

MINUTES

PLUMSTED TOWNSHIP BOARD OF EDUCATION
REGULAR MEETING
November 12, 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 6:03 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. 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	Absent *Arrived at 6:38 p.m.
Mr. Dreher	Absent
Mrs. Kovacs	Present
Mr. Meroney	Absent
Mrs. Raywood	Present
Mr. Stepnowski	Present

ALSO PRESENT

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

IV. EXECUTIVE SESSION

Mr. Stepnowski made a motion to go into executive session at 6:05 p.m. for the purpose of discussing pending litigation, HIBs, and collective negotiations. Seconded by Mrs. Raywood, 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 7:00 p.m. passed unanimously.

V. ROLL CALL

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

VI. FLAG SALUTE

VII. APPROVAL OF AGENDA

Mrs. Morgan 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 November 12, 2025.

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

VIII. APPROVAL OF MINUTES

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

- A. The minutes are presented for necessary correction and approval for the regular meeting on October 8, 2025.

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

No
Absent
Abstain

None
Mr. Dreher, Mr. Meroney
Mrs. Raywood

IX. BOARD OF EDUCATION COMMITTEE REPORTS

Personnel Committee - discussed current personnel items on this agenda.

Curriculum Committee - discussed updates in all 3 buildings and were notified about 2 grants that were received.

X. STUDENT REPRESENTATIVE COMMENTS - Victoria Clayton and Ryan Reynolds

[Presentation](#)

XI. SUPERINTENDENT'S COMMENTS

Mr. Ytreboe, Superintendent, commented on the following:

Thanked the PTO and Mrs. Ervin for coordinating the delivery of 700 pumpkins for our students at the Primary and Elementary schools.

Thanked Mr. Palumbo, NHS students, parents, and the community for another successful Halloween parade.

The district celebrated its Veterans through various events in the schools. Thanked Mr. Cilmi, Ms. Youngblood and the staff for hosting a Veteran's Day breakfast. Acknowledged Board Member, Earl Meroney, Board Member, Rob Stepnowski, Former Township Committee Member, Len Grilleto, and Township Committee Member, Tom Potter, for their service to our country.

XII. PRESENTATIONS/AWARDS

Recognition of the Rockin Warriors for the Month of September and October.

Recognition of the High School Girls Soccer Team - Division Champions

Held a brief recess.

XIII. PUBLIC COMMENT ON AGENDA ITEMS - Open at 7:25 p.m. - Closed at 7:28 p.m.

Tom Semko, 7 Woods Road, New Egypt, NJ 08533 - A.15. - Question on long-term sustainability of costs.

B.1. - B.5. - Inquired about exit interviews.

XIV. SUPERINTENDENT'S AGENDA

Mrs. Morgan made a motion, with a second by Mrs. Kovacs, that A.1. - A.18. 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 November 12, 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 November 12, 2025, which required handwritten checks after the October 8, 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 August 31, 2025.

4. Recommend ratification of the transferring of funds, for the period ending September 30, 2025.
5. Recommend approval of the Board Secretary's Report and the Cash Reconciliation Report, for the period ending August 31, 2025.
6. Recommend approval of the Board Secretary's Report and the Cash Reconciliation Report, for the period ending September 30, 2025
7. 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, 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.
8. 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, 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.
9. 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, 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.
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, 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.
11. Recommend ratification of approval of an agreement with Discovery Education, to provide 25 single-seat, DreamBox Reading Plus Licenses and teaching webinar at New Egypt High School, during the 2025-2026 school year, at a total cost of \$1,306.25.
12. Recommend approval of an agreement with EdPuzzle Pro to provide subscription access for the 2025-2026 school year to grades 7-8, at a cost of \$2,575.00.
13. Recommend ratification of approval of an agreement with KIDDOM, to provide K-5 staff with OpenSciEd professional development training during the 2025 - 2026 school year, at a cost of \$1,800.00.
14. Recommend approval of an agreement with MOESC, to provide high school staff with Introduction to AI professional development training on November 19, 2025, at a cost of \$750.00.
15. Recommend approval of an agreement with Rocket Alumni Solutions Inc; to provide a two (2) year Touch Screen Awards Display Software subscription to the New Egypt High School, at a cost of \$6,817.20.
16. Recommend ratification of approval of a revision of a 2025 -2026 transportation route, as per [the attached](#):

17. Recommend approval of a resolution to dispose of certain surplus property, [as per the attached](#):
18. Recommend a revision of 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 \$1,800.00.

Roll Call

Yes

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

No

None

Absent

Mr. Dreher, Mr. Meroney

B. Personnel Motions

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

1. Recommend acceptance of the retirement of Thomas Schwartz, Special Education Teacher, at the New Egypt High School, effective December 31, 2025, with regrets.
2. Recommend acceptance of the retirement of Bonnie Tormey-Vogel, Basic Skills Teacher, at the Dr. Gerald H. Woehr Elementary School, effective June 30, 2026, with regrets.
3. Recommend acceptance of the retirement of Lisa Rajeski, Third Grade Teacher, at the Dr. Gerald H. Woehr Elementary School, effective June 30, 2026, with regrets.
4. Recommend ratification of the acceptance of the resignation of Christa Hill, Paraprofessional, at the Dr. Gerald H. Woehr Elementary School, effective October 31, 2025, with regrets.
5. Recommend the acceptance of the resignation of Diane Lauro, Paraprofessional, at the New Egypt Primary School, effective November 25, 2025, with regrets.
6. Recommend ratification of the acceptance of the resignation of Solomon Hailemichael, Paraprofessional, at the New Egypt Primary School, effective November 3, 2025, with regrets.
7. Recommend approval of Adam Silversmith as a BCBA, at the Dr. Gerald H. Woehr Elementary School, effective on or about December 15, 2025, at a pro-rated salary of \$83,548.00, equal to MA Step 15, 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. Pending receipt of proper certification.
8. Recommend approval of Elaine Granger-Christie as a Special Services Paraprofessional, at the New Egypt Primary School, effective November 17, 2025, at a pro-rated salary of \$19,249.00, equal to Para Step 1, of the PTEA/PTBOE Collective Bargaining Agreement.
9. Recommend approval of Shelby Hurley, as a lunchroom monitor, at the Dr. Gerald H. Woehr Elementary School, at the hourly rate of \$15.92, pending the successful completion of the application process established by the Superintendent of Schools and the criminal history clearance that is obtained through the State of New Jersey in accordance with the law.
10. Recommend approval of non-affiliated staff for the 2025-2026 school year, [as per the attached](#):

11. Recommend approval of staff stipend positions for the 2025 - 2026 school year, [as per the attached](#):
12. Recommend approval of the 2025 - 2026 winter sport coaches, [as per the attached](#):
13. Recommend ratification of 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](#):
14. Recommend approval of NEED staff, and their rates of pay for the 2025-2026 school year, as per [the attached](#):
15. Recommend approval of staff professional development/travel reimbursements, [as per the attached](#):

Roll Call

Yes

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

No

None

Absent

Mr. Dreher, Mr. Meroney

C. Policy - None

D. Other Motions

Mr. Stepnowski made a motion, with a second by Mrs. Raywood, that D.1. - D.18. be approved:

1. Recommend receipt of the HIB (Harassment, Intimidation and Bullying) Report on November 12, 2025, by the Board of Education.
2. Recommend approval to adopt the following decisions on HIB matters reported to the Board at the preceding Board meeting:
 - a. Affirm the Superintendent-level decision on HIB investigation No. HS-01-25-26 from the October 8, 2025 meeting.
 - b. Affirm the Superintendent-level decision on HIB investigation No. HS-02-25-26 from the October 8, 2025 meeting.
 - c. Affirm the Superintendent-level decision on HIB investigation No. ES-01-25/26 from the October 8, 2025 meeting.
3. Recommend approval of the [Fire Drill/Security Drill](#) report for the month of October 2025.
4. Recommend approval of the 2025-2026 District Nursing Service Plan.
5. Recommend approval of the 2025-2026 District Emergency Operations Procedure Manual (Safety and Security).
6. Recommend that the Board accept the 2025-2026 Comprehensive Maintenance Plan for submission to the New Jersey Department of Education.
7. Recommend approval of the 2025-2026 Health and Safety Evaluation of School Building Checklist and the submission of the Annual Statement of Assurance.

8. 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 the 2026 - 2027 school year.
9. Recommend approval to accept the NJDOE grant, Funding for Optimal Comprehensive Universal Screeners (FOCUS), in the amount of \$3,030.00. The purpose of this grant is to assist Local Education Agencies in adopting and utilizing universal screening tools to support literacy for students in K-3.
10. Recommend approval to accept the Youth Services Commission of Ocean County Grant, in the amount of \$4,000.00, for the confidence closet.
11. Recommend ratification of approval of the generous donation of pumpkins for the New Egypt Primary School and the Dr. Gerald H. Woehr Elementary School from the following local businesses: Ornery Acres Farm Market, Shades of Green, Party Rentals 4 U, Image Embroidery, Septic Pumping Services, One North Main, TS8 Heating and Cooling, The Tree Guy and Krowicki Farms, with gratitude.
12. Recommend approval of a donation of instant cold packs and copy paper, from the New Egypt Elks Lodge #2457, with thanks.
13. Recommend approval for student volunteers of the Dr. Gerald H. Woehr Elementary School Chorus, and New Egypt High School Chorus, to perform at the PTO Holiday Shop Family Night, at the New Egypt Primary School, under the guidance of Mr. Ken Beere, on Thursday, December 11, 2025, at no cost to the Board of Education.
14. Recommend approval for student volunteers of the Dr. Gerald H. Woehr Elementary School Chorus, and New Egypt High School Chorus, to perform at the Lakewood Blue Claws Family Fun Day, under the guidance of Mr. Ken Beere, on Friday, May 15, 2026, prior to the Lakewood Blue Claws baseball game, at no cost to the Board of Education.
15. Recommend approval for the fifth grade students at Dr. Gerald H Woehr Elementary School to take part in the 10 week LEAD program, facilitated by the Plumsted Township Police Department, to learn about the importance of setting reachable goals, making responsible decisions, identifying and managing their emotions, and communicating effectively, at no cost to the Board of Education.
16. Recommend approval for the Woehr Elementary School Art Show on April 23, 2026, under the direction of Mrs. Dawn McEvoy, at no cost to the Board of Education.
17. Recommend approval of the job description, [as per the attached](#):
18. Recommend approval of field trips, [as per the attached](#):

Roll Call

Yes

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

No

None

Absent

Mr. Dreher, Mr. Meroney

Abstain

Mrs. Morgan (D.1. - D.2.)

E. Facilities

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

- 1. Recommend approval of the High Note Festival, to be held in the New Egypt Middle School Gymnasium on May 1, 8, 15, 22, and 31, 2026 and June 5, 2026.

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

XV. PUBLIC COMMENT ON ANY SCHOOL-RELATED TOPIC - Opened at 7:30 p.m. - Closed at 7:44 p.m.
Tom Semko, 7 Woods Road, New Egypt, NJ 08533 - Rental of the middle school. Mr. Ytreboe replied about the parameters. Board goals and action plans. iPads purchased insurance and changing staff.
Carolyn Conover, 127 Churchill Blvd., New Egypt, NJ 08533 - Administrator from New York. Inquired about a comprehensive education plan, does NJ have anything similar?

XVI. NEW BUSINESS

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. Kovacs made a motion to adjourn at 7:45 p.m.
Seconded by Mrs. Morgan, passed unanimously.

Sean Gately
Business Administrator/Board Secretary