

SHREWSBURY BOROUGH SCHOOL DISTRICT
September 15, 2022 - Regular Meeting, 6:30 PM
Media Center, 20 Obre Place, Shrewsbury, NJ 07702

MINUTES

1. Opening Procedures

1.0 Call to order – 6:35 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 (arrived at 7:17 pm)
Ms. Montgomery
Mr. Ngo

Ms. Gourley-Thompson (Vice President)
Mr. Galvin
Ms. Hepburn-Goldberg
Mr. Jannuzzi

Also Present:

Mr. MacConnell, Superintendent
Ms. Case, Business Administrator

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 Ms. Hepburn-Goldberg 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					
Ms. Hepburn-Goldberg	X				
Mr. Jannuzzi	X				
Ms. Montgomery	X				
Mr. Ngo	X				
Ms. Gourley-Thompson	X				
Ms. Groom	X				

On a voice vote, eight (8) members voted yes, one (1) members were absent

2.2 It was motioned by Mr. Jannuzzi, seconded by Ms. Groom to reconvene into public session at 6:50 p.m.

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

On a voice vote, eight (8) members voted yes, one (1) members were absent

3.0 Correspondence to the Board

3.1 Email received 9/14/22 from catemoore32@gmail.com - regarding “9/15 Board Agenda”

4.0 Public participation - Agenda Items Only

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.

Members of the public spoke.

Topics included: Proposing Sunshine Committee for teachers

5.0 Superintendent's Report - Mr. MacConnell - See video for updates

It was motioned by Mr. Jannuzzi, seconded by Ms. Hepburn-Goldberg to approved items 5.1 as listed:

5.1 Recommend the Board of Education approve the submission of the Paraprofessional Statement of Assurance to the County Office for the 2022-2023 school year.

6.0 Finance & Facilities - Mr. Jannuzzi

It was motioned by Ms. Groom, seconded by Ms. Barber to approve items 6.1 through 6.9.1 as listed:

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

- 6.1.1 Regular Meeting Minutes, August 18th, 2022
- 6.1.2 Executive Meeting Minutes, August 18th, 2022

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

Aug 2022 Payroll – 2 nd half	\$ 59,637.58
Sept 2022 Payroll – 1 st half	\$ 298,553.65
September 2022 Bills & Claims	<u>\$ 748,462.82</u>
Total	\$1,106,654.05

6.3 Recommend that the Board of Education approve the following final transfers within the 2022-2023 General Fund as listed:

<u>From</u>	<u>Amount</u>	<u>To</u>	<u>Amount</u>
N/A			

6.4 Recommend that the Board of Education approve the following damaged/obsolete books/ furniture /miscellaneous items to be discarded as follows for the 2022-2023 school year:

<u>Quantity</u>	<u>Description</u>	<u>Information</u>	<u>Reason</u>
37	Glencoe Science Books	Out of circ., damaged, etc.	As per schedule
187	Various Library Books	Out of circ., damaged, etc.	As per schedule

6.5 Upon the recommendation of the Superintendent, recommend that the Shrewsbury Borough Board of Education approve 2022-2023 School District Budget as approved by the Monmouth County Department of Education for review as follows:

BE IT RESOLVED that the tentative 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 tentative budget to the Executive County Superintendent of Schools for approval in accordance with the statutory deadline and to advertise said tentative budget in the Asbury Park Press in accordance with the form required by the State Department of Education and according to law; and

	General Fund	Special Revenue	Debt Service	Total
2022-2023 Total Expenditures:	\$9,448,059	\$233,164	\$252,963	\$9,934,186
Less: Anticipated Revenues:	\$693,886	\$233,164	-0-	\$873,050
Taxes to be Raised:	\$8,847,155	-0-	\$252,961	\$9,100,116

BE IT FURTHER RESOLVED, that a public hearing be held at the Shrewsbury Borough School located at 20 Obre Place, Shrewsbury, New Jersey on Thursday, April 28th at 7:00 p.m. for the purpose of conducting a public hearing on the budget for the 2022-2023 School Year.

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.

6.6 Recommend that the Board approve the submission of the ESEA State Fiscal Year SFY 2022 Final Report.

6.7 Recommend that the Board approve the submission of the IDEA-B State Fiscal Year SFY 2022 Final Report.

6.8 Recommend that the Board of Education approve Cooper Electric for the generator maintenance. Contract in the amount of \$978.50 for the 2022-2023 school year.

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

Student#	Service	Provider	Cost
6175	Neurological Evaluation	NeurAbilities (formerly CNNH)	\$660

6.9.1 Recommend that the Board of Education approve the following Joint Transportation Route for the 2022-2023 school year with Matawan-Aberdeen School District and Shrewsbury Borough School District as the Joiner District. Shrewsbury Borough will share $\frac{1}{3}$ of the total cost of Route #89 to Shore Center pending county approval.

6.10 Rescind Agreement with Hulsart & Company for Auditor Services

Recommend that the Board of Education approve to rescind the agreement with Robert A. Hulsart & Company as the district auditors effective immediately.

6.11 Auditor Services for the 2022-2023 School Year

WHEREAS, there exists a need for auditing services and to hire an auditor estimated to be in the amount of \$19,000; and

WHEREAS, such auditing services can be provided only by a licensed auditor and that Holman Frenia Allison (HFA), P.C., 1985 Cedar Bridge Ave, Suite 3, Lakewood, NJ is so recognized; and

WHEREAS, this action is the award of a non-fair and open contract in accordance with N.J.S.A. 19:44A-20.

NOW, THEREFORE, BE IT RESOLVED, by the Shrewsbury Borough School District Board of Education in the county of Monmouth, as follows:

- a. The auditing firm of Holman Frenia Allison (HFA), P.C., 1985 Cedar Bridge Ave, Suite 3, Lakewood, NJ is hereby retained to provide auditing services necessary in conjunction with the engagement letter for the audit of the 2021-2022 school year.
- b. The Board of Education appoints Jerry W. Conaty, to serve in the capacity of auditor.
- c. The contract is awarded without competitive bidding as a “Professional Service” in accordance with the Public School Contracts Law, N.J.S.A. 18A:18A-5a(1), because it is for services performed by person authorized by law to practice a recognized profession.
- d. The Board of Education is required to review the most recent peer review report prior to the engagement of the annual audit, and to acknowledge its review of the peer review report in the minutes that authorizes the engagement of the public school accountant.
- e. The anticipated term of the contract is one (1) year.
- f. Jerry W. Conaty has completed and submitted a Business Entity Disclosure Certification.
- g. A copy of the resolution as well as the contract shall be placed on file with the Secretary to the Board.

7.0 Curriculum and Instruction - Mrs. Montgomery

It was motioned by Ms. Hemel, seconded by Ms. Hepburn-Goldberg to approve items 7.1 through 7.5 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	Shore Consortium for the Gifted & Talented	9/23/22	\$0

7.2 Recommend that the Board of Education approve the District Testing Calendar for the 2022-2023 school year as an attachment item.

7.3 Recommend that the Board of Education approve the following field trips at no cost to the Board of Education for the 2022-2023 school year. All costs to be paid by students:

Class/Group: Select Cast Members of Spring Performance of Frozen, Jr.
 Destination: NJSBA Workshop 2022, Atlantic City Convention Center
 Date(s): Wednesday, October 26, 2022
 Cost of Trip: Free
 Cost of Transportation: TBD

Class/Group: First Grade
 Destination: Delicious Orchards
 Date(s): Thursday, October 27, 2022
 Cost of Trip: Free
 Cost of Transportation: \$1,200

Class/Group: Sixth Grade
Destination: PEEC
Date(s): May 17, 2023-May 19, 2023
Cost of Trip: \$412.83/ea
Cost of Transportation: \$3,190 (included in cost of trip)

Class/Group: Eighth Grade
Destination: Washington, DC
Date(s): May 31, 2023-June 2, 2023
Cost of Trip: \$754.54/ea
Cost of Transportation: Included in cost of trip

Class/Group: First Grade
Destination: Sandy Hook
Date(s): May 10, 2023
Cost of Trip: \$650
Cost of Transportation: TBD

Class/Group: Kindergarten
Destination: Happy Day Farm
Date(s): October 21, 2023
Cost of Trip: \$918
Cost of Transportation: TBD

7.4 Recommend that the Board of Education approve the Remote Learning Plan for the 2022-2023 school year as attached:

7.5 Recommend that the Board of Education approve the Gifted and Talented Program for the 2022-2023 school year as attached:

8.0 Personnel - Ms. Barber

It was motioned by Ms. Hemel, seconded by Ms. Groom to approve items 8.1 through 8.8 as listed:

8.1 Recommend that the Board of Education approve the hiring of Angela Mastrangelo at the prorated salary of BA/1 \$54,120 from 9/1/2022 - 10/31/2022 (Laura Kaplan - LOA Art Teacher).

8.2 Recommend that the Board of Education approve Angela Mastrangelo as the Art Club Advisor for the 2022-2023 school year at \$1,425.

8.3 Recommend that the Board of Education approve Emma Kilagllon to observe Mrs. Healy for the 2022-2023 year.

8.4 Recommend that the Board of Education accept the resignation of Melissa Sypniewski for the 2022-2023 school year following the SBEA contract.

8.5 Recommend that the Board of Education approve the Math Club Coach (\$1,425 - prorated) and Cross Country Coach (\$2,527 - prorated) for 9/1/2022 - 10/31/2022 paid at the prorated amount.

8.6 Recommend that the Board of Education approve the hiring of Susan Gleason, Math Teacher Grade 7 at the prorated salary of BA+30/7 \$58,495 effective 11/15/2022 or sooner - 6/30/2023.

8.7 Recommend that the Board of Education approve Stuart White as the 2022-2023 wrestling coach.

8.8 Recommend that the Board of Education pay the SBEA grievance differential of \$45.98 to \$51.08 as per the attached list.

9.0 Policy - Ms. Montgomery

It was motioned by Ms. Groom, seconded by Ms. Hemel to approved items 9.1 through 9.3 as listed:

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

9.2 Recommend that the Board of Education approve Policy Alert #228 for a 2nd reading for the 2022-2023 school year.

Policy Alert #228

P 0163 Quorum (Revised)

P 1511 Board of Education Website Accessibility (M) (Revised)

P 2415 Every Student Succeeds Act (M) (Revised)

P & R 2432 School Sponsored Publications (Abolished)

P 3216 Dress and Grooming (Revised)

P 3270 Professional Responsibilities (Revised)

R 3270 Lesson Plans and Plan Books (Revised)

P 4216 Dress and Grooming (New)

P & R 5513 Care of School Property (M) (Revised)

P 5517 School District Issued Student Identification Cards (M) (Revised)

P 5722 Student Journalism (M) (New)

9.3 Recommend that the Board of Education approve P & R #2425 Remote Instruction Plan for the first and second reading 2022-2023 school year.

10.0 SCHOOL & COMMUNITY RELATIONS - MS. Hepburn-Goldberg

Committee Report: The School and Community Relations Committee did not meet this month.

11.0 VOTE/ROLL CALL ON AGENDA ITEMS

	AYE	NAY	ABSTAIN	ABSENT	COMMENTS
Ms. Barber	X				
Mr. Galvin					
Ms. Hemel	X				
Ms. Hepburn-Goldberg	X				Abstain 6.1
Mr. Jannuzzi	X				Abstain 6.1
Ms. Montgomery	X				Abstain 8.3; 8.4 and 8.6
Mr. Ngo	X				
Ms. Gourley-Thompson	X				
Ms. Groom	X				

12.0 UNFINISHED BUSINESS - Community Alliance on 9/19 (Virtual)

13.0 PUBLIC PARTICIPATION - ALL TOPICS - None

14.0 BOARD PRESIDENT’S REPORT - Ms. Groom

14.1. Executive Session II

14.2 It was motioned by Ms.Hemel, seconded by Ms. Groom to move into Closed Executive Session II at 8:04 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. Hemel, seconded by Ms. Groom to adjourn the meeting at 8:40 p.m.

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