

QUINTON BOARD OF EDUCATION
REGULAR MEETING MINUTES
Thursday January 2, 2025

The Board of Education Meeting of the Township of Quinton, County of Salem, New Jersey was held at 7:00 pm on January 2, 2025.

Ms. Karen Klaus, Board Secretary, led the group in the pledge to the flag.

Ms. Karen Klaus, Board Secretary, called the meeting to order at 7:02 pm.

The New Jersey Open Public Meetings Statement was read by Ms. Klaus. Notice of the meeting was published by having the date, time, and place thereof posted in the Municipal Building, the Quinton Township School, the South Jersey Times and the Elmer Times.

OATH OF OFFICE

Business Administrator issued the Oath of Office to elected Board Members:

- Jeannette Harrington
- Lawrence Winkels, SR
- Zachary Mayer

Members Present: Jeannette Harrington, Joseph Longo, Zachary Mayer, Anthony Mott, Joanne Nacucchio, Tracy Scull, Lawrence Winkels

Members Excused: Abram Norman, Michael Sites

Members Absent: None

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

NOMINATIONS

Moved by T. Scull and seconded by J. Nacucchio, to nominate Jeannette Harrington for

President. Moved by J. Nacucchio and seconded by L. Winkels to close nominations for

President.

Roll Call:

Ayes: (6) J. Longo, Z. Mayer, A. Mott, J. Nacucchio, T. Scull and L. Winkels

Noes: (0) Abstain: (1) J. Harrington Motion Carried.

Moved by J. Longo and seconded by J. Harrington to nominate Joanne Nacucchio for Vice President.

Moved by T. Scull and seconded by J. Harrington to close nominations for Vice President.

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Roll Call:

Ayes: (6) J. Harrington, J. Longo, Z. Mayer, A. Mott, T. Scull and L. Winkels

Noes: (0) Abstain: (1) J. Nacucchio Motion Carried.

~~ Meeting was turned over to the elected board president ~~

Moved by J. Harrington and seconded by A. Mott that the Board of Education approve the following items:

APPOINTMENT OF COMMITTEES/REPRESENTATIVES

Finance & Budget Committee	Policy Committee
Personnel Committee	Curriculum Committee
Buildings & Grounds Committee	Negotiations Committee
Transportation Committee	Salem City School Board Representative
NJSBA Delegate & Alternate	SCSBA Delegate & Alternate

DESIGNATION OF REGULAR MEETING DATES

The Board approve the fourth Thursday of the month (unless noted *) for meeting dates for calendar year 2025.

APPOINTMENT OF BOARD SECRETARY

The Board approve the appointment of Karen Klaus, as Board Secretary, effective January 2025 and until the next reorganization meeting in January 2026.

Roll Call:

Ayes: (7) J. Harrington, J. Longo, Z. Mayer, A. Mott, J. Nacucchio, T. Scull and L. Winkels

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.

PUBLIC COMMENT I

MINUTES

Moved by J. Nacucchio and seconded by T. Scull that the Board of Education approve the regular minutes for the November 21, 2024 meeting.

Unanimously approved by voice vote. Motion carried.

I. CORRESPONDENCE

1. A plaque as a thank you for our continued support towards Salem Little League.

BOARD OF EDUCATION BUSINESS

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

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A. OLD BUSINESS

1. Board Self-Evaluation results - HOLD UNTIL NEXT MEETING

B. NEW BUSINESS

1. Summary of the official election results and certification:
Jeannette was elected for a three year term
Lawrence Winkels, Sr was elected for a three year term
Zachary Mayer was elected for a three year term
2. School Board Recognition Month Resolution
3. Code of Ethics for School Board Members *Signature Page*

Unanimously approved by voice vote. Motion carried.

SUPERINTENDENT REPORT

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

A. Superintendent' Monthly Report

1. Discipline Report

B. Building and Grounds

1. **Emergency Drills** - Approve the following emergency school drills:
Fire Drill - 12/20/2024
Security Drill - 12/18/2024 (Shelter in Place)
2. **Monthly Facility Self-Inspection List-** Review of the School Monthly Facility Self-Inspection List for December 2024 as completed by the Building and Grounds Manager.

Items A & B

Roll Call:

Ayes: (7) J. Harrington, J. Longo, Z. Mayer, A. Mott, J. Nacucchio, T. Scull and L. Winkels

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

C. Curriculum - None

D. Policy - None

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

E. Administrative

1. **Quinton Equivalency Waiver** - Approve the Quinton Equivalency Waiver to adjust the weights of indicators 1 through 7 to satisfy the I&P portion of the NJQSAC 2024-25.

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2. **Uniform State Memorandum of Agreement** - Approve the Uniform State Memorandum of Agreement between education and law enforcement officials for the 2024-2025 school year.

F. Personnel

1. **Resignation** - Accept the resignation of Darlene Carbonneau, Cafeteria/ Lunch Aide, effective December 30th, 2024.
2. **Leave of Absence** - Approve the leave of absence request from Brittany Turner beginning February 24th, 2025 with a return to work date of September, 2025, utilizing a combination of sick leave and unpaid leave under FMLA.
3. **Staffing** - Authority for the Superintendent to make any necessary professional/support personnel staffing changes with final approval at the next board meeting.

Items E & F

Roll Call:

Ayes: (7) J. Harrington, J. Longo, Z. Mayer, A. Mott, J. Nacucchio, T. Scull and L.

Winkels

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

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

G. Facilities Use - Approve the following requests for use of facilities:

ORGANIZATION	DATE(S)	TIME	ROOM/ AREA	EVENT	REQUEST
Wildcat Theatre	1/9/25 - 5/3/25 See Attached	3:00 pm to 5:00 pm 3:00 to 6:00 during tech week	Gym/ Library	Spring Performance (Anne Jr.) Rehearsals	Beverly Beardsley

H. Student Personnel

1. **Field Trips** - Approve the attached list of Field Trips for the 2024-2025 school year.
2. **HIB** - Approve, as per the NJDOE, HIB reporting requirements, the second reading for the period of October 25, 2024 to November 21, 2024 with no incidents.
3. **HIB** - Approve, as per the NJDOE, HIB reporting requirements, the first reading for the period of November 21, 2024 to December 20, 2024 with zero (0) incidents.

Items G & H

Roll Call:

Ayes: (7) J. Harrington, J. Longo, Z. Mayer, A. Mott, J. Nacucchio, T. Scull and L.

Winkels

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

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BUSINESS ADMINISTRATOR/BOARD SECRETARY REPORT

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

1. BUSINESS ADMINISTRATOR/BOARD SECRETARY REPORT

The Superintendent and Business Administrator recommend 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 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 **September 30, 2024 and October 31, 2024**, 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 **November 30, 2024 and December 31, 2024**.

2. Cash Reconciliation Report - Approve the cash reconciliation reports for the month of .

3. Transfers - Approve the transfer list for the month of **Transfers November 2024**.

4. Bills to be Paid - Approve payroll and agency for the month of **November 2024** and the bills list for the month of **December 2024**.

5. January Bills To Be Paid - Motion to approve that the Business Administrator be authorized to process additional invoices for payment for the current fiscal year with Board confirmation at the next regular board meeting.

6. 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.

7. Workshop/Seminar Requests - Approve the workshop/seminar requests, as previously approved by the Superintendent:

Staff	Location	Workshop/Seminar	Date	Cost
Austin Wheatley	Rutgers Ctr for Govt Service	CEFM Certification classes	2/17/25 - 4/21/25	\$1726

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Karen Klaus	NJASBO	NJSBA Certification Classes	2/8/25 -5/10/25	\$725
Stewart Potter	NJSLA Testing Coordinator Training	Sheraton, Atlantic City	1/16/25	\$0
Jackie Viereck	NJSLA Testing Coordinator Training	Westin, Mt. Laurel	1/21/25	Mileage
Julie Hofacker	NJSCA Winter Conference	Rowan University	1/10/25	\$85
Jackie Viereck	NJSCA Winter Conference	Rowan Universtiy	1/10/25	\$85

8. **Budget Calendar** - Approve the 2025-2026 Budget Calendar pending any changes mandated or released by the State Department of Education.

9. **Out Of District Placements** - approve the student(s) listed be approved for Out of District Placement and contracts for students attending Quinton Township Schools Preschool Disabled Program:

District Fiscally Responsible	Program/ School	Student ID	Start Date	End Date	Account Number	Bd. Appr Rates
Quinton TWP	Pineland Learning Center	2029603861	12/9/24	6/30/25		24/25 Tuition \$40,120 Transportation: \$282.00 per diem

10. **Culture Club** - Accept the 2025 YSC grant award for Culture Club for the period of January 1, 2025 to December 31, 2025 in the amount of \$14,979.00

Roll Call:

Ayes: (7) J. Harrington, J. Longo, Z. Mayer, A. Mott, J. Nacucchio, T. Scull and L. Winkels

Noes: (Items 1 & 2) Abstain: (0) Motion Carried.

REPRESENTATIVE TO SALEM CITY BOARD OF EDUCATION

1. The October and November meeting minutes are submitted for review.

OTHER BOARD MEMBERS AND COMMITTEE REPORTS

PUBLIC COMMENT II - None

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ADJOURNMENT

Moved by J. Longo and seconded by J. Nacucchio that there being no further business to come before the Board of Education, the meeting be adjourned at 7:45 pm.

Unanimously approved by voice vote. Motion carried.

Respectfully submitted,

Karen Klaus
Business Administrator/Board Secretary