

SHREWSBURY BOROUGH BOARD OF EDUCATION
SHREWSBURY, NEW JERSEY
SPECIAL MEETING
AUGUST 25th, 2020
MINUTES

Opening Procedures

1.1 Call to order ó 6:33 p.m.

1.2 Flag salute

1.3 Opening Statement

öPublic notice of this was emailed to the Asbury Park Press on August 12th, 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.ö

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 - arrived at 6:39 p.m.	Ms. Avento, Business Administrator
Mrs. Montgomery	Mr. Donio, 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 Student Learning 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 Mrs. Montgomery, seconded by Mrs. Barber, to move into Closed Executive Session at 6:35 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, eight (1) members voted yes, one (1) member was absent.

- 2.2 It was motioned by Mrs. Groom, seconded by Mrs. Gourley-Thompson, to reconvene into public session at 7:31 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 Superintendent’s Report ~ Mr. MacConnell

3.1 Superintendent’s Report

Good evening parents, guardians and school community members.

I wanted to take this opportunity to provide an update on the plans and preparations that we are making for the start of school on September 3rd and 4th. I know that everyone is feeling some type of excitement and probably some apprehension at our imminent return to SBS next week. I recognize that returning to school will present a series of challenges that we haven't faced before, but I sit here this evening feeling very confident that we are going to solve all of the problems of educating our children during this pandemic and that we will grow as students, parents and educators because of it.

By this time, everyone will have received an email from SBS indicating the Cohort assignments for the start of school. I want everyone to know that we have taken great effort to customize and tailor our cohorts to the needs of our students, parents, and families. I know full well how challenging this pandemic has been for families and we have done everything that we can to help our entire school community who has tried to plan transportation, childcare, and other important functions jointly. I'm not aware of any other towns in the area or on the Peninsula who have done the same for their students and families.

3.1 Continued:

While there were some errors with the rollout of these emails, we did see a high level of accuracy with these assignments given that we haven't done any of this before. I do think that our school community appreciates the emphasis that we have placed on in-person instruction given the circumstances and they understand that this is a complex process. Our goal has always been to maximize in-person instruction and we can do that very effectively with our in-person hybrid model and also deliver an excellent virtual learning experience with our remote learning option. We have also worked very hard to keep our rosters balanced and for each student to have a place in a classroom should they wish to move to in-person learning. Please take a moment to review our Hybrid calendar for the year when you have a chance as there are some instances where vacations and holidays force us to deviate from the Monday/Wednesday and Tuesday/Thursday. You will also notice weeks where we replace virtual days with in-person days to give students to maximize their in-person experience.

Our Remote Learning Option and our In-person Hybrid offer the same amount of contact time and engagement. This means that parents should expect their children to report to school or to their Remote Learning classroom for each and every period of our 8 period, 12:30 day. Just like in-person instruction, virtual students will meet their teachers for two days each week on the NB cohort schedule and receive instruction in their content area subjects utilizing the same lessons and materials as their peers in school. Our Remote Learning Option, as mandated by the NJDOE, will follow the same pacing as the in-person sections and will allow students to move between the learning options easily. We do recognize that all of this will take some extraordinary effort to make our programs successful, but I feel very confident that our faculty and staff will do an excellent job no matter what program a family chooses.

Our current policy will allow parents to notify us 15 days before the start of a new marking period, but I believe that we will be able to be more flexible to meet student and parent needs.

I know that many parents are also trying to understand and visualize what school will look like on September 3rd and 4th. I want everyone to know that our school has not completely changed, but that we will be intently focused on the important precautions that we can take to keep everyone healthy and safe.

Our new school culture emphasizes social distancing, wearing masks correctly and responsibly, frequent hand washing and hygiene practices, and the use of student desk shields and other barriers depending on the area of the school. We are all safer if everyone takes these practices seriously and when we positively acknowledge the steps that we can take to keep everyone safe. My greatest hope is that we all become more conscientious members of our school community and that our efforts will lead to a healthy appreciation and high obligation to keep everyone we know safe.

I would like to give everyone a quick tour of our first day back at SBS so that parents will know what to expect.

One of the most important measures that we will take to keep everyone safe each and every day will start before the school day starts. We will be utilizing a health and wellness screener called Care Check to communicate with every family and faculty member each day. Parents and staff will respond to a series of questions that inventory the current health status of everyone coming to school that day. It is important that everyone responds truthfully and accurately to protect everyone else in our school. Care Check will allow our school nurse and I to actively monitor

3.1 Continued:

everyone's health each day. I remind everyone that if you feel ill or believe that you have come in close contact with someone who is sick, you shouldn't come to school that day.

Our school day for students will start at 8:15 and no students can enter the building unless they are attending the YMCA Y-Kids Before Care Program. Immediately upon arrival you will notice social distance markers around the outside of school. Please remind your children that they should maintain an appropriate social distance before entering the school and they can utilize one of our "paw prints" or other signage as a reference point. PreK and Kindergarten students will report to the K Entrance on the parking lot side of the building or the Main Entrance for Grades 1 to 8. Once we start to admit students at 8: 15 AM, students will enter the building and walk through one of our infrared body temperature detectors that we have set up. Once students walk through the Safe Check unit and are cleared, they will proceed directly to their classroom where their teacher will help them get settled for the school day. Our classrooms have been set up with social distance between desks and student desk shields.

K to 4 students will remain in their classrooms for the majority of their school day. Our special area teachers will travel to these students for art, music and other specials. Our physical education classes will be held outside if the weather permits, and receive health and wellness education inside if they can't go out.

Our middle school students will switch classes during the day. With the help of our students, we will develop and implement procedures to clean desks and avoid using any shared items during instruction and class. Students will be assigned a Chromebook to avoid cross-contamination and use their backpacks to bring and store books and other materials for school. No lockers will be used by any of our students in the middle school and we will not have our elementary students using cubbies. Everyone must bring what they will use for the day in their backpack or bag and bring that to any class that they travel to during the day.

We will work on schedules to stagger the amount of students in our hallways during passing times and have our middle school staff monitor students to encourage responsible behavior for all of our adolescent learners.

We currently expect that students will be able to use our bottle fillers on our drinking fountains but won't use our water fountains as normal. Students will travel to and utilize the restrooms individually and not as a class.

While we will not be serving lunch or enjoying recess during the school day, I know that in our elementary school grades students will need a quick snack to keep them learning. Our elementary teachers will work on procedures to clean desks after eating and to wash hands frequently.

Our maintenance and custodial staff has done an amazing job cleaning out classrooms, creating the appropriate social distance between desks and pathways in each classroom, and helping to prepare for the new school year. They have been installing flushless appliances in our bathrooms, utilizing our electrostatic foggers to clean the building, and using our UV-C obelisks as part of our regular cleaning routine throughout the building. Their routines will focus on cleaning commonly used surfaces, bathrooms, and other areas throughout the day to minimize the risk to everyone in the building.

3.1 Continued:

PreK and Kindergarten orientations are scheduled for this Thursday so that students and parents can meet their teachers and learn more about what to expect when they arrive next week.

That we have done all of this with limited information and guidance from the NJDOE and NJDOH should not be forgotten. I've said this before but the key decision-makers in our state have left school districts on their own to respond to a global public health crisis.

We remain undeterred.

All of this information and additional guidance will be sent to all of our families as we get ready for next week so that everyone knows that we are indeed ready for the new school year. I want to wish everyone an auspicious start to this school year as we embark on this new era of educating our students during the pandemic.

It was motioned by Mrs. Hemel, seconded by Mrs. Gourley-Thompson, to approve item 3.2 through 3.3 as listed:

3.2 Recommend that the Board of Education approve the following members listed below to the Shrewsbury Borough School Pandemic Response Team for the 2020-2021 school year:

Brent MacConnell	Roseanne Ansell	Debi Avento
Jessica Wakula	Donna Leston	Michele DiStefano
Alison Hillen	Michael Tillett	Dr. Salvador Goon
Mrs. Hemel	Mrs. Barber-Sena	Mr. Havard
Mrs. Dura	Miss Epstein	Mrs. Barreca

3.3 Recommend that the Board of Education approve the SBS Hybrid School Calendar 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.

4.0 Finance ~ Mr. Sweeney

4.1 Committee Report

Mr. Sweeney reported that the Committee did not meet; however, present the items listed below for approval.

It was motioned by Mr. Sweeney, seconded by Mrs. Barber, to approve items 4.2 through 4.3 as listed:

- 4.2 Recommend that the Board of Education accept the following 2020-2021 New Jersey Nonpublic School initiatives and applicable contracts by MOESC as required by the state:

NP Textbook Initiative Program Allocation:	Creative Learning Center	\$ 794
	Vincent Mastro Montessori	<u>\$ 2,199</u>
	District Total:	\$ 2,993

NP Nursing Aid Program Allocation:	Creative Learning Center	\$ 1,261
	Vincent Mastro Montessori	<u>\$ 3,492</u>
	District Total:	\$ 4,753

NP 192/193 Aid Program Allocation:	\$11,508
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- 4.3 Recommend that the Board of Education approve a Parent Transportation Contract for student #5773 in the amount of \$5,400 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.

5.0 Personnel ~ Mrs. Barber

- 5.1 Committee Report:

Mrs. Barber reported that the Personnel Committee met virtually on August 24th, 2020 and discussed matters of a confidential nature.

Upon the recommendation of the Superintendent, it was motioned by Mrs. Barber, seconded by Mrs. Gourley-Thompson, that the Board of Education approve item 5.2 through 5.18 as amended.

- 5.2 Recommend that the Board of Education rescind the approval of Brian Hallas as Substitute Teacher for 2020-2021 school year and moving forward.
- 5.3 Recommend the Board of Education approve the revised job description for Library Media Specialist/Enrichment Teacher for the 2020-2021 school year. Please see attached.

- 5.4 Recommend the Board of Education approve the reduction in force of the following Lunch Aides listed below for the 2020-2021 school year:

Annie Shea	Carmela Brown	Phyllis Khani	Eileen Krausser
Deanna Sole	Melissa Struzek	Florence Truhan	Marguerite Welsh

- 5.5 Recommend the Board of Education approve the reduction in force of the following Instructional Aides listed below for the 2020-2021 school year:

Leeann Arnts	Alexandra Crockett (Sasha)	Debra Gore	Laurence Valenti
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- 5.6 Recommend the Board of Education approve the following part-time Instructional Aides (Monday - Thursday - 18.0 hours/wk from 8:15 a.m. - 12:45 p.m.) at the following hourly rates for the 2020-2021 school year:

Norvell Chick - PT	\$21.44
Karen Degenhart - PT	\$26.07
Laurie Glassmacher - PT	\$21.49
Christopher Lunz - PT	\$20.21
Carolyn McLaughlin - PT	\$34.65
Patrice Roche - PT	\$19.63
Noelle Tyler - PT	\$21.42

- 5.7 Recommend the Board of Education approve the following Instructional Aide as a full-time employee (Monday-Friday, full time - 8:15 a.m. - 3:15 p.m.) for the 2020-2021 school year:

Coleen Stambaugh	\$21.42
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- 5.8 Recommend the Board of Education approve the following teachers as Virtual Teachers for the 2020-2021 school year:

Samantha Bremekamp	Jillian Davis	Tammy Kane	Mary Ellen Phillips
Maria Wissenbach	Marisa Shaheen		

- 5.9 Recommend the Board of Education approve the following staff members to work the PreK and Kindergarten Orientation at the rate of \$43.14/hr. from 8:30 AM - 3:00 PM on Thursday, August 27, 2020 for the 2020 -2021 school year:

Lisa Aquilino	Melissa Dura	Laura Gammoh	Jennifer Havern
Brittany King	Jennifer Patton		

- 5.10 Recommend the Board of Education approve the resignation of Kelsey Blanchard Instructional Aide effective August 25, 2020 for the 2020-2021 school year.

- 5.11 Recommend the Board of Education approve the resignation of Megan Berbrick Instructional Aide effective August 25, 2020 for the 2020-2021 school year.

- 5.12 Recommend the Board of Education approve Debi Avento, Business Administrator, contract at the salary of \$ 150,687.00 with a longevity payment of \$5, 000 for the 2020-2021 school year.

- 5.13 Recommend the Board of Education approve the following revised salaries for the 12-month employees for the 2020-2021 school year:

12 Month Support Staff:

Claudine Henrie	\$36,103.70
Nikki Ponti	\$58,668.51

- 5.14 Recommend the Board of Education approve Alyssa Amato, Teacher at the salary rate of BA/1 \$52,845 to begin on September 1, 2020 - June 30, 2021 for the 2020-2021 school year.
- 5.15 Recommend the Board of Education approve Melissa Sypniewski, as a part time Teacher at the prorated salary of MA/1 \$58,245 from September 1, 2020 to on or about October 24th, 2020 then as a full time Teacher at the prorated salary of MA/1 \$58,245 from on or about October 24th through June 30, 2021 for the 2020-2021 school year.
- 5.16 Recommend the Board of Education approve Alyssa Okpych, as a Long Term Substitute for Part Time Speech at the rate of \$85 per day for days 1-20 and prorated BA/1 (\$52, 845) for days 21+ to begin on September 1, 2020 - June 30, 2021 for the 2020-2021 school year.
- 5.17 Recommend the Board of Education approve the following staff members as Extra Curricular Advisors at the rates listed below for the 2020-2021 school year:

Graduation Coordinator	Heather Cellary	\$636
Safety Patrol Advisor	Jim McConville	\$1,842
Tech Coach Advisors	Jen Metzler/Brittany King	\$1,425 divided by 2
Yearbook- Ivy Advisor	Jen Metzler/Kelly Schlosser	\$2,760 divided by 2

- 5.18 Recommend that the Board of Education approve the following substitute teacher(s) for the 2020-2021 school year:

Substitute Teacher

Melissa Struzek

	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		5.7		
Mr. Sweeney	X				
Mrs. Barber	X		5.6		
Mrs. Hemel	X				

On a roll call vote, nine (9) members voted yes. Two (2) members abstained as listed.

6.0 Policy ~ Mrs. Hepburn-Goldberg

It was motioned by Mrs. Hepburn-Goldberg, seconded by Mrs. Gourley-Thompson, to approve items 6.1 through 6.2 as listed:

- 6.1 Recommend the Board of Education approve Policy Alert # 220 for 2nd reading as listed for the 2020-2021 school year:

Policy Alert # 220:

- Policy # 1649 - Federal Families First Coronavirus (COVID-19) Response Act (M) (New)
- Policy # 2270 - Religion in Schools (Revised)
- Policy # 2431.3 - Heat Participation Policy for Student-Athlete Safety (M) (Revised)
- Policy # 2622 - Student Assessment (M) (Revised)
- Policy & Regulation # 5111 - Eligibility of Resident/Nonresident Students (M) (Revised)
- Policy & Regulation # 5200 - Attendance (M) (Revised)
- Policy & Regulation # 5320 - Immunization (Revised)
- Policy & Regulation # 5330.04 - Administering an Opioid Antidote (M) (Revised)
- Policy # 5610 - Suspension (M) (Revised)
- Regulation # 5610 - Suspension Procedures (M) (Revised)
- Policy # 5620 - Expulsion (M) (Revised)
- Policy & Regulation # 8320 - Personnel Records (M) (Revised)

- 6.2 Recommend the Board of Education approve Policy # 1648.03 - Restart and Recovery Plan - Full - Time - Remote Instruction for 1st and 2nd Reading 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.

7.0 School and Community Relations ~ Mrs. Humes

- 7.1 Committee Report:

Mrs. Humes reported that the Committee met virtually on August 21, 2020 discussed the following:

- Drop off procedures.
- Opening plans.
- Virtual-only students and plans for implementing virtual only program.
- PreK and K orientation.
- Cohorts, schedules and Teachers to be distributed.

8.0 Public Participation ~

Five (5) members of the Public spoke. Topics included the following:

- Question regarding if the children that are in their remote learning days will be matched into their original classes when they go to the all-virtual days?
- Question regarding when parents will be receiving the cohort assignments and student schedules?
- Question regarding the overall process for the foreseeable future. Is this the plan for the whole school year or will it be reviewed if there are no spikes?
- Question regarding clarification on the virtual plan and how cohorts work?
- Question about hybrid days and if there are additional assignments after 12:30 p.m.?

9.0 President's Comments ~ Mrs. Hemel

Mrs. Hemel thanked everyone for joining the virtual board meeting and let everyone know that the school's Administration and the Board of Education members have been working very hard. Even though things are different this year, they could also be better. She addressed the recent negativity to members of the Board and the Administration and reminded everyone to please be kind to one another. She stated that we are one community, that we all want the best for the children and that we are all here and working hard for the better of the community and the school. She noted that it is not an easy task to do especially with very little guidance. Mrs. Hemel feels that they have come up with a great plan. She noted that if there are any concerns or questions, to please send an email to Mr. MacConnell. She thanked everyone for continuing to plow ahead and for remaining positive. Mrs. Hemel noted that we are a team and working hard to get through this. She thanked everyone very much and is hoping everything will be back to normal very soon. She wished everyone a great night and to be safe.

10.0 Adjournment

It was motioned by Mrs. Hemel, seconded by Mr. Jannuzzi, to adjourn the meeting at 8:14 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.

Submitted,

Debi Avento
Business Administrator/Board Secretary