

PLUMSTED TOWNSHIP BOARD OF EDUCATION
REGULAR MEETING
December 17, 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.

2014-2015 District Goals

- *To develop a five year strategic plan for the Plumsted Township School District that includes representatives from all district stakeholder groups including community members, parents, teachers, administrators and Board Members to create a blueprint of the mission, vision and goals for the direction of the district and includes school community input and participation.*
- *Work with the administrative team to enhance school district organizational strength, stability, and climate. Conduct a district survey of staff and students using a valid and reliable instrument for evaluating school climate. Provide professional development on research based leadership theory and best practices, team building and problem solving activities that will create a collaborative culture with unified goals, expectations and vision of student achievement. The principals and directors will in turn work with building level staff and departments to turnkey these skills to enhance the organizational capacity and foster an overall positive school and district climate.*
- *To provide increased visibility and enhanced community relations, outreach, and communications through a series of alternating monthly Superintendent roundtables and school community information sessions on current topics ie: PARCC, New Math Series, Reading with your child at home etc.*
- *To prepare students, staff and parents for the new PARCC Assessments for the 2014-2015 school year.*
 - *Ensure that the district is prepared with all the necessary technology, security, training and facility use for successful test administration in all four schools.*
 - *Students at all levels will exceed the New Jersey State performance on the PARCC Assessments in Mathematics and Language Arts.*

I. CALL TO ORDER

Mrs. Septor, Vice President, called the meeting to order at 6:38 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	Absent
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

Mrs. Soles moved that the Board go into executive session at 6:40 p.m. for the purpose of discussing student, personnel, vendor contracts and personnel matter litigation.
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.

Mr. Miller arrived to the meeting at 7:10 p.m.

Mr. Probasco made a motion to go out of executive session at 7:46 p.m.
Seconded by Mrs. Wig, 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.

The following two presentations took place:

- A. New Egypt High School National Honor Society Induction Ceremony presented by Katina George & Marissa Pona.
- B. 2013-2014 Comprehensive Annual Financial report (CAFR) presented by Holman Frenia Allison, P.C.

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 December 17, 2014.

Roll Call

Yes

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

No

None

VIII. APPROVAL OF MINUTES

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

- A. The minutes are presented for necessary correction and approval for the special meeting on November 5, 2014.
- B. The minutes are presented for necessary correction and approval for the regular meeting on November 12, 2014, as amended.

Roll Call

Yes

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

No

None

IX. DISTRICT HIGHLIGHTS

A. Board Meeting dates:

The remaining Board of Education meetings will be held:

January 7, 2015 (reorganization meeting)

B Student Enrollment

X. BOARD OF EDUCATION COMMITTEE REPORTS

Mrs. Soles gave an update on the Curriculum Committee meeting she attended.

Mr. Midgett gave an update on the Finance Committee meeting he attended.

XI. STUDENT REPRESENTATIVE COMMENTS

Jonathan Mitchell, student representative, commented on the following:

- Winter Sports
- French Club
- Field trips to New York
- Book Club

XII. SUPERINTENDENT'S COMMENTS

Dr. Jones commented on the following:

HIB Report

Primary School

- NEPS held a food drive that gave 13 families food baskets for Thanksgiving. We thank the parents and staff members who generously donated the food items.
- 1st grade began the Campfire Safe and Sure program this month. This wonderful program teaches our students about self-confidence and self-assuredness.
- We would like to thank the PTO for two wonderful events: The Holiday Shop and the Holiday Extravaganza. Both events were well run and well attended by our students and community.
- Holiday festivities are ongoing at NEPS. These include Polar Express Day for our Kindergarten students, Gingerbread House building for 1st grade, preschool holiday craft building, and other class holiday parties.

Elementary School

- Held a Grade 5 parent enrichment meeting at night to discuss our possible participation in the Destination Imagination competition.
- Rita Williams was awarded a grant from Young Audiences for a program at the Dr. Gerald H. Woehr Elementary school. She also won one for the Primary School. Apparently, this was the first time they ever gave 2 grants to one district.
- Concert was great - standing room only! We have 40 students in band, up from 12 last year and 99 in chorus.
- Matthew Adamski won the Scholastic competition for his art work. He won a library of Magic Tree House books for himself and a set for his class.

Middle School

- NEMS Proudly Presents, “The Little Mermaid”! Come and enjoy the performances of our very talented actors and actresses on Friday, January 9th and Saturday, January 10th. For more information please visit the middle school’s website!

High School

- The boys’ soccer team, which finished second in Central Jersey Group I and won the BCSL Patriot Division Championship, received several individual honors in the post season:

Nick Sample- 3rd team all-group all-state (Star Ledger), SCANJ All-State, SJSCA All-South Jersey, first team all group one, first team all-area (Trentonian and Trenton Times)

Vinny Masitti- SCANJ All-State, SJSCA All-South Jersey, second team all group one, first team all-area (Trentonian and Trenton Times)

David Calabrese-SCANJ All-State, third team all group one, first team all-area (Trentonian)

Tyler Dey- third team all-area (Trentonian)

Sam Palumbo- Trentonian All-Area Coach of the Year

Team ranked #5 in state for Star Ledger Group One rankings

Nick Sample, David Calabrese, Vinny Masitti, Tyler Dey, and Raphael Archer were selected to play in the county all-star game

Nick Sample was selected to play in the state all star game

Nick Pritchard was selected third team All State, All Groups punter. He was selected as the First Team, Group I Punter. On Monday, Pritchard committed to play football next year at the University of Maryland.

- “One Warm Coat,” the drive sponsored by junior, Alex Barnett and Mr. Knigge, collected 130 gently worn or new coats and distributed them to people in need who would otherwise be without during the cold, holiday season.
- “Second Life Bikes,” the drive sponsored by Mr. Pinol and the girls’ tennis team, collected 22 bicycles to be distributed to needy families during the holidays.

Curriculum and Instruction

- We received an additional 90 chromebooks for the New Egypt High School. We now have 180 total chromebooks at the high school

Dr. Jones wished everyone a happy holiday.

XIII. PUBLIC COMMENT ON AGENDA ITEMS - None

XIV. PRESENTATIONS/AWARDS

- A. New Egypt High School National Honor Society Induction Ceremony presented by Katina George
- B. 2013-2014 Comprehensive Annual Financial report (CAFR) presented by Matthew Holman, Holman Frenia Allison, P.C.

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 Mrs. Septor that A.1 – A.14 be approved:

1. Recommend approval of all bills and claims for December 17, 2014, which have been examined by members of the Finance Committee and are presented for approval.
2. Recommend approval of all bills and claims for December 17, 2014, which required hand written checks after the November 12, 2014 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 October 31, 2014 and the Treasurer of School Monies Report for the period ending October 31, 2014.
5. Recommend approval that Pursuant to N.J.A.C. 6A – 2.12(c)3, the Business Administrator/Board Secretary, certifies that as of October 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.
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 October 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.

7. Recommend ratification of approval of a contract with the Collier School for tuition for one student for the 2014-2015 school year effective November 6, 2014, at a total cost of \$41,052.96.
8. Recommend ratification of approval of a contract with The Education Academy for tuition for one student for the 2014-2015 school year effective November 21, 2014, at a total cost of \$31,057.48.
9. Recommend ratification of a jointure with North Hanover Board of Education to provide transportation services for the 2014-2015 school year to the Dr. Gerald H Woehr Elementary School and New Egypt Primary School effective September 3, 2014 at a total rate of \$59,745.54 for the following routes:

E11/32 - \$19,915.18
E12/33 - \$19,915.18
E14/34 - \$19,915.18
10. Recommend ratification of a jointure with North Hanover Board of Education to provide transportation services for the 2014-2015 school year to Katzenbach School effective October 22, 2014 at a total cost of \$31,439.00.
11. Recommend approval of an agreement with Skylr LLC to provide a 60 Minute Comedy Hypnosis Show on March 19, 2015 at a cost of \$1,200.00 fundraised by the wrestling team and at no cost to the board.
12. Recommend approval of the Plumsted Township Municipal Alliance Grant – Peer Leaders-Heroes & Cool Kids for the New Egypt High School in the amount of \$3,400.00.
13. Recommend approval of the Plumsted Township Alliance-Parenting Forum Grant in the amount of \$4,000.00.
13. Recommend approval of an amendment of the carryover from No Child Left Behind (NCLB) for the 2014-2015 application year as follows:

Title I \$12,927.00
Title IIA \$310.00
Title III \$19.00
14. Recommend approval of [resolution](#) 2014-2015 No. 11, Audit.
 - CAFR (Comprehensive Annual Financial Report)
 - AMR (Auditors' Management Report)
 - [Synopsis](#)

Discussion: Mrs. Soles thanked the Municipal Alliance for supporting our schools.

Roll Call

Yes

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

No

None

B. Personnel Motions

Mr. Midgett moved with a second by Mrs. Wig that B.1 be approved:

1. Recommend approval and certification that Karen Jones, Ed.D., has met and achieved the following quantitative and qualitative goals and upon approval of the Executive County Superintendent of Schools paid \$4,390.32, or 2.78% (rounded) of her annual salary:

- Quantitative Goal # 1 – Not Achieved – \$0

Partial percentage of improvement up from 1-10% will result in equal percentage of merit payment. 10% or greater improvement will indicate 100% of attainment of each quantitative goal 2.5%. Increase Language Arts proficiency percentages by up to 10% + in grades (3-5) = 1.25% and (6-8) = 1.25%

- Quantitative Goal # 2 – Partially Achieved - \$925.31 – Grades 3-5 = 1.6% Increase; Grades 6-8 3.1% increase

Partial percentage of Improvement from 1-10% will result in equal percentage of merit payment. 10% or greater improvement will indicate 100% of attainment of each quantitative goal 2.5%. Increase Mathematics proficiency percentages by up to 10% + in grades (3-5) = 1.25% and (6-8) = 1.25%

- Quantitative Goal # 3 – Partially Achieved - \$1,496.25 – SAT Participation = 5.9% Increase; SAT Test Results = 1.7% Increase

Partial percentage of improvement from 1- 10% will result in equal percentage of merit payment. 10% or greater improvement will indicate 100% of attainment of this quantitative goal 1.25% on each to Increase the percentage of students taking the SAT by 10% and to increase the student performance on the SAT by 10%.

- Qualitative Goal # 1 – Partially Achieved – \$984.38 - 50%

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

- Qualitative Goal # 2 – Partially Achieved - \$984.38 – 50%

Restructure the Guidance Department to better serve students

Discussion: Mr. Miller gave a brief explanation on the achieved goals for Dr. Jones.

Roll Call

Yes

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

No

None

Mrs. Soles moved with a second by Mrs. Wig that B.2 be approved:

2. Recommend approval of Stephanie Bilenker as interim superintendent of schools effective January 5, 2015 at the prorated annual salary of \$155,000.00, pending the successful completion of the application process by the Superintendent of Schools and that criminal history clearance is obtained through the State of New Jersey in accordance with the law.

Discussion: Mr. Miller gave a brief background on Stephanie Bilenker, interim superintendent.

Roll Call

Yes

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

No

None

Mrs. Septor moved with a second by Mrs. Soles that B.3 – B.11 be approved:

3. Recommend ratification of acceptance of the resignation of Jessica Chielli as middle school pep squad coach effective December 1, 2014.
4. Recommend approval of a medical leave of absence for Diane Dancer, middle school science teacher, pending medical certification:

<u>LEAVE</u>	<u>FROM</u>	<u>THROUGH</u>
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Medical Leave with pay, with benefits	December 22, 2014	February 2, 2015
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5. Recommend approval of a revision of the following leave of absence for Vanessa Liedtka, elementary school 5th grade teacher, pending medical certification:

<u>LEAVE</u>	<u>FROM</u>	<u>THROUGH</u>
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Maternity Leave with pay, with benefits	October 20, 2014	January 14, 2015
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FMLA Leave without pay, with benefits	January 15, 2014	March 1, 2015
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6. Recommend approval of staff salary adjustments [as per the attached list.](#)
7. Recommend approval of the stipend staff positions [as per the attached list.](#)

8. Recommend approval of substitute teachers/paraprofessionals/NEED counselors [as per the attached list](#).
9. Recommend approval of the stipend winter coach positions for the 2014-2015 school year [as per the attached list](#).
10. Recommend approval to compensate staff members to participate in the Destination Imagination Competition on March 21, 2015, at the rate of \$40.00 per hour, not to exceed ten (10) hours as per the PTEA contract [as per the attached list](#).
11. Recommend approval of the following district appointments for the 2014-2015 school year:
 - a. Application Officer: Stephanie Bilenker

Roll Call

Yes

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

No

None

C. Policy

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

1. Recommend approval of the first reading of Policy 5118.1, School Choice Program.
2. Recommend approval of the second reading of [Policy 6142.4](#), Physical Education and Health.

Roll Call

Yes

Mrs. Wig, Mr. Midgett,
Mr. Probasco, 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

E. Other Motions

Mrs. Wig moved with a second by Mr. Witham that E.1 – E.6 be approved:

1. Recommend receipt of the HIB (Harassment, Intimation and Bullying) report on December 17, 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 spring student teachers and their assignments [as per the attached list](#).
4. Recommend approval of [dyslexia screening tool](#) to be implemented as per P.L. 2013, c.210.
5. Recommend approval of the revision of course curricula for the 2014-2015 school year [as per the attached](#).
6. Recommend approval of the following community education classes [as per the attached](#).

Roll Call

Yes

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

No

None

F. Facilities

G. Field Trips

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

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

Roll Call

Yes

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

No

None

XVI. PUBLIC COMMENT ON ANY SCHOOL RELATED TOPIC

Sarah LoRicco, New Egypt, NJ 08533 – commented on the girls softball championship rings.

Herb Marinari, 227 Brynmore Avenue, New Egypt, NJ 08533 – thanked everyone who donated to the PBMA food drive, congratulated elected candidates and thanked Mr. Miller, Board President and Dr. Jones, Superintendent for their years of service.

The Board presented a plaque to Mr. Miller, Board President for his years of service.

XVII. NEW BUSINESS

Draft – Board of Education Meeting Calendar

The Board discussed the meeting calendar.

Mrs. Soles asked the Board to think about any new committees for the January reorganization meeting.

Mrs. Wig echoed Mr. Marinari’s comments.

XVIII. OLD BUSINESS

Mr. Gately gave an update on the high school sign.

Mr. Gately gave an update on the solar project.

XIX. BOARD OF EDUCATION COMMENTS

Mrs. Septor welcomed Jonathan Mitchell, student representative.

Mrs. Septor congratulated all honor roll inductees.

Mrs. Septor wished Dr. Jones good luck.

Mr. Midgett wished Dr. Jones best of luck in the future.

Mr. Midgett thanked Mr. Miller for his years of service.

Mr. Miller wished Dr. Jones the best.

Mrs. Soles thanked Mr. Miller and wished best of luck to Dr. Jones.

Mr. Probasco wished best of luck to Dr. Jones.

Mr. Probasco thanked Rita Williams for the grants she prepared.

Mr. Probasco thanked Mr. Gately and staff on the audit.

Mrs. Soles and Mr. Miller wished everyone happy holidays.

Mrs. Soles made a motion to adjourn at 9:00 p.m.

Seconded by Mr. Probasco, Passed unanimously.

Sean Gately

Business Administrator/Board Secretary