the following item(s):

5. Approval of 2023 Board Goals as discussed and agreed upon by the Board of Education members.

*Unanimously approved by voice vote. Motion carried.*

### BUSINESS ADMINISTRATOR/BOARD SECRETARY REPORT

Moved by J. Nacucchio and seconded by J. Harrington 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 **November 30, 2022 and December 31, 2022** 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 **November 30, 2022 and December 31, 2022**, no budgetary line item account has obligations and payments (contractual orders) which in total exceed the amount appropriated by the Quinon Township Board of Education pursuant to **N.J.S.A. 18A:22-8.1** and **N.J.S.A. 18A:22-8.2** and

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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 **November 30, 2022 and December 31, 2022.**

2. **Cash Reconciliation Report** - Approve the cash reconciliation report for the month of **November 2022 and December 2022.**

3. **Transfers** - Approve the transfer list for the month of **November 2022 and December 2022.**

4. **Bills to be Paid** - Approve payroll and agency for the month of **November 2022 and December 2022** and the bills list for the month of **February 2023.**

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               | Mileage |
|----------------|-----------------------------|-------------------------------------------------------------------------|----------------------|--------------------|---------|
| Erin White     | Virtual                     | Best Strategies for Catching Up Students Who have Fallen Behind in Math | March 9, 2023        | \$279<br>*Title II | N/A     |
| Mindy Bacon    | DoubleTree, Cherry Hill, NJ | Handle with Care Certification Training                                 | 2/27, 2/28, 3/1/2023 | \$1525<br>*grant   | \$92.40 |
| Julie Hofacker | DoubleTree, Cherry Hill, NJ | Handle with Care Certification Training                                 | 2/27, 2/28, 3/1/2023 | \$1525<br>*grant   | \$92.40 |

7. **Tuition Agreement** - Acknowledge a change in placement for Quinton student #4614078217 to the SCSSSD Daretown Campus at an annual cost of \$58,959. (Student was attending the Upper Pittsgrove campus at an annual cost of \$48,861)

8. **Transportation** - Acknowledge adding Quinton student #4614078217 to Route Y1179 effective February 21, 2023 through June 30, 2023. This is an existing route through GCSSSD Transportation Cooperative.

9. **Heating Oil #2 Bid** - Approve, by resolution, awarding the Bid for Heating Oil #2 to Ferrell Oil Company.

10. **Grant Amendments** - Approval to amend the following grants due to changes in allocations: ESSER CARES II, ARP ESSER and ESEA

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**11. Copier Lease** - Approve a lease with Ricoh USA for two copiers for 60 months at a monthly rate of \$581.44 plus a rebate check in the amount of \$2,100. Term to start as soon as equipment is delivered and installed.

**12. Shared Services** - Approve a Shared Services Agreement with Elsinboro Board of Education to provide School Nurse Services to Quinton Board of Education at a cost of \$1,500 per year (prorated for this contract).

*Roll Call: Ayes: (9) J. Harrington, A. Keen, J. Longo, A. Mott, J. Nacucchio, A. Norman, T. Scull, M. Sites and L. Winkels 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's Monthly Report**

1. Discipline Report

**B. Building and Grounds**

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

Fire Drill - 2/23/2023

Security Drill - 2/22/2023

2. **Monthly Facility Self-Inspection List**- Review of the School Monthly Facility Self-Inspection List for February 2023 as completed by the Building and Grounds Manager.

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

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

**C. Curriculum - None**

**D. Policy**

1. **Revised Policy Manual** - Approve sections 3000 and 4000 of the policy manual that was revised by NJSBA and reviewed by the policy committee.

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

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

**E. Administrative**

1. **Job Description** - Approve the second reading of the following job description: Assistant

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2. **Paraprofessional Statement of Assurance** - Approve the submission of the Paraprofessional Statement of Assurance to the County Office of Education.
3. **School Calendar** - Approve a revision to the 2022-2023 School Calendar to reflect the addition of one day at the end of the school year.
4. **Statement of Assurance** - Approve submission of the Comprehensive Equity Plan Statement of Assurance for 2023-2024.

### F. Personnel

1. **Substitute** - Approve the following substitute(s) at the board approved rates:  
Alyssa Williams, Nurse  
Erin Shetter, Teacher  
Renee Stewart, Paraprofessional and Teacher
2. **Resignation** - Accept, with regrets, the letter of resignation from Julie Esposito effective June 30, 2023, noting her interest in a part-time position should one become available.
3. **Retirement** - Accept, with regrets, the letter of retirement from Donna Profero effective June 30, 2023. She has worked for the district for 25 years.
4. **Revised Contract** - Approve a revised contract for Julie Esposito for the 2022-2023 school year with an annual salary of \$66,557 Step 3 MA+30. Change is due to the original contract showing the BA+30 level salary.
5. **Long-term Substitute** - Approve an increase in the per diem rate for Samantha Saddler to \$140 per day for coverage for the leave of absence of Lauren McCaughin.
6. **Paraprofessional** - Approve hiring Yvonne Brooks as a paraprofessional for the remainder of the 2022-2023 school year at an annual salary of \$17,760, Step 2 (prorated for this contract). Effective upon completion of hiring paperwork.

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

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

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

| ORGANIZATION                  | DATE(S)   | TIME                | ROOM/ AREA                         | EVENT           | REQUEST       |
|-------------------------------|-----------|---------------------|------------------------------------|-----------------|---------------|
| Quinton Township Youth League | 2/13/2023 | 5:30 pm to 7:00 pm  | Gym                                | Pictures        | Mandy Renner  |
| Quinton Squad 13 Ambulance    | 4/2/2023  | 12:00 pm to 4:00 pm | School Grounds and Playground Area | Easter Egg Hunt | Joseph Elwell |

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**H. Student Personnel**

1. **Field Trips** - Approve the list of Field Trips for the 2022-2023 school year.  
Note: List was previously approved. Approval is for new trip(s) only.

2. **HIB** - Approve, as per the NJDOE, HIB reporting requirements, the second reading for the period of January 1, 2023 to January 24, 2023 with no incidents.

3. **HIB** - Approve, as per the NJDOE, HIB reporting requirements, the first reading for the period of January 25, 2023 to February 21, 2023 with no incidents.

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

**REPRESENTATIVE TO SALEM CITY BOARD OF EDUCATION**

The minutes are submitted for board review.

**OTHER BOARD MEMBERS AND COMMITTEE REPORTS**

**PUBLIC COMMENT II**

Mr. Fogg, 5 Marlboro Road, Bridgeton, NJ

Why can't we have security and charge the people coming to the game?

Is Quinton going to have to contribute to the new stadium?

**ADJOURNMENT**

Moved by A. Norman and seconded by T. Scull that the meeting be adjourned at 8:54 pm

*Unanimously approved by voice vote. Motion carried.*

Respectfully submitted,

Karen Mathews  
Business Administrator/Board Secretary