

**SHREWSBURY BOROUGH BOARD OF EDUCATION
SHREWSBURY, NEW JERSEY
REGULAR MEETING
WEDNESDAY, AUGUST 16th, 2017
AGENDA**

1.0 Opening Procedures

- 1.1 Call to order – 6:00 p.m.
- 1.2 Flag salute
- 1.3 Opening Statement

“Public notice of this was faxed to the Asbury Park Press on July 6th, 2017 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:

Mrs. Barber	Mr. White
Mrs. Groom	Mrs. Laughlin
Mrs. Hemel	Mrs. Konefal
Mrs. Hepburn-Goldberg	Mr. MacConnell, Superintendent
Mrs. Rose	Ms. Avento, Business Administrator
Mr. Sweeney	Mr. William Donio, Attorney

2.0 Closed Executive Session

- 2.1 It was motioned by M_____, seconded by M_____, 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. Barber					
Mrs. Groom					
Mrs. Hemel					
Mrs. Hepburn-Goldberg					
Mrs. Rose					
Mr. Sweeney					
Mr. White					
Mrs. Laughlin					
Mrs. Konefal					

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

2.2 It was motioned by M_____, seconded by M_____, to reconvene into public session at _____p.m.

	AYE	NAY	ABSTAIN	ABSENT	COMMENTS
Mrs. Barber					
Mrs. Groom					
Mrs. Hemel					
Mrs. Hepburn-Goldberg					
Mrs. Rose					
Mr. Sweeney					
Mr. White					
Mrs. Laughlin					
Mrs. Konefal					

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

3.0 Communications ~

- Letter from Autism Speaks thanking the district for our donation.

4.0 Public Participation ~ Agenda Items Only

5.0 Superintendent’s Report ~ Mr. MacConnell

5.1 Superintendent’s Report

It was motioned by M_____, seconded by M_____, to approve items 5.2 through 5.5 as listed:

5.2 Recommend that the Board of Education approve the following District Goals for the 2017-2018 school year: (will be filled in following the Board’s Goal Setting Session before the meeting)

2017-2018 Board Goals:

GOAL 1:

GOAL 2:

2017-2018 District Goals:

GOAL 1:

GOAL 2:

5.3 Recommend that the Board of Education approve the submission of the County District School Information System (CDS) Report to the state as required for the 2017-2018 school year.

- 5.4 Recommend the Board of Education approve the current signed 2016-2017 Memorandum of Agreement for the 2017-2018 school year until the review of the 2017-2018 Memorandum of Agreement has been completed with the following clarification as requested by the New Jersey Department of Education:

In accordance with N.J.A.C. 6A:16-6.3 (e), school employees must notify the principal and chief school administrator when they develop reason to believe a bias-related act has been committed or is about to be committed on school grounds, or has been or is about to be committed by a student on or off school grounds, and whether such offense was or is to be committed during operating school hours, or a student enrolled in the school has been or is about to become the victim of a bias-related act on or off school grounds, or during operating school hour, who, in turn, should promptly notify the local police department.

- 5.5 Recommend that the Board of Education approve the District HIB Report for the month of June 2017.

	AYE	NAY	ABSTAIN	ABSENT	COMMENTS
Mrs. Barber					
Mrs. Groom					
Mrs. Hemel					
Mrs. Hepburn-Goldberg					
Mrs. Rose					
Mr. Sweeney					
Mr. White					
Mrs. Laughlin					
Mrs. Konefal					

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

6.0 Business Administrator’s Report ~ Ms. Avento

It was motioned by M_____, seconded by M_____, to approve items 6.1 as listed:

- 6.1 Recommend that the Board of Education approve the following minutes as amended:
 6.1.1 Regular Meeting Minutes, June 13th, 2017
 6.1.2 Executive Session Meeting Minutes, June 13th, 2017
 6.1.3 Special Meeting Minutes, June 29th, 2017
 6.1.4 Special Executive Session Meeting Minutes, June 29th, 2017

	AYE	NAY	ABSTAIN	ABSENT	COMMENTS
Mrs. Barber					
Mrs. Groom					
Mrs. Hemel					
Mrs. Hepburn-Goldberg					
Mrs. Rose					
Mr. Sweeney					
Mr. White					
Mrs. Laughlin					
Mrs. Konefal					

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

7.0 Facilities Committee ~ Mr. Sweeney

7.1 Committee Report

Mr. Sweeney reported that the Committee did not meet but reviewed the following:

8.0 Finance Committee ~ Mr. Sweeney

8.1 Committee Report

Mr. Sweeney reported that the Committee met prior to the Board Meeting to review the bills and claims, discuss budget strategies & current status of the budget and year end procedures, reviewed ongoing state directives and the items listed below:

It was motioned by M_____, seconded by M_____, to approve items 8.2 through 8.16 as listed:

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

June 2017 Final Bills & Claims	<u>\$141,820.75</u>
Total 2016-2017 School Year	<u>\$141,820.75</u>
July 2017 Payroll – 1 st half	\$ 66,803.53
July 2017 Payroll – 2 nd half	\$ 61,289.32
August 2017 Payroll – 1 st half	\$ 63,236.78
July 2017 Bills & Claims	\$100, 676.59
August 2017 Bills & Claims	\$ To be completed for the mtg.
August 2017 Debt Service (interest)	<u>\$ 18,278.13</u>
Total 2017-2018 School Year	\$

8.3 Recommend that the Board of Education approve the following final transfers within the 2016-2017 General Fund as listed:

<u>FROM</u>	<u>AMOUNT</u>	<u>TO</u>	<u>AMOUNT</u>
11-000-216-320-03 Purch Prof Serv Other Rcl For Addtl Funds Needed	\$ 3,050	11-000-216-101-04 Speech Salaries – Sub	\$ 3,050
11-000-219-320-02 CST Purch Prof Svc	\$ 4,061	11-000-230-331-01 Legal	\$17,468
11-000-219-580-01 CST Travel Reimbursement	\$ 4,982		
11-000-219-610-01 CST Supplies	\$ 3,181		

8.3 Continued:

<u>FROM</u>	<u>AMOUNT</u>	<u>TO</u>	<u>AMOUNT</u>
11-000-221-320-01 Purch Prof. Svc C&I	\$ 5,000		
11-000-222-500-01 Media Contracted Svc Rcl For Addtl Funds Needed	\$ 244		
11-130-100-101-01 Salaries 6-8	\$ 5,613	11-120-100-101-01 Salary Grades 1-5	\$11,662
11-130-100-101-02 Substitutes Gr. 6-8	\$ 7,010	11-120-100-101-02 Salary Grades 1-5 Substitutes	\$18,941
11-130-100-101-05 Overnight Compensation	\$ 360		
11-190-100-106-02 Instructional Aides	\$10,942		
11-190-100-106-04 Instructional Aide – Summer	\$ 5,386		
11-190-100-340-02 Purch Tech Svc	\$ 1,292		
11-110-100-101-04 Salary K Coverage / Det Rcl For Addtl Funds Needed	\$ 552	11-150-100-101-01 Salary Home Instruction	\$ 552
11-105-100-101-04 Salary Pre K Subs	\$ 142	11-401-100-100-01 Salary LLD	\$ 466
11-101-100-101-04 Salary K Coverage / Det Rcl For Addtl Funds Needed	\$ 324		
11-105-100-101-02 Salary Pre K Subs	\$ 346	11-401-100-100-01 Salary Extra Curriculum	\$ 791
11-105-100-101-03 Pre K Coverage / Det	\$ 423		
11-150-100-320-01 Purch Student Svc-Home Instruct Rcl For Addtl Funds Needed	\$ 22		
11-190-100-640-01 Textbooks	\$ 849	11-402-100-100-01 Extra-Curricular	\$ 2,890
11-190-100-890-01 Misc Exp Instruct	\$ 229		
11-213-100-101-01 Salary RR Rcl For Addtl Funds Needed	\$ 1,812		
11-000-222-100-01 Salary-Media Rcl For Addtl Funds Needed	\$ 8,065	11-000-223-390-01 PD-Staff	\$ 8,065

8.3 Continued:

<u>FROM</u>	<u>AMOUNT</u>	<u>TO</u>	<u>AMOUNT</u>
11-000-240-280-01 Travel - School Admin Rcl For Addtl Funds Needed	\$ 148	11-000-240-105-02 Salary - Main Office Other	\$ 148
11-000-251-580-01 Travel - Bus Office	\$ 1,041	11-000-251-100-02 Salary - Bus. Office Other	\$ 3,452
11-000-251-890-01 Bus Office Misc	\$ 1,025		
11-000-240-103-03 Salary Admin Rcl For Addtl Funds Needed	\$ 1,386		
11-000-251-890-01 Bus Office Misc Rcl For Addtl Funds Needed	\$ 61	11-000-251-610-01 Bus Office Supplies	\$ 61
11-000-262-107-01 Salaried - Lunch Aide Rcl For Addtl Funds Needed	\$ 554	11-000-261-610-01 Supplies - Maint	\$ 554
11-000-262-107-01 Salaries - Lunch Aide Rcl For Addtl Funds Needed	\$ 5,378	11-000-262-100-01 Salaries - Custodial	\$ 5,378
11-000-230-100-03 Salaries – Admin.	\$13,267	11-000-291-270-02 District Benefits - Health	\$74,610
11-000-230-334-01 District Architect	\$ 1,945	11-000-291-270-03 District Benefits - Dental	\$ 835
11-000-230-339-06 Purch Prof Svc - Other	\$ 1,300		
11-000-230-340-01 Purch Tech Svc	\$ 3,533		
11-000-230-530-01 District Comm	\$ 2,970		
11-000-230-580-01 Superintendent Travel	\$ 624		
11-000-240-103-03 Salary Admin	\$15,256		
11-000-262-107-01 Salaries – Lunch Aides	\$ 2,868		
11-000262-621-01 District Energy - Gas	\$ 4,669		
11-000-262-622-01 District Energy - Elect.	\$ 2,845		
11-000-291-220-01 Soc Sec Contribution	\$14,454		
11-000-2316-320-03 Purch Prof Svc - Other Rcl For Addtl Funds Needed	\$11,714		

8.3 Continued:

<u>FROM</u>	<u>AMOUNT</u>	<u>TO</u>	<u>AMOUNT</u>
11-000-230-890-03 Superintendents Due	\$ 476	11-000-230-339-05 Electrician Expense	\$ 740
11-000-230-630-01 BOE Supplies	\$ 200		
11-000-230-339-05 Purch Prof Svc. SE	\$ 64		
Rcl For Addtl Funds Needed			
11-000-261-420-01 Cont Svc – Maint	\$ 4,996	11-000-263-420-01 Contracted Svc Grounds	\$ 4,996
Rcl For Addtl Funds Needed			
12-000-400-780-01 Building Infrastructure	\$73,608	12-000-400-450-01 Improvements to Sites	\$169,353
11-190-100-610-07 Instruct Supplies	\$ 4,414		
11-190-100-610-08 Instruct Supplies	\$ 2,248		
11-190-100-610-09 Instruct Supplies	\$ 4,364		
11-190-100-610-14 Instruct Supplies	\$ 4,126		
11-190-100-610-50 Instruct Equip	\$49,346		
11-213-100-101-01 RR - Salary	\$ 4,894		
11-213-100-101-03 RR - Salary Summer	\$14,552		
11-000-216-101-01 Salary Speech	\$10,933		
11-000-216-230-02 Student Svc	\$ 868		
Rcl for District Roof Repairs			

8.4 Pursuant to N.J.A.C. 6:20-2.13(e), I certify that as of June 30th 2017 and July 31, 2017, 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. 6:20-2.13(b) 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 June 2017 Board Secretary's Report 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 authorize the submission of the ESEA FY18 Grant as listed below to the Monmouth County Department of Education as required for the 2017-2018 school year and refuse Title III Funds in the amount of \$220:

8.6 Continued:

ESEA FY18 :	Title I:	\$12,599
	Title IIA:	\$ 6,012
	Title IVA:	<u>\$10,000</u>
	Total:	\$28,611

8.7 Recommend that the Board of Education accept the following 2017-2018 New Jersey Nonpublic School initiatives as required by the state:

NP Technology Initiative Program Allocation:	Creative Learning Center	\$ 777
	Vincent Mastro Montessori	<u>\$1,036</u>
	District Total:	\$1,813

NP Textbook Initiative Program Allocation:	Creative Learning Center	\$1,150
	Vincent Mastro Montessori	<u>\$1,534</u>
	District Total:	\$2,684

NP Nursing Aid Program Allocation:	Creative Learning Center	\$2,037
	Vincent Mastro Montessori	<u>\$2,716</u>
	District Total:	\$4,753

NP Security Aid Program Allocation:	Creative Learning Center	\$1,575
	Vincent Mastro Montessori	<u>\$2,100</u>
	District Total:	\$3,675

8.8 Recommend that the Board of Education approve Summit Speech School to provide services for hearing impaired students as per the student's IEP for the 2017-2018 school year as follows:

<u>Student #</u>	<u>Cost</u>	<u># of Sessions per week</u>	<u>#of Weeks</u>	<u>Total</u>
#389	\$150/hr	1 sessions	37	\$5,550

8.9 Recommend that the Board of Education approve DeMonte Therapy Services to provide a Physical Therapy Evaluation for following students at the rate of \$285/evaluation for the 2017-2018 school year:

Student #
 #5980
 #6458

8.10 Recommend that the Board of Education approve DeMonte Therapy Services to provide Physical Therapy for the following ESY students as per the student's IEP for the 2017-2018 school year:

<u>Student #</u>	<u>Cost</u>	<u># of Sessions per week</u>	<u>#of Weeks</u>	<u>Total</u>
#6300	\$100/hr	2 sessions	5	\$1,000

- 8.11 Recommend that the Board of Education approve DeMonte Therapy Services to provide Physical Therapy for the following students as per the student IEP for the 2017-2018 school year:

<u>Student #</u>	<u>Cost</u>	<u># of Sessions per week</u>	<u>#of Weeks</u>	<u>Total</u>
#6300	\$100/hr	2 sessions	37	\$7,400

- 8.12 Recommend that the Board of Education approve NJ Commission for the Blind and Visually Impaired to provide Level I Service for student #5805 in the amount of \$1,900 for the 2017-2018 school year.

- 8.13 Recommend that the Board of Education approve the following out of district placements for the 2017-2018 school year:

<u>Student #</u>	<u>Placement</u>	<u>Tuition</u>
6240	Harbor School – Tentative 2017 ESY	\$ 8,795.10
6240	Harbor School – Tentative Tuition 17/18	\$52,770.60
6241	Rugby School – Tentative 2017 ESY	\$11,237.70
6241	Rugby School – Tentative Tuition 17/18	\$68,549.97

- 8.14 Recommend that the Board of Education approve the 2017-2018 Pay to Play rates as attached. (attachment 8.14)

- 8.15 Recommend that the Board of Education approve the following rates for the National School Lunch Program as provided by Red Bank Regional for the 2017-2018 school year.

Reduced Lunch	\$.40	Adult Lunch	\$5.00
Student Lunch	\$3.50	Adult Milk	\$.55
Student Premium Lunch	\$5.00		
Student Milk	\$.55		
Organic Milk	\$2.00		

- 8.16 Recommend that the Board of Education approve the additional state aid allocation of \$12,167 to be added to the 2017-2018 general fund appropriations for the 2017-2018 school year.

	AYE	NAY	ABSTAIN	ABSENT	COMMENTS
Mrs. Barber					
Mrs. Groom					
Mrs. Hemel					
Mrs. Hepburn-Goldberg					
Mrs. Rose					
Mr. Sweeney					
Mr. White					
Mrs. Laughlin					
Mrs. Konefal					

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

9.0 Curriculum Committee ~ Mrs. Konefal

9.1 Committee Report

Mrs. Konefal reported that the Committee met on _____ and discussed the following:

It was motioned by M_____, seconded by M_____, to approve items 9.2 through 9.4 as listed:

9.2 Recommend that the Board of Education approve the revised 2017-2018 school calendar as attached (Attachment 9.2).

9.3 Recommend that the Board of Education approve the following professional development for travel reimbursement expenditures at the state rate of .31 cents per mile for the 2017-2018 school year as listed:

<u>Staff Member</u>	<u>Program/ Workshop/Training</u>	<u>Date</u>	<u>Estimated Mileage</u>	<u>Cost</u>
Erica Reynolds	ESEA Consolidated Application TA	08/10/17	\$14.07	0
Samantha Bremekamp	MC3 Summer Teacher Inst.	08/22/17	0	\$ 79
Joshua Biringer	MC3 Summer Teacher Inst.	08/22/17	0	\$ 79
Skye Tiplady	Guided Reading	08/23/2017	0	0
Erica Reynolds	EdCamp Jersey Shore	08/24/2017	0	0
Samantha Bremekamp	EdCamp Jersey Shore	08/24/2017	0	0
Kathleen Fitzpatrick	Substance Use Disorders	10/25/2017	\$ 4.06	0
Samantha Bremekamp	NJASL Conference	11/16-11/17	\$13.02	\$ 160
Kristina Stokamer	Child and Adolescent Psychiatry Symposium	11/29/2017	\$ 4.03	0
Kathleen Fitzpatrick	Child and Adolescent Psychiatry Symposium	11/29/2017	\$.31	0
SBS Teaching Staff	Professional Development Keynote Speaker	09/05/2017	\$ 5.89/pp	\$1,500

9.4 Recommend that the Board of Education approve the existing curriculum of the Shrewsbury Borough School in the following areas for the 2017-2018 school year:

<u>Subject:</u>	<u>Date Last Revised:</u>
Art K-8	2016
Algebra 8	2017
Comprehensive Health and Physical Education K-8	2016
English-Language Arts K-5	2016
English-Language Arts 6	2016
English-Language Arts 7 & 8	2016
Mathematics K-2	2016
Mathematics 3-5	2016
Mathematics 6-8	2017
Music K-8	2017
Spanish	2017
Library	2017
Science K-4	2017
Science 5-8	2016

9.4 Continued:

<u>Subject:</u>	<u>Date Last Revised:</u>
Social Studies Grades K-8	2017
Technology/Computer Education K-8	2016
Preschool	2017

	AYE	NAY	ABSTAIN	ABSENT	COMMENTS
Mrs. Barber					
Mrs. Groom					
Mrs. Hemel					
Mrs. Hepburn-Goldberg					
Mrs. Rose					
Mr. Sweeney					
Mr. White					
Mrs. Laughlin					
Mrs. Konefal					

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

10.0 Personnel Committee ~ Mrs. Laughlin

10.1 Committee Report – To be added 08/16/17

Mrs. Laughlin reported that the Personnel Committee met on August 9th, 2017 and discussed matters of a confidential nature.

It was motioned by M_____, seconded by M_____, to approve item 10.2 through 10.11 as listed:

	AYE	NAY	ABSTAIN	ABSENT	COMMENTS
Mrs. Barber					
Mrs. Groom					
Mrs. Hemel					
Mrs. Hepburn-Goldberg					
Mrs. Rose					
Mr. Sweeney					
Mr. White					
Mrs. Laughlin					
Mrs. Konefal					

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

11.0 Policy ~ Mrs. Laughlin

11.1 Committee Report:

Mrs. Laughlin reported that the Committee met on August 7th, 2017 and discussed the following:

It was motioned by M_____, seconded by M_____, to approve items 11.2 and 11.3 as listed:

11.2 Recommend the Board of Education approve Policy Alert # 212 for 1st reading for the 2016-2017 school year:

- Policy # 9162 – Athletic Code of Conduct for 1st Reading for the 2017-2018 school year.

11.3 Recommend the Board of Education approve Policy Alert #212 for second reading for the 2017-2018 school year:

- Policy and Regulation # 1240 – Evaluation of Superintendent (M) (Revised)
- Policy # 1511 – Board of Education Website Accessibility (New)
- Policy and Regulation # 3126 – District Mentoring Program (Revised)
- Policy and Regulation # 3221 – Evaluation of Teachers (M) (Revised)
- Policy and Regulation # 3222 – Evaluation of Teaching Staff Members, Excluding Teachers and Administrators (M) (Revised)
- Policy and Regulation # 3223 – Evaluation of Administrators, Excluding Principals, Vice Principals, and Assistant Principals (M) (Revised)
- Policy and Regulation # 3240 – Professional Development for Teachers and School Leaders (M) (Revised)
- Policy and Regulation # 5610 – Suspension (M) (Revised)
- Policy # 5620 – Expulsion (M) (Revised)
- Policy and Regulation # 7424- Bed Bugs (New)
- Policy # 7461 – District Sustainability Policy (New)
- Policy # 8505 – Local Wellness Policy/Nutrient Standards for Meals and Other Foods (M) (Revised)
- Policy #8550 – Unpaid Meal Charges/Outstanding Food Service Charges (M) (Revised)

	AYE	NAY	ABSTAIN	ABSENT	COMMENTS
Mrs. Barber					
Mrs. Groom					
Mrs. Hemel					
Mrs. Hepburn-Goldberg					
Mrs. Rose					
Mr. Sweeney					
Mr. White					
Mrs. Laughlin					
Mrs. Konefal					

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

12.0 School and Community Relations ~ Mrs. Barber

12.1 Committee Report

Mrs. Barber reported that the Committee met on _____ and discussed the following:

13.0 Old Business ~

14.0 New Business ~

15.0 Public Participation ~

16.0 President's Comments ~ Mrs. Konefal

17.0 Closed Executive Session

- 17.1 It was motioned by M_____, seconded by M_____, 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. Barber					
Mrs. Groom					
Mrs. Hemel					
Mrs. Hepburn-Goldberg					
Mrs. Rose					
Mr. Sweeney					
Mr. White					
Mrs. Laughlin					
Mrs. Konefal					

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

17.2 It was motioned by M_____, seconded by M_____, to reconvene into public session at _____p.m.

	AYE	NAY	ABSTAIN	ABSENT	COMMENTS
Mrs. Barber					
Mrs. Groom					
Mrs. Hemel					
Mrs. Hepburn-Goldberg					
Mrs. Rose					
Mr. Sweeney					
Mr. White					
Mrs. Laughlin					
Mrs. Konefal					

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

18.0 Adjournment

18.1 It was motioned by M_____, seconded by M_____, to adjourn the meeting at _____p.m.

	AYE	NAY	ABSTAIN	ABSENT	COMMENTS
Mrs. Barber					
Mrs. Groom					
Mrs. Hemel					
Mrs. Hepburn-Goldberg					
Mrs. Rose					
Mr. Sweeney					
Mr. White					
Mrs. Laughlin					
Mrs. Konefal					

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