

PLUMSTED TOWNSHIP BOARD OF EDUCATION
REGULAR MEETING
August 26, 2015
6:30 p.m. Executive Session
7:30 p.m. Anticipated Public Session
NEW EGYPT HIGH SCHOOL

MISSION STATEMENT

The educational programs of the New Egypt Schools shall foster high expectations, in academics and behavior, giving attention to all students' individual needs. We are resolved to ensure all students achieve the New Jersey Common Core State Standards and the Core Curriculum Content Standards at all grade levels, children will be provided a variety of activities and experiences that allow them to mature into lifelong learners, who are critical thinkers, and who cooperate with others as they grow and learn in our democratic society.

2015-2016 District Goals

- 1. To improve student achievement by implementing English Language Arts standard aligned goals and benchmark assessments that measure progress in each school. Standard aligned goals will include reading and writing goals.*
- 2. To improve student achievement by implementing Mathematics standard aligned goals and benchmark assessments that measure student progress in each school.*
- 3. To improve student achievement by ensuring alignment of district curriculum and benchmarks to the New Jersey Core Curriculum Content Standards or the Common Core State Standards.*
- 4. To provide professional development to ensure the delivery of instruction of the aligned curriculum to the NJCCCS and the CCSS.*

2015-2016 Board Goals

- 1. Complete the Superintendent search process for a start date of July 1, 2016*
Objective: Develop a search calendar and review the candidate criteria
- 2. Improve and enhance community, student, and staff relations and morale through effective communication*
Objective: Develop and implement a communication plan

Board of Education approval August 11, 2015

I. CALL TO ORDER

Mrs. Soles, President, called the meeting 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. 2014-12, 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. Soles	Present
Mrs. Septor	Present
Mr. Midgett	Present
Mrs. Potter	Absent
Mr. Probasco	Absent (arrived to the meeting at 6:38 p.m.)
Mrs. Wig	Present
Mr. Witham	Absent

ALSO PRESENT

Mrs. Bilenker, Interim Superintendent
Mr. Gately, Business Administrator/Board Secretary
Mr. Butler, Board Attorney

Mr. Midgett moved that the Board go into executive session at 6:36 p.m. for the purpose of discussing personnel and student matters.

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.

Mr. Midgett made a motion to go out of executive session at 7:52 p.m.

Seconded by Mrs. Wig, Passed unanimously.

V. ROLL CALL

Mrs. Soles	Present
Mrs. Septor	Present
Mr. Midgett	Present
Mrs. Potter	Absent
Mr. Probasco	Present
Mrs. Wig	Present
Mr. Witham	Absent

ALSO PRESENT

Mrs. Bilenker, Interim Superintendent
 Mr. Gately, Business Administrator/Board Secretary
 Mr. Butler, Board Attorney

VI. FLAG SALUTE – Mrs. Soles led all in the salute to the flag.

VII. APPROVAL OF AGENDA

Mr. Probasco moved with a second by Mrs. Wig that VII.A be approved:

A. Recommend that the Board approve the regular meeting agenda for August 26, 2015.

Roll Call

Yes	Mr. Probasco, Mrs. Wig, Mr. Midgett, Mrs. Septor, Mrs. Soles
No	None
Absent	Mrs. Potter, Mr. Witham

VIII. APPROVAL OF MINUTES

Mrs. Wig moved with a second by Mr. Probasco that VIII.A – VIII.C be approved:

- A. The minutes are presented for necessary correction and approval for the special meeting on July 7, 2015.
- B. The minutes are presented for necessary correction and approval for the regular meeting on July 8, 2015.
- C. The minutes are presented for necessary correction and approval for the special meeting on August 11, 2015.

Roll Call

Yes	Mrs. Wig, Mr. Probasco, Mr. Midgett, Mrs. Septor, Mrs. Soles
No	None
Absent	Mrs. Potter, Mr. Witham

IX. DISTRICT HIGHLIGHTS

A. Board Meeting dates:

The remaining Board of Education meetings will be held:

September 9, 2015
October 14, 2015
November 18, 2015

December 9, 2015
January 6, 2016 (Reorganization Meeting)

- B. Student Enrollment
- C. Fire/Drill/School Security Drills
- D. Suspension List
- X. BOARD OF EDUCATION COMMITTEE REPORTS - None
- XI. STUDENT REPRESENTATIVE COMMENTS - None
- XII. SUPERINTENDENT'S COMMENTS

Mrs. Bilenker, Interim Superintendent, commented on the following:

Lockdown

Mr. Butler, Board Attorney, reported to the Board of Education on Mrs. Diane Jarvis' request for 504 accommodations under Section 504 and that the matter is still ongoing.

Mrs. Soles asked for a moment of silence in memory of Susan Haskoor.

- XIII. PUBLIC COMMENT ON AGENDA ITEMS - None
- XIV. PRESENTATIONS/AWARDS

- A. Board of Education Recognition of Perfect Attendance presented by Mrs. Soles, Board President:

Carroll, Matthew
Grotto, Douglas
Healy, Ellen
Jacobs, Dr. Scott
Kukoda, Lynn
Lynn, Corinne

McCarthy, Brendan
Megules, Charles
Ng, Gee
Raulf, Amanda
Sawicki, James
Skrocki, Stephanie

- XV. SUPERINTENDENT'S AGENDA

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

- A. Finance Motions

Mr. Midgett moved with a second by Mr. Probasco that A.1 – A.23 be approved:

- 1. Recommend approval of all bills and claims for August 26, 2015, which have been examined by members of the Finance Committee and are presented for approval.

2. Recommend approval of all bills and claims for August 26, 2015, which required hand written checks after the July 8, 2015, Board of Education meeting, bills and claims list were approved, and were examined by members of the Finance Committee and are presented for approval.
3. Recommend ratification of the transferring of funds, for the period ending June 30, 2015.
4. Recommend approval of the Board Secretary's Report for the period ending June 30, 2015, and the Treasurer of School Monies Report, for the period ending June 30, 2015.
5. Recommend approval that Pursuant to N.J.A.C. 6A – 2.12(c)3, the Business Administrator/Board Secretary, certifies that as of June 30, 2015, 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 June 30, 2015, 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 of the transferring of funds, for the period ending July 31, 2015.
8. Recommend approval of the Board Secretary's Report for the period ending July 31, 2015, and the Treasurer of School Monies Report, for the period ending July 31, 2015.
9. Recommend approval that Pursuant to N.J.A.C. 6A – 2.12(c)3, the Business Administrator/Board Secretary, certifies that as of July 31, 2015, 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.
10. 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 July 31, 2015, 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.
11. Recommend approval of a contract with the Commission for the Blind for the 2015-2016 school year to provide services at Level I, for student numbers 301270, 301460, 505540, 800910, 202864 and 800856, at a total cost of \$11,400.00.
12. Recommend approval of a contract with Legacy Treatment Services-The Mary A. Dobbins School, for tuition for the 2015-2016 school year, for student number 400770, at a total cost of \$67,242.00.
13. Recommend approval of a contract with Collier School for tuition for the 2015-2016 school year, for student number 403220, at a total cost of \$52,200.00.
14. Recommend approval of a contract with Mainstream Resolutions, LLC, to provide Teacher of the Deaf services from September 1, 2015, through June 30, 2016, at a rate of \$125.00 per hour.

15. Recommend approval of a contract with Ocean County Vocational Technical School Board of Education for tuition for the 2015-2016 school year for eleven (11) students to attend MATES Academy, twelve (12) students to attend the Performing Arts Academy, one (1) student to attend Academy of Law and Public Safety and forty-seven (47) Shared Time Vocational School students for a total contract cost of \$47,500.00.
16. Recommend approval of an agreement between Balfour and the Dr. Gerald H. Woehr Elementary School to publish the 2015-2016 yearbook at a cost of approximately \$4,774.56, funded from student activities, and at no cost to the Board of Education.
17. Recommend approval of a contract with Environmental Design Inc. to perform AHERA compliance services from July 1, 2015 through June 30, 2016, at a total cost of \$1,100.00.
18. Recommend approval of a contract with Achieve3000 to provide product services to the Dr. Gerald H. Woehr Elementary School, New Egypt Middle School and New Egypt High School, at a total cost of \$30,000.00, for the 2015-2016 school year.
19. Recommend approval for the establishment of the following petty cash imprest accounts, for the 2015-2016 school year, whereby each transaction shall not exceed \$50.00:

Cafeteria – Manager of Cafeteria	\$370.00
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20. Recommend approval of a resolution Increasing the Bid Threshold with a Qualified Purchasing Agent:

WHEREAS, Sean Gately, School Business Administrator/Board Secretary possesses a qualified purchasing agent (QPA) certificate:

WHEREAS, the Governor, in consultation with the State Treasurer and pursuant to N.J.S.A. 18A:18A-3 (b), on July 1, 2015, has increased the bid threshold amount for school districts with purchasing agents who possess qualified purchasing agent certificates, from \$36,000 to \$40,000:

NOW, THEREFORE BE IT RESOLVED that the Plumsted Township Board of Education, pursuant to N.J.S.A. 18A:18A-3 (a) and N.J.A.C. 5:34-5.4, establishes and sets the bid threshold amount of \$40,000 for the Board of Education, and further authorizes Sean Gately, Business Administrator/Board Secretary, to award contracts, in full accordance with N.J.S.A. 18A:18A-3 (a), for those purchases that do not exceed in the aggregate of the newly established bid threshold amount.

21. Recommend approval that the Board of Education accepts bids for transportation routes received on August 18, 2015, for the 2015-2016 school year as follows:

GST Transport Corp.	\$ 637,380.00
Jay’s Bus Service Inc.	\$1,000,800.00

22. Recommend approval of a contract with GST Transport Corp. to provide transportation to and from school for the 2015-2016 school year, at a total cost of \$637,380.00, as per the attached list:
23. Recommend approval of the purchase and adoption of the attached educational materials. The purchase exceeds the bid threshold and is exempt from bidding as Library and Educational Goods pursuant to N.J.S.A. 18A:18A-5.a.(5) and N.J.S.A. 18A:18A-2(r), as per the attached list:

Roll Call

Yes

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

No

None

Absent

Mrs. Potter, Mr. Witham

B. Personnel Motions

Mr. Midgett moved with a second by Mr. Probasco that B.1 – B.7 be approved:

1. Recommend ratification of acceptance of the resignation of Nicole Cardoso, as a Lunchroom/Playground Monitor, at the New Egypt Primary School, effective April 17, 2015, with regrets.
2. Recommend approval of an Intermittent FMLA/NJFLA leave of absence for Ann Marie Bette, Business Teacher at the New Egypt High School, pending completion of FMLA physician certification as follows:

Leave	From	To
FMLA with pay, utilizing 20 sick days, as per the HS "A" Schedule, with benefits	September 8, 2015	October 30, 2015
FMLA without pay, as per the HS "A" Schedule with benefits	November 3, 2015	April 29, 2016
NJFLA without pay, with benefits as per the HS "A" Schedule	May 3, 2016	June 30, 2016

3. Recommend approval of an Intermittent FMLA leave of absence for Jennifer Papp, New Egypt High School Social Students Teacher, pending physician certification as follows:

Leave	From	To
FMLA without pay, with benefits, As per the HS "B" schedule	September 9, 2015	November 29, 2015

4. Recommend approval of the following medical leave of absence for Gabriel Marquez, New Egypt High School Mathematics Teacher, pending receipt of physician certification:

Leave	From	To
Medical Leave with pay, with benefits	September 22, 2015	September 30, 2015

5. Recommend approval of Dawn Seawright, as a Bus Aide, at an hourly rate of \$8.50 per hour, from September 1, 2015 through June 30, 2016.

6. Recommend approval of Gloria Hannula, as a District Bus Driver, for the 2015-2016 school year, at a rate of \$15.50 per hour, pending the successful completion of the application process established by the Superintendent of Schools, and that the criminal history clearance is obtained through the State of New Jersey in accordance with the law.
7. Recommend approval of Michelle Palmieri, as a Substitute Teacher, effective September 1, 2015, at a rate of \$80.00 per day, pending the successful completion of the application process established by the Superintendent of Schools, and that the criminal history clearance is obtained through the State of New Jersey in accordance with the law.

Roll Call

Yes	Mr. Midgett, Mr. Probasco, Mrs. Wig, Mrs. Septor, Mrs. Soles
No	None
Absent	Mrs. Potter, Mr. Witham

Mrs. Wig moved with a second by Mr. Midgett that B.8 be approved:

8. Recommend approval that the Board approve the employment of Michael Mendes, as Principal of New Egypt High School, at a salary of \$133,000 per year, pro-rated, effective October 26, 2015, or as soon as Mr. Mendes is released from his current employment contract. Employment and salary shall be subject to the execution of a Sidebar Agreement between the Plumsted Township Board of Education and the Plumsted Township Administrators' Association.

Roll Call

Yes	Mrs. Wig, Mr. Midgett, Mr. Probasco, Mrs. Septor, Mrs. Soles
No	None
Absent	Mrs. Potter, Mr. Witham

Mrs. Wig moved with a second by Mr. Probasco that B.9 – B.18 be approved:

9. Recommend ratification of approval of the New Egypt Extended Day Counselors (NEED), for the 2015-2016 school year, effective August 25, 2015, pending the successful completion of the application process established by the Superintendent of Schools, and that criminal history clearance is obtained through the State of New Jersey in accordance with the law, [as per the attached list](#):
10. Recommend approval of staff chaperones for the 8th grade camping trip to be held on September 24, 2015, – September 25, 2015, [as per the attached list](#):
11. Recommend ratification of approval to compensate staff members to participate in summer professional development sessions at the rate of \$100.00 per day, per the PTEA contract, [as per the attached list](#):
12. Recommend approval of extracurricular staff positions for the 2015-2016 school year, [as per the attached list](#):
13. Recommend approval of substitute teachers for the 2015-2016 school year, [as per the attached list](#):
14. Recommend approval of stipend staff positions for the 2015-2016 school year, [as per the attached list](#):

15. Recommend approval of staff transfers for the 2015-2016 school year, [as per the attached list](#):
16. Recommend approval of Jennifer Kociuba as a CPR/First Aid instructor for the NEED program at a cost of \$40.00 per hour, effective August 27, 2015.
17. Recommend approval of Danielle Indursky, Supervisor of Language Arts Literacy, for common assessment writing for grades K-12, at the rate of \$47.00 per hour, not to exceed \$1,222.00.
18. Recommend approval of staff members as Unit Lunch Basic Skills Teachers for English Language/Arts, [as per the attached list](#):

Roll Call

Yes	Mrs. Wig, Mr. Probasco, Mr. Midgett, Mrs. Septor, Mrs. Soles
No	None
Absent	Mrs. Potter, Mr. Witham

C. Policy

Mrs. Wig moved with a second by Mr. Probasco that C.1 – C.4 be approved:

1. Recommend approval of the first reading of Regulation 5141.2, Care of Injured and Ill Persons.
2. Recommend approval of the first reading of Regulation 5141.21, Management of Life-Threatening Allergies in School.
3. Recommend approval of the first reading of Policy 6146, Graduation Requirements.
4. Recommend approval of the first reading of Regulation 6146, High School Graduation.

Discussion: Mr. Gately informed the Board of the change in Regulation 6146, High School Graduation.

Roll Call

Yes	Mrs. Wig, Mr. Probasco, Mr. Midgett, Mrs. Septor, Mrs. Soles
No	None
Absent	Mrs. Potter, Mr. Witham

D. Professional Development/Travel Reimbursements

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

1. Recommend approval of the [attached professional development](#):

Roll Call

Yes

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

No

None

Absent

Mrs. Potter, Mr. Witham

E. Other Motions

Mr. Probasco moved with a second by Mrs. Wig that E.1 – E.9 be approved:

1. Recommend approval for Cris Johnson representing Niagara Falls Hypnosis Center, Inc., to perform during the Week of Respect at the New Egypt Primary School and the Dr. Gerald H. Woehr Elementary School on October 5, 2015, at a cost of \$600.00.
2. Recommend approval of the Parent Teacher Organization fundraising events for the 2015-2016 school, [as per the attached](#):
3. Recommend approval to pilot the *Kessler Foundation – “Developing and Piloting an Adolescent Concussions/Traumatic Brain Injury (TBI) Surveillance System in New Jersey to Inform School-Based Education Trainings and Prevention of Repeated TBI”* during the 2015-2016 fall/winter sports season.
4. 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 list](#):
5. Recommend approval of an Admissions Agreement for non-resident student from Erin Merwin to permit her child(ren) in Grade 1 to attend the New Egypt Primary School and Grade 2 to attend the Dr. Gerald H. Woehr Elementary School, enrollment permitting, for the 2015-2016 school year, according to stipulations contained in the 2012-2015 PTEA/PTBOE Collective Bargaining Agreement.
6. Recommend approval of Participation in the Sustainable Jersey for Schools Certification Program, [as per the attached](#):
7. Recommend approval of the following community education classes, at no cost to the Board of Education, [as per the attached list](#):
8. Recommend approval of student teachers and their assignments, as per the attached list:
9. Move that the Board affirm the decision of the Superintendent of Schools with reference to the finding of Harassment, Intimidation and Bullying for School Report No. HS-40-1415 involving Student A.

Discussion: Mrs. Soles thanked the PTO for their hard work in planning fundraising events for our students.

Roll Call

Yes

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

No

None

Absent

Mrs. Potter, Mr. Witham

Mr. Midgett moved with a second by Mrs. Wig that E.10 be tabled:

10. Move that the Board affirm the decision of the Superintendent of Schools with reference to the finding of Harassment, Intimidation and Bullying for School Report No. HS-40-1415 involving Student B.

Roll Call

Yes

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

No

None

Absent

Mrs. Potter, Mr. Witham

F. Facilities

G. Field Trips

XVI. PUBLIC COMMENT ON ANY SCHOOL RELATED TOPIC

Arlene Samuelson, 205 Devon Road, Cream Ridge, NJ – commented on not receiving any information on Choice Transportation.

Mr. Gately responded that he will check with Joann Holman.

Arlene Samuelson commented on books for the 2nd grade.

Mrs. Bilenker responded that she will look into the matter

Glenn Jacobus, 771 Monmouth Road, Cream Ridge, NJ – commented on the bullying of his son, daughter’s 504 plan and home instruction, and injury of his son during athletic practice in August 2013. Mrs. Bilenker requested a copy of the paper Mr. Jacobus was reading. Mr. Jacobus agreed to provide.

Tony O’Donnell, 21 Kenyon Drive, New Egypt, NJ - thanked the Board for approving the Participation in the Sustainable Jersey for Schools Certification Program.

Tony O’Donnell, 21 Kenyon Drive, New Egypt, NJ – thanked the administration with the handling of the lockdown.

Herb Marinari, 227 Brymore Road, New Egypt, NJ – thanked everyone involved with handling the situation that took place yesterday.

XVII. NEW BUSINESS

XVIII. OLD BUSINESS

Mrs. Soles asked about the solar project.

Mr. Gately gave an update on the solar project.

Mr. Probasco asked about the bussing contract.

Mr. Gately gave an explanation on the transportation contract and cost.

XIX. BOARD OF EDUCATION COMMENTS

Mr. Probasco and Mr. Midgett welcomed Michael Mendes back.

Mrs. Soles thanked Mrs. Caldes, Mr. Mosley, Mrs. Brogan and Mrs. Wilkins for their time and handling the situation that took place yesterday.

Mrs. Septor welcomed back the teachers.

Mr. Probasco thanked the staff on their perfect attendance.

Mrs. Wig moved that the Board go into executive session at 8:40 p.m. for the purpose of discussing student matters.

Seconded by Mr. Probasco, Passed unanimously.

XX. 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 made a motion to adjourn at 9:05 p.m.
Seconded by Mr. Midgett, Passed unanimously.

Sean Gately
Business Administrator/Board Secretary