

SHREWSBURY BOROUGH BOARD OF EDUCATION
SHREWSBURY, NEW JERSEY
REGULAR MEETING
WEDNESDAY, SEPTEMBER 19th, 2017
MINUTES

1.0 Opening Procedures

- 1.1 Call to order – 7:13 p.m.
- 1.2 Flag salute
- 1.3 Opening Statement

“Public notice of this was emailed to the Asbury Park Press on December 23, 2016 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. White
Mrs. Groom	Mrs. Laughlin – Absent
Mrs. Hemel	Mrs. Konefal – Absent
Mrs. Hepburn-Goldberg	Mr. MacConnell, Superintendent
Mrs. Rose	Ms. Avento, Business Administrator
Mr. Sweeney	Mr. William Donio, Attorney

2.0 Closed Executive Session

- 2.1 It was motioned by Mrs. Groom, seconded by Mrs. Barber, to move into Closed Executive Session at 7:14 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. Groom	X				
Mrs. Hemel	X				
Mrs. Hepburn-Goldberg	X				
Mrs. Rose	X				
Mr. Sweeney	X				
Mr. White	X				
Mrs. Laughlin				X	
Mrs. Konefal				X	

On a voice vote, eight (8) members voted yes, two (2) members were absent.

- 2.2 It was motioned by Mr. Sweeney, seconded by Mrs. Groom, to reconvene into public session at 8:00 p.m.

	AYE	NAY	ABSTAIN	ABSENT	COMMENTS
Mrs. Barber	X				
Mrs. Groom	X				
Mrs. Hemel	X				
Mrs. Hepburn-Goldberg	X				
Mrs. Rose	X				
Mr. Sweeney	X				
Mr. White	X				
Mrs. Laughlin				X	
Mrs. Konefal				X	

On a voice vote, eight (8) members voted yes, two (2) members were absent.

3.0 Communications ~

- Letter from Lunch Break thanking the district for our donation.

4.0 Public Participation ~ Agenda Items Only – There was no Public Participation.

5.0 Superintendent’s Report ~ Mr. MacConnell

5.1 Superintendent’s Report

It was motioned by Mrs. Barber, seconded by Mrs. Groom, to approve items 5.2 through 5.7 as listed:

- 5.2 Recommend the Board of Education approve the Comprehensive Equity Plan Annual Statement of Assurance for the 2017-2018 school year.
- *5.3 Recommend the Board of Education approve the Annual Statement of Assurance Regarding the Use of Paraprofessional Staff for the 2017-2018 school year.
- 5.4 Recommend that the Board of Education approve the District HIB Report for the month of August 2017.
- 5.5 Recommend that the Board of Education approve the EVVR/ HIB Report Submission to the state for the 2016-2017 school year.
- 5.6 Recommend that the Board of Education approve the 2016-2017 HIB Self – Assessment report for submission to the Department of Education as required.
- 5.7 Recommend that the Board of Education approve the District Evaluation Advisory Committee (DEAC) for the 2017-2018 school year.

	AYE	NAY	ABSTAIN	ABSENT	COMMENTS
Mrs. Barber	X				
Mrs. Groom	X				
Mrs. Hemel	X				
Mrs. Hepburn-Goldberg	X				
Mrs. Rose	X				
Mr. Sweeney	X				
Mr. White	X				
Mrs. Laughlin				X	
Mrs. Konefal				X	

On a roll call vote, eight (8) members voted yes, two (2) members were absent.

6.0 Business Administrator’s Report ~ Ms. Avento

It was motioned by Mr. Sweeney, seconded by Mrs. Hepburn-Goldberg, 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, August 16th, 2017
- 6.1.2 Executive Session Meeting Minutes, August 16th, 2017
- 6.1.3 Special Meeting Minutes, August 29th, 2017
- 6.1.4 Special Executive Session Meeting Minutes, August 29th, 2017

	AYE	NAY	ABSTAIN	ABSENT	COMMENTS
Mrs. Barber			6.1.3&6.1.4		
Mrs. Groom			6.1.1&6.1.2		
Mrs. Hemel			X		
Mrs. Hepburn-Goldberg	X				
Mrs. Rose			6.1.3&6.1.4		
Mr. Sweeney	X				
Mr. White	X				
Mrs. Laughlin				X	
Mrs. Konefal				X	

On a voice vote, six (6) members voted yes, one (1) member abstained, one (1) member abstained on 6.1.1 and 6.1.2 and two (2) members abstained on 6.1.3 and 6.1.4

7.0 Facilities Committee ~ Mr. Sweeney

7.1 Committee Report

Mr. Sweeney reported that the Committee did not meet but reviewed the following:

- The Facilities Checklist
- The Roof Coating Project
- Recreation Basketball’s request to displace SAIL Fair
- Sustainable Jersey – LGEA (Local Government Energy Audit) Status

8.0 Finance Committee ~ Mr. Sweeney

8.1 Committee Report

Mr. Sweeney 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. Sweeney, seconded by Mrs. Rose, to approve items 8.2 through 8.6 as amended:

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

August 2017 Payroll – 2 nd half	\$ 62,091.91
September 2017 Payroll – 1 st half	\$ 233,001.92
September 2017 Bills & Claims	<u>\$ 197,160.32</u>
	\$ 492,254.15

8.4 Pursuant to N.J.A.C. 6:20-2.13(e), I certify that as of August 30th, 2017, 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 July 2017 Board Secretary's Report 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 damaged/obsolete books/furniture/miscellaneous items to be discarded as follows for the 2017-2018 school year:

<u>Quantity</u>	<u>Description</u>	<u>Information</u>	<u>Reason</u>
18	Books	S.S Textbooks	Out dated
2	Books	S.S. Teachers Edition	Out dated
14	Books	Science Textbooks	Out dated

	AYE	NAY	ABSTAIN	ABSENT	COMMENTS
Mrs. Barber	X				
Mrs. Groom	X				
Mrs. Hemel	X				
Mrs. Hepburn-Goldberg	X				
Mrs. Rose	X				
Mr. Sweeney	X				
Mr. White	X				
Mrs. Laughlin				X	
Mrs. Konefal				X	

On a roll call vote, eight (8) members voted yes, two (2) members were absent.

9.0 Curriculum Committee ~ Mrs. Barber

9.1 Committee Report

Mrs. Barber reported that the Committee met on September 12th, 2017 and discussed the following:

- Professional Development on September 5th and 6th
- IReady Training will continue with part 2 on October 2nd.
- Google Training will be happening on October 9th and 10th.
- Matawan purchase of our district's Pre-K Curriculum.
- PARCC Results sent to parents and presentation at October Board Meeting.
- ESSA received grant money and use of those funds

It was motioned by Mrs. Barber, seconded by Mrs. Groom, to approve items 9.2 through 9.3 as amended:

- 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 2017-2018 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	MCVSD Meeting for School Councilors	09/26/2017	\$ 8.00	0
Heather Cellary	Mind Research Institute	09/28/2017	\$ 7.10	0
Cindy Newman	Mind Research Institute	09/28/2017	\$ 7.10	0
Kristina Stokamer	Suicide Prevention Within the School	10/18/2017	\$37.33	\$129.00
Tammy Kane	Rutgers Reading and Writing Conference	10/27/2017	\$ 5.43	\$180.00
Staci Fox	Identify and Manage ADHD and Disabilities	11/29/2017	\$ 7.50	0
Kristina Stokamer	Understand and Manage Problem Behaviors	12/07/2017	\$21.30	\$129.00
Kristina Stokamer	Play Technology Techniques	01/17/2018	\$21.26	\$129.00
Kristina Stokamer	Practical Social Skills Workshop for Children With Disabilities	01/31/2018	\$21.30	\$129.00

- 9.3 Recommend that the Board of Education approve the following field trip at no cost to the Board of Education for the 2017-2018 school year. All costs to be paid by students and SPTG:

Class/Group:	Kindergarten
Destination:	Wemrock Orchards
Date(s):	Thursday, October 19, 2017
Cost of Trip:	\$420
Cost of Transportation:	To be determined

	AYE	NAY	ABSTAIN	ABSENT	COMMENTS
Mrs. Barber	X				
Mrs. Groom	X				
Mrs. Hemel	X				
Mrs. Hepburn-Goldberg	X				
Mrs. Rose	X				
Mr. Sweeney	X				
Mr. White	X				
Mrs. Laughlin				X	
Mrs. Konefal				X	

On a roll call vote, eight (8) members voted yes, two (2) members were absent.

10.0 Personnel Committee ~ Mr. White

10.1 Committee Report

Mr. White reported that the Personnel Committee met on September 15th, 2017 and discussed matters of a confidential nature.

It was motioned by Mr. White, seconded by Mrs. Barber, to approve item 10.2 through 10.7 as listed:

- 10.2 Recommend that the Board of Education acknowledge the retirement of Sally Bond as Teacher effective January 1st, 2018 for the 2017-2018 school year.
- 10.3 Recommend that the Board of Education accept the resignation of Renee Brown as CST Secretary effective September 29th, 2017 for the 2017-2018 school year.
- 10.4 Recommend the Board of Education approve Maria Wissenback as a Part Time (.5) Teacher at the prorated salary rate of MA/3 \$55,140 for the 2017-2018 school year.
- 10.5 Recommend that the Board of Education rescind the appointment of Jim McConville as Boys Co-Baseball Coach for the 2017-2018 school year.
- 10.6 Recommend that the Board of Education approve Kenny Ludwig as Boys Baseball Coach at the stipend rate of \$2,527 for the 2017-2018 school year.
- 10.7 Recommend the Board of Education approve the following substitute teachers for the 2017-2018 school year:

Substitute Teachers

Rachel Hegner Joseph Breiter

	AYE	NAY	ABSTAIN	ABSENT	COMMENTS
Mrs. Barber	X				
Mrs. Groom	X				
Mrs. Hemel	X				
Mrs. Hepburn-Goldberg	X				
Mrs. Rose	X				
Mr. Sweeney	X				

Mr. White	X				
Mrs. Laughlin				X	
Mrs. Konefal				X	

On a roll call vote, eight (8) members voted yes, two (2) members were absent.

11.0 Policy ~ Mr. White

11.1 Committee Report:

Mr. White reported that the Committee met on September 11th, 2017 and discussed the following:

It was motioned by Mr. White, seconded by Mrs. Groom, to approve items 11.2 and 11.3 as amended:

11.2 Recommend the Board of Education approve Policy Alert # 213 for 1st reading for the 2017-2018 school year:

- Policy # 2700 – Services to Nonpublic School Students (M) (Revised)
- Policy and Regulation # 7100 – Long-Range Facilities Planning (M) (Revised)
- Policy and Regulation # 7101 – Educational Adequacy of Capital Projects (Revised)
- Policy # 7102 – Site Selection and Acquisition (Revised)
- Regulation # 7102 – Site Selection and Acquisition (New)
- Policy # 7130 – School Closing (Revised)
- Policy # 7300 – Disposition of Property (Revised)
- Regulation # 7300.1 – Disposal of Instructional Property (Abolished)
- Regulation # 7300.2 – Disposal of Land (Revised)
- Regulation # 7300.3 – Disposition of Personal Property (Revised)
- Regulation # 7300.4- Disposition of Federal Property (Revised)

11.3 Recommend the Board of Education approve Policy # 9162 for 2nd reading for the 2017-2018 school year:

- Policy # 9162 – Athletic Code of Conduct

	AYE	NAY	ABSTAIN	ABSENT	COMMENTS
Mrs. Barber	X				
Mrs. Groom	X				
Mrs. Hemel	X				
Mrs. Hepburn-Goldberg	X				
Mrs. Rose	X				
Mr. Sweeney	X				
Mr. White	X				
Mrs. Laughlin				X	
Mrs. Konefal				X	

On a roll call vote, eight (8) members voted yes, two (2) members were absent.

12.0 School and Community Relations ~ Mrs. Hemel

12.1 Committee Report

12.1 Continued:

Mrs. Hemel reported that the Committee met on September 7th, 2017 and discussed the following:

- Back to School Night
- Class of 2018 School Dance success
- VIP Lunch for grades 1st-8th tentative schedule

13.0 Old Business ~ There was no Old Business.

14.0 New Business ~ Mrs. Barber updated the Board and community on School and Community Alliance and Red Ribbon Week.

15.0 Public Participation ~

One Member of the Public Spoke. Topics included the following:

- Concerned Mr. Peri canceling Rock Band for this school year

16.0 President's Comments ~ Mrs. Konefal

On behalf of the Board, Mr. White thanked everyone for coming out in such bad weather and wished everyone good luck with the new school year. He also encouraged the community to attend Board Meetings if they have any questions or concerns.

17.0 Adjournment

18.1 It was motioned by Mr. White, seconded by Mrs. Groom, to adjourn the meeting at 8:25 p.m.

	AYE	NAY	ABSTAIN	ABSENT	COMMENTS
Mrs. Barber	X				
Mrs. Groom	X				
Mrs. Hemel	X				
Mrs. Hepburn-Goldberg	X				
Mrs. Rose	X				
Mr. Sweeney	X				
Mr. White	X				
Mrs. Laughlin				X	
Mrs. Konefal				X	

On a voice vote, eight (8) members voted yes, two (2) members were absent.

Respectfully Submitted,

Debi Avento
Business Administrator/Board Secretary