

**QUINTON BOARD OF EDUCATION
REGULAR MEETING MINUTES
Wednesday, January 5, 2022**

The Board of Education Meeting of the Township of Quinton, County of Salem, New Jersey was held at 7:00 p.m., on January 5, 2022.

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 7:04 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

Oath of Office

Business Administrator issued the Oath of Office to elected Board Members: Amy Keen, William G. McDonald, and Jeannette Harrington

Members Present: Michael Sites, Amy Keen, Abram Norman, William McDonald, Joseph Longo, Thomas McKee, Joanne Nacucchio, Tracy Scull and Jeannette Harrington.

Members Excused: None

Members Absent: None

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

NOMINATIONS

Moved by A. Norman and seconded by W. McDonald that the Board of Education nominate Amy Keen to serve as President of the Quinton Township Board of Education.

Moved by T. McKee and seconded by A. Norman that the Board of Education close nominations for President of the Quinton Township Board of Education.

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

Noes: (0)

Abstain: (1) A. Keen

Motion Carried

Moved by W. McDonald and seconded by A. Keen that the Board of Education nominate Abram Norman to serve as Vice President of the Quinton Township Board of Education.

Moved by T. McKee and seconded by J. Nacucchio that the Board of Education close nominations for Vice President of the Quinton Township Board of Education.

QUINTON TOWNSHIP BOARD OF EDUCATION MINUTES
January 5, 2022

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

Noes: (0)

Abstain: (1) A. Norman

Motion Carried

Board President, Amy Keen, presided over the remainder of the meeting.

Moved by A. Norman and seconded by T. Scull that the Board of Education approve the following reorganization items:

APPOINTMENT OF COMMITTEES/REPRESENTATIVES

The Board approved the listing of committees and representatives. (See page)

DESIGNATION OF REGULAR MEETING DATES

The Board approved the fourth Thursday of the month (unless noted *) for meeting dates for calendar year 2022. (See page)

APPOINTMENT OF BOARD SECRETARY

The Board approved the appointment of Karen Mathews, as Board Secretary, effective January 2022 and until the next reorganization meeting in January 2023.

Roll Call: Ayes (9) M. Sites, W. McDonald, J. Nacucchio, A. Keen, J. Longo, T. Scull, A. Norman, T. McKee, J. Harrington

Noes: (0)

Abstain:(0)

Motion Carried

There being no further reorganization business to be brought before the board, this portion of the meeting is adjourned and the board will move into the regular monthly meeting.

EDUCATIONAL HIGHLIGHTS/PRESENTATIONS/RECOGNITION

1. The Teacher of the Year Selection Committee chose Mrs. SaraAnn Whitzell, PreKindergarten Grade Teacher, to represent Quinton Township School in the 2021-2022 Salem County Teacher of the Year competition.
2. The Teacher of the Year Selection Committee chose Mrs. Evelyn Cortes, Paraprofessional, to represent Quinton Township School in the 2021-2022 Salem County Support Professional of the Year competition.

MINUTES

Moved by A. Norman and seconded by W. McDonald that the Board of Education approve the minutes for the December 21, 2022 Regular Monthly meeting.

Unanimously approved by voice vote.

CORRESPONDENCE - None

BOARD OF EDUCATION BUSINESS

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

QUINTON TOWNSHIP BOARD OF EDUCATION MINUTES
January 5, 2022

A. OLD BUSINESS

1. Board Self-Evaluation Results will be presented at the next meeting

B. NEW BUSINESS

1. Summary of official election results and certification:
Amy Keen (687 votes) was elected for a three year term
William McDonald (660 votes) was elected for a three year term
Jeannette Harrington (57 write-in votes) was elected for a three year term
2. A letter was received from the Department of Education, Salem County Office, stating that Quinton Township School has sufficient enrollment to receive one seat on the Salem City School Board for 2021.
3. School Board Recognition Month Resolution
4. Code of Ethics for School Board Members
5. Mandated Training for School Board Members (In-person or Online Options)
1st Year- Governance I: New Board Member Orientation
Jeanette Harrington
2nd Year- Governance II: Finance
Joseph Longo
3rd Year- Governance III: Student Achievement- None
4th Year & Each Re-election- Governance IV: Legal Update
Amy Keen & William McDonald

Unanimously approved by voice vote.

BUSINESS ADMINISTRATOR/BOARD SECRETARY REPORT

Moved by J. Nacucchio and seconded by T. Scull 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 **December 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 **December 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

QUINTON TOWNSHIP BOARD OF EDUCATION MINUTES
January 5, 2022

amounts and sources for the month ending **December 31, 2021**.

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

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

4. **Bills to be Paid** - Approve payroll and agency for the month of **December 2021** and the bills list for **January 2022**.

FYI: The Budget Summary Report for the month of **December 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.

Staff	Location	Workshop/Seminar	Date	Cost
Stewart Potter	Atlantic City	NJASA Techspo '22	Jan 26-28, 2022	\$490.00

7. **Transportation**- Approve transportation by GCSSSD Salem County Transportation Cooperative for one Quinton student to SCSSSD Daretown Campus. Per diem route cost is \$489.44 + 7% administrative fee. Cost is currently shared by 11 students.

8. **CARES ESSER Fund Amendment**- Approve submission of an amendment to the CARES ESSER Fund Application due to change in allocation.

9. **ESEA Title I Amendment**- Approve an amendment to ESEA Title I application for the Fiscal Year 2022.

10. **Capital Reserve**- Approve a revision to the award of the following projects:

Exterior Signage Replacement to KC Sign & Awnings at a total cost of \$22,019.87
(was \$21, 440.00)

Further, approve, by resolution, the withdrawal of the additional amount from the Capital Reserve Account for the project.

Roll Call: Ayes: (9) M. Sites, W. McDonald, J. Nacucchio, A. Keen, J. Longo, T. Scull, A. Norman, T. McKee and J. Harrington

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

QUINTON TOWNSHIP BOARD OF EDUCATION MINUTES
January 5, 2022

SUPERINTENDENT REPORT

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

A. Superintendent' Monthly Report

1. Superintendent's Report

B. Building and Grounds

1. **Emergency Drills** - Approve the following emergency school drills:
Fire Drill- 12/16/2021
Security Drill: Shelter in Place - 12/22/2021

C. Curriculum

1. **Novel Request** - Approve the request from Mr. Kratzer and Mrs. McCaughin to teach *The Boy in the Striped Pajamas* to the seventh grade.

D. Policy - None

E. Administrative

1. **SSDS**- Approve the submission of the Student Safety Data System report.

F. Personnel

1. **Long-term Substitute** - Approve Lauren Potter as the long-term substitute for first grade from on or around January 21, 2022 to May 2, 2022 at the annual salary of \$59,125 Step 1 BA (prorated based on days worked). No health benefits associated with this position.
2. **SACC Attendant** - Approve an increase from \$12.00 per hour to \$15.50 per hour for Jaida Brown effective January 1, 2022.

G. Student Personnel

1. **PSEG Nuclear Math Showcase**- Approve a field trip on May 26, 2022 for students to attend the PSEG Nuclear Math Showcase for math-related events and prizes.
2. **Start Strong Assessment** - Presentation
3. **HIB** - Approve, as per the NJDOE, HIB reporting requirements, the first reading for the period of November 19, 2021 to December 23, 2021, with no incidents.
4. **HIB** - Approve, as per the NJDOE, HIB reporting requirements, the second reading for the period of December 24, 2021 to January 5, 2022, with no incidents.

Roll Call: Ayes: (9) M. Sites, W. McDonald, J. Nacucchio, A. Keen, J. Longo, T. Scull, A. Norman, T. McKee and J. Harrington

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

QUINTON TOWNSHIP BOARD OF EDUCATION MINUTES
January 5, 2022

REPRESENTATIVE TO SALEM CITY BOARD OF EDUCATION

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 A. Norman and seconded by J. Nacucchio that the meeting be adjourned.

(8:00 p.m.)

Unanimously approved by voice vote.

Respectfully submitted,

Karen Mathews
Business Administrator/Board Secretary