

**SHREWSBURY BOROUGH BOARD OF EDUCATION  
SHREWSBURY, NEW JERSEY  
REORGANIZATION MEETING  
TUESDAY, JANUARY 2, 2018  
MINUTES**

**1.0 Opening Procedures**

1.1 Call to Order: The Board Secretary called the meeting to order at 7:07 p.m.

1.2 Flag Salute

1.3 Opening Statement

"In compliance with Pl 1975, Chapter 231, Open Public Meetings Act, notice of this meeting was emailed to the Asbury Park Press on December 22<sup>nd</sup>, 2017. On December 22<sup>nd</sup>, 2017 a copy of this notice was posted at the Bell Foyer Entrance and the Fern Ross Entrance to Shrewsbury Borough School. In addition, a copy of this notice was emailed to the Borough Clerk on December 22<sup>nd</sup>, 2017 and is on file in that office."

1.4 Administration of the Oath of Office for Newly Elected Board Members.

For a term of three (3) years:

Heather Gourley-Thompson  
Natalie Carroll

1.5 Roll Call:

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

On a roll call vote, eight (8) members were present.

**2.0 Board President Nominations**

2.1 The Board Secretary calls for nominations for President of the Shrewsbury Borough Board of Education.

Nominating Motions:

Mrs. Hemel was nominated by Mrs. Barber and seconded by Mr. Sweeney.

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- 2.2 It was motioned by Mr. Sweeney and seconded by Mrs. Barber that the Shrewsbury Board of Education close nominations for President of the Shrewsbury Borough Board of Education.

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

On a voice vote eight (8) members voted yes.

- 2.3 Roll call vote for Mrs. Hemel as President of the Shrewsbury Borough Board of Education.

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

On a roll call vote eight (8) members voted yes.

- 2.4 Mrs. Hemel assumed the chair of President of the Shrewsbury Board of Education.

**3.0 Board Vice-President Nominations**

- 3.1 Mrs. Hemel called for nominations for Vice-President of the Shrewsbury Borough Board of Education.

Nominating Motions:

Mrs. Laughlin was nominated by Mr. Sweeney and seconded by Mrs. Groom.

- 3.2 It was motioned by Mr. Sweeney and seconded by Mrs. Hepburn-Goldberg that the Shrewsbury Board of Education close nominations for Vice President of the Shrewsbury Borough Board of Education.

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

On a voice vote eight (8) members voted yes.

- 3.3 Roll call vote for Mrs. Laughlin as Vice-President of the Shrewsbury Borough Board of Education.

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

On a roll call vote, eight (8) members voted yes.

- 3.4 The newly reorganized Board read, acknowledged, discussed the Board Member Code of Ethics. Each Board Member signed off that they have read and understand the Board Member Code of Ethics.

**4.0 Public Participation ~ Agenda Items Only ~ There was no Public Participation.**

**5.0 Board Business**

It was motioned by Mr. Sweeney and seconded by Mrs. Hepburn-Goldberg to approve items 5.1 through 5.15 as listed:

- 5.1 Recommend that the Board of Education acknowledge and have the combined statement of results of the 2017 School District Elections held November 7<sup>th</sup>, 2017 be made a part of the Reorganization meeting minutes:

Members of Board of Education for three - three year terms:

	<u>Yes</u>
Natalie Carroll	533
Heather Gourley-Thompson	521
Kimberly Rose	501

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- 5.1 Continued:
- |                    |            |
|--------------------|------------|
| Rebecca Montgomery | 402        |
| David Ngo          | 393        |
| Lisa Jacobowitz    | 378        |
| Ryan Higgins       | <u>363</u> |
| Total              | 3,091      |
- 5.2 Recommend that the Board of Education accept the resignation of Mrs. Rose from her newly elected three (3) year term on the Board of Education.
- 5.3 Recommend that the Board of Education approve the following as the district's Mission Statement for the 2017-2018 school year:

**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 Core Curriculum Content 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.

- 5.4 Recommend that the Board of Education approve the authorized signatures on the following Board accounts for the 2017-2018 school year:

- |                                  |  |
|----------------------------------|--|
| General (Any 3)                  | <ol style="list-style-type: none"> <li>1. President/Vice-President</li> <li>2. Business Administrator/Superintendent</li> <li>3. Treasurer of School Monies</li> </ol> |
| Agency (Any 2)                   | <ol style="list-style-type: none"> <li>1. President/Superintendent</li> <li>2. Business Administrator</li> </ol>   |
| Student Activity (Any 2)         | <ol style="list-style-type: none"> <li>1. Superintendent/President</li> <li>2. Business Administrator</li> </ol>   |
| Food Services (Any 2)            | <ol style="list-style-type: none"> <li>1. Superintendent/President</li> <li>2. Business Administrator</li> </ol>   |
| Unemployment Comp. Trust (Any 2) | <ol style="list-style-type: none"> <li>1. Superintendent/President</li> <li>2. Business Administrator</li> </ol>   |
| Petty Cash (Any 2)               | <ol style="list-style-type: none"> <li>1. Superintendent/President</li> <li>2. Business Administrator</li> </ol>   |
| Salary (1)                       | <ol style="list-style-type: none"> <li>1. Business Administrator</li> <li>2. Treasurer of School Monies</li> </ol>   |
| Tuition (1)                      | <ol style="list-style-type: none"> <li>1. Business Administrator</li> </ol>  |

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- 5.5 Recommend that the Board of Education designate the Asbury Park Press as the primary publication and The Hub as secondary publication for the placement of legal advertisements and notices for the 2018 school year.
- 5.6 Recommend that the Board of Education reconfirm the adoption of the present Board of Education Policy Manual and all existing bylaws and procedures as they currently exist for the 2018 school year.
- 5.7 Recommend that the Board of Education approve Dr. Brenda Goon as School Physician at the rate of \$4,000 for the 2017-2018 school year.
- 5.8 Recommend that the Board of Education approve Spiezle Architect Group as the Architect for the 2017-2018 school year.
- 5.9 Recommend that the Board of Education appoint the firm of Robert Hulsart & Company as auditors for the fiscal year 2017-2018 for a total fee of \$10,500.
- 5.10 Recommend that the Board of Education appoint Cooper Levenson as Council to the Board of Education for the 2017-2018 school year as per contract and at the contractual rate of \$175 per hour not to exceed \$60,000 for the 2017-2018 school year.
- 5.11 Recommend that the Board of Education approve the district participation in the following shared services/cooperative purchasing consortiums as required for the 2017-2018 school year:
  - Educational Data Services
  - EIRC
  - Hunterdon County Educational Services Commission (HCESC)
  - Middlesex Regional Educational Services Commission (MRESC)
  - Monmouth-Ocean Educational Services Commission (MOESC)
  - ACES
  - ACT
  - IPM Coordinator
  - Ontech for E-Rate
- 5.12 Recommend that the Board of Education approve the Cooperative Transportation Agreement with MOESC as required for the 2017-2018 school year.
- 5.13 Recommend that the Board of Education approve Monmouth-Ocean Educational Services Commission to provide Non-Public Nursing Services to the Shrewsbury School District from July 1, 2011 through June 30, 2021 (10 year agreement).
- 5.14 Recommend that the Board of Education approve Monmouth-Ocean Educational Services Commission (MOESC) to administer the IDEA Nonpublic, Nonpublic Nursing, Non Public Textbook Initiative, Non Public Technology Services, Non Public Security Initiative and Chapter 192/193 for the 2017-2018 school year.
- 5.15 Recommend that the Board Of Education approve the participation in the New Jersey School Boards Association for a total fee of \$4,205.65 and the Monmouth County School Boards Association for the 2017-2018 school year.

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

On a roll call vote, eight (8) members voted yes.

**6.0 Personnel Committee**

It was motioned by Mrs. Laughlin, seconded by Mr. Sweeney, to approve items 6.1 through 6.3 as listed:

- 6.1 Recommend the Board of Education rescind the appointment of Krista O'Connor, Substitute Nurse for the 2017-2018 school year.
- 6.2 Recommend that the Board of Education approve Kathryn Funk as a Long Term Substitute Nurse to begin on or about January 16<sup>th</sup>, 2018 at the substitute rate of \$125/day for days 1-20 consecutively worked in the same position and the prorated rate of BA/1(\$49,540) for days 21+ for the 2017-2018 school year.
- 6.3 Recommend that the Board of Education approve Simone Monahan as a Long Term Substitute to begin on January 2<sup>nd</sup>, 2018 at the substitute rate of \$85/day for days 1-20 consecutively worked in the same position and the prorated rate of BA/1(\$49,540) for days 21+ for the 2017-2018 school year.

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

On a roll call vote, eight (8) members voted yes.

**7.0 Public Participation**

One (1) member of the public spoke. Topics included the following:

- Thanking a former Board Member for her service

**8.0 Old Business ~ There was no Old Business.**

**9.0 New Business ~**

Mrs. Hemel announced that anyone that is interested in the vacant seat on the Board of Education should submit a letter of interest and resume to Ms. Avento no later than Friday, January 12, 2018 at 3:00 p.m.

**10.0 President's Comments**

Mrs. Hemel said that she was honored to be the Board President and appreciates the Board's trust. She welcomed the new Board Members and asked all of the Board Members to communicate their committee preferences by Thursday, January 4th.

Mrs. Hemel said that she loves where we live, loves our community and is happy to be a Member of the Board of Education.

**11.0 Adjournment**

11.1 It was motioned by Mrs. Groom, seconded by Mr. Sweeney, to adjourn the meeting at 7:47 p.m.

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

On a voice vote eight (8) members voted yes.

Respectfully Submitted,

Debi Avento  
Business Administrator/Board Secretary