

PLUMSTED TOWNSHIP BOARD OF EDUCATION
REGULAR MEETING
April 30, 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 6:33 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. 2013-12 and revised in Resolution No. 2013-17, 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	Present
Mrs. Septor	Present
Mr. Midgett	Present
Mr. Probasco	Absent (arrived to the meeting at 7:25 p.m.)
Mrs. Soles	Absent (arrived to the meeting at 6:34 p.m.)
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 personnel, vendor contracts and negotiations.
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.

Mr. Midgett made a motion to go out of executive session at 7:41 p.m.
Seconded by Mrs. Soles, Passed unanimously.

V. ROLL CALL

Mr. Miller	Present
Mrs. Septor	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

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

A. Recommend that the Board approve the regular meeting agenda for April 30, 2014.

Roll Call

Yes

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

No

None

VIII. APPROVAL OF MINUTES

IX. DISTRICT HIGHLIGHTS

A. Board Meeting dates:

The remaining Board of Education meetings will be held:

May 28, 2014

October 8, 2014

June 11, 2014

November 12, 2014

July 23, 2014

December 17, 2014

August 27, 2014

January 7, 2015 (reorganization meeting)

September 10, 2014

B. Student Enrollment

GRADE	SEPTEMBER 5, 2013	MARCH 31, 2014	DIFFERENCE
PK- 3	16	21	+5
PK-4	29	30	+1
Kindergarten AM	81	81	0
Grade 1	99	95	-4
Grade 2	89	88	-1
Grade 3	90	90	0
Grade 4	97	94	-3
Grade 5	126	125	-1
Grade 6	122	125	+3
Grade 7	145	143	-2
Grade 8	144	149	+5
Grade 9	134	136	+2
Grade 10	140	139	-1
Grade 11	113	112	-1
Grade 12	145	145	0
Grade 12+	4	4	0
Totals	1574	1577	+3
Out of District	8	11	+3

X. BOARD OF EDUCATION COMMITTEE REPORTS

XI. STUDENT REPRESENTATIVE COMMENTS

XII. SUPERINTENDENT'S COMMENTS

Dr. Jones commented on the following:

HIB Report

Congratulations to middle school teachers, Tara Melchior and Caitlin Walsh who recently won \$10,000.00 from the NJEA Hipp Grant "The Puente Project".

Dr. Jones stated that she and Mr. Gately visited the schools in the district and met with faculty to discuss the position of Interim Director of Special Projects.

XIII. PUBLIC COMMENT ON AGENDA ITEMS

XIV. PRESENTATIONS/AWARDS

XV. SUPERINTENDENT'S AGENDA

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

A. Finance Motions

Mr. Midgett moved with a second by Mr. Probasco that A.1 – A.6 be approved:

1. Recommend approval of all bills and claims for April 30, 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 March 31, 2014 and the Treasurer of School Monies Report for the period ending March 31, 2014.
4. Recommend approval that Pursuant to N.J.A.C. 6A – 2.12(c)3, the Business Administrator/Board Secretary, certifies that as of March 31, 2014, 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 account 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 March 31, 2014, 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 approval of resolution No. 18, authorizing Certain Actions in Connection with a Lease Purchase Transaction [as per the attached](#).

Roll Call

Yes

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

No

None

Mr. Midgett moved with a second by Mr. Probasco that A.7 be approved:

7. Recommend adoption of the budget for the 2014-2015 school year as follows:

General Fund Budget:	\$23,886,755
General Fund Tax levy:	\$10,124,639
Special Revenue Fund Budget:	\$ 435,000
Debt Service Fund budget:	\$ 2,531,244
Debt Service Fund Tax Levy:	\$ 1,633,246

There should be raised for General Funds \$10,124,639 for the ensuing school year (2014-2015).

- (a). Recommend approval of the 2014-2015 maximum travel as per N.J.A.C. 6A:23A-7.3 in the amount of \$45,000.00 and that the maximum amount established in the pre-budget year (2013-2014) was \$50,000.00, which includes year-to-date expenditures of \$23,181.64.
- (b). Recommend approval of the maximum dollar limit to be spent on public relations and professional services as per N.J.A.C. 6A:23A-5.2(a)1 in the amount of \$308,450.00, [attached](#).

- (c). Recommend approval of the establishment of dollar thresholds for awards to recognize special accomplishments and establish a budget supported by general fund revenues for each category in a non-discriminatory manner (for example, football, boys soccer, girls soccer, student council, clubs), as per N.J.A.C. 6A:23-5.8(c)2-3 in the amount of \$888,714.00, [attached](#).

Roll Call

Yes

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

No

None

Mrs. Wig moved with a second by Mr. Midgett that A.8 – A.9 be approved:

8. Recommend approval for the Business Administrator/Board Secretary to advertise bid specifications for custodial/grounds operations and management services.
9. Recommend approval for the Business Administrator/Board Secretary to advertise bid specifications for district-wide floor replacement projects at Dr. Gerald H. Woehr Elementary School, New Egypt Middle School and New Egypt High School.

Roll Call

Yes

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

No

None

Mrs. Wig moved with a second by Mr. Midgett that A.10 be approved:

10. Recommend Award of the Contract for the Solar Power Purchase Agreement with reference to the Bid Opening of August 28, 2013 to American Clean Energy and /or its affiliate company Plumsted TBOE Solar, LLC (individually and together, the Engineering Procurement Contractor, referred to as the EPC Contractor) contingent upon the EPC Contractor executing and delivering the Board approved form of Solar Power Purchase Agreement and separate License Agreement, executing and delivering the Agreement between the EPC Contractor and the Architect, ARMM Associates, LLC in the form set forth in the Request for Proposals except as previously modified with the approval of the Plumsted Township Board of Education or the Board's attorney and receipt of the payment by or on behalf of the EPC Contractor of the required retainer to the Architect of \$40,625.00 and the receipt by the Plumsted Township Board of Education of the payment of the reimbursement to the Plumsted Township Board of Education of \$15,000.00 for architectural fees relating to the preparation of the Request for Proposals and associated work all to be signed, completed, paid and delivered to the Plumsted Township Board of Education and the Architect, ARMM Associates, LLC no later than May 15, 2014 and upon such failure to deliver each of the required documents and payments by May 15, 2014, this award shall be void and of no further effect at the election of Plumsted Township Board of Education.

Roll Call

Yes

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

No

None

B. Personnel Motions

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

1. 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 the number four (4) general education teaching staff members, one (1) special education teaching staff member, one (1) child study team member and one (1) non-certificated staff member based upon the judgment of the Plumsted Township Board of Education that it is advisable to abolish such positions for reasons of reduction in student enrollment for the 2014-2015 school year with the reduction in force to become effective for the 2014-2015 school year and with the employment of all effected teaching staff members to terminate as of June 30, 2014.
2. Recommend revision and ratification of approval of the following leave of absence for Tracy Staples, primary school special education teacher:

<u>LEAVE</u>	<u>FROM</u>	<u>THROUGH</u>
Disability Maternity Leave with pay, with benefits	April 28, 2014	May 22, 2014
NJFLA without pay, with benefits	May 23, 2014	October 19, 2014

3. Recommend approval of substitutes for the remainder of the 2013-2014 school year [as per the attached list](#).
4. Recommend approval of volunteer coaches for the 2013-2014 [as per the attached list](#).
5. Recommend revision and ratification of approval of the following leave of absence for Janine Saragusa, primary school psychologist:

<u>LEAVE</u>	<u>FROM</u>	<u>THROUGH</u>
FMLA Leave without pay, with benefits	April 29, 2014	June 1, 2014
Maternity Disability Leave without pay, with benefits	June 2, 2014	June 26, 2014 or last day of school
NJFLA without pay, with benefits	September 2, 2014	November 23, 2014

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 Mrs. Septor that C.1 – C.9 be approved:

1. Recommend approval of the first reading of Policy 2224, Nondiscrimination/Affirmative Action.
2. Recommend approval of the first reading of Policy 4111, Recruitment, Selection and Hiring (certified staff).
3. Recommend approval of the first reading of Policy 4111.1/4211.1, Nondiscrimination/Affirmative Action.
4. Recommend approval of the first reading of Policy 4211, Recruitment, Selection and Hiring (non-certified staff).
5. Recommend approval of the first reading of Policy 5141, Health.
6. Recommend approval of the first reading of Policy 5145.4, Equal Educational Opportunity.
7. Recommend approval of the first reading of Policy 6121, Nondiscrimination/Affirmative Action.
8. Recommend approval of the first reading of Policy 6145, Extracurricular Activities.
9. Recommend approval of the first reading of Policy 6147.1, Evaluation of Individual Student Performance.

Roll Call

Yes

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

No

None

D. Professional Development/Travel Reimbursements

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

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

Roll Call

Yes

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

No

None

E. Other Motions

Mrs. Soles moved with a second by Mrs. Wig that E.1 – E.9 be approved:

1. Recommend receipt of the HIB (Harassment, Intimation and Bullying) report on April 30, 2014 by the board of education.
2. 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](#).
3. Recommend approval of the Community Education classes [as per the attached](#).
4. Recommend approval to operate the 2014 Middle School Academic Summer Program from July 7, 2014 – July 31, 2014, Monday – Thursday from 9:00 a.m. – 12:00 p.m.
5. Recommend approval to operate a Basic Skills Summer School Program from July 7, 2014 – August 7, 2014 Monday - Thursday, from 9:00 a.m. – 1:00 p.m.
6. Recommend approval to operate an ELL summer program from July 7, 2014 – August 7, 2014, Monday - Thursday, from 9:00 a.m. – 1:00 p.m.
7. Recommend approval to operate the state mandated Extended School Year (ESY) Program from July 7, 2014 – August 7, 2014, Monday – Thursday, 9:00 a.m. – 1:00 p.m.
8. Recommend approval to co-sponsor one student to attend the American Legion Jersey Boys State Program at Rider University at a cost of \$225.00 and one student to attend the American Legion Jersey Girls State Program at Georgian Court University at a cost of \$250.00 on June 22-27, 2014.
9. Recommend approval for the Board of Education to award the following Barnes & Noble gift cards to the High School and Middle School Graduates:
 - \$25.00 Middle School Blue and Gold Honor Roll (approx. 110 students)
 - \$25.00 Middle School General Excellence Award
 - \$25.00 Middle School Silver Award
 - \$25.00 Middle School Achievement Award
 - \$100.00 High School Most Improved Award
 - \$100.00 High School Academic Excellence Award
 - \$500.00 High School Friend of Education Award

Roll Call

Yes

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

No

None

F. Facilities

G. Field Trips

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

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

Roll Call

Yes

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

No

None

XVI. PUBLIC COMMENT ON ANY SCHOOL RELATED TOPIC

Debbie Neuman, Fisher Road, New Egypt, NJ – expressed her concerns about teacher reductions and the possible addition of an administrative position.

Michele Swanson, Oak Lane, New Egypt, NJ – expressed her concerns related to the reduction in teaching staff and class sizes.

Dr. Jones explained the reduction of staff and the interim administrative position.

Jen Kocuiba, PTEA Vice President, thanked Dr Jones and Board of Education for reconsideration of the interim position.

Jamie Leto, PTEA President, asked Mr. Stein if he received the email from the NJEA representative and if so, was it shared with the Board.

Mr. Stein responded that he received one email and the topic was discussed with the Board.

XVII. NEW BUSINESS

XVIII. OLD BUSINESS

XIX. BOARD OF EDUCATION COMMENTS

Mr. Probasco commented that it is good to see more people attend the meeting.

Mr. Miller thanked everyone for coming out tonight.

Mrs. Wig made a motion to adjourn at 8:10 p.m.

Seconded by Mrs. Soles, Passed unanimously.

Sean Gately
Business Administrator/Board Secretary