

**QUINTON BOARD OF EDUCATION
REORGANIZATION AND REGULAR MEETING PUBLIC AGENDA
Thursday, January 2, 2020**

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. OATH OF OFFICE

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

- Thomas McKee
- Abram Norman
- Michael Sites

IV. ROLL CALL

V. EDUCATIONAL HIGHLIGHTS/PRESENTATIONS/RECOGNITION

1. The Teacher of the Year Selection Committee chose Mrs. Heidi Rowand, 5th Grade Teacher, to represent Quinton Township School in the 2019-2020 Salem County Teacher of the Year competition.
2. Presentation of Star Student, Jillian O'Boyle, by Mrs. Profero.

VI. NOMINATIONS

Board Secretary will open the floor for nominations for President.
Board Secretary will open the floor for nominations for Vice-President.
~~ Meeting is turned over to the elected board president ~~

VII. APPOINTMENT OF COMMITTEES/REPRESENTATIVES

Approval of the appointment of the board committees.

VIII. DESIGNATION OF REGULAR MEETING DATES

The Board approve the fourth Thursday of the month (unless noted *) for meeting dates for calendar year 2020.

January 23, 2020	July 23, 2020 (if needed)
February 27, 2020	August 27, 2020
March 19, 2020 *	September 24, 2020
April 30, 2020 *	October 22, 2020
May 28, 2020	November 19, 2020 *
June 25, 2020	December 17, 2020 * (if needed)

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There being no further reorganization business to be brought before the board, this portion of the meeting is adjourned and the board will move into the regular monthly meeting.

IX. APPOINTMENT OF BOARD SECRETARY

Approval of the appointment of Karen Mathews as Board Secretary

X. MINUTES

Approval of the minutes for the November 21, 2019 Board of Education meeting.

XI. CORRESPONDENCE

1. School Holiday Concert Program
2. Mid Year Budget Review Letter

XII. BOARD OF EDUCATION BUSINESS

A. UNFINISHED BUSINESS

1. The Board Self-Evaluation Results.

B. NEW BUSINESS

1. School Board Recognition Month
2. Code of Ethics for School Board Members
3. Mandated Training for School Board Members

XIII. BUSINESS ADMINISTRATOR/BOARD SECRETARY REPORT

A. Board Secretary Report, Cash Reconciliation, Transfer of Funds and Bills Lists

The Superintendent and Business Administrator recommend that the Board of Education approve the following items:

1. **Board Secretary Certification**
Board's Certification.
Board Secretary's Certification.
2. **Cash Reconciliation Report** - Approve the cash reconciliation report for the month of **November 30, 2019**.
3. **Transfers** - Approve the transfer list for the month of **November 2019**.
4. **Bills to be Paid** - Approve payroll and agency for the month of **November 2019** and the bills list for the month of **December 2019**.

FYI: The Budget Summary Report for the month of November 2019 is submitted for board review.

B. Business and Finance

The Superintendent and Business Administrator recommend that the Board of Education approve the following items:

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1. **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.
2. **Workshop/Seminar Requests** - Approve the listing of workshop/seminar requests, as previously approved by the Superintendent.
3. **Audit** - Accept and approve the June 30, 2019 Audit CAFR, Management Report and Audit Synopsis, as presented and discussed, noting there are no recommendations and no corrective action plan is needed.
4. **Mini Grant** - Accept the money from Members 1st of NJ for Mrs. Whitzell, Pre-Kindergarten teacher, for winning the 2019 Teacher Mini Grant.
5. **Psychiatric Services** - Approve to provide psychiatric evaluations on an as needed basis
6. **SCSSSD Tuition Contract** - Approve the Tuition Contract with SCSSSD Upper Pittsgrove.
7. **Transportation** - Approve the transportation for one student on a GCSSSD Transportation Route.
8. **Budget Calendar** - Approve the 2020-2021 Budget Calendar as revised.

XIV. SUPERINTENDENT REPORT

A. Monthly Report

1. Superintendent's Report

B. Building and Grounds

1. Emergency drills took place in the month of November 2019 and December 2019.
2. Review of the Monthly Maintenance Inspection Guide List.

C. Curriculum

1. **Class Trips** - Approve class trips per listing for the 2019-2020 school year.
2. **Donated Dictionaries** - Accepting donated dictionaries to the third grade class from the Elmer Grange #29 and Pole Tavern Ruritan Club.
3. **National Spelling Bee** - Approve participation in the 2020 Scripps National Spelling Bee on February 13, 2020.

D. Policy

E. Administrative

F. Personnel

1. **Basic Skills Teacher** - Approval of a Part-time Basic Skills teacher.
2. **Basic Skills Teacher** - Approval of a Part-time Basic Skills teacher.
3. **Field Experience Placement Request** - Approval of Rowan University students to complete their practicum experience for teaching health and physical education.

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3. **Full Year Clinical Practice I Placement Request** - Approval of a Rowan University student, to the placement of Clinical Intern.

G. Student Personnel

1. **HIB** - Approval, as per the NJDOE, HIB reporting requirements, the second reading for the period of October 24, 2019 to November 20, 2019, with no incidences.

2. **HIB** - Approve, as per the NJDOE, HIB reporting requirements, the first reading for the period of November 21, 2019 to December 20, 2019, with no incidences.

XV. REPRESENTATIVE TO SALEM CITY BOARD OF EDUCATION

1. The minutes of November 13 , 2019 are submitted for board review.

XVI. 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.
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.

XVII. RECESS INTO EXECUTIVE SESSION

It is recommended that the Board of Education approve adopting the resolution to adjourn into executive session:

**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;

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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
- 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 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.

XVIII. RESUMPTION OF PUBLIC PORTION OF THE MEETING

XIX. ADJOURNMENT