

SHREWSBURY BOROUGH SCHOOL DISTRICT
August 23, 2023 - Special Meeting, 6:00 PM
Media Center, 20 Obre Place, Shrewsbury, NJ 07702

MINUTES

1. Opening Procedures

1.0 Call to order – 6:32 pm

1.1 Flag salute

1.2 Opening Statement

1.3 “Public notice of this was emailed to the Asbury Park Press and Star Ledger on July 14, 2023 in accordance with the Open Public Meetings Act PL 1975 CH 231, effective January 16, 1976. Notice has been posted in the Fern Ross entrance and Bell Foyer entrance to Shrewsbury Borough School. A copy of this notice is also on file in the office of the Borough Clerk.

1.4 Roll Call:

Ms. Groom (President)

Ms. Barber

Ms. Hepburn-Goldberg

Ms. Montgomery

Ms. Gourley-Thompson (Vice President) (arrived at 6:49 pm)

Mr. Galvin (arrived at 6:35 pm)

Mr. Jannuzzi

Absent:

Ms. Hemel

Mr. Ngo

Also Present:

Mr. MacConnell, Superintendent

Ms. Case, Business Administrator

Ms. Gifford, Board Attorney

1.5 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. Montgomery, seconded by Ms. Barber to move into Closed Executive Session at 6:33 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				
Mr. Galvin				X	Arrived at 6:35 pm
Ms. Hemel				X	
Ms. Hepburn-Goldberg	X				
Mr. Jannuzzi	X				
Ms. Montgomery	X				
Mr. Ngo				X	
Ms. Gourley-Thompson				X	Arrived at 6:49 pm
Ms. Groom	X				

On a voice vote, five (5) members voted yes, zero (0) members voted no, four(4) members were absent

2.2 It was motioned by Ms. Barber, seconded by Ms. Gourley-Thompson to reconvene into public session at 7:02 pm

	AYE	NAY	ABSTAIN	ABSENT	COMMENTS
Ms. Barber	X				
Mr. Galvin	X				
Ms. Hemel				X	
Ms. Hepburn-Goldberg	X				
Mr. Jannuzzi	X				
Ms. Montgomery	X				
Mr. Ngo				X	
Ms. Gourley-Thompson	X				
Ms. Groom	X				

On a voice vote, seven (7) members voted yes, zero (0) members voted no, two (2) member was absent

3.0 Correspondence to the Board

Email received July 31, 2023, ghemschoot@gmail.com, regarding “Denial of Non-Public Transportation 23/24 school year”

Email received Aug 1, 2023, thedalyfamily2010@gmail.com, regarding “Reconsideration request & perspective-Private school transportation”

Email received Aug 1, 2023, dbvoor155@gmail.com, regarding “Request for information: Nonpublic school transportation”

Email received Aug 11, 2023, jeff.hemschoot@gmail.com, regarding “Denial of Non-Public Transportation 23/24 school year”

Email received August 16, 2023, rooneyj@sbs-nj.org, regarding, “Deposition”

4.0 Superintendent’s Report - Mr. MacConnell

- Courtesy busing statement
- Opening day - 8/31 & 9/1, PreK & K on 9/1
- First day of school, 9/5
- BTSN, 9/13
- Thank you to B&G and Technology for all summer work.

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

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

June and July 2023	0 HIB cases
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4.2 The Superintendent recommends that the Shrewsbury School District Board of Education approve the attached District SSDS Report for the 2022-2023 school year.

5.0 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.

6.0 Finance & Facilities - Mr. Jannuzzi

The Finance & Facilities Committee met on August 21, 2023

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

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

- 6.1.1 Regular Meeting Minutes, June 28, 2023
- 6.1.2 Executive Meeting Minutes, June 28, 2023
- 6.1.3 Special Meeting, July 11, 2023

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

Payroll for June and July 2023 and the Supplement Bills list for June and Bills List for Summer 2023

(available for review in the Board Secretary’s Office)

Policy #6470 Payment of Claims

June 15, 2023 Payroll	\$385,735.59
June 16, 2023 Payroll	\$228,822.97
June 30, 2023 Payroll	\$103,529.36
Total June 2023 Payroll	\$718,087.92
July 13, 2023 Payroll	\$59,443.68

July 27, 2023 Payroll	\$90,440.51
Total July 2023 Payroll	\$149,884.19
Total Supplemental June 2023 Bills & Claims	\$43,743.10
Total Summer 2023 Bills & Claims	\$82,418.44

Transfer of Funds for June 2023 (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 June 2023

PURSUANT TO NJAC 6A:20-2.13(d), I certify that as of June 30, 2023, 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 June 2023

PURSUANT TO NJAC 6A:20-2.13(D), we certify that as of June 30, 2023, 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 Treasurer’s Report for June 2023.

Transfer of Funds for July 2023 (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 July 2023

PURSUANT TO NJAC 6A:20-2.13(d), I certify that as of July 31, 2023, 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 July 2023

PURSUANT TO NJAC 6A:20-2.13(D), we certify that as of July 31, 2023, 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 Treasurer’s Report for July 2023.

6.5 The Superintendent recommends that the Shrewsbury Borough School District Board of Education approve the following Joint Transportation Route for the 2023-2024 school year with the Matawan-Aberdeen Regional School District as the Host District.

Route #	Destination	Host	Joiner	# of Days	Joiner Per Diem	Effective Dates	Estimated Cost
S001	Shore Center/ Shrewsbury Borough School	MARSD	Shrewsbury	210	\$635.54	7/5/23-6/30-24	\$66,731.70

6.6 The Superintendent recommends that the Shrewsbury Borough School District Board of Education approve the following Parent Transportation Contracts for the 2023-2024 school year as follows:

Student #	Destination	Amount
7062	Search Day Program, ESY	\$1,140
7062	Search Day Program, SY	\$5,460
5773	Hawkswood School, ESY	\$1,200
5773	Hawkswood School, SY	\$7,200

6.7 The Superintendent recommends that the Shrewsbury Borough School District Board of Education approve the following student services for the 2023-2024 school year:

Student #	Service	Provider	Cost
7119	Physical Therapy Evaluation	DeMonte Physical Therapy	\$350
7119	Occupational Therapy Evaluation	Diane Ames	\$350
7114	Psychiatric Evaluation	Steven Dyckman, MD	\$1,500
7110	Assistive Technology Evaluation	Advancing Opportunities, LLC	\$1,380

6.8 The Superintendent recommends that the Shrewsbury Borough School District Board of Education accept services as follows:

WHEREAS, there exists a need for related services, therapies and/ evaluations as per a student’s IEP; and

WHEREAS, funds are available for this purpose, and

WHEREAS, the Local Public Contracts Law (N.J.S.A. 40A:11-1 et seq.) requires that the resolution authorizing the award of contracts for "Professional Services" without competitive bids must be publicly advertised, NOW THEREFORE be it resolved by the Shrewsbury Board of Education to award the following contracts as per agreement for the 2023-2024:

Advancing Opportunities, LLC	\$1,380/Evaluation
Steven Dyckman, MD	\$1,500/Evaluation

6.9 The Superintendent recommends that the Shrewsbury Borough School District Board of Education approve submission of the applications to the Executive County Superintendent for Monmouth County, to elect for the 2023-2024 school year, the Dual Use/Waivers as listed below to be used simultaneously for various purposes. As required by code, instruction will be separated by placement of a divider in the room.

Location	Purpose of Waiver
Room 501	Reading Interventionist Instruction & Reading Specialist Instruction

6.10 The Superintendent recommends the Shrewsbury Borough School District Board of Education authorize the Business Administrator to go out to Bid for Project #22K090, Bid #1, (General Construction – Shrewsbury Elementary School Addition and Renovations). The Board also authorizes the Business Administrator to include a Project Labor Agreement in the Bid Specifications pursuant to NJSA 52:38-1, et seq.

6.11 The Superintendent recommends that the Shrewsbury Borough School District Board of Education approve the Fire Alarm System by Edwards

WHEREAS, in connection with the referendum project (“Project”), the Shrewsbury Board of Education (“Board”) will be installing additional Fire Alarm devices throughout the district in those areas that do not currently have such a system; and,

WHEREAS, the Board currently has the EST-3 Fire Alarm System installed at all its facilities manufactured by Edwards, which system is still within its useful life and is not being replaced; and,

WHEREAS, the equipment and software of the EST-3 system will only work with each other and do not support another company’s hardware or software; and,

WHEREAS, the District has invested significant funds for the EST-3 Fire Alarm system, and has spent significant time training staff on the specifics of the system to maintain the security of the district, its buildings, personnel, and students; and,

WHEREAS, the Board believes that introducing another brand of Fire Alarm System would compromise the safety of the buildings and staff by adding an additional system to district, since the installation of the EST-3 system; and,

WHEREAS, the Board has determined that the EST-3 Fire Alarm System meets the proprietary requirements of N.J.S.A. 18A:18A-5 and N.J.A.C. 5:34-9.1.

NOW, THEREFORE, BE IT RESOLVED, that the above recitals are incorporated herein by reference.

BE IT FURTHER RESOLVED for the reasons set forth above, the Board authorizes the bid specifications to include the Edward Fire Alarm system as proprietary goods.

BE IT FURTHER RESOLVED that the Administration is authorized to take such other and further steps as necessary to effectuate the purposes of this resolution.

6.12 The Superintendent recommends that the Shrewsbury School District Board of Education approve Cheryl Salway to attend the NJSBA Workshop in Atlantic City, NJ, October 23-26, 2023.

7.0 Curriculum and Instruction - Ms. Montgomery

Committee Report: The Curriculum and Instruction Committee met on August 15, 2023

- Spoke about professional development days and curriculum updates.
- Looking to apply for the Learning Acceleration Grant for 3rd & 4th grades.

8.0 Personnel - Ms. Groom

Committee Report: The Personnel Committee met on August 22, 2023

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

8.1 The Superintendent recommends that the Shrewsbury Borough School District Board of Education approve Heather Cellary to serve as a Tiger Buddy to Amanda Vacchio for the 2023-2024 school year at the SBEA hourly rate of \$45.98 an hour not to exceed 10 hours.

8.2 The Superintendent recommends that the Shrewsbury Borough School District Board of Education approve Chrissy Bonura to serve a Mentor to Year 1 novice teacher Alyssa Taylor at the SBEA stipend rate of \$550 to be deducted from the salary of the novice teacher.

8.3 The Superintendent recommends that the Shrewsbury Borough School District Board of Education approve Joshua Biringner for Social Studies (Middle School Civics) curriculum at the hourly rate of \$45.98 not to exceed 10 hours.

8.4 The Superintendent recommends the Shrewsbury School District Board of Education accept the resignation of Alexis Borrino as 2023-2024 Teacher and Soccer Coach effective July 27, 2023.

8.5 The Superintendent recommends the Shrewsbury School District Board of Education approve Melinda Peters as a Teacher Substitute for the 2023-2024 school year.

8.6 The Superintendent recommends the Shrewsbury School District Board of Education approve the following teachers for the 2023-2024 Preschool and Kindergarten Orientation preparation and setup at the extracurricular rate of \$45.98 for up to 6 hours:

Lisa Aquilino	Melissa Dura	Jen Patton
Vicky Angiolino	Alissa Watts	

8.7 The Superintendent recommends the Shrewsbury School District Board of Education rescind Nancy Jensen as the Long Term Leave Replacement Paraprofessional for the 2023-2024 school year as previously approved on June 28, 2023.

8.8 The Superintendent recommends the Shrewsbury School District Board of Education approve Alison Hillen for up to 10 hours of 2023 summer work at the rate of \$45.98.

8.9 The Superintendent recommends the Shrewsbury School District Board of Education approve Lisa Wikoff as FT Instructional Aide at the hourly rate of \$15.08 for the 2023-2024 school year (pending negotiations settlement).

8.10 The Superintendent recommends the Shrewsbury School District Board of Education approve Enrique Perez-Lopez as Girls Soccer Coach at the stipend \$2,527 for the 2023-2024 school year.

8.11 The Superintendent recommends the Shrewsbury School District Board of Education approve Angela Mastrangelo as Long Term Leave Replacement Paraprofessional from August 31, 2023 - April 30, 2024 at the rate of \$15.08 for the 2023-2024 school year (pending negotiations settlement).

9.0 Policy/Special Education - Ms. Montgomery

Committee Report: The Policy Committee met on August 17, 2023

It was motioned by Ms. Montgomery, 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 District Organization Chart for the 2023-2024 school year.

9.2 The Superintendent recommends that the Shrewsbury Borough School District Board of Education adopt and approve the following policies and regulations in one reading:

- P 1642.01 – Sick Leave (New)
- R 1642.01 – Sick Leave (New)
- P 2419 – School Threat Assessment Teams (M) (Revised)
- R 2419 – School Threat Assessment Teams (M) (New)

9.3 The Superintendent recommends that the Shrewsbury Borough School District Board of Education reapprove the following Title I Policies and Regulations (single read and adoption):

- P 2415 - Every Student Succeeds Act
- R 2415 - Student Succeeds Act
- P 2415.02 - Title I - Fiscal Responsibilities
- P 2415.04 - Title I - District Wide Parent and Family Engagement
- P 2415.05 - Student Surveys, Analysis, Evaluations, Examinations, Testing or Treatment
- P 2415.06 - Unsafe School Choice Option
- P 2415.20 - Every Student Succeeds Act Complaints
- R 2415.20 - Every Student Succeeds Act Complaints
- P 2415.30 - Title I - Educational Stability for Children in Foster Care
- P 2415.50 - Title I - School Parent and Family Engagement

10.0 School & Community Relations - Ms. Hepburn-Goldberg

Committee Report: The School and Community Committee did not meet.

11.0 Vote/Roll Call on Agenda Items

	AYE	NAY	ABSTAIN	ABSENT	COMMENTS
Ms. Barber	X				
Mr. Galvin	X				
Ms. Hemel				X	
Ms. Hepburn-Goldberg	X				
Mr. Jannuzzi	X				
Ms. Montgomery	X		6.1		
Mr. Ngo				X	
Ms. Gourley-Thompson	X		6.1 July		
Ms. Groom	X				

On a voice vote, seven (7) members voted yes, zero (0) members voted no, two (2) members abstained from Item 6.1 and two (2) members were absent.

12.0 Unfinished Business

- None

13.0 Public Participation - All Topics

- Kathleen Daly - Discussed 3 children and how are we serving our students
- Dana Vorhees - Nonpublic students and disappointment about it's removal and reconsider
- Jalyn & Patrick Slattery - Nonpublic students and bus is not a luxury and necessary to get working parents students to school. Nonpublic represent 8% of students and rely on services
- Kathleen Daly - 4th grader in Special Services and unique learners were on a journey. Ms. Ames, Healy and all CST team. Ms. Ames no longer has a contract? I realize you can't respond but how will our kids thrive? Working parents with three children that need to go three separate locations. My child's grade has been called the lost class. Ask for change and dive deep. Why have 38 students chosen somewhere else?
- Laurie spiza - Concerned about no Special Ed secretary, losing Ms. Ames and son's matter slipped through the cracks the first time. Ms. Ames stopped by the house to say goodbye and I don't understand the transition.
- Jen Defola - Love the school and the child study team and Ms. Ames. She's incredible and didn't like hearing through the grapevine. Confidence in next year has changed and I always sang the praises.

14.0 Board President's Report - Ms. Groom

- Thank you for sharing and we appreciate the contributions. We are mindful of our unique learners.

15.0 Adjournment

It was motioned by Ms. Gouley-Thompson, seconded by Ms. Groom, to adjourn the meeting at 8:22 p.m.

	AYE	NAY	ABSTAIN	ABSENT	COMMENTS
Ms. Barber	X				
Mr. Galvin	X				
Ms. Hemel				X	
Ms. Hepburn-Goldberg	X				
Mr. Jannuzzi	X				

	AYE	NAY	ABSTAIN	ABSENT	COMMENTS
Ms. Montgomery	X				
Mr. Ngo				X	
Ms. Gourley-Thompson	X				
Ms. Groom	X				

On a voice vote, seven (7) members voted yes, zero (0) members voted no, two (2) members were absent