

**SHREWSBURY BOROUGH BOARD OF EDUCATION
SHREWSBURY, NEW JERSEY
REGULAR MEETING
TUESDAY, FEBRUARY 16th, 2021
MINUTES**

1.0 Opening Procedures

- 1.1 Call to order – 6:32 p.m.
- 1.2 Flag salute
- 1.3 Opening Statement

"In compliance with P1 1975, Chapter 231, Open Public Meetings Act, notice of this meeting was emailed to the Asbury Park Press on December 16th, 2020. On December 16th, 2020 a copy of this notice was posted at the Bell Foyer Entrance and the Fern Ross Entrance to Shrewsbury Borough School. In addition, a copy of this notice was emailed to the Borough Clerk on December 29th, 2020 and is on file in that office."

1.4 Roll Call:

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

2.0 Closed Executive Session

- 2.1 It was motioned by Mrs. Groom, seconded by Mrs. Hepburn-Goldberg, to move into Closed Executive Session at 6:36 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, eight (8) members voted yes, one (1) member was absent.

2.2 It was motioned by Mrs. Montgomery, seconded by Mr. Jannuzzi, 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, eight (8) members voted yes, one (1) member was absent.

3.0 Communications ~

- Email from Mr. & Mrs. Brendan Gilmartin regarding eighth grade graduation
- Email from Mr. & Mrs. Frank Doogan regarding eighth grade graduation
- Email from Mrs. Aurora Hankins regarding eighth grade graduation
- Email from Mrs. Suzanne Moore regarding eighth grade graduation
- Email from Mrs. Lindsey Curley regarding formation of parent/school board focus group
- Email from Mrs. Stiles regarding revising the district’s suspension policies
- Letter from Ryan Sweeney asking for approval to expand the SBS garden as part of his Eagle Project

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

5.0 Superintendent’s Report ~ Mr. MacConnell

5.1 Superintendent’s Report: The Superintendent reported on the following:

- Report Cards for Marking Period 2 were published in the parent portal on Thursday, January 28th
- The School-Wide Spelling Bee will be held on Tuesday, February 16th – Friday, February 19th during 6th period for Grades 5th – 6th. Two winning students from each grade – by –grade spelling bee will then move on to our school-wide spelling bee.
- Parent Teacher Conferences will be held as follows with a 12:30 dismissal each day for the students:
 - Wednesday, February 17th – 1:30 – 3:00 PM
 - Thursday, February 18th – 6:30 – 8:30 PM
 - Friday, February 19th – 1:30 – 3:00 PM
- The Drama Production this year will be Peter Pan Jr. The cast has been selected and will start rehearsals in the upcoming weeks.

5.0 Superintendent's Report continued:

- The SPTA will be starting new clubs for students. The flyers were sent home in the parent portal for the following clubs:
 - SPTA Zoo Crew Club
 - Art Club – for Grades 1 - 3
 - STEM Jr. Club = for Grades Pre K – 2nd Grade
 - Lego Club – for Pre K – 8th Grade
 - Virtual Escape Room – for Grade 5th – 8th
- Warning Notices will be published in the parent portal on Thursday, March 4th.
- Kindergarten Registration has been going on since the beginning of January online. We have over 60 Kindergarten students registered for 2021-2022 school year so far.
- SPTA Tiger Week will be held in school and virtual the week of March 22nd.

It was motioned by Mrs. Hepburn-Goldberg, seconded by Mr. Jannuzzi, to approve item 5.2 through 5.4 as amended:

- 5.2 Recommend that the Board of Education approve the District HIB Report for the Month of January 2021.
- 5.3 Recommend that the Board of Education approve the District's Professional Development and Mentoring Plans for the 2020-2021 school year.

- 5.4 Recommend that the Board of Education approve the following resolution:
A RESOLUTION REQUESTING GOVERNOR MURPHY TO INCLUDE PUBLIC SCHOOL DISTRICT PERSONNEL IN THE OFFICIAL EXPERT VACCINE ALLOTMENT PANEL'S DEFINITION OF FRONTLINE WORKERS WHEREAS, the Shrewsbury Board of Education recognizes that the United States, the State of New Jersey and local health authorities, as well as the World Health Organization, have declared a public health emergency regarding the Coronavirus or COVID-19 pandemic; and

- 5.4 Continued:
WHEREAS, the federal and state authorities have put in place guidance detailing the precautionary measures schools must implement to stop its spread of this disease; and WHEREAS, public schools have a profound impact on millions of students, families and staff and are charged with the care, education, nourishment of their students and are an integral part of the health and safety of our communities; and

WHEREAS, our district has responded to the challenges brought about by the COVID-19 pandemic, providing students and staff members with the technology and resources necessary to ensure the efficient delivery of instruction, virtually and in-person; and

WHEREAS, the board has a substantial public interest in protecting the health and safety of its students, staff, and community and ensuring that the district can provide staff and students with a safe and effective educational environment that supports student achievement; and

WHEREAS, the board recognizes that this health emergency made it necessary to close schools and reinvent the educational programs in a virtual setting and that this may have an adverse impact on

student achievement and the emotional and social wellbeing of students; and WHEREAS, the COVID-19 Vaccination Plan published by the State of New Jersey Department of Health (December 15, 2020, pgs. 36-37) prioritizes the availability of vaccines to “essential workers” in Phase 1B of the vaccine protocol; and

WHEREAS, school district staff at all levels are essential to the day-to-day operations of this district, responsible for the thorough and efficient education of all students and their social and emotional wellbeing, are critical for virtual and in-class instruction and are “essential workers;”

NOW, THEREFORE, BE IT RESOLVED the Shrewsbury Board of Education finds a substantial public purpose exists to request that Governor Murphy give appropriate priority in the statewide administration of the COVID-19 vaccine to all public school district personnel. COVID-19 Vaccination Plan published by the State of New Jersey Department of Health, see: <https://nj.gov/health/legal/covid19/NJ%20Interim%20COVID-19%20Vaccination%20Plan%20-%20Revised%2012-15-20.pdf>

RESOLVED, that a copy of this resolution shall be forwarded to the member of the 11th legislative district delegation, Assembly Speaker Craig J. Coughlin, Senate President Stephen M. Sweeney, Governor Phil Murphy, and to the New Jersey School Boards Association.

	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, eight (8) members voted yes, one (1) member was absent.

6.0 Business Administrator’s Report ~ Ms. Avento

It was motioned by Mrs. Montgomery, seconded by Mrs. Barber, 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, January 19th, 2021
 - 6.1.2 Executive Session Meeting Minutes, January 19th, 2021
- 6.2 Recommend that the Board of Education approve the following revised regular meeting schedule for the remainder of 2021:

6.2 Continued:

REVISED NOTICE OF MEETING

NOTICE is hereby given that the Shrewsbury Board of Education has formally adopted the revised 2021 meeting schedule of meetings as listed below. Regular (Public) Meetings will be held on the third Thursday of each month except for June 2021 which will be held on the fourth Thursday of the month. No Regular Meeting will be held in July 2021. 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. The purpose of the meetings is to act on all agenda items and any other business that may come before the Board. The Board will also hold a Board Workshop Meeting on the 21-22 Budget on Thursday, February 25th, 2021 at 6:30 p.m. A participation link will be available on the District’s website at <http://www.sbs.k12.nj.us/sbs>.

When permitted, meetings will be held in the Media Center or the Fern Ross Gymnasium of the Shrewsbury Borough School (locations for these meetings will be posted on the District’s website). However, due to the pandemic, until further notice, the meetings of the Shrewsbury Board of Education will be conducted online using a virtual meeting platform. A participation link will be available on the District’s website at <http://www.sbs.k12.nj.us/sbs>.

2021 Regular Meetings

- Tuesday, January 5th, 2021 – Reorg Meeting
- Tuesday, January 19th, 2021
- Tuesday, February 16th, 2021
- Thursday, March 18th, 2021
- Thursday, April 15th, 2021
- Thursday, May 20th, 2021
- Thursday, June 24th, 2021

2021 Regular Meetings

- July – No Meeting
- Thursday, August 19th, 2021
- Thursday, September 16th, 2021
- Thursday, October 21st, 2021
- Thursday, November 18th, 2021
- Thursday, December 16th, 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, eight (8) members voted yes, one (1) member was absent.

7.0 Facilities Committee ~ Mrs. Groom

7.1 Committee Report:

Mrs. Groom reported that the Committee met on February 9th, 2021 and reviewed and discussed the following:

- The need for a snow removal contractor when there is excessive snow fall
- 8th Grade Graduation
- Referendum Timeline
- Shortened Basketball season pushed back to March

8.0 Finance Committee ~ Mrs. Groom

8.1 Committee Report

Mrs. Groom reported that the Committee met February 9th, 2021 and reviewed the bills and claims, discuss budget strategies & current status of the budget and year end procedures, reviewed ongoing state directives and the items listed below:

It was motioned by Mrs. Groom, seconded by Mrs. Montgomery, to approve items 8.2 through 8.9 as amended:

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

January 2021 Payroll – 2 nd half	\$259,057.03
February 2021 Payroll – 1 st half	\$260,112.32
February 2021 Bills & Claims	<u>\$164,633.87</u>
	\$683,803.22

8.3 Recommend that the Board of Education approve the following transfers within the 2020-2021 General Fund as listed:

<u>From</u>	<u>Amount</u>	<u>To</u>	<u>Amount</u>
11-000-100-566-01 Special Ed Private Tuition Rcl for addtl funds needed	69,341	11-000-100-562-00 Other LEA Tuition	69,341
11-000-100-566-01 Tuition - Private Rcl to correct account	27,736.40	11-000-100-562-00 Other LEA Tuition	27,736.40
11-000-219-610-01 CST Supplies Rcl for addtl funds needed	604	11-000-217-610-01 Extraordinary Student Supplies	604
11-000-219-320-01 CST Supplies Rcl for addtl funds needed	6,023	11-000-219-104-05 CST Summer	6,023
11-000-219-610-01 CST Supplies Rcl for addtl funds needed	86	11-000-219-105-01 CST Sec Sal	86
11-000-230-530-01 Dist Comm. Rcl for addtl funds needed	714	11-000-230-340-01 Purch Tech Serv	714
11-000-230-820-01 Judgement Rcl for addtl funds needed	3,715	11-000-230-590-01 District Insurance	3,715
11-000-251-100-01 Business Office Salaries Rcl for addtl funds needed>SS	16,000	11-000-251-340-01 Purch Prof Serv	16,000

8.2	Continued:			
	<u>From</u>	<u>Amount</u>	<u>To</u>	<u>Amount</u>
	11-000-270-514-02	10,000	11-000-263-420-01	10,000
	ESY Transportation		R&M - Grounds	
	Rcl for addtl funds needed			
	11-000-270-514-01	8,220	11-000-270-513-01	8,220
	Transportation Special Ed		Non Public Transportation	
	Rcl for addtl funds needed			
	11-000-291-270-02	9,200	11-000-291-290-01	9,200
	District Benefits		District Benefits Other	
	Rcl for addtl funds needed			
	11-190-100-106-02	10,000	11-190-100-340-02	10,000
	IA Salaries		Purchase Prof Tech Svc	
	Rcl for addtl funds needed			
	11-204-100-106-01	7,406	11-204-100-101-03	7,406
	LLD Aides Salaries		LLD ESY Salaries	
	Rcl for addtl funds needed			
	11-204-100-106-01	3,000	11-424-100-610-01	3,000
	LLD Aides Salaries		Reading Supplies	
	Rcl for addtl funds needed			
	11-000-262-100-01	20,000	11-000-261-610-01	20,000
	Custodial Salaries		Maintenance Supplies	
	Rcl for addtl funds needed			
	11-000-291-260-01	3,874	11-000-262-520-01	3,874
	District Insurance - WC		District Insurance	
	Rcl to E/C Acct #			
	11-000-291-260-01	30,000	11-000-291-250-01	30,000
	District Insurance - WC		Unemployment	
	Rcl for addtl funds needed			

8.4 Pursuant to N.J.A.C. § 6A:23A-16.10(c) (3), I certify that as of January 31st, 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 Board of Education accept and approve the 2019-2020 Comprehensive Annual Financial Report (CAFR) and Auditor's Management Report (AMR) as prepared by Robert A. Hulsart & Company along with the Corrective Action Plan (CAP) for submission to the state and to the Monmouth County Department of Education as required. No recommendations were noted.

8.6 Recommend that the Preliminary Board Secretary’s Report for the month of December 2021 with the respective Treasurer’s Report be accepted, filed for audit, attached to, and made part of the official minutes of this meeting.

8.7 Recommend that the Board of Education approve the following student services for the 2020-2021 school year:

<u>Student</u>	<u>Service Provider</u>	<u>Service</u>	<u>Cost</u>
#7025	DeMonte Therapy	Physical Therapy Evaluation	\$285
#7025	Diane Ames	Occupational Therapy Evaluation	\$350
#5773	Dev. Pediatrics Central NJ	Neurodevelopmental Evaluation	\$600
#5929	Dev. Pediatrics Central NJ	Neurodevelopmental Evaluation	\$600
#7077	Dev. Pediatrics Central NJ	Neurodevelopmental Evaluation	\$600
#7077	Diane Ames	Occupational Therapy Evaluation	\$350
#7079	Dev. Pediatrics Central NJ	Neurodevelopmental Evaluation	\$600
#7078	Diane Ames	Occupational Therapy Evaluation	\$350
#7066	Dev. Pediatrics Central NJ	Neurodevelopmental Evaluation	\$600
#7061	Dev. Pediatrics Central NJ	Neurodevelopmental Evaluation	\$600
#6482	Dev. Pediatrics Central NJ	Neurodevelopmental Evaluation	\$600
#7006	Dev. Pediatrics Central NJ	Neurodevelopmental Evaluation	\$600

8.8 Recommend that the Board of Education approve the following damaged/obsolete items to be discarded as per the attached listing for the 2020-2021 school year.

8.9 Recommend that the Board of Education approve the Pay to Play basketball fee of \$290 per student athlete.

	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, eight (8) members voted yes, one (1) member was absent.

9.0 Curriculum Committee ~ Mrs. Montgomery

9.1 Committee Report

Mrs. Montgomery reported that the Committee met on February 10th, 2021 and discussed the following:

- Extracurricular Activities
- Professional Development
- Lunch & Learn Program
- Working on updates to the Spanish and Gifted and Talented Programs

It was motioned by Mrs. Montgomery, seconded by Mrs. Hepburn-Goldberg, to approve item 9.2 and 9.3 as listed:

- 9.2 Recommend that the Board of Education approve the following professional development for the 2020-2021 school year as listed. The Professional development listed is virtual. There will be no expense reimbursement.

<u>Staff Member</u>	<u>Program/ Workshop/Training</u>	<u>Date</u>	<u>Cost</u>
Kelly Schlosser	IXL Webinar	2/17/21	\$ 60
Jessica Wakula	NJAGC Virtual Conference	3/19/21	\$104
Samantha Bremekamp	NJAGC Virtual Conference	3/19/21	\$104
Brittany King	NJECC Conference	3/9-10/21	\$195

- 9.3 Recommend the Board of Education approve the RTI Extended Day Lunch and Learn Program to meet on Tuesdays and Thursdays from 12:30 PM - 1:30 PM effective February 18, 2021 through May 20, 2021 in the 2020-2021 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, eight (8) members voted yes, one (1) member was absent.

10.0 Personnel Committee ~ Mrs. Barber

10.1 Committee Report:

Mrs. Barber reported that the Personnel Committee met on February 16th, 2021 and discussed matters of a confidential nature.

Upon the recommendation of the Superintendent, it was motioned by Mrs. Barber, seconded by Mrs. Hepburn-Goldberg, that the Board of Education approve item 10.2 through 10. 5 as amended:

- 10.2 Recommend that the Board of Education approve the revised half day substitute rate to \$48 for half day for the 2020-2021 school year.

- 10.3 Recommend the Board of Education approve the following Extra Curricular Stipend Positions as listed below for the 2020-2021 school year:

<u>Advisor</u>	<u>Activity/Sport</u>	<u>Amount</u>
Jim McConville	Boys Basketball	\$2,547
Josh Biringer	Girls Basketball	\$2,547
Cheryl Peterson	Garden Club	\$1,425

10.4 Recommend the Board of Education approve the following teachers for our RTI Extended Day Lunch and Learn Program at the extracurricular rate of \$43.14/hour, for 35 hours, not to exceed \$1,509.90 per person for a total of \$10,569.30 effective February 18, 2021 - May 20, 2021, for the 2020-2021 school year.

- Jill Epstein
- Chery Peterson
- Mary Ellen Phillips
- Cindy Newman
- Skye Tiplady
- Leigh Trillhaase
- Tori Long
- Alyssa Watts

10.5 Recommend the Board of Education approve Janelle Hampton as Long Term Substitute at the hourly rate \$85.00/day for days 1-20 and BA/1 on the salary guide for days 21+ to begin on or around March 22, 2021 for the 2020-2021 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, eight (8) members voted yes, one (1) member was absent.

11.0 Policy ~ Mrs. Humes

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

12.0 School and Community Relations ~ Mrs. Humes

12.1 Committee Report:

Mrs. Humes reported that the Policy Committee met on February 9th, 2021 and discussed the following:

- 8th Grade Graduation
- Email regarding the creation of a parent focus group
- School open full days for next year – lunch is the primary issue with not enough space

13.0 Old Business ~ There was no old business.

14.0 New Business ~

Mrs. Gourley-thompson reported that the Community Alliance met on 2/8/20 and discussed the following:

- 1/28 the TLC grief workshop was held
- BrainstormingCommunity Wellness Week: Walk the Chalk on 3/6 writing positive messages n chalk
- Next meeting is 3/8/21

It was motioned by Mrs. Groom, seconded by Mrs. Hepburn-Goldberg to approve Ryan Sweeney’s Eagle Scout Project to expand the school garden.

	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, seven (7) members voted yes, one (1) member was absent, one (1) member abstained.

15.0 Public Participation ~

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

- Request that the letters to the Board be posted
- Reconsideration of an in person 8th grade graduation
- Reconsideration of eliminating spring break
- Request to reconsider revised the school’s discipline policies

16.0 President’s Comments ~ Mr. Sweeney

Mr. Sweeney thanked everyone for attending tonight’s meeting. He noted that the numbers are starting to look better and reiterated that the decisions the district makes regarding graduation will all be based on the information that the Department of Health and the CDC. Mr. Sweeney thanked everyone for their patience with the Board and the Administration while we are working on solutions and reminded everyone that they can come to him with questions anytime so the questions don’t have to wait for the next Board Meeting.

18.0 Adjournment

18.1 It was motioned by Mrs. Humes, seconded by Mr. Jannuzzi, to adjourn the meeting at 8:05 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, eight (8) members voted yes, one (1) member was absent.

Respectfully submitted,

Debi Avento
Business Administrator/Board Secretary