

**MINUTES  
ORGANIZATION MEETING OF THE  
KEANSBURG BOARD OF EDUCATION  
TUESDAY, JANUARY 4, 2022  
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 2, 2021 General Election Ballot from 6:00am to 8:00pm by the County Board of Elections:

### CERTIFIED ELECTION RESULTS

THREE YEAR TERM	
CANDIDATE	TOTAL VOTES
Matthew Kitchen	1,032
Gregory Siciliano	795
Patricia Menture-Frizell	763
Write-In	34

### ADMINISTRATION OF OATH OF OFFICE

Mr John Bennett administered the prescribed oath of office to re-elected Board members Matthew Kitchen, Gregory Siciliano and Patricia Frizell.

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

**MEMBERS ABSENT:** NONE

**OTHERS PRESENT:** Kathleen O'Hare, Michael Sette, John O Bennett, Esq., Christine Formica and Tara Smith

### EXECUTIVE SESSION

BE IT RESOLVED that in accordance with the provisions of the Open Public Meetings Act ("Act"), the Keansburg Board of Education shall conduct a closed executive session pursuant to the Personnel and Legal exception(s) prescribed by N.J.S.A. 10:4-12 for the purpose of discussing:

- (1) Personnel
- (2) \_\_\_\_\_
- (3) \_\_\_\_\_

It is anticipated that the length of time of this executive session will be 30 minutes and that action will be taken in public after the executive session.

Be it further resolved that the minutes of the executive session will be released when the need for confidentiality in accordance with N.J.S.A. 10:4-12 no longer applies.

MOTION BY: Ken Cook  
SECONDED BY: Gregory Siciliano  
IN 7:22 OUT 7:49

<b>APPROVAL OF EXECUTIVE SESSION</b>	
<b>MOVED BY</b>	Patricia Frizell
<b>SECONDED BY</b>	Kenneth Cook
<b>AYE</b>	Brooke Clayton, Patricia Frizell, Michael Mankowski, Kim Kelahe-Moran, Matthew Kitchen, Kenneth Cook, Gregory Siciliano, Christopher Hoff and Judy Ferraro
<b>NAY</b>	
<b>ABSTAIN</b>	

### **ELECTION OF BOARD PRESIDENT**

According to Bylaw 0152, Mr Michael Sette, Board Secretary opened 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.

Kim Kelahe-Moran nominated Judy Ferraro for President

### **ROLL CALL VOTE**

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

**ROLL CALL VOTE**

<b>ELECTION OF BOARD PRESIDENT</b>	
<b>AYE</b>	Brooke Clayton, Patricia Frizell, Michael Mankowski, Kim Kelaher-Moran, Matthew Kitchen, Kenneth Cook, Gregory Siciliano, Christopher Hoff and Judy Ferraro
<b>NAY</b>	
<b>ABSTAIN</b>	

**ASSUMPTION OF THE CHAIR**

Mr. Michael Sette turned the gavel over to Ms. Ferraro

**ELECTION OF BOARD VICE PRESIDENT**

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

Ms. Patricia Frizell nominated Michael Mankowski

Mr. Kenneth Cook nominated Matthew Kitchen

**ROLL CALL VOTE**

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

**ROLL CALL VOTE**

<b>ELECTION OF BOARD VICE PRESIDENT - Michael Mankowski</b>	
<b>AYE</b>	Brooke Clayton, Patricia Frizell, Michael Mankowski, Kim Kelaher-Moran, Matthew Kitchen, Kenneth Cook, Gregory Siciliano, Christopher Hoff and Judy Ferraro
<b>NAY</b>	
<b>ABSTAIN</b>	

**PUBLIC COMMENT(S)**

**ORGANIZATION MATTERS**

The Superintendent of Schools submits the following resolutions for approval:

**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 2023 Organization Meeting.

**2. AFFIRMATIVE ACTION OFFICER**

BE IT RESOLVED, that Mr. Sean Brophy, Assistant Principal, be appointed the Affirmative Action Officer through the January 2023 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 2023 Organization Meeting.

**4. 2022 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 18, 2022                      January Monthly Meeting

February 22, 2022                      February Monthly Meeting

March 15, 2022                      March Monthly Meeting

April 26, 2022	April Monthly Meeting
May 17, 2022	May Monthly Meeting
June 21, 2022	June Monthly Meeting
July 19, 2022	July Monthly Meeting
August 16, 2022	August Monthly Meeting
September 20, 2022	September Monthly Meeting
October 18, 2022	October Monthly Meeting
November 15, 2022	November Monthly Meeting
December 13, 2022	December Monthly Meeting
January 3, 2023	Organization Meeting

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

**FINANCIAL AND BUSINESS OPERATIONS MATTERS**

The Superintendent of Schools submits the following resolutions for approval:

**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

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

**POLICY DEVELOPMENT & COMMUNITY RELATIONS MATTERS**

The Superintendent of Schools submits the following resolutions for approval:

**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 2023 Organizational Meeting.

### DISCUSSION

### ROLL CALL VOTE

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

### **PUBLIC COMMENTS**

Tami Alt congratulated everyone on the Board and said she realizes what the Board does is a thankless job.

She is concerned that because there was only one change to the Board, the Vice Presidency, that everything will remain the same and nothing will change going forward. She asked the Board, how will things get better?

Mr. Bennett attempted to answer.

**ADJOURNMENT OF MEETING**

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

Moved by Kenneth Cook, seconded by Michael Mankowski and unanimously carried, the meeting adjourned at 7:59am.

Respectfully submitted,

Michael Sette  
Board Secretary