

**SHREWSBURY BOROUGH SCHOOL DISTRICT**  
**November 20, 2024 - Regular Meeting, 6:30 PM**  
**Shrewsbury Borough School District, 20 Obre Place, Shrewsbury, NJ 07702**

**MINUTES**

**1.0 Opening Procedures**

1.1 Call to order – 6:37 pm

1.2 Flag salute

1.3 Opening Statement

1.4 "In compliance with Pl 1975, Chapter 231, Open Public Meetings Act, notice of this meeting was advertised in the Asbury Park Press and the Star Ledger on June 5, 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)

Ms. Barber

Ms. Hepburn-Goldberg (arrived 6:45pm)

Ms. Moore

Ms. Gourley-Thompson (Vice-President)

Ms. Choi

Ms. McCullough

Mr. Ngo

Absent:

Mr. Galvin

Also Present:

Mr. MacConnell, Superintendent

Ms. Case, Business Administrator

Ms. Gifford, 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. Groom, seconded by Ms. Gourley-Thompson to move into Closed Executive Session at 6:38 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, eight (8) members voted yes, (0) members voted no, and one (1) members were absent

2.2 It was motioned by Ms. Barber, seconded by Ms. Gourley-Thompson to reconvene into public session at 7:01 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, eight (8) members voted yes, (0) members voted no, and one (1) 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**

- Honor Boys and Girls Soccer Students
- Pasta Pickup Night/Classic 5K
- Bike to School Days
- Spooky Reading Night
- Halloween Parade
- Veterans Day Assembly
- Marking Period Ends/Report Cards - Nov. 15th
- Ruby Bridges Walk to School Day
- Author & Artist Assembly with Mike Ciccotello for PK-4 students including lunch with an artist for grade 3 and 4 interested students
- Educator of the Year will be announced soon
- November 21st, 22nd, & 25th - 12:30 Dismissal Days/Conferences
- November 27th - 12:30 Dismissal/Homework Free Weekend
- November 28th & 29th - School Closed Thanksgiving
- November 30th - Tree Lighting
- December 11th - Winter Concert
- December 19th - Interim Reports Published
- December 20th - 12:30 Dismissal/Homework Free Weekend
- December 23rd - January 1st - School Closed Winter Break

It was motioned by Mr. Ngo, seconded by Ms. Barber, 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.

November 2024	0 HIB cases
---------------	-------------

5.2 The Superintendent recommends that the Shrewsbury Borough School District Board of Education approve the 2022-2023 District and School Grade Report as required under the Anti-Bullying Bill of Rights.

District Grade=73  
 School Grade=73  
 The maximum score possible is 78.  
 73 out of a possible 78 points.

5.3 NJ Single Accountability Continuum (NJQSAC) District Performance Review - School year 2022-2023 results:

<b>DPR Area</b>	<b>Initial Placement (9/8/23)</b>	<b>Interim Placement (10/31/24)</b>
Instruction and Program	77%	81%
Fiscal Management	60%	96%
Governance	80%	80%
Operations	87%	87%
Personnel	92%	92%

5.4 The Superintendent recommends that the Shrewsbury Borough School District Board of Education approve the School Safety and Security Plan Annual Statement of Assurance for the 2024-2025 school year.

6.0 Finance & Facilities - Mr. Ngo

Committee Report: The Finance & Facilities Committee met on November 18, 2024

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

**Board of Education Certification Budget Major/Fund Status for October 2024**

PURSUANT TO NJAC 6A:20-2.13(D), we certify that as of October 31, 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: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

**Payroll Certification**

The School Business Administrator/Board Secretary reported, in compliance with N.J.S.A. 18A:19-1B, has certified the payroll for October 15, 2024 in the amount of \$290,068.50 and October 30, 2024 in the amount of \$285,415.17 totaling \$575,483.67.

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, October 16, 2024
- 6.1.2 Executive Meeting Minutes, October 16, 2024

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

**Transfer of Funds for October 2024** (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.

**Bills List** for November 2024 (available for review in the Board Secretary’s Office)

Policy #6470 Payment of Claims

<b>Total November 2024 Bills List</b>	<b>\$3,541,008.59</b>
---------------------------------------	-----------------------

**Board Secretary’s Monthly Certification for October 2024**

BE IT RESOLVED, that the financial reports of the Secretary to the Board of Education (Referenced below 6.0) and the Monthly Reconciliation Report (Referenced below 6.0) for October 31, 2024 which are in agreement be accepted as submitted and attached to and made part of the minutes of this meeting.

PURSUANT TO N.J.A.C. 6A:20-2.13(d), we certify that as of October 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

**Treasurer’s Report**

PURSUANT TO N.J.A.C. 6A:20-2.13(d), approve the Treasurer’s Report for October 2024.

6.3 The following Fire and Evacuation Drills occurred during **November 2024**:

School Name	Security Drill Type	Date & Time
Shrewsbury Borough School	Fire Drill	11/1/24 - 10:16 am
Shrewsbury Borough School	Lockdown Drill	11/13/24 - 1:29 pm

6.4 **REVISED** - The Superintendent recommends that the Shrewsbury Borough School District Board of Education accept the allocation and authorize the reallocation of the grant plan for the Every Student Exceeds Act (ESEA) for fiscal year 2024-2025. (previously approved on June 26, 2024)

Grant Title	Amount
Title IA + Carry Over	\$11,050.00
Total Title IA	\$11050.00
Title IIA + Carry Over	\$16,502.00

6.5 The Superintendent recommends that the Shrewsbury School District Board of Education approve the following donation from the Foundation for Shrewsbury:

- \$2,418.75 - 2024-2025 Brain Pop - Account # 20-001-100-610-01-0

6.6 The Superintendent recommends that the Shrewsbury School District Board of Education approve the following grant funds from Vanguard Charitable:

- \$500.00 - STEM from the Bentley Fund - Account # 20-003-200-600-04-0

6.7 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
7123	Neurodevelopmental Assessment	G&A/DPCJ	\$660
7066	Neurodevelopmental Assessment	G&A/DPCJ	\$660
7133	Bilingual Speech and Language Evaluation	ADVANCE Education Advisement	\$540
6175	Assistive Technology Evaluation	Adam Krass Consulting	\$1,500

6.8 The Superintendent recommends that the Shrewsbury Borough School District Board of Education approve the allocation for the High-Impact Tutoring Grant in the amount of \$4,853.00. Account #: 20-450-100-300-04-0

**7.0 Curriculum and Instruction - Ms. Gourley-Thompson**

- IBPDs have been taken and turnkeyed

Committee Report: The Curriculum and Instruction Committee met on November 14, 2024

It was motioned by Ms. Gourley-Thompson, seconded by Ms. Moore, 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
Katy Fitzpatrick	ADHD Here and Now: Strategies to Improve Performance and On-Task Behavior, Eatontown, NJ	December 5, 2024	\$0

7.2 The Superintendent recommends that the Shrewsbury Borough School District Board of Education approve the following field trip(s) for the 2024-2025 school year:

Class/Group	Destination	Date(s)	Cost of Trip	Cost of Transportation
Grade 3	Poricy Park, Middletown, NJ	April 11, 2025	\$975.00	\$900.00
Grade 7	New York City, NY	May 1, 2025	\$11,760.00	Included in Total
Grade 8	Washington, DC	May 28-30, 2025	\$27,300.00	Included in Total

7.3 The Shrewsbury Board of Education recommends the Shrewsbury Board of Education approve the following novels for use in Gifted & Talented ELA Enrichment Program:

Grade	Novel	Author
2	Zoey and the Sassafras	Asia Citro
3	The Bookwanderers	Anna James
4	The Mighty Odds	Amy Ignatow
5	Front Desk	Kelly Yang

7.4 The Shrewsbury Board of Education recommends the Shrewsbury Board of Education approve the Language Instruction Educational Program (LIEP) Three-Year Plan as submitted.

**8.0 Personnel - Ms. Groom**

Committee Report: The Personnel Committee met on November 19, 2024

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

8.1 The Superintendent recommends that the Shrewsbury Borough School District Board of Education approve Enrique Perez-Lopez as the Basketball Coach at the stipend of \$2,527 for the 2024-2025 school year.

8.2 The Superintendent recommends that the Shrewsbury Borough School District Board of Education rescind the approvals of Kristen Tardiff and Rachel Birzin as Lego Club Advisors as previously approved on June 26, 2024 for the 2024-2025 school year.

8.3 The Superintendent recommends that the Shrewsbury Borough School District Board of Education rescind the approval of Dana Miele as Model UN Club Advisor as previously approved on June 26, 2024 for the 2024-2025 school year.

8.4 The Superintendent recommends that the Shrewsbury Borough School District Board of Education approve Jennifer Havern for an intermittent short term leave from October 21, 2024 - December 21, 2024.

8.5 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 - Dore Rogers.

8.6 The Superintendent recommends the Shrewsbury Borough School District Board of Education approve the extended maternity leave for Kristen Tardiff from December 17, 2024 to February 28, 2024 for the 2024-2025 school year as previously approved on March 20, 2024.

8.7 The Superintendent recommends the Shrewsbury Borough School District Board of Education approve the extension of Meagan Hoffman as the Middle School Science Long Term Leave Replacement for Kristen Tardiff from December 17, 2024 through February 28, 2024 at the rate of BA/Step 1 \$56,730 (prorated) 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 November 13, 2024

- Working on a brand new AI policy

**10.0 School & Community Relations - Ms. Hepburn-Goldberg**

Committee Report: The School and Community Committee met on November 12, 2024

- Website set to release on Dec 2, 2024 to include:
- SBS Mission Statement on website
- Add picture of each BOE member and bio
- Add link to RBR as our sending district

**11.0 Vote/Roll Call on Agenda Items**

	<b>AYE</b>	<b>NAY</b>	<b>ABSTAIN</b>	<b>ABSENT</b>	<b>COMMENTS</b>
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, eight (8) members voted yes, (0) members voted no, and one (1) member was absent

**12.0 Unfinished Business**

**13.0 Public Participation - All Topics - None**

**14.0 Board President’s Report - Ms. Groom**

**15.0 Adjournment**

It was motioned by Ms. Groom, seconded by Ms. Gourley-Thompson to adjourn the meeting at 7:36 pm.

	<b>AYE</b>	<b>NAY</b>	<b>ABSTAIN</b>	<b>ABSENT</b>	<b>COMMENTS</b>
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, eight (8) members voted yes, (0) members voted no, and one (1) member was absent