

SHREWSBURY BOROUGH SCHOOL DISTRICT
December 17, 2025 - Regular Meeting, 6:30 PM
Media Center, 20 Obre Place, Shrewsbury, NJ 07702

MINUTES

1.0 Opening Procedures

1.1 Call to order – 6:31pm

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. Gourley-Thompson (Vice President)

Ms. Barber

Ms. Choi

Mr. Galvin (arrived at 6:35 pm)

Ms. Hepburn-Goldberg (arrived at 6:41 pm)

Ms. McCullough

Ms. Moore

Mr. Ngo

Absent:

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 6:32 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	Arrived at 6:35 pm
Ms. Hepburn-Goldberg				X	Arrived at 6:41 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, zero (0) members voted no, and two (2) members were absent

2.2 It was motioned by Ms. Groom, seconded by Mr. Galvin to reconvene into public session at 7:04 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, zero (0) members voted no, and zero (0) members were absent

3.0 Correspondence to the Board - None

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

- Farewell to 3 Board of Education Members
- Harlem Wizards Game: Thank you to the SPTA for organizing this event—it is not an easy task. The SPTA also provided the teachers’ jerseys which were adorned with a favorite student number.
- SBS is a member of Revolutionary Schools, a recognized partner of the NJ Department of Education & Revolution NJ. On Thursday, December 11th, 4th grade teacher, Tanja Larsen, presented a to an NJDOE virtual Learning Lounge session for educators to share ideas on commemorating the American Revolution's 250th anniversary. Mrs. Larsen was one of 3 NJ educators selected to participate.
- Spirit Week: Our Student Council’s annual holiday Spirit Week started today with “6-7 Dress Up” day as today was the 67th day of school. Please check our social media outlets to view the festive fun our Tiger students and staff are having.
- Winter Concert
- Dec. 17th - Interim Reports were published today. Grades 5 through 8 parents should have received a notification via Genesis Parent Portal.

- December 23rd - 12:30 Dismissal/Homework Free Break
- Dec. 24th - January 2nd - School Closed - Happy Holidays
- Jan. 5th - School Reopens
- Jan. 16th (PD Day) & 19th - School Closed
- Educators of the Year - Laura Fox/Bill Clark will be honored at the January BOE meeting

It was motioned by Mr. Galvin, seconded by Ms. Moore 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 Report

December 2025	2 non-HIBs
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6.0 Finance & Facilities - Mr. Ngo

Committee Report: The Finance & Facilities Committee met on December 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 November 2025

PURSUANT TO NJAC 6A:20-2.13(D), we certify that as of November 30, 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 November 14, 2025 in the amount of 307,725.78, November 26, 2025 in the amount of \$284,691.20.

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

- 6.1.2 Special Meeting Minutes, November 13, 2025
- 6.1.3 Regular Meeting Minutes, November 19, 2025
- 6.1.4 Executive Meeting Minutes, November 19, 2025

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

Transfer of Funds for November 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 – December 2025

Recommend that the Board of Education approve the bills paid and checks issued at the Board meeting in the amount of \$259,386.44, December 2025.

Board Secretary’s Monthly Certification for November 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 November 30, 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 November 30, 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 November 2025.

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

School Name	Security Drill Type	Date & Time
Shrewsbury Borough School	Fire Drill	12/3/25 - 1:56pm
Shrewsbury Borough School	Shelter in Place	12/10/25 - 10:44am
Shrewsbury Borough School	Shelter in Place	12/12/25 - 9:15am

6.4 **WHEREAS**, the Shrewsbury Board of Education (the “Board”) intends to make non-salary reduction contributions on behalf of the Superintendent who retires,

WHEREAS, the Board will not permit any individual employee to have an option of receiving the equivalent amount as compensation,

WHEREAS, the Board wishes to make such contributions as Employer Contributions as permitted under Sections 403(b)(3) or 403(b)(7) and Sections 415(c)(1) of the Code for eligible employees;

THEREFORE, BE IT RESOLVED, that the Board hereby authorizes and directs that the Shrewsbury Board of Education makes post-retirement contributions of all accumulated Sick Day Pay and Vacation Day Pay to the 403(b) or 403(b)(7) contract of the Superintendent commencing immediately in the year of the eligible employee’s retirement. These Employer contributions shall not exceed the limits of Section 415(c)(1) of Section 403(b)(3) Code. If contributions exceed the amount, any additional contributions will be paid in January of the following year until all amounts are paid.

6.5 The Superintendent recommends the Shrewsbury Borough School District Board of Education accept the Audit Report for the 2024-2025 school year prepared by HFA Certified Public Accountants with no findings per the Annual Comprehensive Financial Report (ACFR) and the Auditor’s Management Report (AMR), and

BE IT FURTHER RESOLVED that a copy of the audit is to be forwarded to the Monmouth County Executive County Superintendent.

6.6 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
7143	Neurodevelopmental Assessment	G&A/DPCJ	\$660.00
7143	Neurodevelopmental Addt'l Diagnostic	G&A/DPCJ	\$600.00
7006	Psychiatric Evaluation	Dr. Dyckman	\$1800.00

6.7 The Superintendent recommends that the Shrewsbury Borough School District Board of Education accept a donation in the amount of \$540.00 from the Shrewsbury Parent Teacher Group for the 1st grade class trip. Account # 95-000-270-162-01-0.

6.8 The Superintendent recommends that the Shrewsbury Borough School District Board of Education accept a donation in the amount of \$650.00 from the Shrewsbury Parent Teacher Group for the 3rd grade class trip. Account # 95-000-270-162-01-0.

6.9 The Superintendent recommends that the Shrewsbury Borough School District Board of Education accept a donation in the amount of \$250.00 from the Shrewsbury Parent Teacher Group for the Pre-K class trip. Account # 95-000-270-162-01-0.

6.10 The Superintendent recommends that the Shrewsbury Borough School District Board of Education accept a donation in the amount of \$7,594.50 from the Shrewsbury Parent Teacher Group for the 4th grade class trip. Account # 95-000-270-162-01-0.

6.11 The Superintendent recommends that the Shrewsbury Borough School District Board of Education accept a donation in the amount of \$1,440.00 from the Shrewsbury Parent Teacher Group for the 5th grade class trip. Account # 95-000-270-162-01-0.

7.0 Curriculum and Instruction - Ms. Gourley-Thompson

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

It was motioned by Ms. Gourley-Thompson, seconded by Ms. Barber 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	Date(s)	Cost of Trip	Cost of Transportation
SBS Ski Club	Shawnee Mountain East Stroudsburg, PA	February 7, 2026	Pay to Play	\$2,395.00
SBS Ski Club	Mountain Creek, Vernon, NJ	February 21, 2026	Pay to Play	\$2,195.00
Kindergarten	Jenkinson’s Aquarium Point Pleasant Beach, NJ	May 14, 2026	\$485.00	\$495.00
Gifted & Talented	Monmouth County Convocation Long Branch, NJ	April 21, 2026	\$0.00	\$490.00
Grade 4	Amazing Race Monmouth County	June 5, 2026	\$0.00	\$0.00

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:

Staff Member	Program/Workshop	Training Date	PD/Travel Cost
Kathleen Fitzpatrick	RBR CST Articulation Red Bank Regional High School Red Bank, NJ 07701	01/28/2026	\$1.32
Kristina Kiely	RBR CST Articulation Red Bank Regional High School Red Bank, NJ 07701	01/28/2026	\$0.00
Roseanne Ansell	RBR CST Articulation Red Bank Regional High School Red Bank, NJ 07701	01/28/2026	\$0.00
Kristina Kiely	The Psychology of Adoption Virtual	01/27/2026	\$60.00
Kristina Kiely	Psychopharmacology & Ethnoracial Differences: Are We the Same or Not? Virtual	01/12/2026	\$60.00

8.0 Personnel - Mr. Galvin

Committee Report: The Personnel Committee met on December 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 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 January 21, 2026.

8.2 The Superintendent recommends that the Shrewsbury Borough School District Board of Education approve Kathryn Dolan as Long Term Leave Replacement for Pre-K (Katie Wicklund) from December 15, 2025-April 2, 2026 at the substitute rate of \$125/day for days 1-20 then the rate of BA/Step 1 \$58,845 (prorated) for the 2025-2026 school year.

8.3 The Superintendent recommends that the Shrewsbury Borough School District Board of Education approve the following teachers as Homework Club Teachers on Mondays through Thursdays starting January 12, 2026 through May 1, 2026 with the exception of faculty meeting days at the SBEA contracted hourly rate of \$46.00 to be funded from the ESEA Title I Grant.

Name	Total Hours	Cost
Vicky Angiolino	13	\$598.00
Heather Cellary	20	\$920.00
Laura Ehlers	28	\$1,288.00
Cindy Newman	18	\$828.00
Kelly Schlosser	13	\$598.00

8.4 The Superintendent recommends that the Shrewsbury Borough School District Board of Education approve the following teachers as substitutes for Homework Club Teachers on an as needed basis at the SBEA contracted hourly rate of \$46.00 to be funded from the ESEA Title I Grant.

Rachel Birzin

Dana Miele

Darianne Masticola

8.5 The Superintendent recommends that the Shrewsbury Borough School District Board of Education approve the following teachers as Recess Study Hall Teachers on Mondays through Fridays starting January 12, 2026 through May 1, 2026 at the SBEA contracted hourly rate of \$46.00 to be funded from the ESEA Title I Grant.

Name	Total Hours	Cost
Kelly Cosentino	27	\$1,242.00
Alexa King	15	\$690.00
Cindy Newman	13	\$598.00
Cassidy Petrone	24	\$1,104.00
Benjamin Pivetz	29	\$1,334.00

8.6 The Superintendent recommends that the Shrewsbury Borough School District Board of Education approve the following teachers as substitutes for Recess Study Hall on an as needed basis at the SBEA contracted hourly rate of \$46.00 to be funded from the ESEA Title I Grant.

Dan Devine
Sara Dweck
Brittany King

Dana Miele
Megan Pullen
Darianne Masticola

9.0 Policy - Ms. Moore

Committee Report: The Policy Committee met on December 11, 2025

It was motioned by Ms. Moore, seconded by Ms. Barber, 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 for the first reading.

- Policy & Regulation - 2530 Resource Materials
- Policy & Regulation - 2535 Library Material
- Policy & Regulation - 9130 Public Complaints

10.0 School & Community Relations - Ms. Choi

Committee Report: The School and Community Committee met on December 4, 2025

- Discussed topics: discipline, sports, adding RBR sports information update on Superintendent search firm and hosting input soon, look for Tiger Tale, gym update

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 nay on item 7.1, line 5
Ms. Moore	X	X			voted nay on item 7.1, line 5
Mr. Ngo	X				
Ms. Gourley-Thompson	X				
Ms. Groom	X				

On a voice vote, nine (9) members voted yes, two (2) members voted nay on items 7.1, line 5, and zero (0) members were absent

12.0 Unfinished Business

- Ms. Barber read a statement

13.0 Public Participation - All Topics

Start 7:25 pm

- J. Lawlor - visited son’s classroom and enjoyed. Saw a post on the page about a blanched project?
- Mr. MacConnell - Balance project asked for space usage. Plans to meet and learn moe about their mission.
- K. Gamberg - Concerns about the Amazing Race and it gave me pause. Loved learning about the community.
- Ms. Groom - Thank you

Ended -7:29pm

14.0 Board President’s Report - Ms. Groom

- Could not have said it better, Mr. Barber

16.0 Adjournment

It was motioned by Ms. Gourley-Thompson, seconded by Mr. Ngo to adjourn the meeting at 7:53 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, zero (0) members voted no, and zero (0) members were absent