

Quinton Township Board of Education Minutes – July 30, 2020

The Board of Education Meeting of the Township of Quinton, County of Salem, New Jersey was held at 7:00 p.m., July 30 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 7:05 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, Amy Keen, Thomas Boyles, Tracy Scull, Abram Norman and Thomas McKee.

Members Excused: Stacey Sickler

Also Present: Stewart Potter, Superintendent
Karen Mathews, Business Administrator
Mindy Bacon, Principal
Members of the Public (sign-in sheet on file)

Educational Highlights/Presentations/Recognition

1. The 8th Grade Graduation took place on July 15, 2020 at 6:30 p.m. using social distancing guidelines, due to the Covid-19 pandemic.

Board of Education Minutes

1. **Minutes** - Moved by T. McKee and seconded by A. Norman that the Board of Education approve the regular minutes and executive session minutes for the June 25, 2020 Regular Monthly meeting.

Unanimously approved.

Correspondence - None

BOARD OF EDUCATION BUSINESS

Old Business - None

New Business - None

BUSINESS ADMINISTRATOR/BOARD SECRETARY REPORT

Moved by T. Scull and seconded by T. McKee that the Board of Education approve the following item(s):

1. **Board Secretary Certification**
Board's Certification:

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Pursuant to N.J.A.C. 6A:23A-16.10(c) 4, the Quinton Township Board of Education certifies that as of **June 30, 2020** and after review of the 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 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 **June 30, 2020**, 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 **June 30, 2020**.

2. **Cash Reconciliation Report** - Approve the cash reconciliation report for the month of **June 2020**.

3. **Transfers** - Approve the transfer list for the month of **June 2020**.

4. **Bills to be Paid** - Approve payroll and agency for the month of **June 2020**, the final bills list for **June 30, 2020** and the bills list **July 2020**.

FYI: The Budget Summary Report for the month of **June 2020** is submitted for board review.

5. **Travel Expenses** - Approve the payment of travel 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.

6. **Workshop/Seminar Requests** - Approve the attached list of workshop/seminar requests, as previously approved by the Superintendent.

Further, approve any necessary professional development in order to successfully implement the Re-opening Plan. A listing of professional development completed will be provided at a future Board Meeting.

7. **ESEA Final Budget** - Approve the final budget and expenditures of the 2019-2020 ESEA funds.

8. **REAP Final Budget** - Approve the final budget and expenditures of the 2019-2020 REAP funds.

9. **Capital Projects** - Resolved that the Quinton Township Board of Education (Board) authorizes the School Business Administrator/Board Secretary to prepare and apply for Other Capital Projects on the Board's behalf with the New

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Jersey Department of Education (NJDOE) and make any necessary Long Range
Facilities Plan Amendments for the following projects:

- i. Security Vestibule – State Proj #33-4280-21-1000
- ii. Exterior Doors - State Proj #33-4280-21-2000
- iii. Electronic Sign - State Proj #33-4280-21-3000
- iv. Garage and Storage Building - State Proj #33-4280-21-4000
- v. Flooring Replacement - State Proj #33-4280-21-5000

The Board of Education also acknowledges that “Other Capital Projects” are ineligible for state funding and are exclusively locally funded projects.

10. **Reduction in State Aid** - Approve, by resolution, a reduction in appropriations for 2020-2021 due to a reduction in State Aid in the amount of \$59,015.

11. **Digital Divide Application** - Approve the submission of the Digital Divide Application in the amount of \$39,763 for the project period of 8/1/2020 through 9/30/2022.

12. **Out of District Tuition** - Approve the Tuition Contract for Approved Private Schools for Student with Disabilities from HollyDELL School for one Quinton resident student to attend from July 28, 2020 (date of enrollment at Quinton Township School) through June 30, 2020 at the per diem rate of \$447.98 (annual tuition of \$96,315.70 to be prorated based on enrollment).

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

Noes: (0)

Abstain: (1) T. Boyles #9 only

Motion Carried

SUPERINTENDENT’S REPORT

Monthly Report

1. Mr. Potter reviewed the Superintendent’s monthly report. (See page)

Building and Grounds

1. There were no emergency drills during the months of July 2020 because of school closings due to the Coronavirus epidemic.
2. Review of the monthly maintenance inspection report was conducted by the Maintenance Supervisor and Principal.

Curriculum - None

Policy

Moved by T. Scull and seconded by A. Norman that the Board of Education approve the following item(s):

1. **Policy 2111.6, Re-Opening School Following a Pandemic** - Approval of Policy 2111.6, *Re-Opening School Following a Pandemic* on first reading.
2. **Policy 2111.63 District All-Virtual Policy** - Approval of Policy 2111.63, *District All-Virtual Policy* on first reading.

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3. **Policy 2111.65 Contact Tracing and Screening - Pandemic** - Approval of Policy 2111.65, *Contact Tracing and Screening - Pandemic* on first reading.

Roll Call: Ayes: (7) M. Sites, W. McDonald, J. Nacucchio, A. Keen, T. Scull, A. Norman and T. McKee.

Noes: (1) T. Boyles

Abstain: (0)

Motion Carried

Administrative

Moved by T. Scull and seconded by J. Nacucchio that the Board of Education approve the following item(s):

1. **Restart & Recovery Plan** - Approval of Quinton Twp. School's Restart & Recovery Plan to Reopen Schools (Appendices) for Fall 2020 to be submitted to the County Office. Following items to parents:

Parent Letter

School Commitment Form

Bus Commitment Form

Covid Informational Flyers

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

Noes: (0)

Abstain: (0)

Motion Carried

Personnel

Moved by T. McKee and seconded by A. Norman that the Board of Education accepts to approve the following items:

1. **Resignation** - Approve the resignation of Kendall Gaudio, Special Education teacher, as of July 20, 2020.

HOLD #2 AFTER EXECUTIVE SESSION.

2. **Resignation** - Approve the resignation of Joni Cogan due to retirement, effective January 1, 2021, utilizing sick time September 1, 2020 through December 31, 2020 (doctor's note to be provided).

3. **Hiring long-term Substitute ELA teacher** - Approval to offer the position to the candidate of choice with final approval by the Board of Education at the August meeting.

4. **Reassignment of Part-time Special Education Teacher** - Approve the reassignment of Mary McCracken from part-time Special Education Teacher to full-time Special Education Teacher commencing September 1, 2020 for the 2020-2021 school year (salary TBD pending negotiations).

5. **Reassignment of Part-time Basic Skills Teacher** - Approve the reassignment of Olivia Harris from part-time Basic Skills teacher to full-time Special Education Teacher commencing September 1, 2020 for the 2020-2021 school year (salary TBD pending negotiations).

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6. **Memorandum of Agreement** - Resolved by the Board, upon the recommendation of the Board Negotiations Committee, to adopt and approve the March 3, 2020 Memorandum of the Agreement, the agreed upon salary guides, the Initial Supplement to the March 3, 2020 Memorandum of Agreement and the 2nd Supplement to the March 3, 2020 Memorandum of Agreement for a Successor Collective Negotiations Agreement with the Quinton Education Association for the period of July 1, 2019 to June 30, 2023.

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

Noes: (0)

Abstain: (0)

Motion Carried

Student Personnel

Moved by T. McKee and seconded by A. Norman that the Board of Education accepts to approve the following items:

1. **HIB** - Approve, as per the NJDOE, HIB reporting requirements, the second reading for the period of May 28, 2020 to June 15, 2020, with no incidents.

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

Noes: (0)

Abstain: (0)

Motion Carried

Representative to Salem City Board of Education

The June 17, 2020 Minutes of the Salem Board of Education were submitted for Quinton Board of Education review.

Other Board Members and Committee Reports

1. VJSBA Virtual Workshop – October 20-22, 2020

Notify Mrs. Cogan or Mrs. Mathews if you would like to be registered.

Public Comment - None

Executive Session

Moved by A. Norman and seconded by T. Scull that the Board of Education approve adopting the following resolution to adjourn into Executive Session

(8:26 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:

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- ___ 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
- ___ 7. Litigation, contract negotiations, or attorney-client privilege
- 1 8. Personnel matters – **Retirement Resignation**
- ___ 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 J. Nacucchio and seconded by T. McKee that the Board of Education resume the public portion of the meeting. (8:36 p.m.)
Unanimously approved.

Personnel - Resignation

Moved by T. McKee and seconded by A. Norman that the Board of Education accepts to approve the following items:

1. **Resignation** - Approve the resignation of Joni Cogan due to retirement, effective January 1, 2021, utilizing sick time September 1, 2020 through December 31, 2020 (doctor's note to be provided).

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

Noes: (0)

Abstain: (0)

Motion Carried

Adjournment

Moved by T. McKee and seconded by J. Nacucchio that the meeting be adjourned. (8:37 p.m.)
Unanimously approved.

Respectfully submitted,



Karen Mathews
Board Secretary