

SHREWSBURY BOROUGH SCHOOL DISTRICT
January 15, 2025 - 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 – 6:35 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. Choi

Ms. Hepburn-Goldberg

Ms. Moore

Ms. Gourley-Thompson (Vice-President)

Mr. Galvin

Ms. McCullough

Mr. Ngo

Absent:

Ms. Barber

Also Present:

Mr. MacConnell, Superintendent

Ms. Case, Business Administrator

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 6:36 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. 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

2.2 It was motioned by Ms. Groom, seconded by Mr. Galvin to reconvene into public session at 7:02 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) member was 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

- January 16th - 12:30 Dismissal Day/Homework Free Weekend
- January 17th & 20th - School Closed - PD Day & MLK
- January 24th - Spelling Bee
- February 2nd - SPTA Daddy Daughter Dance
- February 4th - Report Cards published
- February 6th - Eyes of the Wild Assembly
- February 14th - 12:30 Dismissal Day/Homework Free Weekend
- February 17th - School Closed
- February 19th - 21st - 12:30 Dismissal Day - Conferences
- February 21st - STEM Competition in the morning and Talent Show in the evening

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 School District Board of Education approve the following District HIB Reports.

January 2025	2 HIB - 2 non-confirmed
--------------	-------------------------

5.2 The Superintendent recommends that the Shrewsbury School District Board of Education approve the SBS Draft Calendar for the 2025-2026 school year.

6.0 Finance & Facilities - Mr. Galvin

Committee Report: The Finance & Facilities Committee met on January 13, 2025

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

Board of Education Certification Budget Major/Fund Status for December 2024

PURSUANT TO NJAC 6A:20-2.13(D), we certify that as of December 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 December 13, 2024 in the amount of \$287,638.96 and December 20, 2024 in the amount of \$286,269.54.

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, December 18, 2024
- 6.1.2 Executive Meeting Minutes, December 18, 2024

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

Transfer of Funds for December 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.

Approve Bills List – January 2025

Recommend that the Board of Education approve the bills paid and checks issued at the Board meeting in the amount of \$760,465.20.

Board Secretary's Monthly Certification for December 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 December 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 December 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 December 2024.

6.3 The following Fire and Evacuation Drills occurred during **January 2025**:

School Name	Security Drill Type	Date & Time
Shrewsbury Borough School	Emergency Tabletop	1/6/2025 at 12:00pm
Shrewsbury Borough School	Shelter in Place	1/9/2025 at 11:00am
Shrewsbury Borough School	Fire Drill	1/13/25 at 1:44pm

6.4 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
7120	Physical Therapy Evaluation	DeMonte Physical Therapy	\$350.00
7134	Neurodevelopmental Assessment	G&A/DPCJ	\$660.00
7111	Behavior Analysis Consultation	Progressive Therapy of NJ	\$120.00/hr

6.5 The Superintendent recommends the Shrewsbury Borough School District Board of Education approve the submission of the Paraprofessional Statement of Assurance to the County Office for the 2024-2025 school year.

6.6 The Superintendent recommends that the Shrewsbury School District Board of Education approve the following donation from the Shrewsbury Parent Teacher Group, Inc.:

- \$1,040.00 - Spanish Assembly - Account # 95-000-100-300-00-0

7.0 Curriculum and Instruction - Ms. Gourley-Thompson

Committee Report: The Curriculum and Instruction Committee did not meet

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 Shrewsbury Borough School District Board of Education approve the following professional development:

Staff Member	Program/Workshop	Training Date	PD/Travel Cost
Tanja Larsen	Connected Leadership Conference: Harnessing the Power of AI Education, Toms River, NJ	January 10, 2025	\$0
Joshua Biringer	Connected Leadership Conference: Harnessing the Power of AI Education, Toms River, NJ	January 10, 2025	\$0
Darianne Masticola	NJSLA Spring 2025 School Testing Coordinator Training, Princeton, NJ	January 22, 2025	\$35.63
Michael Pettit	2025 NJAHPERD Annual Convention, Princeton, NJ	January 24, 2025	\$350
Alexa King	2025 NJAHPERD Annual Convention Princeton, NJ	January 24, 2025	\$373.59
Vinnie Peri	RBR Music Articulation, Red Bank, NJ	February 2, 2025	\$0
Jessica Picciano	Across the Divide: Roundtable for High School & Middle School Teachers, Freehold, NJ	March 20, 2025	\$0
Laura Fox	ARTSEDNJ: Visual and Performing Arts Roundtable Discussion, Virtual	May 16, 2025	\$0
Daniel Devine	AI for Education, Deal, NJ	February 14, 2025	\$125.00 workshop, \$7.14 mileage
William Clark	AI for Education, Deal, NJ FSE Grant - Account# 20-001-100-610-01-0	February 14, 2025	\$125.00
Brittany King	AI for Education, Deal, NJ FSE Grant - Account# 20-001-100-610-01-0	February 14, 2025	\$125.00
Tanja Larsen	AI for Education, Deal, NJ FSE Grant - Account# 20-001-100-610-01-0	February 14, 2025	\$125.00
Laura Fox	AI for Education, Deal, NJ FSE Grant - Account# 20-001-100-610-01-0	February 14, 2025	\$125.00
Carol Meyer	AI for Education, Deal, NJ	February 14, 2025	\$125.00

	FSE Grant - Account# 20-001-100-610-01-0		
Kate Hoppe	Building Strong Leaders: Leveraging Universal Literacy Screening, Monroe, NJ	February 6, 2025	\$12.31
Kelly Schlosser	Building Strong Leaders: Leveraging Universal Literacy Screening, Monroe, NJ	February 6, 2025	\$2.06

8.0 Personnel - Mr. Galvin

Committee Report: The Personnel Committee met on January 14, 2025

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

8.1 The Superintendent recommends that the Shrewsbury Borough School District Board of Education approve an extension for Emily Cuervo to serve as mentor to novice teacher Kelsey McCauley at the rate of \$550 prorated at \$330 (January 2025 through June 2025) to be deducted from the salary of the novice teacher.

8.2 The Superintendent recommends that the Shrewsbury Borough School District Board of Education approve the retirement of Staci Fox effective July 1, 2025.

8.3 The Superintendent recommends the Shrewsbury Borough School District Board of Education approve the medical leave for LeeAnn Arnts from January 15, 2025 to March 21, 2025 for the 2024-2025 school year.

8.4 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 19, 2025.

9.0 Policy - Ms. Barber

Committee Report: The Policy Committee met on January 9, 2025

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

- P 5111 Eligibility of Resident/Nonresident Students (M) (Revised)
- P 5460 High School Graduation (M) (Revised)
- P 5512 Harassment, Intimidation, or Bullying (M) (Revised)
- P 5516 Use of Electronic Communication Devices (Revised)
- R 5516 Use of Electronic Communication Devices (New)
- P 5533 Student Smoking (M) (Revised)
- R 5533 Student Smoking (Revised)
- P 5701 Academic Integrity (Revised)
- P 5710 Student Grievance (Revised)
- P & R 7441 Electronic Surveillance In School Buildings and On School Grounds (M) (Revised)
- P 8500 Food Services (M) (Revised)
- P 9163 Spectator Code of Conduct for Interscholastic Events (M) (New)
- P & R 9320 Cooperation with Law Enforcement Agencies (M) (Revised)

10.0 School & Community Relations - Ms. Hepburn-Goldberg

Committee Report: The School and Community Committee met on January 2, 2025

- Positive feedback on the website and looking forward to drop down for referendum
- Discussed how Admin updates community after BOE action has been taken
- Nurse will reach out about the flu vaccine

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, eight (8) members voted yes, (0) members voted no, and one (1) member was absent

12.0 Unfinished Business

- Ms. Gourley-Thompson - Alliance will have a meeting in February with an assembly “The kids on the Block NJ.” scheduled for April 2025
- Ms. Moore - Attended RBR Strategic Planning with Ms. Groom and Ms. Barber, Strong SBS presence

13.0 Public Participation - All Topics - None**14.0 Board President’s Report - Ms. Groom**

- Thank you for all you do and attending today.

15.0 Adjournment

It was motioned by Ms. Groom, seconded by Ms. Gourley-Thompson to adjourn the meeting at 7:26 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) member was absent.