

MINUTES

PLUMSTED TOWNSHIP BOARD OF EDUCATION
REGULAR MEETING
October 8, 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

Dr. Giardina, BOE President, presided and voiced the call to order at 6:02 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	Present
Mrs. Morgan	Present
Mr. Dreher	Present
Mrs. Kovacs	Present *Arrived at 6:03 p.m.
Mr. Meroney	Present
Mrs. Raywood	Absent
Mr. Stepnowski	Present

ALSO PRESENT

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

IV. EXECUTIVE SESSION

Mrs. Morgan made a motion to go into executive session at 6:05 p.m. for the purpose of discussing pending litigation, personnel, and student matters. Seconded by Mr. Dreher, 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.

A motion to go out of executive session at 7:05 p.m. passed unanimously.

V. ROLL CALL

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

VI. FLAG SALUTE

VII. APPROVAL OF AGENDA

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

- A. Recommend that the Board approve the regular meeting agenda for October 8, 2025.

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

VIII. APPROVAL OF MINUTES

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

- A. The minutes are presented for necessary correction and approval for the regular meeting on September 10, 2025.

Roll Call	
Yes	Mrs. Morgan, Mr. Meroney Mr. Dreher, Mrs. Kovacs, Mr. Stepnowski, Dr. Giardina

No
Absent

None
Mrs. Raywood

IX. BOARD OF EDUCATION COMMITTEE REPORTS

Curriculum and Personnel Committees met on Monday. No updates at this time.

X. STUDENT REPRESENTATIVE COMMENTS - Ryan Reynolds

[Presentation](#)

XI. SUPERINTENDENT'S COMMENTS

Mr. Ytreboe, Superintendent, commented on the following:

Thanked staff for a successful September.

Back-to-School Nights were a success and well attended.

The High School was awarded \$5,000 for the T-Mobile 5G Lights contest.

Recently retired, Mrs. Pendleton, was named the NJ Girls Bowling Coach of the Year.

Thanked Mrs. Ervin for organizing the donations of pumpkins to the elementary and primary schools.

Staff have been trained on the low ropes course, and hope to involve the students soon.

Congratulated the Girls Soccer Team for winning their Shore Conference division.

Thanked the Plumsted Fire Department for teaching our Primary School students about fire safety.

XII. PRESENTATIONS/AWARDS

New Egypt Elks Lodge #2457 - Presented a donation of \$3,500 to the 7th grade.

DLM & NJSLA Report - Jessica Drucker

XIII. PUBLIC COMMENT ON AGENDA ITEMS - Opened at 7:44 p.m. - Closed at 7:48 p.m.

Lyndsey Gill, 25 Plum Ridge Drive, New Egypt, NJ 08533 - D.5. Unable to view via the public agenda.

Tom Semko, 7 Woods Road, New Egypt, NJ 08533 - B.7. - Hired for Assistant Principal, but will assist with Special Education in different buildings?

XIV. SUPERINTENDENT'S AGENDA

Mrs. Morgan made a motion, with a second by Mr. Dreher, that A.1. - A.20. 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 October 8, 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 October 8, 2025, which required handwritten checks after the September 10, 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 July 31, 2025.
4. Recommend approval of the Board Secretary's Report and the Cash Reconciliation Report, for the period Ending July 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 July 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 July 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 ratification of approval of a contract with Mercer County Special Services District for tuition for the 2025 - 2026 school year, for student number 202617, at a total cost of \$63,000.00.
8. Recommend ratification of approval of a contract with Burlington County Special Services (BCSSSD) for one-on-one Teacher Assistant services from September 2, 2025 through June 17, 2026, for student number 203063, in the amount of \$50,240.00.
9. Recommend ratification of approval of a contract with Burlington County Special Services (BCSSSD) for tuition for the 2025 - 2026 school year, for student number 203063, in the amount of \$55,991.00.
10. Recommend approval of a contract with Integrated Care Concepts & Consultation, LLC to provide 10 weeks of academic services during the 2025 -2026 school year, for student 203587, at a cost of \$4,800.00.
11. Recommend approval of a contract with Proximity Learning to provide chemistry instruction to students at the New Egypt High School during the 2025 - 2026 school year, at a cost of \$26,549.97.
12. Recommend approval of an agreement with Talent Stock, to provide CPR/AED/First Aid Certification Training to the staff of the New Egypt Primary School on October 13, 2025, in the amount of \$1,305.00, paid by the PEA Grant.
13. Recommend approval of a contract with US Coachways Inc; to transport the high school Business Academy students to New York City, on November 21, 2025 at a total cost of \$1,924.76.
14. Recommend approval of an agreement with You Will Believe in Magic, to provide a performance for The New Egypt High School Business Academy on November 10, 2025, at a cost of \$1,750.00.
15. Recommend of approval of an agreement between ParentSquare Inc. and Plumsted Township School District to provide subscription services for communication platform for the 2025-2026 school year, at a total cost of \$7,644.00.
16. Recommend the approval to accept the 2025 - 2026 ESEA Grant as follows:

Title I	\$142,279.00
Title II A	\$24,992.00
Title IV	\$10,000.00

17. Recommend ratification of approval of the additional 2025 -2026 transportation routes and costs, [as per the attached:](#)

18. Recommend approval of an agreement with Maneuvering the Middle LLC, to provide three CCSS middle school teacher Single Grade license during the 2025 - 2026 school year, at a cost of \$675.00.
19. Recommend approval of an agreement with Riverside Insights to provide 2025 -2026 CogAT testing materials to the Dr. Gerald H. Woehr Elementary School, at a cost of \$2,851.20.
20. Recommend approval of a resolution with PenServ Plan Services, Inc., for Authorization of 403(b), 457(b) and/or 401(a) Third-Party Administrative Services, as per the attached:

Roll Call

Yes

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

No

None

Absent

Mrs. Raywood

B. Personnel Motions

Mrs. Morgan made a motion, with a second by Mrs. Kovacs, that B.1. - B.16. be approved:

1. Recommend acceptance of the retirement of Clara Rose, Secretary, at the Dr. Gerald H. Woehr Elementary School, effective December 31, 2025, with regrets.
2. Recommend acceptance of the retirement of Andree Hille, Special Education Teacher, at the Dr. Gerald H. Woehr Elementary School, effective February 28, 2026, with regrets.
3. Recommend ratification of the acceptance of the resignation of Chantel Nadeau, BCBA at the Dr. Gerald H. Woehr Elementary School, effective September 14, 2025, with regrets.
4. Recommend the ratification of the acceptance of the resignation of Jennifer Riley, Chemistry teacher, at the New Egypt High School, effective September 29, 2025, with regrets.
5. Recommend ratification of approval of an NJFLA leave of absence for Chaya Blaustein, PT Speech Language Specialist at the New Egypt High School:

<u>LEAVE</u>	<u>FROM</u>	<u>THROUGH</u>
NJFLA (w/o pay, with benefits)	September 9, 2025	October 17, 2025

6. Recommend a revision of approval of paraprofessional staff for the 2025-2026 school year, as per the [attached](#):
7. Recommend approval of Sean Reilly, as a 12 month Assistant Principal, at the Dr. Gerald H. Woehr Elementary School, effective January 1, 2026 at a prorated salary of \$127,752.00, equal to Step 8, of the PTAA/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 for district Paraprofessionals to attend a professional development session on October 13, 2025, during non-contractual hours and rate of pay, [as per the attached](#):

9. Recommend approval of additional fall coaches, [as per the attached](#):
10. Recommend approval for district staff to participate in the required Safety Care Training, provided by Thomas Chemris, with rates and dates, [as per the attached](#):
11. Recommend approval for district coaches to participate in the required American Red Cross CPR Training, provided by Kevin English, [as per the attached](#):
12. Recommend approval for teachers at the Dr. Gerald H. Woehr Elementary School to provide academic support to students, beyond their contractual time, during the 2025 -2026 school year, funded through Title I, [as per the attached](#):
13. Recommend approval of staff transfers or assignment changes for the 2025 -2026 school year, as [per the attached](#):
14. Recommend approval of additional staff stipends for the 2025 -2026 school year, [as per the attached](#):
15. Recommend approval of extra-curricular staff for the 2025-2026 school year, [as per the attached](#):
16. Recommend approval of staff professional development/travel reimbursements, [as per the attached](#):

Roll Call

Yes

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

No

None

Absent

Mrs. Raywood

Mr. Dreher made a motion, with a second by Mrs. Morgan, that B.17. be approved:

17. Recommend approval for the Board to authorize the filing of charges with the Commissioner of Education as to the teaching certification of employee #6157.

Roll Call

Yes

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

No

None

Abstain

Mr. Meroney

Absent

Mrs. Raywood

C. Policy

Mrs. Morgan made a motion, with a second by Mrs. Kovacs, that C.1. - C.15. be approved:

1. Recommend approval of the second reading of [Policy 0143](#), Board Member Election and Appointment.
2. Recommend approval of the second reading of [Policy 0173](#), Duties of Public School Accountant.
3. Recommend approval of the second reading of [Policy 0174](#), Legal Services (M).

4. Recommend approval of the second reading of [Policy 0177](#), Professional Services (M).
5. Recommend approval of the second reading of [Policy 1570](#), Internal Controls (M).
6. Recommend approval of the second reading of [Policy 1620](#), Administrative Employment Contracts (M)
7. Recommend approval of the second reading of [Policy 1636.01](#), Notification of Promotion, New Job, and Transfer Opportunities.
8. Recommend approval of the second reading of [Policy 2422](#), Statutory Curricular Requirements (M).
9. Recommend approval of the second reading of [Policy 5117](#), Interdistrict Public School Choice.
10. Recommend approval of the second reading of [Policy 6111](#), Special Education Medicaid Initiative (SEMI) Program (M).
11. Recommend approval of the second reading of [Policy 6220](#), Budget Preparation (M).
12. Recommend approval of the second reading of [Regulation 1570](#), Internal Controls (M).
13. Recommend approval of the second reading of [Regulation 5117](#), Interdistrict Public School Choice.
14. Recommend approval of the second reading of [Regulation 6111](#), Special Education Medicaid Initiative (SEMI) Program (M).
15. Recommend approval of the second reading of [Regulation 6220](#), Budget Preparation.

Roll Call

Yes

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

No

None

Absent

Mrs. Raywood

D. Other Motions

Mr. Dreher made a motion, with a second by Dr. Giardina, that D.1. - D.18. be approved:

1. Recommend receipt of the HIB (Harassment, Intimidation and Bullying) Report on October 8, 2025, by the Board of Education.

HIBS reported: 3 - total, 3 - unfounded

2. Recommend approval of the HIB Self Assessment Report, [as per the attached](#):
3. Recommend approval of the SSDS Report, [as per the attached](#):
4. Recommend approval of the [Fire Drill/Security Drill](#) report for the month of September 2025.
5. Recommend approval of the District 2025-2026 Organizational Chart, [as per the attached](#):

6. The Board acknowledged that the New Egypt Primary School conducted an emergency school bus exit drill, as per State regulations according to N.J.A.C. 6A:27-11.2 at 9:20 a.m. at the location of 131 Evergreen Road on September 25, 2025.
7. The Board acknowledged that the Dr. Gerald H. Woehr Elementary School conducted an emergency school bus exit drill, as per State regulations according to N.J.A.C. 6A:27-11.2 at 7:48 a.m. at the location of 44 N. Main Street on September 25, 2025.
8. The Board acknowledged that the New Egypt High School conducted an emergency school bus exit drill, as per State regulations according to N.J.A.C. 6A:27-11.2 at 7:00 a.m. at the location of 117 Evergreen Road on September 22, 2025.
9. The Board acknowledged that the New Egypt High School conducted an emergency school bus exit drill, as per State regulations according to N.J.A.C. 6A:27-11.2 at 7:00 a.m. at the location of 117 Evergreen Road on September 26, 2025.
10. Recommend approval for students in the 12+ program at the New Egypt High School to participate in the Work Study program at various local locations during the 2025-2026 school year, which requires transportation to be provided by the district, at an estimated cost of \$2,477.92. Students will walk to the Plumsted Twp. Library.
11. Recommend approval of a \$3,500.00 Elks Gratitude Grant donation, from the New Egypt Elks Lodge #2457, for the 7th grade class to participate in an educational/outdoor class trip experience, with thanks.
12. Recommend approval for the Dr. Gerald H. Woehr Elementary School students and staff, to participate in the annual Halloween Parade on October 31, 2025.
13. Recommend approval for the Dr. Gerald H. Woehr Elementary School students and staff, to participate in a Food Drive for families in need that are residing in New Egypt.
14. Recommend approval for the Dr. Gerald H. Woehr Elementary School students and staff, to participate in a Lemonade Stand for charity at no cost to the Board. Proceeds will be donated to Oceans of Love to support the families affected by childhood cancer.
15. Recommend approval for students at the Dr. Gerald H. Woehr Elementary School to take part in an educational art fundraiser through Display My Art, at no cost to the Board.
16. Recommend approval for the fourth graders at the Dr. Gerald H. Woehr Elementary School to participate in a virtual field trip to the 9/11 Museum on December 2, 2025, at no cost to the Board.
17. Recommend approval for student volunteers of the Dr. Gerald H. Woehr Elementary School Chorus and New Egypt High School Chorus, to perform at the New Egypt High School Football Pink Out Senior Night, under the guidance of Mr. Ken Beere, on Friday, October 24, 2025, prior to the 6:30 pm football game, and at no cost to the Board.
18. Recommend approval of field trips, [as per the attached](#):

Roll Call

Yes

Mr. Dreher, Dr. Giardina,
Mrs. Kovacs, Mr. Meroney,
Mr. Stepnowski, Mrs. Morgan (D.3. - D.18.)

No
Abstain
Absent

None
Mrs. Morgan (D.1. - D.2.)
Mrs. Raywood

E. Facilities

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

1. Recommend approval for Lax For The Cure (STEPS Lacrosse) to hold Lacrosse Tournaments on the New Egypt School District fields June 6 - June 7, 2026, June 20 - 21, 2026, June 25 - 28, 2026, and November 14 - 15, 2026, at no cost to the Board of Education.

Roll Call

Yes

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

No

None

Absent

Mrs. Raywood

- XV. PUBLIC COMMENT ON ANY SCHOOL-RELATED TOPIC - Opened at 7:51 p.m. - Closed at 7:52 p.m.
April Eder, 176 Brynmore Road, New Egypt, NJ 08533 - B.17. - motion for certification charges.

XVI. NEW BUSINESS

Mr. Meroney inquired if the LAX Tournament fees increased and also asked about B.7.

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 7:55 p.m.
Seconded by Mr. Dreher, passed unanimously.

Sean Gately
Business Administrator/Board Secretary