

MINUTES

PLUMSTED TOWNSHIP BOARD OF EDUCATION
REGULAR MEETING
March 18, 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

Earl Meroney, BOE Vice President, presided and voiced the call to order at 6:34 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	Absent
Mr. Meroney	Present
Dr. Giardina	Present
Mrs. Gill	Present
Mrs. Kovacs	Present
Dr. Semko	Present
Mr. Stepnowski	Absent

ALSO PRESENT

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

IV. EXECUTIVE SESSION

Dr. Semko made a motion to go into executive session at 6:36 p.m. for the purpose of discussing HIB matters, due process, property, and pending litigation. Seconded by Mrs. Kovacs, 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. Gill made a motion to go out of executive session at 7:16 p.m. Seconded by Mrs. Kovacs, passed unanimously.

V. ROLL CALL

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

VI. FLAG SALUTE

VII. APPROVAL OF AGENDA

Dr. Giardina made a motion, with a second by Dr. Semko, that VII.A. be approved:

- A. Recommend that the Board approve the regular meeting agenda for March 18, 2026.

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

VIII. APPROVAL OF MINUTES

Mrs. Gill made a motion, with a second by Dr. Semko, that VIII.A. be approved:

- A. The minutes are presented for necessary correction and approval for the regular meeting on February 11, 2026.

Roll Call	
Yes	Mrs. Gill, Dr. Semko,

No
Absent
Abstain

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

IX. BOARD OF EDUCATION COMMITTEE REPORTS

Personnel Committee - Met and discussed personnel.

Township Committee - Met with Mr. Hagelstein and Mr. Potter to discuss the upcoming 4th of July celebrations, ways to combine school and township costs, and looked at new lease options.

Policy Committee - Discussed Policy 0155 and potential modifications.

Finance & Budget Committee - Reviewed the initial figures for next year's budget and will work with the Administration to evaluate all options until the Budget presentation in May.

X. STUDENT REPRESENTATIVE COMMENTS - Ryan Reynolds

[Presentation](#)

XI. SUPERINTENDENT'S COMMENTS

None

XII. PRESENTATIONS/AWARDS

Recognition of the Rockin Warriors for the Months of November through January.

Recognition of the High School Girls Bowling Team - Shore Conference Division Winners - B Central, SJ Group I Sectional and Group I State Champions

Audit - HOLMAN FRENIA ALLISON, P.C.

[Preliminary Budget](#) - presented by Dave Ytreboe and Sean Gately

XIII. PUBLIC COMMENT ON AGENDA ITEMS - Open at 8:24 p.m. - Closed at 8:27 p.m.

Joseph Schoenleber, 1710 Whitcomb Road, Forked River, NJ 08731 - anticipated Physical Education position

XIV. Doctrine of Necessity

Due to the fact that there are 5 board members present, with 2 of the board members having conflicts as to voting on matters involving the budget or financing matters, I am seeking a motion to invoke the Doctrine of Necessity to allow all board members that are present to vote on the budget and financing matters.

Mrs. Gill made a motion, with a second by Mrs. Kovacs, to approve the Doctrine of Necessity.

WHEREAS, the School Ethics Act, N.J.S.A. 18A:12-21 et. Seq. was enacted by the New Jersey State Legislature to ensure and preserve public confidence in the school board members and the school administrators and to provide specific ethical standards to guide their conduct; and

WHEREAS, the School Ethics Commission has provided guidance in Public Advisory Opinion A03-98, regarding how a Board should invoke the Doctrine of Necessity when a quorum of a board of education has conflicts of interest on a matter required to be voted upon; and

WHEREAS, the opinion set forth that, when it is necessary for a Board to invoke the Doctrine of Necessity, the Board should state publicly that it is doing so, the reason that such action is necessary, and the specific nature of the conflicts of interest; and

WHEREAS, in keeping with the Legislative purpose as set forth in N. J.S.A. 18A:12-22(a), the School Ethics Commission views public disclosure of conflicts of interest to be paramount when the Plumsted Township Board of Education finds it necessary to invoke the Doctrine of Necessity;

WHEREAS, a majority of members of the Board of Education have a conflict of interest in matters pertaining to the Superintendent's agenda,

NOW THEREFORE BE IT RESOLVED that the Plumsted Township Board of Education does hereby invoke the Doctrine of Necessity for the reason of approving the March 18, 2026, Superintendent's agenda; and

BE IT FURTHER RESOLVED that the Plumsted Township Board of Education is herewith meeting the requirement to read the resolution at a regularly scheduled public meeting, will post it where it posts public notices for 30 days, and will provide the School Ethics Commission with a copy of the resolution as required by the Decision of the School Ethics Commission.

XV. SUPERINTENDENT'S AGENDA

Dr. Giardina made a motion, with a second by Mrs. Kovacs, that A.1. - A.13. 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 March 18, 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 March 18, 2026, which required handwritten checks after the February 11, 2026, 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 January 31, 2026.
4. Recommend approval of the Board Secretary's Report and the Cash Reconciliation Report, for the period ending January 31, 2026.
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 January 31, 2026, 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 January 31, 2026, 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 [resolution](#) 2025-2026 No.2; Audit.

- ACFR
- AMR

- [Synopsis](#)

8. Recommend ratification of approval of an agreement between Bonnie Brae and Plumsted Township School District for educational services for student 270176, effective February 11, 2026, through the end of the 2025-2026 school year, at a cost of \$34,777.00.
9. Recommend approval of an agreement with Prevention Specialist Inc. to provide third party administration of Department of Transportation drug testing services for school bus drivers, effective February 1, 2026 through January 31, 2027, not to exceed \$1,200.00.
10. Recommend approval of an agreement with School Craft to provide the Primary School with class pictures during the 2026-2027 school year, at no cost to the Board, as per the attached:
11. Recommend approval of the Preschool Education Aid (PEA) Carryover Funds in the amount of \$49,064.91, to be included in the 2025-2026 spending plan.
12. Recommend approval of the 2025 - 2026 Preschool Education Aid (PEA) transfers as listed below:

Account	Description	Original Appr.	Appr. Before Transfer	Increase or (Decrease)	Appr. After Transfer
From 20-218-200-329	Other Purchased Prof-Education Services	\$12,000.00	\$11,095.00	(\$3,000.00)	\$8,095.00
To: 20-218-200-580	Travel	\$0.00	\$0.00	\$3,000.00	\$3,000.00

13. Recommend adoption of the tentative budget for the 2026-2027 school year as follows:

BE IT RESOLVED, that the tentative budget be approved for the 2026-2027 school year using the 2026-2027 state aid figures and the School Business Administrator/Board Secretary be authorized to submit the following tentative budget to the Executive County Superintendent of Schools for approval in accordance with the statutory deadline:

	General Fund	Special Revenue Fund	Debt Service Fund	Total
2026-2027 Total Expenditures	\$25,339,362.00	\$2,562,176.00	\$525,300.00	\$28,426,838.00
Less: Anticipated Revenues	\$6,974,234.00	\$2,562,176	\$0.00	\$9,536,410.00
Taxes to be Raised	\$18,365,128.00	\$0.00	\$525,300.00	\$18,890,428.00

And to post said tentative budget on the district's website in accordance with the form required by the State Department of Education and according to law; and

BE IT FURTHER RESOLVED, that a public hearing be held on Wednesday, May 6, 2026 at 7:00 p.m. for the purpose of conducting a public hearing on the budget for the 2026-2027 School Year.

BE IT RESOLVED that the Plumsted Township Board of Education includes in the final budget the adjustment for enrollment in the amount of \$30,494.00. The district intends to utilize this adjustment for increased operational expenses.

BE IT RESOLVED that the Plumsted Township Board of Education includes in the final budget the adjustment for increased costs of health benefits in the amount of \$620,332.00. The additional funds will be used to pay for the additional increases in health benefit premiums.

WHEREAS, the Plumsted Township Board of Education recognizes school staff and Board members will incur travel expenses related to and within the scope of their current responsibilities and for travel that promotes the delivery of instruction or furthers the efficient operation of the school district; and

WHEREAS, N.J.A.C. 6A:23A-7.2 et seq. Requires Board members to receive approval of these expenses by majority of the full voting membership of the Board and staff members to receive prior approval of these expenses by the Superintendent of Schools and a majority of the full voting membership of the Board; and

WHEREAS, the Plumsted Township Board of Education established \$35,000.00 as the maximum travel amount for the current school year and has expended \$13,739.10 as of this date; now

WHEREAS, a Board of Education may establish, for regular district business travel only, an annual school year threshold of \$150.00 per staff member where prior Board approval shall not be required unless this annual threshold for a staff member is exceeded in a given school year (July 1 through June 30); and

THEREFORE BE IT FURTHER RESOLVED, the Board of Education approves travel and related expense reimbursements in accordance with N.J.A.C. 6A:23A-7.3, to a maximum expenditure of \$35,000.00 for the 2026-2027 school year.

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

B. Personnel Motions

Dr. Giardina made a motion, with a second by Mrs. Kovacs, that B.1. - B.8. be approved:

1. Recommend the ratification of the acceptance of the resignation of Desiree Torres, Paraprofessional at the New Egypt Primary School, effective February 10, 2026, with regrets.
2. Recommend acceptance of the retirement of Theresa Nicholl, special education teacher at the Dr. Gerald H. Woehr Elementary School, effective September 30, 2026, with regrets.
3. Recommend acceptance of the retirement of Gee Ng, Technology Education Teacher, at the New Egypt High School, effective June 30, 2026, with regrets.
4. Recommend approval of spring sports stipends for the 2025-2026 school year, [as per the attached](#):
5. Recommend ratification of approval for 2025-2026 staff stipend positions, [as per the attached](#):

6. Recommend approval of staff transfers/position changes for the 2025 - 2026 school year, as per the [attached](#):
7. Recommend approval to fulfill the District mentor-mentee requirements 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

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

No

None

Absent

Mr. Stepnowski, Mrs. Raywood

C. Policy - None

D. Other Motions

Dr. Giardina made a motion, with a second by Dr. Semko that D.1. - D.8. be approved:

1. Recommend receipt of the HIB (Harassment, Intimidation and Bullying) Report on March 18, 2026, by the Board of Education.

HIBs Reported - 5 total, 3 founded for all, 0 founded for some, 1 unfounded, 1 inconclusive

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. ES-03-25/26 from the February 11, 2026, meeting.
3. Recommend approval of the [Fire Drill/Security Drill](#) report for the month of February 2026.
4. Recommend approval of the job description, [as per the attached](#):
5. Recommend approval for the students of the New Egypt Primary School to participate in the "Blankets and Books Night" on May 14, 2026, at the New Egypt Primary School. The program will promote summer reading by the Ocean County Library. The students will receive books donated by the Bridges of Books Foundation, valued at a total of \$450.00, and no cost to the Board.
6. Recommend approval for Brian Richards' Entertainment to perform the Great Show, a Character Ed assembly, for students at the Dr. Gerald H. Woehr Elementary School on April 15, 2026, at no cost to the Board graciously paid for by the NEPS/WES PTO.
7. Recommend approval of the revision of the 2025 - 2026 District Calendar, [as per the attached](#):
8. Recommend approval of field trips, [as per the attached](#):

Roll Call

Yes

Dr. Giardina, Dr. Semko,
Mrs. Gill, Mrs. Kovacs,

No
Absent

Mr. Meroney
None
Mr. Stepnowski, Mrs. Raywood

E. Facilities

XVI. PUBLIC COMMENT ON ANY SCHOOL-RELATED TOPIC - Opened at 8:30 p.m. - Closed at 8:30 p.m.
None

XVII. NEW BUSINESS

XVIII. OLD BUSINESS

Mr. Ytreboe, Superintendent, provided an update on student attendance alignment between the schools.
Plan to open student attendance option in parent portal next school year to assist with this endeavor.

XIX. 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.

XX. ADJOURNMENT

Dr. Giardina made a motion to adjourn at 8:32 p.m.
Seconded by Mrs. Kovacs, passed unanimously.

Sean Gately
Business Administrator/Board Secretary