

PLUMSTED TOWNSHIP BOARD OF EDUCATION  
REGULAR MEETING  
May 13, 2015  
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 Common Core State Standards and the 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.*
  - *To 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. Soles, 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. 2014-12, 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

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

ALSO PRESENT

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

Mrs. Wig moved that the Board go into executive session at 6:38 p.m. for the purpose of discussing personnel, student matters, negotiations and vendor contracts.  
Seconded by Mr. Probasco, 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. Probasco made a motion to go out of executive session at 7:56 p.m.  
Seconded by Mrs. Wig, Passed unanimously.

V. ROLL CALL

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

ALSO PRESENT

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

VI. FLAG SALUTE – Mrs. Soles led all in the salute to the flag.

VII. APPROVAL OF AGENDA

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

A. Recommend that the Board approve the regular meeting agenda for May 13, 2015.

Roll Call

Yes

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

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 regular meeting on April 15, 2015.

B. The minutes are presented for necessary correction and approval for the special meeting on April 30, 2015.

Roll Call

Yes

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

No

None

Abstain

Mr. Probasco (Mr. Probasco abstained on VIII.A)

IX. DISTRICT HIGHLIGHTS

A. Board Meeting dates:

The remaining Board of Education meetings will be held:

June 10, 2015  
July 8, 2015  
August 26, 2015  
September 9, 2015

October 14, 2015  
November 18, 2015  
December 9, 2015  
January 6, 2016 (Reorganization Meeting)

B. [Student Enrollment](#)

C. [Fire/Drill/School Security Drills](#)

D. [Suspension List](#)

X. BOARD OF EDUCATION COMMITTEE REPORTS - None

XI. STUDENT REPRESENTATIVE COMMENTS - None

XII. SUPERINTENDENT'S COMMENTS

Mrs. Bilenker, Interim Superintendent, gave an update on the following:

HIB Report

XIII. PUBLIC COMMENT ON AGENDA ITEMS - None

XIV. PRESENTATIONS/AWARDS

Shore Athletic Conference presented by Mr. Philip McGuane

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.12 be approved:

1. Recommend approval of all bills and claims for May 13, 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 May 13, 2015, which required hand written checks after the April 15, 2015, Board of Education meeting, 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 for the period ending March 31, 2015, and the Treasurer of School Monies Report, for the period ending March 31, 2015.
5. 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, 2015, 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 March 31, 2015, 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 approval of a contract with Mercer County Special Services School District for tuition from May 18, 2015, through June 30, 2015, for student number 203449, at a total cost of \$11,811.36.
8. Recommend approval of a contract with Mercer County Special Services School District for tuition from May 14, 2015, through June 30, 2015, for student number 303496, at a total cost of \$7,725.64.
9. Recommend approval of STARR Transit Company, Inc. to transport 8<sup>th</sup> grade students to South Mountain YMCA Camp on September 24, 2015, and return to New Egypt Middle School on September 25, 2015, at a total cost of \$5,400.00, fundraised by the middle school Class of 2016, at no cost to the Board of Education.
10. Recommend approval of the contracts between LORS Photography and New Egypt Primary School, Dr. Gerald H. Woehr Elementary School, New Egypt Middle School and New Egypt High School for student portraits for the 2015-2016 school year, to be paid by the students and at no cost to the Board of Education, as per the attached:
11. Recommend approval of a contract with SchoolDude to provide for Capital Forecast Direct software from June 1, 2015, through June 30, 2016, at a total cost of \$2,094.58.
12. Recommend approval to submit the application for the 2015 Safety Grant Program through the New Jersey Schools Insurance Group’s MOCSSIF Subfund in the amount of \$1,637.00.

Roll Call

Yes

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

No

None

Mr. Midgett moved with a second by Mrs. Potter that A.13 – A.14 be approved:

13. Recommend acceptance of the Plymouth Rock Assurance – Teachers’ Insurance Plan of NJ grant titled “Blue Skies Gallery” in the amount of \$998.00.
14. Recommend acceptance of the NJEA Frederick L. Hipp Foundation for Excellence in Education grant titled “The Roots Project” in the amount of \$10,000.00.

Discussion: Mr. Witham and Mrs. Soles thanked those involved in preparing the grants.

Roll Call

Yes

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

No

None

Mr. Midgett moved with a second by Mr. Probasco that A.15 – A.29 be approved:

15. Recommend approval to submit the application for Extraordinary Aid to the New Jersey State Department of Education for the 2014-2015 school year.
16. Recommend approval of the medical insurance Exclusive Provider Option (EPO) plan with AmeriHealth for the 2015-2016 school year as follows:
  - Single \$ 6,026.88
  - Member & Spouse/Partner \$12,053.52
  - Family \$16,272.24
  - Parent/Child(ren) \$10,245.48
17. Recommend approval of the medical insurance PPO with AmeriHealth for the 2015-2016 school year, as follows:
  - Single \$ 7,401.72
  - Member & Spouse/Partner \$14,803.20
  - Family \$19,984.44
  - Parent/Child(ren) \$12,582.72
18. Recommend approval of the prescription insurance plan with Benecard for the 2015-2016 school year, as follows:
  - Single \$2,113.08
  - Member & Spouse/Partner \$4,953.00
  - Family \$5,002.92
  - Parent/Child(ren) \$2,820.24
19. Recommend approval of the dental insurance plan with Delta Dental for the 2015-2016 school year, as follows:
  - Single \$ 525.96
  - Member & Spouse/Partner \$1,272.36
  - Family \$1,272.36
  - Parent/Child(ren) \$1,272.36
20. Recommend approval of financial institutions to be designated as depositories of record for the Plumsted Township Schools Board of Education accounts, for the 2015-2016 school year, as follows:
  - a. TD Bank
  - b. New Jersey Arbitrage Rebate Management
  - c. New Jersey Cash Management

21. Recommend approval for the establishment of the following petty cash imprest accounts, for the 2015-2016 school year, and each transaction shall not exceed \$50.00:

High School – Principal	\$300.00
Middle School – Principal	\$300.00
Elementary School – Principal	\$300.00
Primary School – Principal	\$300.00
Business Office – Business Administrator	\$300.00
Buildings and Grounds – Coordinator of Buildings Grounds and Operations	\$400.00
Community Education – Community Education Coordinator	\$200.00
Transportation – Business Administrator	\$400.00
Curriculum & Instruction – Director of Curriculum & Instruction	\$300.00

22. Recommend approval of the Tax Shelter and Annuity Companies/Brokers, for the 2015-2016 school year, at no cost to the Board, as follows:

a. Axa Equitable	d. Met Life Annuity
b. Lincoln Investment	e. Met Life Investors
c. Met Life	f. Valic

23. Recommend approval of the Disability Plans, for the 2015-2016 school year, at no cost to the Board, as follows:

a. Aflac Insurance	c. Colonia Insurance
b. AIG American General	d. Prudential Insurance

24. Recommend approval of the Uniform Minimum Chart of Accounts for New Jersey Public Schools.

25. Recommend approval for Monmouth Ocean Educational Services Commission to provide Coordinated Transportation Services, for an administrative fee of 5% of route costs, from July 1, 2015, through June 30, 2016.

26. Recommend approval of a contract with Commission for the Blind for the 2015-2016 school year.

27. Recommend approval to continue to participate in the Middlesex Regional Educational Services Commission Cooperative Pricing System (MRESC Cooperative), Educational Data Services, Inc., and Hunterdon County Educational Services Commission for the 2015-2016 school year.

28. Recommend approval of the 2015-2016 Annual Tuition Schedule, as follows:

• Pre-K/K	\$12,147
• Grade 1-5	\$14,329
• Grade 6-8	\$14,271
• Grade 9-12	\$14,291
• Multiple Disabled	\$36,868
• Pre-K Disabled (Part-time)	\$37,074

29. Recommend approval Authorizing the Procurement of Goods and Services through State Agency for the 2015-2016 school year.

Roll Call

Yes

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

No

None

Mr. Probasco moved with a second by Mr. Midgett that A.30 – A.31 be approved:

30. Recommend acceptance of bids received on April 14, 2015 for the Heat Pump Replacement Project at New Egypt High School as follows:

<b>Firm</b>	<b>Base Bid</b>	<b>Add Alternate</b>	<b>Total Bid</b>
WHC Enterprises, Inc.	\$143,400.00	\$71,300.00	\$214,700.00
EACM Corp	\$111,373.00	\$56,000.00	\$167,373.00
Performance Mechanical Corp.	\$117,300.00	\$73,000.00	\$190,300.00

31. Recommend approval to award the bid received on April 14, 2015 for the Heat Pump Replacement Project at New Egypt High School to the lowest responsible bidder, EACM Corp, in the amount of \$167,373.00.

Discussion: Mr. Gately explained the heat pump replacement project.

Roll Call

Yes

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

No

None

B. Personnel Motions

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

1. Recommend approval of the renewal of Stephanie Bilenker, as Interim Superintendent of Schools, effective July 1, 2015, through June 30, 2016, at the annual salary of \$155,000.00.

Discussion: Mrs. Soles explained that they need Executive County Superintendent's approval for the contract and a public hearing.

Roll Call

Yes

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

No

None



Mrs. Wig moved with a second by Mr. Midgett that B.2 – B.14 be approved:

2. Recommend renewal of the administrative staff for the 2015-2016 school year, [as per the attached list](#):
3. Recommend renewal of the tenured certified staff for the 2015-2016 school year, [as per the attached list](#):
4. Recommend renewal of the non-tenured certified staff for the 2015-2016 school year, [as per the attached list](#):
5. Recommend renewal of the paraprofessionals for the 2015-2016 school year, [as per the attached list](#):
6. Recommend renewal of the support staff for the 2015-2016 school year, [as per the attached list](#):
7. Recommend renewal of the district bus drivers for the 2015-2016 school year, [as per the attached list](#):
8. Recommend renewal of the lunchroom/playground monitors for the 2015-2016 school year, [as per the attached list](#):
9. Recommend renewal of the technology staff for the 2015-2016 school year, [as per the attached list](#):
10. Recommend renewal of the maintenance staff for the 2015-2016 school year, [as per the attached list](#):
11. Recommend ratification of approval of staff salary adjustments, [as per the attached list](#):
12. Recommend ratification and revision of the middle school spring coaches, [as per the attached list](#):
13. Recommend ratification of approval of extracurricular staff positions, [as per the attached list](#):
14. 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 two and one-half teaching staff members, to wit: LDTC/Dyslexia Consultant and one special education teacher, and reducing one full time guidance counselor to a half time position and further reducing the number of non-certificated staff members by eliminating three half time kindergarten paraprofessionals and reducing one full time Media Center paraprofessional to a half time media specialist position, based upon the judgment of the Plumsted Township Board of Education that it is advisable to abolish such positions for reasons of changes in educational programs and organization with the reduction in force to become effective for the 2015-2016 school year and with the employment of all effected teaching staff members and non-teaching staff members in the positions being eliminated to terminate as of June 30, 2015.

Roll Call

Yes

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

No

None

Mr. Probasco moved with a second by Mr. Witham that B.15 – B.18 be approved:

15. Recommend approval of staff transfers for the 2015-2016 school year, [as per the attached list](#):
16. Recommend approval of the acceptance of the retirement of Kathleen Alfonse, Special Education Teacher at the New Egypt High School, effective June 30, 2015.

17. Recommend approval of the acceptance of the retirement of Janet Popyk, 5<sup>th</sup> Grade Teacher at the Dr. Gerald H. Woehr Elementary School, effective June 30, 2015.
18. Recommend approval of the acceptance of the retirement of Karin Nielsen, School Nurse at the New Egypt Middle School, effective June 30, 2015.

Discussion: Mr. Probasco congratulated the retirees and their years of service.  
Mrs. Soles thanked the retirees for their years of service.

Roll Call

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

Mr. Probasco moved with a second by Mrs. Septor that B.19 – B.35 be approved:

19. Recommend acceptance of the resignation of Nancy Savage, as a Spanish Teacher at the High School/Middle School, effective June 30, 2015, with regrets.
20. Recommend approval of Amanda Raulf as lunchroom/playground monitor at an hourly rate of \$8.25 effective May 14, 2015, through June 30, 2015.
21. Recommend approval of Dawn Reynolds Seawright, as a Bus Aide at an hourly rate of \$8.50 per hour, effective May 18, 2015, 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.
22. Recommend approval of the following Maternity/Disability Leave of Absence for Kelly Buskey, New Egypt Middle School Language Arts and Social Studies Teacher:

<b>LEAVE</b>	<b>FROM</b>	<b>THROUGH</b>
Maternity/Disability Leave with pay, with benefits (16 sick days)	On or about June 1, 2015	June 22, 2015

23. Recommend approval of the following Maternity/Disability Leave of Absence for Christine Mille, New Egypt Primary School Grade 1 teacher:

<b>LEAVE</b>	<b>FROM</b>	<b>THROUGH</b>
Maternity/Disability Leave with pay, with benefits (33 sick days)	September 1, 2015	October 16, 2015
NJFLA Leave without pay, with benefits	October 19, 2015	January 10, 2016

24. Recommend approval of the following Maternity/Disability Leave of Absence for Kelli Goshorn, New Egypt Middle School Special Education Teacher:

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**LEAVE** **FROM** **THROUGH**

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Maternity/Disability Leave On or about  
with pay, with benefits (16 sick days) June 1, 2015 June 22, 2015

25. Recommend approval of the following Medical Leave of Absence for Linda Ward, School Bus Driver for the District:

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**LEAVE** **FROM** **TO**

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Medical Leave with pay (10 sick days)  
pending medical certification June 3, 2015 August 31, 2015

26. Recommend approval of the following district appointments for the 2015-2016 school year:

- a. Attendance Officer: Stephanie Bilenker
- b. Application Officer: Stephanie Bilenker
- c. Board Secretary: Sean Gately
- d. District Qualified Purchasing Agent: Sean Gately
- e. District Purchasing Agent: Sean Gately
- f. Agency Compliance Officer: Sean Gately
- g. PACO Officer: Sean Gately
- h. Custodian of School Records: Sean Gately
- i. Title IX Compliance Officer: Sean Gately
- j. Treasurer of School Monies: Frank Frazee
- k. Affirmative Action Officer Curriculum & Instruction: Diana MacKenzie
- l. Title IX Curriculum and Classroom Practices Compliance Officer: Diana MacKenzie
- m. Affirmative Action Officer Personnel and Employment: Colleen Gravel
- n. District Test Coordinator: Colleen Gravel
- o. Title IX Personnel and Employment Practices Compliance Officer: Colleen Gravel
- p. Title IX Student Matters Compliance Officer: Colleen Gravel
- q. 504 Committee Officer: Dr. Jessica Howland
- r. DCP&P (Div. of Child Protection and Permanency) Liaison: Dr. Jessica Howland
- s. Asbestos Management Officer: Joseph Occhiuzzo
- t. Health and Safety Designee: Joseph Occhiuzzo
- u. Indoor Air Quality Designee: Joseph Occhiuzzo
- v. Integrated Pest Management Coordinator: Joseph Occhiuzzo
- w. Right to Know Officer: Joseph Occhiuzzo
- x. Chemical Hygiene Officer: Joseph Occhiuzzo
- y. AHERA Coordinator: Joseph Occhiuzzo
- z. District Homeless Liaison: Joann Holman
- aa. Substance Awareness Coordinator: Jacqueline Duca

27. Recommend approval that the Plumsted Township Board of Education hereby continues membership in the New Jersey School Boards Association for the 2015-2016 school year.

28. Recommend approval that Stephanie Bilenker, Interim Superintendent of Schools and Sean Gately, Business Administrator/Board Secretary of the Plumsted Township School District or their designees, be designated as the Board's agent's to request State and Federal funds under the existing State and Federal Laws.

29. Recommend approval of the current Affirmative Action Grievance Procedures for the 2015-2016 school year.
30. Recommend that the Board of Education approve Sean Gately, Business Administrator/Board Secretary as School Funds Investor pursuant to NJSA 17:12B-241 for the 2015-2016 school year.
31. Recommend approval that Sean Gately, Business Administrator/Board Secretary, be designated as the Board of Education's Claims Auditor with authority, as provided by 18A:19-2 amended, to direct prepayment of claims for Debt Service, Payroll, Fixed Charges and any other claim or demand which would be in the best interests of the Board to pay promptly for the 2015-2016 school year.
32. Recommend approval that as provided by N.J.S.A. 18A:22-801 amended, Stephanie Bilenker be designated as Chief School Administrator to approve such line item budget transfers as are necessary between Board of Education meetings, and that such transfers shall be reported to the Board of Education, ratified and duly recorded in the minutes of such meeting not less than monthly for the 2015-2016 school year.
33. Recommend approval that the Plumsted Township Public School District Board of Education appoints Sean Gately, Business Administrator/Board Secretary as the third party administrator to monitor compliance with the District's 457B Deferred Compensation Plans at no cost to the district for the 2015-2016 school year.
34. Recommend approval of signature to appear on all disbursement for the 2015-2016 school year, as follows:
  - a. General Operating – Board President, Board Secretary and Treasurer
  - b. NJ ARM Accounts – Board Secretary and Treasurer
  - c. NJ Cash Management – Board Secretary and Treasurer
  - d. Agency Account – Board Secretary and Treasurer
  - e. Payroll Account – Board Secretary and Treasurer
  - f. Unemployment Account – Board Secretary and Treasurer
  - g. Student Activities Account – Board Secretary or Business Manager and Principal
35. Recommend approval that the Board of Education approve to pay the following rates for the following substitutes for the 2015-2016 school year:
 

Substitute Nurses – \$120.00 per day  
 Substitute Teachers – \$80.00 per day  
 Substitute Para-professionals – \$60.00 per day  
 Substitute Bus Drivers – \$15.00 per hour

Roll Call	
Yes	Mr. Probasco, Mrs. Septor, Mr. Midgett, Mrs. Potter, Mrs. Wig, Mr. Witham, Mrs. Soles
No	None

Mrs. Wig moved with a second by Mr. Witham that B.36 be approved:
36. Recommend renewal of the NEED staff for the 2015-2016 school year, [as per the attached list](#):

Roll Call

Yes

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

No

None

C. Policy

Mrs. Wig moved with a second by Mrs. Potter that C.1 – C.13 to be approved:

1. Recommend approval of the first reading of Policy 3542.1 Wellness and Nutrition.
2. Recommend approval of the first reading of Regulation 3542.31 Free and Reduced Rate Meals.
3. Recommend approval of the first reading of Policy 4115, Supervision.
4. Recommend approval of the first reading of Policy 4222, Non-instructional Aides.
5. Recommend approval of the first reading of Policy 4123, Classroom Aides (Paraprofessionals).
6. Recommend approval of the first reading of Policy 5141.21, Administering Medication.
7. Recommend approval of the first reading of Policy 6145.1/6145.2, Intramural, Competition; Interscholastic Competition.
8. Recommend approval of the first reading of Regulation 6145.1/6145.2, Sportsmanship.
9. Recommend approval of the second reading of [Policy 5141.8, Sports Related Concussion and Head Injury](#).
10. Recommend approval of the second reading of [Policy 6114, Emergencies and Disaster Preparedness](#).
11. Recommend approval of the second reading of [Policy 6173, Home Instruction](#).
12. Recommend approval of the second reading of [Policy 7110, Long-Range Facilities Planning](#).
13. Recommend approval of all existing Board of Education policies.

Discussion: Mrs. Soles thanked the Policy Committee.

Roll Call

Yes

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

No

None

D. Professional Development/Travel Reimbursements

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

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

Roll Call

Yes

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

No

None

E. Other Motions

Mrs. Wig moved with a second by Mrs. Septor that E.1 – E.35 be approved:

1. Recommend receipt of the HIB (Harassment, Intimation and Bullying) Report on May 13, 2015, by the Board of Education.
2. Recommend approval to operate the 2015 Middle School Academic Summer Program from July 6, 2015, through July 30, 2015, Monday – Thursday from 9:00 a.m. – 12:00 p.m.
3. Recommend approval of the Department of the Air Force to implement The Mentoring Program at the New Egypt Primary School effective May 14, 2015, with the prospective mentors, [as per the attached list](#):
4. Recommend approval of the Boy Scouts of Troop 109 in New Egypt, to volunteer up to ten (10) hours each, as peer leaders, in games and activities during the NEED Program. Volunteer hours will assist the Boy Scouts to attain their Star Badges, [as per the attached list](#):
5. Recommend approval for five (5) Waretown Elementary School teachers to observe the Reading Wonders Program at the Dr. Gerald H. Woehr Elementary School on June 4, 2015.
6. Recommend approval of the following community education classes at no cost to the district, [as per the attached list](#):
7. Recommend approval of an assembly sponsored by D.A.T.E. (Disability Awareness through Education) Team on May 21, 2015, and May 22, 2015, at New Egypt Middle School to 6<sup>th</sup> grade students, at no cost to the Board of Education.
8. Recommend ratification of approval of Hoop Dreams with Chris Herren, former NBA basketball player, as guest speaker, author and sobriety advocate to present his program “Unguarded” to grades 8-12 in the amount of \$4,000.00, to be paid from the Plumsted Municipal Alliance funds.
9. The Board acknowledged that New Egypt Primary School and Dr. Gerald H. Woehr Elementary School conducted emergency school bus exit drills, as per State regulations according to NJAC 6A:27-11.2 at 8:30 a.m. at the location of 131 Evergreen Road on April 23, 2015. Rick DeMarco, Principal, was the administrator in charge. The following bus routes participated in the drill: E01 – E09, E11, E12, E14, ESWC (wheelchair bus) and Frog.
10. The Board acknowledged that New Egypt Middle School conducted emergency school bus exit drills, as per State regulations according to NJAC 6A:27-11.2 at 7:45 a.m. at the location of 115 Evergreen Road on April 24, 2015. Andrea Caldes, Principal, was the administrator in charge. The following bus routes participated in the drill: M01 – M09.

11. The Board acknowledged that New Egypt High School conducted emergency school bus exit drills, as per State regulations according to NJAC 6A:27-11.2 at 7:00 a.m. at the location of 117 Evergreen Road on April 24, 2015. Gene Mosley, Principal, was the administrator in charge. The following bus routes participated in the drill: NH01 – NH09, HSWC (wheelchair bus) and HS Mini Bus.
12. 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
13. Recommend approval of the job descriptions for the 2015-2016 school year.
14. Recommend approval of district curricula, [as per the attached](#):
15. Recommend approval of district textbooks for the 2015-2016 school year, [as per the attached list](#):
16. Recommend approval of Parliamentary Procedures.
17. Recommend approval of the following appointment:
  - a. Insurance Broker of Record – Property & Casualty – Boynton & Boynton
  - b. Broker of Record – Employee Benefits – LDP Consulting Group, Inc. (Brown & Brown)
  - c. Official newspaper for the purpose of advertising – Asbury Park Press
18. Recommend approval that the designated posting locations be the main office of all four schools and the Board Secretary's office.
19. Recommend adoption of the Code of Ethics in accordance with N.J.S.A. 18A:12-24.1.
20. Recommend approval of the school discipline codes for the 2015-2016 school year.
21. Recommend approval of the Doctrine of Necessity.
22. Recommend approval of the District Purchasing Manual.
23. Recommend approval of the 2015-2016 District Professional Development Plan.
24. Recommend approval of the 2015-2016 Mentoring Plan and Statement of Assurance.
25. Recommend approval of the 2015-2016 Bilingual/ESL Three-Year Program Plan.
26. Recommend approval of the 2015-2016 District Emergency Management Plan.
27. Recommend approval of the 2015-2016 AED Plan.



28. Recommend approval of the 2015-2016 Indoor Air Quality Plan.
29. Recommend approval of the 2015-2016 Biosecurity Plan.
30. Recommend approval of the 2015-2016 Integrated Pest Management Plan.
31. Recommend formal adoption of the Charlotte Danielson Framework for Teaching and the Evaluation Template for the 2015-2016 school year, in partial fulfillment of the New Jersey Department of Education's Excellent educators for New Jersey (EE4NJ) staff evaluation systems requirements.
32. Recommend formal adoption of the Stronge Leader Evaluation Systems for the 2015-2016 school year, in partial fulfillment of the New Jersey Department of Education's Excellent Educators for New Jersey (EE4NJ) administrator evaluation system requirements.
33. Recommend approval that the Board of Education hereby establishes a photocopy fee of five cents (\$.05 per letter size page or small and seven cents (\$.07) per page for legal size page or larger for the 2015-2016 school year.
34. Recommend that the Board of Education approve the Electronic Violence and Vandalism Report System form for the 2015-2016 school year.
35. 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](#):

Roll Call

Yes

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

No

None

Mr. Probasco moved with a second by Mrs. Soles that E.36 be tabled:

36. Recommend approval of the application for the Plumsted Township School District for membership in the Shore Athletic Conference.

Discussion: Mr. Witham commented that he trusts the decision of the educators and that he would have voted yes if this had stayed as a motion.

Roll Call

Yes

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

No

F. Facilities

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



1. Recommend approval of the renewal for temporary instructional space at New Egypt High School and submission to the Ocean County Office for approval.

Roll Call

Yes

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

No

None

G. Field Trips

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

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

Roll Call

Yes

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

No

None

XVI. PUBLIC COMMENT ON ANY SCHOOL RELATED TOPIC – None

XVII. NEW BUSINESS

HS PTO Fundraiser – Engraved Pavers (stadium field)

Mr. Gately explained that the high school PTO would like to sell pavers, which can be engraved, and put them by the stadium field.

XVIII. OLD BUSINESS

Mr. Gately thanked Assemblyman Dancer regarding the bill to create the Impact Aid reserve account, which was signed by the Governor.

XIX. BOARD OF EDUCATION COMMENTS

Mrs. Potter commented on the March student of month still on the high school marquee.

Mr. Probasco asked about the solar project.

Mr. Gately gave an update on the solar project.

Mr. Probasco made a motion to adjourn at 9:14 p.m.

Seconded by Mrs. Wig, Passed unanimously.

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Sean Gately  
Business Administrator/Board Secretary