

MINUTES

PLUMSTED TOWNSHIP BOARD OF EDUCATION
REGULAR MEETING
January 21, 2026
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. Raywood, BOE 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. 2025-1, 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

Mrs. Raywood	Present
Mr. Meroney	Present
Dr. Giardina	Present
Mrs. Gill	Present
Mrs. Kovacs	Present
Dr. Semko	Present
Mr. Stepnowski	Present

ALSO PRESENT

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

IV. EXECUTIVE SESSION

Dr. Giardina made a motion to go into executive session at 6:08 p.m. for the purpose of discussing pending litigation, HIB matters, personnel, and student matters. Seconded by Mr. Stepnowski, 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.

Dr. Giardina made a motion to go out of executive session at 7:13 p.m. Seconded by Dr. Semko, passed unanimously.

V. ROLL CALL

Mrs. Raywood	Present
Mr. Meroney	Present
Dr. Giardina	Present
Mrs. Gill	Present
Mrs. Kovacs	Present
Dr. Semko	Present
Mr. Stepnowski	Present

VI. FLAG SALUTE

VII. APPROVAL OF AGENDA

Dr. Giardina 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 January 21, 2026.

Roll Call	
Yes	Dr. Giardina, Mrs. Kovacs, Mrs. Gill, Dr. Semko, Mr. Stepnowski, Mr. Meroney, Mrs. Raywood
No	None

VIII. APPROVAL OF MINUTES

Dr. Giardina made a motion, with a second by Mr. Meroney, that VIII.A. - VIII.B. be approved:

- A. The minutes are presented for necessary correction and approval for the regular meeting on December 10, 2025.
- B. The minutes are presented for necessary correction and approval for the regular meeting on January 7, 2026.

Roll Call

Yes

Dr. Giardina, Mr. Meroney,
Mrs. Gill (VIII.B.), Mrs. Kovacs,
Dr. Semko (VIII.B.), Mr. Stepnowski (VIII.A.),
Mrs. Raywood (VIII.B.)

No

None

Abstain

Mrs. Gill (VIII.A.), Dr. Semko (VIII.A.),
Mr. Stepnowski (VIII.B.),
Mrs. Raywood (VIII.A.)

IX. BOARD OF EDUCATION COMMITTEE REPORTS

Policy Committee Update: All the policies and regulations on tonight's agenda were discussed with the committee and are mandated.

X. STUDENT REPRESENTATIVE COMMENTS - Victoria Clayton and Ryan Reynolds
[Presentation](#)

XI. SUPERINTENDENT'S COMMENTS

Mr. Ytreboe, Superintendent, commented on the following:

Wished everyone a Happy New Year.

Congratulated Mr. Meroney, Mrs. Gill, and Dr. Semko for beginning their terms.

In honor of January being School Board Recognition Month, he thanked the Board Members for their efforts and showed an appreciation video made by students and staff.

XII. PRESENTATIONS/AWARDS

New Egypt High School Staff Member/Student Recognition

BOE Recognition - Dr. Vincent Giardina

School Board Recognition [Resolution](#)

XIII. PUBLIC COMMENT ON AGENDA ITEMS - Open at 7:32 p.m. - Closed at 7:32 p.m.

None

XIV. SUPERINTENDENT'S AGENDA

Dr. Giardina made a motion, with a second by Mrs. Kovacs, that A.1. - A.9. 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 January 21, 2026, which have been examined by members of the Finance Committee and are presented for approval.
2. Recommend approval of all bills and claims for January 21, 2026, which required handwritten checks after the December 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 November 30, 2025.

4. Recommend approval of the Board Secretary's Report and the Cash Reconciliation Report, for the period Ending November 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 November 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 November 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 approval of the carryover from the ESEA 2024-2025 consolidated grant for the 2025-2026 application year as follows:

Grant	FY2026 Awarded	FY2025 Carryover	Total
Title II	\$24,992.00	\$9.00	\$25,001.00
Title IV	\$10,000.00	\$11,290.00	\$21,290.00

8. Recommend ratification of approval of a shared services agreement between Millstone Township School District and the Plumsted Township School District, to provide shared administrative transportation services from July 1, 2025 through June 30, 2026, at a cost of \$75,000.00.
9. Recommend ratification approval of a shared services agreement between Millstone Township School District and the Plumsted Township School District, to provide substitute bus drivers, as needed, from July 1, 2025 through June 30, 2026, at a rate of \$35.00 per hour.

Roll Call

Yes

Dr. Giardina, Mrs. Kovacs,
Mrs. Gill (A.1. - A.3, A.7. - A.9.),
Dr. Semko (A.1. - A.3, A.7. - A.9.),
Mr. Stepnowski, Mrs. Raywood

No

None

Abstain

Mrs. Gill (A.4. - A.6), Dr. Semko (A.4. - A.6),
Mr. Meroney

B. Personnel Motions

Dr. Giardina made a motion, with a second by Mrs. Kovacs, that B.1. - B.11. be approved:

1. Recommend acceptance of the resignation of Denice Schnaak, District Substitute Nurse, effective January 4, 2026, with regrets.
2. Recommend acceptance of the retirement of Cheryl Van Arsdale, Preschool Teacher, at the New Egypt Primary School, effective June 30, 2026, with regrets.

3. Recommend ratification of approval of an Intermittent FMLA leave of absence for employee 6121, teacher at the Dr. Gerald H. Woehr Elementary School:

<u>LEAVE</u>	<u>FROM</u>	<u>THROUGH</u>
Intermittent FMLA unpaid, w/benefits not to exceed 12 weeks	January 5, 2026	December 31, 2026

4. Recommend ratification of approval of an FMLA leave of absence for employee 5999, a paraprofessional at the New Egypt High School:

<u>LEAVE</u>	<u>FROM</u>	<u>THROUGH</u>
FMLA unpaid, w/benefits	January 5, 2026	March 10, 2026

5. Recommend approval of Nataliya Valnytska as a 2:1 Preschool Paraprofessional, at the New Egypt Primary School, effective on or about January 26, 2026, at a prorated salary of \$19,249.00, 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.
6. Recommend approval of Lisa Echevarria as a Gen Ed Preschool Paraprofessional, at the New Egypt Primary School, effective January 26, 2026, at a prorated salary of \$19,249.00, equal to Para Step 1, of the PTEA/PTBOE Collective Bargaining Agreement.
7. Recommend approval of additional staff extra-curricular positions for the 2025-2026 school year, as per [the attached](#):
8. Recommend approval of additional NEED staff, and their rates of pay for the 2025-2026 school year, as [per the attached](#):
9. Recommend approval of staff transfers/assignment changes for the 2025 -2026 school year, as per the [attached](#):
10. Recommend approval of District mentors/mentees, [as per the attached](#):
11. Recommend approval of staff professional development/travel reimbursements, [as per the attached](#):

Roll Call

Yes

Dr. Giardina, Mrs. Kovacs,
Mrs. Gill, Dr. Semko,
Mr. Stepnowski,
Mr. Meroney (B.1. - B.4., B.8. - B.10.),
Mrs. Raywood
None
Mr. Meroney (B.5. - B.7., B.11.)

No

Abstain

C. Policy

Dr. Giardina made a motion, with a second by Mr. Meroney, that C.1. - C.10. be approved:

1. Recommend approval of the first reading of Policy 0142.01, Nepotism (M)
2. Recommend approval of the first reading of Policy 1220, Employment of the Chief School Administrator (M).
3. Recommend approval of first reading of Policy 1552, Sexual Harassment - Staff (New M)
4. Recommend approval of first reading of Regulation 1552, Sexual Harassment - Staff (New M)
5. Recommend approval of the second reading of [Policy 2530](#), Resource Materials.
6. Recommend approval of the second reading of [Policy 2535](#), Library Material (M).
7. Recommend approval of the second reading of [Policy 9130](#), Public Complaints.
8. Recommend approval of the second reading of [Regulation 2530](#), Resource Materials.
9. Recommend approval of the second reading of [Regulation 2535](#), Library Material (M).
10. Recommend approval of the second reading of [Regulation 9130](#), Public Complaints.

Roll Call

Yes

Dr. Giardina, Mr. Meroney,
Mrs. Gill, Mrs. Kovacs,
Dr. Semko, Mr. Stepnowski,
Mrs. Raywood
None

No

D. Other Motions

Dr. Giardina made a motion, with a second by Mr. Stepnowski, that D.1. - D.14. be approved:

1. Recommend receipt of the HIB (Harassment, Intimidation and Bullying) Report on January 21, 2026, by the Board of Education.

HIBs Reported - 1 founded for all - 0 founded for some - 0 unfounded - 1

2. Recommend approval of the [Fire Drill/Security Drill](#) report for the month of December 2025.
3. Recommend approval to accept the mental telehealth grant from Hazel Health, funded through DCF for PreK to 12th grade students, valued between \$500,000.00 - \$1,000,000.00, depending on use.
4. Recommend approval to apply for a grant in the amount of \$85,000.00, from the NJ Department of Community Affairs to upgrade the playground at the Dr. Gerald H. Woehr Elementary School.
5. Recommend approval to establish a Special Education Program at the Dr. Gerald H. Woehr Elementary School: Emotional Regulation Impairment.
6. Recommend approval of the description of the following special education programs: Learning and Language Disability (LLD), Multiple Disabilities (MD), Emotional Regulation Impairment (ERI),

Integrated Co-Teaching (ICR) and Pull-Out Resource (POR), [as per the attached](#):

7. Recommend approval to accept and report the results of the New Jersey Quality Single Accountability Continuum (NJQSAC) District Improvement Plan (DIP) by the New Jersey Department of Education that assessed the district as performing, as follows:

NJQSAC Areas	Initial Placement October 2024	Interim Placement January 2026
Instruction and Program	79%	76%
Fiscal Management	94%	94%
Governance	93%	93%
Operations	93%	93%
Personnel	100%	100%

8. Recommend approval of student teachers/interns/observers for the spring 2026 semester, as per [the attached](#):
9. Recommend approval of Warrior Winter Cheer Camp led by Kathleen Clayton and members of the Winter Cheer Team on January 27, 28, and 29, 2026, from 3:30-5:30 pm for grades 1st-8th grade, with a voluntary suggested donation of \$50.00 to the Winter Cheer program, and at no cost to the Board of Education.
10. Recommend approval for the students of the New Egypt Primary School to participate in the “Kind Coins for Kenyan Kids” fundraiser, from January 26, 2026 through February 12, 2026, at not cost to the Board.
11. Recommend approval for the students at the New Egypt Primary School and Dr. Gerald H Woehr Elementary School to participate in the APEX fundraiser to support the NEPS/WES PTO at no cost to the Board.
12. Recommend the approval for the New Egypt Primary School and Dr. Gerald H Woehr Elementary School to host a community event at the Elementary School on Thursday, Feb 5, 2026 to promote the various programs that support our students and families within the community at no cost to the Board.
13. Recommend approval for the students at the Dr. Gerald H Woehr Elementary School to participate in the Kids Heart Challenge through the American Heart Association during the physical education class to raise money for research on community health initiatives at no cost to the Board.
14. Recommend approval for the fourth-grade students at Dr. Gerald H Woehr Elementary School to participate in a Lenape Indian presentation given by The Ocean County Parks at no cost to the Board.

Roll Call
Yes

Dr. Giardina, Mr. Stepnowski,
Mrs. Gill, Mrs. Kovacs,
Dr. Semko, Mr. Meroney,
Mrs. Raywood

No

None

E. Facilities

Dr. Semko made a motion, with a second by Dr. Giardina, that E.1. - E.4. be approved:

1. Recommend approval to operate a State-mandated Special Education Extended School Year (ESY) Program, effective July 6, 2026, through August 6, 2026, Monday - Thursday from 9:00 a.m.- 1:00 p.m., at the Dr. Gerald H. Woehr Elementary School.
2. Recommend approval to operate an Extended School Year Basic Skills Program (BSI), effective July 6, 2026 through August 6, 2026, Monday - Thursday from 9:00 a.m.- 1:00 p.m., at the Dr. Gerald H. Woehr Elementary School.
3. Recommend approval to operate an Extended School Year ESL Summer School Program, effective July 6, 2026 through August 6, 2026, Monday - Thursday, from 9:00 a.m.- 1:00 p.m., at the Dr. Gerald H. Woehr Elementary School.
4. Recommend approval for the Plumsted Township Board members to participate in the NJSBA Ethics Training session on Wednesday, February 11, 2026, at the conclusion of the regular meeting.

Roll Call

Yes

Dr. Semko, Dr. Giardina,
Mrs. Gill, Mrs. Kovacs,
Mr. Stepnowski, Mr. Meroney,
Mrs. Raywood

No

None

- XV. PUBLIC COMMENT ON ANY SCHOOL-RELATED TOPIC - Opened at 7:35 p.m. - Closed at 7:46 p.m.
Jim Testa, 7 Marisa Drive, New Egypt, NJ 08533 - Additional funding measures; iPads: question about Apple Care; requested more communication with the school community during incidents.
Tom Potter, School Liaison from Township - Introduced himself to the Board and congratulated the new members.
Bernard Bahnam, 370 East Millstream Road, Cream Ridge, NJ 08514 - Analysis of special education programs to bring in out-of-district students; more communication with the school community during incidents.

XVI. NEW BUSINESS

1. Recommend approval to discuss the implementation of the previously approved 2025-2026 District Goals.

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

Dr. Giardina made a motion to adjourn at 7:47 p.m.
Seconded by Dr. Semko, passed unanimously.

Sean Gately
Business Administrator/Board Secretary