

**QUINTON BOARD OF EDUCATION
REGULAR MEETING MINUTES
Thursday March 17, 2022**

The Board of Education Meeting of the Township of Quinton, County of Salem, New Jersey was held at 7:00 p.m., on March 17, 2022.

Mrs. Karen Mathews, Business Administrator/Board Secretary, led the group in the pledge to the flag.

Mrs. Karen Mathews, Business Administrator/Board Secretary called the meeting to order at 7:06 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 (via zoom), Joseph Longo, Tracy Scull (via Zoom), Abram Norman, Thomas McKee and Jeannette Harrington.

Members Excused: None

Members Absent: William McDonald

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

Audit for June 30, 2021 - Ray Colavita

PUBLIC COMMENT I - None

MINUTES

Moved by T. McKee and seconded by T. Scull that the Board of Education approve the minutes for the February 24, 2022 Regular Monthly meeting.

Unanimously approved by voice vote.

CORRESPONDENCE - None

BOARD OF EDUCATION BUSINESS

- A. OLD BUSINESS**
- B. NEW BUSINESS**

BUSINESS ADMINISTRATOR/BOARD SECRETARY REPORT

Moved by T. Scull and seconded by J. Longo that the Board of Education approve the following

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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 **February 28, 2022** 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 **February 28, 2022**, 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 **February 28, 2022**.

2. **Cash Reconciliation Report** - Approve the cash reconciliation report for the month of **February 2022**.

3. **Transfers** - Approve the transfer list for the month of **February 2022**.

4. **Bills to be Paid** - Approve payroll and agency for the month of **February 2022** and the bills list for **March 2022**.

FYI: The Budget Summary Report for the month of **February 2022** 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
Mindy Bacon	Atlantic City	2022 NJPSA/FEA/NJASCD Conference	3/24-3/25	\$320.00

7. **Preliminary Budget Submission** – After finance committee review of the proposed 2022-2023 budget and upon discussion with the full board, it is recommended that the Quinton Board of Education approve by Resolution the submission of the 2022-2023 budget to the Salem County Office of Education for Executive County Superintendent approval, noting that the budget is within the statutory cap and reflects a 2% increase in the Tax Levy. Further, to approve scheduling the public hearing on the 2022-2023 budget for Thursday,

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April 28, 2022 at 7:00 p.m. with the regular monthly meeting to follow.

8. **Audit** - Accept and approve the June 30, 2021 Audit CAFR, Management Report and Synopsis, as presented and discussed, noting there are two recommendations and the corrective action plan will be uploaded.
9. **Preschool Budget Workbook** - Approve, by resolution, the submission of the Preschool Budget Workbook for 2022-2023.
1. **Special Services Removal** - Student number #6967649227 will no longer be attending Salem County Special Services School District. The student will be removed from Quinton Township's roll.

Roll Call: Ayes: (8) M. Sites, J. Nacucchio, A.Keen, J. Longo, T.Scul, A. Norman, T. McKee and J. Harrington Noes: (0) Abstain: (0) Motion Carried.

SUPERINTENDENT REPORT

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

1. **Superintendent' Monthly Report**
 1. Superintendent's Report
 - a. Attachments
2. **Building and Grounds**
 1. **Monthly Facility Self- Inspection List**- Review of the School Monthly Facility Self-Inspection List for March 2022 as completed by the Building and Grounds Manager.

Roll Call: Ayes: (8) M. Sites, J. Nacucchio, A.Keen, J. Longo, T.Scul, A. Norman, T. McKee and J. Harrington Noes: (0) Abstain: (0) Motion Carried.

- A. **Curriculum**
 1. **Black History Month** - In celebration of Black History Month, numerous activities, readings and lessons depicting the history of African Americans and the important contributions they have made to our nation took place in all grade levels. Although Black History Month is celebrated during the month of February, Quinton Township School infuses such lessons throughout the academic year.
- B. **Policy** - None

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

- C. **Administrative**
 1. **2022-2023 School Calendar** - Approve the 2022-2023 Quinton Township School calendar.

Roll Call: Ayes: (8) M. Sites, J. Nacucchio, A.Keen, J. Longo, T.Scul, A. Norman, T. McKee and J. Harrington Noes: (0) Abstain: (0) Motion Carried.

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

D. Personnel

1. **Leave of absence** - Approve the leave of absence request from Kimberly Bonora beginning September 2022 with an approximate return to work date of December 7, 2022, utilizing a combination of sick leave and unpaid leave under FMLA.
2. **Leave of absence** - Approve the leave of absence request from Sharon Battersby beginning on or around March 31, 2022 with an approximate return to work date of April 14, 2022, utilizing sick leave.
3. **SACC Substitute** - Approve Samantha Saddler as a SACC substitute for the 2021-2022 school year at the Board approved rate.

Roll Call: Ayes: (8) M. Sites, J. Nacucchio, A.Keen, J. Longo, T.Scull, A. Norman, T. McKee and J. Harrington Noes: (0) Abstain: () Motion Carried.

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

E. Student Personnel

1. **Field Trip** - Approve a trip to the Philly Expo Center on April 6th, 2022 for the science fair.
2. **Field Trip** - Approve 7th grade Junior Achievement trip on April 25, 2022.
3. **Field Trip** - Approve 5th grade Junior Achievement trip on June 3, 2022. Bus cost to be shared with Elsinboro School.
4. **HIB** - Approve, as per the NJDOE, HIB reporting requirements, the first reading for the period of January 6, 2022 to February 24, 2022, with no incidents.
5. **HIB** - Approve, as per the NJDOE, HIB reporting requirements, the first reading for the period of February 24, 2022 to March 17, 2022, with one incident.

Roll Call: Ayes: (8) M. Sites, J. Nacucchio, A.Keen, J. Longo, T.Scull, A. Norman, T. McKee and J. Harrington Noes: (0) Abstain: (M. Sites #5) Motion Carried.

REPRESENTATIVE TO SALEM CITY BOARD OF EDUCATION

1. The minutes of February 2022 are submitted for board review.

OTHER BOARD MEMBERS AND COMMITTEE REPORTS

PUBLIC COMMENT II - Lawrence Winkels, residing at 126 Jericho RD, asked what updating curriculum meant and why it was being done.

ADJOURNMENT

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Moved by T. Scull and seconded by J. Longo that the meeting be adjourned.
(8:19 p.m.)

Unanimously approved by voice vote.

Respectfully submitted,

Karen Mathews
Business Administrator/Board Secretary