

KEANSBURG BOARD OF EDUCATION
100 PALMER PLACE
KEANSBURG, NJ 07734

REGULAR MEETING MINUTES
October 15, 2019

CALL TO ORDER

I hereby call to order the Regular Meeting of the Keansburg Board of Education, held on October 15, 2019, in the Bolger Middle School Cafetorium. 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 4, 2019.

ROLL CALL

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

Present: Brooke Clayton, Michael Donaldson, Patricia Frizell, Christopher Hoff, Kimberly Kelaher- Moran, and Matthew Kitchen

Absent: Robert Ketch and Michael Mankowski

Also Present: Doug Covert, Superintendent of Schools, Attorney John O Bennett

PLEDGE OF ALLEGIANCE

Number of public present: 27

NOMINATION OF BOARD VACANCY

Kenneth Cook was nominated to fill the board vacancy - Motion by M Kitchen, Seconded by M Donaldson

Appointment to Board

Appointment of Kenneth Cook			
	Yes	No	Abstain
Clayton	X		
Donaldson	X		
Frizell	X		
Hoff	X		
Ketch			
Kelaher-Moran	X		
Kitchen	X		
Mankowski			
VACANT			
Motion by:	Kitchen		
Second by:	Donaldson		
Roll Call Vote	6 in favor 0 opposed 2 absent (Ketch, Mankowski) 0 abstain Motion carried		

STATE OF THE SCHOOLS AND STATEWIDE ASSESSMENT RESULTS PRESENTATION

See attached

RECOGNITIONS- NONE

PUBLIC - AGENDA ITEMS ONLY- NONE

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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 TO CLOSE	
MOVED BY	
SECONDED BY	
AYE	
NAY	
ABSTAIN	

BS-01 APPROVAL OF MINUTES

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

Special Meeting September 23, 2019 and Regular Meeting September 24, 2019

Roll Call Vote: 6 in favor, 0 opposed, 2 absent (Ketch, Mankowski), and 1 abstain

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

A. Intent to Retire-Substitute Athletic Trainer

Approve the following retirement, as submitted, effective October 15, 2019:

Karlo, Mary Sub Athletic Trainer

B. Long Term Substitute Teacher-Dist

Approve the following individual for the position, dates and salary indicated:

Pigott, Megan	Long Term Sub.	10/7/19 - 11/29/19	\$125.00 per day-60 days
(M. Fabiano)	Elem. Ed.		\$200.00 per day-61+days

Account # 15-120-100-101-20

C. Transfer - Professional Staff 2019-2020

Approve the following individuals for the position indicated effective for the 2019-2020 school year:

	<u>From</u>	<u>To</u>
Higgins, Noreen	RTI - JC/JB K-8	RTI/Resource - JC
Lillis, Ryan	Ed. Spec. ELA - JB	Ed. Spec. ELA / RTI - JB
Rosenberg, Michael	Ed. Spec. Math - JB	Ed. Spec. Math / RTI - JB

D. Leave of Absence-Dist.

Approve the following individual be granted an Intermittent Medical Leave of Absence beginning beginning September 1, 2019 ending February 1, 2020 using allowable sick days followed by unpaid leave. If interested and eligible, this leave may be deducted from his/her entitlement under FMLA/NJFLA:

Bestle, Jacqueline

Approve the following individual be granted a Medical Leave of Absence beginning September 12, 2019 returning September 30, 2019 using allowable sick days followed by unpaid leave. If interested and eligible, this leave may be deducted from his/her entitlement under FMLA/NJFLA:

Dakoglou, Grace

Approve the following individual be granted a Medical Leave of Absence beginning September 30, 2019 returning October 7, 2019 using allowable sick days followed by unpaid leave. If interested and eligible, this leave may be deducted from his/her entitlement under FMLA/NJFLA:

Ducsai, Janis

Approve the following individual be granted a Medical Leave of Absence beginning October 7, 2019 returning December 2, 2019 using allowable sick days followed by unpaid leave. If interested and eligible, this leave may be deducted from his/her entitlement under FMLA/NJFLA:

Fabiano, Mary

E. Substitute Teachers/Paraprofessionals-Dist.

Approve the following individuals be added to our substitute teacher/paraprofessional list for the 2019-2020 school year at the rates listed below:

Carbo, Elizabeth^

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Rosado, Aziel^
Sung, Hyeseong^

^pending completion of paperwork

\$100.00 = Substitute Teacher

\$85.00 = Paraprofessional

Account #: 11-190-100-101-52

F. Mentoring-Dist.

Approve the following individual be permitted to complete his administrative mentoring with John Covert:

Yaiser, Robert

G. Volunteer Athletic Paraprofessional Aide-2019-2020-HS

Approve the following individual to volunteer for the 2019-2020 school year, at no cost to the district:

Boyle, Adam^ Wrestling

^pending completion of paperwork

H. Keansburg Afterschool Program-KAP- 2019-2020-Dist.

Approve the following individuals for the teacher assistant position listed for the Keansburg Afterschool Program from October 16, 2019 to June 5, 2020 at a rate of \$10.00 per hour for 360 hours not to exceed \$3,600.00.

Catena, Adrianna

Khan, Arosa

King, Zymera

Account # 20-095-100-100-60

I. Weight Room Monitor-Volunteer-KHS

Approve the following individual to volunteer as a weight room monitor for the 2019-2020 school year at no cost to the district:

Zarcaro, Ashley

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J. Basketball and Softball Coach-Volunteer-KHS

Approve the following individual as a volunteer Coach for Basketball and Softball for the 2019-2020 school year at no cost to the district.

Walters, Stephanie

K. Crisis Prevention Institute (CPI) 2019-2020

Approve the following individuals for 6 hours of prep time for CPI training and 1 hour prep time de-escalation training for the 2019-2020 school year for 7 hours at \$39.00 per hour, not to exceed \$273.00 each:

Dubrow, Colleen
Milhomens, Amanda

Account # 11-000-218-100-80

L. Observation-Dist

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

Fairleigh Dickinson University

<u>Student</u>	<u>Teacher</u>	<u>School</u>	<u>Semester</u>
Bell, Malori	Ganz	KHS	Spring 2020

M. Titan Family Academy Presenters

Approve the following individuals to work as a Titan Family Academy Presenter for the 2019-2020 school year at the hourly rate of \$39.00 per hour for 4 hours not to exceed \$156.00 each.

Davis, Wendy
Fahey, Caren
Hoffman, Elizabeth
LaRosa, Teresa
Longo, Cynthia
Muniz, Shondell
Nigro, Lisa
Racanelli, Fidelina
Spishock, Deena
Weldon, Lissa

Account # 20-231-200-100-60

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N. LEP Academy Presenters-2019-2020

Approve the following individuals to work as LEP Academy Presenters for the 2019-2020 school year at the hourly rate of \$39.00 per hour not to exceed 4 hours, not to exceed \$156.00 each for each workshop presentation. These positions will be paid through the Eatontown School District through Title III Consortium funds.

Cirillo, Judith
Lopez, Eillyn

O. Keansburg School District Year Long Professional Development Presenters-2019-2020

Approve the following individuals as presenters for the Keansburg School District's Year Long Professional Development Program at \$39.00 per hour for 24 hours, not to exceed \$936.00 each.

Fahnholz, Bridget
Feeney, Gina
Young, Karen
Account # 20-231-200-100-60

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 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:

5/19/20	Feeney, Gina	Master Teacher Seminar Training	\$522.00
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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 October, 2019.

Ref. Exhibit # 1

2. Policy-1st Reading-Dist.

Approve and adopt the following policies, as submitted:

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0141.1	Board Member and Term
1613	Disclosure and Review of Applicant's Employment History (M) (New)
1642	Earned Sick Leave Law (M) (New)
2422	Health and Physical Education
2431.3	Practice and Pre-Season Heat-Acclimation for School-Sponsored Athletics and Extracurricular Activities (Revised)
2610	Educational Program Evaluation
4219	Commercial Driver's License Controlled Substance and Alcohol Use Testing (M) (Revised)
5111	Eligibility of Resident/Nonresident Students (M) (Revised)
5330.04	Administering an Opioid Antidote (M) (Revised)
5337	Service Animals
5561	Use of Physical Restraint and Seclusion Techniques for Students with Disabilities (M) (Revised)
5756	Transgender Students (M) (Revised)
8561	Procurement Procedures for school Nutrition Programs (M) (Revised)
8600	Student Transportation (M) (Revised)
8860	Memorials (Revised)

Ref. Exhibit # 2

3. Regulations- 1st Reading-Dist.

Approve and adopt the following regulations, as submitted:

1613	Disclosure and Review of Applicant's Employment History (M) (New)
1642	Earned Sick Leave Law (M) (New)
5111	Eligibility of Resident/Nonresident Students
5330.04	Administering an Opioid Antidote
5561	Use of Physical Restraint and Seclusion Techniques for Students with Disabilities (M) (Revised)
8600	Student Transportation

Ref. Exhibit # 3

4. Memorandum of Understanding between The Community YMCA Counseling and Social Services and Keansburg School District-Revised

The Community YMCA Counseling and Social Services and Keansburg School District will work in collaboration to provide children's mental health services to special needs and emotionally challenged youth during the 2019-2020 School Year. Memorandum of

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Understanding has been revised to reflect services for the Keansburg High School and will be in effect from July 1, 2019-June 30, 2020.

Ref. Exhibit # 4

5. In State Class Trip List-2019-2020

Approve the 2019-2020 In State Trip Locations as submitted.

Ref. Exhibit # 5

6. Policy-2nd Reading-Dist.

Approve and adopt the following policies, as submitted for their 2nd reading:

3159	Teaching Staff Member/School District Reporting Responsibilities (M) (Revised)
3218	Use, Possession, or Distribution of Substances (M) (Revised)
4218	Use, Possession, or Distribution of Substances (M) (Revised)
4219	Commercial Driver's License Controlled Substance and Alcohol Use Testing (M) (Revised)
5512	Harassment, Intimidation, and Bullying
5517	School District Issued Student Identification Cards (Revised)
6112	Reimbursement of Federal and Other Grant Expenditures (M) (Revised)
7440	School District Security (M) (Revised)
8630	Bus Driver/Bus Aide Responsibility (M) (Revised)
8670	Transportation of Special Needs Students (M) (Revised)
9210	Parent Organizations (Revised)
9400	Media Relations (Revised)

7. School Bus Evacuation Drill-2019-2020-Dist

In accordance with NJAC 6A:27-11/2, a School Bus Evacuation Drill was conducted for the following school(s):

Port Monmouth Road Pre-K	10/4/19	8:10 a.m.
Caruso Pre-K	10/2/19	8:10 a.m.
Keansburg High School	9/30/19	9:00 a.m.-10:00 a.m.

8. Out of State Trip

Approve 12 8th grade G & T students to attend and participate in a guided tour of Lincoln Center Performing Arts Campus, NYC and a hands on lesson on Poetry Slam at the Nuyorican Poets Cafe from Professional Poets on 12/3/19 from 7:45 a.m. to 4:30 p.m. Mrs. Gomez will be chaperoning.

9. **Monmouth County Vocational Regular Education 2019-2020**

Approve the following students to attend the vocational school indicated on a tuition basis for the 2019-2020 school year at a cost of \$6,615.00 per student:

AAHS: Academy of Allied Health

Student I.D	D.O.B.
2882932042	12-30-01

ALPS: Academy of Law and Public Safety

Student I.D	D.O.B.
8084198597	9-25-03
9095941994	8-8-02
1384814053	4-26-03
4642126496	3-2-03
9514859073	5-12-03
6380897937	4-11-12
7891645585	9-11-02
2649511985	12-8-01
7163281363	6-2-02

HTHS: High Technology High School

Student I.D	D.O.B.
7959690554	5-14-05
4297758717	11-28-04

MAST: Marine Academy of Science and Technology

Student I.D	D.O.B.
6616507514	11-9-04

BTHS: Biotechnology High School

Student I.D	D.O.B.
159895331	6-28-03

Account # 11-000-100-563-80

10. **Monmouth County Vocational Special Education 2019-2020**

Approve the following students to attend the vocational program indicated for the 2019-2020 school year:

Career Center \$5,725.00 per student

Student I.D	D.O.B.
1042693826	6-12-03
4733639678	9-27-02
2941351909	4-28-03
3580755163	8-27-03
2922387262	5-19-02
7916536485	6-1-01
6343169936	3-12-04
1681482690	2-7-03
7719447588	8-22-04
2667551526	6-28-03
3170284349	1-2-02
7578559435	12-22-03
2568891408	10-7-03
9753950594	4-9-02
1916164058	1-6-04
2879696621	2-8-02
4572617167	10-13-01
2458595303	1-8-02

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Shared Time \$900.00 per student

Student I.D	D.O.B.
8822030572	9-27-03
5889167354	3-19-02
679141052	8-6-03
2531227285	4-26-02
1981543897	5-18-01
2026927640	12-3-01
5874339504	4-15-02
8955862004	3-8-02
2744800904	8-7-02
5692013563	1-10-03
2546579688	7-25-02
9837869498	12-17-02
7366882315	11-22-02
6433624708	8-15-01 (HS)

Account # 11-000-100-563-80 Regular Education
Account # 11-000-100-564-80 Special Education

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11. Homeless Tuition 2019-2020

Approve the following students to attend the school indicated for the 2019-2020 school year as submitted:

Student I.D.	D.O.B.	Class	Placement	Start Date	Public/Private	Tuition
8689251038	12-23-00	OHI	Middletown	9-2019	Public	14,442.00
9312695981	5-22-05	N/A	Middletown	9-2019	Public	14,442.00
8421012184	9-12-07	N/A	Middletown	9-2019	Public	14,195.00
6071447535	9-6-07	N/A	Neptune	9-18-19	Public	14,098.00

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

Account # 11-000-100-562-80 Spec. Ed.

12. Independent Consultants 2019-2020 REVISION

AAA Onsite Drug Testing Panel Instant Drug Test \$48.50 per test

(originally quoted as \$45.50 per test)

Account # 11-000-213-300-80

13. Special Needs 2019-2020

Approve the following students to attend the school indicated for the 2019-2020 school year:

Student I.D.	D.O.B.	Class.	Placement	Start Date	Public/Private	Tuition
1137302192	12-29-06	Ed	Coastal	10-7-19	Private	47,422.65
1815928285	5-30-11	Ed	CPC Elem.	10-7-19	Private	58,761.78
6460115228	7-19-04	Red. Ed	Robbinsville Sch.	9-5-19	Public	12,196.00

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

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14. Home Instruction 2019-2020

Approve the following students to receive home instruction for the 2019-2020 school year as submitted:

Student I.D.	H.I.#	Grade	Reason	Tutor	Start	End
615667 8584	1	6	Medical	L. Aquilino	9-4-19	6-25-20
189336 5987	2	8	Medical	LearnWell	9-4-19	9-9-19
253132 0231	3	8	Administrative	D. Patterson	9-18-19	TBD
181592 8285	4	3	Administrative	H. Wieczerek	9-18-19	TBD
618642 7488	5	11	Administrative	D. Lopez	9-19-19	10-1-19
374869 6080	6	11	Administrative	D. Ganz	9-19-19	10-1-19
464597 2639	7	6	Medical	M. Rogers	9-23-19	10-8-19
305004 6460	8	11	Medical	D. Ganz	10-3-19	10-18-19
308184 0608	9	6	Administrative	G. Lavary	10-3-19	10-18-19

Account # 11-150-100-101-80 Employee
Account # 11-150-100-320-80 Outside

15. Cross Country Donation Acceptance- 2019-2020

Approve the acceptance of a donation of \$1,312.67 in equipment for our boys and girls Cross Country teams from Dick's Sporting Goods Classroom Project.

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ADDENDUM

A1. Wrestling Program Volunteer for 2019-2020

Approve the following individual to volunteer for the wrestling program for the 2019-2020 school year at no cost to the district.

DeTalvo, Christopher

Superintendent's Report

Personnel: A through P			
General: 1 through 15			
Addendum: A1			
	Yes	No	Abstain
Clayton	X		
Donaldson	X	X – on "C" only	X - on "L" only
Frizell	X		
Hoff	X		
Kelaher-Moran	X		
Ketch			
Kitchen	X		
Mankowski			
Cook			X
Motion by:	Kitchen		
Second by:	Frizell		
	6 in favor 1 opposed 2 absent (Ketch, Mankowski) 1 abstain		
Roll Call Vote	Motion carried		

BOARD SECRETARY/SCHOOL BUSINESS ADMINISTRATOR'S REPORT

BS-02: RECEIPT AND ACCEPTANCE OF XX AND XX SECRETARY'S AND TREASURER OF SCHOOL MONIES REPORTS - NONE

Recommend the receipt of the Board Secretary's and Treasurer of School Monies Financial Reports as of, 2019 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, 2019 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 732,526.88.

BS-04: RATIFICATION OF 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 \$XXXX.

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**BS-05: RATIFICATION OF APPROPRIATION TRANSFERS PRIOR TO A BOARD MEETING-
NONE**

Recommend that the Board of Education approve the following transfers made prior to the board meeting in accordance with Board Policy 6422.

See Ex. "A"

BS-06: RATIFICATION OF PAYROLL SERVICES RENDERED

Recommend that the Board of Education ratify the salary checks issued for the September 30, 2019 payroll in the amount of \$1,005,656.40.

BS-07: ATTENDANCE AT NJSBA/NJASA/NJASBO WORKSHOP

Approve attendance of the following administrator at the New Jersey School Boards Association Workshop on October 21, 2019 through October 24, 2019 in Atlantic City at the cost of \$96 per night lodging plus occupancy fee and resort tax, mileage at \$0.31 per mile plus tolls and parking, and meals at the GSA rate of \$165.00 per person, not to exceed total costs of \$500 per person and a group registration fee of \$750.

Administrator

Louise Davis, Interim Business Administrator/Board Secretary

ADDENDUM

BS-08: ATTENDANCE AT NJSBA/NJASA/NJASBO WORKSHOP

Approve attendance of the following board member at the New Jersey School Boards Association Workshop on October 21, 2019 through October 24, 2019 in Atlantic City at the cost of \$96 per night lodging plus occupancy fee and resort tax, mileage at \$0.31 per mile plus tolls and parking, and meals at the GSA rate of \$165.00 per person, not to exceed total costs of \$500 per person and a group registration fee of \$750 pending criminal history.

Board Member

Kenneth Cook

BS-09: COMPREHENSIVE MAINTENANCE PLAN

WHEREAS, the Department of Education requires New Jersey School Districts to submit a three year Comprehensive Maintenance Plan and M-1 form documenting "required" maintenance activities for each of its public school facilities, and

WHEREAS, the required maintenance activities listed for the various school facilities of the Keansburg School District are consistent with these requirements, and

WHEREAS, all past and planned activities are reasonable to keep school facilities open and safe for use or in their original condition and to keep their system warranties valid,

NOW THEREFORE BE IT RESOLVED, that the Keansburg School District hereby authorizes the School Business Administrator to submit the Comprehensive Maintenance Plan and M-1 form for the Keansburg School District in compliance with the Department of Education requirements.

See attached

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Board Secretary's Report

BS-02 through BS-07

ADDENDUM: BS-08 through BS-09

	Yes	No	Abstain
Clayton	X		
Donaldson	X		
Frizell	X		
Hoff	X		
Ketch			
Kelaher-Moran	X		
Kitchen	X		
Mankowski			
Cook			X
Motion by:	Donaldson		
Second by:	Clayton		
	6 in favor		
	0 opposed		
	2 absent (Ketch, Mankowski)		
	1 abstain		
Roll Call Vote	Motion carried		

COMMENTS –

Mr. Hoff discussed on-going events in the community.

PUBLIC - NONE

MOTION ON ADJOURNMENT

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

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

Closed the meeting at 7:50 pm

Respectfully submitted:



Daniel Castles
Business Administrator/
Board Secretary

dc/bmw

C: D. Covert

Administrators
Board Members