

**MINUTES
ORGANIZATION MEETING OF THE
KEANSBURG BOARD OF EDUCATION
TUESDAY, JANUARY 3, 2023
7:00 P.M.
JOSEPH R. BOLGER MIDDLE SCHOOL AUDITORIUM**

CALL TO ORDER

Mr. Michael Sette, Board Secretary, called the Organization Meeting to order.

SUNSHINE LAW

Be advised that this meeting is being held in accordance with the Open Public Meetings Act, Chapter 231 P.L. 1975 (Sunshine Law) and that adequate notice of the date, time and agenda has been sent to the Asbury Park Press and has been posted and filed with the Municipal Clerk of Keansburg. Copies have also been sent to each district school and posted on the district website in accordance with the law.

STATEMENT OF VIDEOTAPING OF PUBLIC PORTION OF BOARD OF EDUCATION MEETINGS

Please note that the public portion of all board of education meetings are videotaped and available for public viewing on our website. Therefore, members of the public should have no expectation of privacy in any statements that they make when addressing the Board/Administration.

NO SMOKING ON SCHOOL GROUNDS

Please be advised that there is no smoking on school grounds - inside or outside - at any time.

PLEDGE OF ALLEGIANCE

Mr. Michael Sette led The Pledge of Allegiance.

RESULTS OF ELECTION

Mr. Michael Sette read the results of the School Board Election conducted on November 8, 2022 General Election Ballot from 6:00am to 8:00pm by the County Board of Elections:

CERTIFIED ELECTION RESULTS

THREE YEAR TERM	
CANDIDATE	TOTAL VOTES
Brooke Clayton	1,238
Kenneth Cook	1,201
Michael Mankowski	1,180
Write-In	96

ADMINISTRATION OF OATH OF OFFICE

Mr. Michael Sette administered the prescribed oath of office to re-elected Board members Brooke Clayton, Kenneth Cook and Michael Mankowski.

ROLL CALL VOTE:

MEMBERS PRESENT: Brooke Clayton, Patricia Frizell, Kim Kelaheer-Moran, Michael Mankowski, Matthew Kitchen, Kenneth Cook, Gregory Siciliano, Christopher Hoff and Judy Ferraro

MEMBERS ABSENT: NONE

OTHERS PRESENT: Kathleen O'Hare, Superintendent, Michael Sette, Board Secretary and Dan Roberts, Attorney.

ELECTION OF BOARD PRESIDENT

According to Bylaw 0152, Mr. Michael Sette, Board Secretary will open up the nomination for the position of President.

Mr. Michael Sette explained that if there was more than one nomination for President or Vice President, candidates will be voted on in order in which they were nominated.

- Gregory Siciliano nominated Matthew Kitchen for President.
- Brooke Clayton nominated Michael Mankowski for President.

MOTION TO CLOSE NOMINATIONS FOR BOARD PRESIDENT	
MOVED BY	Gregory Siciliano
SECONDED BY	Patricia Frizell
AYE	Brooke Clayton, Patricia Frizell, Kim Kelahe-Moran, Michael Mankowski, Matthew Kitchen, Kenneth Cook, Gregory Siciliano, Christopher Hoff and Judy Ferraro
NAY	
ABSTAIN	

VOTE ON MATTHEW KITCHEN FOR BOARD PRESIDENT	
AYE	Patricia Frizell, Kim Kelahe-Moran, Matthew Kitchen, Kenneth Cook, Gregory Siciliano, Judy Ferraro
NAY	Brooke Clayton, Michael Mankowski and Christopher Hoff
ABSTAIN	

ASSUMPTION OF THE CHAIR

Mr. Michael Sette turned the gavel over to Mr. Kitchen.

ELECTION OF BOARD VICE PRESIDENT

According to Bylaw 0152, the Board President will open up the nomination for the position of Board Vice President.

Matthew Kitchen nominated Gregory Siciliano for Vice President

Christopher Hoff nominated Michael Mankowski for Vice President

MOTION TO CLOSE NOMINATIONS FOR VICE PRESIDENT	
MOVED BY	Brooke Clayton
SECONDED BY	Michael Mankowski
AYE	Brooke Clayton, Patricia Frizell, Kim Kelaheer-Moran, Michael Mankowski, Matthew Kitchen, Kenneth Cook, Gregory Siciliano, Christopher Hoff and Judy Ferraro
NAY	
ABSTAIN	

ROLL CALL VOTE

VOTE ON GREGORY SICILIANO FOR BOARD VICE PRESIDENT	
AYE	Patricia Frizell, Kim Kelaheer-Moran, Matthew Kitchen, Kenneth Cook, Gregory Siciliano, Judy Ferraro
NAY	Brooke Clayton, Michael Mankowski and Christopher Hoff
ABSTAIN	

PUBLIC COMMENT(S) - NONE

ORGANIZATION MATTERS

1. ATTENDANCE OFFICER

BE IT RESOLVED, that Ms. Tara Smith, Supervisor of Special Education, be appointed Keansburg Board of Education Attendance Officer through the January 2024 Organization Meeting.

2. AFFIRMATIVE ACTION OFFICER

BE IT RESOLVED, that Mr. Sean Brophy, Principal, be appointed the Affirmative Action Officer through the January 2024 Organization Meeting.

3. DISTRICT SECTION 504 COORDINATOR

BE IT RESOLVED, that Ms. Tara Smith, Supervisor of Special Education, be appointed District 504 Coordinator through the January 2024 Organization Meeting.

4. 2023 REGULAR MEETING SCHEDULE

BE IT RESOLVED that the Keansburg Board of Education hereby adopts the following schedule of meetings, to be held at 7:00pm, on the Third Tuesday of each month, in the Joseph R. Bolger Middle School Auditorium, Keansburg, NJ (unless otherwise noted):

January 17, 2023	January Monthly Meeting
February 21, 2023	February Monthly Meeting
March 14, 2023	March Monthly Meeting (earlier due to the budget)
April 25, 2023	April Monthly Meeting (later due to budget)
May 16, 2023	May Monthly Meeting
June 20, 2023	June Monthly Meeting
July 18, 2023	July Monthly Meeting
August 15, 2023	August Monthly Meeting
September 19, 2023	September Monthly Meeting
October 17, 2023	October Monthly Meeting
November 21, 2023	November Monthly Meeting
December 19, 2023	December Monthly Meeting
January 2, 2024	Organization Meeting

ORGANIZATION MATTERS	
MOVED BY	Gregory Siciliano
SECONDED BY	Patricia Frizell
AYE	Brooke Clayton, Patricia Frizell, Kim Kelaher-Moran, Michael Mankowski, Matthew Kitchen, Kenneth Cook, Gregory Siciliano, Christopher Hoff and Judy Ferraro
NAY	
ABSTAIN	

FINANCIAL AND BUSINESS OPERATIONS MATTERS

1. APPROVAL OF DEPOSITORIES

BE IT RESOLVED that the Keansburg Board of Education authorizes the use of the following depositories:

1. Bank of America
2. New Jersey Cash Management

FINANCIAL AND BUSINESS OPERATIONS MATTERS	
MOVED BY	Judy Ferraro
SECONDED BY	Brooke Clayton
AYE	Brooke Clayton, Patricia Frizell, Kim Kelaheer-Moran, Michael Mankowski, Matthew Kitchen, Kenneth Cook, Gregory Siciliano, Christopher Hoff and Judy Ferraro
NAY	
ABSTAIN	

POLICY DEVELOPMENT & COMMUNITY RELATIONS MATTERS

1. ADOPTION OF CODE OF ETHICS

BE IT RESOLVED, that, in accordance with N.J.S.A. 18A:12-21, the Keansburg Board of Education must minimally adhere to the following "Code of Ethics":

CODE OF ETHICS

- a. I will uphold and enforce all laws, state board rules and regulations, and court orders pertaining to schools. Desired changes should be brought about only through legal and ethical procedures.
- b. I will make decisions in terms of the educational welfare of children and will seek to develop and maintain public schools which meet the individual needs of all children regardless of their ability, race, creed, sex or social standing.

- c. I will confine my Board action to policy-making, planning, and appraisal and I will help to frame policies and plans only after the board has consulted those who will be affected by them.
- d. I will carry out my responsibility, not to administer the schools, but, together with my fellow Board members, to see that they are well run.
- e. I will recognize that authority rests with the Board of Education and will make no personal promises nor take any private action which may compromise the Board.
- f. I will refuse to surrender my independent judgment to special interest or partisan, political groups or to use the schools for personal gain or for the gain of friends.
- g. I will hold confidential all matters pertaining to the schools which, if disclosed, would needlessly injure individuals or the schools. But in all other matters, I will provide accurate information and, in concert with my fellow Board members, interpret to the staff the aspirations of the community for its schools.
- h. I will vote to appoint the best qualified personnel available after consideration of the recommendation of the chief administrative officer.
- i. I will support and protect school personnel in proper performance of their duties.
- j. I will refer all complaints to the chief administrative officer and will act on such complaints at public meetings only after failure of an administrative solution.

2. GOVERNANCE MANUAL

BE IT RESOLVED, that the Keansburg Board of Education approve the current governance manual containing all policies, bylaws, mandated regulations and job descriptions specifically requiring Board approval through the January 2024 Organizational Meeting.

ROLL CALL VOTE

POLICY DEVELOPMENT & COMMUNITY RELATIONS MATTERS	
MOVED BY	Kenneth Cook
SECONDED BY	Patricia Frizell
AYE	Brooke Clayton, Patricia Frizell, Kim Kelaheer-Moran, Michael Mankowski, Matthew Kitchen, Kenneth Cook, Gregory Siciliano, Christopher Hoff and Judy Ferraro
NAY	
ABSTAIN	

PUBLIC COMMENTS - NONE

ADJOURNMENT OF MEETING

MOTION TO ADJOURN	
MOVED BY	Judy Ferraro
SECONDED BY	Kenneth Cook
AYE	Brooke Clayton, Patricia Frizell, Kim Kelaheer-Moran, Michael Mankowski, Matthew Kitchen, Kenneth Cook, Gregory Siciliano, Christopher Hoff and Judy Ferraro
NAY	

Moved by Judy Ferraro, seconded by Kenneth Cook and unanimously carried, the meeting adjourned at 7:19pm.
Respectfully submitted,

Michael Sette
Board Secretary