

MINUTES

**REGULAR BOARD MEETING
KEANSBURG BOARD OF EDUCATION
JOSEPH R. BOLGER MIDDLE SCHOOL MEDIA CENTER
JANUARY 20, 2026 - 7:00 P.M.**

CALL TO ORDER Christopher Hoff, President, called the Regular Meeting to order at 7:04 p.m.

MEMBERS PRESENT Kenneth Cook, Judy Ferraro, Christopher Hoff
Matthew Kitchen and Catherine Ryan

MEMBERS ABSENT Brooke Clayton, Patricia Frizell, Kim Kelaher-Moran,
and Michael Mankowski

OTHERS PRESENT Kathleen O'Hare, Superintendent, Michael Sette,
Board Secretary, Daniel Roberts, Attorney

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

PRESENTATIONS/CORRESPONDENCES - Educator, Educational Services Professional, of the Year Winners:

Anne Hazeldine announced the KELC Educator of the Year, Dyane Newme, and the Educational Services Professional of the Year, Jana Buresh.

Elyse McMahon and Sean Henry announced the Caruso Educator of the Year, Angela Melfi, and the Educational Services Professional of the Year, Thomas Anderson.

Joseph LaRocca and Ryan Lillis announced the Bolger Educator of the Year, Tara Kukulski, and the Educational Services Professional of the Year, Rebecca Domis.

Sean Brophy and John Bird announced the Keansburg High School Educator of the Year, Danielle Mira, and the Educational Services Professional of the Year, William Padone.

Kathleen O'Hare announced the District Educator of the Year, Tara Kukulski, and the Educational Services Professional of the Year, Thomas Anderson.

Kathleen O'Hare - Read a statement for School Board Appreciation Month:

In honor of School Board Appreciation Month, we extend our sincere gratitude to the Keansburg Board of Education for their leadership, advocacy, and commitment to our students, staff, and community. Your efforts do not go unnoticed. On behalf of our staff, families, and students, thank you for your continued service.

STUDENT REPRESENTATIVE REPORTS

Bolger Middle School - Angelina Lamee and Chase Preston:

The Spelldown will take place on January 21st for students who were selected to participate. Eighth-grade students recently took part in two important events in preparation for the promotion ceremony in June, including cap and gown measurements and photos taken in their caps and gowns. Wrestling and basketball seasons are still in full swing and have been well attended. An assembly for sixth-grade students on the dangers of vaping will be held on January 27th. Several eighth-grade drama club members performed in the high school production of *Dracula* last weekend. The PTA will be hosting a dance on February 13th. On January 14th, drama club members, band students, and other students attended a trip to the Count Basie Center to see *All Shook Up*. Band members have also been practicing for the Bayshore Honors Band, which will perform at Henry Hudson in February. Ms. Lavary will be taking her Civics classes to the Monmouth County Superior Court over the next four weeks to tour the courthouse and observe sentencing. Titans of the Month were announced, and parent-teacher conferences will be held on February 5th and 6th.

Keansburg High School - Jaidan Arenas:

Congratulations to all the educators and educational services professionals recognized tonight. As students prepare to wrap up the second marking period, we continue to celebrate many exciting activities and accomplishments across our school community. On Wednesday, our 10th-grade students attended an assembly with the Monmouth County Vocational School District, where they learned about a wide range of programs and career-focused opportunities available to them during their junior and senior years. Over the weekend, the drama club delivered an impressive performance of *Dracula*. Our annual gift auction will take place on March 13th in the high school cafeteria, and BINGO bundles are currently on sale—those interested may contact Deanna Lopez. The Environmental Club is still collecting linens, towels, and blankets for donation to the Monmouth County SPCA, with items accepted through the end of the month. In athletics, the wrestling team placed an impressive 5th at the Buck Classic, the boys basketball team placed second in the Shore Middlesex Holiday Tournament and is currently ranked 13th, and the girls basketball team won the Shore Middlesex Holiday Tournament and remains undefeated.

COMMITTEE REPORTS - Finance Committee - Kenneth Cook:

The Finance Committee met earlier today, and there is no new information to report at this time. We reviewed the finances, and everything is in order.

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	December 16, 2025
EXECUTIVE SESSION	
SPECIAL MEETING	January 6, 2026

APPROVAL OF MINUTES	
Moved By:	Matthew Kitchen
Second By:	Kenneth Cook
Aye:	Kenneth Cook, Judy Ferraro, Christopher Hoff, Matthew Kitchen and Catherine Ryan
Nay:	
Abstain/Recuse:	

JANUARY 20, 2026 MINUTES

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

PERSONNEL:

1. PROFESSIONAL EMPLOYMENT-2025-2026-DISTRICT

Anderson, Thomas^	Spanish	BA-1	\$63,470.00	JRB
Eff. To be determined upon receipt of certification			Prorated	
Account # 15-130-100-101-30				

^Pending Certification

Santifort, Melissa^	Elem. Ed. / Spanish	BA-1	\$63,470.00	JCCS
Eff. To be determined upon receipt of certification			Prorated	
Account # 15-120-100-101-20				

^Pending Certification

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

Khalid, Tayyaba	Paraprofessional	BA-3	\$29,651.00	DIST
Eff. 01/21/2026				
Account # 15-212-100-106-20				

3. LONG-TERM SUBSTITUTE TEACHER-2025-2026-DISTRICT

Anderson, Thomas (Vacancy)	LTS Spanish	01/21/26-TBD	Para Salary + Contractual Hourly Rate	JRB
Account # 11-130-100-101-30				
Hernandez, Nikki C. Jones)	LTS Elem. Ed.	11/25/25-1/16/26	\$125.00 per day	JCCS
Account # 11-120-100-101-20				
Santifort, Melissa (Vacancy)	LTS Elem. Ed. / Spanish	01/21/26-TBD	Para Salary + Contractual Hourly Rate	JCCS
Account # 11-120-100-101-20				

4. LEAVE OF ABSENCE-MEDICAL

Approve/ratify the following individuals 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
Fiorentino, Marie	01/20/2026	02/02/2026
Foulks, Dean	02/09/2026	03/30/2026
Novembre, Timothy	12/05/2025	01/07/2026
Pigott, Rebecca	12/15/2025	12/22/2025
Young, Karen	01/23/2026	02/02/2026

5. LEAVE OF ABSENCE-MEDICAL-REVISION

Approve/ratify the following individual be granted a revision to his 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
Jones, Christopher	11/25/2025	01/20/2026

6. LEAVE OF ABSENCE-INTERMITTENT-FAMILY

Approve/ratify the following individual be granted an unpaid Intermittent Family Care Leave of Absence for various dates during the time period listed below. If interested and eligible, this leave may be deducted from his/her entitlement under FMLA/NJFLA

Name	Beginning	Ending
Iacouzzi, Melissa	01/05/2026	06/30/2026

7. 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	03/02/2026

8. 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:

Albrecht, Lauren
Pares, Kelly

\$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

9. KEANSBURG AFTER SCHOOL PROGRAM (KAP) TEACHER ASSISTANTS-2025-2026-DISTRICT

Approve the following High School student to be a teacher assistant in the Keansburg After School Program (KAP) for the 2025-2026 school year at the rate listed below. Teacher assistants will be responsible for assisting enrichment and/or recreational clubs in person or remotely per grant requirements at Caruso Elementary and Bolger Middle School.

Mathis, Nariyah Teacher Assistant: \$15.92 per hour on an as-needed basis.

Account # 20-095-100-100-60

**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:

4/17 Janik, Brian 2026 NJAGC Conference \$310.32*

*Includes Tolls and Mileage

DISCUSSION - None

APPROVAL OF PERSONNEL	
Moved By:	Matthew Kitchen
Seconded By:	Judy Ferraro
Aye:	Kenneth Cook, Judy Ferraro, Christopher Hoff, Matthew Kitchen and Catherine Ryan
Nay:	
Abstain:	

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

POLICY/REGULATION:

**11. N.J.A.C. 6A:23A – FISCAL ACCOUNTABILITY, EFFICIENCY, AND BUDGETING
PROCEDURES-ALERT-236**

- 0142.1 Nepotism (M) (Revised)
- 1220 Employment of Chief School Administrator (M) (Revised)
- 1552 Sexual Harassment – Staff (M) (New)
- 3362 Sexual Harassment (M) (Abolished)
- 4352 Sexual Harassment (M) (Abolished)

Ref. Exhibit # 1

12. REGULATION 1ST READING-ALERT-236

- 1552 Sexual Harassment – Staff (M) (New)
- 3362 Sexual Harassment of Teaching Staff Members Complaint Procedure (Abolished)
- 4352 Sexual Harassment of Support Staff Members Complaint Procedure (Abolished)

Ref. Exhibit # 2

DISCUSSION - None

APPROVAL OF POLICY AND REGULATION	
Moved By:	Kenneth Cook
Seconded By:	Catherine Ryan
Aye:	Kenneth Cook, Judy Ferraro, Christopher Hoff, Matthew Kitchen and Catherine Ryan
Nay:	
Abstain:	

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

GENERAL

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

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

Ref. Exhibit # 3

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

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

15. ACCEPTANCE OF DONATIONS - JRB

Approve the acceptance of the donation of a flute donated by employee Nicole Piccione.

Approve the acceptance of the donation of a sign for the Bolger Band to be displayed during performances donated by Father Time.

16. 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
2/7/2026	AMF Strathmore Lanes in Aberdeen	KAP-Grade 6-8	T. Alvarez, J. Lupton, M. Santifort, D. Nelson
4/1/2026	InfoAge in Wall Township	G & T Grade 4	B. Janik
4/29/2026	Middletown Arts Ctr.	G & T Grade 4	B. Janik
5/12/2026	Count Basie Ctr. for the Arts	MD Class @ KHS	C. Davis

17. SENIOR SEMINAR INTERNSHIP LOCATIONS-2025-2026

Approve the following locations for Senior Seminar Internships:

All Care Therapy Services
Kent Plaza
4772 US-9, Howell Township, NJ 07731

Bayshore Medical Center
727 N Beers St, Holmdel, NJ 07733

Clean Ocean Action
49 Avenel Blvd, Long Branch, NJ 07740

Dr. Joseph G. Muscatiello's Office (Dentist)
96 Plainfield Ave, Edison, NJ, 08817

Project Paul
21 Carr Avenue
Keansburg, NJ 07734

Riverview Medical Center
1 Riverview Plaza, Red Bank, NJ 07701

St. Mark's Food Pantry
247 CArr Ave., Keansburg, NJ 07734

18. SCHOOL BUS EVACUATION DRILL 2025-2026

In accordance with NJAC 6A:27-1.5 - A School Bus Evacuation Drill to be conducted for the following school(s):

Keansburg Early Learning Center January 14, 2026 7:45 am

DISCUSSION -

Matthew Kitchen question # 14: Why every month? Ms. O'Hare, so we can get rid of the items, so we don't have to collect the garbage.

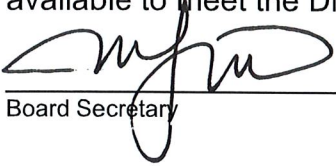
Christopher Hoff - Please send a thank you to #15.

APPROVAL OF GENERAL	
Moved By:	Matthew Kitchen
Seconded By:	Judy Ferraro
Aye:	Kenneth Cook, Judy Ferraro, Christopher Hoff, Matthew Kitchen and Catherine Ryan
Nay:	
Abstain:	

SCHOOL BUSINESS ADMINISTRATOR/BOARD SECRETARY REPORT

BOARD SECRETARY'S MONTHLY CERTIFICATION - DECEMBER 2025

I, Michael Sette, Board Secretary, certifies that no line item has been over expended in December 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 DECEMBER 15, 2025, in the amount of \$1,008,171.94 and the DECEMBER 23, 2025, in the amount of \$1,088,198.50, totaling \$2,096,370.44

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

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

Recommend the receipt of the Board Secretary Financial Reports as of December 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 December 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 \$1,666,620.37.

4. 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
9671234742	11	Learnwell	12-12-25	12-17-25	5 per week
5955887008	12	Learnwell	12-17-25	12-22-25	5 per week
4849968232	13	MOESC	12-28-25	03-30-26	5 per week
3948045847	14	Learnwell	1-15-26	1-29-26	10hr. per week

Account # 11-150-100-101-80

Account # 11-150-100-320-80

5. 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
6286378542	AUT	Hawkswood School	1-2026	Private	\$429.04 per diem

Account # 11-000-100-566-80

6. ACCEPTANCE OF 2024-2025 ANNUAL AUDIT

The Superintendent recommends the Keansburg Board of Education accept the Audit Report for the 2024-2025 school year prepared by HFA, P.C. with no findings per the Annual Comprehensive Financial Report (ACFR) and the Auditor’s Management Report (AMR), and

BE IT FURTHER RESOLVED that a copy of the audit has been forwarded to the Monmouth County Executive County Superintendent.

7. BANKING INSTITUTIONS SIGNATURES

Recommend the Board of Education establish the following bank accounts and authorize the appropriate banks to honor all checks, drafts and other orders for the payment of money drawn in the name of the Board of Education in the following accounts when bearing the true or approved facsimile signature indicated for the period January 1, 2026 through December 31, 2026.

<u>ACCOUNT TITLE</u>	<u>SIGNATURES REQUIRED</u>			
<p>General Operating Bank of America</p>	and	<p>Board President Superintendent</p>	<p>or and</p>	<p>Board Vice President Business Administrator</p>
<p>Payroll and Payroll Agency Accounts Bank of America</p>		<p>Superintendent</p>	<p>and</p>	<p>Business Administrator</p>
<p>Cafeteria Funds Bank of America</p>		<p>Business Administrator</p>		
<p>KHS Student Activity Bank of America</p>	and	<p>Superintendent Principal</p>	<p>or or</p>	<p>Business Administrator Vice Principal</p>
<p>Jos. R. Bolger MS Student Activity Bank of America</p>	and	<p>Superintendent Principal</p>	<p>or or</p>	<p>Business Administrator Vice Principal</p>
<p>Jos. C. Caruso ES Student Activity Bank of America</p>	and	<p>Superintendent Principal</p>	<p>or or</p>	<p>Business Administrator Vice Principal</p>
<p>Edith Chmiel Scholarship</p>		<p>Business Administrator</p>		
<p>Robert Currie Scholarship</p>		<p>Business Administrator</p>		
<p>Arlene M Carr Kelaher Scholarship Bank of America</p>		<p>Business Administrator</p>		
<p>Petty Cash Bank of America</p>		<p>Superintendent or Business Administrator</p>		

DISCUSSION -

Christopher Hoff: Thank you for #6 outstanding job by the team.

APPROVAL OF BUSINESS ADMINISTRATOR/BOARD SECRETARY REPORT	
Moved By:	Kenneth Cook
Seconded By:	Matthew Kitchen
Aye:	Kenneth Cook, Judy Ferraro, Christopher Hoff, Matthew Kitchen and Catherine Ryan
Nay:	
Abstain:	

Michael Sette stated for the record that a public complaint had been made during the previous meeting. At the request of the Board Attorney, he read a letter prepared by counsel. The letter indicated that the complaint, submitted by a member of the public, was investigated by the Board Attorney and that the concerns raised were determined to be unfounded.

PUBLIC COMMENTS AND QUESTIONS RELATING TO ADDITIONAL CONCERNS - None

OLD/NEW COMMUNICATIONS

Kenneth Cook:

Congratulations to all the educators of the year. Thank you for your hard work and dedication. Also, to my fellow board members, thank you for all you do, and it's an honor to work with you. On February 3, the MCSBA will hold a virtual meeting and a conversation with Vin Gopal and Declan O'Scanlon. Kathleen, thank you for #6. The audit is fantastic, thank you to you and your team.

Matthew Kitchen:

Congratulations to tonight's winners.

Judy Ferraro:

Congratulations to the teachers and staff you won tonight.

Catherine Ryan:

Congratulations to the educators and congratulations to the student of the month and the athletes.

Michael Sette: Congratulations to those recognized tonight.

Kathleen O'Hare: Congratulations to tonight's winners.

Christopher Hoff:

A big shout-out to the drama teacher and the Drama Club on their performance of *Dracula* — it was an amazing job. Congratulations to all of the students recognized on the College Board list; they are heading to some great schools. Midterms and the 100th day of school are coming up — best of luck to our students. Congratulations to tonight's winners, and thank you to all of the Board members for everything you do.

ADJOURNMENT OF MEETING

MOTION TO ADJOURN	
Moved By:	Judy Ferraro
Seconded By:	Kenneth Cook
Aye:	Kenneth Cook, Judy Ferraro, Christopher Hoff, Matthew Kitchen and Catherine Ryan
Nay:	
Abstain:	

Moved by Judy Ferraro, seconded by Kenneth Cook, and unanimously carried, the meeting adjourned at 8:02 pm.

Respectfully submitted,



Michael Sette
Assistant Business Administrator/Board Secretary

