

MINUTES
PLUMSTED TOWNSHIP BOARD OF EDUCATION
REGULAR MEETING
March 13, 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, President, called the meeting to order at 6:07 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
Mr. Meroney	Present
Mrs. Morgan	Present
Mrs. Raywood	Present
Mr. Stepnowski	Present

ALSO PRESENT

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

Mr. Meroney made a motion to go into executive session at 6:10 p.m. for the purpose of discussing contracts, pending litigation, student matters, and collective negotiations.
Seconded by Mrs. Morgan, 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.

Mr. Meroney left the meeting at 6:38 pm.
Mrs. Raywood left the meeting at 6:40 p.m.

Mrs. Morgan made a motion to go out of executive session at 7:00 p.m.
Seconded by Mr. Goodman, Passed unanimously.

V. ROLL CALL

Dr. Giardina	Present
Mr. Goodman	Present
Mrs. Kovacs	Present
Mr. Meroney	Present
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 - Dr. Giardina led all in the salute to the flag.

VII. APPROVAL OF AGENDA

Mr. Meroney moved with a second by Mrs. Morgan that VII.A be approved:

A. Recommend that the Board approve the regular meeting agenda for March 13, 2024.

Roll Call

Yes

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

No

None

VIII. APPROVAL OF MINUTES

Mrs. Raywood 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 February 21, 2024.

Roll Call

Yes

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

No

None

IX. DISTRICT HIGHLIGHTS

- A. Board Meeting dates:

The remaining Board of Education meetings will be held:

- | | |
|-----------------|--|
| April 10, 2024 | September 11, 2024 |
| May 8, 2024 | October 19, 2024 |
| June 12, 2024 | November 13, 2024 |
| July 10, 2024 | December 11, 2024 |
| August 14, 2024 | January 7, 2025 (reorganization meeting) |
| | *Tuesday |

- B. [Student Enrollment](#)

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

- D. [Suspension List](#)

X. BOARD OF EDUCATION COMMITTEE REPORTS

Mrs. Raywood gave an update on the Curriculum Committee meeting. Mr. Goodman stated that the Policy Committee and Personnel Committee met as well.

XI. STUDENT REPRESENTATIVE COMMENTS

Kelly Hammer, Student Representative, commented on the following.

High School

Students of the month
The production of Xanadu was a success, thanked Mrs. Merwin and Ms. Weaver
2 college commitments for the month

Middle School

Students of the month
The drama production of The Day the Internet Died was a huge success, thanks to Mrs. Webb and Ms. Freeman
Celebration breakfast held by Mr. Cilmi and Mr. Chemris for the students of the month

Elementary School

Rockin Warrior Teachers of the Month, Ms. Marguerite and Mrs. McEvoy

Read Across America

Upcoming school play, Everafter the Musical

XII. SUPERINTENDENT’S COMMENTS

Mr. Ytreboe, Superintendent, commented on the following:

HIB Report

SSDS Report was presented

Girls’ Bowling Team excellent season

Rockin’ Warrior Students of the Month

Upcoming Elementary School play “The Ever After - A Musical”

Middle School Students of the Month

Congratulations to the cast and crew of the Middle School drama projection “The Day the Internet Died”

High School Students of the Month

Congratulations to the cast and crew of the production of Xanadu.

Congratulations to the High School girls Basketball team

Wish the middle and high school sports teams the best as they begin their spring season.

Congratulations to Mrs. Caldes on her pending retirement that is listed on this agenda.

XIII. PRESENTATIONS/AWARDS

Preschool Expansion

2024-2025 Budget - Sean Gately

XIV. PUBLIC COMMENT ON AGENDA ITEMS

Mrs. MacAllister, 72 Hopkins Road, New Egypt, NJ 08533 - funding questions.

Debbie Munch, 82 Hopkins Road, New Egypt, NJ 08533 - are clubs funded from general budget.

Kelly Bruno, 82 Hopkins Road, New Egypt, NJ 08533 - does enrollment have an impact on State aid.

Caroline K, 22 Churchill Blvd; New Egypt, NJ 08533 - cost per student and funding calculations

Deanna Tedesco, 61 Maple Ave; New Egypt, NJ 08533 - students leaving to attend other schools

Kelly Bruno, 82 Hopkins Road, New Egypt, NJ 08533 - confidence closet

Bernard Bahnam, 370 E. Millstream Rd; Cream Ridge, NJ 08514 - glad that the primary school will be utilized, the drama productions were great. Busing concerns discussed at the township meeting.

XV. SUPERINTENDENT’S AGENDA

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

A. Finance Motions

Mrs. Morgan moved with a second by Mr. Goodman that A.1 - A.9 be approved:

1. Recommend approval of all bills and claims for March 13, 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 March 13, 2024, which required handwritten checks after the February 21, 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 January 31, 2024.

4. Recommend approval of the Board Secretary’s Report for the period ending January 31, 2024, and the Treasurer of School Monies Report, for the period ending January 31, 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 January 31, 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 January 31, 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 a contract with Tokarski + Millemann Architects, LLC to provide professional services for the sanitary sewer project, not to exceed \$18,500.00.
8. Recommend approval of a contract with Comcast to provide telecommunications and internet access from July 1, 2024 through June 30, 2027, awarded under the Educational Services Commission of New Jersey (ESCNJ) awards ESCNJ 23/24-10 Unified Communications, Voice and Collaborative Solutions and ESCNJ 23/24-19 NJDRLAP Internet Access and Data Transmission Services, at the monthly rate of \$1,833.27.
9. Recommend the approval of the submission of the 2024-2025 District Budget Planning Workbook submission as required by the New Jersey Department of Education Division of Early Childhood Services.

Roll Call

Yes

Mrs. Morgan, Mr. Goodman,
Mrs. Kovacs, Mr. Meroney (A.1, A.3-A.9)
Mrs. Raywood, Mr. Stepnowski,
Dr. Giardina

No

None

Abstain

Mr. Meroney (A.2)

Mrs. Morgan moved with a second by Mr. Meroney that A.10 be approved, as amended:

10. Recommend adoption of the tentative budget for the 2024-2025 school year as follows:

BE IT RESOLVED, that the tentative budget be approved for the 2024-2025 school year using the 2024-2025 state aid figures and the Business Administrator/Board Secretary be authorized to submit the following tentative budget to the Executive County Superintendent of Schools for approval in accordance with the statutory deadline:

	General Fund	Special Revenue Fund	Debt Service Fund	Total
2024-2025 Total Expenditures	\$23,760,360.00	\$2,069,042.00	\$523,300.00	\$26,352,702.00

Less: Anticipated Revenues	\$10,117,821.00	\$2,069,042.00	\$0.00	\$12,186,863.00
Taxes to be Raised	\$13,642,539.00	\$0.00	\$523,300.00	\$14,165,839.00

And to advertise said tentative budget in the Asbury Park Press in accordance with the form suggested by the State Department of Education and according to law; and

BE IT FURTHER RESOLVED, that a public hearing be held on May 1, 2024 at 7:00 p.m. for the purpose of conducting a public hearing on the budget for the 2024-2025 School Year.

BE IT RESOLVED, that the Board of Education includes in the final budget the adjustment for increased costs of health benefits in the amount of \$123,915.00. The additional funds will be used to pay for health benefit premiums.

Resolved that the Plumsted Township Board of Education includes in the proposed budget the adjustment for banked cap in accordance with N.J.A.C. 6A:23A-10.3(b). The district has fully exhausted all eligible statutory spending authority and must increase the base budget in the amount of \$7,373.00 for the purpose of offsetting years of state aid cuts.

Travel and Related Expense Reimbursement

WHEREAS, the Plumsted Township Board of Education recognizes school staff and Board members will incur travel expenses related to and within the scope of their current responsibilities and for travel that promotes the delivery of instruction or furthers the efficient operation of the school district; and

WHEREAS, N.J.A.C. 6A:23A-7.2 et seq. Requires Board members to receive approval of these expenses by majority of the full voting membership of the Board and staff members to receive prior approval of these expenses by the Superintendent of Schools and a majority of the full voting membership of the Board; and

WHEREAS, a Board of Education may establish, for regular district business travel only, an annual school year threshold of \$150.00 per staff member where prior Board approval shall not be required unless this annual threshold for a staff member is exceeded in a given school year (July 1 through June 30); and

WHEREAS, travel and related expenses not in compliance with N.J.A.C. 6A:23A-7.3 et. seq., but deemed by the Board of Education to be necessary and unavoidable as noted on the approved Board of Education Out of District Travel and Reimbursement Forms; now

THEREFORE, BE IT RESOLVED, the Board of Education approves all travel not in compliance with N.J.A.C. 6A:23A-7.3 et seq., as being necessary and unavoidable as noted on the approved Board of Education Out of District Travel and Reimbursement Forms; and

BE IT FURTHER RESOLVED, the Board of Education approves travel and related expense reimbursements in accordance with N.J.A.C. 6A:23A-7.3, to a maximum expenditure of \$35,000.00 for all staff and Board members.

Roll Call

Yes

Mrs. Morgan, Mr. Meroney,
Mrs. Kovacs, Mrs. Raywood,
Mr. Stepnowski, Mr. Goodman,

No Dr. Giardina
None

B. Personnel Motions

Mrs. Raywood moved with a second by Mr. Goodman that B.1 - B.9 be approved:

1. Recommend acceptance of the retirement of Andrea Caldes, Principal, at the New Egypt Middle School, effective July 1, 2024, with regrets.
2. Recommend approval of Tiffany Paduch, as a Paraprofessional, at the Dr. Gerald H. Woehr Elementary School , effective on or before March 18, 2024 at a prorated salary of \$19,370.00, equal to Para Step 8, 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.
3. Recommend approval of Jessica Farrell as a Part Time Confidential Assistant to the School Business Administrator, effective April 15, 2024 at a prorated salary of \$43,000.00, 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.
4. Recommend approval of Annjanette Youngblood as a district Substitute Principal at an hourly rate of \$47.00 per hour, 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 William Deren as a district Substitute Technology and Systems Technician at an hourly rate of \$30.00 per hour, 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 staff position and/or building transfers for the 2023-2024, [as per the attached](#):
7. Recommend approval of a spring offering club's and staff, [as per the attached](#):
8. Recommend approval of additional spring sports coaches for the 2023-2024 school year, as per the [attached](#):
9. Recommend ratification of approval of Barbara Weaver to teach an additional 80 minutes per day, beyond her contractual time, effective February 26, 2024, in accordance with the PTEA/PTBOE Collective Bargaining Agreement, [as per the attached](#):

Roll Call

Yes

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

No

None

C. Policy

Mr. Meroney moved with a second by Mrs. Raywood that C.1 - C.23 be approved:

1. Recommend approval to abolish Policy 5755, Equity in Educational Programs and Services (M).
2. Recommend approval of the first reading of Policy 1140, Educational Equity Policies/Affirmative Action (M).
3. Recommend approval of the first reading of Policy 1523, Comprehensive Equity Plan (M).
4. Recommend approval of the first reading of Policy 1530, Equal Employment Opportunities (M).
5. Recommend approval of the first reading of Policy 1550, Equal Employment/Anti-Discrimination Practices (M).
6. Recommend approval of the first reading of Policy 2260, Equity in School and Classroom Practices (M).
7. Recommend approval of the first reading of Policy 2411, Guidance Counseling (M).
8. Recommend approval of the first reading of Policy 2423, Bilingual Education (M).
9. Recommend approval of the first reading of Policy 2431.4, Prevention and Treatment of Sports-Related Concussions and Head Injuries (M).
10. Recommend approval of the first reading of Policy 3211, Code of Ethics.
11. Recommend approval of the first reading of Policy 5570, Sportsmanship.
12. Recommend approval of the first reading of Policy 5750, Equitable Educational Opportunity (M).
13. Recommend approval of the first reading of Policy 5841, Secret Societies.
14. Recommend approval of the first reading of Policy 5842, Equal Access of Student Organizations.
15. Recommend approval of the first reading of Policy 7610, Vandalism.
16. Recommend approval of the first reading of Policy 9323, Notification of Juvenile Offender Case Disposition.
17. Recommend approval of the first reading of Regulation 1530, Equal Employment Opportunity Complaint Procedure (M).
18. Recommend approval of the first reading of Regulation 2200, Curriculum Content (M).
19. Recommend approval of the first reading of Regulation 2260, Equity School and Classroom Practices Complaint Procedure (M).
20. Recommend approval of the first reading of Regulation 2423, Bilingual Education (M).
21. Recommend approval of the first reading of Regulation 2431.4, Prevention and Treatment of Sports-Related Concussions and Head Injuries (M).

- 22. Recommend approval of the first reading of Regulation 5440, Honoring Student Achievement (M).
- 23. Recommend approval of the first reading of Regulation 7610, Vandalism.

Roll Call

Yes

Mr. Meroney, Mrs. Raywood,
Mrs. Kovacs, Mrs. Morgan (C.17 - C.23)
Mr. Stepnowski, Mr. Goodman,
Dr. Giardina

No

None

Abstain

Mrs. Morgan (C.1 - C.16)

D. Professional Development/Travel Reimbursements

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

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

Roll Call

Yes

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

No

None

E. Other Motion

Mr. Goodman moved with a second by Mr. Meroney that E.1 - E.9 be approved:

- 1. Recommend receipt of the HIB (Harassment, Intimidation and Bullying) Report on March 13, 2024, by the Board of Education.
- 2. Recommend approval of the 2024-2025 District School Calendar, [as per the attached](#):
- 3. Recommend ratification of approval of the K. Hovnanian Children’s Hospital annual Helmet Safety Assembly at the Dr. Gerald H. Woehr Elementary School on March 7, 2024, at no cost to the BOE.
- 4. Recommend approval of the shared service agreement with Ocean County and the Plumsted Township School District for the award of \$12,000.00 to the New Egypt Middle School and New Egypt High Schools’ to create a Confidence Closet.
- 5. Recommend ratification of approval of the submission of the Letter of Intent for the 2024-2025 NJDCF and NJDOE DREAMS Project.
- 6. Recommend approval of Ultimate Sounds Entertainment to hold a Bubble Party at the Dr. Gerald H. Woehr Elementary School for the PreK classes, on April 10, 2024, at a cost of \$650.00, funded through Pre-School.
- 7. Recommend approval of Mannie Nogueira BMX Shows LLC, to hold a PTO sponsored assembly at the Dr. Gerald H. Woehr Elementary School on April 9, 2024, at no cost to the BOE.

8. Recommend approval to operate the New Egypt Extended Day Parents Night Out, at the Dr. Gerald H. Woehr Elementary School during the 2023-2024 school year, dates and rates, [as per the attached](#):
9. Recommend approval of the job descriptions, [as per the attached](#):

Roll Call

Yes

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

No

None

Mrs. Morgan moved with a second by Mrs. Raywood that E.10 be approved:

10. Recommend approval of a motion of the continuation of the long term suspension of student 202978 until the next regularly scheduled board of education meeting, which is currently scheduled for April 10, 2024.

Roll Call

Yes

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

No

None

Abstain

Mr. Meroney

F. Facilities

G. Field Trips

Mr. Goodman moved with a second by Mrs. Raywood that G.1 be approved:

1. Recommend approval of the [attached field trips](#):

Roll Call

Yes

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

No

None

XVI. PUBLIC COMMENT ON ANY SCHOOL RELATED TOPIC

Bernard Bahnam, 370 E. Millstream Rd; Cream Ridge, NJ 08514 - Primary School, maintenance issues?
Nicole MacAllister, 72 Hopkins Road, New Egypt, NJ 08533 - Great that the primary is opening and against 5th grade going to middle school building.

XVII. NEW BUSINESS

Mr. Meroney, student enrollment at elementary to middle school, and middle school to high school.
Exit interviews.

XVIII. OLD BUSINESS

XIX. EXECUTIVE SESSION

XX. ADJOURNMENT

Mr. Meroney made a motion to adjourn at 8:26 p.m.
Seconded by Mrs. Morgan, Passed unanimously.

Sean Gately
Business Administrator/Board Secretary