

KEANSBURG BOARD OF EDUCATION  
100 PALMER PLACE  
KEANSBURG, NJ 07734

REGULAR MEETING MINUTES  
March 28, 2017

**CALL TO ORDER**

I hereby call to order the Regular Meeting of the Keansburg Board of Education, held on March 28, 2017, in the Bolger Middle School Faculty Lounge. 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 9, 2017.

**ROLL CALL**

Dan Castles, Board Secretary, called roll at 7:05pm:

**Present:** Dolores Bartram, Brooke Clayton, Judy Ferraro, Patricia Frizell, Christopher Hoff, Kimberly Kelaher- Moran, Robert Ketch and Michael Mankowski

**Absent:** Michael Donaldson

**Also Present:** John Niesz, Superintendent of School and John Bennett, Esq.

**PLEDGE OF ALLEGIANCE**

Number of public present: 35

**ACHIEVEMENT AWARDS**

**Student Recognition** – School Slogan: Steve Boyton, Athletes: Dave Clayton-Wrestling, Liam Riecks-Wrestling, Richard Squeo-Football

**PUBLIC**

Principal Jen Vecchiarelli – Prom with a Purpose Presentations

**HIB PRESENTATION**

Mr. Sean Brophy gave a presentation on the Semi Annual District HIB Certification

**RESOLUTION AUTHORIZING 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/will not 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:

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**EXECUTIVE SESSION RESOLUTION**

**MOVED BY**

**SECONDED BY**

**AYE**

**NAY**

**ABSTAIN**

**BS-01 APPROVAL OF MINUTES**

Motion by Bartram and seconded by Clayton to approve the following minutes:

Regular Meeting February 28, 2017 and Special Meeting March 13, 2017

Roll Call Vote: 8 in favor, 0 opposed, 1 absent(Donaldson), 1 abstain(Mankowski), motion carried

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

**PERSONNEL:**

**A. RESIGNATION STAFF - DIST**

Approve the following resignation, as submitted, effective April 7, 2017, or sooner.

Avella, Jessica      Teacher Assistant

**B. INTERIM – DIRECTOR OF SPECIAL EDUCATION – 2016-2017 – DIST**

Approve the following individual for the position and per diem salary indicated:

Taggart, Richard^      Interim Director of Special Education      \$500.00 per diem      Dist

Effective: March 29, 2017 through June 30, 2017, as needed

Account #: 11-000-219-104-80      ^On an emergent basis

**C. LEAVE OF ABSENCE – DIST**

Approve the following individual be granted a Maternity Leave of Absence beginning June 1, 2017 returning January 2, 2018 using allowable sick days followed by unpaid leave. This leave will be deducted from her entitlement under FMLA/NJMLA:

Daley, Meghan

Approve the following individual be granted a Medical Leave of Absence beginning April 18, 2017 ending June 30, 2017 using allowable sick days followed by unpaid leave. This leave will be deducted from her entitlement under FMLA/NJMLA:

Kelly, Brooke

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Approve the following individual be granted a revision to her Medical Leave of Absence beginning January 3, 2017 returning March 6, 2017 using allowable sick days followed by unpaid leave. This leave will be deducted from her entitlement under FMLA/NJMLA:

Weldon, Lissa

D. SAT PREP INSTRUCTORS – HS

Approve the following individual to conduct mathematics SAT Prep after school, 2 days per week, 2 hours each day at \$35.00 per hour from March 29, 2017 through May 5, 2017:

Amponsah, Kingsley

Approve the following individuals to conduct critical reading/writing SAT Prep after school, splitting 2 days per week, 2 hours per day at \$35.00 per hour from March 29, 2017 through May 5, 2017:

Florek, Gabrielle                      Kmak, Nicole

Account #: 15-421-100-101-40

E. FAMILY FRIENDLY CENTER PROGRAM – 2016-2017 – JC

Approve the following individuals for the position and salary listed in the Family Friendly Center Program from April 3, 2017 to June 15, 2017 at \$35.00 per hour:

Teachers

Annuzzi, Barbara	24 hours not to exceed \$840.00
England, Bruce	16.5 hours not to exceed \$577.50
Jones, Christopher	16.5 hours not to exceed \$577.50
McKenna, Erin	13.5 hours not to exceed \$472.50
Pearce, Karen	40.5 hours not to exceed \$1,417.50
Sperring, Ryan	16.5 hours not to exceed \$577.50
White, Jessica	13.5 hours not to exceed \$472.50
Young, Karen	27 hours not to exceed \$945.00

Substitute Teachers                      \$35.0 per hour as needed

Annuzzi, Barbara  
Desoucey, Christina  
Donnelly, Nicole  
England, Bruce  
Jones, Christopher  
McKenna, Erin  
Pearce, Karen  
Sperring, Ryan  
Szotak, Ashley  
White, Jessica  
Young, Karen                      Account #: 20-432-100-100-40

F. KEANSBURG AFTER SCHOOL PROGRAM – (KAP) 2016-2017 – DIST

Approve the following individuals for the position and salary listed in the Keansburg Afterschool Program from April 19, 2017 through June 9, 2017 at \$35.00 per hour:

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Teacher

Carrier, Tammy	100 hours, not to exceed \$3,500
DeFilippo, Geraldine	72 hours, not to exceed \$2,520
Maguire, Tara	18 hours, not to exceed \$630
Marinoff, Marc	72 hours, not to exceed \$2,520
McKenna, Erin	72 hours, not to exceed \$2,520
Murphy, Margaret	24 hours, not to exceed \$840
Patterson, Douglas	72 hours, not to exceed \$2,520
Pepper, Jesse	40 hours, not to exceed \$1,400
Petraroi, Deborah	36 hours, not to exceed \$1,260
Petrocelli, Luciana	36 hours, not to exceed \$1,260
Tritto, Tonya	45 hours, not to exceed \$1,312.50
Trucano, Kerry	22.5 hours, not to exceed \$787.50
Walters, Ashley	18 hours, not to exceed \$603.75
Weldon, Lissa	15 hours, not to exceed \$525
Wieczerzak, Heidi	24 hours, not to exceed \$840
Wolkom, Kaitlin	150 hours, not to exceed \$630

Substitute Teachers

\$35.00 per hour as needed

Carrier, Tammy  
Catena, Normajean  
DeFilippo, Geraldine  
Donnelly, Nicole  
Fay, Jaclyn  
Grieco, Gabrielle  
Keelen, Ashley  
Maguire, Tara  
Marinoff, Marc  
McKenna, Erin  
Mira, Danielle  
Murphy, Margaret  
Patterson, Douglas  
Pepper, Jesse  
Petraroi, Deborah  
Petrocelli, Luciana  
Tritto, Tonya  
Trucano, Kerry  
Weldon, Lissa  
Wieczerzak, Heidi  
Wolkom, Kaitlin  
Walters, Ashley

Account #: 20-095-100-100-60    20-097-100-100-60

Approve the following individuals for the position and salary listed in the Keansburg Afterschool Program from April 19, 2016 through June 30, 2017.

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Para Professional

Baeza, Nancy

\$19.13 per hour, 90 hours not to exceed \$1,721.70

Account #: 20-097-100-100-60

Teacher Assistant - Monmouth University

\$3.00 per hour, under the terms of the Federal Work Study program with Monmouth University, for 100 hours, not to exceed \$300.00 total:

Cruz, Kayla

Account #: 20-095-100-300-60

G. FAMILY FRIENDLY CENTER PROGRAM COORDINATOR – 2017-2018 – JC

Approve the following individual for the position and salary listed in the Family Friendly Center Program from July 1, 2017 through June 30, 2018 at \$35.00 per hour, not to exceed \$9,890.00 total:

Smith, Tara

Account #: 20-433-200-100-60

H. PRESCHOOL SUMMER ENRICHMENT PROGRAM COORDINATOR – 2016-2017 - PM

Approve the following individual for the position and salary listed to coordinate the district summer preschool enrichment program from March 29, 2017 through July 27, 2017 at \$35.00 per hour, not to exceed \$3,000.00 total:

Dubrow, Colleen

Account #: 20-218-200-329-10

I. SUMMER PROGRAM COORDINATOR – GRADES K-12 – 2016-2017 – DIST

Approve the following individual for the position and salary listed from April 1, 2017 through August 31, 2017, at a stipend of \$8,000.00 total:

Waldron, Robert

Account #: 11-422-200-100-80      15-422-200-100-40

J. KEANSBURG AFTER SCHOOL SUMMER CAMP PROGRAM (KAP) SITE COORDINATOR - 2016-2017- DIST

Approve the following individual for the position and salary listed in the Keansburg Afterschool Summer Camp Program from April 1, 2017 through July 28, 2017 at \$35.00 per hour, not to exceed \$4,550.00 total:

Rosenberg, Michael

Account #: 20-095-200-100-60

K. TITLE 1A SUMMER PROGRAM - SITE COORDINATORS – 2016-2017 - PM/JC/JB

Approve the following individuals for the position and salary listed in the Title 1A Summer Program from April 1, 2017 to July 28, 2017 at \$35.00 per hour, not to exceed \$3,500.00 each:

Rosenberg, Michael

Smith, Tara

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Account #: 20-231-200-100-60

L. WORKFORCE INVESTMENT BOARD – STUDENTS - 2016-2017

Approve the following student to receive employment at the rate of \$8.50 per hour for up to 300 hours from March 1, 2017 to September 30, 2017 Students will be trained and placed at one of the chosen sites indicated below:

<u>Student</u>	<u>Site</u>	<u>Working with Children</u>
Williams, Miranda	The Scrub Shop	No
Nieves, Annette	Subway	No

\*Pending DOL WIA approval  
Account #: 20-084-100-101-40

M. STUDENT TEACHING - DIST

Approve the following student be permitted to complete her student teaching:

<u>Student</u>	<u>Teacher</u>	<u>School</u>	<u>Semester</u>
Manoes, Elizabeth	Melissa Tatro	PreK	Fall 2017

N. STUDENT OBSERVATION – DIST

Approve the following student be permitted to complete her field observation:

<u>Student</u>	<u>Teacher</u>	<u>School</u>	<u>Semester</u>
Minaya, Brielle	TBA	Caruso	Fall 2017

O. INTERNSHIPS – DIST

Approve the following individual be permitted to complete her Speech-Language Pathology Internship with Sharon Moschetta during the Fall 2017 semester.

Ducsak, Teresa

Approve the following individual be permitted to complete his Computer Science Internship with William Regniault during the Spring 2017 semester.

Neththasinghe, Sheranka Heshan

P. 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

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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:

5/3	Feinstein, Lauren	Oppositional, Defiant & Disruptive Children	\$220.00
5/24	Natalino, Michelle	Childhood Apraxia of Speech	\$245.00
5/25	Damian, Colleen	School Climate & Anti-Bullying Conference	\$300.00
6/28	Feiles, Katie	15th Annual Summer Inclusion conference	\$255.00
7/13	Maguire, Tara	Tomorrow's Teacher Conference	\$560.00
7/19	Kelly, Brooke	A Restorative Journey: Transforming Rel. Harm	\$647.00
9/29	Desoucey, Christina	Nonviolent Crisis Intervention Training Program	\$3,012.00
9/29	Wilson, Heather	Nonviolent Crisis Intervention Training Program	\$3,018.00

**GENERAL**

1. DISTRICT SLOGAN

Approve the following new district slogan, effective immediately:

"We Are Learners Today Leaders Tomorrow"

2. PROM WITH A PURPOSE – HS

Approve Prom with a Purpose – Tim Tebow Foundation to engage high school students by incorporating a fundraiser into the prom.

3. DISTRICT H-I-B SEMI-ANNUAL CERTIFICATION – 2016-2017

Approve the semi-annual district certification for HIB Investigation, Trainings and Programs occurring between July 1 and December 31, 2016.

4. DISTRICT H-I-B REPORT – 2016-2017

Approve the monthly district H-I-B Report for the month of February 2017.

Ref. Exhibit #1

5. POLICY – 1ST READING – DIST

Approve and adopt the following policy, as submitted:

2460	Special Education – Sending District - revised
2467	Surrogate Parents and Foster Parents – revised

Ref. Exhibit #2

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6. POLICY – 2ND READING – DIST

Approve and adopt the following policy, as submitted:

- 1510 Americans with Disabilities – revised
- 2415.30 Title I – Educational Stability for Children in foster Care – new
- 2418 Section 504 of the Rehabilitation Act of 1973 – Students – new
- 4115 Hiring of Personnel – new
- 5111 Eligibility of Resident/Nonresident Students - revised
- 5116 Education of Homeless Children – revised
- 5330.04 Administering an Opioid Antidote – new
- 8130 School Organization - revised
- 8330 Student Records - revised

Ref. Exhibit #3

7. REGULATION – 1ST READING – DIST

Approve and adopt the following regulation, as submitted:

- R2460 Special Education – Sending District – revised
- R2460.1 Special Education- Location, Identification and Referral - revised
- R2460.8 Special Education – Free and Appropriate Public Education – revised
- R2460.9 Special Education – Transition from Early Intervention Programs to Preschool Programs – revised
- R2460.15 Special Education – In Service Training Needs for Professional and Paraprofessional Staff - new
- R2460.16 Special Education–Instructional Material to Blind or Print-Disabled Pupils

Ref. Exhibit #4

8. IN-STATE TRIP LOCATION LIST – 2016-2017

Approve the Master School Trip List for In-State locations for the 2016-2017 school year, as submitted:

Ref. Exhibit #5

9. 21<sup>ST</sup> CENTURY COMMUNITY LEARNING CENTER (KAP) CONTINUATION GRANT SUBMISSION - COHORT 10, YEAR 4/5

Approve the submission of the 21<sup>st</sup> Century Community Learning Center Program Continuation Grant, Cohort 10, Year 4/5 for the purposes describes in the application, in the amount of \$300,000.00 within the next grant year, September 1, 2017- August 31, 2018.



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10. NURSING SERVICES PLAN – 2015-2016

Approve the 2015-2016 Nursing Services Plan as submitted.

Ref. Exhibit #6

11. SPECIAL NEEDS TUITION - 2016-2017

Approve the following students to attend the placement indicated for the 2016-2017 school year:

Student ID	DOB	Classification	Placement	Start Date	Private Public	Tuition
3479442990	11-3-98	N/A	Class Academy	2-21-17	Vocational	\$590.00 per month
5946500466	12-28-04	ED	CPC	2-21-17	Private	\$359.98 per day
9283559527	8-26-00	MD	NuView Annex	3-6-17	Private	\$296.00 per day
3365171536	10-17-97	OHI	Waters & Sims	1-3-17	Private	11,475.00

Account #: 11-000-100-563-80 11-000-100-566-80

12. HOME INSTRUCTION – 2016-2017

Approve the following students to receive home instruction for the 2016-2017 school year:

STUDENT ID	H.I.#	GR	REASON	TUTOR	START	END
5251808793	30	5	Medical	Ed inc.	2-14-17	2-17-17
3875494221	31	9	Medical	Ed. Inc.	2-16-17	2-20-17
9288343597	32	3	Administrative	Shine/Chesne	2-28-17	TBD
2943595472	33	11	Pending 45 Placement		2-27-17	TBD
5980941705	34	12	Administrative		3-2-17	6-22-17
1071371854	35	12	Medical	S.Gaffey	3-10-17	TBD

Account #: 11-150-100-101-80 employee 11-150-100-320-80 outside

13. HOMELESS TUITION - 2016-2017

Approve the following student to attend the school indicated for the 2016-2017 school year:

Student ID	DOB	Classification	Placement	Start Date	Private Public	Tuition
1931045717	3-17-01	MD	Freehold Regional/CPC	1-19-17	Public	\$359.98 per diem

Account #: 11-000-100-563-80

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

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**ADDENDUM:**

**A1. CURRICULUM ADOPTION – DIST**

Approve and adopt the following curriculum for the 2017-2018 school year:  
American Sign Language

**Superintendent's Report**

<b>Personnel: A through P</b>			
<b>General: 1 through 13</b>			
<b>Addendum: A1.</b>			
	Yes	No	Abstain
Bartram	X		
Clayton	X		
Donaldson			
Frizell	X		
Hoff	X		
Ketch	X		
Mankowski	X		
Moran	X		
Ferraro	X		
Motion by:	Bartram		
Second by:	Frizell		
Roll Call Vote	8 in favor		
	0 opposed		
	1 absent – (Donaldson)		
	abstain		
	Motion carried		

**BOARD SECRETARY/SCHOOL BUSINESS ADMINISTRATOR'S REPORT**

**BS-02: RECEIPT AND ACCEPTANCE OF FEBRUARY SECRETARY'S AND TREASURER OF SCHOOL MONIES REPORTS**

Recommend the receipt of the Board Secretary's and Treasurer of School Monies Financial Reports as of February 28, 2017 be accepted as filed, and

BE IT FURTHER RESOLVED that pursuant to N.J.A.C. 6A:23A-16.10(c)3 that no major account or fund has been over expended as of February 28, 2017 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-03: RATIFICATION OF 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 \$1,063,045.91.

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**BS-04: RATIFICATION OF BILLS PAID AND CHECKS ISSUED AT THE BOARD MEETING**

Recommend that the Board of Education approve the bills paid and checks issued at the board meeting in the amount of \$686,227.40.

**BS-05: RATIFICATION OF 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 6422.

EXHIBIT "A"

**BS-06: RATIFICATION OF PAYROLL SERVICES RENDERED** Recommend that the Board of Education ratify the salary checks issued for the February 28, 2017 payroll in the amount of \$1,099,703.27 and the March 15, 2017 payroll in the amount of \$993,540.69.

**BS-07: US SECURITY ASSOCIATES CONTRACT RENEWAL**

**RESOLVED** that the Keansburg Board of Education exercise the second renewal option of a contract with US Security Associates for the 2017-2018 school year at an approximate cost of \$292,286 as per the competitive contract originally awarded August 26, 2014.

**BS-08: NJ SCHOOLS INSURANCE GROUP 2017 SAFETY GRANT SUBMISSION**

Approve the submission of the 2017 Safety Grant Program through the NJ Schools Insurance Group for the purposes described in the application (on file in the Board Secretary's office) in the amount of \$7,830 for the period July 1, 2017 through June 30, 2018.

**BS-09: RUGBY SCHOOL – CHILD NUTRITION PROGRAM**

**WHEREAS**, the Rugby School @ Woodfield Inc. ("Rugby") is a New Jersey state approved private school for the handicapped; and

**WHEREAS**, the Rugby School @ Woodfield Inc. ("Rugby") maintains a Daily Average Enrollment of 115 students or less; and

**WHEREAS**, Rugby may, on occasion, serve meals to its students that meet the nutritional requirements of the Child Nutrition Program as administered by the New Jersey Department of Agriculture; and

**WHEREAS**, Rugby does not charge students for said meals and has elected not to apply for and receive funding from the Child Nutrition Program as administered by the New Jersey Department of Agriculture; and

**WHEREAS**, the State Department of Education requires that the public school sending district approve the private schools election not to apply for and receive funding from the Child Nutrition Program.

NOW THEREFORE be it resolved:

That the Keansburg Board of Education does not require the Rugby School @ Woodfield Inc. to apply for the funding from the Child Nutrition Program as administered by the New Jersey Department of Agriculture.

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**BS-10: DEVELOP REQUEST FOR PROPOSAL- AUDITOR**

Recommend by the Superintendent of Schools, that authority be given to the Purchasing Agent to develop a Request for Proposal for Professional Services/Public School Accountant/Auditor.

**BS-11: DEVELOP REQUEST FOR PROPOSAL- SPECIAL COUNSEL**

Recommend by the Superintendent of Schools, that authority be given to the Purchasing Agent to develop a Request for Proposal for Professional Services/Special Counsel for Special Education and Other Litigation.

**BS-12: DEVELOP REQUEST FOR PROPOSAL- FACILITIES/OPERATIONAL MANAGEMENT**

Recommend by the Superintendent of Schools, that authority be given to the Purchasing Agent to develop a Request for Proposal for Facilities/Operational Management.

**BS-13: TRAVEL AND RELATED EXPENSE REIMBURSEMENT 2017-2018** WHEREAS, the Keansburg Board of Education recognizes school staff and Board members will incur travel expenses related to and within the scope of their current responsibilities and for travel that promotes the delivery of instruction or furthers the efficient operation of the school district; and

WHEREAS, N.J.A.C. 6A:23A-7.2 et seq. requires Board members to receive approval of these expenses by a majority of the full voting membership of the Board and staff members to receive prior approval of these expenses by the Superintendent of Schools and a majority of the full voting membership of the Board; and

WHEREAS, a Board of Education may establish, for regular district business travel as defined in NJAC 6A:23A-1.2, which includes attendance at regularly scheduled in-State county meetings, Department or Association sponsored events or in-State professional development activities for

which the registration fee does not exceed \$150.00 per employee or board member, where prior Board approval shall not be required unless the annual threshold for a staff member exceeds \$1,500 in a given school year (July 1 through June 30); and

WHEREAS, the Keansburg Board of Education established \$100,000 as the maximum travel amount for the current school year and has expended \$24,622.70 as of this date; now

THEREFORE, BE IT RESOLVED, the Board of Education approves travel and related expense reimbursements in accordance with N.J.A.C. 6A: 23A-7.3, to a maximum expenditure of \$100,000 for all staff and board members for the 2017-2018 school year.

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**Board Secretary's Report**

BS-01 through BS-13			
	Yes	No	Abstain
Bartram	X		
Clayton	X		
Donaldson			
Frizell	X		
Hoff	X		
Ketch	X		
Mankowski	X		
Moran	X		
Ferraro	X		X on BS-07 only
Motion by:	Frizell		
Second by:	Mankowski		
Roll Call Vote	8 in favor 0 opposed 1 absent (Donaldson) 1 abstain Motion carried		

**COMMUNICATION**

NONE

**PUBLIC**

**Mary Jo Fabiano** – Read Across America was very successful, great turn-out – Parade showed unity as a school – Wear Blue for Autism is next fundraiser

**Ms. Enriquez** – Food Service complaint

**COMMENTS BY BOARD MEMBERS**

NONE

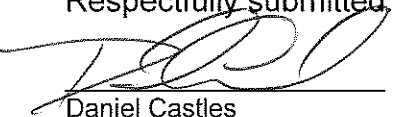
**MOTION ON ADJOURNMENT**

Motion by Bartram and seconded by Ketch to adjourn this meeting.

Roll call vote: 8 in favor, 0 opposed, 1 absent (Donaldson), and 0 abstain; motion carried.

Closed the meeting at 7:35pm

Respectfully submitted:

  
Daniel Castles  
Business Administrator/  
Board Secretary  
dc/bmw  
C: John Niesz  
Administrators  
Board Members