

MINUTES

REGULAR BOARD MEETING KEANSBURG BOARD OF EDUCATION JOSEPH R. BOLGER MIDDLE SCHOOL MEDIA CENTER DECEMBER 17, 2024 - 7:00 P.M.

CALL TO ORDER	Matthew Kitchen, President, called the Regular Meeting to order at 7:00 p.m.
MEMBERS PRESENT	Brooke Clayton, Kenneth Cook, Judy Ferraro, Patricia Frizell, Christopher Hoff, Kim Kelaher-Moran, Matthew Kitchen, and Michael Mankowski,
MEMBERS ABSENT	Gregory Siciliano
OTHERS PRESENT	Kathleen O'Hare, Superintendent, Michael Sette, Board Secretary, District Administration, and John O. Bennett, Attorney.

PLEDGE OF ALLEGIANCE - Mr. Kitchen led the Pledge of Allegiance and pointed out the emergency exits.

PRESENTATIONS/CORRESPONDENCES - NONE

STUDENT REPRESENTATIVES

Bolger Middle School - Lupin Foulks and Jessica Lamee

Winter sports have officially begun! Our cheerleaders, as well as the boys' and girls' basketball teams and wrestling teams, are starting their seasons now. The student council has organized a white elephant gift exchange event and a goody bag fundraiser. The Multicultural Club continues to hold monthly meetings, which are filled with fun activities and food. Additionally, the Drama Club allowed 8th graders to audition for the high school play.

The Bolger Middle School band had a holiday performance on December 10th, and the annual holiday shop was open for students to purchase gifts for family and friends. Bolger's new E-Sports Club has also been a big success. This week is School Spirit Week, featuring a different theme for each day, culminating in a pep rally.

Everyone at Bolger is looking forward to the holidays and time off from school. We wish everyone a happy holiday and hope you enjoy this time with family and friends. See you next year!

Keansburg High School - Lindsey Rivera and Cameron Stolpe

December has been a busy and exciting month at Keansburg High School. Congratulations to our staff members of the year! Holiday activities are in full swing, including Pajama Day and the annual Cookie Wars. Spirit Week will continue with our traditional door decorating and the Iceberg Games at our pep rally on Friday. Winter sports are underway, and the E-Sports team is up and running with a dedicated group of players. Last month, the Titan 5K raised over \$3,500 for Tunnels to Towers. Save the date for our annual Pocketbook Bingo and Gift Auction on March 14th. Wishing everyone a wonderful holiday season and a happy New Year!

COMMITTEE REPORTS -

Kenneth Cook - Finance - No news, everything is in good standing.

COMMENTS AND QUESTIONS RELATING TO BOARD AGENDA ITEMS - NONE

APPROVAL OF MINUTES

RESOLVED, that the minutes of the following meeting be approved as submitted:

MEETING	DATE
REGULAR MEETING	November 19, 2024
EXECUTIVE SESSION	September 17, 2024, October 1, 2024 and November 19, 2024
SPECIAL MEETING	

DECEMBER 17, 2024 MINUTES

APPROVAL OF MINUTES	
MOVED BY	Kenneth Cook
SECONDED BY	Kim Kelaheer-Moran
AYE	Brooke Clayton, Kenneth Cook, Judy Ferraro, Patricia Frizell, Christopher Hoff, Kim Kelaheer-Moran, Matthew Kitchen, and Michael Mankowski
NAY	
ABSTAIN	Judy Ferraro and Brooke Clayton on 11/19 minutes

The Superintendent of Schools recommends positive action on the following items:

PERSONNEL:

1. RETIREMENT-2024-2025-DISTRICT

Approve the following retirement, as submitted:

LaRosa, Teresa Eff. 4/1/25	Special Ed.	Account #15-204-100-101-30
Rotolo, Jeanne Eff. 7/1/25	Elementary	Account #15-120-100-101-20
Thorn, Kristine Eff. 7/1/25	Science	Account #15-130-100-101-30

2. SALARY CORRECTION NON-PROFESSIONAL PERSONNEL-2024-2025-DISTRICT

Approve the salary correction for the following individual for the 2024-2025 school year, as submitted:

Name	Salary	Guide	Step	Miscellaneous
Ducsai, Janis	\$51,636.00	SEC	16B	12 Month

Account #15-000-240-105-30

3. **SUBSTITUTE TEACHER/PARAPROFESSIONAL-2024-2025-DISTRICT**

Approve the following individual be added to our substitute teacher/paraprofessional list for the 2024-2025 school year at the rates listed below:

Tweedly, Kelly^

\$100.00 = Substitute Teacher

\$ 85.00 = Paraprofessional

^pending completion of paperwork

*per negotiated contract agreement

Account # 11-120-100-101-20 Prek-5

Account # 11-130-100-101-30 6-8

Account # 11-140-100-101-40 9-12

4. **SUBSTITUTE COMPUTER TECHNICIAN-DISTRICT-2024-2025**

Approve the following individuals as a substitute computer technician for the 2024-2025 school year at the rate listed below:

Siegel, Jason^

Terry, Ian^

\$100.00 = Substitute Computer Technician

^pending completion of paperwork

Account # 11-000-252-100-60

5. **KEANSBURG AFTERSCHOOL PROGRAM (KAP)-DISTRICT-2024-2025-SALARY REVISION**

Approve the minimum wage rate change effective January 1, 2025 through December 31, 2025, to \$15.49 per hour for High School Students working in the KAP Program.

Account # 20-095-100-100-60

6. **KEANSBURG AFTERSCHOOL PROGRAM (KAP)-DISTRICT-2024-2025-SALARY REVISION**

Approve the Secretarial and Data Entry Clerk rate change effective July 1, 2024 through August 30, 2025 from \$29.92 to \$31.04. Per the negotiated agreement for the 2024-2025 school year.

7. ORTON GILLINGHAM AFTER SCHOOL TEACHER-CARUSO

Approve the following individual to assist students with academic needs after school, at the rate of \$43.00 per hour for one hour per day from December 2024 - June 2025.

DeVirgilio, Michele

Account # 20-235-100-101-20

8. 2024-2025 CTE CLUB INSTRUCTORS 6-8-JRB

Approve the following individuals to plan and provide an after school club to explore Career opportunities in Law Enforcement for the CTE Program. \$43.00 per hour for 16 hours total, 8 hours per trainer. Total not to exceed \$688.00.

Ferraro, James

Walsh, Thomas

Account # 20-361-100-101-40

9. 2024-2025 CTE ADMINISTRATION-KHS

Approve the following individuals to plan and develop Perkins Needs Assessment, Stakeholder Meetings and Perkins FY25 Budget. Total not to exceed \$526.00.

Ferraro, James

Walsh, Thomas

Account # 20-361-200-890-40

10. HIGH IMPACT TUTOR FOR MATH & ELA-CARUSO-2024-2025

Approve the following individuals as High Impact Grant tutors to assist students before school at the rate of \$43.00 per hour, for 55 hours, not to exceed \$2,365.00 each.

Name	Name
Alvarez, Tracey	Pearce, Karen
Burke, Christina	Scobie, Jessica
Jones, Christopher	

Account # 20-450-100-101-60

11. CURRICULUM WRITING-2024-2025

Approve the following individuals to write Art Curriculum at \$43.00 per hour, for 20 hours combined, not to exceed \$860.00.

Mira, Danielle
Waltz, Ryan

Account # 11-000-221-104-60

**12. PROFESSIONAL DEVELOPMENT COSTING \$150.00 OR ABOVE
2024-2025-DISTRICT**

Approve attendance at the workshops as listed below at the costs indicated. Travel is directly related to and within the scope of the current responsibilities of the listed employees, is critical to the instructional needs of the district, will improve the participant's skills and knowledge, or further the efficient operations of the district. The costs associated with attendance are statutorily authorized travel expenditures and are within the annual maximum travel expenditure amount of the district:

2/11	Foulks, Dean	Online AP Course Inst.	\$175.00
		Comparative Government	
2/28	Foulks. Dean	Online AP Training	\$175.00
		European History Module	
4/11	Liantonio, Danielle	NJAGC Conference	\$224.00
1/15, 22	Rosado, Aziel	AP Online Workshop	\$175.00
		Spring 2025 PreCalculus	
2/13, 20	Rosado, Aziel	AP Online Workshop	\$175.00
		Spring 2025 Statistics	

DISCUSSION -

Michael Mankowski - Is number 12 and the addendum item A4 the same? Christine Formica responded that the item on the addendum is for them to be paid to attend the workshop and that the other is the cost of the workshop.

APPROVAL OF PERSONNEL	
Moved By:	Patricia Frizell
Seconded By:	Brooke Clayton
Aye:	Brooke Clayton, Kenneth Cook, Judy Ferraro, Patricia Frizell, Christopher Hoff, Kim Kelaheer-Moran, Matthew Kitchen, and Michael Mankowski
Nay:	
Abstain:	Judy Ferraro #8 & 9

The Superintendent of Schools recommends positive action on the following items:

GENERAL

13. DISTRICT H-I-B. REPORT-2024-2025

Approve the monthly District H-I-B- Report for the month of November, 2024

Ref. Exhibit # 1

14. COOPERATIVE AGREEMENT BETWEEN THE KEANSBURG HIGH SCHOOL AND KEYPORT HIGH SCHOOL

Approve the request for the renewal of the cooperative agreement between the host school, Keyport High School and Keansburg High School for our field hockey program. The collaboration between Keyport and Keansburg in the field hockey program has been instrumental in fostering growth and positive success. Our shared commitment to the development of our student-athletes has resulted in overall enrichment of our schools' athletic offerings. By joining forces, Keyport and Keansburg have created a platform for the program to thrive, facilitating a conducive environment for skill development, teamwork, and sportsmanship.

Exhibit # 2

15. DISPOSAL OF UNUSABLE/OUTDATED/BROKEN FURNITURE/EQUIPMENT-DISTRICT

Approve the disposal of unusable/outdated/broken Furniture/Equipment in the Keansburg School District.

DISCUSSION - None

APPROVAL OF GENERAL	
Moved By:	Patricia Frizell
Seconded By:	Kenneth Cook
Aye:	Brooke Clayton, Kenneth Cook, Judy Ferraro, Patricia Frizell, Christopher Hoff, Kim Kelaher-Moran, Matthew Kitchen, and Michael Mankowski
Nay:	
Abstain:	

ADDENDUM

The Superintendent of Schools recommends positive action on the following items:

A1. RE-EMPLOYMENT OF PERSONNEL-NON-PROFESSIONAL-REVISION -DISTRICT-2024-2025

Approve the re-employment of the following individuals for the 2024-2025 school year, at the revised salaries indicated:

LAST NAME	FIRST NAME	SALARY	MISC.
ARGIRO	KERRIANNE	\$67,275.00	12 Month
BREHENY	JAIME	\$42,544.00	-
FALDETTA	PATRICIA	\$79,514.00	Includes \$500.00 Longevity

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FORNASH	BRIANNA	\$46,752.00	12 Month
FURNBACK	JOHN	\$105,000.00	12 Month
HELMERS	JONATHAN	\$98,800.00	12 Month
HOFF	GEORGE	\$95,420.00	-
LA FOE	MARGARET ANN	\$89,510.00	Includes \$500.00 Longevity
LAMBERT	SEAN	\$69,345.00	12 Month
LITTRIELLO	FRANK	\$41,400.00	-
NELSON	DIANE	\$71,770.00	Includes \$500.00 Longevity
OLIVA	KATHRYN	\$42,544.00	-
PEDONE	WILLIAM	\$42,544.00	-
PICCIONE	NICOLE	\$59,268.00	12 Month
PIGOTT	MICHAEL	\$60,096.00	-
PUGLISI	JACLYN	\$93,149.00	12 Month
RUBAN	DONNA	\$42,544.00	-
SETTE	MICHAEL	\$96,016.00	12 Month
SHEPPARD	MICHAEL	\$73,485.00	12 Month

A2. EMPLOYMENT CONTRACTS 2024-2025-DISTRICT

Approve the following employment contracts for the 2024-2025 school year, as submitted:

Assistant to the Business Administrator/Accountant
 Confidential Employee-Accounts Payable Specialist
 Confidential Secretary to the Business Administrator
 Confidential Secretary to the Superintendent (2)
 Director of Technology
 District Community Liaison
 Maintenance (2)
 School Based Youth Services Coordinator
 School Based Youth Services Mental Health Clinician
 School Based Youth Services Specialist
 School Safety Specialist
 Security Officers (5)
 Supervisor of Buildings and Grounds

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Assistant to the BA/Accountant	Account # 11-000-251-104-55
Board Office Personnel	Account # 11-000-251-105-55
Curriculum Office/Superintendent Secretary	Account # 11-000-221-105-60
Director of Technology	Account # 20-218-200-104-10 = 25%
	Account # 11-000-222-177-65 = 75%
District Community Liaison	Account # 11-000-211-104-80
Human Resources/Superintendent Secretary	Account # 11-000-230-105-52
Maintenance	Account # 11-000-262-100-52
SBYSP Personnel	Account # 20-433-100-101-40
School Security Specialist	Account # 11-000-266-107-60
Security (1)	Account # 11-000-266-107-30
Security (3)	Account # 11-000-266-107-40
Security (1)	Account # 20-218-200-110-10
Supervisor of Buildings and Grounds	Account # 11-000-262-100-55 = 75%
	Account # 20-218-200-110-10 = 25%
Ref. Exhibit # 3	

A3. **MEMORANDUM OF AGREEMENT WITH LAW ENFORCEMENT (MOA)** **2024-2025**

Approve the Memorandum of Agreement with Law Enforcement (MOA) for the 2024-2025 school year.

Ref. Exhibit # 4

A4. **AP ONLINE WORKSHOPS SPRING 2025**

Approve the following individuals to attend the online trainings listed below at a rate of \$43.00 per hour for a total of 6 hours per training, not to exceed \$258.00 per training.

Foulks, Dean	Online AP Course Instruction Comparative	2/11/25
	Government and Politics Module	
Foulks, Dean	Online AP Training European History Module	2/28/25
Rosado, Aziel	AP Online Workshop Spring 2025 PreCalculus	1/15, 20/25
Rosado, Aziel	AP Online Workshop Spring 2025 Statistics	2/13, 20/25

Account # 20-375-200-101-60

A5. PROFESSIONAL DEVELOPMENT COSTING \$150.00 OR ABOVE
2024-2025-DISTRICT

Approve attendance at the workshops as listed below at the costs indicated. Travel is directly related to and within the scope of the current responsibilities of the listed employees, is critical to the instructional needs of the district, will improve the participant's skills and knowledge, or further the efficient operations of the district. The costs associated with attendance are statutorily authorized travel expenditures and are within the annual maximum travel expenditure amount of the district:

4/11 Spivey, Amy NJAGC Conference \$224.00

A6. SUPERVISOR OF ATHLETICS-HIGH SCHOOL-REVISION-2024-2025-DISTRICT

Ferraro, James Supervisor of Athletics *\$50,000.00

*To be paid over 12 months.

Account # 15-402-100-100-40

DISCUSSION -

Kenneth Cook - On A3 there is only one page. Kathleen O'hare responded it is on the state website she can send a link to that site.

APPROVAL OF SUPERINTENDENT ADDENDUM	
Moved By:	Brooke Clayton
Seconded By:	Kenneth Cook
Aye:	Brooke Clayton, Kenneth Cook, Judy Ferraro, Patricia Frizell, Christopher Hoff, Kim Kelaher-Moran, Matthew Kitchen, and Michael Mankowski
Nay:	
Abstain:	Christopher Hoff A1 7th name down and A2 22nd account on list, Judy Ferraro A1, 2nd name. A2, #12, #23 and A6.

SCHOOL BUSINESS ADMINISTRATOR/BOARD SECRETARY REPORT

The Superintendent of Schools recommends positive action on the following items:

BOARD SECRETARY'S MONTHLY CERTIFICATION - NOVEMBER 2024

I, Michael Sette, Board Secretary, certifies that no line item has been over expended in November 2024 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.



Board Secretary

PAYROLL CERTIFICATION

The School Business Administrator/Board Secretary reported, in compliance with N.J.S.A. 18A:19-1B, he has certified the NOVEMBER 15, 2024 in the amount of \$967,140.03, and the NOVEMBER 29, 2024 in the amount of \$966,433.88 totaling \$1,933,573.91

1. RECEIPT AND ACCEPTANCE OF NOVEMBER'S BOARD SECRETARY'S REPORT

Recommend the receipt of the Board Secretary Financial Reports as of November 30, 2024 be accepted as filed, and

BE IT FURTHER RESOLVED that pursuant to N.J.A.C. 6A:23A-16.10©3 that no major account or Fund has been over expended as of November 30, 2024 based upon the Board Secretary's Certification and that sufficient funds are available to meet the District's financial obligations for the remainder of the Fiscal Year.

2. APPROVE APPROPRIATION TRANSFERS

Recommend that the Board of Education approve the following Transfers as per report.

3. APPROVE BILLS

Recommend that the Board of Education approve the bills paid and checks issued at the Board meeting in the amount of \$1,891,952.39

4. 2024- 2025 ATTENDANCE AT TECHSPO 25

Recommend the Board approve the attendance of the following Administrators at NJASA TECHSPO on Wednesday, January 29, 2025, through Friday, January 31, 2025, in Atlantic City at the cost of \$97 per night lodging plus Resort/Occupancy fee (\$7.00), OBM mileage at \$0.47 per mile plus tolls and parking, and meals at the GSA rate of \$86 per person, per full day, not to exceed total costs of \$1,200.00 per person.

O'Hare, Kathleen
Formica, Christine

5. 2024-2025 HOME INSTRUCTION

Recommend the Board approve the following student to receive Home Instruction for the 2024-2025 school year:

Student I.D.	H.I. #	Tutor	Start	End	Hours
7290569532	8	Learnwell	11-1-24	11-11-24	5 per week
7290569532	9	Silver Gate	11-12-24	11-26-24	5 per week
6834668353	10	District Approved staff	11-2-24	11-28-24	5 per week
5819857336	11	S. Muniz	11-19-24	1-15-25	10 per week
1197566323	12	ICC	11-12-24	1-21-25	5 per week
7290569532	13	District Approved Staff	11-28-24	1-4-25	5 per week
1137302192	14	Learnwell	11-30-24	12-30-24	10 per week

Account # 11-150-100-320-80

Account # 11-150-100-101-80

6. CHANGE ORDERS UPGRADES PCO 010- KEANSBURG HIGH SCHOOL

Contract	HVAC - KEANSBURG HIGH SCHOOL	
Contractor	Kappa Construction	
Change Order #	10	
Amount	\$7,875.00	
Description	Additional concealed VAT removal	

CHANGE ORDERS UPGRADES PCO 012- KEANSBURG HIGH SCHOOL

Contract	HVAC - KEANSBURG HIGH SCHOOL	
Contractor	Kappa Construction	
Change Order #	12	
Amount	\$8,790.25	
Description	Room 162 - new ceiling in lieu of patching existing	

CHANGE ORDERS UPGRADES PCO 013- KEANSBURG HIGH SCHOOL

Contract	HVAC - KEANSBURG HIGH SCHOOL	
Contractor	Kappa Construction	
Change Order #	13	
Amount	\$8,093.40	
Description	Replacement of electrical feed and breaker to RTU-3 as existing was undersized	

CHANGE ORDERS UPGRADES PCO 014- KEANSBURG HIGH SCHOOL

Contract	HVAC - KEANSBURG HIGH SCHOOL	
Contractor	Kappa Construction	
Change Order #	14	
Amount	\$6,772.50	
Description	Room B162 – new flooring in lieu patching existing	

CHANGE ORDERS UPGRADES PCO 015- KEANSBURG HIGH SCHOOL

Contract	HVAC - KEANSBURG HIGH SCHOOL	
Contractor	Kappa Construction	
Change Order #	15	
Amount	\$6,880.65	
Description	Various electrical scope additions (receptacle relocations, conduit modifications, B162 light wiring upgrades)	

CHANGE ORDERS UPGRADES PCO 017- KEANSBURG HIGH SCHOOL

Contract	HVAC - KEANSBURG HIGH SCHOOL	
Contractor	Kappa Construction	
Change Order #	17	
Amount	\$43,800.00	
Description	Additional HW Piping and upgrades to existing system necessary to support VUV installation	

CHANGE ORDERS UPGRADES PCO 018- KEANSBURG HIGH SCHOOL

Contract	HVAC - KEANSBURG HIGH SCHOOL	
Contractor	Kappa Construction	
Change Order #	18	
Amount	\$35,248.50	
Description	Gym Floor Sanding and Coatings – two phases of gym floor refinishing as requested by KBOE	

DISCUSSION -

Christopher Hoff - On #4 What is this about? Kathleen O'Hare responded that AI is being discussed this year. We are going to learn about adopting the policy that is going to be required.

John Bennett - On the total change orders for Kappa Construction, they don't come anywhere near the cap of 10%. Mike Sette replied No. John Bennett clarified that he just wanted to get this on the record.

Michael Mankowski - Is there anything that is outside the scope of the grants? Michael Sette responded no.

APPROVAL OF BUSINESS ADMINISTRATOR/BOARD SECRETARY REPORT	
Moved By:	Judy Ferraro
Seconded By:	Kenneth Cook
Aye:	Brooke Clayton, Kenneth Cook, Judy Ferraro, Patricia Frizell, Christopher Hoff, Kim Kelaher-Moran, Matthew Kitchen, and Michael Mankowski
Nay:	
Abstain:	

PUBLIC COMMENTS AND QUESTIONS RELATING TO ADDITIONAL CONCERNS - None

OLD/NEW COMMUNICATIONS

Christopher Hoff - I have a question: Does E-Sports have a home game? How can we watch it? Christine Formica mentioned that in the past, it was streamed through Zoom, and she will find out if we are still doing this. What kinds of games are played? Super Smash Brothers and other games.

Michael Mankowski - noted that Brookdale Community College has a large E-Sports club, which has also incorporated the broadcasting of these games. Students who do not participate in gaming get the opportunity to produce the broadcasts.

Christopher Hoff - Caruso School sings performance was amazing. Good luck to the retirees! Why didn't we hand out awards tonight for Teachers of the Year? The response is that those awards are usually given in January.

In the news, another district is seeking funds for security upgrades. I'm glad to report that we have already completed many of those upgrades.

If you have nowhere to go on Christmas Day, the Episcopal Church in Asbury will be serving food from 12 to 2 p.m., and Santa will be there with gifts.

The Board of Education has donated to Project Paul. On behalf of my family, I wish you all a Merry Christmas and a Happy New Year!

Patricia Frizell - Congratulations to retirees, and condolences to Mr. Coleman's family. Happy Holidays.

Judy Ferraro - I attended one session and the kids were great and were very excited. Happy Holidays everyone.

Michael Makowski -I want to extend my condolences to the families of Mr. Coleman and Miss Smith. I just wanted to address the school shootings in Wisconsin. No teacher or student should expect to come to school and have that happen. We have signed another memorandum of understanding with our police department, reaffirming our commitment to security. Our school has been ahead in security. Happy Holidays to all.

Brooke Clayton - Congratulations to the retirees and Happy Holidays.

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Kenneth Cook - Last Thursday, the Monmouth County New Jersey School Board Association had their monthly meeting, and it's nice to see that on our agenda, we have the tech expo that our administrators will be going to because their topic was AI and how it's been implemented into education. Saturday was the delegate assembly, and something that should be aware of is that many news organizations are moving to digital platforms, which will change the environment for open public meeting notices. This year has been a prosperous and successful year. I want to thank everyone for making that happen. Last, wishing everybody a happy holiday. Thank you.

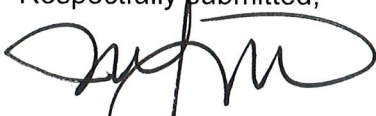
Kim Kelaher-Moran - Condolences to the Coleman family. He was with our district for 41 years. All the positive things you read about him were true. I wish everyone a happy holiday. It is about being kind, respectful, and loving to each other. Thank you to the administrative team, educators, and support staff for all they do.

ADJOURNMENT OF MEETING

MOTION TO ADJOURN	
Moved By:	Judy Ferraro
Seconded By:	Kenneth Cook
Aye:	Brooke Clayton, Kenneth Cook, Judy Ferraro, Patricia Frizell, Christopher Hoff, Kim Kelaher-Moran, Matthew Kitchen, and Michael Mankowski
Nay:	
Abstain:	

Moved by Kenneth Cook, seconded by Michael Mankowski, and unanimously carried, the meeting adjourned at 7:24 pm.

Respectfully submitted,



Michael Sette
Asst. to the Business
Administrator/Board Secretary