

PLUMSTED TOWNSHIP BOARD OF EDUCATION
REGULAR MEETING
November 13, 2019
6:30 p.m. Executive Session
7:30 p.m. Anticipated Public Session
NEW EGYPT PRIMARY 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.

2019-2020 Board of Education Goals

1. Plumsted Township Board of Education will support Year 3 of the Plumsted Township School District Strategic Plan strategies and projected outcomes from administration and all the Board of Education Community Committees. The Board of Education will receive quarterly updates from administration, Professional Efficacy Committee, Student Success Committee, 21st Century Curriculum Committee, The Warrior Broadcasting Network and the Warrior 2022 Committee concerning student performance, district performance, school culture, fiscal needs and community concerns. Decisions concerning curricula, personnel, facilities and budgeting concerning Year 4 initiatives and strategies will be developed by the Board of Education and District Administration after a review of the Year 3 progress.
2. Plumsted Township Board of Education will support the continued development and implementation of the Warrior Personalized Learning Curriculum to enhance the facilitation of learning in grades 6-11. The Board of Education will receive quarterly updates from building and central office administration concerning student growth and year to year comparisons of student data on state and national standardized assessments, as well as trends in personalized learning in the Plumsted Township School District. This information will be evaluated and used to determine recommendations by the Board of Education for the 2020-2021 school year.
3. Plumsted Township Board of Education will become familiarized and receive monthly updates on the implementation of the new K-5 Math program, Bridges. The BOE will receive an overview of the program and how it will correct the needs that have developed in the district K-8 math performance of our students. The Board of Education will receive mid-year and end of year data concerning the growth of the students.
4. Plumsted Township Board of Education will structure a timeline for a comprehensive search, advertise and compile a list of qualified individuals, create a thorough and fair interview process and vet all finalists with the goal to have a superintendent in place on July 1, 2020.

2019-2020 District Goals

1. Plumsted Township School District will research, develop and implement the Year 3 goal and strategies of the Plumsted Township School District Strategic Plan. The Superintendent, central office and building administration will work in conjunction with the Board of Education Community Committees to develop the goal of improved Customer Service as the focal point for the Year 3 strategies. Administration and Committees will report quarterly as to the outcomes achieved and the effect on the successful implementation of the initiatives. The BOE and administration will use the data gathered to make decisions about Year 4 of the Strategic Plan.
2. Plumsted Township School District will continue to research, develop and implement the Warrior Personalized Learning Curriculum to enhance the facilitation of learning in grades 6-11. The administration and professional staff will gather data concerning student growth during the school year, as well as year to year data on state and national assessments to determine trends in our district.
3. Plumsted Township School District will train, implement and evaluate staff and students as to effectiveness the new K-5 Math program, Bridges. The district will gather data to determine if the weaknesses and holes found through evaluation of current student performance is improved effectively with professional development and new resources. The district and building administration will make an initial presentation to Board of Education and will follow up with mid-year and end of year date and evaluation as to the effectiveness of the program.

Board of Education approval September 11, 2019

I. CALL TO ORDER

Mrs. Septor, President, called the meeting to order at 6:32 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. 2018-3, 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. Septor	Present
Mr. Surdo	Absent
Mr. Burnett	Present
Mr. Kudrick	Present
Mrs. Potter	Present
Mrs. Sempervive	Absent
Mr. Witham	Absent

ALSO PRESENT

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

Mr. Burnett made a motion to go into executive session at 6:34 p.m. for the purpose of discussing personnel and collective negotiations.
Seconded by Mr. Kudrick, 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 any requirement for confidentiality.

Mr. Burnett made a motion to go out of executive session at 7:31 p.m.
Seconded by Mr. Kudrick, Passed unanimously.

V. ROLL CALL

Mrs. Septor	Present
Mr. Surdo	Absent
Mr. Burnett	Present
Mr. Kudrick	Present
Mrs. Potter	Present
Mrs. Sempervive	Absent
Mr. Witham	Absent

ALSO PRESENT

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

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

VII. APPROVAL OF AGENDA

Mrs. Potter moved with a second by Mr. Burnett that VII.A be approved:

A. Recommend that the Board approve the regular meeting agenda for November 13, 2019.

Roll Call

Yes	Mrs. Potter, Mr. Burnett, Mr. Kudrick, Mrs. Septor
No	None
Absent	Mrs. Sempervive, Mr. Witham, Mr. Surdo

VIII. APPROVAL OF MINUTES

Mr. Kudrick 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 October 16, 2019.

Roll Call

Yes	Mr. Kudrick, Mrs. Potter, Mr. Burnett, Mrs. Septor
No	None
Absent	Mrs. Sempervive, Mr. Witham, Mr. Surdo

IX. DISTRICT HIGHLIGHTS

A. Board Meeting dates:

The remaining Board of Education meetings will be held:

December 11, 2019	January 8, 2020 (reorganization meeting)
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- B. [Student Enrollment](#)
- C. [Fire/Drill/School Security Drills](#)
- D. [Suspension List](#)
- X. BOARD OF EDUCATION COMMITTEE REPORTS - None
- XI. STUDENT REPRESENTATIVE COMMENTS
Anthony Surdo, Student Representative, commented on the following:

High School

Sports Update
Respect Week
Spirit Week
Red Ribbon Week
20th Anniversary Celebration
Band & Chorus Concert
No Shave November
NEHS Newspaper
Winter Wonderland
Business Academy

Middle School

American Education Month
Parent/Teacher Conferences
Student Council Annual Halloween Dance
Annual Food Drive
Toys for Tots

Elementary School

Unity Day
Positive Partner Program
Pumpkin Patch
Annual Halloween Parade
5th Grade Dance
Parent/Teacher Conferences
Veterans Day Program
Book Fair
American Education Week

- XII. SUPERINTENDENT'S COMMENTS
Mr. North, Superintendent, commented on the following:

HIB Report
NEHS 20th Anniversary Celebration
Thanksgiving Football Game at Bordentown
Board of Education Committees
Board of Education Meeting
Band & Chorus Concert

Winter Wonderland
Food Drives
Fall Sports

XIII. PRESENTATIONS/AWARDS

XIV. PUBLIC COMMENT ON AGENDA ITEMS – None

XV. SUPERINTENDENT’S AGENDA

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

A. Finance Motions

Mr. Burnett moved with a second by Mr. Kudrick that A.1 – A.11 be approved:

1. Recommend approval of all bills and claims for November 13, 2019, 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 13, 2019, which required handwritten checks after the October 16, 2019, 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 September 30, 2019.
4. Recommend approval of the Board Secretary’s Report for the period ending September 30, 2019, and the Treasurer of School Monies Report, for the period ending September 30, 2019.
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, 2019, 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, 2019, 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 ratification of approval of a transportation jointure with Millstone Township School District (Host) and the Plumsted Township School District (Joiner) to provide a floater bus driver for the 2019-2020 school year, at a cost of \$21,982.51.
8. Recommend approval for Curriculum Associates to provide 15 i-Ready Teacher Reading and Math Toolboxes to the New Egypt Middle School and New Egypt High School, at a total cost of \$663.00, to be paid from the Title I funding.
9. Recommend approval for Heinemann Professional Workshops to provide four (4) full days of professional learning, coaching and observing LLI, for the Dr. Gerald H. Woehr Elementary School Staff, at a cost of \$2,600.00 per day, not to exceed \$10,400.00.

10. Recommend approval of a grant application for Hackensack Meridian Health titled “Take Vape Away” in the amount of \$7,000.00.
11. Recommend the Board approve the following resolution:

WHEREAS, in accordance with the competitive contracting provisions of N.J.S.A. 18A:18A-4.1 et seq.; the Business Administrator requests that the Board of Education authorizes the use of Competitive Contracting for the solicitation of a provider of Substitute Staffing Services; and

BE IT FURTHER RESOLVED, that the Board of Education authorizes the Business Administrator to utilize Competitive Contracting pursuant to N.J.S.A. 18A:18A-4.1 et seq. to issue a request for proposal for Substitute Staffing Services.

Roll Call

Yes	Mr. Burnett, Mr. Kudrick, Mrs. Potter, Mrs. Septor
No	None
Absent	Mrs. Sempervive, Mr. Witham, Mr. Surdo

B. Personnel Motions

Mr. Potter moved with a second by Mr. Burnett that B.1 – B.15 be approved:

1. Recommend approval of a Title 10 Military leave of absence for Ginger White, Dr. Gerald H. Woehr Elementary School teacher:

<u>LEAVE</u>	<u>FROM</u>	<u>THROUGH</u>
Title 10 Military with pay, with benefits	November 19, 2019	November 21, 2019

2. Recommend approval of a Maternity/Disability/NJFLA leave of absence for Kaitlynn Panacek, New Egypt High School Science teacher:

<u>LEAVE</u>	<u>FROM</u>	<u>THROUGH</u>
Maternity/Disability with pay, with benefits	March 16, 2020	April 23, 2020
Maternity/Disability without pay, with benefits	April 24, 2020	April 27, 2020
NJFLA Leave without pay, with benefits	April 28, 2020	June 19, 2020 or the last day of school

3. Recommend approval of a NJFLA leave of absence for Michael Forina, New Egypt High School Math teacher.

<u>LEAVE</u>	<u>FROM</u>	<u>THROUGH</u>
NJFLA with pay, with benefits	December 2, 2019	December 4, 2019

4. Recommend ratification of approval of Helga Brannick as a leave replacement Basic Skills teacher at the New Egypt Middle School, effective November 4, 2019 through January 20, 2020 at a per diem rate of \$175.00 per day, 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.
5. Recommend ratification of approval of Barbara Marrazo as a part-time Special Education teacher at the Dr. Gerald H. Woehr Elementary School, effective November 4, 2019 at a salary of \$28,023.47, prorated, 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.
6. Recommend ratification of the revised administrative staff and their salaries, for the 2019-2020 school year, [as per the attached list](#):
7. Recommend ratification of approval for Thomas Corby to mentor Kayla Drake during the 2019-2020 school year.
8. Recommend ratification of approval to compensate staff members to attend a mindALIGNED meeting, after school on October 24, 2019, at the Dr. Gerald H. Woehr Elementary School, [as per the attached list](#):
9. Recommend ratification of approval to compensate staff to present at the Title I Parent meeting, at the Dr. Gerald H. Woehr Elementary School on October 29, 2019, [as per the attached list](#):
10. Recommend ratification of approval for staff to Create Writer's Workshop Goal Setting Tool Kits, after contractual hours, at a rate of \$40.00 per hour, not to exceed 2.5 hours, [as per the attached list](#):
11. Recommend ratification of approval of the extra-curricular staff for the 2019-2020 school year, [as per the attached list](#):
12. Recommend approval to compensate staff members to participate in the Title III Parent Advisory Night on January 22, 2020 and May 20, 2020, at the Dr. Gerald H. Woehr Elementary School, at the non-instructional rate of \$40.00 per hour, not to exceed 2 hours per night, [as per the attached list](#):
13. Recommend approval to compensate Mariya Navarrette for Kindergarten BSI Programming Review, at the rate of \$40.00 per hour, not to exceed 6.5 hours, per the PTEA contract.
14. Recommend approval to compensate staff members to plan, organize and attend the Title I Family Literacy Night at the Dr. Gerald H. Woehr Elementary School on January 15, 2020 (inclement weather date January 23, 2020), [as per the attached list](#):
15. Recommend approval of the Sports Coaches for the 2019-2020 school year, [as per the attached list](#):

Roll Call

Yes

No

Absent

Mrs. Potter, Mr. Burnett,

Mr. Kudrick, Mrs. Septor

None

Mrs. Sempervive, Mr. Witham,

Mr. Surdo

C. Policy

Mrs. Potter moved with a second by Mr. Kudrick that C.1 – C.20 be approved:

1. Recommend approval of the second reading of [Policy 1642](#), Earned Sick Leave Law.
2. Recommend approval of the second reading of [Regulation 1642](#), Earned Sick Leave Law.
3. Recommend approval of the second reading of [Policy 3159](#), Teaching Staff Member/School District Reporting Responsibilities.
4. Recommend approval of the second reading of [Policy 3218](#), Use, Possession, or Distribution of Substances - Teaching Staff Members.
5. Recommend approval of the second reading of [Regulation 3218](#), Use, Possession, or Distribution of Substances - Teaching Staff Members.
6. Recommend approval of the second reading of [Policy 4218](#), Use, Possession, or Distribution of Substances - Support Staff Members.
7. Recommend approval of the second reading [Regulation 4218](#), Use, Possession, or Distribution of Substances - Support Staff Members.
8. Recommend approval of the second reading of [Policy 4219](#), Commercial Driver's License Controlled Substance and Alcohol Use Testing.
9. Recommend approval of the second reading of [Policy 5517](#), School District Issued Student Identification Cards.
10. Recommend approval of the second reading of [Policy 6112](#), Reimbursement of Federal and Other Grant Expenditures.
11. Recommend approval of the second reading of [Regulation 6112](#), Reimbursement of Federal and Other Grant Expenditures.
12. Recommend approval of the second reading of [Policy 7440](#), School District Security.
13. Recommend approval of the second reading of [Regulation 7440](#), School District Security.
14. Recommend approval of the second reading of [Policy 8600](#), Student Transportation.
15. Recommend approval of the second reading of [Regulation 8600](#), Student Transportation.
16. Recommend approval of the second reading of [Policy 8630](#), Bus Driver/Bus Aide Responsibility.
17. Recommend approval of the second reading of [Regulation 8630](#), Emergency School Bus Procedures.
18. Recommend approval of the second reading of [Policy 8670](#), Transportation of Special Needs Students.
19. Recommend approval of the second reading of [Policy 9210](#), Parent Organizations.
20. Recommend approval of the second reading of [Policy 9400](#), Media Relations.

Roll Call

Yes

Mrs. Potter, Mr. Kudrick,
Mr. Burnett, Mrs. Septor

No

None

Absent

Mrs. Sempervive, Mr. Witham,
Mr. Surdo

D. Professional Development/Travel Reimbursements

Mr. Burnett moved with a second by Mr. Kudrick that D.1 be approved:

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

Roll Call

Yes

Mr. Burnett, Mr. Kudrick,
Mrs. Potter, Mrs. Septor

No

None

Absent

Mrs. Sempervive, Mr. Witham,
Mr. Surdo

E. Other Motion

Mrs. Potter moved with a second by Mr. Burnett that E.1 – E.8 be approved:

1. Recommend receipt of the HIB (Harassment, Intimidation and Bullying) Report on November 13, 2019, by the Board of Education.
2. Recommend approval of the 2019-2020 Nursing Services Plan.
3. Recommend approval and submission of the School Safety and Security Plan Annual Review Statement of Assurance to the County Office of Education.
4. Recommend approval for Diane Jarvis, District LDTC, to utilize a therapy dog during the 2019-2020 school year, pending all licensing, shot records and insurance be current and received by the Plumsted Township Board of Education.
5. Recommend approval for student volunteers of the Dr. Gerald H. Woehr Elementary School, New Egypt Middle School and New Egypt High School to perform a winter caroling performance at Big Woods Nursery in New Egypt, NJ, under the guidance of Mr. Ken Beere on December 14, 2019, from 10:30 a.m. - 11:30 a.m., and at no cost to the Board of Education.
6. Recommend that the Board accept the donation of a Kimball Piano from John & Carolyn Magnotta, for the high school music program, valued at approximately \$1,000.00.
7. Recommend that the Board accept the donation of a CPR Training Kit from Andrea Mrusek, Regional Director of the American Heart Association for the middle school, valued at approximately \$649.00.
8. Recommend that the Board accept the donation of a Canon Vixia r80 camera from Rob Chamberlain, alumni of New Egypt High School for the athletic department, valued at approximately \$200.00.

Roll Call

Yes

Mrs. Potter, Mr. Burnett,
Mr. Kudrick, Mrs. Septor

No

None

Absent

Mrs. Sempervive, Mr. Witham,
Mr. Surdo

F. Facilities

G. Field Trips

Mr. Burnett moved with a second by Mr. Kudrick that G.1 be approved:

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

Roll Call

Yes

Mr. Burnett, Mr. Kudrick,
Mrs. Potter, Mrs. Septor

No

None

Absent

Mrs. Sempervive, Mr. Witham,
Mr. Surdo

XVI. PUBLIC COMMENT ON ANY SCHOOL RELATED TOPIC – None

XVII. NEW BUSINESS

- Standard & Poor's Credit Rating Downgrade

XVIII. OLD BUSINESS

XIX. BOARD OF EDUCATION COMMENTS

Mr. Burnett commented that the Back to School Night was phenomenal.
Mrs. Septor wished everyone a Happy Thanksgiving.

Mr. Kudrick made a motion to adjourn at 7:49 p.m.
Seconded by Mr. Burnett, Passed unanimously.

Sean Gately
Business Administrator/Board Secretary