

The Board of Education Meeting of the Township of Quinton, County of Salem, New Jersey was held at 7:00 p.m., February 28, 2019.

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

Mrs. Heather Mayhew, Board Secretary, called the meeting to order at 7:04 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: Michael Sites, William McDonald, Joanne Nacucchio (arr. 7:05 pm), Amy Keen, Thomas Boyles, Tracy Scull, Abram Norman and Stacey Sickler

Members Absent: Thomas McKee

Also Present: Stewart Potter, Superintendent
Heather M. Mayhew, Business Administrator
Mindy Bacon, Principal
Teachers, Students, Parents

Educational Highlights/Presentations/Recognition

Mr. Potter introduced Mrs. Profero, who recognized the Star Student, DJ (David) Fair, and Mr. Potter and Mrs. Bacon presented the awards.

Minutes

Moved by T. Scull and seconded by A. Norman that the Board of Education approve the minutes for the January 24, 2019 Board of Education meeting.
Unanimously approved.

Minutes
01-24-2019

Correspondence

None.

Unfinished Business

The 2018-2019 School Calendar was updated due to change in Science Assessment dates from May 29 and 30, 2019 to May 28 and 29, 2019 because of the Math Showcase date on May 30, 2019 and the closing on February 20, 2019 due to inclement weather.
(See page 8953)

Updated
school
calendar
2018-19

New Business

None.

BUSINESS ADMINISTRATOR/BOARD SECRETARY REPORT**Warrants**

Warrants
February
2019

Moved by M. Sites and seconded by J. Nacucchio that the Board of Education approve the bills for payment in February 2019 in the amount of \$385,267.72. (See pages 8954-8961)
Roll Call: Ayes: (8) M. Sites, W. McDonald, J. Nacucchio, A. Keen, T. Boyles, T. Scull, A. Norman and S. Sickler
Noes: (0) Abstain: (0) Motion Carried

Certification

Certifi-
cation
of Bd.
Secretary
& Cash
Recon-
ciliation
Reports

Moved by M. Sites and seconded by J. Nacucchio that the Board of Education approve and accept the December 31, 2018 Cash Reconciliation Reports 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 Reports 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 8962-8979)
Roll Call: Ayes: (8) M. Sites, W. McDonald, J. Nacucchio, A. Keen, T. Boyles, T. Scull, A. Norman and S. Sickler
Noes: (0) Abstain: (0) Motion Carried

Transfer of Funds

Transfer
of Funds

Moved by M. Sites and seconded by J. Nacucchio that the Board of Education approve the transfer of funds, effective February 2019, previously approved by the Superintendent. (See page 8980)
Roll Call: Ayes: (8) M. Sites, W. McDonald, J. Nacucchio, A. Keen, T. Boyles, T. Scull, A. Norman and S. Sickler
Noes: (0) Abstain: (0) Motion Carried

Voided Check

Voided
Check

Moved by M. Sites and seconded by J. Nacucchio that the Board of Education approve the following voided check:

Check #	Date	Vendor	Amount
9435	12/20/2018	USI Education (Lost Check - Reissued)	\$541.04

Roll Call: Ayes: (8) M. Sites, W. McDonald, J. Nacucchio, A. Keen, T. Boyles, T. Scull,
A. Norman and S. Sickler
Noes: (0) Abstain: (0) Motion Carried

The Budget Summary Report was submitted for Board review.

Business and Finance

Moved by M. Sites and seconded by T. Boyles that the Board of Education approve the travel 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 provided listing, previously approved by the superintendent for the 2018-2019 school year. (See page 8981)

Travel
Expenses

Roll Call: Ayes: (8) M. Sites, W. McDonald, J. Nacucchio, A. Keen, T. Boyles, T. Scull,
A. Norman and S. Sickler
Noes: (0) Abstain: (0) Motion Carried

Moved by T. Boyles and seconded by M. Sites that the Board of Education approve and accept the Annual Audit and Corrective Action Plan for the Fiscal Year ending June 30, 2018, as presented and discussed and noting that there is one audit finding recommendation for the 2017-2018 audit. (See pages 8982-8986)

Audit &
Corrective
Action Plan
2017-18

Roll Call: Ayes: (8) M. Sites, W. McDonald, J. Nacucchio, A. Keen, T. Boyles, T. Scull,
A. Norman and S. Sickler
Noes: (0) Abstain: (0) Motion Carried

Moved by A. Norman and seconded by T. Boyles that the Board of Education approve the 2019 Arts Grant Contract in the amount of \$1,000 and In-Kind Match of \$988.56, totaling \$1,988.56. (See page 8987)

Arts Grant
Contract
2019

Roll Call: Ayes: (8) M. Sites, W. McDonald, J. Nacucchio, A. Keen, T. Boyles, T. Scull,
A. Norman and S. Sickler
Noes: (0) Abstain: (0) Motion Carried

Moved by J. Nacucchio and seconded by A. Norman that the Board of Education approve the resolution for a waiver of the requirements for the Special Education Medicaid Initiative (SEMI) as there are less than 40 eligible students for the 2019-2020 school year. (See pages 8987-8988)

SEMI
Resolution
for waiver

Roll Call: Ayes: (8) M. Sites, W. McDonald, J. Nacucchio, A. Keen, T. Boyles, T. Scull,
A. Norman and S. Sickler
Noes: (0) Abstain: (0) Motion Carried

Moved by J. Nacucchio and seconded by A. Norman that the Board of Education approve a services contract with The Quiet Child Therapy, LLC, DBA effective 02-23-2019 through 06-30-2019 in the amount of \$2,000. (See page 8989)

Contract
The Quiet
Child
Therapy

Roll Call: Ayes: (8) M. Sites, W. McDonald, J. Nacucchio, A. Keen, T. Boyles, T. Scull,
A. Norman and S. Sickler
Noes: (0) Abstain: (0) Motion Carried

2019-2020 School Budget

Reschedule of
Regular Board
Meeting to
March 19,
2019

Moved by T. Boyles and seconded by A. Norman that the Board of Education approve rescheduling the regular Board of Education meeting scheduled for March 21, 2019 to March 19, 2019 due to 2019-2020 school budget deadlines.
Unanimously approved.

Public Hearing
Date
April 25,
2019 &
Regular BOE
Meeting

Moved by T. Boyles and seconded by J. Nacucchio that the Board of Education approve that April 25, 2019 at 7:00 p.m. be set as the date and time for the Public Hearing on the school budget for the 2019-2020 school year. This meeting will consist of the public hearing followed by the regular meeting that was previously scheduled to handle any other matters deemed appropriate to discuss.
Unanimously approved.

SUPERINTENDENT REPORT**Monthly Report**

1. Mr. Potter reviewed the Superintendent's monthly report. (See page 8990)
2. Black History Month
In celebration of Black History Month, numerous activities, readings and lessons depicting the history of African Americans and the important contributions they have made to our nation took place in all grade levels. Although Black History Month is celebrated during the month of February, Quinton Township School infuses such lessons throughout the academic year.

Building and Grounds

The following emergency school drills took place in the month of January 2019:

01/07/2019 – Fire Drill/4 minutes

01/16/2019 – Crisis drill: Test of Connect Ed Emergency Notification/5 minutes

The School Monthly Maintenance Inspection Guide List and Quarterly Maintenance Inspections that were conducted by the Principal and Maintenance Supervisor were reviewed.

Curriculum

None.

Policy

None.

Administrative

(Continued after Executive Session)

Personnel

Moved by A. Norman and seconded by T. Scull that the Board of Education approve, upon completion of proper hiring documentation and by recommendation of the Superintendent, adding the following applicant as a substitute for the 2018-2019 school year:

Substitutes

Tiffany Kimble - Nurse

Brandi Porch - Nurse

Elizabeth Darling – Instructional

Roll Call: Ayes: (8) M. Sites, W. McDonald, J. Nacucchio, A. Keen, T. Boyles, T. Scull, A. Norman and S. Sickler

Noes: (0)

Abstain: (0)

Motion Carried

Moved by T. Scull and seconded M. Sites that the Board of Education approve appointing, by recommendation of the Superintendent, Steve Hempel, Language Arts coach, for professional development, at a cost of \$6,500 for 5 workshops, March 4 and 5, 2019; March 21 and 22, 2019 (one more date to be determined).

Language
Arts
Coach for
Professional
Development

Roll Call: Ayes: (8) M. Sites, W. McDonald, J. Nacucchio, A. Keen, T. Boyles, T. Scull, A. Norman and S. Sickler

Noes: (0)

Abstain: (0)

Motion Carried

Moved by T. Boyles and seconded by T. Scull that the Board of Education approve accepting the resignation of Alice D’Acciaio, part-time PM custodian with last day on January 23, 2019.

Resignation

Voice Vote: Yes: (7) W. McDonald, J. Nacucchio, A. Keen, T. Boyles, T. Scull, A. Norman and S. Sickler

No: (1) M. Sites

Motion Carried

Moved by A. Norman and seconded by T. Boyles that the Board of Education approve accepting the resignation of Beverly Beardsley, Kindergarten Teacher, due to retirement effective (last day) June 30, 2019.

Resignation

Unanimously approved.

Moved by A. Norman and seconded by T. Scull that the Board of Education approve advertising for a Kindergarten teacher for the 2019-2020 school year.

Advertise for
Kdgn
Teacher

Unanimously approved.

Moved by A. Norman and seconded by A. Keen that the Board of Education approve accepting the resignation of Ken Wilson, Maintenance Supervisor, effective (last day) March 15, 2019.

Resignation

Unanimously approved.

Moved by A. Norman and seconded by T. Boyles that the Board of Education approve advertising for a Maintenance/Custodian Supervisor, previously approved by the Personnel Committee.

Advertise
for Maint/
Cust Supvr

Unanimously approved.

Moved by A. Norman and seconded by T. Scull that the Board of Education approve giving permission for the Personnel Committee to interview and hire a Maintenance/Custodian Supervisor as soon as possible, upon completion of all proper hiring documentation.

Hiring of
Maint/
Cust Supvr

Roll Call: Ayes: (8) M. Sites, W. McDonald, J. Nacucchio, A. Keen, T. Boyles, T. Scull, A. Norman and S. Sickler

Noes: (0)

Abstain: (0)

Motion Carried

Resignation

Moved by A. Norman and seconded by T. Scull that the Board of Education approve accepting the resignation of Jessica Turner, Paraprofessional, with last day on February 26, 2019.

Unanimously approved.

Advertise for Paraprofessionals

Moved by A. Norman and seconded by T. Scull that the Board of Education approve advertising for three part-time paraprofessional vacancies for PreK and Kindergarten to be interviewed and hired by the Personnel Committee, as soon as possible, upon completion of all proper hiring documentation, for the remainder of the 2018-2019 school year.

Roll Call: Ayes: (8) M. Sites, W. McDonald, J. Nacucchio, A. Keen, T. Boyles, T. Scull, A. Norman and S. Sickler

Noes: (0)

Abstain: (0)

Motion Carried

Supt. Pre-evaluation

The Board is to review the updated Superintendent's evaluation tool to be completed online. **Pre-evaluation** (this is new) to be completed at the March 2019 Board of Education meeting. The whole evaluation process needs to be completed by July 1, 2019. Following is the link to view the Guide to the Chief School Administrator Evaluation Process that has directions and timelines. There is a Q&A portion and a power-point. A hard copy was given to Board members at the board meeting.

<https://www.njsba.org/services/field-services/online-evaluations/>

Personnel continued after Executive Session

Student Personnel

HIB discussed at Jan. 24, 2019 meeting

Moved by M. Sites and seconded by A. Norman that the Board of Education affirms the findings and confirms the decision of a HIB case that was discussed at the January 24, 2019 Board of Education meeting.

Roll Call: Ayes: (7) M. Sites, W. McDonald, A. Keen, T. Boyles, T. Scull, A. Norman and S. Sickler

Noes: (0)

Abstain: (1) J. Nacucchio

Motion Carried

HIB report Jan. 24-Feb. 27, 2019

Moved by M. Sites and second by T. Boyles that the Board of Education accepts receipt of the Harassment, Intimidation and Bully Report with no findings dated from January 24, 2019 to February 27, 2019, as submitted by the school principal, Mindy Bacon.

(See page 8990)

Roll Call: Ayes: (8) M. Sites, W. McDonald, J. Nacucchio, A. Keen, T. Boyles, T. Scull, A. Norman and S. Sickler

Noes: (0)

Abstain: (0)

Motion Carried

Representative to Salem City Board of Education

The January 2, 2019 minutes of the Salem Board of Education was submitted for Quinton Board of Education review.

Mr. McDonald reported he attended the last Salem Board of Education meeting and then he handed the packet from the meeting to Mr. Potter. Mr. McDonald reported that since he was the new representative for calendar year 2019, he met with Dr. Michel for one and a half hours.

Other Board Members and Committee Reports

The 8th Grade Dialogue and Reception will be held on March 20, 2019 at 5:30 p.m. at the Woodstown Middle School.

The Finance Committee will meet on March 5, 2019 at 5:00 p.m. to review the 2019-2020 school budget.

Public Comment

Mr. McAllister, Physical Education/Health Teacher, expressed support of the Principal to enforce a quiet-time lunch for the discipline of the students. Mr. Manuel, Science Teacher, said he was supporting this action also.

Executive Session

Moved by M. Sites and seconded by J. Nacucchio that the Board of Education approve adopting the resolution to adjourn into executive session: (8:46 p.m.)

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;

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
- 1 7. Litigation, contract negotiations, or attorney-client privilege
- 1 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.

Mrs. Mayhew, Business Administrator, was asked to leave the meeting during discussion of Personnel Matters due to a conflict of interest.

Resumption of the Public Portion of the Meeting

Resumption of Public Session

Moved by A. Norman and seconded by T. Boyles that the Board of Education resume the public portion of the meeting. (9:30 p.m.)

Unanimously approved.

Administration (continued)

Conciliation Agreement with US EEO Commission

Moved by A. Norman and seconded by J. Nacucchio that the Board of Education approve the Conciliation Agreement from the U. S. Equal Employment Opportunity Commission between William Scott Stone and Quinton Township Board of Education.

(See pages 8991-8993)

Roll Call: Ayes: (8) M. Sites, W. McDonald, J. Nacucchio, A. Keen, T. Boyles, T. Scull, A. Norman and S. Sickler

Noes: (0)

Abstain: (0)

Motion Carried

Personnel (continued)

Pursuing Shared Business Office Services

Moved by A. Norman and seconded by M. Sites that the Board of Education approve pursuing Shared Business Office services with Mannington Township School commencing April 1, 2019 through June 30, 2019.

Roll Call: Ayes: (8) M. Sites, W. McDonald, J. Nacucchio, A. Keen, T. Boyles, T. Scull, A. Norman and S. Sickler

Noes: (0)

Abstain: (0)

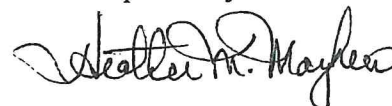
Motion Carried

Adjournment

Adjournment of Meeting

Moved by M. Sites and seconded by A. Norman that the meeting be adjourned. (9:32 p.m.)
Unanimously approved.

Respectfully submitted,



Heather M. Mayhew
Board Secretary