

PLUMSTED TOWNSHIP BOARD OF EDUCATION
REGULAR MEETING
January 29, 2014
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

- *Increase Language Arts proficiency percentages by up to 10% + in grades (3-8)*
- *Increase Mathematics proficiency percentages by up to 10% + in grades (3-8)*
- *Increase the percentage of students taking the SAT and student performance on the SAT by 10% +*
- *Restructure the Guidance Department to better serve students*
- *To continue to improve communications with stakeholders (staff, students, Board, parents and community members)*

Board of Education approval 09.25.2013

I. CALL TO ORDER

Mr. Miller, President, called the meeting to order at 6:34 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. 2013-12, 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	Present
Mrs. Septor, Vice President	Present
Mr. Midgett	Present
Mr. Probasco	Absent (arrived to the meeting at 7:07 p.m.)
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. Wig moved that the Board go into executive session at 6:35 p.m. for the purpose of discussing contracts and student matters.

Seconded by Mr. Midgett, 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. Soles made a motion to go out of executive session at 7:30 p.m.
Seconded by Mr. Midgett, Passed unanimously.

V. ROLL CALL

Mr. Miller, President	Present
Mrs. Septor, Vice President	Present
Mr. Midgett	Present
Mr. Probasco	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. Miller led all in the salute to the flag.

VII. APPROVAL OF AGENDA

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

A. Recommend that the Board approve the regular meeting agenda for January 29, 2014.

Roll Call

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

VIII. APPROVAL OF MINUTES

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

A. The minutes are presented for necessary correction and approval for the reorganization meeting on January 8, 2014.

Roll Call

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

IX. DISTRICT HIGHLIGHTS

A. Board Meeting dates:

The remaining Board of Education meetings will be held:

February 12, 2014
 February 26, 2014
 March 12, 2014
 March 26, 2014
 April 16, 2014
 May 14, 2014
 May 28, 2014
 June 11, 2014
 June 25, 2014

July 23, 2014
 August 27, 2014
 September 10, 2014
 September 24, 2014
 October 8, 2014
 October 22, 2014
 November 12, 2014
 December 17, 2014
 January 7, 2015 (reorganization meeting)

B. Student Enrollment

Primary	PreK3			PreK4			K - AM			Grade 1			Total			Difference			
	1/02	1/15	+/-	1/02	1/15	+/-	1/02	1/15	+/-	1/02	1/15	+/-	1/02	1/15	+/-				
	19	20	+1	28	27	-1	82	82	0	96	96	0	226	225	-1				
Out of District	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0				
Elementary	Grade 2			Grade 3			Grade 4			Grade 5			Total			Difference			
	1/02	1/15	+/-	1/02	1/15	+/-	1/02	1/15	+/-	1/02	1/15	+/-	1/02	1/15	+/-				
	87	87	0	91	91	0	96	95	-1	124	124	0	398	397	-1				
Out of District	1	1	0	1	1	0	0	0	0	1	1	0	3	3	0				
Middle	Grade 6			Grade 7			Grade 8			Total			Difference						
	1/02	1/15	+/-	1/02	1/15	+/-	1/02	1/15	+/-	1/02	1/15	+/-		1/02	1/15	+/-			
	122	122	0	145	144	-1	146	146	0				413	412	-1				
Out of District	1	1	0	1	1	0	1	1	0				3	3	0				
High	Grade 9			Grade 10			Grade 11			Grade 12			Grade 12+			Total			Difference
	1/02	1/15	+/-	1/02	1/15	+/-	1/02	1/15	+/-	1/02	1/15	+/-	1/02	1/15	+/-	1/02	1/15	+/-	
	136	136	0	139	139	0	113	113	0	145	144	-1	4	4	0	537	536	-1	
Out of District	0	0	0	2	2	0	0	0	0	1	1	0	1	1	0	4	4	0	
	Post Graduates Out of District																		
	1																		
																Total	Difference		
																1/02	1/15	+/-	
Total Enrollment																1574	1570	-4	
																1/02	1/15	+/-	
Out of District Students																10	10	0	

X. SUPERINTENDENT'S COMMENTS

Dr. Jones commented on the following:

- Mid-Year HIB (Harassment, Intimidation & Bullying) Report
- Violence and Vandalism Report

Primary School

- New Egypt Primary School went paperless for Paperless Day on January 15th. Our teachers and students participated in the district-wide pledge to reduce paper in the schools for the day. It proved to be a very educational experience for all!
- Student Resource Officer Danielle De Palma is continuing her classroom lessons in January. The topic has been ‘Stranger Danger’, and she has been pushing into our first grade classrooms to talk about this with our students. Thank you Officer De Palma!

Elementary School

- We will be holding a curriculum night for parents on January 30, 2014 to introduce the new Reading Wonders program. This will give parents the opportunity to hear a little about the program, explore some of the technology that is available to families and the expectations for assessment, class work and homework beginning for students in February.
- The first session of our new clubs program concludes Feb. 12th with signups for the second session taking place now through February 12th. Two changes to our clubs period is our Blue Skies club that is run by Mrs. Williams who will continue working with the students to make art work that will be sent to brighten the lives of children, adults, and older adults who need some extra cheer during a tough time. We are also excited that Mr. Mogol will be working with students to create a news program. Students will be learning how to use a video camera, create small broadcast news stories and edit the program, which will be distributed to classes for viewing.

Middle School

- On January 9th NEMS student council attended their annual Leadership Training at The College of New Jersey. Students learned about being better leaders in our school, and attended several workshops that provided them many new ideas on how to improve our school even more!
- **January 20-24th is No Name-Calling Week.** No Name-Calling Week is an annual week of educational activities aimed at ending name-calling of all kinds and providing schools with the tools and inspiration to launch an on-going dialogue about ways to eliminate bullying in their communities. During this week, all students will be participating in No Name-Calling week by discussing this topic and working on activities geared towards raising awareness about the issue of name-calling and discussing strategies to improve the climate in our school.
- NEMS Winter Scholastic Book Fair will be held February 3rd – February 7th.

High School

- Back to School Night for 2nd semester – February 11, 2014
- Dr. Jones thanked the community for their cooperation with the snow days and delays.
- Dr. Jones thanked Joe Occhiuzzo and crew, Joann Holman and the Plumsted Police Department for working with her on inclement weather days.
- School Performance Reports will be discussed at the February 26, 2014 meeting.

XI. STUDENT REPRESENTATIVE COMMENTS

XII. PUBLIC COMMENT ON AGENDA ITEMS

XIII. PRESENTATIONS/AWARDS

XIV. SUPERINTENDENT’S AGENDA

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

A. Finance Motions

Mrs. Septor moved with a second by Mr. Witham that A.1 – A.8 be approved:

1. Recommend approval of all bills and claims for January 22, 2014, which have been examined by members of the Finance Committee and are presented for approval.
2. Recommend ratification of the transferring of funds.
3. Recommend approval of the Board Secretary’s Report ending December 31, 2013 and the Treasurer of School Monies Report for the period ending December 31, 2013.
4. Recommend approval that Pursuant to N.J.A.C. 6A:23 – 2.12(c)3, the Business Administrator/Board Secretary, certifies that as of December 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.
5. 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 December 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.
6. Recommend that the Board approve the transfer of remaining available funds for completed capital projects to the Legal Reserve account as per the attached.
7. Recommend that the Board approve the transfer of remaining available funds for completed capital projects to the Capital Reserve account as per the attached.
8. Recommend that the Board approve the transfer from Capital Reserve Account to the Capital Projects Fund (Fund 30) for architectural services, per N.J.A.C. 6A:23A-14.1(g), for the Roof Replacement Project at New Egypt High School State Project No. 4190-010-14-1001-G04 in the amount of \$75,000.00.

Roll Call

Yes

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

No

None

Mr. Midgett moved with a second by Mr. Witham that A.9 be approved as revised:

9. Recommend that the Board approve a contract with ARMM Associates to provide architectural services for the Roof Replacement Project at New Egypt High School State Project No. 4190-010-14-1001-G04 not to exceed \$75,000.00 and pending final attorney review.

Discussion: Mr. Miller explained that there are things that need to be included in the final contract.

Roll Call

Yes

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

No

None

B. Personnel Motions

Mrs. Soles moved with a second by Mrs. Wig that B.1 – B.7 be approved:

1. Recommend approval to rescind the leave of absence request for Jennifer Papp Luciani from April 28, 2014 – June 19, 2014 or the end of the school year.
2. Recommend approval of the following leave of absence for Alexis Jaeger, middle school math teacher:

<u>LEAVE</u>	<u>FROM</u>	<u>THROUGH</u>
Maternity Leave with pay utilizing sick days	On or about March 5, 2014	April 27, 2014
NJFLA without pay, with benefits	April 28, 2014	June 19, 2014 or the last day of school year

3. Recommend approval of the following leave of absence for Rebecca Webb, middle school language arts and social studies teacher:

<u>LEAVE</u>	<u>FROM</u>	<u>THROUGH</u>
Maternity Leave with pay, utilizing sick days	March 17, 2014	March 21, 2014
Maternity Leave without pay, with benefits	March 22, 2014	April 27, 2014
NJFLA without pay, with benefits	April 28, 2014	June 19, 2014 or the last day of school year

4. Recommend approval of the following leave of absence for Heather Collins, primary school guidance counselor:

<u>LEAVE</u>	<u>FROM</u>	<u>THROUGH</u>
Maternity Leave with pay, utilizing sick days	April 10, 2014	May 1, 2014
Maternity Leave without pay, with benefits	May 2, 2014	May 18, 2014
NJFLA without pay, with benefits	May 19, 2014	June 19, 2014 or the last day of school year

5. Recommend approval of the following leave of absence for Diane DeBenedictis, district adaptive physical education special education teacher:

<u>LEAVE</u>	<u>FROM</u>	<u>THROUGH</u>
Medical leave with pay, with benefits	February 10, 2014	March 30, 2014

6. Recommend approval of Brendan McCarthy as a leave replacement high school special education teacher for Katharine Sawicki from January 27, 2014 – June 19, 2014 or the last day of the school year 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.
7. Recommend approval of a salary adjustment for Andrea Merhi, English as a second language teacher effective February 1, 2014 from BA+15 Step 5 (\$55,694.00) to MA Step 5 (\$56,993.00).

Discussion: Mrs. Sole asked about a replacement on agenda B.5 and if they are advertising. Dr. Jones responded that she will check into the replacement for that position.

Roll Call

Yes

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

No

None

C. Policy

Mrs. Wig moved with a second by Mr. Probasco that C.1 – C.2 be approved:

1. Recommend approval of the first reading of Policy 2131, Chief School Administrator.
2. Recommend approval of the second reading of [Policy 5145.12, Search and Seizure](#).

Discussion: Mr. Probasco questioned Policy 5145.12, Search and Seizure and asked who would have the authority besides the Superintendent. Dr. Jones explained that she would give the authorization.

Roll Call

Yes

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

No

None

D. Professional Development/Travel Reimbursements

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

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

Roll Call

Yes

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

No

None

Mr. Probasco moved with a second by Mr. Midgett that D.2 be approved:

2. Recommend approval of Harry Miller to attend the NJSBA Leadership Conference in Princeton, NJ on February 8, 2014 at a cost of \$130.00.

Roll Call

Yes

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

No

None

Abstain

Mr. Miller

E. Other Motions

Mrs. Wig moved with a second by Mrs. Soles that E.1 – E.5 be approved:

1. Recommend receipt of the HIB (Harassment, Intimation and Bullying) report on January 29, 2014 by the board of education.
2. Recommend approval of the following Community Education classes [as per the attached](#).
3. 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 PTEA Collective Bargaining Agreement, [as per attached list](#).
4. Recommend approval of the January 2014 grades 11-12 Virtual Business–Entrepreneurship curriculum, as [per the attached](#).
5. Recommend that the Board accept a donation from Colleen Gravel in the amount of \$250.00 for the Green Teams in each school.

Discussion: The Board thanked Mrs. Gravel for her donation.

Roll Call

Yes

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

No

None

F. Facilities

G. Field Trips

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

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

Roll Call

Yes

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

No

None

XV. PUBLIC COMMENT ON ANY SCHOOL RELATED TOPIC

XVI. NEW BUSINESS

Mr. Miller discussed the Board of Education Committees.

Mrs. Soles suggested adding a Plumsted Township Drug Alliance Liaison.

The Board discussed the various committees and members appointed to these committees.

Mr. Miller asked if all board members receive emails from OCSBA.

Mr. Probasco stated that any board member whether a delegate or not can attend an OCSBA meeting.

Dr. Jones stated the high school "Back to School Night" is February 11th at 7:00 p.m. and "Curriculum Night" at the elementary school is February 18th at 6:30 p.m.

Mr. Miller stated he will give an update on the recent Impact Aid meeting at the next board meeting.

Mrs. Wig stated that Jo Ann Dempsey and she met with Ray Pinney at NJSBA and to have him come out and speak with parents regarding parent connections and giving information to parents on education.

Mr. Probasco asked about the change in policy on the agenda.

Mr. Miller responded that they would have to go through a policy revision.

XVII. OLD BUSINESS

Mr. Midgett asked for an update on School Choice.

Dr. Jones responded that there are 32 total students.

Mrs. Wig asked who holds the cumulative folder.

Dr. Jones responded that our district holds the folder.

Mr. Midgett asked about links to School Choice on the website.

Dr. Jones responded that there is information on the website for School Choice.

Mrs. Soles asked Dr. Jones how many students we are losing this year.

Dr. Jones responded that she will get the information on students.

Mrs. Soles asked if there is anything in the planning stage to promote the high school.
Dr. Jones responded that Mr. Mosley and Mrs. Caldes are discussing plans and will get the information.
Mr. Probasco asked about the attendance and the total for student enrollment.
Mr. Gately responded that he will discuss the student enrollment with Dr. Jones.

XVIII. BOARD OF EDUCATION COMMENTS

Mr. Probasco thanked the township for working with the school and keeping the roads clear.
Mayor Leutwyler thanked Dr. Jones and Mr. Gately for keeping everyone in the loop.

Mr. Midgett made a motion to adjourn at 8:11 p.m.
Seconded by Mrs. Wig, Passed unanimously.

Sean Gately
Business Administrator/Board Secretary