

**QUINTON BOARD OF EDUCATION
REGULAR MEETING MINUTES
Thursday, March 13, 2025**

The Board of Education Meeting of the Township of Quinton, County of Salem, New Jersey was held at 7:00 pm on March 13, 2025.

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

Mrs. Jeannette Harrington, Board President, called the meeting to order at 7:03 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, Zachary Mayer, Joanne Nacucchio, Abram Norman, Tracy Scull and Lawrence Winkels

Members Excused: None

Members Absent: Anthony Mott, Michael Sites

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 - None

PUBLIC COMMENT I

Glenn Hofacker - Stated student was removed by Gwen Herman and then sequence of events returned student with no support. Also asked why there was no documentation of student harassment of his daughter. Inaccuracy of email sent to parents that he was witch hunting. Asked when Superintendent search will begin and what meeting.

Jennifer Watt - Presented her own letter addressing a letter that was sent out to Kindergarten parents in effort to communicate with parents and guardians. Says that the letter from administration states "inaccurate information" had been shared. Jennifer claims that without clear details, this statement leaves room for confusion rather than resolving concerns. Additionally, Jennifer states the letter from administration mentions "negative remarks" being made about a student and staff member but it does not acknowledge or address the specific concerns that parents have raised. Jennifer goes on to say that the letter encourages parents to contact administration directly, yet many feel that our precious attempts at open communication have not been met with the level of responsiveness and transparency we expect. Jennifer ends with ultimately, we share the same goal: ensuring a safe, supportive, and high-quality learning environment for our children. She respectfully requests that the administration provide more specific information regarding the concerns raised and outline the steps being taken to address them.

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MINUTES

Moved by J. Nacucchio and seconded by J. Longo that the Board of Education approve the regular minutes for the January 23, 2025 meeting.

Unanimously approved by voice vote. Motion carried.

CORRESPONDENCE - None

BOARD OF EDUCATION BUSINESS

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

A. OLD BUSINESS - None

B. NEW BUSINESS

1. Personal/Relative and Financial Disclosure Statements - Need to be completed by March 1, 2025. You received an email with instructions.
2. Ethics training for board members to take place at 7:30. **Moved to later in the meeting*

Unanimously approved by voice vote. Motion carried.

SUPERINTENDENT REPORT

Moved by J. Nacucchio and seconded by J. Longo 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 - 1/29/2025 and 2/26/2025
Security Drill - 1/30/2024 and 2/28/2025
2. Monthly Facility Self-Inspection List - Review of the School Monthly Facility Self-Inspection List for February 2025 as completed by the Building and Grounds Manager.

Items A & B:

Roll Call: Ayes: (7) J. Harrington, J. Longo, Z. Mayer, J. Nacucchio, A. Norman, T. Scull, L. Winkels

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

C. Curriculum - None

D. Policy - None

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

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E. Administrative

1. **Student Safety Data System incident report** - Review report for Period 1 (September 1, 2024 to December 31, 2024), that was submitted to the Department of Education.
2. **Revised School Calendar** - Approve the revised 2024/2025 school calendar to reflect two snow days. **added days to end of calendar. 6/16/25 tentative 8th grade graduation date**

F. Personnel

1. **Substitute List** - Approve the following individuals as substitutes for the 2024-2025 school year at the Board approved rate:

a. Sylvia Micarelli (nurse)

Note: Individuals must complete all required paperwork and background check prior to beginning work.

2. **Cafeteria Aide** - Approve hiring Terra Winkels as a cafeteria worker/playground aide at an annual salary of \$15,645.00 (prorated for this contract). Effective upon completion of all hiring paperwork.
3. **Teacher's Assistant** - Approve the internal transfer of Irma Hernandez from cafeteria aide to a PSD Teacher's Assistant for the remainder of the 2024-2025 school year at an annual salary of \$18,932 (prorated based on start date).
4. **Leave of Absence** - Approve the leave of absence request from Avery Malinowski beginning May 2, 2025 with a return to work date of October 6th, 2025 utilizing a combination of sick leave and unpaid leave under FMLA.
5. **Superintendent Search** - Approve the use of NJSBA to facilitate the process of searching for a new Superintendent to start in the 2025-2026 school year. The Search Program options are listed in the Brochure. The board elects to go with option 3.

Items E & F:

Roll Call: Ayes: (7) J.Harrington, J. Longo, Z.Mayer, J Nacucchio, A. Norman, T. Scull, L. Winkels

Noes: (0) Abstain: (0) Recused: (L.Winkels #2) Motion Carried.

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

A. Facilities Use - Approve the following request(s) for use of facilities:

ORGANIZATION	DATE(S)	TIME	ROOM/ AREA	EVENT	REQUESTOR
Home & School	3/11/25	6PM to 8PM	Cafeteria	Paint Night	Tiffany Piontkowski/ Tina Scarpa
Home & School	4/4/25	6:00PM to 7:30PM	Gym	Glow & Grow (Prek-4th grade) dance	Tiffany Piontkowski/ Tina Scarpa

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QTS	5/21/25	6:30PM to 8PM	Gym	NJHS Ceremony	Tina Scarpa
QTS	4/7/2025	5:30PM to 6:30PM	Library	Salem Community College 8th grade parent info night	Julie Hofacker
QTYL	03/14/25	6:00PM to 9:00PM	Gym	Award Night	Jillian Shipman
Salem Little League	3/11/25 through 4/10/25	5:30PM to 7:30PM	Softball Practice Field	Softball Practice	Jim Smith
QTS	4/12/25	10AM - 1PM	Parking Lot	Car Wash	Stewart Potter

G. 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 first reading for the period of February 27, 2025 to March 12, 2025 with two (2) incidents.
3. **HIB** - Approve, as per the NJDOE, HIB reporting requirements, the second reading for the period of January 23, 2025 to February 26, 2025 with three (3) incidents.

Items G & H:

Roll Call: Ayes: (7) J.Harrington, J. Longo, Z.Mayer, J Nacucchio, A. Norman, T. Scull, L. Winkels
 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 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, 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:**

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2. **Bills to be Paid** - Approve payroll and agency for the month of **February 2025**. Further, approval to pay **March 2025** bills on March 27, 2025 with final approval of the bills list at the April 2025 Board of Education meeting.
3. **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.
4. **Workshop/Seminar Requests** - Approve the workshop/seminar requests, as previously approved by the Superintendent:

Staff	Location	Workshop/Seminar	Date	Cost
Heather Meehan	Hybrid	Intervention and Referral Services Team Training	3/25/2025	\$178.00

5. **Preliminary Budget Submission** – After finance committee review of the proposed 2025-2026 budget and upon discussion with the full board, it is recommended that the Quinton Board of Education approve by Resolution the submission of the 2025-2026 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 4.1% increase in the Tax Levy.

Budget Resolution - Revenues - Appropriations

Further, to approve scheduling the public hearing on the 2025-2026 budget for Thursday, April 24, 2025 at 7:00 p.m. with the regular monthly meeting to follow.

6. **Preschool Budget Workbook** - Approve, by resolution, Resolution PEA the submission of the Preschool Budget Workbook for 2025-2026. Preschool Workbook
7. **Transportation** - Approve transportation for Quinton residents #6825246106 and #8587537931 effective February 27, 2025 through June 30, 2025 at the per diem rate of \$350.00. McKinney Vento funds will be requested to assist with the cost of the route.
8. **Transportation** - Approve transportation for Quinton resident #2027963016 to D'Ippolito elementary school effective March 6, 2025 through June 30, 2025 at the per diem rate of \$293.00. McKinney Vento funds will be requested to assist the cost of the route.
9. **Instructional Services** - Approve the Contract for Brookfield Schools to provide instructional services for student #14587539 at the cost of \$35/hour.
10. **Engineering Services** - Approve the Proposal submitted by Remington Vernick Engineers for the design, bidding support and construction support for the replacement of the roof in the 2000's wing.

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Roll Call: Ayes: (7) J.Harrington, J. Longo, Z.Mayer, J Nacucchio, A. Norman, T. Scull, L. Winkels
Noes: (0) Abstain: (0) Motion Carried.

ETHICS TRAINING FOR BOARD MEMBERS

RECESS INTO EXECUTIVE SESSION

Moved by T. Scull and seconded by J. Harrington that the Board of Education approve adopting the resolution to adjourn into executive session at 8:02 pm:

QUINTON TOWNSHIP BOARD OF EDUCATION
RESOLUTION AUTHORIZING EXECUTIVE SESSION

WHEREAS, N.J.S.A. 10:4-12 allows for a Public Body to go into executive session during a Public Meeting; and

WHEREAS, the Board of Education of Quinton Township School District has deemed it necessary to go into executive session to discuss certain matters which are exempted from the Public; and

WHEREAS, the length of executive session is estimated to be 90 minutes after which the regular meeting of this Board of Education will reconvene and proceed with business;

NOW, THEREFORE, BE IT RESOLVED that the Board of Education of the Quinton Township School District will go into executive session for the following reason(s) as outlined in N.J.S.A. 10:4-12:

- ☐ 1. Confidential matters per statute or court order
- ☐ 2. Matters that would impact rights to receive federal funds
- ☐ 3. Unwarranted invasion of individual privacy
- ☐ 4. Collective bargaining with the Quinton Education Association
- ☐ 5. Acquisition of real property or investment of public funds
- ☐ 6. Tactics or techniques utilized in public safety procedures
- ☐ 7. Litigation, contract negotiations, or attorney-client privilege
- ☒ 8. Personnel matters
- ☐ 9. Imposition of penalties upon an individual

BE IT FURTHER RESOLVED that the Board of Education hereby declares that its discussion of the aforementioned subject(s) may be made public at a time when the Board Attorney advises the Board of Education that the disclosure of the discussion will not detrimentally affect any right, interest or duty of the School District or any other entity with respect to said discussion.

BE IT FURTHER RESOLVED that the Board of Education, for the aforementioned reasons, hereby declare that the public is excluded from the portion of the meeting during which the above discussion shall take place and hereby directs the Board Secretary to take the appropriate action to effectuate the terms of this resolution.

Unanimously approved by voice vote. Motion carried.

RESUMPTION OF PUBLIC PORTION OF THE MEETING

Moved by Z. Mayer and seconded by J. Longo that the Board of Education resume the public portion of the meeting at 9:20 pm.

Unanimously approved by voice vote. Motion carried.

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REPRESENTATIVE TO SALEM CITY BOARD OF EDUCATION

1. The February minutes submitted for board review.

OTHER BOARD MEMBERS AND COMMITTEE REPORTS - None

PUBLIC COMMENT II - None

ADJOURNMENT

Moved by L. Winkels and seconded by T. Scull that there being no further business to come before the Board of Education, the meeting be adjourned at 9:03 pm.

Unanimously approved by voice vote. Motion Carried.

Respectfully submitted,

Karen Klaus

Business Administrator/Board Secretary