

KEANSBURG BOARD OF EDUCATION
100 PALMER PLACE
KEANSBURG, NJ 07734

REGULAR MEETING MINUTES
November 28, 2017

CALL TO ORDER

I hereby call to order the Regular Meeting of the Keansburg Board of Education, held on November 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 September 29, 2017.

ROLL CALL

Dan Castles, Board Secretary, called roll at 7:00pm:

Present: Dolores Bartram, Brooke Clayton, Michael Donaldson, Judy Ferraro, Patricia Frizell, Christopher Hoff, Kimberly Kelaher- Moran, Robert Ketch (arrived 7:05) and Michael Mankowski

Absent: NONE

Also Present: John Niesz, Superintendent of School and Caitlin Harney

PLEDGE OF ALLEGIANCE

Number of public present: 32

PRESENTATIONS - NONE

AWARDS

- Mr. Niesz recognized Ms. Ferraro for her 25 years of service.
- Everyone took a break for cake.
- Staff Recognition for Teachers College Professional Development – Ryan Lillis, Lisa Negro and Lisa Weldon did a brief presentation on Teachers College and their experience.

PUBLIC

Mrs. Fabiano questioned the agreement between the Police Department and the District, Mr. Niesz clarified.

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 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:

SECONDED BY:

IN:

OUT:

EXECUTIVE SESSION RESOLUTION	
MOVED BY	0
SECONDED BY	0
AYE	0
NAY	0
ABSTAIN	0

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BS-01 APPROVAL OF MINUTES

Motion by Frizell and seconded by Donaldson to approve the following minutes:

Regular Meeting September 26, 2017

Roll Call Vote: 6 in favor, 0 opposed, 3 absent, 0 abstain, motion carried

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

PERSONNEL:

A. INTENT TO RETIRE – DIST

The following individual has given their intent to retire effective June 30, 2018:

Adam, Diane	School Social Worker
Dean, Marianne	Guidance Counselor
Iorio, Daniel	Art

B. NON PROFESSIONAL – EMPLOYMENT – 2017-2018

Approve the following individual for the position and pro-rated salary indicated for the 2017-2018 school year:

Burgess, Ryan	Teacher Assistant (BA-1)	\$22,091.00	HS
Eff. 11/29/17	Account #: 15-212-100-106-40		
Case, Howard	Teacher Assistant (BA-1)	\$22,091.00	JC
Eff. 11/29/17	Account #: 15-209-100-106-20		

C. LEAVE OF ABSENCE – DIST

Approve the following individual be granted a Maternity Leave of Absence beginning November 14, 2017 returning on or before January 2, 2018 using allowable sick days. This leave will be deducted from her entitlement under FMLA/NJMLA:

Formica, Christine

Approve the following individual be granted a Medical Leave of Absence beginning October 19, 2017 returning October 30, 2017 using allowable sick days. This leave will be deducted from her entitlement under FMLA/NJMLA:

LaFoe, Margaret Ann

Approve the following individual be granted a Medical Leave of Absence beginning October 23, 2017 returning October 30, 2017 using allowable sick days. This leave will be deducted from her entitlement under FMLA/NJMLA

McCann, Christina

Approve the following individual be granted a revision to her Maternity Leave of Absence beginning November 14, 2017 returning March 5, 2018 using allowable sick days followed by unpaid leave.

Pezza, Danielle

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Approve the following individual be granted a Medical Leave of Absence beginning November 3, 2017 returning November 14, 2017 using allowable sick days. This leave will be deducted from her entitlement under FMLA/NJMLA:

Rogers, Mary

D. COACHING POSITION – 2017-2018 – HS

Approve the following individual for the position stated and salary indicated for the 2017-2018 school year (salary pending negotiations):

<u>Name</u>	<u>Position</u>	<u>Salary</u>
Panasuk, Robert	Assistant Basketball Coach - Boys	\$6,171.00
#Pending certification		
Account#: 15-402-100-100-40		

E. VOLUNTEER ATHLETIC PARAPROFESSIONAL AIDE – 2017-2018 – HS

Approve the following volunteer Athletic Paraprofessional Aide for the 2017-2018 school year High School wrestling program, at no cost to the district:

Boyle, Adam

Bullock, Brandon

F. WORKFORCE INVESTMENT BOARD COORDINATOR - 2017-2018

Approve the following individual for the above position from November 1, 2017 through September 30, 2018 to monitor compliance of the grant, complete monthly grant billing and reports, attend all Department of Labor and RFP meetings, maintain regular contact with Department of Labor staff and write and modify the grant as needed. \$35.00 per hour, not to exceed \$3,000.00 total (salary pending negotiations):

Fay, Jaclyn

Account #: 20-084-100-101-40

G. TITAN FAMILY ACADEMY CHILDCARE PARAPROFESSIONALS – REVISED – 2017-2018

Approve the following individual as Titan Family Academy Childcare Paraprofessional for the 2017-2018, a total of 2 hours for each workshop at the revised hourly rate listed (salary pending negotiations):

Kurtz, Alyssa \$17.73

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

H. OBSERVATION – DIST

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

<u>Student</u>	<u>Teacher</u>	<u>School</u>	<u>Semester</u>
Ramos, Juliette	Baran	Kean University Joseph R. Bolger	Spring 2018

I. STUDENT TEACHING – DIST

Approve the following students be permitted to complete their student teaching:

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Bloomfield College

<u>Student</u>	<u>Teacher</u>	<u>School</u>	<u>Semester</u>
Manoes, Elizabeth	Kennedy	Caruso Pre-K	Spring 2018

Kean University

<u>Student</u>	<u>Teacher</u>	<u>School</u>	<u>Semester</u>
Mellock, Megan	Josselyn / Underhill	Joseph C. Caruso	Spring 2018

Rowan University

<u>Student</u>	<u>Teacher</u>	<u>School</u>	<u>Semester</u>
Larsen, James	Zielinski /	Joseph C. Caruso	Spring 2018
	Grimaldi	Joseph R. Bolger	Spring 2018

J. 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:

12/1	Moschetta, Sharon	Speech Language Pathologist Conference	\$259.00
12/5	Tritto, Tonya	Substance Abuse Response Certificate Program	\$270.00
12/5	Glinos-Pecoraro, F.	Substance Abuse Response Certificate Program	\$270.00
12/7	Nigro, Lisa	Rutgers Literacy Conference	\$150.00
12/7	Weldon, Lissa	Rutgers Literacy Conference	\$150.00
12/11	Nigro, Lisa	Differentiation of Instruction workshop Series	\$275.00
12/11	Johnson, Jeffrey	IEP Workshop	\$392.00
2/28	Lee, David	NJAHPERD Annual Convention	\$225.00
3/16	Stark, Thomas	DAANJ Conference	\$1,174.00
4/9	Tritto, Tonya	SAC School Law Certificate Program	\$300.00
4/9	Glinos-Pecoraro, F.	SAC School Law Certificate Program	\$300.00
4/27	Gonzales, Diane	Preschool Pyramid Model Training	\$230.00

GENERAL:

1. DISTRICT H-I-B REPORT – 2017-2018

Approve the monthly district H-I-B Report for the month of November 2017:

Ref. Exhibit #1

2. REGULATION – ABOLISHMENT – DIST

Approve the abolishment of the following regulation, as submitted:

73001R Disposition of Instructional Property

Ref. Exhibit #2

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3. POLICY – 1ST READING – DIST

Approve and adopt the following policy, as submitted:

- 2700 Services to Nonpublic School Pupils
- 3432.1 Sick Day Bank – Teaching Staff Members
- 4432.1 Sick Day Bank – Support Staff Members
- 7100 Long Range Facilities Planning
- 7101 Educational Adequacy of Capital Projects
- 7102 Site Selection and Acquisition
- 7130 School Closing
- 7300 Disposition of Property

Ref. Exhibit #3

4. REGULATIONS – 1ST READING – DIST

Approve and adopt the following regulations, as submitted:

- 7100R Long Range Facilities Planning
- 7101R Educational Adequacy of Capital Projects
- 7102R Site Selection and Acquisition
- 7300.2R Disposition of Land
- 7300.3R Disposition of Personal P
- 7300.4 Disposition of Federal Property

Ref. Exhibit #4

5. POLICY – 2nd READING – DIST

Approve the following policy, as submitted:

- 3216 Dress And Grooming - Teaching Staff Members – revised
- 4216 Dress And Grooming – Support Staff – revised

6. DISPOSAL OF EQUIPMENT - PRESCHOOL

Approve the disposal of the following equipment as follows:

- PMR-Pre-K 1 SMART Table, Serial number 15559 (Room 10)
- 1 SMART Table, Serial number 16554 (Room 11)

7. MONMOUTH COUNTY POLICE ACADEMY – MEMORANDUM OF AGREEMENT - 2017-2018 - HS

Approve the memorandum of agreement between the Keansburg School District and the Monmouth County Police Academy to provide basic Special Law Enforcement Officer Class I (SLEO I) training for students enrolled in the Law Enforcement Program for the 2017-2018 school year.

8. UNIFORM STATE MEMORANDUM OF AGREEMENT BETWEEN EDUCATION AND LAW ENFORCEMENT OFFICIALS – 2017-2018 – DIST

Approve the Update to the Uniform State Memorandum of Agreement Between Education and Law Enforcement Officials (Rev. 2015), as submitted:

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9. WELLSPRING CENTER FOR PREVENTION – MEMORANDUM OF AGREEMENT - 2017-2018 - DIST

Approve the memorandum of agreement between the Keansburg School District and Wellspring Center to provide services from January 2018 to December 2018, at no cost to the district.

10. NJQSAC STATEMENT OF ASSURANCE/DISTRICT PERFORMANCE REVIEW - 2017-2018 - DIST

Approve the NJQSAC Statement of Assurance/District Performance Review for the 2017-2018 school year, as submitted:

11. WORKFORCE INVESTMENT GRANT – 2017-2018 - HS

Approve the acceptance of the Fiscal Year 2018 WIOA Grant contract for Youth Services from October 1, 2017 through September 30, 2018, in the amount of \$24,000.00. The goal of the program is to provide eligible students with a comprehensive job readiness and skill-building program to support future employment.

12. WINTER SPORTS SCHEDULE/TRANSPORTATION – 2017-2018 – HS

Approve the attached Winter sports and transportation schedules for Keansburg High School.
Ref. Exhibit #5

13. SCHOOL BUS EVACUATION DRILLS – 2017-2018 – DIST

In accordance with NJAC 6A:27-11.2, School Bus Evacuation Drills were conducted for the following schools:

Joseph C. Caruso School	10/10/2017	8:30am
Joseph R. Bolger Middle School	10/11/2017	9:00am
Keansburg High School	10/18/2017	8:15am

14. CURRICULUM REVISION - 2017-2018 - DIST

Approve/adopt the following revised curricula:

Marine Biology
Peer Leadership
Social Studies Grade 7
Technology Grade K-4
Tomorrows Teachers
World Language Grades K-4

15. INDEPENDENT CONSULTANTS - 2017-2018 - DIST

Approve the following independent consultant to provide services for the 2017-2018 school year:

Dr. Gianna Locasio	Neuropsychological Evaluation	not to exceed \$3,000.00
	Psycho-educational Evaluation	not to exceed \$2,500.00
	Psychological Evaluation	not to exceed \$2,000.00

Account #: 11-000-219-320-80

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16. HOME INSTRUCTION - 2017-2018

Approve the following students to receive home instruction for the 2017-2018 school year:

Student ID#	H.I.#	Grade	Reason	Tutor	Start Date	End Date
5234811205	4	6	Admins.	Patterson	10-5-17	10-12-17
3875494221	5	10	Medical	D. Lopez	10-5-17	12-5-17

Account #: 11-150-100-101-80

17. SPECIAL NEEDS TUITION - 2017-2018

Approve the following students to attend the placement indicated for the 2017-2018 school year:

Student ID	DOB	Class.	Placement	Start Date	Private Public	Tuition
9692494450	1-22-99	ED	Coastal L.C.	10-12-17	Private	44,493.96
9436635304	9-24-04	REG ED	Hackensack	9-2017	Public	14,724.00
3231533496	7-5-11	M.I.D.	CPC Elem.	11-1-17	Private	52,127.50

Account #: 11-000-566-80 Private

Account #: 11-000-562-80 Public

ADDENDUM:

A1. EARLY CHILDHOOD PROGRAM BUDGET SUBMISSION – 2018-2019

Approve the submission of the 2018-2019 preschool budget in the amount of \$2,900,717.

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:

12/1	Hudson, Kelli	American Red Cross Training	\$300.00
2/3	Herits, Michael	AMLE Middle Grades Summit	\$2,989.00
2/28	Crossnohere, Ellen	NJASPERD Convention	\$250.00

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Superintendent's Report

Personnel: A through J			
General: 1 through 19			
Addendum: A1 – A2			
	Yes	No	Abstain
Bartram	X		
Clayton	X		X- on #12 only
Donaldson	X		
Frizell	X		
Hoff	X		
Ketch	X		
Mankowski	X		
Moran	X		
Ferraro	X		
Motion by:	Bartram		
Second by:	Ketch		
Roll Call Vote	9 in favor		
	0 opposed		
	0 absent		
	1 abstain		
	Motion carried		

BOARD SECRETARY/SCHOOL BUSINESS ADMINISTRATOR'S REPORT

BS-02: RECEIPT AND ACCEPTANCE OF OCTOBER 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 October 31, 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 October 31, 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 \$1,105,326.82.

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 \$913,902.86.

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.

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See Exhibit "A"

BS-06: RATIFICATION OF PAYROLL SERVICES RENDERED

Recommend that the Board of Education ratify the salary checks issued for the October 30, 2017 payroll in the amount of \$986,935.18 and the November 15, 2017 payroll in the amount of \$1,061,154.97.

BS-07: APPROPRIATION OF 2016-2017 EXTRAORDINARY AID - \$192,087.00

WHEREAS, the Keansburg Board of Education was awarded 2016-2017 Extraordinary Aid in the amount of \$192,087, and

WHEREAS, the Board of Education has seen an influx of students who are in need of Out of District services.

NOW THEREFORE, be it resolved that the Keansburg Board of Education appropriate \$192,087.00 from Extraordinary Aid, to be used in Budget account code: 11-000-100-566-80 for Out of District Private School Tuition for the 2017-2018 school year, leaving a zero balance in Extraordinary Aid.

BS-08 PURCHASE OF 2017 CHEVROLET SILVERADO 2500 TRUCK

Recommend that the Board of Education approve the purchase of a 2017 Chevrolet Silverado 2500 Truck for the total cost of \$38,475.00 to be used for the removal of snow and general maintenance projects.

BS-09: PURCHASE OF PROPERTY

Recommend that the Board of Education approve the purchase of property located at 88 Frances Place for the total cost of \$62,000. The property will enable the district to provide additional parking to both the Joseph C. Caruso Elementary School and the Port Monmouth Preschool - Caruso Site.

Board Secretary's Report

BS-02 through BS-07 Addendum: BS-08 and BS-09			
	Yes	No	Abstain
Bartram	X		
Clayton	X		
Donaldson	X		
Frizell	X		
Hoff	X		
Ketch	X		
Mankowski	X		
Moran	X		
Ferraro	X		
Motion by:	Ketch		
Second by:	Frizell		
	9 in favor 0 opposed 0 absent 0 abstain		
Roll Call Vote	Motion carried		

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PUBLIC

- **Ms. Fabiano** – Look forward to working in the community with Pride Committee and Helping Hands.
- **Mr. Hoff** – Halloween Parade received positive feedback, PTA Dance, thanked the teachers and volunteers. Kudos to Ms. Rogers for working with Helping Hands, Meet the Candidate Night had issues with certain comments made, and Sports Awards went well.
- **Ms. Kelaher-Moran** – Thank you to the Community for re-election and thank you to Mr. Kitchen for a clean campaign.
- **Ms. Clayton** – PTA dances are looking for volunteers.
- **Ms. Frizell** – Induction into NHS, and thanked Ms. Ferraro for her 25 years of service.
- **Mr. Mankowski** – Attended NJSBA Delegate Assembly, budgeting will remain constant. He is a Seton Hall Alumni and can get a HS senior a free Seton Hall Application.
- **Mr. Niesz** - Congratulation on 25 years for Ms. Ferraro.

MOTION ON ADJOURNMENT

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

Roll call vote: 9 in favor, 0 opposed, 0 absent, and 0 abstain; motion carried.

Closed the meeting at 7:42pm

Respectfully submitted:



Daniel Castles
Business Administrator/
Board Secretary

dc/bmw
C: John Niesz
Administrators
Board Members