

PLUMSTED TOWNSHIP BOARD OF EDUCATION
REGULAR MEETING
May 13, 2020
6:30 p.m. Executive Session
7:30 p.m. Anticipated Public Session
REMOTE MEETING

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 the 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 the 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

Mr. Burnett, 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. 2019-1, 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

Mr. Burnett	Present
Mrs. Soles	Present
Mr. Kudrick	Present
Mrs. Potter	Present
Mrs. Sempervive	Present
Mrs. Septor	Present
Mr. Witham	Present

ALSO PRESENT

- Mr. North, Superintendent
- Mr. Gately, Business Administrator/Board Secretary
- Mr. Supsie, Board Attorney (arrived to the meeting at 6:33 p.m.)

Mr. Kudrick made a motion to go into executive session at 6:35 p.m. for the purpose of discussing personnel.
Seconded by Mrs. Potter 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.

Mrs. Potter made a motion to go out of executive session at 7:36 p.m.
Seconded by Mr. Kudrick, Passed unanimously.

V. ROLL CALL

Mr. Burnett	Present
Mrs. Soles	Present
Mr. Kudrick	Present
Mrs. Potter	Present
Mrs. Sempervive	Present
Mrs. Septor	Present
Mr. Witham	Present

ALSO PRESENT

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

VI. FLAG SALUTE – Mr. Burnett led all in the salute to the flag.

VII. APPROVAL OF AGENDA

Mr. Kudrick moved with a second by Mr. Witham that VII.A be approved:

A. Recommend that the Board approve the regular meeting agenda for May 13, 2020.

Roll Call

Yes

Mr. Kudrick, Mr. Witham,
 Mrs. Potter, Mrs. Sempervive,
 Mrs. Septor, Mrs. Soles,
 Mr. Burnett

No

None

VIII. APPROVAL OF MINUTES

Mrs. Sempervive moved with a second by Mr. Kudrick that VIII.A, VIII.B and VIII.C be approved:

A. The minutes are presented for necessary correction and approval for the special meeting on March 31, 2020, as amended.

B. The minutes are presented for necessary correction and approval for the regular meeting on April 8, 2020.

C. The minutes are presented for necessary correction and approval for the special meeting on April 15, 2020.

Roll Call

Yes

Mrs. Sempervive, Mr. Kudrick,
 Mrs. Potter, Mrs. Septor,
 Mr. Witham, Mrs. Soles (with the exception of VIII.A,
 due to nepotism policy)
 Mr. Burnett

No

None

Abstain

Mrs. Soles (VIII.A due to nepotism policy)

IX. DISTRICT HIGHLIGHTS

A. Board Meeting dates:

The remaining Board of Education meetings will be held:

June 10, 2020	October 14, 2020
July 8, 2020	November 18, 2020
August 12, 2020	December 16, 2020
September 9, 2020	January 6, 2021 (reorganization meeting)

B. Student Enrollment

C. Fire/Drill/School Security Drills

D. Suspension List

X. BOARD OF EDUCATION COMMITTEE REPORTS

Mrs. Soles commented that they will move forward with the approval of the first and second read polices.

XI. STUDENT REPRESENTATIVE COMMENTS

Anthony Surdo, Student Representative, commented on the following:

Virtual Field Trips

Videos from staff with message for students

High School

Mr. Sawicki's Throwback Thursday Videos

AP Testing

Senior Tiles

Star War Video

Friday – Office Hours

Virtual Field Trips – Sports Center, Paris, Machu Picchu, Peru

Middle School

Tik Tok Challenge with elementary school

Daily News Challenges

8th grade picking up their belongings, caps and gowns

Students creating coronavirus mask for Science project

Ms. Malloy organized an Art Challenge

Daily News from Mrs. Occhiuzzo

Students and staff honored Nurses Day to Mrs. vonHarten

Elementary School

Tik Tok Challenge with middle school

Morning announcements feature daily challenges for students and staff

Teachers are schedule to collect and bag student's personal items.

Pass the cupcake video for Principals Day

XII. SUPERINTENDENT'S COMMENTS

Mr. North, Superintendent, commented on the following:

HIB Report
ParentsSquare
Cleaning of Schools
End of Year Activities

XIII. PRESENTATIONS/AWARDS

XIV. PUBLIC COMMENT ON AGENDA ITEMS

Jamie Meroney, PTEA President, commented on the Superintendent and Director of Literacy positions, motion B.4 on the reduction of staff and the title “Coordinator of Athletics”.

Kristine Romano, 821 Rte 539, New Egypt, NJ, commented that the teachers are amazing. She asked why we are hiring an Acting Superintendent and not an actual Superintendent.

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. Soles that A.1 – A.19 be approved, as amended (A.15):

1. Recommend approval of all bills and claims for May 13, 2020, which have been examined by members of the Finance Committee and are presented for approval.
2. Recommend approval of all bills and claims for May 13, 2020, which required handwritten checks after the April 8, 2020, 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 March 31, 2020.
4. Recommend approval of the Board Secretary’s Report for the period ending March 31, 2020, and the Treasurer of School Monies Report, for the period ending March 31, 2020.
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 March 31, 2020, 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 March 31, 2020, 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 professional contract with Holman Frenia Allison, P.C. to provide auditing services from July 1, 2020 through June 30, 2021, 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 contributions through the term of the contract, at a cost not to exceed \$28,500.00.

8. Recommend approval of an amendment to the contract with Edvocate Inc. to provide consulting services for the District's Custodial Facilities Services Program from July 1, 2020 through June 30, 2021, at a cost of \$5,184.00.
9. Recommend approval of an agreement with Frontline Education to provide IEP-Direct from July 1, 2020 through June 30, 2021, at a cost of \$13,797.19.
10. Recommend approval of a contract with Comcast to provide internet access from July 1, 2020 through June 30, 2023, at a rate per month of \$1,695.00.
11. Recommend renewal of a contract with Nutri-Serve Food Management, Inc. to provide food service management services for the 2020-2021 school year at a flat fee of \$23,327.50 and a breakeven guarantee.
12. Recommend approval to submit the application for the 2020 Safety Grant Program through the New Jersey Insurance Group's MOCSSIF Subfund in the amount of \$6,185.50.
13. Recommend approval of the 2020-2021 Annual Tuition Schedule, as follows:

Preschool-K/K	\$14,660.00
Grade 1-5	\$15,534.00
Grade 6-8	\$15,532.00
Grade 9-12	\$16,757.00
Multiple Disabled	\$46,594.00
Pre-K Disabled (Part-Time)	\$11,587.00

14. Recommend approval of financial institutions to be designate as depositories of record for the Plumsted Township Schools Board of Education accounts for the 2020-2021 school year, as follows:
 - a. TD Bank
 - b. New Jersey Arbitrage Rebate Management
 - c. New Jersey Cash Management
15. Recommend approval for the establishment of the following petty cash imprest accounts, for the 2020-2021 school year, and each transaction shall not exceed \$50.00, as amended:

Athletics - Supervisor of Athletics	\$300.00
Buildings and Grounds - Coordinator of Buildings, Grounds and Operations	\$300.00
Business Office - Business Administrator	\$300.00
Cafeteria - Manager of Cafeteria	\$370.00
Community Education - Coordinator of Community Education	\$200.00
Curriculum & Instruction - Director of Curriculum & Instruction	\$300.00
Elementary School - Principal	\$300.00
High School - Principal	\$300.00
Middle School - Principal	\$300.00

16. Recommend approval of the Tax Shelter and Annuity Companies/Brokers, for the 2020-2021 school year, at no cost to the Board of Education, as follows:
 - a. AXA Equitable
 - b. Lincoln Investment
 - c. Met Life
 - d. Met Life Annuity
 - e. Met Life Investor
17. Recommend approval of the Disability Plans, for the 2020-2021 school year, at no cost to the Board of Education, as follows:
 - a. Aflac Insurance
 - b. AIG American General
 - c. Colonial Insurance
 - d. Prudential Insurance
18. Recommend approval of the Uniform Minimum Chart of Accounts for the New Jersey Public Schools.
19. Recommend approval Authorizing the Procurement of Goods and Services through State Agency for the 2020-2021 school year.

Roll Call

Yes

Mr. Witham, Mrs. Soles,
Mr. Kudrick, Mrs. Potter,
Mrs. Sempervive, Mrs. Septor,
Mr. Burnett

No

None

B. Personnel Motions

Mr. Burnett congratulated Michelle Halperin-Krain as Acting Superintendent.

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

1. Recommend acceptance of the resignation of Christopher Balent, Supervisor of Athletics effective June 30, 2020, with regrets.
2. Recommend approval of the employment contract for Michelle Halperin-Krain as Acting Superintendent, from July 1, 2020 through June 30, 2021, at a salary of \$161,044.00, pending approval by the Commissioner of Education.
3. Recommend acceptance of the resignation of Melissa Galaz, Paraprofessional at the New Egypt High School, effective June 30, 2020, with regrets.
4. Recommend approval that pursuant to N.J.S.A. 18A:28-9, the Plumsted Township Board of Education reduces the number of teaching staff members employed in the district by 1.5 teaching staff members based upon the judgement of the Plumsted Township Board of Education that is advisable to abolish and/or reduce such positions for reasons of economy as a result of the reduction in State Aid to the Plumsted Township School District for the 2020-2021 school year with the reduction in force to become effective for the 2020-2021 school year and with the employment of all affected teaching staff members to terminate June 30, 2020.
5. Recommend renewal of the tenured administrative staff and their salaries for the 2020-2021 school year, [as per the attached list:](#)

6. Recommend renewal of the non-tenured administrative staff and their salaries for the 2020-2021 school year, [as per the attached list](#):
7. Recommend renewal of the tenured certified staff and their salaries for the 2020-2021 school year, [as per the attached list](#):
8. Recommend renewal of the non-tenured certified staff and their salaries for the 2020-2021 school year, [as per the attached list](#):
9. Recommend renewal of the contracted secretarial staff and their salaries for the 2020-2021 school year, [as per the attached list](#):
10. Recommend renewal of the contracted paraprofessionals and their salaries for the 2020-2021 school year, [as per the attached list](#):
11. Recommend approval of the extra-curricular staff for the 2020-2021 school year, [as per the attached list](#):
12. Recommend approval that the Plumsted Township Board of Education hereby continues membership in the New Jersey School Boards Association for the 2020-2021 school year.
13. Recommend approval that Michelle Halperin-Krain, Acting Superintendent of Schools, and Sean Gately, Business Administrator/Board Secretary of the Plumsted Township School District or their designees, be designated as the Board's agents to request State and Federal funds under the existing State and Federal Laws.
14. Recommend approval of the current Affirmative Action Grievance Procedures for the 2020-2021 school year.
15. Recommend that the Board of Education approve Sean Gately, Business Administrator/Board Secretary as School Funds Investor pursuant to N.J.S.A. 17:12B-241 for the 2020-2021 school year.
16. Recommend approval that Sean Gately, Business Administrator/Board Secretary, be designated as the Board of Education's Claims Auditor with authority, as provided by 18A:19-2 amended; to direct prepayment of claims for Debt Service, Payroll, Fixed Charges and any other claim or demand with would be in the best interests of the Board to pay promptly for the 2020-2021 school year.
17. Recommend approval that as provided by N.J.S.A. 18A:22-801 amended, Michelle Halperin-Krain, be designated as Acting Chief School Administrator to approve such line item budget transfers as are necessary between Board of Education meetings, and that such transfers shall be reported to the Board of Education, ratified and duly recorded in the minutes of such meetings not less than monthly for the 2020-2021 school year.
18. Recommend approval that the Plumsted Township Public School District Board of Education appoints Sean Gately, Business Administrator/Board Secretary as the third party administrator to monitor compliance with the District's 457B Deferred Compensation Plans, at no cost to the district for the 2020-2021 school year.
19. Recommend approval of signatures to appear on all disbursements for the 2020-2021 school year, as follows:
 - a. General Operating - Board President, Board Secretary and Treasurer
 - b. NJ Arm Accounts - Board Secretary and Treasurer
 - c. NJ Cash Management - Board Secretary and Treasurer
 - d. Agency Account - Board Secretary and Treasurer
 - e. Payroll Account - Board Secretary and Treasurer
 - f. Unemployment Account - Board Secretary and Treasurer
 - g. Student Activities Account - Board Secretary and Principal or Assistant Principal

20. Recommend approval of the following district appointments for the 2020-2021 school year:

- a. Attendance Officer: Michelle Halperin-Krain
- b. Application Officer: Michelle Halperin-Krain
- c. Board Secretary: Sean Gately
- d. District Qualified Purchasing Agent: Sean Gately
- e. District Purchasing Agent: Sean Gately
- f. Agency Compliance Officer: Sean Gately
- g. PACO Officer: Sean Gately
- h. Custodian of School Records: Sean Gately
- i. Title IX Compliance Officer: Sean Gately
- j. Treasurer of School Monies: Frank Frazee
- k. Affirmative Action Officer Curriculum & Instruction: Michelle Halperin-Krain
- l. Title IX Curriculum and Classroom Practices Compliance Officer: Michelle Halperin-Krain
- m. Affirmative Action Officer Personnel and Employment: Michelle Halperin-Krain
- n. District Test Coordinator: Jessica Drucker
- o. Title IX Personnel and Employment Practices Compliance Officer: Michelle Halperin-Krain
- p. Title IX Student Matter Compliance Officer: Jessica Drucker
- q. 504 Committee Officer: Jessica Drucker
- r. DCP&P (Div. of Child Protection and Permanency) Liaison: Petria Funes
- s. Asbestos Management Officer: Joseph Occhiuzzo
- t. Health and Safety Designee: Joseph Occhiuzzo
- u. Indoor Air Quality Designee: Joseph Occhiuzzo
- v. Integrated Pest Management Coordinator: Joseph Occhiuzzo
- w. Right to Know Officer: Joseph Occhiuzzo
- x. Chemical Hygiene Officer: Joseph Occhiuzzo
- y. AHERA Coordinator: Joseph Occhiuzzo
- z. District Homeless Liaison: Petria Funes
- aa. School Safety Specialist: Marco Peralta
- bb. Student Assistance Coordinator: Thomas Chemris
- cc. District Anti-Bullying Coordinator: Tara Nesbihal

Roll Call

Yes

Mrs. Potter, Mr. Witham,
Mr. Kudrick, Mrs. Sempervive,
Mrs. Septor, Mrs. Soles (with the exception of B.1, B.2,
B.5-B.10, B.13, B.17, B.20)
Mr. Burnett

No

None

Abstain

Mrs. Soles (abstain on B.1, B.2, B.5-B.10, B.13, B.17, B.20)

C. Policy

Mrs. Soles moved with a second by Mrs. Sempervive that C.1 – C.10 be approved:

- 1. Recommend approval of the first reading of Policy 5330, Administration of Medication.
- 2. Recommend approval of the first reading of Regulation 5330, Administration of Medication.
- 3. Recommend approval of the first reading of Policy 7243, Supervision of Construction.

4. Recommend approval of the first reading of Policy 8210, School Year.
5. Recommend approval of the first reading of Policy 8220, School Day.
6. Recommend approval of the first reading of Regulation 8220, School Closings.
7. Recommend approval of the first reading of Policy 8462, Reporting Potentially Missing or Abused Children.
8. Recommend approval of the second reading of [Bylaw 0152](#), Board Officers.
9. Recommend approval of the second reading of [Policy 1581](#), Domestic Violence.
10. Recommend approval of the second reading of [Regulation 1581](#), Domestic Violence.
11. Recommend approval of the second reading of [Policy 2422](#), Health and Physical Education.
12. Recommend approval of the second reading of [Policy 3421.13](#), Postnatal Accommodations. (Teaching Staff)
13. Recommend approval of the second reading of [Policy 4421.13](#), Postnatal Accommodations. (Support Staff)

Roll Call

Yes

Mrs. Soles, Mrs. Sempervive,
Mr. Kudrick, Mrs. Potter,
Mrs. Septor, Mr. Witham,
Mr. Burnett

No

None

D. Professional Development/Travel Reimbursements

E. Other Motion

Mr. Kudrick 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 May 13, 2020, by the Board of Education.
2. Recommend approval of student teacher interns/observers and their assignments, [as per the attached list](#):
3. Recommend approval of the job descriptions for the 2020-2021 school year.
4. Recommend approval of Parliamentary Procedures.
5. Recommend approval of the following appointments:
 - a. Insurance Broker of Record - Property & Casualty - Boynton & Boynton
 - b. Broker of Record - Employee Benefits - LDP Consulting Group, Inc. (Brown & Brown)
 - c. Official newspaper for the purpose of advertising - Asbury Park Press
6. Recommend approval that the designated posting locations be the main office of all four schools and the Board Secretary's office.
7. Recommend adoption of the Code of Ethics in accordance with N.J.S.A. 18A:12-24.1.

8. Recommend approval of the Doctrine of Necessity.
9. Recommend approval of the District Purchasing Manual.
10. Recommend approval of the 2020-2021 District Emergency Management Plan.
11. Recommend approval of the 2020-2021 Indoor Air Quality Plan.
12. Recommend approval of the 2020-2021 Biosecurity Plan.
13. Recommend approval of the 2020-2021 Integrated Pest Management Plan.
14. Recommend approval that the Board of Education hereby establishes a photocopy fee of five cents (\$.05) per letter size page or smaller and seven cents (\$.07) per page for legal size or larger for the 2020-2021 school year.

Roll Call

Yes

Mr. Kudrick, Mrs. Potter,
Mrs. Sempervive, Mrs. Septor,
Mr. Witham, Mrs. Soles,
Mr. Burnett

No

None

F. Facilities

Mr. Kudrick moved with a second by Mr. Witham that F.1 be approved:

1. Recommend approval to operate the Summer Offerings Camps, at no cost to the Board of Education, [as per the attached:](#)

Roll Call

Yes

Mr. Kudrick, Mr. Witham,
Mrs. Potter, Mrs. Sempervive,
Mrs. Septor, Mrs. Soles,
Mr. Burnett

No

None

G. Field Trips

XVI. PUBLIC COMMENT ON ANY SCHOOL RELATED TOPIC

XVII. NEW BUSINESS

XVIII. OLD BUSINESS

XIX. BOARD OF EDUCATION COMMENTS

The Board welcomed Michelle Halperin-Krain as Acting Superintendent. Anthony Surdo, student representative, congratulated Mrs. Halperin-Krain. Mrs. Sempervive thanked the teachers and administrators for all they do.

Mrs. Soles made a motion to adjourn at 8:12 p.m.
Seconded by Mr. Witham, Passed unanimously.

Sean Gately
Business Administrator/Board Secretary