

**SHREWSBURY BOROUGH BOARD OF EDUCATION
SHREWSBURY, NEW JERSEY
REGULAR MEETING
TUESDAY, JANUARY 28th, 2014
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 21st, 2014 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. Barber	Mrs. Rose
Mrs. Barnes	Mr. Soya
Mrs. Carroll	Mrs. Konefal
Mr. Costa - absent	Mrs. Ward
Mrs. Laughlin	Mr. MacConnell, Superintendent - absent
	Ms. Avento, Business Administrator

2.0 Closed Executive Session

- 2.1 It was motioned by Mrs. Rose, seconded by Mrs. Barnes, to move into Closed Executive Session at 7:31p.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. Barber	X				
Mrs. Barnes	X				
Mrs. Carroll	X				
Mr. Costa				X	
Mrs. Laughlin	X				
Mrs. Rose	X				
Mr. Soya	X				
Mrs. Konefal	X				
Mrs. Ward	X				

On a voice vote, eight (8) members voted yes, one (1) member was absent.

2.2 It was motioned by Mrs. Laughlin, seconded by Mr. Soya, to reconvene into public session at 8:08 p.m.

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

On a voice vote, eight (8) members voted yes, one (1) member was absent.

3.0 Communications

4.0 Public Participation – Agenda Items Only

5.0 Superintendent’s Report – Mr. MacConnell

5.1 Superintendent’s Report

- December 19th and 20th the chorus, band, Kindergarten students and Peace Builders had a wonderful Winter Concert. Everyone enjoyed seeing the students perform.
- MAP testing has begun and will run January 6th through January 24th for Kindergarten through the 4th grade.
- The school wide Spelling Bee was held on Wednesday, January 15th. The winners of the spelling bee are:
 - *1st Place Winner – Ben Robinson – 5th Grade
 - *Alternate – Georgie (Alice) McKeon – 8th Grade
- On Friday, January 17th the student council held a dance for the 6th – 8th grade students. The students enjoyed this fun evening.
- Report Cards were published in the parent portal at 3:00 PM on Thursday, January 30th
- On Tuesday, February 10th at 8:45 AM the Child ID Program with the Monmouth County Sheriff’s Office will be held in the main lobby.

5.1 Superintendent’s Report Continued:

- Parent Teacher Conferences are scheduled as follows:

There will be 12:30 Dismissal Days for the conferences:

- Wednesday, February 5th – 1:30 – 3:00 PM
- Thursday, February 6th – 6:30 – 8:30 PM
- Friday, February 7th – 1:30 – 3:00 PM

- Please be reminded of the following important days:

- Thursday, January 30th – 9:00 Opening for SAIL Day # 1
- Tuesday, February 11th – 9:00 Opening for SAIL Day # 2
- Friday, February 14th – School Closed – Staff Professional Day
- Monday, February, 17th – School Closed President’s Day

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

5.2 Recommend that the Board of Education approve the District HIB Report for the month of December 2013.

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

On a voice vote, eight (8) members voted yes, one (1) member was absent.

6.0 Business Administrator’s Report – Ms. Avento

It was motioned by Mrs. Barnes, seconded by Mrs. Barber, to approve items 6.1 through 6.1.3 as listed:

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

- 6.1.1 Executive Session Meeting Minutes, December 17th, 2013
- 6.1.2 Regular Meeting Minutes, December 17th, 2013
- 6.1.3 Regular Reorganization Meeting Minutes, January 7th, 2014

	AYE	NAY	ABSTAIN	ABSENT	COMMENTS
Mrs. Barber	X		X – 12/17/13		
Mrs. Barnes	X				
Mrs. Carroll	X				
Mr. Costa				X	
Mrs. Laughlin	X				
Mrs. Rose	X				
Mr. Soya	X		X – 12/17/13		
Mrs. Konefal	X				
Mrs. Ward	X				

On a voice vote, eight (8) members voted yes, two (2) members abstained on 6.1.1 and 6.1.2 and one (1) member was absent.

7.0 Facilities Committee – Mr. Soya

7.1 Committee Report

Mr. Soya reported that the Committee met on January 7th, 2014 and discussed the following:

- Security plan
- Long range master plan
- Reviewed old LRFPP

8.0 Technology Committee – Mrs. Carroll

8.1 Committee Report

Mrs. Carroll reported that the Committee met on January 7th, 2014 and discussed the following:

- The immediate needs facing the district.
- Moving away from the desktops in the classrooms for student use, to laptops. Our desktops would be eligible for donation.
- Seeing the district move towards a one to one ratio of computer to student
- Increased interest in the use of these devices by the staff for their classroom instruction
- Replacing 3 net book carts that include a total of 74 net books
- Replacing the net book carts with three carts of new HP SB 450 G1 laptops
- Getting a safe box to house 6-8 laptops for the resource room.
- Grades 1, 2, and 3 completed their pilots with the iPads.
- Speech teachers each have an iPad at their disposal to use with their students.

9.0 Finance Committee – Mr. Costa

9.1 Committee Report

The Committee met prior to the Board Meeting to review the bills and claims, discuss 2014-2015 budget strategies & current status of the budget, reviewed ongoing state directives and the items listed below:

It was motioned by Mrs. Barber, seconded by Mrs. Barnes, to approve items 9.2 through 9.9 as amended:

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

January 2014 Payroll – 1 st half	\$ 211,965.90
*January 2014 Payroll – 2 nd half	\$ 203,928.34
*January 2014 Bills & Claims	<u>\$ 226,311.90</u>
Total	\$ 642,206.14

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>
11-190-100-610-50 Instructional Equipment Rcl for Addtl Funds Needed	5,000	11-190-100-340-02 Purchased Technical Svc. Technology	1,600
11-000-262-100-01 Custodian/Maintenance Salaries Rcl for Addtl Funds Needed	4,000	11-000-261-610-04 Maintenance Supplies – Bldg	4,000
11-000-262-520-01 District Insurance Rcl for Addtl. Funds Needed	4,000	11-000-263-610-01 Grounds Supplies	4,000
11-402-100-890-01 Extra-Curricular – Athletics Misc Rcl to Pay to Play Disbursement Acct.	10,000	11-402-100-100-01 Extra-Curricular – Salaries	10,000
11-000-222-100-01 Salary ~ Media	5,250	11-190-100-106-02 Salary - Instructional Aides	2,422
		11-190-100-106-04 Salaries ~ Instructional Aides ESY	2,828
Rcl Salaries to Correct Account			

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

- 9.5 Recommend that the Board Secretary’s Report for the month of November 2013 with the respective Treasurer’s Report be accepted, filed for audit, attached to, and made part of the official minutes of this meeting.
- 9.6 Recommend that the Board of Education retroactively Dr. Diamond of Children’s Specialized Hospital to provide an evaluation for student #5261 at the cost of \$948 for the 2013-2014 school year.
- 9.7 Recommend that the Board of Education approve DeMonte Therapy Services to provide a Physical Therapy evaluation for student #5261 at the cost of \$270 for the 2013-2014 school year.
- 9.8 Recommend that the Board of Education approve Diane Ames to provide an Occupational Therapy evaluation for student #5307 at the cost of \$350 for the 2013-2014 school year.
- 9.9 Recommend that the Board of Education approve Tech FRA Connect to provide an Assistive Technology evaluation for student #206 at the cost of \$520 for the 2013-2014 school year.

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

On a roll call vote, eight (8) members voted yes, one (1) member was absent.

10.0 Curriculum Committee – Mrs. Konefal

10.1 Committee Report

Mrs. Konefal reported that the Committee met on January 14th and discussed the following:

- School calendar

It was motioned by Mrs. Konefal, seconded by Mrs. Rose, to approve item 10.2 through 10.3 as amended:

- 10.2 Recommend that the Board of Education approve the following school activity trip at the cost of the advisor stipend to the Board of Education for the 2013-2014 school year. All other costs to be paid by the student participants:

10.2 Continued:

Class/Group: Ski Club
 Destination: Blue Mount Ski Resort
 Date(s): Saturday, January 25, 2014
 Cost of Trip: \$ 2,208
 Cost of Transportation: \$ 1,000 - R Helfrich & Sons Charter Bus

Class/Group: Ski Club
 Destination: Belleayre Ski Center, Highmount, NY
 Date(s): Saturday, February 8, 2014
 Cost of Trip: \$ 2,500
 Cost of Transportation: \$ 1,100 - R Helfrich & Sons Charter Bus

*Class/Group: 4th Grade
 Destination: Liberty State Park/Ellis Island
 Date(s): Tuesday, April 8, 2014
 Cost of Trip: \$ 534
 Cost of Transportation: \$ 1,287 - Durham Bus Company

10.3 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 2013-2014 school year as listed:

<u>Staff Member</u>	<u>Program/Workshop/Training</u>	<u>Date</u>	<u>Mileage</u>	<u>Cost</u>
Megan Strang	Standards Solution's Train	3/28/14	\$50.91	\$199
Heather Cellary	BER Workshop -Mileage	12/19/13	\$49.48	
Abigail Healy	NJSHA	5/1, 5/2/14	\$ 7.99	\$350
Jennifer Zona	NJ CEC	3/17/14	\$42.97	\$85
Brent MacConnell	NJASA Techspo	1/30, 1/31/14	\$50.65	\$385
Donna Leston	NJASA Techspo	1/30, 1/31/14	\$38.30	\$385
*Debra Agro	Writing Conference	2/8/14	\$18.20	\$95

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

On a roll call vote, eight (8) members voted yes, one (1) member was absent.

11.0 Personnel Committee – Mrs. Barnes

11.1 Committee Report

Mrs. Barnes reported that the Personnel Committee met on January 14, 2014 and discussed matters of a confidential nature.

It was motioned by Mrs. Barnes, seconded by Mrs. Laughlin, to approve items 11.2 through 11.4 as amended:

- 11.2 Recommend that the Board of Education rescind the appointment of Shannon K. Welch as a full time Instructional Aide for the 2013-2014 school year.
- 11.3 Recommend that the Board of Education approve Christine Merten as a full time Instructional Aide at the rate of \$15.08 /hour effective January 22, 2014 for the 2013-2014 school year.
- 11.4 Recommend that the Board of Education accept the resignation of John Rooney, as Athletic Coordinator effective February 5th, 2014 for the 2013-2014 school year.

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

On a roll call vote, eight (8) members voted yes, one (1) member was absent

12.0 Policy – Mrs. Rose

12.1 Committee Report

Mrs. Rose reported that the Committee did not meet.

It was motioned by Mrs. Rose, seconded by Mrs. Larnes, to approve items 12.2 as listed:

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

12.2 Continued:

Policy Alert 201:

- Policy & Regulation # 1240 – Evaluation of Superintendent (M) (Revised)
- Policy & Regulation # 3142 – Nonrenewal of Nontenured Teaching Staff Member (Revised)
- Policy & Regulation # 3144 – Certification of Tenure Charges (Revised)
- Policy & Regulation # 4146 – Nonrenewal of Nontenured Support Staff Member (Revised)
- Policy & Regulation # 3221 – Evaluation of Teachers (M) (New)
- Policy & Regulation # 3222 – Evaluation of Teaching Staff Members, Excluding Teachers and Administrators (M) (New)
- Policy & Regulation # 3223 – Evaluation of Administrators, Excluding Principals, Vice Principals, and Assistant Principals (M) (New)

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

On a roll call vote, eight (8) members voted yes, one (1) member was absent.

13.0 School and Community Relations – Mrs. Laughlin

13.1 Committee Report

Mrs. Laughlin reported that the Committee met on did not meet.

- Events for the spring
- School App
- Paint the Town Pink
- Facebook – Like SBS Facebook page

14.0 Old Business – There was no Old Business

15.0 New Business

- Mrs. Barnes updated the Board and the community on the Drug and Community Alliance Meeting.

16.0 Public Participation – There was no Public Participation

17.0 President’s Comments – Mrs. Ward

Mrs. Ward wished Mr. MacConnell a speedy recovery. She thanked the administrators for holding down the fort while Mr. MacConnell is out.

Mrs. Ward thanked all the Board members for stepping forward to fill the Committees and the Committee Chair positions.

Please remember timelines for filling out the required ethics forms which are online. Also, please make an effort to check your Shrewsbury email account on an ongoing basis to be sure you are kept up to date with meeting and other important information.

Mrs. Ward thanked the Board for their time and to said that she is looking forward to a year where we have continued growth with regard to communication. She applauded the School and Community Relations Committee for working diligently on the website changes and a quarterly BOE newsletter which will be released soon.

18.0 Closed Executive Session

18.1 It was motioned by Mrs. Barnes, seconded by Mrs. Laughlin, to move into Closed Executive Session at 8:45 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. Barber	X				
Mrs. Barnes	X				
Mrs. Carroll	X				
Mr. Costa				X	
Mrs. Laughlin	X				
Mrs. Rose	X				
Mr. Soya	X				
Mrs. Konefal	X				
Mrs. Ward	X				

On a voice call vote, eight (8) members voted yes, one (1) member was absent.

- 18.2 It was motioned by Mrs. Konefal, seconded by Mrs. Carroll, to reconvene into public session at 8:50 p.m.

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

On a voice vote, eight (8) members voted yes, one (1) member was absent.

19.0 Adjournment

- 19.1 It was motioned by Mrs. Rose, seconded by Mr. Soya, to adjourn the meeting at 8:52 p.m.

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

On a voice vote, eight (8) members voted yes, one (1) member was absent.

Respectfully Submitted,

Debora Avento
Business Administrator/Board Secretary