

**QUINTON BOARD OF EDUCATION
REORGANIZATION AND REGULAR MEETING MINUTES
Thursday, February 25, 2021**

The Board of Education Meeting of the Township of Quinton, County of Salem, New Jersey was held at 7:00 p.m., February 25, 2021.

Mrs. Karen Mathews, 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, Joseph Longo, Abram Norman, Thomas McKee, and Stacey Sickler.

Members Excused: William McDonald and Tracy Scull

Members Absent:

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 - None

MINUTES

Moved by T. McKee and seconded by J. Nacucchio that the Board of Education approve the minutes for the January 28, 2021 Regular Monthly meeting.

Unanimously approved by voice vote.

CORRESPONDENCE

A. SEMI Waiver approval letter.

BOARD OF EDUCATION BUSINESS

A. OLD BUSINESS

1. 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. Please complete as soon as possible. New board members must complete within 30 days.

B. NEW BUSINESS - None

BUSINESS ADMINISTRATOR/BOARD SECRETARY REPORT

Moved by A. Norman and seconded by T McKee 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 **January 31, 2021** 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 **January 31, 2021**, 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 **January 31, 2021**.

2. **Cash Reconciliation Report** - Approve the cash reconciliation report for the month of **January 2021**.

3. **Transfers** - Approve the transfer list for the month of **January 2021**.

4. **Bills to be Paid** - Approve payroll and agency for the month of **January 2021** and the bills list **February 2021**.

FYI: The Budget Summary Report for the month of **January 2021** 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. (None this month)

7. **ESSER CARES II** - Approve applying for ESSER CARES II funding in the following amounts:

ESSER II \$339,878

Learning Acceleration \$25,000

Mental Health Supports & Services \$45,000

Roll Call: Ayes: (7) M. Sites, J. Nacucchio, A. Keen, J. Longo, A. Norman, T. McKee and S. Sickler

Noes: (0)

Abstain: (0)

Motion Carried

SUPERINTENDENT REPORT

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

- A. Superintendent' Monthly Report**
 - 1. Superintendent's Report**
 - a. Attachments start on pages 23- 42 of report
 - b. Black History Month Report
 - c. Discipline Report
- B. Building and Grounds**
 - 1. Emergency Drills** - Approve the following emergency school drills:
 - Fire Drill - 02/18/2021
 - Security Drill - 02/26/2021
 - 2. Monthly Facility Self-Inspection List** - Review of the School Monthly Facility Self-Inspection List for February 2021 as completed by the Maintenance Supervisor.
 - 3. Buildings and Grounds Projects** - Project Listing
- C. Curriculum** - None
- D. Policy** - None
- E. Administrative**
 - 1. Paraprofessional Statement of Assurance** - Approve the submission of the Paraprofessional Statement of Assurance to the County Office of Education.
 - 2. Student Safety Data System incident report** - Review report for Period 1, September 1, 2020 to December 31, 2020, that was submitted to the Department of Education.
 - 3. Preschool Program Plan and Budget Statement** - Approve, by resolution, the submission of the 2021-2022 Preschool Program Plan and Budget Statement.
- F. Personnel**
 - 1. Substitute** - Approve Richard Alestock as a Maintenance Substitute at the rate of \$15 per hour for the remainder of the 2020-2021 school year.
 - 2. After School Tutors** - Approve the following individuals as After School Tutors at a rate of \$30 per hour to be paid using CARES funding.
 - a. Julie Esposito
 - b. Kimberly Contarino
- G. Student Personnel:**
 - 1. HIB** - Approve, as per the NJDOE, HIB reporting requirements, the second reading for the period of January 2, 2020 to January 22, 2020, with no incidences.
 - 2. HIB** - Approve, as per the NJDOE, HIB reporting requirements, the first reading for the period of January 23, 2020 to February 26, 2020, with no incidences.

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

REPRESENTATIVE TO SALEM CITY BOARD OF EDUCATION

1. The minutes for November, December and January are submitted for board review.

OTHER BOARD MEMBERS AND COMMITTEE REPORTS

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.
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.

ADJOURNMENT

Moved by T. McKee and seconded by A. Keen that the meeting be adjourned. (7:37 p.m.)
Unanimously approved by voice vote.

Respectfully submitted,

Karen Mathews
Business Administrator/Board Secretary