

**SHREWSBURY BOROUGH BOARD OF EDUCATION  
SHREWSBURY, NEW JERSEY  
REGULAR MEETING  
TUESDAY, FEBRUARY 19<sup>th</sup>, 2013  
MINUTES**

**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 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. Konefal, seconded by Mrs. Barnes, to move into Closed Executive Session at 7:31 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 (9) members voted yes.

- 2.2 It was motioned by Ms. Hennelly, seconded by Mr. Costa, to reconvene into public session at 8:02 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 –

- Thank you letter from the District to the Red Bank Rotary Club for their donation of dictionaries and thesauruses

### 4.0 Public Participation – Agenda Items Only – Two members of the public spoke.

- The Board discussed the Final Findings Report from the audit conducted by the State of New Jersey Office of Fiscal Accountability and Compliance
- Question regarding transfer of funds from Speech ESY to CST supplies

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

#### 5.1 Superintendent’s Report

- Student Acknowledgements:

The Superintendent presented certificates to students who came in 1<sup>st</sup>, Runner Up and 3<sup>rd</sup> place in the School wide Spelling Bee.

- The Superintendent did a presentation on the District’s goals
- School Safety Plans
- Team Shrewsbury will sponsor a Game Day on Tuesday, February 26<sup>th</sup> from 3:00 – 4:00 PM. All proceeds will be forwarded to Union Beach.

5.1 Superintendent's Report Continued:

- On Friday, January 25<sup>th</sup> the SBS Carnival was held. The SPTG sponsored a wonderful event for the students and their families and was well received by all.
- The Book Fair was held on Tuesday, January 29<sup>th</sup> with family night from 6:00 – 7:30 PM and Wednesday, January 30<sup>th</sup>. From the Community of Shrewsbury, the Mayor, Chief Ferraro, Fireman – Mr. Caviglia and myself, Brent MacConnell attended Family Night and read books to the students. The students always enjoy attending and purchasing books that they will always have fun reading. Thank you to Mrs. Quinn for organizing this amazing event for the students.
- On Thursday, January 31<sup>st</sup> a Superintendent's Coffee was held to discuss testing data and scores. I would like to thank all the parents that came to support this discussion.
- The SPTG is sponsoring a Bingo night on Friday, February 22<sup>nd</sup> from 6:00 – 10:00 PM in the gym. Please come out and support this fun night.
- On Monday, February 25<sup>th</sup> the SPTG is sponsoring a Hip Hop Dance Program Assembly at 9:30 AM for grades K – 8<sup>th</sup> Grade.
- Career Day will be held for the 6<sup>th</sup>, 7<sup>th</sup> and 8<sup>th</sup> Grade students on Friday, March 8<sup>th</sup>. The students will move from room to room to listen to professionals talk about the careers they have chosen.
- The SPTG Variety show will be held on Friday, March 8<sup>th</sup> at 7:00 P.M. for students in Grades 5<sup>th</sup> – 8<sup>th</sup>. The Variety show will feature dancing, singing and musical acts. Students will rehearse the week of March 4<sup>th</sup> after school each day.
- Theater Week begins on Monday, March 11<sup>th</sup> and runs through Friday, March 15<sup>th</sup> for grades 1<sup>st</sup> – 8<sup>th</sup>. The show will be held on Friday, March 15<sup>th</sup> at 7:00 PM in the gym.
- Kindergarten Registration will be held on Thursday, March 14<sup>th</sup> 8:30 AM – 2:30 PM in the Guidance Room # 309.
- The Annual SAIL Fair will be held on Wednesday, March 20<sup>th</sup> from 8:30 AM to 8:00 PM and on Thursday, March 21<sup>st</sup> from 8:30 AM to 11:30 AM in the gym.
- Please be reminded Spring Break is Monday, March 25<sup>th</sup> thru Friday, March 29<sup>th</sup>. School reopens Monday, April 1<sup>st</sup> as listed on the revised school calendar.

It was motioned by Mrs. Carroll, seconded by Mrs. Rose to approve item 5.2 as listed:

- 5.2 Recommend that the Board of Education approve the waiver of the SEMI (Special Education Medicaid Initiative) Program as the district has fewer than 40 Medicaid eligible classified students and that the participation would not provide a cost benefit to the district as follows:

5.2 Continued:

Whereas, NJAC 6A:23A-5.3 provides that a school district may request a waiver of compliance with respect to the district’s participation in the Special Education Medicaid Initiative (SEMI) Program for the 2013-2014, and

Whereas, the Shrewsbury Board of Education desires to apply for this waiver but due to the fact that it projects having fewer than 40 Medicaid eligible classified students OR participation in SEMI would not provide a cost benefit to the district based on the projection of the district’s available SEMI reimbursement for the 2013-2014 budget 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 voice vote, nine (9) members voted yes.

**6.0 Business Administrator’s Report – Ms. Avento**

It was motioned by Mrs. Carroll, seconded by Mrs. Rose, 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 22, 2013

6.1.2 Regular Meeting Minutes, January 22, 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 on February 18<sup>th</sup>, 2013 and discussed the following:

- Combined the Facilities and Technology committees
- Repairs to the Boiler and HVAC
- Door alarms were installed on all exterior doors
- Technology inventory
- Software / network usage
- Possibility of a Pilot IPAD program combined with input from other committees
- Status of Professional Development / Student Records

## 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 2013-2014 budget strategies & current status of the budget, reviewed ongoing state directives, Fiscal Accountability & Compliance Audit and the items listed below.

It was motioned by Ms. Hennelly, seconded by Mrs. Konefal, to approve items 8.2 through 8.8 as amended:

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

January 2013 Payroll – 2 <sup>nd</sup> half	\$ 200,721.57
February 2013 Payroll – 1 <sup>st</sup> half	\$ 217,411.92
January 2013 Bills & Claims	<u>\$ 175,052.72</u>
Total	\$ 593,186.21

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

<u>FROM</u>	<u>AMOUNT</u>	<u>TO</u>	<u>AMOUNT</u>
11-000-100-566-01 Tuition Spec Ed Private Rcl For Addtl. Funds Needed- Arts Ed. Ctr.	1,600	11-000-100-561-00 Tuition to Other LEAS	1,600
11-000-216-101-01 Salary Speech Inst 11-000-216-101-02 Salary Speech Inst – ESY Rcl for Addtl Funds Needed	1,591 2,000	11-000-219-610-01 CST – Supplies	3,591
11-000-223-590-01 PD – Distr Workshop Rcl for Addtl Funds Needed	1,000	11-000-223-390-01 PD – Purchased Prof Svc	1,000

8.3 Continued:

<u>FROM</u>	<u>AMOUNT</u>	<u>TO</u>	<u>AMOUNT</u>
11-000-216-320-01	1,664	11-000-230-610-01	2,664
Purch Prof Svc – Other		Superintendent – Supplies	
11-000-230-580-01	1,000		
Superintendent – Travel			
Rcl For Addtl Funds Needed			
11-213-100-101-03	300	11-000-240-610-01	300
Salary – RR – Summer		School Office Supplies	
Rcl For Addtl Funds Needed			
11-000-291-241-01	15,800	11-000-261-420-01	26,800
PERS Contribution		R&M – Contracted Svcs	
11-230-100-101-01	19,000	11-000-261-420-03	8,000
Basic Skills		R&M – Bldg	
Rcl For Repairs To District Boiler System and HVAC			
11-000-262-100-01	1,300	11-000-262-107-01	1,000
Custodial Maint. Salary		Salaries to Lunch Aide	
		11-000-262-107-02	300
		Salaries- Lunch Aide Subs	
Rcl for Addtl Funds Needed			
11-000-291-270-02	6,000	11-000-251-610-01	6,000
District Benefit Health		Business Office Supplies	
Rcl for Addtl Funds Needed			
11-120-100-101-01	1,653	11-110-100-101-01	1,653
Salary 1-5		Salary Kindergarten	
Rcl for Addtl Funds Needed			
11-213-100-101-01	532	11-213-100-106-01	532
RR Salary		RR Aides Salary	
Rcl for Addtl Funds Needed			
11-120-100-101-01	2,000	11-000-230-100-02	2,000
Salaries K-5		Salary Superintendent – Other	
Rcl for Addtl Funds Needed			
11-120-100-101-01	1,000	11-000-251-100-02	1,000
Salaries K – 5		Salaries – Bus –Other	
Rcl for Addtl Funds Needed			
11-213-100-106-02	3,905	11-190-100-106-02	3,905
Salaries – RR		Salaries- Instr. Aide	
E/C Salary Coding			

8.3 Continued:

<u>FROM</u>	<u>AMOUNT</u>	<u>TO</u>	<u>AMOUNT</u>
11-213-100-101-01 Salaries – RR	1,000	11-190-100-106-03 Salaries – Instr. Aide Sub.	5,001
11-213-100-106-02 Salaries – RR Instr. Aides	1,915.16		
11-213-100-106-02 E/C Salary Coding	2,085.84		
11-000-222-100-01 Salaries – Media Ctr	500	11-000-222-610-01 Supplies – Books	61
		11-000-222-610-04 Supplies – Library	439
Rcl for Addtl Funds Needed			
11-000-262-622-01 Energy	15,000	11-000-230-331-01 Legal	15,000
Rcl For Addtl Funds Needed			

8.4 Pursuant to N.J.A.C. 6:20-2.13(e), I certify that as of January 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 Secretary’s Report for the months of December 2012 and January 2013 with the respective Treasurer’s Reports be accepted, filed for audit, attached to, and made part of the official minutes of this meeting.

8.6 Recommend that the Board of Education certify and acknowledge the Final Findings Report resulting from the review that was conducted by the State of New Jersey Office of Fiscal Accountability and Compliance of the Application for State School Aid, the District Report of Transported Students and the Application for Extraordinary Aid for Special Education Costs for the fiscal year 2011-2012 and the corrective action plan (Attachment 8.6). The Board also certifies that the report was discussed in public.

8.7 Recommend that the Board of Education retroactively approve Diane Ames, Occupational Therapist to provide the following students with evaluations as listed:

<u>Student #</u>	<u>Type of Evaluation</u>	<u>Cost</u>
#3600152	Sensory	\$200
#3780049	Sensory	\$200
#3780131	Occupational Therapy	\$300
#3780231	Occupational Therapy	\$300

8.8 Recommend that the Board of Education accept the IDEA FY13 Grant Award as approved by the state for the 2012-2013 school year as follows:

IDEA Basic	Grant Award	\$116,559
Preschool	Grant Award	\$ 5,552
Total		\$120,886

	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 February 11<sup>th</sup>, 2013 and discussed the following:

- Professional Development Day on February 15, 2013
- Spanish Curriculum for grades K-2
- SAIL Fair will take place on March 20 & 21 Theme will be a Jungle of Learning
- Problem based learning
- Math grades 6-8
- Novels - Purchasing
- Summer reading lists for grades 5-8

It was motioned by Mrs. Ward, seconded by Mrs. Barnes, to approve item 9.2 through 9.3 as amended:

9.2 Recommend that the Board of Education approve the following field trip at no cost to the Board of Education for the 2012-2013 school year. All costs to be paid by students and SPTG:

Class/Group:	Fourth Grade
Destination:	Washington Crossing State Park
Date(s):	Friday, April 26 <sup>th</sup> , 2013
Cost of Trip:	\$600.00
Cost of Transportation:	\$1,232.00



- 9.3 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>
Marisa Shaheen	NJ Anti-Bullying Conference	5/28 & 5/29/13	\$ 179
Cindy Newman	NJEA Teaching & Learning Symp	4/20/13	\$ 35
Debby Agro	NJEA Teaching & Learning Symp	4/20/13	\$ 35
Laura Ehlers	NJEA Teaching & Learning Symp	4/20/13	\$ 35

	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 February 14<sup>th</sup>, 2013 and discussed matters of a confidential nature and the items listed below.

It was motioned by Mrs. Barnes, seconded by Mrs. Konefal , to approve items 10.2 through 10.5 as amended:

- 10.2 Recommend that the Board of Education approve Alice Bonhard as Lunch Aide at the corrected hourly rate of \$13.00/hr. effective March 1<sup>st</sup>, 2012 for the 2012-2013 school year.

- 10.3 Recommend that the Board of Education approve the following individuals with corrected stipends for Black Seal and Longevity pay as per the custodial contract for the 2012-2013 school year as listed:

<u>Name</u>	<u>From</u>	<u>To</u>	<u>Item</u>
Kathleen Skimelis	\$425	\$450	Black Seal Adjustment
Kathleen Skimelis		\$400	Longevity Pay
Edward Greeley	\$425	\$450	Black Seal Adjustment
Sean Corso	\$425	\$450	Black Seal Adjustment
Daniel Cherisca	\$425	\$450	Black Seal Adjustment

- 10.4 Recommend the Board of Education retroactively approve the following adjusted stipends for Boys Basketball Coach for the remainder of the basketball season for the 2012 -2013 school year as follows:

<u>Name</u>	<u>Stipend</u>
Dan White	\$2,054.17
Michael Pettit	\$ 410.83

- 10.5 Recommend the Board of Education approve the following Pay to Play stipend positions for the 2012-2013 school year as follows:

<u>Name</u>	<u>Positions</u>	<u>Stipend</u>
Todd Havard	Girls Softball Coach	\$ 2,465
Kenny Ludwig	Baseball Coach	\$ 2,465

	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 met on February 5<sup>th</sup>, 2013 and discussed the following:

- Overview of the history of the Policy Committee
- Contracting with Strauss Esmay
- NJSBA
- Policy Alert
- Public Complaints and Grievances Policy
- Cost comparison for possible change of service regarding policy

## 12.0 School and Community Relations – Mrs. Konefal

### 11.1 Committee Report

11.1 Continued:

Mrs. Konefal reported that the Committee met on February 11<sup>th</sup>, 2013 and discussed the following:

- Spelling Bee winners honored tonight
- Vegetable garden location needed and different community groups to partner with
- 8<sup>th</sup> Graders who participated in Winter Sports will be honored at next BOE meeting
- Team Shrewsbury – Afternoon of Games to benefit Hurricane Sandy victims
- Homesteaders will read to the students
- VIP Luncheon – Grades 1-4 in May during their lunch

**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**

Two members of the public spoke. The topics included the following:

- Gym floor too slippery
- Question regarding the Guiding Reading program about testing progress and assessment

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

This week a panel made up of teachers, administrators, parents and other community members will be selecting the Monmouth County Superintendent's Teacher of the year. This individual will be recognized both school wide as well as on the county level for his/her exceptional contributions to SBS. Our teacher of the year last year was Mr. Havard.

I just wanted to call to your attention one of the ongoing SAIL Fair projects, which is called The Water Project. The sixth grade class is inviting the community to participate in the "Water Challenge" as their SAIL project. Through this project you will be helping them to bring safe drinking water to needy

16.0 President's Comments Continued:

communities across Africa. The culmination of their efforts will be presented at the SAIL Fair on March 20 & 21, just days before World Water Day.

## 17.0 Adjournment

- 17.1 It was motioned by Mrs. Rose, seconded by Mrs. Carroll, to adjourn the meeting at 9:21 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,

Debora Avento  
Business Administrator/Board Secretary