

PLUMSTED TOWNSHIP BOARD OF EDUCATION
REORGANIZATION MEETING
January 7, 2015
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

Mr. Gately, Board Secretary, called the meeting to order at 7:32 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 revised Resolution No. 2013-12 and revised in Resolution No. 2013-17, which Resolution were 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. FLAG SALUTE – Mr. Gately led all in the salute to the flag.

IV. REORGANIZATION

A. Election Results

Mr. Gately, Board Secretary, presented the election results of the 2014 Official School election held on November 4, 2014.

Harry Miller 709
Susan Potter 961
Sandy Soles 884

Two (2) Board of Education members were elected to fill two (2) expired three (3) year terms as follows:

Susan Potter 961 votes
Sandy Soles 884 votes

B. Administer the Oath of Office

Mr. Gately administered the oath of office to Mrs. Potter and Mrs. Soles.

V. ROLL CALL/REORGANIZATION

Roll Call

Mr. Midgett	Present
Mrs. Potter	Present
Mr. Probasco	Present
Mrs. Septor	Present
Mrs. Soles	Present
Mrs. Wig	Present
Mr. Witham	Present

ALSO PRESENT

Mrs. Bilenker, Interim Superintendent
Mr. Gately, Business Administrator/Board Secretary
Mr. Stein, Board Attorney

A. Election of President

Mr. Gately called for the nomination of the President of the Board of Education.

A motion was made by Mr. Probasco to nominate Mrs. Soles as the Board President.
That motion was seconded by Mrs. Septor.

B. Close nominations for the Office of the President of the Board

A motion was made by Mrs. Septor to close nominations for election of Board President.
Seconded by Mr. Witham

Roll Call

Yes

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

No

None

The following roll call vote was taken for motion to nominate Board President.

Roll Call

Yes

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

No

None

C. Election of the Vice-President

Mr. Gately called for the nomination of the Vice President of the Board of Education.

A motion was made Mrs. Soles to nominate Mrs. Septor as the Vice President of the Board.
That motion was seconded by Mr. Probasco.

D. Close nominations for the office of Vice President of the Board.

A motion was made by Mrs. Wig to close nominations for Mrs. Septor as the Vice President of the Board.
Seconded by Mrs. Soles

Roll Call

Yes

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

No

None

The following roll call vote was taken for motion to nominate the Vice President.

Roll Call

Yes

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

No

None

VI. REORGANIZATION MOTIONS

A. Code of Ethics

Mr. Witham moved with a second by Mrs. Wig that VI.A.1 be approved:

1. Recommend the Board approve the following item:

The Board of Education Members had the required Board of Ethics Training session as required under N.J.A.C. 6:3-1.3 and N.J.A.C.6A:30.

RESOLVED, that the New Jersey School Boards Association "Code of Ethics" shall be considered the official Code of Ethics of the Plumsted Township Board of Education:

- a. I will uphold and enforce all laws, state board rules and regulations, and court orders pertaining to schools. Desired changes should be brought about only through legal and ethical procedures.
- b. I will make decisions in terms of the educational welfare of children and will seek to develop and maintain public schools which meet the individual needs of all children regardless of their ability, race, creed, sex or social standing.
- c. I will confine my Board action to policy-making, planning, and appraisal and I will help to frame policies and plans only after the board has consulted those who will be affected by them.
- d. I will carry out my responsibility, not to administer the schools, but, together with my fellow Board members, to see that they are well run.
- e. I will recognize that authority rests with the Board of Education and will make no personal promises nor take any private action which may compromise the Board.
- f. I will refuse to surrender my independent judgment to special interest or partisan, political groups or to use the schools for personal gain or for the gain of friends.
- g. I will hold confidential all matters pertaining to the schools which, if disclosed, would needlessly injure individuals or the schools. But in all other matters, I will provide accurate information and, in concert with my fellow Board members, interpret to the staff the aspirations of the community for its schools.
- h. I will vote to appoint the best qualified personnel available after consideration of the recommendation of the chief administrative officer.
- i. I will support and protect school personnel in proper performance of their duties.
- j. I will refer all complaints to the chief administrative officer and will act on such complaints at public meetings only after failure of an administrative solution.

Roll Call

Yes

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

No

None

B. Adoption of Official Newspapers

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

1. Recommend the Board approve the following item:

To authorize the Asbury Park Press and The Trenton Times be adopted as the official newspapers to be used for the advertisement of meetings and legal ads and all other necessary public notifications for the 2014-2015 school year.

Roll Call

Yes

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

No

None

C. Parliamentary Procedures

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

1. Recommend the Board approve the following item:

To adopt Roberts Rules of Order as the official parliamentary procedure manual to be used to conduct meetings and appoint the board secretary and board attorney to act as the parliamentarians for the 2014-2015 school year.

Roll Call

Yes

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

No

None

D. Board Policies/Regulations

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

1. Recommend the Board approve the following item:

The adoption of all existing Board Policies and Regulations.

Roll Call

Yes

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

No

None

E. Doctrine of Necessity

Mrs. Wig moved with a second by Mr. Probasco that V.I.E be approved:

Recommend the Board approve the following item:

WHEREAS, the School Ethics Act, N.J.S.A. 18AA:12-21 et seq. was enacted by the New Jersey State Legislature to ensure and preserve public confidence in school Board members and school administrators and to provide specific ethical standards to guide their conduct; and

WHEREAS, questions have arisen regarding how a Board should invoke the Doctrine of Necessity when a quorum of a Board of Education has conflicts of interest on a matter required to be voted upon; and

WHEREAS, the School Ethics Commission has provided some guidance in Public Advisory Opinion A03-98 (April 1, 1998) but finds that there is a need to repeat and clarify its opinion; and

WHEREAS, the opinion set forth that, when it is necessary for a Board to invoke the Doctrine of Necessity, the Board should state publicly that it is doing so, the reason that such action is necessary and the specific nature of the conflicts of interest; and

WHEREAS, the opinion further provided that if the Board must invoke the Doctrine of Necessity not just to vote, but also to form a negotiations committee because it is without even three members to serve as a committee, then the Board must determine whether to act as a committee of the whole or to choose a smaller negotiations committee from among its members after stating publicly its reason for doing so as set forth above; and

WHEREAS, in keeping with the Legislative purpose as set for the in N.J.S.A. 18A:12-22(a) the School Ethics Commission views public disclosure of conflicts of interest to be paramount when it is necessary to invoke the Doctrine of Necessity;

NOW THEREFORE BE IT RESOLVED that the School Ethics Commission hereby requires Boards of Education and Charter School Boards of Trustees that must invoke the Doctrine of

Necessity to adopt a resolution setting forth that they are invoking the Doctrine, the reason for doing so and the specific nature of the conflicts of interest; and

BE IT FURTHER RESOLVED that Boards of Education and Charter School Boards of Trustees that invoke the Doctrine are directed to read the resolution at a regularly scheduled public meeting, post it where it posts public notices for 30 days and provide the Commission with a copy;

BE IT FURTHER RESOLVED that the Commission shall distribute this Resolution to the county superintendents for distribution to the school districts and charter schools, the New Jersey School Boards Association, the New Jersey Principals and Supervisors Association, the New Jersey Association of School Administrators, the New Jersey Association of School Business Officials and the New Jersey Education Association.

Roll Call

Yes

No

Mrs. Wig, Mr. Probasco,
Mr. Midgett, Mrs. Potter,
Mr. Witham, Mrs. Septor,
Mrs. Soles
None

VII. APPROVAL OF AGENDA

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

A. Recommend that the Board approve the regular meeting agenda for January 7, 2015.

Roll Call

Yes

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

No

None

The following student representative comments took place:
Jonathan Mitchell, student representative, commented on the following:

Primary School

December - Holiday parties and events where families of students were invited to be involved.
January 22, 2015 – Make a Book Night’
Retirement of Mrs. Estel

Middle School

January 9 & 10, 2015 – Drama Production “The Little Mermaid Jr.”
January 16, 2015 – Winter Dance
Lexus Eco Action Team
Student Council member’s success with the Thanksgiving food drive & Christmas toy drive
January 7, 2015 – Student Council to attend the New Jersey Association of Student Councils Convention

New Egypt High School

Nick Sample received \$1,000 scholarship from SJ Soccer Coaches Association for Scholar Athlete
Warrior Classic Basketball Tournament
Weight room training
Dr. Chesmel’s class recycling projects on display
New library challenge, it’s a photo challenge on display called Bookface.

VIII. APPROVAL OF MINUTES

IX. DISTRICT HIGHLIGHTS

Mrs. Soles welcomed Stephanie Bilenker, Interim Superintendent and Susan Potter, Board member.

A. Board Meeting dates:

The remaining Board of Education meetings will be held: (pending the vote on motion E.2)

February 11, 2015
March 11, 2015
April 15, 2015

August 26, 2015
September 9, 2015
October 14, 2015

May 13, 2015
June 10, 2015
July 8, 2015

November 18, 2015
December 9, 2015
January 6, 2016 (reorganization meeting)

B. Student Enrollment

X. BOARD OF EDUCATION COMMITTEE REPORTS

Mr. Probasco gave an update on the facilities committee meeting he attended.

XI. STUDENT REPRESENTATIVE COMMENTS

XII. SUPERINTENDENT'S COMMENTS

Mrs. Bilenker, interim superintendent, commented on the following:

HIB Report

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

XIII. PUBLIC COMMENT ON AGENDA ITEMS -None

XIV. PRESENTATIONS/AWARDS

A. High School A/B Schedule presented by Mr. Gene Mosley

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.11 be approved:

1. Recommend approval of all bills and claims for January 7, 2015, which have been examined by members of the Finance Committee and are presented for approval.
2. Recommend approval of all bills and claims for January 7, 2015, which required hand written checks after the December 17, 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 November 30, 2014 and the Treasurer of School Monies Report for the period ending November 30, 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 November 30, 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 November 30, 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 Alpha School for tuition for one student for the 2014-2015 school year effective November 24, 2014, at a total cost of \$56,389.77.
8. Recommend ratification of approval of a contract with Professional Education Services, Inc. to provide educational instruction services (home instruction) for the 2014-2015 school year at the rate of \$47.00 per hour.
9. Recommend approval of an agreement between Jostens and New Egypt Primary School to publish the 2014-2015 yearbook at a cost of approximately \$2,605.00 funded from student activities and at no cost to the Board.
10. Recommend approval of a contract with Tokarski + Millemann Architects, LLC. to provide architectural services for the New Egypt High School temporary classroom and Pathways Lab reconfiguration conceptual drawings, not to exceed \$1,500.00.
11. Recommend approval of a contract with Tokarski + Millemann Architects, LLC. to provide architectural services for the New Egypt High School auditorium heat pump replacement, not to exceed \$15,500.00.

Roll Call

Yes

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

No

None

Abstain

Mrs. Potter

B. Personnel Motions

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

1. Recommend approval of a Title 10 paid military leave of absence for Ginger White, primary school 1st grade teacher, pending receipt of military orders:

<u>LEAVE</u>	<u>FROM</u>	<u>THROUGH</u>
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Military Leave

with pay, with benefits

January 18, 2015

January 30, 2015

2. Recommend approval of Karen Nickels as a leave replacement middle school science teacher for Diane Dancer, effective January 8, 2015 – February 2, 2015, at a salary of \$56,467.00 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.

3. Recommend ratification of approval of Andrea Aprea to teach 1st block ESL class at the high school in lieu of prep at the instructional rate of \$47.00 per hour in accordance with the PTEA and PTBOE collective bargaining agreement.
4. Recommend approval of Jodie Green, LDT-C, to be hired as Dyslexia Consultant to assist in keeping compliant with state mandates 18A:40-5.3 and 18A:40-5.4 requiring comprehensive assessments for students suspected of having dyslexia or other reading disability effective January 8, 2015 at a rate of \$400.00 per day.
5. Recommend approval of substitute teachers/paraprofessionals/community education instructors [as per the attached list.](#)
6. Recommend approval of staff salary adjustment [as per the attached list.](#)

Discussion: Mrs. Wig asked if they were anticipating a lot of comprehensive assessments. Dr. Howland explained they are seeing a lot of comprehensive assessments.

Roll Call

Yes

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

No

None

C. Policy

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

1. Recommend approval of the second reading of [Policy 5118.1](#), School Choice Program.

Discussion: Mr. Probasco expressed his concern that once we are a School Choice program we cannot offer tuition. Mr. Stein explained that the regulations are not set in stone.

Roll Call

Yes

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

No

None

D. Professional Development/Travel Reimbursements

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

1. Recommend approval of the [attached staff professional development.](#)
2. Recommend approval of Larry Witham to attend the NJSBA “Bargaining at the Table” on January 10, 2015 at a total cost not to exceed \$180.00.

Roll Call

Yes

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

No

None

Abstain

Mr. Witham (abstained on motion D.2)

E. Other Motions

Mr. Probasco moved with a second by Mr. Midgett that E.1 – E.4 be approved:

1. Recommend receipt of the HIB (Harassment, Intimation and Bullying) report on January 7, 2015 by the Board of Education.
2. Recommend approval of [resolution 2014-2015 No. 12](#), Open Public Meeting Act.
3. Recommend approval of the following community education classes [as per the attached](#).
4. Recommend acceptance of the [Quality Single Accountability Continuum](#) (QSAC) district performance review indicating the district satisfied the following weighted indicators:

Governance	100%
Operations	100%
Personnel	100%
Fiscal	100%
Instruction & Program	76%

Discussion: Mr. Probasco expressed his concern that we are low in Instruction & Program.

Roll Call

Yes

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

No

None

F. Facilities

G. Field Trips

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

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

Roll Call

Yes

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

No

None

XVI. PUBLIC COMMENT ON ANY SCHOOL RELATED TOPIC - None

XVII. NEW BUSINESS

Mr. Midgett asked how the district will proceed with the A/B Schedule.

Mrs. Bilenker, Interim Superintendent, asked the Board if they were ready to address or do they need more time.

The Board discussed the A/B Schedule.

Mr. Midgett moved with a second by Mr. Witham that the following be approved:

1. Recommend that the Board approve the A/B Schedule for the 2015-2016 school year at the New Egypt High School.

Discussion: Mr. Probasco stated that he is for the program and can we do this in a controlled manner. Mr. Witham thanked Mr. Mosley for all his time he spent on this program.

Roll Call

Yes

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

No

XVIII. OLD BUSINESS

Mrs. Wig asked about the parent letter asking for financial contributions.

The Board will discuss parent letter regarding financial contributions in executive session.

Mr. Gately commented on the high school sign.

Mrs. Wig asked about the solar project.

Mr. Gately gave an update on the solar project.

The Board discussed alumni website.

XIX. BOARD OF EDUCATION COMMENTS

Mrs. Wig welcomed Stephanie Bilenker and congratulated Mrs. Soles.

Mrs. Soles thanked Mr. Mosley for the presentation and all involved.

Mr. Probasco welcomed Stephanie Bilenker.

Mrs. Wig moved that the Board go into executive session at 9:32 p.m. for the purpose of discussing collective negotiations, personnel, student matters and matter of security.

Seconded by Mr. Probasco, Passed unanimously.

XX. 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. Septor, Mrs. Soles and Mrs. Wig left the meeting at 10:00 pm.

Mr. Midgett made a motion to go out of executive session at 10:13 p.m.
Seconded by Mr. Witham, Passed unanimously.

Sean Gately
Business Administrator/Board Secretary