

**SHREWSBURY BOROUGH BOARD OF EDUCATION  
SHREWSBURY, NEW JERSEY  
PUBLIC HEARING/REGULAR MEETING  
MONDAY, MARCH 26, 2012  
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 March 12, 2012 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 PUBLIC HEARING On the Proposed 2012-2013 Budget

- 3.1 Budget Presentation ~ Finance: Mr. Smallwood
- 3.2 Public Participation – On 2012-2013 Proposed Budget Only
- 3.3 Resolution for Adoption – Mr. Smallwood

It was motioned by \_\_\_\_\_ and seconded by \_\_\_\_\_ to approve 3.3.1 as listed:

3.3.1 Recommend that the Shrewsbury Borough Board of Education approve the Proposed 2012-2013 School District Budget as approved by the Monmouth County Department of Education as follows:

General Fund:	\$7,364,905
Special Revenue	\$ 114,413
Debt Service	<u>\$ 545,528</u>
Total Base Budget:	\$8,024,846

**BE IT RESOLVED** that the 2012-2013 School District Budget will result in a General Fund Tax Levy of \$7,364,905.

**BE IT FURTHER RESOLVED** to acknowledge that the 2012-2013 School District Budget as described above includes a Debt Service Tax Levy of \$545,528,

**BE IT FURTHER RESOLVED** that district’s professional development and travel reimbursement expenses for the 2012-2013 school year are not to exceed \$60,000,

3.3.1 Continued:

**BE IT FURTHER RESOLVED**, that as per NJAC 6A:23A-5.2 (a) and 5.8 (c) provide that the Board of Education shall establish and approve in the annual school budget a maximum expenditure amount that may be allotted for professional services and student activities for 2012-2013 school year in the amounts listed on the attached budget support document.

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

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

**REGULAR BOARD OF EDUCATION MEETING  
 AGENDA**

**4.0 Communications**

**5.0 Public Participation – Agenda Items Only**

**6.0 Superintendent’s Report – Mr. MacConnell**

6.1 Superintendent’s Report

- Student Acknowledgements

It was motioned by \_\_\_\_\_ and seconded by \_\_\_\_\_ to approve item 6.2 through 6.5 as listed:

- 6.2 Recommend that the Board of Education approve the revised 2012-2013 School Year Calendar for the 2012-2013 school year. (Attachment 6.2)

- 6.3 Recommend that the Board of Education approve to close school on Thursday, May 24<sup>th</sup> and May 25<sup>th</sup>, 2012 for the two unused snow days for the 2011-2012 school year.
- 6.4 Recommend the Board of Education approve the second reading of the following policies for the 2011 -2012 school year:
- 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)
  - 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 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.
  - Policy # 2430 - Co-Curricular Activities (Revised)
  - Policy # 2431 - Athletic Competition (Revised)
- 6.5 Recommend the Board of Education approve the first reading of the following policies for the 2011 -2012 school year:
- Policy 1631 – Residency Requirement for Person Holding School District Office, Employment, or Position (New)
  - Policy 3324 – Right of Privacy – Teaching Staff Members (New)
  - Policy 4324 – Right of Privacy – Support Staff Members (New)
  - Policy 5117 – Interdistrict Public School Choice (New)
  - Policy 5600 – Pupil Discipline/Code of Conduct (Revised)
  - Policy 7510 – Use of School Facilities – (Revised)
  - Policy 8613 – Waiver of Pupil Transportation (New)
  - Policy 9270 – Home Schooling and Equivalent Education Outside the Schools (Revised)
  - Policy 1220 – Employment of Chief School Administrator (Revised)
  - Policy 3159 – Teaching Staff Member/School District Reporting Responsibilities (Revised Policy/New Regulation)
  - Policy 8760 – Pupil Accident Insurance (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.

## 7.0 Business Administrator’s Report – Ms. Avento

It was motioned by \_\_\_\_\_, seconded by \_\_\_\_\_, to approve items 7.1 through 7.1.4 as listed:

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

- 7.1.1 Executive Session Meeting Minutes, February 15<sup>th</sup>, 2012
- 7.1.2 Regular Meeting Minutes, February 15<sup>th</sup>, 2012
- 7.1.3 Special Meeting Executive Minutes, March 5<sup>th</sup>, 2012
- 7.1.4 Special Meeting Minutes, March 5<sup>th</sup>, 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.

## 8.0 Facilities Committee – Mr. Nelson

8.1 Committee Report

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

## 9.0 Finance Committee – Mr. Smallwood

### 9.1 Committee Report

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

It was motioned by \_\_\_\_\_ and seconded by \_\_\_\_\_ to approve items 9.2 through 9.9 as amended:

### 9.2 Recommend that the Board of Education approve the following bills:

February 2012 Payroll – 2 <sup>nd</sup> half	\$ 190,193.98
March 2012 Payroll - 1 <sup>st</sup> half	\$ 214,924.13
March 2012 Bills & Claims	\$ 220,881.75
March 2012 Bills & Claims	<u>\$ 2,000.00</u>
Total	\$ 627,999.86

### 9.3 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>
11-000-216-101-02 Speech Summer Salaries Rcl for Addtl funds needed	720	11-000-216-320-03 Purch. Prof. Svc – Other	720
11-000-216-610-03 Other Support Svc Supplies	1,000	11-000-213-610-01 Health Supplies	2,341
11-000-263-420-01 Grounds Maint. Contr. Rcl for Defibrulators	1,341		
11-000-219-580-01 CST Travel Rcl for Addtl funds needed	713	11-000-218-610-01 Guidance Supplies	713
11-000-223-390-01 Staff Development –Purch Svc Rcl for Addtl funds needed	225	11-000-223-590-01 District Workshop	225
11-000-261-420-03 R&M Bldg Rcl for Addtl funds needed	3,000	11-000-261-610-01 Maintenance Supplies	3,000
11-000-263-420-01 Grounds Maint. Rcl for Ground Supplies needed	2,500	11-000-263-610-01 Grounds Supplies	2,500

9.4 Pursuant to N.J.A.C. 6:20-2.13(e), I certify that as of February 29, 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

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

9.6 Recommend that the Board of Education retroactively approve Camp Excell to provide a social skills program for student # 166 from March 24, 2012 to May 19, 2012 at the rate of \$90/day for 8 days for a total of \$720 for the 2011-2012 school year.

\*9.7 Recommend that the Board of Education retroactively approve Applied Behavior Consultants to provide training/observation and direct student counseling services from February 1<sup>st</sup> to February 29<sup>th</sup>, 2012 for Direct Work with Teachers/Students for 34.5 hours at the rate of \$120/hr. for a cost of \$4,140 and for paperwork for 4.5 hours at the rate of \$60/hr. for a cost of \$270 for a total cost of \$4,410 for the 2011-2012 school year.

9.8 Recommend that the Board of Education approve the submission of the grant application for the 2012 Safety Grant Program through the New Jersey School Boards Association Insurance Group's MOCSSIF Subfund for the purposes described in the application in the amount of \$3,901.12 for the 2012-2013 school year.

9.9 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>
1	P.A. Monitor	NA	obsolete / replaced

	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 Curriculum Committee – Mrs. Rieger

### 10.1 Committee Report

Mrs. Rieger reported that the Committee met on \_\_\_\_\_ and discussed the following:

It was motioned by \_\_\_\_\_ and seconded by \_\_\_\_\_ to approve item 10.2 through 10.3 as listed:

- 10.2 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>
Heather Cellary	Common Core Math Workshop	3/20/12	\$219
Bridget Antonucci	Advanced Guided Reading Strategies	3/20/12	\$215
Peggy Azenheimer	Advanced Guided Reading Strategies	3/20/12	\$215
Erica Berger	Advanced Guided Reading Strategies	3/20/12	\$215
Tammy Kane	Advanced Guided Reading Strategies	3/20/12	\$215
Mike Tillett	Playground Safety Inspector Certification & Exam	4/25-4/27/12	\$540
Mary Beth Wheeler	Playground Safety Inspector Certification & Exam	4/25-4/27/12	\$540
Deborah Agro	“Meet the Rigorous Common Core State Standards of Writing”	5/16/12	\$225
Brent MacConnell	NJASA Annual Spring Conference	5/21 – 5/23/12 (as per contract)	\$425
Debi Avento	NJASBO Annual Spring Conference	6/5 – 6/8/12 (as per contract)	\$420

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

Class/Group: 4<sup>th</sup> Grade Class Trip / Rooney, Berger, Trillhaase  
 Destination: Liberty State Park / Ferry to Ellis Island  
 Date(s): 4/19/12 (DATE CHANGE)  
 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.

## 11.0 Personnel Committee – Mrs. Kachinski

### 11.1 Committee Report

Mrs. Kachinski reported that the Personnel Committee met on \_\_\_\_\_ and discussed matters of a confidential nature.

It was motioned by \_\_\_\_\_ and seconded by \_\_\_\_\_ to approve items 11.2 through 11.7 as listed:

- 11.2 Recommend that the Board of Education approve Monica Galianese for the Part- time Instructional Aide position at the rate of \$15.08 per hour effective Tuesday, March 27, 2012 for the 2011-2012 school year.
- 11.3 Recommend that the Board of Education retroactively rescind the appointment of Kelly Cosentino as a Maintenance Worker effective March 19<sup>th</sup>, 2012 for the 2011-2012 school year.
- 11.4 Recommend that the Board of Education retroactively rescind the appointment of Michael Webb as Instructional Aide effective March 20<sup>th</sup>, 2012 for the 2011-2012 school year.
- 11.5 Recommend the Board of Education approve the revised job description for Maintenance Worker for the 2011-2012 school year.
- 11.6 Recommend that the Board of Education approve Caitlin E. Murach as a substitute teacher for the 2011- 2012 school year.
- 11.7 Recommend that the Board of Education approve Melissa Dura for a maternity leave of absence as per the SBEA contract effective September 1, 2012 through August 31, 2013 for the 2012 -2013 school year.

	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.

## 12.0 School and Community Relations – Mrs. Keale

### 12.1 Committee Report

Mrs. Keale 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 – Mr. Costa

## 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. 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.

17.2 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.

## 18.0 Adjournment

18.1 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.