

PLUMSTED TOWNSHIP BOARD OF EDUCATION
REGULAR MEETING
February 8, 2017
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 7:08 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. 2016-4, 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
Mrs. Potter	Present
Mrs. Probasco	Present
Mrs. Sempervive	Present
Mr. Surdo	Present
Mr. Witham	Present

ALSO PRESENT

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

Mrs. Sempervive moved that the Board go into executive session at 7:09 p.m. for the purpose of discussing personnel.

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 and requirement for confidentiality.

Mr. Probasco made a motion to go out of executive session at 7:44 p.m.
 Seconded by Mr. Witham, Passed unanimously.

V. ROLL CALL

Mrs. Soles	Present
Mrs. Septor	Present
Mrs. Potter	Present
Mrs. Probasco	Present
Mrs. Sempervive	Present
Mr. Surdo	Present
Mr. Witham	Present

ALSO PRESENT

Mr. North, Superintendent
 Mr. Gately, Business Administrator/Board Secretary
 Mr. Supsie, 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. Sempervive that VII.A be approved:

A. Recommend that the Board approve the regular meeting agenda for February 8, 2017.

Roll Call

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

VIII. APPROVAL OF MINUTES

Mr. Surdo 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 January 25, 2017.

Roll Call

Yes

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

No

None

IX. DISTRICT HIGHLIGHTS

A. Board Meeting dates:

The remaining Board of Education meetings will be held:

March 8, 2017

August 23, 2017

April 19, 2017

September 13, 2017

May 10, 2017

October 11, 2017

June 21, 2017

November 8, 2017

July 12, 2017

December 13, 2017

January 3, 2018 (reorganization meeting)

B. [Student Enrollment](#)

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

D. [Suspension List](#)

X. BOARD OF EDUCATION COMMITTEE REPORTS

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

XI. STUDENT REPRESENTATIVE COMMENTS

Julian Viera, Student Representative, commented on the following:

High School

Girls Bowling Team

Warrior Week

XII. SUPERINTENDENT'S COMMENTS

Mr. North, Superintendent, commented on the following:

HIB Report

Strategic Plan Meeting

Girls Bowling Team won Division Championship

Boys Wrestling

Boys Basketball

High School Academy

XIII. PUBLIC COMMENT ON AGENDA ITEMS - None

XIV. PRESENTATION/AWARDS

A. Board Goal #3 - Mr. Gerald North, Superintendent and Mr. Sean Gately, Business Administrator

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 February 8, 2017, which have been examined by members of the Finance Committee and are presented for approval with the exception of P.O. #17-1613 for Joseph Surdo in the amount of \$62.70.
2. Recommend approval of P.O. #17-1613 for Joseph Surdo in the amount of \$62.70.
3. Recommend approval of all bills and claims for February 8, 2017, which required handwritten checks after the January 25, 2017, 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.
4. Recommend ratification of the transferring of funds, for the period ending December 31, 2016.
5. Recommend approval of the Board Secretary's Report for the period ending December 31, 2016, and the Treasurer of School Monies Report, for the period ending December 31, 2016.
6. Recommend approval that Pursuant to N.J.A.C. 6A:23A-16.10(c)3, the Business Administrator/Board Secretary, certifies that as of December 31, 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.
7. 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 December 31, 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.
8. Recommend ratification of approval of an agreement with Prevention Specialist Inc., to provide drug testing as required by law for bus drivers effective January 1, 2017, through December 31, 2017, at the following rates:

DOT Random Drug Test (on-site testing)	\$68.00 per test
DOT Random Drug Test (Secured Lab)	\$58.00 per test
DOT Alcohol Testing	\$39.00 per test
Administrative Fee	\$505.00 for the year

9. Recommend approval of an agreement with KnowledgePoint and Baker & Taylor, LLC to provide online services and econtent to support curriculum.
10. Recommend approval of a grant application for NJEA/Frederick Hipp Foundation for Excellence in Education, “What’s in Your Suitcase”, in the amount of up to \$10,000.00. Grant funds will be used to teach about the Holocaust through Art and Character Education.

Roll Call

Yes	Mr. Witham, Mrs. Potter, Mr. Probasco, Mrs. Sempervive, Mr. Surdo (with the exception of A.2 check # 51109) Mrs. Septor, Mrs. Soles
No	None
Abstain	Mr. Surdo abstained on A.2 check # 51109

B. Personnel Motions

Mr. Probasco moved with a second by Mr. Surdo that B.1 – B.10 be approved:

1. Recommend revision of an unpaid leave of absence for Caitlin DeBenedictis, New Egypt Middle School Special Education Teacher:

<u>LEAVE</u>	<u>FROM</u>	<u>THROUGH</u>
NJFLA without pay, with benefits	January 3, 2017	February 28, 2017

2. Recommend approval of a FMLA/Intermittent FMLA leave of absence for Lynn Winkowski, New Egypt Primary School Paraprofessional:

<u>LEAVE</u>	<u>FROM</u>	<u>THROUGH</u>
FMLA Leave of Absence without pay, with benefits	March 2, 2017	March 23, 2017
FMLA Intermittent Leave without pay, with benefits	March 27, 2017	June 14, 2017 or last day of school

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

LEAVE

FROM

THROUGH

FMLA Medical Leave
with pay, with benefits

March 1, 2017

June 14, 2017 or the end of
the 2016-2017 school year

- 4. Recommend approval of Katherine Massaro, as a Special Education teacher, at the Dr. Gerald H. Woehr Elementary School, effective April 18, 2017, at a salary of \$56,808.00, prorated, equal to BA 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.
- 5. Recommend approval of Alexis Kennedy, as a leave replacement Preschool teacher, at the New Egypt Primary School, effective March 1, 2017 through June 14, 2017, or the end of the 2016-2017 school year, at a salary of \$54,906.00, 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.
- 6. Recommend approval of Tracy Kowalski, as a Lunchroom/Playground Monitor, at the Dr. Gerald H. Woehr Elementary School, effective February 9, 2017, at a rate of \$8.44 per hour, 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.
- 7. Recommend ratification of approval of the extracurricular staff positions for the 2016-2017 school year, [as per the attached list:](#)
- 8. Recommend ratification of approval of the stipend staff positions for the 2016-2017 school year, [as per the attached list:](#)
- 9. Recommend approval of substitute NEED staff and community education staff for the 2016-2017 school year, [as per the attached list:](#)
- 10. Recommend approval of the stipend spring coach positions, [as per the attached list:](#)

Roll Call

Yes

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

No

None

- C. Policy
- D. Professional Development/Travel Reimbursements

Mrs. Sempervive moved with a second by Mr. Witham that D.1 be approved:

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

Roll Call

Yes

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

No

None

E. Other Motion

Mr. Probasco moved with a second by Mr. Witham that E.1 – E.11 be approved:

1. Recommend receipt of the HIB (Harassment, Intimidation and Bullying) Report on February 8, 2017, by the Board of Education.
2. Recommend ratification of 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 approval of student observers and their assignments, [as per the attached list](#):
4. Recommend approval of staff members to hold a SPARK workshop meeting on February 9, 2017, with an inclement weather date of March 9, 2017, from 6:30 p.m. - 8:30 p.m. at the New Egypt High School IMC, at no cost to the Board of Education, as per the attached list:
5. Recommend approval to discard outdated and otherwise unusable textbooks and library books.
6. Recommend approval for student volunteers of the Dr. Gerald H. Woehr Chorus to perform at the Trenton Thunder Family Fun Day, under the guidance of Mr. Ken Beere, on April 30, 2017, prior to the Trenton Thunder baseball game, and at no cost to the Board of Education.
7. Recommend approval of an assembly sponsored by D.A.T.E. (Disability Awareness through Education) Team on April 5, 2017, at New Egypt Middle School to 6th grade students, at no cost to the Board of Education.
8. Recommend approval of the following Community Education classes, [as per the attached](#):
9. Recommend approval of an amendment to the District’s Long Range Facilities Plan to include the Pole Building at New Egypt High School.
10. Recommend approval of the application of the submission of an *Other Capital Project* to the NJDOE Office of School Facilities for all necessary approval for the Pole Building at New Egypt High School, State Project Number 4190-010-17-1000.

11. Recommend approval of the ESEA (Elementary and Secondary Education Act) Accountability Action Plan-2016 Participation Rate Statement of Assurance.

Discussion: Mr. Probasco questions E.9 and E.10. Mr. Gately explained E.9, District Long Range Facilities Plan and E.10, Other Capital Project for the Pole Building.

Roll Call

Yes

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

No

None

F. Facilities

G. Field Trips

Mrs. Sempervive moved with a second by Mr. Surdo that G.1 be approved:

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

Roll Call

Yes

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

No

None

XVI. PUBLIC COMMENT ON ANY SCHOOL RELATED TOPIC - None

XVII. NEW BUSINESS

Mr. North, Superintendent, introduced new staff member, Katherine Massaro, Special Education teacher at the elementary school.

XVIII. OLD BUSINESS

Mr. Gately gave an update on the solar project.

XIX. BOARD OF EDUCATION COMMENTS

Mrs. Sempervive thanked the PS/ES PTO for their donation in funding field trips.

Mr. Probasco made a motion to adjourn at 8:26 p.m.

Seconded by Mr. Surdo, Passed unanimously.

Sean Gately
Business Administrator/Board Secretary