

**SHREWSBURY BOROUGH BOARD OF EDUCATION
SHREWSBURY, NEW JERSEY
REGULAR MEETING
TUESDAY, DECEMBER 15th, 2020
MINUTES**

1.0 Opening Procedures

- 1.1 Call to order – 6:30 p.m.
- 1.2 Flag salute
- 1.3 Opening Statement

“Public notice of this was emailed to the Asbury Park Press on August 6th, 2020 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. Gourley-Thompson	Mr. Sweeney
Mrs. Groom	Mrs. Barber
Mrs. Hepburn-Goldberg	Mrs. Hemel
Mrs. Humes	Mr. MacConnell, Superintendent
Mr. Jannuzzi	Ms. Avento, Business Administrator
Mrs. Montgomery	Mr. Donio, Board Attorney

2.0 Closed Executive Session

- 2.1 It was motioned by Mrs. Barber, seconded by Mrs. Montgomery, to move into Closed Executive Session at 6:32 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. Gourley-Thompson	X				
Mrs. Groom	X				
Mrs. Hepburn-Goldberg	X				
Mrs. Humes	X				
Mr. Jannuzzi	X				
Mrs. Montgomery	X				
Mr. Sweeney	X				
Mrs. Barber	X				
Mrs. Hemel	X				

On a voice vote, nine (9) members voted yes.

2.2 It was motioned by Mr. Jannuzzi, seconded by Mrs. Gourley-Thompson, to reconvene into public session at 7:20 p.m.

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

On a voice vote, nine (9) members voted yes.

3.0 Communications ~ There was no Board Communication.

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

5.0 Superintendent’s Report ~ Mr. MacConnell

5.1 Superintendent’s Report

- Thank you to all who donated for the Thanksgiving donations. The school collected over 40 turkeys and also sent many food donations to the Red Bank Food Bank on Tuesday, November 24th.
- Please join us in Congratulating our Teacher of the Year – Miss King and our Service Professional of the Year – Mrs. Stambaugh. Both will be recognized at the upcoming April Board Meeting.
- The annual Shrewsbury Tree Lighting was held on Thursday, December 3rd virtually this year.
- 10th Annual Chanukah Menorah Lighting was also held virtually on Monday, December 14th at 6:00 PM.
- Warning Notices will be published for Marking Period 2 in the portal on Friday, December 18th at 3:00 PM
- Please be reminded that Wednesday, December 23rd is a 12:30 dismissal day for the Holiday and school is closed Monday, December 28th – Friday, January 1st and will reopen on Monday, January 4th.
- School will be closed on Monday, January 18th for Martin Luther King’s Day.
- Report Cards for Marking Period 2 will be available in the Parent Portal on Thursday, January 28th at 3:00 PM.
- 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. Gourley-Thompson, seconded by Mrs. Hemel, to approve item 5.2 through 5.3 as amended:

5.2 Recommend that the Board of Education approve the District HIB Report for the Month of November 2020.

- 5.3 Recommend the Board of Education approve Fairleigh Dickinson University student Noelle Halpin to do field experience at Shrewsbury Borough School to begin on or around January 11, 2020 for the 2020-2021 school year.

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

On a roll call vote, nine (9) members voted yes.

6.0 Business Administrator’s Report ~ Ms. Avento

It was motioned by Mrs. Hemel, seconded by Mrs. Montgomery, 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 17th, 2020
 6.1.2 Executive Session Meeting Minutes, November 17th, 2020
- 6.2 Recommend that the Board of Education approve the following Board Meeting Schedule/notice for 2021 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 5th, 2021 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 Tuesday of each month except for June 2021 which will be held on the fourth Tuesday of the month. No Regular Meeting will be held in July 2021. The Board Reorganization Meeting will convene at 7:00 p.m. on Tuesday, January 5th, 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.

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>.

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 on **Tuesday**, January 5th, 2021 at 7:00 p.m. The Shrewsbury Borough Board of Education has formally adopted the 2021 meeting schedule of meetings as follows:

2021 Regular Meetings

Tuesday, January 5th, 2021 – Reorganization Meeting
 Tuesday, January 19th, 2021
 Tuesday, February 16th, 2021
 Tuesday, March 16th, 2021
 Tuesday, April 20th, 2021
 Tuesday, May 18th, 2021
 Tuesday, June 22nd, 2021

2021 Regular Meetings

July – No Meeting
 Tuesday, August 17th, 2021
 Tuesday, September 21st, 2021
 Tuesday, October 19th, 2021
 Tuesday, November 16th, 2021
 Tuesday, December 21st, 2021

6.2 Continued:

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>.

In the event of a change in the schedule or location of a meeting, proper notification will be sent to the newspaper and the appropriate notices will be posted in the designated areas.

	AYE	NAY	ABSTAIN	ABSENT	COMMENTS
Mrs. Gourley-Thompson	X		6.1		
Mrs. Groom	X				
Mrs. Hepburn-Goldberg	X				
Mrs. Humes	X				
Mr. Jannuzzi	X				
Mrs. Montgomery	X				
Mr. Sweeney	X				
Mrs. Barber	X				
Mrs. Hemel	X				

On a roll call vote, nine (9) members voted yes. One (1) member abstained on item 6.1.

7.0 Facilities Committee ~ Mr. Sweeney

7.1 Committee Report:

Mr. Sweeney reported that the Committee met on December 8th, 2020 and reviewed the following:

- The safety and precautions that the district is taking not only meets but exceeds regulations and recommendations. Mr. Sweeney thanked the Administration for being so diligent.

8.0 Finance Committee ~ Mr. Sweeney

8.1 Committee Report

Mr. Sweeney reported that the Committee met December 8th, 2020 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 Mr. Sweeney, seconded by Mrs. Gourley-Thompson, to approve items 8.2 through 8.7 as amended:

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

November 2020 Payroll – 2 nd half	\$259,159.12
December 2020 Payroll – 1 st half	\$260,118.78
December 2020 Bills & Claims	<u>\$119,682.66</u>
	\$638,960.56

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>
11-000-222-177-01 Media Technology- Salary	\$23,347	11-190-100-340-02 Purch. Prof Svc – Technology	\$50,000
11-000-252-177-01 Technology Salaries Rcl for addtl funds needed	\$26,653		
11-216-100-101-02 PreK Summer Salaries Rcl for addtl funds needed	\$ 2,620	11-424-100-610-01 Reading Supplies	\$ 2,620
11-000-216-610-01 Support Svc. Supplies Rcl for addtl funds needed	\$ 415	11-000-217-610-01 Ext. Ord. Student Supplies	\$ 415
11-000-219-320-02 CST Puch Prof Svc. Rcl for addtl funds needed	\$6,023	11-000-219-104-05 CST Summer Salaries	\$ 6,023
11-000-219-320-02 CST Puch Prof Svc. Rcl for addtl funds needed	\$ 86	11-000-219-105-01 CST Secretary Salaries	\$ 86

8.2 Continued:

<u>From</u>	<u>Amount</u>	<u>To</u>	<u>Amount</u>
11-000-230-592-02 District Adv Rcl for addtl funds needed	\$ 715	11-000-230-340-01 Purch. Prof. Svc	\$ 715
11-000-251-100-01 Buss. Office Salaries Rcl for addtl funds needed	\$15,000	11-000-251-340-01 Purch Prof Svc- Shared Svc.	\$15,000
11-000-262-100-01 Cust/Maint. Salaries Rcl for addtl funds needed	\$ 7,004	11-000-262-490-01 District Water & Sewer	\$ 7,004

8.4 Pursuant to N.J.A.C. § 6A:23A-16.10(c) (3), I certify that as of November 30th, 2020, 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 October 2020 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 2020-2021 school year:

<u>Student</u>	<u>Provider</u>	<u>Service</u>	<u>Cost</u>
#7009	Developmental Pediatrics	Neurodevelopmental Evaluation	\$600
#7009	Diane Ames	O/T Evaluation	\$350
#7025	Developmental Pediatrics	Neurodevelopmental Evaluation	\$600
#7071	Developmental Pediatrics	Neurodevelopmental Evaluation	\$600
#7073	Developmental Pediatrics	Neurodevelopmental Evaluation	\$600
#7073	Diane Ames	O/T 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 2020-2021 school year.

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

On a roll call vote, nine (9) members voted yes.

9.0 Curriculum Committee ~ Mrs. Montgomery

9.1 Committee Report

Mrs. Montgomery reported that the Committee met on December 10th, 2020 and discussed the following:

- Update on Covid procedures
- Plans to expand instructional time after the break
- Professional Development

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

9.2 Recommend that the Board of Education approve the following professional development for the 2020-2021 school year as list. 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>
Francisca Montiel	Your Students' Use of the Target Language		\$279
Maria Sallee-Wissenbach	Increase Communicative Proficiency		\$279

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

On a roll call vote, nine (9) members voted yes.

10.0 Personnel Committee ~ Mrs. Barber

10.1 Committee Report:

Mrs. Barber reported that the Personnel Committee met on December 14th, 2020 and discussed matters of a confidential nature.

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

10.2 Recommend that the Board of Education retroactively approve the following personnel for Peer Tutoring at the extracurricular rate of \$43.14/hr. effective November 2nd, 2020 for the 2020-2021 school year:

Marissa Shaheen

Mary Ellen Phillips

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

On a roll call vote, nine (9) members voted yes.

11.0 Policy ~ Mrs. Hepburn-Goldberg

11.1 Committee Report: Mrs. Hepburn-Goldberg reported that the Committee met on December 9th and discussed the policies listed below.

It was motioned by Mrs. Hepburn-Goldberg, seconded by Mrs. Montgomery, to approve item 11.2 for a second reading as listed:

11.2 Recommend the Board of Education approve Policy Alert # 221 and Bylaw # 01646.6 for 2nd Reading for the 2020-2021 school year:

Policy Alert # 221:

Policy # 1620 - Administrative Employment Contracts (M) (Revised)

Policy # 2431 - Athletic Competition (M) (Revised)

Regulation # 2431.1 - Emergency Procedures for Sprots and Other Athletic Activity (M) (Revised)

Policy # 2451 - Adult High School (M)(Revised) - **Not approving as it does not pertain to us**

Policy # 2464 - Gifted and Talented Students (M) (Revised)

Policy and Regulation # 5330.05 - Seizure Action Plan (M) (New)

Policy # 6440 - Cooperative Purchasing (M) (Revised)

Policy & Regulation # 6470.01 - Electronic Funds Transfer and Claimant Certification (M) (New)

Policy & Regulation # 7440 - School District Security (M) (Revised)

Policy # 7450 - Property Inventory (M) (Revised)

Policy & Regulation # 7510 - Use of School Facilities (M) (Revised)

Policy # 8420 - Emergency and Crisis Situations (M) (Revised)

Policy # 8561 - Procurement Procedures for School Nutrition Programs (M) (Revised)

Policy # 1648 - Restart and Recovery Plan (M) (Revised)

Bylaw # 0164.6 - Remote Public Board Meeting During a Declared Emergency (M) (New)

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

On a roll call vote, nine (9) members voted yes.

12.0 School and Community Relations ~ Mrs. Humes

12.1 Committee Report

Mrs. Humes reported that the Committee met on December 10th, 2020 and discussed the following:

- Parent questions regarding returning to the cohort
- More creative gym time
- 8th grade graduation timeline
- Addressed Parking and traffic issues

13.0 Old Business ~ There was no old business.

14.0 New Business ~

Mrs. Gourley-Thompson reported that the Alliance met virtually on December 14th, 2020 at 7:30 p.m. Please check out their website and the Minding your Mind Program. The next meeting is set for January 11th, 2020 at 7:30 p.m.

15.0 Public Participation ~ There was no public participation.

16.0 President’s Comments ~ Mrs. Hemel

Good evening and thank you for joining us tonight.

I want to thank our Board, Administration and parents for doing everything in their power to get us to this place. We have successfully managed to keep everyone safe and in school. It is not an easy feat and we appreciate everyone’s patience and diligence. I would also like to thank the Board, Vice President Barber and the Administration for all of their support during my time as President of the Board.

I want to wish everyone a very happy and healthy holiday and we will be back for our reorganization meeting in January. Time and date will be posted on the SBS website.

17.0 Adjournment

- 18.1 It was motioned by Mrs. Hemel, seconded by Mrs. Gourley-Thompson, to adjourn the meeting at 8:13 p.m.

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

On a voice vote, nine (9) members voted yes.

Respectfully Submitted,

Debi Avento
Business Administrator/Board Secretary