

SHREWSBURY BOROUGH SCHOOL DISTRICT
August 21, 2024 - Regular Meeting, 6:30 PM
Shrewsbury Fire House, 783 Broad Street, Shrewsbury, NJ 07702

MINUTES

1.0 Opening Procedures

1.1 Call to order – 6:36 pm

1.2 Flag salute

1.3 Opening Statement

1.4 "In compliance with PI 1975, Chapter 231, Open Public Meetings Act, notice of this meeting was advertised in the Asbury Park Press and the Star Ledger on August 20, 2024. A copy of this notice is posted at the entrance to the Shrewsbury Borough School and is posted on the district’s website. A copy of this notice is also on file in the office of the Borough Clerk.

1.5 Roll Call:

Ms. Groom (President)
 Mr. Galvin
 Ms. McCullough
 Mr. Ngo

Ms. Gourley-Thompson (Vice President)
 Ms. Hepburn-Goldberg
 Ms. Moore

Absent: Ms. Barber, Ms. Choi

Also Present:

Mr. MacConnell, Superintendent
 Ms. Case, Business Administrator
 Mr. Donio, Board Attorney

1.6 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. Gourley-Thompson, seconded by Ms. Groom to move into Closed Executive Session at 6:37 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. McCullough	X				
Ms. Moore	X				
Mr. Ngo	X				
Ms. Gourley-Thompson	X				
Ms. Groom	X				

On a voice vote, seven (7) members voted yes, (0) members voted no, and two (2) members were absent

2.2 It was motioned by Ms. Gourley-Thmspon, seconded by Ms. Groom to reconvene into public session at 7:00 pm.

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

On a voice vote, seven (7) members voted yes, (0) members voted no, and two (2) members were absent

3.0 Correspondence to the Board

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

Email received June 26, 2024, alexis918@aol.com, regarding “Special Ed at SBS”

Email received July 1, 2024, kurdylat@sbs-nj.org, regarding “Thank you!”

Email received July 2, 2024, dasilvas@sbs-nj.org, regarding “Robert Minehardt Fellowship Award”

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 Days for the staff have been scheduled on Thursday, September 5th & Friday, September 6th.
- Pre-K, Kindergarten, and 5th Grade Orientations are September 6th from 2:00-3:00.
- School opens on Monday, September 9th for students with a 12:30 dismissal.
- School will begin full day for students on Tuesday, September 10th.
- We will open Genesis to the staff to access their schedules, class rosters and class homeroom assignments on Monday, August 25th.
- Genesis Parent Portal will be open for all families on September 4th.
- School photos - September 13th.
- Open House is scheduled for September 18th.
- School is closed for Rosh Hashanah - October 3rd.
- New Employees:
 - Lisa Campbell - Kindergarten Teacher
 - Meagan Hoffman - Middle School Science Teacher - Long Term Leave Replacement
 - Joshua Levy - 3rd Grade Teacher
 - Michelle Miraglia-Scutti - Long Term Leave Replacement Health/PE
 - Jaime Palozzolo - 1st Grade Teacher
 - Fiona Potter - Social Worker - Long Term Leave Replacement
 - Michael Rue - Paraprofessional
 - Alyssa Taylor - Middle School Math Teacher - 7th Grade
 - Katie Wicklund - Preschool Teacher
- As the students, staff and families arrive back to school in September you will see many changes in the school. Mike Tillett and all of our custodial/maintenance team have worked tirelessly throughout the summer to clean, maintain, and upgrade our entire facility.
- Paul Kuehner, Technology Coordinator is working very hard to have technology up to date in all the classrooms so everything is ready to begin for the start of school. (new macbooks/new desktops)
- We look forward to the start of a new school year. Enjoy the rest of the summer!

Ms. Salway gave a presentation, “RTI/IR&S Staff Manual Process 2024-2025”

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

5.1 The Superintendent recommends that the Shrewsbury Borough School District Board of Education approve the submission of the Comprehensive Equity Plan State of Assurance 2024-2025 to the County Office.

5.2 The Superintendent recommends that the Shrewsbury Borough School District Board of Education approve the following District HIB Report:

June 2024	2 Non-Confirmed HIB
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5.3 The Superintendent recommends that the Shrewsbury Borough School District Board of Education approve the School Safety/School Climate Committee (SS/SC) Committee for the 2024-2025 school year as follows:

- Brent MacConnell, Superintendent/Principal
- Kathleen Fitzpatrick, SS/SC Team Chairperson/Anti-Bullying Specialist
- Cheryl Salway, Assistant Principal/Supervisor of Curriculum and Instruction/Anti-Bullying Coordinator
- Roseanne Ansell, Supervisor of Special Services
- Darianne Masticola, School Counselor
- Tanja Larsen, Teacher Representative
- Jenna Ciongoli, Parent Representative
- Jennifer Elkof, Parent Representative

5.4 The Superintendent recommends that the Shrewsbury Borough School District Board of Education approve the District Evaluation Advisory Committee/School Improvement Panel (DEAC/ScIP) for the 2024-2025 school year as follows:

- Brent MacConnell, Superintendent/Principal
- Cheryl Salway, Assistant Principal/Supervisor of Curriculum & Instruction
- Roseanne Ansell, Supervisor of Special Services
- Laura Kaplan Fox, Teacher Representative
- Allison Wiesel, Teacher Representative

5.5 The Superintendent recommends that the Shrewsbury Borough School District Board of Education approve the Remote Instruction Plan for the 2024-2025 school year.

5.6 The Superintendent recommends that the Shrewsbury Borough School District Board of Education approve the Revised Mission Statement as follows:

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.

6.0 Finance & Facilities - Mr. Ngo

The Finance & Facilities Committee met on August 19, 2024

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

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

- 6.1.1 Regular Meeting Minutes, June 26, 2024
- 6.1.2 Executive Meeting Minutes, June 26, 2024

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

Payroll for June and July 2024 and the **Supplemental Bills list** for June 2024 and for the Summer 2024 (available for review in the Board Secretary’s Office)

Policy #6470 Payment of Claims

June 14, 2024 Payroll	\$315,211.70
June 17, 2024 Payroll	\$231,196.18
June 28, 2024 Payroll	\$145,155.11
Total June 2024 Payroll	\$6,91,562.99
July 15, 2024 Payroll	\$60,354.68
July 30, 2024 Payroll	\$78,674.93
Total July 2024 Payroll	\$139,029.61
Total Supplemental June 2024 Bills List	\$1,831,001.32
Total Summer 2024 Bill List	\$1,585,999.37

Transfer of Funds for June 2024 and July 2024 (available for review in the Board Secretary’s Office)
Policy # 6422 Budget Transfers

WHEREAS NJAC 6A:23A-16.10 (c) 3 “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 June 2024 and July 2024

PURSUANT TO NJAC 6A:23A-16.10 (c) 3, I certify that as of June 30, 2024 and July 31, 2024, 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 June 2024 and July 2024

PURSUANT TO NJAC 6A:23A-16.10 (c) 3, we certify that as of June 2024 and July 2024, 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:23A-16.10 (c) 3, 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:23A-16.10 (c) 3, approve the Treasurer’s Report for June 2024 and July 2024.

6.3 The Superintendent recommends that the Shrewsbury Borough School District Board of Education accept the allocation and authorize the submission of the grant plan for the Individuals with Disabilities Education act (IDEA) for fiscal year 2024-2025:

Grant Title	Amount
IDEA Basic	\$135,322
IDEA Preschool	\$6,054

6.4 The Superintendent recommends that the Shrewsbury Borough School District Board of Education approve the following meal prices for the 2024-2025 school year.

Student Lunch (includes 1 low fat or chocolate milk)	\$22.00/lunch ticket (5 lunches)
Low Fat or Chocolate Milk (1 extra per day)	\$5.00 per week

6.5 The Superintendent recommends that the Shrewsbury Borough School District Board of Education approve the price of ice cream at \$2.00 for the 2024-2025 school year.

6.6 The Superintendent recommends that the Shrewsbury Borough School District Board of Education approve the Satellite Launch Agreement with Red Bank Regional High School for the 2024-2025 school year.

6.7 The following Fire and Evacuation Drills occurred during **July 2024**:

School Name	Security Drill Type	Date & Time
Shrewsbury Borough School	Fire Drill	7/9/2024 at 11:34am
Shrewsbury Borough School	Shelter in Place	7/30/2024 at 12:06pm

6.8 The Superintendent recommends that the Shrewsbury Borough School District Board of Education approve the following student services for the 2024-2025 school year:

Student#	Service	Provider	Cost
7107	Neurological Evaluation	NeurAbilities (Formerly CNNH)	\$660

6.9 The Superintendent recommends that the Shrewsbury Borough School District Board of Education approve the following Parent Transportation Contracts for the July 1, 2024 - June 30, 2025 school year as follows:

Student #	Destination	Amount
5773	Hawkswood School	\$8,400

6.10 The Superintendent recommends that the Shrewsbury Borough School District Board of Education rescind the out of district placement for the 2024-2025 School Year effective August 8, 2024 as follows:

Student #	School
7062	Search Day Program, SY

6.11 The Superintendent recommends that the Shrewsbury Borough School District Board of Education approve DeMonte Therapy to provide student # 5772 thirty-six (36) Individual Physical Therapy Sessions at \$100.00 per session not to exceed a total of \$3,600.00 during the 2024-2025 school year.

6.12 CCOR #14 - Classroom Lights, Shrewsbury Borough Elementary School Project

Contract	Classroom Lights, Shrewsbury Borough Elementary School Project
Contractor	Benjamin R. Harvey Company, Inc.
Change Order #	Change Order #14
Amount	\$125,363.00
Description	Reference PR #10. When existing light fixtures were removed for new ceilings, the fixtures were in poor shape. This Change Order covers all new lighting in rooms depicted to receive new ceilings. New fixtures for 22 rooms.
Total Change Order	\$125,363.00

6.13 The Superintendent recommends that the Shrewsbury School District Board of Education approve the submission of the applications to the Executive County Superintendent for Monmouth County, to elect for the 2024-2025 school year the Dual Use/Waivers 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.

Purpose of Waiver
Dual Use, Room 501

6.14 The Superintendent recommends that the Shrewsbury Borough School District Board of Education accept the following allocation of Nonpublic Nursing Aid for fiscal year 2024-2025.

Non Public Nursing Aid	\$5,070.00
Non Public Security Aid	\$7,995.00
Non Public Technology Aid	\$1,911.00
Non Public Textbook Aid	\$1,994.00
Chapters 192/193	\$8,026.00

7.0 Curriculum and Instruction - Mr. Ngo

Committee Report: The Curriculum and Instruction Committee met August 7, 2024

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

7.1 The Superintendent recommends that the Shrewsbury Borough School District Board of Education approve the revised curriculum in accordance with the NJSLS revised English Language Arts and Mathematics standards for the Shrewsbury Borough School District for the 2024-2025 school year:

- English Language Arts, K-8
- Mathematics, K-8 including Advanced 6th Grade Math, Advanced 7th Grade Math, and Gr. 8 Algebra I

7.2 The Superintendent recommends that the Shrewsbury Borough School District Board of Education approve the following teachers to take part of district membership in the Monmouth County Curriculum Consortium for the 2024-2025 school year:

- Joshua Biringer
- Heather Cellary
- Laura Kaplan Fox
- Tanja Larsen

7.3 The Superintendent recommends that the Shrewsbury Borough School District Board of Education approve the RTI Manual for the 2024-2025 school year.

8.0 Personnel - Mr. Galvin

Committee Report: The Personnel Committee met on August 13, 2024

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

8.1 The Superintendent recommends that the Shrewsbury Borough School District Board of Education approve William Clark as the Tiger News Advisor for the 2023-2024 school year at the rate of \$1,425.00.

8.2 **TABLED - NO ACTION WAS TAKEN** - The Superintendent recommends that the Shrewsbury Borough School District Board of Education approve William Clark as the Tiger News Advisor for the 2024-2025 school year at the rate of \$1,425.00.

8.3 The Superintendent recommends that the Shrewsbury Borough School District Board of Education approve Lisa Aquilino as a Tiger Buddy during the 2024-2025 school year for Katie Wicklund at the extracurricular hourly rate of \$46.00 not to exceed 10 hours for a total of \$460.00.

8.4 The Superintendent recommends that the Shrewsbury Borough School District Board of Education approve Darianne Masticola as a Tiger Buddy during the 2024-2025 school year for Fiona Potter at the extracurricular hourly rate of \$46.00 not to exceed 7 hours for a total of \$322.00.

8.5 The Superintendent recommends that the Shrewsbury Borough School District Board of Education rescind Joseph LaDuca as the Long Term Leave Replacement as the Health/Physical Education Teacher for the 2024-2025 school year as previously approved on June 26, 2024.

8.6 The Superintendent recommends that the Shrewsbury Borough School District Board of Education accept the resignation of Jamie Meseroll effective July 31, 2024.

8.7 The Superintendent recommends that the Shrewsbury Borough School District Board of Education accept the resignation of Eleni Katsaros effective July 31, 2024.

8.8 The Superintendent recommends that the Shrewsbury Borough School District Board of Education accept the leave of absence for Jen Metzler-O'Rourke from September 5, 2024 - January 2, 2025 for the 2024-2025 school year.

8.9 The Superintendent recommends that the Shrewsbury Borough School District Board of Education approve Michelle Miraglia-Scutti as Health/Physical Education Teacher Long Term Leave Replacement to begin September 5, 2024 - November 29, 2024 at the substitute rate of \$125.00/day for days 1-20 then the rate of BA/Step 1 \$56,730.00 (prorated) for the 2024-2025 school year.

8.10 The Superintendent recommends the Shrewsbury Borough School District Board of Education approve Joshua Levy as 3rd Grade Teacher at the rate of MA/Step 6 \$64,755 for the 2024-2025 school year.

8.11 The Superintendent recommends the Shrewsbury Borough School District Board of Education approve Jaime Palozzolo as 1st Grade Teacher at the rate of MA+30/Step 13 \$77,205 for the 2024-2025 school year.

8.12 The Superintendent recommends the Shrewsbury Borough School District Board of Education approve the following substitute, at the substitute rate \$125/day for the 2024 - 2025 school year - Colette Wester.

8.13 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 September 25, 2024.

8.14 The Superintendent recommends that the Shrewsbury Borough School District Board of Education rescind Yolanda Roeder as Art Club and Cheerleading Advisor for the 2024-2025 school year as previously approved on June 26, 2024.

8.15 The Superintendent recommends that the Shrewsbury Borough School District Board of Education approve Kelsey McCauley as 4th Grade Teacher Long Term Leave Replacement to begin September 5, 2024 - January 2, 2025 at the substitute rate of \$125.00/day for days 1-20 then the rate of BA/Step 1 \$56,730.00 (prorated) for the 2024-2025 school year.

8.16 The Superintendent recommends that the Shrewsbury Borough School District Board of Education rescind Michael Rue as an instructional aide for the 2024-2025 school year as previously approved on June 26, 2024.

9.0 Policy - Ms. Barber

Committee Report: The Policy Committee met on August 13, 2024

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

9.1 The Superintendent recommends that the Shrewsbury Borough School District Board of Education approve the following policies and regulations from Policy Alert 232 for the first reading.

- P 0141 Board Member Number and Term (Revised)
- P 0141.1 Board Member Number and Term – Sending District (Revised)
- P 0141.2 Board Member Number and Term – Receiving District (Revised)
- P 0164.6 Remote Public Board Meetings During a Declared Emergency (M) (Abolished)
- P 2200 Curriculum Content (M) (Revised)
- P & R 3160 Physical Examination (M) (Revised)
- P & R 4160 Physical Examination (M) (Revised)
- R 5200 Attendance (M) (Revised)
- P 5337 Service Animals (Revised)
- P 5350 Student Suicide Prevention (M) (Revised)
- P 7231 Gifts From Vendors (M) (Abolished)
- P 8420 Emergency and Crisis Situations (M) (Revised)
- P & R 8467 Firearms and Weapons (M) (Revised)
- P 9181 Volunteer Athletic Coaches and Co-Curricular Activity Advisors/Assistants (Revised)

10.0 School & Community Relations - Ms. Hepburn-Goldberg

Committee Report: The School and Community Committee met on August 8, 2024

- Website: migration delays
- Thank you Ms. Larsen for the lemonade stand and they raised \$2,800
- Discussed the new cell phone protocol

11.0 Vote/Roll Call on Agenda Items

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

On a voice vote, seven (7) members voted yes, (0) members voted no, and two (2) members were absent

Item 8.2 under the Personnel agenda was TABLED - NO ACTION WAS TAKEN ON THIS ITEM

12.0 Unfinished Business - None

13.0 Public Participation - All Topics - 7:26 pm

- Ms. Daly - Thank you for reading the email and want a special education audit. Excited about PD in Oct for our teachers. Ms. Ames resigned and left with notice.
- Ms. Gourley-Thompson - Both discussed at our committee meeting, can take action after approval.

14.0 Board President’s Report - Ms. Groom

- Kindergarten screener will be used, PD scheduled for Oct; always appreciate the input. Met with SBEA Climate Committee in August to improve SBS.

15.0 Adjournment

It was motioned by Ms. Groom, seconded by Ms. Gourley-Thompson, to adjourn the meeting at 7:40 pm.

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

On a voice vote, seven (7) members voted yes, (0) members voted no, and two (2) members were absent