

## MINUTES

**REGULAR BOARD MEETING  
KEANSBURG BOARD OF EDUCATION  
JOSEPH R. BOLGER MIDDLE SCHOOL MEDIA CENTER  
JULY 15, 2025 - 7:00 P.M.**

**CALL TO ORDER** Michael Mankowski, Vice President, called the Regular Meeting to order at 7:02 p.m.

**MEMBERS PRESENT** Kenneth Cook, Judy Ferraro, Patrica Frizell, Kim Kelaher-Moran, Michael Mankowski and Catherine Ryan.

**MEMBERS ABSENT** Brooke Clayton, Christopher Hoff, and Matthew Kitchen

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

**PLEDGE OF ALLEGIANCE** - Mr. Mankowski led the Pledge of Allegiance and pointed out the emergency exits.

### **PRESENTATIONS/CORRESPONDENCES - Joseph Memmolo - Stark Field Update**

Joseph Memmolo provided an update on the fundraising efforts for the Stark Field dedication project.

### **COMMITTEE REPORTS**

#### **FINANCE COMMITTEE - Michael Mankowski -**

Mr. Mankowski explained that the district has received \$2.9 million of the \$3.1 million allocated for the grant-funded HVAC project, which had its funding cut in March. Efforts are still ongoing to secure the remaining balance.

### **COMMENTS AND QUESTIONS RELATING TO BOARD AGENDA ITEMS -**

Dean Foulks, 18 Palmer Place - Dean requested that his name, listed as the 7th name on page 7, be removed from consideration. He withdrew his application for the position, stating that the job title had changed and he no longer felt it was appropriate for him to apply.

**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) Legal

It is anticipated that the length of time of this executive session will be 20 minutes and that action will 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: Kenneth Cook  
SECONDED BY: Catherine Ryan  
IN 7:23 pm OUT 7:48 pm

<b>APPROVAL OF EXECUTIVE SESSION</b>	
Moved By:	Kenneth Cook
Second By:	Catherine Ryan
Aye:	Kenneth Cook, Judy Ferraro, Patricia Frizell, Kim Kelaher-Moran, Michael Mankowski, and Catherine Ryan
Nay:	
Abstain/Recuse:	

**APPROVAL OF MINUTES**

RESOLVED, that the minutes of the following meeting be approved as submitted:

MEETING	DATE
REGULAR MEETING	June 24, 2025
EXECUTIVE SESSION	June 24, 2025
SPECIAL MEETING	

APPROVAL OF MINUTES	
Moved By:	Kenneth Cook
Second By:	Catherine Ryan
Aye:	Kenneth Cook, Kim Kelaher-Moran, Michael Mankowski, and Catherine Ryan
Nay:	
Abstain/Recuse:	Patricia Frizell (R) and Judy Ferraro (R).

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

**PERSONNEL:**

**1. RETIREMENT-2025-2026-DISTRICT**

DeVirgilio, Michele                      Elementary                      Account # 15-120-100-101-20  
Eff. 1/1/26

**2. RESIGNATION-2025-2026-DISTRICT**

Approve the following resignation, as submitted:

Joyce, Maria                                      Special Ed.                      Account # 15-204-100-101-30  
Eff. 7/1/25

**3. RE-EMPLOYMENT OF PERSONNEL-ADMINISTRATOR- 2025-2026-DISTRICT**

Approve the re-employment of the following individuals for the 2025-2026 school year, at the salaries indicated. The KAA MOA was approved at the June 24, 2025, board meeting.

**Administrator**

LAST NAME	FIRST NAME	SALARY
BIRD	JOHN	\$126,201.00
BROPHY	SEAN	\$162,506.00
FORMICA	CHRISTINE	\$179,117.00
HAZELDINE	ANNE	\$171,427.00
HENRY	SEAN	\$110,745.00
LAROCCA	JOSEPH	\$158,703.00
LILLIS	RYAN	\$124,455.00
MCPMAHON	ELYSE	\$156,580.00
SMITH	TARA	\$127,241.00

**4. PROFESSIONAL EMPLOYMENT 2025-2026-DISTRICT**

Bell, Malori                      Elementary Ed.                      MA-1                      \$68,110.00      JCCS  
 Eff. 8/29/25  
 Account # 15-120-100-101-20

**5. NON-PROFESSIONAL EMPLOYMENT 2025-2026-DISTRICT**

Cooney, Stephanie              Paraprofessional                      BA-1                      \$29,451.00      DIST  
 Eff. 8/29/25  
 Account # 15-204-100-106-20

D'Antonio, Jeanine              Paraprofessional                      PPA-2                      \$28,951.00      DIST  
 Eff. 8/29/25  
 Account # 15-204-100-106-20

Diamond, Michael              Paraprofessional                      BA-7                      \$32,116.00      DIST  
 Eff. 8/29/25  
 Account # # 20-235-100-106-40

Mandell, Jacob                      Computer Repair Tech.              Tech-1                      \$46,495.00      DIST  
 Eff. 8/15/25 or sooner  
 Account # 15-190-100-106-40

Rodas, Martha                      Paraprofessional                      BA-1                      \$29,451.00      DIST  
 Eff. 8/29/25  
 Account # 20-218-100-106-10

**6. TRANSFER-PROFESSIONAL & NON-PROFESSIONAL STAFF-2025-2026**

Name	From	To
Racanelli, Fidelina	Spanish JCCS 15-120-100-101-20	Spanish JRB 15-130-100-101-30

**7. EXTRA BLOCK TEACHER-2025-2026-JRB**

Approve the following staff members to assume the role of an extra block teacher with stipend per the negotiated agreement, for the 2025-2026 school year, for class coverage.

Bufano-Zifchak, Elena  
Liantonio, Danielle  
Patterson, Douglas  
Rosenberg, Michael

Account # 15-130-100-101-30

**8. STUDENT OBSERVATION-2025-2026-DISTRICT**

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

Georgian Court

<u>Student</u>	<u>Teacher</u>	<u>School</u>	<u>Semester</u>
Train, Marissa	Various	JCCS	Summer 2025

**9. PERMANENT POOL SUBSTITUTES-2025-2026-DISTRICT**

Approve the following individuals for the position and salary indicated for the 2025-2026 school year:

Name	Account #	Rate	Building
Billyer, Jacqueline	11-130-100-101-30	\$125.00 per day	JRB
Carlisle, Robert	11-120-100-101-20	\$125.00 per day	JCCS
Gonzalez, Marcela	11-120-100-101-40	\$125.00 per day	KHS
Rajeevan, Ajitha	11-120-100-101-20	\$125.00 per day	KELC

**10. RESTORATIVE PRACTICE SUBSTITUTE-2025-2026-JRB**

Approve the following individual for the position and salary indicated for the 2025-2026 school year:

Name	Account #	Rate	Building
Blackwell, Joseph	11-140-100-101-30	\$150.00 per day	JRB

**11. SUBSTITUTE TEACHER/PARAPROFESSIONAL-2025-2026 -DISTRICT**

Approve the following individuals be added to our substitute teacher/paraprofessional list for the 2025-2026 school year at the rates listed below:

Blackwell, Joseph^  
D'Antonio, Jeanine\*\*

\$100.00 = Substitute Teacher  
\$ 85.00 = Paraprofessional

^pending completion of paperwork  
\*per negotiated contract agreement  
\*\*paraprofessional only

Account # 11-120-100-101-20 Prek-5  
Account # 11-130-100-101-30 6-8  
Account # 11-140-100-101-40 9-12

**12. SUBSTITUTE ATHLETIC TRAINERS-2025-2026-DISTRICT**

Approve the following individual as a Substitute Athletic Trainer for the 2025-2026 school year at \$43.00 per hour, as needed.

\*Hudson, Kelli

\*Pending receipt of license

Account # 15-402-100-100-40

**13. SUMMER APEX PROGRAM-KHS-REVISION**

Approve the following teachers for the Summer Apex Program for 120 hours each, at the contract rate of \$43.00 per hour, not to exceed \$5,160.00 each. This revision is reflected in the account number.

Ferraro, James  
Rotondi, Jenna

Account # 15-140-100-101-40-09

**14. ARMED SECURITY OFFICER STIPEND & HOURLY RATE-2025-2026-DISTRICT**

Approve the stipend listed below for contracted District Security Officers who are approved and permitted to carry a firearm for the 2025-2026 school year. Human Resources will identify these individuals annually.

\$5,000.00 annual stipend  
Contractual rate + \$10/hr for work completed at after-school activities/events

Account # 11-000-266-100-55

**15. ADVISOR POSITIONS KHS-2025-2026**

<u>Name</u>	<u>Position</u>	<u>Salary</u>
Argiro, Kerrienne, Puglisi, Jaclyn	Senior Class Advisor	\$ 5,145.00*
Buresh, Paul	Dramatics Advisor (Sch. Musical)	\$ 5,365.00
Buresh, Paul	Drama Club Advisor	\$ 3,700.00
Davis, Courtney, Hooker, Maureen	Sophomore Class Advisor	\$ 4,020.00*
Fornash, Brianna	Junior Class Advisor	\$ 4,227.00
Fornash, Brianna	9-12 Student Council Advisor	\$ 4,796.00
<del>Foulks, Dean</del>	<del>PreK-12 AVA Coordinator</del>	<del>\$ 3,195.00</del>
Garripoli, Patricia	World Culture Club Adv.	\$ 3,294.00
Kmak, Nicole	National Honor Society Advisor	\$ 3,818.00
Leak, Lisa	Key Club Advisor	\$ 4,354.00
Lewandowski, Carly, Lopez, Deanna	Freshman Class Advisor	\$ 4,020.00*
Lopez, Deanna	Yearbook Advisor-Finance	\$ 4,840.00
Mira, Danielle	Yearbook Advisor (Production)	\$ 5,755.00
Mira, Danielle	Nat. Honor Soc. Art Advisor	\$ 3,739.00
Novembre, Timothy	Music Advisor (School Musical)	\$ 5,365.00
Rao, Francine	GSA Club	\$ 3,504.00
Rotondi, Jenna	Science/Enviro. Club Advisor	\$ 3,371.00

Account # 15-401-100-100-40

\*Shared Position

**16. COACHING POSITIONS-KHS-2025-2026**

Reid, James                                      ESports Coach                                      \$12,483.00

Account # 15-401-100-100-40

**17. KEANSBURG HIGH SCHOOL-COVERAGE POSITIONS-2025-2026**

Approve all qualified staff for after school girls locker room coverage for the 2025-2026 school year.

Account # 15-402-100-100-40

Approve all qualified staff for central detention coverage for the 2025-2026 school year.

Account # 15-000-211-100-40

**18. TRIP NURSES-2025-2026-DISTRICT**

Approve all District School Nurses to attend after school hour trips for the 2025-2026 school year at a rate of \$43.00 per hour as needed.

Account # 11-000-213-100-80

**19. PARAPROFESSIONALS AFTERSCHOOL ACTIVITIES-2025-2026-DISTRICT**

Approve all District Paraprofessionals to attend after school activities with a student for the 2025-2026 school year per the KEA Contract rate of \$23.00 per hour after approval from the Supervisor of Special Education.

Account # 11-000-217-106-80

**20. PROFESSIONAL DEVELOPMENT COSTING \$150.00 OR ABOVE  
2025-2026-DISTRICT-REVISED**

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:

7/31	Henry, Sean	Nonviolent Crisis Intervention® Training (Blended),	\$2,349.00
------	-------------	--------------------------------------------------------	------------

7/31	Smith, Tara	Nonviolent Intervention Training (Blended)	\$2,349.00
------	-------------	-----------------------------------------------	------------

<b>APPROVAL OF PERSONNEL</b>	
Moved By:	Kim Kelaher-Moran
Seconded By:	Kenneth Cook
Aye:	Kenneth Cook, Judy Ferraro, Patricia Frizell, Kim Kelaher-Moran, Michael Mankowski, and Catherine Ryan
Nay:	
Abstain/Recuse:	Michael Mankowski (R) #3 & #20; Judy Ferraro (R) #13 1st name

**DISCUSSION - None**

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

**GENERAL**

**21. DISTRICT H-I-B. REPORT-2024-2025**

Approve the monthly District H-I-B- Report for the month of June, 2025.

Ref. Exhibit # 1

**22. KEANSBURG SCHOOL DISTRICT’S VIRTUAL OR REMOTE INSTRUCTION PLAN FOR THE 2025-2026 SCHOOL YEAR**

Approve the Keansburg School District’s Virtual or Remote Instruction Plan for the 2025-2026 school year.

**23. ATHLETIC ANCILLARY WORKERS FOR THE 2025-2026 SCHOOL YEAR**

Approve all qualified district staff as Athletic Ancillary Workers for the 2025-2026 school year at the rates listed below as scheduled by the Supervisor of Athletics.

<b><u>Position</u></b>	<b><u>Rate</u></b>
Announcer/Timer	\$55
Announcer/Timer/Security 2 event (back to back)	\$78
Bus Chaperones	\$45
Football Chain Holder	\$50
Security	\$55
Site Manager	\$75
Ticket Taker/Seller	\$50
Account # 15-402-100-100-40	

**24. CROSS COUNTRY SCHEDULE-KHS-2025-2026**

Monday, July 7th-Friday, July 18th	Wednesdays @ 9 am, Thursday @ 7:30 pm
Monday, July 21st-Friday, August 1st	Wednesdays @ 9 am, Thursdays @ 7:30 pm & Fridays @ 7:30 pm
Monday, August 4th- Friday, August 15th	Wednesdays @ 9am, Thursdays @ 7:30pm, Fridays @ 9am
Monday, August 18th- Friday, August 29th	Tuesdays @ 7:30pm, Wednesdays @ 9am, Thursdays @ 7:30pm, Fridays @ 9am

**25. CHEER SCHEDULE-KHS-2025-2026**

Tuesday, August 5th - Thursday, August 7th	4:45 pm - 7:00 pm
Monday, August 11th - Wednesday, August 13th	4:45 pm - 7:00 pm
Monday, August 18th - Wednesday, August 20th	4:45 pm - 7:00 pm

**26. IN-STATE CLASS TRIPS-2025-2026-DISTRICT**

Approve the following In-State Class Trip(s) for the 2025-2026 school year:

<b>Date</b>	<b>Location</b>	<b>Grade(s)</b>	<b>Teacher</b>
5/21/26	Jumping Brook Country Club-Senior Prom	11-12	Puglisi, J. & Argiro, K.

<b>APPROVAL OF GENERAL</b>	
Moved By:	Kenneth Cook
Seconded By:	Patricia Frizell
Aye:	Kenneth Cook, Judy Ferraro, Patricia Frizell, Kim Kelaher-Moran, Michael Mankowski, and Catherine Ryan
Nay:	
Abstain/Recuse:	

**DISCUSSION-**

Kenneth Cook asked whether referees were included in item #23. Kathleen O'Hare responded, No.

**ADDENDUM**

**A1. SALARY CORRECTION NON-PROFESSIONAL PERSONNEL-2025-2026-DISTRICT**

Approve the base salary correction for the following individual for the 2025-2026 school year, as submitted:

<b>LAST NAME</b>	<b>FIRST NAME</b>	<b>SALARY</b>	<b>MISC.</b>
SETTE	MICHAEL	\$86,522.00	12 Month

<b>APPROVAL OF SUPERINTENDENT ADDENDUM</b>	
Moved By:	Judy Ferraro
Seconded By:	Kenneth Cook
Aye:	Kenneth Cook, Judy Ferraro, Patricia Frizell, Kim Kelaher-Moran, Michael Mankowski, and Catherine Ryan
Nay:	
Abstain/Recuse:	

**DISCUSSION- None**

**SCHOOL BUSINESS ADMINISTRATOR/BOARD SECRETARY REPORT**

**BOARD SECRETARY'S MONTHLY CERTIFICATION**

I, Michael Sette, Board Secretary, certifies that no line item has been over expended in violation of N.J.A.C. 6A:23A-16.10(c)3, and that sufficient funds are available to meet the District's financial obligations for the remainder of the Fiscal Year.

---

Board Secretary

**PAYROLL CERTIFICATION**

The School Business Administrator/Board Secretary reported, in compliance with N.J.S.A. 18A:19-1B, he has certified the June 13, 2025, in the amount of \$996,948.75, the June 18, 2025, in the amount of \$803,090.67, and the June 30, 2025, in the amount of \$333,283.67, totaling \$2,133,323.09

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

**1. RECEIPT AND ACCEPTANCE OF JUNE BOARD SECRETARY'S REPORT**

Recommend the receipt of the Board Secretary Financial Reports as of June 2025 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 June 2025, 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.

**2. APPROVE APPROPRIATION TRANSFERS**

Recommend that the Board of Education approve the following Transfers.

**3. APPROVE BILLS**

Recommend that the Board of Education approve the bills paid and checks issued at the Board meeting in the amount of \$1,355,476.21.

**4. 2025-2026 IDEA BASIC AND PRESCHOOL GRANT ACCEPTANCE**

Recommend the Board approve the submission and acceptance of the Fiscal Year 2026 IDEA Basic and Preschool Grants in the following amounts:

Basic:	\$592,603.00
Preschool:	\$17,229.00

**5. COMMISSION FOR THE BLIND 2025-2026**

Recommend the Board approve the Keansburg School District to receive services from the Commission for the Blind for the 2025-2026 school year for the following student as a cost of \$2,541.00 each

Student: 1591589741  
Account #11-000-216-320-80

Student: 3647873137  
Account #11-000-216-320-80

**6. 2025-2026 RESOLUTION TO RENEW THE COMMUNITY ELIGIBILITY PROVISION (CEP)**

Recommend that the Board of Education approve the Community Eligibility Provision, created by the Healthy, Hunger-Free Kids Act of 2010, which will allow the District to offer breakfast and lunch at no cost to all students for the 2025-2026 school year.

**7. 2025-2026 APPROVAL OF TRANSPORTATION CONTRACT RENEWALS**

Recommend that the Board of Education approve the renewal of transportation contracts for the 2025-2026 school year with Keyport Auto Body d/b/a Shamrock Stage Coach.

The renewal increase does not exceed 3.57% in accordance with the provisions of N.J.S.A 18A-39.3.

<u>Route</u>	<u>Destination</u>	<u>Renewal Amount</u>
Fall	Athletic & Field Trips – Fall	\$112,253.45
Spring	Athletic & Field Trips – Spring	\$ 25,009.60
	TOTAL	\$137,263.05

**8. RESOLUTION TO INCREASE THE BID THRESHOLD - 2025-2026**

WHEREAS, Lindsey Case, School Business Administrator/Board Secretary, possesses a Qualified Purchasing Agent (QPA) certificate;

WHEREAS, the State Treasurer, in consultation with the Governor and pursuant to N.J.S.A. 52:34-7 and N.J.S.A. 18A:18A-3 (b), has increased the bid threshold amount for school districts with a Qualified Purchasing Agent, from \$44,000 to \$53,000, effective July 1, 2025;

NOW, THEREFORE BE IT RESOLVED that the Board of Education, pursuant to N.J.S.A. 18A:18A-3 (a), establishes and sets the bid threshold amount of \$53,000 for the school district, and further authorizes the School Business Administrator/Board Secretary, the Qualified Purchasing Agent, to award contracts, in full accordance with N.J.S.A. 18A:18A-3 (a), for those purchases that do not exceed in the aggregate of the newly established bid threshold amount.

Furthermore, for contracts in the aggregate that are less than the bid threshold but fifteen (15%) or more of the amount, the School Business Administrator/Board Secretary shall award contracts after soliciting at least two competitive quotations.

The School Business Administrator/Board Secretary, pursuant to N.J.S.A. 18A:18A-37 (c), is authorized to award contracts that are in the aggregate less than fifteen (15%) percent of the bid threshold without soliciting competitive quotations.

**9. APPROVE CANCELLATION OF STALE DATED CHECKS**

Approve the cancellation of the below-listed stale-dated checks and deposit the funds into the district's general fund as miscellaneous revenue.

<u>Account</u>	<u>Check #</u>	<u>Date</u>	<u>Amount</u>
General Fund	12739	3/2024	\$57.97
General Fund	13190	5/2024	\$95.00

**DISCUSSION** - Michael Mankowski asked if item #8 was being approved because the amount increases annually on a statutory basis. Michael Sette explained that it does not necessarily increase every year, but it did increase this year.

<b>APPROVAL OF BUSINESS ADMINISTRATOR/BOARD SECRETARY REPORT</b>	
Moved By:	Judy Ferraro
Seconded By:	Patricia Frizell
Aye:	Kenneth Cook, Judy Ferraro, Patricia Frizell, Kim Kelaher-Moran, Michael Mankowski, and Catherine Ryan
Nay:	
Abstain/Recuse:	

**PUBLIC COMMENTS AND QUESTIONS RELATING TO ADDITIONAL CONCERNS - None**

**OLD/NEW COMMUNICATIONS**

Patricia Frizell - Congratulations to the new hires.

Judy Ferraro - Congratulations to the new hires.

Ryan - Congratulations to the new hires.

Kenneth Cook - Congratulations to new hires, it is nice to see alumni. I hope everyone has a good summer. To the retirees, enjoy the next chapter in your journey.

Kim Kelaher-Moran - Welcome to the new hires.

Michael Mankowski - Welcome to the new hires. Sorry to see Ms. DiVirgilio and Ms. Joyce go. Everyone have a great summer.

**ADJOURNMENT OF MEETING**

<b>MOTION TO ADJOURN</b>	
Moved By:	Kenneth Cook
Seconded By:	Patricia Frizell
Aye:	Kenneth Cook, Judy Ferraro, Patricia Frizell, Kim Kelaher-Moran, Michael Mankowski, and Catherine Ryan
Nay:	
Abstain/Recuse:	

Moved by Kenneth Cook, seconded by Patricia Frizell, and unanimously carried, the meeting adjourned at 7:52 pm.

Respectfully submitted,

Michael Sette  
Asst. to the Business  
Administrator/Board Secretary