

SHREWSBURY BOROUGH SCHOOL DISTRICT
January 17, 2024 - Regular Meeting, 6:30 PM
Media Center, 20 Obre Place, Shrewsbury, NJ 07702

MINUTES

1. Opening Procedures

1.0 Call to order – 6:34 pm

1.1 Flag salute

1.2 Opening Statement

1.3 “Public notice of this was emailed to the Asbury Park Press and the Star Ledger on July 14, 2023 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. A copy of this schedule is posted on the district’s website.

1.4 Roll Call:

Ms. Groom (President)
 Mr. Galvin
 Ms. Moore

Ms. Choi
 Ms. Hepburn-Goldberg
 Mr. Ngo

Absent:

Ms. Barber
 Ms. Gourley-Thompson

Also Present:

Mr. MacConnell, Superintendent
 Ms. Case, Business Administrator
 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 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

2.1 It was motioned by Ms. Groom, seconded by Mr. Galvin to move into Closed Executive Session at 6:36 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.

	AYE	NAY	ABSTAIN	ABSENT	COMMENTS
Ms. Barber				X	
Ms. Choi	X				
Mr. Galvin	X				
Ms. Hepburn-Goldberg	X				

Ms. Moore	X				
Mr. Ngo	X				
Ms. Gourley-Thompson				X	
Ms. Groom	X				

On a voice vote, six (6) members voted yes, two (2) members were absent

2.2 It was motioned by Mr. Ngo, seconded by Mr. Galvin to reconvene into public session at 7:05 pm

	AYE	NAY	ABSTAIN	ABSENT	COMMENTS
Ms. Barber				X	
Ms. Choi	X				
Mr. Galvin	X				
Ms. Hepburn-Goldberg	X				
Ms. Moore	X				
Mr. Ngo	X				
Ms. Gourley-Thompson				X	
Ms. Groom	X				

On a voice vote, six (6) members voted yes, zero (0) members voted no, two (2) members were absent

3.0 Correspondence to the Board - None

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

- Professional Development last Friday - setting goals in classes
- January 26th ends the second marking period
- Monmouth County Emergency Response Team held a training session in our building
- SPTA Theater Week at Count Basis
- Performance on January 26th, 7pm
- February 4th - Daddy/Daughter Dance
- February 23th - Tigers Talent Performance

It was motioned by Ms. Groom, seconded by Mr. Galvin to approve the following items as listed:

5.1 The Superintendent recommends that the Shrewsbury School District Board of Education approve the following District HIB Reports.

December 2023	0 HIB Cases
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5.2 The Superintendent recommends that the Shrewsbury School District Board of Education approve the Submission of SSDS Report Period 1, July 1, 2023 through December 31, 2023.

6.0 Finance & Facilities - Mr. Ngo

The Finance & Facilities Committee met on January 11, 2024

It was motioned by Mr. Ngo, seconded by Mr. Galvin to approve the following items as listed:

6.1 The Superintendent recommends the Shrewsbury School District Board of Education approve the following minutes as listed:

- 6.1.1 Regular Meeting Minutes, December 20, 2023
- 6.1.2 Executive Meeting Minutes, December 20, 2023

The minutes were tabled and will be approved at the February 21, 2024 meeting

6.2 The Superintendent recommends that the Shrewsbury Borough School District Board of Education approve the following:

Payroll for December 2023 and the **Bills list** for January 2024(available for review in the Board Secretary’s Office)

Policy #6470 Payment of Claims

December 15, 2023 Payroll	\$293,794.35
December 22, 2023 Payroll	\$287,454.75
Total December 2023 Payroll	\$581,249.10
Total January 2024 Bills & Claims	\$200,790.17

Transfer of Funds for December 2023 (available for review in the Board Secretary’s Office)

Policy # 6422 Budget Transfers

WHEREAS NJAC 6A:20-2.13 “Over expenditure of Funds” states “a district Board of Education shall not incur any obligation or approve any payment in excess of the amount appropriated by the district Board of Education in the line item pursuant to NJSA 18A:22-8.1”.

NOW THEREFORE BE IT RESOLVED that the attached line item transfers be approved

Board Secretary’s Monthly Certification for December 2023

PURSUANT TO NJAC 6A:20-2.13(d), I certify that as of December 31, 2023, no budgetary line item account has obligations and payments which in total exceed the amount appropriated by the Shrewsbury School District Board of Education pursuant to NJSA 18A:22-8 and 18A:22-8.1

Board of Education Certification Budget Major/Fund Status for December 2023

PURSUANT TO NJAC 6A:20-2.13(D), we certify that as of December 2023, after review of the Secretary’s monthly financial report (appropriation section), and open consultation with appropriate district officials, that to the best of our knowledge no major account fund has been over expended in violation of NJAC 6A:20-2(B), and that sufficient funds are available to meet the district’s financial obligations for the remainder of the school year.

I, Lindsey Case, Part-time School Business Administrator/Board Secretary certifies that no line item has been over expended 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.”



School Business Admin/Board Secretary

Treasurer’s Report

PURSUANT TO NJAC 6A:20-2.13(D), approve the Treasurer’s Report for December 2023.

6.3 The following Fire and Evacuation Drills occurred during **December 2023**:

School Name	Security Drill Type	Date & Time
Shrewsbury Borough School	Fire Drill	12/12/23 - 10:59 am
Shrewsbury Borough School	Emergency Drill	12/13/23 - 11:33am

6.4 The Superintendent recommends that the Board of Education approve the following student services for the 2023-2024 school year:

Student#	Service	Provider	Cost
7125	Occupational Therapy Evaluation	Diane Ames	\$350

6.5 The Superintendent recommends that the Shrewsbury Borough School District Board of Education approve the submission of the Biannual Paraprofessional Statement of Assurance to the County Office for the 2023-2024 school year.

6.6. The Superintendent recommends that the Shrewsbury Borough School District Board of Education accept the mini-grant by Bluepoint Wind to receive STEM Kits in the amount of \$1,000.

6.7 The Superintendent recommends that the Shrewsbury School District Board of Education accept the **REVISED** allocation and authorize the submission of the grant plan for the Elementary and Secondary Education Act Consolidated Formula Sub grant for the 2023-2024 fiscal year

Grant Title	Amount (approved June 28, 2023)	Carryover	Revised Amount
Title I, Part A	\$9,071	\$25	\$9,096
Title II, Part A	\$15,383	\$1,772	\$17,155
Title IV, Part A		\$10,000	\$10,000

6.8 WHEREAS, the Shrewsbury Borough School District Board of Education deems the property/obsolete books to be surplus property which is no longer useful for school purposes,

THEREFORE, be it resolved that the Shrewsbury Borough School District Board of Education authorize the School Business Administrator to offer the property/obsolete books for sale to other public entities without advertisement for bids in accordance with 18A:18A-45 c-f.

7.0 Curriculum and Instruction - Ms. Groom

Committee Report: The Curriculum and Instruction Committee met January 16, 2024

It was motioned by Ms. Groom, seconded by Mr. Galvin, to approve the following items as listed:

7.1 The Superintendent recommends that the Shrewsbury Borough School District Board of Education approve the following professional development:

Staff Member	Program/Workshop	Training Date	PD/Travel Cost
Heather Cellary	Connected Leadership Conference, West Long Branch, NJ	January 11, 2024	\$5.64
Darianne Masticola	2024 NJ District and School Testing Coordinator Training, Atlantic City, NJ	January 26, 2024	\$57.34
Darianne Masticola	Good Ideas Conference, Toms River, NJ	Mary 24, 2024	\$7.71

7.2

The Superintendent recommends that the Shrewsbury Borough School District Board of Education approve the following class trips for the 2023-2024 school year:

Class/Group	Destination	Date(s)	Cost of Trip	Cost of Transportation
Ski Club	Camelback Mountain, Pennsylvania	February 10, 2024	TBD (Paid by Students)	\$1,147.50 (Paid by Students)
Ski Club	Camelback Mountain, Pennsylvania	March 2, 2024	TBD (Paid by Students)	\$1,147.50 (Paid by Students)

8.0 Personnel - Ms. Galvin

Committee Report: The Personnel Committee met on January 16, 2024

It was motioned by Mr. Galvin, seconded by Ms. Choi to approve the following items as listed:

8.1 The Superintendent recommends that the Shrewsbury Borough School District Board of Education approve the resignation of Amanda Vacchio for the 2023-2024 school year effective December 22, 2023.

8.2 The Superintendent recommends that the Shrewsbury Borough School District Board of Education approve Mary Ready as the 7th Grade Middle School Math teacher at MA 30 Step 9 \$66,325 (prorated) on or about March 18, 2024 - June 30, 2024.

8.3 **THIS ITEM WAS TABLED** - The Superintendent recommends that the Shrewsbury Borough School District Board of Education approve Mary Ready as Softball Coach for the 2023-2024 school year at the stipend of \$2,527.

8.4 The Superintendent recommends that the Shrewsbury Borough School District Board of Education approve William Clark as the High Impact Tutoring Coordinator for the 2023-2024 school year at a salary of \$2,787 to be paid from the NJ High Impact Tutoring Grant.
Account # 20-450-100-100-04

8.5 The Superintendent recommends that the Shrewsbury Borough School District Board of Education approve a resolution to authorize the Superintendent, between the date this resolution is adopted and the next meeting of the Shrewsbury Board of Education, to take all actions necessary to protect the interest of the Shrewsbury Borough Public Schools including, but not limited to, employment of services, hiring and firing of employees under their jurisdiction subject to consultation with the appropriate district officials and the Board President and, further subject to ratification of the actions taken at the next regularly scheduled Board meeting to be held February 21, 2024.

PERSONNEL - WALK IN ITEM

It was motioned by Mr. Galvin, seconded by Ms. Choi, to approve the following items as listed:

8.6 The Superintendent recommends that the Shrewsbury Borough School District Board of Education approve Caroline Calao as a substitute teacher for the 2023-2024 school year.

8.7 The Superintendent recommends that the Shrewsbury Borough School District Board of Education approve Caroline Calao as 1st Grade Long Term Leave Replacement teacher to begin on or about January 22, 2024 - June 30, 2024 for the 2023-2024 school year at Step 1/BA \$55,125.

9.0 Policy - None

The Policy Committee did not meet this month.

10.0 School & Community Relations - Ms. Hepburn-Goldberg - None

The School and Community Committee did not meeting this month

11.0 Vote/Roll Call on Agenda Items

	AYE	NAY	ABSTAIN	ABSENT	COMMENTS
Ms. Barber				X	
Ms. Choi	X		X		Abstain - Minutes
Mr. Galvin	X				
Ms. Hepburn-Goldberg	X		X		Abstain - Minutes
Ms. Moore	X		X		Abstain - Minutes
Mr. Ngo	X				
Ms. Gourley-Thompson				X	
Ms. Groom	X				

On a voice vote, six (6) members voted yes, two (2) members were absent

Items 6.1.1 & 6.1.2 Minutes, does not pass and will be added to the next meeting for approval.

12.0 Unfinished Business - None

13.0 Public Participation - All Topics

- D. McCalla - How are we notified about weather announcements?
- Mr. McConnell - In Genesis, and sign up for the town’s notification called Regroup.

14.0 Board President’s Report - Ms. Groom

- Welcome to new board members and see the applicants next month.

15.0 Adjournment

It was motioned by Ms. Groom, seconded by Mr. Ngo, to adjourn the meeting at 7:27 p.m.

	AYE	NAY	ABSTAIN	ABSENT	COMMENTS
Ms. Barber				X	
Ms. Choi	X				
Mr. Galvin	X				
Ms. Hepburn-Goldberg	X				
Ms. Moore	X				
Mr. Ngo	X				
Ms. Gourley-Thompson				X	
Ms. Groom	X				

On a voice vote, six (6) members voted yes, two (2) members were absent