

MINUTES

PLUMSTED TOWNSHIP BOARD OF EDUCATION
REGULAR MEETING
September 10, 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

Mrs. Morgan, BOE Vice President, presided and voiced the call to order at 6:10 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
Mrs. Morgan	Present
Mr. Dreher	Present
Mrs. Kovacs	Present
Mr. Meroney	Present
Mrs. Raywood	Present
Mr. Stepnowski	Present

ALSO PRESENT

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

IV. EXECUTIVE SESSION

A motion to go into executive session at 6:12 p.m. for the purpose of discussing pending litigation, student matters, and contracts was 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.

Mrs. Kovacs made a motion to go out of executive session at 7:00 p.m.
Seconded by Mr. Meroney, passed unanimously.

V. ROLL CALL

Dr. Giardina	Present *Arrived at 6:32 p.m.
Mrs. Morgan	Present
Mr. Dreher	Present
Mrs. Kovacs	Present
Mr. Meroney	Present
Mrs. Raywood	Present
Mr. Stepnowski	Present

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 September 10, 2025.

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

VIII. APPROVAL OF MINUTES

Mr. Meroney made a motion, with a second by Mrs. Kovacs, that VIII.A. and VIII.B. be approved:

- A. The minutes are presented for necessary correction and approval for the regular meeting on August 13, 2025.
- B. The minutes are presented for necessary correction and approval for the regular meeting on August 27, 2025.

Roll Call

Yes

Mr. Meroney, Mrs. Kovacs,
Mr. Dreher (VIII.B.), Mrs. Raywood,
Mr. Stepnowski, Mrs. Morgan (VIII.B)
Dr. Giardina

No

None

Abstain

Mr. Dreher (VIII.A.), Mrs. Morgan (VIII.A.)

IX. BOARD OF EDUCATION COMMITTEE REPORTS

Curriculum Meeting Updates - Successful opening of schools

X. STUDENT REPRESENTATIVE COMMENTS - Victoria Clayton and Ryan Reynolds

[Presentation](#)

XI. SUPERINTENDENT'S COMMENTS

Mr. Ytreboe, Superintendent, commented on the following:

Thanked our student representatives for their presentations and volunteering to be BOE liaisons.

Thanked the Human Resources/Personnel/Curriculum and Finance support staff, along with our Business Administrator, for assisting with the preparation of opening schools behind the scenes.

Thanked our Maintenance and Technology teams, along with Aramark, for preparing our buildings and grounds for the opening of the schools.

Thanked our building and department secretaries for all their efforts this summer in preparing the schools to open.

Welcome back message to teachers - they have the superpower to make learning a positive experience for our students.

We are continuing to build a strong foundation at the elementary level so students can reach their peak in middle and high school. We are aware of the high class sizes and hope to address this in future budget cycles.

District achievement for celebration: Plumsted had the highest SAT scores in Ocean County!

Regardless of our roles in this district, we all matter, and our success is reliant on everyone's success - Together We Win!

Please follow our social media, ParentSquare, district, and school newsletters for current happenings.

XII. PRESENTATIONS/AWARDS

None

XIII. PUBLIC COMMENT ON AGENDA ITEMS - Opened at 7:13 p.m. - Closed at 7:17 p.m.

Tom Semko, 7 Woods Road, New Egypt, NJ 08533 - D.7 District goals - how are they measured? Mr. Ytreboe responded by stating that action plans were developed.

XIV. SUPERINTENDENT'S AGENDA

Mrs. Morgan made a motion, with a second by Mrs. Raywood, that A.1. - A.17. 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 September 10, 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 September 10, 2025, which required handwritten checks after the August 13, 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 June 30, 2025.
4. Recommend approval of the Board Secretary's Report and the Cash Reconciliation Report, for the period ending June 30, 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 June 30, 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 June 30, 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 ratification of approval of a contract with Burlington County Special Services (BCSSSD) for ESY tuition from July 7, 2025 through August 1, 2025, for student number 203063, in the amount of \$4,588.00.
8. Recommend ratification of approval of a contract with Burlington County Special Services (BCSSSD) for a One-On-One Teacher Assistant services from July 7, 2025 through August 1, 2025, for student number 203063, in the amount of \$6,614.00.
9. Recommend ratification of approval of an agreement between Manchester Regional School District and Plumsted Township School District for the purchase of education services for student 271101, effective July 7, 2025 through August 7, 2025, and September 1, 2025 through June 30, 2026, at a cost of \$25,096.80.
10. Recommend approval for Plumsted Township School District to enter into a shared educational service agreement with Manchester Township School District for a Physical Therapist from September 1, 2025 through June 30, 2026, not to exceed \$47,000.00.
11. Recommend approval of an agreement with CommonLit to provide the Essential PRO Plus Program to the New Egypt High School, for the 2025 2026 school year, at a cost of \$6,500.00.
12. Recommend an agreement with Generation Genius, Inc. to provide educational science and math Streaming license subscriptions for the Dr. Gerald H. Woehr Elementary School during the 2025 - 2026 school year, at a cost of \$1,995.00.
13. Recommend approval of an agreement with Stericycle, Inc. (Shred-IT) to provide to the district, a one-time on-site shredding service, at a cost not to exceed \$600.00.
14. Recommend approval of the 2023-2024 Annual Tuition Schedule, as follows:

Preschool/K	\$14,199.00
Grade 1-5	\$15,216.00
Grade 6-8	\$14,830.00
Grade 9-12	\$17,215.00
Multiple Disabled	\$22,587.00
Preschool Disabled (Full-Time)	\$17,392.00

15. Recommend approval of additional bus routes for the 2025-2026 school year, [as per the attached](#):
16. Recommend acceptance of proposal for professional legal services - special education, on September 10, 2025, as follows:

Law Firm	Hourly Rate
Adams, Lattiboudere, Croot, Herman (ALC&H)	\$165.00
Comegno Law Group, P.C.	\$145.00 - \$195.00
DeCotiis, FitzPatrick, Cole & Giblin, LLP	\$205.00
Lenox Law Firm	\$175.00
Machado Law Group	\$175.00

17. Recommend award of a professional services contract with Machado Law Group to provide professional legal services - special education from September 11, 2025 - June 30, 2026, at the hourly rate of \$175.00.

Roll Call

Yes

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

No

None

B. Personnel Motions

Mr. Stepnowski made a motion, with a second by Mr. Dreher, that B.1. - B.10. be approved:

1. Recommend ratification of the acceptance of the resignation of Joseph Pugliese, Cafeteria Monitor, at the Dr. Gerald H. Woehr Elementary School, effective August 28, 2025, with regrets.
2. Recommend the acceptance of the resignation of Chantel Nadeau, BCBA, at the Dr. Gerald H. Woehr Elementary School, effective October 1, 2025, with regrets.
3. Recommend a revision of the renewal of the tenured certified staff for the 2025-2026 school year, [as per the attached](#):
4. Recommend a revision of the renewal of the paraprofessional staff for the 2025-2026 school year, [as per the attached](#):
5. Recommend a revision of the renewal of the secretarial staff for the 2025-2026 school year, [as per the attached](#):
6. Recommend approval of the mentor/mentees for the 2025-2026 school year, [as per the attached](#):

7. Recommend approval staff transfers/change of assignments, [as per the attached](#):
8. Recommend approval of a revision of approval for staff stipends, [as per the attached](#):
9. Recommend approval of NEED staff, and their rates of pay for the 2025-2026 school year, as per the [attached](#):
10. Recommend approval of staff professional development/travel reimbursements, [as per the attached](#):

Roll Call

Yes

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

No

None

C. Policy

Mr. Meroney made a motion, with a second by Mrs. Kovacs, that C.1. - C.19. be approved:

1. Recommend approval of the second reading of [Policy 2365](#), Acceptable Use of Generative Artificial Intelligence (AI).
2. Recommend approval of the second reading of [Policy 5111](#), Eligibility of Resident/Nonresident Students.
3. Recommend approval of the second reading of [Policy 5339.01](#), Student Sun Protection (M).
4. Recommend approval of the second reading of [Regulation 5600](#), Student Discipline/Code of Conduct (M).
5. Recommend approval of the first reading of Policy 0143, Board Member Election and Appointment.
6. Recommend approval of the first reading of Policy 0173, Duties of Public School Accountant.
7. Recommend approval of the first reading of Policy 0174, Legal Services (M).
8. Recommend approval of the first reading of Policy 0177, Professional Services (M).
9. Recommend approval of the first reading of Policy 1570, Internal Controls (M).
10. Recommend approval of the first reading of Policy 1620, Administrative Employment Contracts (M)
11. Recommend approval of the first reading of Policy 1636.01, Notification of Promotion, New Job, and Transfer Opportunities.
12. Recommend approval of the first reading of Policy 2422, Statutory Curricular Requirements (M).
13. Recommend approval of the first reading of Policy 5117, Interdistrict Public School Choice.
14. Recommend approval of the first reading of Policy 6111, Special Education Medicaid Initiative

(SEMI) Program (M).

15. Recommend approval of the first reading of Policy 6220, Budget Preparation (M).
16. Recommend approval of the first reading of Regulation 1570, Internal Controls (M).
17. Recommend approval of the first reading of Regulation 5117, Interdistrict Public School Choice.
18. Recommend approval of the first reading of Regulation 6111, Special Education Medicaid Initiative (SEMI) Program (M).
19. Recommend approval of the first reading of Regulation 6220, Budget Preparation.

Roll Call

Yes

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

No

None

D. Other Motions

Mrs. Morgan made a motion, with a second by Mr. Stepnowski, that D.1. - D.9. be approved:

1. Recommend ratification of approval of an Admissions Agreement for a non-resident student from Elizabeth Saulnier, teacher at the New Egypt High School to permit her child Grade 11, to attend the New Egypt High School, effective September 4, 2025, enrollment permitting, for the 2025-2026 school year, according to the stipulations contained in the 2024-2027 PTEA/PTBOE Collective Bargaining Agreement.
2. Recommend approval to submit a grant through BROOKS Running for the New Egypt High School track team in the amount of \$1,000.00 for equipment.
3. Recommend approval to submit a grant through the NJDOE for Optimal Comprehensive Universal Screeners (FOCUS).
4. Recommend approval of the job descriptions, [as per the attached](#):
5. Recommend approval of the 2025 2026 Student Handbooks for the New Egypt Primary School, the Dr. Gerald H. Woehr Elementary School and the New Egypt High School.
6. Recommend approval of student interns/observers for the fall 2025 semester, [as per the attached](#):
7. Recommend approval of the District Goals for 2025 - 2026, [as per the attached](#):
8. Recommend ratification of approval for the Ocean County Prosecutor's Office to provide New Egypt High School and Dr. Gerald H. Woehr Elementary School with student awareness programs related to social-emotional learning, substance use, and team building activities for the 2024-2025 school year, at no cost to the Board of Education.
9. Recommend approval of field trips, [as per the attached](#):

Roll Call

Yes

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

No

E. Facilities

- XV. PUBLIC COMMENT ON ANY SCHOOL-RELATED TOPIC - Opened at 7:20 p.m. - Closed at 7:23 p.m.
Stephanie Hagelstein, 12 Ivins Drive, New Egypt, NJ 08533 - Finance add-on motions
Tom Semko, 7 Woods Road, New Egypt, NJ 08533 - iPad insurance for parent purchase

XVI. NEW BUSINESS

Mr. Meroney stated that the Seniors did an awesome job with painting their parking spaces, and he was very happy with the district's grounds for the opening of school.

XVII. OLD BUSINESS

XVIII. EXECUTIVE SESSION

Request resolution for Executive Session at this point in the meeting of the Plumsted Township Board of Education on _____ for the purpose of discussing _____.

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.

XIX. ADJOURNMENT

Mrs. Morgan made a motion to adjourn at 7:24 p.m.
Seconded by Mrs. Raywood, passed unanimously.

Sean Gately
Business Administrator/Board Secretary