

KEANSBURG BOARD OF EDUCATION
100 PALMER PLACE
KEANSBURG, NJ 07734

REGULAR MEETING MINUTES
December 20, 2016

CALL TO ORDER

I hereby call to order the Regular Meeting of the Keansburg Board of Education, held on December 20, 2016, in the Bolger Middle School Faculty Lounge. Adequate notice for this meeting has been mailed to the Asbury Park Press, filed with the Municipal Clerk of Keansburg, posted on the District website and posted inside the office of the Keansburg Board of Education, 100 Palmer Place, Keansburg, NJ on January 14, 2016.

ROLL CALL

Dan Castles, Board Secretary, called roll at 7:02pm:

Present: Dolores Bartram, Brooke Clayton, Michael Donaldson, Judy Ferraro, Patricia Frizell, Christopher Hoff, Kimberly Kelaher-Moran and Robert Ketch (arrived 7:06)

Absent: Walter Fleming

Also Present: John Niesz, Superintendent of Schools, and Matt Donohue, Esq.

PLEDGE OF ALLEGIANCE

Number of public present: 27

AUDIT PRESENTATION BY COWAN, GUNTESKI & CO.

PUBLIC - NONE

RESOLUTION AUTHORIZING EXECUTIVE SESSION

NONE

BS-01 APPROVAL OF MINUTES

Motion by Frizell and seconded by Ketch to approve the following minutes:

Retreat Meeting October 6, 2016, Regular Meeting November 22, 2016 and

Special Meeting December 6, 2016

Roll Call Vote: 8 in favor, 0 opposed, 1 absent, 0 abstain motion carried

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

PERSONNEL:

A. **RECOMMENDATION FOR TENURE – 2014-2015**

Re-approve the following individual for the 2014-2015 school year by which she will gain tenure in the district:

Non Professional:

Piccione, Nicole 7/6/2014

B. **RESIGNATION STAFF**

Approve the following resignation as submitted:

Redden, Nicole

Paraprofessional

Eff. 1/13/2017 or sooner

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C. PROFESSIONAL - EMPLOYMENT – 2016-2017

Approve the following individual for the position indicated for the 2016-2017 school year:

Amponsah, Kingsley^ Eff. 12/21/16	Students w/Disab. 15-213-100-101-40	BA-1	\$53,025.00 (Pro-rated)	HS
McKenna, Erin Eff. 12/21/16	Students w/Disab. 15-213-100-101-30	BA-1	\$53,025.00 (Pro-rated)	JB

^On emergent basis

D. LEAVE OF ABSENCE – DIST

Approve the following individual be granted a Medical Leave of Absence beginning December 5, 2016 returning March 6, 2017 using allowable sick days followed by unpaid leave. This leave will be deducted from her entitlement under FMLA/NJMLA:

Ascolese, Marie

Approve the following individual be granted a Medical Leave of Absence beginning December 9, 2016 returning January 3, 2017 using allowable sick days followed by unpaid leave. This leave will be deducted from her entitlement under FMLA/NJMLA:

Daniel, Margaret

Approve the following individual be granted a Medical Leave of Absence beginning December 14, 2016 returning January 9, 2017 using allowable sick days followed by unpaid leave. This leave will be deducted from her entitlement under FMLA/NJMLA:

Harrington, Justyna

Approve the following individual be granted a revision to her Maternity Leave of Absence beginning September 8, 2016 returning January 30, 2017 using allowable sick days followed by unpaid leave. This leave will be deducted from her entitlement under FMLA/NJMLA:

Konior, Theresa

Approve the following individual be granted a revision to her Maternity Leave of Absence beginning November 21, 2016 returning April 18, 2017 using allowable sick days followed by unpaid leave. This leave will be deducted from her entitlement under FMLA/NJMLA:

Muniz, Shondell

E. VOLUNTEER ATHLETIC PARAPROFESSIONAL AIDE – 2016-2017 – HS / JB

Approve the following individual to volunteer for the 2016-2017 school year, at no cost to the district:

Bigelow, Colton Wrestling Program

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F. VOLUNTEER WEIGHT ROOM – 2016-2017 – HS

Approve the following individuals to volunteer for the 2016-2017 school year, at no cost to the district:

Farnsworth, Shaylyn
Kiningham, Samuel

G. INTERNSHIPS – DIST

Approve the following individual be permitted to complete his administrative internship with Jennifer Vecchiarelli, 150 hours to be completed before and after school and during lunch, for the 2016-2017 school year:

Wombough, Jason

Approve the following individuals be permitted to complete their administrative internship with Kathleen Flanzbaum, 300 hours to be completed before and after school and during lunch, for the 2016-2017 school year:

DeSoucey, Christina
LaRosa Teresa
Szotak, Ashley

H. TITLE III LEP ACADEMY – 2016-2017 – DIST

Approve the following individuals for the position and salary listed in the Title III LEP Academy Program for the 2016-2017 school year at \$35.00 per hour, not to exceed a total of 4 hours for each workshop presentation:

Teachers

Cirillo, Judith
Dolan, Amy
Hasenstab, Jennifer
Milhomens, Amanda
Miragliotta, Nicole

I. FAMILY FRIENDLY CENTER PROGRAM – 2016-2017 – JC

Approve the following individuals for the position and salary listed in the Family Friendly Center Program from January 9, 2017 through March 31, 2017 at \$35.00 per hour:

Teachers

Annuzzi, Barbara	31.5 hours not to exceed \$1,102.50
Crossnohere, Ellen	19.5 hours not to exceed \$ 682.50
Donnelly, Nicole	15 hours not to exceed \$ 525.00
McKenna, Erin	15 hours not to exceed \$ 525.00
Pearce, Karen	46.5 hours not to exceed \$1,627.50
Schork, Lyndsey	15 hours not to exceed \$ 525.00
Sperring, Ryan	30 hours not to exceed \$1,050.00
Young, Karen	30 hours not to exceed \$1,050.00

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Substitute Teachers \$35.00 per hour as needed

Annuzzi, Barbara
Crossnohere, Ellen
DeSoucey Christina
Donnelly, Nicole
McKenna, Erin
Pearce, Karen
Schork, Lyndsey
Sperring, Ryan
Young, Karen
Account #: 20-432-100-100-40

J. KEANSBURG AFTER SCHOOL PROGRAM – (KAP) 2016-2017 – DIST

Approve the following individuals for the position and salary listed in the Keansburg Afterschool Program from January 5, 2017 through April 7, 2017 at \$35.00 per hour:

Teachers

Carrier, Tammy	225 hours, not to exceed \$7,875.00
DeFilippo, Geraldine	120 hours, not to exceed \$4,200.00
Maguire, Tara	30 hours, not to exceed \$1,050.00
McKenna, Erin	83 hours, not to exceed \$2,905.00
Murphy, Margaret	52 hours, not to exceed \$1,820.00
Patterson, Douglas	90 hours, not to exceed \$3,150.00
Petraroi, Deborah	30 hours, not to exceed \$1,050.00
Petrocelli, Luciana	75 hours, not to exceed \$2,625.00
Tritto, Tonya	94 hours, not to exceed \$3,290.00
Walters, Ashley	26 hours, not to exceed \$ 910.00
Weldon, Lissa	35 hours, not to exceed \$1,225.00
Wieczerszak, Heidi	30 hours, not to exceed \$1,050.00

Account # 20-095-100-100-60
Account # 20-097-100-100-60

Substitute Teachers \$35.00 per hour as needed

Carrier, Tammy
DeFilippo, Geraldine
Donnelly, Nicole
Fay, Jaclyn
Grieco, Gabrielle
Inzerillo, Kerri
Keelen, Ashley
Maguire, Tara
Marinoff, Marc
McKenna, Erin
Mira, Danielle
Murphy, Margaret
Nelson, Diane

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Patterson, Douglas

Pepper, Jesse

Petraroi, Deborah

Petrocelli, Luciana

Tritto, Tonya

Walters, Ashley

Weldon, Lissa

Wieczerzak, Heidi

Wolkom, Kaitlin

Account # 20-095-100-100-60

Student Teacher Assistants

\$8.38 per hour, 96 hours not to exceed \$804.48 each

Eastmond, Jered

Hedden, Brenda

Luce, Sierra

McKeon, Lauren

Mejia, Monica

Account # 20-095-100-100-60

Data Entry Clerk

\$25.00 per hour, 160 hours not to exceed \$4,000.00

Nelson, Diane

Account # 20-095-200-100-60

K. PROFESSIONAL DEVELOPMENT – DIST

Approve the following individuals for professional development workshops listed below. Presenters will be paid \$35.00 per hour not to exceed the hours per statement of work submitted. Professional attendees will be paid \$35.00 per hour and Teacher Assistants will be paid their hourly rate:

Autism Intervention Training PreK-12

Presenters: Christina DeSoucey & Heather Wilson 1/9, 1/23, 1/30 3:30pm- 5:00pm

Annuzzi, Barbara

Corey, Jeanne

Donnelly, Nicole

Gibbia, Suzanne \$18.24

Holcombe, Tammie

Hummer, Rosemarie

Katz, Joshua

Kramer-Teheran, Jessica

Lee, Kimberly \$17.30

Lillis, Ryan

Marks, Heather \$19.13

Meyers, Michelle

Negro, Nicholas

Nigro, Lisa

Pepper, Jesse

Rogers, Mary

Sciacca, Nicole

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Increasing Positive Student Behavior and Relationships Pre-K-12

Presenter: Lauri Noch

1/10, 1/17

3:30pm-4:30pm

Dean, Marianne
Feeney, Gina
Gibbia, Suzanne \$18.24

Holcombe, Tammie
Hummer, Rosemarie
Inzerillo, Kerri
Joyce, Maria
Kelly, Brooke
Leary, Barbara
Lee, Kimberly \$17.30
Marks, Heather \$19.13
Negro, Nicholas
Petraroi, Deborah
Pistone, Jean
Rourke, Danielle
Ryan, Rachel
Sperring, Ryan
Szotak, Ashley
Wieczerek, Heidi

Waitlist:

Little, Cheryl \$19.60
Sheehan, Margaret

Teaching Literacy with Art K-12

Presenter: Helen Cole

1/18, 1/25

3:30pm-5:30pm

Acconzo, Danielle
Donnelly, Nicole
Hummer, Rosemarie
Inzerillo, Kerri
Josselyn, Karen
Joyce, Maria
Kaplan, Sara
Kelly, Brooke
Lee, Kimberly \$17.30
Little, Cheryl \$19.60
Maguire, Tara
Marks, Heather \$19.13
Pepper, Jesse
Pistone, Jean
Rourke, Danielle

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Ryan, Rachel
Sheehan, Margaret
Sperring, Ryan
Szotak, Ashley

Mash-Up: Literacy K-12

Presenter: Katie Agresti

1/31

3:30pm-4:30pm

Acconzo, Danielle
Annuzzi, Barbara
Holcombe, Tammie
Hummer, Rosemarie
Iacouzzi, Melissa
Inzerillo, Kerri
Josselyn, Karen
Joyce, Maria
Kaplan, Sara
Kelly, Brooke
Leary, Barbara
Marks, Heather \$19.13
Petraroi, Deborah
Pistone, Jean
Rourke, Danielle
Ryan, Rachel
Sheehan, Margaret
Shine, Dorothy
Sperring, Ryan
Szotak, Ashley

Visual Supports Matter PreK-12

Presenters: Christina DeSoucey & Heather Wilson

2/8, 2/13

3:30pm-5:00pm

Annuzzi, Barbara
Corey, Jeanne
Daly, Justine
Feeney, Gina
Kaplan, Sara
Katz, Joshua
Maguire, Tara
Nigro, Lisa
Pepper, Jesse
Rogers, Mary

Social Skills K-12

Presenter: Jacqueline Bestle

2/7

3:30pm-5:30pm

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Acconzo, Danielle

Desoucey, Christina

Donnelly, Nicole

Fabiano, Mary

Hummer, Rosemarie

Inzerillo, Kerri

Joyce, Maria

Katz, Joshua

Kelly, Brooke

Leary, Barbara

Lee, Kimberly \$17.30

Marks, Heather \$19.13

Negro, Nicholas

Pepper, Jesse

Petraroi, Deborah

Rourke, Danielle

Sheehan, Margaret

Social Stories, PreK-12

Presenters: Christina DeSoucey & Heather Wilson 2/22, 2/27 3:30pm-5:00pm

Annuzzi, Barbara

Corey, Jeanne

Daly, Justine

Holcombe, Tammie

Hummer, Rosemarie

Joyce, Maria

Kaplan, Sara

Kramer-Teheran, Jessica

Maguire, Tara

Marks, Heather \$19.13

Nigro, Lisa

Pepper, Jesse

Rogers, Mary

Shine, Dorothy

Cooperative Learning

Presenters: Christina DeSoucey & Heather Wilson 3/6, 3/13, 3/20 3:30pm- 5:00pm

Agresti, Katie

Annuzzi, Barbara

Corey, Jeanne

Holcombe, Tammie

Hummer, Rosemarie

Jones, Christopher

Kaplan, Sara

Kramer-Teheran, Jessica

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Langston, Sarah
Maguire, Tara
Marks, Heather \$19.13
Nigro, Lisa
Pepper, Jesse
Pistone, Jean
Rogers, Mary
Sheehan, Margaret
Account: 20-271-200-100-60

L. PROFESSIONAL DEVELOPMENT COSTING \$150.00 OR ABOVE

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:

1/25, 1/26, 1/27	Damian, Colleen	Anti-Bullying Specialist Cert. Prog.	\$450.00
1/26	Niesz, John	TECHSPO 2017	\$275.00

GENERAL

1. POLICY – 1ST READING – DIST

Approve and adopt the following policy, as submitted:

0167	Public Participation In Board Meetings – revised
0168	Recording Board Meetings - revised
2110	Philosophy of Education - revised
5111	Eligibility of Resident/NonResident Pupils – revised
5350	Student Suicide Prevention – revised
5460	High School Graduation – revised
5514	Student Use of Vehicles – revised
7481	Unmanned Aircraft Systems (UAS also known as drones) – new
8454	Management of Pediculosis – new
9162	Athletic Code of Conduct – revised

Ref. Exhibit #1

2. REGULATION – 1ST READING – DIST

Approve and adopt the following regulation, as submitted:

5111	Eligibility of Resident/NonResident Pupils – revised
8441	Care of Injured and Ill Persons – revised

Ref. Exhibit #2

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3. POLICY – 2ND READING – DIST

Approve and adopt the following policy, as submitted:

- 1220 Employment of Chief School Administrator - revised
- 1310 Employment of School Business Administrator / Board Secretary – revised
- 2422 Health and Physical Education – revised
- 3111 Creating Positions – revised
- 3124 Employment Contract – revised
- 3125 Employment of Teaching Staff Members – revised
- 3125.2 Employment of Substitute Teachers – revised
- 3126 District Mentoring Program – revised
- 3141 Resignation – revised
- 3144 Certification of Tenure Charges – revised
- 3159 Teaching Staff Member/School District Reporting Responsibilities – revised
- 3212 Attendance – revised
- 3231 Outside Employment as Athletic Coach- revised
- 3240 Professional Development – revised
- 4159 Support Staff Member / School District Reporting Responsibilities – new
- 4212 Attendance – revised
- 5305 Health Services Personnel – revised
- 5310 Health Services – revised
- 5330.01 Administration of Medical Marijuana - new
- 5339 Screening for Dyslexia – revised
- 8441 Care of Injured and Ill Persons – revised
- 8462 Reporting of Potentially Missing or Abused Children – revised
- 8550 Outstanding Food Service Charges – revised
- 8630 Bus Driver / Bus Aide Responsibility – revised
- 9541 Student Teachers / Interns – revised

4. POLICY ABOLISHMENT – DIST

Approve the abolishment of the following policy, as submitted:

- 2425 Physical Education
- 3244 In-Service Training
- Ref. Exhibit #3

5. REGULATION ABOLISHMENT – DIST

Approve the abolishment of the following regulation, as submitted:

- 3244 In-Service Training
- 5514 Pupil Use of Vehicles
- Ref. Exhibit #4

6. PROFESSIONAL EMPLOYMENT CONTRACT – 2016-2017

Approve the following employment contract for the 2016-2017 school year, as submitted:

- School Business Administrator
- Ref. Exhibit #5

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7. NON PROFESSIONAL EMPLOYMENT CONTRACT – 2016-2017

Approve the following employment contract for the 2016-2017 school year, as submitted:
Payroll Secretary
Ref. Exhibit #6

8. DISTRICT H-I-B REPORT – 2016-2017

Approve the monthly district H-I-B Report for the month of November 2016.
Ref. Exhibit #7

9. CURRICULUM REVISIONS 2016-2017 - DIST

Approve the revision of the following curriculum for the 2016-2017 school year:

<u>Curriculum</u>	<u>Grade Level</u>
ELA	K-8
Creative Writing	10-12
English IV	12
English I & Honors	9
English II & Honors	10
English III & Honors	11
Drama	9-12
AP English IV	12
Mathematics	K-8
Algebra I	9-10
Algebra II & Honors	10-12
Geometry & Honors	10-12
Applied Math	11-12
Pre-Calculus + Honors	11-12
AP Calculus	12
Social Studies	5-8
US II & Honors	9
US III & Honors	10
World History & Honors	9-11
AP US History	12
Civics	11-12
Street Law	11-12
Psychology	11-12
AP Psychology	11-12
Sociology	11-12
War & Atrocities	11-12
NJ History	9-12
History of Film	9-12
World Language	K-8
Spanish I	9-12
Spanish II	9-12
Spanish III	10-12
Spanish IV	11-12

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Physical Education	K-12
Exercise Physiology	11
Athletic Training & Physiology	11-12
Health	K-12
Driver Education	10
Music	K-8
Chorus	9-12
Instrumental Music/Band	9-12
Music Appreciation	9-12
Music Technology	9-12
Art	K-8
Art I-IV	9-12
World Craft	10-12
Digital Media Production I-III	9-12
Computer Education	K-4
iSTEM	7-8
PBL	5-8
G & T	District
SAC	District
ELL	District
21st Century Business	10-11
Management 21st Century I/II	11-12
Sophomore Seminar	10
Junior Seminar	11
Senior Seminar	12
Life Skills	7-12

10. CURRICULUM APPROVAL / ADOPTION 2016-2017 - DIST

Approve and adopt the following curriculum for the 2016-2017 school year:

Freshman Seminar
Science 5-8
Lab Physics & Honors
Lab Chemistry & Honors
Lab Biology & Honors
Marine Biology
Anatomy & Physiology

11. CENTRAL JERSEY FAMILY HEALTH CONSORTIUM MEMORANDUM OF UNDERSTANDING – KEANSBURG AFTERSHOOL PROGRAM 2017 – JB

Approve the Memorandum of Understanding between the Central Jersey Family Health Consortium and Keansburg School District's 21st Century Community Learning Center (KAP) for provision of abstinence education through the implementation of the Teen Outreach Program (TOP) from January 2017 through September 2017.

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12. RUTGERS COOPERATIVE EXTENSION MEMORANDUM OF UNDERSTANDING – KEANSBURG AFTERSCHOOL PROGRAM 2017 – JB

Approve the Memorandum of Understanding between the Rutgers Cooperative Extension Nutrition Program and the 21st Century Learning Center (KAP) to implement health and nutrition classes in KAP from January 9, 2017 through August 31, 2017, at \$50.00 each class, not to exceed \$600.00 total.

13. DONATION ACCEPTANCE – HS

Approve the acceptance of fabric from Design Tex to be used for set construction.

14. SPECIAL NEEDS – 2016-2017

Approve the following students to attend the placement indicated for the 2016-2017 school year:

STUDENT ID	DOB	CLASSIFICATION	PLACEMENT	START DATE	PRIVATE / PUBLIC	TUITION
7684225171	6-7-05	MD	CPC	12-5-16	Private	\$359.98 per diem
6206894086	8-2-97	MD	Stepping Stone School	11-21-16	Private	\$245.42 per diem

Account # 11-000-100-566-80 Private

Account # 11-000-100-562-80 Public

15. HOMELESS TUITION – 2016-2017

Approve the following student to attend the school indicated for the 2016-2017 school year:

STUDENT ID	DOB	CLASSIFICATION	PLACEMENT	START DATE	TUITION
8104778298	8-22-06	OHI	Eatontown School District	9-2016	\$24,096.00

16. HOME INSTRUCTION – 2016-2017

Approve the following students to receive home instruction for the 2016-2017 school year:

STUDENT ID	H.I #	GR	REASON	TUTOR	START	END
7684225171	13	6	Pending OOD	Patterson	11-17-16	12-17-16
8909412565	14	8	Medical	Ed. Inc.	11-25-16	12-9-16
4064561093	15	12	Pending OOD	Patterson	11-11-16	TBD

Account # 11-150-100-101-80 Employee

Account # 11-150-100-320-80 Outside

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ADDENDUM:

A1. NON PROFESSIONAL – EMPLOYMENT – 2016-2017

Approve the following individual for the position and salary indicated for the 2016-2017 school year:

Clark, Katie^ Eff. 1/3/17	Teacher Assistant 11-000-217-106-80	BA-1	\$22,091.00 (Pro-rated)	JC
Avella, Jessica^ Eff. 1/3/17	Teacher Assistant 15-209-100-106-40	PP-1	\$21,491.00 (Pro-rated)	JB

^On emergent basis

A2. DONATION ACCEPTANCE - HS

Approve the acceptance of \$16,806.14 to the Keansburg High School Student Activity Fund.

A3. RESPONSIVE CLASSROOM PRESENTERS - JC

Approve the following individuals to attend plan and present presentations surrounding different aspects of Responsive Classroom on an as need basis, at \$35.00 per hour, 12 hours total, not to exceed \$420.00 each:

Dakoglou, Grace
DeSoucey, Christina
Joyce, Maria

Smith, Tara
Szotak, Ashley
Account #:15-120-100-101-20

A4. AM & PM SESSION TUTORING TEACHERS- JC

Approve the following individuals to provide ELA and Math tutoring for Joseph C. Caruso School students; tracking progress and planning for 14 weeks from January 2017 through April 2017, at \$35.00 per hour, not to exceed a total of 56 hours \$1,960.00 each:

Teachers
Annuzzi, Barbara
Donnelly, Nicole
Josselyn, Karen
Lufrano, Dana
McKenna, Erin
Pepper, Jesse
Rourke, Danielle
Smith, Tara

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Substitute Teacher

On an as need basis

Weldon, Lissa

Account #: 15-120-100-101-20

A5. ACADEMIC SUPPORT TEACHER – HS

Approve the following individual for the position and salary listed for the 2016-2017 school year at \$35.00 per hour, not to exceed \$4,200.00:

Ince, Justine

A6. YEARBOOK ADVISORS- JC

Approve the following individuals for the position and salary listed for the 2016-2017 school year at a stipend of \$2,747.00 each:

Ackerman, Abby Grades 3 – 4

DeSoucey, Christina Grades K – 2

Account #:15- 401-100-100-20

A7. AVA COORDINATOR- JC

Approve the following individuals for the position and salary listed for the 2016-2017 school year at a stipend of \$2,747.00 each:

Ackerman, Abby

Jones, Christopher

Account #: 15- 401-100-100-20

A8. PROFESSIONAL DEVELOPMENT COSTING \$150.00 OR ABOVE

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:

1/12	Florek, Gabrielle	What's New in Young Adult Lit.	\$229.00
1/23	Dubrow, Colleen	Early Childhood Summit	\$157.00
1/31	Foulks, Dean	Make Best Use of Google Tools	\$251.00
1/31	Kaplan, Sara	Make Best Use of Google Tools	\$245.00
1/31	Kmak, Brian	Google Tools & Apps	\$250.00
1/31	Lopez, Deanna	Google Tools & Apps	\$245.00
2/10	Glinos-Pecoraro, Filitsa	Crisis Response	\$295.00
2/16	Nigro, Lisa	Strategies & Struct. Teach.	\$170.00
2/23	Mankowski, Jessica	Small Group & Conferring Inst.	\$936.00
3/1	Puskas, Brenda	101 Therapy Strategies	\$245.00

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- A9. 2016-2017 SCHOOL BASED YOUTH SERVICES PROGRAM/FFC BUDGET MODIFICATION
Approve the budget modification to the School Based Youth Services Program/FFC 2016-2017 Contract.

Transfer From	Transfer To	Amount
20-433-100-101-40	20-433-200-610-40	\$5,400

Superintendent's Report

Personnel: A through L

General: 1 through 16

Addendum: A1 through A9

	Yes	No	Abstain
Bartram	X		
Clayton	X		
Donaldson	X		
Fleming			
Frizell	X		
Hoff	X		
Ketch	X		
Moran	X		
Ferraro	X		
Motion by:	Bartram		
Second by:	Donaldson		
Roll Call Vote	8 in favor		
	0 opposed		
	1 absent (Fleming)		
	abstain		
	Motion carried		

BOARD SECRETARY/SCHOOL BUSINESS ADMINISTRATOR'S REPORT

BS-02: RECEIPT AND ACCEPTANCE OF OCTOBER AND NOVEMBER SECRETARY'S AND TREASURER OF SCHOOL MONIES REPORTS

Recommend the receipt of the Board Secretary's and Treasurer of School Monies Financial Reports as of October 31, 2016 November 30, 2016 be accepted as filed, and

BE IT FURTHER RESOLVED that pursuant to N.J.A.C. 6A:23A-16.10(c)3 that no major account or fund has been over expended as of October 31, 2016 and November 30, 2016 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.

BS-03: RATIFICATION OF BILLS PAID AND CHECKS ISSUED PRIOR TO A BOARD MEETING

Recommend that the Board of Education ratify the bills paid and checks issued prior to the board meeting in accordance with Board Policy 6470 in the amount of \$780,039.54.

KEANSBURG BOARD OF EDUCATION
100 PALMER PLACE
KEANSBURG, NJ 07734

REGULAR MEETING MINUTES
December 20, 2016

BS-04: RATIFICATION OF BILLS PAID AND CHECKS ISSUED AT THE BOARD MEETING

Recommend that the Board of Education approve the bills paid and checks issued at the board meeting in the amount of \$811,426.76.

BS-05: RATIFICATION OF APPROPRIATION TRANSFERS PRIOR TO A BOARD MEETING

Recommend that the Board of Education approve the following transfers made prior to the board meeting in accordance with Board Policy 6422.

EXHIBIT "A"

BS-06: RATIFICATION OF PAYROLL SERVICES RENDERED Recommend that the Board of Education ratify the salary checks issued for the November 30, 2016 payroll in the amount of \$1,023,210.67 and the December 15, 2016 payroll in the amount of \$1,029,695.03.

BS-07: ACCEPTANCE OF AUDIT

RESOLVED that the annual audit for the year, ended June 30, 2016, be accepted and placed on file. The audit report is included in section 2, the financial section of the Comprehensive Annual Financial Report, and that the following corrective action plan be implemented:

Finding/Recommendation	Corrective Action	Method of Implementation	Individual Responsible	Completion Date
Several of the schools made deposits after five days of receiving the funds	The Business Administrator will hold mandatory Student Activity training for all parties involved to ensure funds are deposited in a timely manner. Student Activity Funds were also reduced from 4 to 3 and reconciliations are due to the board office by the 10th of the following month.	Mandatory Trainings will be held for all employees involved in their Student Activity Fund.	Business Administrator	June 30, 2017

ADDENDUM

BS-08: REPORT ON REQUEST FOR PROPOSAL FOR BUSINESS OFFICE ACCOUNTING SOFTWARE

VENDOR	COST
Systems 3000	\$69,070.00

Award contract to Systems 3000 to commence partially in July 2017 for Accounting at a cost of \$42,320.00, and in January 2018 for Payroll at a cost of \$26,750.00, for a combined cost of \$69,070.00 from account code 11-000-251-330-55.

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Board Secretary's Report

BS-01 through BS-07 ADDENDUM: BS-08			
	Yes	No	Abstain
Bartram	X		
Clayton	X		
Donaldson	X		
Fleming			
Frizell	X		
Hoff	X		
Ketch	X		
Moran	X		
Ferraro	X		
Motion by:	Bartram		
Second by:	Ketch		
	8 in favor 0 opposed 1 absent 0 abstain		
Roll Call Vote	Motion carried		

COMMUNICATION

The Board received a thank you note from the class of 2017 for their donation and participation in The Senior Gift Auction

PUBLIC

Jessica Moore – Will return to next meeting with Domicile proof

Mary Jo Fabiano – Pleased with increase in collaboration, she applauded the Helping Hands/Open Hearts certificate.

COMMENTS BY BOARD MEMBERS

Christopher Hoff – Mr. Fleming did not show up.

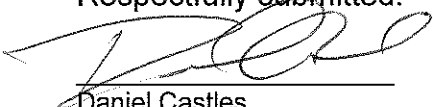
MOTION ON ADJOURNMENT

Motion by Clayton and seconded by Ketch to adjourn this meeting.

Roll call vote: 8 in favor, 0 opposed, 1 absent, and 0 abstain; motion carried.

Closed the meeting at 7:37pm

Respectfully submitted:


Daniel Castles
Business Administrator/
Board Secretary
dc/bmw
C: John Niesz
Administrators
Board Members