

**SHREWSBURY BOROUGH BOARD OF EDUCATION**  
**SHREWSBURY, NEW JERSEY**  
**REGULAR MEETING**  
**THURSDAY, DECEMBER 16<sup>th</sup>, 2021**  
**MINUTES**

**1.0 Opening Procedures**

1.1 Call to order – 6:35 p.m.

1.2 Flag salute

1.3 Opening Statement

“Public notice of this was emailed to the Asbury Park Press on July 16<sup>th</sup>, 2021 in accordance with the Open Public Meetings Act PL 1975 CH 231, effective January 16, 1976. Notice has been posted in the Fern Ross entrance and Bell Foyer entrance to Shrewsbury Borough School. A copy of this notice is also on file in the office of the Borough Clerk. The public notice also included that the meeting will be using a virtual platform. ”

1.4 Roll Call:

Mrs. Barber	Mrs. Montgomery
Mrs. Gourley-Thomson - absent	Mrs. Groom
Mrs. Hemel - absent	Mr. Sweeney - absent
Mrs. Hepburn-Goldberg	Mr. MacConnell, Superintendent
Mrs. Humes	Ms. Avento, Business Administrator
Mr. Jannuzzi	Mrs. Gifford, Board Attorney

1.5 Mission Statement:

The mission of the Shrewsbury Borough School District, a system built on successful cooperation among family, school and community, is to prepare all students to achieve excellence and to become responsible citizens through rigorous educational programs consistent with the New Jersey Core Curriculum Content State Standards and which respect individual differences and diversity. Students will be prepared to meet the challenges presented in the regional high school and the world beyond.

**2.0 Closed Executive Session**

2.1 It was motioned by Mr. Jannuzzi, seconded by Mrs. Humes, to move into Closed Executive Session at 6:38 p.m. to discuss confidential personnel matters or Board Business and/or matters of attorney/client privilege and/or matters of litigation and/or negotiations or contractual matters from which the public may be excluded. Minutes of this meeting will be made available to the public when the need for confidentiality no longer exists.

	AYE	NAY	ABSTAIN	ABSENT	COMMENTS
Mrs. Barber	X				
Mrs. Gourley-Thompson				X	
Mrs. Hemel				X	
Mrs. Hepburn-Goldberg	X				
Mrs. Humes	X				
Mr. Jannuzzi	X				
Mrs. Montgomery	X				
Mrs. Groom	X				
Mr. Sweeney				X	

On a voice vote, six (6) members voted yes, three (3) members were absent.

- 2.2 It was motioned by Mrs. Barber, seconded by Mrs. Montgomery, to reconvene into public session at 7:30 p.m.

	AYE	NAY	ABSTAIN	ABSENT	COMMENTS
Mrs. Barber	X				
Mrs. Gourley-Thompson				X	
Mrs. Hemel				X	
Mrs. Hepburn-Goldberg	X				
Mrs. Humes	X				
Mr. Jannuzzi	X				
Mrs. Montgomery	X				
Mrs. Groom	X				
Mr. Sweeney				X	

On a voice vote, six (6) members voted yes, three (3) members were absent.

### 3.0 Communications ~

- Email from Mr. Moore, Mrs. L. Curley and Mrs. McTighe following up on their request regarding teacher morale and employee retention.

### 4.0 Public Participation ~ Agenda Items Only – There was no public participation.

### 5.0 Superintendent’s Report ~ Mr. MacConnell

- 5.1 Superintendent’s Report: Mr. MacConnell reported on the following:

- Thank you to all who donated for the Thanksgiving donations. The school collected over 25 turkeys and also sent many food donations to the Red Bank Food Bank on Tuesday, November 23<sup>rd</sup>.
- Please join us in Congratulating our Teacher of the Year – Ms. Wiesel and our Service Professional of the Year – Ms. Hillen. Both will be recognized at the upcoming April Board Meeting.

5.1 Continued:

- It is my pleasure to introduce three of our newest faculty members as they join the Shrewsbury Borough School community this week. Please join me in welcoming them to SBS:  
 Mrs. Jenna Jungfer - Grade 5, 6, & 7 ICR Math Teacher- [jungferj@sbs-nj.org](mailto:jungferj@sbs-nj.org)  
 Mrs. Rebecca Cartinella - Grade 5, 6, & 7 LLD Teacher- [cartinellar@sbs-nj.org](mailto:cartinellar@sbs-nj.org)  
 Ms. Christine Morgan - Grade 5, 6, & 7 ICR ELA Teacher- [morganc@sbs-nj.org](mailto:morganc@sbs-nj.org)
- The annual Shrewsbury Tree Lighting was held on Saturday, November 27<sup>th</sup> In person this year.
- On December 9, 2021 We announced our Teacher of the year for 2022 is Mrs. Wiesel and our Service Professional 2022 Nurse Hilan. They are both well deserving of this honor.
- The Student Council is holding Fa La La Fridays. On Fridays in December we will show our holiday spirit. December 3<sup>rd</sup> students were permitted to wear holiday pjs to school. On December 10<sup>th</sup> they were permitted to wear holiday socks and holiday hats. Tomorrow the 17<sup>th</sup> they are to wear ugly holiday sweater and the ugliest holiday sweater will win a prize!
- 11<sup>th</sup> Annual Chanukah Menorah Lighting was also held virtually on Sunday, December 5<sup>th</sup> at 4:30 PM.
- Warning Notices will be published for Marking Period 2 in the portal on Friday, December 17<sup>th</sup> at 3:00 p.m.
- On December 21, 2021 the Board of Education will be providing a luncheon for all staff from 11:45-1:15pm in the Library/Media Center, we all are very appreciative.
- Please be reminded that Thursday, December 23<sup>rd</sup> is a 12:30 dismissal day for the Holiday and school is closed Friday, December 24<sup>th</sup> – Friday, December 31<sup>st</sup> and will reopen on Monday, January 3<sup>rd</sup>.
- School will be closed on Monday, January 17<sup>th</sup> for Martin Luther King’s Day.
- Report Cards for Marking Period 2 will be available in the Parent Portal on Friday, January 28<sup>th</sup> at 3:00 p.m.
- On December 9, 2021 We announced our Teacher of the year 2022 is Mrs. Wiesel and our Service Professional 2022 Nurse Hillen. They are both very deserving of this honor.
- I would like to take this opportunity to wish all families and staff a Very Happy and Safe Winter Holiday Season and a Special New Year!

It was motioned by Mrs. Humes, seconded by Mrs. Montgomery, to approve item 5.2 as listed:

5.2 Recommend that the Board of Education approve the District HIB Report for the Month of November, 2021.

	AYE	NAY	ABSTAIN	ABSENT	COMMENTS
Mrs. Barber	X				
Mrs. Gourley-Thompson				X	
Mrs. Hemel				X	
Mrs. Hepburn-Goldberg	X				
Mrs. Humes	X				
Mr. Jannuzzi	X				
Mrs. Montgomery	X				
Mrs. Groom	X				
Mr. Sweeney				X	

On a roll call vote, six (6) members voted yes, three (3) members were absent.

## 6.0 Business Administrator’s Report ~ Ms. Avento

It was motioned by Mrs. Groom, seconded by Mrs. Hepburn-Goldberg, to approve items 6.1 and 6.2 as amended:

- 6.1 Recommend that the Board of Education approve the following minutes as listed:
  - 6.1.1 Regular Meeting Minutes, November 17<sup>th</sup>, 2021
  - 6.1.2 Executive Session Meeting Minutes, November 17<sup>th</sup>, 2021
- 6.2 Recommend that the Board of Education approve the following Board Meeting Schedule/notice for 2022 school year as follows:

Whereas notice is hereby given that pursuant to the "Open Public Meetings Act", PL 1975 Chapter 231, the Shrewsbury Borough Board of Education of the Shrewsbury Borough School District does herewith announce its schedule of meetings to be held during the period from January 6<sup>th</sup>, 2022 to the next Reorganization Meeting of the Board. The purpose of the meetings is to act on all agenda items and any other business to come before the Board.

Regular (Public) Meetings will be held on the third Thursday of each month except where noted below (March, June and November 2022). No Regular Meeting will be held in July 2022. The Board Reorganization Meeting will convene at 7:00 p.m. on Thursday, January 6<sup>th</sup>, 2022. Regular meetings will convene at 6:30 p.m. with a Closed Executive Session followed by the Public portion of the meeting to begin at 7:30 p.m.

**NOW, THEREFORE BE IT RESOLVED**, that the Business Administrator is hereby directed to advertise, post and maintain a copy of this resolution on the bulletin board at the Bell Entrance and the Fern Ross entrance and shall file a copy of same in the office, as well as in the office of the Borough Clerk of the Borough of Shrewsbury, and to forward copies to the Asbury Park Press and the Hub newspapers.

### **NOTICE OF MEETING**

NOTICE is hereby given that the Shrewsbury Board of Education will hold its annual Board Reorganization Meeting on Thursday, January 6<sup>th</sup>, 2022 at 7:00 p.m. in the Media Center of the Shrewsbury Borough School. The Shrewsbury Borough Board of Education has formally adopted the 2022 meeting schedule of meetings as follows:

6.2 Continued:

#### **2022 Regular Meetings**

Thursday, January 6<sup>th</sup>, 2022 – Reorganization Meeting  
Wednesday, January 19<sup>th</sup>, 2022  
Thursday, February 17<sup>th</sup>, 2022  
Wednesday, March 16<sup>th</sup>, 2022  
Thursday, April 28<sup>th</sup>, 2022  
Thursday, May 19<sup>th</sup>, 2022  
Thursday, June 23<sup>rd</sup>, 2022

#### **2022 Regular Meetings**

July – No Meeting  
Thursday, August 18<sup>th</sup>, 2022  
Thursday, September 15<sup>th</sup>, 2022  
Thursday, October 20<sup>th</sup>, 2020  
Wednesday, November 16<sup>th</sup>, 2022  
Thursday, December 15<sup>th</sup>, 2022

The Board Reorganization Meeting will convene at 7:00 p.m. Regular meetings will convene at 6:30 p.m. in the Media Center or Fern Ross Gymnasium of the Shrewsbury Borough School with a Closed Executive Session. The Public portion of the meeting will convene at 7:30 p.m. Executive and Public sessions will be held in the Media Center or Fern Ross Gymnasium. The location for the meetings will be posted on the District website at [www.sbs.k12.nj.us](http://www.sbs.k12.nj.us). The purpose of the meetings is to act on all agenda items and any other business to come before the Board.

In the event of a change in the meeting schedule, time or location of a meeting, proper notification will be posted on the district's website, sent to the newspaper for advertisement and posted appropriately.

	AYE	NAY	ABSTAIN	ABSENT	COMMENTS
Mrs. Barber	X				
Mrs. Gourley-Thompson				X	
Mrs. Hemel				X	
Mrs. Hepburn-Goldberg	X				
Mrs. Humes	X				
Mr. Jannuzzi	X				
Mrs. Montgomery	X				
Mrs. Groom	X				
Mr. Sweeney				X	

On a roll call vote, six (6) members voted yes, three (3) members were absent.

## 7.0 Facilities Committee ~ Mrs. Groom

### 7.1 Committee Report:

Mrs. Groom reported that the Committee met on December 14<sup>th</sup>, 2021 and reviewed the following:

- District has to update Long Range Facility Plan
- Resolution for the submission to DOE

It was motioned by Mrs. Groom, seconded by Mr. Jannuzzi, to approve items 7.2 and 7.3 as amended:

7.2 Recommend that the Board of Education approve the amendment of the 2016 Long Range Facilities Plan to address the five-year reporting requirements and to be consistent with proposed school facilities projects. Further, the Board authorizes Spiezle Architectural Group Inc, to make the submission to the Department of Education on behalf of the district.

7.3 Recommend that the Board of Education approve the submission of the following to the New Jersey Department of Education as required:

BE IT RESOLVED, by the Shrewsbury Borough Board of Education to approve the submission of the Renovations at Shrewsbury Borough School to the New Jersey Department of Education, for review and Department approval of a “school facilities project” with debt service aid state funding which is consistent with the 2022 approved long range facilities plan. Further, the Board authorizes Spiezle Architectural Group Inc, to make the submission to the Department of Education on behalf of the district.

BE IT FURTHER RESOLVED, by the Shrewsbury Borough Board of Education to approve the submission of the Addition (Option A) at Shrewsbury Borough School to the New Jersey Department of Education, for review and Department approval of a “school facilities project” with debt service aid state funding which is consistent with the 2022 approved long range facilities plan. Further, the Board authorizes Spiezle Architectural Group Inc, to make the submission to the Department of Education on behalf of the district.

BE IT FURTHER RESOLVED, by the Shrewsbury Borough Board of Education to approve the submission of the Addition (Option B) at Shrewsbury Borough School to the New Jersey Department of Education, for review and Department approval of a “school facilities project”

7.3 Continued:

with debt service aid state funding which is consistent with the 2022 approved long range facilities plan. Further, the Board authorizes Spiezle Architectural Group Inc, to make the submission to the Department of Education on behalf of the district.

	AYE	NAY	ABSTAIN	ABSENT	COMMENTS
Mrs. Barber	X				
Mrs. Gourley-Thompson				X	
Mrs. Hemel				X	
Mrs. Hepburn-Goldberg	X				
Mrs. Humes	X				
Mr. Jannuzzi	X				
Mrs. Montgomery	X				
Mrs. Groom	X				
Mr. Sweeney				X	

On a roll call vote, six (6) members voted yes, three (3) members were absent.

## 8.0 Finance Committee ~ Mrs. Groom

### 8.1 Committee Report

Mrs. Groom reported that the Committee met December 14<sup>th</sup>, 2021 and reviewed the bills and claims, discuss budget strategies & current status of the budget and year end procedures, district audit, reviewed ongoing state directives and the items listed below.

It was motioned by Mrs. Groom, seconded by Mr. Jannuzzi, to approve items 8.2 through 8.7 as amended:

8.2 Recommend that the Board of Education approve the following bills:

November 2021 Payroll – 2 <sup>nd</sup> half	\$ 266,066.23
December 2021 Payroll – 1 <sup>st</sup> half	\$ 282,355.72
December 2021 Bills & Claims	<u>\$ 139,128.20</u>
	\$ 687,550.15

8.3 Recommend that the Board of Education approve the following transfers within the 2021-2022 General Fund as listed:

<u>From</u>	<u>Amount</u>	<u>To</u>	<u>Amount</u>
11-00-252-177-01	6,600	11-000-230-339-07	6,600
Technology Salaries		Purch Prof Svc. PR	
Rcl for PR Contract			

8.4 Pursuant to N.J.A.C. § 6A:23A-16.10(c) (3), I certify that as of November 30<sup>th</sup>, 2021, after review of the appropriations section of the monthly financial reports and upon consultation with appropriate district officials, to the best of my knowledge no major account or fund has been overextended in violation of N.J.A.C. § 6A:23A-16.10(c) (3), and that sufficient funds are available to meet the district's financial obligations for the remainder of the fiscal year.

\_\_\_\_\_  
 Debora Avento

\_\_\_\_\_  
 Date

- 8.5 Recommend that the Preliminary Board Secretary’s Report for the month of November 2021 with the respective Treasurer’s Report be accepted, filed for audit, attached to, and made part of the official minutes of this meeting.
- 8.6 Recommend that the Board of Education approve the following student services for the 2021-2022 school year:

<u>Student</u>	<u>Provider</u>	<u>Service</u>	<u>Cost</u>
5772	Diane Ames	OT Evaluation	\$350
5772	G&A Assoc/DPCNJ	Neurodevelopmental Evaluation	\$600
5331	BeechTree Psychiatric	Psychiatric Evaluation	\$450
483	Beech Tree Psychiatric Services	Psychiatric Evaluation	\$450
7049	Beech Tree Psychiatric Services	Psychiatric Evaluation	\$450
7049	G&A/DPCNJ	Neurodevelopmental Evaluation	\$600
7080	G&A/DPCNJ	Neurodevelopmental Evaluation	\$600
7086	Diane Ames	Occupational Therapy Evaluation	\$350
5331	Leah Ogradnik	Occupational Therapy Evaluation	\$350

- 8.7 Recommend that the Board of Education approve the following damaged/obsolete items to be discarded as per the attached listing for the 2021-2022 school year.

<u>Quantity</u>	<u>Description</u>	<u>Information</u>	<u>Reason</u>
	Sports Uniforms	Various Sports	Old & Outdated
2	Milk Box Refrig	Model #681	Outdated
1	Water Cooler	Model #f5281-b280	Not working, not repairable
1	Fujipla Laminator	Model#lpe6510	Not working, Obsolete

	<u>AYE</u>	<u>NAY</u>	<u>ABSTAIN</u>	<u>ABSENT</u>	<u>COMMENTS</u>
Mrs. Barber	X				
Mrs. Gourley-Thompson				X	
Mrs. Hemel				X	
Mrs. Hepburn-Goldberg	X				
Mrs. Humes	X				
Mr. Jannuzzi	X				
Mrs. Montgomery	X				
Mrs. Groom	X				
Mr. Sweeney				X	

On a roll call vote, six (6) members voted yes and three (3) members were absent.

## 9.0 Curriculum Committee ~ Mrs. Montgomery

### 9.1 Committee Report

Mrs. Montgomery reported that the Committee met on December 14<sup>th</sup>, 2021 and discussed the following:

- Technology Update
- Update on Start Strong State Wide Testing
- December Community Services Project

9.1 Continued:

- New Teacher Meeting
- I-Ready
- ELL Three Year Plan
- Gifted & Talented/Enrichment

It was motioned by Mrs. Montgomery, seconded by Mrs. Barber, to approve item 9.2 as listed:

9.2 Recommend that the Board of Education approve the following field trip at no cost to the Board of Education for the 2021-2022 school year. All costs to be paid by students:

Class/Group: 4<sup>th</sup> Grade  
 Destination: Allaire Village  
 Date(s): June 3rd, 2022  
 Cost of Trip: \$10.00 per student  
 Cost of Transportation: \$750

Class/Group: 4<sup>th</sup> Grade  
 Destination: The Four Corners, Shrewsbury, NJ  
 Date(s): June 13th, 2022  
 Cost of Trip: No Cost  
 Cost of Transportation: No Cost – Walking Trip

	AYE	NAY	ABSTAIN	ABSENT	COMMENTS
Mrs. Barber	X				
Mrs. Gourley-Thompson				X	
Mrs. Hemel				X	
Mrs. Hepburn-Goldberg	X				
Mrs. Humes	X				
Mr. Jannuzzi	X				
Mrs. Montgomery	X				
Mrs. Groom	X				
Mr. Sweeney				X	

On a roll call vote, six (6) members voted yes, three (3) members were absent.

## 10.0 Personnel Committee ~ Mrs. Barber

### 10.1 Committee Report:

Mrs. Barber reported that the Personnel Committee met on December 15<sup>th</sup>, 2021 and discussed matters of a confidential nature.

Upon the recommendation of the Superintendent, it was motioned by Mrs. Barber, seconded by Mrs. Montgomery, that the Board of Education approve item 10.2 through 10.4 as amended:

10.2 Recommend the Board of Education rescind the appointment of Stuart White as Wrestling Coach for the 2021-2022 school year.



- 10.3 Recommend that the Board of Education accept the resignation of Marisa Shaheen effective January 31, 2022.
- 10.4 Recommend that the Board of Education acknowledge the retirement of Francisca Montiel, Teacher, effective June 30, 2022 for the 2021-2022 school year.

	AYE	NAY	ABSTAIN	ABSENT	COMMENTS
Mrs. Barber	X				
Mrs. Gourley-Thompson				X	
Mrs. Hemel				X	
Mrs. Hepburn-Goldberg	X				
Mrs. Humes	X				
Mr. Jannuzzi	X				
Mrs. Montgomery	X				
Mrs. Groom	X				
Mr. Sweeney				X	

On a roll call vote, six (6) members voted yes, three (3) members were absent.

## 11.0 Policy ~ Mrs. Humes

- 11.1 Committee Report: Mrs. Humes reported that the Committee did not meet this month.

## 12.0 School and Community Relations ~ Mrs. Gourley-Thompson

- 12.1 Committee Report

Mrs. Gourley-Thompson reported that the Committee met on December 8<sup>th</sup>, 2021 and discussed the following:

- We discussed current quarantines at SBS and parent concerns.
- We discussed plans for the holidays including the virtual winter concert and classroom holiday celebrations.
- We also discussed upcoming in school programs and the change organization.

## 13.0 Old Business ~ There was no old business.

## 14.0 New Business ~ There was no new business.

## 15.0 Public Participation ~

Three members of the public spoke. Topics included the following:

- Suggestion for the district to do a survey for teacher morale
- Question regarding the referendum
- Comment about the new service suite still isn't a good set up. Students need privacy
- Rethink the new spaces in the referendum to perhaps be a new service suite space.

- Question regarding the district exit interviews and creating a safe space for real feedback

## 16.0 Vice President’s Comments ~ Mrs. Groom

Thank you for joining us this evening. I think I can speak for all of us when I say we are excited to submit our plans for renovations and improvements for SBS to the state. These improvements are long overdue and much needed. I want to wish everyone a very happy holiday and a relaxing winter break and Happy New Year!

## 17.0 Closed Executive Session

- 17.1 It was motioned by Mrs. Barber, seconded by Mrs. Montgomery, to move into Closed Executive Session at 8:07 p.m. to discuss confidential personnel matters and/or matters of attorney/client privilege and/or matters of litigation and/or negotiations or contractual matters from which the public may be excluded. Minutes of this meeting will be made available to the public when the need for confidentiality no longer exists.

	AYE	NAY	ABSTAIN	ABSENT	COMMENTS
Mrs. Barber	X				
Mrs. Gourley-Thompson				X	
Mrs. Hemel				X	
Mrs. Hepburn-Goldberg	X				
Mrs. Humes	X				
Mr. Jannuzzi	X				
Mrs. Montgomery	X				
Mrs. Groom	X				
Mr. Sweeney				X	

On a voice vote, six (6) members voted yes, three (3) members were absent.

- 17.2 It was motioned by Mrs. Barber, seconded by Mrs. Montgomery, to reconvene into public session at 8:32 p.m.

	AYE	NAY	ABSTAIN	ABSENT	COMMENTS
Mrs. Barber	X				
Mrs. Gourley-Thompson				X	
Mrs. Hemel				X	
Mrs. Hepburn-Goldberg	X				
Mrs. Humes	X				
Mr. Jannuzzi	X				
Mrs. Montgomery	X				
Mrs. Groom	X				
Mr. Sweeney				X	

On a voice vote, six (6) members voted yes, three (3) members were absent.

## 18.0 Adjournment

- 18.1 It was motioned by Mrs. Barber, seconded by Mrs. Montgomery, to adjourn the meeting at 8:32 p.m.

	AYE	NAY	ABSTAIN	ABSENT	COMMENTS
Mrs. Barber	X				
Mrs. Gourley-Thompson				X	
Mrs. Hemel				X	
Mrs. Hepburn-Goldberg	X				
Mrs. Humes	X				
Mr. Jannuzzi	X				
Mrs. Montgomery	X				
Mrs. Groom	X				
Mr. Sweeney				X	

On a roll call vote, six (6) members voted yes, three (3) members were absent.

Respectfully Submitted,

Debi Avento  
Business Administer/Board Secretary