

Quinton Township Board of Education Minutes – November 21, 2019

The Board of Education Meeting of the Township of Quinton, County of Salem, New Jersey was held at 7:00 p.m., November 21, 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 7:02 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, William McDonald, Joanne Nacucchio, Thomas Boyles, and Stacey Sickler

Members Excused: Amy Keen, Tracy Scull, Abram Norman and Thomas McKee

Also Present: Stewart Potter, Superintendent
Mindy Bacon, Principal
Karen Mathews, Business Administrator
Teacher (1)
Public (Student and Family Members)

Educational Highlights/Presentations/Recognition

Mr. Potter introduced Mrs. Hofacker, Kindergarten Teacher, and she introduced Star Student, Claire Watt. Mr. Potter and Mrs. Bacon presented the awards to the Star Student.

Board of Education Minutes

Moved by M. Sites and seconded by T. Boyles that the Board of Education approve the minutes for the October 24, 2019 Board of Education meeting.
Unanimously approved.

Correspondence

None.

BOARD OF EDUCATION BUSINESS

Unfinished Business

1. Reminder to complete Mandated Training by December 31st:
Abram Norman and Thomas Boyles
2. Reminder to the Board that the Board Self-Evaluation was supposed to be completed by November 11th and if you have not completed it, please do so ASAP by logging on to www.njsba.org and scrolling to the bottom of the page to "Online Evaluations for Superintendents and Boards". FAQ about Board Self-Evaluation was linked to the Board members.

Quinton Township Board of Education Minutes – November 21, 2019

New Business

1. Summary of the Election Results:

Michael Sites (526 votes) was elected for a three year term

Thomas McKee III (525 votes) was elected for a three year term

Abram Norman (514 votes) was elected for a three year term

Installation of the members will be in January at the reorganization meeting.

2. Regional Information Program for New and Not-So-New Board Members on December 2nd at Hammonton High School from 7:00 pm to 9:00 pm. (Light refreshments at 6:30 pm)

3. Salem County School Boards Association Joint Meeting with Salem and Cumberland counties on November 25th at Eastlyn Golf Course in Vineland. Topic: Mental Health Joanne Nacucchio plans to attend.

4. Foundations for Success Program - January 14, 2020 at Cumberland County Technical Education Center. (Can count as Governance II, Governance III or Governance IV.)

5. A letter was received from the Department of Education, Salem County Office, stating that Quinton Township School has sufficient enrollment to receive one seat on the Salem City-School Board for 2020. Board member appointment will take place at the January Reorganization meeting.

6. Reorganization meeting and regular Board of Education meeting will be held on Thursday, January 2, 2020.

BUSINESS ADMINISTRATOR/BOARD SECRETARY REPORT

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

Board Secretary Certification

1. 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 **October 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 **October 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 **October 31, 2019**. (See pages 9442-9457)

2. **Cash Reconciliation Report** - Approve the cash reconciliation report for the month of October 31, 2019. (See page 9458)

3. **Transfers** - Approve the transfer list for the month of October 2019. (See pages 9459-9460)

4. **Bills to be Paid** – Approve payroll and agency for the month of October 2019 and the bills list for the month of November 2019. (See pages 9461-9472)

Quinton Township Board of Education Minutes – November 21, 2019

5. **December Bills To Be Paid** - Approval to pay any necessary warrants for the month of **December 2019** with the payment list presented at the January Reorganization meeting for final approval per the recommendation of the Superintendent and the Business Administrator.

Roll Call: Ayes: (5) M. Sites, W. McDonald, J. Nacucchio, T. Boyles and S. Sickler

Noes: (0)

Abstain: (0)

Motion Carried

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

Business and Finance

Moved by T. Boyles 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 workshop/seminar requests, as previously approved by the Superintendent. (See page 9473)

3. **Budget Calendar** - Approve the 2019-2020 tentative Budget Calendar pending any changes mandated or released by the State Department of Education.

4. **Food Service Biosecurity Management Plan** - Approve revisions to the Food Service Biosecurity Management Plan to reflect the change in staff.

5. **Tuition Contract** - Approve a Tuition Contract with Lower Alloways Creek School District for student #8362147296 to attend the Behavioral Disabilities Program for the remainder of the 2019-2020 school year at a prorated cost based on a start date of November 18, 2019 of \$21,834 Tuition and \$5,460 Aide (Shared).

6. **Transportation** - Approve a Transportation Agreement with Lower Alloways Creek School District to transport Quinton student #8362147296 from Lower Alloway Creek School to Quinton residence (PM only) at a cost of \$30 per day, commencing November 18, 2019.

7. **Voided Check** - Approve voiding the following check:

Check #	Date	Vendor	Amount
9775 Gen.Fund	06/30/2019	South Jersey Newspapers - Advertisements (invoiced for an advertisement that was canceled)	\$818.38
		Amount to be reissued	\$320.78

Roll Call: Ayes: (5) M. Sites, W. McDonald, J. Nacucchio, T. Boyles and S. Sickler

Noes: (0)

Abstain: (0)

Motion Carried

SUPERINTENDENT'S REPORT

Monthly Report

1. Mr. Potter reviewed the Superintendent's Monthly Report. (See page 9474)

2. The Principal's Monthly Report was submitted for Board review.

(See page 9474-9475)

Quinton Township Board of Education Minutes – November 21, 2019

Building and Grounds

1. Review of the Monthly Maintenance Inspections dated November 19, 2019, conducted by the Maintenance Supervisor and the Principal.
2. Review of the Quarterly Maintenance Inspection, conducted by the Maintenance Supervisor.

Curriculum

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

1. **Class Trips** – Approve class trips per the attached listing for the 2019-2020 school year. (See page 9476)

Roll Call: Ayes: (5) M. Sites, W. McDonald, J. Nacucchio, T. Boyles and S. Sickler

Noes: (0)

Abstain: (0)

Motion Carried

Policy

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

1. **Policy** – Approve revision of Policy #5131.7, Weapons & Dangerous Instruments. (See page 9477)

Roll Call: Ayes: (5) M. Sites, W. McDonald, J. Nacucchio, T. Boyles and S. Sickler

Noes: (0)

Abstain: (0)

Motion Carried

Administrative

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

1. **Student Teaching** - Approve Leevon Cogdill (Lacey) to complete student teaching in 5th grade with Mrs. Rowand and Mrs. Cohen during Wilmington University Spring session 2020.

Roll Call: Ayes: (5) M. Sites, W. McDonald, J. Nacucchio, T. Boyles and S. Sickler

Noes: (0)

Abstain: (0)

Motion Carried

2. **Student Growth Percentiles (SGP)** - Review of staff and principal Student Growth Percentiles (SGP) scores that was just released by the Department of Education.

Personnel

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

1. **Substitute List Addition** – Approve the following returning substitute for the 2019-2020 school year:

Regina Quirk – Instructional Substitute

2. **Chaperones for a Class Trip** - Approve the following staff members to chaperone a culture club trip and teachers will be paid a stipend of \$100 through the grant:

Stewart Potter

Shane Manuel

Christina Banks

Joe Micarelli

Sherry Biddle

Mary McCracken

Rosemary Poliski

3. **Resignation** - Approve the resignation of Diana Wolf, Part-time Basic Skills Teacher, effective January 17, 2020.

4. **Advertise Vacancy** - Approval to advertise for a Part-time Basic Skills Teacher due to a resignation.

Quinton Township Board of Education Minutes – November 21, 2019

Roll Call: Ayes: (5) M. Sites, W. McDonald, J. Nacucchio, T. Boyles and S. Sickler
Noes: (0) Abstain: (0) Motion Carried

Student Personnel

Moved by T. Boyles and seconded by W. McDonald the Board of Education approve the following items:

1. **HIB** - Approve, as per the NJDOE, HIB reporting requirements, the second reading for the period of September 26, 2019 to October 23, 2019, with no incidences.

(See page 9478)

2. **HIB** - Approve, as per the NJDOE, HIB reporting requirements, the first reading for the period October 24, 2019 to November 20, 2019 with no incidences. (See page 9478)

Roll Call: Ayes: (5) M. Sites, W. McDonald, J. Nacucchio, T. Boyles and S. Sickler

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

Representative to Salem City Board of Education

1. **Salem Board of Education Minutes** - The October 9, 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.

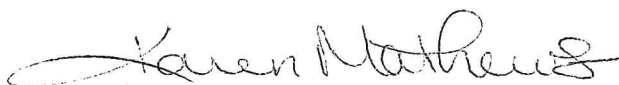
Adjournment

Moved by T. Boyles and seconded by J. Nacucchio that the meeting be adjourned.

(8:02 p.m.)

Unanimously approved.

Respectfully submitted,



Karen Mathews
Board Secretary