

REGULAR MEETING MINUTES
February 25, 2020

CALL TO ORDER

I hereby call to order the Regular Meeting of the Keansburg Board of Education, held on February 25, 2020, 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 28, 2020.

ROLL CALL

Louise B Davis, Interim Board Secretary, called roll at 7:02 pm:

Present: Kenneth Cook, Michael Donaldson, Christopher Hoff, Kimberly Kelaher- Moran, Robert Ketch, Matthew Kitchen, and Michael Mankowski (arrived 7:30pm)

Absent: Brooke Clayton, Patricia Frizell

Also Present: Doug Covert, Superintendent of Schools, Attorney John O Bennett, Esq. (arrived 7:07pm)

YEARBOOK PICTURES OF THE BOARD WERE TAKEN

PLEDGE OF ALLEGIANCE

Number of public present: 50

RECOGNITIONS –

Mr. Covert recognized the following students and staff:

Students:

Joseph R. Bolger Middle School students Patrick O'Keefe and Dominic Terracciano with a combined record of 134-10 they have been a force for the Titans over the past years. Both young men accomplished division championships in each of their four years. On top of being four-time champions, Patrick O'Keefe finishes his career with wins in the Monmouth and Tri-County championship in his 7th-grade season. Dominic Terracciano finished off a perfect 8th-grade season of 20-0 with a Division, Red White, Monmouth vs. Middlesex and Tri-county championship. On behalf of the Coaches, teachers, teammates, and alumni we would like to congratulate these two fine young men and wish them more success to come in the high school.

Staff Members:

Educational Specialists: Tammie Holcombe, Ryan Lillis, Lisa Nigro, Michael Rosenberg, Ashley Szotak and Lissa Weldon for presenting our District RTI Program at the Monmouth County Curriculum Consortium (MC3) Winter Summit.

PreK Teachers: Justine Daly, Mary Beth Walsh and Darlene Westhelle for sharing their expertise on the topic of Inclusion at the second annual Preschool Virtual Early Childhood Conference from the NJ Department of Education which was held on January 23, 2020. Also, Master Teachers, Colleen Dubrow and Gina Feeney and John Panassidi, Occupational Therapist, for their participation in the creation of the webinar. Diane Gonzales for her technical support in creating and editing the video.

Presentation of the Winners for the 2019-2020 Educator of the Year, Educational Services Professional of the Year and Educational Support Professional of the Year:

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PreK:

Erin Kaiser: Educator of the Year

Bonnie Walling: Educational Services Professional of the Year

Jacqueline Soto: Educational Support Professional of the Year

Joseph C. Caruso School:

Tara Smith: Educator of the Year

Lisa Nigro: Educational Services Professional of the Year

Deborah Kennedy: Educational Support Professional of the Year

Joseph R. Bolger Middle School:

Maureen Bowles: Educator of the Year

Lauri Murphy: Educational Services Professional of the Year

Migdalia Rodriguez: Educational Support Professional of the Year

Keansburg High School:

Nicole Kmak: Educator of the Year

Jennifer O'Keefe: Educational Services Professional of the Year

Nancy Pickering: Educational Support Professional of the Year

Announcement of District Winners:

Winner of the 2019-2020 District Educational Support Professional of the Year:

Nancy Pickering

Winner of the 2019-2020 District Educator of the Year:

Tara Smith

PUBLIC - AGENDA ITEMS ONLY- NONE

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	

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V. APPROVAL OF MINUTES

Motion by Kitchen and seconded by Cook to approve the following minutes:

Executive Session -	January 28, 2019
Regular Meeting -	January 28, 2020

Roll Call Vote: 6 in favor, 0 opposed, 2 absent (Clayton and Frizell) and 1 abstain (Donaldson)

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

PERSONNEL:

A. Revision Long Term Substitute Teacher-Dist

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

Pigott, Megan	Long Term Sub.	10/7/19 - 5/1/20	\$125.00 per day-60 days
(M. Fabiano)	Elem. Ed.		\$200.00 per day-61+days
Account # 15-120-100-101-20			

B. Leave of Absence-Dist.

Approve the following individual be granted a Medical Leave of Absence beginning February 3, 2020 returning February 10, 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:
Ahrens, Cheryl

Approve the following individual be granted a revision to her Intermittent Medical Leave of Absence beginning September 1, 2019 ending June 30, 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 revision to her Medical Leave of Absence beginning December 19, 2019 returning March 2, 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:
Bruno, Karen

Approve the following individual be granted a revision to her Medical Leave of Absence beginning January 2, 2020 returning January 28, 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:
Carfi, Janice

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Approve the following individual be granted a revision to her Maternity/Child Care Leave of Absence beginning February 3, 2020 returning April 20, 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:
DeSantis, Ashley

Approve the following individual be granted a Medical Leave of Absence beginning February 19, 2020 returning March 19, 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:
Ebner, Kerianne

Approve the following individual be granted a revision to her Medical Leave of Absence beginning October 7, 2019 returning May 4, 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:
Fabiano, Mary

Approve the following individual be granted an Intermittent Medical Leave of Absence beginning February 1, 2020 ending June 30, 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:
Fraser, Lia

Approve the following individual be granted a revision to his Medical Leave of Absence beginning January 2, 2020 returning February 19, 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:
Stark, Thomas

Approve the following individual be granted a revision to her Intermittent Medical Leave of Absence beginning beginning November 1, 2019 through and including February 28, 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:
Vaccarelli, Patricia

C. Observation-Dist

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

<u>Student</u>	<u>Teachers</u>	<u>School</u>	<u>Semester</u>
Rand, Robert	Melissa Kennedy	PreK	Spring 2020

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D. Advisor Position - JRB-HELD

Approve the following individuals for the position and salary as indicated:

(2) Central Detention Teachers***

DeFilippo, Geraldine
Bufano-Zifchak, Elena

***Flex time for (2) Central Detention teachers from 7:00-2:00 to cover Central Detention as needed from 2:00-3:00 at a rate of \$39.00 per hour.

Account # 15-401-100-100-30

E. Keansburg After School Program (KAP-2019-2020)/Family Friendly Center (FFC)-2019-2020-Dist

Approve the following individuals for the position and salary listed in the Keansburg After School Program/Family Friendly Center Program from February 26, 2020 through June 5, 2020.

Substitute Teacher

\$39.00 per hour, as needed

Conk, Stephanie

Young, Karen

Account # 20-095-100-100-60

F. 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:

Baker, Joseph^

Majeed, Noreen^

\$100.00 = Substitute Teacher

\$ 85.00 = Paraprofessional

^pending completion of paperwork

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

G. 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 employee's, and 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:

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3/3	Beegle, Staci	Legal One Attendance, Residency And Homelessness Issues	\$150.00
6/3-5	Davis, Louise B.	NJASBO Annual Conference	\$250.00
4/28	Fay, Jaclyn	New Jersey Natl. Social Work Conference	\$730.66
3/30-4/2	Herits, Michael-John	Basic Restorative Practices	\$880.00
3/30-4/2	Ince, Justine	Basic Restorative Practices	\$880.00
3/30-4/2	Kohler, Stefania	Basic Restorative Practices	\$880.00
3/30-4/2	O'Keefe, Jennifer	Basic Restorative Practices	\$880.00
4/28	Pezza, Danielle	New Jersey Natl. Social Work Conference	\$585.00
3/3	Pigott, Michael	Legal One Attendance, Residency, And Homelessness Issues	\$150.00
3/30-4/2	Vecchiarelli, Jennifer	Basic Restorative Practices	\$880.00

GENERAL:

1. District H-I-B Report-2019-2020

Approve the monthly district H-I-B- Report for the month of January, 2020.
Ref. Exhibit # 1

2. Spring 2019-2020 Schedule & Transportation-KHS

Approve the Spring 2019-2020 Schedule and transportation for the Keansburg
High School
Ref. Exhibit # 2

3. Disposal of Used/Outdated/Broken Textbooks, Furniture, and Equipment-District-wide

Approve the disposal of all used/outdated and broken textbooks, furniture, and equipment
district-wide.

Disposal of the following equipment in the Port Monmouth Road Pre-K:

<u>Item</u>	<u>Quantity</u>
SMART TABLE- Serial number 16551 (Room 4)	1

Disposal of the following equipment from the Keansburg High School:

<u>Item</u>	<u>Quantity</u>
Ohaus Scales	14
EI Power Supplier	3
Quad Power Supplier	4
Lab-Volt Power Supply	2
Schauer Battery Charger	1
Series 800 pH Meter	1
Flammable material Cabinet (Yellow)	1

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4. **Titan Olympics**

Keansburg High School will be hosting the Titan Olympics on May 28, 2020 (rain date May 29th). High Schools participating are Middletown North, Middletown South, Raritan, Keyport and Henry Hudson.

5. **Donation-Keansburg PBA**

Approve the acceptance of a donation in the amount of \$1,500.00 from the Keansburg PBA. This donation will be used to offset the costs of the Arrive Alive Tour 2020.

6. **Arrive Alive Tour 2020**

Approve the senior class to participate in the Arrive Alive Tour 2020 (a Program that raises awareness about drunk, drugged and distracted driving) at Keansburg High School on 6/03/2020 at a cost of \$2,500.00 (Combination Simulator with picture pledge.) Keansburg High School SAC/Guidance accounts and/or donations will help defray costs associated with this substance awareness/distracted driving pre-prom event. Also, a \$1,500.00 donation from the Keansburg PBA.

Account # 15-190-100-800-40

\$1,000.00 United Corp.

7. **Approval of Revisions to the 2019-2020, K-12 Curriculum Documents**

Approve the revision of all 2019-2020, K-12 Curriculum documents.

8. **Special Needs 2019-2020**

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

Student I.D.	D.O.B.	Class.	Placement	Start Date	Public/Private	Tuition
3295862472	9-17-05	OHI	CPC	2-18-20	Private	29,563.38
6033265514	5-20-05	MD	Harbor School	1-22-20	Private	32,196.24
9411027960	6-6-05	ED	Legacy Treatment Svcs. / Mary Dobbins Sch.	1-31-20	Private	375.41 per diem

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

Account # 11-000-100-562-80 Public

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9. **Home Instruction 2019-2020 District**

Approve the following students to receive home instruction for the 2019-2020 school year.

Student I.D.	H.I. #	Grade	Reason	Tutor	Start	End
8580859201	32	9	Administrative	M.Rogers	1-3-20	1-17-20
3420520392	33	12	Medical	Learn Well	1-14-20	1-20-20
4345019837	34	11	Medical	Learn Well	1-10-20	1-14-20
6764597601	35	10	Medical	MOESC	1-10-20	2-10-20
2531320231	36	8	Administrative	MOESC	1-16-20	T B D

2186503263	37	9	Administrative	MOESC	1-21-20	T B D
5674792626	38	11	Administrative	MOESC	1-24-20	T B D
3295862472	39	9	Administrative	MOESC	1-24-20	2-18-20
9581181139	40	8	Medical	D. Ganz	1-21-20	2-17-20
1176575316	41	10	Administrative	D. Ganz	1-27-20	2-3-20
9006395972	42	11	Administrative	MOESC	1-30-20	T B D
1875786162	43	12	Administrative	MOESC	1-29-20	T B D

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

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

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Superintendent's Report

Personnel: A through G (Except "D" which was HELD)			
General: 1 through 9			
Addendum: NONE			
	Yes	No	Abstain
Clayton			
Cook	X		
Donaldson	X		
Frizell			
Hoff	X		
Kelaher-Moran	X		
Ketch	X		
Kitchen	X		
Mankowski	X		
Motion by:	Ketch		
Second by:	Mankowski		
	7 in favor		
	0 opposed		
	2 absent (Frizell & Clayton)		
	0 abstain		
Roll Call Vote	Motion carried		

VII: BOARD SECRETARY/SCHOOL BUSINESS ADMINISTRATOR'S REPORT

BS-01: RECEIPT AND ACCEPTANCE OF BOARD SECRETARY'S FINANCIAL REPORTS - NONE

Recommend that the Board of Education approve the receipt of the Board Secretary's Financial Reports as of xxx, and be accepted as filed, and

BE IT FURTHER RESOLVED that pursuant to N.J.A.C. 6A:23A-16.10©3 that no major account or fund has been over expended as of February 25, 2020 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-02: APPROVE/RATIFY 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 \$282,783.61.

BS-03: APPROVE 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 \$1,978,359.45.

BS-04: APPROVE/RATIFY PAYROLL SERVICES RENDERED

Recommend that the Board of Education ratify the salary checks issued for the following payrolls totaling \$2,117,587.14.

January 30, 2020- \$1,021,992.82

February 15, 2020- \$1,095,594.32

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BS-05: APPROVE/RATIFY APPROPRIATION TRANSFERS PRIOR TO A BOARD MEETING (will be provided at meeting)

Recommend that the Board of Education approve the following transfers made prior to the board meeting in accordance with Board Policy. See Ex. "A"

BS-06: RESCIND JANUARY TRANSFER REPORT

Recommend that the Board of Education rescind BS-04 approved in the January meeting.

BS-07: RESCIND MAINTENANCE RESERVE TRANSFER

Recommend that the Board of Education approve to rescind January BS-09 resolution for Maintenance Reserve transfer of \$75,000.

BS-08: MAY 28, 2019 APPOINTMENT OF PUBLIC SCHOOL AUDITOR

Recommend that the Board of Education approve the correction per Holman, Frenia, Allison, PC contract agreement. Fee should be \$44,900, not \$40,300. Transfer required - \$4600 to account number 11-000-230-332-55.

BS-09: APPROVAL OF EXTRAORDINARY UNSPECIFIABLE SERVICES – INSURANCE BROKER OF RECORD

Recommend that the Board of Education approve the School Business Administrator to perform Extraordinary Unspecifiable Services for 2020-21 Insurance Broker of Record.

BS-10: APPROVAL OF REQUEST FOR PROPOSAL - BANKING SERVICES

Recommend that the Board of Education approve the School Business Administrator to perform a Request for Proposal for 2020-21 Banking Services

Board Secretary's Report

BS-01 through BS-10 ADDENDUM: NONE			
	Yes	No	Abstain
Clayton			
Cook	X		
Donaldson	X		
Frizell			
Hoff	X		
Kelaher-Moran	X		
Ketch	X		
Kitchen	X		
Mankowski	X		
Motion by:	Kitchen		
Second by:	Cook		
Roll Call Vote	8 in favor 0 opposed 2 absent (Clayton, Frizell) 0 abstain Motion carried		

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OLD/NEW BUSINESS- NONE

COMMUNICATIONS-

A thank you letter from Eagles-Up for the \$3000 donation, and a picture of the supplies that were able to be sent, using the donation money for postage.

PUBLIC ONLY-

Anne Hazeldine thanked Mr. Ketch for delivery of cards to students on Valentines Day

COMMENTS-

Chris Hoff – March 16, 2020 next meeting, "going green".

Need 2 IPADS

Chris Favorite time of year for Recognitions

100 Day of School February 2, 2020

Support our Keansburg Village

M. Kitchen – Congrats to all Staff receiving awards

Mr. Ketch- Coronavirus – wash hands

MOTION ON ADJOURNMENT

Motion by Ketch and seconded by Mankowski to adjourn this meeting.

Roll call vote: 7 in favor, 0 opposed, 2 absent (Clayton & Frizell), and 0 abstain; motion carried.

Closed the meeting at 7:48 pm

Respectfully submitted:



Louise B Davis

Interim Business Administrator/

Board Secretary

lbd/bmw

C: D. Covert

Administrators

Board Members