

**MINUTES  
ORGANIZATION MEETING OF THE  
KEANSBURG BOARD OF EDUCATION  
TUESDAY, JANUARY 2, 2024  
7:00 P.M.  
JOSEPH R. BOLGER MIDDLE SCHOOL AUDITORIUM**

**CALL TO ORDER**

Mr. Michael Sette, Board Secretary, called the Organization Meeting to order at 7:01pm.

**SUNSHINE LAW**

Be advised that this meeting is being held in accordance with the Open Public Meetings Act, Chapter 231 P.L. 1975 (Sunshine Law) and that adequate notice of the date, time and agenda has been sent to the Asbury Park Press and has been posted and filed with the Municipal Clerk of Keansburg. Copies have also been sent to each district school and posted on the district website in accordance with the law.

**STATEMENT OF VIDEOTAPING OF PUBLIC PORTION OF BOARD OF EDUCATION MEETINGS**

Please note that the public portion of all board of education meetings are videotaped and available for public viewing on our website. Therefore, members of the public should have no expectation of privacy in any statements that they make when addressing the Board/Administration.

**NO SMOKING ON SCHOOL GROUNDS**

Please be advised that there is no smoking on school grounds - inside or outside - at any time.

**PLEDGE OF ALLEGIANCE**

Mr. Michael Sette led The Pledge of Allegiance.

**RESULTS OF ELECTION**

Mr. Michael Sette read the results of the School Board Election conducted on November 7, 2023 General Election Ballot from 6:00am to 8:00pm by the County Board of Elections:

## CERTIFIED ELECTION RESULTS

THREE YEAR TERM	
CANDIDATE	TOTAL VOTES
Judy Ferraro	599
Christofer Hoff	587
Kimberly Kelaher-Moran	579
Write-In	79

## ADMINISTRATION OF OATH OF OFFICE

Mr. John Bennett administered the prescribed oath of office to re-elected Board members Judy Ferraro, Christopher Hoff and Kimberly Kelaher-Moran.

**MEMBERS PRESENT:** Patricia Frizell, Kim Kelaher-Moran, Michael Mankowski, Matthew Kitchen, Gregory Siciliano, Christopher Hoff and Judy Ferraro

**MEMBERS ABSENT:** Brooke Clayton (arrived at 7:16pm) and Kenneth Cook

**OTHERS PRESENT:** Kathleen O'Hare, Superintendent, Michael Sette, Board Secretary and John O. Bennett, Attorney.

## ELECTION OF BOARD PRESIDENT

According to Bylaw 0152, Mr. Michael Sette, Board Secretary opened up the nomination for the position of President.

Mr. Michael Sette explained that if there were more than one nomination for President candidates will be voted on in order in which they were nominated.

Gregory Siciliano nominated Matthew Kitchen for President.  
No other nominations were made

### **ROLL CALL VOTE**

<b>MOTION TO CLOSE NOMINATIONS FOR BOARD PRESIDENT</b>	
<b>MOVED BY</b>	
<b>SECONDED BY</b>	
<b>AYE</b>	Judy Ferraro, Patricia Frizell, Christopher Hoff, Kim Kelaher-Moran, Matthew Kitchen, Michael Mankowski and Gregory Siciliano
<b>NAY</b>	
<b>ABSTAIN</b>	

### **ROLL CALL VOTE**

<b>ELECTION OF BOARD PRESIDENT</b>	
<b>AYE</b>	Judy Ferraro, Patricia Frizell, Christopher Hoff, Kim Kelaher-Moran, Matthew Kitchen, and Gregory Siciliano
<b>NAY</b>	
<b>ABSTAIN</b>	Michael Mankowski

### **ASSUMPTION OF THE CHAIR**

Mr. Michael Sette turned the gavel over to Mr. Kitchen.

### **ELECTION OF BOARD VICE PRESIDENT**

According to Bylaw 0152, the Board President, Matthew Kitchen, opened up the nomination for the position of Board Vice President.

Matthew Kitchen nominated Gregory Siciliano for Vice President  
No other nominations were made.

**ROLL CALL VOTE**

<b>MOTION TO CLOSE NOMINATIONS FOR VICE PRESIDENT</b>	
<b>MOVED BY</b>	Gregory Siciliano
<b>SECONDED BY</b>	Michael Mankowski
<b>AYE</b>	Judy Ferraro, Patricia Frizell, Christopher Hoff, Kim Kelaheer-Moran, Matthew Kitchen, Michael Mankowski and Gregory Siciliano
<b>NAY</b>	
<b>ABSTAIN</b>	

**ROLL CALL VOTE**

<b>ELECTION OF BOARD VICE PRESIDENT</b>	
<b>MOVED BY</b>	Gregory Siciliano
<b>SECONDED BY</b>	Michael Mankowski
<b>AYE</b>	Judy Ferraro, Patricia Frizell, Christopher Hoff, Kim Kelaheer-Moran, Matthew Kitchen, Michael Mankowski and Gregory Siciliano
<b>NAY</b>	
<b>ABSTAIN</b>	

**PUBLIC COMMENT(S) - None**

## **ORGANIZATION MATTERS**

### **1. ATTENDANCE OFFICER**

BE IT RESOLVED, that Ms. Tara Smith, Supervisor of Special Education, be appointed Keansburg Board of Education Attendance Officer through the January 2025 Organization Meeting.

### **2. 2024 REGULAR MEETING SCHEDULE**

BE IT RESOLVED that the Keansburg Board of Education hereby adopts the following schedule of meetings, to be held at 7:00pm, on the Third Tuesday of each month, in the Joseph R. Bolger Middle School Auditorium, Keansburg, NJ (unless otherwise noted):

January 16, 2024	January Monthly Meeting
February 20, 2024	February Monthly Meeting
March 19, 2024	March Monthly Meeting (earlier due to the budget)
April 11, 2024	Board Retreat
April 23, 2024	April Monthly Meeting (later due to budget)
May 21, 2024	May Monthly Meeting
June 18, 2024	June Monthly Meeting
July 16, 2024	July Monthly Meeting
July 30, 2024	Board Retreat
August 20, 2024	August Monthly Meeting
September 17, 2024	September Monthly Meeting
October 15, 2024	October Monthly Meeting
November 14, 2024	Board Retreat
November 19, 2024	November Monthly Meeting
December 17, 2024	December Monthly Meeting
January 7, 2025	Organization Meeting

ORGANIZATION MATTERS	
MOVED BY	Michael Mankowski
SECONDED BY	Patricia Frizell
AYE	Judy Ferraro, Patricia Frizell, Christopher Hoff, Kim Kelaher-Moran, Matthew Kitchen, Michael Mankowski and Gregory Siciliano
NAY	
ABSTAIN	

## **FINANCIAL AND BUSINESS OPERATIONS MATTERS**

### **1. APPROVAL OF DEPOSITORIES**

BE IT RESOLVED that the Keansburg Board of Education authorizes the use of the following depositories:

1. Bank of America
2. New Jersey Cash Management

FINANCIAL AND BUSINESS OPERATIONS MATTERS	
MOVED BY	Judy Ferraro
SECONDED BY	Patricia Frizell
AYE	Judy Ferraro, Patricia Frizell, Christopher Hoff, Kim Kelaher-Moran, Matthew Kitchen, Michael Mankowski and Gregory Siciliano
NAY	
ABSTAIN	

## **POLICY DEVELOPMENT & COMMUNITY RELATIONS MATTERS**

### **1. ADOPTION OF CODE OF ETHICS**

BE IT RESOLVED, that, in accordance with N.J.S.A. 18A:12-21, the Keansburg Board of Education must minimally adhere to the following "Code of Ethics":

#### **CODE OF ETHICS**

- a. I will uphold and enforce all laws, state board rules and regulations, and court orders pertaining to schools. Desired changes should be brought about only through legal and ethical procedures.
- b. I will make decisions in terms of the educational welfare of children and will seek to develop and maintain public schools which meet the individual needs of all children regardless of their ability, race, creed, sex or social standing.
- c. I will confine my Board action to policy-making, planning, and appraisal and I will help to frame policies and plans only after the board has consulted those who will be affected by them.
- d. I will carry out my responsibility, not to administer the schools, but, together with my fellow Board members, to see that they are well run.
- e. I will recognize that authority rests with the Board of Education and will make no personal promises nor take any private action which may compromise the Board.
- f. I will refuse to surrender my independent judgment to special interest or partisan, political groups or to use the schools for personal gain or for the gain of friends.
- g. I will hold confidential all matters pertaining to the schools which, if disclosed, would needlessly injure individuals or the schools. But in all other matters, I will provide accurate information and, in concert with my fellow Board members, interpret to the staff the aspirations of the community for its schools.
- h. I will vote to appoint the best qualified personnel available after consideration of the recommendation of the chief administrative officer.
- i. I will support and protect school personnel in proper performance of their duties.
- j. I will refer all complaints to the chief administrative officer and will act on such complaints at public meetings only after failure of an administrative solution.

## 2. GOVERNANCE MANUAL

BE IT RESOLVED, that the Keansburg Board of Education approve the current governance manual containing all policies, bylaws, mandated regulations and job descriptions specifically requiring Board approval through the January 2024 Organizational Meeting.

**DISCUSSION** - None

### **ROLL CALL VOTE**

POLICY DEVELOPMENT & COMMUNITY RELATIONS MATTERS	
MOVED BY	Kim Kelaher-Moran
SECONDED BY	Patricia Frizell
AYE	Judy Ferraro, Patricia Frizell, Christopher Hoff, Kim Kelaher-Moran, Matthew Kitchen, Michael Mankowski and Gregory Siciliano
NAY	
ABSTAIN	

**PUBLIC COMMENTS-** None

**Mathew Kitchen** - Thank you all. I appreciate the support. Congratulations again.

**Christopher Hoff** - Thank you to those who voted for the Board Members.

Congratulations to Matthew Kitchen and Gregory Siciliano.

**Michael Mankowski** - Congratulations to the leadership and the re-elected Board Members.

**Kim Kelaher- Moran** - Looking forward to 2024. We accomplished a lot, and we have a great team in place. I look forward to the challenges and getting things done this year.

**Gregory Siciliano** - Congratulations to the re-elected Board Members. Looking forward to 2024. We have a wonderful team in place.



## ADJOURNMENT OF MEETING

MOTION TO ADJOURN	
MOVED BY	Kim Kelaheer-Moran
SECONDED BY	Gregory Siciliano
AYE	Judy Ferraro, Patricia Frizell, Christopher Hoff, Kim Kelaheer-Moran, Matthew Kitchen, Michael Mankowski and Gregory Siciliano
NAY	

Moved by Kim Kelaheer-Moran, seconded by Gregory Siciliano and unanimously carried, the meeting adjourned at 7:16pm.

Respectfully submitted,

Michael Sette  
Board Secretary