

KEANSBURG BOARD OF EDUCATION  
100 PALMER PLACE  
KEANSBURG, NJ 07734

SPECIAL MEETING MINUTES  
AUGUST 18, 2016

**CALL TO ORDER**

I hereby call to order the Special Meeting of the Keansburg Board of Education, held on August 18, 2016, 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 August 11, 2016.

**ROLL CALL**

Corey Lowell, Board Secretary, called the roll:

**Present:** Dolores Bartram, Brooke Clayton, Michael Donaldson, Judy Ferraro, Patricia Frizell, and Kimberly Kelaher- Moran

**Absent:** Walter Fleming, Christopher Hoff and Robert Ketch

**Also Present:** John Niesz, Superintendent of Schools, and Attorney John Bennett (entered @ 7:10)

**PLEDGE OF ALLEGIANCE**

Number of public present: 2

**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 15 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: Donaldson

SECONDED BY: Frizell

EXECUTIVE SESSION RESOLUTION	
<b>MOVED BY</b>	
<b>SECONDED BY</b>	
<b>AYE</b>	6
<b>NAY</b>	
<b>ABSTAIN</b>	

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**PERSONNEL:**

**A. RESIGNATION – STAFF**

Approve the following resignation, as submitted:

Lowell, Corey    Business Administrator/Board Secretary    Efft. 9/26/16 or sooner

**B. REFUSAL OF POSTION – STAFF**

The following individual has refused the position indicated:

Katzenberger, Gretchen    Teacher Assistant

**C. PROFESSIONAL STAFF – EMPLOYMENT – 2016-2017**

Approve the following individuals for the position and salary indicated for the 2016-2017 school year:

Bigelow, Shane^# 15-209-100-101-30	TOSD/KAPA	MA-1	\$56,025.00	JB
Burke, Christina^ 15-120-100-101-20	Elementary	BA-1	\$53,025.00	JC
Daly, Justine^# 20-218-100-101-10	P3	BA-1	\$53,025.00	PM
O'Keefe, Jennifer^ 15-213-100-101-40	Handi/ICS-Res	MA-9	\$67,865.00	HS
Pistone, Jean^ 30	TOSD/ICS-Res	MA+30-1*	\$59,025.00	JB 15-213-100-101-30

^On an emergent basis    #Pending certification    \*Pending proof of degrees

**D. TRANSFERS – NON PROFESSIONAL STAFF – 2016-2017**

Approve the following individual for the position indicated for the 2016-2017 school year:

Collier, Shannon	Elementary/LA – JB 15-120-100-101-30	Data Coordinator –JB 20-231-100-101-60
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**E. LONG TERM SUBSTITUTE TEACHER – JC**

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

McKenna, Erin (Corcione)	Long Term Sub. Elementary	9/1/16 – 11/9/16	\$125.00 per day – 60 days
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F. TECHNOLOGY SUMMER INTERNS – DIST

Approve the following individuals for the position and salary indicated, from August 15, 2016 through September 30, 2016 at \$8.50 per hour for 6 hours per day, not to exceed \$3,750.00 total:

Foster, Zachary  
O'Rourke, Shawn

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

G. SUMMER TRANSLATION SERVICES – DIST

Approve the following individual for the position and salary indicated, during the summer at \$35.00 per hour for 20 hours, not to exceed \$700.00 total:

Cirillo, Judith  
Account #: 11-240-100-101-80

H. ATHLETIC VOLUNTEERS - HS

Approve the following individual to volunteer for the 2016-2017 school year, at no cost to the district (name correction):

Spagnola, Raffaele#                      Football

#Pending criminal history approval

I. COACHING POSITIONS – 2016-2017 - HS

Approve the following individuals for the position and salary indicated for the 2016-2017 school year:

<u>Name</u>	<u>Position</u>	<u>Salary</u>
Bigelow, Shane	Assistant Football Coach	\$6,773.00

Account #: 15-402-100-100-40

J. KEANSBURG AFTER SCHOOL PROGRAM (KAP) – SUMMER HOURS EXTENSION

Approve the following individuals for the position and salary listed in the Keansburg Afterschool Program from August 1st through August 30, 2016:

<u>Teacher/Chaperone</u>	<u>Salary</u>
Grieco, Gabrielle	\$35.00 per hour 21 hours, not to exceed \$735.00
Izworski, Kevin	21 hours, not to exceed \$735.00
Jesse Pepper	21 hours, not to exceed \$735.00

<u>Site Coordinator</u>	<u>Salary</u>
Smith, Tara	\$35.00 per hour 20 hours, not to exceed \$700.00

<u>Student Teacher Assistants</u>	\$10.00 per hour (fall prep – help with packing and moving office)
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Luce, Sierra

10 hours not to exceed \$100.00

McKeon, Lauren

10 hours not to exceed \$100.00

Account #: 20-096-100-100-60

Account #: 20-096-200-100-60

**GENERAL:**

1. CHOICE SCHOOL STATUS DISCONTINUANCE – DIST

Approve the Keansburg School District to discontinue its Choice School status effective immediately. Any out of district students who are currently enrolled may continue to participate until their graduation.

2. KEANSBURG AFTERSCHOOL PROGRAM FACILITATOR – WORK SCHEDULE – 2016-2017

Approve the following individual to work four days per week at 10 hours per day in order to increase administrative time before the start of the KAP day effective September 1, 2016 through June 9, 2017, at no additional cost to the district:

Arrington, Barbara.

3. POLICY – 2ND READING – DIST

Approve the following policy, as submitted:

2431 Athletic Competition – revised

5411 Promotion From Eighth Grade – revised

5460 High School Graduation – revised

4. NEW JERSEY AFTERSCHOOL/SUMMER PROGRAM - GRANT SUBMISSION – 2016-2017

Approve the submission of the New Jersey Afterschool/Summer Program Grant for the purposes described in the application, in the amount of \$250,000.00 within the next grant year from December 1, 2016 to August 31, 2017.

5. 21<sup>st</sup> CENTURY COMMUNITY LEARNING CENTER PROGRAM COMPETITIVE GRANT ACCEPTANCE (KAP) – 2016 - 2017

Approve the acceptance of the 21<sup>st</sup> Century Community Learning Center Program Grant in the amount of \$300,000 for the 2016-2017 school year. The project for this grant is September 1, 2016 through August 31, 2017.

6. IDEA BASIC & PRESCHOOL GRANT ACCEPTANCE – FISCAL YEAR 2017

Approve the acceptance of the Fiscal Year 2017 Basic & Preschool Grants in the following amounts:

IDEA Basic: \$559,053.00

IDEA Preschool: \$ 15,605.00

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7. VNACNJ CONTRACT – 2016-2017 - DISTRICT

Approve the nursing contract with the Visiting Nurse Association of Central Jersey for September 1, 2016 to June 30, 2017 to provide advanced nursing care to students at a rate of \$80.00 per hour as indicated not to exceed amount indicated (amount is as per contract)

Pre School	3 hours per week, not to exceed \$8,874.00
Joseph C. Caruso School	10 hours per week, not to exceed \$21,427.00
Joseph R. Bolger Middle School	5.5 hours per week, not to exceed \$13,312.00
Keansburg High School	7 hours per week, not to exceed \$9,750.00
Account #:	11-000-213-300-80

**ADDENDUM:**

A1. INTERIM SCHOOL BUSINESS ADMINISTRATOR – 2016 – DIST

Approve the following individual as the Interim School Business Administrator for the period commencing September 1, 2016 through November 30, 2016 at \$550.00 per full day, pending Executive County Superintendents contract approval:

Davis, Louise<sup>^</sup> Account #: 11-000-251-100-55

<sup>^</sup>On an emergent basis

A2. LONG TERM SUBSTITUTE SCHOOL PSYCHOLOGIST – HS

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

Janiec, Nicole <sup>^</sup>	Long Term Substitute	9/1/16 – 6/30/17	\$302.84 per day
(Russomano)	School Psychologist	Account #:	11-000-211-174-80

<sup>^</sup>On an emergent basis

A3. 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:

9/13	Fay, Jaclyn	LGBTQ Clinical Issues	\$200.00
9/13	Pezza, Danielle	LGBTQ Clinical Issues	\$200.00
9/27	Josselyn, Karen	Ground Yourself in Teaching Writing	\$210.00
10/7	Wilson, Heather	Nonviolent Crisis Training Program	\$2,851.00
10/18	Vaccarelli, Patricia	NJ Pediatrics Annual School Health Conf.	\$214.50
10/19	O'Keefe, Dennis	Disciplining Students with Behavioral Issues	\$349.00
10/28	Longo, Cynthia	Annual Conference on Reading & Writing	\$180.00
10/28	Lufrano, Dana	Annual Conference on Reading & Writing	\$180.00

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10/28	Szotak, Ashley	Annual Conference on Reading & Writing	\$180.00
2/16/17	Lufrano, Dana	Strategies and Structures for Teaching Writing	\$180.00

**Superintendent's Report**

<b>Personnel: A through J</b>			
<b>General: 1 through 7</b>			
<b>Addendum: A1 through A3</b>			
	Yes	No	Abstain
Bartram	X		
Clayton	X		
Donaldson	X		
Fleming			
Frizell	X		
Hoff			
Ketch			
Moran	X		
Ferraro	X		
Motion by:	Bartram		
Second by:	Frizell		
Roll Call Vote	6 in favor		
	0 opposed		
	3 absent ( Fleming, Hoff, Ketch))		
	0 abstain		
	Motion carried		

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

**BS-02 APPLICATION FOR TEMPORARY INSTRUCTIONAL SPACE**

RESOLVED that the Keansburg Board of Education approve the submission of applications to the Executive County Superintendent of Schools, for Temporary Instructional Space for the use of TCUs for Pre-K at Caruso and TCUs for Pre-K at Port Monmouth Road School for the 2016-2017 school year, as recommended by the Superintendent.

**BS-03: LEASE PURCHASE**

RESOLVED that the Keansburg Board of Education authorize the Board Secretary to execute a lease agreement with Municipal Capital Corporation as of August 4, 2016 through State Contract #A51464 (Ricohs Americas Corporation through Atlantic, Tomorrow's Office) to replace 11 digital copiers at various locations throughout the district at a cost of \$6,773.57 per month for 60 months. This replacement will generate annual district savings of \$8,133.48 over the current lease payment.

**BS-04: NCLB TITLE I AUDIT CORRECTIVE ACTION PLAN**

RESOLVED that the Keansburg Board of Education accept the corrective action plan for the 2013-2014 NCLB Title I audit which will be posted on the district's website and forwarded to the New Jersey Department of Education Office of Fiscal Accountability and Compliance with a letter appealing certain charges and allowable costs.

SEE EXHIBIT "A"

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**BS-05 FOOD SERVICE MANAGEMENT CONTRACT**

**WHEREAS**, the Keansburg Board of Education ("Board") seeks to retain the services of Maschio's Food Services, Inc., for the 2016-2017 school year; and

**WHEREAS**, Maschio's Food Services, Inc., shall charge the Board a management fee of \$78,000 for the ten (10) months during the academic year; and

**WHEREAS**, Maschio's Food Services, Inc., guarantees that the program will generate a profit of \$10,000 for the 2016-2017 school year (up to the management fee);

**NOW, THEREFORE BE IT RESOLVED**, that the Keansburg Board of Education hereby awards the contract for Food Service Management to Maschio's Food Services, Inc. effective August 1, 2016 through June 30, 2017.

**Board Secretary's Report**

BS-02 through BS-03 Addendum BS-04 through BS-05			
	Yes	No	Abstain
Bartram	X		
Clayton	X		
Donaldson	X		
Fleming			
Frizell	X		
Hoff			
Ketch			
Moran	X		
Ferraro	X		
Motion by:	Donaldson		
Second by:	Clayton		
Roll Call Vote	6 in favor 0 opposed 3 absent ( Fleming, Hoff, Ketch) 0 abstain Motion carried		

**COMMUNICATION**

None

**PUBLIC**

None

**MOTION ON ADJOURNMENT**

Motion by Bartram 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 8:40pm

Respectfully submitted,



Corey Lowell, SFO  
Board Secretary

CJL/bmw  
C: John Niesz  
Administrators  
Board Members