

**SHREWSBURY BOROUGH BOARD OF EDUCATION  
SHREWSBURY, NEW JERSEY  
REGULAR MEETING  
TUESDAY, APRIL 16<sup>th</sup>, 2013  
MINUTES**

**1.0 Opening Procedures**

- 1.1 Call to order – 7:33 p.m.
- 1.2 Flag salute
- 1.3 Opening Statement

“Public notice of this was faxed to the Asbury Park Press on January 14, 2013 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	Mrs. Laughlin
Mrs. Carroll	Mrs. Rose
Mr. Costa	Mrs. Ward
Ms. Hennelly	Mr. MacConnell, Superintendent
Mrs. Kachinski	Ms. Avento, Business Administrator
Mrs. Konefal	

**2.0 Closed Executive Session**

- 2.1 It was motioned by Mrs. Ward, seconded by Mrs. Laughlin, to move into Closed Executive Session at 7:35 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	X				
Mrs. Carroll	X				
Mr. Costa	X				
Mrs. Konefal	X				
Mrs. Laughlin	X				
Mrs. Rose	X				
Mrs. Ward	X				
Ms. Hennelly	X				
Mrs. Kachinski	X				

On a voice vote, nine members voted yes.

2.2 It was motioned by Mrs. Barnes, seconded by Mr. Costa, to reconvene into public session at 8:04 p.m.

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

On a voice vote, nine (9) members voted yes.

**3.0 Communications** – There was no communications.

**4.0 Public Participation – Agenda Items Only-** There was no public participation.

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

5.1 Superintendent’s Report

➤ Student Acknowledgement:

County Wide Winner – Kidsville 2013 Spring Cheer Contest Winner

➤ Teacher of the Year Presentation – Ms. Shaheen

It was motioned by Mrs. Rose, seconded by Mrs. Carroll to have a short recess to Honor the Teacher of the Year at 8:19 p.m.

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

On a voice vote, nine (9) members voted yes.

It was motioned by Mrs. Ward, seconded by Mrs. Barnes to reconvene the Board Meeting at 8:40 p.m.

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

On a voice vote, nine (9) members voted yes.

- Superintendent’s Report
- On Friday, April 5<sup>th</sup> the Drama Department hosted a Karaoke Night for the students to help raise funds for the Drama Dept. to help with the costs of costumes, programs and tickets. They had an overwhelming response with the students and received positive feedback from the students.
- The SPTG hosted their annual Spring Fundraiser on Saturday, April 6<sup>th</sup> at the Shrewsbury Firehouse. This year’s theme was Awesome 80’s Party. This was another successful event for the SPTG. I would like to thank all of who were involved in making this a wonderful gathering.
- Report Cards for the 3<sup>rd</sup> Marking period were published in the portal on Thursday, April 11<sup>th</sup>.
- The Spring Musical “High School Musical Jr. Play” was performed on Friday, April 12<sup>th</sup> & Saturday, April 13<sup>th</sup> and Sunday, April 14<sup>th</sup>. Mrs. Flanders worked very hard with the Drama students with rehearsals, scenery, etc. Thank you to Mrs. Flanders, our students and volunteers who put in numerous hours to put on a successful production.
- On Thursday, April 18<sup>th</sup>, the Shrewsbury Band and Chorus will perform at Blue Claws Stadium at around 8:00 PM during the 7<sup>th</sup> inning stretch. Please come out and support the Band & Chorus at the game.
- On Friday, April 19<sup>th</sup>, Team Shrewsbury will sponsor a Student/Faculty Dance from 7:00 – 9:00 PM in the Gym. The entertainment for this event will feature Mr. Havard as well as Mr. Clar. The faculty will have free admission and are welcome to bring a friend/spouse for a \$10 donation. This event is sure to be a blast!
- The SPTG is sponsoring a Rainbow Fish Assembly for the Kindergarten, 1<sup>st</sup> and 2<sup>nd</sup> Grade students on Monday, April 22<sup>nd</sup> during period 2 in the gym.

Superintendent Report (Cont'd.)

- The 7<sup>th</sup> Grade class will be holding their annual Clothing Drive the week of April 22<sup>nd</sup>. Please drop off in sealed closed bags, clothing, shoes, purses, comforters, blankets, etc. outside under the canopy by the gym.
- Please be reminded Wednesday, April 24<sup>th</sup> is a 2:00 dismissal day.
- The Shrewsbury Rock Band Concert will be held on Thursday, April 25<sup>th</sup> from 8:00 – 9:00 PM in the gym.
- NJASK Testing is beginning on Monday, April 29<sup>th</sup> and will run through Friday, May 24<sup>th</sup>. It is extremely important the students have a good night's rest the evening before testing and a substantial breakfast to help them concentrate on their tests.

It was motioned by Mrs. Barnes, and seconded by Mrs. Ward, to approve item 5.2 as listed:

- 5.2 Recommend that the Board of Education approve the revised 2013-2014 School Year Calendar for the 2013-2014 school year (attachment 5.2).

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

On a roll call vote, nine (9) members voted yes.

## 6.0 Business Administrator's Report – Ms. Avento

It was motioned by Mrs. Konefal, seconded by Mrs. Carroll, 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, March 21, 2013
  - 6.1.2 Regular Meeting Minutes, March 21, 2013

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

On a voice vote, nine (9) members voted yes.

## 7.0 Facilities and Technology Committee – Mr. Costa

### 7.1 Committee Report

Mr. Costa reported that the Committee met prior to the Board meeting and discussed the following:

- McGinley Memorial Tree Planting in the courtyard – ceremony on May 31<sup>st</sup>
- Bleachers are scheduled to be repaired in May
- Technology preparation for the PARRC in 2015
- Use of IPAD's in the classroom – requirements for the deployment of them

## 8.0 Finance Committee – Ms. Hennelly

### 8.1 Committee Report

Ms. 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 and the items listed below:

It was motioned by Ms. Hennelly, seconded by Mr. Costa, to approve items 8.2 through 8.7 as listed:

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

April 2013 Payroll – 1 <sup>st</sup> half	\$ 212,012.55
March 2013 Bills & Claims	\$ 172,313.29
March 2013 Bills & Claims	<u>\$ 2,000.00</u>
Total	\$ 384,325.84

### 8.3 Recommend that the Board of Education approve the following transfers within the 2012-2013 General Fund as listed:

<u>FROM</u>	<u>AMOUNT</u>	<u>TO</u>	<u>AMOUNT</u>
11-402-100-890-01	7,395	11-402-100-100-01	7,395
Board Contribution P2P		Extra-Curricular Sports	
Rcl Board Contribution			

8.3	Continued:			
	<u>FROM</u>	<u>AMOUNT</u>	<u>TO</u>	<u>AMOUNT</u>
	11-000-100-566-01 Tuition – Spec Ed Rcl for Addt'l Funds Needed	2,068	11-424-100-610-01 Guided Reading Supplies	2,068
	11-000-218-610-01 Guidance Supplies Rcl for Professional Membership	129	11-000-218-890-01 Guidance – Misc	129
	11-000-252-177-02 P/T Tech Salary Rcl for Repairs	5,000	11-000-261-420-03 R&M Building	5,000

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

8.5 Recommend that the Board of Education retroactively approve Diane Ames, Occupational Therapist for the following occupational therapy evaluations as listed:

<u>Student #</u>	<u>Date of Evaluation</u>	<u>Cost</u>
3780241	April 16, 2013	\$300
3780109	April 12, 2013	\$300
3600104	TBD	\$300

8.6 Recommend that the Board of Education retroactively approve reimbursement payment to the parents of student #3779900 for an ABA and STARS Program Behavioral Consultation rendered by Dr. Scaler-Scott on March 26, 2013 at the rate of \$400 for the 2013-2014 school year.

8.7 Recommend that the Board of Education approve the Craig School tuitions for student #209 as per student's I.E.P. for the 2013-2014 school year as listed:

<u>Program</u>	<u>Dates</u>	<u>Cost</u>
Academic Morning Program	July 8 – Aug. 1, 2013	\$ 1,500
Enrichment Afternoon Program	July 8 – Aug. 1, 2013	\$ 1,160
2013-2014 Academic Year	Sept.9, 2013- June 20, 2014	\$ 37,750

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

On a roll call vote, nine (9) members voted yes.

## 9.0 Curriculum Committee – Mrs. Ward

### 9.1 Committee Report

Mrs. Ward reported that the Committee met on April 5<sup>th</sup>, 2013 and discussed the following:

- The committee was introduced to Jamie Saponaro, our Guided Reading Consultant, who updated the committee on progress this year, as follows:
  - she and the administrators are pleased with the progress of the Guided Reading implementation
  - she reported that the students are becoming voracious readers
  - Guided Reading implementation: she works with teachers on the following: teaching strategies; coaching - both one-on-one and at common planning periods; mentoring; team teaching; modeling; observing; providing in-services along with another consultant from her company
  - Writer's Workshop: Grades 5/6-8 LAL Teachers: she has done the following: given staff an introduction to Writer's Workshop; accompanied teachers on trip to Colts Neck to observe their model
  - she also reported to the committee that she/another consultant have worked with all content area teachers on writing across the curriculum
  - she discussed the plan for training for next year as follows: grades 5-8 LAL will be piloting Writer's Workshop; Grades K-4 will receive an introduction to Writer's Workshop, in addition to continued use of CAFÉ strategies/Daily 5; Grades 6-8 Reading Workshop and increasing the books/libraries available for student choice.
- Mr. Calandrillo discussed a recent purchase of Raz kids (an online leveled book library). Through this site, teachers can assign books to students, students can read or listen to the story, then complete a quiz which provides data to the teacher. Students can use this at home or in school. They are starting use in class first, then will send the passwords home.
- Mr. Calandrillo discussed the Writer's Workshop pilot: trying to get students more interested in what they are writing about. The committee inquired about writing portfolio requirements

- and reviews for the next year with this implementation. Mr. MacConnell said they would be changing the requirements and will be working on that plan before next year.
- Mr. Calandrillo reported that they are starting a review of the Math curriculum for these grades
  - they are starting to do more cross-curricular support/projects
  - The Committee had an opportunity to review the revised K-2 Spanish curriculum and 5-8 Spanish Lab curriculum prior to this meeting.
  - Mr. Calandrillo said students will choose two books from a suggested list.
  - Mr. Calandrillo reported that the reading assessments will be skills-based, rather than content-based.
  - Discussed the purchase of additional books for next year
  - Mr. McConnell discussed the following changes being made to next year's report card:
  - Grades K-2: will still have a rubric, but they are revamping it and will be changing some of the standards
  - Grade 3-4 will have percentage grades
  - Grades 5-8 will remain the same
  - Other changes include: increased narrative section, a section to report on Guided Reading levels
  - the committee had an opportunity to look at some sample report cards from other districts
  - they will be working with Genesis, the student information system, to make/load these changes
  - The committee reviewed a new 2013-2014 calendar provided by Mr. McConnell. He indicated the change to a half-day on the 1st day of school.
  - Mr. Calandrillo inquired and has found that there are teachers interested in participating in summer school. They are currently working on ideas and specifics to see if this can be feasible to implement this summer. We will have an update at the next meeting.

It was motioned by Mrs. Ward, seconded by Mrs. Laughlin, to approve item 9.2 as listed:

- 9.2 Recommend that the Board of Education approve the following professional development for travel reimbursement expenditures for the 2012-2013 school year as listed:

<u>Staff Member</u>	<u>Program/ Workshop/Training</u>	<u>Date</u>	<u>Cost</u>
Robin Kulovitz	Little Silver School District Review Guided Reading Prog.	April 22, 2013	\$0
Jillian Davis	Little Silver School District Review Guided Reading Prog.	April 22, 2013	\$0
Laurie Van Brunt	Little Silver School District Review Guided Reading Prog.	April 22, 2013	\$0
Erin Cross	Little Silver School District Review Guided Reading Prog.	April 22, 2013	\$0
Mary Ellen Phillips	Little Silver School District Review Guided Reading Prog.	April 22, 2013	\$0
Jillian Davis	West Long Branch School District Review Guided Reading Prog.	Week of April 22, 2013	\$0
Megan Vujnich	West Long Branch School District Review Guided Reading Prog.	Week of April 22, 2013	\$0
Jill Epstein	West Long Branch School District	Week of April 22, 2013	\$0



Gail Arek Review Guided Reading Prog.  
 West Long Branch School District Week of April 22, 2013 \$0  
 Review Guided Reading Prog.

9.2 Cont'd.

<u>Staff Member</u>	<u>Program/ Workshop/Training</u>	<u>Date</u>	<u>Cost</u>
Bridget Antonucci	Late, Lost & Unprepared Workshop	April 19, 2013	\$199.99
Todd Havard	Practical Strategies to Implement The Common Core Math Standards	May 17, 2013	\$219
Brent MacConnell	The Bullying Prevention Program	May 9 & 14, 2013	\$295
Anthony Calandrillo	The Bullying Prevention Program	May 9 & 14, 2013	\$295
Marisa Shaheen	The Bullying Prevention Program	May 9 & 14, 2013	\$295

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

On a roll call vote, nine (9) members voted yes.

## 10.0 Personnel Committee – Mrs. Barnes

### 10.1 Committee Report

Mrs. Barnes reported that the Personnel Committee met on April 12<sup>th</sup>, 2013 and discussed matters of a confidential nature.

It was motioned by Mrs. Barnes, seconded by Mrs. Konefal, to approve item 10.2 as listed:

10.2 Recommend that the Board of Education approve three additional floating holidays for the full time support staff (6) effective with the 2013-2014 school year.

	AYE	NAY	ABSTAIN	ABSENT	COMMENTS
Mrs. Barnes	X				
Mrs. Carroll	X				
Mr. Costa	X				
Mrs. Konefal	X				
Mrs. Laughlin	X				
Mrs. Rose	X				
Mrs. Ward	X				

Ms. Hennelly	X				
Mrs. Kachinski	X				

On a roll call vote, nine (9) members voted yes.

## 11.0 Policy – Mrs. Barnes

### 11.1 Committee Report:

Mrs. Barnes reported the committee did not meet.

It was motioned by Mrs. Barnes, seconded by Ms. Hennelly, to approve items 11.2 as listed:

### 11.2 Recommend the Board of Education approve the following policies for a second reading of the for the 2012 -2013 school year:

- Policy # 2415 – No Child Left Behind Programs (Revised)
- Policy # 2431 – Athletic Competition (Revised)
- Regulation # 2431.1 – Emergency Procedures for Athletic Practices and Competitions (Revised)
- Regulation #2431.2 – Medical Examination to Determine Fitness for Participation in Athletics (Revised)
- Policy # 2468 – Independent Educational Evaluations (New)
- Policy & Regulation #3230 – Outside Activities (Revised)
- Policy & Regulation # 3281 – Inappropriate Staff Conduct (Revised)
- Policy & Regulation # 4230 – Outdoor Activities (Revised)
- Policy & Regulation # 4281 – Inappropriate Staff Conduct (Revised)
- Policy # 6163 – Advertising on School Property (New)
- Policy # 6480 – Purchase of Food Supplies (Revised)
- Policy # 8505 – School Nutrition (Revised)

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

On a roll call vote, nine (9) members voted yes.

## 12.0 School and Community Relations – Mrs. Konefal

### 12.1 Committee Report

Mrs. Konefal reported that the Committee met on April 5<sup>th</sup>, 2013 and discussed the following:

- Mr. MacConnell attended a workshop at the Duke Mansion on school gardens. He wants to spend more time developing this project and find ways in which we can connect it to our math and science curriculum.
- Mrs. Rose is looking into different STEM grants that we may be able to utilize for creating the garden.
- Mr. MacConnell is hoping to do one more Superintendent's Coffee before the end of the school year
- Team Shrewsbury will be holding a Student / Faculty Dance on April 19<sup>th</sup> and car wash on May 4<sup>th</sup>
- Mrs. Cross' class participated in a contest from Kidsville. The students were asked to create a spring card for a child with special needs. Approximately 150 cards were received. A student from Mrs. Cross' class won the contest. Kidsville and its mascot came to the school on April 9<sup>th</sup> to present him with the award. We will be honoring this student at the Board of Education meeting on April 16<sup>th</sup>.
- We are continuing to work on the details for the VIP luncheon. Mrs. Davis has volunteered to be the teacher liaison on this project. She is working closely with the faculty to make this event extra special for the children and their VIP's.
- Paint the Town Pink is during the month of May. I met with Mrs. Davis on Thursday to discuss various ideas. We came up with great ways in which our school can support Paint the Town Pink. We plan on celebrating Paint the Town Pink in our school from May 6-10.

**13.0 Old Business** – There was no old business.

**14.0 New Business-** Mrs. Barnes updated the Board on the Shrewsbury Community Alliance.

**15.0 Public Participation-** One member of the public spoke on the following topics:

- Question regarding the volume of homework given to middle school in more than one subject a night
- Question regarding homework timeframe in the student handbook

**16.0 President's Comments – Mrs. Kachinski**

Our thoughts and prayers go out to all the folks affected by the horrific explosion at the Boston Marathon.

I think it is important to again recognize our teacher of the year, Ms. Shaheen. Ms. Shaheen is an exceptional member of our staff and we truly appreciate all her dedication to the students and community. We are fortunate to have her on our staff.

President’s Comments – Cont’d.

Team Shrewsbury continues to work to provide financial assistance to those affected by Hurricane Sandy. Friday night’s dance and follow up car wash both go to benefit people in need of help.

I want to acknowledge a few of the volunteers in our SBS community: all the parents who helped to make the Broadway production of High School Musical a huge success. From ticket and snack sales, to designing and building the set, to taking the students to the multiple practices during the past few months, these parents deserve a big thank you. SYAA for the fun-filled Saturday Opening Day Parade as well as all the folks who worked tirelessly to make the annual Gala a great evening.

Speaking of volunteers, the Board is looking for a few good men and women to step up as Board candidates for the upcoming November election. Applications need to be completed by JUNE 4<sup>th</sup> and the link will be on the school website.

## 17.0 Closed Executive Session

- 17.1 It was motioned by Mr. Costa, seconded by Mrs. Barnes, to move into Closed Executive Session at 9:15 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	X				
Mrs. Carroll	X				
Mr. Costa	X				
Mrs. Konefal	X				
Mrs. Laughlin	X				
Mrs. Rose	X				
Mrs. Ward	X				
Ms. Hennesly	X				
Mrs. Kachinski	X				

On a voice call vote, nine (9) members voted yes.

- 17.2 It was motioned by Mr. Costa, seconded by Mrs. Barnes, to reconvene into public session at 10:40 p.m.

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

On a voice vote, nine (9) members voted yes.

## 18.0 Adjournment

- 18.1 It was motioned by Ms. Hennelly, seconded by Mrs. Ward, to adjourn the meeting at 10:41 p.m.

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

On a voice vote, nine (9) members voted yes.

Respectfully submitted,

Debi Avento