

MINUTES

PLUMSTED TOWNSHIP BOARD OF EDUCATION
REGULAR MEETING
August 14, 2024
6:00 p.m. Executive Session
7:00 p.m. Anticipated Public Session
NEW EGYPT HIGH SCHOOL

Vision Statement

“Unleashing Unlimited Opportunities . . . Empowering One Warrior At A Time!”

Mission Statement

The Plumsted Township School District shall inspire all students to realize their personal potential. A rich and challenging learning environment, in partnership with the community, will develop critical thinkers, lifelong learners and productive citizens in an emerging global society.

I. CALL TO ORDER

Dr. Giardina, BOE President will preside and voice the call to order at 6:03 p.m.

II. OPEN PUBLIC MEETING ACT

In compliance with the Open Public Meeting Act, this is to announce that adequate notice of this meeting has been given in the form of an Annual Notice contained in Resolution No. 2023-1, which Resolution was immediately thereafter posted upon the bulletin board in the main office of all four schools and the Board Secretary's office and disseminated within seven (7) days of passage to the Asbury Park Press and The Trenton Times, and a copy of such resolution was filed with the Plumsted Township Clerk. No advance written notice of this meeting was requested and paid for by any person according to the record of the Secretary of the Board. I direct the Secretary of the Board to enter into the minutes of this meeting this public announcement.

III. ROLL CALL

Dr. Giardina	Present
Mr. Goodman	Present
Mrs. Kovacs	Present (arrived at 6:05 p.m.)
Mr. Meroney	Absent
Mrs. Morgan	Present
Mrs. Raywood	Present
Mr. Stepnowski	Present

ALSO PRESENT

Mr. Ytreboe, Superintendent
Mr. Gately, Business Administrator/Board Secretary
Mr. Supsie, Board Attorney

Mrs. Raywood made a motion to go into executive session at 6:04 p.m. for the purpose of discussing pending litigation, student matters, collective negotiations, and some personnel matters.
Seconded by Mr. Goodman, passed unanimously.

IV. EXECUTIVE SESSION

WHEREAS, the Open Public Meeting Act (N.J.S.A. 10:4-6, et seq.) permits bodies to discuss certain matters in closed sessions, and

WHEREAS, PURSUANT TO THE Open Public Meeting Act (N.J.S.A. 10:4-6, et seq.), such a meeting may be held in private;

NOW, THEREFORE, BE IT RESOLVED, that:

- 1. The Board shall meet in closed session on these matters; and
- 2. The matters to be discussed in private may be shared with the public at such other time as the Board may determine that there is no longer any requirement for confidentiality.

V. ROLL CALL

Dr. Giardina	Present
Mr. Goodman	Present
Mrs. Kovacs	Present
Mr. Meroney	Absent
Mrs. Morgan	Present
Mrs. Raywood	Present
Mr. Stepnowski	Present

ALSO PRESENT

Mr. Ytreboe, Superintendent
Mr. Gately, Business Administrator/Board Secretary
Mr. Supsie, Board Attorney

VI. FLAG SALUTE

VII. APPROVAL OF AGENDA

Mrs. Raywood moved with a second by Mr. Goodman that VII.A. be approved:

- A. Recommend that the Board approve the regular meeting agenda for August 14, 2024.

Roll Call	
Yes	Mrs. Raywood, Mr. Goodman, Mrs. Kovacs, Mrs. Morgan, Mr. Stepnowski, Dr. Giardina
No	None
Absent	Mr. Meroney

VIII. APPROVAL OF MINUTES

Mr. Stepnowski moved with a second by Mrs. Morgan that VIII.A. be approved:

- A. The minutes are presented for necessary correction and approval for the regular meeting on July 10, 2024.

Roll Call

Yes

Mr. Stepnowski, Mrs. Morgan,
Mrs. Kovacs, Mrs. Raywood,
Mr. Goodman, Dr. Giardina

No

None

Absent

Mr. Meroney

IX. DISTRICT HIGHLIGHTS

A. Board Meeting dates:

The remaining Board of Education meetings will be held:

September 11, 2024

December 11, 2024

October 19, 2024

January 7, 2025 (reorganization meeting)

November 13, 2024

*Tuesday

B. Student Enrollment

C. [Fire/Drill/School Security Drills](#)

D. [Suspension List](#)

X. BOARD OF EDUCATION COMMITTEE REPORTS

A curriculum meeting was held last week with the Director of Curriculum & Instruction and the Director of Special Services. Updates on curriculum writing.

XI. STUDENT REPRESENTATIVE COMMENTS

None

XII. SUPERINTENDENT'S COMMENTS

Mr. Ytreboe, Superintendent, commented on the following:

Abolishing Policy 7231 was removed from the agenda as the policy was never approved by the district.

Preparations taking place for the opening of schools.

Budget

Primary School is reopening in September.

Elementary School transitioned to Grades 1-6.

High School transitioned to Grades 7-12.

The District Website will be updated this year.

Upcoming parent orientations and Back to School Nights.

Thanked all staff for their hard work this summer.

XIII. PRESENTATIONS/AWARDS

None

XIV. PUBLIC COMMENT ON AGENDA ITEMS - Opened at 7:21 p.m. closed at 7:21 p.m.

None

XV. SUPERINTENDENT'S AGENDA

Mr. Goodman moved with a second by Mrs. Morgan that A.1 - A.22 be approved:

The following items are presented for approval as recommendations by the Superintendent of Schools:

A. Finance Motions

1. Recommend approval of all bills and claims for August 14, 2024, which have been examined by members of the Finance Committee and are presented for approval.
2. Recommend approval of all bills and claims for August 14, 2024, which required handwritten checks after the July 10, 2024, Board of Education meeting. Bills and claims list were approved, and were examined by the members of the Finance Committee and are presented for approval.
3. Recommend ratification of the transferring of funds, for the period ending June 30, 2024.
4. Recommend approval of the Board Secretary's Report for the period ending June 30, 2024, and the Treasurer of School Monies Report, for the period ending June 10, 2024.
5. Recommend approval that Pursuant to N.J.A.C. 6A:23A-16.10(c)3, the Business Administrator/Board Secretary, certifies that as of June 10, 2024, no budgetary line item account has obligations and payments (contracted orders) which in total exceed the amount appropriated by the District Board of Education pursuant to N.J.A.C. 6A:23A-16.10(a), that the District financial accounts have been reconciled and are in balance.
6. Recommend approval that the Plumsted Township Board of Education, pursuant to N.J.A.C. 6A:23A-16.10(c)4, certifies that as of June 10, 2024, after review of the Secretary's monthly financial report (appropriations section) and upon consultation with the Business Administrator/Board Secretary and other appropriate district officials, that to the best of their knowledge no major account or fund has been over expended in violation of N.J.A.C. 6A:23A-16.10(b) and that sufficient funds are available to meet the District's financial obligations for the remainder of the fiscal year.
7. Recommend approval of an agreement with Towne Kids LLC, to provide nursing services for student 202961, during the 2024-2025 school year.
8. Recommend approval of a contract with the Commission for the Blind and Visually Impaired to provide Level 1 services from September 1, 2024 through June 30, 2025 to one (1) student (203772), at a total cost of \$2,420.00
9. Recommend approval of an agreement with the Children's Center of Monmouth County, Plumsted Township School District for tuition from July 1, 2024, through June 30, 2025, for student number 270879, at a total cost of \$84,839.06.
10. Recommend approval of a contract with Y.A.L.E. School North II, Inc. for tuition from July 8, 2024 through June 30, 2025, for student number 320018, at a total cost of \$70,041.30.
11. Recommend approval of a contract with Ocean County Vocational Technical School Board of Education for tuition from September 1, 2024 through June 30, 2025, for twenty-six (26) shared time Vocational School students and eighteen (18) full time students for a total contract cost of \$51,584.00.
12. Recommend approval of an agreement with Josten's and the Dr. Gerald H. Woehr Elementary School to publish the 2024-2025 yearbook, at an estimated cost of \$24.68 each, at no cost to the Board of Education.

13. Recommend approval of a membership with Mystery Science Inc, for the Dr. Gerald H. Woehr Elementary School during the 2024-2025 school year, at a cost of \$1,999.00.
14. Recommend approval for The Math Learning Center to provide product services to Dr. Gerald H. Woehr Elementary School during the 2024-2025 school year, at a cost of \$8,665.11.
15. Recommend approval of a subscription with BrainPOP, for the Dr. Gerald H. Woehr Elementary School during the 2024-2025 school year, at a cost of \$5,940.00.
16. Recommend approval for Teaching Strategies to provide Preschool Creative Curriculum Cloud materials during the 2024-2025 school year, at a cost of \$25,471.66.
17. Recommend approval for Teaching Strategies to provide Preschool GOLD New Jersey Bundle materials during the 2024-2025 school year, at a cost of 4,953.30.
18. Recommend approval for Teaching Strategies to provide Preschool Creative Curriculum materials during the 2024-2025 school year, at a cost of \$6,935.48.
19. Recommend approval of a proposal with Ocean County Curriculum Consortium for the annual 2024-2025 OC3 General Membership: PD Package Option, for up to 5 members, at a cost of \$350.00.
20. Recommend approval of a professional services contract with Andrew Nelson, M.D., to provide school physician services from July 1, 2024 through June 30, 2025, as a non-fair and open contract pursuant to N.J.S.A. 19:44A-1 et. seq. Andrew Nelson, M.D. has submitted a Political Contribution Disclosure Form which certifies that Andrew Nelson, M.D. has not made any reportable contributions to a political or candidate committee in the Plumsted Township School District in the previous one year and the contract will prohibit Andrew Nelson, M.D. from making any reportable contributions through the term of the contract, at a cost not to exceed \$20,000.00.
21. Recommend approval for ESY Substitute Staffing Services to ESS Northeast LLC from July 8, 2024 through August 8, 2024, at the following rates:

Position	Rate	Total with Mark-up
Substitute ESY Para's	\$22.00 per hour	\$28.38 per hour
Substitute ESY Sub Teacher	\$35.00 per hour	\$45.15 per hour

22. Recommend the acceptance of bids for Substitute Staffing Services received on July 31, 2024, bid number 2025-04, as follows:

Bidder	Mark-up Percentage
EduStaff, LLC	29%
ESS Northeast, LLC	27%

Roll Call

Yes

No

Absent

Mr. Goodman, Mrs. Morgan,
Mrs. Kovacs, Mrs. Raywood,
Mr. Stepnowski, Dr. Giardina
None
Mr. Meroney

Mrs. Morgan moved with a second by Mrs. Kovacs that A.23 be approved:

23. Recommend the award of a contract for Substitute Staffing Services to ESS Northeast LLC from September 1, 2024 through August 31, 2025, at the following rates:

Position	Rate	Total with Mark-up
Full Day Substitute Teacher (Sub Cert)	\$120.00	\$152.40
Half Day Substitute Teacher (Sub Cert)	\$60.00	\$76.20
Full Day Substitute Teacher (CE,CEAS, Standard)	\$120.00	\$152.40
Half Day Substitute Teacher (CE,CEAS, Standard)	\$60.00	\$76.20
Full Day Building Based Substitute Teacher	\$135.00	\$171.45
Half Day Building Based Substitute Teacher	\$62.50	\$79.38
Full Day Long Term Substitute Teacher (Days 1- 20)	\$175.00	\$222.25
Half Day Long Term Substitute Teacher (Days 1-20)	\$87.50	\$111.13
Full Day Long Term Substitute Teacher (Days 21+)	\$200.00	\$254.00
Half Day Long Term Substitute Teacher (Days 21+)	\$100.00	\$127.00
Full Day Substitute Paraprofessional Placement	\$110.00	\$139.70
Half Day Substitute Paraprofessional Placement	\$55.00	\$69.85
Full Day Substitute Clerical Placement	\$110.00	\$139.70
Half Day Substitute Clerical Placement	\$55.00	\$69.85

Roll Call

Yes

Mrs. Raywood, Mrs. Kovacs,
Mr. Goodman, Mrs. Morgan,
Mr. Stepnowski, Dr. Giardina

No

None

Absent

Mr. Meroney

Mrs. Morgan moved with a second by Mr. Goodman that A.24 be approved:

24. Recommend approval of the bus routes for the 2024-2025 school year, as per the attached:

Roll Call

Yes

Mrs. Morgan, Mr. Goodman,
Mrs. Kovacs, Mrs. Raywood,
Mr. Stepnowski, Dr. Giardina

No

None

Absent

Mr. Meroney

B. Personnel Motions

Mrs. Raywood moved with a second by Mrs. Kovacs that B.1 - B.25 be approved:

1. Recommend approval of a leave of absence for Lynn Pryzbylowski, teacher at the New Egypt High School:

LEAVE	FROM	THROUGH
Medical Leave with pay, with benefits (utilizing 26 sick days)	October 22, 2024	December 2, 2024

2. Recommend acceptance of the resignation of Pamela Conti, PreSchool Paraprofessional, at the New Egypt

Primary School, with regrets.

3. Recommend approval of Heather Dey, as a Teacher, at the Dr. Gerald H. Woehr Elementary School, effective on or about September 1, 2024, at a prorated salary of \$61,918.00, equal to MA Step 4 , of the PTEA/PTBOE Collective Bargaining Agreement,pending the successful completion of the application process by the Superintendent of Schools, and that the criminal history clearance is obtained through the State of New Jersey in accordance with the law.
4. Recommend approval of Rachel Katz, as a Special Education Teacher, at the Dr. Gerald H. Woehr Elementary School, effective September 1, 2024, at a salary of \$58,918.00, equal to BA Step 1, of the PTEA/PTBOE Collective Bargaining Agreement,pending the successful completion of the application process by the Superintendent of Schools, and that the criminal history clearance is obtained through the State of New Jersey in accordance with the law.
5. Recommend approval of Sabrina Campana, as a Teacher, at the Dr. Gerald H. Woehr Elementary School, effective September 1, 2024, at a salary of \$58,918.00, equal to BA Step 1, of the PTEA/PTBOE Collective Bargaining Agreement,pending the successful completion of the application process by the Superintendent of Schools, and that the criminal history clearance is obtained through the State of New Jersey in accordance with the law.
6. Recommend approval of Kevin Wilhalme, as a Special Education Teacher at the New Egypt Primary School, effective September 1, 2024, at a salary of \$61,018.00, equal to MA Step 1, of the PTEA/PTBOE Collective Bargaining Agreement,pending the successful completion of the application process by the Superintendent of Schools, and that the criminal history clearance is obtained through the State of New Jersey in accordance with the law.
7. Recommend approval of Nicholas Furlong, as a Physical/Health Education Teacher, at the New Egypt High School, effective on September 1, 2024, at a salary of \$58,918.00, equal to BA Step 1, of the PTEA/PTBOE Collective Bargaining Agreement,pending the successful completion of the application process by the Superintendent of Schools, and that the criminal history clearance is obtained through the State of New Jersey in accordance with the law.
8. Recommend approval of Shamra Coposky as a District Registered Behavioral Technician, effective September 1, 2024, at a salary of \$34,695.00, pending the successful completion of the application process by the Superintendent of Schools, and that the criminal history clearance is obtained through the State of New Jersey in accordance with the law
9. Recommend approval of Julie Quattrone, as a Paraprofessional, at the New Egypt Primary School, effective September 1, 2024, at a salary of \$21,195.00, equal to Para Step 11, of the PTEA/PTBOE Collective Bargaining Agreement,pending the successful completion of the application process by the Superintendent of Schools, and that the criminal history clearance is obtained through the State of New Jersey in accordance with the law.
10. Recommend approval of Marco Peralta, as a District School Security Guard, at a salary of \$52,700.00 effective September 1, 2024.
11. Recommend approval of the renewal of non-affiliated staff and their salaries for the 2024-2025 school year, [as per the attached:](#)
12. Recommend approval of staff position/change of assignment and/or building transfers for the 2024-2025 school year, [as per the attached:](#)

13. Recommend approval of the staff stipend positions for the 2024-2025 school year, [as per the attached](#):
14. Recommend approval of extra-curricular staff for the 2024-2025 school year, [as per the attached](#):
15. Recommend approval of the fall sports stipends for the 2024-2025 school year, [as per the attached](#):
16. Recommend ratification of approval of the extended school year (ESY) staff and their rates of pay for the 2024 summer, [as per the attached](#):
17. Recommend ratification of approval of the guidance staff for the summer of 2024, [as per the attached](#):
18. Recommend approval of Bus Aide's for the 2024-2025 school year, [as per the attached](#):
19. Recommend approval to compensate staff members for curriculum writing/modifications to take place July 1, 2024 through July 31, 2024, at a rate of \$47.00 per hour, [as per the attached](#):
20. Recommend approval of NEED staff, and their rates of pay for the 2024-2025 school year, as per the [attached](#):
21. Recommend approval to compensate staff for the relocation of the contents of their classroom, at a contractual rate of \$100.00 per day, [as per the attached](#):
22. Recommend approval of salary adjustments for 2024-2025, [as per the attached](#):
23. Recommend approval for staff to attend new and recertification Safety Care Training, in district during the 2024-2025 school year, presented by Thomas Chemris.
24. Recommend approval for the elimination of School Treasurer effective July 1, 2024, as per [the attached](#):
25. Recommend approval to rescind Mark Dyba as the fall Middle School Boys Soccer Coach.

Roll Call

Yes

Mrs. Raywood, Mrs. Kovacs
Mr. Goodman, Mrs. Morgan,
Mr. Stepnowski, Dr. Giardina

No

None

Absent

Mr. Meroney

C. Policy

Mr. Goodman moved with a second by Mr. Stepnowski that C.1 - C.17 be approved:

1. Recommend approval to abolish Policy 0164.6, Remote Public Board Meeting During a Declared Emergency.
2. Recommend approval to abolish Policy 5756, Transgender Students (M).
3. Recommend approval of the first reading of Policy 0141, Board Member Number and Term.

4. Recommend approval of the first reading of Policy 2200, Curriculum Content (M).
5. Recommend approval of the first reading of Policy 2363, Student Use of Privately-Owned Technology.
6. Recommend approval of the first reading of Policy 3160, Physical Examination (M).
7. Recommend approval of the first reading of Policy 4160, Physical Examination (M).
8. Recommend approval of the first reading of Policy 5337, Service Animals.
9. Recommend approval of the first reading of Policy 5350, Student Suicide Prevention (M).
10. Recommend approval of the first reading of Policy 8420, Emergency and Crisis Situations (M).
11. Recommend approval of the first reading of Policy 8467, Firearms and Weapons (M).
12. Recommend approval of the first reading of Policy 9181, Volunteer Athletic Coaches and Co-Curricular Activity Advisors/Assistants.
13. Recommend approval of the first reading of Regulation 3160, Physical Examination (M).
14. Recommend approval of the first reading of Regulation 4160, Physical Examination (M).
15. Recommend approval of the first reading of Regulation 5200, Attendance (M).
16. Recommend approval of the first reading of Regulation 5600, Student Discipline/Code of Conduct (M).
17. Recommend approval of the first reading of Regulation 8467, Firearms and Weapons (M).

Roll Call

Yes

Mr. Goodman, Mr. Stepnowski,
Mrs. Kovacs, Mrs. Raywood,
Dr. Giardina

No

None

Absent

Mr. Meroney

Abstain

Mrs. Morgan

D. Professional Development/Travel Reimbursements

Mrs. Raywood moved with a second by Mrs. Morgan that D.1 be approved:

1. Recommend approval of the [attached staff professional development](#).

Roll Call

Yes

Mrs. Raywood, Mrs. Morgan,
Mr. Goodman, Mrs. Kovacs,
Mr. Stepnowski, , Dr. Giardina

No

None

Absent

Mr. Meroney

E. Other Motions

Mrs. Morgan moved with a second by Mr. Goodman that E.1 - E.8 be approved:

- 1. Recommend approval of the District curricula, in accordance with the New Jersey Student Learning Standards of 2023 and the recently updated New Jersey Student Learning Standards for English Language Arts of 2024 and the recently updated New Jersey Student Learning Standards for Math of 2024.
- 2. Recommend approval of the NJDOE Equivalency application pertaining to PreSchool classroom size, for the 2024-2025 school year.
- 3. Recommend approval of an Admissions Agreement for non-resident student(s) from Jennifer Conk, teacher at the Dr. Gerald H. Woehr Elementary School to permit her child(ren) Grade 8 and 9, to attend the New Egypt High School, effective September 5, 2024, enrollment permitting, for the 2024-2025 school year, according to the stipulations contained in the 2021-2024 PTEA/PTBOE Collective Bargaining Agreement.
- 4. Recommend approval of the revision to the 2024-2025 school calendar, [as per the attached](#):
- 5. Recommend approval of a \$3,000.00 donation from the New Egypt Elks, to help teachers purchase supplies for their 2024-2025 classrooms, with gratitude.
- 6. Recommend approval of a \$1,580.00 donation from Joseph Stathius, to continue to help fund the middle school STEM Lab, in remembrance of former teacher Allison Stathius, with gratitude.
- 7. Recommend approval of Job Descriptions, [as per the attached](#):
- 8. Recommend approval to establish a Special Education Program at the New Egypt High School and the Dr. Gerald H. Woehr Elementary School: Emotional Regulation Impairment.

Roll Call	
Yes	Mrs. Morgan, Mr. Goodman, Mrs. Kovacs, Mrs. Raywood, Mr. Stepnowski, , Dr. Giardina
No	None
Absent	Mr. Meroney

Mrs. Morgan moved with a second by Dr. Giardina that E.9 be approved:

- 9. Recommend approval of the settlement agreement with the parents of student (203447) and authorize the signing of the required documents by appropriate members of the Board of Education.

Roll Call	
Yes	Mrs. Morgan, Dr. Giardina, Mr. Goodman, Mrs. Kovacs, Mrs. Raywood, Mr. Stepnowski
No	None
Absent	Mr. Meroney

F. Facilities

Mrs. Raywood moved with a second by Mrs. Morgan that F.1 be approved:

1. Recommend approval for Lax For The Cure to hold Lacrosse Tournaments on the New Egypt High School fields on November 9 - November 10, 2024, at no cost to the Board of Education.

Roll Call

Yes

Mrs. Raywood, Mrs. Morgan,
Mr. Goodman, Mrs. Kovacs,
Mr. Stepnowski, Dr. Giardina

No

None

Absent

Mr. Meroney

- G. Field Trips - None

- XVI. PUBLIC COMMENT ON ANY SCHOOL RELATED TOPIC - Opened 7:29 p.m. - closed 7:57 p.m.
Bernard Bahnam, 370 E Millstream Road, Cream Ridge, NJ 08514 - Read on behalf of Liz Barnes.
Stephanie Hagelstein, 12 Ivins Drive, New Egypt, NJ 08533 - Budget questions, user-friendly budget website error.
Colleen Halasz, 13 Joseph Court, New Egypt, NJ 08533 - Concerns with 7-12 model.
Heidi Spencer, 25 Oak Lane, New Egypt, NJ 08533 - Future of Middle School building.

- XVII. NEW BUSINESS

- XVIII. OLD BUSINESS

- XIX. EXECUTIVE SESSION

- XX. ADJOURNMENT

Mrs. Morgan made a motion to adjourn at 7:57 p.m.
Seconded by Mr. Goodman, passed unanimously.

Sean Gately
Business Administrator/Board Secretary