

**QUINTON BOARD OF EDUCATION
REGULAR MEETING MINUTES
Thursday, April 27, 2023**

The Board of Education Meeting of the Township of Quinton, County of Salem, New Jersey was held at 7:00 pm on April 27, 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 7:02 pm.

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: Joseph Longo, Anthony Mott, Joanne Nacucchio, Tracy Scull, Lawrence Winkels and Amy Keen

Members Excused: Jeannette Harrington and Michael Sites

Members Absent: Abram Norman

Also Present: Karen Mathews, 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

PUBLIC HEARING 2023-2024 BUDGET & BOARD APPROVAL

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

1. 2023-2024 Quinton School Budget Presentation and Advertised Budget.
2. Public comment and questions on the school budget.
3. Following discussion and any questions on the 2023-2024 budget as presented:
It is recommended that the Board of Education approve, by Resolution, the fiscal year 2023-2024 budget which has been approved by the Salem County Office of Education and is within the statutory cap reflecting a 2% increase in the Tax Levy and utilization of a Health Care Cost Adjustment in the amount of 42,166.

	Budget	Local Tax Levy
General Fund	\$ 6,907,463	\$ 2,827,390
Special Revenue Fund	\$ 1,007,800	\$ 0
Debt Service Fund	\$ 135,858	\$ 101,380

QUINTON TOWNSHIP BOARD OF EDUCATION MINUTES

April 27, 2023

Total Base Budget	\$ 8,051,121	\$ 2,928,770
-------------------	--------------	--------------

Unanimously approved by voice vote. Motion carried.

MINUTES

Moved by T. Scull and seconded by J. Nacucchio that the Board of Education approve the regular minutes for the March 16, 2023 meeting.

Unanimously approved by voice vote. Motion carried.

CORRESPONDENCE - None

BOARD OF EDUCATION BUSINESS

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

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 (*completed*)
2nd Year - Governance II: Finance
Jeanette Harrington
Lawrence Winkels, Sr. (*completed*)
3rd Year - Governance III: Student Achievement
Joseph Longo (*completed*)
4th Year & Each Re-election - Governance IV: Legal Update
Abram Norman and Michael Sites

B. NEW BUSINESS

1. Superintendent Evaluation email will be received in May. Please complete the evaluation prior to the June Board Meeting. Summary will be completed as a group during executive session at the June Board Meeting.
2. Election Petitions for the November 7, 2023 election are due to the Salem County Clerk by July 31, 2023 at 4:00 p.m.
Incumbents are: Joseph Longo, III, Joanne Nacucchio and Tracy Scull

Unanimously approved by voice vote. Motion carried.

BUSINESS ADMINISTRATOR/BOARD SECRETARY REPORT

Moved by J. Nacucchio and seconded by A. Mott 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 **February 28, 2023** and after review of the Secretary's Monthly Financial Report and upon consultation with the appropriate district officials, to the best of the

QUINTON TOWNSHIP BOARD OF EDUCATION MINUTES

April 27, 2023

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 **February 28, 2023**, 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 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 **February 28, 2023**.

2. **Cash Reconciliation Report** - Approve the cash reconciliation report for the month of **February 2023**.

3. **Transfers** - Approve the transfer list for the month of **February 2023**.

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

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

Staff	Location	Workshop/Seminar	Date	Cost
Gwen Herman	Salem County Fire Training Center	Advanced K-12 Behavioral Threat Assessment and Management Training	4/21/23	n/a
Julie Hofacker	Salem County Fire Training Center	Advanced K-12 Behavioral Threat Assessment and Management Training	4/21/23	n/a

6. **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.

7. **ESEA** - Accept the Elementary and Secondary Education Act (ESEA) award for Fiscal Year 2023 in the total amount of \$103,692 (PY \$105,695)

Title I Part A	\$82,081
Title II Part A	\$11,611
Title III	\$0 (Consortium)
Title IV	\$10,000

8. **SCVTS Tuition Contract** - Approve the Salem County Vocational Technical School District Tuition Contract Agreement for the 2023-2024 school year. Tuition rates are \$4,050 full-time and \$2,025 shared-time. Estimated enrollment is 89 full-time students and 0 shared-time students for a total cost of \$360,450.

QUINTON TOWNSHIP BOARD OF EDUCATION MINUTES

April 27, 2023

Further, to approve the 2021-2022 Tuition Adjustment in the amount of (\$72,483.42) payable to Quinton School.

9. **Tuition Contract** - Approve the Salem High School Comprehensive High School Tuition Contract for the 2023-2024 school year. Tuition rate is \$14,000. Estimated enrollment is 43 full-time students and 0 shared-time students for a total cost of \$602,000

10. **Special Education Tuition Contract** - Approve the Salem High School Comprehensive Resource Room Tuition Contract for the 2023-2024 school year. Estimated 1500 classroom hours at a rate of \$25.40 per hour for a total cost of \$38,100.

11. **SCSSSD Transportation Cooperative** - Approve entering into a Participation Agreement for 2023-2024 with the Gloucester County Special Services School District for the administration of the Salem County Transportation Cooperative for transportation involving:

Homeless, Nonpublic, Choice, Special Education, and Vocational Routes

In addition, approve entering into agreement with GCSSSD for their administration of the Aid-in-Lieu payments for NonPublic and Choice students.

12. **Public Employer Trust** - Approve the Public Employer Trust Agreement for the period July 1, 2023 to June 30, 2024. This is a participation agreement for the medical and prescription plans administered by Brown & Brown Benefit Advisors. (Renewal rate is 9%)

13. **ACES Award** - Acknowledge receipt of the ACES Notice of Award, awarding Atlantic City Electric accounts to Approved Energy. Further, approve participation in the Enhanced Renewable Energy Product.

14. **Shared CEFM Services** - Approve an agreement to provide CEFM Services to Mannington Board of Education at an annual cost of \$19,500 effective July 1, 2023 to June 30, 2024.

15. **Early Childhood Services** - Approve an agreement to provide Early Childhood Services to Elsinboro Board of Education at an annual cost of \$33,500 effective July 1, 2023 to June 30, 2024. This will be billed as part of the tuition.

16. **Early Childhood Services** - Approve an agreement to provide Early Childhood Services to Mannington Board of Education at an annual cost of \$33,500 effective July 1, 2023 to June 30, 2024.

17. **Shared Grounds/Maintenance Services** - Approve an agreement to provide Grounds/Maintenance Services to Mannington Board of Education at an annual cost of \$20,500 effective July 1, 2023 to June 30, 2024.

18. **Shared Mental Health Services** - Approve an agreement to provide Mental health Services to Elsinboro Board Education at an annual cost of \$46,000 for 40% time for the effective September 1, 2023 to June 30, 2024.

QUINTON TOWNSHIP BOARD OF EDUCATION MINUTES

April 27, 2023

19. **Shared School Psychologist Services** - Approve an agreement to provide School Psychologist Services to Elsinboro Board of Education at an annual cost of \$4,000 for 2.5% time, effective September 1, 2023 to June 30, 2024.
20. **Shared School Psychologist Services** - Approve an agreement to provide School Psychologist Services to Lower Alloways Creek Board of Education at an annual cost of \$4,000 for 2.5% time, effective September 1, 2023 to June 30, 2024
21. **Shared School Psychologist Services** - Approve an agreement to provide School Psychologist Services to Mannington Board of Education at an annual cost of \$6,000 for 5% time, effective September 1, 2023 to June 30, 2024
22. **Shared Spanish Services** - Approve an agreement to provide a Spanish Teacher to Elsinboro Board of Education annual cost of \$36,000 for 40% time, effective September 1, 2023 to June 30, 2024.
23. **Photography Agreement** - Approve an agreement with Memory Keeper Photography for fall, spring and graduation photos for the 2023-2024 school year.
24. **Supplemental Stabilization Aid** - Approve, by resolution, applying for Supplemental Stabilization Aid in the amount of \$4,642.
25. **Safety Grant** - Approve, by resolution, the digital submission of the 2023 application for the Safety Grant Program through the New Jersey School Insurance Group, for the purposes described in the application, in the amount of \$2,000.
26. **Recreation Improvement Grant** - Accept the Recreation Improvement Grant in the amount of \$66,000 to be used towards the replacement of the largest age 5-12 structure on the playground.
27. **ROD Grant** - Approve, by resolution, applying for ROD grants for the following projects:
 - Roof Restoration
 - Rooftop Unit Replacement
28. **Quinton Ruritan Club** - Accept the check in the amount of \$2,100 from the Quinton Ruritan Club to be utilized for Student Activities costs.

Roll Call: Ayes: (6) A Keen, J Longo, A Mott, J Nacucchio, T Scull, L Winkels
Noes: (0) Abstain: (0) Motion Carried.

RECESS INTO EXECUTIVE SESSION

Moved by J. Nacucchio and seconded by T. Scull that the Board of Education approve adopting the resolution to adjourn into executive session:

QUINTON TOWNSHIP BOARD OF EDUCATION RESOLUTION AUTHORIZING EXECUTIVE SESSION

QUINTON TOWNSHIP BOARD OF EDUCATION MINUTES

April 27, 2023

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
- ___ 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
- x 8. Personnel matters - **Staff Reappointment**
- ___ 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 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 A. Mott and seconded by T. Scull that the Board of Education resume the public portion of the meeting.

Unanimously approved by voice vote. Motion carried.

SUPERINTENDENT REPORT

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

A. Superintendent's Monthly Report

- 1. Attachments
- 2. Discipline Report

B. Building and Grounds

- 1. **Emergency Drills** - Approve the following emergency school drills:
 - Fire Drill - 4/14/2023
 - Security Drill - 4/27/2023

QUINTON TOWNSHIP BOARD OF EDUCATION MINUTES

April 27, 2023

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

3. **Lead Testing** - Approve the submission of the 2022-2023 Lead Testing Statement of Assurance to the NJ Department of Education by June 30th.

Roll Call: Ayes: (6) A Keen, J Longo, A Mott, J Nacucchio, T Scull, L Winkels

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

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

C. **Curriculum** - None

D. **Policy**

1. **Revised Policy Manual** - Approve sections 7000 and 9000 of the policy manual that was revised by NJSBA and reviewed by the policy committee.

2. **Policy** - Approve the following policies according to status:

CODE	POLICY	STATUS	REASON
3327	Relations With Vendors	Revision	Required
3542.2	School Meal Program Arrears	Revision	Required
3542.31	Free or Reduced Price Lunches/Milk	Revision	Required
5131.5	Vandalism/Violence	Revision	Required
6145.3	Publications	Revision	Required
6164.1	Intervention and Referral Services for General Education Pupils	Revision	Required

Roll Call: Ayes: (6) A Keen, J Longo, A Mott, J Nacucchio, T Scull, L Winkels

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

Moved by J. Longo 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: Registered Behaviorist Technician

2. **School Calendar** - Approve the 2023-2024 Quinton Township School calendar.

QUINTON TOWNSHIP BOARD OF EDUCATION MINUTES

April 27, 2023

3. **Student Internships** - Approve a Student Internship Agreement between Quinton Township School District and Wilmington University for 60 hours of in classroom time starting September 7, 2023 through December 6, 2023.
Further, approve the placement of the following students:
Brielle Roll -
4. **Homeless Agreement** - Approve entering into the Salem County Homeless Student Agreement for the 2023-2024 school year. The agreement states that Quinton Township School will not seek tuition for any resident student, excluding special education students, determined to be homeless in accordance with the law, from any Salem County School District that participates.
5. **Standing Orders** - Approve the Standing Orders for the 8th Grade Camping Trip.
6. **Statement of Assurance** - Approve submission of the Comprehensive Equity Plan Statement of Assurance for 2023-2024.
7. **Eighth Grade Graduation** - Approve scheduling the eighth grade graduation ceremony for Tuesday, June 13, 2023 at 7:00 pm.

Roll Call: Ayes: (6) A Keen, J Longo, A Mott, J Nacucchio, T Scull, L Winkels
Noes: (0) Abstain: (0) Motion Carried.

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

F. **Personnel**

1. **Teacher Reappointment and Contracts** - Approve the reappointment and issuing of a contract to the tenured and non-tenured teachers for the 2023-2024 school year, per the attached listing.
2. **Paraprofessional Reappointment and Contracts** - Approve the reappointment and issuing of a contract to the paraprofessionals for the 2023-2024 school year, per the attached listing.
3. **Support Staff Reappointment and Contracts** - Approve the reappointment and issuing of a contract to the 10-month and 12-month support staff for the 2023-2024 school year, per the attached listing.
4. **Administrative Reappointment and Contract** - Approve the reappointment and issuing of a contract to the administrative staff for the 2023-2024 school year, per the attached listing.
5. **Custodial** - Approve Brian DiAntonio at a rate of \$20 per hour for coverage as needed of evening custodial duties for the remainder of the 2022-2023 school year and for the entire 2023-2024 school year.

QUINTON TOWNSHIP BOARD OF EDUCATION MINUTES

April 27, 2023

6. **Substitutes** - Approve the following substitute(s) at the Board approved rates for the 2022-2023 school year: Beth Hoy - Nurse
7. **Nurse Substitute** - Approve Tracy Scull to be the nurse substitute for the 8th Grade Camping trip in June 2023.
8. **Summer School Program** - Approve hiring the following staff for the summer school program at a rate of \$50 per hour payable utilizing ARP ESSER funds:
 - Melissa Newkirk (1st Grade)
 - Ashley Danter (2nd Grade)
 - Olivia McAllister (3rd grade)
 - Rosemary Poliski (4th grade)
 - Heidi Rowand (5th grade)
 - Alyssa Williams (Nurse)
 - Julie Hofacker (SEL - 1x per week)

Program will run from July 11, 2023 to July 27, 2023 on Tuesday, Wednesday and Thursday from 9:00 am to 12:30 pm (Staff hours 8:45 am to 12:45 pm)

Roll Call: Ayes: (6) A Keen, J Longo, A Mott, J Nacucchio, T Scull, L Winkels
Noes: (0) Abstain: (1) T Scull #7 Motion Carried.

Moved by T. Scull and seconded by J. Nacucchio 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	REQUESTOR
Quinton Baptist Church	7/17/23 to 7/20/23	1:00 pm to 3:00 pm	Gym	Basketball Camp	Pastor Sky Schnell
Quinton Baptist Church	7/24/23 to 7/28/23	9:00 am to 11:30 am	Outside Field	Soccer Camp	Pastor Sky Schnell

H. Student Personnel

1. **Homeschool** - Acknowledge receipt of the letter that two Quinton students (SID #1966794267 and #8774862285) will be homeschooled.
2. **HIB** - Approve, as per the NJDOE, HIB reporting requirements, the second reading for the period of February 22, 2023 to March 15, 2023 with no incidents.
3. **HIB** - Approve, as per the NJDOE, HIB reporting requirements, the first reading for the period of March 16, 2023 to April 26, 2023 with no incidents.

Roll Call: Ayes: (6) A Keen, J Longo, A Mott, J Nacucchio, T Scull, L Winkels
Noes: (0) Abstain: (0) Motion Carried.

QUINTON TOWNSHIP BOARD OF EDUCATION MINUTES
April 27, 2023

REPRESENTATIVE TO SALEM CITY BOARD OF EDUCATION

1. The March minutes are submitted for board review.

OTHER BOARD MEMBERS AND COMMITTEE REPORTS - None

PUBLIC COMMENT II - None

ADJOURNMENT

Moved by T. Scull and seconded by L. Winkels that there being no further business to come before the Board of Education, the meeting be adjourned at 8:57 pm.

Unanimously approved by voice vote. Motion Carried.

Respectfully submitted,

Karen Mathews
Business Administrator/Board Secretary