

**SHREWSBURY BOROUGH BOARD OF EDUCATION
SHREWSBURY, NEW JERSEY
REGULAR MEETING
Tuesday, OCTOBER 15, 2013
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 September 11, 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. Laughlin
Mr. Carroll	Mrs. Rose
Mr. Costa	Mrs. Ward
Ms. Hennelly	Mr. MacConnell, Superintendent
Mrs. Kachinski	Ms. Avento, Business Administrator
Mrs. Konefal	Mr. Will Donio, Board 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. Barnes					
Mrs. Carroll					
Mr. Costa					
Mrs. Konefal					
Mrs. Laughlin					
Mrs. Rose					
Mrs. Ward					
Ms. Hennelly					
Mrs. Kachinski					

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					
Mrs. Carroll					
Mr. Costa					
Mrs. Konefal					
Mrs. Laughlin					
Mrs. Rose					
Mrs. Ward					
Ms. Hennelly					
Mrs. Kachinski					

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

3.0 Communications

- Letter from BGCO Disaster Relief thanking the Shrewsbury Board of Education and the 5th Graders for their generous donation towards the Oklahoma Tornado Relief.

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 item 5.2 through 5.10 as listed:

- 5.2 Recommend that the Board of Education approve the District HIB Report for the month of September 2013.
- 5.3 Recommend that the Board of Education approve the 2013 QSAC Statement of Assurance and the District Performance Reviews (DPR) for each area as required for submission to the Department of Education for the 13-14 school year.
- 5.4 Recommend that the Board of Education approve the 2013 Comprehensive Maintenance Plan, M-1 and Indicator 7.6 Facilities Checklist for submission to the County and State as required. (attachment 5.4)
- 5.5 Recommend that the Board of Education approve the Nursing Services Plan for the 2013-2014 school year.

5.6 Recommend that the Board of Education approve the Substance Abuse Prevention Program for the 2013-2014 school year.

5.7 Recommend that the Board of Education approve the Statement of Assurance for the School Safety and Security Plan Minimum Requirements as follows:

This is to affirm that, as per the Commissioner of Education’s memo, dated August 4, 2011 (School Safety & Security Plan: Minimum Requirements & Training) the Shrewsbury Borough School District has reviewed and updated its school safety and security plans to incorporate the minimum requirements as specified in the document titled *School Safety and Security Plan Minimum Requirements*. The minimum requirements will enhance the development of district-wide school safety and security plans and clearly define policies and procedures and address the priorities of the Domestic Security Preparedness Task Force, pursuant to P.L.2001, ch.246, the Domestic Security Preparedness Act, and for establishing plans, procedures and mechanisms for responding to emergencies and crises, in accordance with *N.J.A.C. 6A:16-5.1*.

5.8 Recommend that the Board of Education approve the NJASK Grade 3-8 Results for the 2012-2013 school year. (attachment 5.8)

5.9 Recommend that the Board of Education approve the District Evaluation Advisory Committee (DEAC) for the 2013-2014 school year.

5.10 Recommend that the Board of Education approve the use of the Danielson Framework for the 2013-2014 school year.

	AYE	NAY	ABSTAIN	ABSENT	COMMENTS
Mrs. Barnes					
Mrs. Carroll					
Mr. Costa					
Mrs. Konefal					
Mrs. Laughlin					
Mrs. Rose					
Mrs. Ward					
Ms. Hennelly					
Mrs. Kachinski					

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 as listed:

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

6.1.1 Executive Session Meeting Minutes, September 24th, 2013

6.1.2 Regular Meeting Minutes, September 24th, 2013

	AYE	NAY	ABSTAIN	ABSENT	COMMENTS
Mrs. Barnes					
Mrs. Carroll					
Mr. Costa					
Mrs. Konefal					
Mrs. Laughlin					
Mrs. Rose					
Mrs. Ward					
Ms. Hennelly					
Mrs. Kachinski					

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

7.0 Facilities Committee – Mr. Costa

7.1 Committee Report

Mr. Costa reported that the Committee did not meet but updated the Boarding of the following:

8.0 Technology Committee – Mrs. Carroll

8.1 Committee Report

Mrs. Carroll reported that the Committee met and discussed the following:

9.0 Finance Committee – Mrs. Hennelly

9.1 Committee Report

Mrs. Hennelly 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, state reporting and the items listed below.

It was motioned by _____, seconded by _____, to approve items 8.2 through 8.8 as listed:

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

September 2013 Payroll – 2 nd half	\$ 209,192.14
October 2013 Payroll – 1 st half	\$ 209,569.32
*October 2013 Bills & Claims	\$ 336.00
*October 2013 Bills & Claims	\$ 24,950.00
*October 2013 Bills & Claims	\$ 152,457.15
Total	\$ 596,504.61

- 9.3 Recommend that the Board of Education approve the following transfers within the 2013-2014 General Fund as listed:

<u>FROM</u>	<u>AMOUNT</u>	<u>TO</u>	<u>AMOUNT</u>
11-212-100-101-01	33,860	11-213-100-101-01	33,860
Salaries – STARS		Salaries – RR	
Rcl for Staff Changes			

<u>FROM</u>	<u>AMOUNT</u>	<u>TO</u>	<u>AMOUNT</u>
11-230-100-101-01	31,941	11-190-100-106-02	31,941
Salary – Basic Skills		Instructional Aides	
Rcl funds for Addtl Aides as per IEP			

11-130-100-101-01	939	11-000-221-610-01	939
Salaries 6-8		Supplies – Curriculum	
Rcl for Addtl Funds Needed			

11-130-100-101-01	.24	11-000-222-177-01	.24
Salaries – 6-8		Salaries – Media	
Rcl for Addtl Funds Needed			

11-000-219-104-01	3.36	11-000-217-106-01	3.36
Salary – CTS		Salary – One to One Aides	
Rcl for Addtl Funds Needed			

11-000-230-530-01	406	11-000-230-340-01	406
District Communication		Purchased Technical Svc.	
Rcl for Addt'l funds needed			

11-000-261-420-01	4,000	11-000-263-610-01	4,000
R&M Bldg-Contracted Services		Grounds Supplies	
Rcl for Addt'l funds needed			

- 9.4 Pursuant to N.J.A.C. 6:20-2.13(e), I certify that as of September 30, 2013, 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 of Education retroactively approve JM Therapy to provide an additional 5 hours per month of BCBA/Behavioral Services for the district effective October 1, 2013 through June 20, 2014 at the cost of \$115/hr for a total of \$5,175 for the 2013-2014 school year.

- 9.6 Recommend that the Board of Education retroactively approve the following transportation routes provided by MOESC for out of district students as per the student IEP's:

<u>Student #</u>	<u>Route#</u>	<u>Destination</u>	<u>Cost</u>
162	0144	Search Day	\$17,307
209	2091	Craig School	\$40,482

- 9.7 Recommend the Board of Education approve Kathleen Maselli for mileage reimbursement for regular district business.
- 9.8 Recommend that the Board of Education approve the following damaged/obsolete computer items and additional items listed to be discarded for the 2013-2014 school year as follows:

<u>Item</u>	<u>Qty</u>	<u>Reason for Disposal</u>
Shredder	1	damaged/not repairable
Card Catalog	1	outdated/non being used

- *9.9 Recommend that the Board of Education retroactively amend the approval VBI to provide an additional 2 hrs. of Social Skills Services for student #209 at the rate of \$125/hr., for a total of \$250 from July 8, 2013 through August 28, 2013 as per the student's IEP for the 2013-2014 school year.

	AYE	NAY	ABSTAIN	ABSENT	COMMENTS
Mrs. Barnes					
Mrs. Carroll					
Mr. Costa					
Mrs. Konefal					
Mrs. Laughlin					
Mrs. Rose					
Mrs. Ward					
Ms. Hennelly					
Mrs. Kachinski					

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

10.0 Curriculum Committee – Mrs. Ward

- 10.1 Committee Report

Mrs. Ward reported that the Committee met on October 4th, 2013 and discussed the following:

It was motioned by _____, seconded by _____, to approve item 10.2 as listed

- 10.2 Recommend that the Board of Education approve the following field trips at no cost to the Board of Education for the 2013-2014 school year. All costs to be paid by students and SPTG.

Class/Group: 1st Grade
 Destination: Delicious Orchards
 Date(s): Thursday, October 24th, 2013
 Cost of Trip: \$ 0
 Cost of Transportation: \$ 200

Class/Group: 3rd Grade
 Destination: Newark Museum
 Date(s): Thursday, May 29th, 2014
 Cost of Trip: \$ 750
 Cost of Transportation: \$ 1,144

Class/Group: 5th Grade
 Destination: Liberty Science Center
 Date(s): Thursday, May 9th, 2014
 Cost of Trip: \$ 1,295.25
 *Cost of Transportation: \$ 1,232

Class/Group: 6th Grade
 Destination: Pocono Environmental Education Center (PEEC)
 Date(s): Wednesday, May 21, 2014 – Friday, May 23, 2014
 Cost of Trip: \$ 11,714
 *Cost of Transportation: \$ 3,300

Class/Group: 7th Grade
 Destination: New York City
 (UN Tour, Grand Central, Broadway Show, Dinner)
 Date(s): Wednesday, May 7, 2014
 Cost of Trip: \$ 10,350
 Cost of Transportation: \$ Included in the cost

Class/Group: 8th Grade
 Destination: Washington D.C.
 Date(s): Wednesday, June 4, 2014 – Friday, June 6, 2014
 Cost of Trip: \$ 31,500
 Cost of Transportation: \$ Included in cost of the trip

- 10.3 Recommend that the Board of Education approve the following professional development for travel reimbursement expenditures for the 2013-2014 school year as listed:

<u>Staff Member</u>	<u>Program/ Workshop/Training</u>	<u>Date</u>	<u>Cost</u>
Debi Avento	MRESC 2013 Tech	11/01/13	\$0

	AYE	NAY	ABSTAIN	ABSENT	COMMENTS
Mrs. Barnes					
Mrs. Carroll					
Mr. Costa					
Mrs. Konefal					
Mrs. Laughlin					
Mrs. Rose					
Mrs. Ward					
Ms. Hennelly					
Mrs. Kachinski					

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

11.0 Personnel Committee – Mrs. Barnes

11.1 Committee Report

Mrs. Barnes reported that the Personnel Committee met on October 10th, 2013 and discussed matters of a confidential nature.

It was motioned by _____, seconded by _____, to approve items 10.2 through 10.5 as listed:

- 11.2 Recommend the Board of Education approve Jamie Messeroll as a long term substitute teacher effective December 1, 2013 through April 30th, 2014 at a rate of \$75 per day for days one (1) through twenty (20) and pro-rated BA/1 \$48,535 thereafter for the 2013-2014 school year.
- 11.3 Recommend that the Board of Education approve Paul Weber as Maintenance Worker at the prorated salary of \$31,000 effective on or about October 21st, 2013 for the 2013-2014 school year.
- 11.4 Recommend that the Board of Education approve Brian Wexler as Girls Basketball Coach at a stipend of \$2,465 for the 2013-2014 school year.
- 11.5 Recommend that the Board of Education approve the revised job description for the Middle School Athletic Coordinator for the 2013-2014 school year. (attachment 10.4)
- *11.6 Recommend that the Board of Education approve the following compensation for schedule changes at the rate of 10hrs/schedule change x \$36.58/hr. (extracurricular rate) for the 2013-2014 school year:

Andrea Acerra	2 schedule Changes	\$731.60
Elaine Schreiber	1 Schedule Change	\$365.80

	AYE	NAY	ABSTAIN	ABSENT	COMMENTS
Mrs. Barnes					
Mrs. Carroll					
Mr. Costa					
Mrs. Konefal					
Mrs. Laughlin					
Mrs. Rose					
Mrs. Ward					
Ms. Hennelly					
Mrs. Kachinski					

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

12.0 Policy – Mrs. Barnes

12.1 Committee Report

Mrs. Barnes reported the committee met on October 2, 2013 and discussed the following:

It was motioned by _____, seconded by _____, to approve items 11.2 as listed:

12.2 Recommend the Board of Education approve the following policies for a second reading for the 2013 -2014 school year:

- Policy #0000.02 – Introduction (Revised)
- Policy & Regulation # 3232 – Tutoring Services (New)
- Policy & Regulation # 5117 – Interdistrict Public School Choice (Revised)
- Policy # 5120 – Assignment of Pupils (Revised)
- Policy & Regulation # 5300 – Automated External Defibrillators (AED) (Revised)
- Policy # 5533 – Pupil Smoking (Revised)
- Policy # 7434 – Smoking in School Buildings and on School Grounds (Revised)
- Policy # 7522 – School District Provided Technology Devices to Staff Members (New)
- Policy # 7523 – School District Provided Technology Devices to Pupils (New)
- Regulation # 2330 – Homework (Revised)

	AYE	NAY	ABSTAIN	ABSENT	COMMENTS
Mrs. Barnes					
Mrs. Carroll					
Mr. Costa					
Mrs. Konefal					
Mrs. Laughlin					
Mrs. Rose					
Mrs. Ward					
Ms. Hennelly					
Mrs. Kachinski					

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

13.0 School and Community Relations – Mrs. Konefal

13.1 Committee Report

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

14.0 Old Business

15.0 New Business

16.0 Public Participation

17.0 President's Comments – Mrs. Kachinski

18.0 Closed Executive Session

- 18.1 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					
Mrs. Carroll					
Mr. Costa					
Mrs. Konefal					
Mrs. Laughlin					
Mrs. Rose					
Mrs. Ward					
Ms. Hennelly					
Mrs. Kachinski					

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

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

	AYE	NAY	ABSTAIN	ABSENT	COMMENTS
Mrs. Barnes					
Mrs. Carroll					
Mr. Costa					
Mrs. Konefal					
Mrs. Laughlin					
Mrs. Rose					
Mrs. Ward					
Ms. Hennelly					
Mrs. Kachinski					

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

19.0 Adjournment

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

	AYE	NAY	ABSTAIN	ABSENT	COMMENTS
Mrs. Barnes					
Mrs. Carroll					
Mr. Costa					
Mrs. Konefal					
Mrs. Laughlin					
Mrs. Rose					
Mrs. Ward					
Ms. Hennelly					
Mrs. Kachinski					

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