

**QUINTON BOARD OF EDUCATION
REGULAR MEETING MINUTES
Thursday, August 26, 2021**

The Board of Education Meeting of the Township of Quinton, County of Salem, New Jersey was held at 7:00 p.m., on August 26, 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 7:01 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, Tracy Scull, Abram Norman, Thomas McKee, and Stacey Sickler.

Members Excused: William McDonald

Members Absent: None

Also Present: Karen Mathews, Business Administrator
Stewart Potter, Superintendent
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 M. Sites that the Board of Education approve the minutes for the July 27, 2021 Regular Monthly meeting.

Unanimously approved by voice vote.

CORRESPONDENCE - None

BOARD OF EDUCATION BUSINESS

A. OLD BUSINESS

B. NEW BUSINESS

1. Results of the Ballot Drawing for the 2021 Election
William G. McDonald
Amy Keen
No Nomination Made

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BUSINESS ADMINISTRATOR/BOARD SECRETARY REPORT

Moved by J. Nacucchio and seconded by M. Sites 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 **July 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 **July 31, 2021**, 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 **July 31, 2021**.

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

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

4. Bills to be Paid - Approve payroll and agency for the month of **July 2021** and the bills list for **August 2021**. Further, approval to pay any necessary warrants to close out the year with the payment list presented at the next meeting for final approval.

FYI: The Budget Summary Report for the month of **July 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 workshop/seminar requests, as previously approved by the Superintendent:

Staff	Location	Workshop/Seminar	Date	Cost
Austin Wheatley	Online	AHERA Designated Person Training	Aug 13, 16, 26 & Sep 2	\$0.00
Brian DiAntonio	Online	AHERA Designated Person Training	Aug 13, 16, 26 & Sep 2	\$0.00
Haylee	Online	Statewide Equity Conference	Aug 3, 2021	\$0.00

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7. **Grant Allocations** - Approve the 2021-2022 Grant Salaries and Allocations for PEA, ESEA and IDEA.

8. **IDEA** - Accept the Individuals with Disabilities Education Act (IDEA) application for Fiscal Year 2022 in the total amount of \$90,692.

IDEA Basic	\$88,301
IDEA Preschool	\$ 2,391

9. **Contract** - Approve the 2021-2022 Contract from the Commission for the Blind and Visually Impaired for Level I Service in the amount of \$2,200 for student number: 6967649227

10. **Shared Services Agreement** - Approve a Shared Services Agreement with the Mannington Township School to provide Virtual Algebra instruction to Mannington Township School students for the 2021-2022 school year in the amount of \$7,000.

11. **Breakfast and Lunch Prices** - Approve establishing breakfast and lunch prices for the 2021-2022 school year, increasing the student lunch price by \$0.00 cents as required by the NJ State Paid Lunch Equity tool.

Student Breakfast - Regular	\$1.25	Student Lunch - Regular	\$3.00
Student Breakfast - Reduced	\$.30	Student Lunch - Reduced	\$.40
Staff Breakfast	\$3.00	Staff Lunch	\$4.50

Further, approve utilizing SSO pricing allowing all student meals to be free for the 2021-2022 school year.

12. **Transportation** - Approve bus routes for the 2021-2022 school year and approve renewing the contract for transportation with B. R. Williams, Inc. for one year from September 2021 through June 2022 as follows:

Route #	2020-2021 Route Cost for One Year	Renewal at CPI 1.69%	Renewal Amount Per Route
C108 (AM) (PM)	19,339.43 19,339.43	326.84 326.84	19,666.27 19,666.27
C109 (AM) (PM)	19,339.43 19,339.43	326.84 326.84	19,666.27 19,666.27
C101	29,272.46	494.70	29,767.16
C102	29,272.46	494.70	29,767.16
C103	29,272.46	446.02	26,837.94
C104	31,764.57	2.98 per diem	32,301.00
		Grand Total	197,338.34

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13. Nursing Services Agreement - Approve the preferred home health care & nursing services agreement for student number: 4056077114 for the 2021-2022 school year.

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

**T. Scull arrived 7:05pm

SUPERINTENDENT REPORT

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

A. Superintendent' Monthly Report

1. Superintendent's Report (none for the month of August 2021)

B. Building and Grounds

1. **Facility Checklist** - Review of the Facility Checklist for August 2021 as completed by the Building and Grounds Manager.

C. Curriculum - None

D. Policy

1. **Collection of permitted records** - Approve authorization for collection of the following permitted records in order to promote the educational welfare for each child:

- Test scores, including aptitude, achievement, and other tests.
- Indication of selection for special programs such as remedial or gifted and talented programs.
- Name and birthdate of siblings
- Anecdotal reports which are based on firsthand observation directly relevant to the education of the pupil, signed and dated by the observer.
- Discipline record including suspensions.
- Educational plans.
- A & B Forms.
- School pictures.
- Place of Birth.
- Correspondence concerning the pupil.
- Skills checklist.
- Transfer cards and information from other schools.
- Emergency Data.
- Report Cards.

Per Administrative Code 6:3-2:3, the District Board of Education shall report annually at a public board meeting a description of the types of permitted records it has authorized certificated school personnel to collect and maintain.

E. Administrative

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1. **Forms** - Approve, for school district use, the incident report form, victim information form and offender information form for violence, vandalism and substance abuse used by the New Jersey Department of Education. Forms
2. **NJ Principal Evaluation** - Approve Principal evaluation instrument, NJ Principal Evaluation for Professional Learning Observation for the 2021-2022 school year.
3. **Superintendent Evaluation** - Approve the Superintendent Evaluation Instrument through New Jersey School Boards Association for the 2021-2022 school year.
4. **Teacher Evaluation Model** - Approve the teacher evaluation model, Danielson 2007.
5. **Disposal** - Approve the disposal of obsolete textbooks and obsolete/non-working equipment.
6. **Reopening Plan** - Approve the Quinton Twp. School's Safe Reopening Plan for September.
7. **Mentoring Plan SOA** - Approve the submission of the Mentoring Plan Statement of Assurance to the County Office.

F. Personnel

1. **Substitute List** - Approve the individuals that have replied "yes" on the list of returning substitutes for the 2021-2022 school year.
2. **Substitute List** - Approve the following individual(s) as a substitute for the 2021-2022 school year at the Board approved rate:
 - a. Bradley Serfass (Instructional)
3. **Cafeteria/Playground Aide** - Approve Darlene Carbonneau, Paricia Carroll and Katrina Sludder as Cafeteria/Playground Aides at a salary of \$7,098 each for the 2021-2022 school year.
4. **Before and After School Care Attendant** - Approve Adrianna Beza and Darlene Carbonneau (PM only) as a SACC attendant at a rate of \$15.50 per day for the 2021-2022 school year.
5. **Long Term Substitute** - Approve Aileen Westcott as the long-term substitute for middle school math teacher from approximately September 17, 2021 to January 24, 2022 at a rate of \$140 per day.
6. **Long Term Substitute** - Approve Bradley Serfass as the long-term substitute for middle school paraprofessional from approximately September 17, 2021 to January 24, 2022 at a rate of \$90 per day.

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7. **Resignation** - Approve the resignation of Meghan Wiggins, Paraprofessional, as of August 18, 2021.
8. **Resignation** - Approve the resignation of Stephanie Painter, Technology Teacher, as of October 22, 2021.
9. **Hiring** - Approval for the Superintendent to make any necessary staffing changes/hires for the 2021-2022 school year with final approval at the September Board of Education Meeting.
10. **Emergency Certification Renewal** - Approve Denise Dawson's Renewal of Emergency Certificate due to class cancelations because of COVID-19.
11. **Mentor** - Approve Erin White as the mentor for Tracy Eastlack. Mentoring fee of \$1000 will be paid by the district upon completion of the program.
12. **Substitute Rates** - Approve the 2021-2022 substitute rates as follows:

POSITION	RATE
Nurse Substitute	\$130.00 per day
Instructional Substitute	\$90 per day
Non-Instructional Substitute	\$12.00 per hour (9/1/21-12/31/21) \$13.00 per hour (1/1/22-6/30/22)

G. Student Personnel - None

Roll Call: Ayes: (8) M. Sites, J. Nacucchio, A. Keen, J. Longo, T. Scull, A. Norman, T. McKee, and S. Sickler

Noes: (0) Abstain: (A. Keen-E6, A. Norman-E6, T. McKee-E6) Motion Carried

REPRESENTATIVE TO SALEM CITY BOARD OF EDUCATION

1. The minutes for July 14, 2021 are submitted for board review.

OTHER BOARD MEMBERS AND COMMITTEE REPORTS

1. NJSBA Virtual Workshop - October 26-28, 2021.

PUBLIC COMMENT - Anthony Mott, residing at 157 Sherron Ave, Salem NJ 08079.

1. Mr. Mott feels masks should be optional/ parent choice; knows the schools have their hands tied.
2. Mr. Mott fears his daughter, who is turning 13, may be forced to get vaccinated. Would we be willing to sign a defamation affidavit?
3. Mr. Mott questioned masks affidavit if students have a yearly physical and then have a medical issue?

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4. Mr. Mott stated COVID screening having possible cancer causing agents if not kept at the correct temperature so using the spit in cup option.
5. Mr. Mott questioned having masks in the classroom, if the mask break schedule will go out to parents.
6. Mr. Mott stated the bus driving the Terrane Route does not wait for students.

RECESS INTO EXECUTIVE SESSION

ADJOURNMENT

Moved by T. McKee and seconded by A. Norman that the meeting be adjourned. (8:20 p.m.)

Unanimously approved by voice vote.

Respectfully submitted,

Karen Mathews
Business Administrator/Board Secretary