

**QUINTON BOARD OF EDUCATION
REGULAR MEETING MINUTES
Thursday, October 24, 2024**

The Board of Education Meeting of the Township of Quinton, County of Salem, New Jersey was held at 7:00 pm on October 24, 2024.

Mrs. Jeannette, Board Vice President, led the group in the pledge to the flag.

Mrs. Jeannette, Board Vice 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, Joseph Longo, Anthony Mott, Joanne Nacucchio, Tracy Scull and Michael Sites

Members Excused: None

Members Absent: Amy Keen, Abram Norman

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

EDUCATIONAL HIGHLIGHTS/PRESENTATIONS/RECOGNITION

1. Recognize two students who received the iCare Award for the month of September.

PUBLIC COMMENT I - None

MINUTES

Moved by J. Nacucchio and seconded by J. Longo that the Board of Education approve the regular minutes for the September 26th, 2024 meeting.

Unanimously approved by voice vote. Motion carried.

CORRESPONDENCE - None

BOARD OF EDUCATION BUSINESS

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

A. OLD BUSINESS - None

B. NEW BUSINESS

1. Complete the Board Self-Evaluation by November 14th by logging on to www.njsba.org and scrolling to the bottom of the page to "Online Evaluations for

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Superintendents and Boards". Summary will be presented at the November meeting.
FAQ about Board Self-Evaluation

2. County Wide Consolcilitation Meeting in early November. What kind of benefits would enhance student experience? Have one of our members attend to discuss at the November BOE meeting.

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

1. Discipline Report

B. Building and Grounds

1. **Emergency Drills** - Approve the following emergency school drills:
Fire Drill - 10/23/2024
Security Drill (Lock Down - Active Shooter) - 10/24/2024
2. **Monthly Facility Self-Inspection List**- Review of the School Monthly Facility Self-Inspection List for October 2024 as completed by the Building and Grounds Manager.
3. **Annual School Facilities Checklist** - Approve the submission of the Annual School Facilities Checklist to the Salem County Office of Education.

Items A & B:

Roll Call: Ayes: (6) J. Harrington, J. Longo, A. Mott, J Nacucchio, T. Scull, M. Sites,

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):

C. Curriculum

1. **Updated Curriculum** - Approve the following curriculum for the 2024-2025 school year:

Language Arts Grades K-8

Mathematics Grades K-8, Algebra

Science Grade 6-8

Social Studies Grade K-8

Health Grades K-8

Art Grades K-8

Technology Grades K-8

Music Grades K-8

Physical Education Grades K-8

Spanish Grades K-8

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2. **Field Trips** - Motion to approve the following field trips.

Date	Staff/ Group	Location	Cost Administrative (A) Transportation (T)
5/2/25	Prek	DE Children's Museum	A: \$10 per para T: \$800.00 (2 buses)
12/6/24	Culture Club	Longwood Gardens	Paid for with CC Grant

D. Policy - None

Items C & D:

Roll Call: Ayes: (6) J. Harrington, J. Longo, A. Mott, J. Nacucchio, T. Scull, M. Sites,

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

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

E. Administrative

1. **NJSLA Spring 2024** - Review the NJSLA scores for the 2023-2024 school year and the four year achievement analytics.

2. **Choice Program** - Website information including the timelines, applications and forms for enrollment have been updated for the 2025-2026 school year in English and Spanish.

3. **District Performance Review**- The Superintendent recommends that the Board of Education, after presentation by the Superintendent, approve affirming the accuracy of and approve the resolution for submission of the NJQSAC District Performance Review (DPR) and the signed declaration page to the New Jersey Department of Education for the 2024-2025 school year.

District Performance Review Page

Instruction and Program

Fiscal Management

Governance

Operations

Personnel

Declaration page

4. **Preschool Operational Plan Update** - Approve the submission of 2024-2025 Preschool Operational Plan Update.

F. Personnel

1. **Resignation** - Accept the resignation of Stacy Ricketts, paraprofessional, as of 10/18/2024.

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2. **Substitute** - Approve the following substitute(s) at the board approved rates pending the completion of paperwork:
Justin Smith - Instructional Substitute, Paraprofessional
3. **Cafeteria Aide** - Approve hiring Margie Craven as a cafeteria aide at an annual salary of \$8,170.00 (prorated for this contract). Effective upon completion of all hiring paperwork.

Larry Winkles arrives at 7:16PM

Items E & F:

Roll Call: Ayes: (7) J. Harrington, J. Longo, A. Mott, J Nacucchio, T. Scull, M. Sites, L. Winkles
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 - None

H. Student Personnel

1. **Homeschool** - Acknowledge receipt of a letter that a Quinton resident child (ES) will be homeschooled.
2. **HIB Self-Assessment** - Approve the submission of the 2023-2024 School Self-Assessment for Determining Grades under the Anti-Bullying Bill of Rights Act to the NJDOE by the due date.
3. **HIB** - Approve, as per the NJDOE, HIB reporting requirements, the second reading for the period of September 5, 2024 to September 26, 2024 with no incidents.
4. **HIB** - Approve, as per the NJDOE, HIB reporting requirements, the first reading for the period of September 27, 2024 to October 24, 2024 with no incidents.

Items G & H:

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

BUSINESS ADMINISTRATOR/BOARD SECRETARY REPORT

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

1. Board Secretary Certification (July)

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

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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 **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. Board Secretary Certification (August)

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 **August 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.

Board Secretary's Certification:

Pursuant to **N.J.A.C. 6A:23A-16.10(c) 3**, I certify that as of **August 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 **August 31, 2024**.

3. Board Secretary Certification (September)

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 **September 30, 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.

Board Secretary's Certification:

Pursuant to **N.J.A.C. 6A:23A-16.10(c) 3**, I certify that as of **September 30, 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 **September 30, 2024**.

4. **Cash Reconciliation Report** - Approve the cash reconciliation report for the month of **July 2024, August 2024** and **September 2024**.

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5. **Transfers** - Approve the transfer list for the month of **July, August and September 2024**.

6. **Bills to be Paid** - Approve payroll and agency for the month of **September 2024** and the bills list for the month of **October 2024**.

7. **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.

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

Staff	Location	Workshop/Seminar	Date	Cost	Sub Cost
Gwen Herman	Atlantic City	Techspo	1/29/25 - 1/31/25	\$590 Registration \$208 Hotel Mileage	N/A

9. **Safety Grant** - Accept the Safety Grant check in the amount of \$2,000.

10. **NJ High Impact Tutoring Grant** - Approve the acceptance of the NJ High Impact Tutoring Grant additional approved funds in the amount of \$3,088 to be utilized for the purposes set forth in the grant application.

11. **CPR Training** - Approve the payment of \$350 to Sherry Biddle to provide CPR training and assessment to renew certifications for seven (7) staff members.

12. **Memorandum of Understanding** - Approve a revised Memorandum of Understanding for Preschool Program Services to be provided by Quinton Board of Education to Elsinboro Board of Education at a fee of \$107,250.00 for the 2023-2024 school year.

13. **Preschool Program Services** - Approve revised contract for Elsinboro Township Board of Education to contract with the Quinton Township Board of Education to receive Preschool Program Services to Elsinboro resident 3- and 4-years old effective for the **2023-2024**.

14. **CMP and Form M-1** - Approve, by resolution, the submission of the Comprehensive Maintenance Plan, detailed expenditures and Form M-1 to the Salem County Office of Education.

15. **Transportation** - Approve the 2024-2025 transportation with GCSSSD Transportation Cooperative at the following amounts (costs shared with other districts):

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Route #	Destination	# of Quinton Students	Route Cost
Y659	SCIT - Schalick HS	3	\$34,236.00
Y1564	SCIT - Woodstown HS	15	\$53,051.00
Y1802	SCIT - PVHS	2	\$21,772.00
Y521	SCSSSD - Salem Campus	2	\$54,398.00
Y1672	SCSSSD - Cumberland	1	\$12,224.00
Y1795	Pineland Learning Center	2	\$70,913.00
Y1901B	Half Time Vo-Tech/ Salem HS	3	\$12,015.00
Y1179	Daretown School	1	\$26,611.00
Y1809	LARC	1	\$60,660.00

16. **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	9742750893	10/1/24	6/30/25		24/25 Tuition \$51,680

17. **Professional Services** - Approve awarding contracts for “professional services” for a one-year term commencing July 1, 2025, without competitive bidding:

Service	Business	2021-2022	2024-2025
Water Testing (Every 3 years)	TTI Environmental, Inc	\$1,259.00	\$1975.00

Moved by T Scrull and seconded by J Longo that the Board of Education motion to table number 14 (CMP and Form M-1) until committee can meet.

Roll Call Number 14: *Unanimously approved by voice vote. Motion carried.*

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

REPRESENTATIVE TO SALEM CITY BOARD OF EDUCATION

- The September minutes are submitted for board review.

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OTHER BOARD MEMBERS AND COMMITTEE REPORTS - None

PUBLIC COMMENT II

Peter Fogg, 5 Marlboro RD, Bridgeton, NJ - Asked about teaching methods.

ADJOURNMENT

Moved by A. Mott and seconded by J. Longo that there being no further business to come before the Board of Education, the meeting be adjourned at 8:06 pm.

Unanimously approved by voice vote. Motion Carried.

Respectfully submitted,

Karen Klaus
Business Administrator/Board Secretary