

**QUINTON BOARD OF EDUCATION
REGULAR MEETING MINUTES
Thursday January 27, 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 27, 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

Members Present: Michael Sites, Joanne Nacucchio, Amy Keen, Joseph Longo, Tracy Scull, Abram Norman and Jeannette Harrington (arrived 7:08 pm).

Members Excused: Thomas McKee

Members Absent: William McDonald and Jeannette Harrington

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 A. Norman and seconded by J. Nacucchio that the Board of Education approve the minutes for the January 5, 2022 Reorganization and Regular Monthly meeting.

Unanimously approved by voice vote.

CORRESPONDENCE - None

BOARD OF EDUCATION BUSINESS

Moved by J. Nacucchio and seconded by J. Longo that the Board of Education approve the following items:

A. OLD BUSINESS

1. 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

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4th Year & Each Re-election - Governance IV: Legal Update
Amy Keen & William McDonald

2. The Board Self-Evaluation Results

B. NEW BUSINESS

1. Personal/Relative and Financial Disclosure Statements - Need to be completed by February 28, 2022. An email with instructions was sent to you by Mrs. Scarpa.

BUSINESS ADMINISTRATOR/BOARD SECRETARY REPORT

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

1. **Bills to be Paid** - Approve the bills list for **January 2022**.
2. **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.
3. **Workshop/Seminar Requests** - Approve the attached list of workshop/seminar requests, as previously approved by the Superintendent (none).
4. **Procurement Procedures for School Food Authorities** - Approve Form #326 Procurement Procedures for School Food Authorities.
5. **Code of Conduct for Procurement** - Approve Form #327 Code of Conduct for Procurement.
6. **Special Education Medicaid Initiative** - Approve, by resolution, the request for a waiver of participation in the Special Education Medicaid Initiative (SEMI) for the 2022-2023 school year based on the district projection of 22 Medicaid eligible/special education students.
7. **Educational Instruction** - Approve educational instruction for middle school student (SID #1255810079) attending Inspira Hospital's Brookfield Schools program beginning January 2022.
8. **REAP Funds** - Approve applying for FY2022 REAP funds in the estimated total of \$21,435.
9. **Capital Reserve** - Approve a revision to the cost of the following project:
Security Vestibule to SJ Glass and Door at a total cost of \$31,866.26
Further, approve, by resolution, the transfer back to the Capital Reserve Account for the difference in the cost of the project.

Roll Call: Ayes: (6) M. Sites, J. Nacucchio, A. Keen, J. Longo, T. Scull, and A. Norman
Noes: (0) Abstain: (0) Motion Carried.

** J. Harrington arrived

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SUPERINTENDENT REPORT

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

- A. Superintendent' Monthly Report** - None
- B. Building and Grounds**
 - 1. **Emergency Drills** - Approve the following emergency school drills:
Fire Drill - 01/14/2022
Security Drill - 01/25/2022
 - 2. **Monthly Facility Self-Inspection List** - Review of the School Monthly Facility Self-Inspection List for January 2022 as completed by the Building and Grounds Manager.

Roll Call: Ayes: (7) M. Sites, J. Nacucchio, A. Keen, J. Longo, T.Scull, A. Norman, J. Harrington
Noes: (0) Abstain: (0) Motion Carried.

C. Curriculum - none

D. Policy - none

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

- E. Administrative**
 - 1. **Student Safety Data System incident report** - Review report for Period 1 (September 1, 2021 to December 31, 2021), that was submitted to the Department of Education.

Roll Call: Ayes: (7) M. Sites, J. Nacucchio, A. Keen, J. Longo, T.Scull, A. Norman, J. Harrington
Noes: (0) Abstain: (0) Motion Carried.

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

- F. Personnel**
 - 1. **Evaluation Models** - Approve the readoption of the following evaluation models:
 - Danielson Teaching Model (2007)
 - ASCD School Nurse Model
 - Business Administrator
 - Paraprofessional
 - Maintenance and Custodial
 - Secretarial/Clerical
 - Cafeteria
 - 2. **Building Substitute/Health Office Assistant** - Approve Samantha Saddler as a Building Substitute/Health Office Assistant at a rate of \$150 per day effective February 1, 2022 or as soon as new hire paperwork is complete.

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3. **Course Reimbursement** - Approve the course reimbursement request from Mary Postell in the amount of \$2,000. Payment will be made after the course is completed and grade and proof of payment is received.
4. **Mentor** - Approve Joyce Cohen as the mentor for Lauren Potter. Mentoring fee of \$1000 will be prorated by the district.
5. **Mentor** - Approve Joyce Cohen as the mentor for Morgan Potter. Mentoring fee of \$1000 will be prorated by the district.
6. **Cafeteria Worker** - Approve a change for Shirle Orpiano to work five days per week starting on January 31, 2022. Previously it was three days per week.
7. **Substitute** - Approve Colleen Cannon as a substitute for the 2021-2022 school year at the Board approved rates.

Roll Call: Ayes: (7) M. Sites, J. Nacucchio, A. Keen, J. Longo, T. Scull, A. Norman, J. Harrington
Noes: (0) Abstain: (0) Motion Carried.

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

G. Student Personnel

1. **HIB** - Approve, as per the NJDOE, HIB reporting requirements, the second reading for the period of November 19, 2021 to December 23, 2021, with one incident.

Roll Call: Ayes: (7) M. Sites, J. Nacucchio, A. Keen, J. Longo, T. Scull, A. Norman, J. Harrington
Noes: (0) Abstain: (0) Motion Carried

REPRESENTATIVE TO SALEM CITY BOARD OF EDUCATION

OTHER BOARD MEMBERS AND COMMITTEE REPORTS

1. J. Nacucchio attended the county meeting on DEI (Diversity/ Equality Inclusion). They want Quinton Township BOE to form a committee on DEI.

PUBLIC COMMENT - None

ADJOURNMENT

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

(7:28 p.m.)

Unanimously approved by voice vote.

Respectfully submitted,

Karen Mathews
Business Administrator/Board Secretary