

SHREWSBURY BOROUGH SCHOOL DISTRICT
November 19, 2025 - Regular Meeting, 6:30 PM
Media Center, 20 Obre Place, Shrewsbury, NJ 07702

MINUTES

1.0 Opening Procedures

1.1 Call to order – 6:35pm

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. Gourley-Thompson (Vice President)	Ms. Barber
Ms. Choi	Mr. Galvin
Ms. Hepburn-Goldberg	Ms. McCullough
Ms. Moore	Mr. Ngo

Absent: Ms. Groom

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. Gourley-Thompson, seconded by Mr. Galvin 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, eight (8) members voted yes, zero (0) members voted no, and one (1) member was absent

2.2 It was motioned by Mr. Ngo, seconded by Ms. Barber to reconvene into public session at 7:01 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, eight (8) members voted yes, zero (0) members voted no, and one (1) member was absent

3.0 Correspondence to the Board

Email received Oct 15, 2025, cdemartino21@gmail.com, regarding “\$100,000 mental health”
 Email received Nov 4, 2025, beth.verbovsky@gmail.com, regarding “5th grade”

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

- Fall Athlete Awards Program
- Honor Boys and Girls Soccer and Cross Country
- Shrewsbury Borough Elementary School’s - U.S. News Report - Middle School Ranking
- Veterans Day Assembly
- Report cards published
- Nov. 19th - 21st - 12:30 Dismissal - Conferences
- Nov. 26th - 12:30 Dismissal - Homework Free Weekend
- Nov. 27th & 28th - School Closed - Thanksgiving
- Nov. 29th - Tree Lighting 3pm
- Dec. 4th - Harlem Wizards Game
- Dec. 7th - Breakfast with Santa 9am-12pm
- Menorah Lighting
- Dec. 14th - Santa Run
- Dec. 16th - Winter Concert
- December 23rd - 12:30 Dismissal
- Dec. 24th - January 2nd - School Closed
- Jan. 5th - School Reopens

Ms. Salway presented School Climate Survey Results

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

November 2025	0 HIB
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5.2 The Superintendent recommends that the Shrewsbury Borough School District Board of Education approve the School Safety and Security Plan Annual Statement of Assurance for the 2025-2026 school year.

5.3 The Superintendent recommends that the Shrewsbury School District Board of Education approve the Memorandum of Agreement between Education and Law Enforcement Officials for the 2025-2026 school year.

5.4 The Superintendent recommends that the Shrewsbury Borough School District Board of Education approve the 2024-2025 District and School Grade Report as required under the Anti-Bullying Bill of Rights.

District Grade= 75

School Grade= 75

The maximum score possible is 78 out of a possible 78 points

6.0 Finance & Facilities - Mr. Ngo

Committee Report: The Finance & Facilities Committee met on November 17, 2025

It was motioned by Mr. Ngo seconded by Ms. Gourley-Thompson to approve the following items as listed:

Board of Education Certification Budget Major/Fund Status for October 2025

PURSUANT TO NJAC 6A:20-2.13(D), we certify that as of October 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 October 15, 2025 in the amount of \$282,482.67, October 30, 2025 in the amount of \$283,103.99.

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

- 6.1.2 Workshop Meeting Minutes, October 15, 2025
- 6.1.3 Regular Meeting Minutes, October 15, 2025
- 6.1.4 Executive Meeting Minutes, October 15, 2025

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

Transfer of Funds for October 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 – November 2025

Recommend that the Board of Education approve the bills paid and checks issued at the Board meeting in the amount of \$354,517.57, November 2025.

Board Secretary’s Monthly Certification for October 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 October 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 October 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 October 2025.

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

School Name	Security Drill Type	Date & Time
Shrewsbury Borough School	Bus Drill	9/18/25 - 10:05am
Shrewsbury Borough School	Fire Drill	11/3/25 - 10:03am
Shrewsbury Borough School	Lock Down	11/17/25 - 10:37am

6.4 Negotiations Attorney for the 2025-2026 School Year

WHEREAS, there exists a need for legal services for the Shrewsbury Boro School District Board of Education estimated to be in the amount of not to exceed \$25,000, for the 2025-2026 school year; and

WHEREAS, such legal services can be provided only by a licensed attorney, and Kenny, Gross, and Kovats, L.L.P., whose address is 214 Park Avenue, Manalpan, NJ 07726 is so recognized as such; and

WHEREAS, the Shrewsbury Boro School District in the County of Monmouth hereby appoints the Kenny, Gross, and Kovats, L.L.P. to serve as Negotiations Attorney; and

WHEREAS, funds in the amount of not to exceed \$25,000 are or will be available for this purpose.

NOW, THEREFORE, BE IT RESOLVED that the Shrewsbury Boro School District Board of Education appoint Kenny, Gross, and Kovats, L.L.P. as Negotiations Counsel and that the foregoing appointment is made without competitive bidding as “professional service” under the provisions of the Public Schools Contract Law (N.J.S.A. 18A:18A-5a(1)) since “professional services” contracts are specially excluded from the requirement of bidding, and the awarded service meets the definition of “professional services” pursuant to N.J.S.A. 18A:18A-2h as “services rendered or performed by a person authorized by law to practice a recognized profession and whose practice is regulated by law and the performance of which services requires knowledge of an advanced type in a field of learning acquired by a prolonged formal course of specialized instruction and study as distinguished from general academic instruction or apprenticeship and training.”

Compensation for this contract shall be set at \$170 per hour, plus reimbursement for all costs and disbursements reasonably incurred in the performance of his duties.

6.5 The Superintendent recommends that the Shrewsbury Borough School District Board of Education accept a donation in the amount of \$432 from the Foundation for Shrewsbury for the grant for Science Wayground. Account # 20-001-100-610-01-0.

6.6 The Superintendent recommends that the Shrewsbury Borough School District Board of Education approve the following student to attend an out of district placement for the 2025-2026 School Year

Student #	School	Cost	Effective Dates
7142	Children’s Center of Monmouth	\$67,534.09	9/18/25-6/30/26
7106	Hawkswood (Modified tuition contract for Extraordinary Services) previously approved 5/21/25	\$35,109.00	10/30/25-6/30/26

6.7 The Superintendent recommends that the Shrewsbury Borough School District Board of Education accept a donation in the amount of \$3,305.64 from the Foundation for Shrewsbury Education for the Flocabulary. Account # 20-001-100-610-01-0.

6.8 The Board of Education hereby announces that, following a review of qualified proposals, Strategic Exemplary Alliance (S.E.A., LLC) has been selected and awarded the agreement to serve as

the executive search firm responsible for conducting the superintendent search for the Shrewsbury Borough School District.

This selection reflects the Board’s commitment to securing a highly qualified and experienced educational leader. S.E.A., LLC will support the Board by facilitating stakeholder engagement, developing candidate profiles, recruiting and vetting applicants, and guiding the district through each phase of the search process.

The Board looks forward to working collaboratively with S.E.A., LLC to ensure a transparent, inclusive, and rigorous search that identifies the best candidate to lead Shrewsbury Borough School District into its next chapter.

7.0 Curriculum and Instruction - Ms. Gourley-Thompson

Committee Report: The Curriculum and Instruction Committee met November 10, 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	Date(s)	Cost of Trip	Cost of Transportation
PK	Monmouth Museum, Lincroft, NJ	May 1, 2026	\$384.00	\$425.00
Grade 1	Algonquin Theatre, Manasquan, NJ	May 20, 2026	\$540.00	\$568.75
Grade 3	Poricy Park, Middletown, NJ	May 15, 2026	\$650.00	\$425.
Grade 4	Historic Four Corners Shrewsbury, NJ	June 1, 2026 (rescheduled, previously approved)	\$0.00	\$0.00
Grade 4 Cuervo (rescheduled)	Monmouth County Library, Eastern Branch, Shrewsbury, NJ	November 24, 2025	\$0.00	\$0.00
Grade 7	NYC	April 30, 2026	\$12,276	\$0.00
Grade 8	Washington DC	May 27 - 29, 2026	\$35,015	\$0.00

It was motioned by Ms. Gourley-Thompson, seconded by Mr. Galvin to table the Grade 4, Amazing Race trip scheduled for Friday, June 5, 2025.

Class/Group	Destination	Date(s)	Cost of Trip	Cost of Transportation
Grade 4	Amazing Race Monmouth County	Friday, June 5, 2026	\$0.00	\$0.00

	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, eight (8) members voted yes, zero (0) members voted no, and one (1) member was absent

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
Heather Cellary	Central NJ Math Supervisor Roundtable Meeting, New Brunswick, NJ	December 8, 2025	\$28.86
Kathleen Fitzpatrick	RPDA: Non-Suicidal Self-Injury in Pre-Teens and Teens: Recognizing, Understanding, & Responding, Eatontown, NJ	March 4, 2026	\$0.00
Kathleen Fitzpatrick	RPDA: Understanding and Addressing School Refusal: A Guide for Support and Reentry, Eatontown, NJ	December 9, 2025	\$0.00
Kathleen Fitzpatrick	RPDA: Bridging the Gap: Practical Strategies for Supporting Students with Autism in General Education, Eatontown, NJ	April 21, 2026	\$0.00
Allison Wiesel	RBR Science Articulation, Red Bank, NJ	November 17, 2025	\$1.67
Cassidy Petrone	RPDA: Reading Comprehension: Teaching Students to Extract Meaning from Text, Eatontown, NJ	November 19, 2025	\$0.00
Kelly Cosentino	RPDA: Reading Comprehension: Teaching Students to Extract Meaning from Text, Eatontown, NJ	November 19, 2025	\$0.00
Kelly Schlosser	Wilson Language Training, Wilson Dyslexia Conference, Virtual	February 26, 2026	\$69.00
Kelly Schlosser	RPDA: Using Universal Screening Results to Make Data-Based Decisions and Evidence Informed Practices to Target Literacy Instruction, Eatontown, NJ	March 12, 2026	\$0.65
Michael Tillet	PEOSH/NJADP 25-26 IAQ, West Deptford, NJ	November 21, 2025	\$0.00

8.0 Personnel - Mr. Galvin

Committee Report: The Personnel Committee met on November 17, 2025

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 the retirement of Michael Pettit effective June 30, 2026.

8.2 The Superintendent recommends that the Shrewsbury Borough School District Board of Education approve the retirement of Brent MacConnell effective June 30, 2026.

8.3 The Superintendent recommends that the Shrewsbury Borough School District Board of Education approve the medical leave of Nina Potter from October 20, 2025 - December 1, 2025.

8.4 The Superintendent recommends that the Shrewsbury Borough School District Board of Education approve the following substitute teachers for the 2025-2026 school year:

- Sarah Urban
- Kelly McIntyre
- Daniel Becker
- Cord Birzin

8.5 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 December 17, 2025.

9.0 Policy - Ms. Moore

Committee Report: The Policy Committee met on November 12, 2025

It was motioned by Ms. Moore, seconded by Ms. McCullough, 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.

- Policy & Regulation - Exit Interviews

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				
Ms. Moore	X				
Mr. Ngo	X				
Ms. Gourley-Thompson	X				
Ms. Groom				X	

On a voice vote, eight (8) members voted yes, zero (0) member voted no, and one (1) member was absent

12.0 Unfinished Business

- Ms. Gourley-Thompson - Alliance met on November 17, 2025 and discussed Red Ribbon week feedback.

13.0 Public Participation - All Topics

Start 7:48 pm

- M. MacNal (crossing guard) - Can we widen the sidewalk?
- R. Howard - Thank you, Mr. MacConnell for 18 years. Can you elaborate on community involvement for a new Superintendent?
- Mr. Ngo - There will be a survey, forum, staff, students, and community feedback to create a leadership profile from all the input.
- Ms. Gourley-Thompson -Firm will be meeting with additional leadership such as PTA.

Ended -7:51pm

14.0 Board President’s Report - Ms. Gourley-Thompson

- Thank you for coming out while it’s cold and dark and being concerned for the community. Congratulations to the new board members. Sad to see our board members leave.

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, eight (8) members voted yes, zero (0) members voted no, and one (1) member was absent