

KEANSBURG BOARD OF EDUCATION
100 PALMER PLACE
KEANSBURG, NJ 07734

REGULAR MEETING MINUTES
July 21, 2020

CALL TO ORDER

I hereby call to order the Regular Meeting of the Keansburg Board of Education, on July 21, 2020, in the Bolger Middle School Media Center. 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 28, 2020.

ROLL CALL

Louise B Davis, Interim School Board Secretary, called roll at 7:00 pm

Present: Brooke Clayton, Kenneth Cook, Patricia Frizell, Christopher Hoff (arrived 8:10),
Kimberly Kelaher- Moran, Matthew Kitchen, and Michael Mankowski

Also Present: Doug Covert, Superintendent of Schools, Attorney John O Bennett, Esq. (Zoom)

Absent: Michael Donaldson and Robert Ketch

PLEDGE OF ALLEGIANCE

Number of public present: 0

PUBLIC - AGENDA ITEMS ONLY- NONE

RESOLUTION AUTHORIZING 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) Contract Issue
- (2)
- (3)

It is anticipated that the length of time of this executive session will be 30 minutes and that action may 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: Mr. Kitchen

SECONDED BY: Mr. Cook

IN: 7:10pm

OUT: 7:35pm

EXECUTIVE SESSION RESOLUTION TO CLOSE	
MOVED BY	Mr. Mankowski
SECONDED BY	Ms. Kelaher-Moran
AYE	6
NAY	0
ABSTAIN	0

V. APPROVAL OF MINUTES

Motion by Mr. Kitchen and seconded by Mr. Cook to approve the following minutes:

Regular Meeting - June 16, 2020
Executive Minutes- June 16, 2020

Roll Call Vote: 6 in favor, 0 opposed, 2 absent and 0 abstain

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

PERSONNEL:

A. Resignations - District

Approve the following resignations, as submitted, effective June 30, 2020:

Cirillo, Judith	Bilingual Teacher	Account # 15-120-100-101-20
Lee, Kimberly A.	Paraprofessional	Account # 15-190-100-106-10
Vernola, Anthony	Paraprofessional	Account # 15-213-100-106-40

B. Resignation of the Summer Session Co-Weight Room Supervisor

Approve the following resignation, as submitted:

Burgess, Ryan Summer Session Co-Weight Room Supervisor

C. Professional Employment-2020-2021

Approve the following individual for the position and salary indicated for the 2020-2021 school year:

Melfi, Angela Special Ed. LLD MA-1 \$58,355.00*
Eff. 9/1/2020
Account # 15-212-100-101-20
*Salary pending negotiations

Pigott, Megan Elem. Ed. Grade 2 BA-1 \$55,355.00*
Eff. 9/1/2020
Account # 15-120-100-101-20
*Salary pending negotiations

Smith, Tara Supervisor Special Education \$110,000.00
Eff. 8/1/2020
Account # 11-000-219-104-80

Kmak, Brian Vice Principal \$114,000.00
Eff. 8/1/2020
Account # 15-000-240-103-40

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D. Re-Employment of Professional Personnel 2020-2021-District

Approve the re-employment of the following individuals for the position and salary indicated for the 2020-2021 school year:

Bubnick, Christopher Social Studies BA-6 \$59,055.00* HS
Account # 15-140-100-101-40
*Salary pending negotiations

Reid, James Special Ed. BD MA+30-7 \$69,125.00* JC
Account # 15-209-100-101-20
*Salary pending negotiations

E. Leave of Absence-District

Approve the following individual be granted a Maternity/Child Care Leave of Absence beginning October 5, 2020 returning April 12, 2021 using allowable sick days followed by unpaid leave. If interested and eligible, this leave may be deducted from his/her entitlement under FMLA/NJFLA:

Trucano, Kerri

F. Transfer - Professional Staff 2020-2021

Approve the following individuals for the position indicated effective for the 2020-2021 school year:

	<u>From</u>	<u>To</u>
DeSoucey, Christina	BD – JC 15-209-100-101-20	ICR 1 - JC 15-213-100-101-20
Higgins, Noreen	MD – JC 15-212-100-101-20	LDTC - Dist. 11-000-219-104-80
White, Jessica	ICR 1 - JC 15-213-100-101-20	BD – JC 15-209-100-101-20
Wolkom, Kaitlin	ICR 3 – JC 15-213-100-101-20	Elem. Ed. 4 – JC 15-120-100-101-20

G. Substitute Teachers/Paraprofessionals-District

Approve the following individuals be added to our Substitute Teacher/Paraprofessional list for the 2020-2021 school year at the rates listed below:

Ajello, Alexander
Alaia, Shannon
Albano, Carolyn
Cahalan, Andrea
Case, Howard
Clark, Katie
Coles, Joy^
Conk, Stephanie
Grodman, Lauren
Kane, Sara
Kerrigan, Christine
Koenig, Lauren
Lee, Kimberly A.
Mackie, Kelly
Mason, Marcy
McStravick, Eileen^
Nelson, Diane
Romano, Sharon
Schmelz, Lance
Vargas, Laura
Wendland, Jennifer
Wilk, Michelle

^Pending Renewal of Substitute Certification

Account # 11-120-100-101-55 PreK-5

Account # 11-130-100-101-55 Grades 6-8

Account # 11-140-100-101-55 Grade 9-12

H. Extended School Year Summer Program Coordinator-2020-District-Revised

Approve the following individual for the position and salary as submitted:

Smith, Tara \$39.00 per hour for 75 hours not to exceed \$2,925.00*

Account # 11-422-100-101-80

*Pending negotiations

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Volunteer Assistant Football Coaches

Approve the following individuals as volunteer Assistant Football coaches and Assistant Cheerleading Coach.

Fowlkes, Troy
Morfin, Uriel
Varanelli, Nicholas
Vloyanetes, Nicholas

Florio, Dana
Assistant Football Cheerleading Coach

J. Volunteer Assistant Coach

Approve the following individual for volunteer Assistant coach at no cost to the district:

Squeo, Richard

K. Co-Weight Room Supervisor for the Summer Session

Approve the following individual for Co-Weight Room Supervisor for the summer session:

Reid, James Co-Weight Room Supervisor summer session \$1,529.50*

*Pending negotiations

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:

8/18-20	Brophy, Sean	All New Affirmative Action Officer Certificate Program	\$400.00
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GENERAL:

1. District H-I-B Report-2019-2020

Approve the monthly District H-I-B- Report for the month of June, 2020.

Ref. Exhibit # 1

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2. **Policy 1st Reading**

1649	Federal Families First Coronavirus (COVID 19) Response Act (M) (New)
2270	Religion Schools (Revised)
2431.3	Heat Participation Policy for Student-Athlete Safety (M) (Revised)
2622	Student Assessment (M) (Revised)
5111	Eligibility of Resident/Nonresident Students (M) (Revised)
5200	Attendance (M) (Revised)
5320	Immunization (Revised)
5330.04	Administering an Opioid Antidote (M) (Revised)
5610	Suspension (M) (Revised)
5620	Expulsion (M) (Revised)
8320	Personnel Records (M) (Revised)
9150	School Visitors (Revised)

Ref. Exhibit # 2

3. **Regulations 1st Reading**

5111	Eligibility of Resident/NonResident Students (M) (Revised)
5200	Attendance (M) (Revised)
5320	Immunization (Revised)
5330.04	Administering and Opioid Antidote (M) (Revised)
5610	Suspension Procedures (M) (Revised)
8320	Personnel Records (M) (Revised)

Ref. Exhibit # 3

4. **Uniform Memorandum of Understanding-Keansburg School District and Georgian Court University-2020-2021**

Approve the Memorandum of Understanding Agreement to ensure the communication, collaboration, and cooperation between Keansburg School District and Georgian Court University School of Education in the creation and maintenance of a clinical partnership for the preparation of, and to meet state requirements for teacher educators as submitted:

Ref. Exhibit # 4

Advanced Assessment Systems, LLC (Linkit!) Contract-2020-2021-District

Approve the Advanced Assessment Systems, LLC (Linkit!) Contract for the 2020-2021 school year. Linkit! Enables the development and management of K-12 assessments in all subject areas and other various technological functions in the amount of \$46,612.00 as submitted:

Account # 11-000-221-500-60
Ref. Exhibit # 5

6. Summer Session Period Guidelines per New Jersey State Interscholastic Athletic Association (NJSIAA).

Approve the Summer Session Period Guidelines per the New Jersey State Interscholastic Athletic Association (NJSIAA) as submitted:

Ref Exhibit # 6

7. 2020-2021 Health History Questionnaire from the State of New Jersey

Approve the updated 2020-2021 Health History Questionnaire from the State of New Jersey as submitted:

Ref. Exhibit # 7

8. Strauss Esmay Associates, LLP-2020-2021

Approve Strauss Esmay Associates, LLP as the Keansburg School Districts Policy Alert and Support System (PASS) for the 2020-2021 school year in the amount of \$5,015.00 as submitted:

Account # 11-00-0230-890-52
Ref. Exhibit # 8

9. ESEA FY21 Grant Title Transfers of Funds

Approve the following transfers of funds within the following grant Titles:

Title I-A	\$ 1,144,652.00	
Title I-Reallocated	\$ 27,462.00	(Original Allocation)
Title I SIA Part A	\$ 152,800.00	(Original Allocation)
Title II-A	\$ 0.00	(Transferred to Title I-A)
Title III-Immigrant	\$ 1,314.00	(Original Allocation)
Title III	\$ 0.00	(Consortium w/Eatontown)
Title IV	\$ 0.00	(Transferred to Title I-A)

10. Alyssa's Law Compliance & School Security Grant Submission/Acceptance

Approve the submission and acceptance of the Alyssa's Law Compliance & School Security Grant in the amount of \$79,587.00.

11. Curriculum Approval/Revisions-2020-2021

Approve the following Curricula as indicated below:

Introduction to Corrections

12. Principal & Teacher Evaluation Instruments-District 2020-2021

Approve the New Jersey Department of Education approved Marshall Principal Evaluation Rubrics and the Marshall Rubrics for Teachers Practice Evaluation Instruments for the 2020-2021 school year.

13. Special Needs 2020-2021

Approve the following students to attend the placement indicated for the extended school year:

Student ID	D.O.B.	Classes	Placement	Start	Private/ Public	Tuition Per Diem
5607996934	9-6-09	ED	CPC	7-2020	Private	\$422.07
1021591324	12-3-10	MD	CPC	7-2020	Private	\$422.07
3231533496	7-5-11	MID	CPC	7-2020	Private	\$422.07
1815928285	5-30-11	ED	CPC	7-2020	Private	\$422.07
4997513317	6-18-05	ED	CPC	7-2020	Private	\$422.07
5533837847	10-30-06	ED	CPC	7-2020	Private	\$422.07
1591588741	12-25-04	MD	Schroth/ Ladacin	7-2020	Private	\$315.16
983049549	9-16-10	MD	Schroth/ Ladacin	7-2020	Private	\$312.16
1576198442	11-29-03	ED	Honor Ridge	7-2020	Private	\$428.48

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5224428261	7-19-19	OHI	Honor Ridge	7-2020	Private	\$428.48
8874020194	1-28-13	AUT	Rutgers Day School	7-2020	Private	\$14,000.00
9288343597	7-25-08	ED	Rugby	7-2020	Private	\$397.66
6260923547	9-8-03	AUT	Hawkswood School	7-2020	Private	\$380.89
7455306931	11-24-01	AUT	Children's Ctr.	7-2020	Private	\$324.34
9820025262	8-30-12	PSD	Children's Ctr.	7-2020	Private	\$324.34
5407827728	7-27-00	MD	Harbor School	7-2020	Private	\$336.83
8867731921	1-23-03	MD	Harbor School	7-2020	Private	\$336.83
605335512	4-19-07	OHI	Collier	7-2020	Private	\$347.36
9411027960	6-6-05	ED	Legacy/Mary Dobbins	7-2020	Private	\$380.00
4345019837	7-30-03	MD	Ocean Academy	7-2020	Private	\$362.34
7482403889	5-21-09	A.I.	Summerfield School/Neptune	7-2020	Public	\$310.56
3088326528	9-16-13	AUT	Center for Life Long Learning	7-2020	Public	\$220.00

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

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

14. Independent Consultants 2020-2021

AAA Onsite Drug Testing	Panel Instant Drug Test (per test)	\$ 45.50
	Random Pool Administration one time fee	\$ 375.00
	On-site waiting fee	\$ 22.50

Account # 11-000-213-300-80

15. 2020-2021 Shore Conference Official Fees-All Sports

Approve the following Shore Conference Official Fees as submitted:

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Fall Sports:

Football:	Varsity \$ 94.00 Clock Operator \$80.00 Sub Varsity \$62.00 Chains \$60.00
Field Hockey	Varsity \$ 80.00 Sub Varsity \$59.00
Gymnastics	Varsity \$ 87.00 Sub Varsity \$60.00
Boys & Girls Soccer	Varsity \$ 84.00 Sub Varsity \$ 60.00
Boys & Girls Volleyball	Varsity/JV \$ 125.00 Varsity \$ 79.00 Sub Varsity \$ 51.00 1 frosh/1 JV - stay for V \$ 140.00
Cross Country	Varsity (Dual) \$ 71.00 Varsity (More the Dual) \$ 10.00 per school Varsity (plus sub-varsity race) \$ 10.00 per sub-varsity race Assignor Fee \$ 50.00 per school

Winter Sports:

Boys and Girls Basketball	Varsity \$ 84.00 Sub Varsity \$61.00
Wrestling	Varsity \$ 92.00 Sub Varsity \$54.00
Swimming	Boys & Girls Dual \$ 89.00 Boys or Girls Single \$77.00

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Ice Hockey Varsity \$ 94.00
 Sub Varsity \$67.00

Spring Sports:

Softball Varsity \$ 79.00
 Sub Varsity \$61.00

Baseball Varsity \$ 85.00
 Sub Varsity \$62.00

Track & Field 2 Teams-Dual (3 certified officials) \$ 80.00
 3 Teams-Tri (4 certified officials) \$ 92.00
 4 Teams-Double Dual (5 certified officials) \$115.
 Assignor Fee. \$. 50.00

Boys and Girls LaCrosse Varsity \$ 88.00
 Sub Varsity \$62.00

16. 2020-21 Shore Conference Recommended Notes and Policies

Approve the following Shore Conference Notes and Policies as submitted:

1. As per Shore Conference Constitution, all fees are approved recommendations from the Executive Committee. Individual Schools or Boards of Education are not mandated to pay these recommended fees.
2. If an official reports for a game and the game is postponed before it starts, due to weather/field conditions, the official should receive a full game rate for that level they were assigned.
3. If a school is notified that only one official is supplied, that official should be paid the following:

* Sub Varsity receives a varsity fee * Varsity receives a varsity rate plus ½ Varsity rate.

4. If a school requests a Sub Varsity official in Wrestling and only has a few wrestlers, the official receives a full Sub Varsity fee. If a Varsity official is asked to do a few Sub Varsity matches he should be paid \$5.00 per match up to 5 matches. Anything over 5 matches is a Sub Varsity fee.
5. Individual Gymnasts competing in meets with other Shore Conference teams shall pay the following official fee: \$7.00 per judge per event.

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6. If a school requests an official to travel out of the Shore area for a NJSIAA state game/match there shall be a travel fee equal to that sport's Sub Varsity fee. If the NJSIAA assigns an official from the Shore no travel fee is required.

ADDENDUM:

A1. Summer Work Child Study Team 2020-2021

Approve the following Child Study Team personnel to complete work due to IEP needs at the hourly rate indicated not to exceed:

LDTC 150 hours, Psychologists 150 hours, Social Workers 125 hours, Speech 100 hours; all hours must have prior approval from the Central Office.

<u>Name</u>	<u>Position</u>	<u>Hourly Rate</u>
Higgins, Noreen	LDTC	\$ 64.94

Account # 11-000-219-104-80 *Pending Negotiations

A2. District Staff Extended School Year 2020-2021

Approve all district special education and general education teachers to attend summer IEP meetings at a rate of \$39.00* per hour for IEP compliance as needed.

Account #: 11-422-100-101-80

*Pending Negotiations

A3. District Registrations and Transfers-June 2020

Approve the District Registrations and Transfers for June, 2020 as submitted:

Ref. Exhibit # 9

A4. Policy 1st Reading

1648 Restart and Recovery Plan

Ref. Exhibit # 10

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Superintendent's Report

Personnel: A through I			
General: 1 through 16			
Addendum: A1 through A4			
	Yes	No	Abstain
Clayton	X		
Cook	X		
Donaldson			
Frizell	X		
Hoff	late (8:10)		
Kelaheer-Moran	X		
Ketch			
Kitchen	X		
Mankowski	X		
Motion by:			
Second by:			
Roll Call Vote	6 in favor 0 opposed 2 absent (Donaldson and Ketch) 0 abstain Motion carried		

VII: BOARD SECRETARY/SCHOOL BUSINESS ADMINISTRATOR'S REPORT

BS-01: RECEIPT AND ACCEPTANCE OF SECRETARY'S REPORT

Recommend the receipt of the Board Secretary Financial Reports as of May 31, 2020 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 July 21, 2020 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-02: APPROVE/RATIFY 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 \$710,889.07

BS-03: APPROVE /RATIFY BILLS PAID AND CHECKS ISSUED AT THE BOARD MEETING- NONE

Recommend that the Board of Education approve the bills paid and checks issued at the Board meeting in the amount of \$3,167,870.04.

BS-04: APPROVE 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. See Ex. "A"

BS-05: APPROVE/RATIFY PAYROLL SERVICES RENDERED

Recommend that the Board of Education ratify the salary checks issued for the following payrolls totaling \$1,356,371.44

June 22, 2020 - \$1,055,246.37

June 30, 2020 - \$155,490.07

July 15, 2020 - \$145,635.00

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BS-06: 2020-2021 YEAR 1 of 3-YEAR AGREEMENT - SYSTEMS 3000 INC. ACCOUNTING, PAYROLL AND PERSONNEL SOFTWARE

Recommend the Board of Education approve the attached 3-year Agreement with Systems 3000 Inc. for Accounting, Payroll, and Personnel Software, commencing on July 1, 2020 through June 30, 2023 for a fee totaling \$78,274: Acct #11-000-251-330-55

See Ex. "B"

SCHOOL YEAR -1
2020/2021

LICENSE FEE
\$25,576

BS-07: 2020-2021 AGREEMENT EXTENSION -TEMPORARY CLASSROOM UNITS

Recommend the Board of Education approve an extension of the October 1, 2013 TCU Lease Agreement with the School Development Authority. The extension would run from October 1, 2020 through September 30, 2021.

BS-08: 2020-2021 CHAMPIONS AGREEMENT

Recommend the Board of Education approve KCE Champions LLC, to provide Before and After School and Enrichment Programs for the 2020-2021 School Year, beginning July 21, 2020- June 30, 2021. Champions has agreed to pay the District \$1000.00 per month for each month the Program uses the facilities. See Ex. "C"

BS-09: 2019-2020 NEW JERSEY SCHOOLS INSURANCE GROUP SAFETY GRANT

Recommend the Board of Education approve the application and acceptance of the NJSIG Safety Grant in the amount of \$14, 202.53 for the 2019-2020 School Year.

BS-10: 2020-2021 AUTHORIZATION FOR PETTY CASH CHECKING ACCOUNT

Recommend the Board of Education approve a Petty Cash Checking Account in the amount of \$2000.00 for the 2020-2021 School Year. Acct. # 10-103

ADDENDUM

BS-11: PPE DONATED THRU MONMOUTH COUNTY DEPARTMENT OF EDUCATION

Recommend the Board of Education accept the donation of PPE from the Monmouth County Department of Education.

BS-12: LUNCH ACCOUNT DONATION

Recommend the Board of Education approve the donation of \$33.20 from a parent whose student is no longer in the district.

BS-13: FULFILL PANDEMIC RELIEF GRANT AWARD

Recommend the Board of Education approve the application and acceptance of the Fulfill Foodbank of Monmouth and Ocean Counties Pandemic Relief Grant Award in the amount of \$5000.00.

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Board Secretary's Report

BS-01: thorough BS-10:			
Addendum: BS-11 through BS-13:			
	Yes	No	Abstain
Clayton	X		
Cook	X		
Donaldson			
Frizell	X		
Hoff			Arrived 8:10
Kelahe-Moran	X		
Ketch			
Kitchen	X		
Mankowski	X		
Motion by:	Frizell		
Second by:	Kitchen		
	6 in favor		
	0 opposed		
	2 absent (Donaldson and Ketch)		
	0 abstain		
Roll Call Vote	Motion carried		

Mr. Kitchen - Town Hall formed - YouTube-

Survey for School re-opening-

Mr. Covert - Cohort Model: 2 days in, 2 days virtual, 1 day, (Wednesday) virtual for all-
Governor switched - Offered Parental approval to be virtual-

There will be more surveys, very fluid-

Reminder - Robo calls to complete Surveys-

POLICY AD HOC COMMITTEE

Mr. Kitchen 1st - Mr. Cook 2nd

Mr. Mankowski - Chair

Mr. Kitchen

Mr. Cook

Mr. Covert - Met with SDA - they are on target to be on site, August 2020. Also, looked at Caruso School Playground-

Mr. Hoff - 2 classrooms never come on, teacher requested "turn off"-

Ms. Frizell - Glad HS and Bolger had graduation. Loved field for every year, well done-

Mr. Hoff - Apologized for being late - Outstanding graduation-

Road to Recovery - Don't try to make sense of nonsense. Hard to make a plan

Mr. Mankowski - Policy change for Live Streaming-

Revise notices

MOTION ON ADJOURNMENT

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

Roll call vote: 7 in favor, 0 opposed, 2 absent, and 0 abstain; motion carried.

Closed the meeting at 8:20 pm

Respectfully submitted:



Louise B Davis

Interim School Business Administrator/

Board Secretary

lbd/bmw

C: D. Covert

Administrators

Board Members