

**SHREWSBURY BOROUGH BOARD OF EDUCATION
SHREWSBURY, NEW JERSEY
REGULAR MEETING
TUESDAY, FEBRUARY 15, 2012
AGENDA**

1.0 Opening Procedures

- 1.1 Call to order – 7:30 p.m.
- 1.2 Flag salute
- 1.3 Opening Statement

“Public notice of this was faxed to the Asbury Park Press on June 7, 2011 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. Barnes	Mr. Nelson
Mr. Costa	Mrs. Rieger
Ms. Hennelly	Mr. Smallwood
Mrs. Kachinski	Mr. MacConnell, Superintendent
Mrs. Keale	Ms. Avento, Business Administrator
Mrs. Konefal	

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. Barnes					
Ms. Hennelly					
Mrs. Keale					
Mrs. Konefal					
Mr. Nelson					
Mrs. Rieger					
Mr. Smallwood					
Mrs. Kachinski					
Mr. Costa					

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. Barnes					
Ms. Hennelly					
Mrs. Keale					
Mrs. Konefal					
Mr. Nelson					
Mrs. Rieger					
Mr. Smallwood					
Mrs. Kachinski					
Mr. Costa					

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

3.0 Communications

- Letter from Mr. MacConnell to Mr. Curtiss thanking him for his generous donation of drafting desks for the art room of the Shrewsbury Borough School.

4.0 Public Participation – Agenda Items Only

5.0 Superintendent’s Report – Mr. MacConnell

5.1 Superintendent’s Report

It was motioned by _____ and seconded by _____ to approve item 5.2 through 5.3 as amended:

5.2 Recommend that the Board of Education approve the proposed 2012-2013 School Year Calendar for the 2012-2013 school year. (Attachment 5.2)

*5.3 Recommend the Board of Education approve the first reading of the following policies for the 2011 -2012 school year:

Policy Alert 195

- Policy 0168 – Recording Board Meetings (Revised)
- Policy 5519 – Dating Violence at School (New)
- Policy 6424 – Emergency Contracts (Revised)
- Policy 6472 – Tuition Assistance (New)
- Policy 8505 – School Nutrition (Revised)
- Policy 9180 – School Volunteers (Revised)

5.3 Continued:

- Policy 9181 – Volunteer Athletic Coaches and Co-Curricular Activity Advisors/Assistants – (Revised) – We will be adopting this Policy as we do not have it in place.

Policy Alert 194

- Policy 0142 – Board Member Qualifications, Prohibited Acts, and Code of Ethics (Revised)
- Policy/Regulation 2431.4 – Prevention and Treatment of Sports-Related Concussions and Head Injuries ((Revised Policy/New Regulation) – We will be adopting this Policy/Regulation as we do not have in place.

Policies Revised:

- Policy # 2430 - Co-Curricular Activities (Revised)
- Policy # 2431 - Athletic Competition (Revised)

	AYE	NAY	ABSTAIN	ABSENT	COMMENTS
Mrs. Barnes					
Ms. Hennelly					
Mrs. Keale					
Mrs. Konefal					
Mr. Nelson					
Mrs. Rieger					
Mr. Smallwood					
Mrs. Kachinski					
Mr. Costa					

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 through 6.1.2 as listed:

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

- 6.1.1 Executive Session Meeting Minutes, January 17, 2012
- 6.1.2 Regular Meeting Minutes, January 17, 2012

	AYE	NAY	ABSTAIN	ABSENT	COMMENTS
Mrs. Barnes					
Ms. Hennelly					
Mrs. Keale					
Mrs. Konefal					
Mr. Nelson					
Mrs. Rieger					
Mr. Smallwood					
Mrs. Kachinski					
Mr. Costa					

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

7.0 Facilities Committee – Mr. Nelson

7.1 Committee Report

Mr. Nelson reported that the Committee met on _____ and discussed the following:

8.0 Finance Committee – Mr. Smallwood

8.1 Committee Report

Mr. Smallwood reported that the Committee met prior to the Board Meeting to review the bills and claims, discuss budget strategies, work on the 2012-2013 budget, review ongoing state directives and the items listed below:

It was motioned by _____ and seconded by _____ to approve items 8.2 through 8.12 as amended:

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

January 2012 Payroll – 2 nd half	\$ 186,874.63
February 2012 Payroll - 1 st half	\$ 208,255.35
February 2012 Bills & Claims	\$ <u>178,667.98</u>
Total	\$

8.3 Recommend that the Board of Education approve the Extra Ordinary Aid application for submission to the Department of Education as required for the 2011-2012.

8.4 Recommend that the Board of Education approve the following transactions within the 2011-2012 General Fund as listed:

<u>FROM</u>	<u>AMOUNT</u>	<u>TO</u>	<u>AMOUNT</u>
11-215-100-106-02	114	11-212-100-101-01	114
PSD Summer Aide Salary		MD Teacher's Salary	

8.4 Continued:	<u>AMOUNT</u>	<u>TO</u>	<u>AMOUNT</u>
<u>FROM</u>			
Rcl for Addtl Funds Needed			
11-215-100-106-02 PSD Summer Aides	2,886	11-212-100-106-01 MD Aide Salary	8,200
11-000-216-101-02 Salary Speech Summer Prog.	4,200		
11-000-219-104-05 Summer Work	1,114		
Rcl for Addtl Funds Needed			
11-110-100-101-01 Salary Kindergarten	17,000	11-230-100-101-02 Basic Skills Sub	21,100
11-000-213-100-04 Nurse Summer Salary	3,200		
11-000-216-101-02 Speech Summer Salary	900		
Rcl for Addtl Funds Needed			
11-000-230-340-01 Pur Tech Svc	1,500	11-000-251-340-01 Pur Tech Svc	1,500
Rcl to Correct Acct			
11-000-262-520-01 District Ins. Prop.	1,334	11-000-230-590-01 District Ins. Liab.	1,334
Rcl to Correct Acct.			
11-190-100-640-01 Instruct. Supplies Txtbooks	14,500	11-190-100-610-30 MD Purch. Prof. Serv.	19,080
11-190-100-610-30 Instruct. Supplies Furniture	4,580		
Rcl to MD Program			
11-000-262-621-01 Gas	12,000	11-424-100-610-01 Guided Reading Program	30,000
11-000-262-622-02 Electric	2,000		
11-000-219-104-05 CST Summer Work	1,100		
11-000-219-390-00 CST Other Purch Serv	2,089		
11-000-222-100-01 Media	2,637		
11-000-222-500-01 Media Purch Tech Serv	1,500		
11-190-100-500-01 Instruct Leases	2,290		
11-000-230-590-03	1,000		

8.4	Continued:			
	<u>FROM</u>	<u>AMOUNT</u>	<u>TO</u>	<u>AMOUNT</u>
	Election Exp			
	11-000-230-610-02	2,000		
	Election Supplies			
	11-190-100-610-30	1,420		
	Furniture			
	11-190-100-610-13	1,964		
	Instruct Supplies			
	Rcl for Guided Reading Level Libraries			
	11-000-223-390-09	24	11-000-223-590-01	24
	Staff Dev		Staff Dev	
	Rcl for Addtl Funds Needed			
	11-190-100-610-07	2,500	11-213-100-106-02	6,160
	Instruct Supplies		RR Aide Sub Salary	
	11-000-291-260-01	1,660		
	District Ins. WC			
	11-000-291-270-01	2,000		
	District Ins. Health			
	Rcl for Addtl Funds Needed			
	11-190-100-106-01	9,407	11-190-100-106-04	9,407
	Instruct Aides		Instruct Aides Summer	
	11-215-100-610-01	250	11-212-100-610-01	250
	PSD Supplies		MD Supplies	
	Rcl for Addtl Funds Needed			

8.5 Pursuant to N.J.A.C. 6:20-2.13(e), I certify that as of January 31, 2012, 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

8.6 Recommend that the Board Secretary's Report for the month of January 2012 with the respective Treasurer's Report be accepted, filed for audit, attached to, and made part of the official minutes of this meeting.

*8.7 Recommend that the Board of Education rescind the approval for Applied Behavior Consulting to provide training/observation and direct student counseling services for 9hrs/wk for 13 weeks at the rate of \$120 for a cost of \$14,040 and then 6hrs/wk for 7wks at the rate of \$120 per hr. for a cost of \$5,040 for a total cost of \$19,080 commencing February 1st, 2012 for the 2011-2012 school year.

- *8.8 Recommend that the Board of Education approve Hybrid Learning Group to provide training/observation and direct student counseling services for 9hrs/wk for 13 weeks at the rate of \$120 for a cost of \$14,040 and then 6hrs/wk for 7wks at the rate of \$120 per hr. for a cost of \$5,040 for a total cost of \$19,080 commencing February 1st, 2012 for the 2011-2012 school year.
- *8.9 Recommend that the Board of Education retroactively approve Applied Behavior for additional consultation and therapy services from December 1, 2011 to January 31, 2012 at the rate of \$120/hr. for 60 hours for a total of \$7,200 for the 2011-2012 school year.
- *8.10 Recommend that the Board of Education approve Pronunciation Pluss, LLC to provide speech services effective March 5, 2012 at a rate of \$75/hr. for 21 hrs. per week for 14 weeks for a total of \$22,050 for the 2011-2012 school year.
- 8.11 Recommend that the Board of Education approve Joan DeMonde, Physical Therapist to provide a Physical Therapy Evaluation for student #496 at the rate of \$270 as per the student's IEP for the 2011-2012 school year.
- 8.12 Recommend that the Board of Education approve the following damaged/obsolete books/furniture/miscellaneous items to be discarded as follows for the 2011-2012 school year.

<u>Quantity</u>	<u>Description</u>	<u>Serial #</u>	<u>Reason</u>
2	Coffee pots	D4560BW & 0045	Broken
1	Television	MA72790012	Broken
20	Book – Science by Daniel, Hackett, Moyer, Baptiste	Copyright 2002	damaged/obsolete

	AYE	NAY	ABSTAIN	ABSENT	COMMENTS
Mrs. Barnes					
Ms. Hennelly					
Mrs. Keale					
Mrs. Konefal					
Mr. Nelson					
Mrs. Rieger					
Mr. Smallwood					
Mrs. Kachinski					
Mr. Costa					

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

9.0 Curriculum Committee – Mrs. Rieger

9.1 Committee Report

Mrs. Rieger reported that the Committee met on February 9th, 2012 and discussed the following:

It was motioned by _____ and seconded by _____ to approve item 9.2 through 9.3 as listed:

- 9.2 Recommend that the Board of Education approve the following professional development for travel reimbursement expenditures for the 2011-2012 school year:

<u>Staff Member</u>	<u>Program/ Workshop/Training</u>	<u>Date</u>	<u>Cost</u>
Brent MacConnell	Commissioner's Convocation Program	2/29/12	\$ 5
Todd Havard	Using Technology Projects to Strengthen Student Learning	3/5/12	\$215
Donna Leston	Google Day Workshop	3/14/12	\$147
Kathy Pompei	Excel 2	4/09, 4/16 & 4/23	\$149
Mary Beth Wheeler	Excel 2	4/09, 4/16 & 4/23	\$149
Heather Cellary	Common Core Mathematics	4/20/2012	\$219

- 9.3 Recommend that the Board of Education approve the following field trip at no cost to the Board of Education. All trip costs to be paid by students and SPTG:

Class/Group: 4th Grade Class Trip / Rooney, Berger, Trillhaase
 Destination: Liberty State Park / Ferry to Ellis Island
 Date(s): 4/17/12
 Cost of Trip: \$423.00
 Cost of Transportation: \$TBD

	AYE	NAY	ABSTAIN	ABSENT	COMMENTS
Mrs. Barnes					
Ms. Hennelly					
Mrs. Keale					
Mrs. Konefal					
Mr. Nelson					
Mrs. Rieger					
Mr. Smallwood					
Mrs. Kachinski					
Mr. Costa					

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

10.0 Personnel Committee – Mrs. Kachinski

10.1 Committee Report

Mrs. Kachinski reported that the Personnel Committee met on February 9th, 2012 and discussed matters of a confidential nature.

It was motioned by _____ and seconded by _____ to approve items 10.2 through 10.6 as listed:

- 10.2 Recommend that the Board of Education approve Francois A. Suhr as a volunteer for the drama production for the 2011-2012 school year.
- *10.3 Recommend that the Board of Education approve Anthony Cardella as Part Time Computer Technician to work Tuesday's, Wednesday's and Thursday's from 8:00 a.m. to 4:00 p.m. at the rate of \$22 / hr. for the 2011-2012 school year.
- 10.4 Recommend that the Board of Education approve Terry Alequin for the Instructional Aide position at the rate of \$15.08 per hour effective Thursday, February 16, 2012 for the 2011-2012 school year.
- 10.5 Recommend that the Board of Education approve the following extra-curricular positions and stipends for the 2011-2012 school year:

<u>Name</u>	<u>Activity</u>	<u>Stipend</u>
Pay to Play Paid:		
Mike Rapolla	Baseball Coach	\$2,465
Erica Berger	Softball Coach	\$2,465
Chris Wiley	Track Coach	\$2,465

	AYE	NAY	ABSTAIN	ABSENT	COMMENTS
Mrs. Barnes					
Ms. Hennelly					
Mrs. Keale					
Mrs. Konefal					
Mr. Nelson					
Mrs. Rieger					
Mr. Smallwood					
Mrs. Kachinski					
Mr. Costa					

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

11.0 School and Community Relations – Mrs. Keale

11.1 Committee Report

Mrs. Keale reported that the Committee met on February 9, 2012 and discussed the following:

12.0 Old Business

13.0 New Business

14.0 Public Participation

15.0 President's Comments – Mr. Costa

16.0 Closed Executive Session

16.1 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. Barnes					
Ms. Hennelly					
Mrs. Rieger					
Mrs. Keale					
Mrs. Konefal					
Mr. Nelson					
Mr. Smallwood					
Mrs. Kachinski					
Mr. Costa					

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

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

	AYE	NAY	ABSTAIN	ABSENT	COMMENTS
Mrs. Barnes					
Ms. Hennelly					
Mrs. Rieger					
Mrs. Keale					
Mrs. Konefal					
Mr. Nelson					
Mr. Smallwood					
Mrs. Kachinski					
Mr. Costa					

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

17.0 Adjournment

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

	AYE	NAY	ABSTAIN	ABSENT	COMMENTS
Mrs. Barnes					
Ms. Hennelly					
Mrs. Rieger					
Mrs. Keale					
Mrs. Konefal					
Mr. Nelson					
Mr. Smallwood					
Mrs. Kachinski					
Mr. Costa					

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