

**SHREWSBURY BOROUGH SCHOOL DISTRICT**  
**March 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 – 6:30 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 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. Choi

Mr. Galvin (arrived 7:02 pm)

Ms. McCullough

Ms. Moore

Mr. Ngo

Absent: Ms. Gourley-Thompson, Ms. Hepburn-Goldberg

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 6:31 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				
Ms. Choi	X				
Mr. Galvin				X	arrived at 7:02 pm
Ms. Hepburn-Goldberg				X	
Ms. McCullough	X				
Ms. Moore	X				
Mr. Ngo	X				
Ms. Gourley-Thompson				X	
Ms. Groom	X				

On a voice vote, six (6) members voted yes, (0) members voted no, and three (3) members were absent

2.2 It was motioned by Ms. Groom, seconded by Ms. Choi to reconvene into public session at 6:59 pm.

	AYE	NAY	ABSTAIN	ABSENT	COMMENTS
Ms. Barber	X				
Ms. Choi	X				
Mr. Galvin				X	arrived at 7:02 pm
Ms. Hepburn-Goldberg				X	
Ms. McCullough	X				
Ms. Moore	X				
Mr. Ngo	X				
Ms. Gourley-Thompson				X	
Ms. Groom	X				

On a voice vote, six (6) members voted yes, (0) members voted no, and three (3) members were absent

### 3.0 Correspondence to the Board

Email received March 11, 2025, alyssa.ohara@gmail.com, regarding “Coach email”

Email received March 12, 2025, ghemschoot@gmail.com, regarding “Budget Concerns”

### 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

Handed out certificates for students & athletes for winter sports

- Honor Boys and Girls Basketball, Cheerleading and Spelling Bee and STEM winners
- Talent Show
- Read Across America/Book Fair/Snowed in at SBS reading night
- SPTA Spring Gala
- April 11th & 12th - Spring Musical
- April 17th - 12:30 Dismissal/Homework Free Weekend
- April 18th - 25th - Spring Break
- May 5th - 13th - NJSLA Testing

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

March 2025	0 HIB
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**6.0 Finance & Facilities - Mr. Ngo**

Committee Report: The Finance & Facilities Committee met on March 17, 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 February 2025**

PURSUANT TO NJAC 6A:20-2.13(D), we certify that as of February 28, 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 February 14, 2025 in the amount of \$288,451.69 and February 28, 2025 in the amount of \$292,159.80.

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, February 19, 2025
- 6.1.2 Executive Meeting Minutes, February 19, 2025

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

**Transfer of Funds for February 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 – March 2025**

Recommend that the Board of Education approve the bills paid and checks issued at the Board meeting in the amount of \$1,635,278.61.

**Board Secretary's Monthly Certification for February 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 February 28, 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 February 28, 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 February 2025.

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

School Name	Security Drill Type	Date & Time
Shrewsbury Borough School	Lockdown	3/4/25 @ 9:24 am
Shrewsbury Borough School	Fire Drill	3/11/25 @ 11:06 am

**6.4 Tentative Budget Approval for Fiscal Year 2025-2026**

The Superintendent recommends the Shrewsbury Borough School District Board of Education approval to adopt the Tentative Budget for FY 2025-2026:

BE IT RESOLVED that the tentative budget be approved for the 2025-2026 school year using the 2025-2026 state aid figures and the School Business Administrator/Board Secretary be authorized to submit the following tentative budget to the Executive County Superintendent of Schools for approval in accordance with the statutory deadline:

	General Fund	Special Revenue	Debt	Total
<b>2025-2026 Total Expenditures</b>	\$11,282,765	\$154,389	\$1,682,500	\$13,199,654
<b>Less: Anticipated Revenues</b>	\$1,629,489	\$154,389	\$302,490	\$2,166,368
<b>Taxes to be Raised</b>	\$9,653,276	\$0	\$1,380,010	\$11,033,286

And to advertise said tentative budget in the Asbury Park Press in accordance with the form required by the State Department of Education and according to law; and

BE IT FURTHER RESOLVED, that a public hearing be held at the Shrewsbury Borough School District Board of Education meeting located at 20 Obre Place, Shrewsbury, NJ 07702 on April 30, 2025 at 7:00 pm for the purpose of conducting a public hearing on the budget for the 2025-2026 school year.

### Adjustment for Health Care Costs

BE IT RESOLVED that the Shrewsbury Borough School District Board of Education include in the final budget the adjustment for increased costs of health benefits in the amount of \$51,166. The additional funds will be used to pay for the additional increases in health benefit premiums.

### Capital Reserve Withdrawal – Other Capital Projects

BE IT RESOLVED that included in the general fund appropriations, budget line 620 is a withdrawal from Capital Reserve – Other Capital Projects in the amount of \$551,000 for other capital project costs of partial roof repair, network fiber replacement, camera system upgrade, and front bell entrance restoration. The total cost of these projects are \$551,000 which represents expenditures for construction elements or projects that are in addition to the facilities efficiency standards determined by the Commissioner as necessary to achieve the New Jersey Student Learning Standards.

### Maintenance Reserve Withdrawal

BE IT RESOLVED that as per N.J.A.C. 6A:23A-14.2(d) the general fund appropriations include a \$80,000 withdrawal from the Maintenance Reserve Account for use on required maintenance for activities for a school facility as reported in the comprehensive maintenance plan pursuant to N.J.A.C. 6A:26-20.5.

### Travel and Related Expense Reimbursement 2025-2026

WHEREAS, the Shrewsbury Borough School District Board of Education recognizes school staff and Board members will incur travel expenses related to and within the scope of their current responsibilities and for travel that promotes the delivery of instruction or furthers the efficient operation of the school district; and

WHEREAS, N.J.A.C. 6A:23A-7.3 et seq. requires Board members to receive approval of these expenses by a majority of the full voting membership of the Board and staff members to receive prior approval of these expenses by the Superintendent of Schools and a majority of the full voting membership of the Board; and

WHEREAS, the Shrewsbury Borough School District Board of Education established \$5,650 as the maximum travel amount for the current school year and has expended \$2,859.52 as of this date; now

THEREFORE, BE IT RESOLVED, the Shrewsbury Borough School District Board of Education approves travel and related expense reimbursements in accordance with N.J.A.C. 6A:23A-7.3, to a maximum expenditure of \$6,500 for the 2025-2026 school year.

6.5 The Superintendent recommends that the Shrewsbury Borough School District Board of Education approve the tuition costs for the 2025-2026 school year as follows:

Grade	Cost
Preschool	\$11,000
Kindergarten	\$18,119
Grade 1-5	\$19,052
Grade 6-8	\$20,619
Preschool Disabled - FT	\$34,607

6.6 The Superintendent recommends that the Shrewsbury Borough School District Board of Education approve \$100,000 from Senator Vince Gopal's office to be used for mental health.

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

- \$413 - Trip to Washington DC, Student ID 3780616 - Account # 95-000-270-162-01-0

6.8 The Superintendent recommends that the Shrewsbury Borough School District Board of Education accept the following donation from an anonymous donor:

- \$40,975.15 - New Sound System for the gymnasium - Account # 20-002-100-610-0-0

6.9 The Superintendent recommends that the Shrewsbury Borough School District Board of Education approve the placement of Student # 7111 at the Rugby School at the rate of \$425.20 per day for the remainder of the 2024-2025 school year to commence on or about May 1, 2025.

6.10 The Superintendent recommends that the Shrewsbury Borough School District Board of Education approve the travel request for Mike Tillett to attend the 2025 New Jersey School Building and Grounds Expo, Atlantic City, NJ, March 24-26, 2025.

## **7.0 Curriculum and Instruction - Ms. Choi**

Committee Report: The Curriculum and Instruction Committee did not meet this month

It was motioned by Ms. Choi, seconded by Mr. Glavin, 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>
Darianne Mastricola	Good Ideas Conference, Lincroft, NJ	March 28, 2025	\$6.49
Heather Cellary	RBR Mathematics Articulation, Red Bank, NJ	April 9, 2025	\$1.88
Allison Wiesel	RBR Mathematics Articulation, Red Bank, NJ	April 9, 2025	\$1.22

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 8, 2025	\$0	\$850
Grade 2	Manasquan Reservoir	May 8, 2025	\$322.50	\$450
Grade 4	Shrewsbury Historical Society & Christ Church	June 9, 2025	\$0	\$0
Grade 5	Thompson Park, Lincroft, NJ	June 16, 2025	\$2,244	\$750
PK	Monmouth Museum at Brookdale, Lincroft, NJ	April 16, 2025	\$252	\$350
Kindergarten	Jenkinson's Aquarium, Point Pleasant Beach, NJ	May 13, 2025	\$412	\$495

## 8.0 Personnel - Mr. Galvin

Committee Report: The Personnel Committee met on March 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 the following staff members as chaperones for the Washington DC trip on May 28-30, 2025, at the rate of \$250 per night.

Kelly Consentino	Jessica Picciano	Heather Cellary
Josh Biringer	Brent MacConnell	Kristen Cellary

8.2 The Superintendent recommends that the Shrewsbury Borough School District Board of Education approve the following staff member as a chaperone for the Washington DC trip on May 28 - 30, 2025, at the rate of \$200. per day - Kristen Cellary, Substitute Nurse.

8.3 The Superintendent recommends that the Shrewsbury School District Board of Education approve the following staff members as chaperones for the 6th Grade PEEC trip on May 14-16, 2025, at the rate of \$250. per night

Kelly Cosentino	Kristin Tardiff	Kelly Schlosser	Laura Ehlers
Heather Cellary	Brent MacConnell	Nurse: Alison Hillen	

8.4 The Superintendent recommends that the Shrewsbury Borough School District Board of Education approve the following staff members as chaperones for the NYC trip on May 1, 2025.

Josh Biringer	Katy Fitzpatrick	Laura Fox
Cheryl Salway	Nurse: Bayada Agency	Dan Devine

8.5 The Superintendent recommends that the Shrewsbury Borough School District Board of Education approve Home Instruction for student #7077 for 10 hours per week at \$45/hour not to exceed \$1,800 from approximately March 20, 2025 to April 16, 2025 during the 2024-2025 school year as follows:

Teacher Name	Content Area	Hourly Rate	Hours/Week
Leigh Trillhaase	English	\$45/hour	2 hours/week
Leigh Trillhaase	Language Arts	\$45/hour	2 hours/week
Leigh Trillhaase	Mathematics	\$45/hour	2 hours/week
Leigh Trillhaase	Science	\$45/hour	2 hours/week
Leigh Trillhaase	Social Studies	\$45/hour	2 hours/week

8.6 The Superintendent recommends that the Shrewsbury Borough School District Board of Education approve Lee Ann Arnts for an extended medical leave until April 25, 2025. (previously approved on January 15, 2025.)

## 9.0 Policy - Ms. Moore

Committee Report: The Policy Committee did not meet this month

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

9.1 The Superintendent recommends that the Shrewsbury Borough School District Board of Education approve the following policy for the second reading and adoption.

- P 2365 Acceptable Use of Generative Artificial Intelligence

9.2 **TABLED** - The Superintendent recommends that the Shrewsbury Borough School District Board of Education approve the Acceptable Use of Generative Artificial Intelligence (AI) Plan for the second reading and adoption.

## 10.0 School & Community Relations - Ms. Choi

Committee Report: The School and Community Committee did not meet this month

## 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	X			Voted No to 8.1
Ms. Moore	X	X			Voted No to 8.1 and 8.4
Mr. Ngo	X				
Ms. Gourley-Thompson				X	
Ms. Groom	X				

On a voice vote, seven (7) members voted yes, two (2) members voted no to 8.1 and one (1) member to 8.4, and two (2) members were absent



**12.0 Unfinished Business**

- Ms. Barber - 8th grade dialogue for 1 child about all topics such as mental health. Students recommended guidance counselors check in 1-2 a year with middle school. They also asked for a “chill out” zone.
- Ms. Moore - RBR State of Community on strategic plan and adding the goals.

**13.0 Public Participation - All Topics**

- J. Daly - Thank you for all you do. Had a chance to go to Read Across America in Kindergarten. They recommended a real lion in the foyer, mac n cheese in the classroom. Town is working on filming as a pass through and looking to approve places as with the state and pictures in later April-early May. The average resident is approximately \$5,000 per day as a rental.

**14.0 Board President’s Report - Ms. Groom****15.0 EXECUTIVE SESSION II**

15.1 It was motioned by Ms. Groom, seconded by Mr. Ngo to move into Closed Executive Session at 7:42 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				
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

15.2 It was motioned by Ms. Groom, seconded by Mr. Galvin to reconvene into public session at 7:53 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, seven (7) members voted yes, (0) members voted no, and two (2) members were absent

**16.0 Adjournment**

It was motioned by Ms. Groom, seconded by Mr. Galvin, to adjourn the meeting at 7:54 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, seven (7) members voted yes, (0) members voted no, and two (2) members were absent