

**QUINTON BOARD OF EDUCATION
REGULAR MEETING MINUTES
Thursday, September 26, 2024**

The Board of Education Meeting of the Township of Quinton, County of Salem, New Jersey was held at 7:00 pm on September 26, 2024.

Mrs. Amy Keen, Board President, led the group in the pledge to the flag.

Mrs. Amy Keen, Board President, called the meeting to order at 7:00 pm.

The New Jersey Open Public Meetings Statement was read by Mrs. Harrington. 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: Jeannette Harrington, Amy Keen, Joseph Longo, Anthony Mott, Joanne Nacucchio, Abram Norman, Tracy Scull, Michael Sites and Lawrence Winkels

Members Excused: None

Members Absent: None

Also Present: Karen Klaus, Business Administrator
Gwen Herman, Principal
Members of the Public (sign-in sheet on file)

EDUCATIONAL HIGHLIGHTS/PRESENTATIONS/RECOGNITION - None

PUBLIC COMMENT I

Peter Fogg, 5 Marlboro RD, Bridgeton, NJ - Asked about school performance reports he found on the website. Mentioned the school population has decreased along with proficiency ratings. Brought up concerns about student to teacher ratios and costs per student.

MINUTES

Moved by T. Scull and seconded by J. Longo that the Board of Education approve the regular minutes for the August 22th, 2024 meeting.

Unanimously approved by voice vote. Motion carried.

CORRESPONDENCE

1. Thank you card from QTS staff thanking Joanne Nacucchio for the beverage donations.

BOARD OF EDUCATION BUSINESS

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

A. A. OLD BUSINESS - None

B. NEW BUSINESS - None

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Unanimously approved by voice vote. Motion carried.

SUPERINTENDENT REPORT

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

- A. **Superintendent's Monthly Report** (page #11943-11946)
 1. **Safe Return Plan** - Approve the updated QTS Safe Return Plan.
- B. **Building and Grounds**
 2. **Emergency Drills** - Approve the following emergency school drills:
 - Fire Drill - 9/16/2024
 - Security Drill (Evacuation) - 9/17/2024
 - Bus Evacuation Drill:
 - Date: 09/24/2024
 - Time: 8:15am
 - School: Quinton Township School
 - Location: 8 Robinson Street, Quinton, NJ 08072
 - Route #'s: C101, C102, C103, C104
 - Person(s) Supervising: Gwen Herman, Principal
Kristina Scarpa, Administrative Assistant
 3. **Monthly Facility Self-Inspection List** - Review of the School Monthly Facility Self-Inspection List for September 2024 as completed by the Building and Grounds Manager.

Items A & B:

Roll Call: Ayes: (9) J. Harrington, J. Longo, A. Mott, J. Nacucchio, A. Norman, T. Scull, M. Sites, L. Winkels, A. Keen

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):

- C. **Curriculum**
 1. **Yearly Program Offerings** - Approve the following yearly programs to be continued (depending on current health crisis):
 - Southwest Council:
 - Too Good for Drugs - 1st Grade
 - Footprints for Life - 2nd Grade
 - Too Good for Drugs - 3rd Grade
 - Life Skills Training - 5th-8th Grade
 - Keepin' It R.E.A.L. - 4th Grade
 - Cornerstone Women's Resource Center - Get Real Training - 6th-8th Grade
 - American Heart Association - Jump Rope for Heart Program
 - LEAD - Kindergarten and 5th Grade
 - Career Education - All Grades
 - Social and Emotional Learning - All Grades

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Zones of Regulations- All grades

2. **Library Books** - Approve the list of books to be cataloged in the library.

D. Policy - Approve the following policies according to status:

CODE	POLICY	STATUS	REASON	Reading
3327	Relations With Vendors-Clean Copy	Revision	Required	2nd
3542.2	School Meal Program Arrears - CC	Revision	Required	2nd
3542.31	Free or Reduced Price-Lunches/Milk - CC	Revision	Required	2nd
3571.4	Audit - CC	Revision	Required	2nd
4151.1/ 4251.1	Personal Illness and Injury/Health and Hardship - CC	Revision	Required	2nd
5113	Attendance, Absences, and Excuses - CC	Revision	Required	2nd
5118	Non Residents	Revision	Required	2nd
5131.1	Harassment, Intimidation, and Bullying (Regulation) - CC	Revision	Required	2nd
5131.1	Harassment, Intimidation, and Bullying (Policy) - CC	Revision	Required	2nd
5131.5	Vandalism/Violence - CC	Revision	Required	2nd
5141.8	Sports Related Concussion and Head Injury - CC	Revision	Required	2nd
6114	Emergencies and Disaster Preparedness - CC	Revision	Required	2nd
6140	Curriculum Adoption - CC	Revision	Required	2nd
6142.2	English as a Second Language Bilingual Programs - CC	Revision	Required	2nd
6145.3	Publications - CC	Revision	Required	2nd
6164.1	Intervention and Referral; Services for General Education Pupils - CC	Revision	Required	2nd

Items C & D:

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Roll Call: Ayes: (9) J. Harrington, J. Longo, A. Mott, J Nacucchio, A. Norman, T. Scull, M. Sites, L Winkels, A. Keen

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):

E. Administrative

1. **Paraprofessional Staff** - Approve submission of the Biannual Statement of Assurance Regarding the Use of Paraprofessional Staff for the 2024-2025 School Year. (page #11946)

2. **Week of Respect** - Approve designation of the 2024 Week of Respect the week of October 7, 2024 through October 11th, 2024. Activities relating to these topics take place throughout the month of October.

3. **School Violence Awareness/Red Ribbon Week** - Approve designation of the 2024 School Violence Awareness/Red Ribbon Week the week of October 21, 2024 through October 25th, 2024. Activities relating to these topics take place throughout the month of October.

4. **Threat Assessment Team** - Approve the establishment of a Threat Assessment Team consisting of: Alyssa Williams, Julie Hofacker, Aaron McAllister, Gwen Herman, Stewart Potter and Trooper Ryan Dolan.

5. **Projected Preschool Enrollment**- Approve the submission of the Projected Preschool Enrollment for the 2025-2026 school year at a total of 45 students (42 regular education and 3 special education). (page #11946-11947)

F. Personnel

6. **Engaged Instruction** - Approve Patti Coulturst, Engaged Instruction, to provide coaching and professional development throughout the 2024/ 2025 school year. Paid through grant funding.

7. **Nurse Mentor** - Approve Alyssa Williams as the mentor for Pam Marts (Elsinboro School Nurse) at the rate of \$1,000 per year prorated to \$500 for the remainder of the 2023-2024 school year. Additional amount of \$500 due January 1st, 2025.

8. **Resignation** - Accept the resignation of Diana Pompper from her position of paraprofessional effective September 27, 2024.

9. **Teacher Assistant** - Approve hiring Glennisse Smith as a Paraprofessional for the 2024-2025 school year at an annual salary of \$19,432. Effective upon completion of hiring paperwork.

10. **Substitute** - Approve the following substitute(s) at the board approved rates, commencing upon receiving proper hiring documentation.

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Kaitlyn Sosnoski - Instructional Substitute

11. **Out of District Enrollments** - Approve the enrollment of staff member Josslyn Manning's children to be enrolled under policy 5118.
E. Manning, 5th grade
H. Manning, 7th grade
12. **Homebound Instruction** - Approve the following individuals for Homebound Instruction on an as needed basis during the 2024-2025 school year at a rate of \$35 per hour (per the QEA Agreement):
- Michael Hughes
- Rosemary Poliski
13. **Wildcat Walking Club** - Approve Olivia McAllister as an advisor to participate in after school events once a week, as scheduled and approved for the 2024-25 school year; equipment and supplies will be ordered, per approval.
14. **Wildcat Gardening Club** - Approve Rosemary Poliski as an advisor to participate in after school events once a week, as scheduled and approved for the 2024-25 school year; equipment and supplies will be ordered, per approval.
15. **Substitute List** - Approve the list of returning substitutes for the 2024-2025 year at the Board approved rates.
16. **Substitute Rates** - Approve the 2024-2025 substitute rates as follows:

POSITION	RATE
Nurse Substitute	\$200.00 per day
Instructional Substitute	\$120 per day
Non-Instructional Substitute	\$15.13 per hour
Clerical, Cafeteria & Custodial	\$15.13 per hour

Items E & F:

Roll Call: Ayes: (9) J. Harrington, J. Longo, A. Mott, J Nacucchio, A. Norman, T. Scull, M. Sites, L Winkels, A. Keen

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

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

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

ORGANIZATION	CONTACT	DATE(S)	HOURS	EVENT	ROOM/ AREA
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Home & School Association	Tiffany Piontkowski	9/24/24, 10/22/24, 11/19/24, 12/17/24, 1/21/25, 4/15/25	5:45PM - 7PM	Home & School Association meeting	Library
Home & School Association	Tiffany Piontkowski	10/14/24 - 10/18/24	9AM - 2:30PM	Scholastic Book Fair	Library
Home & School Association	Tiffany Piontkowski	10/25/24	5PM - 7PM	Trunk or Treat	Parking Lot
Home & School Association	Tiffany Piontkowski	12/9/24 - 12/13/24	9AM - 2:30PM	Santa's Workshop	Library
Home & School Association/ Nate's Story Club	Tiffany Piontkowski	12/10/24	5PM - 8PM	Holiday Night	Cafeteria
Home & School Association	Tiffany Piontkowski	1/23/25	5PM - 8PM	Candy Bar Bingo	Cafeteria
Wildcat Theatre	Beverly Beardsley	Sep - Oct Specific Dates Here	3:15PM - 4:15 PM	Club Rehearsals/ Performances	Library/ Gym
QTYL	Vance Henderson	Oct - March	5:45 PM - 9 PM	Practices and games for JV and varsity	Gym

H. Student Personnel

1. **HIB** - Approve, as per the NJDOE, HIB reporting requirements, the first reading for the period of September 5, 2024 to September 26, 2024 with no incidents.

Items G & H:

Roll Call: Ayes: (9) J. Harrington, J. Longo, A. Mott, J Nacucchio, A. Norman, T. Scull, M. Sites, L Winkels, A. Keen

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

BUSINESS ADMINISTRATOR/BOARD SECRETARY REPORT

Moved by J. Nacucchio and seconded by J. Harrington 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, 2024** 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.

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Board Secretary's Certification:

Pursuant to **N.J.A.C. 6A:23A-16.10(c) 3**, I certify that as of **July 31, 2024**, no budgetary line item account has obligations and payments (contractual orders) which in total exceed the amount appropriated by the Quinon 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, 2024**.

2. **Cash Reconciliation Report** - Approve the cash reconciliation report for the month of **July 2024**.
3. **Transfers** - Approve the transfer list for the month of **July 2024**.
4. **Bills to be Paid** - Approve payroll and agency for the month of **August 2024** and the bills list for the month of **September 2024**. (page #11947-11953)
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	Travel
Jackie Viereck	Online	IEP & 504 Plan Legal Workshop	8/21/24	\$289	N/A
H. Collins, B. Turner, M. Bacon, G. Herman, S. Hoffman, J. Hughes, N. Chiacchio, M.Newkirk, B. Roll, B. McCaffery, E. White, S. Vasquez, J. Bond, M. Hughes, H. Rowand, S.Saddler, C. Fagan, A. Danter, E.	Virtual	LETRs A comprehensive PD designed to provide early childhood and elementary educators and administrators with deep knowledge to be literacy and language experts in the science of reading.	9/2024 - 4/2025 (8 3-hour sessions)	\$24,182 (course and materials) High Impact Tutoring Grant Compensation at approved after school rate (when applicable) paid through grant funds	N/A

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Cortes					
Austin Wheatley	Online	Certified Education Facilities Manager Courses	9/24 - 5/25	\$3473 (estimate)	N/A
Gwen Herman Alyssa Williams	Westin Princeton	2024 NJTFCAN Conference (NJ Child Abuse and Neglect Task Force)	10/7/2024	N/A	travel

7. **Bright Bloom** - Approve an agreement with Bright Blooms for Student Support Services on an as needed basis for the 2024-2025 school year paid for by student's health insurance. (page #11953)

8. **Federally Funded Salaries** - The motion to approve Federally Funded Salaries for the 2024-2025 school year.

Staff Member	Salary 2024-2025	Federally Funded Percentage	Account Number and Grant Name	Amount Funded By Federal Grant
Brille Roll	\$19,432	100%	Title I 20-231-100-100	\$19,432
Joanna Bond	\$32,000	100%	Title I 20-231-100-100	\$32,000

9. **Homeless Aid** - Accept the FY 2024 award for the out of state Homeless Aide in the amount of \$8,456.00.

10. **Extraordinary Aide** - Accept the FY 2024 Extraordinary Aide in the amount of \$82,537.00

11. **Non-Public Transportation Reimbursement** - Accept the Non-Public Transportation reimbursement in the amount of \$1,820.00.

12. **Tuition Contract** - Approve the Salem High School Comprehensive High School Revised Tuition Contract for the 2024-2025 school year. Tuition rate is \$16,308. Estimated enrollment is 41 full-time students and 2 shared-time students for a total cost of \$668,828. (page #11953-11954)

13. **Memorandum of Understanding** - Approve a Memorandum of Understanding for Preschool Program Services to be provided by Quinton Board of Education to Elsinboro Board of Education at a fee of \$148,510.00 for the 2023-2024 school year. Furthermore, Approve a Memorandum of Understanding for Preschool Program Services to be provided by Quinton Board of Education to Elsinboro Board of Education at a fee of \$170,519.00 for the 2024-2025 school year. (page #11954)

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- 14. 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	SCSSSD - Cumberland Campus	5646017997	9/1/24	6/30/25		24/25 Tuition \$53,904
Quinton TWP	SCSSSD - Salem Campus	8430633643	9/1/24	6/30/25		24/25 Tuition \$53,904
Quinton TWP	SCSSSD - Salem Campus	1369012024	9/1/24	6/30/25		24/25 Tuition \$53,904
Quinton TWP	SCSSSD - Daretown	8663704066	9/1/24	6/30/25		24/25 Tuition \$65,601
Quinton TWP	Larc	6967649227	7/1/24	6/30/25		Revised 24/25 Tuition \$67,298.70
Elsinboro BOE	Quinton TWP School PSD	5465676876	9/5/24	6/30/25		24/25 Tuition \$33,500
Lower Alloways Creek BOE	Quinton TWP School PSD	9125610713	7/1/24	6/30/25		ESY Tuition \$6,300 ESY 1:1 Aide: \$3000 24/25 Tuition \$33,500 1:1 Aide: \$21,000
Mannington BOE	Quinton TWP School PSD	5590487203	7/1/24	6/30/25		ESY Tuition \$6,300 24/25 Tuition \$33,500
Oldmans BOE	Quinton TWP School PSD	2912171371	7/1/24	6/30/25		ESY Tuition \$6,300 ESY 1:1 Aide: \$3,000 24/25 Tuition \$33,500 1:1 Aide: \$21,000

- 15. Transportation-** Approve bus routes for the 2024-2025 school year and approve renewing the contract for transportation with B. R. Williams, Inc. for one year from September 2024 through June 2025 as follows:

Route #	2023-2024 Route Cost for One Year	Renewal at CPI 5.18%	Renewal Amount Per Route
C108 (AM)	21,216.34	1,164.43	22,380.77
(PM)	21,216.34	1,164.43	22,380.77
C108 (AM)	21,216.34	1,164.43	22,380.77
(PM)	21,216.34	1,164.43	22,380.77

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C101	32,113.38	1777.67	33,875.88
C102	32,113.38	1777.67	33,875.88
C103	28,953.27	1,602.74	30,542.33
C104	34,848.00	1,911.60	36,759.60
	212,893.39	Grand Total	224,576.77

16. Professional Services - Approve awarding contracts for “professional services” for a one-year term commencing July 1, 2025, without competitive bidding: (page #11955-11960)

Service	Business	2023-2024	2024-2025
AHERA/Right-to-Know	TTI Environmental, Inc	\$710 & \$600 est.	\$1,100
Auditor	Jump, Perry & Company, LLP	\$17,00.00	\$18,000

Moved by A. Norman and seconded by J. Harrington that the Board of Education motion to table number 2, 3 and 5 cash reconciliation, transfers and travel expenses.

Roll Call Number 2, 3 and 4: *Unanimously approved by voice vote. Motion carried.*

Roll Call Numbers 1 & 4 & 6-16: Ayes: (9) J. Harrington, J. Longo, A. Mott, J Nacucchio, A. Norman, T. Scull, M. Sites, L Winkels, A. Keen

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

REPRESENTATIVE TO SALEM CITY BOARD OF EDUCATION

1. The August minutes are submitted for board review.

OTHER BOARD MEMBERS AND COMMITTEE REPORTS - None

PUBLIC COMMENT II - None

ADJOURNMENT

Moved by A. Mott and seconded by A. Norman 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