

MINUTES

PLUMSTED TOWNSHIP BOARD OF EDUCATION
REGULAR MEETING
November 15, 2023
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.

2022-2023 Board of Education Goals

1. *The Plumsted Township Board of Education will continue to maintain transparent communication through various media platforms to highlight news districtwide as well as inform the community of legally permissible topics/information at monthly Board of Education meetings.*
2. *The Plumsted Township Board of Education supports the implementation of targeted professional development to address ways to reduce the number of out of district placements for students with special needs, vertical articulation across grade levels to promote cohesion within the curriculum, and personalized learning opportunities that promote increased college and career readiness and student/teacher retention.*
3. *The Plumsted Township Board of Education supports the implementation of a district five-year strategic plan aimed at teacher retention and appreciation and providing a safe, supportive learning environment that promotes self-worth and encourages productive contributions in a constantly evolving global society. The Superintendent will develop strategic planning committees who will work cohesively with the Board of Education to provide regular comprehensive updates. Prior to the start of Year 5 initiatives and strategies a thorough review and evaluation of Year 4 outcomes will be conducted with the Board of Education and District Stakeholders.*

2022-2023 District Goals

1. *The Plumsted Township School District will create and begin the implementation of a New Teacher Academy to support and retain new teachers. These four year cohorts will be designed to offer targeted training and professional learning to foster growth and collaboration among new teachers with the guidance of master teachers and administration.*
2. *The Plumsted Township School District will establish three community committees and host three meetings over the course of the 2022-2023 school year to engage an array of stakeholders in collaborating on district initiatives:*
 - *Equity Committee*
 - *Curriculum Committee*
 - *Success, Recognition and Promotion Committee*
3. *The Plumsted Township School District will support staff and expand expertise in data analysis and implementation of differentiated instruction to facilitate student learning and mastery of New Jersey Learning Standards while increasing NJSLA results.*

Board of Education approval October 12, 2022

I. CALL TO ORDER

Mrs. Potter, BOE President, called the meeting 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. 2022-1, 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

Mrs. Potter	Present
Mr. Burnett	Present
Dr. Giardina	Absent
Mr. Goodman	Present
Mr. Meroney	Present
Mrs. Morgan	Absent
Mrs. Raywood	Present

ALSO PRESENT

Mr. Russo, Interim Superintendent
Mr. Gately, Business Administrator/Board Secretary
Mr. Tedeschi, Board Attorney

Mr. Burnett made a motion to go into executive session at 6:03 p.m. for the purpose of discussing contracts, pending litigation, negotiations, personnel, student matters, PTAA contracts.

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. Burnett made a motion to go out of executive session at 7:04 p.m..
Seconded by Dr. Giardina, Passed unanimously.

V. ROLL CALL

Mrs. Potter	Present
Mr. Burnett	Present
Dr. Giardina	Present
Mr. Goodman	Present
Mr. Meroney	Present
Mrs. Morgan	Absent
Mrs. Raywood	Present

ALSO PRESENT

Mr. Russo, Interim Superintendent
Mr. Gately, Business Administrator/Board Secretary
Mr. Tedeschi, Board Attorney

VI. FLAG SALUTE - Mrs. Potter led all in the salute to the flag.

VII. APPROVAL OF AGENDA

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

A. Recommend that the Board approve the regular meeting agenda for November 15, 2023.

Roll Call

Yes

Mr. Burnett, Mrs. Raywood,
Dr. Giardina, Mr. Goodman,
Mr. Meroney, Mrs. Potter

No

None

Absent

Mrs. Morgan

VIII. APPROVAL OF MINUTES

Dr. Giardina moved with a second by Mr. Burnett that VIII.A be approved:

A. The minutes are presented for necessary correction and approval for the regular meeting on October 11, 2023.

Roll Call

Yes

Dr. Giardina, Mr. Burnett,
Mr. Goodman, Mr. Meroney,
Mrs. Raywood, Mrs. Potter,

No

None

Absent

Mrs. Morgan

IX. DISTRICT HIGHLIGHTS

A. Board Meeting dates:

The remaining Board of Education meetings will be held:

December 13, 2023

January 3, 2024 (reorganization meeting)

- B. [Student Enrollment](#)
- C. [Fire/Drill/School Security Drills](#)
- D. [Suspension List](#)
- X. BOARD OF EDUCATION COMMITTEE REPORTS
- XI. STUDENT REPRESENTATIVE COMMENTS
Kelly Hammer, student representative, commented on the following:

High School

National Signing Day
Module UN Representing New Egypt High School at Rutgers
First Team Field Hockey
First Team Cross County
First Team Boys Soccer
First Team Girls Soccer
First Team Football

Middle School

Thanksgiving food drive
Halloween Dance
Code of Conduct presentation 6th Grade

Elementary School

Visit from the New Egypt Fire Company
Halloween Parade with support of the New Egypt High School National Honor Society
Thanksgiving food drive

- XII. SUPERINTENDENT’S COMMENTS

Mr. John Russo, Interim Superintendent commented on the following:
Acknowledged Mr. Ytreboe being in the audience and visiting the Administration, Staff and Students.
Follow up on Stay and Exit Interviews
Update on a few Platforms
Spoke of the new PT Curriculum & Instruction Director

- XIII. PRESENTATIONS/AWARDS - None
- XIV. PUBLIC COMMENT ON AGENDA ITEMS - None
- XV. SUPERINTENDENT’S AGENDA

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

- A. Finance Motions

Dr. Giardina moved with a second by Mr. Burnett that A.1 - A.18 be approved:

1. Recommend approval of all bills and claims for November 15, 2023, which have been examined by members of the Finance Committee and are presented for approval.
2. Recommend approval of all bills and claims for November 15, 2023, which required handwritten checks after the October 11, 2023, 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 August 31, 2023.
4. Recommend ratification of the transferring of funds, for the period ending September 30, 2023.
5. Recommend approval of the Board Secretary's Report for the period ending August 31, 2023, and the Treasurer of School Monies Report, for the period ending August 31, 2023.
6. Recommend approval that Pursuant to N.J.A.C. 6A:23A-16.10(c)3, the Business Administrator/Board Secretary, certifies that as of August 31, 2023, 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.
7. 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 August 31, 2023, 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.
8. Recommend approval of the Board Secretary's Report for the period ending September 30, 2023, and the Treasurer of School Monies Report, for the period ending September 30, 2023.
9. Recommend approval that Pursuant to N.J.A.C. 6A:23A-16.10(c)3, the Business Administrator/Board Secretary, certifies that as of September 30, 2023, 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.
10. 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 September 30, 2023, 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.
11. Recommend ratification of approval of a transportation jointure with Millstone Township School District (Joiner) and the Plumsted Township School District (Host), to provide transportation services for the 2023-2024 school year, at a cost of \$42,735.52.
12. Recommend ratification of approval of a contract with The Rugby School, for tuition from October 19, 2023 through June 30, 2024, for student number 202978, at a total cost of \$62,134.80.
13. Recommend ratification of approval of an agreement with Dreambox Learning, to provide 25 single seat, Reading Plus Licenses at New Egypt High School, during the 2023-2024 school year, at a total cost of \$1,375.00.

14. Recommend approval of a contract with US Coachways Inc; to transport the high school Business Academy students to New York City, on December 15, 2023 at a total cost of \$2,028.95.
15. Recommend approval of a contract with SUMMIT One Vanderbilt, to provide a group tour to the New Egypt High School Business Academy, on December 15, 2023, at a total cost of \$1,276.50.
16. Recommend approval of an agreement with Richmond Tours, and the New Egypt High School for the Senior trip to Hershey and Dorney Parks, PA on May 30, 2024, through May 31, 2024, paid by the Class of 2024, at no cost to the Board of Education.
17. Recommend approval of a proposal between StagePartners and New Egypt Middle School for the drama production of "The Day the Internet Died" to be held on March 8, 2024 - March 9, 2024, in the amount of \$335.00, funded by student activities, and at no cost to the Board of Education.
18. Recommend approval of a proposal with All Facets Covered LLC, Educational Consultant, to coach the teachers of the Dr. Gerald H. Woehr Elementary School and New Egypt Middle School during the 2023-2024 School year, at a total cost of \$46,550.00, funded through federal ARP - ESSER - Accelerated Learning Coaching and Educator Support Grant.

Roll Call

Yes

Dr. Giardina, Mr. Burnett,
Mr. Goodman, Mr. Meroney,
Mrs. Raywood, Mrs. Potter

No

None

Absent

Mrs. Morgan

B. Personnel Motions

Mr. Burnett moved with a second by Mrs. Raywood that B.1 - B.19 be approved:

1. Recommend acceptance of the retirement of Renee Hogan, English Teacher at New Egypt High School effective January 31, 2024.
2. Recommend ratification of approval of the employment contract for Sean Gately, Business Administrator, from July 1, 2023 through June 30, 2024, at a salary of \$174,845.00, approved by the Executive County Superintendent of Schools.
3. Recommend approval of Ann Funck, as a Substitute School Nurse, for the District Schools, effective November 16, 2023, at the rate of \$225.00 per day, 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 Denise Larocca, as a Learning Disabilities Teachers Coach (LDTC), effective on or about January 18, 2024, at a prorated salary of \$85,518.00, equal to MA Step 17, 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 Steven Porter, as a New Egypt Middle School Boys Basketball Coach, for the 2023-2024 school year, as per the PTEA contractual stipend of \$3,268.00, 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.

6. Recommend a ratified revision of the renewal of a contracted paraprofessional for the 2023-2024 school year, [as per the attached](#):
7. Recommend ratification of approval of District Paraprofessionals to work additional time beyond their contractual day, to supply classroom and 1:1 support to students, [as per the attached](#):
8. Recommend ratification of approval for Mandy Zapata, ELL teacher at the Dr. Gerald H. Woehr Elementary School, to be paid the sub in lieu instructional rate of \$47.00 per hour, [as per the attached](#):
9. Recommend approval of the winter sports stipends for the 2023-2024 school year, [as per the attached](#):
10. Recommend approval of the staff stipend positions for the 2023-2024 school year, [as per the attached](#):
11. Recommend ratification of approval for the district school nurses to be compensated for coverage work beyond their contractual time during the 2023-2024 school year, [as per the attached](#):
12. Recommend approval of additional New Egypt Extended Day (NEED) staff and their rates of pay, effective November 16, 2023, [as per the attached](#):
13. Recommend approval of the New Egypt Extended Day and Holiday Care (NEED) staff and their rates of pay, [as per the attached](#):
14. Recommend approval to withhold the 2024-2025 increment for employee A.
15. Move the ratification of the Memorandum of Agreement and salary guides and approve and ratify the new collective bargaining agreement between the Plumsted Township Board of Education and the Plumsted Township Administrators' Association for the period of July 1, 2023 through June 30, 2027 and authorize the appropriate Board representatives to execute the new contract on behalf of the Board as modified by the approved and ratified Memorandum of Agreement and salary guides.
16. Recommend ratification of renewal of the tenured administrative staff and their salaries for the 2023-2024 school year, [as per the attached](#):
17. Recommend ratification of renewal of the non-tenured administrative staff and their salaries for the 2023-2024 school year, [as per the attached](#):
18. Recommend ratification of approval of Carolyn Videla, as Interim Principal, at the New Egypt High School, effective August 1, 2023, at a salary of \$146,817.00, prorated, equal to Principal Step 7, inclusive of the \$5,000.00 Principal Salary Adjustment, as per the PTAA contract.
19. Recommend approval for teachers at the Dr. Gerald H. Woehr Elementary School to provide academic support to students, beyond their contractual time, during the 2023-2024 school year, funded through the High Impact Tutoring Grant, [as per the attached](#):

Roll Call

Yes

Mr. Burnett, Mrs. Raywood,
Dr. Giardina, Mr. Goodman,
Mr. Meroney (B.1 -B.13)

No	Mrs. Potter
Absent	None
Abstain	Mrs. Morgan
	Mr. Meroney (B.14 - B.19)

C. Policy - None

D. Professional Development/Travel Reimbursements

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

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

Roll Call

Yes	Mrs. Raywood, Mr. Burnett, Dr. Giardina, Mr. Goodman, Mr. Meroney, Mrs. Potter,
No	None
Absent	Mrs. Morgan

E. Other Motion

Dr. Giardina moved with a second by Mr. Goodman that E.1 - E.10

1. Recommend receipt of the HIB (Harassment, Intimidation and Bullying) Report on November 15, 2023 , by the Board of Education.
2. Recommend that the Board accept the Comprehensive Maintenance Plan for submission to the New Jersey Department of Education.
3. Recommend the acceptance of the Plumsted Township Clean Communities Grant, for an ecological assembly by Jamming Junk Band, at the Dr. Gerald. H. Woehr Elementary School on December 5, 2023, at no cost to the Board of Education.
4. Recommend approval that the Board authorize the execution of a sidebar agreement with the Plumsted Township Education Association, to settle the issue of a 2 Sport Coaching Bonus.
5. Recommend approval of staff to receive tuition reimbursement in the amount of \$225.00 per credit, pending receipt of a grade of “B” or better and proof of payment pending the availability of funds, as per the PTEA Collective Bargaining Agreement, [as per the attached](#):
6. Recommend approval for student volunteers of the Dr. Gerald H. Woehr Elementary School Chorus to Perform at the Lakewood Blue Claws Family Fun Day, under the guidance of Mr. Ken Beere, on Friday, May 3, 2024, prior to the baseball game, at no cost to the Board of Education.
7. Recommend the approval of the Early Childhood Advisory Committee (ECAC) at the Dr. Gerald H. Woehr Elementary School to be composed of school personnel, Board of Education members, parents, and local community members in order to serve as advisory support for the preschool program, as well as support the transition as children move from preschool through grades three.

8. Recommend the approval of the Cattus Island County Park, Shivering Seeds program to be implemented for the preschool classes, at the Dr. Gerald H Woehr Elementary School on Tuesday, November 21, 2023, at no cost to the Board of Education.
9. Recommend the approval of the submission of the Preschool Operational Plan as required by the New Jersey Department of Education Early Childhood, and the projected enrollment form for 2024-2025.
10. Recommend approval of a motion for the continuation of the long term suspension of student 202978 until the next regularly scheduled board of education meeting, which is currently scheduled for December 13, 2023.

Roll Call

Yes

Dr. Giardina, Mr. Goodman,
Mr. Meroney (E.1-3, E.5-6, E.8-9)
Mrs. Raywood (E.1-3, E.5-6, E.8-10)
Mr. Burnett, Mrs. Potter

No

None

Absent

Mrs. Morgan

Abstain

Mr. Meroney (E.4, E.7, E.10)
Mrs. Raywood (E.4, E.7)

Mr. Burnett moved with a second by Dr. Giardina that E.11 be approved:

11. Recommend approval of a motion to approve the Safe Routes to School Grant Application.

Roll Call

Yes

Mr. Burnett, Dr. Giardina,
Mr. Goodman, Mrs. Raywood,
Mrs. Potter,

No

None

Absent

Mrs. Morgan

Abstain

Mr. Meroney

F. Facilities

Mr. Burnett moved with a second by Dr. Giardina that F.1 be approved:

1. Recommend approval to operate the New Egypt Extended Day Parents Night Out, Holiday Care and Kids Kamp programs, at the Dr. Gerald H. Woehr Elementary School during the 2023-2024 school year, dates and rates, [as per the attached](#):

Roll Call

Yes

Mr. Burnett, Dr. Giardina,
Mr. Goodman, Mr. Meroney,
Mrs. Raywood, Mrs. Potter

No

None

Absent

Mrs. Morgan

G. Field Trips

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

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

Roll Call

Yes

Mr. Meroney, Mrs. Raywood,

Mr. Burnett, Dr. Giardina,

Mr. Goodman, Mrs. Potter

No

None

Absent

Mrs. Morgan

XVI. PUBLIC COMMENT ON ANY SCHOOL RELATED TOPIC

Bernard Bahnam, 370 East Millstream Road, Cream Ridge, NJ 08514 - question on Reorganization, Spoke on the Board Secretary raise.

XVII. NEW BUSINESS

A. Safe Routes to School Grant Application

Mr. Gately spoke on what the Township of Plumsted's actual application process is, and how it is a community wide grant.

XVIII. OLD BUSINESS

A. State Project: 4190-010-23-R502 PEC HVAC Improvements

Mr. Gately reported on the grant that was approved for the HVAC for the high school.

The grant is a 60/40 split with the district having to provide 60% of the funding.

This is a preliminary approval, and no action will be taken.

XIX. BOARD OF EDUCATION COMMENTS

Mr. Meroney asked about the process for possible loans, for budget shortfalls for next year.

Mr. Russo thanked Mrs. Potter for all of her service to our schools, and the Board over the years.

Mr. Raywood thanked Mrs. Potter for her commitment to our schools.

XX. ADJOURNMENT

Dr. Giardina made a motion to adjourn at 7:32 p.m.

Seconded by Mr. Burnett, Passed unanimously.

Sean Gately

Business Administrator/Board Secretary