

**MINUTES
ORGANIZATION MEETING OF THE
KEANSBURG BOARD OF EDUCATION
TUESDAY, JANUARY 7, 2025
7:00 P.M.
JOSEPH R. BOLGER MIDDLE SCHOOL MEDIA CENTER**

CALL TO ORDER

Mr. Michael Sette, Board Secretary, called the Organization Meeting to order at 7:02 pm.

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 5, 2024, General Election Ballot from 6:00 am to 8:00 pm by the County Board of Elections:

CERTIFIED ELECTION RESULTS

THREE YEAR TERM	
CANDIDATE	TOTAL VOTES
Patricia Frizell	2007
Gregory Siciliano	1940
Matthew Kitchen	1985
Write-In	115

ADMINISTRATION OF OATH OF OFFICE

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

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

MEMBERS ABSENT: Gregory Siciliano

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

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 the order in which they were nominated.

Judy Ferraro nominated Christopher J. Hoff for President.
No other nominations were made.

ROLL CALL VOTE

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

ROLL CALL VOTE

ELECTION OF BOARD PRESIDENT	
AYE	Brooke Clayton, Kenneth Cook, Judy Ferraro, Patricia Frizell, Christopher Hoff, Kim Kelaheer-Moran, Matthew Kitchen and Michael Mankowski
NAY	
ABSTAIN	

ASSUMPTION OF THE CHAIR

ELECTION OF BOARD VICE PRESIDENT

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

Patricia Frizell nominated Michael Mankowski for Vice President.
No other nominations were made.

ROLL CALL VOTE

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

ROLL CALL VOTE

ELECTION OF BOARD VICE PRESIDENT	
AYE	Brooke Clayton, Kenneth Cook, Judy Ferraro, Patricia Frizell, Christopher Hoff, Kim Kelahe-Moran, Matthew Kitchen and Michael Mankowski
NAY	
ABSTAIN	

PUBLIC COMMENT(S) - None

EXECUTIVE SESSION - None

ORGANIZATION MATTERS

1. ATTENDANCE OFFICER

BE IT RESOLVED, that Ms. Tara Smith, Supervisor of Special Education, to be appointed Keansburg Board of Education Attendance Officer through the January 2026 Organization Meeting.

2. 2025 REGULAR MEETING SCHEDULE

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

January 21, 2025	January Monthly Meeting
February 18, 2025	February Monthly Meeting
March 18, 2025	March Monthly Meeting - Tentative Budget
April 29, 2025	April Monthly Meeting - Budget Hearing and Adoption
May 20, 2025	May Monthly Meeting
June 17, 2025	June Monthly Meeting
July 15, 2025	July Monthly Meeting
August 19, 2025	August Monthly Meeting
September 16, 2025	September Monthly Meeting
October 28, 2025	October Monthly Meeting
November 18, 2025	November Monthly Meeting
December 16, 2025	December Monthly Meeting
January 6, 2026	Organization Meeting

ORGANIZATION MATTERS	
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	

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
3. New Jersey Asset & Rebate Management (NJ ARM)

FINANCIAL AND BUSINESS OPERATIONS MATTERS	
MOVED BY	Kenneth Cook
SECONDED BY	Judy Ferraro
AYE	Brooke Clayton, Kenneth Cook, Judy Ferraro, Patricia Frizell, Christopher Hoff, Kim Kelaher-Moran, Matthew Kitchen and Michael Mankowski
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 2026 Organizational Meeting.

DISCUSSION - None

ROLL CALL VOTE

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

PUBLIC COMMENTS - None

Kenneth Cook: Congratulations to both of you.

Kim Kelahe-Moran: Congratulations to you both and I think we are going to have a great year.

Matthew Kitchen: Congratulations

Patricia Frizell: Congratulations

Judy Ferraro: Congratulations

Michael Mankowski: Thank you for your support and looking forward to the upcoming year.

Christopher Hoff: Thank you for your support. I believe that every child in Keansburg will get the best education because I believe in our staff. I look forward to a new year; bright things are going to happen.

John Bennett: Congratulations to the two sworn-in members and two new officers. Chris, I know your mom would be proud to see her two sons leading the town's two governments.

ADJOURNMENT OF MEETING

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

Moved by Brooke Clayton, seconded by Matthew Kitchen, and unanimously carried, the meeting adjourned at 7:20 pm.

Respectfully submitted,



Michael Sette
Board Secretary