

Quinton Township Board of Education Minutes – January 23, 2020

The Board of Education Meeting of the Township of Quinton, County of Salem, New Jersey was held at 7:00 p.m., January 23, 2020.

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 7:03 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, Tracy Scull and Stacey Sickler

Members Excused: Amy Keen and Thomas McKee

Member Absent: Abram Norman

Also Present: Stewart Potter, Superintendent
Mindy Bacon, Principal
Karen Mathews, Business Administrator
A list of the public attending is on file.

Educational Highlights/Presentations/Recognition

The presentation of the Star Student for January 2020 was postponed until the February 27, 2020 Board of Education meeting.

Board of Education Minutes

Moved by M. Sites and seconded by T. Scull that the Board of Education approve the minutes for the January 2, 2020 Board of Education meeting.
Unanimously approved.

Correspondence - None

BOARD OF EDUCATION BUSINESS

Old Business

1. A presentation of the Board Self-Evaluation Results was conducted by Stacey Sickler, Board President.
2. Mandated Training for School Board Members:
 - 2nd Year - Governance II: Finance - William McDonald
 - 3rd Year - Governance III: Student Achievement - Thomas Boyles

New Business - None

BUSINESS ADMINISTRATOR/BOARD SECRETARY REPORT

Moved by T. Scull and seconded by T. Boyles 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 **December 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 **December 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 **December 31, 2019**.

(See pages 9534-9550)

2. **Cash Reconciliation Report** - Approve the cash reconciliation report for the month of **December 31, 2019**. (See page 9551)

3. **Transfers** - Approve the transfer list for the month of **December 2019**. (See pages 9553-9564)

4. **Bills to be Paid** - Approve payroll and agency for the month of **December 2019** and the bills list for the month of **January 2020**. (See pages)

Roll Call: Ayes: (6) M. Sites, W. McDonald, J. Nacucchio, T. Boyles, T. Scull and S. Sickler
Noes: (0) Abstain: (0) Motion Carried

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

Business and Finance

Moved by M. Sites and seconded by W. McDonald 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 9565)

3. **Preschool Program Plan** - Approve the submission of the Early Childhood Education Preschool Program Plan and District Budget Statement for the 2020-2021 school year to the New Jersey Department of Education.

4. **Special Education Medicaid Initiative** - Approve, by resolution, the request for a waiver of participation in the Special Education Medicaid Initiative (SEMI) for the 2020-2021 school year based on the district projection of fewer than 40 Medicaid eligible/special education students. (See page 9566)

5. **403B Plan Restatement** - Approve the restatement of the 403B Plan Documents to reflect the IRS required updates.

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6. **SCSSSD Tuition Contract** - Approve the Tuition Contract with SCSSSD for two Quinton students to attend the Multiple Disabilities Program at the Salem Campus at an annual cost of \$43,000 per student (to be prorated for this contract based on a start date of January 6, 2020).

7. **One-on-One Teacher Aide** - Approve the Agreement with SCSSSD to provide a One-on-One Teacher Aide to one Quinton student attending the Multiple Disabilities Program at the Salem Campus at an annual cost of \$38,438 (to be prorated based on start date of January 6, 2020).

Roll Call: Ayes: (6) M. Sites, W. McDonald, J. Nacucchio, T. Boyles, T. Scull 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 9566)

Building and Grounds

1. The following emergency drills took place in the month of December 2019:

12/12/2019 - Fire Drill/5 minutes

12/19/2019 - Shelter-in-Place - 7 minutes

2. Review of the Monthly Maintenance Inspection List.

Curriculum - None

Policy

Moved by T. Scull and seconded by T. Boyles that the Board of Education approve the following item:

1. **Policy** – Approve revision of Policy #3335, *Travel Expenses*. (See pages 9567-9571)

Roll Call: Ayes: (6) M. Sites, W. McDonald, J. Nacucchio, T. Boyles, T. Scull and S. Sickler

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

Administrative

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

1. **Student Safety Data System incident report forms** - Approve forms used by the New Jersey Department of Education.

2. **Student Safety Data System incident report** – Review report for Period 1, September 1, 2019 to December 31, 2019, that was submitted to the Department of Education. (See page 9572-9574)

Roll Call: Ayes: (6) M. Sites, W. McDonald, J. Nacucchio, T. Boyles, T. Scull and S. Sickler

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

Personnel

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

- Roll Call: Ayes: (6) M. Sites, W. McDonald, J. Nacucchio, T. Boyles, T. Scull and S. Sickler
Noes: (0) Abstain: (0) Motion Carried

Roll Call: Ayes: (6) M. Sites, W. McDonald, J. Nacucchio, T. Boyles, T. Scull and S. Sickler
Noes: (0) Abstain: (0) Motion Carried

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Representative to Salem City Board of Education

1. **Salem Board of Education Minutes** - The December 11, 2019 Minutes of the Salem Board of Education were submitted for Quinton Board of Education review.

Other Board Members and Committee Reports

1. A listing of Board of Education Members was submitted. (See page 9577)
2. A listing of Board of Education Committees was submitted. (See page 9577)
3. A listing of Board of Education meeting dates was submitted. (See page 9578)
4. All Board Members will receive an email from the State Department of Education School Ethics Commission to complete the online filing of School Ethics Disclosure Forms.

Public Comment – None

Executive Session - None

Adjournment

Moved by M. Sites and seconded by T. Boyles that the meeting be adjourned. (7:29 p.m.)
Unanimously approved.

Respectfully submitted,

A handwritten signature in black ink, appearing to read "Karen Mathews", with a stylized flourish at the end.

Karen Mathews
Board Secretary