

PLUMSTED TOWNSHIP BOARD OF EDUCATION
REORGANIZATION MEETING
January 3, 2018
7:30 p.m. Anticipated Public Session
NEW EGYPT HIGH SCHOOL

Vision Statement

“Unleashing Unlimited Opportunities . . . Empowering One Warrior At A Time!”

Mission Statement

The Plumsted Township School District shall inspire all students to realize their personal potential. A rich and challenging learning environment, in partnership with the community, will develop critical thinkers, lifelong learners and productive citizens in an emerging global society.

2017-2018 District Goals

- 1. The Plumsted Township School District will research, develop and implement all of the Year 1 strategies of the Strategic Plan. The Superintendent will report monthly as to the outcomes achieved and the effect on the successful implementation of the initiatives. This information will be evaluated and used to determine recommendations for Year 2 strategies and outcomes which will be developed with the Board of Education by March 31, 2018.*
- 2. The Plumsted Township School District will research, develop and implement a comprehensive communication plan ensuring effective and sustainable communication from the district with parents, community members, and alumni, civic and recreational based organizations. Restructured Board of Education Committees, district and community partnerships, district support of community events, updated technology and the creation of the Warrior Broadcasting Network will be in place by March 31, 2018.*

2017-2018 Board Goals

- 1. The Plumsted Township Board of Education will support Year 1 development and implementation of all initiatives of the Strategic Plan. The Board of Education will receive monthly updates concerning the status of Year 1 strategies and projected outcomes. Decisions concerning curricula, personnel, facilities and budget concerning Year 2 strategies and outcomes will be developed by the Board of Education and District Administration by March 31, 2018.*
- 2. The Plumsted Township Board of Education working with District Administration, the community and alumni will research, develop and finalize an effective comprehensive communication plan that will become part of the Warrior Broadcasting Network by March 31, 2018.*

Board of Education approval August 2, 2017

I. CALL TO ORDER

Mr. Gately, Board Secretary, called the meeting to order at 7:35 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. FLAG SALUTE – Mr. Gately led all in the salute to the flag.

At this time the Board of Education and entire Plumsted Township School District would like to acknowledge the life and death of Harry Miller, former board member 2008 to 2014 and express its deepest sympathy to his family and friends.

IV. REORGANIZATION

A. Election Results

Mr. Gately, Board Secretary, presented the election results of the 2017 Official School Election held on November 7, 2017.

Robert Czarneski	738
Susan J. Potter	1,071
Sandra M. Soles	1,134

Two (2) Board of Education members were elected to fill two (2) expired three (3) year terms as follows:

Susan J. Potter	1,071
Sandra M. Soles	1,134

B. Administer the Oath of Office

Mr. Gately administered the oath of office to Mrs. Potter and Mrs. Soles.

V. ROLL CALL/REORGANIZATION

A. Election of President

Mr. Gately called for the nomination of the President of the Board of Education.

A motion was made by Mrs. Soles to nominate Mrs. Septor as the Board President. That motion was seconded by Mrs. Potter.

B. Close nominations for the Office of the President of the Board

A motion was made by Mrs. Soles to close nominations for election of Board President.
Seconded by Mr. Witham

Roll Call

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

The following roll call vote was taken for motion to nominate Board President.

Roll Call

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

C. Election of the Vice-President

Mr. Gately called for the nomination of the Vice President of the Board of Education.

A motion was made by Mrs. Septor to nominate Mrs. Soles as the Vice President of the Board.
That motion was seconded by Mr. Surdo.

D. Close nominations for the Office of the Vice President of the Board

A motion was made by Mrs. Septor to close nominations for Mrs. Soles as the Vice President of the Board.
Seconded by Mrs. Soles

Roll Call

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

The following roll call vote was taken for motion to nominate the Vice President.

Roll Call

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

VI. REORGANIZATION MOTIONS

A. Code of Ethics

Mrs. Soles moved with a second by Mr. Surdo that VI.A be approved:

1. Recommend the Board approve the following item:

The Board of Education Members had the required Board of Ethics Training session as required under N.J.A.C. 6:3-1.3 and N.J.A.C.6A:30.

RESOLVED, that the New Jersey School Boards Association “Code of Ethics” shall be considered the official Code of Ethics of the Plumsted Township Board of Education:

- a. I will uphold and enforce all laws, state board rules and regulations, and court orders pertaining to schools. Desired changes should be brought about only through legal and ethical procedures.
- b. I will make decisions in terms of the educational welfare of children and will seek to develop and maintain public schools which meet the individual needs of all children regardless of their ability, race, creed, sex or social standing.
- c. I will confine my Board action to policy-making, planning, and appraisal and I will help to frame policies and plans only after the Board has consulted those who will be affected by them.
- d. I will carry out my responsibility, not to administer the schools, but, together with my fellow Board members, to see that they are well run.
- e. I will recognize that authority rests with the Board of Education and will make no personal promises nor take any private action which may compromise the Board.
- f. I will refuse to surrender my independent judgment to special interest or partisan, political groups or to use the schools for personal gain or for the gain of friends.
- g. I will hold confidential all matters pertaining to the schools which, if disclosed, would needlessly injure individuals or the schools. But in all other matters, I will provide accurate information and, in concert with my fellow Board members, interpret to the staff the aspirations of the community for its schools.
- h. I will vote to appoint the best qualified personnel available after consideration of the recommendation of the chief administrative officer.
- i. I will support and protect school personnel in proper performance of their duties.
- j. I will refer all complaints to the chief administrative officer and will act on such complaints at public meetings only after failure of an administrative solution.

Roll Call

Yes

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

No

None

Absent

Mr. Probasco, Mrs. Sempervive

B. Adoption of Official Newspapers

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

1. Recommend the Board approve the following item:

To authorize the Asbury Park Press and The Trenton Times be adopted as the official newspapers to be used for the advertisement of meetings and legal ads and all other necessary public notifications for the 2017-2018 school year.

Roll Call

Yes

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

No

None

Absent

Mr. Probasco, Mrs. Sempervive

C. Parliamentary Procedures

Mrs. Soles moved with a second by Mr. Surdo that VI.C be approved:

1. Recommend the Board approve the following item:

To adopt Roberts Rules of Order as the official parliamentary procedure manual to be used to conduct meetings and appoint the Board Secretary and Board Attorney to act as the parliamentarians for the 2017-2018 school year.

Roll Call

Yes

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

No

None

Absent

Mr. Probasco, Mrs. Sempervive

D. Board Policies/Regulations

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

1. Recommend the Board approve the following item:

The adoption of all existing Board Policies and Regulations.

Roll Call

Yes

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

No

None

Absent

Mr. Probasco, Mrs. Sempervive

E. Doctrine of Necessity

Mr. Witham moved with a second by Mrs. Soles that VI.E be approved:

1. Recommend the Board approve the following item:

WHEREAS, the School Ethics Act, N.J.S.A. 18AA:12-21 et seq. was enacted by the New Jersey State Legislature to ensure and preserve public confidence in school Board members and school administrators and to provide specific ethical standards to guide their conduct; and

WHEREAS, questions have arisen regarding how a Board should invoke the Doctrine of Necessity when a quorum of a Board of Education has conflicts of interest on a matter required to be voted upon; and

WHEREAS, the School Ethics Commission has provided some guidance in Public Advisory Opinion A03-98 (April 1, 1998) but finds that there is a need to repeat and clarify its opinion; and

WHEREAS, the opinion set forth that, when it is necessary for a Board to invoke the Doctrine of Necessity, the Board should state publicly that it is doing so, the reason that such action is necessary and the specific nature of the conflicts of interest; and

WHEREAS, the opinion further provided that if the Board must invoke the Doctrine of Necessity not just to vote, but also to form a negotiations committee because it is without even three members to serve as a committee, then the Board must determine whether to act as a committee of the whole or to choose a smaller negotiations committee from among its members after stating publicly its reason for doing so as set forth above; and

WHEREAS, in keeping with the Legislative purpose as set forth in N.J.S.A. 18A:12-22(a) the School Ethics Commission views public disclosure of conflicts of interest to be paramount when it is necessary to invoke the Doctrine of Necessity;

NOW THEREFORE BE IT RESOLVED that the School Ethics Commission hereby requires Boards of Education and Charter School Boards of Trustees that must invoke the Doctrine of Necessity to adopt a resolution setting forth that they are invoking the Doctrine, the reason for doing so and the specific nature of the conflicts of interest; and

BE IT FURTHER RESOLVED that Boards of Education and Charter School Boards of Trustees that invoke the Doctrine are directed to read the resolution at a regularly scheduled public meeting, post it where it posts public notices for 30 days and provide the Commission with a copy;

BE IT FURTHER RESOLVED that the Commission shall distribute this Resolution to the county superintendents for distribution to the school districts and charter schools, the New Jersey School Boards Association, the New Jersey Principals and Supervisors Association, the New Jersey Association of School Administrators, the New Jersey Association of School Business Officials and the New Jersey Education Association.

Discussion: Mr. Witham commented on the Doctrine of Necessity.

Roll Call

Yes

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

No

None

Absent

Mr. Probasco, Mrs. Sempervive

VII. APPROVAL OF AGENDA

Mrs. Soles moved with a second by Mr. Surdo that VII.A be approved:

- A. Recommend that the Board approve the reorganization meeting agenda for January 3, 2018.

Roll Call

Yes

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

No

None

Absent

Mr. Probasco, Mrs. Sempervive

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 December 13, 2017.

Roll Call

Yes

Mr. Surdo, Mr. Witham,
Mrs. Potter, Mrs. Septor

No

None

Absent

Mr. Probasco, Mrs. Sempervive

Abstain

Mrs. Soles

IX. DISTRICT HIGHLIGHTS

- A. Board Meeting dates:

The remaining Board of Education meetings will be held: (pending the vote on motion E.1)

February 21, 2018

August 22, 2018

March 14, 2018

September 12, 2018

April 11, 2018

October 10, 2018

May 9, 2018

November 14, 2018

June 20, 2018

December 12, 2018

July 11, 2018

January 2, 2019 (reorganization meeting)

- B. Student Enrollment - None

- C. Fire/Drill/School Security Drills - None

- D. Suspension List – None

X. BOARD OF EDUCATION COMMITTEE REPORTS

Mrs. Soles provided an update on the budget process and preliminary preparations of FY2018-2019.

XI. STUDENT REPRESENTATIVE COMMENTS

Madison Rovedo, Student Representative, commented on the following:

High School

Boys and Girls Basketball

Wrestling
Band marching in Epcot
Academy applications

Middle School

Girls Basketball
Winter Cheerleaders
Volleyball Tournament – January 26, 2018

Elementary School

PTO fundraiser at McDonalds – January 17, 2018
Polar Express

Primary School

Open House on January 16, 2018

XII. SUPERINTENDENT’S COMMENTS

Mr. North, Superintendent, commented on the following:

HIB Report

Upcoming Committee Meetings
Sports events at the middle and high school

XIII. PUBLIC COMMENT ON AGENDA ITEMS - None

XIV. PRESENTATION/AWARDS

- A. New Egypt Middle School Lexus Eco Challenge Team “Pollution Solution”
- B. 2016-2017 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. Surdo moved with a second by Mr. Witham that A.1 – A.7 be approved:

1. Recommend approval of all bills and claims for January 3, 2018, which have been examined by members of the Finance Committee and are presented for approval.
2. Recommend ratification of the transferring of funds, for the period ending November 30, 2017.
3. Recommend approval of the Board Secretary’s Report for the period ending November 30, 2017, and the Treasurer of School Monies Report, for the period ending November 30, 2017.
4. Recommend approval that Pursuant to N.J.A.C. 6A:23A-16.10(c)3, the Business Administrator/Board Secretary, certifies that as of November 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.

5. 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 November 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.
6. Recommend ratification of approval of a contract with Archway Programs to provide education services for the 2017-2018 school year, for student number 202494, at a total cost of \$24,824.00.
7. Recommend approval of an agreement with Teaching Strategies to provide Creative Curriculum, Pre-K training, at a cost of \$2,390.81.

Roll Call

Yes

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

No

None

Absent

Mr. Probasco, Mrs. Sempervive

B. Personnel Motions

Mrs. Soles moved with a second by Mr. Surdo that B.1 – B.6 be approved:

1. Recommend ratification of acceptance of the resignation of Victoria Curtis as a Lunchroom/Playground Monitor at the Dr. Gerald H. Woehr Elementary School, effective December 14, 2017, with regrets.
2. Recommend approval of a Maternity Disability/NJFLA leave of absence for Nina Acquaviva, Mathematics teachers at the New Egypt Middle School, pending medical certification:

<u>LEAVE</u>	<u>FROM</u>	<u>THROUGH</u>
Maternity Disability with pay, with benefits	March 1, 2018	March 12, 2018
NJFLA without pay, with benefits	March 13, 2018	June 1, 2018

3. Recommend ratification of approval of Danielle Sloan, as a leave replacement Science teacher, at the New Egypt Middle School, effective January 2, 2018 through June 15, 2018, or the last day of school, at a per diem rate of \$175.00, with no benefits, 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.
4. Recommend approval of Christopher Balent, as School Safety Specialist for the 2017-2018 school year, effective January 4, 2018, as per the P.L.2017, CHAPTER 162, signed into law by Governor Christie.
5. Recommend ratification of approval to compensate staff members for up to one (1) hour per month for a Mentoring Meeting in District, December 2017 - June 2018, at the contractual rate of \$47.00 per hour, [as per the attached list:](#)
6. Recommend revision and ratification of the sports coaches for the 2017-2018 school year, [as per the attached list:](#)

Roll Call

Yes

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

No

None

Absent

Mr. Probasco, Mrs. Sempervive

C. Policy

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

1. Recommend approval of the first reading of Policy 2431.5, Personal Athletic Equipment Helmet.

Roll Call

Yes

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

No

None

Absent

Mr. Probasco, Mrs. Sempervive

D. Professional Development/Travel Reimbursements

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

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

Roll Call

Yes

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

No

None

Absent

Mr. Probasco, Mrs. Sempervive

E. Other Motion

Mrs. Potter moved with a second by Mrs. Soles that E.1 – E.7 be approved:

1. Recommend receipt of the HIB (Harassment, Intimidation and Bullying) Report on January 3, 2018, by the Board of Education.
2. Recommend approval of [resolution 2017-2018 No. 3](#), Open Public Meeting Act.
3. Recommend approval of student observers/interns and their assignments, [as per the attached](#):
4. 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](#):
5. Recommend approval of Tender Smiles 4 Kids to provide an presentation/assembly on “Oral Health” to the New Egypt Primary School on March 14, 2018 & March 15, 2018, at no cost to the Board of Education.

6. Recommend ratification of approval for Diane Jarvis, Learning Disability Teacher Consultant to allow her dog Riley, to accompany her to school to provide services in individual classrooms throughout the district, pending receipt of required documentation.
7. Recommend ratification of approval for Thomas Chemris, School Social Worker to allow his dog Kasey, to accompany him to school to provide services in individual classrooms at the New Egypt Middle School, pending receipt of required documentation.

Roll Call

Yes

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

No

None

Absent

Mr. Probasco, Mrs. Sempervive

F. Facilities

G. Field Trips

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

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

Roll Call

Yes

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

No

None

Absent

Mr. Probasco, Mrs. Sempervive

XVI. PUBLIC COMMENT ON ANY SCHOOL RELATED TOPIC - None

XVII. NEW BUSINESS

XVIII. OLD BUSINESS

XIX. BOARD OF EDUCATION COMMENTS

Mrs. Soles congratulated Mrs. Septor as Board President.

Mrs. Septor gave thanks for the honor of Board President.

Mrs. Soles made a motion to adjourn at 8:20 p.m.

Seconded by Mr. Witham, Passed unanimously.

Sean Gately
Business Administrator/Board Secretary