

**SHREWSBURY BOROUGH BOARD OF EDUCATION
SHREWSBURY, NEW JERSEY
REGULAR MEETING
TUESDAY, FEBRUARY 19th, 2019
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 emailed to the Asbury Park Press on December 19th, 2018 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. Carroll	Mr. Sweeney
Mrs. Gourley-Thompson	Mrs. Barber
Mrs. Groom	Mrs. Hemel
Mrs. Hepburn-Goldberg	Mr. MacConnell, Superintendent
Mrs. Humes	Ms. Avento, Business Administrator
Mrs. Montgomery	

1.5 Mission Statement

The mission of the Shrewsbury Borough School District, a system built on successful cooperation among family, school and community, is to prepare all students to achieve excellence and to become responsible citizens through rigorous educational programs consistent with the New Jersey Student Learning Standards and which respect individual differences and diversity. Students will be prepared to meet the challenges presented in the regional high school and the world beyond.

2.0 Closed Executive Session

2.1 It was motioned by M_____, seconded by M_____, 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. Carroll					
Mrs. Gourley-Thompson					
Mrs. Groom					
Mrs. Hepburn-Goldberg					
Mrs. Humes					
Mrs. Montgomery					
Mr. Sweeney					
Mrs. Barber					
Mrs. Hemel					

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

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

	AYE	NAY	ABSTAIN	ABSENT	COMMENTS
Mrs. Carroll					
Mrs. Gourley-Thompson					
Mrs. Groom					
Mrs. Hepburn-Goldberg					
Mrs. Humes					
Mrs. Montgomery					
Mr. Sweeney					
Mrs. Barber					
Mrs. Hemel					

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

3.0 Communications ~ There were no communications.

4.0 Public Participation ~

5.0 Superintendent’s Report ~ Mr. MacConnell

- 5.1 Superintendent’s Report

It was motioned by M_____, seconded by M_____, to approve items 5.2 through 5.3 as listed:

- 5.2 Recommend that the Board of Education approve the District HIB Report for the month of January 2019.
- 5.3 Recommend that the Board of Education approve the waiver of Special Education Medicaid Initiative (SEMI) Program as the district has fewer than forty (40) Medicaid eligible classified students that the participation would not provide a cost benefit to the district as follows:

5.3 Continued:

Whereas, N.J.A.C. 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 2019-2020 school year; and

Whereas, the Shrewsbury Board of Education desires to apply for this waiver but due to the fact that it projects having fewer than forty(40) Medicaid eligible classified students that the 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 2019-2020 budget year.

	AYE	NAY	ABSTAIN	ABSENT	COMMENTS
Mrs. Carroll					
Mrs. Gourley-Thompson					
Mrs. Groom					
Mrs. Hepburn-Goldberg					
Mrs. Humes					
Mrs. Montgomery					
Mr. Sweeney					
Mrs. Barber					
Mrs. Hemel					

On a roll call 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 item 6.1 as listed:

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

- 6.1.1 Regular Meeting Minutes, January 22nd, 2019
- 6.1.2 Executive Session Meeting Minutes, January 22nd, 2019

	AYE	NAY	ABSTAIN	ABSENT	COMMENTS
Mrs. Carroll					
Mrs. Gourley-Thompson					
Mrs. Groom					
Mrs. Hepburn-Goldberg					
Mrs. Humes					
Mrs. Montgomery					
Mr. Sweeney					
Mrs. Barber					
Mrs. Hemel					

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

7.0 Facilities Committee ~ Mr. Sweeney

7.1 Committee Report

Mr. Sweeney reported that the Committee met on February 12th, 2019 and reviewed the following:

8.0 Finance Committee ~ Mr. Sweeney

8.1 Committee Report

Mr. Sweeney reported that the Committee met February 12th, 2019 and reviewed 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 M_____, seconded by M_____, to approve items 8.2 through 8.14 as listed:

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

January 2019 Payroll – 2 nd half	\$ 251,397.11
February 2019 Payroll – 1 st half	\$ 256,025.94
January 2019 Bills and Claims	\$ 943.91
January 2019 Bills and Claims	\$ 120.00
February 2019 Bills and Claims	<u>\$ 165,438.62</u>
	\$ 508,486.96

*8.3 Recommend that the Board of Education approve the following transfers within the 2018-2019 General Fund as amended:

<u>FROM</u>	<u>AMOUNT</u>	<u>TO</u>	<u>AMOUNT</u>
11-213-100-310-01 RR Supplies	\$ 1,904.00	11-213-100-101-01 Salaries - RR	\$ 2,167.00
11-201-100-610-01 LLD – Supplies Rcl. For Addt'l Funds Needed	\$ 263.00		
11-190-100-106-02 Salaries – Aides Rcl. For Addt'l Funds	\$ 4,500.00	11-402-100-100-01 Extracurricular	\$ 4,500.00
11-190-100-106-02 Salaries – Aides Rcl. For Addt'l Student - ARTS	\$ 570.00	11-000-100-561-00 Tuition – Other LEA	\$ 570.00
11-000-222-320-01 Purch. Prof. Svc. Rcl. For Addt'l Funds Needed	\$.22	11-000-222-177-01 Salaries - Media Tech	\$.22

*8.3 Continued:

11-000-251-890-01	\$ 1,500.00	11-000-251-100-01	\$ 1,500.00
Bus. Office Misc.		Bus. Office Salaries	
Rcl. Trip Coordinator			
11-190-100-106-02	\$ 8,700.00	11-000-266-100-02	\$ 8,700.00
Salaries – Aides		Crossing Guard – Shared Svc.	
Rcl. For Addt'l Funds Needed			
11-190-100-106-02	\$14,436.00	11-000-291-241-01	\$14,436.00
Salaries – Aides		PERS Mandatory Contribution – State	
Rcl. For Addt'l Funds Needed			
11-000-291-250-01	\$10,000.00	11-000-291-260-01	\$40,581.00
District Unemployment		Worker's Comp.	
11-000-291-270-02	\$30,581.00		
Rcl. For Addt'l Funds Needed			

8.4 Pursuant to N.J.A.C. 6:20-2.13(e), I certify that as of January 31st, 2019, 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 6A:23-2.11(c)(3) and 6A:23-2.11(c)(4) 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 month of December 2018 with the respective Treasurer's Report 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 accept and approve the 2017-2018 Comprehensive Annual Financial Report (CAFR) as prepared by Robert A. Hulsart & Company along with the Corrective Action Plan (CAP) to submit to the Monmouth County Department of Education as required. (Attachment 8.6)
- *8.7 Recommend that the Board of Education approve Automated Climate Controls Inc. (State Contract) to proceed with valve repairs at a cost of \$18,950 for the 2018-2019 school year.
- *8.8 Recommend that the Board of Education proceed with the direct install program with Hutchinson for the 2018-2019 school year.
- 8.9 Recommend that the Board of Education approve an ABA Instructional Aide for a tuition student from Avon School District already attending the Shrewsbury PreK ABA Program beginning February 1, 2019 and terminate the end of the 2018-2019 school year ending June 30, 2019 at a prorated tuition rate of \$16,104.00 for the remainder of the 2018-2019 School Year.

- 8.10 Recommend that the Board of Education approve the following vendors, services and amounts for the 2018-2019 school year.

<u>Vendor</u>	<u>Evaluation</u>	<u>Cost</u>
Developmental Pediatrics of Central Jersey	Neurodevelopmental Assessments	\$ 500.00
Beech Tree Psychiatric Services	Psychiatric Evaluations	\$ 450.00
CNNH	Neuropsychological Evaluations	\$2,750.00
Oxford Consulting Services, Inc.	Occupational Therapy Evaluations	\$ 500.00
Oxford Consulting Services, Inc.	Physical Therapy Evaluations	\$ 500.00
Oxford Consulting Services, Inc.	Speech Therapy Evaluations	\$ 500.00
Oxford Consulting Services, Inc.	Functional Behavioral Assessments	\$ 800.00

- 8.11 Recommend that the Board of Education approve the following Preschool Tuition Rates as listed for the 2019-2020 school year on a first come first serve basis based on the availability of the program: Full Day: \$850/mo. Half Day: \$525/mo.

- *8.12 Recommend that the Board of Education approve student # 7031 to receive Speech Services 1x/week at a rate of \$22.50/week for 24 weeks totaling \$ 540.00 with the Middletown Township School District for the remainder of the 2018-2019 school year.

- 8.13 Recommend that the Board of Education approve the following student services for the 2018-2019 school year.

<u>Student #</u>	<u>Service</u>	<u>Vendor</u>	<u>Cost</u>
7035	OT Evaluation	Diane Ames	\$ 350.00
7035	Neurodevelopment Evaluation	Dev. Pediatrics Central NJ	\$ 500.00
483	Neurodevelopment Evaluation	Dev. Pediatrics Central NJ	\$ 500.00
483	Psychiatric Evaluation	Beech Tree Psychiatric	\$ 450.00
483	Neuropsychological Evaluation	CNNH	\$2,750.00
483	Occupational Therapy Evaluation	Oxford Consulting Services	\$ 500.00
483	Physical Therapy Evaluation	Oxford Consulting Services	\$ 500.00
483	Speech Therapy Evaluation	Oxford Consulting Services	\$ 500.00
483	Functional Behavioral Assessment	Oxford Consulting Services	\$ 800.00
7036	OT Evaluation	Diane Ames	\$ 350.00
6259	OT Evaluation	Diane Ames	\$ 350.00
7007	OT Evaluation	Diane Ames	\$ 350.00
7040	OT Evaluation	Diane Ames	\$ 350.00

- *8.14 Recommend that the Board of Education approve the following damaged/obsolete books/furniture/miscellaneous items to be discarded as follows for the 2018-2019 school year:

<u>Quantity</u>	<u>Description</u>	<u>Information</u>	<u>Reason</u>
2	mineral/rock frames	(5-8) Science Prep Room	outdated
25	specimen jars	(5-8) Science Prep Room	outdated
25	specimen in hard plastic	(5-8) Science Prep Room	outdated
2 sets	teacher resources	(5-8) Science Prep Room	outdated
4	science posters	(5-8) Science Prep Room	outdated
25	science text books	(5-8) Science Prep Room	outdated

	AYE	NAY	ABSTAIN	ABSENT	COMMENTS
Mrs. Carroll					
Mrs. Gourley-Thompson					
Mrs. Groom					
Mrs. Hepburn-Goldberg					
Mrs. Humes					
Mrs. Montgomery					
Mr. Sweeney					
Mrs. Barber					
Mrs. Hemel					

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

9.0 Curriculum Committee ~ Mrs. Montgomery

9.1 Committee Report

Mrs. Montgomery reported that the Curriculum Committee met on February 12th, 2019 and discussed the following:

It was motioned by M_____, seconded by M_____, to approve item 9.2 as listed:

- *9.2 Recommend that the Board of Education approve the following professional development for travel reimbursement expenditures at the state rate of .31 cents per mile for the 2018-2019 school year as listed:

<u>Staff Member</u>	<u>Program/ Workshop/Training</u>	<u>Date</u>	<u>Estimated Mileage</u>	<u>Cost</u>
Marissa Shaheen	Teaching Mindfulness to Tweens/Teens	2/9-10/19	\$13.70	\$450.00
Marissa Shaheen	Art Therapy	3/1/19	\$ 4.78	\$229.99
Mary Ellen Phillips	MC3 Reading Specialist Mtg	3/20/19	\$ 3.41	\$0
Cate Moore	MC3 Reading Specialist Mtg	3/20/19	\$ 1.65	\$0
Debi Avento	NJASBO	6/5-7/19	\$0	\$275.00
Kelly Cosentino	ESL Articulation Meeting	4/9/19	\$ 6.26	\$0
Dan Devine	ESL Articulation Meeting	4/9/19	\$ 1.86	\$0
Nina Potter	ESL Articulation Meeting	4/9/19	\$ 9.86	\$0
Deborah Agro	ESL Articulation Meeting	4/9/19	\$17.42	\$0
Deborah Agro	NJ AMLE Annual Conf.	3/15/19	\$27.03	\$ 99.00
Todd Havard	NJ AMLE Annual Conf.	3/15/19	\$22.08	\$ 99.00
Vincent Muench	NJ AMLE Annual Conf.	3/15/19	\$32.18	\$ 99.00
Jim McConville	NJ AMLE Annual Conf.	3/15/19	\$44.40	\$ 99.00

	AYE	NAY	ABSTAIN	ABSENT	COMMENTS
Mrs. Carroll					
Mrs. Gourley-Thompson					
Mrs. Groom					
Mrs. Hepburn-Goldberg					
Mrs. Humes					
Mrs. Montgomery					
Mr. Sweeney					
Mrs. Barber					
Mrs. Hemel					

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

10.0 Personnel Committee ~ Mrs. Barber

10.1 Committee Report

Mrs. Barber reported that the Personnel Committee met on February 13th, 2019 and discussed matters of a confidential nature.

It was motioned by M_____, seconded by M_____, to approve items 10.2 and 10.5 as amended:

10.2 Recommend that the Board of Education approve the extension of Cheryl Peterson to provide home instruction to student #483 from February 19, 2019 through February 28, 2019 for the remaining 3 hours of home instruction at a rate of \$45/hr not to exceed \$135.00 during 2018-2019 school year.

10.3 Recommend the Board of Education approve the Hall Monitor job description for the 2018-2019 school year.

10.4 Recommend the Board of Education approve Steven Stochlinski as Hall Monitor at the rate of \$18.08 per hour for the 2018-2019 school year.

10.5 Recommend that the Board of Education approve the following substitute teacher at the February 19, 2019 BOE meeting:

Substitute Teachers
 Daniella Marino

	AYE	NAY	ABSTAIN	ABSENT	COMMENTS
Mrs. Carroll					
Mrs. Gourley-Thompson					
Mrs. Groom					
Mrs. Hepburn-Goldberg					
Mrs. Humes					
Mrs. Montgomery					
Mr. Sweeney					
Mrs. Barber					
Mrs. Hemel					

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

11.0 Policy ~ Mrs. Carroll

11.1 Committee Report:

Mrs. Carroll reported that the Policy Committee met on February 4th, 2019 and discussed the following:

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

11.2 Recommend the Board of Education approve Policy Alert # 217 for 1st Reading for the 2018-2019 school year:

Policy Alert # 217:

- Policy # 2422 – Health and Physical Education (M) (Revised)
- Policy #2431.3 – Practice and Pre-Season Heat-Acclimation for School – Sponsored Athletics and Extra-Curricular Activities (Revised)
- Policy #2610 – Educational Program Evaluation (M) (Revised)
- Policy #4219 – Commercial Driver’s License Controlled Substance and Alcohol Use Testing (M) (Revised)
- Policy & Regulation # 5111 – Eligibility of Resident/Nonresident Students (M) (Revised)
- Policy #5330-.04 – Administering and Opioid Antidote (M) (Revised)
- Regulation #5330.04 – Administering an Opioid antidote (M) (New)
- Policy #5337 – Service Animals (Revised)
- Policy #5756 – Transgender Students (M) (Revised)
- Policy and Regulation #7440 – School District Security (M) (Revised)
- Policy # 8561 – Procurement Procedures for School Nutrition Programs (M) (Revised)
- Policy # 8860 – Memorials (Revised)

Policy and Regulation Guide Updates – Replacing “Electronic Violence and Vandalism Reporting System (EVVRS)” with “Student Safety Data System (SSDS)”

- Policy # 2415.06 – Unsafe School Choice Option (M) (Revised)
- Regulation # 2460.8 – Special Education – Free and Appropriate Public Education (M) (Revised)
- Regulation # 5530 – Substance Abuse (M) (Revised)
- Policy & Regulation # 5600 – Student Discipline/Code of Conduct (M) (Revised)
- Policy & Regulation # 5611 – Removal of Students for Firearms Offenses (M) (Revised)
- Policy & Regulation # 5612 – Assaults on District Board of Education Members or Employees (M) (Revised)
- Policy & Regulation # 5613 – Removal of Students for Assaults with Weapons Offenses (M) (Revised)
- Policy & Regulation # 8461 - Reporting Violence, Vandalism, Harassment, Intimidation, Bullying, Alcohol, and Other Drug Offenses (M) (Revised)

12.0 School and Community Relations ~ Mrs. Hepburn-Goldberg

12.1 Committee Report

Mrs. Hepburn-Goldberg reported that the Committee met on February 8th, 2019 and discussed the following:

13.0 Old Business ~ There is no old business.

14.0 New Business ~

15.0 Public Participation ~

16.0 President's Comments ~ Mrs. Hemel

17.0 Closed Executive Session

- 17.1 It was motioned by M_____, seconded by M_____, 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. Carroll					
Mrs. Gourley-Thompson					
Mrs. Groom					
Mrs. Hepburn-Goldberg					
Mrs. Humes					
Mrs. Montgomery					
Mr. Sweeney					
Mrs. Barber					
Mrs. Hemel					

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

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

	AYE	NAY	ABSTAIN	ABSENT	COMMENTS
Mrs. Carroll					
Mrs. Gourley-Thompson					
Mrs. Groom					
Mrs. Hepburn-Goldberg					
Mrs. Humes					
Mrs. Montgomery					
Mr. Sweeney					
Mrs. Barber					
Mrs. Hemel					

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

18.0 Adjournment

- 18.1 It was motioned by M_____, seconded by M_____, to adjourn the meeting at _____ p.m.

	AYE	NAY	ABSTAIN	ABSENT	COMMENTS
Mrs. Carroll					
Mrs. Gourley-Thompson					
Mrs. Groom					
Mrs. Hepburn-Goldberg					
Mrs. Humes					
Mrs. Montgomery					
Mr. Sweeney					
Mrs. Barber					
Mrs. Hemel					

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