

MINUTES

REGULAR BOARD MEETING KEANSBURG BOARD OF EDUCATION JOSEPH R. BOLGER MIDDLE SCHOOL MEDIA CENTER NOVEMBER 18, 2025 - 7:00 P.M.

CALL TO ORDER Christopher Hoff, President, called the Regular Meeting to order at 7:02 p.m.

MEMBERS PRESENT Brooke Clayton at 7:04pm, Kenneth Cook, Patricia Frizell, Christopher Hoff, Kim Kelaher-Moran, Matthew Kitchen, Michael Mankowski and Catherine Ryan

MEMBERS ABSENT Judy Ferraro

OTHERS PRESENT Kathleen O'Hare, Superintendent, Michael Sette, Board Secretary, Gabrielle Pettineo, Attorney

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

STUDENT REPRESENTATIVE REPORTS

Keansburg High School - Alexis Arroyo and Jaidan Arenas:

Drama Club is excited to present *Dracula* on December 12th and 13th at 6:30 PM at KHS. The National Honor Society supported the Pre-K Halloween Parade and is collecting food for the Thanksgiving food drive. On November 4th, members of the World Culture Club visited a preschool class to share language and culture while communicating in American Sign Language. Keansburg High School will host its first Open House on November 20th from 4:30 to 6:00 PM for 8th graders and their parents. The Environmental Club is preparing for a clothing swap, and the 2025 Powderpuff Game will take place on November 19th at 3:00 PM. Congratulations to the October Student of the Month. FAFSA Night for seniors and their families will be held on December 2nd at 6:00 PM. The Key Club is hosting a blood drive on November 22nd from 9:00 AM to 1:30 PM in the KHS cafeteria. The Class of '29 is selling pumpkin pie Rice Krispies treats, and the KHS Art Club is selling gingerbread ornaments. Thank you, and Happy Thanksgiving from our family to yours.

Bolger Middle School - Angelina Lamee and Chase Preston:

Bolger had a nice turnout of veterans who visited on Veterans' Day. All grades took the NJ field tests, and conferences were held on November 13 and 14. During National STEM Month, the G&T students brought activities to the pre-K. Many students attended open houses, including those at Monmouth County Vocational Schools, throughout November. Numerous students participated in the Titan 5K. A guest speaker on bullying will visit on November 19. Ten students made the honor roll, and two achieved high honor roll. The annual 8th-grade group picture will be taken on November 21. The Bolger wrestling team will begin on November 24, and tryouts for boys and girls basketball and cheerleading will also take place. Congratulations to the November Titans of the Month. Happy Thanksgiving to all, and thank you.

COMMITTEE REPORTS - Finance Committee - Kenneth Cook:

The Finance Committee met earlier today, and there is no new information to report at this time.

COMMENTS AND QUESTIONS RELATING TO BOARD AGENDA ITEMS - None

APPROVAL OF MINUTES

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

MEETING	DATE
REGULAR MEETING	October 28, 2025
EXECUTIVE SESSION	
SPECIAL MEETING	

APPROVAL OF MINUTES	
Moved By:	Matthew Kitchen
Second By:	Kenneth Cook
Aye:	Brooke Clayton, Kenneth Cook, Patricia Frizell, Christopher Hoff, Kim Kelaher-Moran, Matthew Kitchen, Michael Mankowski and Catherine Ryan
Nay:	
Abstain/Recuse:	

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

PERSONNEL:

1. PROFESSIONAL EMPLOYMENT-2025-2026-DISTRICT

Lopez, Eillyn Spanish MA-13 \$86,260.00 JRB
 Eff. 3/2/26 or sooner
 Account # 15-130-100-101-30

2. NON-PROFESSIONAL EMPLOYMENT-2025-2026-DISTRICT

Lynn, Moriah Behaviorist *BA-1 \$63,470.00 DIST
 Eff. 11/19/25 Teacher Guide

Account # 11-000-219-104-20
 Account # 11-000-219-104-30
 Account # 11-000-219-104-40

3. LEAVE OF ABSENCE-MEDICAL

Approve/ratify the following individual be granted a Medical Leave of Absence using allowable sick days followed by unpaid leave. If interested and eligible, this leave may be deducted from his/her entitlement under FMLA/NJFLA:

Name	Beginning	Returning
Pickering, Ella	10/06/2025	11/12/2025

4. LEAVE OF ABSENCE-MATERNITY/CHILDCARE

Approve/ratify the following individual be granted a Maternity/Child Care Leave of Absence using allowable sick days followed by unpaid leave. If interested and eligible, this leave may be deducted from his/her entitlement under FMLA/NJFLA:

Name	Beginning	Returning
Fornash, Brianna	04/13/2026	09/08/2026

5. LEAVE OF ABSENCE-MATERNITY/CHILDCARE-REVISION

Approve/ratify the following individual be granted a revision to her Maternity/Child Care Leave of Absence using allowable sick days followed by unpaid leave. If interested and eligible, this leave may be deducted from his/her entitlement under FMLA/NJFLA:

Name	Beginning	Returning
Mininchelli, Allison	11/11/2025	04/13/2026

6. 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:

- Ducsai, Madison^
- Durso, Adrienne^
- Engelmann-Lynch, Melissa^*
- Karolis, Mary Catherine^
- Moody, Yvonne^
- Zahara, Meghan^

\$100.00 = Substitute Teacher
 \$ 85.00 = Paraprofessional

^pending completion of paperwork
 *per negotiated contract agreement

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

7. STUDENT OBSERVATION-2025-2026-DISTRICT

Approve the following student be permitted to complete her Occupational Therapy student observation for the 2025-2026 school year:

Student Name	Staff Member	School	Semester
*Clemenko, Madelyn	Shevchenko, Dina	District	Fall 2025

*Pending receipt of Mantoux results

8. ORTON GILLINGHAM COMPREHENSIVE TRAINING-JCCS

Approve the following individuals to be compensated to attend above training at \$43.00 per hour for 30 hours, not to exceed \$1,290.00 each.

Bell, Malori
Dempsey, Dorothy

Account # 15-120-100-101-20
Account # 15-204-100-101-20

9. ADVISOR POSITIONS-BOLGER-2025-2026 - REVISED**

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

<u>Name</u>	<u>Position</u>	<u>Salary</u>
Dambaugh, Mark	Weight Room Monitor	\$3,387.00

**(Employer specifically reserves managerial prerogative to remove as a reduction in force if the position is not justified)

Account # 15-402-100-100-30

10. PROFESSIONAL DEVELOPMENT COSTING \$150.00 OR ABOVE 2025-2026-DISTRICT

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:

1/13-3/17	Bell, Malori	Orton Gillingham Comprehensive Training-Virtual Training	\$1,200.00
11/20	Brophy, Sean	Google Gemini Training	\$ 199.00
1/13-3/17	Dempsey, Dorothy	Orton Gillingham Comprehensive Training-Virtual Training	\$1,200.00
12/16	Moschetta, Sharon	SLPs: When and When Not to Dismiss Students From Your Caseload	\$ 295.00
12/15	Spina, Elizabeth	School-Based SLPs: Language Disorders vs. Language Differences for English Language Learners	\$ 295.00

DISCUSSION-

Christopher Hoff – Can you please explain #8?

It was explained that this item refers to a multisensory approach to teaching phonics. Most of the staff have already been trained; however, these two teachers have not yet received the training.

APPROVAL OF PERSONNEL	
Moved By:	Patricia Frizell
Seconded By:	Catherine Ryan
Aye:	Brooke Clayton, Kenneth Cook, Patricia Frizell, Christopher Hoff, Kim Kelaher-Moran, Matthew Kitchen, Michael Mankowski and Catherine Ryan
Nay:	
Abstain:	Michael Mankowski (R) #10, 2nd Name

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

POLICY/REGULATION:

11. POLICY-1ST READING-ALERT 236

- 2530 Resource Materials
- 2535 Library Material
- 9130 Public Complaints

Ref. Exhibit # 1

12. REGULATION-1ST READING-ALERT 236

- 2530 Resource Materials
- 2535 Library Material
- 9130 Public Complaints

Ref. Exhibit # 2

13. POLICY-2ND READING-ALERT 214

- 0169.02 Board Member Use of Social Networks (New)
- 3437 Military Leave (Revised)
- 4437 Military Leave (Revised)
- 5516.01 Student Tracking Devices (New)
- 7425 Lead Testing of Water in Schools (M) (Revised)
- 7440 School District Security (M) (Revised)
- 7441 Electronic Surveillance in School Buildings and on School Grounds (M) (Revised)
- 8507 Breakfast Offer Versus Serve (OVS) (M) (Revised)
- 9242 Use of Electronic Signatures (New)

APPROVAL OF POLICY AND REGULATION	
Moved By:	Matthew Kitchen
Seconded By:	Kenneth Cook
Aye:	Brooke Clayton, Kenneth Cook, Patricia Frizell, Christopher Hoff, Kim Kelaher-Moran, Matthew Kitchen, Michael Mankowski and Catherine Ryan
Nay:	
Abstain:	

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

GENERAL

14. DISTRICT H-I-B. REPORT-2025-2026

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

Ref. Exhibit # 3

15. THREE-YEAR PRESCHOOL OPERATIONAL PLAN AND ENROLLMENT PROJECTION SUBMISSION-2026-2027

Approve the Three-Year Preschool Operational Plan and Enrollment Projection Submission for 2026-2027.

Ref. Exhibit # 4

16. DISPOSAL OF UNUSABLE/OUTDATED/BROKEN FURNITURE/EQUIPMENT-DISTRICT

Approve the disposal of unusable/outdated/broken Furniture/Equipment in the Keansburg School District.

17. ACCEPTANCE OF DONATIONS -

ACCEPTANCE OF DONATION-DISTRICT

Approve the acceptance of Thanksgiving Baskets from Costco.

ACCEPTANCE OF DONATION-KELC

Approve the acceptance of 20 turkeys from Bridges for the Shore.

ACCEPTANCE OF DONATION-KHS

Approve the acceptance of one treadmill to the weight room from Mr. Christopher DeTalvo.

18. IN-STATE CLASS TRIPS-2025-2026-DISTRICT

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

Date	Location	Grade(s)	Teacher
12/5/25	New Jersey Natural Gas	9-12-BBBS	Mrs. Dolan
12/12/25	Count Basie Center for the Arts	MD Class-KHS	C. Davis

APPROVAL OF GENERAL	
Moved By:	Matthew Kitchen
Seconded By:	Patricia Frizell
Aye:	Brooke Clayton, Kenneth Cook, Patricia Frizell, Christopher Hoff, Kim Kelaher-Moran, Matthew Kitchen, Michael Mankowski and Catherine Ryan
Nay:	
Abstain:	

DISCUSSION -

Matthew Kitchen - on #15 Do you project higher or lower enrollment?

It was explained that we are looking to be at 90% of the first-grade number on October 15th, multiplied by two.

Christopher Hoff - Can we please make sure #17 receives a thank-you?

SCHOOL BUSINESS ADMINISTRATOR/BOARD SECRETARY REPORT

BOARD SECRETARY'S MONTHLY CERTIFICATION - OCTOBER 2025

I, Michael Sette, Board Secretary, certifies that no line item has been over expended in October 2025 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 OCTOBER 15, 2025 in the amount of \$992,597.81 and the OCTOBER 30, 2025 in the amount of \$1,013,697.31 totaling \$2,006,295.12.

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

1. APPROVE BILLS

Recommend that the Board of Education approve the bills paid and checks issued at the Board meeting in the amount of \$1,542,054.78.

2. 2025-2026 SCHOOL YEAR OUT OF DISTRICT TUITION

Recommend the Board of Education approve the following students to attend the placement indicated for the 2025-2026 school year:

Student I.D.	Class.	Placement	Start Date	Public/Private	Tuition
9837330115	AUT	Matawan Reach Program	9-2025	Public	42,483.00
6859725596	MID	Matawan Reach Program	9-2025	Public	42,483.00

Account # 11-000-100-562-80

3. 2025-2026 HOME INSTRUCTION

Recommend the Board approve the following students to receive Home Instruction for the 2025-2026 school year:

Student I.D.	H.I.#	Tutor	Start Date	End Date	Hours
7290569532	6	Learnwell	10-24-25	11-24-25	5 per week
7445826511	7	Learnwell	11-4-25	11-8-25	10 per week
1944123559	8	Learnwell	11-5-25	11-10-25	10 per week

Account # 11-150-100-101-80

Account # 11-150-100-320-80

4. 2025-2026 CONSULTANT

Recommend the Board approve the following consultant for the 2025-2026 school year:

Silvergate Prep Hospital Academic Services \$50.00 per hour

Account # 11-150-100-320-80

5. FY 26 IDEA CCLC SUPPLEMENTAL GRANT APPLICATION

Approve the submission of the FY26 IDEA CCLC Supplemental Grant Application in the amount of \$18,001.00. The grant period will run from 11/1/2025 Through 8/31/2026. Pending Grant Approval.

DISCUSSION

Kenneth Cook - Can you explain #5?

Tara Smith, we are receiving additional funds based on our special education needs.

APPROVAL OF BUSINESS ADMINISTRATOR/BOARD SECRETARY REPORT	
Moved By:	Kenneth Cook
Seconded By:	Matthew Kitchen
Aye:	Brooke Clayton, Kenneth Cook, Patricia Frizell, Christopher Hoff, Kim Kelaher-Moran, Matthew Kitchen, Michael Mankowski and Catherine Ryan
Nay:	
Abstain:	

ADDENDUM

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

BS-1. RECEIPT AND ACCEPTANCE OF OCTOBER 2025 BOARD SECRETARY'S REPORT

Recommend the receipt of the Board Secretary Financial Reports as of October 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 October 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.

BS-2. APPROVE APPROPRIATION TRANSFERS

Recommend that the Board of Education approve the following Transfers October 2025

BS-3. RECEIPT AND ACCEPTANCE OF SEPTEMBER 2025 BOARD SECRETARY'S REPORT

Recommend the receipt of the Board Secretary Financial Reports as of September 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 September 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.

BS-4. APPROVE APPROPRIATION TRANSFERS

Recommend that the Board of Education approve the following Transfers-September 2025

APPROVAL OF BUSINESS ADMINISTRATOR/BOARD SECRETARY REPORT ADDENDUM	
Moved By:	Matthew Kitchen
Seconded By:	Patricia Frizell
Aye:	Brooke Clayton, Kenneth Cook, Patricia Frizell, Christopher Hoff, Kim Kelaher-Moran, Matthew Kitchen, Michael Mankowski and Catherine Ryan
Nay:	
Abstain:	

DISCUSSION - None

PUBLIC COMMENTS AND QUESTIONS RELATING TO ADDITIONAL CONCERNS - None

OLD/NEW COMMUNICATIONS

Brooke Clayton: December 6th is the annual tree lighting and a firetruck parade. Wishing everyone a happy and safe Thanksgiving.

Kenneth Cook: Thank you to everyone who tunes in to watch the meetings and to all our staff. It's remarkable to see all the opportunities we offer our students. Reminder: the NJSBA county meeting is on December 2nd. Wishing everyone a Happy Thanksgiving.

Kim Kelaher-Moran: Congratulations to the Board Members who ran and won re-election. I appreciate all that everyone does, along with the staff, for the students and the district. I am thankful for all of you and wish you and your families a Happy Thanksgiving.

Matthew Kitchen: Thank you to everyone who attends the meetings, and I encourage more to attend. Happy Thanksgiving.

Patricia Frizell: Wishing everyone a Happy Thanksgiving, and provided an update on John Bennett, the board attorney.

Catherine Ryan: Wishing everyone a Happy Thanksgiving and reminding that any questions or concerns should be brought to the meeting rather than directed to individual board members.

Michael Mankowski: Reminding everyone that the blood drive is scheduled for this weekend. Thank you to those who participated in and helped organize the Titan 5K. I am looking forward to the upcoming spring play. Happy Thanksgiving.

Michael Sette: Happy Thanksgiving

Kathleen O'Hare: Happy Thanksgiving.

Christopher Hoff: Thanks, Mr. LaRocca, for inviting Veterans to Bolger on Veterans' Day. The Titan 5K was an amazing event. Reminder that the blood drive is this upcoming Saturday. The Hoff family and the Board of Education donate turkeys and ham to Project Paul. Trinity Church in Asbury serves a hot Thanksgiving meal for those in need. Congratulations, all student-athletes, coaches, and parents, and Happy Thanksgiving to everyone.

MOTION TO ADJOURN	
Moved By:	Kenneth Cook
Seconded By:	Patricia Frizell
Aye:	Brooke Clayton, Kenneth Cook, Patricia Frizell, Christopher Hoff, Kim Kelaher-Moran, Matthew Kitchen, Michael Mankowski and Catherine Ryan
Nay:	
Abstain:	

Moved by Kenneth Cook, seconded by Patricia Frizell, and unanimously carried, the meeting adjourned at 7:25 pm.

Respectfully submitted,



Michael Sette
Assistant Business Administrator/Board Secretary