

SHREWSBURY BOROUGH SCHOOL DISTRICT
September 25, 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 – 6:35 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)

Mr. Galvin

Ms. McCullough

Ms. Moore

Mr. Ngo

Absent: Ms. Barber; Ms. Choi; Ms. Gourley-Thompson; Ms. Hepburn-Goldberg

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

2.1 It was motioned by Ms. Groom, seconded by Ms. Moore 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, five (5) members voted yes, (0) members voted no, and four (4) members were absent

2.2 It was motioned by Mr. Ngo, seconded by Ms. Groom to reconvene into public session at 7:03 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, five (5) members voted yes, (0) members voted no, and four (4) members were absent

3.0 Correspondence to the Board

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

Email received Sep 11, 2024, laura.r.loucks@gmail.com, regarding “4th Grade”

Email received Sep 12, 2024, jenny_kil618@verizon.net, regarding “Middle school lunch 9/10/2024”

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

- Great couple of first weeks, PD Days, orientations and Open House
- ☐ School photos - Makeups are November 4th
- ☐ September 26th - RBR Information session for 8th grade
- ☐ School is closed for Rosh Hashanah - October 3rd
- ☐ Theater Weeks - September 30th - October 11th - Show at 6:30pm - Oct. 11th (Grades 1 - 5)
- ☐ October 8th - Full School Assembly - Signature Project
- ☐ October 9th - Interim/Warning Notices Published
- ☐ October 11th - First Homework Free Weekend
- ☐ October 14th & 15th - School Closed for Students - PD Days
- ☐ October 18th - Pasta Pickup Night 5K
- ☐ October 20th - Classic 5K
- ☐ Artificial Intelligence
- ☐ Construction Update

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

5.1 The Superintendent recommends the Shrewsbury School District Board of Education approve the District Mentoring Plan for the 2024-2025 school year.

5.2 The Superintendent recommends the Shrewsbury School District Board of Education approve the District Professional Development Plan for the 2024-2025 school year.

5.3 The Superintendent recommends the Shrewsbury School District Board of Education approve the District Testing Calendar for the 2024-2025 school year.

5.4 The Superintendent recommends that the Shrewsbury School District Board of Education approve the following District HIB Reports.

September 2024	0 HIB cases
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5.5 The Superintendent recommends that the Shrewsbury Borough School District Board of Education approve Emily Cuervo, Teacher Representative to the School Safety/School Climate Committee (SS/SC) for the 2024-2025 school year.

5.6 The Superintendent recommends that the Shrewsbury Borough School District Board of Education approve Emily Cuervo, Teacher Representative to the District Evaluation Advisory Committee/School Improvement Panel (DEAC/ScIP) for the 2024-2025 school year.

5.7 The Superintendent recommends that the Shrewsbury School District Board of Education approve Maria Sallee-Wissenbach to the Response to Intervention (RTI) Committee for the 2024-2025 school year.

5.8 The Superintendent recommends that the Shrewsbury School District Board of Education approve Michael Tillet as the IPM Coordinator for the 2024-2025 school year.

6.0 Finance & Facilities - Mr. Ngo

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

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

6.1.1 Board Retreat Minutes, August 21, 2024

6.1.2 Regular Meeting Minutes, August 21, 2024

6.1.3 Executive Meeting Minutes, August 21, 2024

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

Payroll for August 2024 and the **Bills List** for September 2024 (available for review in the Board Secretary's Office)

Policy #6470 Payment of Claims

August 15, 2024 Payroll	\$71,688.49
August 29, 2024 Payroll	\$52,451.82
Total August 2024 Payroll	\$124,140.31
Total September 2024 Bills List	\$2,651,429.52

Transfer of Funds for August 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

Board Secretary's Monthly Certification for August 2024

PURSUANT TO NJAC 6A:20-2.13(d), I certify that as of August 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 August 2024

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

Treasurer's Report

PURSUANT TO NJAC 6A:20-2.13(D), approve the Revised Treasurer's Report for June 2024 and approve the Treasurer's Report for August 2024.

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

School Name	Security Drill Type	Date & Time
Shrewsbury Borough School	Fire Drill	9/16/24 - 9:47 am
Shrewsbury Borough School	Lockdown	9/19/24 - 9:36 am

6.4 The Superintendent recommends that the Shrewsbury Borough School District Board of Education approve the extension of the New Jersey Learning Acceleration Program: High-Impact Tutoring Grant NGO # 24-AB01-H02. Additional funds have become available to existing awardees over an extended grant term through June 30, 2025. Funds could be available as early as September.

6.5 The Superintendent recommends that the Shrewsbury Borough School District Board of Education accept additional state aid in the amount of \$100,000 for the 2024-2025 school year pursuant to the FY25 Appropriations Act, PL.2024, c.22. The Appropriations Act defined the state aid purpose as Student Mental Health Service.

6.6 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.

6.7 WHEREAS, the Shrewsbury Borough School District Board of Education deems the property/obsolete books to be surplus property which is no longer useful for school purposes,

THEREFORE, be it resolved that the Shrewsbury Borough School District Board of Education authorize the School Business Administrator to offer the property/obsolete books for sale to other public entities without advertisement for bids in accordance with 18A:18A-45 c-f.

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
5981	Assistive Technology Training	Adam Krass Consulting, LLC	\$170.00/hr

6.9 The Superintendent recommends that the Shrewsbury School District Board of Education approve M. Tillett to attend the NJSBA Workshop in Atlantic City, NJ, October 21-24, 2024 at an estimated cost of \$890.00.

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

- \$1,609.00 - computer lab/computers
- \$261.71 - Makey Makey
- \$265.46 - Sphero
- \$1,848.96 - NewsELA

7.0 Curriculum and Instruction - Mr. Ngo

Committee Report: The Curriculum and Instruction Committee met on September 20, 2024

It was motioned by Mr. Ngo, 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
Leigh Trillhaase	RPDA: Managing Students' Mental Health, Eatontown, NJ	October 17, 2024	\$2.44
Kelly Schlosser	RPDA: Orton Gillingham (Structured Language Literacy), Eatontown, NJ	November 12, 2024	\$0.28
Kelly Schlosser	RPDA: Understanding Dyslexia: What It Is? What Does It Look Like? How Do We Intervene? Eatontown, NJ	December 12, 2024	\$0.28
Kelly Schlosser	RPDA: Morphology: A Bridge to Enhance Students' Reading Fluency, Vocabulary, Comprehension & Spelling Skills, Eatontown, NJ	December 13, 2024	\$0.28
Abigail Healy	RPDA: The Why & How of Phonemic Awareness Instruction and How to Use Sound Walls As a Tool, Eatontown, NJ	March 19, 2025	\$3.20
William Clark	Jersey Shore Consortium for Gifted and Talented Fall Meeting, Hazlet, NJ	September 20, 2024	\$10.62
William Clark	NJ Bar Association Mock Trial Workshop, New Brunswick, NJ	October 8, 2024	\$24.72
Kathleen Fitzpatrick	RPDA: Beyond Class Management: Using a "Layered Approach" to Support Behavior	October 16, 2024	\$3.38
Kathleen Fitzpatrick	Straus Esmay: Harassment, Intimidation, and Bullying (HIB) Training Program, Toms River, NJ	October 2, 2024	\$163.80
Kate Hoppe	RPDA: Activities that Promote Close Reading and Thoughtful Text-based Responses, Eatontown, NJ	March 20, 2025	\$0.00
Staci Fox	An Introduction to the Woodcock-Johnson V & Introduction to Tests of Dyslexia, East Windsor, NJ	October 25, 2024	\$190.00

7.2 The Superintendent recommends that the Shrewsbury Borough School District Board of Education approve the following field trips for the 2024-2025 school year.

Class/Group	Destination	Date(s)	Cost of Trip	Cost of Transportation
Grade 4	New Jersey Sea Grant Consortium, Sandy Hook, NJ	10/7/24	\$0.00	\$79.00
Grade 1	Delicious Orchards, Colts Neck, NJ	10/24/24	\$0.00	\$350.00

8.0 Personnel - Mr. Galvin

Committee Report: The Personnel Committee met on September 24, 2024

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

8.1 The Superintendent recommends that the Shrewsbury Borough School District Board of Education approve Norvell Chick as an Itinerant 1:1 Paraprofessional for an Extracurricular Activity as needed at the hourly rate of \$25.20 during the 2024-2025 school year.

8.2 The Superintendent recommends that the Shrewsbury Borough School District Board of Education rescind Michelle Miraglia-Scutti as LTLR Physical Education/Health Teacher for the 2024-2025 school year as previously approved on August 21, 2024.

8.3 The Superintendent recommends the Shrewsbury Borough School District Board of Education approve Charles Eibeler 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.

8.4 The Superintendent recommends that the Shrewsbury Borough School District Board of Education approve Chrissy Bonura to serve as mentor to year 2 novice teacher Alyssa Taylor at the rate of \$550 to be deducted from the salary of the novice teacher.

8.5 The Superintendent recommends that the Shrewsbury Borough School District Board of Education approve Emily Cuervo to serve as mentor to novice teacher Kelsey McCauley at the rate of \$550 prorated at \$220 (September through December) to be deducted from the salary of the novice teacher.

8.6 The Superintendent recommends that the Shrewsbury Borough School District Board of Education approve the extended maternity leave for Anne Frankel from December 1, 2024 - May 15, 2025 for the 2024-2025 school year.

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

8.8 The Superintendent recommends that the Shrewsbury Borough School District Board of Education approve Tammy Kane as a Tiger Buddy during the 2024-2025 school year for Joshua Levy at the extracurricular hourly rate of \$46.00 not to exceed 10 hours for a total of \$460.00.

8.9 The Superintendent recommends that the Shrewsbury Borough School District Board of Education approve Michael Pettit as a Tiger Buddy during the 2024-2025 school year for Charles Eibler at the extracurricular hourly rate of \$46.00 not to exceed 3 hours for a total of \$138.

8.10 The Superintendent recommends that the Shrewsbury Borough School District Board of Education approve Laura Ehlers as a Tiger Buddy during the 2024-2025 school year for Meagan Hoffman at the extracurricular hourly rate of \$46.00 not to exceed 4 hours for a total of \$184.00.

8.11 The Superintendent recommends the Shrewsbury Borough School District Board of Education approve the staff listed for the Extra Curricular Activities/Sports at the extra-curricular rates as listed for the 2024-2025 school year:

<u>Club/Activity</u>	<u>Advisor</u>	<u>Stipend</u>
Garden Club	Cheryl Peterson	\$475 (Fall Only)
Cheerleading 1	Kari Larsen	\$2,527
Cheerleading 2	Katie Wicklund	\$2,527

9.0 Policy - Ms. Moore

Committee Report: The Policy Committee met on September 19, 2024

It was motioned by Ms. Moore, seconded by Ms. Groom, 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 233 for the second reading and adoption.

- 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)

9.2 The Superintendent recommends that the Shrewsbury Borough School District Board of Education approve Regulation 9130.1 Communication Plan for the first and second reading and adoption.

10.0 School & Community Relations - Ms. McCullough

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

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, five (5) members voted yes, (0) members voted no, and four (4) members were absent

12.0 Unfinished Business - None

13.0 Public Participation - All Topics

- K. Spitalle - Why are seats open?
- Ms. Groom - Board seats are in 3 year terms.
- Mr. Ngo - Vacancies are on ballot in November with 3 seats open

14.0 Board President's Report - Ms. Groom

15.0 Adjournment

It was motioned by Ms. Groom, seconded by Mr. Galvin, 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, five (5) members voted yes, (0) members voted no, and four (4) members were absent