

PLUMSTED TOWNSHIP BOARD OF EDUCATION
REGULAR MEETING
March 28, 2012
6:30 p.m. Executive Session
7:30 p.m. Anticipated Public Session
NEW EGYPT HIGH SCHOOL

District Goals

Student Achievement

To provide ongoing support to the instructional program, with a focus on student learning outcomes, by working closely with the administration, faculty staff and community to increase and improve student achievement

Curriculum and Instruction

To conduct a comprehensive review of curriculum and instruction throughout the district k-12 and begin to implement curriculum changes based on schedule from New Jersey Department of Education aligned to the Common Core Standards

Technology

To increase the use of technology as a classroom instructional tool and expand opportunities for students to engage in 21st century learning activities

District Communications and Operations

To improve communications with stakeholders (staff, students, Board, parents and community members)

Board Goals

Communications

To improve communications with community stakeholders about the development, goals and initiatives contained in the annual school budget and the direct relationship to student achievement

Demographics

To conduct a demographic and enrollment study to determine the impact on class size and facility usage

I. CALL TO ORDER

Mr. Miller, President, called the meeting to order at 6:36 PM.

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. 2011-1 and revised in Resolution No. 2011-17, 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

Mr. Miller, President	Present
Mr. Hauge, Vice President	Absent
Mr. Midgett	Present
Mr. Probasco	Present
Mrs. Septor	Present
Mrs. Soles	Present
Mrs. Wig	Absent
Dr. Jones, Superintendent	Present
Mr. Gately, Business Administrator/ Board Secretary	Present
Mr. Stein, Board Attorney	Present

Mrs. Soles moved that the Board go into executive session at 6:37 PM for the purpose of discussing student matters, personnel, contracts, vendor contracts and negotiations.
Seconded by Mrs. Septor, Passed unanimously.

IV. EXECUTIVE SESSION

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. Wig arrived to the meeting at 6:38 PM.

Mr. Hauge arrived to the meeting at 6:47 PM.

Mr. Hauge made a motion to go out of executive session at 7:45 PM.
Seconded by Mr. Probasco, Passed unanimously.

V. ROLL CALL

Mr. Miller, President	Present
Mr. Hauge, Vice President	Present
Mr. Midgett	Present
Mr. Probasco	Present
Mrs. Septor	Present
Mrs. Soles	Present
Mrs. Wig	Present
Dr. Jones, Superintendent	Present
Mr. Gately, Business Administrator/ Board Secretary	Present

VI. FLAG SALUTE – Mr. Miller led all in the salute to the flag.

VII. APPROVAL OF AGENDA

Mr. Probasco made a motion to approve the regular meeting agenda for March 14, 2012.

Seconded by Mr. Midgett

Roll Call

Yes

Mr. Probasco, Mr. Midgett,
Mrs. Septor, Mrs. Soles,
Mrs. Wig, Mr. Hauge,
Mr. Miller

No

None

VIII. APPROVAL OF MINUTES

Mrs. Soles made a motion to approve the following:

A. The minutes are presented for necessary correction and approval for the Regular meeting on February 29, 2012.

Seconded by Mr. Midgett

Roll Call

Yes

Mrs. Soles, Mr. Midgett,
Mr. Probasco, Mrs. Septor,
Mrs. Wig, Mr. Hauge,
Mr. Miller

No

None

IX. DISTRICT HIGHLIGHTS

A. Board Meeting dates:

The remaining Board of Education meetings will be held:

- | | |
|-----------------|--|
| April 18, 2012 | September 12, 2012 |
| May 9, 2012 | September 26, 2012 |
| May 23, 2012 | October 10, 2012 |
| June 13, 2012 | October 24, 2012 |
| June 27, 2012 | November 14, 2012 |
| July 25, 2012 | November 28, 2012 |
| August 22, 2012 | December 12, 2012 |
| | January 2, 2013 (Reorganization meeting) |

B. STUDENT ENROLLMENT

Primary	PreK3			PreK4			K			Grade 1			Total		To Date
	3/7	3/19	+/-	3/7	3/19	+/-	3/7	3/19	+/-	3/7	3/19	+/-	3/7	3/19	
	5	5	0	11	11	0	82	82	0	96	96	0	194	194	0
Out of District				1	1	0							1	1	0
Elementary	Grade 2			Grade 3			Grade 4			Grade 5			Total		
	3/7	3/19	+/-	3/7	3/19	+/-	3/7	3/19	+/-	3/7	3/19	+/-	3/7	3/19	
	104	104	0	122	122	0	134	134	0	135	135	0	495	495	0
Out of District				1	1	0	1	1	0	3	3	0	5	5	0

Middle	Grade 6			Grade 7			Grade 8			Total					
	3/7	3/7	+/-	3/7	3/7	+/-	3/7	3/7	+/-	3/7	3/7				
	151	151	0	153	153	0	147	147	0			451	451	0	
Out of District	1	1	0	1	1	0	2	2	0			4	4	0	
High	Grade 9			Grade 10			Grade 11			Grade 12			Total		
	3/7	3/19	+/-	3/7	3/19	+/-	3/7	3/19	+/-	3/7	3/19	+/-	3/7	3/19	+/-
	118	118	0	145	145	0	139	139	0	131	130	-1	533	532	-1
Out of District				2	2	0	2	2	0				4	4	0
Total Enrollment													1673	1,672	-1
Out of District Students													3/7	3/19	
													14	14	0

X. SUPERINTENDENT'S COMMENTS

Dr. Jones commented on the following:

- Congratulations to the Teachers of the Year:
 - PS – Mariya Navarrette
 - ES – Tura Dickert
 - MS – Allison Schauer
 - HS – Sara Bouroult
- Community Relations Meeting
- Friend of Education Award
- Primary School
 - Kindergarten Committee promoting Complement Program
 - Playground improvement fund
- Elementary School
 - Writer's workshop facilitator for grades 3-5 on 3/22/2012
 - Classroom Close-Up 3/28/2012
 - Drama production "Rumpelsaurus" will be held March 29, 30 & 31, 2012
- Middle School
 - Pennies for Patients 4/16/012 – 5/4/2012
 - Breakfast of Champions 4/5/2012
 - Celebration of Arts 3/29/2012
 - Congratulations to the "Read to Succeed" raffle: 6th grade, Christina Pullen; 7th grade, Ryan Devine and 8th grade, Alexa Natalicchio
 - 8th grade Social Students enrichment class participated in Model Congress 3/27/2012
- High School
 - Senior Dee Heer accepted to M.I.T.
 - Senior Matt Carr recipient of \$180,000 Marines ROTC scholarship
 - Junior College Planning Night 3/21/2012
 - Women's History Month – "March Madness" Brackets
 - GLSEN Training Workshop 3/26/2012
 - Heroes and Cool Kids Outreach at NEMS 3/27/2012
 - ROTC Presentation to NEHS Juniors 3/27/2012
 - Penn Model Congress Competition 3/29/2012
 - Boys/Girls State Presentation to NEHS Juniors 4/4/2012
- Special Education
 - Professional Learning
 - Innovative Designs in Education – 3/29/2012 & 5/2012
 - Staff Development Workshop – 4/2/2012
- State Mandates
 - Annual Review (IEP) meeting in all schools through June 2012
- Curriculum and Instruction

- Professional Learning
- Congratulations to all the teachers receiving tenure tonight

XI. STUDENT REPRESENTATIVE COMMENTS

Anthony Tucker, student representative, commented on the following:

- Congratulations to the following teachers of the year:
 - Primary School – Ms. Mariya Navarrett
 - Elementary School – Ms. Tura Dickert
 - Middle School – Allison Schauer
 - High School – Ms. Sara Bouroult

XII. PUBLIC COMMENT ON AGENDA ITEMS

XIII. PRESENTATIONS/AWARDS

A. Recognition of staff members who received tenure during the 2011-2012 school year.

Sandra Creevy-Trigo – High School
 Jacqueline Duca – High School
 Jason Frable – High School
 Katie Graziano – High School
 Karen Hammerschmidt – High School
 Erin Merwin – High School
 Juliet Pender – High School
 Katharine Sawicki – High School

Natalie Belfiore – Middle School
 Diane Dancer – Middle School
 Amy Freeman – Middle School
 Matthew Kukoda – Middle School

Chaya Blaustein- Elementary School
 Jennifer Roth – Elementary School
 Kathleen Stonaker – Elementary School

Aileen Chaney – Primary School
 Heather Collins – Primary School
 Andrea Merhi – Primary School

B. 2012-2013 Budget presented by Mr. Gately, Business Administrator

XIV. CORRESPONDENCE

XV. SUPERINTENDENT’S AGENDA

The following items are presented for approval as recommendations by the Superintendent of Schools:

Mr. Hauge moved with a second by Mr. Probasco that A.1 – A.16 be approved:

A. Finance Motions

1. Recommend approval of all bills and claims for March 2012, which have been examined by the Finance Committee prior to this meeting and are presented for approval.
2. Recommend approval of all bills and claims for March 2012, which required hand written checks after the March 14, 2012 bills and claims list was approved, which have been examined by the Finance Committee and are presented for approval.
3. Recommend ratification of the transferring of funds.
4. Recommend approval of the Board Secretary's Report for the period ending February 29, 2012 and the Treasurer of School Monies Report for the period ending February 29, 2012.
5. Recommend approval that Pursuant to N.J.A.C. 6A:23 – 2.12(c)3, the Business Administrator/Board Secretary, certifies that as of February 29, 2012, 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.S.A. 18A:22-8, 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:23-2.12(c)4 certifies that as of February 29, 2012, 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:23-2.12(c)4 I-VI and that sufficient funds are available to meet the district's financial obligations for the remainder of the fiscal year.
7. Recommend ratification from March 13, 2012 of a contract with GST transport to provide transportation from Toms River Vocational School for the remainder of the 2011-2012 school year at a rate of \$95.00 per diem for 50 days at a total contract cost of \$4,750.00.
8. Recommend ratification to July 1, 2011 for a contract in the amount of \$105,000.00 for athletic and field trips for the 2011/2012 school year.
9. Recommend approval of a contract between Classic Tours and New Egypt High School to provide transportation to and from the Junior/Senior Prom to Doolan's Shore Club in Spring Lake, NJ on June 1, 2012 in the amount of \$995.00 to be paid from the student activities account and PTO, at no cost to the Board.
10. Recommend approval of an agreement with Staff Development Workshops, Inc. to provide staff development training on Writer's Workshop for grades 6-8 Language Arts teachers on May 23, 2012 in the amount of \$1,700.00, to be funded by the No Child Left Behind (NCLB) grant, pending attorney review.
11. Recommend approval of the New Jersey Department of Education "*Race to the Top Phase 3*" grant application in the amount of \$10,642.00. The grant period begins July 1, 2012 and extends to December 31, 2015.
12. Recommend that the Board approve the amendment to the district's Long Range Facilities Plan to include the roof replacement at the Gerald H. Woehr Elementary School.
13. Recommend approval for ARMM Associates, Inc. to develop and advertise bid specifications for the 2012 Roof Replacement at the Gerald H. Woehr Elementary School not to exceed \$38,000.00.

14. Recommend that the Board amend the existing contract with Comcast to add 10 Mbps Ethernet Dedicated Internet (EDI), total of 30 Mbps EDI for an increase of \$231.00 per month, which is a total of \$1,820.00 per month.
15. Recommend that the Board award a contract to Xtel Communications to provide local telephone service for VoIP and dedicated local lines in the amount of \$1,677.50 per month plus a one-time installation charge of \$299.00.
16. Recommend adoption of the budget for the 2012-2013 school year as follows:

General Fund Budget:	\$23,029,648
General Fund Tax Levy:	\$ 9,613,840
Special Revenue Fund Budget:	\$ 432,000
Debt Service Fund Budget:	\$ 2,503,590
Debt Service Fund Tax Levy:	\$ 1,529,044

There should be raised for General Funds \$9,613,840 for the ensuing school year (2012-2013).

- (a). Recommend approval of the 2012-2013 Maximum Travel as per N.J.A.C. 6A:23A-7.3 in the amount of \$75,000. The maximum amount for budget year 2011-2012 is \$75,000, which includes year-to-date expenditures of \$30,362.56.
- (b). Recommend approval of the maximum dollar limit to be spent on public relations and professional services as per N.J.A.C. 6A:23A-5.2(a)1 in the amount of \$285,960, attached.
- (c). Recommend approval of the establishment of dollar thresholds for awards to recognize special accomplishments and establish a budget supported by general fund revenues for each category in a non-discriminatory manner (for example, football, boys soccer, girls soccer, photography club), as per N.J.A.C. 6A:23A-5.8(c)2-3 in the amount of \$651,519, attached.

Discussion: Mr. Miller explained that agenda A.16 is approval of the budget that Mr. Gately presented.

Mr. Probasco thanked Mr. Gately for the work done on the budget.

Mr. Hauge asked if the \$38,000.00 for agenda A.13 is included in the \$109,000.00.

Mr. Gately explained that the \$38,000.00 is for the roof replacement.

Roll Call

Yes

Mr. Hauge, Mr. Probasco,
Mr. Midgett, Mrs. Septor,
Mrs. Soles, Mrs. Wig,
Mr. Miller

No

None

B. Personnel Motions

The following items are presented for approval as recommendations by the Superintendent of Schools:

Mrs. Soles moved with a second by Mrs. Septor that B.1 – B.3 be approved:

1. Recommend approval of the following as substitute teachers/paraprofessionals at rate of \$80.00/\$75.00 per day respectively, for the remainder of the 2011-2012 school year pending the successful completion of the application process established by the Superintendent of Schools and criminal history clearance is obtained through the State of New Jersey in accordance with the law.

Marlene Sylvester
Frank Adragna III

2. Recommend approval of Lynn Capotosto to do homebound instruction and after-school tutoring for the remainder of the 2011-2012 school year at a rate of \$40.00 per hour effective March 29, 2012.
3. Recommend approval of Andrea Merhi to do homebound instruction for the remainder of the 2011-2012 school year at a rate of \$40.00 per hour effective March 29, 2012.

Roll Call

Yes

Mrs. Soles, Mrs. Septor,
Mr. Midgett, Mr. Probasco,
Mrs. Wig, Mr. Hauge,
Mr. Miller

No

None

Mr. Probasco moved with a second by Mrs. Wig that A.4 be tabled:

4. Recommend approval of James Buchanan as a Special Education leave replacement teacher at New Egypt High School effective April 16, 2012-June 30, 2012 at a salary of \$51,143.00, equal to MA +15 Step 1 (prorated) with no benefits 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.

Discussion: Mrs. Soles asked if there was a backup plan. Dr. Jones explained they are reposting but will have a substitute for a short period of time.

Roll Call

Yes

Mr. Probasco, Mrs. Wig,
Mr. Midgett, Mrs. Septor,
Mrs. Soles, Mr. Hauge,
Mr. Miller

No

None

Mr. Probasco moved with a second by Mr. Midgett that B.5 – B.7 be approved:

5. Recommend approval of a maternity/disability leave of absence for Diana Alvarado, pre-school teacher with a return to work date of September 1, 2012:

<u>LEAVE</u>	<u>FROM</u>	<u>THROUGH</u>
Maternity Leave With Pay (9 sick days)	March 19, 2012	March 29, 2012
NJFLA Without pay, with benefits	March 30, 2012	June 30, 2012

6. Recommend approval of Karl Megules as a volunteer for the middle school Music Program during the 2011-2012 school year.
7. Recommend ratification of approval for the following positions:

Doug Grotto	Rehearsal Pianist	\$2,000.00
William Bogardus	Scene Designer	\$1,500.00
Gabe Marquez	Stage Manager	\$2,375.00

Roll Call

Yes

Mr. Probasco, Mr. Midgett,
Mrs. Septor, Mrs. Soles,
Mrs. Wig, Mr. Hauge,
Mr. Miller

No

None

C. Policy

Discussion: Mrs. Soles asked why there have not been any policies. Dr. Jones explained they have received a couple of updates that are not urgent and will be having a policy meeting.

D. Professional Development/Travel Reimbursements

Mr. Hauge moved with a second by Mrs. Wig that D.1 be approved:

1. Recommend approval of the attached staff professional development.

Roll Call

Yes

Mr. Hauge, Mrs. Wig,
Mr. Midgett, Mr. Probasco,
Mrs. Septor, Mrs. Soles,
Mr. Miller

No

None

E. Other Motions

Mrs. Wig moved with a second by Mrs. Septor that E.1 – E.5 be approved:

1. Recommend receipt of the HIB (Harassment, Intimidation and Bullying) Report on March 28, 2012 by the Board of Education.
2. Recommend that the Board accept a donation from the WES-NEPS PTO in the amount of \$4,300.00, toward the construction of a hard surface playground at New Egypt Primary School.
3. Recommend approval of four district students who were nominated by Ramona Curry (DGHWES) and Chris Marsh-Mille (NEPS) based on their disabilities and special needs to participate in a trip to Orlando, Florida, through "Dreamlift," a program sponsored by the Sunshine Foundation. The Sunshine Foundation sponsors a trip to Disney each year for eligible students. The four students will travel with their chaperones to the Magic Kingdom in Orlando, Florida. They leave Mercer Airport, Trenton at 8:00 a.m., May 8, 2012, tour the Magic Kingdom and are back in Trenton by 9:30 p.m. on May 8, 2012. All expenses are paid by the Sunshine Foundation.

4. Recommend approval for a Girl Scout Project for Katie Plaag to restore the gazebo at the Dr. Gerald H. Woehr Elementary School.
5. Recommend approval of an *Admissions Agreement as to Non-Resident Student* from Tara Melchior to permit her child, Grade1 attend the New Egypt Primary School, enrollment permitting, for the upcoming 2012-2013 school year according to stipulations contained in the 2009-2012 PTEA/PTBOE Collective Bargaining Agreement.

Roll Call

Yes

Mrs. Wig, Mrs. Septor,
Mr. Midgett, Mr. Probasco,
Mrs. Soles, Mr. Hauge,
Mr. Miller

No

None

F. Facilities

G. Field Trips

Mrs. Soles moved with a second by Mr. Probasco that G.1 be approved:

1. Recommend approval of the attached field trips.

Roll Call

Yes

Mrs. Soles, Mr. Probasco,
Mr. Midgett, Mrs. Septor,
Mrs. Wig, Mr. Hauge,
Mr. Miller

No

None

XVI. PUBLIC COMMENT ON ANY SCHOOL RELATED TOPIC

Luisa Erich-Carr questioned agenda A.7 not being in the budget so how is this covered.
Mr. Gately responded that there are funds in the transportation budget.
Luisa Erich-Carr questioned why we need transportation to Toms River.
Mr. Gately responded that there was a personnel issue.

XVII. NEW BUSINESS

- Concession stand

Mr. Gately explained that they received a letter from the President of the Booster Club regarding the use of the concession stand, which is being occupied as an office for Aramark Custodial Services.

The Board agreed with Administration recommendation to vacate the space and return use of concession stand. Administration should meet with Booster Club to formulate a plan to develop the space going forward.

Dr. Jones gave an update on the HIB report.

XVIII. OLD BUSINESS

Mrs. Soles asked if we have an update on kindergarten registrations.

Mrs. Sennett gave an update on the kindergarten registrations.
Mr. Midgett thanked Mr. Farrell and the coaches on the NJSIAA.

XIX. BOARD OF EDUCATION COMMENTS

Mrs. Septor congratulated the Teachers of the Year.
Mrs. Septor congratulated the middle school students on their competition.
Mrs. Septor congratulated the teachers who received tenure.
Mrs. Septor thanked everyone involved with the budget.
Mr. Hauge congratulated the Teachers of the Year.
Mr. Hauge congratulated the teachers who received tenure.
Mr. Hauge thanked everyone involved with the budget.
Mrs. Wig echoed the comments of Mrs. Septor and Mr. Hauge.
Mrs. Wig wished everyone good luck with spring sports.
Mrs. Wig wished good luck to the teachers as we enter into the NJASK season.
Mr. Midgett reminded everyone of the elementary school play.
Mr. Probasco echoed the Board's comments.
Mrs. Soles echoed the Board's comments.
Mrs. Soles thanked everyone for coming out tonight.
Mr. Miller echoed the Board's comments.
Mr. Miller thanked Mr. Gately for the numerous presentations on the budget.

Mr. Hauge made a motion to adjourn at 8:59 PM.
Seconded by Mr. Probasco, Passed unanimously.

Sean Gately
Business Administrator/Board Secretary