

**SHREWSBURY BOROUGH SCHOOL**  
**March 15, 2023 – Regular Meeting, 6:30 PM**  
**Media Center, 20 Obre Place, Shrewsbury, NJ 07702**

**AGENDA**

- 1. OPENING PROCEDURES - Ms. Groom**
- 2. EXECUTIVE SESSION**
  - Privacy Matters
  - Personnel Matters
  - Legal Services
- 3. CORRESPONDENCE TO THE BOARD - Ms. Groom**
- 4. PUBLIC PARTICIPATION RELATING TO AGENDA ITEMS ONLY**
- 5. SUPERINTENDENT’S REPORT - Mr. MacConnell**
- 6. FINANCE & FACILITIES - Mr. Jannuzzi**
- 7. CURRICULUM AND INSTRUCTION - Ms. Montgomery**
- 8. PERSONNEL - Ms. Barber**
- 9. POLICY - Mr. Ngo**
- 10. SCHOOL & COMMUNITY RELATIONS - Ms. Hepburn-Goldberg**
- 11. VOTE/ROLL CALL ON AGENDA ITEMS**
- 12. UNFINISHED BUSINESS**
- 13. PUBLIC PARTICIPATION - All Topics**
- 14. BOARD PRESIDENT’S REPORT - Ms. Groom**
- 15. ADJOURNMENT**

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**1. Opening Procedures**

1.0 Call to order – 6:30 p.m.

1.1 Flag salute

1.2 Opening Statement

1.3 “Public notice of this was emailed to the Asbury Park Press on October 14, 2022 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:

Ms. Barber	Mr. Ngo
Mr. Galvin	Ms. Gourley-Thompson
Ms. Hemel	Ms. Groom
Ms. Hepburn-Goldberg	Mr. Jannuzzi
Ms. Montgomery	

Mr. MacConnell, Superintendent  
 Ms. Case, Business Administrator  
 Ms. K. 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 \_\_\_\_\_, 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
Ms. Barber					
Mr. Galvin					
Ms. Hemel					
Ms. Hepburn-Goldberg					
Mr. Jannuzzi					

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Ms. Montgomery					
Mr. Ngo					
Ms. Gourley-Thompson					
Ms. Groom					

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
Ms. Barber					
Mr. Galvin					
Ms. Hemel					
Ms. Hepburn-Goldberg					
Mr. Jannuzzi					
Ms. Montgomery					
Mr. Ngo					
Ms. Gourley-Thompson					
Ms. Groom					

On a voice vote, \_\_\_\_\_ members voted yes, \_\_\_\_\_ members were absent.

**3.0 Correspondence to the Board**

- 3.1 Email received Feb 28, 2023, jada.emery@gmail.com, regarding “Letter of Concern: 2/28 Kunkel
- 3.2 Email received Feb 27, 2023, jeaninedoody@gmail.com, regarding “Loss of Chris Lunz”

**4.0 Public Participation - Agenda Items Only**

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.

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**March 15, 2023 – Regular Meeting, 6:30 PM**  
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**5.0 Superintendent’s Report - Mr. MacConnell**

It was motioned by \_\_\_\_\_, seconded by \_\_\_\_\_, to approve the following item as listed:

5.1 The Superintendent recommends that the Board of Education approve the District HIB Report for the month of February 2023.

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

Committee Report: The Finance & Facilities Committee met on Mar 13, 2023

It was motioned by \_\_\_\_\_, seconded by \_\_\_\_\_, to approve the following items as listed:

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

6.1.1 Regular Meeting Minutes, February 15, 2023

6.1.2 Executive Meeting Minutes, February 15, 2023

6.2 The Superintendent recommends the Board of Education approve the following bills:

February 15, 2023 Payroll	\$281,655.01
February 28, 2023 Payroll	\$271,681.75
March 2023 Bills & Claims	\$185,790.08
<b>Total</b>	<b>\$739,126.84</b>

6.3 The Superintendent recommends the Board of Education approve the following final transfers within the 2022-2023 General Fund as listed in the attached report for January 2023.

6.4 Pursuant to N.J.A.C. § 6A:23A-16.10(c) (3), I certify that as of January 2023, 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.

6.5 The Superintendent recommends that the Shrewsbury Borough School District Board of Education accept the donations from the Foundation for Shrewsbury Education Inc. valued at \$24,666.77.

- \$8,578.50 - Foundation Grant for Vision Screener
- \$3,532.93 - Subscription for the Typing Club
- \$8,333.34 - Foundation Grant for 10 iPads
- \$4222.00 - Promethean ActivPanel w/supplies

**SHREWSBURY BOROUGH SCHOOL**  
**March 15, 2023 – Regular Meeting, 6:30 PM**  
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**AGENDA**

6.6 Recommend that the Board of Education approve the following student services for the 2022- 2023 school year:

<b>Student #</b>	<b>Service</b>	<b>Provider</b>	<b>Cost</b>
7107	Occupational Therapy Evaluation	Diane Ames	\$350.00
7108	Occupational Therapy Evaluation	Diane Ames	\$350.00
7086	Neurodevelopmental Assessment	G&A/DPCNJ	\$600.00
7062	Audiological Evaluation	Donna Merchant, Au.D.	\$275.00

6.7 **FISCAL YEAR 2023-2024 TENTATIVE BUDGET APPROVAL**

The Superintendent recommends approval to adopt the Tentative Budget for FY 2023-2024:

BE IT RESOLVED that the tentative budget be approved for the 2023-2024 School Year using the 2023-2024 state aid figures and the School Business Administrator/Board Secretary be authorized to submit the following tentative budget to the Executive County Superintendent of Schools for approval in accordance with the statutory deadline:

	<b><u>General Fund</u></b>	<b><u>Special Revenue</u></b>	<b><u>Debt</u></b>	<b><u>Total</u></b>
<b>2023-2024 Total Expenditures</b>	\$10,007,796.00	\$393,742.00	\$1,694,081.00	\$12,095,620.00
<b>Less: Anticipated Revenues</b>	\$ 837,923.00	\$393,742.00	\$ 304,572.00	\$ 1,536,237.00
<b>Taxes to be Raised</b>	\$ 9,169,873.00	\$0.00	\$1,389,509.00	\$10,559,382.00

And to advertise said tentative budget in the Asbury Park Press in accordance with the form required by the State Department of Education and according to law; and

BE IT FURTHER RESOLVED, that a public hearing be held at the Shrewsbury Borough Board of Education located at 20 Obre Place, Shrewsbury, NJ 07702 on April 26, 2023 at 7:00 p.m. for the purpose of conducting a public hearing on the budget for the 2023-2024 School Year.

**Adjustment for HEALTH CARE COSTS**

BE IT RESOLVED that the Shrewsbury Borough Board of Education includes in the final budget the adjustment for increased costs of health benefits in the amount of \$85,747. The additional funds will be used to pay for the additional increases in health benefit premiums.

**Capital Reserve Withdrawal – Other Capital Projects**

BE IT RESOLVED that included in the general fund appropriations, budget line 600 is a withdrawal from Capital Reserve – Other Capital Projects in the amount of \$50,000 for other capital project costs of \$50,000. The total cost of this project is \$50,000 which represents expenditures for partial

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roof replacement and wireless controller for infrastructure elements that are in addition to the facilities efficiency standards determined by the Commissioner as necessary to achieve the New Jersey Student Learning Standards.

**Maintenance Reserve Withdrawal**

BE IT RESOLVED that as per N.J.A.C. 6A:23A-14.2(d) the general fund appropriations include a \$139,845 withdrawal from the Maintenance Reserve Account for use on required maintenance activities for a school facility as reported in the comprehensive maintenance plan pursuant to N.J.A.C. 6A:26-20.5.

**Travel and Related Expense Reimbursement 2023-2024**

WHEREAS, the Shrewsbury Borough Board of Education recognizes school staff and Board members will incur travel expenses related to and within the scope of their current responsibilities and for travel that promotes the delivery of instruction or furthers the efficient operation of the school district; and

WHEREAS, N.J.A.C. 6A:23A-7.3 et seq. requires Board members to receive approval of these expenses by a majority of the full voting membership of the Board and staff members to receive prior approval of these expenses by the Superintendent of Schools and a majority of the full voting membership of the Board; and

WHEREAS, the Shrewsbury Borough Board of Education established \$12,500 as the maximum travel amount for the current school year and has expended \$4,035.22 as of this date; now

THEREFORE, BE IT RESOLVED, the Board of Education approves travel and related expense reimbursements in accordance with N.J.A.C. 6A:23A-7.3, to a maximum expenditure of \$25,000 for the 2023-2024 school year.

**7.0 Curriculum and Instruction - Ms. Montgomery**

Committee Report: The Curriculum and Instruction Committee met on Mar 7, 2023

It was motioned by \_\_\_\_\_, seconded by \_\_\_\_\_, to approve the following items as listed:

7.1 The Superintendent recommends that the Board approve the following class trip(s):

<b>Class/Group</b>	<b>Destination</b>	<b>Date(s)</b>	<b>Cost of Trip</b>	<b>Cost of Transportation</b>
Grade 5 Students	Liberty Science Center	April 5, 2023	\$1,404.00	\$1,900.00
Grade 7 Students	Sandy Hook Beach Clean-Up	April 3, 2023	\$0.00	\$1,200.00

**SHREWSBURY BOROUGH SCHOOL**  
**March 15, 2023 – Regular Meeting, 6:30 PM**  
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**AGENDA**

7.2 The Superintendent recommends that the Board approve the following professional development for the 2022-2023 school year as follows:

<b>Staff Member</b>	<b>Program/Workshop/Training</b>	<b>Dates</b>	<b>Cost</b>
Mike Tillett	NJ School Buildings and Ground Association Annual Conference Expo, Atlantic City, NJ	March 20-22, 2023	Registration - \$0 Per Deim, Meals & Other Incidental Expenses - @\$650.00

**8.0 Personnel - Ms. Barber**

Committee Report: The Personnel Committee met on Mar 14, 2023

It was motioned by \_\_\_\_\_, seconded by \_\_\_\_\_, to approve items as listed:

8.1 **REVISED** - The Superintendent recommends that the Board of Education approve the following teachers as substitutes for the After School Academic Support Program at the rate of \$45.98 for the 2022-2023 school year (previously approved on Feb 15, 2023):

Dana Miele

Nina Potter

8.2 The Superintendent recommends that the Board of Education approve the RIF of Christopher Lunz, Paraprofessional 2 effective February 16, 2023.

8.3 The Superintendent recommends that the Board of Education approve Christina DeMartino to serve as a substitute for the 2022-2023 school year (pending the criminal background check).

8.4 The Superintendent recommends that the Board of Education approve Connor Doogan and Andrew Blahut to serve as volunteers for the baseball team for the 2022-2023 season for Daniel Devine, Coach.

**9.0 Policy - Mr. Ngo**

Committee Report: The Policy Committee met on March 9, 2023.

It was motioned by \_\_\_\_\_, seconded by \_\_\_\_\_, to approve items as listed:

**10.0 School & Community Relations - Ms. Hepburn-Goldberg**

Committee Report: The School and Community Committee met on Mar 9, 2023

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**11.0 Vote/Roll Call on Agenda Items**

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

On a voice vote, \_\_\_\_\_ members voted yes, \_\_\_\_\_ members were absent.

**12.0 Unfinished Business**

**13.0 Public Participation - All Topics**

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

**15.0 Adjournment**

It was motioned by \_\_\_\_\_, seconded by \_\_\_\_\_, to adjourn the meeting at \_\_\_\_\_ p.m.

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

On a voice vote, \_\_\_\_\_ members voted yes, \_\_\_\_\_ members were absent.