

The Board of Education Meeting of the Township of Quinton, County of Salem, New Jersey was held at 7:00 p.m., December 20, 2018.

Mrs. Stacey Sickler, President, led the group in the pledge to the flag.

Mrs. Heather M. Mayhew, Business Administrator/Board Secretary called the meeting to order at 7:02 p.m.

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

Members Present: Alicia Sperry, Michael Sites, Joanne Nacucchio, Amy Keen,
Thomas Boyles, Tracy Scull, Abram Norman,
Thomas McKee and Stacey Sickler

Members Absent: None.

Also Present: Stewart, Superintendent
Mindy Bacon, Principal
Heather M. Mayhew, Business Administrator
William McDonald, newly elected board member
commencing January 3, 2019
Students, Parents, Teacher, Community Members

Educational Highlights/Presentations/Recognition

The Teacher of the Year Selection Committee chose John Wernega to represent Quinton Township School in the 2018-2019 Salem County Teacher of the Year competition.

Mr. Potter introduced Mr. Manuel who honored Star Student, Antonio Rastelli, and Mr. Potter and Mrs. Bacon presented the awards.

The National Young Leaders Conference was not presented at this time due to the absence of the student.

Mrs. Bacon gave recognition to student Amber Haire for helping another student.

Mr. Potter read a "Resolution of Appreciation" recognizing Mason Elwell, Boy Scout Troup 38, for constructing a terrace wall and flowerbed in front of the school for an Eagle Scout project. Mr. Potter also shared photos of the progression of the project. Mason thanked the Board, Mrs. Delia (former Superintendent at the start of the project) and Mr. Potter, Superintendent, for allowing him to complete this Eagle Scout, community, and father/son terrace wall project. He was presented with a trophy and a framed copy of the Resolution of Appreciation. An engraved granite plaque will be displayed outside by the terrace wall.

**Resolution
of Apprecia-
tion for
Eagle Scout
Project**

Moved by Mike Sites and seconded by Tom McKee that the Board of Education approve the Resolution of Appreciation to recognize Mason Elwell, Boy Scout Troup 38, for the completion of his service project at Quinton Township School constructing a terrace wall and flowerbed as part of his goal to achieve the coveted Eagle Scout rank. (See page 8854)
Unanimously approved.

Board of Education Minutes

**Minutes for
Nov. 15,
2018 BOE
meeting**

Moved by T. Scull and seconded by J. Nacucchio that the Board of Education approve the minutes for the November 15, 2018 Board of Education meeting.
Unanimously approved.

Correspondence

1. The School Holiday Concert Program was submitted for Board review.
2. A thank you note was submitted to the Board of Education from Quinton School Drama Club.

Unfinished Business

**Insurance
Check
Received**

1. The school received a check in the mount of \$25,000 from New Jersey School Board Insurance Group for the school mold claim.

New Business

1. Mrs. Scull reported that she went to the Delegate's Assembly meeting regarding reorganization of boards of education.

BUSINESS ADMINISTRATOR/BOARD SECRETARY REPORT

Warrants

**Bills for
Payment**

Moved by A. Sperry and seconded by A. Norman that the Board of Education approve the bills for payment in December 2018 in the amount of \$290,525.09. (See pages 8855-8863)

Roll Call: Ayes: (9) A. Sperry, M. Sites, J. Nacucchio, A. Keen, T. Boyles, T. Scull, A. Norman, T. McKee and S. Sickler

Noes: (0)

Abstain: (0)

Motion Carried

Certification

**Cash
Reconcilia-
tion &
Board
Secretary
Report**

Moved by A. Sperry and seconded by A. Norman that the Board of Education approve and accept the October 31, 2018 Cash Reconciliation Report and, pursuant to N.J.A.C. 6A:23A-16.10(c)4, the Quinton Township Board of Education certifies after review of the Board 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 overexpended in violation of N.J.A.C. 6A:23-16:10(a)1 and that sufficient funds are available to meet the district's

financial obligations for the remainder of the fiscal year. The Board Secretary certifies that no line item account has obligations and payments which in total exceed the amount appropriated by the Quinton 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 overexpended in violation of N.J.A.C. 6A:23-16.10(a)1. In accordance with N.J.A.C. 6A:23-16.10(c)2, it certifies that there are no changes in anticipated revenue amounts or revenue sources for the year ending June 30, 2019.

(See pages 8864-8880)

Roll Call: Ayes: (9) A. Sperry, M. Sites, J. Nacucchio, A. Keen, T. Boyles, T. Scull, A. Norman, T. McKee and S. Sickler

Noes: (0)

Abstain: (0)

Motion Carried

Transfer of Funds

Moved by A. Sperry and seconded by A. Norman that the Board of Education approve the transfer of funds effective December 2018, previously approved by the Superintendent. (See page 8881)

Transfer of
Funds

Roll Call: Ayes: (9) A. Sperry, M. Sites, J. Nacucchio, A. Keen, T. Boyles, T. Scull, A. Norman, T. McKee and S. Sickler

Noes: (0)

Abstain: (0)

Motion Carried

Moved by A. Sperry and seconded by A. Norman that the Board of Education approve the following voided check, effective December 2018:

Voided
Check

Check #	Date	Vendor	Amount
9339	11/15/2018	Part of Check Incorrect Vendor Will be reissued	\$404.00

Roll Call: Ayes: (9) A. Sperry, M. Sites, J. Nacucchio, A. Keen, T. Boyles, T. Scull, A. Norman, T. McKee and S. Sickler

Noes: (0)

Abstain: (0)

Motion Carried

The Budget Summary was submitted for board review.

Business and Finance

Moved by T. Boyles and seconded by A. Sperry that the Board of Education approve resolution for payment of expenses incurred as a result of attendance by staff and board of education members at NJSBA training and educational/informational programs and/or meetings on the spreadsheet listing, previously approved by the Superintendent for the 2018-2019 school year. (See page 8882)

Travel
Expenses

Roll Call: Ayes: (9) A. Sperry, M. Sites, J. Nacucchio, A. Keen, T. Boyles, T. Scull, A. Norman, T. McKee and S. Sickler

Noes: (0)

Abstain: (0)

Motion Carried

A discussion was held per the County Office suggesting to waive transportation billing for a Salem City homeless student previously approved at the September 27, 2018 Board of Education Meeting. The Board expressed that since we do not transport all of Quinton's students and the transportation question on the ballot at the last election was voted down, the contract should not be waived.

Not waiving
transporta-
tion billing
for Salem
City BOE

Moved by A. Norman and seconded by T. McKee that the Board of Education approve not waiving the transportation billing for a Salem City homeless student, previously approved at the September 27, 2018 Board of Education Meeting.
Roll Call: Ayes: (9) A. Sperry, M. Sites, J. Nacucchio, A. Keen, T. Boyles, T. Scull, A. Norman, T. McKee and S. Sickler

Noes: (0)

Abstain: (0)

Motion Carried

Salem
County
2019 Art &
History
Grant
Award

Moved by T. McKee and seconded by A. Norman that the Board of Education approve accepting the Salem County 2019 Art and History Grant Award from the Salem County Cultural and Heritage Commission in the amount of \$1,000, which will be used to enhance our current sixth grade visual arts program through photography. (See page 8883)

Roll Call: Ayes: (9) A. Sperry, M. Sites, J. Nacucchio, A. Keen, T. Boyles, T. Scull, A. Norman, T. McKee and S. Sickler

Noes: (0)

Abstain: (0)

Motion Carried

SUPERINTENDENT'S REPORT

Monthly Report

Mr. Potter wished the Board Members Merry Christmas and then reviewed the Superintendent's Monthly Report. (See page 8883)

Building and Grounds

The following emergency school drills took place in the month of November 2018:

11/19/2018 – Fire Drill/4 minutes

11/28/2018 – Shelter in Place/6 minutes

The Maintenance Monthly Self-inspection Guide List was submitted for review. Mrs. Bacon reported that the school building is in order and ready for the QSAC inspection scheduled for January 3, 2019.

SOA for
Health &
Safety
Evaluation

Moved by M. Sites and seconded by J. Nacucchio that the Board of Education approve the Health and Safety Evaluation of School buildings Checklist Statement of Assurance for the 2018-19 school year.
Unanimously approved.

Curriculum

Moved by T. Scull and seconded by T. McKee that the Board of Education approve the 2018-2019 PARCC Progress Target Action Plan.

PARCC
Progress
Target Action
Plan

Roll Call: Ayes: (9) A. Sperry, M. Sites, J. Nacucchio, A. Keen, T. Boyles, T. Scull, A. Norman, T. McKee and S. Sickler

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

Moved by A. Norman and seconded by M. Sites that the Board of Education approve a school trip for six students in grades 7th and 8th to attend the Middle School Student Leadership Institute at Salem Community College on Friday, January 11, 2019. Transportation cost is \$160.00. Mrs. Hofacker and Mr. Micarelli will chaperone.

Attendance
at the Middle
School
Leadership
Institute

Roll Call: Ayes: (9) A. Sperry, M. Sites, J. Nacucchio, A. Keen, T. Boyles, T. Scull, A. Norman, T. McKee and S. Sickler

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

Moved by T. McKee and seconded by T. Boyles that the Board of Education approve Quinton School's participation in the 2019 Scripps National Spelling Bee on February 12, 2019.

Participation
in the 2019
Scripps
National
Spelling Bee

Roll Call: Ayes: (9) A. Sperry, M. Sites, J. Nacucchio, A. Keen, T. Boyles, T. Scull, A. Norman, T. McKee and S. Sickler

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

Moved by T. McKee and seconded by M. Sites that the Board of Education approve accepting donated dictionaries to the third grade class from the Elmer Grange #29 and Pole Tavern Ruritan Club.

Donated
Dictionaries

Unanimously approved.

Moved by J. Nacucchio and seconded by T. Scull that the Board of Education approve a field trip for the Drama Club to attend the Broadway play "Frozen" in New York City on June 26, 2019 for the 2:00 matinee. (No cost to the Board.)

Drama Club
field trip

Unanimously approved.

Policy

Moved by T. McKee and seconded by A. Norman that the Board of Education approve the following policies on first reading (for the recently enacted NJSafe Act): (See pages 8884-8887)

Policies on
first reading

#4111.3 Instructional Personnel – Domestic Violence

#4211.3 Support Personnel – Domestic Violence

Roll Call: Ayes: (9) A. Sperry, M. Sites, J. Nacucchio, A. Keen, T. Boyles, T. Scull, A. Norman, T. McKee and S. Sickler

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

Administrative**NJQSAC
DPR &
declaration
page
submission**

Moved by A. Norman and seconded by T. McKee that the Board of Education, after presentation by the Superintendent, approve affirming the accuracy of and approve the resolution for submission of the NJQSAC District Performance Review (DPR) and the signed declaration page to the New Jersey Department of Education for the 2018-2019 school year. (See pages 8888-8889)

Roll Call: Ayes: (9) A. Sperry, M. Sites, J. Nacucchio, A. Keen, T. Boyles, T. Scull, A. Norman, T. McKee and S. Sickler

Noes: (0)

Abstain: (0)

Motion Carried

Personnel**Substitutes**

Moved by A. Sperry and seconded by T. Scull that the Board of Education approve, upon completion of proper hiring documentation, employing the following applicants as substitutes for the 2018-2019 school year:

Aimee Ferenz - instructional

Gina Patterson – noninstructional

Kara Gibson - instructional

Michelle Lupson - noninstructional

Jessica Turner - instructional

Roll Call: Ayes: (9) A. Sperry, M. Sites, J. Nacucchio, A. Keen, T. Boyles, T. Scull, A. Norman, T. McKee and S. Sickler

Noes: (0)

Abstain: (0)

Motion Carried

Resignation

Moved by T. McKee and seconded by T. Boyles that the Board of Education approve accepting the resignation of Kelly Hughes, Paraprofessional, with the last day on January 15, 2019.

Unanimously approved.

**Maternity
Leave**

Moved by T. Scull and seconded by T. McKee that the Board of Education approve the maternity leave of Julie Hofacker, Guidance Counselor, commencing Thursday, March 21, 2019 through June 30, 2019 and using accumulated sick days along with utilizing the Family Medical Leave Act and returning to work on September 1, 2019.

Roll Call: Ayes: (9) A. Sperry, M. Sites, J. Nacucchio, A. Keen, T. Boyles, T. Scull, A. Norman, T. McKee and S. Sickler

Noes: (0)

Abstain: (0)

Motion Carried

**Volunteer
for
instrument
program**

Moved by T. Scull and seconded by T. McKee that the Board of Education approve Kirsti Dare-Thomas as a volunteer to help with the after-school instrument program. Unanimously approved.

Moved by T. McKee and seconded by J. Nacucchio that the Board of Education approve appointing Heather Galanti to the position of part-time cafeteria worker at an hourly rate of \$10.50 for the remainder of the 2018-19 school year. Contracted start date is contingent upon clearance of archived fingerprints and will substitute in that position until that time.

Roll Call: Ayes: (9) A. Sperry, M. Sites, J. Nacucchio, A. Keen, T. Boyles, T. Scull,
A. Norman, T. McKee and S. Sickler
Noes: (0) Abstain: (0) Motion Carried

Moved by T. Scull and seconded by A. Keen that the Board of Education approve hiring Michelle Lupson to the position of part-time cafeteria worker/lunch aide at an hourly rate of \$10.50 for the remainder of the 2018-19 school year and on a provisional basis for a period not to exceed ninety (90) days while a review of the applicant's employment history has been received with a start date contingent upon criminal history clearance.

Hiring of
P-T cafeteria
worker/
lunch aide

Roll Call: Ayes: (9) A. Sperry, M. Sites, J. Nacucchio, A. Keen, T. Boyles, T. Scull,
A. Norman, T. McKee and S. Sickler
Noes: (0) Abstain: (0) Motion Carried

Moved by T. McKee and seconded by A. Norman that the Board of Education approve hiring Kara Gibson to the position of part-time paraprofessional for upper grades for the remainder of the 2018-19 school year at a salary of \$15,925, prorated and on a provisional basis for a period not to exceed ninety (90) days while a review of the applicant's employment history has been received and with a start date of January 16, 2019 contingent upon archived criminal history background clearance.

Hiring of
P-T Para-
professional

Roll Call: Ayes: (9) A. Sperry, M. Sites, J. Nacucchio, A. Keen, T. Boyles, T. Scull,
A. Norman, T. McKee and S. Sickler
Noes: (0) Abstain: (0) Motion Carried

Moved by T. McKee and seconded by M. Sites that the Board of Education approve appointing Alice D'Acciaio as a part-time PM custodian at an hourly rate of \$11.36 for 29.75 hours per week, commencing January 3, 2019 for the remainder of the 2018-19 school year.

Appointment
of P-T PM
custodian

Roll Call: Ayes: (9) A. Sperry, M. Sites, J. Nacucchio, A. Keen, T. Boyles, T. Scull,
A. Norman, T. McKee and S. Sickler
Noes: (0) Abstain: (0) Motion Carried

Moved by T. Scull and seconded by A. Sperry that the Board of Education approve hiring Jessica Turner to the position of part-time paraprofessional for prekindergarten for the remainder of the 2018-19 school year at a salary of \$15,925, prorated and on a provisional basis for a period not to exceed ninety (90) days while a review of the applicant's employment history has been received and with a start date contingent upon criminal history background clearance.

Hiring of
P-T para-
professional

Roll Call: Ayes: (9) A. Sperry, M. Sites, J. Nacucchio, A. Keen, T. Boyles, T. Scull,
A. Norman, T. McKee and S. Sickler
Noes: (0) Abstain: (0) Motion Carried

Student Personnel

Moved by M. Sites and seconded by J. Nacucchio that the Board of Education accept the decision of three HIB cases with no findings that were discussed at the November 15, 2018 Board of Education meeting.
Unanimously approved.

Discussion
of HIB

HIB Report

Moved by T. Scull and seconded by J. Nacucchio that the Board of Education accepts receipt of the Harassment, Intimidation and Bullying Report with no findings dated November 15, 2018 to December 19, 2018. (See page 8890)
Unanimously approved.

Representative to Salem City Board of Education

The October 10, 2018 and the November 7, 2018 Minutes of the Salem Board of Education was submitted for Quinton Board of Education review.

Mrs. Sperry was unable to attend the December 12, 2018, Salem Board of Education meeting due to her attending the Quinton School Holiday Concert.

Other Board Members and Committee Reports

SCSBA – Meeting “Foundations for Success” on Tuesday, January 15, 2019 at Schalick High School, Registration and Dinner 6:00 p.m.

Public Comment

None.

Executive Session**Adjourn
into
Executive
Session**

Moved by J. Nacucchio and seconded by M. Sites that the Board of Education approve adopting the following resolution to adjourn into Executive Session (8:15 p.m.):

**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
- ___ 2. Matters that would impact rights to receive federal funds
- 1 3. Unwarranted invasion of individual privacy – **threat against staff member**
- ___ 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. Unanimously approved.

Resumption of the Public Portion of the Meeting

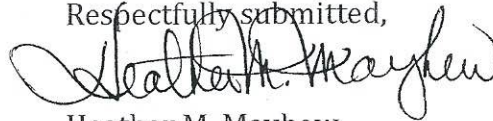
Moved by T. McKee and seconded by A. Norman that the Board of Education resume the public portion of the meeting. (8:34 p.m.)
Unanimously approved.

Resumption of
public portion
of meeting

Adjournment

Moved by T. McKee and seconded by A. Norman that the meeting be adjourned. (8:35 p.m.)
Unanimously approved.

Respectfully submitted,



Heather M. Mayhew
Board Secretary