

SHREWSBURY BOROUGH SCHOOL DISTRICT
May 24, 2023 - Regular Meeting, 6:30 PM
Media Center, 20 Obre Place, Shrewsbury, NJ 07702

MINUTES

1. Opening Procedures

1.0 Call to order – 6:32 pm

1.1 Flag salute

1.2 Opening Statement

1.3 “Public notice of this was emailed to the Asbury Park Press and in the Star Ledger on May 9, 2023 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:

Ms. Groom (President)
Mr. Galvin
Ms. Hepburn-Goldberg
Ms. Montgomery

Ms. Gourley-Thompson (Vice President)
Ms. Hemel
Mr. Jannuzzi
Mr. Ngo

Absent:
Ms. Barber

Also Present:
Mr. MacConnell, Superintendent
Ms. Case, Business Administrator
Mr. Taylor, Board Attorney

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 Executive Session I

2.1 It was motioned by Ms. Groom, seconded by Ms. Montgomery to move into Closed Executive Session at 6:32 pm 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
Ms. Barber				X	
Mr. Galvin	X				
Ms. Hemel	X				
Ms. Hepburn-Goldberg	X				
Mr. Jannuzzi	X				
Ms. Montgomery	X				
Mr. Ngo	X				
Ms. Gourley-Thompson	X				
Ms. Groom	X				

On a voice vote, eight (8) members voted yes, zero (0) members voted no, one (1) member was absent

2.2 It was motioned by Ms. Montgomery, seconded by Ms. Gourley-Thompson to reconvene into public session at 6:59 pm

	AYE	NAY	ABSTAIN	ABSENT	COMMENTS
Ms. Barber				X	
Mr. Galvin	X				
Ms. Hemel	X				
Ms. Hepburn-Goldberg	X				
Mr. Jannuzzi	X				
Ms. Montgomery	X				
Mr. Ngo	X				
Ms. Gourley-Thompson	X				
Ms. Groom	X				

On a voice vote, eight (8) members voted yes, zero (0) members voted no, one (1) member was absent

3.0 Correspondence to the Board - None

4.0 Public Participation - Agenda Items Only - combined with Item # 13

The Board of Education recognizes the value of public comment on matters of interest to the school community. Individuals wishing to speak **must state their name and address**. Comments are limited to three minutes’ duration, but an individual may speak a second time after all others who wish to speak on the topic have been heard. All statements should be directed to the Board President and no participant may address or question Board members individually. All speakers are requested to express themselves in a civil manner, with due respect for the dignity and privacy of others whose legal rights may be affected. Please note: While it is not the Board’s intention to stifle comment on matters of legitimate concern, the public should be aware that if their statements violate the rights of others under the law of defamation or invasion of privacy, they may face personal liability to the injured party. If speakers are uncertain of the legal ramifications of their comments, the Board urges them to seek guidance beforehand from their own legal advisor.

5.0 Superintendent’s Report - Mr. MacConnell

- Awards and Recognitions

It was motioned by Mr. Galvin, seconded by Ms. Gourley-Thompson to approve the following items as listed:

5.1 The Superintendent recommends that the Shrewsbury Borough Board of Education approve the following District HIB Reports.

4/4/2023	Confirmed HIB
4/17/23	Confirmed Non-HIB

5.2 The Superintendent recommends that the Board of Education approve the submission of the Application for Special Education Extraordinary Aid (EX-AID) for the 2022-2023 school year.

5.3 The Superintendent recommends that the Shrewsbury Borough Board of Education adopt the following for the 2023-2024 school year:

- Danielson Framework
- NJPEPL - Supervisor Evaluation Tool

6.0 Finance & Facilities - Mr. Jannuzzi - provided report

The Finance & Facilities Committee met on May 22, 2023

It was motioned by Ms. Hemel, seconded by Ms. Montgomery to approve the following items as listed:

6.1 The Superintendent recommends the Board of Education approve the following minutes as listed:

- 6.1.1 Regular Meeting Minutes, April 19, 2023
- 6.1.2 Executive Meeting Minutes, April 19, 2023

6.2 The Superintendent recommends the Board of Education approve the following bills:

May 15, 2023 Payroll	\$282,134.34
May 30, 2023 Payroll	\$278,836.11
Total May 2023 Payroll	\$560,970.45
May 2023 Bills & Claims	\$163,253.46
Total	\$724,223.91

6.3 The Superintendent recommends the Shrewsbury Borough School District Board of Education approve the following final transfers within the 2022-2023 General Fund as listed in the attached report for April 2023.

6.4 The Superintendent recommends the Shrewsbury Borough School District Board of Education approve the following:

Pursuant to N.J.A.C. § 6A:23A-16.10(c) (3), I certify that as of April 2023, 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.

6.5 Public Hearing Adoption of the 2023-2024 Budget and Tax Levy

The Superintendent recommends that the Shrewsbury Borough School District Board of Education approve the resolution pertaining to the approval of the 2023-2024 budget as presented at the public hearing on April 26, 2023, as follows:

WHEREAS, the Shrewsbury Borough School District Board of Education adopted a tentative budget on March 15, 2023 to be submitted to the Executive County Superintendent of Schools for approval, and

WHEREAS, the tentative budget was approved by the Executive County Superintendent of Schools on April 11, 2023; and

WHEREAS, the tentative budget was advertised in the legal section of the Asbury Park Press on April 17, 2023; and

WHEREAS, the adopted budget was presented to the public during a public hearing on April 26, 2023; and

6.6 Fiscal Year 2023-2024 Proposed Budget Approval

The Superintendent recommends approval to adopt the Proposed Budget for FY 2023-2024:

	<u>General Fund</u>	<u>Special Revenue</u>	<u>Debt</u>	<u>Total</u>
2023-2024 Total Expenditures	\$10,007,796.00	\$393,742.00	\$1,694,082.00	\$12,095,620.00
Less: Anticipated Revenues	\$ 837,923.00	\$393,742.00	\$ 304,573.00	\$ 1,536,238.00
Taxes to be Raised	\$ 9,169,873.00	\$0.00	\$1,389,509.00	\$10,559,382.00

Adjustment for ENROLLMENT

BE IT RESOLVED that the Shrewsbury Borough School District Board of Education includes in the final budget the adjustment for enrollment in the amount of \$58,851. The district intends to utilize this adjustment to maintain our existing programs for the additional students.

Adjustment for HEALTH CARE COSTS

BE IT RESOLVED that the Shrewsbury Borough Board of Education includes in the final budget the adjustment for increased costs of health benefits in the amount of \$85,747. The additional funds will be used to pay for the additional increases in health benefit premiums.

Capital Reserve Withdrawal – Other Capital Projects

BE IT RESOLVED that included in the general fund appropriations, budget line 600 is a withdrawal from Capital Reserve – Other Capital Projects in the amount of \$50,000 for other capital project costs of \$50,000. The total cost of this project is \$50,000 which represents expenditures for partial roof replacement and wireless controller for infrastructure elements that are in addition to the facilities efficiency standards determined by the Commissioner as necessary to achieve the New Jersey Student Learning Standards.

Maintenance Reserve Withdrawal

BE IT RESOLVED that as per N.J.A.C. 6A:23A-14.2(d) the general fund appropriations include a \$139,845 withdrawal from the Maintenance Reserve Account for use on required maintenance activities for a school facility as reported in the comprehensive maintenance plan pursuant to N.J.A.C. 6A:26-20.5.

Travel and Related Expense Reimbursement

WHEREAS, the Shrewsbury Borough School District Board of Education recognizes school staff and Board members will incur travel expenses related to and within the scope of their current responsibilities and for travel that promotes the delivery of instruction or furthers the efficient operation of the school district; and

WHEREAS, N.J.A.C. 6A:23A-7.3 et seq. requires Board members to receive approval of these expenses by a majority of the full voting membership of the Board and staff members to receive prior approval of these expenses by the Superintendent of Schools and a majority of the full voting membership of the Board; and

WHEREAS, the Shrewsbury Borough School District Board of Education established \$12,500 as the maximum travel amount for the current school year and has expended \$4,035.22 as of this date; now

THEREFORE, BE IT RESOLVED, the Board of Education approves travel and related expense reimbursement in accordance with N.J.A.C. 6A:23A-7.3, to a maximum expenditure of \$12,500 for the 2023-2024 school year.

6.7 Authorization to Implement the 2023-2024 Budget

The Superintendent recommends that the Shrewsbury Borough School District Board of Education authorize the Superintendent and the School Business Administrator/Board Secretary to implement the 2023-2024 budget pursuant to Board of Education policy and state regulations.

6.8 Tax Levy Certification Form A and B (A4F)

RESOLVED, that the amount required for school purpose in the school district of Shrewsbury Borough, County of Monmouth for the 2023-2024 is a general fund tax levy of \$9,169,573 plus a debt service tax levy of \$1,389,509 for a total tax levy of \$10,559,382 and is required to be levied for local school district purposes.

6.9 The Superintendent recommends that the Shrewsbury Borough Board of Education request that the Municipality provide local tax levy funds for General Current Expense and Debt Service for the 2023-2024 school year in 12 monthly payments commencing July 2023 as per the mutually agreed upon schedule by both the Municipality and the Board of Education.

6.10 Open Public Meetings Act

The Superintendent recommends the Shrewsbury Borough School District Board of Education approve the following:

WHEREAS, Chapter 231, P.L. 1975 (Open Public Meetings Law) requires the Board of Education of Shrewsbury Borough, in the County of Monmouth to give notice of its scheduled meetings which will be held as indicated on the attached unless otherwise indicated, and

WHEREAS, Chapter 231 P.L. 1975 authorized a public body to meet in Executive Session under certain limited circumstances, and

WHEREAS, said law requires the Board of Education to adopt a resolution at a public meeting before it can meet in Executive Session.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF EDUCATION:

1. That it does hereby authorize the meetings listed on the attached schedule beginning in July 2023 through June 2024.
2. That is does hereby determine that it may be necessary to meet in Executive Session on the dates shown on the attached schedule, and that the matters discussed will be made public when confidentiality is no longer required and action pursuant to said discussion shall take place only at a public meeting.

The Board will meet at 6:30 pm as indicated on the attached schedule, unless otherwise noted. Action will be taken, unless otherwise advertised. Meetings will take place at the locations named on the attached schedule.

NOW, THEREFORE, BE IT FURTHER RESOLVED that the Board Secretary is hereby directed to maintain a copy of the Board of Education Meeting dates and locations in the Shrewsbury Borough School, 20 Obre Place, Shrewsbury, NJ and a copy of the same will be posted in the district school; the Borough of Shrewsbury; and the District website.

6.11 The Superintendent recommends that the Shrewsbury Borough School District Board of Education approve the Shared Services Agreement between Shrewsbury Borough School District and the Matawan-Aberdeen Regional School District for Business Services as per agreement at a rate of \$248,756 effective July 1, 2023 through the end of the 2023-2024 school year.

6.12 The Superintendent recommends the Shrewsbury Borough School District Board of Education accept the Audit Report for the 2021/2022 school year prepared by Holman Frenia Allison, P.C. with four (4) recommendations per the Comprehensive Annual Financial Report (ACFR) and the Auditor's Management Report (AMR), and

BE IT FURTHER RESOLVED that a copy of the audit is to be forwarded to the Monmouth County Executive County Superintendent, with the approved corrective actions to be taken with respect to the recommendations contained in the Audit Report as submitted.

6.13 The Superintendent recommends that the Shrewsbury Borough School District Board of Education approve the Environmental Services Firm of Rullo & Juillet Associates Inc. hereby retained at the contractual amount of \$2,854 to provide the following consultative and updating required services necessary in conjunction with the laws of Asbestos Hazard Management, Right to Know, PEOSH and AHERA for the 2023-2024 school year.

6.14 The Superintendent recommends that the Shrewsbury Borough School District Board of Education adopt the 2023-2024 Standard Operating Procedure.

6.15 The Superintendent recommends that the Shrewsbury Borough School District Board of Education adopt the 2023-2024 Purchasing Manual.

Rationale: The annually updated Purchasing Manual is provided to assist all Board of Education employees in the proper purchasing practices to be in full compliance with:

- New Jersey Public School Contract Laws Title 18A:18A, et seq.;
- New Jersey Administrative Code N.J.A.C. 5:34 et seq.;
- Board of Education Policy;
- NJ QSAC;
- Local Finance Notices (NJ Division of Local Government Services); and
- Other federal and state laws and codes.

It has been designed to achieve three goals:

- Follow the law and Board policy on purchasing;
- Promote efficiency in the purchasing practices; and
- Achieve savings of money through proper purchasing practices

6.16 The Superintendent recommends that the Shrewsbury Borough School District Board of Education approve the current Long-Range Facility Plan as approved by the New Jersey Office of Facilities on March 14, 2022 for the 2022-2023 school year.

6.17 The Superintendent recommends that the Shrewsbury Borough School District Board of Education approve the Uniform Memorandum of Agreement/Understanding Live Streaming Video between Education and Law Enforcement Officials for the 2023-2024 school year.

6.18 The Superintendent recommends that the Shrewsbury Borough School District Board of Education approve the current Emergency Management Procedure Manual for the 2023-2024 school year.

6.19 The Superintendent recommends that the Shrewsbury Borough School District Board of Education reconfirm the adoption of the present Board of Education Policy Manual and all existing bylaws and procedures as they currently exist for the 2023-2024 school year.

6.20 The Superintendent recommends that the Shrewsbury Borough School District appoint Acacia Financial Group as Financial Advisors of Record and to file the Secondary Market Disclosures at a cost not to exceed \$1,500 for the 2023-2024 school year.

6.21 The Superintendent recommends that the Shrewsbury Borough School District Board of Education approve Spiezele Architectural Group as the Architect of Record for the 2023-2024 school year.

6.22 The Superintendent recommends that the Shrewsbury Borough School District Board of Education appoint the firm of Holman Frenia Allison, P.C. as Auditors for a fee of not to exceed \$15,000 to audit the 2023-2024 school year.

6.23 The Superintendent recommends that the Shrewsbury Borough School District Board of Education appoint Cooper Levenson as Counsel to the Board of Education for the 2023-2024 school year at the contractual rate of \$180 per hour and as per the agreement.

6.24 The Superintendent recommends that the Shrewsbury Borough School District Board of Education approve David Balken and Balken Risk Management Company as the district's Insurance Broker of Record for line insurance including Property, Casualty, E&O, Liability, and District required bonding, Auto and Student Insurance for the 2023-2024 school year.

6.25 The Superintendent recommends that the Shrewsbury Borough School District Board of Education appoint Brown & Brown Benefit Advisors, Inc. as Broker of Record for the District's Health, Prescription and Dental Program and Claims Consultant for the period of July 1, 2023 through June 30, 2024.

6.26 The Superintendent recommends that the Shrewsbury Borough School District Board of Education approve Horizon Blue Cross/Blue Shield as a third party administrator for the district's voluntary FSA plan for all eligible employees for the 2023-2024 school year.

6.27 The Superintendent recommends that the Shrewsbury Borough School District Board of Education approve the following providers to provide 403 (b) plans to eligible employees for the 2023-2024 school year as follows:

AXA Equitable
MetLife

6.28 The Superintendent recommends that the Shrewsbury Borough School District Board of Education approve AXA Equitable as a third-party administrator for the 403(b) plan for eligible employees for the 2023-2024 school year.

6.29 The Superintendent recommends that the Shrewsbury Borough School District Board of Education approve Frontline/Aesop Substitute Program annual contract renewal in the amount not to exceed \$7,500.00 for the 2023-2024 school year.

6.30 The Superintendent recommends that the Shrewsbury Borough School District Board of Education approve A-Champion Sprinkler for the annual ground sprinkler contract in the amount not to exceed \$300 for the 2023-2024 school year.

- 6.31 The Superintendent recommends that the Shrewsbury Borough School District Board of Education approve Alliance Pest Control to implement the district's IPM Program as required at the cost not to exceed \$2,000 for the 2023-2024 school year.
- 6.32 The Superintendent recommends that the Shrewsbury Borough School District Board of Education approve Central Boiler for the annual boiler inspection/maintenance contract in the cost not to exceed \$2,500 for the 2023-2024 school year.
- 6.33 The Superintendent recommends that the Shrewsbury Borough School District Board of Education approve City Fire Equipment Company for the annual fire sprinkler inspection as required in the amount not to exceed \$2,300 for the 2023-2024 school year.
- 6.34 The Superintendent recommends that the Shrewsbury Borough School District Board of Education approve Cooper Electric for the generator maintenance contract in the amount not to exceed \$1,000 for the 2023-2024 school year.
- 6.35 The Superintendent recommends that the Shrewsbury Borough School District Board of Education approve Coskey for the annual clock and bell maintenance contract in the amount not to exceed \$2,800 for the 2023-2024 school year.
- 6.36 The Superintendent recommends that the Shrewsbury Borough School District Board of Education approve CQI Water Treatment for the annual chemical treatment for the boiler and heating system contract in the amount not to exceed \$1,100 for the 2023-2024 school year.
- 6.37 The Superintendent recommends that the Shrewsbury Borough School District Board of Education approve Delisa Waste Services for the waste recycling contract in the amount not to exceed \$3,000 for the 2023-2024 school year.
- 6.38 The Superintendent recommends that the Shrewsbury Borough School District Board of Education approve Freehold Music for the stage stereo system contract in the amount not to exceed \$1,000 for the 2023-2024 school year.
- 6.39 The Superintendent recommends that the Shrewsbury Borough School District Board of Education approve Haig Security Services for annual monitoring/maintenance of the Fire/Burglar Alarm System at the annual cost not to exceed \$9,000 for the 2023-2024 school year.
- 6.40 The Superintendent recommends that the Shrewsbury Borough School District Board of Education approve Jersey Coast Fire Company for the annual tagging and inspection of the fire extinguishers in the amount not to exceed \$350 for the 2023-2024 school year.
- 6.41 The Superintendent recommends that the Shrewsbury Borough School District Board of Education approve Kencore for the annual Elevator/wheelchair lift inspection/maintenance contract in the amount not to exceed \$650 for the 2023-2024 school year.
- 6.42 The Superintendent recommends that the Shrewsbury Borough School District Board of Education approve National Dust Company for the annual mat cleaning contract in the amount not to exceed \$5,400 for the 2023-2024 school year.
- 6.43 The Superintendent recommends that the Shrewsbury Borough School District Board of Education approve Nickerson Inc. for the bleacher and gym curtain maintenance contract in the amount not to exceed \$5,200 for the 2023-2024 school year.

6.44 The Superintendent recommends that the Shrewsbury Borough School District Board of Education approve Frontline IEP Direct Special Education Support Program annual contract renewal in the amount not to exceed \$16,500 for the 2023-2024 school year.

6.45 The Superintendent recommends that the Shrewsbury Borough School District Board of Education approve Systems 3000 Finance, Personnel/Payroll Program annual contract renewal in the amount not to exceed \$30,000 for the 2023-2024 school year.

6.46 The Superintendent recommends that the Shrewsbury Borough School District Board of Education approve Strauss Esmay Policy Update contract renewal in the amount not to exceed \$5,000 for the 2023-2024 school year.

6.47 The Superintendent recommends that the Shrewsbury Borough School District Board of Education approve Genesis' various module contract renewal in the amount not to exceed \$19,000 for the 2023-2024 school year.

6.48 The Superintendent recommends that the Shrewsbury Borough School District Board of Education approve Blackboard contract renewal in the amount not to exceed \$1,200 for the 2023-2024 school year.

6.49 The Superintendent recommends that the Shrewsbury Borough School District Board of Education approve the district participation in the following shared services/cooperative purchasing consortiums as required for the 2023-2024 school year:

Educational Data Services

EIRC

Hunterdon County Educational Services Commission (HCESC)

Middlesex Regional Educational Services Commission (MRESC)

MOESC

ACES

ACT

IPM Coordinator Ontech for E-Rate

6.50 The Superintendent recommends that the Shrewsbury Borough School District Board of Education approve the following annual appointments for the 2023-2024 school year:

Affirmative Action Officer for Contracts	Ms. Lindsey Case
Affirmative Action Officer	Dr. Roseanne Ansell
Anti-Bullying Coordinator	Ms. Cheryl Salway
Custodian of District Records	Ms. Lindsey Case
Data Coordinator	Ms. Cheryl Salway
District AHERA Coordinator	Mr. Mike Tillett
District School Safety Specialist	Mr. Brent MacConnell
Early Childhood	Dr. Roseanne Ansell
ESEA Coordinator	Ms. Cheryl Salway
Homeless Liaison	Mr. Brent MacConnell
Public Agency Compliance Officer	Ms. Lindsey Case
Right to Know Officer	Mr. Michael Tillett
School Safety Specialist	Mr. Brent MacConnell
School Board Secretary	Ms. Lindsey Case
School Funds Investor	Ms. Lindsey Case
Special Education Coordinator	Dr. Roseanne Ansell

6.51 The Superintendent recommends that the Shrewsbury Borough School District Board of Education appoint Lindsey Case School Business Administrator/Board Secretary as the district’s Qualified Purchasing agent be authorized to award contracts up to the bid threshold of \$44,000 or current threshold pursuant to NJSA 40A:11-3(c) and 18A:18A-3(b) for the 2023-2024 school year.

6.52 The Superintendent recommends that the Shrewsbury Borough School District Board of Education designate TD Bank, Citizens and MBIA (Crossroads) as Official Depository of Board funds for the 2023-2024 school year.

6.53 The Superintendent recommends that the Shrewsbury Borough School District Board of Education approve the authorized signatures on the following Board accounts at TD Bank, Citizens, and MBIA the Board approved official depository of Board Funds for the 2023-2024 school year:

Account	Authorized Signatures
General (Any 3)	Board President/Vice President; School Business Administrator/Superintendent
Treasurer of School Monies Agency (Any 2)	Board President/Superintendent; School Business Administrator
Student Activity (Any 2)	Superintendent/Board President; School Business Administrator
Milk Fund (Any 2)	Superintendent/Board President; School Business Administrator
Unemployment Compensation Trust (Any 2)	Superintendent/Board President; School Business Administrator
Petty Cash	Superintendent/Board President; School Business Administrator
Salary (1)	Treasurer of School Monies; Superintendent/Board President; School Business Administrator
Referendum (1)	School Business Administrator

6.54 The Superintendent recommends that the Shrewsbury Borough School District Board of Education designate the Business Administrator as the investor of Board funds pursuant to 17:12B-241 for the 2023-2024 school year.

6.55 The Superintendent recommends that the Shrewsbury Borough School District Board of Education authorize maintaining the present Business Office Petty Cash Account in the amount of \$500 for the 2023-2024 school year.

6.56 The Superintendent recommends that the Shrewsbury Borough School District Board of Education authorize the Superintendent and Business Administrator to implement the 2023-2024 Budget pursuant with local and state policies and regulations.

6.57 The Superintendent recommends that the Shrewsbury Borough School District Board of Education request that the Municipality provide local tax levy funds for General Current Expense and Debt Service for the 2023-2024 school year in 12 monthly payments commencing July 2023 as per the mutually agreed upon schedule by both the Municipality and the Board of Education.

6.58 The Superintendent recommends that the Shrewsbury Borough School District Board of Education adopt the Uniform Minimum Chart of Accounts (Handbook 2R2) for New Jersey Public Schools for the 2023-2024 school years.

6.59 The Superintendent recommends that the Shrewsbury Borough School District Board of Education approve the mileage rate for reimbursement at .47 cents per mile as per current State guidelines for the 2023-2024 school year.

6.60 The Superintendent recommends that the Shrewsbury Borough School District Board of Education approve Monmouth-Ocean Educational Services Commission to provide Coordinated Transportation Services to the Shrewsbury School District from July 1, 2021 through June 30, 2024 (3 year agreement).

6.61 The Superintendent recommends that the Shrewsbury Borough School District Board of Education accept services as follows:

WHEREAS, there exists a need for related services, therapies and/ evaluations as per a student’s IEP; and WHEREAS, funds are available for this purpose, and

WHEREAS, the Local Public Contracts Law (N.J.S.A. 40A:11-1 et seq.) requires that the resolution authorizing the award of contracts for "Professional Services" without competitive bids must be publicly advertised,

NOW THEREFORE be it resolved by the Shrewsbury Board of Education to award the following contracts as per agreement for the 2023-2024:

DeMonte Physical Therapy	\$100.00/hour Indiv Session \$75.00/hour/Group Session \$350.00/Evaluation
Progressive Therapy of New Jersey	\$120.00/hour
Bayada	\$56.00/hour
Delta T	\$43.75/hour
General Healthcare	\$56.00/hour
G&A/DPCJ	\$660/Evaluation
Communication Technology Resources	\$700/Evaluation
Steven Dyckman, MD	\$1,000/Evaluation
Donna Merchant, AuD	\$275/Evaluation
Amanda Doerr, Speech Language Therapist	\$75.00/hour/Indiv/Group Session \$350.00/Evaluation
Diane Ames, Occupational Therapist	76.50/hour/Indiv/Group Session \$350.00/Evaluation

6.62 The Superintendent recommends that the Board of Education accept the allocation and authorize the amendment of the grant plan for the Individuals with Disabilities Education Act (IDEA-B) for fiscal year 2022-2023.

Grant Title	Amount
IDEA Basic	\$129,542
Carryover	\$8,171

IDEA Preschool	\$6,242
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6.63 The Superintendent recommends the Shrewsbury Borough School District Board of Education approve the following student services for the 2022- 2023 and 2023-2024 school year:

Student#	Service	Provider	Cost
7112	Occupational Therapy Evaluation	Diane Ames	\$ 350
7113	Occupational Therapy Evaluation	Diane Ames	\$ 350
7113	Neurodevelopmental Assessment	G&A/DPCJ	\$ 660
7114	Comprehensive Psychiatric Evaluation	Steven Dyckman, MD	\$1,000

6.64 The Superintendent recommends that the Shrewsbury Borough School District Board of Education approve Summit Speech to provide Itinerant Teacher of the Deaf Services for student # 6268 for 37 sessions at \$225/per session not to exceed \$8,325.00 during the 2023-2024 school year.

6.65 The Superintendent recommends that the Board of Education approve the New Jersey Commission for the Blind to provide Itinerant Educational Specialist Services for student #5805 not to exceed \$2,500.00 during the 2023-2024 school year.

6.66 The Superintendent recommends that the Shrewsbury Borough School District Board of Education approve the Summer Sewing Camp beginning July 17, 2023 through July 20, 2023 from 8:30-12:30, there is a 4 student maximum at a cost of \$350 each. This camp is open to 3rd to 8th graders.

6.67 The Superintendent recommends that the Board of Education accept the allocation and authorize the reallocation of the grant plan for the Every Student Exceeds Act (ESEA) for fiscal year 2022-2023.

Grant Title	Amount
Title IA	\$9,927
Title IIA	\$19,870

7.0 Curriculum and Instruction - Mrs. Montgomery

The Curriculum and Instruction Committee did not meet this month

It was motioned by Mr. Galvin, seconded by Ms. Groom to approve the following items as listed:

7.1 The Superintendent recommends that the Shrewsbury Borough School District Board of Education approve the Shrewsbury Borough School District Extended School Year (ESY) 2023 will run from July 5 through July 27, Monday to Thursday, staff hours are from 8:00am-1:00pm with student program instruction from 8:30am-12:30pm.

7.2 The Superintendent recommends that the Shrewsbury Borough School District Board of Education approve a four (4) week Preschool Disabled (PSD) Extended School Year (ESY) 2023 Program to run an instructional program for preschool disabled children from July 5 through July 27, Monday to Thursday, staff hours are from 8:00am-1:00pm with student program instruction from 8:30am-12:30pm 2023 ESY Program.

7.3 The Superintendent recommends that the Shrewsbury Borough School District Board of Education approve a four (4) week Self-Contained Language/Learning Disability (SCLLD) Extended School Year (ESY) 2023 Program to run an instructional program for students requiring Self-Contained LLD programming from July 5 through July 27, Monday to Thursday, staff hours are from 8:00am-1:00pm with student program instruction from 8:30am- 12:30pm 2023 ESY Program.

7.4 The Superintendent recommends that the Shrewsbury Borough School District Board of Education approve a four (4) week Supplemental Instruction (SUPP INSTR) 2023 Extended School Year (ESY) 2023 Program to run an instructional program for students requiring Supplemental Instruction programming from July 5 through July 27, Monday to Thursday, staff hours are from 8:00am-1:00pm with student program instruction from 8:30am-12:30pm 2023 ESY Program.

7.5 The Superintendent recommends that the Shrewsbury Borough School District Board of Education approve the Shrewsbury Borough School District Summer Academic Program (SAP) 2023 running from July 5 through July 27, Monday to Thursday, staff hours are from 8:00am-1:00pm with student program instruction from 8:30am-12:30pm.

7.6 The Superintendent recommends that the Board approve the following professional development:

Staff Member	Program/Workshop	Training Date	PD/Travel Cost
William Clark	Jersey Shore Consortium for Gifted & Talented	June 2, 2023	\$0.00
Cheryl Salway	LinkIt! Data Forward Summit	July 24-25, 2023	\$250.00

7.7 The Superintendent recommends that the Shrewsbury Borough School District Board of Education approve the following students to attend an out of district placement for the 2023 Extended School Year and the 2023-2023 School Year

Student	School	Cost	Effective Dates
5773	Hawkswood	\$82,981.50 (Jul-Aug 23, Sep 23-Jun 24)	7/1/23-6/30/24
6458	Bayshore Jointure Commission	\$62,000 (\$8,000 for Jul-Aug 23) (\$54,00 for Sep 23-Jun 24)	7/1/23-6/30/24
7062	Search Day Program	\$98,997.18 (\$14,580.98 for Jul-Aug 23) (\$84,416.20 for Sep 23-Jun 24)	7/1/23-6/30/24

8.0 Personnel - Ms. Barber - Tabled and then approved after Executive Session II

The Personnel Committee met on May 23, 2023

It was motioned by Ms. Gourley-Thompson, seconded by Ms. Groom to approve the following items as listed:

8.1 The Superintendent recommends that the Shrewsbury Borough School District Board of Education approve the contract for Lindsey Case, Part-Time School Business Administrator/Board Secretary for the 2023-2024 school year, approved by the County Executive Superintendent.

8.2 The Superintendent recommends that the Shrewsbury Borough School District Board of Education approve the following Teachers for a four (4) week PSD, SCLLD 2-4, SCLLD 6-8 and SUPP INSTR Extended School Year (ESY) 2023 Programs to provide instructional programming from from July 5 through July 27, Monday to Thursday, staff hours are from 8:00am-1:00pm with student program instruction from

Regular Meeting Minutes**May 24, 2023**

8:30am-12:30pm 2023 ESY Program to be paid their approved hourly rate for up to 70 hrs, for a total not to exceed \$17,092.60 as follows:

Name	Program	Hourly Rate	Total Cost
Lisa Aquilino	PSD	\$47.44/hr x 70 hrs	\$3,320.80
Jillian Davis	SCLLD 2-4	\$71.54/hr x 70 hrs	\$5,007.80
John Rooney	SCLLD 6-8	\$74.85/hr x 70 hrs	\$5,239.50
Kelly Schlosser	SUPP INSTR	\$50.35/hr x 70 hrs	<u>\$3,524.50</u>
			\$17,092.60

8.3 The Superintendent recommends that the Shrewsbury Borough School District Board of Education approve the following Paraprofessionals for the four (4) week Extended School Year (ESY) 2023 Programs to provide instructional support for students from July 5 through July 27, Monday to Thursday, staff hours are from 8:00am-1:00pm with student program instruction from 8:30am-12:30pm 2023 Extended School Year Program to be paid their approved hourly rate for up to 70 hrs, for a total of \$6,673.80 as follows:

Name	Hourly Rate	Total Cost
Karen Degenhart	\$27.78/hr x 70 hrs	\$1,944.60
Deborah Gore	\$16.56/hr x 70 hrs	\$1,159.20
Carolyn Mclaughlin	\$36.75/hr x 70 hrs	\$2,572.50
Lisa Wikoff	\$14.25/hr x 70 hrs	<u>\$ 997.50</u>
		\$6,673.80

8.4 The Superintendent recommends that the Shrewsbury Borough School District Board of Education approve the following IEP Team Meeting Special Education Teacher Representatives as needed, for the four (4) week Extended School Year (ESY) 2023 Program at the extracurricular rate as per contract of \$45.98/hr. (not to exceed 10 hours):

Kelly Cosentino
 Dan Devine
 Amanda Ehrhardt
 Brittany King
 Christine Masica
 Leigh Trillhaase

8.5 The Superintendent recommends that the Shrewsbury Borough School District Board of Education approve the following IEP Team Meeting General Education Teacher Representatives as needed, for the four (4) week Extended School Year (ESY) 2023 Program at the extracurricular rate as per contract of \$45.98/hr. (not to exceed 10 hours):

Kelly Cosentino
 Dan Devine
 Amanda Ehrhardt
 Brittany King
 Christine Masica
 Carol Meyer
 Leigh Trillhaase

8.6 The Superintendent recommends that the Shrewsbury Borough School District Board of Education approve the following Translator/Interpreter for IEP Team Meetings/Correspondence as needed, for the four (4) week Extended School Year (ESY) 2023 Program at the extracurricular rate as per contract of \$45.98/hr. (not to exceed 10 hours):

Yolanda Roeder

8.7 The Superintendent recommends that the Shrewsbury Borough School District Board of Education approve the following 504 Meeting Representatives as needed, for the four (4) week Extended School Year (ESY) 2023 Program at the extracurricular rate as per contract of \$45.98/hr. (not to exceed 10 hours):

Kelly Cosentino
Dan Devine
Amanda Ehrhardt
Alison Hillen
Darianne Masticola
Carol Meyer
Leigh Trillhaase

8.8 The Superintendent recommends that the Shrewsbury Borough School District Board of Education approve the following ESY Summer Substitutes as needed, for the four (4) week Extended School Year (ESY) 2023 Program at the ESY Summer Substitute rate of \$85.00/day:

Kelly Cosentino
Amanda Ehrhardt
Brittany King

8.9 The Superintendent recommends that the Shrewsbury Borough School District Board of Education approve the Extended School Year (ESY) 2023 Summer Substitute Teachers at a rate of \$85.00/day.

8.10 The Superintendent recommends that the Shrewsbury Borough School District Board of Education approve the Child Study Team summer work 20 days as per contract as follows:

Staff Member/Position	Days
Fitzpatrick, Kathleen	June 26-30, July 5, 6, 10-13, 17-20, 24-27, 31, 2023
Fox, Staci	June 26-30, July 5, 6, 10-13, 17-20, 24-27, 31, 2023
Kiely, Kristina	June 20-23, June 26, 27, July 5, 6, 10-13, 17-20, 24-27, 2023

8.11 The Superintendent recommends that the Shrewsbury Borough School District Board of Education approve the 12-month non-union employee’s summer hours as Monday - Thursday 8:00am to 4:30pm with half hour lunch effective July 5th, 2023 through August 24, 2023.

8.12 The Superintendent recommends that the Shrewsbury Borough School District Board of Education approve Steven Stochlinski as Hall Monitor at the rate of \$21.22/hr for the 2023-2024 school year.

8.13 The Superintendent recommends that the Shrewsbury Borough School District Board of Education approve Dr. Brenda Goon as School Physician at the rate \$4,000 for the 2023-2024 school year.

8.14 The Superintendent recommends that the Shrewsbury Borough School District Board of Education approve the salaries as per the current contract for the tenured professional staff as listed for the 2023-2024 school year (pending negotiations settlement).

8.15 The Superintendent recommends that the Shrewsbury Borough School District Board of Education approve the salaries as per the current contract for the non-tenured professional staff as listed and the professional staff that will attain tenure in the 2023-2024 school year (pending negotiations settlement).

8.16 The Superintendent recommends that the Shrewsbury Borough School District Board of Education approve the following Paraprofessionals for the 2023-2024 school year (pending negotiations settlement):

<u>Name</u>	<u>Hourly Rate*(pending negotiations)</u>
Lee Ann Arnts	\$17.85
Norvell Chick	\$22.86
Karen Degenhart	\$27.78
Debra Gore	\$16.56
Tyler Grable	\$15.57

Para II

Carolyn McLaughlin	\$36.75
Patrice Roche	\$20.82
Coleen Stambaugh	\$28.93

Includes a \$3.00 differential for Para II Instructional Aides

8.17 The Superintendent recommends that the Shrewsbury Borough School District Board of Education approve the following individuals with salaries and hourly rates where applicable for the 2023-2024 school year:

Head Luncheon Aide/Food Service Bookkeeper

Annie Shea	\$16,471
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Lunch Aides

	<u>Hourly Rate</u>
Annie Shea	\$16.32
Carmella Brown	\$16.32
Phyllis Khani	\$15.13
Christine Mustillo	\$15.13
Deana Sole	\$15.13
Florence Truhan	\$15.13
Marguerite Welsh	\$15.13
Lisa Wikoff	\$15.13

8.18 The Superintendent recommends that the Shrewsbury Borough School District Board of Education approve the following salaries as per the current contract for the Custodial/Maintenance Unit for the 2023-2024 school year.

Maintenance/Custodial Staff (As per contract inclusive of Black Seal): (pending negotiations settlement)

Daniel Cherisca	\$40,791
Joseph Cherry	\$39,250
Dwayne Morgan	\$39,250
Scott Reinhardt	\$55,475

8.19 The Superintendent recommends that the Shrewsbury Borough School District Board of Education approve the substitute/summer hourly rate of \$19/hr for the remainder of the 2022-2023 school year and the 2023-2024 school year.

8.20 The Superintendent recommends that the Shrewsbury Borough School District Board of Education approve the following salaries for the 12-month employees for the 2023-2024 school year.

12 Month Staff:

Michael Tillet	Supervisor of B&G	\$89,172
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Administration:

Brent MacConnell	Superintendent	\$179,774.41
Roseanne Ansell	Supervisor of CST	\$109,259
Cheryl Salway	Supervisor of C&I	\$ 97,763

8.21 The Superintendent recommends that the Shrewsbury Borough School District Board of Education approve the following rates for substitutes for the 2023-2024 school year

Regular Substitutes

\$125.00/day for regular substitutes

\$62.50/half day

*\$85.00/day for summer substitutes

Long Term Substitutes

\$125.00/day for days 1-20 consecutively worked in same position

Per Diem rate of BA Step 1 on the salary guide for long term substitutes (21+ consecutive days in the same position).

Nurse Substitutes

\$200/day for nurse substitutes

Custodial Substitutes

\$19/hr for custodial substitutes/summer coverage

8.22 The Superintendent recommends that the Shrewsbury Borough School District Board of Education approve the following individuals as substitutes for the 2023-2024 school year.

Substitutes:

Andrea Dadap	Christina DeMartino
Kari Larsen	Gail Maloney
Angela Mastrangelo	Kelly McCormick
Simone Monahan	Cindy Tamaro

8.22 The Superintendent recommends that the Shrewsbury Borough School District Board of Education approve the following employees be eligible for mileage reimbursement for normal district business for the 2023-2024 school year as follows:

Brent MacConnell	Staci Fox
Lindsey Case	Katheleen Fitzpatrick
Roseanne Ansell	Kristina Kiely
Mike Tillet	Kara Crespo
Alanna O’Handley	Cindy Rodriguez

8.23 The Superintendent recommends that the Shrewsbury Borough School District Board of Education approve the current district Job Descriptions for the 2023-2024 school year.

8.24 The Superintendent recommends that the Shrewsbury Borough School District Board of Education approve the following list of paid holidays for all twelve-month employees for the 2023-2024 school year:

Independence Day	Tuesday	July 4, 2023
Labor Day	Monday	September 4, 2023
Yom Kippur	Monday	September 25, 2023
Thanksgiving Day	Thursday	November 23, 2023
Thanksgiving Holiday	Friday	November 24, 2023
Christmas	Monday	December 25, 2023
New Year’s Day	Monday	January 1, 2024
Martin Luther King Day	Monday	January 15, 2024
President’s Day	Monday	February 19, 2024
Good Friday	Friday	March 29, 2024
Easter Monday	Monday	April 1, 2024
Memorial Day	Monday	May 27, 2024
Juneenth	Wednesday	June 19, 2024

8.25 The Superintendent recommends that the Shrewsbury Borough School District Board of Education approve the maternity leave for Patrice Roche, Para II from August 31, 2023 through April 30, 2024 for the 2023-2024 school year.

8.26 The Superintendent recommends that the Shrewsbury Borough School District Board of Education approve the paternity leave for Josh Biringler, Teacher from August 31, 2023 through October 27, 2023 for the 2023-2024 school year.

8.27 The Superintendent recommends that the Shrewsbury Borough School District Board of Education approve the revised date of Jenna Jungfer’s maternity leave to return June 5, 2023, previously approved on October 19, 2022.

8.28 The Superintendent recommends that the Shrewsbury Borough School District Board of Education approve the following individuals for our Behavioral Threat Assessment and Management Team:

- | | |
|--------------------------|--------------------|
| Brent MacConnell | Roseanne Ansell |
| Cheryl Salway | Tom Rose |
| Detective Dan Cristofano | Katie Fitzpatrick |
| Kristina Kiely | Darianne Masticola |
| Laura Kaplan Fox | |

8.29 The Superintendent recommends that the Shrewsbury Borough School District Board of Education approve the following Teachers for our Summer Academic Program:

- | | |
|------------------|----------------|
| Vicki Angiolino | Rachel Birzin |
| Chrissy Bonura | Jaime Corrigan |
| Melissa Dura | Laura Ehlers |
| Christine Morgan | Tammy Kane |
| Leigh Trillhaase | Alissa Watts |

8.30 The Superintendent recommends that the Shrewsbury Borough School District Board of Education approve Scott Reinhardt as custodian coverage at a rate of \$26.44 from May 25, 2023 - June 8, 2023 for the 2022-2023 school year.

8.31 The Superintendent recommends that the Shrewsbury Borough School District Board of Education approve Scott Reinhardt as custodian at a prorated salary of \$55,475, starting on or around June 9, 2023 for the remainder 2022-2023 school year.

8.32 The Superintendent recommends that the Shrewsbury Borough School District Board of Education approve Kathleen Crespo as the Secretary to the Superintendent at the salary of \$52,000 from July 1, 2023 through June 30, 2024 for the 2023-2024 school year.

8.33 The Superintendent recommends that the Shrewsbury Borough School District Board of Education approve Alanna O’Handley as the School Secretary at the salary of \$46,800 from July 1, 2023 through June 30, 2024 for the 2023-2024 school year.

9.0 Policy/Special Education - Mr. Ngo

The Policy Committee met on May 23, 2023

It was motioned by Mr. Ngo, seconded by Ms. Montgomery to approve the following items as listed:

9.1 The Superintendent recommends that the Board of Education approve the following policies and regulations in Policy Alert 230 for the second reading.

- P 0144 Board Member Orientation and Training (Revised)
- P & R 2520 Instructional Supplies (M) (Revised)
- P 3217 Use of Corporal Punishment (Revised)
- P 4217 Use of Corporal Punishment (New)
- P 5305 Health Services Personnel (M) (Revised)
- P & R 5308 Student Health Records (M) (Revised)
- P & R 5310 Health Services (M) (Revised)
- P 6112 Reimbursement of Federal and Other Grant Expenditures (M) (Revised)
- R 6115.01 Federal Awards/Funds Internal Controls – Allowability of Costs (M) (New)
- P 6115.04 Federal Funds – Duplication of Benefits (M) (New)
- P 6311 Contracts for Goods or Services Funded by Federal Grants (M) (Revised)
- P 7440 School District Security (M) (Revised)
- P 9100 Public Relations (Abolished)
- P 9140 Citizens Advisory Committees (Revised)
- R 9140 Citizens Advisory Committee (M) (Abolished)

10.0 School & Community Relations - Ms. Hepburn-Goldberg

Committee Report: The School and Community Committee did not meet.

11.0 Vote/Roll Call on Agenda Items

	AYE	NAY	ABSTAIN	ABSENT	COMMENTS
Ms. Barber				X	
Mr. Galvin	X				
Ms. Hemel	X				
Ms. Hepburn-Goldberg	X				
Mr. Jannuzzi	X				
Ms. Montgomery	X		X		8.20 line 28
Mr. Ngo	X				
Ms. Gourley-Thompson	X				
Ms. Groom	X				

On a voice vote, eight (8) members voted yes, zero (0) members voted no, one (1) member was absent.

12.0 Unfinished Business

- Ms. Groom - end virtual component of meetings
- Ms. Gourley-Thompson - Monmouth County Prosecutor Office from 8:30-9:30 about a variety of topics for adults then 5th-8th graders will receive assembly later in the day, Alliance meeting June 12, 2023 @ 7:30 pm topic will be suicide prevention.

13.0 Public Participation - All Topics including Agenda Items - None

14.0 Board President’s Report - Ms. Groom

15.0 Executive Session II

15.1 It was motioned by Ms. Hemel, seconded by Ms. Gourley-Thompson to move into Closed Executive Session at 8:13 pm 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
Ms. Barber				X	
Mr. Galvin	X				
Ms. Hemel	X				
Ms. Hepburn-Goldberg	X				
Mr. Jannuzzi	X				
Ms. Montgomery	X				
Mr. Ngo	X				
Ms. Gourley-Thompson	X				
Ms. Groom	X				

On a voice vote, eight (8) members voted yes, zero (0) members voted no, one (1) member was absent

16.0 Adjournment

It was motioned by Mr. Galvin, seconded by Ms. Hemel, to adjourn the meeting at 9:15 pm

	AYE	NAY	ABSTAIN	ABSENT	COMMENTS
Ms. Barber				X	
Mr. Galvin	X				
Ms. Hemel	X				
Ms. Hepburn-Goldberg	X				
Mr. Jannuzzi	X				
Ms. Montgomery	X				
Mr. Ngo	X				
Ms. Gourley-Thompson	X				
Ms. Groom	X				

On a voice vote, eight (8) members voted yes, zero (0) members voted no, one (1) member was absent