

MINUTES

PLUMSTED TOWNSHIP BOARD OF EDUCATION
REGULAR MEETING
April 9, 2025
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

Mr. Goodman, BOE Vice President, presided and voiced the call to order at 6:05 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. 2024-1, 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	Absent
Mr. Goodman	Present
Mrs. Kovacs	Present
Mr. Meroney	Present
Mrs. Morgan	Present
Mrs. Raywood	Present
Mr. Stepnowski	Absent

ALSO PRESENT

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

IV. EXECUTIVE SESSION

Mr. Goodman made a motion to go into executive session at 6:07 p.m. for the purpose of discussing pending litigation, HIB matters, personnel, collective negotiations, and student matters.

Seconded by Mrs. Morgan passed unanimously.

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 made a motion to go out of executive session at 7:02 p.m.
Seconded by Mrs. Morgan, passed unanimously.

V. ROLL CALL

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

VI. FLAG SALUTE

VII. APPROVAL OF AGENDA

Mrs. Raywood made a motion, with a second by Mr. Meroney, that VII.A. be approved:

- A. Recommend that the Board approve the regular meeting agenda for April 9, 2025.

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

VIII. APPROVAL OF MINUTES

Mrs. Raywood made a motion, with a second by Mrs. Morgan, that VIII.A. and VIII.B. be approved:

- A. The minutes are presented for necessary correction and approval for the regular meeting on March 12, 2025.
- B. The minutes are presented for necessary correction and approval for the special meeting on March 19, 2025.

Roll Call

Yes

Mrs. Raywood, Mrs. Morgan,
Mrs. Kovacs, Mr. Meroney
Mr. Goodman (VIII.B)

No

None

Absent

Dr. Giardina, Mr. Stepnowski

Abstain

Mr. Goodman (VIII.A.)

IX. BOARD OF EDUCATION COMMITTEE REPORTS

Curriculum Committee update - Staff working on curriculum writing for ELA and science.
Special Education Committee updates were discussed.

X. STUDENT REPRESENTATIVE COMMENTS - Jordan Lanuto

[Presentation](#)

XI. SUPERINTENDENT'S COMMENTS

Mr. Ytreboe, Superintendent, commented on the following:

April is off to a great start with Spring sports. The Girls' Flag Football team is doing well and has 2 wins so far. Thanked Mrs. DeGrandis for getting the NY Giants to donate uniforms. Softball has 2 wins in the Ocean County Tournament. Girls' Lacrosse is off to a great start. Baseball had a close loss last week. Thanked the PTO for the snacks, drinks, raffle baskets, cups, and gratitude pens they provided to the staff at the Primary and Elementary schools. Another big thanks to the PTO for arranging and funding our assembly, Corey the Dribbler.

4th and 5th-grade students enjoyed their field trip to the Count Basie Theatre.

The drama club's "Kokonut Island" production was a hit. Thanked the students, Mrs. Vogel, and Mr. Deus for their work on the production.

Congratulations to the reigning Mr. NEHS, Mikey Girard.

XII. PRESENTATIONS/AWARDS

New Egypt Primary School Bucketfillers - Presented by Ms. Nechamkin and Mrs. White

XIII. PUBLIC COMMENT ON AGENDA ITEMS - Opened at 7:54 p.m. - Closed at 7:54 pm.

None

XIV. SUPERINTENDENT'S AGENDA

Mrs. Raywood made a motion, with a second by Mr. Meroney, that A.1 - A.15 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 April 9, 2025, which have been examined by members of the Finance Committee and are presented for approval.
2. Recommend approval of all bills and claims for April 9, 2025, which required handwritten checks after the March 12, 2025, 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, 2025.

4. Recommend approval of the Board Secretary's Report and the Cash Reconciliation Report, for the period ending January 31, 2025.
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, 2025, 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, 2025, 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 adoption of the tentative budget for the 2025-2026 school year as follows:

BE IT RESOLVED, that the tentative budget be approved for the 2025-2026 school year using the 2025-2026 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
2025-2026 Total Expenditures	\$22,291,762	\$2,232,776.00	\$524,700.00	\$25,049,238.00
Less: Anticipated Revenues	\$7,086,664.00	\$2,232,776.00	\$0.00	\$9,319,440.00
Taxes to be Raised	\$15,205,098.00	\$0.00	\$524,700.00	\$15,729,798.00

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 Wednesday, May 7, 2025 at 7:00 p.m. for the purpose of conducting a public hearing on the budget for the 2025-2026 School Year.

BE IT RESOLVED that the Plumsted Township Board of Education includes in the final budget the adjustment for enrollment in the amount of \$334,075.00. The district intends to utilize this adjustment for increased operational expenses.

BE IT 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-10.1(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 retaining staff. The district intends to complete said purposes by June 2026.

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.

The Department of Education released guidance on March 28, 2025 that provides the Board of Education with the ability to raise the local property tax per the motion below. In order to qualify, the district must first appropriate \$7,373 in banked cap. The tax levy was increased from \$15,197,725 to \$15,205,098 and the health benefit appropriation line from \$2,600,000 to \$2,607,373.

8. Recommend the approval of the Application Submission - Additional Expenditures and Tax Incentive Aid.

Whereas, in the proposed FY2026 State Budget, certain districts have the opportunity to apply to the Commission of Education to increase expenditures, including an allocation of Tax Levy Incentive Aid, in order to satisfy the thoroughness and efficiency standards established pursuant to N.J.S.A. 18A:7F-46.

Whereas, Plumsted Township School District is below local fair share and spending below adequacy to be eligible to participate in this program.

Whereas, Plumsted Township School District is eligible to increase expenditures by \$1,968,486.00 and qualify for Tax Levy Incentive Aid in the amount of \$93,737.00.

Whereas, Plumsted Township School District is requesting the approval to increase expenditures based for the following reasons: retain staff to meet educational needs of the students.

Therefore, the Plumsted Township Board of Education is approving the submission of this application to the Commissioner of Education.

This application submission is not an adoption of the budget. A separate resolution will be introduced on May 7th.

9. Recommend ratification of approval of a contract with East Mountain School, HMH, Carrier Clinic from March 17, 2025 through June 19, 2025 (59 days), for student number 203217, at a cost of \$29,500.00.

10. Recommend approval of a revision of the contract with The Arc, Ocean County Chapter, from January 7,

2025 through June 12, 2025, for student number 202615, at a cost of \$4,200.00.

11. Recommend the Board approve using the STOPit Solutions online program named SAFE NJ. This program assists in the following: Anonymous Student Reporting, immediate crisis support, access to community/school resources, and after-hours report vetting. No cost to the Board through June 30, 2027.
12. Recommend approval of an agreement with Liberty Lakes for the Eighth Grade Class of 2025 end of the year celebration, to be held on June 10, 2025, at a cost of \$4,462.00, paid by the eighth grade students, at no cost to the Board of Education.
13. Recommend ratification of approval of an additional MOESC transportation route, as per the attached:
14. Recommend approval to rescind the event contract with the Boathouse at by Landmark to host the prom for the Class of 2025 on May 22, 2025, at no cost to the Board of Education.
15. Recommend approval of an event contract with the Boathouse by Mercer Oaks Catering to host the prom for the Class of 2025 on May 22, 2025, at no cost to the Board of Education.

Roll Call

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

B. Personnel Motions

Mrs. Morgan made a motion, with a second by Mrs. Raywood, that B.1 - B.10 be approved:

1. Recommend acceptance of the retirement of Kirsten Pendleton, Science Teacher, at the New Egypt High School, effective June 30, 2025, with regrets.
2. Recommend ratification of approval of an unpaid leave of absence for employee 6112, PreK Teacher at the New Egypt Primary School:

<u>LEAVE</u>	<u>FROM</u>	<u>THROUGH</u>
Unpaid Leave without pay/with benefits	April 3, 2025	May 2, 2025

3. Recommend approval to rescind Autumn Kilmer, as a Paraprofessional, at the New Egypt Primary School, at a prorated salary of \$18,547.00, equal to Para Step 1, of the PTEA/PTBOE Collective Bargaining Agreement.
4. Recommend approval of Christa Hill, as a Special Services Paraprofessional, at the Dr. Gerald H. Woehr Elementary School, effective April 14, 2025, at a prorated salary of \$18,547.00, equal to Para 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 for district staff to participate in the required Safety Care Training, provide by Thomas Chemris, with rates and dates, [as per the attached](#):

6. Recommend approval of staff position transfer, [as per the attached](#):
7. Recommend approval of the High School summer school staff and their rate of pay, [as per the attached](#):
8. Recommend approval of spring sports stipends for the 2024-2025 school year, [as per the attached](#):
9. Recommend approval of additional NEED staff for the 2024-2025 school year, [as per the attached](#):
10. Recommend approval of staff professional development/travel reimbursements, [as per the attached](#):

Roll Call

Yes

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

No

None

Absent

Dr. Giardina, Mr. Stepnowski

C. Policy

Mr. Meroney made a motion, with a second by Mrs. Kovacs, that C.1 - C.3 be approved:

1. Recommend approval of the second reading of [Policy 5111](#), Eligibility of Resident/Nonresident Students (M).
2. Recommend approval of the second reading of [Policy 5460](#), High School Graduation (M).
3. Recommend approval of the second reading of [Policy 8500](#), Food Services (M).

Roll Call

Yes

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

No

None

Absent

Dr. Giardina, Mr. Stepnowski

D. Other Motions

Mrs. Morgan made a motion, with a second by Mrs. Raywood, that D.1 - D.12 be approved:

1. Recommend receipt of the HIB (Harassment, Intimidation and Bullying) Report on April 9, 2025, by the Board of Education.

HIBs Reported - 3 total, 1 founded for all, 1 founded for some, 1 unfounded

2. Recommend approval of the [Fire Drill/Security Drill](#) report for the month of March.
3. Recommend approval of field trips, [as per the attached](#):
4. Recommend approval of the submission of the Sustainable New Jersey Trees for Schools Grant application in the amount of \$50,000.00.

5. Recommend approval of the submission of the Elevate Career and Technical Education Innovation Grant application, in the amount of \$50,000.00, through the New Jersey Department of Education.
6. Recommend approval of the shared service agreement between Ocean County and Plumsted Township School District for the award of \$3,000.00 to the New Egypt High School's Confidence Closet.
7. Recommend approval to accept the Give Thx School Wellbeing Program Grant.
8. Recommend approval of the submission of the Language Instruction Educational Program (LIEP) 2024-2027 Corrective Action Plan to the NJDOE.
9. Recommend approval of the submission of the Special Education Medicaid Initiative (SEMI) Action Plan.
10. Recommend approval of NJ Department of Health to host an Oral Health assembly at the Dr. Gerald H. Woehr Elementary School on May 13, 2025 for grades 1-6, at no cost to the Board.
11. Recommend approval of the Eyes of the Wild assembly to be held at the New Egypt Primary School on May 7, 2025, at a cost of \$730.00, generously paid by the NEPS PTO.
12. Recommend approval of the Family Literacy Night to be held at the New Egypt Primary School on June 12, 2025, being paid via the Preschool Expansion Aid Grant.

Roll Call

Yes

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

No

None

Absent

Dr. Giardina, Mr. Stepnowski

E. Facilities
None

- XV. PUBLIC COMMENT ON ANY SCHOOL-RELATED TOPIC - Opened at 7:56 p.m. - Closed at 8:09 p.m.
Stephanie Hagelstein, 12 Ivins Drive, New Egypt, NJ 08533 - Middle school lacrosse cuts after the start of season.
Kelly Thoens, High School Student - New online program for bathroom requests.
Jeffrey Thoens, 11 Joseph Court, New Egypt, NJ 08533 - 14 water closets to be available, human rights to go to the bathroom.
Emily Robbins, High School Student - New online program for pass, flex-time/wait-time for extra help.

XVI. NEW BUSINESS

XVII. OLD BUSINESS

XVIII. EXECUTIVE SESSION

XIX. ADJOURNMENT

Mrs. Raywood made a motion to adjourn at 8:10 p.m.

Seconded by Mrs. Morgan, passed unanimously.

Sean Gately
Business Administrator/Board Secretary