

**SHREWSBURY BOROUGH BOARD OF EDUCATION
SHREWSBURY, NEW JERSEY
REGULAR MEETING
TUESDAY, OCTOBER 20th, 2020
MINUTES**

1.0 Opening Procedures

- 1.1 Call to order – 6:40 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. William Donio, Board Attorney

2.0 Closed Executive Session

- 2.1 It was motioned by Mrs. Montgomery, seconded by Mrs. Groom, to move into Closed Executive Session at 6:43 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 Mrs. Montgomery, seconded by Mrs. Barber, to reconvene into public session at 7:29 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 ~

- Email/letter from the Class of 2027 - Request for consideration to move Kindergarten through 2nd grade to four in-person half days.
- Email/letter from the Class of 2028 - Request for consideration to move Kindergarten through 2nd grade to four in-person half days.
- Email/letter from the Class of 2029 - Request for consideration to move Kindergarten through 2nd grade to four in-person half days.
- Email from Mrs. Curley regarding questions and concerns about synchronous learning.
- Email from Keith McGee regarding Restoration of Leadership.

4.0 Public Participation ~ Comments on Agenda Items Only

Four (4) members of the public spoke. Topics included the following:

- Comments regarding the role of the Board
- Questions and concerns about synchronous learning
- Comments regarding returning the students to four (4) half days in school

5.0 Superintendent’s Report ~ Mr. MacConnell

- 5.1 Superintendent’s Report:

It was motioned by Mrs. Hemel, seconded by Mrs. Groom, to approve items 5.2 through 5.16 as amended:

- 5.2 Recommend that the Board of Education approve the District HIB Report for the month of September 2020.
- 5.3 Recommend the Board of Education approve the 2020-2021 signed Memorandum of Agreement for Shrewsbury Borough School for the 2020-2021 school year.
- 5.4 Recommend that the Board of Education approve the 2020-2021 Teacher's Manual for the 2020-2021 school year.

- 5.5 Recommend that the Board of Education approve the following District Goals for the 2020-2021 school year.

Shrewsbury Borough 2020-2021 Board Goals:

GOAL 1: Continue to explore shared services for cost savings measures including, but not limited to, Special Education programming.

GOAL 2: Implement a communication strategy to better inform and engage the board and the community we serve.

GOAL 3: Develop and implement a plan for Board Member development.

Shrewsbury Borough 2020-2021 District Goals:

GOAL 1: Develop an ongoing assessment plan to a) evaluate the effectiveness of SBS's various learning models created to address the challenges of educating in the time of COVID-19; and b) utilize that assessment to update, retool, and redefine policies and procedures to meet the uncertain, evolving needs of the SBS community as we together cope with the pandemic.

GOAL 2: The Shrewsbury Borough School will implement a Mindfulness program for students, staff and families to provide self-care tools as we navigate through the COVID-19 pandemic.

GOAL 3: The Shrewsbury Borough School District will develop a distance-learning program to meet the needs of all students.

- 5.6 Recommend the Board of Education approve Mr. MacConnell as CDS Liaison for the 2020-2021 school year.

- 5.7 Recommend the Board of Education adopt the following for the 2020-2021 school year:

- Danielson Framework
- NJPEPL - Supervisor Evaluation Tool

- 5.8 Recommend that the Board of Education approve the 2020 Comprehensive Maintenance Plan, M-1 and Indicator 7.6 Facilities Checklist for submission to the County and State as required.

- 5.9 Recommend that the Board of Education approve the Long Range Facility Plan for the 2020- 2021 school year.

- 5.10 Recommend that the Board of Education approve the 2020-2021 Nursing Services Plan for the 2020-2021 school year.

- 5.11 Recommend that the Board of Education approve the 2020-2021 Substance Abuse Prevention Program for the 2020-2021 school year.

- 5.12 Recommend that the Board approve the submission of the final reports for IDEA FY20 and ESEA FY20 for the 2020-2021 school year.
- 5.13 Recommend the Board of Education approve the School Improvement Panel Committee listed below for the 2020-2021 school year:
- Brent MacConnell - Superintendent/Principal
 - Roseanne Ansell - Supervisor of Special Services
 - Jessica Wakula - Supervisor of Curriculum & Instruction
 - Christina Bonura - 5th Grade Teacher
 - Tammy Kane - 3rd Grade Teacher
 - Catharine Moore – 1st Teacher
 - Nina Potter – 7th Grade Teacher
- 5.14 Recommend the Board of Education approve the RTI Committee listed below for the 2020-2021 school year:
- Brent MacConnell - Superintendent/Principal
 - Roseanne Ansell - Supervisor of Special Services
 - Jessica Wakula - Supervisor of Curriculum & Instruction
 - MaryEllen Phillips – Reading Specialist
 - Marisa Shaheen – Guidance
 - Alison Hillen – Nurse
 - Kristen Tardiff – 7th/8th Grade Science Teacher
 - Skye Tiplady – 5th-8th Grade Teacher
 - Staci Fox – Learning Consultant
- 5.15 Recommend the Board of Education approve the Affirmative Action Committee listed below for the 2020-2021 school year:
- Brent MacConnell - Superintendent/Principal
 - Roseanne Ansell - Supervisor of Special Services
 - Jessica Wakula - Supervisor of Curriculum & Instruction
 - Marisa Shaheen – Guidance
 - Samantha Bremekamp – Media Specialist
- 5.16 Recommend that the Board of Education approve the Shrewsbury Borough School District’s Stage 3 Re-Opening Plan as an appendix to the Re-Opening Plan that was submitted and approved by the Monmouth County Executive Superintendent as required.

	AYE	NAY	ABSTAIN	ABSENT	COMMENTS
Mrs. Gourley-Thompson	X				
Mrs. Groom	X				
Mrs. Hepburn-Goldberg	X				
Mrs. Humes	X				
Mr. Jannuzzi	X		5.4		
Mrs. Montgomery	X				
Mr. Sweeney	X				
Mrs. Barber	X		5.16		
Mrs. Hemel	X				

On a roll call vote, nine (9) members voted yes, one member abstained on item 5.4 and one member abstained on item 5.16.

6.0 Business Administrator’s Report ~ Ms. Avento

It was motioned by Mrs. Hemel, seconded by Mrs. Montgomery, to approve items 6.1 as amended:

- 6.1 Recommend that the Board of Education approve the following minutes as amended:
 - 6.1.1 Regular Meeting Minutes, September 15th, 2020
 - 6.1.2 Executive Session Minutes, September 15th, 2020
 - 6.1.3 Special Meeting Minutes, October 13, 2020
 - 6.1.4 Executive Special Meeting Minutes, October 13, 2020

	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,

7.0 Facilities Committee ~ Mr. Sweeney

7.1 Committee Report:

Mr. Sweeney reported that the Committee met virtually October 13th, 2020 and reviewed the following:

- The district is continuing to use several methods of disinfection in the district’s cleaning process.
- The antimicrobial tape will be replace after Thanksgiving
- We have completed the required facilities reports for the state: The Comprehensive Maintenance Plan, M-1 and the health and safety 7.6

8.0 Finance Committee ~ Mr. Sweeney

8.1 Committee Report

Mr. Sweeney reported that the Committee met virtually October 13th, 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. Hepburn-Goldberg, to approve items 8.2 through 8.8 as amended:

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

September 2020 Payroll – 2 nd half	\$253,698.40
October 2020 Payroll – 1 st half	\$246,511.23
October 2020 Bills & Claims	\$186,248.16
	<u>\$686,457.79</u>

- 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>
11-213-100-101-01 RR Salary Rcl for Addt'l Funds Needed	\$53,390	11-204-100-101-01 LLD Salary 11-204-100-101-03 LLD – ESY	\$46,086 \$ 7,304
11-000-213-100-01 Nurse Salaries Rcl for Addt'l Funds Needed	\$ 273	11-000-211-100-01 Attendance Salaries 11-000-221-102-01 Salary C&I Supervisor	\$ 74 \$ 199
11-216-100-101-02 PreK Salaries ESY Rcl for Addt'l Funds Needed	\$ 868	11-216-100-106-02 PreK Aides Salary ESY	\$ 868
11-000-230-530-01 Dist. Communications Rcl for Addt'l Funds Needed	\$ 1,000	11-000-230-340-01 Purch. Technical Svc.	\$ 1,000
11-000-230-820-01 Legal Rcl for Schoolwide Ionization/UV Retrofit	\$ 8,353	12-000-260-730-01 Operations Equipment	\$ 8,353

- 8.4 Pursuant to N.J.A.C. § 6A:23A-16.10(c) (3), I certify that as of September 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 Board Secretary's Report for the month of August 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.

Student	Service	Vendor	Cost
#7068	Occupational Therapy Evaluation	Diane Ames	\$350
#7006	PT Evaluation	DeMonte Therapy	\$285
#7063	Neurodevelopmental Evaluation	Developmental Pediatrics	\$600
#7063	Occupational Therapy Evaluation	Diane Ames	\$350
#7063	Neurodevelopmental Evaluation	Developmental Pediatrics	\$600
#7066	Neurodevelopmental Evaluation	Developmental Pediatrics	\$600
#7067	Occupational Therapy Evaluation	Diane Ames	\$350

- 8.7 Recommend that the Board of Education approve the following damaged/obsolete books/furniture/miscellaneous items to be discarded as follows for the 2020-2021 school year:

Quantity	Description	Information	Reason
1	Brother Fax 4100e	Serial # U61639E8J8008840	broken-not repairable
2	Prentice Hall/Pearson	SS Assessment Rubrics	outdated
2	Prentice Hall/Pearson	Reading/Vocabulary Study Guide	outdated
1	Prentice Hall/Pearson	AYP Monitoring Assessment	outdated
1	Prentice Hall/Pearson	Test Taking Strategy Transparencies	outdated
1	Prentice Hall/Pearson	Test Prep Workbook	outdated
1	Prentice Hall/Pearson	Test Prep Workbook Answer Key	outdated
4	Prentice Hall/Pearson	Reading/Writing Skills Handbook	outdated
1	Prentice Hall/Pearson	Book Projects	outdated
1	Prentice Hall/Pearson	Teaching Resources – Unit 1	outdated
1	Prentice Hall/Pearson	Teaching Resources – Unit 2	outdated
2	Prentice Hall/Pearson	Teaching Resources – Unit 3	outdated
2	Prentice Hall/Pearson	Teaching Resources – Unit 4	outdated
2	Prentice Hall/Pearson	Teaching Resources – Unit 5	outdated
3	Prentice Hall/Pearson	Teaching Resources – Unit 6	outdated
3	Prentice Hall/Pearson	Teaching Resources – Unit 7	outdated
2	Prentice Hall/Pearson	Lesson Planner	outdated
3	Prentice Hall/Pearson	Color Transparencies	outdated

- 8.8 Recommend that the Board of Education approve USA Roof Co-op Contract #R180901 to conduct roof repairs in the amount of \$11,500 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 Mrs. Montgomery reported that the Committee met virtually on October 8th, 2020 and discussed the following:
- Synchronistic Learning
 - Professional Days
 - Arts & Education
 - Chess Club and other potential club activities

10.0 Personnel Committee ~ Mrs. Barber

10.1 Committee Report:

Mrs. Barber reported that the Personnel Committee met virtually on October 19th, 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 through 10.4 as amended:

- 10.2 Recommend the Board of Education approve Kristen Tardiff for maternity leave effective on or about December 14, 2020 for the 2020-2021 school year.
- 10.3 Recommend that the BOE approve Alysa Okpcyh as a Speech Language Pathologist to provide a speech evaluation for student #7069 at the rate of \$350/Evaluation for the 20-21 school year.
- 10.4 Recommend the Board of Education approve the reduction in force of the following staff members listed below effective November 4, 2020 for the 2020-2021 school year:

Claudine Henrie - Secretary to the Business Administrator/Facilities Coordinator
Nikki Ponti - Payroll/Bookkeeper

	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: 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 Committee met virtually on October 7th, 2020 and discussed the following:

- Role of this committee is to improve feedback to and from the community
- Transitioning to a full schedule
- Website/Technology
- Shared Services

12.1 Continued:

- Halloween
- Honoring retirees from last year
- Honoring former Superintendent Mr. Ambrosino: The district will plant a tree in his honor in the spring.

13.0 Old Business ~ There was no Old Business.

14.0 New Business ~

Mrs. Gourley-Thompson reported that the Shrewsbury Community Alliance has new leadership, read the mission statement for the alliance and encouraged community participation. The next virtual meeting will be held on November 9th, 2020.

15.0 Public Participation ~ Comments

Four (4) members of the public spoke. Topics included the following:

- Question regarding keeping the cohorts for more time in the classroom
- With the plan in place, when will the district know if the learning is working or not working?
- Statement regarding comments from the October 13th, 2020 special meeting
- Question regarding the data at the local level driving district decisions
- Question regarding if when a quarantine notice is issued, can it be more specific as to which grades and which classes in that grade?
- Statement noting that Board Members are volunteers and thanking them for all their time and efforts.

16.0 President's Comments ~ Mrs. Hemel

Good evening and thank you for joining us on tonight's zoom meeting.

I first wanted to address and clarify my president comments from last week. These comments are the president's comments only. They are not my boards comments and they are not discussed or shared with my board before they are spoken to the public. The only one to see my comments before the board meeting is our board secretary, Debi Avento. I submit my comments to her before our executive and public board meetings.

Secondly, I welcome EVERYONE to run for the board. I urge anyone interested in serving our community and doing good for others to run. I wish everyone luck in their pursuit. My comments were not to DISCOURAGE anyone. I wish for anyone who wants to join our board to do so.

Thirdly, to the wonderful community of Shrewsbury, thank you for ALL OF YOUR support. Your emails, calls, and texts were so thoughtful and appreciated. Most know my record and know how hard I work to make SBS the best school it can be. For EVERY CHILD to have the best experiences possible. It has been an unfortunate time in our world lately, so thank you to the people who support and recognize my dedication.

I know it's not possible to please everyone all the time, but that is always my wish. My passionate comments last week were my opinion and feelings. I am a volunteer, in this together with our SBS community, so let's try and be civil. As I tried to state last week, I am not going to allow toxicity into my life. Again, as I stated before I am sorry they offended some, but I am thankful that we live in a country where we are free to express our thoughts.

I ask our Community to come together and respect our differences. Everyone is free to express themselves but I ask everyone to be KIND to each other. It is not always the easy path, but it is the right one.

Also, I do think if anyone is interested in forming a small focus group of parents to discuss our remote and hybrid learning options it would be a much better way of being effective. Please send Mr. MacConnell and myself your interest and we can start planning this.

And like Patty said, please contact the SCR committee with suggestions, and ideas that you would like us to discuss.

I also want to clarify that a special meeting does not always mean a current matter is being discussed. For example last week's meeting did not discuss the return to school- the agenda is posted before the meeting of what will be discussed and voted on. This is a meeting to approve certain items that are time sensitive. But again the agenda will tell you exactly what will be discussed so everyone is prepared on the material.

Any issues should be directed to teachers, admin so that the chain of command is followed.

I wish everyone a good night and remember we live in a very special place and we need to work hard to protect it. Thank you & stay safe!

17.0 Adjournment

- 17.1 It was motioned by Mr. Jannuzzi, seconded by Mrs. Gourley-thompson, to adjourn the meeting at 8:40 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