

**QUINTON TOWNSHIP SCHOOL  
8 ROBINSON STREET  
QUINTON, NEW JERSEY 08072**

**PUBLIC BUDGET HEARING AND  
ORGANIZATIONAL MEETING FOR BUSINESS AND ACADEMIC AFFAIRS AND  
REGULAR BOARD OF EDUCATION MEETING**

Thursday, April 27, 2017 - 7:00 P.M.

**PUBLIC AGENDA**

**I. PLEDGE TO THE FLAG**

I pledge allegiance to the flag of the United States of America and to the Republic for which it stands, one Nation under God, indivisible with liberty and justice for all.

**II. CALL TO ORDER**

The New Jersey Open Public Meetings Law was enacted to ensure the rights of the public to have advance notice of and to attend the meetings of the public bodies at which any business affecting their interest is discussed or acted upon. In accordance with the provisions of this Act, the Quinton Township Board of Education has caused notice of this meeting to be published by having the date, time, and place thereof posted in the Municipal Building, the Quinton Township School, and the South Jersey Times.

**III. ROLL CALL**

**IV. BUDGET HEARING**

1. The Superintendent and Business Administrator will provide an overview of the 2017-2018 School Budget.
2. Public comment and questions on the school budget.
3. It is recommended that the Board of Education approve the resolution to approve the 2017-2018 school district budget.

**V. EDUCATIONAL HIGHLIGHTS/PRESENTATIONS/RECOGNITION**

**VI. MINUTES**

Approval of the Minutes for the March 16, 2017 Board of Education meeting.

**VII. CORRESPONDENCE**

**VIII. BOARD OF EDUCATION BUSINESS**

**A. UNFINISHED BUSINESS**

1. Water issue.
2. Letter and resolution from Quinton Township approving closure of roads for the Drama Club's 5K run fundraiser.

**B. NEW BUSINESS**

## QUINTON TOWNSHIP BOARD OF EDUCATION PUBLIC AGENDA - APRIL 27, 2017

### IX. BUSINESS ADMINISTRATOR/BOARD SECRETARY REPORT

#### A. Approval of Warrants and Board Secretary/Cash Reconciliation Reports and Transfer of Funds

**FYI:** The Budget Summary Report was submitted for board review.

#### B. Business and Finance

1. Approval of travel.
2. Approval of the resolution authorizing the awarding of contracts for "professional services" for one-year term commencing April 30, 2017, without competitive bidding.
3. Approval of the South Jersey Times as the official newspaper and designate locations for posting Public Notices of Board Meetings at the front door of Quinton Township School and filed with the Borough Clerk.
4. Approval of meeting dates with all meetings beginning at 7:00 p.m. in the Quinton Township School Weeks Library.
5. Approval of Fulton Bank of New Jersey as the depository of school funds.
6. Approval of signatories of bank accounts.
7. Approval of the Chart of Accounts on file in the Board Office.
8. Approval of adoption of the Internal Control/Standard Operating Procedures Manual (on file in the Board Office).
9. Approval establishing a \$300 petty cash fund.
10. Approval of continued policy consultation services.
11. Approval of a parental transportation contract.
12. Approval the 2017-2018 contract for participation in the Salem County Cooperative Transportation Program.
13. Approval of shared services agreement with the Township of Quinton for parking lot maintenance services including snow removal.
14. Review of letter approving 2017-2020 Three-Year Preschool Program Plan Update and Budget Statement.
15. Approval of a Renewal Contract from Youth Services Commission for services of Culture Club.
16. Approval of the Itinerant/Shared Services Agreement with Salem County Special Services School District for onsite therapeutic intervention.
17. Approval of tuition contract with Salem County Vocational Technical Schools.
18. Approval of joint purchasing agreement with the Penns Grove-Carneys Point School District for baked goods, and milk, juice, dairy products and ice cream.
19. Approval of the Service Exchange Agreement with American Fidelity Assurance Company to provide services to eligible Quinton Township School employees.
20. Approval of two special education tuition contract agreements with Salem County Special Services School District.

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### X. SUPERINTENDENT REPORT

#### A. Monthly Report

#### B. Building and Grounds

1. Emergency school drills took place in the month of March 2017.
2. Review of the monthly facility inspection.
3. Approval of use of facilities for after School Age Child Care program.

#### C. Curriculum

1. Approval of the 2017 volunteer summer reading program for students who are currently enrolled in grades K-6.
2. Approval of the revised PreK Curiosity Corner Program and Renewal Contract.
3. Approval of field trips for the Drama Club (No cost to the Board).

#### D. Policy

1. Approval of policies, on first reading.
2. Approval of Facilities Use Fee Schedule per Policy #1330, *Use of School Facilities*.

#### E. Administrative

1. Accept and reaffirm the curriculum, 5-year curriculum Evaluation Plan, policies, textbooks, (including Student Records Policy 5125 and organizational chart 2120), practices and procedures of the Quinton Township Board of Education recognizing that these items may be amended when necessary with Board approval. **NOTE:** Except as otherwise provided by law, regulations of the State Department of Education, or by this Board of Education, meetings of the Quinton Township Board of Education will be conducted in accordance with *Robert's Rules of Order, Revised*. Legal Reference. N.J.S.A. 18A.11-1 General Mandatory Powers and Duties.
2. Approval of the 2017-2018 Quinton Township Professional Development Plan.
3. Approval entering into the Salem County Homeless Student Agreement.
4. Review of the 2015-2016 School Performance Reports.

### (HOLD ALL PERSONNEL AFTER EXECUTIVE)

#### F. Personnel

1. Approval of substitutes.
2. Approval of the reappointment of district assignments for 2017-2018 school year.
3. Approval of the reappointment of the principal.
4. Approval of the employment contract of the Business Administrator/ Board Secretary.
5. Approval of the reappointment of the certificated teachers.
6. Approval of the Child Study Team Coordinator.
7. Approval of the reappointment of aides.
8. Approval of the transfer of a teacher.
9. Approval appointing staff members to be hired for the 2017 Summer Enrichment Program.
10. Approval of the volunteers assisting with the school play.

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11. Approval of curriculum development positions for Grades K, 1, 2, 3, 4, 5 - Science Curriculum Maps to include the updated Science Standards.
12. Approval of a leave of absence.
13. Approval of an internship and supervision.
14. Approval of a services contract.
15. Approval of appointment to fill the temporary vacancy.
16. Approval advertising for anticipated positions.

### **HOLD AFTER EXECUTIVE**

#### **G. Student Personnel**

1. Acceptance of receipt of the Harassment, Intimidation, and Bullying Report.

#### **XI. REPRESENTATIVE TO SALEM CITY BOARD OF EDUCATION**

1. The March 8, 2017 minutes of the Salem Board of Education was submitted for Board review.

#### **XII. OTHER BOARD MEMBERS AND COMMITTEE REPORTS**

1. The Personnel Committee will set a date to complete the Superintendent's annual evaluation.
2. There will be a group picture taken of board members for the yearbook at the meeting.
3. Salem County School Boards Association Spring Dinner Meeting.

#### **XIII. PUBLIC COMMENT**

The Board has included public comment on their agenda to hear comments and suggestions from the community. As suggested by New Jersey School Boards Association, this is not structured as a question/answer session. Should you desire a response from your comments and/or questions, please state this when you speak and the superintendent or board secretary will provide a response within ten days.

The Board President will recognize those individuals in the audience who wish to comment. Please respect the following procedure:

1. When recognized by the Board President, state your full name and address.
2. Identify the topic on which you wish to comment.
3. Limit your comments to that specific topic. (Allotted time up to three minutes.)
4. Please remember that derogatory remarks about a staff member could result in a defamation of character lawsuit.
5. Please refrain from interrupting without being recognized.
6. Members of the public that neglect to follow Board procedures may be asked to leave the meeting.

#### **XIV. RECESS INTO EXECUTIVE SESSION**

#### **XV. RESUMPTION OF PUBLIC PORTION OF THE MEETING**

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**XVI. PERSONNEL (contd.)**

**XVII. STUDENT PERSONNEL (contd.)**

**XVIII. ADJOURNMENT**