

SHREWSBURY BOROUGH SCHOOL DISTRICT
 October 18, 2023 - Regular Meeting, 6:30 PM
 Media Center, 20 Obre Place, Shrewsbury, NJ 07702

MINUTES

1. Opening Procedures

1.0 Call to order – 6:33 pm

1.1 Flag salute

1.2 Opening Statement

1.3 “Public notice of this was emailed to the Asbury Park Press and 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.

1.4 Roll Call:

Ms. Groom (President)
 Ms. Barber
 Ms. Montgomery

Ms. Gourley-Thompson (Vice President)
 Mr. Galvin
 Mr. Ngo

Absent:

Ms. Hemel
 Ms. Hepburn-Goldberg
 Mr. Jannuzzi

Also Present:

Mr. MacConnell, Superintendent
 Ms. Case, Business Administrator
 Ms. Gifford, 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 6:34 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				
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, six (6) members voted yes, zero (0) members voted no, three (3) members were absent

2.2 It was motioned by Ms. Montgomery, seconded by Mr. Galvin to reconvene into public session at 7:00 pm

	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, zero (0) members voted no, two (2) member was absent

3.0 Correspondence to the Board

It was motioned by Ms. Montgomery, seconded by Ms. Gourley-Thompsoto approve the following items as listed:

Email received Sep 21, 2023, siobhandlillis@hotmail.com, regarding “questions”

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

- Certificate to a young writer
- Ms. Salway - presentation on NJSLA Spring 2022 Data
- Interim Reports went out
- Successful PD Day
- Classic 5K was great with large number of participants

- Meet & greet for new Kindergarten teacher
- Red Ribbon week is next week

It was motioned by Mr. Galvin, seconded by Ms. Groom 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.

September 5, 2023	Non-Confirmed HIB case
September 22, 2023	Confirmed HIB case

5.2 The Superintendent recommends the Board of Education approve the submission of the Paraprofessional Statement of Assurance to the County Office for the 2023-2024 school year.

5.3 The Superintendent recommends the Board of Education approve the Nursing Services Plan for the 2023 - 2024 school year.

5.4 The Superintendent recommends the Board of Education approve the submission of the School Self-Assessment for Determining Grades Under the Anti-Bullying Bill of Rights Act for the 2022-2023 school year.

Shrewsbury Borough School: 68/78 points

6.0 Finance & Facilities - Mr. Galvin

The Finance & Facilities Committee met on October 16, 2023

It was motioned by Ms. Gourley-Thompson, seconded by Ms. Montgomery 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, September 20, 2023
- 6.1.2 Executive Meeting Minutes, September 20, 2023

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

Payroll for September 2023 and the **Bills list** for October (available for review in the Board Secretary’s Office)
Policy #6470 Payment of Claims

September 15, 2023 Payroll	\$287,999.83
September 29, 2023 Payroll	\$298,643.87
Total September 2023 Payroll	\$586,643.70
Total October 2023 Bills & Claims	\$352,532.64

Transfer of Funds for September 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 September 2023

PURSUANT TO NJAC 6A:20-2.13(d), I certify that as of September 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 September 2023

PURSUANT TO NJAC 6A:20-2.13(D), we certify that as of September 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 September 2023.

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

School Name	Security Drill Type	Date & Time
Shrewsbury Borough School	Emergency Tabletop	10/2/23 @ 12:00pm
Shrewsbury Borough School	Fire Drill	10/5/23 @ 9:31 am
Shrewsbury Borough School	Bus Drill	10/10/23 @ 9:55 am

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

Student #	Service	Provider	Cost
7122	Occupational Therapy Evaluation	Diane Ames	\$350/eval
7113	Neurodevelopmental Addl Diagnostic	G&A/DPCJ	\$600/eval
7074	Assistive Technology Evaluation	Advancing Opportunities, LLC	\$1,200/eval
7123	Neurodevelopmental Assessment	G&A/DPCJ	\$660/eval
7124	Occupational Therapy Evaluation	Diane Ames	\$350/eval

6.5 The Superintendent recommends that the Shrewsbury Borough School District Board of Education approve DeMonte Therapy to provide student #7115 thirty-eight (38) Individual Physical Therapy Sessions at \$100 per session not to exceed a total of \$3,800 during the 2023-2024 school year.

6.6 The Superintendent recommends that the Shrewsbury Borough School District Board of Education approve Home Instruction for student #5604 from October 18, 2023 to December 4, 2023.

6.7 The Superintendent recommends that the Shrewsbury Borough School District Board of Education accept LDTC and evaluation services from ADVANCE Education Advisement, LLC from on or about October 2023 to on or about December 2023 at \$72/hour, not to exceed \$15,000.

6.8 The Superintendent recommends that the Shrewsbury Borough School District Board of Education accept Speech Therapy and evaluation services from ADVANCE Education Advisement, LLC from on or about October 2023 to on or about May 2023 at \$83/hour, not to exceed \$39,840.

6.9 The Superintendent recommends that the Shrewsbury Borough School District Board of Education accept the grant funding for the School Climate Pilot Program in the amount of \$6,600.

6.10 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 Individuals with Disabilities Education act (IDEA) for fiscal year 2023-2024:

Grant Title	Amount (approved June 28, 2023)	Carryover	Revised Amount
IDEA Basic	\$137,344	\$8,078	\$145,422

6.11 The Superintendent recommends that the Shrewsbury Borough School District Board of Education accept the additional state aid in the 2023-24 school year pursuant to the FY24 Appropriations Act, PL.2023, c.74. The additional amount of \$100,000 to be used for Capital Improvements as outlined by the state.

6.12 The Superintendent recommends that the Shrewsbury Borough School District Board of Education adopt the Budget Calendar for the 2024-2025 school year.

6.13. The Superintendent recommends that the Shrewsbury Borough School District Board of Education approve the submission of the NJDOE Health and Safety Evaluation of School Buildings’ Checklists for the 2023-2024 school year to the County Office.

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

WHEREAS, the Department of Education requires New Jersey School Districts to submit a three-year Comprehensive Maintenance Plan and Form M-1 documenting “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.

6.15. The Superintendent recommends that the Shrewsbury Borough School District Board of Education approve the submission of the application to the Executive County Superintendent for Monmouth County, to elect for the 2023-2024 school year the Dual Use/Waiver as listed below to be used simultaneously for various purposes. As required by code, instruction will be separated by placement of a divider in the room.

School	Purpose of Waiver
Shrewsbury	Dual Use in room 501

7.0 Curriculum and Instruction - Ms. Montgomery

Committee Report: The Curriculum and Instruction Committee met October 10, 2023

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

7.1 The Superintendent recommends that the Board approve the following professional development:

Staff Member	Program/Workshop	Training Date	PD/Travel Cost (up to but not to exceed)
Katy Fitzpatrick & Cheryl Salway	MCSBA Meeting: Harassment, Intimidation, and Bullying w/Dave Nash - Colts Neck, NJ	October 5, 2023 6:00pm-8:30pm	6.77 (each)
Jessica Picciano & Brittany King	RBR ELA Articulation, Red Bank, NJ	October 12, 2023	\$2.91 (each)

Dana Miele	RBR Social Studies Articulation, Red Bank, NJ	October 12, 2023	\$2.91
Darianne Masticola	Kickoff to Mental Illness, Lincroft, NJ	October 27, 2023	\$4.61
Laura Fox	Shadowing at Conover Road Elementary School, Colts Neck, NJ	November 2, 2023	\$9.12
Allison Wiesel	RBR Science Articulation, Red Bank, NJ	November 14, 2023	\$2.91
Cheryl Salway, Chrissy, Bonura, Tammy Kane	MC3: 2023 ELA and Math Standards Review, Lincroft, NJ	November 15, 2023	\$4.60 (each)
Heather Cellary and Cindy Newman	RBR Mathematics Articulation, Red Bank, NJ	November 15, 2023	\$2.91 (each)
William Clark	RBR Technology/STEM Articulation, Red Bank, NJ	November 16, 2023	\$2.91
Amanda Ehrhardt	RPDA - Technology: An Inclusion Educator's Best Friend for the Kids Who Need More, Less, & Different (GE & SE K-12 teachers-All levels), Eatontown, NJ	November 16, 2023	\$2.63

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
First Grade Class	Sandy Hook, Fort Hancock, NJ	May 8, 2024	\$650.00	\$125.00
Fifth Grade Class	Liberty Science Center, Jersey City, NJ	May 20, 2024	\$1,396.00	\$945.00

8.0 Personnel - Ms. Gourley-Thompson

Committee Report: The Personnel Committee met on October 17, 2023

It was motioned by Ms. Gourley-Thompson, seconded by Ms. Montgomery to approve the following items as listed:

8.1 The Superintendent recommends that the Shrewsbury Borough School District Board of Education approve the following Child Study Team (CST) Members as mandated per IEP requirements from on or about October 4, 2023 through December 4, 2023 at approved hourly rates of pay per contract not to exceed 100 hours per person for the 2023-2024 school year as follows:

Name	Hourly Rate
Kathleen Fitzpatrick, School Psychologist	\$53.16/hr
Kristina Kiely, Social Worker	\$51.00/hr

8.2 The Superintendent recommends that the Board of Education approve Home Instruction for student #5604 for 10 hours per week at \$45.00/hour from approximately October 18, 2023 through November 15, 2023 during the 2023-2024 school year as follows:

Name	Content Area	Hourly Rate	Hours/Week
Jessica Picono	English	\$45/hour	20/week
Kelly Schlosser	Language Arts	\$45/hour	20/week
Alyssa Taylor	Math	\$45/hour	20/week
Allison Wiesel	Science	\$45/hour	20/week
Dana Miele	Social Studies	\$45/hour	20/week

8.3 The Superintendent recommends that the Shrewsbury Borough School District Board of Education approve Lisa Campbell as the Kindergarten Long Term Leave Replacement at the rate of \$125.00/day for days 1-20 then BA/1 \$55,125.00 (prorated) on the salary guide for days 21+ in the same position from October 2, 2023 - June 30, 2024 for the 2023-2024 school year.

8.4 The Superintendent recommends that the Shrewsbury Borough School District Board of Education approve the revised medical leave for Staci Fox from October 4, 2023 through on or about December 4, 2023. (previously approved on September 20, 2023)

8.5 The Superintendent recommends that the Shrewsbury Borough School District Board of Education approve Kate Hoppe as Reading Specialist at Step MA/10 \$67,525 (prorated) for the 2023-2024 school year to begin on or about November 2, 2023 through June 30, 2024.

8.6 The Superintendent recommends that the Shrewsbury Borough School District Board of Education approve Tom Carraher as Girls Basketball Coach at the stipend of \$2,527 for the 2023-2024 school year.

9.0 Policy/Special Education - Ngo

Committee Report: The Policy Committee met on October 12, 2023

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

9.1 The Superintendent recommends that the Board of Education approve the following policies and regulations for the first reading.

- P 1524 School Leadership Councils (Abolished)
- P & R 1642.01 Sick Leave (New)
- P 2270 Religion in the Schools (Revised)
- P & R 2419 School Threat Assessment Teams (M) (New)
- P 3161 Examination for Cause (Revised)
- P & R 3212 Attendance (M) (Revised)
- P 3324 Right of Privacy (Revised)
- P & R 3432 Sick Leave (Abolished)
- P 4161 Examination for Cause (Revised)
- P & R 4212 Attendance (M) (Revised)
- P 4324 Right of Privacy (Revised)
- P & R 4432 Sick Leave (Abolished)
- P & R 5111 Eligibility of Resident/Nonresident Students (M) (Revised)
- P & R 5116 Education of Homeless Children and Youths (Revised)
- P & R 5460.02 Bridge Year Pilot Program (M) (Abolished)
- P 6361 Relations With Vendors for Abbott Districts (Abolished)
- P 8500 Food Services (M) (Revised)
- P 8540 School Nutrition Programs (M) (Abolished)
- P 8550 Meal Charges/Outstanding Food Service Bill (M) (Abolished)

10.0 School & Community Relations - Ms. Hepburn-Goldberg

Committee Report: The School and Community Committee met on October 12, 2023

- Review agenda and check for red flags, concerns, etc.
- Review policy
- Traffic and dismissal concerns and engaged police for assistance

11.0 Vote/Roll Call on Agenda Items

	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, zero (0) members voted no, and two (2) members were absent.

12.0 Unfinished Business

- Ms. Gourley-Thompson - Alliance met and next week is Red Ribbon week and activities for students will take place.

13.0 Public Participation - All Topics

- Kathleen Daly - happy about a reading specialist. 6 parents in a meeting about Title I and concerned about the RTI program. Hearing the plan to see our test scores increase. Use money during the day instead of after school
- Jim Daly - Thank you and introducing myself as the new council liaison.

14.0 Board President’s Report - Ms. Groom

- Thank you for attending; the two presentations and Rein for being a published young author.

15.0 Adjournment

It was motioned by Ms. Gourley-Thompson, seconded by Ms. Montgomery, to adjourn the meeting at 7:42 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, seven (7) members voted yes, zero (0) members voted no, two (2) members were absent