

**SHREWSBURY BOROUGH SCHOOL DISTRICT**  
**February 19 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. Barber (arrived 7:06 pm)

Mr. Galvin

Ms. Moore

Ms. Gourley-Thompson (Vice-President)

Ms. Choi

Ms. Hepburn-Goldberg (arrived 6:38 pm)

Mr. Ngo

Absent: Ms. McCullough

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 Mr. Ngo 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.

	<b>AYE</b>	<b>NAY</b>	<b>ABSTAIN</b>	<b>ABSENT</b>	<b>COMMENTS</b>
Ms. Barber				X	arrived at 7:06 pm
Ms. Choi	X				
Mr. Galvin	X				
Ms. Hepburn-Goldberg				X	arrived at 6:38 pm
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 6:45 pm.

	AYE	NAY	ABSTAIN	ABSENT	COMMENTS
Ms. Barber				X	Arrived at 7:06 pm
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

Email received January 15, 2205, erin.nicole11@yahoo.com, regarding “Letter to the Board of Education”

Email received January 28, 2025, laura.r.loucks@gmail.com, regarding “4th Grade”

Email received January 28, 2025, betsy.higgins@gmail.com, regarding “Tallulah MAST Entrance Exam”

### 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

- Heart Health School Award
- February 19th - 21st - 12:30 Dismissal Day - Conferences
- February 21st - 6th Annual Engineered STEM competition
- February 21st - Talent Show
- March 3rd - 7th - Read Across America/Book Fair
- March 3rd - Snowed in at SBS reading night
- March 7th - Interim Reports Published
- March 8th - SPTA Spring Gala

Ms. Salway presentation “MS Mathematics”

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.

February 2025	0
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## 6.0 Finance & Facilities - Mr. Ngo

Committee Report: The Finance & Facilities Committee met on February 14, 2025

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

### Board of Education Certification Budget Major/Fund Status for January 2025

PURSUANT TO NJAC 6A:20-2.13(D), we certify that as of January 31, 2025, 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 January 15, 2025 in the amount of \$288,371.47 and January 30, 2025 in the amount of \$290,120.09.

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

6.1.1 Re-Organization Meeting Minutes, January 7, 2025

6.1.2 Regular Meeting Minutes, January 15, 2025

6.1.3 Executive Meeting Minutes, January 15, 2025

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

### Transfer of Funds for January 2025 (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 – February 2025**

Recommend that the Board of Education approve the bills paid and checks issued at the Board meeting in the amount of \$674,835.34.

**Board Secretary's Monthly Certification for January 2025**

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 January 31, 2025 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 January 31, 2025, 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 January 2025.

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

School Name	Security Drill Type	Date & Time
Shrewsbury Borough School	Fire Drill	2/3/2025 at 1:38pm
Shrewsbury Borough School	Shelter in Place	2/14/2025 at 10:09am
Shrewsbury Borough School	Shelter in Place	2/18/2025 at 1:54pm

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
7135	Neurodevelopmental Assessment	G&A/DPCJ	\$660.00

6.5 **REVISED** - 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: (previously approved on August 21, 2024)

Grant Title	Amount
IDEA Basic	\$135,332
IDEA Carryover	\$8,341
Revised Total	\$143,673

6.6 The Superintendent recommends the Shrewsbury Borough School District Board of Education approve to waive out of the SEMI Program (Special Education Medicare Initiative) for 2025-2026 school year.

WHEREAS, N.J.A.C. 6A:23A-5.3 provides that a school district may request a waiver of compliance with respect to the district's participation in the Special Education Medicare Initiative (SEMI) Program for the 2025-2026 school year, and

WHEREAS, the Shrewsbury Borough School District Board of Education desires to apply for this waiver due to the fact that it projects having fewer than 40 Medicaid eligible classified students for the 2025-2026 budget year,

NOW, THEREFORE, BE IT RESOLVED, that the Shrewsbury Borough School District Board of Education hereby authorizes the Chief School Administrator to submit to the Executive County Superintendent of Schools in the County of Monmouth an appropriate waiver of the requirements of N.J.A.C. 6A:23A-5.3 for the 2025-2026 school year.

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

- \$980.00 - Spanish Assembly - Account # 95-000-100-300-00-0

6.8 The Superintendent recommends that the Shrewsbury Borough School District Board of Education approve the renewal of MathWorksheets4Kids in the amount not to exceed \$300.00 for the 2024-2025 school year donated by FSE using account # 20-001-100-600.

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

Committee Report: The Curriculum and Instruction Committee met on February 10, 2025

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:

<b>Staff Member</b>	<b>Program/Workshop</b>	<b>Training Date</b>	<b>PD/Travel Cost</b>
Jean Scully	NJAMLE Annual Conference Lincroft, NJ	March 19, 2025	\$175
Jenna Jungfer	NJAMLE Annual Conference Lincroft, NJ	March 19, 2025	\$175
Kelly Schlosser	Wilson Reading System: Unlocking Sentences Virtual	February 4-5, 2025	\$425

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 7	Sandy Hook, NJ	April 14, 2025	\$0.00	\$850.00
Grade 1	NJ Sea Grant Consortium Sandy Hook, NJ	May 8, 2025	\$650.00	\$395.00
Drama Club	Wicked, New York City, NY, 7:00 PM	May 20, 2025	\$1,738.00 (tickets)	\$1,549.11

Cost of trip and transportation will be funded by the Student Activities fund

7.3 The Superintendent recommends that the Shrewsbury Borough Board of Education approve the following Middle School Mathematics documents for the 2025-2026 school year:

2025-2026 Advanced Mathematics Criteria
Grade 6 through 8 Middle School Mathematics Mid-Year Movement Rubric
Advanced Mathematics: Appeal and Qualified Waiver

## 8.0 Personnel - Mr. Galvin

Committee Report: The Personnel Committee met on February 18, 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 Alexa King as a substitute for Morning Gym Duty for the 2024-2025 school year.

8.2 The Superintendent recommends that the Shrewsbury Borough School District Board of Education approve Fiona Potter for the extended Long Term Leave Replacement until February 28, 2025 for the 2024-2025 school year.

8.3 The Superintendent recommends that the Shrewsbury Borough School District Board of Education approve the retirement of Robin Kulovitz effective June 30, 2025.

8.4 The Superintendent recommends that the Shrewsbury Borough School District Board of Education approve Christine Morgan for the Track and Field Coach at the stipend of \$2,527 for the 2024-2025 school year.

8.5 The Superintendent recommends that the Shrewsbury Borough School District Board of Education approve Cheryl Peterson and Kelly Schlosser as Garden Club advisors to split the prorated stipend of \$950 for the second half of the 2024-2025 school year.

**9.0 Policy - Ms. Moore**

Committee Report: The Policy Committee met on February 13, 2025

It was motioned by Ms. Moore, seconded by Mr. Galvin, 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 234 for the second reading and adoption.

- 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. Choi**

Committee Report: The School and Community Committee met on February 11, 2025

**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**

- Ms. Gourley-Thompson - Alliance met and discussed summer ideas for a possible parent-student book club. NJ Transit will come out for an assembly to not play by the train tracks, next meeting March 11, 2025

**13.0 Public Participation - All Topics**

- None

**14.0 Board President's Report - Ms. Groom****15.0 Adjournment**

It was motioned by Mr. Galvin, seconded by Ms. Groom to adjourn the meeting at 7:42 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.