

SHREWSBURY BOROUGH SCHOOL DISTRICT  
November 15, 2023 - Regular Meeting, 6:30 PM  
Media Center, 20 Obre Place, Shrewsbury, NJ 07702

MINUTES

**1. Opening Procedures**

1.0 Call to order – 6:31 pm

1.1 Flag salute

1.2 Opening Statement

1.3 “Public notice of this was emailed to the Asbury Park Press and Star Ledger on July 14, 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)  
Ms. Barber  
Ms. Hepburn-Goldberg  
Ms. Montgomery

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

Absent:

Mr. Galvin

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**

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.

	<b>AYE</b>	<b>NAY</b>	<b>ABSTAIN</b>	<b>ABSENT</b>	<b>COMMENTS</b>
Ms. Barber	X				
Mr. Galvin				X	
Ms. Hemel	X				

## Regular Meeting Minutes

November 15, 2023

	AYE	NAY	ABSTAIN	ABSENT	COMMENTS
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. Groom, seconded by Ms. Gourley-Thompson to reconvene into public session at 7:00 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 - None

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

- Recognized 8th grade teams
- Enjoyed Halloween Parade
- Veterans Day Assembly - 30 joined
- Report Cards published
- Parent Teacher conferences start tomorrow

## Regular Meeting Minutes

November 15, 2023

- Join 11/25 for Christmas tree lighting
- Rutgers Science Field Trip
- 12/7 Pearl Harbor Day and Wizard Game
- 12/12 Winter Concert and Menorah lighting

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

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

September 29, 2023	Confirmed HIB case
October 2, 2023	Confirmed HIB case
October 15, 2023	Confirmed Non-HIB case
October 25, 2023	Confirmed HIB case

5.2 The Superintendent recommends that the Shrewsbury Borough School District Board of Education approve the School Safety and Security Plan Annual Review Statement of Assurance (SOA) for the 2023-2024 school year.

## 6.0 Finance & Facilities - Mr. Jannuzzi

The Finance & Facilities Committee met on November 13, 2023

It was motioned by Mr. Jannuzzi, seconded by Ms. Montgomery to approve the following items as listed to include a Walk-In item:

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

- 6.1.1 Regular Meeting Minutes, October 18, 2023
- 6.1.2 Executive Meeting Minutes, October 18, 2023
- 6.1.3 Special Meeting Minutes, November 3, 2023

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

**Payroll** for October 2023 and the **Bills list** for November (available for review in the Board Secretary's Office)  
Policy #6470 Payment of Claims

October 13, 2023, 2023 Payroll	\$289,175.20
October 30, 2023 Payroll	\$287,138.89
<b>Total October 2023 Payroll</b>	<b>4576,314.09</b>
<b>Total November 2023 Bills &amp; Claims</b>	<b>\$260,090.40</b>

**Regular Meeting Minutes**

**November 15, 2023**

**Transfer of Funds for October 2023** (available for review in the Board Secretary’s Office) Policy # 6422  
Budget Transfers

WHEREAS NJAC 6A:20-2.13 “Over expenditure of Funds” states “a district Board of Education shall not incur any obligation or approve any payment in excess of the amount appropriated by the district Board of Education in the line item pursuant to NJSA 18A:22-8.1”.

NOW THEREFORE BE IT RESOLVED that the attached line item transfers be approved

**Board Secretary’s Monthly Certification for October 2023**

PURSUANT TO NJAC 6A:20-2.13(d), I certify that as of October 31,2023, no budgetary line item account has obligations and payments which in total exceed the amount appropriated by the Shrewsbury School District Board of Education pursuant to NJSA 18A:22-8 and 18A:22-8.1

**Board of Education Certification Budget Major/Fund Status for October 2023**

PURSUANT TO NJAC 6A:20-2.13(D), we certify that as of October 2023, after review of the Secretary’s monthly financial report (appropriation section), and open consultation with appropriate district officials, that to the best of our knowledge no major account fund has been over expended in violation of NJAC 6A:20-2(B), and that sufficient funds are available to meet the district’s financial obligations for the remainder of the school year.

I, Lindsey Case, Part-time School Business Administrator/Board Secretary certifies that no line item has been over expended 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.”



School Business Admin/Board Secretary

**Treasurer’s Report**

PURSUANT TO NJAC 6A:20-2.13(D), approve the Treasurer’s Report for October 2023.

6.3 The following Fire and Evacuation Drills occurred during **October 2023**:

School Name	Security Drill Type	Date & Time
Shrewsbury Borough School	Emergency Tabletop	10/2/23 @ 12:00pm
Shrewsbury Borough School	Fire Drill	10/5/23 @ 9:31 am
Shrewsbury Borough School	Bus Drill	10/10/23 @ 9:55 am

**Regular Meeting Minutes**

**November 15, 2023**

6.4 The Superintendent recommends that the Board of Education approve the following student services for the 2023-2024 school year:

<b>Student#</b>	<b>Service Provider</b>	<b>Cost</b>
5773	Physical Therapy Evaluation DeMonte Therapy	\$ 350

6.5 The Superintendent recommends the Shrewsbury Borough School District Board of Education approve DeMonte Therapy to provide student #7093 thirty-three hours (33) Individual Physical Therapy Sessions at \$100 per session in the amount not to exceed a total of \$3,300 during the 2023-2024 school year.

6.6 The Superintendent recommends the Shrewsbury Borough School District Board of Education approve DeMonte Therapy to provide student #7119 thirty hours (30) Individual Physical Therapy Sessions at \$100 per session in the amount not to exceed a total of \$3,000 during the 2023-2024 school year.

6.7 The Superintendent recommends that the Shrewsbury Borough School District Board of Education accept the donation/grant from the Foundation for Shrewsbury Education in the amount of \$1,788.00 to be used for NEWSELA for the 2023-2024 school year.

6.8 The Superintendent recommends that the Shrewsbury Borough School District Board of Education accept the donation/grant from the Foundation for Shrewsbury Education in the amount of \$499.00 to be used for SAM LAB Studio for the 2023-2024 school year.

6.9 The Superintendent recommends that the Shrewsbury Borough School District Board of Education accept the donation/grant from the Foundation for Shrewsbury Education in the amount of \$688.00 to be used for IXL ELA for the 2023-2024 school year.

6.10 The Superintendent recommends that the Shrewsbury Borough School District Board of Education accept the donation/grant from the Foundation for Shrewsbury Education in the amount of \$149.99 to be used for PEAR DEC for the 2023-2024 school year.

6.11 The Superintendent recommends that the Shrewsbury Borough School District Board of Education accept the grant in the amount of \$18,000 for the 2023-2024 school year. The purpose of this grant is to provide high dosage, intensive tutoring by focusing on high-impact tutoring interventions for students that have been disproportionately affected by the pandemic prioritizing students in grades 3 and 4.

6.12 The Superintendent recommends that the Shrewsbury Borough School District Board of Education approve the Memorandum of Agreement and the Salary Guides between the Shrewsbury Borough School District Board of Education and the Shrewsbury Borough Education Association (SBEA) which have been duly executed by both parties for the period July 1, 2023 through June 30, 2026.

**7.0 Curriculum and Instruction - Ms. Montgomery**

Committee Report: The Curriculum and Instruction Committee met November 7, 2023

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

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

<b>Staff Member</b>	<b>Program/Workshop</b>	<b>Training Date</b>	<b>PD/Travel Cost</b>
Allison Wiesel	“How Clean Is Our Water?”, Montclair, NJ	January 10, 2024	\$5.45
Kate Hoppe	Wilson Just Words, Virtual	November 29, 2023	\$320.00
Amanda Ehrhardt	Understanding Dyslexia: What Does It Look Like, How Do We Intervene?, Eatontown, NJ	December 12, 2023	\$2.35

7.2 The Superintendent recommend that the Board of Education approve the following class trips for the 2023-2024 school year:

<b>Class/Group</b>	<b>Destination</b>	<b>Date(s)</b>	<b>Cost of Trip</b>	<b>Cost of Transportation</b>
Grade 5 Gifted & Talented	Liberty Science center, Jersey City	February 29, 2024	\$945.00	Included in total cost
Grade 7	Sandy Hook Beach Clean-up	April 18, 2024	\$0.00	\$425.00
Grade 6	Medieval Times	May 3, 2024	\$2,362.25	\$1,100.00
Grade 2	Manasquan River	May 9, 2024	\$650.00	\$850.00

**8.0 Personnel - Ms. Barber**

Committee Report: The Personnel Committee met on November 13, 2023

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

8.1 The Superintendent recommends that the Shrewsbury Borough School District Board of Education approve Amber Katzelnick as substitute teacher for the 2023-2024 school year.

8.2 The Superintendent recommends that the Shrewsbury Borough School District Board of Education approve Jaime Meseroll’s medical leave from 11/16/2023-11/22/2023 and unpaid FMLA 2/5/2024-6/17/2024.

**9.0 Policy/Special Education – Mr. Ngo**

Committee Report: The Policy Committee met on November 14, 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 Shrewsbury Borough School District Board of Education approve and adopt the second reading of the following policies and regulations

- P 1524 School Leadership Councils (Abolished)
- P & R 1642.01 Sick Leave (New)
- P 2270 Religion in the Schools (Revised)
- P & R 2419 School Threat Assessment Teams (M) (New)
- P 3161 Examination for Cause (Revised)
- P & R 3212 Attendance (M) (Revised)
- P 3324 Right of Privacy (Revised)
- P & R 3432 Sick Leave (Abolished)
- P 4161 Examination for Cause (Revised)
- P & R 4212 Attendance (M) (Revised)
- P 4324 Right of Privacy (Revised)
- P & R 4432 Sick Leave (Abolished)
- P & R 5111 Eligibility of Resident/Nonresident Students (M) (Revised)
- P & R 5116 Education of Homeless Children and Youths (Revised)
- P & R 5460.02 Bridge Year Pilot Program (M) (Abolished)
- P 6361 Relations with Vendors for Abbott Districts (Abolished)
- P 8500 Food Services (M) (Revised)
- P 8540 School Nutrition Programs (M) (Abolished)
- P 8550 Meal Charges/Outstanding Food Service Bill (M) (Abolished)

**10.0 School & Community Relations - Ms. Hepburn-Goldberg**

Committee Report: The School and Community Committee met on November 13, 2023

**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				Abstain 6.1
Ms. Montgomery	X				Abstain 6.12
Mr. Ngo	X				Abstain 6.1
Ms. Gourley-Thompson	X				
Ms. Groom	X				

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

**12.0 Unfinished Business**

- None

**13. Public Participation - All Topics**

- Community Member – upset about communications with leaves and services
- C. Taylor – Case by case basis depending upon each situation
- Mr. McConnell – Honor the privacy of staff and communicate as quickly as we can.
- Community Member - send notification about missing services. Happy for Spanish Club and communication.

**14.0 Board President’s Report - Ms. Groom**

- Thank you and congratulations to 8<sup>th</sup> grade

**15.0 Adjournment**

It was motioned by Ms. Hemel, seconded by Ms. Montgomery, to adjourn the meeting at 7:28 p.m.

	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