

PLUMSTED TOWNSHIP BOARD OF EDUCATION  
REGULAR MEETING  
June 21, 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 6:37 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	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 6:39 p.m. for the purpose of discussing personnel, student activities, special education, Business Administrators contract and Superintendent’s contract.

Seconded by Mr. Probasco, 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.

Mrs. Septor made a motion to go out of executive session at 7:40 p.m.  
Seconded by Mr. Probasco, Passed unanimously.

V. ROLL CALL

Mrs. Soles	Present
Mrs. Septor	Present
Mrs. Potter	Present
Mr. 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 Mr. Surdo that VII.A be approved:

A. Recommend that the Board approve the regular meeting agenda for June 21, 2017.

Roll Call

Yes

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

No

None

VIII. APPROVAL OF MINUTES

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

- A. The minutes are presented for necessary correction and approval for the special meeting on May 3, 2017.

Roll Call

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

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

- B. The minutes are presented for necessary correction and approval for the regular meeting on May 10, 2017.

Roll Call

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

IX. DISTRICT HIGHLIGHTS

- A. Board Meeting dates:

The remaining Board of Education meetings will be held:

July 12, 2017	October 11, 2017
August 23, 2017	November 8, 2017
September 13, 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 - None

- XI. STUDENT REPRESENTATIVE COMMENTS - None

- XII. SUPERINTENDENT'S COMMENTS

Mr. North, Superintendent, commented on the following:

HIB Report

Middle School Promotion and High School Graduation  
Warrior Day Camp  
Sports Camp  
Academic Courses  
Construction in district  
Lacrosse Tournament

XIII. PUBLIC COMMENT ON AGENDA ITEMS

Arlene Samuelson, 205 Davon Road, Cream Ridge, NJ – commented on #2 of the 2016-2017 District Goals regarding teacher emails, PTO correspondence and Remind 101.

XIV. PRESENTATION/AWARDS

A. Retirement Slates presented by Mr. Gerald North, Superintendent of Schools

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.33 be approved:

1. Recommend approval of all bills and claims for June 21, 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 June 21, 2017, which required handwritten checks after the May 10, 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 April 30, 2017.
4. Recommend approval of the Board Secretary’s Report for the period ending April 30, 2017, and the Treasurer of School Monies Report, for the period ending April 30, 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 April 30, 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 April 30, 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 Manchester Township Board of Education for tuition for the 2017-2018 school year, for student number 301270, at a total cost of \$78,700.00
8. Recommend ratification of approval of an agreement with Children's Hospital of Philadelphia School Program to provide educational instruction services (home instruction) from April 6, 2017 through June 30, 2017, at a cost not to exceed \$3,800.00.
9. Recommend ratification of approval of an agreement with Hampton Behavioral Health Center to provide educational instruction services (home instruction) from May 14, 2017 through June 30, 2017, at a rate of \$40.00 per hour.
10. Recommend approval of a contract with Lakehurst School District (*sending district*), and the Plumsted Township Board of Education (*receiving district*), for tuition from September 1, 2017 through June 30, 2018, at a cost of \$15,609.00.
11. Recommend approval of an agreement with Monmouth-Ocean Educational Services Commission (MOESC) to provide instructional, special education and/or transportation aide services for the 2017-2018 school year.
12. Recommend an extension of a contract with Sussex County Educational Services Commission to provide education services to the Plumsted Township School District from June 5, 2017 through August 31, 2017.
13. Recommend approval of a contract with Garden State Transport to provide transportation for trips for the Warrior Day Camp from July 1, 2017 through June 30, 2018, route WDC17, at a cost of \$9,139.00.
14. Recommend approval of a contract with Garden State Transport to provide wheelchair transportation for the Extended School Year Summer Program from July 1, 2017 through August 31, 2017, route WC17. at a cost of \$4,740.00.
15. Recommend approval of an agreement between Millstone Township School District and the Plumsted Township School District, to provide shared administrative transportation services from July 1, 2017 through June 30, 2018 2017-2018 school year for transportation services, at a total cost of \$70,000.00.
16. Recommend approval of a professional services contract with Holman Frenia Allison, P.C. to provide auditing services from July 1, 2017 through June 30, 2018, as a non-fair and open contract pursuant to N.J.S.A. 19:44A-1 et. seq. The contract is anticipated to exceed \$17,500.00 and Holman Frenia Allison, P.C. has submitted a Political contribution Disclosure Form which certifies that Holman Frenia Allison, P.C. has not made any reportable contributions to a political or candidate committee in the Plumsted

Township School district in the previous one year and the contract will prohibit Holman Frenia Allison, P.C. from making any reportable contribution through the term of the contract, at a cost of \$27,500.00,

17. Recommend approval of an amendment to the agreement with Edvocate School Support Solutions to provide the district with request for proposal (RFP) process management for Custodial, Grounds and Management Services from July 1, 2017 through June 30, 2018, at a cost of \$4,896.00.
18. Recommend approval of an agreement with NEWSELA to provide online subscription license for the New Egypt High School, from July 1, 2017 through June 30, 2018, at a cost of \$5,900.00.
19. Recommend approval of the Individual with Disabilities Education Improvement Act (IDEIA) application from July 1, 2017 through June 30, 2018 school year as follows:

Basic (ages 3-21)	\$296,218
Preschool (ages 3, 4 & 5)	\$ 21,004
20. Recommend acceptance of the NJEA Frederick L. Hipp Foundation for Excellence in Education grant titled “What’s in Your Suitcase” in the amount of \$9,100.00.
21. Recommend acceptance of the Artists in Education (AIE) Residency Grant, in the amount of \$6,000.00
22. Recommend approval to renew membership with the New Jersey Schools Insurance Group (NJSIG) sub-fund Monmouth-Ocean County Shared Services Insurance Fund (MOCSSIF) from July 1, 2017 through June 30, 2020.
23. Recommend approval that the Plumsted Township School District hereby continues membership in the New Jersey State Interscholastic Athletic Association from July 1, 2017 through June 30, 2018, at a cost of \$2,150.00
24. Recommend approval that the Plumsted Township School District hereby continues membership in the Burlington County Scholastic League from July 1, 2017 through June 30, 2018, at a cost of \$700.00.
25. Recommend approval of district participation in the Monmouth Ocean Educational Services Commission Regional Professional Development Academy from July 1, 2017 through June 30, 2018, at a cost of \$1,995.00.
26. Recommend approval of a proposal with Educators Edge Consulting and Training, to provide literacy training workshops at the Dr. Gerald H. Woehr Elementary School from July 1, 2017 through June 30, 2018, at a cost of \$14,300.00.
27. Recommend approval of a proposal with Go Teach Consultants, LLC, to provide differentiated instruction workshops from July 1, 2017 through June 30, 2018, at a cost of \$15,000.00.

28. Recommend approval of a proposal with Heinemann Professional Development, to provide leveled literacy intervention (LLI) workshops at the Dr. Gerald H. Woehr Elementary School from July 1, 2017 through June 30, 2018, at a cost of \$18,000.00.
29. Recommend approval of a proposal with Kirsten Widmer to provide curriculum consulting writing workshops at the New Egypt Middle School from July 1, 2017 through June 30, 2018, at a cost of \$13,000.00.
30. Recommend approval of a proposal with Donna Lee Healy, LLC, to provide *Reading Wonders* workshops at the Dr. Gerald H. Woehr Elementary School from July 1, 2017 through June 30, 2018, at a cost of \$3,750.00.
31. Recommend approval of a proposal with Curriculum Associates LLC, to provide i-Ready license and on-site training at the Dr. Gerald H. Woehr Elementary School from July 1, 2017 through June 30, 2018 at a cost of \$7,660.00.
32. Recommend approval of insurance coverage and carriers from July 1, 2017 through June 30, 2018, per the recommendation of the broker of record, Boynton & Boynton as follows:

Coverage	Carrier	Premium
Package Policy (Includes General Liability/Commercial Property/Auto/Boiler & Machinery/Umbrella/Crime)	Selective Insurance Company of America	\$122,344.00
Worker's Compensation	Monmouth Ocean County Shared Services Insurance Fund (MOCSSIF)	\$109,151.00
Excess Worker's Compensation	Chubb	\$4,957.00
Bonds (Board Secretary & Treasurer of School Monies)	Selective Insurance Company of America	\$944.00
Cyber Liability	CFC Lloyds	\$6,400.00
Student Accident	Caitlin and US Fire	\$24,597

33. Pursuant to P.L. 2015, Chapter 47, the Plumsted Township Board of Education intends to renew, award or permit to expire contracts previously awarded by the Board. These contracts are, have been, and will continue to be in full compliance with all state and federal statutes and regulations; in particular, New Jersey Title 18A:18A, et seq, N.J.A.C. Chapter 23, and Federal Uniform Administrative Requirements 2 CFR, Part 200, [as per the attached:](#)



Roll Call

Yes

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

No

None

B. Personnel Motions

Mrs. Sempervive moved with a second by Mr. Witham that B.1 – B.25 be approved:

1. Recommend ratification of acceptance of the resignation of Tracey Kowalski, Lunchroom/Playground Monitor, at the Dr. Gerald H. Woehr Elementary School, effective May 19, 2017, with regrets.
2. Recommend ratification of acceptance of the resignation of Nicholas Russo, Security Guard, at the New Egypt High School, effective April 28, 2017, with regrets.
3. Recommend ratification of acceptance of the resignation of Brittany Trembula, Paraprofessional, at the New Egypt Primary School, effective June 16, 2017, with regrets.
4. Recommend ratification of acceptance of the resignation of Jennifer Davis, Grade 4 Teacher, at the Dr. Gerald H. Woehr Elementary School, effective June 16, 2017, with regrets.
5. Recommend approval of a Maternity Disability/FMLA leave of absence for Petria Funes, Dr. Gerald H. Woehr Elementary School Psychologist:

<b><u>LEAVE</u></b>	<b><u>FROM</u></b>	<b><u>THROUGH</u></b>
Maternity Disability with pay, with benefits	September 5, 2017	September 19, 2017
NJFLA without pay, with benefits	September 20, 2017	November 6, 2017

6. Recommend approval of Daniel J. Oris, Jr., as a District Computer Technician, effective July 1, 2017, at a salary of \$66,000.00, 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 Richard Pogorzelski, as a District Maintenance, effective July 1, 2017, at a salary of \$40,000.00, 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.

8. Recommend approval of Frances Aponte-Cruz, as a School Nurse, at the New Egypt Primary School, effective July 1, 2017, at a salary of \$57,883.00, equal to BA Step 6, of the PTEA/PTBOE Collective Bargaining Agreement, 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.
9. Recommend approval of Jenna Marino, as an ESY Occupational Therapist , at a rate of \$47.00 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.
10. Recommend approval of the employment contract for Sean Gately, Business Administrator, from July 1, 2017 through June 30, 2018 at the salary of \$154,500.00, approved by the Executive County Superintendent of Schools.
11. Recommend approval of Alicia Farese as the District Anti-Bullying Coordinator for the 2017-2018 school year.
12. Recommend revision and renewal of the certified and non-affiliated staff for the 2017-2018 school year, [as per the attached list:](#)
13. Recommend revision of the summer special education staff and extended school year (ESY) staff and their rates of pay, [as per the attached list:](#)
14. Recommend approval of the summer basic skills staff and their rates of pay, [as per the attached list:](#)
15. Recommend renewal of the NEED Staff for the 2017-2018 school year, [as per the attached list:](#)
16. Recommend approval to compensate staff members for Pre-School orientation on August 23, 2017, [as per the attached list:](#)
17. Recommend approval to compensate staff members for summer curriculum writing/modifications to take place between July 1, 2017 and August 18, 2017, at a rate of \$47.00 per hour, [as per the attached list:](#)
18. Recommend approval to compensate staff to participate for five (5) hours of mentor training on August 2, 2017, at the New Egypt High School, at a rate of \$100.00 per day, per the PTEA contract, [as per the attached list:](#)
19. Recommend approval to compensate staff to update the Second Grade Report Card, during the summer of 2017, at a rate of \$47.00 per hour, not to exceed 6 hours, [as per the attached list:](#)
20. Recommend approval to compensate staff to work summer hours, [as per the attached list:](#)
21. Recommend approval of the high school fall sports coaches for the 2017-2018 school year, [as per the attached list:](#)

- 22. Recommend approval of school volunteers, [as per the attached list](#):
- 23. Recommend approval of staff transfers for the 2017-2018 school year, [as per the attached list](#):
- 24. Recommend approval of the extra-curricular staff, [as per the attached list](#):
- 25. Recommend approval of the staff stipend positions, [as per the attached list](#):

Discussion: Mrs. Soles commented on B.19, updating the 2<sup>nd</sup> grade report card.

Roll Call

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

C. Policy

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

- 1. Recommend approval of the updated Policy Manual as corrected from Strauss Esmay first reading.

Roll Call

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

D. Professional Development/Travel Reimbursements

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

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

Roll Call

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

E. Other Motions

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

1. Recommend receipt of the HIB (Harassment, Intimidation and Bullying) Report on June 21, 2017, by the Board of Education.

Roll Call

Yes

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

No

None

Mrs. Sempervive moved with a second by Mr. Surdo that E.2 be approved, as amended:

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](#), pending execution of a sidebar agreement with the PTEA.

Roll Call

Yes

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

No

None

Mr. Probasco moved with a second by Mr. Witham that E.3 – E.12 be approved:

3. Recommend approval of the following community education classes, [as per the attached list](#):
4. Recommend approval of the 2017-2018 District Mentoring Plan.
5. Recommend approval of the 2017-2020 Bilingual/ESL Three-Year Program Plan.
6. Recommend approval of the [attached book list](#) to be used with the Global Read Aloud:
7. Recommend revision of the second page of the 2017-2018 District School Calendar reflecting the change in starting and ending times for the New Egypt Primary School and the Dr. Gerald H. Woehr Elementary School, [as per the attached](#):
8. Recommend approval of an *Admissions Agreement* for a non-resident student from Diane Dancer, to permit her child Grade 12 to attend the New Egypt High School, enrollment permitting, for the 2017-2018 school year, according to stipulations contained in the 2015-2018 PTEA/PTBOE Collective Bargaining Agreement.

9. Recommend approval of New Egypt Middle School to change membership from Mercer County Middle School Athletic conference to the Burlington county Middle School Athletic conference, effective December 2017, at no cost.
10. Recommend that the Board accept a donation from Morgan Stanley in the amount of \$750.00 to the New Egypt Primary School and \$750.00 to the New Egypt Middle School.
11. Recommend ratification of approval for the 5th grade students at the Dr. Gerald H. Woehr Elementary School to participate in selling lemonade during the Olympics on Thursday, May 25, 2017. All proceeds will be donated to Alex's Lemonade Stand.
12. Recommend ratification of approval for the 5th grade enrichment students at the Dr. Gerald H. Woehr Elementary School to hold a bake sale at NJ Tractor Supply on June 4, 2017, under the direction of Mrs. Brown and students' parents. All proceeds will be donated to the elementary school student activities fund.

Roll Call

Yes

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

No

None

F. Facilities

G. Field Trips

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

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

Roll Call

Yes

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

No

None

XVI. PUBLIC COMMENT ON ANY SCHOOL RELATED TOPIC

Walter Therien, Principal, thanked the Board on behalf of the 5<sup>th</sup> grade Destination Imagination trip.

XVII. NEW BUSINESS

Mrs. Soles addressed the public regarding the Friend of Education award given at the high school graduation.

XVIII. OLD BUSINESS

- A. Presentation of the Draft Strategic Plan by Mr. Gerald North, Superintendent

XIX. BOARD OF EDUCATION COMMENTS

Mr. Witham thanked Mr. Jeff Page, tennis coach for coming out tonight.

Mrs. Soles welcomed Jeff Page.

Mrs. Soles thanked everyone for coming out tonight.

Mr. Surdo made a motion to adjourn at 9:30 p.m.

Seconded by Mrs. Septor, Passed unanimously.

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Sean Gately  
Business Administrator/Board Secretary