

**SHREWSBURY BOROUGH BOARD OF EDUCATION
SHREWSBURY, NEW JERSEY
REGULAR MEETING
TUESDAY, MARCH 19th, 2019
AGENDA**

1.0 Opening Procedures

1.1 Call to order – 6:30 p.m.

1.2 Flag salute

1.3 Opening Statement

“Public notice of this was emailed to the Asbury Park Press on March 15th, 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 ~ Agenda Items Only

5.0 Superintendent’s Report ~ Mr. MacConnell

- 5.1 Superintendent’s Report:

- Students Being Honored:
 - Spelling Bee Winners
 - Geo Bee Winners
 - Monmouth County Recycling Essay Contest
 - Monmouth County Family History Contest
 - STARS Program
 - Model UN Conference
 - Boys Basketball
 - Girls Basketball
 - Cheerleaders

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 February 2019.
- *5.3 Recommend the Board of Education approve the draft 2019-2020 School Calendar for the 2019-2020 school 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
 - 6.1.3 Regular Meeting Minutes, February 19th, 2019
 - 6.1.4 Executive Session Meeting Minutes, February 19th, 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 March 12th, 2019 and reviewed the following:

8.0 Finance Committee ~ Mr. Sweeney

8.1 Committee Report

Mr. Sweeney reported that the Committee met March 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 8.8 as amended:

*8.2 Recommend that the Board of Education approve the following bills and claims:

February 2019 Payroll – 2 nd half	\$ 245,022.92
March 2019 Payroll – 1 st half	\$ 272,014.76
March 2019 Bills and Claims	<u>\$ 114,890.97</u>
	\$631,928.65

*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>
11-000-216-101-03 Salary & Summer Evals.	\$ 1,700.00	1-000-219-320-02 CST Purch. Prof. Svc.	\$ 2,950.00
11-000-219-610-01 CST Supplies Rcl. for Additional Funds Needed	\$ 1,250.00		
11-000-219-610-01 CST Supplies Rcl. E/C PO	\$ 830.00	11-000-240-105-01 School Secretary	\$ 830.00
11-000-211-100-01 Salaries – Attendance	\$ 1,460.00	11-000-261-420-01 Repair & Maintenance Bldg.	\$21,460.00
11-000-262-100-01 Cust. Maint. Salary Rcl. For Additional Funds Needed	\$20,000.00		
11-190-100-340-01 Purchase Tech. Svc. – Instruction Rcl. For Additional Funds Needed	\$ 700.00	11-190-100-580-01 Teacher Travel Expense	\$ 700.00
11-000-252-610-01 Tech Supplies Rcl. For Additional Funds Needed	\$.32	11-000-252-177-01 Tech Salary	\$.32

8.4 Pursuant to N.J.A.C. 6:20-2.13(e), I certify that as of February 28th, 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 January 2019 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 approve the following student services for the 2018-2019 school year.

<u>Student #</u>	<u>Service</u>	<u>Vendor</u>	<u>Cost</u>
7025	PT Services	DeMonte Therapy	\$1,800.00
5982	PT Evaluation	DeMonte Therapy	\$ 285.00
5981	PT Evaluation	DeMonte Therapy	\$ 285.00
590	OT Sensory Profile Assessment	Diane Ames	\$ 350.00
5981	OT Evaluation	Diane Ames	\$ 350.00
5395	Neurological Evaluation	CNNH	\$ 660.00

8.7 Recommend that the Board of Education accept the following revised 2018-2019 New Jersey Nonpublic School initiative and applicable contracts by MOESC as required by the state:

NP Security Program Allocation:	Creative Learning Center	\$1,650
	Vincent Mastro Montessori	<u>\$2,625</u>
	District Total:	\$4,275

8.8 Recommend that the Shrewsbury Borough Board of Education approve the submission of the Tentative Proposed 2019-2020 School District Budget to the Monmouth County Department of Education for review as follows:

General Fund:	\$8,937,200
Special Revenue	\$ 93,000
Debt Service	<u>\$ 252,857</u>
Total Base Budget:	\$9,283,057

BE IT RESOLVED that the 2019-2020 School District Budget will result in a General Fund Tax Levy of 8,336,913 and;

BE IT FURTHER RESOLVED to acknowledge that the 2019-2020 General Fund Tax Levy includes a cap adjustment for health benefit costs in the amount of \$54,977 and;

BE IT FURTHER RESOLVED to acknowledge that the 2019-2020 School District Budget as described above includes a Debt Service Tax Levy of \$ 252,857 and;

BE IT FURTHER RESOLVED that district's professional development and travel reimbursement expenses for the 2019-2020 school year are not to exceed \$66,000.

8.8 Continued:

BE IT FURTHER RESOLVED, that as per NJAC 6A:23A-5.2 (a) and 5.8 (c) provide that the Board of Education shall establish and approve in the annual school budget a maximum expenditure amount that may be allotted for professional services and student activities for 2019-2020 school year in the amounts listed on the support document attached to the budget submission.

	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 March 14th, 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>
Cate Moore	Wilson Language Training	5/29-30/19	\$ 84.32	\$449.00
Marisa Shaheen	Good Ideas Conference	4/5/19	\$ 3.60	\$0
Heather Cellary	Math Articulation RBR	TBD	\$ 1.83	\$0
Allison Wiesel	Science Articulation RBR	TBD	\$ 1.67	\$0
Francisca Montiel	Foreign Language Conference	4/5-4/6/19	\$0	\$245.00
Kelly Cosentino	MC3 Workshop	4/5/19	\$ 4.28	\$0
Jennifer Metzler	MC3 Workshop	4/5/19	\$ 17.53	\$0
Skye Tiplady	MC3 Workshop	4/5/19	\$ 7.13	\$0
Cheryl Peterson	MC3 Workshop	4/5/19	\$ 1.93	\$0
Kelly Cosentino	Writing on the River	3/31/19	\$ 4.10	\$65.00
	Teacher Retreat			
Kathleen Fitzpatrick	Autism Symposium	4/30/19	\$ 1.15	\$0
Deborah Agro	Kean University Workshop	3/15/19	\$ 27.03	\$0

*9.2 Continued:

<u>Staff Member</u>	<u>Program/ Workshop/Training</u>	<u>Date</u>	<u>Estimated Mileage</u>	<u>Cost</u>
Brent MacConnell	School Public Rel. Forum	4/5/19	\$ 33.48	\$99.00
Debi Avento	School Public Rel. Forum	4/5/19	\$ 33.48	\$99.00
Pam Hemel	School Public Rel. Forum	4/5/19	\$ 33.48	\$99.00
Don Sweeney	School Public Rel. Forum	4/5/19	\$ 33.48	\$99.00
Jessica Groom	School Public Rel. Forum	4/5/19	\$ 33.48	\$99.00
Patti Humes	School Public Rel. Forum	4/5/19	\$ 33.48	\$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 March 18th, 2019 and discussed matters of a confidential nature.

It was motioned by M_____, seconded by M_____, to approve items 10.2 through 10.9 as amended:

- *10.2 Recommend the Board of Education reapprove Shaun Spinello as Maintenance Worker at the revised prorated salary of \$33,500 effective March 15, 2019 as per contract for the 2018-2019 school year.
- *10.3 Recommend the Board of Education approve Michael Marsella as Head Night Custodian at the prorated stipend of \$2,000 effective March 15, 2019 for the 2018-2019 school year.
- *10.4 Recommend the Board of Education approve the revised salary of Michael Marsella to include the addition of a Black Seal Stipend at a prorated rate of \$475 retroactive to February 15, 2019 for the 2018-2019 school year.
- *10.5 Recommend the Board of Education approve Sun Mi Kim as a Long Term Substitute for the PreK ABA Program from January 4, 2019 to on or about April 15, 2019 for the 2018-2019 school year.

- *10.6 Recommend the Board of Education approve Kim Sclarow’s revised date to return from maternity leave on or about April 15, 2019 for the 2018-2019 school year.
- *10.7 Recommend the Board of Education approve Megan Berbrick as ABA Pre-School Instructional Aide to begin on or around March 25, 2019 at the hourly rate of \$18.08 for the 2018-2019 school year.
- *10.8 Recommend the Board of Education approve Laurence Valenti as Instructional Aide to begin on or around March 20, 2019 at the hourly rate of \$15.08 for the 2018-2019 school year.
- *10.9 Recommend the Board of Education approve the resignation of Lyandra Ianelli as Custodian effective March 31, 2019 for the 2018-2019 school 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.

11.0 Policy ~ Mrs. Carroll

11.1 Committee Report:

Mrs. Carroll reported that the Policy Committee did not meet this month.

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 2nd Reading for the 2018-2019 school year:

Policy Alert #217:

- Policy # 0141.1 – Board Member and Term – Sending District (Revised) - not approving
- Policy # 0141.2 – Board Member and Term – Receiving District (Revised) - not approving
- 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)

11.2 Continued:

- 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)

	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.

12.0 School and Community Relations ~ Mrs. Hepburn-Goldberg

12.1 Committee Report

Mrs. Hepburn-Goldberg reported that the Committee met on March 12th, 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.