

**SHREWSBURY BOROUGH BOARD OF EDUCATION
SHREWSBURY, NEW JERSEY
REGULAR MEETING
TUESDAY, NOVEMBER 17th, 2020
AGENDA**

1.0 Opening Procedures

- 1.1 Call to order – 6:30 p.m.
- 1.2 Flag salute
- 1.3 Opening Statement

“Public notice of this was emailed to the Asbury Park Press on August 6th, 2020 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. The public notice also included that the meeting will be using a virtual platform. ”

1.4 Roll Call:

Mrs. Gourley-Thompson	Mr. Sweeney
Mrs. Groom	Mrs. Barber
Mrs. Hepburn-Goldberg	Mrs. Hemel
Mrs. Humes	Mr. MacConnell, Superintendent
Mr. Jannuzzi	Ms. Avento, Business Administrator
Mrs. Montgomery	Mr. Donio, Board Attorney

2.0 Closed Executive Session

2.1 It was motioned by _____, seconded by _____, to move into Closed Executive Session at _____ p.m. 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
Mrs. Gourley-Thompson					
Mrs. Groom					
Mrs. Hepburn-Goldberg					
Mrs. Humes					
Mr. Jannuzzi					
Mrs. Montgomery					
Mr. Sweeney					
Mrs. Barber					
Mrs. Hemel					

On a voice vote, _____ members voted yes, _____ members were absent.

2.2 It was motioned by _____, seconded by _____, to reconvene into public session at _____ p.m.

	AYE	NAY	ABSTAIN	ABSENT	COMMENTS
Mrs. Gourley-Thompson					
Mrs. Groom					
Mrs. Hepburn-Goldberg					
Mrs. Humes					
Mr. Jannuzzi					
Mrs. Montgomery					
Mr. Sweeney					
Mrs. Barber					
Mrs. Hemel					

On a voice vote, _____ members voted yes, _____ members were absent.

3.0 Communications ~

- Email from Mr. & Mrs. Doogan requesting the Board consider virtual instruction only after the Thanksgiving holiday.

4.0 Public Participation ~ Agenda Items Only

5.0 Superintendent’s Report ~ Mr. MacConnell

5.1 Superintendent’s Report:

It was motioned by _____, seconded by _____, to approve item 5.2 through 5.5 as listed:

- 5.2 Recommend that the Board of Education approve the District HIB Report for the Month of October 2020.
- 5.3 Recommend the Board of Education approve the submission of the NJQSAC DPRs for the Shrewsbury Borough School District for the 2020-2021 school year.
- 5.4 Recommend the Board of Education approve the submission of the Statement of Assurance (SOAs) the 2020-2021 school year.
- 5.5 Recommend that the Board of Education approve the 2019-2020 HIB Self-Assessment Report for submission to the Department of Education as required.

	AYE	NAY	ABSTAIN	ABSENT	COMMENTS
Mrs. Gourley-Thompson					
Mrs. Groom					
Mrs. Hepburn-Goldberg					
Mrs. Humes					
Mr. Jannuzzi					
Mrs. Montgomery					
Mr. Sweeney					
Mrs. Barber					
Mrs. Hemel					

On a roll call vote, _____ members voted yes, _____ members were absent.

6.0 Business Administrator’s Report ~ Ms. Avento

It was motioned by _____, seconded by _____, to approve items 6.1 as amended:

6.1 Recommend that the Board of Education approve the following minutes as amended:

6.1.1 Regular Meeting Minutes, October 20th, 2020

6.1.2 Executive Session Meeting Minutes, October 20th, 2020

	AYE	NAY	ABSTAIN	ABSENT	COMMENTS
Mrs. Gourley-Thompson					
Mrs. Groom					
Mrs. Hepburn-Goldberg					
Mrs. Humes					
Mr. Jannuzzi					
Mrs. Montgomery					
Mr. Sweeney					
Mrs. Barber					
Mrs. Hemel					

On a roll call vote, _____ members voted yes, _____ members were absent.

7.0 Facilities Committee ~ Mr. Sweeney

7.1 Committee Report:

The Facilities Committee met on November 10th, 2020 and discussed the following:

8.0 Finance Committee ~ Mr. Sweeney

8.1 Committee Report

Mr. Sweeney reported that the Committee met on November 10th, 2020 to review the bills and claims, transfers, discussed budget strategies and current status of the budget, reviewed ongoing state directives and the items listed below:

It was motioned by _____, seconded by _____, to approve items 8.2 through 8.7 as listed:

*8.2 Recommend that the Board of Education approve the following bills:

October 2020 Payroll – 2 nd half	\$264,085.89
November 2020 Payroll – 1 st half	\$264,394.97
November 2020 Bills & Claims	<u>\$272,678.32</u>
	\$801,159.18

*8.3 Recommend that the Board of Education approve the following transfers within the 2020-2021 General Fund as listed:

<u>From</u>	<u>Amount</u>	<u>To</u>	<u>Amount</u>
11-000-222-177-01 Media Technology	\$24,000	11-190-100-340-02	\$ 59,000
11-000-252-177-01 Rcl for Technology Support	\$35,000		
11-000-218-104-01 Guidance Salaries Rcl for funds needed for Special Ed Equipment	\$ 419	11-000-217-610-01 Extraordinary Supplies-Spec Ed	\$ 419
11-000-219-610-01 CST Supplies Rcl for addtl funds needed	\$ 86	11-000-219-105-01 CST Salaries	\$ 86
11-000-230-530-02 Admin Postage Rcl for addt'l funds needed	\$ 714	11-000-230-340-01 Purchase Prof Svcs	\$ 714
11-000-230-820-01 Judgements	\$ 7,589	11-000-262-520-01 District Insurance-Prop	\$ 3,874
		11-000-230-590-01 District Ins. E&O	\$ 3,715
Rcl for addt'l funds needed			

8.4 Pursuant to N.J.A.C. § 6A:23A-16.10(c) (3), I certify that as of October 31st, 2020, after review of the appropriations section of the monthly financial reports and upon consultation with appropriate district officials, to the best of my knowledge no major account or fund has been overextended 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.

 Debora Avento

 Date

- 8.5 Recommend that the Preliminary Board Secretary’s Report for the month of September 2020 with the respective Treasurer’s Report be accepted, filed for audit, attached to, and made part of the official minutes of this meeting.
- 8.6 Recommend that the Board of Education approve Summit Speech Services to provide Itinerant Educational Services as per the IEP to student #6268 that at the rate of \$165/hr. for two hours per week for 33 weeks from 9/15/2020 to 5/9/21 for a total of \$10,890 for the 2020-2021
- 8.7 Recommend that the Board of Education approve Diane Ames to conduct an Occupational Therapy Evaluation for student #7064 at the rate of \$350/evaluation during the 2020-2021 school year.

	AYE	NAY	ABSTAIN	ABSENT	COMMENTS
Mrs. Gourley-Thompson					
Mrs. Groom					
Mrs. Hepburn-Goldberg					
Mrs. Humes					
Mr. Jannuzzi					
Mrs. Montgomery					
Mr. Sweeney					
Mrs. Barber					
Mrs. Hemel					

On a roll call vote, _____ members voted yes, _____ members were absent.

9.0 Curriculum Committee ~ Mrs. Montgomery

9.1 Committee Report

Mrs. Montgomery reported that the Committee met on November 12th, 2020 and discussed the following:

	AYE	NAY	ABSTAIN	ABSENT	COMMENTS
Mrs. Gourley-Thompson					
Mrs. Groom					
Mrs. Hepburn-Goldberg					
Mrs. Humes					
Mr. Jannuzzi					
Mrs. Montgomery					
Mr. Sweeney					
Mrs. Barber					
Mrs. Hemel					

On a roll call vote, _____ members voted yes, _____ members were absent.

10.0 Personnel Committee ~ Mrs. Barber

10.1 Committee Report:

Mrs. Barber reported that the Personnel Committee met on November 16th, 2020 and discussed matters of a confidential nature.

Upon the recommendation of the Superintendent, it was motioned by _____, seconded by _____, that the Board of Education approve item 10.2 through 10.4 as amended:

- *10.2 Recommend the Board of Education approve a maternity leave for Mrs. Metzler-O'Rourke to on or about March 29th, 2021 for the 2020-2021 school year.
- *10.3 Recommend the Board of Education approve the following Extra Curricular Stipend Position for the 2020-2021 school year:

<u>Extra Curricular Activity</u>	<u>Advisor</u>	<u>Stipend Rate</u>
Chess Club	Dan Devine	\$1,425
Coding Club	Samantha Bremekamp	\$1,425
Debate Club	Josh Biringer	\$1,425
Model UN Club	Josh Biringer	\$1,425
STEM Club	Allison Wiesel	\$1,425
Student Council	Kelly Buskey/Nina Potter	\$1,425/2
Ted Ed Club	Samantha Bremekamp	\$1,425
Young Entrepreneurs	Allison Wiesel/Kelly Schlosser	\$1,425/2
Drama Club	Amanda Faria/David Buckle	\$2,359/2
Theater Production/Stage Director	Amanda Faria	\$2,359
Theater Production/Asst. Stage Director	David Buckle	\$2,359

- *10.4 Recommend the Board of Education approve the revised Technology Coordinator Job Description for the 2020-2021 school year.

	AYE	NAY	ABSTAIN	ABSENT	COMMENTS
Mrs. Gourley-Thompson					
Mrs. Groom					
Mrs. Hepburn-Goldberg					
Mrs. Humes					
Mr. Jannuzzi					
Mrs. Montgomery					
Mr. Sweeney					
Mrs. Barber					
Mrs. Hemel					

On a roll call vote, _____ members voted yes, _____ members were absent.

11.0 Policy ~ Mrs. Hepburn-Goldberg

11.1 Committee Report: Mrs. Hepburn-Goldberg reported that the Committee met on November 3rd, 2020 and discussed the following:

It was motioned by _____, seconded by _____, to approve item 11.2 for a first reading as listed:

11.2 Recommend the Board of Education approve Policy Alert # 221 and Bylaw # 01646.6 for 1st Reading for the 2020-2021 school year:

Policy Alert # 221:

Policy # 1620 - Administrative Employment Contracts (M) (Revised)

Policy # 2431 - Athletic Competition (M) (Revised)

Regulation # 2431.1 - Emergency Procedures for Sprints and Other Athletic Activity (M) (Revised)

Policy # 2451 - Adult High School (M)(Revised) - **Not approving as it does not pertain to us**

Policy # 2464 - Gifted and Talented Students (M) (Revised)

Policy and Regulation # 5330.05 - Seizure Action Plan (M) (New)

Policy # 6440 - Cooperative Purchasing (M) (Revised)

Policy & Regulation # 6470.01 - Electronic Funds Transfer and Claimant Certification (M) (New)

Policy & Regulation # 7440 - School District Security (M) (Revised)

Policy # 7450 - Property Inventory (M) (Revised)

Policy & Regulation # 7510 - Use of School Facilities (M) (Revised)

Policy # 8420 - Emergency and Crisis Situations (M) (Revised)

Policy # 8561 - Procurement Procedures for School Nutrition Programs (M) (Revised)

Policy # 1648 - Restart and Recovery Plan (M) (Revised)

Bylaw # 0164.6 - Remote Public Board Meeting During a Declared Emergency (M) (New)

	AYE	NAY	ABSTAIN	ABSENT	COMMENTS
Mrs. Gourley-Thompson					
Mrs. Groom					
Mrs. Hepburn-Goldberg					
Mrs. Humes					
Mr. Jannuzzi					
Mrs. Montgomery					
Mr. Sweeney					
Mrs. Barber					
Mrs. Hemel					

On a roll call vote, _____ members voted yes, _____ members were absent.

12.0 School and Community Relations ~ Mrs. Humes

12.1 Committee Report

Mrs. Humes reported that the Committee met on November 11th, 2020 and discussed the following:

13.0 Old Business ~

14.0 New Business ~

15.0 Public Participation ~

16.0 President's Comments ~ Mrs. Hemel

17.0 Closed Executive Session

- 17.1 It was motioned by _____, seconded by _____, to move into Closed Executive Session at _____ p.m. to discuss confidential personnel matters 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
Mrs. Gourley-Thompson					
Mrs. Groom					
Mrs. Hepburn-Goldberg					
Mrs. Humes					
Mr. Jannuzzi					
Mrs. Montgomery					
Mr. Sweeney					
Mrs. Barber					
Mrs. Hemel					

On a voice call vote, _____ members voted yes, _____ members were absent.

17.2 It was motioned by _____, seconded by _____, to reconvene into public session at _____ p.m.

	AYE	NAY	ABSTAIN	ABSENT	COMMENTS
Mrs. Gourley-Thompson					
Mrs. Groom					
Mrs. Hepburn-Goldberg					
Mrs. Humes					
Mr. Jannuzzi					
Mrs. Montgomery					
Mr. Sweeney					
Mrs. Barber					
Mrs. Hemel					

On a voice vote, _____ members voted yes, _____ members were absent.

18.0 Adjournment

18.1 It was motioned by _____, seconded by _____, to adjourn the meeting at _____ p.m.

	AYE	NAY	ABSTAIN	ABSENT	COMMENTS
Mrs. Gourley-Thompson					
Mrs. Groom					
Mrs. Hepburn-Goldberg					
Mrs. Humes					
Mr. Jannuzzi					
Mrs. Montgomery					
Mr. Sweeney					
Mrs. Barber					
Mrs. Hemel					

On a voice vote, _____ members voted yes, _____ members were absent.