

**SHREWSBURY BOROUGH BOARD OF EDUCATION  
SHREWSBURY, NEW JERSEY  
REGULAR MEETING  
TUESDAY, NOVEMBER 14<sup>th</sup>, 2018  
MINUTES**

**1.0 Opening Procedures**

1.1 Call to order – 7:03 p.m.

1.2 Flag salute

1.3 Opening Statement

“Public notice of this was emailed to the Asbury Park Press on October 18, 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. Barber	Mr. Sweeney
Mrs. Carroll - absent	Mrs. Laughlin
Mrs. Gourley-Thompson	Mrs. Hemel
Mrs. Groom	Mr. MacConnell, Superintendent
Mrs. Hepburn-Goldberg-arrived 7:12	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 Mr. Sweeney, seconded by Mrs. Groom, to move into Closed Executive Session at 7:04 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, eight (8) members voted yes, one (1) member was absent.

- 2.2 It was motioned by Mrs. Montgomery, seconded by Mrs. Laughlin, to reconvene into public session at 7:29 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, eight (8) members voted yes, one (1) 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

- Student Acknowledgments / Awards:
  - PARCC 2017-2018 - Students with Score of 850
  - 8th Grade Boys Soccer
  - 8th Grade Girls Soccer
  - 8th Grade Cross Country

There was a short recess to honor the students at 7:50 pm.

### 5.1 Superintendent's Report Continued:

- The annual Halloween Parade was held on Wednesday, October 31<sup>st</sup>. We were very fortunate to have a sunny beautiful day. The school provided coffee for everyone.
- On Wednesday, November 7<sup>th</sup> the Veteran's Day Assembly was held. We had an outstanding turn out for the breakfast and assembly. A total of 50 Veterans attended. A breakfast was hosted for the Veterans and their guests. Many local merchants donated to the breakfast along with various donations from parents of our students. The students from each class presented the Veterans with special items and were placed in gift bags for the Veteran's to take home. Miss Kaplan worked with her VPA students to make red poppies for each veteran to wear that day. A huge Thank You to Mrs. Higgins and Mrs. Groom and the volunteer parents who helped make this memorable day a huge success. Thank you to the SPTG for all their help in organizing the committees to make it special for the Veterans. I would also like to thank the custodians their hard work to prepare the gym for the breakfast and the assembly.
- Report cards for Marking Period 1 were published in the Parent Portal on Thursday, November 15<sup>th</sup> and Marking Period 2 began on Friday, November 16<sup>th</sup>.
- Parent Teacher Conferences were held on Tuesday, November 13<sup>th</sup> – Friday, November 16<sup>th</sup>
- The SPTG and 8<sup>th</sup> grade class sponsored a carnival on Friday, November 16<sup>th</sup> for the students and their families. Thank you to all the volunteers that helped make this event very successful and fun for the families.
- We will be delivering the frozen turkeys (as of today we will be receiving 23 turkeys) that are collected on Tuesday, November 20<sup>th</sup> to Lunch Break in Red Bank with the various donations of stuffing, canned goods, dinner rolls, assorted pies, etc. They are always very appreciative of the generous donations from Shrewsbury Borough School.
- Please be reminded that Wednesday, November 21<sup>st</sup> is a 12:30 dismissal day for the Thanksgiving Holiday and school is closed November 22<sup>nd</sup> and 23<sup>rd</sup>.
- The Shrewsbury Tree Lighting will be held on Saturday, November 24<sup>th</sup> at 4:00 PM at the Gazebo at Borough Hall.
- Breakfast with Santa will be held on Sunday, December 2<sup>nd</sup> at 9:00 AM at the Shrewsbury Firehouse.
- Menorah lighting will be held Tuesday, December 4<sup>th</sup> at 6:30 PM at Borough Hall.
- On Thursday, December 6<sup>th</sup> the SPTG is running an event fundraiser with Barnes and Noble at the Monmouth Mall. Staff members will read to the students at designated times. Gift wrapping will be provided by the SPTG for books that are purchased.
- The Winter Concert will be held on Tuesday, December 11<sup>th</sup> at 8:45AM for the staff and students and at 7:00 Pm for the students and their families.
- I would like to take this opportunity to wish all families and staff members a Very Happy and Safe Traveling Thanksgiving!

It was motioned by Mrs. Gourley-Thompson, seconded by Mrs. Barber, to approve item 5.2 as listed:

- ### 5.2 Recommend that the Board of Education approve the District HIB Report for the month of October 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, eight (8) members voted yes, one (1) member was absent.

## 6.0 Business Administrator’s Report ~ Ms. Avento

It was motioned by Mrs. Groom, seconded by Mrs. Hemel, to approve items 6.1 as listed:

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

6.1.1 Regular Meeting Minutes, October 16<sup>th</sup>, 2018

6.1.2 Executive Session Meeting Minutes, October 16<sup>th</sup>, 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, seven (7) members voted yes, one (1) member was absent, one (1) member abstained on items 6.1.1 and 6.1.2.

## 7.0 Facilities Committee ~ Mr. Sweeney

7.1 Committee Report

Mr. Sweeney reported that the Committee met on November 13<sup>th</sup>, 2018 and reviewed the following:

- Status of Direct Install Program

## 8.0 Finance Committee ~ Mr. Sweeney

8.1 Committee Report

Mr. Sweeney reported that the Committee met November 13<sup>th</sup>, 2018 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:

- The district is currently working on completing the 2017-2018 audit.
- The district is still preparing for QSAC.

It was motioned by Mr. Sweeney, seconded by Mrs. Groom, to approve items 8.2 through 8.9 as amended:

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

October 2018 Payroll – 2 <sup>nd</sup> half	\$ 248,543.15
November 2018 Payroll – 1 <sup>st</sup> half	\$ 270,972.60
October 2018 Bills and Claims	\$ 211.00
November 2018 Bills and Claims	<u>\$ 84,672.94</u>
	\$ 604,399.69

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>
11-000-216-320-02 Student Svcs. Rcl for Add'l Funds Needed	\$ 680	11-150-100-320-01 Student Svc. – Home Inst.	\$ 680
11-000-219-610-01 CST Supplies Rcl for Add'l Funds Needed	\$3,000	11-000-217-610-01 Extra Ord. Student Supplies	\$3,000
11-000-262-100-01 Custodial Salaries Rcl for Add'l Funds Needed	\$2,200	11-000-262-590-01 Purch. Prof. Svc. Cust./Maint.	\$2,200

8.4 Pursuant to N.J.A.C. 6:20-2.13(e), I certify that as of October 31<sup>st</sup>, 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 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 September 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 approve Educational Services Commission of New Jersey to provide instructional services to Student #19060 at the rate of \$69/hr for 5hrs/wk for an estimated 4 weeks for a total of \$1,380 for the 2018-2019 school year.

- 8.7 Recommend that the Board of Education approve Diane Ames for Occupational Therapy Evaluation for student #496 in the amount of \$350 for the 2018-2019 school year.
- 8.8 Recommend that the Board of Education approve Diane Ames for Occupational Therapy Evaluation for student #7027 in the amount of \$350 for the 2018-2019 school year.
- 8.9 Recommend that the Board of Education approve DeMonte Therapy for Physical Therapy Evaluation for student #7025 in the amount of \$285 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 roll call, eight (8) members voted yes, one (1) member was absent.

## 9.0 Curriculum Committee ~ Mrs. Barber

### 9.1 Committee Report

The Curriculum Committee did not meet this month.

It was motioned by Mrs. Barber, seconded by Mrs. Hemel, 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>
Josh Biringer	Teaching Debate and Argumentation	11/20/18	23.69	25.00
Dan Devine	Teaching Debate and Argumentation	11/20/18	30.63	25.00
Alison Wiesel	Liberty Science Center	1/29-30/19	64.94	0
Alison Hillen	School Nurses Seminar	12/11/18	12.18	295.00
Mary Ellen Phillips	Neuroscience of Word Study	12/5/18	42.16	0
Lyandra Ianelli	Boiler Training	11/14, 28 12/12, 19 Jan. Exam	11.75	550.00
Michael Marsella	Boiler Training	11/14, 28 12/12, 19 Jan. Exam	11.75	550.00
Gregg Quinones	Boiler Training	11/14, 28 12/12, 19, Jan. Exam	11.75	550.00

9.2 Continued:  
David Anderson      Boiler Training      11/14, 28      11.75      550.00  
12/12, 19  
Jan. Exam

	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, eight (8) members voted yes, one (1) member was absent.

## 10.0 Personnel Committee ~ Mrs. Laughlin

### 10.1 Committee Report

Mrs. Laughlin reported that the Personnel Committee met on November 12<sup>th</sup>, 2018 and discussed matters of a confidential nature.

It was motioned by Mrs. Laughlin, seconded by Mrs. Montgomery, to approve item 10.2 through 10.8 as amended:

- 10.2 Recommend the Board of Education approve Emily Cuervo's maternity leave to begin Monday, January 28, 2019 - June 30, 2019 for the 2018-2019 school year.
- 10.3 Recommend the Board of Education rescind the appointment of David Anderson as Maintenance worker at the prorated salary of \$32,000 for the 2018-2019 school year.
- 10.4 Recommend the Board of Education approve David Anderson as Custodian at the prorated Salary of \$28,500 for the 2018-219 school year.
- 10.5 Recommend the Board of Education approve Michael Marsella Custodian at the salary of \$28,000 to begin on or around December 3, 2018 for the 2018-2019 school year.
- 10.6 Recommend the Board of Education approve Gregorio Quinones, Maintenance Worker at the prorated salary of \$31,000 to begin on or around December 3, 2018 for the 2018-2019 school year.
- 10.7 Recommend the Board of Education approve the following staff members as Extra Curricular Tech Coach Advisors at the rate of \$1,425 each for the 2018-2019 school year:
  - Brittany King
  - Jennifer Metzler

10.8 Recommend that the Board of Education approve the following substitute teacher for the 2018-2019 school year:

- Patricia Cundari

	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, eight (8) members voted yes, one (1) member was absent.

## 11.0 Policy ~ Mrs. Hepburn-Goldberg

11.1 Committee Report: The Policy Committee did not meet this month.

## 12.0 School and Community Relations ~ Mrs. Groom

12.1 Committee Report: The School and Community Relations Committee did not meet this month.

## 13.0 Old Business ~ There is no old business.

## 14.0 New Business ~ Mrs. Gourley-Thompson updated the Board and public on the School and Community Alliance Meeting that was held on November 12<sup>th</sup>, 2018 at 7:30 PM at Borough Hall.

- Informal roundtable for 8<sup>th</sup> grade parents planned for Thursday, May 2<sup>nd</sup>, 2019 at the Shrewsbury Historical Society.
- SPD planning a “Sexting” Seminar for grades 6-8 during December.
- Hidden in Plain Sight will be presented December 6<sup>th</sup> at 7 PM at the RF Auditorium.
- RBR Source hosting small speaking engagements this spring in lieu of the traditional casino night to raise funds for their programs.
- Next Alliance meeting is Monday, December 10<sup>th</sup> at 7:30 PM at Borough Hall.

## 15.0 Public Participation ~

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

- Status of the sports banners



## 16.0 President’s Comments ~ Mrs. Hemel

Mrs. Hemel thanked everyone for coming out to attend the meeting. She congratulated all the hard working students that were here tonight. She and the Board are very proud of all of their dedication, perseverance and hard work. She also thanked the coaches for their continued dedication and countless hours spent molding our children and are very grateful for all that you do. As the School Board President, she is honored to serve you and the children of our great school. Mrs. Hemel noted that even if she and the Board cannot respond directly to your comments and concerns, all input is taken and discussed on a committee level. She wished everyone a very happy, healthy and safe Thanksgiving holiday. May you enjoy spending time with your loved ones and be thankful for all of life’s blessings. The next Board meeting will be Thursday, December 13<sup>th</sup> at 8:00 p.m.

## 17.0 Closed Executive Session

17.1 It was motioned by Mr. Sweeney, seconded by Mrs. Groom, to move into Closed Executive Session at 8:12 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. 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, eight (8) members voted yes, one (1) member was absent.

17.2 It was motioned by Mrs. Groom, seconded by Mrs. Barber, to reconvene into public session at 8:34 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, eight (8) members voted yes, one (1) member was absent.

## 18.0 Adjournment

- 18.1 It was motioned by Mrs. Groom, seconded by Mrs. Barber, to adjourn the meeting at 8:34 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, eight (8) members voted yes, one (1) member was absent.

Respectfully Submitted,

Debi Avento  
Business Administrator/Board Secretary