

PLUMSTED TOWNSHIP BOARD OF EDUCATION  
REGULAR MEETING  
April 19, 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 6:36 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
Mr. Probasco	Absent
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. Septor moved that the Board go into executive session at 6:38 p.m. for the purpose of discussing vendor contracts, student matters and personnel.

Seconded by Mrs. Sempervive, 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. Witham made a motion to go out of executive session at 7:34 p.m.  
 Seconded by Mr. Surdo, Passed unanimously.

V. ROLL CALL

Mrs. Soles	Present
Mrs. Septor	Present
Mrs. Potter	Present
Mr. Probasco	Absent
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. Surdo moved with a second by Mr. Witham that VII.A be approved:

- A. Recommend that the Board approve the regular meeting agenda for April 19, 2017.

Roll Call

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

VIII. APPROVAL OF MINUTES

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

- A. The minutes are presented for necessary correction and approval for the regular meeting on March 8, 2017.

Roll Call

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

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

- B. The minutes are presented for necessary correction and approval for the special meeting on March 15, 2017.

Roll Call

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

IX. DISTRICT HIGHLIGHTS

- A. Board Meeting dates:

The remaining Board of Education meetings will be held:

May 10, 2017	September 13, 2017
June 21, 2017	October 11, 2017
July 12, 2017	November 8, 2017
August 23, 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

Mrs. Soles provided an update on the Personnel Committee meeting.  
Mr. Witham provided an update on the Finance Committee meeting.

XI. STUDENT REPRESENTATIVE COMMENTS

Julian Viera, Student Representative, commented on the following:

High School  
Spring Sports  
Athlete signing day for Colleges  
Underclassmen PARCC testing  
AP Exams  
Prom  
Mr. NEHS Pageant/Talent Show  
Humanities Day

XII. SUPERINTENDENT’S COMMENTS

Mr. North, Superintendent, commented on the following:

HIB Report  
2017-2018 Budget Recap presented by Mr. Gerald North, Superintendent and Mr. Sean Gately, Business Administrator  
Fourth Session of Strategic Planning  
NEHS Band to Washington  
Athletic Signing  
Humanities Day  
Rumor to close high school

XIII. PUBLIC COMMENT ON AGENDA ITEMS - None

XIV. PRESENTATION/AWARDS

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 Mr. Surdo that A.1 – A.13 be approved:

1. Recommend approval of all bills and claims for April 19, 2017, which have been examined by members of the Finance Committee and are presented for approval.
2. Recommend approval of all bills and claims for April 19, 2017, which required handwritten checks after the March 8, 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.
3. Recommend ratification of the transferring of funds, for the period ending February 28, 2017.
4. Recommend approval of the Board Secretary’s Report for the period ending February 28, 2017, and the Treasurer of School Monies Report, for the period ending February 28, 2017.

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 February 28, 2017, 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 February 28, 2017, 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 with Tokarski + Millemann Architects, LLC to provide professional services for the preparation of general conditions and scope of work specifications of the Pole Building construction at the New Egypt High School in the amount not to exceed \$750.00.
8. Recommend approval of a contract with Tokarski + Millemann Architects, LLC to provide professional services for preparation of general conditions and scope of work specifications for the demolition of the District owned garages adjacent to the Dr. Gerald H. Woehr Elementary School in the amount not to exceed \$5,500.00.
9. Recommend approval of an agreement with Raymond J. Bandlow to provide strategic planning services, at a cost not to exceed \$7,200.00.
10. Recommend renewal of a contract with Nutri-Serve Food Management, Inc. to provide food service management services for the 2017-2018 school year at a flat fee of \$21,822.50.
11. Recommend approval of an agreement with MOESC Cooperative Transportation Commencement to bid transportation routes as necessary at the administrative fee of 5%, for the 2017-2018 school year.
12. Recommend approval of an agreement with Sussex County Regional Transportation Cooperative to bid transportation routes as necessary at the administrative fee of 4% for the 2017-2018 school year.
13. Recommend approval to submit the application for the 2017 Safety Grant Program through the New Jersey Schools Insurance Group's MOCSSIF Subfund in the amount of \$5,791.00.

Discussion: Mr. Soles asked Mr. North about A.9, contract with Raymond J. Bandlow. Mr. North responded that Mr. Bandlow was part of EIRC.

Roll Call

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

B. Personnel Motions

Mrs. Septor moved with a second by Mrs. Potter that B.1 – B.20 be approved:

1. Recommend ratification of acceptance of the resignation of Dawn Seawright, District Bus Aide and Lunchroom/Playground Monitor, at the New Egypt Primary School, effective March 22, 2017, with regrets.
2. Recommend acceptance of the resignation of Donna Wharton, Nurse, at the New Egypt Primary School, effective July 1, 2017, with regrets.
3. Recommend acceptance of the retirement of Ramona Curry, Special Education Teacher, at the New Egypt Primary School, effective June 30, 2017.
4. Recommend ratification of approval of an extended medical leave of absence for Michael Deus, New Egypt Middle School Special Education Teacher:

<b><u>LEAVE</u></b>	<b><u>FROM</u></b>	<b><u>THROUGH</u></b>
Medical Leave with pay, with benefits	March 13, 2017	March 17, 2017

5. Recommend ratification of approval of an extended medical leave of absence for Lynn Winkowski, New Egypt Primary School Paraprofessional:

<b><u>LEAVE</u></b>	<b><u>FROM</u></b>	<b><u>THROUGH</u></b>
FMLA Medical Leave without pay, with benefits	March 27, 2017	April 17, 2017
FMLA Intermittent Leave without pay, with benefits	April 18, 2017	May 30, 2017

6. Recommend ratification of approval of an extended medical leave of absence for Katharine Sawicki, New Egypt High School Special Education Teacher:

<b><u>LEAVE</u></b>	<b><u>FROM</u></b>	<b><u>THROUGH</u></b>
NJFLA without pay, with benefits	March 27, 2017	March 28, 2017

7. Recommend ratification of approval of an extended medical leave of absence for Brittany Jacobus, New Egypt Middle School Mathematics Teacher:

<b><u>LEAVE</u></b>	<b><u>FROM</u></b>	<b><u>THROUGH</u></b>
NJFLA without pay, with benefits	June 1, 2017	June 1, 2017

8. Recommend ratification and revision of an unpaid medical leave of absence for Stacy Corby, New Egypt Primary School Paraprofessional:

<b><u>LEAVE</u></b>	<b><u>FROM</u></b>	<b><u>THROUGH</u></b>
Medical Leave without pay, without benefits	March 28, 2017	May 16, 2017

9. Recommend ratification of approval for a medical leave of absence for Donna Buxton, New Egypt High School Special Education Teacher:

<b><u>LEAVE</u></b>	<b><u>FROM</u></b>	<b><u>THROUGH</u></b>
FMLA Medical Leave with pay, with benefits	April 3, 2017	May 8, 2017

10. Recommend ratification of approval of an extension of an employee contract for Shawn Wood, as a leave replacement New Egypt High School Special Education teacher from March 13, 2017 through March 28, 2017.
11. Recommend ratification of approval of the transfer of Denise Amodol from 1:1 paraprofessional at New Egypt Middle School to classroom paraprofessional at the New Egypt Primary School, effective March 13, 2017.
12. Recommend ratification of approval for Lance Armstrong, New Egypt High School Television Production Teacher to assume two 30 minute digital media courses at the New Egypt Middle School at the rate of \$42.85 per hour, Monday through Friday, effective March 20, 2017.
13. Recommend ratification of approval for Megan Mazzola, as a District School Bus Aide, effective April 5, 2017, at a rate of \$9.15 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.
14. Recommend approval of Kristina Taylor, as a Lunchroom/Playground Monitor, at the New Egypt Primary School, at the rate of \$8.44 per hour, effective April 20, 2017, 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 ratification of approval to compensate staff members to participate in training and facilitate the College Readiness Now Program at the New Egypt High School, [as per the attached list:](#)
16. Recommend ratification of approval of the stipend spring coaches, [as per the attached list:](#)
17. Recommend approval of the Warrior Sports Clinic Coaches, [as per the attached list:](#)
18. Recommend ratification of approval of extracurricular staff positions for the 2016-2017 school year, [as per the attached list:](#)

19. Recommend ratification of approval of the volunteers, [as per the attached list](#):
20. Recommend approval of staff transfers for the 2017-2018 school year, [as per the attached list](#):

Discussion: Mr. North explained B.20, staff transfers.

Roll Call

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

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

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

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

Roll Call

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

- E. Other Motion

Mrs. Sempervive moved with a second by Mrs. Potter that E.1 – E.14 be approved:

1. Recommend receipt of the HIB (Harassment, Intimidation and Bullying) Report on April 19, 2017, by the Board of Education.
2. Recommend ratification of approval of the Community Education classes, [as per the attached](#):
3. Recommend approval of student teachers and their assignments, [as per the attached list](#):
4. Recommend approval of an *Admissions Agreement* for a non-resident student from Christina Quattrone, to permit his/her child(ren) Grade 1 to attend the New Egypt Primary School, enrollment permitting, for the upcoming 2017-2018 school year, according to stipulations contained in the 2015-2018 PTEA/PTBOE Collective Bargaining Agreement.

5. Recommend approval for the Board of Education to award the following Barnes & Noble gift cards to New Egypt High School and New Egypt Middle School graduates:
  - \$25.00 Middle School Blue and Gold Honor Roll (approx. 80 students)
  - \$25.00 Middle School General Excellence Award
  - \$25.00 Middle School Silver Award
  - \$25.00 Middle School Achievement Award
  - \$100.00 High School Most Improved Award
  - \$100.00 High School Academic Excellence Award
  - \$500.00 Friend of Education Award
6. Recommend approval to co-sponsor one 11th grade female student to attend The American Legion Jersey Girls' State Program at a cost of \$230.00 to be held at Georgian Court University from June 18, 2017 through June 23, 2017.
7. Recommend that the Board accept a donation from Morgan Stanley in the amount of \$2,000.00 to the New Egypt Primary School, \$2,000.00 to the Dr. Gerald H. Woehr Elementary School and \$2,000.00 to the New Egypt Middle School.
8. Recommend approval of the 2017-2018 final District School Calendar, [as per the attached](#):
9. Recommend ratification of approval of New Egypt Middle School staff to participate in a Science Professional Development with Thomas Semko on March 23, 2017, [as per the attached list](#):
10. Recommend approval for staff to attend a two day, in-district professional development at the Dr. Gerald H. Woehr Elementary School to review and analyze Benchmark Assessments on May 15, 2017 and May 26, 2017.
11. Recommend approval of amendment to the District's Long Range Facilities Plan to include the Dr. Gerald H. Woehr Elementary School demolition of garages.
12. Recommend approval of amendment to the District's Long Range Facilities Plan to include the Engineering Lab (Pathways Lab) at the New Egypt High School.
13. 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 Dr. Gerald H. Woehr Elementary School demolition of garages, State Project Number 4190-050-17-1000.
14. 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 Engineering Lab (Pathways Lab) at the New Egypt High School, State Project Number 4190-010-17-2000.

Roll Call

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

F. Facilities

Mr. Witham moved with a second by Mr. Surdo that F.1 – F.3 be approved:

1. Recommend approval to operate an Extended School Year Basic Skills Summer Program from July 5, 2017 through August 8, 2017, Monday through Thursday from 9:00 a.m. - 12:00 p.m.
2. Recommend approval to operate an Extended School Year ESL Summer School Program from July 5, 2017 through August 8, 2017, Monday through Thursday from 9:00 a.m. - 12:00 p.m.
3. Recommend approval to operate the Middle School Academic Summer School Program from July 5, 2017 through July 27, 2017, Monday through Thursday from 9:00 a.m. - 12:00 p.m.

Roll Call

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

G. Field Trips

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

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

Roll Call

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

XVI. PUBLIC COMMENT ON ANY SCHOOL RELATED TOPIC - None

XVII. NEW BUSINESS

XVIII. OLD BUSINESS

XIX. BOARD OF EDUCATION COMMENTS

Mrs. Soles reminded everyone that this is only the Preliminary Budget.

Mr. Witham made a motion to adjourn at 8:11 p.m.

Seconded by Mrs. Septor, Passed unanimously.

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Sean Gately

Business Administrator/Board Secretary