REGULAR MEETING MINUTES October 17, 2017

#### **CALL TO ORDER**

hereby call to order the Regular Meeting of the Keansburg Board of Education, held on October 17, 2017, 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 9, 2017.

#### **ROLL CALL**

Dan Castles, Board Secretary, called roll at 7:04pm:

Present: Dolores Bartram, Michael Donaldson, Judy Ferraro, Patricia Frizell,

Kimberly Kelaher- Moran and Michael Mankowski (arrived 7:25) **Absent:** Brooke Clayton, Christopher Hoff and Robert Ketch

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

#### PLEDGE OF ALLEGIANCE

Number of public present: 48

#### **PRESENTATIONS**

Ms. Grimaldi led the Band in the Star Spangled Banner

#### **AWARDS**

- Robert Westcott, JRBMS Most Improved Student
- Les Thompson, PMRS Pre-K For going "Above and Beyond" on a daily basis
- Steve Ambrus, KHS Technician "Perfect Attendance Over Ten Years"
- Francine Manual, PMRS Pre-K "Perfect Attendance Over Ten Years"
- KHS Band For going "Above and Beyond" including planning for Centennial Parade
- Ms. Kelaher-Moran Announced to the Band they would be getting new band uniforms

#### STATE OF THE SCHOOLS

- Mr. Covert presented the District PARCC Data/Scores and discussed the action steps to improve test scores.
- Ms. Bartram had a question regarding what makes up the dropout rate
   Ms. Clagett responded to the question
- Parent asked if PARCC affected teacher evaluation
   Mr. Covert responded to the question
- Parent asked if New Jersey had higher standards than other states.
   Mr. Covert responded
- Mr. Covert opened the State of the Schools presentation
- Ms. Veccharelli introduced KHS students to present Keansburg High School Profile, Philosophy, Titan Pride Council, Testing Requirements for both ELA and Math, Graduation Data, College Acceptance Data, Testing Data, Student Conduct, and other exciting news.
- Ms. Veccharelli discussed the goals and next steps for the high school and Improvements they
  have
- Mr. LaRocca introduced the 8<sup>th</sup> Grade members of the Junior National Honor Society to present Bolger Middle School Profile, Building Highlights, Titan-up Program, Walking School Bus, Project Based Learning, Student Conduct, and Goals and Next Steps.
- Mr. LaRocca reminded everyone about the Thanksgiving Dinner for Bolger Families is November 21, 2017.

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- Ms. O'Hare, Ms. McMahon and Mr. Brophy presented Caruso's Profile, Demographics, Academic Area of Focus, Math Link-it Benchmarks, ELA Link-it Benchmarks, NJ ASK Science Data, and goals and next steps.
- Mr. Brophy reviewed attendance and discipline data. Also, steps being taken to address discipline issues.
- Mr. Brophy discussed the highlights of the Caruso School.
- Ms. O'Hare discussed goals and steps moving forward.
- Ms. O'Hare showed a video of the Caruso students.
- Ms. Hazeldine presented Pre-K's Programs, Cor Advantage Data, Data for NIEER visit, Pre-K Highlights, and goals/next steps.
- Ms. Hazeldine presented a video of Pre-K students.
- Ms. Beegle and Ms. Clagett presented PPS and Guidance Profiles, classified students, LRC continuum of services, Programs offered, Out of District, 504's, attendance, goals of Guidance Department, and goals of PPS.
- Ms. Formica discussed the RTI Program, RTI model, and systemic work.

#### **PUBLIC- 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)	Personnel	
(2)		
(3)		

It is anticipated that the length of time of this executive session will be 10 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: Donaldson SECONDED BY: Bartram

**IN**: 8:39 **OUT**: 8:58

EXECUTIVE SESSION RESOLUTION					
MOVED BY Donaldson					
SECONDED BY	Frizell				
AYE	5				
NAY	0				
ABSTAIN	1- Mr. Mankowski was excluded				

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#### **3S-01 APPROVAL OF MINUTES**

Motion by Frizell and seconded by Bartram 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. NON PROFESSIONAL – EMPLOYMENT – 2017-2018

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

Held, Nancy<sup>^</sup>

Staff Accountant

\$60,000.00

Dist

Efft.10/18/17

Account #: 11-000-251-100-55

^On an emergent basis

# B. LONG TERM SUBSTITUTE - CONSULTANT/TEACHER - LAW ENFORCEMENT PROGRAM - HS - 2017-2018

Approve the following individual for the position of Long Term Substitute Consultant/Teacher Law Enforcement at \$300.00 per day, from October 18, 2017 until further notice, as needed:

Martin, Michael<sup>^</sup>

Account #: 15-140-100-101-40

^On an emergent basis.

#### C. <u>TECHNOLOGY COLLEGE INTERN – PART TIME – DIST</u>

Approve the following individual for the position and salary indicated from October 18, 2017 through June 30, 2018 at \$15.00 per hour, as needed, not to exceed \$10,000.00:

Breheny, Michael

Account #: 11-000-222-100-65

#### D. LEAVE OF ABSENCE – DIST

Approve the following individual be granted a Medical Leave of Absence beginning September 21, 2017 returning October 2, 2017 using allowable sick days. This leave will be deducted from her entitlement under FMLA/NJMLA:

Davis, Wendy

#### E. TITAN FAMILY ACADEMY PRESENTERS – 2017-2018

Approve the following as Titan Family Academy Presenters for the 2017-2018 school year at the hourly rate of \$35.00 not to exceed a total of 4 hours for each workshop presentation (salary pending negotiations):

Annuzzi, Barbara

Emken, Arthur

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Holcombe, Tammie
Cohler, Stefania
Lopez, Eillyn

Murphy, Lauri Szotak, Ashley

Account #: 20-231-200-101-60

#### F. TITAN FAMILY ACADEMY CHILDCARE PARAPROFESSIONALS - 2017-2018

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

Baeza, Nancy \$19.13 Kurtz, Alyssa \$17.06 Lee, Kimberly \$17.30 Little, Cheryl \$19.60 Pigott, Megan \$16.87 Vargas, Laura \$19.13

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

#### G CENTRAL DETENTION TEACHER - 2017-2018 - HS

Approve the following individual as a Central Detention Teacher for the 2017-2018 school year, monitor students after school for 1 hour per day, at \$35.00 per hour, Monday through Thursday based upon student attendance. If no student(s) arrive after 30 minutes teacher will be dismissed and paid for first ½ hour only (salary pending negotiations):

Racanelli, Fidelina

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

#### H. AFTER SCHOOL ACADEMIC SUPPORT TEACHER - 2017-2018 - HS

Approve the following individual as an after school academic support teacher for the 2017-2018 school year, 2 hours per day, at \$35.00 per hour. If no students arrive by 2:30pm, teacher will be dismissed and paid for first ½ hour only (salary pending negotiations):

Racanelli, Fidelina

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

#### I. FRIDAY SCHOOL TEACHER - 2017-2018 - HS

Approve the following individual to hold Friday School for the 2017-2018 school year, 2 hours per Friday, at \$35.00 per hour, not to exceed \$2,800.00 total. If no students arrive by 3:00pm, teacher will be dismissed and paid for first ½ hour only (salary pending negotiations):

Racanelli, Fidelina

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

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#### J. ATHLETIC VOLUNTEERS - HS

Approve the following individuals to volunteer for wrestling for the 2017-2018 school year, at no cost to the district:

Bigelow, Scott Morfin, Uriel Pepper, Jesse

#### K. COACHING POSITIONS – 2017-2018 – HS

Approve the following individuals 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>
Bigelow, Shane Bird, John Gallagher, Brian Keelen, Ashley Wombough, Jason	Assistant Wrestling Coach Weight Room Monitor (Winter) Assistant Basketball Coach - Boys Assistant Basketball Coach - Girls Assistant Wrestling Coach	\$6,171.00 \$2,911.00 \$6,171.00 \$6,171.00 \$6,171.00
Account#: 15-402-100-10		, , , , , , , , , , , , , , , , , , , ,

#### L. KEANSBURG AFTER SCHOOL PROGRAM – (KAP) – 2017-2018 – DIST

Approve the following individuals for the position and salary listed in the Keansburg Afterschool Program from October 18, 2017 through June 8, 2018 at \$8.50 per hour:

#### **Student Teacher Assistants**

Byers, Ajaysiya Crosswell, Alicia Davis, Alicia Melendez, Cadence Nabors, Hydiah Semler, Jake Account #20-095-100-100-60

Approve the following individual to volunteer in the Afterschool Program at no cost to the program

#### Student Teacher Assistant

Laush, Ali

#### M. WORKFORCE INVESTMENT BOARD – STUDENTS - 2017-2018

Approve the following students to receive employment at the rate of \$8.50 per hour for up to 150 hours from September 1, 2017 to September 30, 2018. Students will be trained and placed at one of the chosen sites indicated below:

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<u>Student</u> <u>Site</u> <u>Working With Children</u>

Stone, Samantha KAP Yes

Champions
Bayside Manor

Reynolds, Kimberly KAP Yes

Keansburg Library

Ardic, Demi KAP

Athletic Training Yes

Bayside Manor

Carrasquillo, Michelle Subway Yes

KAP

Westcott, Talor Kazia Rae's Yes

Alicea, Savannah Subway Yes

KAP

Kazia Rae's

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

\* Pending DOL WIA approval

#### N. 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:

10/22 Formica, Christine -10/25	16th Annual October Coaching Institute on the Teaching of Writing	\$1,600.00
10/22 Lillis, Ryan -10/25	16th Annual October Coaching Institute on the Teaching of Writing	\$1,600.00
10/22 Nigro, Lisa -10/25	16th Annual October Coaching Institute on the Teaching of Writing	\$1,600.00
10/22 Weldon, Lissa -10/25	16th Annual October Coaching Institute on the Teaching of Writing	\$1,600.00
10/25 DeTalvo, Chris	IIRP World Conference	\$175.00
10/25 Kmak, Nicole	IIRP World Conference	\$175.00
10/25 O'Keefe, Dennis	IIRP World Conference	\$175.00

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10/25 Wombough, Jason IIRP World Conference \$175.00

12/8 Kemp, Shannon NJ Assoc. School Psychologists Conference \$175.00

1/25/18 Niesz, John Techspo'18 \$275.00

#### **GENERAL:**

#### 1. DISTRICT H-I-B REPORT – 2017-2018

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

Ref. Exhibit #1

#### 2. <u>IN-STATE TRIP LOCATION LIST – 2017- 2018</u>

Approve the master School Trip List for in-state locations for the 2017-2018 school year, as submitted:

Ref. Exhibit #2

#### 3. <u>OUT OF STATE TRIPS – 2017-2018</u>

11/14/17 JB Lincoln Center, New York, NY. G&T will tour center and performing arts campus. 7:45am – 5:00pm.

12/9/18 HS Metropolitan Museum of Art, New York, NY. Art Honor Society students will visit. 9:00am 0 4:30pm.

5/18/18 or HS Dorney Park, Allentown, PA. Band/Chorus students will attend 5/25/18 Music in the Park competition. 7:00am – 9:00pm.

#### 4. 2017 – 2018 SCHOOL CALENDAR REVISION – DIST

Approve the revised 2017 – 2018 school calendar, as submitted:

From: November 15, 2017 Afternoon Conferences – HS – 1 session day
To: December 1, 2017 Afternoon Conferences – HS – 1 session day

From: November 15, 2017 Evening Conferences – JC – 1 session day (K-4) To: December 5, 2017 Evening Conferences – JC – 1 session day (K-4)

From: November 16, 2017 Afternoon Conferences – JC - 1 session day
To: December 4, 2017 Afternoon Conferences – JC - 1 session day

From: November 16, 2017 Evening conferences – HS – 1 session day To: November 30, 2017 Evening conferences – HS – 1 session day

From: November 20, 2017 Evening Conferences – JB – 1 session day
To: November 27, 2017 Evening Conferences – JB – 1 session day

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From: November 21, 2017 Afternoon Conferences – JB – 1 session day

Afternoon Conferences – JB – 1 session day

From: December 5 2017 Evening Conferences – PreK – 1 session day
To: December 4 2017 Evening Conferences – PreK – 1 session day

From: December 6, 2017 Afternoon Conferences – PreK – 1 session day
To: December 5, 2017 Afternoon Conferences – PreK – 1 session day

From: April 11, 2018 Afternoon Conferences – HS – 1 session day
To: February 26, 2018 Afternoon Conferences – HS – 1 session day

From: April 11, 2018 Evening Conferences – JC – 1 session day (K-4) To: February 21, 2018 Evening Conferences – JC – 1 session day (K-4)

From: April 12, 2018 Afternoon Conferences – JC - 1 session day
To: February 20, 2018 Afternoon Conferences – JC - 1 session day

From: April 12, 2018 Evening conferences – HS – 1 session day
To: February 22, 2018 Evening conferences – HS – 1 session day

From: April 16, 2018 Evening Conferences – JB – 1 session day
To: February 20, 2018 Evening Conferences – JB – 1 session day

From: April 17, 2018 Afternoon Conferences – JB – 1 session day

To: February 21, 2018 Afternoon Conferences – JB – 1 session day

Ref. Exhibit #3

#### POLICY – 2ND READING – DIST

Approve and adopt the following policy, as submitted:

O142 Board Member Qualifications, Prohibited Acts and Code of Ethics 5460 High School Graduation

# 6. NON PROFESSIONAL EMPLOYMENT CONTRACT – 2017-2018 Approve the following employment contract for the 2017-2018 school year, as

submitted:

Staff Accountant

Ref. Exhibit #:4

#### 7. CLUB APPROVALS – 2017-2018 – JB/HS

Approve the creation of the following clubs, at no cost to the district:

Art Club - JB Will meet 1-2 times a week run by Danielle Mira. Club will help with

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town wide art activities.

Chorus Club -JB Will meet to rehearse after school from 2pm to 3pm run by

Timothy Novembre.

Spanish Club - JB Will meet 1-2 times a week to enhance learning of the Spanish

language run by Eillyn Lopez.

Jr. ROTC – HS Students will become independent and more productive citizens run

by Jason Vengelis.

#### DONATION – ACCEPTANCE – HS/JB

Accept the donation of 2 - \$250.00 Jersey Mike's gift cards from Shore Sports Network for being chosen "Game of the Week". This donation will be used for the team.

Approve the donation to the Bolger Student Activity Fund from Party City. Party City will donate 10% back to the school for items purchased during September & October.

9. <u>STEAM-PARK – MEMORANDUM OF UNDERSTANDING (KAP) – 2017-2018</u>

Approve the memorandum of understanding between the Keansburg School District and Steam-Park, Inc. to provide education-based after-school care to third and fourth grades as part of the Keansburg Afterschool Program (KAP) at a cost of \$1,600.00 for 3 months, 9 sessions.

#### 10. RETHINK - DIST

Approve Rethink to provide access to its cloud based learning management platform and related services for the 2017-2018 school year at a cost of \$972.00.

Account #: 11-000-100-569-80

#### 11. DISPOSAL OF EQUIPMENT - PRESCHOOL

Approve the disposal of the following equipment as follows:

PMR-Pre-K 1 SMART Table, Serial number 15561 (Trailer 12)

Caruso-Pre-K 1 SMART Table, Serial number 16306 (Room 12)

1 SMART Table, Serial number 16307 (Room 11)

#### 12. COURSE DEVELOPMENT – JB

Approve a Home Economics course be developed for J. R. Bolger Middle School.

#### 13. COURSE DEVELOPMENT – HS

Approve a carpentry/industrial arts/engineering career technology education course be developed for the high school.

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14. <u>NEW JERSEY CHILD ASSAULT PREVENTION NJCAP GRANT - REVISED</u>

Approve the acceptance of the revised New Jersey Child Assault Prevention NJCAP Grant in the

amount of \$5,280.10 for grades K-8.

15. NJ HEALTHY COMMUNITIES GRANT SUBMISSION - SBYSP/KAP

Approve the submission of the grant application for the NJ Healthy Communities Network Grant for the SBYSP and KAP programs. The aim of the initiative is to prevent chronic disease and improve healthy by advancing environment to support healthy eating and active living. Grants total up to \$20,000.00 for 24 months. Year 2 funding is contingent upon compliance in year 1.

- 16. WORKFORCE INVESTMENT GRANT EXTENDED CONTRACT 2017-2018 HS
  Approve the extended contract for the Workforce Investment Grant in the amount of \$24,000.00. This grant will run from October 1, 2017 through September 20, 2018
- 17. SPECIAL NEEDS TUITION 2017-2018

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

Student ID	DOB	Classification	Placement	Start Date	Private Public	Tuition
5980941705	4-30-98	SLD	Project Teach	9-11-17	Public	N/A
5976016440	2-25-88	OHI	Day Top Academy	9-12-17	45,768.50	

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

18. MONMOUTH COUNTY VOCATIONAL – REGULAR EDUCATION - 2017-2018
Approve the following student to attend the program indicated on a tuition basis for the 2017-2018 school year at a cost of \$860.00:

#### **Shared Time**

Student ID	D.O.B.
2784628295	8-19-99

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

#### 19. HOME INSTRUCTION - 2017-2018

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

H.I.#	Grade	Reason	Tutor	Start	End
1	3	Medical	L. Aqulino	9-6-17	6-21-18
2	7	Medical	Ed. Inc.	9-15-17	9-20-17
3	9	Medical	S. Gaffey	9-18-17	6-21-17
	1 2 3	2 7	2 7 Medical	2 7 Medical Ed. Inc.	2 7 Medical Ed. Inc. 9-15-17

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

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#### **ADDENDUM:**

#### BEACON PROGRAM - SUBSTITUTE TEACHER ASSISTANT - DIST A1.

Approve the following individual for the position indicated in the above program for the 2017-2018 school year at the hourly rate of \$16.87, as needed (salary pending negotiations):

Pigott, Megan

Account #: 11-424-100-106-55

# A2. POLICY – 1<sup>ST</sup> READING – DIST Approve the following policy, as submitted:

3216 Dress And Grooming - Teaching Staff Members - revised

4216 Dress And Grooming - Support Staff - revised

Ref Exhibit #5

### A3. WINTER SPORTS SCHEDULE/TRANSPORTATION - 2017-2018 - JB

Approve the attached Winter sports and transportation schedules for J. R. Bolger Middle School. Ref. Exhibit #6

Superintendent's Report

Personnel: A through N General: 1 through 19 Addendum: A1 – A3						
	Yes	No	Abstain			
Bartram	Х					
Clayton						
Donaldson	х					
Frizell	Х					
Hoff						
Ketch						
Mankowski	Х					
Moran	Х					
Ferraro	Х		X- on "#3" only			
Motion by:		Ва	rtram			
Second by:	Donaldson					
Roll Call Vote	6 in favor					
		0 opposed				
		3 absent				
		1 abstain				
	<u> </u>	Motion carried				

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

BS-02: 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 \$461,159.26.

BS-03: 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 \$819,951.48.

# BS-04: 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.

See Exhibit "A"

#### **BS-05: RATIFICATION OF PAYROLL SERVICES RENDERED**

Recommend that the Board of Education ratify the salary checks issued for the September 30, 2017 payroll in the amount of \$988,606.95 and the October 15, 2017 payroll in the amount of \$989,316.28.

#### **BS-06: DEVELOP REQUEST FOR PROPOSAL**

Recommend by the Superintendent of Schools, that authority be given to the Purchasing Agent to develop a Request for Proposals for Professional Services/PMRS Preliminary Assessment and Site Investigation.

# BS-07: APPROVAL OF BAYSHORE COMMUNITY BANK AS AN OFFICIAL DEPOSITORY FOR STUDENT ACTIVITY ACCOUNTS

Recommend the Board of Education approve Bayshore Community Bank as the Official Depository for all District Student Activity Accounts.

#### **BS-08: 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 as listed in the attached documents 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 attached Comprehensive Maintenance Plan and M-1 form for the Keansburg School District in compliance with Department of Education requirements.

See Exhibit "B"

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#### **BS-09: ACCEPTANCE OF ADDITIONAL GENERAL FUND STATE AID FOR FISCAL YEAR 2018**

Recommend the Board of Education accept the Additional General Fund State Aid awarded to the District in the amount of \$517,808.

**Board Secretary's Report** 

BS-01 through B Addendum: BS-	S-08	<del></del>			
	Yes	No	Abstain		
Bartram	Х				
Clayton					
Donaldson	x				
Frizell	х				
Hoff					
Ketch	**************************************				
Mankowski	x				
Moran	х				
Ferraro	х				
Motion by:		Frizell			
Second by:	Bartram				
		6 in favor			
		0 opposed			
		3 absent			
		0 abstain			
Roll Call Vote	Motion carried				

#### **PUBLIC**

• Ms. Fabiano – Thank you to Board for communicating and collaborating

#### **MOTION ON ADJOURNMENT**

Motion by Donaldson and seconded by Frizell to adjourn this meeting.
Roll call vote: 6 in favor, 0 opposed, 3 absent, and 0 abstain; motion carried.
Closed the meeting at 9:05pm

Respectfully submitted:

**Daniel Castles** 

**Business Administrator/** 

**Board Secretary** 

dc/bmw

C: John Niesz Administrators

Board Members