

SHREWSBURY BOROUGH SCHOOL DISTRICT
October 16, 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 – 6:30 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 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 at 6:47 pm)

Mr. Galvin (arrived at 6:48 pm)

McCullough

Mr. Ngo

Ms. Gourley-Thompson (Vice-President)

Ms. Choi

Ms. Hepburn-Goldberg (arrived at 6:57 pm)

Ms. Moore

Absent:

Also Present:

Mr. MacConnell, Superintendent

Ms. Case, Business Administrator

Mr. Donio, 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 Mr. Ngo, seconded by Ms. Groom 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.

	AYE	NAY	ABSTAIN	ABSENT	COMMENTS
Ms. Barber				X	arrived at 6:47 pm
Ms. Choi	X				
Mr. Galvin				X	arrived at 6:48 pm
Ms. Hepburn-Goldberg				X	arrived at 6:57 pm
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 Mr. Ngo, seconded by Ms. Groom to reconvene into public session at 7:08 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, nine (9) members voted yes, (0) members voted no, and zero (0) members were absent

3.0 Correspondence to the Board

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

Email received Sep 21, 2024, siobhandlillis@hotmail.com, regarding “questions”

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

- Ms. Salway presentations
 - Gifted and Talented Program Revisions
 - NJSLA Spring 2024 Test Scores
- Theater Week 101 Dalmatians
- Fire Prevention Week - Pre-K to 2nd grade
- Full School Assembly - Signature Project
- Week of Respect: thematic days and grade level lessons delivered by Miss Masticola and Miss Potter
- Interim/Warning Notices were Published
- First Bike to School Day (Colonial)
- PD Days:10.14: Life Source Provide CPR/AED Recertification & Refresher Course and Stop the Bleed, Epipen, Glucagon, Narcan and DiaSTAT; 10.15: Strategies for Teaching and Supporting Students with Learning Disabilities and ADHD* and Positive Behavior Support (PBS)
- October 18th - Pasta Pickup Night 5K & 2nd Bike to School Day (Spruce/Patterson)
- October 20th - Classic 5K
- October 28th - Bike to School (Sickles Park)
- October 30th: Spooky Reading Night organized by Mrs. Larsen
- October 31st - Halloween Parade
- November 4th - Make Up Photos
- November 7th & 8th - School Closed/Homework Free Weekend
- November 11th - Veterans Day Assembly
- November 15th - Marking Period Ends/Report Cards
- November 15th - Educator of the Year nominations due
- November 21st, 22nd, & 25th - 12:30 Dismissal Days/Conferences
- Presentation by C. Salway: Revisions to SBS Gifted & Talented Program
- Presentation by C. Salway: NJSLA 2024 Spring Results

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.

October 2024	0 HIB cases
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5.2 The Superintendent recommends that the Shrewsbury School District Board of Education approve the Nursing Services Plan for the 2024-2025 school year.

6.0 Finance & Facilities - Mr. Ngo

Committee Report: The Finance & Facilities Committee met on October 14, 2024

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 September 2024

PURSUANT TO NJAC 6A:20-2.13(D), we certify that as of September 30, 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 September 13, 2024 in the amount of \$293,612.51 and the September 30, 2024 in the amount of \$290,660.28 totaling \$584,272.79.

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, September 25, 2024
- 6.1.2 Executive Meeting Minutes, September 25, 2024

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

Transfer of Funds for September 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 October 2024 (available for review in the Board Secretary’s Office)
Policy #6470 Payment of Claims

Total October 2024 Bills List	\$164,329.57
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Board Secretary’s Monthly Certification for September 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 September 30, 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 September 30, 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 September 2024.

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

School Name	Security Drill Type	Date & Time
Shrewsbury Borough School	Fire Drill	10/4/24 - 10:28am
Shrewsbury Borough School	Lockdown	10/7/24 - 10:04am

6.4 The Superintendent recommends that the Shrewsbury Borough School District Board of Education adopt the following Board Goals for the 2024-2025 school year:

Goal 1 - Support administration and staff in the endeavor to implement activities to address what was learned from the climate and culture survey.

Goal 2 - Continue to support administration and staff in their endeavors in the alignment of curriculum implementation of the new ELA and Math standards.

Goal 3 - Streamline communications to the school community while focusing on increasing stakeholder awareness of information of interest and providing highlights of staff, students, and programs.

6.5 The Superintendent recommends that the Shrewsbury Borough School District Board of Education adopt the following District Goals for the 2024-2025 school year:

Goal 1 - Tri-Yearly Writing Benchmarks that Address Research Writing

Goal 2 - Multi-Tiered System of Supports

Goal 3 - Building a Positive School Climate for Staff and Students

Goal 4 - Reduce Incidences of Harassment, Intimidation, and Bullying

6.6 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
7132	Neurodevelopmental Assessment	G&A/DPCNJ	\$660
7074	Assistive Technology Training	Adam Krass Consulting, LLC	\$170.00/hr

6.7. Approve the submission of the NJDOE Health and Safety Evaluation of School Buildings’ Checklists for the 2024-2025 school year to the County Office.

6.8 WHEREAS, the Shrewsbury Borough School District Board of Education deems the attached listed 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.

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

WHEREAS, the Department of Education requires New Jersey School Districts to submit a three-year Comprehensive Maintenance Plan and Form M-1 documenting “required” maintenance activities for each of its public school facilities, and

WHEREAS, the required maintenance activities as listed for the various school facilities of the Shrewsbury Borough School District are consistent with these requirements, and

WHEREAS, all past and planned activities are reasonable to keep school facilities open and safe for use or in their original condition and to keep their system warranties valid,

NOW THEREFORE BE IT RESOLVED, that the Shrewsbury Borough School District Board of Education hereby authorizes the School Business Administrator to submit the Comprehensive Maintenance Plan and Form M-1 for the Shrewsbury Borough School District in compliance with Department of Education requirements.

6.10 **REVISED** - The Superintendent recommends that the Shrewsbury Borough School District Board of Education approve the following Joint Transportation Route for the 2024-2025 school year with the Matawan-Aberdeen Regional School District as the Host District: (previously approved on June 26, 2024)

Route #	Destination	Host	Joiner	# of Days	Joiner Per Diem	Effective Dates	Estimated Cost
S001	Shore Center/ Shrewsbury Borough School	MARSD	SBS	210	\$339.10	9/6/24-6/17/25 9/9/24-6/24/25	\$71,211.67
S002	Hawkswood	MARSD	SBS	210	\$136.66	7/1/24-6/30/25	\$28,698.60

6.11 Adoption of 2025-2026 Budget Calendar - **Walk In**

The Superintendent recommends that the Matawan-Aberdeen Regional School District Board of Education adopt the Budget Calendar for the 2025-2026 school year.

7.0 Curriculum and Instruction - Mr. Ngo

Committee Report: The Curriculum and Instruction Committee met on October 8, 2024

It was motioned by Ms. Gourley-Thompson, seconded by Ms. Groom, 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
Joshua Levy	Foundations Level 3 Workshop (Virtual)	October 21, 2024	\$330.00
Kate Hoppe	Schoolwide: Empowering Literacy Through Language and Literature	October 25, 2024	\$26.60
Chrissy Bonura	RBR Articulation	October 10, 2024	\$1.79
Josh Biringer	RBR Articulation	October 10, 2024	\$0.38
Alison Wiesel	RBR Articulation	November 14, 2024	\$1.61
Laura Ehlers	RBR Articulation	November 14, 2024	\$1.41
Heather Cellary	RBR Articulation	November 13, 2024	\$1.88

7.2 The Superintendent recommends that the Shrewsbury Borough School District Board of Education approve the revised field trip for the 2024-2025 school year previously approved on September 25, 2024.

Class/Group	Destination	Date(s)	Cost of Trip	Cost of Transportation
Grade 4	NJ Sea Grant Consortium, Sandy Hook, NJ	10/7/24	\$0	\$790

7.3 The Superintendent recommends that the Shrewsbury Borough School District Board of Education approve the revisions to the Shrewsbury Borough School District’s Gifted & Talented Program for the 2024-2025 school year.

8.0 Personnel - Mr. Galvin

Committee Report: The Personnel Committee met on October 15, 2024

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

8.1 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 November 20, 2024.

8.2 The Superintendent recommends that the Shrewsbury Borough School District Board of Education approve Kathleen Fitzpatrick and Staci Fox to serve as mentors for Fiona Potter at the rate of \$275 each for the 2024-2025 school year. Mentoring fee to be deducted by payroll deduction.

8.3 The Superintendent recommends that the Shrewsbury Borough School District Board of Education approve Darianne Masticola to be on the New Jersey Task Force on Child Abuse and Neglect SubCommittee on the Safety of Children for the 2024-2025 school year.

8.4 The Superintendent recommends that the Shrewsbury Borough School District Board of Education approve the extension of Carey Abeleda as the Long Term Leave Replacement for Anne Frankel at the rate of BA/Step 1 \$56,730 (.60 FTE) prorated from December 1, 2024 until May 15, 2025 of the 2024-2025 school year.

9.0 Policy - Ms. Barber

Committee Report: The Policy Committee met on October 10, 2024

- Discussed P2365 for A.I. in schools

10.0 School & Community Relations - Ms. Hepburn-Goldberg

Committee Report: The School and Community Committee met on October 10, 2024

- Discussed website and have a meeting on Oct 21, 2024

11.0 Vote/Roll Call on Agenda Items

	AYE	NAY	ABSTAIN	ABSENT	COMMENTS
Ms. Barber	X		X		abstain minutes 6.1
Ms. Choi	X				
Mr. Galvin	X				
Ms. Hepburn-Goldberg	X				
Ms. McCullough	X				
Ms. Moore	X		X		abstain minutes 6.1
Mr. Ngo	X				
Ms. Gourley-Thompson	X		X		abstain minutes 6.1
Ms. Groom	X				

On a voice vote, nine (9) members voted yes, (0) members voted no, and zero (0) members were absent, three (3) members abstained from Item 6.1

12.0 Unfinished Business

- Ms. McCullough - What are the next steps for the board's goals and action plan?
- Ms. Groom - I sent them to the committees with action plans.

13.0 Public Participation - All Topics - None

14.0 Board President’s Report - Ms. Groom - None

15.0 Executive Session II

15.1 It was motioned by Mr. Ngo, seconded by Mr. Galvin to move into Closed Executive Session at 8:01 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, nine (9) members voted yes, (0) members voted no, and zero (0) members were absent

15.2 It was motioned by Mr. Galvin, seconded by Ms. Groom to reconvene into public session at 8:23 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, nine (9) members voted yes, (0) members voted no, and zero (0) members were absent

16.0 Adjournment

It was motioned by Mr. Galvin, seconded by Ms. Groom to adjourn the meeting at 8:24 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, nine (9) members voted yes, (0) members voted no, and zero (0) members were absent