

**SHREWSBURY BOROUGH BOARD OF EDUCATION
SHREWSBURY, NEW JERSEY
REGULAR MEETING
TUESDAY, MARCH 20, 2018
MINUTES**

1.0 Opening Procedures ~

- 1.1 Call to order – 6:36 p.m.
- 1.2 Flag salute
- 1.3 Opening Statement

“Public notice of this was emailed to the Asbury Park Press on December 22, 2017 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 – Arrived at 6:43 p.m.	Mrs. Laughlin
Mrs. Carroll	Mrs. Hemel
Mrs. Gourley-Thompson	Mr. MacConnell, Superintendent
Mrs. Groom	Ms. Avento, Business Administrator
Mrs. Hepburn-Goldberg – Arrived at 6:41 p.m.	
Mrs. Montgomery	
Mr. Sweeney - Absent	

- 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 Core Curriculum Content State 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 Mrs. Hemel, and a second by Mrs. Laughlin, to move into Closed Executive Session at 6:40 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. Barber				X	
Mrs. Carroll	X				
Mrs. Gourley-Thompson	X				
Mrs. Groom	X				
Mrs. Hepburn-Goldberg				X	
Mrs. Montgomery	X				
Mr. Sweeney				X	
Mrs. Laughlin	X				
Mrs. Hemel	X				

On a voice vote, (6) six members voted yes, (3) three members were absent.

- 2.2 It was motioned by Mrs. Groom, and a second by Mrs. Barber, to reconvene Public Session at 7:26 p.m.

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

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

3.0 Communications ~ There were no communications.

4.0 Public Participation ~ Agenda Items Only ~ There was no public participation.

5.0 Superintendent's Report ~ Mr. MacConnell

5.1 Superintendent's Report:

- Students Being Honored:
 - Spelling Bee Winners
 - Geo Bee Winners
 - STARS Program
 - Model UN Conference Awards
 - Monmouth County Essay Contest Winners
 - Boys Basketball
 - Girls Basketball
 - Cheerleading
- PARCC Presentation by Ms. Wakula

5.1 Superintendent's Report Continued:

- The Annual SAIL Fair was held Wednesday, February 21st – Friday, February 23rd. The theme of the fair was “Wish Upon A Star”. Thank you to Mrs. Jauch and the students for an exceptional SAIL Fair. The projects the students worked on were amazing. Many families visited the fair during those days and enjoyed the fair.
- The 3rd ski trip was held on Saturday, March 3rd to Shawnee Mountain.
- Miss Shaheen had a speaker for the students in Kindergarten – 6th Gr. regarding a school safety on March 2nd.
- Kindergarten registration was held on Friday, March 9th. We have over 40 students enrolled in Kindergarten for the 2018-2019 school year.
- The National Junior Honor Society sponsored a movie night for the students on Friday, March 9th. The movie that was presented was Ratatouille.
- On Friday, March 16th the Student Council held a dance for the middle school students. This was well attended and enjoyed by all.
- The annual Theater week is being held this week with a performance of the “The Brave Little Tailors of Transylvania” by the students on Friday, March 23rd at 7:00 PM.
- There will be PARCC Testing Simulation for Grades 3 – 9 on Tuesday, March 27th.
- On Thursday, March 29th, the annual Spring concert will be held at 8:45 AM for the students and staff with a repeat performance at 7:00 PM for the parents and their families in the gym.
- Please be reminded school will be closed for Spring break as follows: Friday, March 30th – Friday, April 6th. School will reopen on Monday, April 9th.
- On Wednesday, April 11th Community Helper's Day will be held for the Pre K and Kindergarten classes.
- Please be reminded: Marking Period 3 report cards will be published in the parent portal by 3:00 PM on Friday, April 13th. Marking period 4 will begin on Monday, April 16th.
- The 7th Grade Spring Clothing Drive will be held the week of April 16th. They are accepting clothing, shoes, toys, stuffed animals, household items, etc.
- The annual Spring School Musical will be held as follows in the gym:
 - Friday, April 20: 7:00 PM - 9:00 PM
 - Saturday, April 21 - 7:00 PM - 9:00 PM
 - Sunday, April 22 - 1:00 PM - 3:00 PM
- PARCC Testing will begin on Monday, April 23rd. It is very important to make sure the students get a good night's rest and have breakfast before attending school.
- I would like to wish everyone a safe and Happy Spring Break!

It was motioned by Mrs. Montgomery, and a second by Mrs. Gourley-Thompson, to approve item 5.2 and 5.3 as listed:

- 5.2 Recommend that the Board of Education approve the District HIB Report for the month of February 2018.
- 5.3 Recommend the Board of Education approve the 2018-2019 draft school calendar for the 2018-2019 school year.

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

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

*Due to the inclement weather, the Board moved Public Participation to after the Superintendent's Report.

6.0 Public Participation ~

Three (3) members of the public spoke. Topics included:

- A student read a statement pertaining to student rights regarding the walkout.
- A student read a statement suggesting the district hold an event for students to express their feelings and opinions in the matter.
- A student read a statement regarding how the walkout was handled.

7.0 Business Administrator's Report ~ Ms. Avento

It was motioned by Mrs. Laughlin, and a second by Mrs. Barber, to approve items 7.1.1 through 7.1.2 as amended:

7.1 Recommend that the Board of Education approve the following minutes as amended:

7.1.1 Executive Session Meeting Minutes, February 20th, 2018

7.1.2 Regular Meeting Minutes, February 20th, 2018

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

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

8.0 Facilities Committee ~ Mr. Sweeney

8.1 Committee Report:

Mr. Sweeney reported that Committee met on March 20th and discussed the following:

- Reviewed the Facilities Checklist.
- Reviewed Local Government Energy Audit
- Reviewed old business

9.0 Finance Committee ~ Mr. Sweeney

9.1 Committee Report

Mr. Sweeney reported that the Committee met on March 20th and reviewed the bills and claims, transfers, reviewed the current status of the 2017-2018 budget, discussed strategies for the 2018-2019 budget, reviewed ongoing state directives and the items listed below.

It was motioned by Mrs. Groom, and a second by Mrs. Hepburn-Goldberg, to approve items 9.2 through 9.10 as amended:

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

February 2018 Payroll – 2 nd Half	\$ 228,439.54
March 2018 Payroll – 1 st Half	\$ 261,120.69
January 2018 Bills & Claims	\$ 90.00
March 2018 Bills & Claims	<u>\$ 96,358.53</u>
Total	\$ 568,008.76

9.3 Recommend that the Board of Education approve the following transfers within the 2017-2018 General Fund as listed:

<u>FROM</u>	<u>AMOUNT</u>	<u>TO</u>	<u>AMOUNT</u>
11-130-100-101-01 Salary – Gr 6-8 Rcl for Addt'l Funds Needed	\$ 5,500	11-213-100-101-01 Salaries – RR ICS	\$ 5,500
11-130-100-101-01 Salary – Gr 6-8 Rcl for Addt'l Funds Needed	\$ 5,000	11-000-216-320-01 Student Svc. – O/T	\$ 5,000
11-000-221-610-01 C&I - Supplies Rcl for Addt'l Funds Needed	\$ 500	11-000-221-890-01 C&I - Misc.	\$ 500
11-000-223-610-01 PD - Supplies Rcl for Addt'l Funds Needed	\$ 769	11-000-223-390-01 PD - Svc.	\$ 769

9.3 Continued:

<u>FROM</u>	<u>AMOUNT</u>	<u>TO</u>	<u>AMOUNT</u>
11-000-223-610-01 C&I - Supplies	\$ 500	11-000-223-590-01 Staff Development	\$ 1,197
11-000-230-610-02 Election Expenses Rcl for Addt'l Funds Needed	\$ 697		
11-000-230-340-01 Purch Prof Svc. Rcl for Addt'l Funds Needed	\$ 2,000	11-000-251-340-01 Purch Prof Svc. BO	\$ 2,000
11-000-270-511-01 Transportation AIL	\$ 3,000	11-000-270-514-01 Special Ed. Transportation	\$ 23,000
11-000-270-512-01 Transportation – Other	\$ 900		
11-000-230-340-01 Purch Prof Svc	\$ 5,000		
11-000-230-610-02 Election Exp.	\$ 9,303		
11-000-262-100-01 Cust/Main Salaries Rcl for Addt'l Funds Needed	\$ 4,797		

9.4 Pursuant to N.J.A.C. § 6A:23A-16.10(c) (3), I certify that as of February 28, 2018, 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. § 6A:23A-16.10(c) (3), 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 January 2018 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 approve Navesink Security Consultants to provide services to the district not to exceed \$800 for the 2017-2018 school year.
- 9.7 Recommend that the Board of Education approve Diane Ames to provide an OT evaluation for Student #7009 in the amount of \$350 for the 2017-2018 school year.
- 9.8 Recommend that the Board of Education approve Diane Ames to provide an OT evaluation for Student #7011 in the amount of \$350 for the 2017-2018 school year.
- 9.9 Recommend that the Board of Education approve DeMonte Therapy Services to provide Physical Therapy per the student's IEP for the 2017-2018 school year.

9.9 Continued:

<u>Student #</u>	<u>Cost</u>	<u># of Sessions</u>	<u># of Weeks</u>	<u>Total</u>
7006	\$100/hr	12	12	\$ 1,200.00

9.10 Recommend that the Board of Education approve the following Integrated Preschool Tuition Rates as listed for the 2018-2019 school year on a first come first serve basis based on the availability of the program:

Full Day: \$850/mo Half Day: \$525/mo

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

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

10.0 Curriculum/Technology Committee ~ Mrs. Barber

10.1 Committee Report

Mrs. Barber reported that the Committee met on March 13th, 2018 and discussed the following:

- PARCC Preparations
- Solar Jam
- STEM Fair for the 7th Grade
- Digital Citizenship Safety Program
- Ms. Wakula to be our new Data Specialist for District and new QSAC Expert
- Congratulations to Mrs. Wiesel for completing the 2017 Frontiers in Physiology Online Professional Development Fellowship
- Congratulations to Ms. Bremekamp who has been selected to be inducted into the Delta Kappa Gamma NJ – MU Chapter
- Rock band and other school clubs
- Academic STEM Camp

It was motioned by Mrs. Barber, and a second by Mrs. Gourley-Thompson to approve item 10.2 as amended:

10.2 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 2017-2018 school year as listed:

10.2 Continued:

<u>Staff Member</u>	<u>Program/ Workshop/Training</u>	<u>Date</u>	<u>Mileage</u>	<u>Cost</u>
Abi Healy	NJSHA Convention	4/27/18	\$ 3.97	\$ 250.00
Kathleen Fitzpatrick	NJASP Spring Conference	5/11/18	\$15.81	\$ 110.00
Laura Ehlers	School Garden Conference	3/23/18	\$ 7.13	\$ 25.00
Kristen Haycook	School Garden Conference	3/23/18	\$ 9.98	\$ 25.00
Christine Bonura	Google Level 1 PD	3/13 & 4/10/18	\$ 39.06	\$ 0
Christine Bonura	Google Level 2 PD	4/12/18	\$ 26.66	\$ 0
Jill Gindi	Google Level 1 PD	3/13/18	\$ 13.12	\$ 0
Jill Gindi	Google Level 1 part 2 PD	4/10/18	\$ 26.23	\$ 0
Allison Wiesel	Google Level 1 PD	3/13/18	\$ 11.72	\$ 0
Allison Wiesel	Google Level 2 PD	4/12/18	\$ 22.21	\$ 0
Brittany King	Google Level 1 part 2 PD	4/10/18	\$ 24.27	\$ 0
Brittany King	Google Level 2 PD	4/12/18	\$ 24.27	\$ 0
Kristen Haycook	Google Level 1 part 2 PD	4/10/18	\$ 19.47	\$ 0
Laura Kaplan	Google Level 1 part 2 PD	4/10/18	\$ 22.74	\$ 0
Laura Kaplan	Google Level 2 PD	4/12/18	\$ 22.74	\$ 0
Kelly Cosentino	Google Level 1 PD	3/13/18	\$ 8.00	\$ 0
Kelly Cosentino	Google Level 1 part 2 PD	4/10/18	\$ 25.73	\$ 0
Kelly Cosentino	Google Level 2 PD	4/12/18	\$ 25.73	\$ 0
Marissa Shaheen	Google Level 1 PD	3/13/18	\$ 8.56	\$ 0
Marissa Shaheen	Google Level 1 part 2 PD	4/10/18	\$ 27.34	\$ 0
Laura Gammoh	Google Level 2 PD	4/12/18	\$ 9.95	\$ 0
Samantha Bremekamp	Google Level 1 PD	3/13/18	\$ 7.50	\$ 0
Samantha Bremekamp	Google Level 1 part 2 PD	4/10/18	\$ 30.62	\$ 0
Samantha Bremekamp	Google Level 2 PD	4/12/18	\$ 30.62	\$ 0
Kristina Stokhamer	Regular District Business	2/21/18	\$ 15.13	\$ 0
Kristina Stokhamer	Regular District Business	3/19/18	\$ 4.37	\$ 0
Carol Meyer	Google Level 1 part 2 PD	4/10/18	\$ 25.86	\$ 0
Skye Tiplady	Google Level 1 part 2 PD	4/10/18	\$ 19.75	\$ 0
Skye Tiplady	Google 2 PD	4/12/18	\$ 19.75	\$ 0
Mike Tillett	Utilizing Tech. to Achieve Sustainability in Your School	4/27/18	\$ 45.12	\$ 0
Debi Avento	NJASBO Conference	6/05-6/08/18	\$ 75.45	\$225
Debi Avento	ASBO Int'l Conference	9/20-9/24/18	\$125.00	\$925

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

On a roll call vote, (7) seven members voted yes, (1) one member was absent, (1) one member abstained.

11.0 Personnel Committee ~ Mrs. Laughlin

11.1 Committee Report

Mrs. Laughlin reported that the Personnel Committee met on March 14th, 2018 and discussed matters of a confidential nature.

It was motioned by Mrs. Laughlin, and a second by Mrs. Hemel, to approve item 11.2 through 11.6 as listed:

- 11.2 Recommend the Board of Education approve Mary Ellen Phillips to assist at Peer Tutoring for one day/week for one hour/day at the contractual rate of \$ 38.23/hour for 13 weeks for a total of \$496.99 beginning on or about March 22, 2018 for the 2017-2018 school year.
- 11.3 Recommend the Board of Education approve Mrs. Wiesel and Ms. Haycook as the Co-Advisors to the Science Club at the stipend rate of \$712.50 each for the 2017-2018 school year.
- 11.4 Recommend that the Board of Education approve the following Home Instruction for student #7010 to begin on or about March 21st, 2018 at the rate of \$45/hr for 1 hr/wk for 4 wks and 2 hrs/wk for 4 wks for English Language/Arts:

<u>Teacher</u>	<u>Subject</u>
Heather Cellary	Math
Allison Wiesel	Science
Josh Biringier	Social Studies
Jim McConville	Language Arts

- 11.5 Recommend that the Board of Education approve the following Substitute Teachers for the 2017-2018 school year:

Substitute Teachers

Cheryl L. Howell

- 11.6 Recommend that the Board of Education retroactively approve Ed Greeley for a three month sick leave effective Friday, March 16th 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. Hepburn-Goldberg	X				
Mrs. Montgomery	X				
Mr. Sweeney				X	
Mrs. Laughlin	X				
Mrs. Hemel	X				

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

12.0 Policy ~ Mrs. Hepburn-Goldberg

12.1 Committee Report

Mrs. Hepburn-Goldberg reported that the Committee met on March 8th, 2018 and discussed the following:

- Reviewed Policy 5511 Dress and Grooming and pending special day for hats.

13.0 School and Community Relations ~ Mrs. Groom

13.1 Committee Report

Mrs. Groom reported that the Committee met on March 13th and discussed the following:

- SPTA Theatre Week performance of "The Brave Little Tailors of Transylvania" is scheduled for March 23 at 7pm but could be moved due to weather.
- RFH Ridge Road Run 5K on April 15 for suicide prevention. (www.ridgeroadrun.org)
- Paint the Town Pink
- Kindness Rocks

14.0 Old Business ~

- No Hat Rule: The committee discussed the dress code and a letter was sent to the student.
- The Board, Administration, and Chief of Police discussed the safety and security concerns regarding our school. The Board thanks the parents for bringing their concerns to our attention.

15.0 New Business ~

Mrs. Gourley-Thompson reported that the School and Community Alliance did not meet but their next meeting is Monday, April 9 at 7:30 p.m. at Boro Hall.

16.0 President's Comments ~

Mrs. Hemel commented that she is honored to serve as our School Board President and looks forward to working together to make Shrewsbury the best that it can be for our children. She reminded the public that the Board may not be able to address all comments made in Public Participation during the Board Meetings but wanted the public to know that all input is discussed on a committee level and that your voices are heard. She thanked her fellow Board Members and Administration for their dedication and devotion to our school and community and thanked everyone for coming out and participating in the meeting. The next regular Board Meeting is April 24, 2018 at 7:30 pm.

17.0 Adjournment ~

- 17.1 It was motioned by Mrs. Montgomery, and a second by Mrs. Gourley-Thompson, to adjourn the meeting at 8:26 p.m.

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

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

Respectfully Submitted,

Debi Avento
Business Administrator/Board Secretary