

Quinton Township Board of Education Minutes – September 26, 2019

The Board of Education Meeting of the Township of Quinton, County of Salem, New Jersey was held at 7:00 p.m., September 26, 2019.

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

Mrs. Karen Mathews, Business Administrator/Board Secretary called the meeting to order at 7:09 p.m.

The New Jersey Open Public Meetings Statement was read by Mrs. Mathews. 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, Joanne Nacucchio, Amy Keen, Abram Norman and Stacey Sickler

Members Excused: William McDonald, Thomas Boyles, Tracy Scull and Thomas McKee

Also Present: Stewart Potter, Superintendent
Mindy Bacon, Principal
Karen Mathews, Business Administrator

Educational Highlights/Presentations/Recognition

None.

Board of Education Minutes

Moved by M. Sites and seconded by A. Norman that the Board of Education approve the minutes for the August 22, 2019 Board of Education meeting.

Unanimously approved.

Correspondence

Results of the Ballot Drawing that was held on August 12, 2019:

- Michael Sites
- Thomas McKee III
- Abram Norman

BOARD OF EDUCATION BUSINESS

Unfinished Business

None.

New Business

None.

BUSINESS ADMINISTRATOR/BOARD SECRETARY REPORT

Moved by A. Norman and seconded by A. Keen that the Board of Education approve the following items:

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 **August 31, 2019** and after review of the 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 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 **August 31, 2019**, no budgetary line item account has obligations and payments (contractual orders) which in total exceed the amount appropriated by the Quinton 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 **August 31, 2019**. (See pages 9347-9362)

2. **Cash Reconciliation Report** - Approve the cash reconciliation report for the month of August 2019. (See page,9363)

3. **Transfers** - Approve the transfer list for the month of August 2019. (See page 9364)

4. **Bills to be Paid** – Approve payroll and agency for the month of August 2019 and the bills list for the month of September 2019. (See pages 9365-9376)

Roll Call: Ayes: (5) M. Sites, J. Nacucchio, A. Keen, A. Norman and S. Sickler

Noes: (0)

Abstain: (0)

Motion Carried

The Budget Summary for the month of August 2019 was submitted for board review.

Business and Finance

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

1. **Travel Expenses** - Approve the payment of 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. (See page9377)

3. **Educational Instruction** – Approve educational instruction for one high school student (SID #5523806150) attending the A Step Ahead Partial Hospital program beginning September 2019.

4. **Contract** - Approve the contract with Affecting Behavior Change, LLC to provide behavioral consultation services for approximately two hours per week for student #8362147296, effective September 1, 2019 to June 30, 2020.

5. **SCSSSD Tuition and Aide Contracts** - Approve the following tuition and aide contracts with the Salem County Special Services School District for the 2019-2020 school year:

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Program	Campus Location	# of Students	Cost	Aide
Autism	Upper Pittsgrove	2	\$43,000 each	n/a
Behavioral Disabilities	Daretown	2	\$51,886 each	n/a
Multiple Disabilities	Cumberland	1	\$39,633	n/a
Multiple Disabilities	Mannington Regional Day	1	\$43,000	\$38,438

6. Woodstown-Pilesgrove Contract - Approve the Contract for Instructional Services with the Woodstown-Pilesgrove School District for the 2019-2020 school year to provide a 1:1 Paraprofessional at a cost of \$52,055.04 (includes salary, benefits and payroll taxes) for a Quinton Township School student attending the Woodstown Academy Program.

7. Safety Grant - Accept the 2019 New Jersey School Board Insurance Group Safety Grant in the amount of \$4,431.87.

8. Broker of Record - Approve the appointment of Brown and Brown Benefit Advisors as the Health Insurance Broker of Record for the 2019-2020 School year.

9. Prescription - Approve the termination of the prescription plan through Benecard, effective November 1, 2019.

10. Teacher of the Deaf - Approve Teacher of the Deaf services through the Educational Services Unit the Burlington County Special Services School District for a 60 minute session, one time per month, plus travel costs for student #4967463096.

Roll Call: Ayes: (5) M. Sites, J. Nacucchio, A. Keen, A. Norman and S. Sickler

Noes: (0)

Abstain: (0)

Motion Carried

SUPERINTENDENT'S REPORT

Monthly Report

Mr. Potter reviewed the Superintendent's Monthly Report. (See page 9380)

Mrs. Bacon reviewed the Principal's Monthly Report. (See pages 9378-9379)

Building and Grounds

1. Review of the Monthly Maintenance Inspections for September 2019, conducted by the Maintenance Supervisor and the Principal.

2. The following emergency school drills were conducted during the month of September 2019:

09-12-2019 Fire Drill - 3 minutes

09-17-2019 School-wide Evacuation Crisis Drill - 7 min., 38 sec.

09-20-2019 Bus Evacuation Drill (See page 9379)

09-26-2019 Drill – Code Blue - 7 minute

Curriculum

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

1. **Class Trips** – Approve class trips per listing for the 2019-2020 school year.
(See page 9381)

2. **Yearly Program Offerings** - Approve the following yearly programs to be continued:

Southwest Council:

- Footprints for Life – 2nd Grade
- Too Good for Drugs – 3rd Grade
- Life Skills Training – 5th-8th Grade
- Keepin' It R.E.A.L. - 4th Grade

- Traumatic Injury Prevention Program (TIPP) – Cooper Hospital (paid by MAPSA)
- Cornerstone Women's Resource Center – Get Real Training – 6th-8th Grade
- American Heart Association – Jump Rope for Heart Program

Roll Call: Ayes: (5) M. Sites, J. Nacucchio, A. Keen, A. Norman and S. Sickler

Noes: (0)

Abstain: (0)

Motion Carried

Policy

Moved by A. Norman and seconded by M. Sites that the Board of Education approve the following items:

1. **Policy** - Approval of the following policies on second reading:

#3515 *Smoking*

#5114.13 *No Smoking*

2. **Nursing Services Plan** - Approve the Quinton Township School Nursing Services Plan for the 2019-2020 School Year.

3. **Medical Standing Orders** - Approve the Quinton Township School Medical Standing Orders for the 2019-2020 school year that are an attachment to Policy #5141.1 Accidents.

Roll Call: Ayes: (5) M. Sites, J. Nacucchio, A. Keen, A. Norman and S. Sickler

Noes: (0)

Abstain: (0)

Motion Carried

Administrative

Moved by A. Keen and seconded by A. Norman that the Board of Education approve the following items:

1. **School Self-Assessment** - Approve the NJDOE School Self-Assessment determining grades in the Anti-Bullying Bill of Rights Act for July 1, 2018 - June 30, 2019.

2. **Comprehensive Equity Plan** - Letter stating that the 3-year Comprehensive Equity Plan (CEP) for 2019-2022 has been approved.

3. **Uniform State Memorandum of Agreement** - Approve the Uniform State Memorandum of Agreement between education and law enforcement officials for the 2019-2020 school year. (It remains unchanged from the 2018-2019 school year.)

(See page 9381)

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Roll Call: Ayes: (5) M. Sites, J. Nacucchio, A. Keen, A. Norman and S. Sickler

Noes: (0)

Abstain: (0)

Motion Carried

Personnel

Moved by A. Norman and seconded by J. Nacucchio that the Board of Education approve the following items:

1. **Substitute List** - Approve, upon completion of proper hiring documentation, adding the following candidates to the substitute list for the 2019-2020 school year:
 Tiffany Piontkowski - noninstructional
 Valerie Brown - noninstructional
 Abayomi Adebawale - instructional
2. **Mentor** - Approve Rosemary Poliski as the mentor for newly hired teacher, Mary McCracken, who has been entered into the Provisional Teacher Program with a certificate of Eligibility with Advanced Standing. Mentoring fee of \$550 will be paid by the district upon completion of the program.
3. **I&RS** - Approve the appointment of Haylee Van Scoy to the Intervention and Referral Services Team to be paid per Schedule B of the negotiated agreement for the 2019-2020 school year.
4. **After-school tutoring** - Approve the appointment of Brittany Turner as an after-school tutor, 1 day per week, to be paid per Schedule B of the negotiated agreement for the 2019-2020 school year.
5. **Employee Start Dates** - Approve the following start dates of the following previously hired employees:
 Tiffany Piontkowski - September 18, 2019 - Cafeteria/Playground Aide
 Haylee Van Scoy - September 23, 2019 - Guidance Counselor
6. **Principal Professional Growth Plan** - Approve accepting the One-Year Principal Professional Growth Plan for Mindy Bacon. (See page 9382-9384)
7. **Paraprofessional Staff** - Approve submission of the Statement of Assurance regarding the use of paraprofessional staff for the 2019-2020 school year. (See page 9385)
8. **Substitute Rates** - Approve the 2019-2020 substitute rates as follows:

POSITION	RATE
Substitute Nurse	\$130.00 per day
Instructional Substitute	\$90 per day
Non-Instructional Substitute	\$10.50 per hour (9/1/19-12/31/19) \$11.00 per hour (1/1/20-6/30/20)

9. **Anti-Bullying Specialist** - Approve the following change to the district assignments for 2019-2020 school year:

Anti-Bullying Specialist - Haylee VanScoy

Roll Call: Ayes: (5) M. Sites, J. Nacucchio, A. Keen, A. Norman and S. Sickler

Noes: (0)

Abstain: (0)

Motion Carried

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Student Personnel

Moved by A. Norman and seconded by J. Nacucchio that the Board of Education approve the following items:

1. **HIB** - Approve, as per the NJDOE, HIB reporting requirements, the first reading for the period of September 5, 2019 to September 25, 2019, with no incidences. (See page 9386)
2. **Vision Screening** - Approve participation in the free vision screening program for Grades PreK and Kindergarten offered by the New Jersey Commission for the Blind and Visually Impaired. Date to be determined.

Roll Call: Ayes: (5) M. Sites, J. Nacucchio, A. Keen, A. Norman and S. Sickler

Noes: (0)

Abstain: (0)

Motion Carried

Representative to Salem City Board of Education

The August 14, 2019 Minutes of the Salem Board of Education were submitted for Quinton Board of Education review.

Other Board Members and Committee Reports

None.

Public Comment

None.

Executive Session

None.

Adjournment

Moved by A. Norman and seconded by J. Nacucchio that the meeting be adjourned.

(8:04 p.m.)

Unanimously approved.

Respectfully submitted,



Karen Mathews
Board Secretary