

PLUMSTED TOWNSHIP BOARD OF EDUCATION
REGULAR MEETING
November 18, 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	Absent (arrived to the meeting at 7:11 p.m.)
Mr. Midgett	Present
Mrs. Potter	Present
Mr. Probasco	Present
Mrs. Wig	Present
Mr. Witham	Present

ALSO PRESENT

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

Mrs. Wig moved that the Board go into executive session at 6:38 p.m. for the purpose of discussing personnel, student matters and vendor contract with potential litigation.
Seconded by Mr. Witham, 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. Probasco made a motion to go out of executive session at 8:35 p.m.
Seconded by Mrs. Potter, Passed unanimously.

V. ROLL CALL

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

ALSO PRESENT

Mrs. Bilenker, Interim Superintendent
Mr. Gately, Business Administrator/Board Secretary
Mr. Stein, 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 November 18, 2015.

Roll Call

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

VIII. APPROVAL OF MINUTES

Mrs. Wig moved with a second by Mr. Midgett that VIII.A be approved:

A. The minutes are presented for necessary correction and approval for the regular meeting on October 14, 2015.

Roll Call

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

IX. DISTRICT HIGHLIGHTS

A. Board Meeting dates:

The remaining Board of Education meetings will be held:

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

Mr. Midgett provided an update on the Finance Committee meeting.

Mrs. Soles stated that there will be a Communications meeting next Tuesday.

XI. STUDENT REPRESENTATIVE COMMENTS - None

XII. SUPERINTENDENT'S COMMENTS

The following presentation took place:

A. Music presented by New Egypt High School Students – under the direction of Douglas Grotto, Music Teacher, and introduced by Michael Mendes, New Egypt High School Principal:

Jack Lyons

Dave Marshall

Dan Rechsteiner

Patrick Roach

Mary Grace Roach

Jon Witkowski

XIII. PUBLIC COMMENT ON AGENDA ITEMS - None

XIV. PRESENTATIONS/AWARDS

A. This presentation took place after the Superintendent Comments and is reflected in the minutes.

B. NJQSAC Statement of Assurance School Year 2015-2016 presented by Mrs. Stephanie Bilenker, Interim Superintendent of Schools

- Instruction and Program
- Fiscal Management
- Governance
- Operations
- Personnel

C. Performance of Students on the NJ Standardized Testing System presented by Mrs. Colleen Gravel, Director of Special Projects

- 2013-2014 NJASK – Review
- 2014-2015 NJASK Science Grades 4 & 8
- NJ Biology Competency Test (High School)
- ACT
- SAT

- Advanced Placement
- Gates McGintie Grades K-2
- PSAT
- High School Graduation Requirement

D. Electronic Violence, Vandalism and Substance Abuse Reporting Systems (EVVRS) presented by Mrs. Sara Brogan, High School Assistant Principal/Mrs. Colleen Gravel, Director of Special Projects

E. 2014-2015 Comprehensive Annual Financial Report (CAFR) presented by Holman Frenia Allison, P.C.

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. Witham that A.1 - A.14 be approved:

1. Recommend approval of all bills and claims for November 18, 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 November 18, 2015, which required hand written checks after the October 14, 2015, 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 September 30, 2015.
4. Recommend approval of the Board Secretary's Report for the period ending September 30, 2015, and the Treasurer of School Monies Report, for the period ending September 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 September 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 September 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 approval of a contract with The Arc of New Jersey/Project HIRE to provide vocational services to student number 405160, at a rate of \$51.00 per hour, not to exceed 40 hours of job coaching and training services.
8. Recommend ratification of approval of a contract as the host district for a joint transportation agreement with Camden City School District for one (1) student attending Jackson Regional Day School, effective October 15, 2015, through June 30, 2016, in the amount of \$86.86 per diem.

9. Recommend ratification of approval of a contract with Beautiful Minds of Princeton L.L.C. to provide crisis intervention and restraint training not to exceed ten (10) staff members from November 1, 2015, through June 30, 2016, at a cost of \$2,500.00.
10. Recommend ratification of approval to renew a contract with New Jersey School Boards Association to provide policy online services for the 2015-2016 school year, at a cost of \$2,500.00.
11. Recommend approval of a contract with Engaged Instruction, LLC, to provide seven (7) professional development workshops on *Applying Depth of Knowledge in Instruction and Assessment*, at a total cost of \$7,200.00.
12. Recommend approval of a contract between MTI Production and New Egypt High School for the drama production “Thoroughly Modern Millie”, on March 4, 2016, through March 6, 2016, in the amount of \$3,090.00.
13. Recommend approval of the Dr. Gerald H. Woehr Elementary School drama production of “We are Monsters”, to be held on March 18, 2016, and March 19, 2016, in the amount of \$299.00, funded by the student activities fund, and at no cost to the Board of Education.
14. Recommend approval of the revised amendment of the carryover from No Child Left Behind (NCLB) for the 2015-2016 application year as follows:

Title I	\$ 248.75
Title IIA	\$2,324.81
Title III	\$ 33.84

Discussion: Mr. Probasco asked for clarification on agenda A.8. Mr. Gately responded that we have a student in one of the town group homes.

Roll Call

Yes

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

No

None

Mrs. Soles asked Mr. Gately about the 2014-2015 Comprehensive Annual Financial Report (CAFR). Mr. Gately responded that the auditor had to leave because of a previous engagement.

B. Personnel Motions

Mrs. Septor moved with a second by Mrs. Potter that B.1 – B.26 be approved:

1. Recommend ratification of acceptance of the resignation of Jennifer Papp, Model Congress Advisor, at the New Egypt High School, effective October 15, 2015, with regrets.
2. Recommend ratification of acceptance of the resignation of Carly Kutsup, Public Relations Lead Teacher, at New Egypt High School, effective October 28, 2015, with regrets.

3. Recommend ratification of acceptance of the resignation of Marilyn Galloway, Lunchroom/Playground Monitor, at the New Egypt Primary School, effective November 10, 2015, with regrets.
4. Recommend acceptance of the resignation of Jennifer Papp, New Egypt High School Social Studies Teacher, effective November 30, 2015, with regrets.
5. Recommend acceptance of the resignation of Anna Batiato, Paraprofessional, at the New Egypt Middle School, effective November 26, 2015, with regrets.
6. Recommend acceptance of the retirement of Lynn Capotosto, ELL Teacher, at the Dr. Gerald H. Woehr Elementary School, effective April 1, 2016.
7. Recommend ratification of approval of a medical leave of absence for Carly Kutsup, New Egypt High School Audio Visual Technology Teacher:

LEAVE	FROM	THROUGH
Medical Leave with pay, with benefits	October 28, 2015	November 9, 2015
Medical Leave without pay, no benefits	November 10, 2015	December 29, 2015

8. Recommend approval of a Title 10 paid military leave of absence for Ginger White, Dr. Gerald H. Woehr Elementary School Grade 4 Teacher, pending receipt of military orders:

LEAVE	FROM	THROUGH
Military Leave with pay, with benefits	November 12, 2015	November 13, 2015
Military Leave with pay, with benefits	December 11, 2015	December 11, 2015
Military Leave with pay, with benefits	January 8, 2016	January 8, 2016
Military Leave with pay, with benefits	February 19, 2016	February 19, 2016
Military Leave with pay, with benefits	March 18, 2016	March 18, 2016
Military Leave with pay with benefits	April 15, 2016	April 15, 2016
Military Leave with pay with benefits	May 13, 2016	May 13, 2016
Military Leave with pay with benefits	June 10, 2016	June 10, 2016

9. Recommend ratification of approval of a FMLA medical leave of absence for Deborah DeLisi, Bus Driver:

LEAVE	FROM	THROUGH
FMLA with pay, with benefits	October 5, 2015	October 19, 2015
FMLA without pay, with benefits	October 20, 2015	October 28, 2015

10. Recommend revision of a FMLA medical leave of absence for Patricia Nicholson, New Egypt Middle School Physical Education Teacher:

LEAVE	FROM	THROUGH
FMLA with pay, with benefits	October 1, 2015	January 3, 2016

11. Recommend approval of a FMLA/NJFLA leave of absence for Corinne Lynn, New Egypt Middle School Science Teacher, pending receipt of medical certification:

LEAVE	FROM	THROUGH
Maternity Disability with pay, with benefits	January 19, 2016	March 18, 2016
NJFLA without pay, with benefits	March 21, 2016	June 15, 2016 or the last day of school

12. Recommend approval of Robynn Frank, a leave replacement Physical Education Teacher, at the New Egypt Middle School, from November 19, 2015, through December 23, 2015, at a salary of \$54,591.00, prorated, with no benefits, equal to BA 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.

13. Recommend approval of Deanna Russell, a leave replacement Grade 2 Teacher, at the Dr. Gerald H. Woehr Elementary School, from February 1, 2016, through June 15, 2016, or last day of school, at a salary of \$54,591.00, prorated, with no benefits, equal to BA 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.

14. Recommend approval of Lance Armstrong, Jr., a leave replacement Media Teacher, at the New Egypt High School, from November 19, 2015, through December 23, 2015, at a salary of \$54,591.00, prorated, with no benefits, equal to BA 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.

15. Recommend approval of Laura Moore, a leave replacement .5 Computer Applications Teacher, at the New Egypt High School, from November 19, 2015, through June 15, 2016, or last day of school, at a salary of \$58,800.00, prorated, with no benefits, equal to MA+15 Step 5, 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.
16. Recommend approval of Hillary D'Angelo, as a Case Manager/Social Worker/LDTC, at the Dr. Gerald H. Woehr Elementary School, effective November 19, 2015, at a salary of \$56,467.00, prorated, 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.
17. Recommend approval of, Lauren Stevens, a Paraprofessional, at the Dr. Gerald H. Woehr Elementary School, effective November 30, 2015, at a salary of \$13,333.00, prorated, 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.
18. Recommend approval to compensate the following staff member for participating in the Destination Imagination Competition on March 12, 2016, at the rate of \$40.00 per hour, not to exceed eight (8) hours, as per the PTEA contract:

Karen Brown

19. Recommend approval of the staff transfers for the 2015-2016 school year, [as per the attached list](#):
20. Recommend approval of the substitute teachers for the 2015-2016 school year, [as per the attached list](#):
21. Recommend approval of the stipend staff positions for the 2015-2016 school year, [as per the attached list](#):
22. Recommend approval of the extracurricular staff positions for the 2015-2016 school year, [as per the attached list](#):
23. Recommend approval of a Mandarin Translator for the 2015-2016 school year at a rate of \$47.00 per hour.
24. Recommend ratification of approval of an intermittent leave of absence for Janine Saragusa, New Egypt Primary School Psychologist, pending medical certification:

LEAVE	FROM	THROUGH
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Intermittent FMLA without pay, with benefits	November 16, 2015	February 16, 2016
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25. Recommend ratification of approval of staff sport stipends, [as per the attached list](#):
26. Recommend approval of Sean Callaghan, as the student liaison to the Board of Education for the 2015-2016 school year.

Roll Call

Yes

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

No

None

Mrs. Soles welcomed the new student liaison Sean Callaghan to the Board of Education.

C. Policy

Mrs. Wig moved with a second by Mrs. Potter that C.1 – C.2 be approved:

1. Recommend approval of the first reading of Policy 6146, Graduation Requirements.
2. Recommend approval of the first reading of Regulation 6146, High School Graduation.

Roll Call

Yes

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

No

None

D. Professional Development/Travel Reimbursements

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

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

Roll Call

Yes

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

No

None

E. Other Motions

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

1. Recommend receipt of the HIB (Harassment, Intimidation and Bullying) Report on November 18, 2015, by the Board of Education.
2. 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](#):
3. Recommend ratification of approval of the following community education classes, [as per the attached list](#):

4. Recommend revision and approval of the [attached job descriptions](#):
5. Recommend approval for John Kraft, Lenape Lifeways, to present the history of the Lenape Indians to 3rd grade students on December 10, 2015, at a cost of \$520.00, funded by the NJEA Roots Team grant, at no cost to the Board of Education.
6. Recommend approval of the Parent Teacher Organization fundraising events for the 2015-2016 school year, [as per the attached](#):
7. Recommend approval to hold a Title I Parent Information Night on Thursday, November 19, 2015, at 6:00p.m., at New Egypt Primary School and, at no cost to the Board of Education.
8. Recommend approval for Camp Fire New Jersey to present the Safe and Sure Program to the 1st grade students at the New Egypt Primary School, at no cost to the Board of education.
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. MS-03-1516 involving Student A.

Roll Call

Yes

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

No

None

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

10. Move to find that student A has violated the code of student discipline that student A shall be returned to regular education program effective tomorrow, November 19, 2015, and shall meet at least twice a month with the student's guidance counselor and as more times per month as directed by student A guidance counselor.

Roll Call

Yes

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

No

None

Mr. Midgett moved with a second by Mrs. Wig that E.11 be approved:

11. Request the Board adopt the motion move to find that student B has violated the code of student discipline and that the Superintendent of Schools shall arrange for an alternate education placement for student B which will commence as soon as arrangements are complete.

Roll Call

Yes

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

No

None

F. Facilities

G. Field Trips

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

1. Recommend approval of the [attached field trips](#):

Roll Call

Yes

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

No

None

XVI. PUBLIC COMMENT ON ANY SCHOOL RELATED TOPIC

The following individuals expressed concerns regarding the PTEA contract:

Renee Capasso, PTEA Vice President

Jenn Kociuba, High School Teacher

Steve Craemer, 202 Bunting Bridge Road, New Egypt, NJ

Linda Scalfas, Circle Drive, New Egypt, NJ

Tara Melchior, New Egypt Middle School teacher and resident

Anthony Plaag, New Egypt High School student

Mrs. Soles responded that there was a meeting and both sides could not come to an agreement and that they are going to mediation.

Laura Wind, New Egypt High School student

Steve Craemer, 202 Bunting Bridge Road, New Egypt, NJ

XVII. NEW BUSINESS

Mrs. Soles commented on the following:

A. Proposed 2016 Board of Education Meeting Schedule

Mrs. Soles gave an update on the Superintendent Search.

Mr. Probasco explained why they are waiting until January for the Superintendent interview.

XVIII. OLD BUSINESS

Mr. Midgett asked about the Solar Project.

Mr. Gately gave an update on the Solar Project.

XIX. BOARD OF EDUCATION COMMENTS

Mrs. Soles thanked everyone for their patience tonight.

Mrs. Soles commented that the Board wants the contract settled also.

Mr. Midgett moved that the Board go into executive session at 9:35 p.m.

Seconded by Mrs. Wig, 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.

Mr. Probasco made a motion to go out of executive session at 10:10 pm.
Seconded by Mrs. Wig, Passed unanimously.

The following motion was made following executive session:

E. Other Motions

Mr. Midgett moved with a second by Mrs. Wig that E.12 be approved:

12. Recommend approval of a Settlement Agreement for student number 301460 in accordance with the information previously provided to the Board and authorize signing of required documents by appropriate Board of Education representatives.

Roll Call

Yes

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

No

None

Mrs. Septor made a motion to adjourn at 10:12 p.m.
Seconded by Mrs. Wig, Passed unanimously.

Sean Gately
Business Administrator/Board Secretary