

PLUMSTED TOWNSHIP BOARD OF EDUCATION  
REGULAR MEETING  
September 11, 2013  
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 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.

**District Goals**

**Student Achievement**

To provide ongoing support to the instructional program, with a focus on student learning outcomes, by working closely with the administration, faculty staff and community to increase and improve student achievement

**Curriculum and Instruction**

To continue to conduct a comprehensive review of curriculum and instruction throughout the district k-12 and begin to implement curriculum changes based on schedule from New Jersey Department of Education and the Common Core Standards

**Technology**

To increase the use of technology as a classroom instructional tool and expand opportunities for students to engage in 21st century learning activities

**District Communications, Operations and Public Relations**

To improve communications with stakeholders (staff, students, Board, parents and community members)

**Board Goals**

**New Jersey Sustainable Schools Project Grant**

Mission Statement: To foster a connected green community in which students develop into-life-long environmental stewards

**Demographics**

To continue to monitor demographic and enrollment information to determine the impact on class size and facility usage

**Alumni Association**

Develop a student Alumni Association that connects graduates with the New Egypt School community and allows the district to track their success

*Board of Education approval 08.22.2012*

I. CALL TO ORDER

Mr. Midgett, Vice President, called the meeting to order at 6:33 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. 2012-12, 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. Miller, President	Absent
Mr. Midgett, Vice President	Present
Mr. Probasco	Present
Mrs. Septor	Present
Mrs. Soles	Present
Mrs. Wig	Present
Mr. Witham	Present

ALSO PRESENT

Dr. Jones, Superintendent  
Mr. Gately, Business Administrator/  
Board Secretary  
Mr. Stein, Board Attorney

Mrs. Septor moved that the Board go into executive session at 6:35 p.m. for the purpose of discussing vendor contracts and personnel.

Seconded by Mrs. Wig, 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. Wig made a motion to go out of executive session at 7:55 p.m.  
Seconded by Mrs. Soles, Passed unanimously.

V. ROLL CALL

Mr. Miller, President	Absent
Mr. Midgett, Vice President	Present
Mr. Probasco	Present
Mrs. Septor	Present
Mrs. Soles	Present
Mrs. Wig	Present
Mr. Witham	Present

ALSO PRESENT

Dr. Jones, Superintendent  
Mr. Gately, Business Administrator/  
Board Secretary  
Mr. Stein, Board Attorney

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

VII. APPROVAL OF AGENDA

Mrs. Septor moved with a second by Mrs. Wig that VII.A be approved:

A. Recommend that the Board approve the regular meeting agenda for September 11, 2013.

Roll Call

Yes	Mrs. Septor, Mrs. Wig, Mr. Probasco, Mrs. Soles, Mr. Witham, Mr. Midgett
No	None
Absent	Mr. Miller

VIII. APPROVAL OF MINUTES

Mrs. Soles moved with a second by Mrs. Wig that VIII.A be approved:

A. The minutes are presented for necessary correction and approval for the regular meeting on August 13, 2013.

Roll Call

Yes	Mrs. Soles, Mrs. Wig, Mr. Probasco, Mrs. Septor, Mr. Witham, Mr. Midgett
No	None
Absent	Mr. Miller

## IX. DISTRICT HIGHLIGHTS

### A. Board Meeting dates:

The remaining Board of Education meetings will be held:

September 25, 2013

November 20, 2013

October 9, 2013

December 11, 2013

October 30, 2013

### B. Student Enrollment

## X. SUPERINTENDENT'S COMMENTS

Dr. Jones commented on the following:

### HIB

Thank you to Joe Occhiuzzo, Ed Novatkowski and Aramark team for getting the schools prepared for opening..

Thank you to Joann Holman for the excellent work on transportation.

Thank you Colleen Gravel, Tom Mille and Kenn Evanko for the technology installed and ready to go.

Thank you to the administrators and teachers for smooth opening.

### **Primary School:**

- It has been a very busy and successful opening of school. Teachers and school staff are hard at work in the classrooms. Our Patriot Day Ceremony was Wednesday where our students learned about America and bravery. The Opening Ceremony is scheduled for Friday September 13, 2013.
- Back to School Night will be on Thursday, September 19 at 7:00 p.m.

### **Elementary School:**

- The elementary school held a school kick off celebration on Sept. 9th to welcome in the school year. Each class created a class goal for the school year and locked that goal away in the year time capsule. Those goals will be dug up on the last day of school to confirm that they have met them.
- Back to School Night for the elementary school is Sept. 12. There will be a SPARK interest meeting at 6:30 in the IMC and the general meeting will start in the gym at 7 pm.
- The Dr. Gerald H. Woehr Elementary School would like to thank the Plumsted Twp. Public Library for donating some gently used books ranging from picture books to chapter books. The teacher's appreciated the generous donation and will use their books to fill in their classroom libraries.

### **Middle School:**

The middle school has had a very successful opening of the 2013-2014 school year:

- The 8<sup>th</sup> grade team has been working hard in wrapping up final details regarding the upcoming 8<sup>th</sup> grade camping trip on September 25<sup>th</sup> and 26<sup>th</sup>.
- Middle School Sports will be conducting tryouts for girls and boys soccer, girls field hockey and new to the middle school Cross Country!
- Our Back To School Dance has been changed from September 20<sup>th</sup> to this Friday night, September 13<sup>th</sup>.
- Lastly, we are looking forward to welcoming all of our parents at our Back To School Night on September 17<sup>th</sup> at 7:00PM. There will be a guest speaker from the Ocean County Prosecutor's Office that would like to address our parents during the first 5 minutes of our program. There will also be an 8<sup>th</sup> Grade Camping Trip Parent Meeting at 6:00 in the IMC.
- Upcoming middle school dances:  
11/15/2013 changed to 11/1/2013  
11/22/2013
- Parent/Teacher Conferences changed from February 28, 2013 to February 13, 2013

### **High School:**

The High School, under the direction of a new Principal and Assistant Principal, has had a very smooth and successful opening to the new school year:

- The Administrative team addressed the Class of 2017 at the Freshman Orientation Day. They unveiled the educational philosophy and expectations that stand as the cornerstones of the "New Era at New Egypt High School."
- Class meetings were conducted with all four classes in which the administrative team outlined their expectations for the upcoming year.
- Back to School Night, Thursday September 18
- They also went over the student handbook to make sure there was no confusion regarding academic, athletic, and disciplinary policies.

### **XI. STUDENT REPRESENTATIVE COMMENTS**

#### **XII PUBLIC COMMENT ON AGENDA ITEMS**

Carolann Miller, 9 Toni Drive, New Egypt, NJ, informed everyone that on September 24, 2013 the band is having a fundraiser at Cheeburger Cheeburger in Hamilton, NJ.

Glenn Knigge, 244 Longswamp Road, New Egypt, NJ, gave credit to the administration, Board and Aramark for their efforts in getting the building cleaned.

### **XIII. PRESENTATIONS/AWARDS**

- A. High School Performance Update presented by Gene Mosley and Colleen Gravel

The following individuals discussed the performance report to which members of the Board and administration responded accordingly.

Carolann Miller, 9 Toni Drive, New Egypt, NJ 08533

JoAnn Dempsey, 8 Ashley Drive, New Egypt, NJ 08533

Lynn Pryzbylowski, 7 Rachel Drive, New Egypt, NJ 08533

Herb Marinari, 227 Brynmore Road, New Egypt, NJ 08533

Glenn Knigge, 244 Longswamp Road, New Egypt, NJ 08533

#### XIV. SUPERINTENDENT'S AGENDA

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

##### A. Finance Motions

Mr. Probasco moved with a second by Mrs. Septor that A.1 – A.12 be approved:

1. Recommend approval of all bills and claims for September 11, 2013, which have been examined by members of the Finance Committee and are presented for approval.
2. Recommend approval of all bills and claims for September 11, 2013, which required hand written checks after the August 13, 2013 bills and claims list was approved, which have been examined by members of the Finance Committee and are presented for approval.
3. Recommend ratification of the transferring of funds.
4. Recommend approval of the Board Secretary's Report ending July 31, 2013 and the Treasurer of School Monies Report for the period ending July 31, 2013
5. Recommend approval that Pursuant to N.J.A.C. 6A:23 – 2.12(c)3, the Business Administrator/Board Secretary, certifies that as of July 31, 2013, 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.S.A. 18A:22-8, 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:23-2.12(c)4 certifies that as of July 31, 2013, 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:23-2.12(c)4 I-VI and that sufficient funds are available to meet the district's financial obligations for the remainder of the fiscal year.
7. Recommend ratification of a contract with Youth Consultation Service for tuition for one (1) student effective June 13, 2013 for seven (7) days at a total cost of \$2,027.55.
8. Recommend approval of a contract with Ocean County Vocational Technical School Board of Education for tuition for the 2013-2014 school for nine (9) students to attend MATES Academy and ten (10) students to attend the Performing Arts Academy at a cost of \$500.00 per student for a total contract cost of \$9,500.00.
9. Recommend approval of a parental contract for student transportation for their child to and from the New Egypt Middle School for the 2013-2014 school year at a cost of \$3,862.00.

10. Recommend approval of a contract between Michael Gorman at 21centuryedtech and Plumsted Township School District to provide professional development on October 14, 2013 at a cost of \$3,175.00.
11. Recommend approval of a contract with Bayada Nursing to provide substitute nurses for the 2013-2014 school year at a rate of \$53.00 per hour for registered nurses.
12. Recommend approval of a contract between the Association for Supervision and Curriculum Development (ASCD) and Plumsted Township School District to provide a downloadable product license for the Charlotte Danielson teacher evaluation online forms at a cost of \$100.00.

Discussion: Mr. Probasco asked about the change in the number of students going to Mates.

Mr. Gately responded that the number is correct on the resolution and that he will make the correction on the contract.

Roll Call

Yes	Mr. Probasco, Mrs. Septor, Mrs. Soles, Mrs. Wig, Mr. Witham, Mr. Midgett
No	None
Absent	Mr. Miller

Mrs. Soles moved with a second by Mr. Probasco that A.13 be approved:

13. Recommend approval of a professional services contract with Stein & Supsie to provide legal services as the district's attorney from July 1, 2013 – June 30, 2014 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 and Stein & Supsie has submitted a Business Entity Disclosure Certification which certifies that Stein & Supsie 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 Stein & Supsie from making any reportable contribution through the term of the contract. Rates for the contract term are as follows: Partner - \$150.00/hour; Associate - \$150.00/hour; Paralegal - \$75.00/hour.

Discussion: Mr. Probasco stated that he is glad they were able to work it out with Stein & Supsie.

Roll Call

Yes	Mrs. Soles, Mr. Probasco, Mrs. Septor, Mrs. Wig, Mr. Witham, Mr. Midgett
No	None
Absent	Mr. Miller

B. Personnel Motions

Mrs. Soles moved with a second by Mrs. Septor that B.1 – B.24 be approved:

1. Recommend approval to add a primary school first grade teaching position for the 2013-2014 school year.
2. Recommend approval of Gabrielle Chapman as a primary school first grade teacher for the 2013-2014 school year effective September 3, 2013 at a salary of \$53,218.00 equal to BA Step 1, pending the

successful completion of the application process established by the Superintendent of Schools and that criminal history clearance is obtained through the State of New Jersey in accordance with the law.

3. Recommend ratification of the resignation of Gabrielle Chapman as leave replacement basic skills teacher for Christine Mille of the New Egypt Primary School effective September 3, 2013.
4. Recommend approval of Rachel Jobes as leave replacement basic skills teacher for Christine Mille from September 3, 2013, or receipt of criminal history clearance, through December 20, 2013 at the New Egypt Primary School at a salary of \$53,218.00, prorated, with no benefits equal to BA Step 1 of the PTEA/PTBOE Collective Bargaining Agreement, pending the successful completion of the application process established by the Superintendent of Schools and the criminal history clearance that is obtained through the State of New Jersey in accordance with the law.
5. Recommend approval of Richard Stanley as leave replacement French teacher for Renee Palumbo from September 3, 2013, or receipt of criminal history clearance, through January 29, 2014 or the end of the first semester, whichever comes first, at the New Egypt High School at a salary of \$55,094.00, prorated, with no benefits equal to MA Step 1 of the PTEA/PTBOE Collective Bargaining Agreement, pending the successful completion of the application process established by the Superintendent of Schools and the criminal history clearance that is obtained through the State of New Jersey in accordance with the law.
6. Recommend acceptance of the resignation of Jessica Marti, as sophomore seminar teacher at the New Egypt High School effective August 22, 2013, with regrets.
7. Recommend approval of Marissa Pona as a high school sophomore seminar teacher for the 2013-2014 school year effective September 3, 2013, or receipt of criminal history clearance, at a salary of \$53,218.00 equal to BA Step 1, pending the successful completion of the application process established by the Superintendent of Schools and that criminal history clearance is obtained through the State of New Jersey in accordance with the law.
8. Recommend acceptance of the resignation of Jessica Zipko as paraprofessional at the Dr. Gerald H. Woehr Elementary School effective August 23, 2013.
9. Recommend approval of Darnell Williams as a paraprofessional for the 2013-2014 school year effective September 3, 2013, or receipt of criminal history clearance, at a salary of \$13,333.00 prorated, pending the successful completion of the application process established by the Superintendent of Schools and that criminal history clearance is obtained through the State of New Jersey in accordance with the law.
10. Recommend approval of Melissa Kubisch as a paraprofessional for the 2013-2014 school year effective September 3, 2013, or receipt of criminal history clearance, at a salary of \$13,333.00 prorated, pending the successful completion of the application process established by the Superintendent of Schools and that criminal history clearance is obtained through the State of New Jersey in accordance with the law.
11. Recommend approval of Cheryl Combs as a middle school principal's secretary for the 2013-2014 school year effective October 1, 2013 at a salary of \$40,050.00.
12. Recommend ratification of approval of salary adjustments for the following staff effective September 1, 2013 as per the attached list.
13. Recommend approval of staff and stipend positions for the 2013-2014 school year [as per the attached list](#).



14. Recommend acceptance of the resignation of Michelle Nussbaum as school social worker at the New Egypt Elementary School effective September 2, 2013.
15. Recommend acceptance of the resignation of Ashley Braskett as paraprofessional at the New Egypt Middle School effective August 23, 2013.
16. Recommend ratification of the following NEED personnel effective August 20, 2013 for the 2013-2014 school year [as per the attached list](#).
17. Recommend ratification to compensate staff members to participate in summer workshops/curriculum writing at the rate of \$100.00/day per the PTEA contract [as per the attached list](#).
18. Recommend approval of the following substitute teachers for the 2013-2014 school year [as per the attached list](#).
19. Recommend approval of the following leave of absence for Alyse Krieg, elementary school guidance counselor:

<b><u>LEAVE</u></b>	<b><u>FROM</u></b>	<b><u>THROUGH</u></b>
Maternity Leave With pay (23 sick days)	November 4, 2013	December 11, 2013
NJFLA Without pay, with benefits	December 12, 2013	March 16, 2014

20. Recommend approval of the following medical leave of absence for Kathy LoPresti, elementary school special education teacher:

<b><u>LEAVE</u></b>	<b><u>FROM</u></b>	<b><u>THROUGH</u></b>
Medical Leave With pay (10 sick days)	September 17, 2013	September 30, 2013
FMLA Without pay, with benefits (6 weeks)	October 1, 2013	November 15, 2013

21. Recommend approval to amend the maternity disability leave for Christine Mille, primary school first grade teacher:

<b><u>LEAVE</u></b>	<b><u>FROM</u></b>	<b><u>THROUGH</u></b>
Maternity/Disability Leave With pay, (23 sick days)	September 3, 2013	October 3, 2013
NJFLA Without pay, with benefits	October 4, 2013	December 27, 2013

22. Recommend approval of Matthew Carroll as a volunteer high school boy's soccer coach.

23. Recommend approval of the following teacher chaperones for the 8<sup>th</sup> grade camping trip from September 25, 2013 – September 26, 2013, [as per the attached list](#).
24. Recommend approval of the following parent volunteers to attend the 8<sup>th</sup> grade camping trip from September 25, 2013 – September 26, 2013, pending that criminal history clearance is obtained through the State of New Jersey in accordance with the law, [as per the attached list](#).

Discussion: Mrs. Soles welcomed all the new staff members.

Roll Call

Yes	Mrs. Soles, Mrs. Septor, Mr. Probasco, Mrs. Wig, Mr. Witham, Mr. Midgett
No	None
Absent	Mr. Miller

C. Policy

Mrs. Wig moved with a second by Mrs. Septor that C.1 – C.6 be approved:

1. Recommend approval of the first reading of Policy 4112.2, Certification.
2. Recommend approval of the first reading of Policy 4131, Staff Development.
3. Recommend approval of the first reading of Policy 6142.10, Internet Safety and Technology.
4. Recommend approval of the first reading of Bylaw 9111, Qualifications and Requirements of Board Members.
5. Recommend approval of the first reading of Bylaw 9270, Conflict of Interest.
6. Recommend approval of the first reading of Regulation 5141.4, Child Abuse and Neglect.

Roll Call

Yes	Mrs. Wig, Mrs. Septor, Mr. Probasco, Mrs. Soles, Mr. Witham, Mr. Midgett
No	None
Absent	Mr. Miller

D. Professional Development/Travel Reimbursements

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

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

Roll Call

Yes	Mr. Probasco, Mrs. Wig, Mrs. Septor, Mrs. Soles, Mr. Witham, Mr. Midgett
No	None
Absent	Mr. Miller

E. Other Motions

1. Recommend receipt of the HIB (Harassment, Intimation and Bullying) report on September 11, 2013 by the Board of Education.

There was no HIB report at this time.

Mr. Probasco moved with a second by Mrs. Soles that E.2 – E.3 be approved:

2. Recommend approval of the 2013-2014 revisions to the District Professional Development Plan as per the attached.
3. Recommend that the Board accept a donation of a Yamaha field-corps quint with biposto carrier from Harry and Carolann Miller in the amount of \$1,233.08.

Discussion: Mrs. Soles thanked Harry & Carolann Miller for their donation.

Roll Call

Yes

Mr. Probasco, Mrs. Soles,  
Mrs. Septor, Mrs. Wig,  
Mr. Witham, Mr. Midgett

No

None

Absent

Mr. Miller

F. Facilities

G. Field Trips

XV. PUBLIC COMMENT ON ANY SCHOOL RELATED TOPIC

XVI. NEW BUSINESS

Mrs. Soles asked for an update on the high school air conditioner problem and the flood damage at the elementary school.

Joe Occhiuzzo gave an updated on the air condition and flood damage.

Mr. Gately explained the water damage at the elementary school.

XVII. OLD BUSINESS

Mr. Probasco gave an update on the Facilities and Transportation Committee meeting with Aramark.

XVIII. BOARD OF EDUCATION COMMENTS

Mrs. Septor thanked everyone involved with the opening of the schools.

Mr. Midgett apologized to the public for making them wait an extra ½ hour.

Mr. Midgett welcomed everyone back to school.

Mrs. Septor made a motion to adjourn at 9:03 p.m.

Seconded by Mr. Witham, Passed unanimously.

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Sean Gately  
Business Administrator/Board Secretary