

MINUTES

**REGULAR BOARD MEETING
KEANSBURG BOARD OF EDUCATION
JOSEPH R. BOLGER MIDDLE SCHOOL MEDIA CENTER
JANUARY 16, 2024 - 7:00 P.M.**

CALL TO ORDER Matthew Kitchen, President, called the Regular Meeting to order at 7:01 p.m.

MEMBERS PRESENT Kenneth Cook, Judy Ferraro, Christopher Hoff, Matthew Kitchen, Michael Mankowski, and Gregory Siciliano

MEMBERS ABSENT Brooke Clayton, Patricia Frizell, Kim Kelaher-Moran

OTHERS PRESENT Kathleen O'Hare, Superintendent, Michael Sette, Board Secretary, and District Administration.

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

PRESENTATIONS/CORRESPONDENCES - None

STUDENT REPRESENTATIVE REPORTS-

Bolger Middle School Student Report by Emily Reyes and Katharine Lindberg-

Spelldown will be held on January 18th. Wrestling and Basketball are ongoing, with staff and students actively supporting the teams. The Students of the Month were recently announced, and the end of the 2nd marking period is on January 26th.

Keansburg High School Student Report by Gabriella Rivera-

Winter sports teams are young, and the basketball team has new leadership. The wrestling team is doing well and won a Shore Conference Medal, and the bowling team is also performing well. See the schedule for upcoming sporting events. The guidance department has organized a therapy dog program, which is going well. Additionally, several students have received acceptance letters from numerous colleges. We have several fundraisers upcoming, including the Designer Bag Bingo, which is still accepting donations. Please see Ms. Lopez for more information.

JANUARY 16, 2024 MINUTES

COMMITTEE REPORTS - Kenneth Cook reported the Finance Committee met and discussed affordability of service contracts and the upcoming budget agenda were also reviewed, and finances are sound.

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	December 19, 2023
EXECUTIVE SESSION	
SPECIAL MEETING- Reorganization	January 2, 2024

APPROVAL OF MINUTES	
MOVED BY	Gregory Siciliano
SECONDED BY	Michael Mankowski
AYE	Kenneth Cook, Judy Ferraro, Christopher Hoff, Matthew Kitchen, Michael Mankowski, and Gregory Siciliano
NAY	
ABSTAIN	Kenneth Cook on January 2nd minutes

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

PERSONNEL:

1. RESIGNATION-2023-2024-DISTRICT

Approve the following resignation, as submitted:

Varanelli, Nicholas Special Ed. Account # 15-209-100-101-40
Eff. 2/19/24 or sooner

2. PERSONNEL-SUSPENSION

Approve the following individual be suspended, with pay, effective January 2, 2024, pending the outcome of an investigation:

SMID #: 38158713

3. LEAVE OF ABSENCE-MEDICAL

Approve/ratify the following individual be granted a Medical Leave of Absence using allowable sick days followed by unpaid leave. If interested and eligible, this leave may be deducted from his/her entitlement under FMLA/NJFLA:

Name	Beginning	Returning
Ducsai, Janis	01/02/2024	01/24/2024

4. LEAVE OF ABSENCE-MEDICAL-REVISION

Approve/ratify the following individuals be granted a revision to their Medical Leave of Absence using allowable sick days followed by unpaid leave. If interested and eligible, this leave may be deducted from his/her entitlement under FMLA/NJFLA:

Name	Beginning	Returning
Anderson, Tammy	10/23/2023	03/01/2024
DeFilippo, Geraldine	11/03/2023	04/01/2024

5. LEAVE OF ABSENCE-EXPANDED SICK LEAVE

Approve/ratify the following individuals be granted a paid Expanded Sick Leave of Absence using allowable sick days followed by unpaid leave. If interested and eligible, this leave may be deducted from his/her entitlement under FMLA/NJFLA and expanded sick leave under NJSA 18A:30-1 and NJSA 18A:30-4.

Name	Beginning	Returning
Book, Jonathan	01/02/2024	02/23/2024
Thorn, Kristine	01/02/2024	01/22/2024

6. LONG TERM SUBSTITUTE TEACHER-REVISION-2023-2024-DISTRICT

Waltz, Ryan (Vacancy) Account # 15-140-100-101-40	LTS	8/31/23-2/29/24 Art	\$200.00 per day	HS
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7. ADOLESCENT PREGNANCY PREVENTION INITIATIVE (APPI)
COORDINATOR-REPLACEMENT REVISION-KHS

Approve the Adolescent Pregnancy Prevention Initiative's Time to Grow Counselor, who will now be Cyannie Williams in place of Kerrienne Meade, who has resigned. Counseling will take place in Keansburg High School, at no cost to the district.

8. KEANSBURG AFTERSCHOOL PROGRAM (KAP)-DISTRICT-2023-2024-SALARY REVISION

Approve the minimum wage rate change effective January 1, 2024 through December 31, 2024 to \$15.13 per hour for the following High School Students:

Coleman, Treshaun
Davis, Guydai
Johnson, Nicholas
Sousa, Jasper

Account # 20-095-100-100-60

9. 2023-2024 CTE TRAINERS-KHS

Approve the following individuals to plan and provide after-school tutoring in preparation and attainment of industry credentials. \$41.00 per hour for 4 hours total, 2 hours per trainer. Total not to exceed \$164.00.

Ferraro, James
Walsh, Thomas

Account # 20-361-100-101-40

10. 2023-2024 CTE CLUB INSTRUCTORS-KHS

Approve the following individuals to plan and provide an after school club to certify students in CPR/AED. \$41.00 per hour for 16 hours total, 8 hours per trainer. Total not to exceed \$656.00.

Ferraro, James
Walsh, Thomas

Account # 20-361-100-101-40

11. 2023-2024 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. \$41.00 per hour for 18 hours total, 9 hours per trainer. Total not to exceed \$738.00.

Ferraro, James
Walsh, Thomas

Account # 20-361-100-101-40

12. 2023-2024 CTE ADMINISTRATION-KHS

Approve the following individuals to plan and develop Perkins Needs Assessment, Stakeholder Meetings and Perkins FY24 Budget. Total not to exceed \$558.00.

Ferraro, James
Walsh, Thomas

Account # 20-361-200-890-40

DISCUSSION

Christopher Hoff inquired about the duration a teacher must remain after resigning, and Kathleen O'Hare replied that it is 60 days.

APPROVAL OF PERSONNEL	
Moved By:	Kenneth Cook
Seconded By:	Michael Mankowski
Aye:	Kenneth Cook, Judy Ferraro, Christopher Hoff, Matthew Kitchen, Michael Mankowski, and Gregory Siciliano
Nay:	
Abstain:	Judy Ferraro #9, #10 and #11 and #12 First Name

GENERAL

13. DISTRICT H-I-B. REPORT-2023-2024

Approve the monthly District H-I-B- Report for the month of December, 2023

Ref. Exhibit # 1

14. MEMORANDUM OF AGREEMENT WITH LAW ENFORCEMENT (MOA) 2023-2024

Approve the Memorandum of Agreement with Law Enforcement (MOA) for the 2023-2024 school year.

Ref. Exhibit # 2

15. IN-STATE CLASS TRIPS-2023-2024-DISTRICT

Approve the 2023-2024 In-State Class Trip Locations as submitted:

Ref. Exhibit # 3

16. OUT OF STATE TRIP-2023-2024-KHS

Approve the following Keansburg High School Out of State trip as follows:

6/6/24 Hershey Park, Hershey, Pennsylvania 8:00 am - 9:00 pm

Keansburg High School Students will be visiting Hershey Park for their Senior Trip.

17. SENIOR STUDENT INTERNSHIP LOCATION

Approve the PROCARE Rehabilitation location at 1 Bethany Road, Bldg. 4, Ste. 53 Hazlet, NJ 07730 for a Senior Student Internship/CTE Class.

JANUARY 16, 2024 MINUTES

APPROVAL OF GENERAL	
Moved By:	Judy Ferraro
Seconded By:	Kenneth Cook
Aye:	Kenneth Cook, Judy Ferraro, Christopher Hoff, Matthew Kitchen, Michael Mankowski, and Gregory Siciliano
Nay:	
Abstain:	

DISCUSSION -


Kenneth Kitchen - Asked about trip Kathleen O'hare responded trip location added

SCHOOL BUSINESS ADMINISTRATOR/BOARD SECRETARY REPORT

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

BOARD SECRETARY'S MONTHLY CERTIFICATION

I, Michael Sette, Board Secretary, certifies that no line item has been over expended 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 December 15, 2023 in the amount of \$956,022.34 and the December 21, 2023 in the amount of \$1,021,733.25 totaling \$1,977,755.59.

1. RECEIPT AND ACCEPTANCE OF NOVEMBER 2023 BOARD SECRETARY'S REPORT

Recommend the receipt of the Board Secretary Financial Reports as of November 30, 2023 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, 2023 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.

3. APPROVE BILLS

Recommend that the Board of Education approve the bills paid and checks issued at the Board meeting in the amount of \$993,207.26.

4. 2023-2024 HOME INSTRUCTION

Recommend the Board approve the following students to receive Home Instruction for the 2023-2024 school year:

Student I.D.#	H.I. #	Tutor	Start Date	End Date	Hours
7005980478	9	MOESC	12-5-23	2-5-24	10 hours per week
4067216241	10	Board Approved Staff	1-3-24	2-20-24	10 hours per week

Account # 11-150-100-101-80

Account # 11-150-100-320-80

5. OUT OF DISTRICT TUITION 2023-2024

Approve the following student to attend the placement indicated for the 2023-2024 school year:

Student I.D.	Class.	Placement	Start Date	Public/Private	Tuition
2231447462	ERI	New Hope	12-13-23	Private	\$600.00 per week

Account # 11-000-100-566-80

6. MCKINNEY VENTO TUITION 2023-2024

Approve the following students to attend the placement indicated for the 2023-2024 school year:

Student I.D.	Class.	Placement	Start Date	Public/Private	Tuition
3916704485	R/E	Long Branch	9-6-23	Public	18,747.00 yearly

Account # 11-000-100-561-80 Reg. Ed.

7. **APPROVE AMENDMENT FOR TITLE I, SIA AND TITLE III FY23 CARRY-OVER SUBMISSION**

Recommend the Board approve the amendment of the ESEA FY23 for the following carry over amounts:

Title I - \$8,662.00
SIA - \$4,900.00 *
Title III - \$5,507.00

*Approved at December meeting

8. **BANKING INSTITUTIONS SIGNATURES**

Recommend the Board of Education establish the following bank accounts and authorize the appropriate banks to honor all checks, drafts and other orders for the payment of money drawn in the name of the Board of Education in the following accounts when bearing the true or approved facsimile signature indicated for the period January 16, 2024 through June 30, 2024.

<u>ACCOUNT TITLE</u>	<u>SIGNATURES REQUIRED</u>			
1. General Operating Bank of America	and	Board President Superintendent	or and	Board Vice President Business Administrator
2. Payroll and Payroll Agency Accounts Bank of America		Superintendent	and	Business Administrator
3. Cafeteria Funds Bank of America		Business Administrator		
4. KHS Student Activity Bank of America	and	Superintendent Principal	or or	Business Administrator Vice Principal
5. Jos. R. Bolger MS Student Activity Bank of America	and	Superintendent Principal	or or	Business Administrator Vice Principal
6. Jos. C. Caruso ES Student Activity Bank of America	and	Superintendent Principal	or or	Business Administrator Vice Principal

Edith Chmiel Scholarship Business Administrator
Robert Currie Scholarship Business Administrator
Arlene M Carr Kelaher Scholarship Business Administrator
Bank of America

Petty Cash Superintendent or Business Administrator
Bank of America

DISCUSSION -

Matthew Kitchen asked about #4 Kathleen O'Hare responded that we use MOSEC when we can't find anyone.

APPROVAL OF BUSINESS ADMINISTRATOR/BOARD SECRETARY REPORT	
Moved By:	Kenneth Cook
Seconded By:	Judy Ferraro
Aye:	Kenneth Cook, Judy Ferraro, Christopher Hoff, Matthew Kitchen, Michael Mankowski, and Gregory Siciliano
Nay:	
Abstain:	

ADDENDUM

BS-1. RECEIPT AND ACCEPTANCE OF DECEMBER 2023 BOARD SECRETARY'S REPORT

Recommend the receipt of the Board Secretary Financial Reports as of December 31, 2023 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 December 31, 2023 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 - 2. APPROVE APPROPRIATION TRANSFERS

Recommend that the Board of Education approve the following Transfers.

APPROVAL OF BUSINESS ADMINISTRATOR/BOARD SECRETARY REPORT ADDENDUM	
Moved By:	Gregory Siciliano
Seconded By:	Kenneth Cook
Aye:	Kenneth Cook, Judy Ferraro, Christopher Hoff, Matthew Kitchen, Michael Mankowski, and Gregory Siciliano
Nay:	
Abstain:	

**PUBLIC COMMENTS AND QUESTIONS RELATING TO ADDITIONAL CONCERNS-
None**

OLD/NEW COMMUNICATIONS-

Christopher Hoff - Happy New Year. The Holiday Girls Classic basketball took place over the break. Winter sports are in full swing, and the marking period ends 1/26/24. Are we having Read Across America? Kathleen O'Hare replied yes, it is on March 2nd.

Michael Mankowski - Thanks to all the staff who got the building ready for school today.

Kenneth Cook - Happy New Year. I hope everyone had fun in the snow, and it definitely made a lot of kids happy. I wanted to mention number 1, a resignation. It is sad to see the individual go. They were a big part of the community, and I wish them success. Thank you to everybody in the administration today went very smoothly.

Gregory Siciliano- No comments - they said better than I could.

Matthew Kitchen- Second what everybody said and Happy New year

ADJOURNMENT OF MEETING

MOTION TO ADJOURN	
Moved By:	Kenneth Cook
Seconded By:	Judy Ferraro
Aye:	Kenneth Cook, Judy Ferraro, Christopher Hoff, Matthew Kitchen, Michael Mankowski, and Gregory Siciliano
Nay:	
Abstain:	

Moved by Kenneth Cook, seconded by Judy Ferraro and unanimously carried, the meeting adjourned at 7:16 pm.

Respectfully submitted,



Michael Sette
Asst. to the Business
Administrator/Board Secretary