

**QUINTON BOARD OF EDUCATION
REGULAR MEETING MINUTES
Thursday, November 20, 2025**

RECESS INTO EXECUTIVE SESSION

Moved by A. Norman and seconded by T. Scull that the Board of Education approve adopting the resolution to adjourn into executive session at 6:47 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 L. Winkels that the Board of Education resume the public portion of the meeting at 7:00 pm.

Unanimously approved by voice vote. Motion carried.

The Board of Education Meeting of the Township of Quinton, County of Salem, New Jersey was held at 7:00 pm on November 20, 2025.

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

Mrs. Joanne Nacucchio, Board Vice President, called the meeting to order at 7:03 pm.

The New Jersey Open Public Meetings Statement was read by Mrs. Nacucchio. 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: Joseph Longo, Zachary Mayer, Joanne Nacucchio, Abram Norman, Tracy Scull, Lawrence Winkels, J. Harrington (*arrived at 7:23pm*)

Members Excused:

Members Absent: Anthony Mott, Michael Sites

Also Present: Joseph Bollendorf, Interim Superintendent
Gwen Herman, Principal
Kristina Scarpa, Board Clerk
Members of the Public (sign-in sheet on file)

EDUCATIONAL HIGHLIGHTS/PRESENTATIONS/RECOGNITION

Recognize two students and one staff member who received the Wildcat of the Month and Golden Paw Award for the month of October.

PUBLIC COMMENT

Moved by L. Winkels and seconded by T. Scull that the Board of Education open the Audience Participation, for agenda items only, portion of the meeting at 7:05 pm.

Unanimously approved by voice vote. Motion carried.

No comments.

CLOSURE OF THE PUBLIC COMMENT PORTION OF THE MEETING

Moved by A. Norman and seconded by J. Longo that the Board of Education close the Audience Participation, for agenda items only, portion of the meeting at 7:05 pm.

Unanimously approved by voice vote. Motion carried.

MINUTES

Moved by A. Norman and seconded by T. Scull that the Board of Education approve the regular minutes for the [September 25, 2025](#) and [October 9th, 2025](#) meeting.

Unanimously approved by voice vote. Motion carried.

BOARD OF EDUCATION BUSINESS

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

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A. OLD BUSINESS

B. NEW BUSINESS

1. Approval to schedule the Reorganization meeting for Thursday January 8, 2026 at 6:30 pm.

2. Complete the Board Self-Evaluation by November 14th by logging on to www.njsba.org and navigating to the "[Online Evaluations for Superintendents and Boards](#)" page. Summary will be presented at the November meeting. [FAQ about Board Self-Evaluation](#). *Tabled until January meeting Moved by Z. Mayer and seconded by T. Scull. Unanimously approved by voice vote. Motion carried.*

3. Approve the walk-on motion discussed during executive session for the 26/27 school calendar (option number 1) that was discussed during executive session. *Moved by A. Norman and seconded by J. Longo. Unanimously approved by voice vote. Motion carried.*

C. Superintendent's Update - Discussion

D. Principal's Update - Discussion

Unanimously approved by voice vote. Motion carried.

*** Jeannette Harrington arrives 7:23pm*

SUPERINTENDENT REPORT

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

A. Building and Grounds

- Emergency Drills** - Approve the following emergency school drills:
Fire Drill - Later date in November
Security Drill (Lockdown) - 11/19/2025
- Monthly Facility Self-Inspection List**- Review of the School Monthly Facility Self-Inspection List for November 2025 as completed by the Building and Grounds Manager.
- School Safety and Security Plan** - Approve the submission of the School Safety and Security Plan Annual Review Statement of Assurance form to the Salem County Office of Education.

B. Policy

CODE	POLICY	STATUS	REASON	Reading
2130	Assistant Principal Evaluation	Updated (addition)	Required	1st reading
2131	Chief School Administrator (CSA) Evaluation	Updated (addition)	Required	1st reading

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C. Curriculum

1. **Student Teaching** - Approve Stefano Fiducioso to complete student teaching in PE/ Health with Mr. McAllister during Rowan University Spring and Fall 2026 semesters.

D. Personnel

1. **Special Education Teacher** - Approve hiring employee number: 590 as a Special Education Teacher for the remainder of the 2025-2026 school year at an annual salary of \$68,405 (BA+30, prorated based on start date). Effective 1/1/2026 upon completion of hiring paperwork.

2. **Assistant Principal** - Approve hiring employee number: 97340434 as Assistant Principal for the remainder of the 2025-2026 school year at an annual salary of \$110,000 (prorated based on start date). Effective 1/1/2026.

3. **Early Childhood Coordinator** - Approve hiring employee number: 97339899 as Early Childhood Coordinator for the remainder of the 2025-2026 school year at an annual salary of \$87,051 (prorated based on start date). Effective 1/1/2026.

4. **Literacy Coach** - Approve hiring employee number: 97411623 as a Literacy Coach for the remainder of the 2025-2026 school year at an annual salary of \$84,951 (prorated based on start date). Paid through the COACH grant. Effective 1/1/2026.

5. **Aide** - Approve hiring employee number: 512 as an aide for the preschool disabled classroom the remainder of the 2025-2026 school year at an annual salary of \$24,500 (prorated based on start date).

6. **Aide/Registered Behavior Technician (RBT)** - Approve hiring employee number: 556 as the 1:1 Aide/RBT (*participation in ongoing training under the direction of a BCBA*) for the remainder of the 2025-26 school year at an annual salary of \$23,600 effective 11/21/2025. This position will replace the Bright Blooms Service Agreement for student #489386152.

7. **Reading Specialist (long term leave)** - Approve the hiring of employee number: 592 as the reading specialist for the remainder of the 2025-26 school year at an annual salary of \$66,305 (prorated based on start date). Effective 1/1/2026 or sooner dependent upon leave of absence and upon completion of hiring paperwork.

8. **Substitute List** - Approve the following individuals as substitutes for the 2025-2026 school year at the Board approved rate pending completion of paperwork:

a. Scotti Walker - Instructional

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- b. Destiny LeFlore - Instructional
- c. Stephanie Gillen - Instructional

E. Student Personnel

1. **Field Trips** - Approve the attached list of upcoming Field Trips for the 2025-2026 school year.
2. **HIB** - Approve, as per the NJDOE, HIB reporting requirements, the first reading for the period of October 24, 2025 to November 20, 2025 with no incidents.
3. **HIB** - Approve, as per the NJDOE, HIB reporting requirements, the second reading for the period of September 26, 2025 to October 23, 2025 with no incidents

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

Noes: (0) Abstain: (1 - J. Harrington D5) Recuse: (0) Motion Carried.

I. BUSINESS ADMINISTRATOR/BOARD SECRETARY REPORT

Moved by A. Norman and seconded by J. Longo 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 2025** and August 2025 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 **July 31st, 2025** and **August 31, 2025**, 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 **May 31, 2025 and June 31, 2025** .

2. **Treasurer's Report** - Approve the Treasurer's Report for the month of July 2025 and August 2025.
3. **Transfers** - Approve the transfer list for the month of July 2025 and August 2025 .
4. **Bills to be Paid** - Approve the bills list for the month of November Bills List.
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,

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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	Sub Cost
Gwen Herman	Virtual	Establishing HIB Systems	Online Course	\$75.00	N/A
Gwen Herman	Virtual	Affirmative Action Officer Certificate Program	Online Course	\$500.00	N/A
Olivia McAllister	Virtual	Next Steps for Professionals + Families	11/05/2025	\$10.31	N/A
Gwen Herman	Atlantic City	Techspo	1/28/26 -1/30/26	\$610.00 Registration \$208 Hotel Mileage	N/A
Corrine Finlaw	Rutgers New Brunswick	Literacy for PK	1/14/2026	\$180 registration plus tolls and mileage	N/A

7. **Safety Grant** - Accept the Fiscal Year 2026 award for the Safety Grant Program through the New Jersey School Insurance Group in the amount of \$2,000.
8. **Preschool Upload** - Approve the operation, enrollment, and contact upload into the Preschool Budget and Operation (PBOP) system.
9. **Education Data Services** - Approve an agreement with Educational Data Services Inc. (EdData) and Quinton Township BOE for bid package enrollment (\$875.00) and cooperative bid pricing (\$1450.00).
10. **PSD Contracts** - Approve the One to One Aide Agreement for the following Elsinboro students: Student 5465676876
11. **Appropriate Capital Reserve Funds** - Approve the Resolution to Appropriate Capital Reserve Funds to support the full cost of the Roofing and HVAC project.
12. **Maintenance Reserve Transfer** - Approve the Resolution Authorizing Withdrawal from the Maintenance Reserve for the purpose of funding air quality testing and general engineering services for the gym floor, to be performed by Remington & Vernick Engineers, as presented.
13. **Professional Services** - Approve awarding contracts for “professional services” for a one-year term commencing July 1, 2025, without competitive bidding:

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Service	Business	2024-2025	2025-2026
Right-to-Know	TTI Environmental, Inc	\$740.00	\$780.00

14. Air Quality Testing - Approve contract in the amount of \$1,570.00 with TTI Environmental, Inc to conduct an initial air quality inspection of six classrooms.

15. December Bills To Be Paid - Approve that the Business Administrator be authorized to process additional invoices for payment for the current and next fiscal year with Board confirmation at the next regular board meeting.

16. Minimum Wage Increase - Approve the adjustment of hourly rates for two staff members impacted by the New Jersey state minimum wage increase effective January 1, 2026, in accordance with state law.

- a. Staff member: 31052173
- b. Staff member: 54706025

17. Substitute Rates - Approve the 2025-2026 substitute rates impacted by the New Jersey state minimum wage increase effective January 1, 2026, in accordance with state law as follows:

POSITION	RATE
Clerical, Cafeteria & Custodial	\$15.92 per hour

18. 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	New/ Existing Student	Student ID	Start Date	End Date	Account Number	Bd. Appr Rates
Quinton TWP	Olivet School	Existing	5913911988	10/14/25	06/30/26		25/26 Tuition \$28,819.00

19. Approve the walk-on motion discussed during executive session for the acceptance of grant funding of \$5000.00 to purchase a fridge, freezer, and shelving for our food pantry. Moved by A. Norman and seconded by J. Longo. Unanimously approved by voice vote. Motion carried.

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

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

REPRESENTATIVE TO SALEM CITY BOARD OF EDUCATION

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1. The [October](#) and [November](#) minutes are submitted for board review.

OTHER BOARD MEMBER AND COMMITTEE REPORTS - Discussion

1. Approve the walk-on motion discussed during executive session to give Mr. Joseph Bollendorf, Interim Superintendent, hiring autonomy until December 31st, 2025. *Moved by A. Norman and seconded by T. Scull. Unanimously approved by voice vote. Motion carried.*

PUBLIC COMMENT:

Moved by A. Norman and seconded by J. Longo that the Board of Education open the Audience Participation portion of the meeting at 7:48pm.

Unanimously approved by voice vote. Motion carried.

Corrine Finlaw, PreK teacher: Shares about Literacy Luau night and its success. Able to buy lots of goodies for the kids separated by grade. Lots of books in both English and Spanish. All different interests and levels for kids. Older kids got journals and chapter books. Make packets for each grade level heightening the importance of reading every night. Had parents play games included in the packet. Some parents even make suggestions about possibly doing these tips with spelling words. Taught parents different little things to help their kids with language and literacy. It was an exciting night we wanted to share with you. Had wheels parade for Pre-K. Completion of study of wheels. 4-6 weeks of studying wheels. The wheels' parade is the "closing celebration" of that study. Participants stop at the end so Pre-K students can look through. Members from the fire department and ambulance squad. Parents also helped by bringing vehicles for kids to see and study.

Erin White, 4th grade teacher: Wants to thank Gwen for the grant that gave her the opportunity to apply for this position. Torn because she went here and taught here and she is really excited to start this. Thanks Gwen for getting another grant. Third grant she's a part of. Went to a meeting in PV with other teachers for ELA. What programs are they using and comradery among districts. She is really looking forward to her new position but she is emotional about telling her students tomorrow.

CLOSURE OF THE PUBLIC COMMENT PORTION OF THE MEETING

Moved by A. Norman and seconded by Z. Mayer that the Board of Education close the Audience Participation portion of the meeting at 7:50 pm.

Unanimously approved by voice vote. Motion carried.

ADJOURNMENT

Moved by A. Norman and seconded by T. Scull that there being no further business to come before the Board of Education, the meeting be adjourned at 7:51 pm.

Unanimously approved by voice vote. Motion Carried.

Respectfully submitted,

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Kristina Scarpa

Confidential Secretary/ Board Clerk