

**SHREWSBURY BOROUGH BOARD OF EDUCATION
SHREWSBURY, NEW JERSEY
REGULAR MEETING
TUESDAY, SEPTEMBER 16th, 2014
MINUTES**

1.0 Opening Procedures

- 1.1 Call to order – 6:05 p.m.
- 1.2 Flag salute
- 1.3 Opening Statement

“Public notice of this was faxed to the Asbury Park Press on August 25th, 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 ~ 6:12 pm	Mr. Soya
Mrs. Barnes	Mr. White ~ 6:12 pm
Mrs. Carroll	Mrs. Ward
Mrs. Konefal ~ Absent	Mr. MacConnell, Superintendent
Mrs. Laughlin	Ms. Avento, Business Administrator
Mrs. Rose	

2.0 Closed Executive Session

- 2.1 It was motioned by Mrs. Laughlin, seconded by Mrs. Rose, to move into Closed Executive Session at 6:06 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. Barnes	X				
Mrs. Carroll	X				
Mrs. Laughlin	X				
Mrs. Rose	X				
Mr. Soya	X				
Mr. White				X	
Mrs. Konefal				X	
Mrs. Ward	X				

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

2.2 It was motioned by Mrs. Carroll, seconded by Mrs. Barnes, to reconvene into public session at 8:07 p.m.

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

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

3.0 Communications – There were no Board 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

- The school opened on Tuesday, September 2nd & Wednesday, September 3rd for Staff. Workshops were held for the staff and afterwards they continued to set up their classrooms.
- School opened on Thursday, September 4th for students – we have had a smooth opening so far.
- MAP testing is being held now and in the next few weeks for Kindergarten – 4th Grade
- Back to School night will be held tomorrow, September 17th at 6:30 PM. All Parents and Guardians are welcome to attend.
- On Friday, September 19th the first dance of the school year will be held at 7:00 PM in the gym.
- School will be closed on Thursday, September 25th for Rosh Hashanah.
- On Thursday, October 2nd the SPTG will hold Eyes of the Wild & Wallaby Tales Assembly for Grades Pre K – 4th in the gym.
- Friday, October 3rd School Picture Day will be held for all grades.
- The week of October 6th is Red Ribbon Week of Respect. A Bullying Assembly will be held on Monday, October 6th at 8:35 for grades K – 8.
- School will be closed on Monday, October 13th for Staff Professional Day.
- The Foundation is sponsoring the Shrewsbury 5K Classic on Sunday, October 19th.
- We have several new faculty members and staff for the 2014-2015 school year:
 - Mrs. Erica Reynolds – Supervisor of Curriculum & Instruction
 - Ms. Christine Saba – Social Worker
 - Mrs. Sun Mi Kim - BCBA
 - Ms. Erin Fitzgerald - Pre School Disabled

5.1 Superintendent’s Report Continued:

- Mrs. Jamie Meseroll – Resource Room
- Mrs. Allison Wiesel – 7th / 8th Grade Science Teacher
- Ms. Kaitlin Murphy – Instructional Aide
- Ms. Clare Higgins – Instructional Aide
- Mrs. Marguerite Welsh – Lunch Aide

New Positions:

- Mrs. Mary Ellen Phillips – Reading Specialist
- Mrs. Cheryl Peterson – Resource Room
- Ms. Amanda Timoney – PSD
- Mrs. Emily Cuervo – 4th Grade Teacher
- Mrs. Christine Merten – Long Term Sub

It was motioned by Mrs. Barnes, seconded by Mr. White, to approve items 5.2 through 5.3 as listed:

5.2 Recommend that the Board of Education approve the following Board and District Goals for the 2014-2015 school year:

2014-2015 Board Goals:

GOAL 1: Communication

The Board will develop and implement a plan to ensure for effective communication among Board Committees, Board and District Administration, and Board and the Public.

GOAL 2: Process/ Monitoring: of District and Board Goals

Reviews action plans, monitors progress towards completion of District goals and Board goals

2014-2015 District Goals:

GOAL I: Technology

To ensure all District technology needs are met to ensure students are participating in 21st century technology experiences.

GOAL 2: Student Achievement/Writing

To continue enhancing the District Writing Curriculum, through successful implementation of current and new programs.

5.3 Recommend that the Board of Education approve the District HIB Report for the months of July and August 2014.

	AYE	NAY	ABSTAIN	ABSENT	COMMENTS
Mrs. Barber	X				
Mrs. Barnes	X				
Mrs. Carroll	X				
Mrs. Laughlin	X				
Mrs. Rose	X				

Mr. Soya	X				
Mr. White	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. Carroll, seconded by Mrs. Barnes, to approve items 6.1 through 6.1.2 as amended:

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

6.1.1 Regular Meeting Minutes, August 19th, 2014

6.1.2 Executive Session Meeting Minutes, August 19th, 2014

	AYE	NAY	ABSTAIN	ABSENT	COMMENTS
Mrs. Barber	X				
Mrs. Barnes	X				
Mrs. Carroll	X				
Mrs. Laughlin	X				
Mrs. Rose			X		
Mr. Soya	X				
Mr. White	X		X 6.1.2		
Mrs. Konefal				X	
Mrs. Ward	X				

On a roll call vote, six (6) members voted yes, two (2) members abstained, one (1) member was absent.

7.0 Facilities Committee ~ Mr. Soya

7.1 Committee Report

Mr. Soya reported that the Committee met on September 16, 2014 and discussed the following:

- Update on the Security Vestibule Project – delay due to hardware being backordered
- Phone install date is scheduled for November 12th, 2014
- Great feedback on the new benches by the basketball court

8.0 Technology Committee ~ Mrs. Carroll

8.1 Committee Report

Mrs. Carroll reported that the Committee met on September 9th, 2014 and discussed the following:

8.1 Committee Report Continued:

- The District Technology Plan was not completed by September 1 as previously discussed
- The timeliness of the email blast issue was discussed
- Phone system install – pushed back from original date
- Library issue with the Destiny System
- Laptop carts have been deployed but not to all classrooms

9.0 Finance Committee ~ Ms. Avento

9.1 Committee Report

Ms. Avento reported that the Committee met prior to the Board Meeting to review 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 Mr. Soya, seconded by Mrs. Carroll, to approve items 9.2 through 9.6 as amended:

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

August 2013 Payroll – 2 nd half	\$ 63,247.40
September 2014 Payroll – 1 st half	\$ 216,783.10
September 2014 Bills & Claims	\$ <u>177,426.85</u>
	\$ 457,457.35

9.3 Recommend that the Board of Education approve the following transfers within the 2014-2015 General Fund as listed:

<u>FROM</u>	<u>AMOUNT</u>	<u>TO</u>	<u>AMOUNT</u>
11-120-100-101-01 Salary - 1-5 Rcl for LTS	5,500	11-110-100-101-05 Salary - K LTS	5,500
11-212-100-101-01 Salary – MD Rcl for Prog Change	49,307	11-215-100-101-01 Salary – PSD	49,307
11-120-100-101-01 Salary – 1-5	64,059	11-213-100-101-01 Salary – RR	109,525
11-105-100-101-01 Salary – Pre-K	9,200	11-213-100-101-02 Salary – RR Sub	1,898
11-190-100-106-02 Salary – Inst Aide	35,000	11-213-100-101-03 Salary – RR Summer	5,577
11-000-219-104-03 Salary – Soc Worker Rcl for Prog Change	8,741		

9.3 Continued:

<u>FROM</u>	<u>AMOUNT</u>	<u>TO</u>	<u>AMOUNT</u>
11-000-219-104-03 Salary - Soc Worker Rcl for Prog Change	5,700	11-215-100-106-02 Salary – PSD Summer	5,700
11-000-219-104-03 Salary – Soc Worker Rcl for Prog Change	200	11-215-100-610-01 PSD – Supplies	200
11-000-291-270-05 Dist. Benefits Rcl Salary Acct	10,000	11-000-262-100-01 Salary - Cust/Maint	10,000
11-000-218-610-01 Guidance Supplies Rcl for Addl Funds Needed	1,000	11-000-219-320-02 CST Purch Prof Svc	1,000
11-000-270-513-01 Transportation – NP Rcl for Addl Funds Needed	4,000	11-000-263-610-01 Grounds Supplies	4,000
11-190-100-106-04 Inst Aide Salary – Summer Rcl for Addl Funds Needed	5,000	11-000-261-420-01 R & M Building	5,000

9.4 Pursuant to N.J.A.C. 6:20-2.13(e), I certify that as of July 31st and August 31st, 2014, 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 July 2014 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 approve Beyond Communication and Dr. Scaler Scott to provide additional ESY speech and language fluency services in the amount of \$487.50 for student #209 as per the student’s IEP and court order for the 2014-2015 school year.

	AYE	NAY	ABSTAIN	ABSENT	COMMENTS
Mrs. Barber	X				
Mrs. Barnes	X				
Mrs. Carroll	X				
Mrs. Laughlin	X				

Mrs. Rose	X				
Mr. Soya	X				
Mr. White	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. Laughlin reported in Mrs. Konefal's absence that the Committee met on September 11th, 2014 and discussed the following:

- The Committee reviewed revised Spanish Lab curriculum for grades 5, 6, 7, & 8
- Discussed the Grade 7 ELA Curriculum & how it will be posted on the website
- Mondo professional development took place the second day of school
- Training for Being a Writer will take place on the Professional Development day in October.
- Mrs. Reynolds shared with the committee the letter that will be sent home in reference to the reading and math clinic.
- In Class Resource and the Co-Teaching model were discussed.

It was motioned by Mrs. Laughlin, seconded by Mrs. Barnes, to approve items 10.2 and 10.3 as listed:

- 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 2014-2015 school year as listed:

<u>Staff Member</u>	<u>Program/ Workshop/Training</u>	<u>Date</u>	<u>Estimated Mileage</u>	<u>Cost</u>
Marisa Shaheen	Info Session for Counselors	9/29/14	\$6.20	\$ 0
Marisa Shaheen	NJSCA Annual Conference	10/13/14	\$4.65	\$ 125.00
Jillian Davis	Mentor Training	10/2/14 & 1/14/15		\$ 260.00
Todd Havard	Mentor Training	10/2/14 & 1/14/15		\$ 260.00
Sun Mi Kim	Autism New Jersey	10/23-10/24/14		\$ 400.00
Bridgette Antonucci	NJ Dyslexia Assoc.	10/24/14		\$ 223.00
Brent MacConnell	Mon. County Roundtable	10/24/14		\$ 0
Erica Reynolds	Mon. County Roundtable	10/24/14		\$ 0
Jennifer Zona	Mon. County Roundtable	10/24/14		\$ 0
Debi Avento	Exec. Leadership Forum	2/19 – 2/21/14		\$ 450.00
	(As per contract)			
Marisa Shaheen	HIB Training	10/15/14		\$100.00
Erica Reynolds	HIB Training	10/15/14		\$100.00

10.3 Recommend that the Board of Education approve the following field trip at no cost to the Board of Education for the 2014-2015 school year. All costs to be paid by students and SPTG:

Class/Group: 1st Grade
 Destination: Delicious Orchards
 Date(s): Wednesday, October 22, 2014
 Cost of Trip: \$ 0
 Cost of Transportation: \$ 200

Class/Group: 1st Grade
 Destination: Count Basie
 Date(s): Thursday, May 14, 2015
 Cost of Trip: \$ 351
 Cost of Transportation: \$ 200

10.3 Continued:

Class/Group: 6th Grade
 Destination: Pocono Environmental Education Center (PEEC)
 Date(s): Wednesday, May 20, 2015 – Friday, May 22, 2015
 Cost of Trip: \$ 12,000
 Cost of Transportation: \$ 3,800

	AYE	NAY	ABSTAIN	ABSENT	COMMENTS
Mrs. Barber	X				
Mrs. Barnes	X				
Mrs. Carroll	X				
Mrs. Laughlin	X				
Mrs. Rose	X				
Mr. Soya	X				
Mr. White	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 September 15th, 2014 and discussed matters of a confidential nature.

It was motioned by Mrs. Barnes, seconded by Mrs. Barber, to approve items 11.2 through 11.7 as amended:

- 11.2 Recommend the Board of Education approve Laura Gammoh, Teacher to be released on maternity leave as of September 8, 2014 as per medical note received on September 8, 2014 for the 2014 -2015 school year.
- 11.3 Recommend that the Board of Education retroactively approve Marisa Shaheen to present HIB Substitute Training on August 20, 2014 for 2hrs at the contractual rate of \$38.23/hr. for a total of \$76.46 for 2014-2015 school year.
- 11.4 Recommend that the Board of Education approve Marisa Shaheen for Peer Tutoring for one day/week for one hour/day at the contractual rate of \$38.23/hour for 34 weeks for a total of \$1,299.82 beginning October 1, 2014 for the 2014-2015 school year.

- 11.5 Recommend that the BOE retroactively approve the following teachers for 1 teacher for 2 hrs. per 6 day cycle, at the contractual rate of \$38.23/hr. for 29 ~ 6 day cycles for a total of \$2,217.34 and 1 hrs. per 6 day cycle, at the contractual rate of \$38.23/hr. for 29 ~ 6 day cycles for a total of \$1,108.67 per teacher (as listed) for the purpose of facilitating the Co-Teaching Model for the 2014 - 2015 school year:

Andrea Acerra	\$2,217.34
Todd Havard	\$1,108.67
Jean Scully	\$1,108.67
Jamie Meserol	\$1,108.67
Debby Agro	<u>\$1,108.67</u>
Total:	\$6,652.02

- 11.6 Recommend that the Board of Education approve the following extra-curricular positions and stipends to be paid for the 2014-2015 school year as listed:

<u>Name</u>	<u>Pay to Play Stipends:</u>	<u>Stipend</u>
John Rooney	Girls Basketball	\$2,527.00

- 11.7 Recommend that the Board of Education approve the following substitute teacher for the 2014-2015 school year as listed:

Corrie Campbell

	AYE	NAY	ABSTAIN	ABSENT	COMMENTS
Mrs. Barber	X				
Mrs. Barnes	X				
Mrs. Carroll	X				
Mrs. Laughlin	X				
Mrs. Rose	X				
Mr. Soya	X				
Mr. White	X				

Mrs. Konefal				X	
Mrs. Ward	X				

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

12.0 Special Education and Policy – Mrs. Rose

12.1 Committee Report

Mrs. Rose reported that the Committee met on September 11th, 2014 and discussed the following:

- Reviewed Policy Alert 203

12.1 Continued:

- Discussed how the committee will include information about Special Education into these meetings
- The committee discussed being informed about any changes in the special education area
- If there are any legal updates, Mr. MacConnell will be able to talk in broad strokes to the committee

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

12.2 Recommend the Board of Education approve the first reading of the following policies for the 2014 -2015 school year:

Policy Alert 203:

- Policy & Regulation #2412 – Home Instruction Due to Health Condition (M) (Revised)
- Policy & Regulation # 2417 – Student Intervention and Referral Services (M) (Revised)
- Policy & Regulation # 2481 – Home or Out –of –School Instruction for a General Education Student for Reasons Other Than a Temporary or Chronic Health Condition (M) (Revised)
- Policy & Regulation # 5200 – Attendance (M) (Revised)
- Policy & Regulation # 5610 – Suspension (M) (Revised)
- Policy & Regulation # 5611 – Removal of Students for Firearms Offenses (M) (Revised)
- Policy # 5612 – Assaults on District Board of Education Members or Employees (M) (Revised)
- Regulation # 5612 – Assaults on District Board of Education Members or Employees (M) (New)
- Policy & Regulation # 5613 – Removal of Students for Assaults with Weapons Offenses (M) (New)
- Policy # 5620 – Expulsion (Revised)
- Policy & Regulation # 8462 – Reporting Potentially Missing or Abused Children (M) (New)

	AYE	NAY	ABSTAIN	ABSENT	COMMENTS
Mrs. Barber	X				
Mrs. Barnes	X				
Mrs. Carroll	X				
Mrs. Laughlin	X				

Mrs. Rose	X				
Mr. Soya	X				
Mr. White	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 September 9th, 2014 and discussed the following:

- Shrewsbury Day is October 18th, 2014
- October Fest to take place at the Firehouse on October 4th, 2014
- Open House will be held on September 17th, 2014
- Committee is working on the new Board Newsletter
- Safe Routes – October 8th, 2014 Bike to School/Walk to School

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 congratulated the staff on a successful opening. She noted that she did a walk through the building and the school looked great. Mrs. Ward thanked the school staff for all of their efforts and wished them a good school year. She also thanked the Board for all their hard work and time that they have been putting in.

18.0 Closed Executive Session

- 18.1 It was motioned by Mrs. Carroll, seconded by Mr. Soya, to move into Closed Executive Session at 9:10 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				
Mrs. Laughlin	X				
Mrs. Rose	X				
Mr. Soya	X				
Mr. White	X				
Mrs. Konefal				X	
Mrs. Ward	X				

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

- 18.2 It was motioned by Mrs. Carroll, seconded by Mr. Soya, to reconvene into public session at 10:50 p.m.

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

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

19.0 Adjournment

- 19.1 It was motioned by Mrs. Carroll, seconded by Mrs. Rose, to adjourn the meeting at 10:50 p.m.

	AYE	NAY	ABSTAIN	ABSENT	COMMENTS
Mrs. Barber					
Mrs. Barnes					
Mrs. Carroll					
Mrs. Laughlin					

Mrs. Rose					
Mr. Soya					
Mr. White					
Mrs. Konefal					
Mrs. Ward					

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

Respectfully Submitted,

Debora Avento
Business Administrator/Board Secretary