

**QUINTON BOARD OF EDUCATION
REGULAR MEETING AGENDA
Thursday, November 19, 2020**

The Board of Education Meeting of the Township of Quinton, County of Salem, New Jersey was held at 7:00 p.m., November 19, 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 7:02 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, the Elmer Times, filed with the Township Clerk, and posted on the door of the Quinton Township School.

Members Present: Michael Sites, Joanne Nacucchio, Amy Keen, Tracy Scull, Abram Norman, Thomas McKee and Stacey Sickler.

Members Excused: William McDonald

Members Absent: Thomas Boyles

Also Present: Stewart Potter, Superintendent
Karen Mathews, Business Administrator
Mindy Bacon, Principal
Brian DiAntonio, Maintenance Supervisor
Virtually attended Leland Walkden and Family
Members of the Public (sign-in sheet on file)

IV. EDUCATIONAL HIGHLIGHTS/PRESENTATIONS/RECOGNITION

1. Presentation of Star Student, Leland Walkden, by Mrs. Bacon

V. MINUTES

It is recommended that the Board of Education approve the minutes for the October 22, 2020 Regular Monthly meeting.

Moved by T. Scull and seconded by T. McKee that the Board of Education approve the minutes for the September 24, 2020 Regular Monthly meeting.

Unanimously approved by voice vote.

QUINTON TOWNSHIP BOARD OF EDUCATION AGENDA - November 19, 2020

VI. CORRESPONDENCE

VII. BOARD OF EDUCATION BUSINESS

A. OLD BUSINESS

1. Reminder to complete Mandated Training by December 31st:
Governance II: Finance - William McDonald
Governance III: Student Achievement - Thomas Boyles
2. Board Self-Evaluation Results and Charts - Members were supposed to complete the Board Self-Evaluation by November 13th by logging on to www.njsba.org and scrolling to the bottom of the page to "Online Evaluations for Superintendents and Boards".

B. NEW BUSINESS

1. Reorganization meeting and regular Board of Education meeting will be held on Thursday, January 7, 2021.

Moved by T. McKee and seconded by T. Scull that the Board of Education approve the minutes for the September 24, 2020 Regular Monthly meeting.

Unanimously approved by voice vote.

VIII. BUSINESS ADMINISTRATOR/BOARD SECRETARY REPORT

The Superintendent and Business Administrator recommend that the Board of Education approve the following item(s):

1. 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 **October 31, 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 **October 31, 2020**, no budgetary line item account has obligations and payments (contractual orders) which in total exceed the amount appropriated by the Quinon 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, 2020**.

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

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

QUINTON TOWNSHIP BOARD OF EDUCATION AGENDA - November 19, 2020

4. **Bills to be Paid** - Approve payroll and agency for the month of **October 2020** and the bills list **November 2020**.

FYI: The Budget Summary Report for the month of **October 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.
7. **Preschool Expansion Aid** - Approve, by resolution, the application for Preschool Expansion Aid.
8. **Commission for the Blind** - Approve the Level of Service Agreements for the 2020-2021 school year with the Commission for the Blind and Visually Impaired in the following amounts:
Education Level 2 student \$5,000
Education Level 1 student \$2,100
9. **Woodstown-Pilesgrove Contract** - Approve the Contract for Instructional Services with the Woodstown-Pilesgrove School District for the 2020-2021 school year to provide a 1:1 Paraprofessional at a cost of \$55,473.66 (includes salary, benefits and payroll taxes) for a Quinton Township School student attending the Woodstown Academy Program.
10. **Educational Services** - Approve an Agreement for Instruction with the Brookfield Educational Services Program for a Quinton School student at the rate of \$30 per hour.
11. **Tuition Reimbursement** - Approve reimbursement to Denise Dawson in the amount of \$2,000 for courses taken during the Summer 2020 term. Reimbursement is in accordance with the QEA Agreement.
12. **Security Grant Application** - Approve, by resolution, the submission of the School Security Grant in the amount of \$20,000. Note: Alyssa's Law Certification was approved on November 16, 2020.

Roll Call: Ayes: (7) M. Sites, J. Nacucchio, A. Keen, T. Scull, A. Norman, T. McKee and S. Sickler.
Noes: (0) Abstain: (0) Motion Carried.

QUINTON TOWNSHIP BOARD OF EDUCATION AGENDA - November 19, 2020

IX. SUPERINTENDENT REPORT

The Superintendent recommends that the Board of Education approve the following item(s):

A. Superintendent' Monthly Report

1. Superintendent's Report including the change from Yellow to Orange
 - a. Attachments
 - b. Discipline Report

B. Building and Grounds

1. **Emergency Drills** - Approve the following emergency school drills:
Fire Drill - 11/17/2020
Security Drill - 10/30/2020
2. **Monthly Facility Self-Inspection List** - Review of the School Monthly Facility Self-Inspection List for November 2020 as completed by the Maintenance Supervisor.
3. **Quarterly Maintenance Inspection List** - Review of the Quarterly Maintenance Inspection Lists.
Administrative Offices - Sanitary Facilities - Boiler Room - Classrooms - Exterior

C. Curriculum - None

D. Policy -

1. Approve the following policy according to status:

CODE	POLICY	STATUS	REASON
9321.5	Bylaws of the Board of Education <u>Remote Meetings During a Declared Emergency</u>	1st Reading	Required

E. Administrative

1. **Agreement Student Internships Wilmington University** - Approve a Student Internship Agreement between Quinton Township School District and Wilmington University for 60 hours of in classroom time starting January 13, 2021 through May 2, 2021.
Further, approve the placement of the following students:
Jackalyn Elwell - Erin White
Casey Knight - Bernadette McCaffery
Danielle Mitchell - Olivia Harris
2. **Agreement Student Internships Salem Community College** - Approve a Student Internship Agreement between Quinton Township School District and Salem Community College for 5 hours of in classroom time starting November 23, 2020.
Further, approve placement of the following student:
Natalie Mann - Olivia Harris

QUINTON TOWNSHIP BOARD OF EDUCATION AGENDA - November 19, 2020

F. Personnel

The Superintendent recommends that the Board of Education approve the following items:

1. **Substitute** - Approve adding Shannon Westfield to the Clerical Substitute list for the 2020-2021 school year at the Board approved rate.
2. **Salary Scale Adjustment** - Approve a request from Ashley Butenewicz for a salary scale adjustment from BA+30 to MA effective September 1, 2020.
3. **Leave of Absence** - Approve an extension to the request from Donna Profero for a medical leave of absence extending it through January 2, 2021. A doctor's note is on file.
4. **Work Accomodation** - Approve a request from Shane Manuel to work from home from December 16, 2020 through December 23, 2020.
5. **Leave of Absence** - Approve a request from Shane Manuel for a leave of absence under NJFLI from January 4, 2021 through January 29, 2021 and from May 3, 2021 through the last day of school in June 2021.
6. **Long Term Sub** - Approval to hire a long-term substitute teacher for 6/7/8 Grade Science to cover for the leave of absence. Final approval of the candidate will take place at the next board meeting.

G. Student Personnel

1. **HIB** - Approve, as per the NJDOE, HIB reporting requirements, the first reading for the period of October 23, 2020 to November 19, 2020, with no incidents.
2. **HIB** - Approve, as per the NJDOE, HIB reporting requirements, the second reading for the period of September 24, 2020 to October 22, 2020, with no incidents.

Roll Call: Ayes: (7) M. Sites, J. Nacucchio, A. Keen, T. Scull, A. Norman, T. McKee and S. Sickler.
Noes: (0) Abstain: (0) Motion Carried.

X. REPRESENTATIVE TO SALEM CITY BOARD OF EDUCATION

1. The minutes of October 2020 are submitted for board review.

XI. OTHER BOARD MEMBERS AND COMMITTEE REPORTS

XII. PUBLIC COMMENT

The Board has included public comment on their agenda to hear comments and suggestions from the community. As suggested by New Jersey School Boards Association, this is not structured as a question/answer session. Should you desire a response from your comments and/or questions, please state this when you speak and the superintendent or board secretary will provide a response within ten days. The Board

President will recognize those individuals in the audience who wish to comment. Please respect the following procedure:

1. When recognized by the Board President, state your full name and address.
2. Identify the topic on which you wish to comment.
3. Limit your comments to that specific topic.

QUINTON TOWNSHIP BOARD OF EDUCATION AGENDA - November 19, 2020

4. Please remember that derogatory remarks about a staff member could result in a defamation of character lawsuit.
5. Please refrain from interrupting without being recognized.
6. Members of the public that neglect to follow Board procedures may be asked to leave the meeting.

XIII. RECESS INTO EXECUTIVE SESSION

It is recommended that the Board of Education approve adopting the resolution to adjourn into executive session:

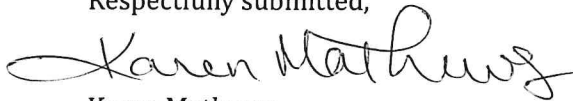
XV. ADJOURNMENT

It is recommended that there being no further business to come before the Board of Education, the meeting be adjourned.

Moved by A. Norman and seconded by T. McKee that the meeting be adjourned. (8:04 p.m.)

Unanimously approved by voice vote.

Respectfully submitted,

A handwritten signature in cursive script, reading "Karen Mathews".

Karen Mathews

Business Administrator/Board Secretary