

**SHREWSBURY BOROUGH SCHOOL DISTRICT**  
**September 17, 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 – 6:33 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 3, 2025. 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

Mr. Galvin

Ms. Moore

Ms. Gourley-Thompson (Vice President)

Ms. Choi

Ms. Hepburn-Goldberg

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 Ms. Gourley-Thompson to move into Closed Executive Session at 6:34 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, 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 Ms. Gourley-Thompson to reconvene into public session at 7:00 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					
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 Aug 26, 2025, amy.c.overcash@gmail.com, regarding “Concerns Regarding Rehiring of Senora Roeder”

Email received Aug 26, 2025, alexandra.s.woodward@gmail.com, regarding “Thank You”

Email received Sep 2, 2025, jennifer.lawlor816@gmail.com, regarding “Posting”

Email received Sep 5, 2025, jpeck2003@gmail.com, regarding “School Busing”

Email received Sep 9, 2025, justineemcd@gmail.com, regarding “Spanish & the New Playground Age Restrictions”

Email received Sep 9, 2025, jennaciongoli@gmail.com, regarding “Shrewsbury Alliance meeting”

Email received Sep 9, 2025, jimdaly84@gmail.com, regarding “Request for Consideration of Mid-Monmouth Basketball Gym Fee Structure”

Email received Sep 15, 2025, cdemartino21@gmail.com, regarding “Urgent: School Lunch Policy Failing Students”

**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**

- First Days of School
- Sept. 23rd - School Closed
- Oct. 1st - Bike to School Day - Colonial/Parker
- Oct. 2nd - School Closed
- Oct. 7th - Interim Reports/Warning Notices
- Oct. 9th - Bike to School - Spruce/Patterson
- Oct. 10th - Homework Free Weekend
- Oct. 13th & 14th - School Closed - PD Days
- Bike to School - Sickles Park
- Oct 17th - 5K Pasta Night
- Oct 19th - FSE 5K

New Cafeteria: Our students are grateful for the new lunchroom and playground—they show this every day when they eagerly transition to both places. This year we are letting students sit where they want while following two rules: observe the “peanut free table” and “Be Kind”.

New Playground: Students in grades K-6 are working up a sweat during recess on our new playground. As student safety is always paramount, grade levels were added to usage each day—now students up to grade 6 are permitted to use the playground equipment.

GaGa Pit: The biggest hit with our students was the installation of the Gaga pit. Our PE teachers, Mr. Pettit and Mrs. King spent the first week of PE instruction teaching our students the rules of Gaga and simulating games.

Indoor Recess: Our students are thrilled to have the entire gym for indoor recess. Mr. Pettit and Mrs. King have set up various stations for students to go to: Hula Hoop, Knock-Out, and basket free-throwing to name a few.

NJSLA Results: NJSLA Individual Score Reports were mailed home this week. They are also available for parent viewing on our LinkIt! Parent Portal. Ms. Salway, our Assistant Principal and Supervisor of Curriculum & Instruction will present the results to the Board of Education at our October 15th meeting.

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

September 2025	0 HIB
----------------	-------

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

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

5.4 The Superintendent recommends that the Shrewsbury School District Board of Education approve the updated Parent/Student Handbook for the 2025-2026 school year.

5.5 The Superintendent recommends that the Shrewsbury School District Board of Education approve the updated version of the Teacher’s Manual for the 2025-2026 school year.

5.6 The Superintendent recommends that the Shrewsbury School District Board of Education approve the updated version of the Emergency Manual for the 2025-2026 school year.

5.7 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 2025-2026 school year.

**6.0 Finance & Facilities - Mr. Ngo**

Committee Report: The Finance & Facilities Committee met on September 15, 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 August 2025**

PURSUANT TO NJAC 6A:20-2.13(D), we certify that as of August 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 August 15, 2025 in the amount of \$73,274.94, August 29, 2025 in the amount of \$56,950.58.

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

- 6.1.2 Regular Meeting Minutes, August 20, 2025
- 6.1.3 Executive Meeting Minutes. August 20, 2025

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

**Transfer of Funds for August 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 – September 2025**

Recommend that the Board of Education approve the bills paid and checks issued at the Board meeting in the amount of \$414,374.09, September 2025.

**Board Secretary’s Monthly Certification for August 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 August 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 August 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 August 2025.

6.3 The Superintendent recommends that the Shrewsbury Borough School District Board of Education approve the following services for the 2025-2026 school year.

Student#	Service	Provider	Sessions/Cost	Dates
7141	Individual PT (38)	DeMonte Physical Therapy	\$104/session NTE \$3952	9/15/25-6/12/26

6.4 The following Fire and Evacuation Drills occurred during **August 2025**:

School Name	Security Drill Type	Date & Time
Shrewsbury Borough School	Fire Drill	9/8/2025 - 10:12am
Shrewsbury Borough School	Lockdown	9/15/2025 - 10:22am

6.5 The Superintendent recommends that the Shrewsbury Borough School District Board of Education accept the donation from the Foundation for Shrewsbury Education in the amount of \$2,033.00 for the renewal of Newsela for the 2025-2026 school year. Account # 20-001-100-610-01-0.

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

Committee Report: The Curriculum and Instruction Committee met September 8, 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 field trips for the 2025-2026 school year:

Class/Group	Destination	Dates	Cost of Trip	Cost of Transportation
Grade 4	Monmouth County Library, Eastern Branch Shrewsbury, NJ	October 6, 2025 October 20, 2025 October 27, 2025	\$0.00	\$0.00
Grade 4	Sunrise Senior Living Center Shrewsbury, NJ	October 7, 15, & 24, 2025 November 4, 12, & 20, 2025 December 2, 10, & 19, 2025	\$0.00	\$0.00
Grade 4	Lenape Trip Sandy Hook, NJ	October 23, 2025	\$600.00 *	\$850.00
Grade 4	Philadelphia, PA	June 10, 2026	\$15, 435.00	Included in Total Cost of Trip

<b>Class/Group</b>	<b>Destination</b>	<b>Dates</b>	<b>Cost of Trip</b>	<b>Cost of Transportation</b>
Grade 1	Delicious Orchards Colts Neck, NJ	October 22, 2025	\$0.00	\$425

\*Every Kid Outdoors initiative grant received in the amount of \$600.00

7.2 The Superintendent recommends that the Shrewsbury Borough School District Board of Education approve the following professional development for the 2025-2026 school year:

<b>Staff Member</b>	<b>Program/Workshop</b>	<b>Training Date</b>	<b>PD/Travel Cost</b>
Amanda Ehrhardt	USATF Development Coach Program, Virtual	August 20-August 29, 2025	\$135.50
Kelly Schlosser	RPDA-A Structured Literacy Approach to Teaching Reading Eatontown, NJ	October 22-23, 2025	\$1.30
Kelly Schlosser	RPDA-Reading Comprehensions: Teaching Students to Extract Meaning from Text Eatontown, NJ	November 19, 2025	\$0.65
Kelly Schlosser	RPDA-Understanding Dyslexia: What Is It? What Does It Look Like? How Do We Intervene? Eatontown, NJ	February 11, 2026	\$0.65
Cindy Newman	RPDA: Understanding Math Learning Disabilities Eatontown, NJ	March 11, 2026	\$0.00
Cindy Newman	RPDA: Applying Differentiated Instruction to Co-Teaching Eatontown, NJ	April 22, 2026	\$0.00
Nina Potter	RPDA: Applying Differentiated Instruction to Co-Teaching Eatontown, NJ	April 22, 2026	\$0.00
Darianne Masticola	NJSLA-Adaptive Fall 2025 Field Test Training	September 24, 2025	\$34.78
Tracey Farnum	Wilson Academy Just Words Virtual	September 29, 2025	\$350.00
William Clark	Jersey Shore Gifted & Talented Consortium Hazlet, NJ	September 26, 2025	\$13.81
Darianna Masticola	Promoting Relational, Emotional, Social Wellness	October 29, 2025	\$101.13

Staff Member	Program/Workshop	Training Date	PD/Travel Cost
	in Schools Monroe, NJ		
Cheryl Salway	NJPSAFE: School Climate Symposium Monroe, NJ	October 3, 2025	\$195.00
Kristen Tardiff	NJPSAFE: School Climate Symposium Monroe, NJ	October 3, 2025	\$197.82
Emily Cuervo	NJPSAFE: School Climate Symposium Monroe, NJ	October 3, 2025	\$202.52
Kristina Kiely	Navigating the Social Media Age: The Talk to Keep You Up to Date Virtual	October 15, 2025	\$160.00
Kirstina Kiely	The Quiet Crisis: Identifying & Treating Perinatal Mood Disorders in Your Clients Virtual	October 16, 2025	\$48.00

**8.0 Personnel - Mr. Galvin**

Committee Report: The Personnel Committee met on September 16, 2025

It was motioned by Mr. Galvin, seconded by Ms. Gourley-Thompson, 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 \$26.43 during the 2025-2026 school year.

8.2 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 October 15, 2025.

8.3 The Superintendent recommends the Shrewsbury Borough School District Board of Education approve the following for extracurricular sports:

<u>Board Approved - Pay to Play</u>	<u>Advisor</u>	<u>Stipend</u>
Boys Basketball Coach	Ryan Savard	\$2,527
Softball Coach	Tim Licitra	\$2,527
Ski Club Advisor	Brittany King	\$1,425

8.4 The Superintendent recommends the Shrewsbury Borough School District Board of Education approve Kathryn Dolan as substitute teacher for the 2025-2026 school year.

8.5 The Superintendent recommends the Shrewsbury Borough School District Board of Education approve Katie Wicklund’s maternity leave from January 5, 2026 - April 13, 2026 for the 2025-2026 school year.

8.6 The Superintendent recommends the Shrewsbury Borough School District Board of Education approve Yolanda Roeder as the Spanish Teacher from September 18, 2025 - June 30, 2026, at the rate of MA+30 Step 13 - \$78,495 per year for the 2025-2026 school year.

8.7 The Superintendent recommends the Shrewsbury Borough School District Board of Education approve Kristy Kiely to be on the School Climate and School Safety Committee for the 2025-2026 school year.

**9.0 Policy - Ms. Moore**

Committee Report: The Policy Committee met on September 11, 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 235 for the second reading and adoption.

- P 0173 Duties of Public School Accountant (Revised)
- P 0174 Legal Services (M) (Revised)
- P 0177 Professional Services (M) (Revised)
- P & R 1570 Internal Controls (M) (Revised)
- P 1620 Administrative Employment Contracts (M) (Revised)
- P & R 6111 Special Education Medicaid Initiative (SEMI) Program (M) (Revised)
- P 6220 Budget Preparation (M) (Revised)
- R 6220 Budget Preparation (Revised)
- P 0143 Board Member Election and Appointment (Revised)
- P 1636.01 Notification of Promotion, New Job, and Transfer Opportunities (New)
- P 1648.15 Recordkeeping for Healthcare Settings In School Buildings – Covid-19 (M) (Abolished)
- P 2422 Statutory Curricular Requirements (M) (Revised)
- P & R 5117 Interdistrict Public School Choice (Revised)
- P 5339.01 Student Sun Protection (M) (New)

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

- Policy 3125 – Employment of Long Term Replacement Teachers
- Policy 2434.3 – Athletic Coach Training

**10.0 School & Community Relations - Ms. Choi**

Committee Report: The School and Community Committee met September 4, 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		X - Item 8.6		
Mr. Galvin	X				
Ms. Hepburn-Goldberg	X				

Ms. McCullough				X	
Ms. Moore	X				
Mr. Ngo	X		X - Item 8.6		
Ms. Gourley-Thompson	X				
Ms. Groom	X				

On a voice vote, eight (8) members voted yes, zero (0) member voted no, two (2) members abstained from Item 8.6 and one (1) member was absent

**12.0 Unfinished Business**

- Ms. Gourley-Thompson - Alliance met last week, new town administrator and Red Ribbon week is being planned, along with programs for the school year. Tonight NJSBA presented on Board Member Role, 10/6 @ 7 pm there will be a virtual session from Dr. Teehan.

**13.0 Public Participation - All Topics**

Start 7:28 pm

- J. Lawlor - Field test participation? NJSLA scores uploaded
- K. Deal - What is going on about virtual board meetings? With potential budget challenges, next steps? Mr. MacConnell’s resignation and process?
- Mr. Galvin - Recommend community input in the process. Can’t speak to budget until we have more information. Although, Ms. Case provides through updates on a monthly basis.
- Ms. Groom - will provide in Board President update

Ended - 7:32 pm

**14.0 Board President’s Report - Ms. Groom**

- NJSBA is one provider of Superintendent search. There will be a community input piece with the new board in January

**15.0 Adjournment**

It was motioned by Ms. Choi, seconded by Mr. Galvin to adjourn the meeting at 7:33 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