

## EXECUTIVE SESSION

**JANUARY 21, 2025 AGENDA**

It is anticipated that the length of time of this executive session will be \_\_\_ minutes and that action will/will not 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 \_\_\_\_\_

APPROVAL OF EXECUTIVE SESSION	
<b>MOVED BY:</b>	
<b>SECONDED BY:</b>	
<b>AYE:</b>	
<b>NAY:</b>	
<b>ABSTAIN:</b>	

**APPROVAL OF MINUTES**

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

MEETING	DATE
REGULAR MEETING	December 17, 2024
EXECUTIVE SESSION	
SPECIAL MEETING	

<b>APPROVAL OF MINUTES</b>	
<b>MOVED BY</b>	
<b>SECONDED BY</b>	
<b>AYE</b>	
<b>NAY</b>	
<b>ABSTAIN</b>	

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

**PERSONNEL:**

**1. 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:

<b>Name</b>	<b>Beginning</b>	<b>Returning</b>
Ackerman, Abby	12/18/2024	01/06/2025
LaRosa, Teresa	01/02/2025	To Be Determined

**2. 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

<b>Name</b>	<b>Beginning</b>	<b>Ending</b>
Iacouzzi, Melissa	01/06/2025	06/30/2025

**3. SUBSTITUTE TEACHER/PARAPROFESSIONAL-2024-2025-DISTRICT**

Approve the following individual be added to our substitute teacher/paraprofessional list for the 2024-2025 school year at the rates listed below:

Fitzgerald, Madison^

\$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

**4. 2024-2025 ATTENDANCE AT DAANJ WORKSHOP**

Approve attendance of the following employee to attend classes for a new certification to remain active in the Directors Athletic Association of New Jersey on Monday, March 10, 2025 through Friday, March 14, 2025, in Hard Rock Hotel in Atlantic City, NJ at the cost of the current GSA rates plus tolls and parking not to exceed total of \$950.00.

Ferraro, James

Account # 15-402-100-580-40

**5. PROFESSIONAL DEVELOPMENT COSTING \$150.00 OR ABOVE  
2024-2025-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:

5/21	Hasenstab, Jennifer	NJTESOL 2025 Spring Conference	\$325.00
5/21	Kolesa, Monica	NJTESOL 2025 Spring Conference	\$325.00

**DISCUSSION**

APPROVAL OF PERSONNEL	
Moved By:	
Seconded By:	
Aye:	
Nay:	
Abstain:	

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

**GENERAL**

**6. DISPOSAL OF UNUSABLE/OUTDATED/BROKEN FURNITURE/EQUIPMENT-DISTRICT**

Approve the disposal of unusable/outdated/broken Furniture/Equipment in the Keansburg School District.

**7. ACCEPTANCE OF DONATIONS - KELC**

Approve the donations to the Keansburg Early Learning Center from Donors Choose of classroom books and sensory materials.

**8. ACCEPTANCE OF DONATION-JCCS**

Approve the acceptance of a donation of art supplies to the Joseph C. Caruso School from the Jacqueline M. Ryan Funeral Home.

APPROVAL OF GENERAL	
Moved By:	
Seconded By:	
Aye:	
Nay:	
Abstain:	

**DISCUSSION**

**SCHOOL BUSINESS ADMINISTRATOR/BOARD SECRETARY REPORT**

**BOARD SECRETARY'S MONTHLY CERTIFICATION - DECEMBER 2024**

I, Michael Sette, Board Secretary, certifies that no line item has been over expended in December 2024 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 13, 2024 in the amount of \$1,128,655.89, and the DECEMBER 20, 2024 in the amount of \$1,136,295.61 totaling \$2,264,951.50

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

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

Recommend the receipt of the Board Secretary Financial Reports as of December, 2024 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, 2024 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 \$1,918,065.32

**4. 2024-2025 HOME INSTRUCTION**

Recommend the Board approve the following student to receive Home Instruction for the 2024-2025 school year:

Student I.D.	H.I.#	Tutor	Start	End	Hours
1622108217	15	MOESC	12-5-24	1-20-25	5 per week
1815928285	17	District Approved Staff	12-10-24	12-16-24	10 per week
5918360130	18	Learnwell	12-10-24	12-17-24	5 per week
4046570832	19	Learnwell	12-28-24	1-2-25	10 per week
7526783687	16	C. Davis	1-3-25	6-3-25	5 per week
3948045847	20	Learnwell	1-9-25	2-9-25	10 per week

Account # 11-150-100-320-80

Account # 11-150-100-101-80

**5. OUT OF DISTRICT TUITION 2024-2025 SCHOOL YEAR**

Recommend the Board approve the following students to attend the placement indicated for the 2024-2025 school year:

Student I.D.	Class.	Placement	Start Date	Public/Private	Tuition
1815928285	ERI	Rugby School	1-2-25	Private	\$422.39 per diem
5819857336	ED	Coastal Learning Center	1-15-25	Private	\$363.66

Account # 11-000-100-566-80

**6. 2024-2025 CONSULTANT**

Recommend the Board approve the following consultant for the 2024-2025 school year:  
Rutgers University Behavioral Healthcare Hospital Academic Services \$75.00 per hour

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

**7. MENTAL HEALTH ASSOCIATION OF MONMOUTH COUNTY (MHA) MEMORANDUM OF UNDERSTANDING**

Approve the MOU between the Keansburg School District and the Mental Health Association of Monmouth County (MHA) for the 2024-2025 school year. The purpose of the affiliation is to form working relationships between the MHA and the Keansburg School District by providing services to students in the Keansburg High School. These services include reducing the adolescent and pregnancy and improving knowledge of safe sex practices.

**8. ACCEPTANCE OF 2023-2024 ANNUAL AUDIT**

The Superintendent recommends the Keansburg Board of Education accept the Audit Report for the 2023-2024 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.

**9. 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, 2025 through December 31, 2025.

<b><u>ACCOUNT TITLE</u></b>	<b><u>SIGNATURES REQUIRED</u></b>			
<b>General Operating</b> Bank of America	and	Board President Superintendent	or and	Board Vice President Business Administrator
<b>Payroll and Payroll Agency Accounts</b> Bank of America		Superintendent	and	Business Administrator
<b>Cafeteria Funds</b> Bank of America		Business Administrator		
<b>KHS Student Activity</b> Bank of America	and	Superintendent Principal	or or	Business Administrator Vice Principal



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**Jos. R. Bolger MS** Superintendent or Business Administrator  
**Student Activity** and Principal or Vice Principal  
Bank of America

**Jos. C. Caruso ES** Superintendent or Business Administrator  
**Student Activity** and Principal or Vice Principal  
Bank of America

**Edith Chmiel Scholarship** Business Administrator  
**Robert Currie Scholarship** Business Administrator  
**Arlene M Carr Kelaher Scholarship** Business Administrator  
Bank of America

**Petty Cash** Superintendent or Business Administrator  
Bank of America

**DISCUSSION**

<b>APPROVAL OF BUSINESS ADMINISTRATOR/BOARD SECRETARY REPORT</b>	
Moved By:	
Seconded By:	
Aye:	
Nay:	
Abstain:	

**PUBLIC COMMENTS AND QUESTIONS RELATING TO ADDITIONAL CONCERNS**

**OLD/NEW COMMUNICATIONS**

**ADJOURNMENT OF MEETING**

<b>MOTION TO ADJOURN</b>	
Moved By:	
Seconded By:	
Aye:	
Nay:	
Abstain:	