

MINUTES

PLUMSTED TOWNSHIP BOARD OF EDUCATION
REGULAR MEETING
December 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

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	Present
Mr. Dreher	Present
Mrs. Kovacs	Present
Mr. Meroney	Present
Mrs. Raywood	Absent
Mr. Stepnowski	Absent *Arrived at 6:05 p.m.

ALSO PRESENT

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

IV. EXECUTIVE SESSION

Mr. Meroney made a motion to go into executive session at 6:05 p.m. for the purpose of discussing personnel, pending litigation, 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 7:00 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

Mrs. Morgan 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 December 10, 2025.

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

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 November 12, 2025.

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

Absent
Abstain

Mrs. Raywood
Mr. Dreher, Mr. Meroney

IX. BOARD OF EDUCATION COMMITTEE REPORTS

None

X. STUDENT REPRESENTATIVE COMMENTS - Victoria Clayton and Ryan Reynolds

[Presentation](#)

XI. SUPERINTENDENT'S COMMENTS

Mr. Ytreboe, Superintendent, commented on the following:

Hoped everyone enjoyed their Thanksgiving.

Thanked the high school Art Club for painting downtown for the holidays and the Chorus for caroling.

Thanked Mrs. Goduto, Mrs. Kolankowski, and Mr. Beere for organizing the event.

Thanked the 8th-grade Heroes and Cool kids for visiting 4th-grade classrooms and being effective role models for our younger students.

Wishing the school community a warm and safe holiday season and looking forward to the New Year.

XII. PRESENTATIONS/AWARDS

New Egypt Primary School Bucketfillers

Mrs. DeGrandis - Elevating Student Achievement Presentation

Recognition of BOE Members

XIII. PUBLIC COMMENT ON AGENDA ITEMS - Open at 7:29 p.m. - Closed at 7:29 p.m.

None

XIV. SUPERINTENDENT'S AGENDA

Mrs. Kovacs made a motion, with a second by Mr. Stepnowski, that A.1. - A.11. 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 December 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 December 10, 2025, which required handwritten checks after the November 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 October 31, 2025.
4. Recommend approval of the Board Secretary's Report and the Cash Reconciliation Report, for the period Ending October 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 October 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 October 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 a revision of approval of a 2024-2025 joint transportation agreement with host Plumsted Township School District and joiner Manchester Regional High School (Passaic), at a cost of \$2,646.16.
8. Recommend ratification of a revision of approval of a 2025-2026 joint transportation agreement with host Plumsted Township School District and joiner Manchester Regional High School (Passaic), at a cost of \$21,189.00.
9. Recommend approval of a leasing program agreement with Apple Inc. Education, for the purchase of 75 MacBook Air laptops, at a total cost of \$76,350.00.
10. Recommend approval of an addendum to the rate agreement with ESS Northeast, LLC., to provide substitute staffing services effective January 1, 2026, as listed below:

Position	Rate	Total with Mark-up
Full Day Substitute Paraprofessional Placement	\$111.44	\$141.53
Full Day Substitute Clerical Placement	\$111.44	\$141.53

11. Recommend approval of an agreement between Pioneer Drama and the Dr. Gerald H. Woehr Elementary School for the drama production "The Trials of Alice in Wonderland", to be held on March 13, 2026, and March 14, 2026, in the amount of \$524.50, funded by student activities, and at no cost to the Board of Education.

Roll Call

Yes

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

No

None

Absent

Mrs. Raywood

B. Personnel Motions

Mr. Dreher made a motion, with a second by Mrs. Morgan, that B.1. - B.8. be approved:

1. Recommend approval of Evelyn Steiger, as a 12 month Principal's Secretary, at the Dr. Gerald H. Woehr Elementary School, effective December 16, 2025, at a prorated salary of \$40,032.00, equal to Secretary Step 5, of the PTEA/PTBOE Collective Bargaining Agreement.
2. Recommend approval of Logan Adams as a Special Education Teacher, at the New Egypt High School, effective on or about January 5, 2026, at a prorated salary of \$62,943.00, equal to MA 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.

3. Recommend the approval of Krystle Falkenburg as a School Accountant, at the New Egypt Middle School, effective on or about January 12, 2026, at a prorated salary of \$68,000.00, 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.
4. Recommend approval of high school staff and their rate of pay to support portfolio tasks, effective December 11, 2025, [as per the attached:](#)
5. Recommend approval of New Egypt High School staff to teach an additional 80 minutes per day, beyond their contractual time, in accordance with the PTEA/PTBOE Collective Bargaining Agreements, as [per the attached:](#)
6. Recommend revision of approval of the 2025 - 2026 winter sport coaches, [as per the attached:](#)
7. Recommend approval of additional staff stipends for the 2025 -2026 school year, [as per the attached:](#)
8. Recommend approval of staff professional development/travel reimbursements, [as per the attached:](#)

Roll Call

Yes

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

No

None

Absent

Mrs. Raywood

C. Policy

Mr. Meroney made a motion, with a second by Mr. Dreher, that C.1. - C.6. be approved:

1. Recommend approval of the first reading of Policy 2530, Resource Materials.
2. Recommend approval of the first reading of Policy 2535, Library Material (M).
3. Recommend approval of the first reading of Policy 9130, Public Complaints.
4. Recommend approval of the first reading of Regulation 2530, Resource Materials.
5. Recommend approval of the first reading of Regulation 2535, Library Material (M).
6. Recommend approval of the first reading of Regulation 9130, Public Complaints.

Roll Call

Yes

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

No

None

Absent

Mrs. Raywood

Abstain

Mrs. Morgan

D. Other Motions

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

1. 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-03-25-26 from the November 12, 2025 meeting.
 - b. Affirm the Superintendent-level decision on HIB investigation No. HS-04-25-26 from the November 12, 2025 meeting.
 - c. Affirm the Superintendent-level decision on HIB investigation No. ES-02-25-26 from the November 12, 2025 meeting.
2. Recommend approval of the [Fire Drill/Security Drill](#) report for the month of November 2025.
3. Recommend approval of field trips, [as per the attached](#):
4. Recommend approval for the Board of Education to award the following Barnes & Noble gift cards to the New Egypt High School graduates:
 - \$100.00 High School Most Improved Award
 - \$100.00 High School Academic Excellence Award
 - \$500.00 Friend of Education Award
5. Recommend approval for K. Hovnanian Children's Hospital to conduct their Helmet Safety Program For students at the Dr. Gerald H. Woehr Elementary School on March 30, 2026, at no cost to the Board.
6. Recommend approval of The NEPS/NEES PTO Ice Cream Social at the Dr. Gerald H. Woehr Elementary School on Friday, June 5, 2026, at no cost to the Board.
7. Recommend approval for Robbinsville Pediatric Dentistry to provide lessons on oral hygiene habits and nutrition to New Egypt Primary School students on January 26, 2026, and January 27, 2026. Oral hygiene supplies will be given to students, with thanks to the dental practice.
8. 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](#):
9. Recommend approval to accept the Just Right Reader Grant, which will provide \$25.00 winter break reading packets for first-grade students, a donation cost of \$1,575.00.

Roll Call

Yes

Mr. Stepnowski, Mrs. Morgan (D.2. - D.9.)

Mr. Dreher, Mrs. Kovacs (D.2. - D.9.),

Mr. Meroney (D.2. - D.9.), Dr. Giardina

No

None

Absent

Mrs. Raywood

Abstain

Mrs. Morgan (D.1.), Mrs. Kovacs (D.1.),

Mr. Meroney (D.1.)

E. Facilities

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

1. Recommend approval for the Dr. Gerald H. Woehr Elementary School to hold the drama production of The Trials of Alice in Wonderland, at the New Egypt High School on March 13, 2026, and March 14, 2026, at no cost to the Board.

Roll Call

Yes

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

No

None

Absent

Mrs. Raywood

- XV. PUBLIC COMMENT ON ANY SCHOOL-RELATED TOPIC - Opened at 7:32 p.m. - Closed at 7:32 p.m.
Bernard Bahnam, 370 East Millstream Road, Cream Ridge, NJ 08514 - Thanked Mrs. Morgan for her service. Congratulated Mr. Meroney, Ms. Gill, and Mr. Semko.

- XVI. NEW BUSINESS
Budget calendar

- 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 7:33 p.m.
Seconded by Mrs. Kovacs, passed unanimously.

Sean Gately
Business Administrator/Board Secretary