

## MINUTES

### **REGULAR BOARD MEETING KEANSBURG BOARD OF EDUCATION JOSEPH R. BOLGER MIDDLE SCHOOL AUDITORIUM MARCH 15, 2022 - 7:00 P.M.**

**CALL TO ORDER** Michael Mankowski, President, called the Regular Meeting to order at 7:06 p.m.

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

**MEMBERS ABSENT** Judy Ferraro

**OTHERS PRESENT** Kathleen O'Hare, Superintendent, Michael Sette, Board Secretary, John O. Bennett III, Esquire, Jacqueline Goode, Alexis Crespo, and Shawn Retta, student representatives.

**PLEDGE OF ALLEGIANCE** Michael Mankowski, President, led the Pledge of Allegiance. Mr. Mankowski pointed out the emergency exits and reminded everyone that masks are optional.

#### **PRESENTATION/CORRESPONDENCES**

**STUDENT REPRESENTATIVE REPORTS** - Mr. Mankowski introduced the student representatives, Jacqueline Goode, Senior class President, who was recently accepted to Penn State, Alexis Crespo, Senior class Vice-President, recently accepted to the University of Delaware, and Shawn Retta, an 8th grader, recently accepted to Communications HS. See the March 15th Livestream for comments and happenings in each school.

#### **PUBLIC COMMENTS AND QUESTIONS RELATING TO BOARD AGENDA ITEMS - NONE**

#### **EXECUTIVE SESSION - NONE**

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) \_\_\_\_\_
- (2) \_\_\_\_\_
- (3) \_\_\_\_\_

It is anticipated that the length of time of this executive session will be \_\_\_ 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: \_\_\_\_\_  
 SECONDED BY: \_\_\_\_\_  
 IN\_\_\_\_\_ OUT\_\_\_\_\_

### **APPROVAL OF MINUTES**

RESOLVED, that the minutes of the following meeting be approved as submitted:

<b>MEETING</b>	<b>DATE</b>
REGULAR MEETING	February 22, 2022
EXECUTIVE SESSION	February 22, 2022
SPECIAL MEETING	
ORGANIZATION MEETING	

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



**MARCH 15, 2022 AGENDA**

LaFoe, Margaret Ann	\$71,462.00	Includes \$200.00 Longevity
Mitchell, James	\$38,372.00	
Oliva, Kathryn	\$38,372.00	
Piccione, Nicole	\$53,457.00	
Pigott, Michael	\$54,203.00	
Puglisi, Jaclyn	\$84,015.00	
Ruban, Donna	\$38,372.00	
Sette, Michael	\$67,178.00	
White, Bernadette	\$63,727.00	Includes \$500.00 Longevity

**5. LEAVE OF ABSENCE-MEDICAL**

Approve/ratify the following individuals 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:

<b>Name</b>	<b>Beginning</b>	<b>Returning</b>
Heinzer, Patricia	2/11/2022	9/1/2022
Tonne, Sean	2/11/2022	2/22/2022

**6. 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:

<b>Name</b>	<b>Beginning</b>	<b>Returning</b>
Kmak, Brian	2/1/2022	4/1/2022
Shine, Dorothy	9/3/2021	4/25/2022

**7. LEAVE OF ABSENCE-MATERNITY/CHILDCARE**

Approve the following individual be granted a Maternity/Child Care 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:

<b>Name</b>	<b>Beginning</b>	<b>Returning</b>
Liantonio, Danielle	5/23/2022	9/1/2022

**8. LEAVE OF ABSENCE-MATERNITY/CHILDCARE-REVISION**

Approve/ratify the following individual be granted a revision to her Maternity/Child Care 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:

<b>Name</b>	<b>Beginning</b>	<b>Returning</b>
McDonald, Caitlin	3/3/2022	9/1/2022

**9. INTERNSHIP-DISTRICT-2021-2022**

Approve the following individual be permitted to complete his internship in the area of Computer and Network Support with Jonathan Helmers, during the month of May 2022.

Rafferty, Stephen

**10. VOLUNTEER-KAP-SUMMER-2022**

Approve the following individual to volunteer in the KAP Summer Program, at no cost to the district:

Piccione, Gabriella

**11. MENTORING FOR STUDENTS**

Approve the following individual as a mentor at the rate of \$41.00 per hour for 1 hour weekly for 38 weeks, not to exceed \$1,558.00 total. Salary to be paid through the ESSER III grant.

**Bolger**

Bufano-Zifchak, Elena

Account # 20-487-200-102-60

**12. HOME INSTRUCTION-2021-2022**

Approve the following students to receive Home Instruction for the 2021-2022 school year:

Student I.D.	H.I.#	Tutor	Start Date	End Date	Hours
1605504320	20	MOESC	3-3-22	5-3-22	10
8580859201	21	MOESC	3-3-22	4-25-22	10

Account # 11-150-100-101-80

Account # 11-150-100-320-80

**13. SPRING COACHING POSITION-HIGH SCHOOL-CORRECTION**

Approve the following individual for a Spring coaching position at the Keansburg High School for the 2021-2022 school year. The correction is to the salary.

Walters, Stephanie                      Co-Assistant Softball Coach                      \$3,250.50\*

Account # 15-402-00-100-40

\*Pending negotiations

**14. DEAN OF CULTURE AND CLIMATE-HIGH SCHOOL-2021-2022**

Approve the following individual as the Dean of Culture and Climate at the Keansburg High School for the 2021-2022 school year.

Bird, John                                      Dean of Culture and Climate                      \$4,000.00

Account # 20-483-200-101-60

**15. JOB DESCRIPTION-DISTRICT**

Approve the following job description, as submitted:

Computer Repair Technician

Ref. Exhibit #1

**16. 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:

4/21 Ferraro, James CPR Training by TEAM LIFE \$375.00

**DISCUSSION**

APPROVAL OF PERSONNEL	
Moved By:	Gregory Siciliano
Seconded By:	Matthew Kitchen
Aye:	Brooke Clayton, Kenneth Cook, Patricia Frizell, Christopher Hoff, Kim Kelaher-Moran, Matthew Kitchen (with regret to #1), Gregory Siciliano (with regret to #1 and enthusiastically yes to #2) and Michael Mankowski
Nay:	Christopher Hoff (#1 only)
Abstain:	Christopher Hoff (#4, 5th name only)

**POLICY/REGULATION:**

**17. POLICY-2ND READING-ALERT 226**

5541 Anti-Hazing (New)

**DISCUSSION**

APPROVAL OF POLICY AND REGULATION	
Moved By:	Gregory Siciliano
Seconded By:	Matthew Kitchen
Aye:	Brooke Clayton, Kenneth Cook, Patricia Frizell, Christopher Hoff, Kim Kelaher-Moran, Matthew Kitchen, Gregory Siciliano and Michael Mankowski
Nay:	

Abstain:	
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## GENERAL

18. **KEANSBURG SCHOOL DISTRICT ANNUAL CALENDAR-2021-2022-REVISION**  
 Approve the 2021-2022 Keansburg School District Annual Calendar Revision. This revision is the utilization of unused emergency days as follows:

Monday, April 25, 2022

Tuesday, May 31, 2022

Ref. Exhibit # 2

19. **KEANSBURG SCHOOL DISTRICT ANNUAL CALENDAR-2022-2023**  
 Approve the 2022-2023 Keansburg School District Annual Calendar as submitted:  
 Ref. Exhibit # 3

20. **IN-STATE CLASS TRIPS-2021-2022**

Approve the 2021-2022 In-State Class Trip Locations as submitted:

Ref. Exhibit # 4

21. **OUT OF STATE TRIP-2021-2022-JRB**

Approve the following Joseph R. Bolger Out of State trip as follows:

Concert and Jazz Bands to perform at “Music in the Parks” at Kutztown University & then awards ceremony at Dorney Park, PA. (50 Students & 14 chaperones, including Tracey Grimaldi and one other staff member).

5/27/22

Kutztown University & Dorney Park

7:00 am - 9:00 pm

**DISCUSSION** Mr. Cook asked if we could update the in-state class trip list. Mr. Kitchen asked about graduation dates, Ms. O'Hare explained, by law, that comes once the calendar is approved and will be added to the last day, which at this point would be Friday and Bolger would be Thursday.

APPROVAL OF GENERAL	
Moved By:	Kenneth Cook
Seconded By:	Matthew Kitchen
Aye:	Brooke Clayton, Kenneth Cook, Patricia Frizell, Christopher Hoff, Kim Kelahe-Moran, Matthew Kitchen, Gregory Siciliano and Michael Mankowski
Nay:	



Abstain:	
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## ADDENDUM:

### **A1. SCHOOL HOURS-DISTRICT-2022-2023**

Approve the 2022-2023 school hours, as listed:

	Regular Day	One Session Day	Delayed Opening
<b>PreK</b>	7:45 a.m. - 2:00 p.m. Students report 7:45 a.m.	7:45 a.m. - 12:15 p.m. Students report 7:45 a.m.	9:45 a.m. - 2:00 p.m. Students report 9:45 a.m.
<b>Caruso</b>	8:00 a.m. - 2:20 p.m. Doors open 7:45 a.m. Breakfast 7:30 a.m. - 7:45 a.m.	8:00 a.m. - 12:20 p.m. Doors open 7:45 a.m. Breakfast 7:30 a.m. - 7:45 a.m.	9:30 a.m. - 2:20 p.m. Doors Open at 9:15 a.m.
<b>Bolger</b>	7:45 a.m. - 2:15 p.m. Breakfast 7:25 a.m.	7:45 a.m.- 12:00 p.m. Breakfast 7:25 a.m.	9:25 a.m. - 2:15 p.m. Breakfast 9:00 a.m.
<b>KHS</b>	7:35 a.m. - 2:22 p.m. Breakfast: 7:15 a.m.	7:35 a.m. - 12:00 p.m. Breakfast: 7:15 a.m.	9:05 a.m. - 2:22 p.m. Breakfast: 8:55 a.m.
<b>Beacon (KHS)</b>	8:35 a.m. - 12:35 p.m.	8:35 a.m.-12:35 p.m.	9:05 a.m. - 1:05 p.m.

Teachers contracted day is 7:30 a.m. - 2:30 p.m.

Delayed opening all staff report 8:45 a.m.

### **A2. 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:

Stark, Thomas	DAANJ Membership Dues / Conference	\$600.00
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### **A3. RESIGNATION OF POSITION**

Approve the following resignation, as submitted (employee reverts back to KEA teaching position):

Kmak, Brian  
Eff. 6/30/2022

Assistant Principal - Secondary

Account #15-000-240-103-40

**DISCUSSION** Mr. Kitchen asked if there were any changes to school hours. Ms. O'Hare said that days were added to the middle school and the high school to increase instruction.

<b>APPROVAL OF ADDENDUM</b>	
Moved By:	Matthew Kitchen
Seconded By:	Kenneth Cook
Aye:	Brooke Clayton, Kenneth Cook (with regret to A.3), Patricia Frizell, Christopher Hoff, Kim Kelahe-Moran, Matthew Kitchen (with regret to A.3), Gregory Siciliano and Michael Mankowski
Nay:	
Abstain:	

**SCHOOL BUSINESS ADMINISTRATOR/BOARD SECRETARY REPORT****1. RECEIPT AND ACCEPTANCE OF XXX BOARD SECRETARY'S REPORT - NONE**

Recommend the receipt of the Board Secretary Financial Reports as of XXXX, 2022 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 XXXX, 2022 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.

Amount	From Account	To Account	Reason
\$570.00	11-000-251-330-55	11-000-251-600-55	Board Office Supplies

**3. APPROVE BILLS**

Recommend that the Board of Education approve the bills paid and checks issued at the Board meeting in the amount of \$1,556,078.11.

**4. APPROVE PAYROLLS**

Recommend that the Board of Education approve the salary checks issued for the following payrolls totaling \$892,841.07

February 28, 2022 - \$892,841.07

**5. 2021-2022 MARCH DISTRICT HIB REPORT**

Recommend the Board of Education approve the District HIB Report for the month of March 2022. Ex. A

**6. 2021-2022 OUT OF DISTRICT TUITION - NONE AT THIS TIME**

Approve the following students to attend the placement indicated for the 2021-2022 school year.

Student I.D.	D.O.B.	Class	Placement	Start	Public/ Private	Tuition

7. **2021-2022 JOINT TRANSPORTATION AGREEMENT**

Recommend the Board approve an addition to the 2021-2022 Joint Transportation Agreement between Middletown Board of Education and the Keansburg Board of Education for student DD Student I.D. 6829033546 at a cost of \$8,900.00.

Account # 11-000-270-515-55    Ex. B

8. **2021-2022 CONSULTANTS**

Recommend the Board approve the following independent consultant to provide Services for the 2021-2022 school year:

IHA, LLC	\$225.00 Clearance evaluation
	\$275.00 Fit to return evaluation
	\$550.00 Psychiatric fit to return evaluation

Account # 11-000-219-320-80    Ex. C

9. **CUSTODIAL CONTRACT MONITORING**

Recommend the Board approve a change in account number for the previously approved contract with Edvocate.

From account # 11-000-262-340-00    To Account # 20-477-200-300-80

10. **21ST CENTURY COMMUNITY LEARNING CENTER PROGRAM SUPPLEMENTAL FUNDING 2021-2022**

Recommend the Board approve the submission and acceptance of the 21st Century Learning Center Program Supplemental Funding, for the purpose described in the application, for the amount of an additional \$75,000.00 for the 2021-2022 school year.

Ex. D

11. **2021-2022 AUTHORIZATION FOR PETTY CASH CHECKING ACCOUNT**

Recommend the Board approve a petty cash checking account in the amount of \$1000.00 for the 2021-2022 school year.

**DISCUSSION** Mr. Cook asked for more information on number #8. Ms. O'Hare explained, that is for students who have been removed from school. Before they come back they need to be evaluated.

Mr. Kitchen and Ms. O'Hare spoke about all shared-services and how they can affect the extension of S-2.

Mr. Hoff asked if we already had a petty cash account? Mr. Sette explained we do, but we need to have it approved each year.

<b>APPROVAL OF BUSINESS ADMINISTRATOR/BOARD SECRETARY REPORT</b>	
Moved By:	Matthew Kitchen
Seconded By:	Brooke Clayton
Aye:	Brooke Clayton, Kenneth Cook, Patricia Frizell, Christopher Hoff, Kim Kelaher-Moran, Matthew Kitchen, Gregory Siciliano and Michael Mankowski
Nay:	
Abstain:	

## **OLD/NEW BUSINESS COMMUNICATIONS**

### **PUBLIC**

Ms. Brionna Fornash, a KHS graduate, introduced herself and stated how happy she was to be a part of the district as a Youth Development Specialist and PTA President. She asked about fundraisers and serving food during school hours. Ms O'Hare told her that it could not be done during school, but it is allowed after school hours.

Megan Alt, a KHS student, wanted to add to the positive report from the student representatives. She wanted to point out some of the negatives happening in the high school, as well. She said there are students who are afraid in school and on the way home. She is unhappy about the vaping in school and the fighting in and out of school that she said happens often. She asked if the consequences to these offenses can be looked at.

Ms. Tammy Alt reiterated what Megan Alt expressed to the Board, and said more needs to be done. She asked about better mental health help in the high school. She feels we need more qualified counselors. She asked for clarification on the S-2 conversation earlier, which Ms.O'Hare provided, and she asked to speak privately to administration about a teacher she believes needs more support.

Ms. Barbara Fernandez had questions and concerns on the rules regarding fundraising. She said she didn't agree with the stipends being paid to class advisors. She thought that money should go straight to the student body. She questioned bake sales and why they are acceptable, still. She reminded everyone of the extra credit that was offered to students at the high school. Mr. Mankowski and Ms. O'Hare assured everyone that was taken care of immediately.

The Board expressed their sadness in hearing of the Athletic Director, Mr. Tom Stark's notice

## MARCH 15, 2022 AGENDA

of retirement. They expressed their appreciation for his decades of service to the Keansburg School District. Mr. Stark has taught and coached generations of students on

how to practice good sportsmanship. They thanked Mr. Stark for always caring about the students, staff and the entire Keansburg Community. They used words like iconic, legendary, and a mentor to describe him. They said he will be hard to replace, and they wished him well.

Mr. Hoff reminded everyone of the St. Patrick's Day Parade that was happening in Keansburg on March 26th, and he hopes everyone will attend.

Mr. Mankowski and members of the Board thanked the Keansburg Fire Department for always responding so quickly to the district's needs. He also thanked the public for attending, and to everyone, adults and students, for speaking up. He told them that the Board is listening to their comments and concerns. He said Mr. Cook will be handling the Superintendent's evaluation next month. He mentioned the new and improved version of the District website, and welcomed the new PTA Board. He asked that everyone please support the PTA's Gertrude Hawk virtual fundraiser. He was happy to report there will be a Butterfield Dance this year for the 8th Grade and that the Bolger band will be back competing at Dorney Park. He urged everyone on behalf of the Board, the KEA, the KAA and District Administration to contact their representatives regarding S-2. Let them know this is affecting you. He announced that there will be a special meeting on March 28th to approve a tentative budget. He noted there was a hold up in the Governor releasing the budget numbers which caused a delay in the preparation of the District's tentative budget. The final budget will be presented for approval at the April 26th meeting.

## ADJOURNMENT OF MEETING

MOTION TO ADJOURN	
Moved By:	Kenneth Cook
Seconded By:	Gregory Siciliano
Aye:	Brooke Clayton, Kenneth Cook, Patricia Frizell, Christopher Hoff, Kim Kelaher-Moran, Matthew Kitchen, Gregory Siciliano and Michael Mankowski
Nay:	
Abstain:	

Moved by Kenneth Cook, seconded by Gregory Siciliano and unanimously carried, the meeting adjourned at 7:44 pm.

Respectfully submitted,

Michael Sette  
Board Secretary