

**SHREWSBURY BOROUGH BOARD OF EDUCATION  
SHREWSBURY, NEW JERSEY  
REGULAR MEETING  
TUESDAY, JUNE 13<sup>th</sup>, 2017  
AGENDA**

**1.0 Opening Procedures**

- 1.1 Call to order – 7:00 p.m.
- 1.2 Flag salute
- 1.3 Opening Statement

“Public notice of this was faxed to the Asbury Park Press on May 30, 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. Sweeney
Mrs. Groom	Mr. White
Mrs. Hemel	Mrs. Laughlin
Mrs. Hepburn-Goldberg	Mrs. Konefal
Mrs. Rose	Mr. MacConnell, Superintendent
	Ms. Avento, Business Administrator
	Mr. Christopher Barrett, 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. 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 \_\_\_\_\_, seconded by \_\_\_\_\_, 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 to the Board from Mrs. Trunk thanking the Board for the retiree ceremony

### 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 items 5.2 and 5.4 as listed:

- 5.2 Recommend the Board of Education approve the Security Drill Statement of Assurance and Security Drill Report for the 2016-2017 school year for submission to the county Department of Education as required.
- 5.3 Recommend the Board of Education approve the revised Comprehensive Equity Plan for school years 2017-2018 through 2018-2019.
- 5.4 Recommend that the Board of Education approve the District HIB Report for the month of May 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, May 23<sup>rd</sup>, 2017
- 6.1.2 Executive Meeting Minutes, May 23<sup>rd</sup>, 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

M\_\_\_\_\_ reported that the Committee did not meet but will be meeting in the upcoming weeks before the end of the month.

## 8.0 Finance Committee – Mr. Sweeney

8.1 Committee Report

M\_\_\_\_\_ reported that the Committee met prior to the 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 \_\_\_\_\_, seconded by \_\_\_\_\_, to approve items 8.2 through 8.17 as listed:

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

June 2017 Payroll – 1 <sup>st</sup> half	\$ 277,463.55
June 2017 Payroll – 2 <sup>nd</sup> half	\$ 235,572.72
June 2017 Bills & Claims	<u>\$ 81,931.95</u>
Total	\$ 594,968.22

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

<u>FROM</u>	<u>AMOUNT</u>	<u>TO</u>	<u>AMOUNT</u>
11-190-100-610-50 District Supplies Technology Rcl for Addtl funds needed	\$8,100	11-190-100-340-01 Purch Prof Svc Technology	\$8,100
11-190-100-610-01 Instructional Supplies Rcl for required Student Equip	\$ 976	11-000-217-610-01 Extra Ordinary Student Supplies	\$ 976
11-000-223-610-01 Prof Development Supplies Rcl for Addtl fund Needed	\$ 500	11-000-223-590-01 Purch Prof Svc Prof Dev	\$ 500
11-000-230-895-01 BOE Dues Rcl for Addtl funds Needed	\$ 294	11-000-230-610-02 District Election Expense	\$ 294
11-000-251-590-01 Staff Dev	\$1,000	11-000-251-340-01 Purch Tech Svc	\$1,717
11-000-251-580-01 Bus Office Prof Dev Rcl for Addtl funds Needed	\$ 717		
11-000-270-513-01 Transportation NP	\$2,072	11-000-270-514-01 Transportation Special Ed	\$23,895
11-204-100-101-03 LLD Summer Salary	\$1,877		
11-209-100-610-01 BCBA Supplies	\$1,500		
11-212-100-101-03 MD Summer Subs	\$ 500		
11-215-100-610-01 PSD Supplies	\$1,400		
11-190-100-610-50 District Technology	\$13,088		
11-190-100-640-01 Text Books Rcl for Addtl funds Needed	\$ 3,458		
11-130-100-101-01 Subs – Grades 6-8 Rcl for Addtl funds needed	\$1,500	11-120-100-101-02 Subs – Grades 1-5	\$1,500
11-204-100-610-01 LLD Supplies	\$ 460	11-190-100-890-01 Misc Expense – Graduation	\$ 769
11-212-100-610-01 MD Supplies Rcl for Addtl funds needed	\$ 309		

8.3	Continued:				
	<u>FROM</u>	<u>AMOUNT</u>	<u>TO</u>	<u>AMOUNT</u>	
	11-401-100-890-01	\$ 236	11-204-100-101-02	\$ 236	
	Misc Extra Curricular		LLD Subs		
	Rcl for Addtl funds needed				
	11-000-230-340-01	\$2,277	11-000-230-530-01	\$ 256	
	Purch Prof Svc		District Telephone/Ethernet		
	Rcl for Addtl funds needed		11-000-230-530-02	\$2,021	
			District Postage		
	11-000-230-334-01	\$1,500	11-000-230-610-01	\$1,500	
	Purch Prof Svc		Main Office Supplies		
	Rcl for Addtl funds needed				

8.4 Pursuant to N.J.A.C. 6A:23A-16.10(c)(3) I certify that as of May 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 Board of Education authorize the Business Administrator to make purchases and pay bills as necessary and in keeping within the approved budget during the remainder of the 2016-2017 school year and for 2017-2018 during the months the Board does not meet. All purchases and payments must be made in accordance with accepted Board practices.

8.6 **Whereas**, the Board of Education of the Borough of Shrewsbury in the County of Monmouth, New Jersey has had several projects approved by the State Department of Education in an effort to maintain the integrity of the building and grounds necessary to provide a thorough and efficient education to the students of the School District; and

**Whereas**, due to budget constraints and state aid cuts, the district was not able to budget the necessary local funds to initiate the various projects without compromising district programs; and

**Whereas**, the Board wishes to allocate an amount of anticipated fund balance as of June 30, 2017 and transfer such amounts into the Capital Reserve account and/or the Maintenance Reserve Account in order to conduct the necessary capital and/or maintenance projects needed to ensure the health and safety of the students and staff of the district;

**Now Therefore Be It Resolved by the Board of Education of the Borough of Shrewsbury in the County of Monmouth, New Jersey** authorizes up to the maximum allocation permitted from any unanticipated revenue or unexpended line-item appropriation amounts anticipated as of June 30, 2017 to the Capital Reserve and/or the Maintenance Reserve Accounts, as permitted under N.J.A.C. 6A:23A-14.3(a) to offset any of the capital or maintenance projects necessary to provide a thorough and efficient education to the students of the Shrewsbury School District and

maintain the health and safety of the building and grounds of the Shrewsbury Borough School District.

- 8.7 Recommend that the Board of Education approve DeMonte Physical Therapy to provide Physical Therapy for student #5245 at the rate of \$100/session for 37 sessions for a total amount of \$3,700 from September 15, 2017 until June 8, 2018 for the 2017-2018 school year.
- 8.8 Recommend that the Board of Education approve DeMonte Physical Therapy to provide Physical Therapy for student #5644 at the rate of \$100/session for 37 sessions for a total of \$3,700 from September 15, 2017 until June 8, 2018 for the 2017-2018 school year.
- 8.9 Recommend that the Board of Education approve DeMonte Physical Therapy to provide Physical Therapy for student #5981 at the rate of \$100/session for 5 sessions for a total of \$500 from July 10, 2017 until August 10, 2017 for the 2017-2018 school year.
- 8.10 Recommend that the Board of Education approve DeMonte Physical Therapy to provide Physical Therapy for student #5981 at the rate of \$100/session for 74 sessions for a total of \$7,400 from September 15, 2017 until June 8, 2018 for the 2017-2018 school year.
- 8.11 Recommend that the Board of Education approve DeMonte Physical Therapy to provide Physical Therapy for student #5982 at the rate of \$75/session for 5 sessions for a total of \$375 from July 10, 2017 until August 10, 2017 for the 2017-2018 school year.
- 8.12 Recommend that the Board of Education approve DeMonte Physical Therapy to provide Physical Therapy for student #5982 at the rate of \$75/session for 37 sessions for a total of \$2,775 from September 15, 2017 until June 8, 2018 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 – ESY	\$ 9,252.00
6240	Harbor School – 2017/2018 school year	\$55,512.00
6241	Rugby School – ESY	\$11,599.50
6241	Rugby School – 2017/2018 school year	\$69,597.00

- 8.14 Recommend the Board of Education approve Itinerant Services for student # 6268 at the rate of \$150/hr., 3 times per week from 9/1/17 to 6/13/18 for a total of \$18,450 for the 2017-2018 school year.
- 8.15 Recommend that the Board of Education approve Itinerant Service training for the teachers working with student #6268 for 1 hour at the rate of \$150/hr for the 2017-2018 school year.
- 8.16 Recommend that the Board of Education approve Diane Ames for Occupational Therapy Evaluation for student #5395 in the amount of \$350 for the 2016-2017 school year.
- 8.17 Recommend that the Board of Education approve the following damaged/obsolete books/furniture /miscellaneous items to be discarded as follows for the 2016-2017 school year.

8.17 Continued:

<u>Quantity</u>	<u>Description</u>	<u>Information</u>	<u>Reason</u>
9	Draws 1 & 2	Foss Science Kits	Out dated
31	Book	The Lightening Thief	Out dated
13	Book	Science A Closer Look	

	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. Barber

### 9.1 Committee Report

Mrs. Barber reported that the Committee met on June 6<sup>th</sup>, 2017 and discussed the following:

It was motioned by \_\_\_\_\_, seconded by \_\_\_\_\_, to approve item 9.2 and 9.4 as listed:

- 9.2 Recommend that the Board of Education approve the establishment of the Preschool Applied Behavioral Analysis Program in accordance with NJAC 6A:14 Special Education and NJAC 6A:26 Educational Facilities for the 2017-2018 school year.
- 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 as listed:

<u>Staff Member</u>	<u>Program/ Workshop/Training</u>	<u>Date</u>	<u>Mileage</u>	<u>Cost</u>
Erica Reynolds	ESEA Consolidated Application TA	07/10/17		
Brent MacConnell	ESEA Consolidated Application TA	07/10/17		
Debi Avento	ESEA Consolidated Application TA	07/10/17		
Debby Agro	Writing on the River-A Retreat for Teachers	07/17-7/19/17		\$250
Jim McConville	Writing on the River-A Retreat for Teachers	07/17-7/19/17	\$7.99	\$250
Kelly Cosentino	Writing on the River-A Retreat for Teachers	07/17-7/19/17		\$250
Laura Ehlers	MLC Conference	07/27/17	\$24.49	\$50
Alison Wiesel	MLC Conference	07/27/17	\$ 2.48	\$50
Skye Tiplady	MC3 Summer Teacher Inst.	08/22/17		\$79

9.3 Continued:

<u>Staff Member</u>	<u>Program/ Workshop/Training</u>	<u>Date</u>	<u>Mileage</u>	<u>Cost</u>
Jim McConville	MC3 Summer Teacher Inst.	08/22/17		\$79
Samantha Bremekamp	MC3 Summer Teacher Inst.	08/22/17		\$79
Nina Potter	50 <sup>th</sup> Annual Conference On Reading & Writing	10/27/17		
Jim McConville	50 <sup>th</sup> Annual Conference On Reading & Writing	10/27/17		
Debby Agro	50 <sup>th</sup> Annual Conference On Reading & Writing	10/27/17		
Kelly Cosentino	50 <sup>th</sup> Annual Conference On Reading & Writing	10/27/17	\$21.01	

9.4 Recommend that the Board of Education approve the following field trip at no cost to the Board of Education for the 2016-2017 school year. All costs to be paid by students and SPTG:

Class/Group: 4<sup>th</sup> Grade  
 Destination: Annual Historical Shrewsbury Walking Tour  
 Date(s): June 14, 2017  
 Cost of Trip: \$ 0  
 Cost of Transportation: \$ 0

	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

Mrs. Laughlin reported that the Personnel Committee met on June 7<sup>th</sup>, 2017 and discussed matters of a confidential nature.

It was motioned by \_\_\_\_\_, seconded by \_\_\_\_\_, to approve item 10.2 through 10.8 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 June 5<sup>th</sup>, 2017 and discussed the following:

### 11.2 Recommend the Board of Education approve Policy Alert # 212 for 1st reading for the 2016-2017 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. Hemel

### 12.1 Committee Report

Mrs. Hemel reported that the Committee did not.

## 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 \_\_\_\_\_, 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. 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 \_\_\_\_\_, seconded by \_\_\_\_\_, 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 \_\_\_\_\_, seconded by \_\_\_\_\_, 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 call vote, \_\_\_\_\_ members voted yes, \_\_\_\_\_ members were absent.