

MINUTES

REGULAR BOARD MEETING KEANSBURG BOARD OF EDUCATION JOSEPH R. BOLGER MIDDLE SCHOOL MEDIA CENTER DECEMBER 16, 2025 - 7:00 P.M.

- CALL TO ORDER** Christopher Hoff, President, called the Regular Meeting to order at 7:05 p.m.
- MEMBERS PRESENT** Kenneth Cook, Judy Ferraro, Patricia Frizell, Christopher Hoff, Kim Kelaher-Moran, Michael Mankowski arrived at 7:19 pm and Catherine Ryan
- MEMBERS ABSENT** Brooke Clayton and Matthew Kitchen
- OTHERS PRESENT** Kathleen O'Hare, Superintendent, Michael Sette, Board Secretary, John O. Bennett, Attorney

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

STUDENT REPRESENTATIVE REPORTS

Bolger Middle School - Angelina Lamee and Chase Preston:

Winter sports have officially begun their seasons, and we wish all athletes the best of luck. On December 9, the Holiday Band Concert and Art Show were held, with the Drama Club performing holiday songs and presenting a puppet show. National Honor Society students volunteered at Caruso's Meet Santa Dance Party, assisting students with arts and crafts activities. Eighth-grade class officers made and sold candy sleighs, and the annual Holiday Shop was held on December 8 with great success. School Spirit Week runs through December 23, with daily themed dress days for each grade and concluding with an ugly sweater party and pep rally. Eighth graders completed their schedules for next year, and students attended a trip to see The Nutcracker on December 12. The Student Council is hosting Holiday Bingo in the media center, and eighth-grade class officers will be showing The Grinch for interested students. Bolger Middle School wishes you a happy holiday season and wonderful New Year.

Keansburg High School - Alexis Arroyo and Jaidan Arenas:

I would like to congratulate Jaidan Arenas on his acceptance to MIT. We would like to announce new performance dates for the school play Dracula, which will be held on January 16 and 17 at 6:30 PM. On November 21, Keansburg High School hosted its first No Conduct Party, attended by over 200 students, themed “Nacho Average Party,” featuring a nacho bar and fun games. Clubs and organizations have been very active in giving back to the community; the National Honor Society delivered approximately five boxes of food to St. Mark’s for Thanksgiving, and the National Honor Society is currently selling candy grams to spread holiday cheer. The Key Club held a very successful annual blood drive, assisted with the community tree lighting, and looks forward to continuing its service projects in the new year. The Environmental Club, along with Ms. Davis, is currently running a collection for the MCSPCA and also hosted its first clothing swap on December 13. On behalf of the students and staff of the Keansburg High School, we would like to wish everyone a happy holiday season and a Happy New Year. Thank you for your continued support.

COMMITTEE REPORTS - Finance Committee - Kenneth Cook:

The Finance Committee met earlier today, and there is no new information to report at this time. With budget season approaching, preparations are underway for the development of the new budget.

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	November 18, 2025
EXECUTIVE SESSION	
SPECIAL MEETING	

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

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

PERSONNEL:

1. REFUSAL OF POSITION-2025-2026-DISTRICT

Approve the following refusal of position for the individuals listed:

Karolis, Mary Catherine Account # 15-120-100-101-20	Elem. Ed. / Spanish	JCCS
Lopez, Eillyn Account # 15-130-100-101-30	Spanish	JRB

2. **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:

DeAngelo, Darren^
Del Mauro, Christopher^
Hollander, Jake^
Lambe, Allyson^
Ramos, Nelicha^

\$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

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

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

Brookdale

<u>Student</u>	<u>Teacher</u>	<u>School</u>	<u>Semester</u>
Ramos, Nelicha	Various	JCCS	Spring 2026

4. **KEANSBURG AFTERSCHOOL PROGRAM (KAP)-DISTRICT-2025-2026-SALARY REVISION**

Approve the minimum wage rate change effective January 1, 2026 through December 31, 2026, to \$15.92 per hour for High School Students working in the KAP Program.

Account # 20-095-100-100-60

5. **K-12 INSTRUCTIONAL COACH COORDINATOR-CES-JRB-KHS**

Approve the following individual as the K-12 Instructional Coach Coordinator for Grades K-12 for 40 weeks, 2 hours per week at \$55.00 for a total not to exceed \$4,400.00

Liantonio, Danielle

Account # 20-455-200-101-60

6. **PART-TIME ACADEMIC LOSS SPECIALIST-MATH & ELA-JCCS-2025-2026**

Approve the following individual(s) as the Part-Time Academic Loss Specialist for 2 Days per week at \$55.00 per hour, Prorated

Pares, Kelly

Account # 20-235-100-101-20

7. **CRISIS PREVENTION INSTITUTE (CPI) TRAINERS-2025-2026-REVISION**

Approve the following individuals as district CPI Trainers for the 2025-2026 school year. Approve the same individuals for 6 hours prep time for CPI Planning for the 2025-2026 school year at a rate of \$43.00 per hour, not to exceed \$258.00 each.

Henry, Sean
Smith, Tara

Account # 11-000-223-104-60

8. **PROFESSIONAL DEVELOPMENT-K-12-DISTRICT**

Approve all certified staff to attend Professional Development beyond their Contractual hours for ELA-K-12 at \$43.00 per hour.

Account # 20-455-200-101-60

**9. 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	\$1,500.00*
1/13-3/17	Dempsey, Dorothy	Orton Gillingham Comprehensive Training-Virtual Training	\$1,500.00*
4/17/26	Liantonio, Danielle	2026 NJAGC Conference	\$ 284.00

*Revision

DISCUSSION - None

APPROVAL OF PERSONNEL	
Moved By:	Judy Ferraro
Seconded By:	Patricia Frizell
Aye:	Kenneth Cook, Judy Ferraro, Patricia Frizell, Christopher Hoff, Kim Kelaher-Moran and Catherine Ryan
Nay:	
Abstain:	

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

POLICY/REGULATION:

10. POLICY-2ND READING-ALERT 236

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

DISCUSSION - None

APPROVAL OF POLICY AND REGULATION	
Moved By:	Patricia Frizell
Seconded By:	Kenneth Cook
Aye:	Kenneth Cook, Judy Ferraro, Patricia Frizell, Christopher Hoff, Kim Kelaher-Moran and Catherine Ryan
Nay:	
Abstain:	

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

GENERAL

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

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

12. 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
12/12/25	Count Basie Center for the Arts	LLD	M. Hooker
1/23, 1/30, 2/6, & 2/13	Monmouth County Superior Court	8th Grade Civics	G. Lavary
4/21/26	Monmouth University	7-8 Grade G & T	D. Liantonio
Yearlong	KELC	KHS-MD Class	C. Davis

13. COOPERATIVE AGREEMENT BETWEEN THE KEANSBURG HIGH SCHOOL AND KEYPORT HIGH SCHOOL AND HENRY HUDSON HIGH SCHOOL

Approve the request for the renewal of the cooperative agreement between the host school, Henry Hudson High School, and Keansburg High School, for our field hockey program. Additionally, a formal request for the renewal of the cooperative agreement between the host school, Keyport High School, and Keansburg High School, for our boys' soccer program. The collaboration between Keyport, Henry Hudson, and Keansburg in these programs has been instrumental in fostering growth and positive success. Our shared commitment to the development of our student-athletes has resulted in overall enrichment of our schools' athletic offerings. By joining forces, Keyport, Henry Hudson, and Keansburg have created a platform for the programs to thrive, facilitating a conducive environment for skill development, teamwork, and sportsmanship.

14. ACCEPTANCE OF DONATIONS - KELC

Please approve the donation of a 'Santa Mailbox' for the children of the Keansburg Early Learning Center, donated by Father Time member Mr. Bobby Ketch. The children will write letters to Santa, then deposit them in the mailbox. Letters will then be secretly given to their parents.

Please approve donations for the children of the Keansburg Early Learning Center from the following organizations:

- Marlboro PTO - toys
- Magnolia Gardens Assisted Living Facility - stockings filled with toys
- Bridge of Books - books for the Lending Library
- Donors Choose - Multi-Cultural books

DISCUSSION: Mr. Hoff on #14, can we please send thank-you notes.

APPROVAL OF GENERAL	
Moved By:	Kim Kelaher-Moran
Seconded By:	Catherine Ryan
Aye:	Kenneth Cook, Judy Ferraro, Patricia Frizell, Christopher Hoff, Kim Kelaher-Moran and Catherine Ryan
Nay:	
Abstain:	

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

ADDENDUM

A1. PART-TIME LITERACY COACHES-CES-JRB-KHS

Approve the following individual as the Literacy Coach for Grades K-12 at the salary as submitted:

Tripodi, Christina \$79,200.00*

Account # 20-455-200-101-60

* Grant funded, non-bargaining position

A2. LIFT FACILITATOR-2025-2026

Approve the following individuals for the position and salary as submitted. Staff will be Responsible for leading family literacy programming, Birth-3. Duties will be Performed outside of contractual hours.

Feeney, Gina Lift Facilitator*

Gonzales, Diane Lift Facilitator*

*Shared position not to exceed \$3,000.00.

Account # 20-457-200-100-60

A3. LIFT WORKSHOP PRESENTER-2025-2026

Approve all qualified staff to facilitate workshops to families focusing on literacy Skills, Birth-3. Staff will be responsible for designing and conducting literacy-focused Workshops, classes, or events specifically for parents/caregivers and their children Aged 0-3 at a rate of \$43.00 per hour. Not to exceed \$3,400.00.

Account # 20-457-200-100-60

A4. LIFT CHILDCARE PROVIDER-2025-2026

Approve all qualified Paraprofessionals and students to provide childcare for families participating in parent LIFT Workshops at the rate of \$23.00 for Para and \$15.92 for Students. Not to exceed \$2,000.00.

Account # 20-457-200-100-60

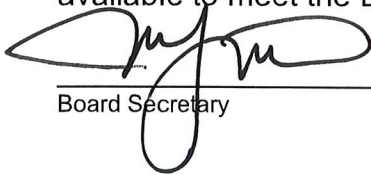
DISCUSSION - None

APPROVAL OF SUPERINTENDENT ADDENDUM	
Moved By:	Kenneth Cook
Seconded By:	Judy Ferraro
Aye:	Kenneth Cook, Judy Ferraro, Patricia Frizell, Christopher Hoff, Kim Kelaheer-Moran and Catherine Ryan
Nay:	
Abstain/Recuse:	

SCHOOL BUSINESS ADMINISTRATOR/BOARD SECRETARY REPORT

BOARD SECRETARY'S MONTHLY CERTIFICATION - NOVEMBER, 2025

I, Michael Sette, Board Secretary, certifies that no line item has been over expended in November, 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 NOVEMBER 14, 2025 in the amount of \$996,488.63 and the NOVEMBER 26, 2025 in the amount of \$974,655.09 totaling \$1,971,143.72

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

1. RECEIPT AND ACCEPTANCE OF NOVEMBER 2025 BOARD SECRETARY'S REPORT

Recommend the receipt of the Board Secretary Financial Reports as of November 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 November 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 November 2025

3. APPROVE BILLS

Recommend that the Board of Education approve the bills paid and checks issued at the Board meeting in the amount of \$1,531,528.01.

4. 2025- 2026 ATTENDANCE AT TECHSPO 26

Recommend that the Board approve the attendance of the following Administrators at NJASA TECHSPO 26 on Wednesday, January 28, 2026, through Friday, January 30, 2026, in Atlantic City, \$610 per person for the workshop, plus \$97 per night lodging, plus Resort/Occupancy fee (\$7.54), OBM mileage at \$0.47 per mile plus tolls and parking, and meals at the GSA rate of \$68 per person, per full day, not to exceed the total costs of \$1,200.00 per person.

O'Hare, Kathleen
 Formica, Christine
 Helmers, Johnathan

5. 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
7965568493	9	Learnwell	11/21/25	11/29/25	10 per week
7303569044	10	Approved District Staff	12/8/25	6/30/25	10 per week As Needed

Account # 11-150-100-101-80
 Account # 11-150-100-320-80

6. FY 26 IDEA CCLC SUPPLEMENTAL GRANT APPLICATION ACCEPTANCE

Approve the acceptance 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.

DISCUSSION - None

APPROVAL OF BUSINESS ADMINISTRATOR/BOARD SECRETARY REPORT	
Moved By:	Patricia Frizell
Seconded By:	Judy Ferraro
Aye:	Kenneth Cook, Judy Ferraro, Patricia Frizell, Christopher Hoff, Kim Kelaher-Moran and Catherine Ryan
Nay:	
Abstain:	

PUBLIC COMMENTS AND QUESTIONS RELATING TO ADDITIONAL CONCERNS - None

OLD/NEW COMMUNICATIONS

Patricia Frizell: Happy, healthy, and safe holiday.

Catherine Ryan: I wish the students and teams at Keansburg High School and Bolger School good luck with their winter sports, and a Merry Christmas and Happy New Year.

Judy Ferraro: Merry Christmas and Happy New Year.

Kenneth Cook: I want to thank everyone for all their hard work. Merry Christmas, Happy Hanukkah, Happy Kwanzaa, and to 2026, let it be another great year.

Kim Kelaher-Moran: Wishing everyone a happy holiday. Enjoy, stay safe, and take some time to relax with family and friends.

Michael Sette: Happy Holidays

Kathleen O'Hare: Happy Holidays, and thank you to John and his crew for doing a great job with the snow removal.

Michael Mankowski: I apologize for being late. The traffic leaving the city was rough tonight. Happy holidays, everybody.


Christopher Hoff: The Winter Concert and Art Show were awesome, and the Drama Club did a great job. Winter sports are in full swing, and I was very impressed with the boys' basketball team, while the cheer team was also outstanding. The tree lighting was a big success, with Santa coming to visit, and Father Time hosted its Holiday Dance. Anyone who would like a hot meal is welcome to come to 503 Asbury Avenue in Asbury from 12:00 to 2:00, where Santa will also be there for the kids. The Grounds Department did an amazing job, and although Matthew Kitchen could not be here, he asked me to wish everyone a happy holiday. Tomorrow, the Hoff Family and the Board will make their annual donation of hams and turkeys to Project Paul. From my family to yours, Happy Holidays and Happy New Year!

ADJOURNMENT OF MEETING

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

Moved by Kenneth Cook, seconded by Catherine Ryan, and unanimously carried, the meeting adjourned at 7:23 pm.

Respectfully submitted,



Michael Sette
Assistant Business Administrator/Board Secretary