

PLUMSTED TOWNSHIP BOARD OF EDUCATION
REGULAR MEETING
November 9, 2016
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.

2016-2017 District Goals

1. *To develop and create a three (3) year and five (5) year Strategic Plan with input from all stakeholders and constituents to provide direction for the district.*
2. *To address and improve morale, communication and culture as evidenced by improved stakeholder feedback and the development of a district communication plan.*
3. *To improve student performance in ELA/Math by demonstrating positive growth for all students across all grade levels using multiple measures as defined by stakeholders.*

2016-2017 Board Goals

1. *To develop a strategic plan.*
2. *To improve morale, climate and culture through greater community, student and staff participation.*
3. *To continue participation in district financial planning.*

Board of Education approval September 14, 2016

I. CALL TO ORDER

Mrs. Soles, President, called the meeting to order at 7:30 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. 2015-2, 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 Board to enter into the minutes of this meeting this public announcement.

III. ROLL CALL – see V.

IV. EXECUTIVE SESSION - None

V. ROLL CALL

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

ALSO PRESENT

Mr. North, Superintendent
Mr. Supsie, Board Attorney

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

VII. APPROVAL OF AGENDA

Mrs. Septor moved with a second by Mr. Witham that VII.A be approved:

A. Recommend that the Board approve the regular meeting agenda for November 9, 2016.

Roll Call

Yes

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

No

None

Absent

Mr. Midgett, Mrs. Sempervive

VIII. APPROVAL OF MINUTES

Mrs. Potter moved with a second by Mr. Witham that VIII.A be approved:

- A. The minutes are presented for necessary correction and approval for the regular meeting on October 19, 2016.

Roll Call

Yes

Mrs. Potter, Mr. Witham,
Mr. Probasco, Mrs. Soles

No

None

Abstain

Mrs. Septor

Absent

Mr. Midgett, Mrs. Sempervive

IX. DISTRICT HIGHLIGHTS

- A. Board Meeting dates:

The remaining Board of Education meetings will be held:

December 14, 2016

January 4, 2017 (Reorganization Meeting)

- B. [Student Enrollment](#)

- C. [Fire/Drill/School Security Drills](#)

- D. [Suspension List](#)

X. BOARD OF EDUCATION COMMITTEE REPORTS

Mrs. Soles gave an update on the Strategic Planning meeting.

XI. STUDENT REPRESENTATIVE COMMENTS

Julian Viera, Student Representative, commented on the following:

High School

Spirit Week

Football Team

Red Ribbon Week

National Honor Society – Halloween Trail for New Egypt Primary School

Student Council Events

XII. SUPERINTENDENT'S COMMENTS

Mr. North, Superintendent, commented on the following:

HIB Report

Homecoming

Fall Sports Season

Juniors all took PSAT's

Elementary School – assembly for Veteran's Day

December 14, 2016 Board of Education meeting – recognition of staff members and students

XIII. PUBLIC COMMENT ON AGENDA ITEMS - None

XIV. PRESENTATION/AWARDS - None

XV. SUPERINTENDENT'S AGENDA

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

A. Finance Motions

Mr. Witham moved with a second by Mrs. Potter that A.1 – A.10 be approved:

1. Recommend approval of all bills and claims for November 9, 2016, 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 9, 2016, which required handwritten checks after the October 19, 2016, 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 transferring of funds, for the period ending September 30, 2016.
4. Recommend approval of the Board Secretary's Report for the period ending September 30, 2016, and the Treasurer of School Monies Report, for the period ending September 30, 2016.
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 September 30, 2016, 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 September 30, 2016, 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 a contract between Pocono Valley, Pocono Mountains, PA and New Egypt High School for the 2017 Senior trip, to be held on Wednesday, May 24, 2017 from 10:00 a.m. - 8:00 p.m., in the amount of \$7,500.00 at no cost to the Board.
8. Recommend ratification of a contract with Professional Education Services, Inc. (PESI) to provide bedside instructional services at a rate of \$47.00 per hour for the 2016 – 2017 school year.
9. Recommend ratification of a contract renewal with Garden State Transport to provide transportation for the 2016 - 2017 school year in the amount of \$641,008.80.
10. Recommend ratification of a contract renewal with Rick Bus Company to provide transportation to the New Egypt High School for the 2016 - 2017 school year for route NH09 in the amount of \$12,238.20.

Roll Call

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

Mr. Probasco moved with a second by Mrs. Potter that A.11 – A.12 be approved:

11. Recommend the acceptance of bids for Substitute Staffing Services as follows:

Position (All rates are per day)	Insight Workforce Solutions, LLC	Source4Teachers
Teacher Full Day NJ Certified Teacher	\$109.60	\$108.00
Teacher Full Day NJ Sub Certification with Teacher Certification	\$109.60	\$108.00
Teacher Full Day NJ Sub Certification with BA/BS (No Certification)	\$109.60	\$108.00
Teacher Full Day Long Term	\$171.25	\$168.75
Teacher ½ Day	\$54.80	\$54.00
Paraprofessional/Teacher Assistant/Classroom Aide Full Day	\$82.20	\$81.00
Secretarial/Clerical Worker	\$102.75	\$101.25
Secretarial/Clerical Long Term	\$102.75	\$101.25

12. Recommend the award of a contract for Substitute Staffing Services to Source4Teachers from January 1, 2017 through December 31, 2017, as per the rates in A.11.

Discussion: Mr. Probasco asked for an explanation on A.12. Mr. North explained the contract for A.12, Source4Teachers.

Mr. Witham asked how this ties in with motion B.17, Substitutes. Mr. North explained the substitute approval and Source4Teachers.

Mrs. Septor asked if Source4Teachers guarantees fill rate. Mr. North responded they don't guarantee fill rate.

Roll Call

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

B. Personnel Motions

Mrs. Septor moved with a second by Mr. Witham that B.1 – B.24 be approved:

1. Recommend approval of George Allen as District School Accountant, effective November 28, 2016 at a salary of \$76,000.00, prorated, pending the successful completion of the application process by the Superintendent of Schools and that criminal history clearance is obtained through the State of New Jersey in accordance with the law.
2. Recommend approval of Melissa Galaz as a paraprofessional at New Egypt High School, effective November 10, 2016 at a salary of \$18,000.00, prorated, pending the successful completion of the application process by the Superintendent of Schools and that criminal history clearance is obtained through the State of New Jersey in accordance with the law.
3. Recommend approval of Deanna Russell as a paraprofessional at the Dr. Gerald H. Woehr Elementary School to fill the leave of absence of Jennifer Fiamoncini effective December 1, 2016 - March 8, 2017 at a rate of \$75.00 per diem.
4. Recommend ratification and revision of the approval of a medical leave of absence for Jana Kekesi, Dr. Gerald H. Woehr Elementary School Teacher:

<u>LEAVE</u>	<u>FROM</u>	<u>THROUGH</u>
Medical Leave with pay, with benefits	October 10, 2016	October 21, 2016
FMLA Medical Leave without pay, with benefits	October 24, 2016	November 4, 2016

5. Recommend approval of a maternity disability/FMLA/NJFLA leave of absence for Brittany Jacobus, New Egypt Middle School Mathematics Teacher:

<u>LEAVE</u>	<u>FROM</u>	<u>THROUGH</u>
Maternity Disability Leave with pay, with benefits	January 30, 2017	March 10, 2017
FMLA Disability Leave with pay, with benefits	March 13, 2017	March 24, 2017
NJFLA Leave without pay, with benefits	March 27, 2017	May 31, 2017

6. Recommend revision of approval of a Medical leave of absence for Carol Florio, Confidential Administrative Assistant to the Business Administrator:

<u>LEAVE</u>	<u>FROM</u>	<u>THROUGH</u>
Medical Leave with pay, with benefits	October 24, 2016	November 11, 2016

7. Recommend approval of a medical leave of absence for Linda Leutwyler, New Egypt Primary School Preschool Teacher:

<u>LEAVE</u>	<u>FROM</u>	<u>THROUGH</u>
FMLA Medical Leave with pay, with benefits	December 14, 2016	March 10, 2017

8. Recommend ratification of the acceptance of the resignation of Nicole Rasmussen, paraprofessional at the New Egypt High School effective November 4, 2016, with regrets.
9. Recommend ratification for Amy Tschinkel to be compensated at \$80.00 per day on October 31, 2016 and November 1, 2016 to shadow Katharine Sawicki prior to her leave of absence.
10. Recommend ratification of acceptance of the resignation of Amy Tschinkel, as a leave replacement special education teacher at the New Egypt High School, effective November 2, 2016.
11. Recommend revision and ratification of approval to compensate Cynthia Levy and Sarah VanNess to participate in the Dr. Gerald H. Woehr Elementary School Workshops on September 1st, 2nd, 6th and 12th, 2016, at the non- instructional rate of \$40.00 per hour, not to exceed eleven (11) hours, as per the PTEA contract.
12. Recommend ratification of approval of staff members as Apple VanGuard Trainers to be compensated for summer training sessions and throughout the 2016-2017 school year, [as per the attached list](#):
13. Recommend approval of the winter sports coaches for the 2016-2017 school year, [as per the attached list](#):

14. Recommend approval to for staff members, to provide a SPARK meeting workshop on December 7, 2016 in the Dr. Gerald H. Woehr Elementary School IMC, [per the attached list](#):
15. Recommend approval of the student observers for the 2016 Fall semester, [as per the attached list](#):
16. Recommend approval of student teachers for the 2017 Spring semester, [as per the attached list](#):
17. Recommend approval of substitute teachers for the remainder of the 2016-2017 school year, [as per the attached list](#):
18. Recommend approval of extra-curricular staff for the remainder of the 2016-2017 school year, [as per the attached list](#):
19. Recommend ratification of acceptance of the resignation of Richard LaRocca, as a part time maintenance employee, effective August 4, 2016, with regrets.
20. Recommend ratification of non-renewal of employees, [as per the attached list](#):
21. Recommend approval of Shawn Wood as a leave replacement Special Education teacher at the New Egypt High School, from November 14, 2016 through March 10, 2017, at a salary of \$54,906.00, prorated, 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.
22. Recommend acceptance of the resignation of Margaret Ecke_high school paraprofessional, effective November 18, 2016, with regrets.
23. Recommend ratification of approval for the [salary adjustments](#) as per the attached.
24. Recommend approval of 2016-2017 [winter coaching staff](#) as per the attached.

Discussion: Mrs. Soles asked if the positions were filled for winter coaching staff. Mr. North responded that we still need an assistant middle school wrestling coach.

Mr. Witham asked if B.1 fills the open position in the Business Office. Mr. North responded that the District School Accountant will fill the open position and the payroll position.

Mr. Witham asked who is eligible outside of school to coach. Mr. North responded that 60 college credits are needed.

Roll Call

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

C. Policy

D. Professional Development/Travel Reimbursements

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

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

Roll Call

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

E. Other Motions

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

1. Recommend receipt of the HIB (Harassment, Intimidation and Bullying) Report on November 9, 2016, by the Board of Education.
2. Recommend approval of the New Egypt Middle School PTO to hold a 50/50 raffle, pending all necessary permits are obtained, for the 2016-2017 school year.
3. Recommend approval for the New Egypt High School Baseball team to participate in a fundraiser with Trenton Thunder selling admission tickets to a Trenton Thunder baseball game, at no cost to the Board.
4. Recommend approval of the New Egypt High School Senior trip to Pocono Valley on May 24, 2016 from 7:30 a.m. - 11:00 p.m. as per the approval of the contract on Board motion A.07 above, at no cost to the Board.
5. Recommend approval of a SPARK workshop meeting to be held on December 7, 2016, 6:30 p.m.-8:30 p.m. in the Dr. Gerald H. Woehr Elementary IMC.
6. Recommend the approval of the American Heart Association's "Jump Rope for the Heart" program on or about the week of March 6, 2017 at the New Egypt Primary School and Dr. Gerald H. Woehr Elementary School.
7. Recommend the approval of the American Heart Association's 'Hoops for Heart' program on or about the week of March 13, 2017 at the New Egypt Middle School and New Egypt High School.
8. Recommend approval of the Dr. Gerald H. Woehr Elementary School drama production of "*Press Start*" on March 17 and 18, 2017 at no cost to the Board of Education.
9. Recommend the Board accept the Comprehensive Maintenance Plan for submission to the New Jersey Department of Education.

Discussion: Mrs. Soles asked Mr. North to explain motion E.9. Mr. North explained the Comprehensive Maintenance Plan.

Roll Call

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

F. Facilities

Mrs. Potter moved with a second by Mr. Witham that F.1 be approved:

1. Recommend approval of use of New Egypt High School auditorium on March 17 and 18, 2017 for the Dr. Gerald H. Woehr Elementary School drama production of “*Press Start*”.

Roll Call

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

G. Field Trips

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

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

Roll Call

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

XVI. PUBLIC COMMENT ON ANY SCHOOL RELATED TOPIC

Mr. Marinari, 227 Brynmore Road, New Egypt, NJ – congratulated elected candidates, asked about having a township liaison meeting before end of year, and to be careful not to get too lenient with HIB.
Mrs. Soles congratulated Mr. Marinari on his township appointment.

XVII. NEW BUSINESS

Mr. Probasco commented on the WATSON Program, Cognitive Intelligence (IBM)
Mrs. Soles congratulated Mrs. Septor and Mr. Surdo on the election.

Mr. North commented on the 8th grade parent/student open house December 6, 2016.

XVIII. OLD BUSINESS

XIX. BOARD OF EDUCATION COMMENTS

Mrs. Septor congratulated the football team.

Mrs. Septor commented that she looks forward to working with Mr. Surdo.

Mrs. Septor wished everyone a Happy Thanksgiving.

Mr. Witham commented on spirit week.

Mr. Probasco welcomed the elected Board members.

Mr. Probasco made a motion to adjourn at 8:17 p.m.

Seconded by Mrs. Septor, Passed unanimously.

The above minutes were reported by Gerald North, Superintendent of Schools.

Sean Gately
Business Administrator/Board Secretary