

SHREWSBURY BOROUGH SCHOOL DISTRICT  
October 19, 2022 - Regular Meeting, 6:30 PM  
Media Center, 20 Obre Place, Shrewsbury, NJ 07702

MINUTES

**1. Opening Procedures**

1.0 Call to order – 6:34 p.m.

1.1 Flag salute

1.2 Opening Statement

1.3 “Public notice of this was emailed to the Asbury Park Press on December 23, 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:

Ms. Groom (President)

Ms. Barber

Ms. Hemel

Ms. Montgomery

Mr. Ngo

Ms. Gourley-Thompson (Vice President)

Mr. Galvin

Ms. Hepburn-Goldberg (arrived at 6:38 pm)

Mr. Jannuzzi (arrived at 6:47 pm)

Also Present:

Mr. MacConnell, Superintendent

Ms. Case, Business Administrator

C. Levenson, 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 Executive Session I**

2.1 It was motioned by Ms. Hemel, seconded by Mr. Galvin to move into Closed Executive Session I at 6:37 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
Ms. Barber	X				
Mr. Galvin	X				
Ms. Hemel	X				
Ms. Hepburn-Goldberg				X	
Mr. Jannuzzi				X	
Ms. Montgomery	X				
Mr. Ngo	X				
Ms. Gourley-Thompson	X				
Ms. Groom	X				

On a voice vote, seven (7) members voted yes, 2 members were absent

2.2 It was motioned by Mr. Jannuzzi, seconded by Ms. Hepburn-Goldberg to reconvene into public session at 7:00 p.m.

	AYE	NAY	ABSTAIN	ABSENT	COMMENTS
Ms. Barber	X				
Mr. Galvin	X				
Ms. Hemel	X				
Ms. Hepburn-Goldberg	X				
Mr. Jannuzzi	X				
Ms. Montgomery	X				
Mr. Ngo	X				
Ms. Gourley-Thompson	X				
Ms. Groom	X				

On a voice vote, 9 members voted yes, 0 members were absent

### 3.0 Correspondence to the Board

3.1 Email received 9/14/22 from [catemoore32@gmail.com](mailto:catemoore32@gmail.com) - regarding “9/15 Board Agenda”

3.2 Letter received from SBEA

### 4.0 Public participation - Agenda Items Only - None

The Board of Education recognizes the value of public comment on matters of interest to the school community. Individuals wishing to speak **must state their name and address**. Comments are limited to three minutes’ duration, but an individual may speak a second time

after all others who wish to speak on the topic have been heard. All statements should be directed to the Board President and no participant may address or question Board members individually. All speakers are requested to express themselves in a civil manner, with due respect for the dignity and privacy of others whose legal rights may be affected. Please note: While it is not the Board's intention to stifle comment on matters of legitimate concern, the public should be aware that if their statements violate the rights of others under the law of defamation or invasion of privacy, they may face personal liability to the injured party. If speakers are uncertain of the legal ramifications of their comments, the Board urges them to seek guidance beforehand from their own legal advisor.

## **5.0 Superintendent's Report - Mr. MacConnell - reviewed report**

It was motioned by Ms. Groom, seconded by Mr. Jannuzzi to approve items 5.1 through 5.3 to include 5.4 which was a Walk In item as listed:

5.1 Recommend that the Board of Education approve Memorandum of Agreement between Shrewsbury Borough Board of Education and Law Enforcement Officials.

5.2 Recommend that the Board of Education approve the District HIB Report for the month of September 2022.

5.3 Recommend that the Board of Education adopt the Danielson Framework for the 2022-2023 school year.

5.4 The Superintendent recommends that the Board of Education approve 2022-2023 District Goals as follows:

### **Goal 1: Academic Achievement - TABLED**

The Shrewsbury Borough School District will improve academic achievement in both English Language Arts and Mathematics as evidenced in NJSLA scores. Domains and standards will be selected based on NJSLA data (District Evidence Tables, Individual Score Reports (ISR's), and Fall Start Strong 2022 data. Teacher Student Growth Objectives (SGO's) will be based on specific standards as noted in the District Evidence Tables. Teachers will monitor and measure growth in specific domains and standards using iReady.

### **Goal 1: Social and Emotional Well-being**

The Shrewsbury Borough School District will work in partnership as a school community with the Shrewsbury Community Alliance (SCA) and the Shrewsbury Parent Teacher Association (SPTA) to provide social and emotional learning experiences and opportunities for supporting the mental health and social and emotional well being of our students.

### **Goal 2: Responsive Classroom**

The Shrewsbury Borough School District will begin a multi-year implementation of the *Responsive Classroom* approach to further support the social, emotional, and academic needs of all our students and to mitigate learning loss and accelerate learning progress. Emphasis will be

placed on helping students develop their academic, social, and emotional skills in a learning environment that is developmentally responsive to their strengths and needs.

**6.0 Finance & Facilities - Mr. Jannuzzi**

It was motioned by Ms. Hemel, seconded by Ms. Barber to approve items 6.1 through 6.17 as listed:

6.1 Recommend that the Board of Education approve the following minutes as listed:

- 6.1.1 Regular Meeting Minutes, September 15, 2022
- 6.1.2 Executive Meeting Minutes, September 15, 2022

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

September 2022 Payroll – 2 <sup>nd</sup> half	\$ 291,993.71
October 2022 Payroll – 1 <sup>st</sup> half	\$ 290,456.21
October 2022 Bills & Claims	<u>\$ 323,433.07</u>
<b>Total</b>	<b>\$ 905,882.99</b>

6.3 Recommend that the Board of Education approve the following final transfers within the 2022-2023 General Fund as listed in the attached report for July 2022.

6.4 Pursuant to N.J.A.C. § 6A:23A-16.10(c) (3), I certify that as of July 2022, 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.

6.5 WHEREAS, the Department of Education requires New Jersey School Districts to submit a three-year Comprehensive Maintenance Plan and Form M-1 documentation “required” maintenance activities for each of its public school facilities, and

WHEREAS, the required maintenance activities as listed for the various school facilities of the Shrewsbury Borough School District are consistent with these requirements, and

WHEREAS, all past and planned activities are reasonable to keep school facilities open and safe for use or in their original condition and to keep their system warranties valid,

NOW THEREFORE BE IT RESOLVED, that the Shrewsbury Borough School District Board of Education hereby authorizes the School Business Administrator to submit the Comprehensive Maintenance Plan and Form M-1 for the Shrewsbury Borough School District in compliance with Department of Education requirements.

6.6 Recommend that the Shrewsbury Borough School District Board of Education approve the submission of the NJDOE Health and Safety Evaluation of School Buildings’ Checklist for the 2022-2023 school year to the County Office.

6.7 Recommend that the Shrewsbury Borough School District Board of Education adopt the Budget Calendar for the 2023-2024 school year.

6.8 Recommend that the Shrewsbury Borough School District Board of Education approve an agreement with LifeForce, USA and the American Heart Association to provide Heartsaver CPR AED (Adult/Child); Stop the Bleed and Epinephrine Auto Injector training for approximately 96-99 participants at a cost of \$75.00 per participant on October 10, 2022 (retroactive).

6.9 Recommend that the Shrewsbury Borough School District Board of Education approve the submission of the 2022-2023 Virtual/Remote Instructional Plan.

**Rationale:** In April 2020, Governor Murphy issued an executive order that became P.L.2020, c.27. This law provides for the continuity of instruction in the event of a public-health related district closure so that LEAs can utilize virtual or remote instruction to satisfy the 180-day requirement pursuant to N.J.S.A. 18A:7F-9. In order to provide transparency and ensure that New Jersey students continue to receive high quality, standards-based instruction, each school district must annually submit its proposed program for virtual or remote instruction (plan) to the Commissioner of Education. This plan would be implemented during a district closure lasting more than three consecutive school days due to a declared state of emergency, declared public health emergency, or a directive by the appropriate health agency or officer to institute a public health-related closure.

6.10 The following individuals have been selected to participate on the Quality Single Accountability Continuum (QSAC) for the 2022-2023 school year:

Brent A. MacConnell	Roseanne Ansell
Cheryl Salway	Lindsey Case
Kara Crespo	Alanna O’Handley
Amy Cox	Mike Tillet
Emily Cuervo	Kristen Tardiff
Jessica Groom	Heather Gourley-Thompson
Nicole Barreca	

6.11 Recommends that the Shrewsbury Borough School District Board of Education approve the following meal prices for the 2022-2023 school year.

Student Lunch (includes 1 low fat or chocolate milk)	\$21.25/lunch ticket (5 lunches)
Low Fat or Chocolate Milk (1 extra per day)	\$ 4.00 per week
Organic Milk	\$ 2.35 each per day

6.12 Recommends that the Shrewsbury Borough School District Board of Education approve the obsolete books as listed in the attachment.

6.13 Recommend that the Board of Education approve DeMonte Therapy to provide student #7101 thirty-six (36) Individual Physical Therapy Sessions at \$100 per session in the amount not to exceed a total of \$3,600 during the 2022-2023 school year.

6.14 Recommend that the Board of Education approve DeMonte Therapy to provide student #7049 thirty-six (38) Individual Physical Therapy Sessions at \$100 per session in the amount not to exceed a total of \$3,800 during the 2022-2023 school year.

6.15 Recommend that the Board of Education approve the following student services for the 2022-2023 school year:

<b>Student</b>	<b>Service</b>	<b>Provider</b>	<b>Cost</b>
5591	Occupational Therapy Evaluation	Diane Ames	\$350
5591	Neurodevelopmental Assessment	DPCJ/G&A	\$660
7094	Progressive Therapy of NJ	Functional Behavioral Assessment	\$120/hr
6175	Neuropsychological Evaluation	NeuAbilities (formerly CNNH)	\$2750
7102	Neurodevelopmental Assessment with Additional Diagnostic Evaluation	DPCJ/G&A	\$1260

6.16 Public Hearing Adoption of the 2022-2023 Budget and Tax Levy

The Superintendent recommends that the Shrewsbury Borough School District Board of Education approve the resolution pertaining to the approval of the 2022-2023 budget as presented at the public hearing on April 28, 2022, as follows:

WHEREAS, the Shrewsbury Borough School District Board of Education adopted a tentative budget on March 24, 2022 to be submitted to the Executive County Superintendent of Schools for approval, and

WHEREAS, the tentative budget was approved by the Executive County Superintendent of Schools on March 28, 2022; and

WHEREAS, the tentative budget was advertised in the legal section of the Asbury Park Press on April 18, 2022; and

WHEREAS, the adopted budget was presented to the public during a public hearing on April 28, 2022; and

WHEREAS, the total amount of the budget for General Fund Expenses shall be \$9,487,043, of which \$8,847,155 shall be raised by tax levy, and

WHEREAS, the total amount of the budget for Special Revenue Fund Expense shall be \$233,164, of which \$0 shall be raised by tax levy, and

WHEREAS, the total amount of the budget for Debt Service Expense shall be \$252,963, of which \$252,961 shall be raised by tax levy.

BE IT RESOLVED that the proposed budget be approved for the 2022-2023 School Year using the 2022-2023 state aid figures and the School Business Administrator/Board Secretary be

authorized to submit the following proposed budget to the Executive County Superintendent of Schools for approval in accordance with the statutory deadline:

BE IT RESOLVED, that the Shrewsbury Borough School District Board of Education approve the 2022-2023 budget supported by a general fund local tax levy in the following amounts:

	<b>General Fund</b>	<b>Special Revenue Fund</b>	<b>Debt Service Fund</b>	<b>Total Budget</b>
2022-2023 Total Expenditures	\$9,487,043	\$233,164	\$252,963	\$9,973,170
Less: Anticipated Revenues	\$693,888	\$233,164	\$2	\$873,054
<b>Taxes to be Raised</b>	<b>\$8,847,155</b>	<b>\$0</b>	<b>\$252,961</b>	<b>\$9,100,116</b>

BE IT FURTHER RESOLVED that the Shrewsbury Borough School District Board of Education approve the Tax Levy Certification Form A and B (A4F) to be raised in the following amounts:

	<b>2022-2023 Tax Levy</b>
General Fund	\$8,847,155
Debt Service Fund	\$252,961
<b>Total Taxes to be Raised</b>	<b>\$9,100,116</b>

#### Travel and Related Expense Reimbursements

WHEREAS, the Shrewsbury Borough Board of Education recognizes school staff and Board members will incur travel expenses related to and within the scope of their current responsibilities and for travel that promotes the delivery of instruction or furthers the efficient operation of the school district; and

WHEREAS, N.J.A.C. 6A:23A-7.3 et seq. requires Board members to receive approval of these expenses by a majority of the full voting membership of the Board and staff members to receive prior approval of these expenses by the Superintendent of Schools and a majority of the full voting membership of the Board; and

WHEREAS, the Shrewsbury Borough Board of Education established \$66,000 as the maximum professional development and travel amount for the current school year and has expended \$12,867.52 as of this date; now

THEREFORE, BE IT RESOLVED, the Board of Education approves travel and related professional and professional development expense reimbursements in accordance with N.J.A.C. 6A:23A-7.3, to a maximum expenditure of \$55,000 for the 2022-2023 school year.

BE IT FURTHER RESOLVED, that as per NJAC 6A:23A-5.2 (a) and 5.8 (c) provide that the Board of Education shall establish and approve in the annual school budget a maximum expenditure amount that may be allotted for professional services and student activities for 2022-2023 school year in the amounts listed on the support document attached to the budget submission.

6.17 Authorization to Implement the 2022-2023 Budget

The Superintendent recommends that the Shrewsbury Borough School District Board of Education authorize the Superintendent and the School Business Administrator/Board Secretary to implement the 2022-2023 budget pursuant to Board of Education policy and state regulations.

**7.0 Curriculum and Instruction - Mrs. Montgomery**

It was motioned by Ms. Hemel, seconded by Ms. Hepburn-Goldberg to approve items 7.1 through 7.3 to include 7.4 which was a Walk In item as listed:

7.1 Recommend that the Board of Education approve the following professional development for the 2022-2023 school year as follows:

<u>Staff Member</u>	<u>Program/Workshop/Training</u>	<u>Date</u>	<u>Cost</u>
William Clark	MOESC Gifted & Talented Articulation	10.20.22	\$0

7.2 NJSLA Spring 2022 ELA, Math, & Science Data Presentation

7.3 Recommend that the Board of Education approve the following class trips for the 2022-2023 school year:

Class/Group: Chorus and Band  
Destination: Six Flags Great Adventure  
Date(s): April 18, 2023  
Cost of Trip: \$50.00 per person  
Cost of Transportation: \$400.00

Class/Group: Fourth Grade  
Destination: Monmouth Battlefield  
Date: October 27, 2022  
Cost of Trip: TBD  
Cost of Transportation: \$600.00

7.4 Recommend that the Board of Education approve the following professional development for the 2022-2023 school year as follows:

<u>Staff Member</u>	<u>Program/Workshop/Training</u>	<u>Date</u>	<u>Cost</u>
Cindy Newman	Association of Mathematics Teachers of NJ	10.20.22	\$209



## **8.0 Personnel - Ms. Barber**

It was motioned by Ms. Barber, seconded by Mr. Januzzi to approve items 8.1 through 8.13 as listed:

8.1 The Superintendent recommends that the Shrewsbury Board of Education rescind employment for Michael O'Krepki LTL Teacher 9/1/22-12/15/22, previously approved on 7/13/22.

8.2 The Superintendent recommends that the Shrewsbury Board of Education approve the following as Tiger Buddy to the following new SBS teacher at the contracted SBEA 2022-2023 extracurricular rate of \$45.98/hr not to exceed 10 hours for a total of \$459.80 each as listed:

Jean Scully for Susan Gleason

8.3 The Superintendent recommends that the Shrewsbury Board of Education approve the attached Job Description for a Computer Network Technician/Information Services Specialist.

8.4 The Superintendent recommends that the Shrewsbury Board of Education accept the resignation of Lazaros Kolasis effective October 21, 2022 for the 2022-2023 school year.

8.5 The Superintendent recommends that the Shrewsbury Board of Education approve maternity leave for Jenna Jungfer from March 23, 2022 - June 12, 2023 for the 2022-2023 school year.

8.6 The Superintendent recommends that the Shrewsbury Board of Education approve the extension of Laura Kaplan's maternity leave until January 2, 2023 for the 2022-2023 school year.

8.7 The Superintendent recommends that the Shrewsbury Board of Education approve Angela Mastrangelo as the maternity leave replacement (Laura Kaplan) until January 6, 2023 for the 2022-2023 school year.

8.8 The Superintendent recommends that the Shrewsbury Board of Education approve Simone Monahan as the Short Term Leave Replacement for 7th Grade Math from November 1, 2022 - November 18, 2022.

8.9 The Superintendent recommends that the Shrewsbury Board of Education approve Leeann Arnts for a FT Aide position from October 20, 2022 - June 30, 2022 for the 2022-2023 school year.

8.10 The Superintendent recommends that the Shrewsbury Board of Education approve Thomas Carraher for the position of Girls Basketball Coach at the Stipend of \$2,527 as per the SBEA contract.

8.11 The Superintendent recommends that the Shrewsbury Board of Education approve Darianne Masticola for a PD Day on October 26, 2022 for the Navesink Wellness Center School Counselor Open House.

8.12 The Superintendent recommends that the Shrewsbury Board of Education approve the Settlement Agreement between the SBEA and Employee #4584 and Employee #4572.

8.13 The Superintendent recommends that the Shrewsbury Board of Education approve Carina Appel to observe Mrs. Diane Ames, Occupational Therapist and Ms. Brittany King, Teacher of Special Education during the 2022-2023 year.

**9.0 Policy - Mr. Ngo**

9.1 Committee Report: The Policy Committee did not meet this month.

**10.0 SCHOOL & COMMUNITY RELATIONS - Ms. Hepburn-Goldberg**

The Committee met October 18, 2022 and will be working with SBEA on the following:

- 11/5 event Kindness Cart in the Teacher’s Lounge
- Give look at the teachers/support staff once a month

**11.0 VOTE/ROLL CALL ON AGENDA ITEMS**

	AYE	NAY	ABSTAIN	ABSENT	COMMENTS
Ms. Barber	X				
Mr. Galvin	X				
Ms. Hemel	X		X		Abstian 6.1
Ms. Hepburn-Goldberg	X				
Mr. Jannuzzi	X				
Ms. Montgomery	X				
Mr. Ngo	X		X		Abstian 6.1
Ms. Gourley-Thompson	X		X		
Ms. Groom	X				

**12.0 UNFINISHED BUSINESS**

- Shrewsbury Community Alliance (Ms. Gourley-Thompson)
- Week of Respect, Red Ribbon, Workshops for K-8

**13.0 PUBLIC PARTICIPATION - ALL TOPICS - see video**

**14.0 BOARD PRESIDENT’S REPORT - Ms. Groom**

- Thank you for the referendum. Thank you for the extra school officer to ensure our safety.

**14.1. Executive Session II**

**14.2** It was motioned by Ms. Montgomery, seconded by Ms. Hemel to move into Closed Executive Session II at 7:54 pm 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. Action may be taken

	AYE	NAY	ABSTAIN	ABSENT	COMMENTS
Ms. Barber	X				
Mr. Galvin	X				
Ms. Hemel	X				
Ms. Hepburn-Goldberg	X				
Mr. Jannuzzi	X				
Ms. Montgomery	X				
Mr. Ngo	X				
Ms. Gourley-Thompson	X				
Ms. Groom	X				

### 15.0 Adjournment

It was motioned by Ms. Barber, seconded by Ms. Groom to adjourn the meeting at 8:41 p.m.

	AYE	NAY	ABSTAIN	ABSENT	COMMENTS
Ms. Barber	X				
Mr. Galvin	X				
Ms. Hemel	X				
Ms. Hepburn-Goldberg	X				
Mr. Jannuzzi	X				
Ms. Montgomery	X				
Mr. Ngo	X				
Ms. Gourley-Thompson	X				
Ms. Groom	X				