

**SHREWSBURY BOROUGH SCHOOL DISTRICT**  
**February 21, 2024 - Regular Meeting, 6:30 PM**  
**Media Center, 20 Obre Place, Shrewsbury, NJ 07702**

**MINUTES**

**1. Opening Procedures**

1.0 Call to order – 6:31 pm

1.1 Flag salute

1.2 Opening Statement

1.3 “Public notice of this was emailed to the Asbury Park Press and the Star Ledger on February 13, 2024 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. A copy of this schedule is posted on the district’s website.

1.4 Roll Call:

Ms. Groom (President)  
 Ms. Barber  
 Ms. Hepburn-Goldberg  
 Mr. Ngo

Ms. Gourley-Thompson (Vice President)  
 Mr. Galvin  
 Ms. Moore

Absent:

Ms. Choi

Also Present:

Mr. MacConnell, Superintendent  
 Ms. Case, Business Administrator  
 Mr. Donio, 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 I**

2.1 It was motioned by Ms. Gourley-Thompson, seconded by Mr. Galvin to move into Closed Executive Session at 6:31 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.

	<b>AYE</b>	<b>NAY</b>	<b>ABSTAIN</b>	<b>ABSENT</b>	<b>COMMENTS</b>
Ms. Barber	X				
Ms. Choi				X	
Mr. Galvin	X				
Ms. Hepburn-Goldberg	X				

	<b>AYE</b>	<b>NAY</b>	<b>ABSTAIN</b>	<b>ABSENT</b>	<b>COMMENTS</b>
Ms. Moore	X				
Mr. Ngo	X				
Ms. Gourley-Thompson	X				
Ms. Groom	X				

On a voice vote, seven (7) members voted yes, one (1) members was absent

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

	<b>AYE</b>	<b>NAY</b>	<b>ABSTAIN</b>	<b>ABSENT</b>	<b>COMMENTS</b>
Ms. Barber	X				
Ms. Choi				X	
Mr. Galvin	X				
Ms. Hepburn-Goldberg	X				
Ms. Moore	X				
Mr. Ngo	X				
Ms. Gourley-Thompson	X				
Ms. Groom	X				

On a voice vote, seven (7) members voted yes, one (1) members was absent

**3.0 Interviews for Board of Education vacancy**

**4.0 Executive Session II**

4.1 It was motioned by Ms. Gourley-Thompson, seconded by Mr. Galvin, to move into Closed Executive Session II at 7:29 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.

	<b>AYE</b>	<b>NAY</b>	<b>ABSTAIN</b>	<b>ABSENT</b>	<b>COMMENTS</b>
Ms. Barber	X				
Ms. Choi				X	
Mr. Galvin	X				
Ms. Hepburn-Goldberg	X				
Ms. Moore	X				
Mr. Ngo	X				
Ms. Gourley-Thompson	X				
Ms. Groom	X				

On a voice vote, seven (7) members voted yes, one (1) members was absent

4.2 It was motioned by Ms. Gourley-Thompson, seconded by Mr. Galvin, to reconvene into public session at 7:48 p.m.

	<b>AYE</b>	<b>NAY</b>	<b>ABSTAIN</b>	<b>ABSENT</b>	<b>COMMENTS</b>
Ms. Barber	X				
Ms. Choi				X	
Mr. Galvin	X				
Ms. Hepburn-Goldberg	X				
Ms. Moore	X				
Mr. Ngo	X				
Ms. Gourley-Thompson	X				
Ms. Groom	X				

On a voice vote, seven (7) members voted yes, one (1) members was absent

**5.0 Nomination for Board Vacancy**

The Board President will call for nominations for the board vacancy. When all nominations have been made, a member will move to close the nominations and the Board Member will be elected by roll call vote.

Call for Nominations:

Danae McCullough

Nominated by: Mr. Galvin

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Nominated by: Mr. Ngo

Close Nominations:

**Motion:** Mr. Galvin

**Seconded:** Mr. Ngo

Voice vote to close nominations

	<b>AYE</b>	<b>NAY</b>	<b>ABSTAIN</b>	<b>ABSENT</b>	<b>COMMENTS</b>
Ms. Barber	X				
Ms. Choi				X	
Mr. Galvin	X				
Ms. Hepburn-Goldberg	X				
Ms. Moore	X				
Mr. Ngo	X				
Ms. Gourley-Thompson		X			
Ms. Groom	X				

On a roll vote, six (6) members voted yes, one (1) member voted nay and one (1) member was absent.

**6.0 Correspondence to the Board - Mr. MacConnell read a statement to the community**

It was motioned by Mr. Galvin, seconded by Mr. Ngo, to approve the following Correspondence to the Board as listed:

Email received, Jan 19, 2024, Staff Member email, regarding “Delay in Receipt of Legal Document/Lack of Communication”

Email received, Jan 21, 2024, lori\_nurse@hotmail.com, regarding “Letter sent home”

Email received, Jan 21, 2024, sjgalgon@gmail.com, regarding “a student”

Email received, Jan 28, 2024, kellybonett@gmail.com, regarding “Letter”

Email received, Jan 29, 2024, ghemschoot@gmail.com, regarding “Bare Minimum as a standard- Is that what is best for the town?”

Email received, Feb 7, 2024, Staff Member Email, regarding “Resignation”

Email received, Feb 8, 2024, jada.emery@gmail.com, regarding “staff member”

Email received, Feb 8, 2024, chris.kenny12@gmail.com, regarding “Request for Change in Leadership and Urgent Action at Shrewsbury Borough School”

Email received, Feb 9, 2024, panossiandesign@gmail.com, regarding “staff member resignation”

Email received, Feb 11, 2024, mdoh1517@gmail.com, regarding “staff member”

Email received, Feb 12, 2024, thedalyfamily2010@gmail.com, regarding “Daly Family Concerns- the week of Feb. 5/staff member’s class”

Email received, Feb 12, 2024, jada.emery@gmail.com, regarding “staff member”

Email received, Feb 15, 2024, jennifer.lawlor816@gmail.com, regarding “CST meetings”

Email received, Feb 15, 2024, jennifer.lawlor816@gmail.com, regarding “staff member’s class”

Email received, Feb 20, 2024, mreid@johnmurphyllaw.com, regarding “staff aftermath”

Email received, Feb 20, 2024, alexis918@aol.com, regarding “Transportation Student”

**7.0 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.

Open 7:57 pm

- K. Daly - Statement about communication. Types of communication. Walked through the timeline of child point of view events. Communication needs to be better with SBS Admin, Special Ed Department and wish it was throughout the district. Amazing faculty took care of my son who wanted to leave from this situation. Social Emotional is the fundamental issue, and be proactive not reactive.
- K. Feldman - 2 resignations of staff in the middle of year and month and the stress it has caused. The stress of the student impacts leaving and performance. Teacher left in the middle of the day and week never to return. Expressed child’s emotions and experience. Adults who are trained should be reaching out, not student to staff.
- E. Podito - Feel the same as Kim. We did not have to deal with this 28 years ago. Emailed the guidance counselor on what’s going on and added trauma with the girl’s basketball team. Team was brought together to discuss low grades. Staff should have been there to assist, a list of 18-19 teachers that have left.

A lot of issues and people are scared. Daughter wrote a statement and it was read to the Board. 3 year old with special needs and concerned to send.

- J. Lawlor - The communication is an issue, moved to this small town where people look out for one another. Child was upset about the teacher leaving. Walked through the challenges of COVID and how being in school was exciting.
- A. Horbat - A concern with a transportation issue. IEP providers for one child and the other, creating a hardship. There is no before care which is a concern. Requesting sibling and read the policy to give a seat to son.
- E. Cuevo (SBEA Co-President) - Thank you for the club car. Concern of membership and retention of teachers. Look at why and request “exit interview” by form, not be put on the spot. Use a questionnaire to improve the district with our climate committee.
- K. Feldman - Continued statement and discussed the need for communication. Disheartened by lack of social emotional well being of students.
- C. Kenny - Thank you and appreciate the board’s quick responses. Express why the teachers are being retained. Salary bump, faculty room improvements are great. The survey will shed light on what needs improvements.
- A. Podito - Sorry for getting upset and concerned as an educator and a parent. Want more love, compassion, and care but seeing the breakdown. It will be a concern to send my special needs son here and concerned.
- A. Lockrin - Main concern is continual lack of transparency, retention of talent. Is there an annual anonymous survey? How can we fix it?
- K. Forintinee - Communication for kindergarten and what will happen and the timeline. What is going on?
- J. Concurr - Agree with people before and tired of the half truths. Concerned about standing up and having retribution on our student. Don’t hide behind confidentiality, we want to know about our children. The joy is gone and some families have changed schools and wish it had been done sooner. Read a statement on what the role of the board is to the community. Community is everything and failing the town.
- T. Lynch - Spoke about an employee and impact on our students. Spoke about the employee’s different roles throughout the district and the years.

Close at 8:36 pm

**8.0 Superintendent’s Report - Mr. MacConnell**

- Thank you to SPTA for the Father/Daughter dance and the lunch provided to the staff on PD day
- Tigers Got Talent has about 35 participants and it will help the Wonka performance
- March 1st dance will be from 7-9 pm
- Read Across America events in March
- Mrs. Wiesel, STEM Competition in 5th grade
- March 8th Mother/Son bowling event through the SPTA

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 School District Board of Education approve the following District HIB Reports.

January 2024	1 HIB case
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8.2 The Superintendent recommends that the Shrewsbury School District Board of Education approve the Emergency Action Plan for Sudden Cardiac Arrest.

**9.0 Finance & Facilities - Mr. Ngo**

The Finance & Facilities Committee met on February 15, 2024

It was motioned by Mr. Ngo, seconded by Mr. Galvin to approve the following minutes as listed:

- 9.1.1 Regular Meeting Minutes, December 20, 2023
- 9.1.2 Executive Meeting Minutes, December 20, 2023
- 9.1.3 Reorganization Meeting Minutes, January 3, 2024
- 9.1.4 Workshop Meeting Minutes, January 17, 2024
- 9.1.5 Regular Meeting Minutes, January 17, 2024
- 9.1.6 Executive Meeting Minutes, January 17, 2024

9.2 The Superintendent recommends that the Shrewsbury Borough School District Board of Education approve the following items as listed:

**Payroll** for January 2024 and the **Bills list** for February 2024(available for review in the Board Secretary’s Office)

Policy #6470 Payment of Claims

January 12, 2024 Payroll	\$294,186.13
January 30, 2024 Payroll	\$285,012.39
<b>Total January 2024 Payroll</b>	<b>\$579,198.52</b>
<b>Total February 2024 Bills &amp; Claims</b>	<b>\$268,489.12</b>

**Transfer of Funds for January 2024** (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 January 2024**

PURSUANT TO NJAC 6A:20-2.13(d), I certify that as of January 31, 2024, 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 January 2024**

PURSUANT TO NJAC 6A:20-2.13(D), we certify that as of January 2024, 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 January 2024.

9.3 The Superintendent recommends the Shrewsbury Borough School District Board of Education accept the Audit Report for the 2022-2023 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.

9.4 The Superintendent recommends the Shrewsbury Borough School District Board of Education approve to waive out of the SEMI Program (Special Education Medicare Initiative) for 2024-2025 school year.

WHEREAS, N.J.A.C. 6A:23A-5.3 provides that a school district may request a waiver of compliance with respect to the district's participation in the Special Education Medicare Initiative (SEMI) Program for the 2024-2025 school year, and

WHEREAS, the Shrewsbury Borough School District Board of Education desires to apply for this waiver due to the fact that it projects having fewer than 40 Medicaid eligible classified students for the 2024-2025 budget year,

NOW, THEREFORE, BE IT RESOLVED, that the Shrewsbury Borough School District Board of Education hereby authorizes the Chief School Administrator to submit to the Executive County Superintendent of Schools in the County of Monmouth an appropriate waiver of the requirements of N.J.A.C. 6A:23A-5.3 for the 2024–2025 school year.

9.5. The Superintendent recommends that the Shrewsbury Borough School District Board of Education accept the grant by Foundation Math Worksheets 4 Kids from the Foundation for Shrewsbury in the amount of \$300.

9.6 WHEREAS, the Shrewsbury Borough School District Board of Education deems the property/obsolete books to be surplus property which is no longer useful for school purposes,

THEREFORE, be it resolved that the Shrewsbury Borough School District Board of Education authorize the School Business Administrator to offer the property/obsolete books for sale to other public entities without advertisement for bids in accordance with 18A:18A-45 c-f.

9.7 The following Fire and Evacuation Drills occurred during **January 2024**:

School Name	Security Drill Type	Date & Time
Shrewsbury Borough School	Emergency Tabletop Meeting	1/8/24 - 12:00 pm
Shrewsbury Borough School	Active Shooter Drill	1/15/24 - 8:00 am
Shrewsbury Borough School	Emergency Drill	1/29/24 - 1:27 pm
Shrewsbury Borough School	Fire Drill	1/30/24 - 9:31 am

9.8 The Superintendent recommends that the Board of Education approve the following student services for the 2023-2024 school year:

Student#	Service	Provider	Cost
7110	Assistive Technology Evaluation	Adam Krass Consulting, LLC	\$1,500
7021	Occupational Therapy Evaluation	Diane Ames	\$350
7074	Assistive Technology Evaluation	Adam Krass Consulting, LLC	\$1,500
7126	Neurodevelopmental Assessment	G&A/DPCJ	\$660
5981	Assistive Technology Evaluation	Adam Krass Consulting, LLC	\$1,500
7049	Functional Behavioral Assessment	Progressive Therapy of NJ	\$120/eval

**10.0 Curriculum and Instruction - Ms. Gourley-Thompson**

Committee Report: The Curriculum and Instruction Committee met February 13, 2024

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

10.1 The Superintendent recommends that the Shrewsbury Borough School District Board of Education approve the following professional development:

Staff Member	Program/Workshop	Training Date	PD/Travel Cost
Lisa Campbell	Wilson Foundations Level K Virtual Workshop, Virtual	February 6, 2024	\$320.00
Allison Wiesel	Adapting OpenSciEd Units to Address Climate, New Brunswick, NJ	February 28, 2024	\$0.00
Kristen Tardiff	Adapting OpenSciEd Units to Address Climate, New Brunswick, NJ	February 28, 2024	\$22.62
Dana Miele	DBQ Project: Quick Writes Using DBQ's Point Pleasant, NJ	March 11, 2024	\$0.00
Josh Birininger	DBQ Project: Quick Writes Using DBQ's Point Pleasant, NJ	March 11, 2024	\$0.00
Cindy Newman	Catching Up Students Who Have Been Falling Behind in Math, Virtual	April 10, 2024	\$279.00
Cheryl Salway	NJSBA Women in Leadership: Balancing It All, Princeton Junction, NJ	April 19, 2024	\$0.00



10.2 The Superintendent recommends that the Shrewsbury Borough School District Board of Education approve the following class trips for the 2023-2024 school year:

<b>Class/Group</b>	<b>Destination</b>	<b>Date(s)</b>	<b>Cost of Trip</b>	<b>Cost of Transportation</b>
STEM Club	Kidwind Competition	March 13, 2024	\$0.00	\$0.00

**11.0 Personnel - Ms. Galvin**

Committee Report: The Personnel Committee met on February 20, 2024

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

11.1 The Superintendent recommends that the Shrewsbury Borough School District Board of Education approve the suspension of Tom Carraher effective January 18, 2024.

11.2 The Superintendent recommends that the Shrewsbury School District Board of Education approve the termination of Tom Carraher effective January 18, 2024.

11.3 The Superintendent recommends that the Shrewsbury School District Board of Education approve Kristen Tardiff and Jean Scully as Basketball Coaches starting at January 19, 2024 through the end of the season at the split (50/50) stipend of \$2,527 (\$1,263.50/each).

11.4 The Superintendent recommends that the Shrewsbury School District Board of Education approve the Substitute Part Time Security Monitor job description.

11.5 The Superintendent recommends that the Shrewsbury School District Board of Education approve the resignation of Melissa Struzek as paraprofessional effective February 4, 2024.

11.6 The Superintendent recommends that the Shrewsbury School District Board of Education approve administrative leave for John Rooney effective February 7, 2024 through April 7, 2024 and resignation effective April 8, 2024. (received resignation letter on February 7, 2024)

11.7 The Superintendent recommends that the Shrewsbury School District Board of Education approve a maternity leave for Alexa King from June 3, 2024 - June 17, 2024 and FMLA leave from August 30, 2024 - November 22, 2024.

11.8 The Superintendent recommends that the Shrewsbury School District Board of Education rescind Mary Ready from the 7th Grade Middle School Math position.

11.9 The Superintendent recommends that the Shrewsbury Borough School District Board of Education approve Jaime Corrigan to serve as a Tiger Buddy to Caroline Calao for the 2023-2024 school year at the SBEA hourly rate of \$46.00, not to exceed 5 hours.

11.10 The Superintendent recommends that the Shrewsbury Borough School District Board of Education approve Tanja Larsen as the Long Term Substitute for Teacher of 4th Grade at the rate of \$125.00/day for days 1-20 then BA/Step 1 \$55,125 (prorated) on the salary guide for days 21+ in the same position from February 26, 2024 - June 30, 2024 pending paperwork.

11.11 The Superintendent recommends that the Shrewsbury Borough School District Board of Education approve Amy Deutschmeister as the 7th Grade Middle School Math Teacher at the rate of MA/Step 1 \$60,525 (prorated) from March 25, 2024 - June 30, 2024 pending paperwork.

11.12 The Superintendent recommends that the Shrewsbury Borough School District Board of Education approve Colleen Garrigan as the 2023-2024 Softball Coach at the stipend of \$2,527.

11.13 The Superintendent recommends that the Shrewsbury Borough School District Board of Education approve Jessica Lennon as substitute teacher for the 2023-2024 school year.

11.14 The Superintendent recommends that the Shrewsbury Borough School District Board of Education approve Jessica Lennon as Part Time Paraprofessional I at a rate of \$16.55 from February 26, 2024 - June 30, 2024 for the 2023-2024 school year pending paperwork.

**12.0 Policy**

Committee Report: The Policy Committee met on February 15, 2024

- Discussed COVID unexcused absences
- Letter should be changed to state - if there is a doctor’s note then excused
- Food & drink in the gym: does not apply to water

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

Committee Report: The School and Community Committee met on February 8, 2024

- Discussed why Non-Public transportation was cut
- We do review all the letters/emails we receive. Working on communication.

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

	<b>AYE</b>	<b>NAY</b>	<b>ABSTAIN</b>	<b>ABSENT</b>	<b>COMMENTS</b>
Ms. Barber	X				
Ms. Choi				X	
Mr. Galvin	X				
Ms. Hepburn-Goldberg	X				
Ms. Moore	X				
Mr. Ngo	X		X		Abstain - 9.8
Ms. Gourley-Thompson	X		X		Abstain from minutes, Jan 17, 2024
Ms. Groom	X				

On a voice vote, seven (7) members voted yes, one (1) member was absent, 2 members abstained

**15.0 Unfinished Business - None**

**16.0 Public Participation - All Topics**

- Community Member - Frustrating for students who lost a teacher in 5th and now in 7th.
- M. McDonald - There is so much right with this school but something a little clunky. Concerned about teachers who are leaving and can’t complain about the great teachers and board.
- Community Member - Child 4 and 5 going through the district and advocating for past employees’ who provide joy. Upset about seeing teachers leave. Tap into the community. Sign us up for cleaning up after the games and we need to focus on students.

- J. Daly - Thank you for volunteering. Call attention to the emails my wife and I sent. The same 3 paragraphs was sent to the parents with little change. School board should address the parents' needs as well.
- L. Spiza - Read a statement and wanted to focus on communication. It should feel like a partnership. Spoke about this due to a staff member about six months ago and the communication. Guidance Counselor should have been proactively in the room.
- K. Daly - Keep hearing is the word retribution and parents are afraid of that. Urge board to look into that, the staff is gold. Been talking five years of communication. We need someone to work with staff and hire someone.
- N. Howard - There is a theme and a take away of the letter from the board and your main focus is the referendum. Appreciate the support of staff, students instead of the new building.

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

- Thank you for speaking and spending your night with us

**18.0 Adjournment**

It was motioned by Ms. Gourley-Thompson, seconded by Mr. Galvin, to adjourn the meeting at 9:12 p.m.

	<b>AYE</b>	<b>NAY</b>	<b>ABSTAIN</b>	<b>ABSENT</b>	<b>COMMENTS</b>
Ms. Barber	X				
Ms. Choi				X	
Mr. Galvin	X				
Ms. Hepburn-Goldberg	X				
Ms. Moore	X				
Mr. Ngo	X				
Ms. Gourley-Thompson	X				
Ms. Groom	X				

On a voice vote, seven (7) members voted yes, one (1) members was absent