

**KEYPORT BOARD OF EDUCATION
WORKSHOP MEETING AUGUST 13, 2014
AGENDA**

1.0 Opening Procedures

- 1.1 Call to Order
- 1.2 Flag Salute
- 1.3 Moment of Silence: Burtina (Aumack) Parcels, lifelong Keyport resident and former Keyport High School and Union Beach Elementary School Teacher.
- 1.4 Opening Statement

“Public notice of this meeting has been sent to the Asbury Park Press and The Independent newspapers on February 24, 2014, as approved at the regular meeting of the Board of Education held on February 19, 2014. Notice has been posted in accordance with the Open Public Meetings Act of 1975, Chapter 231, effective January 16, 1976, in the Board Office, 370 Broad Street. A copy of this notice is also on file in the office of the Borough Clerk”.

This meeting is being tape-recorded for the purpose of Board review and future reference and to assist in the preparation of minutes.

1.5 Roll Call

Mr. Biagianti	Mr. Henning, Vice Pres.
Mr. Bright	Ms. King-Cote
Ms. Burke	Mrs. Malinconico, President
Mr. Cooper	Mrs. Panzarelli
Ms. Durkin, UB Rep.*	Mr. White

**Union Beach representative abstains on all matters other than matters relating to Keyport High School Union Beach students.*

2.0 Presentation – Athletic Field Update

3.0 Communications – Mrs. Savoia

- 3.1. Ms. Helen Kuron, HS Business Teacher, submitted her letter of retirement dated July 1, 2014, effective September 1, 2014. Resolution under Personnel.

**KEYPORT BOARD OF EDUCATION
WORKSHOP MEETING AUGUST 13, 2014
AGENDA**

- 3.2. Ms. Ines Cantatore, HS Spanish Teacher, submitted her letter of resignation dated July 1, 2014, effective immediately. Resolution under Personnel.
- 3.3 Ms. Nicole May, CS Teacher, submitted her letter of resignation dated July 23, 2014, effective July 1, 2014.

4.0 Public Participation – Agenda Items

5.0 Superintendent and Other Reports

- 5.1. Superintendent’s Report – Mrs. Savoia
- 5.2. Student Council Representative Report

6.0 Committee Reports

- 6.1 Buildings & Grounds/Safety & Security/Recycling
- 6.2 Community Relations/Foundation
- 6.3 Curriculum
- 6.4 Finance/Negotiations
- 6.5 MCSBA/Legislative
- 6.6 Personnel
- 6.7 Policy
- 6.8 Special Education Liaison

7.0 Board Secretary’s Office – Mr. McManus

- 7.1. Motion to approve the following minutes:
June 25, 2014 Regular Meeting
- 7.2. Motion to approve the Integrated Pest Management Plan for the school year 2014-2015 for Keyport Central School and Keyport High School.
- 7.3. Motion to approve Keyport School District to enter an inter-Local Agency Agreement/Consortia with the Educational Information and Resource Center (EIRC) to provide products and services to the Keyport School District for the 2014-2015 school year per N.J.S.A.40:8A-6 Inter-local Service Agreement & 18A:6-95.

8.0 Buildings & Grounds – Mr. McManus

<p>KEYPORT BOARD OF EDUCATION WORKSHOP MEETING AUGUST 13, 2014 AGENDA</p>
--

- 8.1 Facilities Update
- 8.2 Use of Facilities
 - 8.2.1. Motion to approve Jesus the Lord Church to use classrooms in Keyport Central School for their Religious Education Program on Tuesday evenings from October 7, 2014, through May 12, 2015, from 6 p.m. to 7 p.m.
 - 8.2.2. Motion to approve Central School as a landing site and from OEM requesting Central as a shelter in the event of crisis/disaster for the 2014-2015 school year.

9.0 Finance

- 9.1 Motion to approve the Secretary’s monthly line item certification. Pursuant to N.J.A.C. 6:23 – 2.12 (d), the Board Secretary certifies that as of June 30, 2014, no budgetary line item account has been overexpended in violation of N.J.A.C. 6:23 – 2.12.
- 9.2 Motion to approve the Report of the Secretary to the Board of Education (A-148) and Cash Reports (A-149) for the month of June which is in agreement.
- 9.3 Motion to approve bills for the month of July and August 2014 in the amount of \$TBD and supplemental bills for July 2014 in the amount of \$TBD.
- 9.4 Motion to approve the transfer of funds (attachment).
- 9.5 Motion to approve the attendance of the Keyport Board of Education, Superintendent Lisa Savoia and Business Administrator Edward McManus at the NJSBA Workshop 2014. Workshop is scheduled for October 28 to October 30, 2014, for a total group registration cost of \$1,200. Lodging to be at convention affiliated hotel at \$96 per night. Total number of lodging nights is yet to be determined. Travel and meal reimbursement to adhere to current travel legislation and district travel policy.
- 9.6 Motion to approve the following out of district tuitions for the 2014-2015 school year:

Coastal	Student 8288271407	\$50,116
---------	--------------------	----------

<p>KEYPORT BOARD OF EDUCATION WORKSHOP MEETING AUGUST 13, 2014 AGENDA</p>
--

9.7 Motion to approve the following 2014 ESY out of district tuition:

CPC High Point	Student 9586259263	\$7,000
----------------	--------------------	---------

9.8 Motion to approve the breakfast and lunch prices for the school year 2014-2015 as follows:

	<u>Paid</u>	<u>Reduced</u>
High School Lunch	\$2.45 (\$2.35)	\$.40
Central School Lunch	\$2.35 (\$2.25)	\$.40
H. S. & C.S. Breakfast	\$1.10	
Snack Milk	.30	
Adult Lunch both Schools	\$2.75	
Adult Breakfast both Schools	\$2.20	

9.9 Motion to approve the transportation jointure agreement between the Keyport Board of Education and Union Beach Board of Education for the school year 2014-2015:

Career Center am & pm (Keyport - Host):

Keyport's share (4 students)	\$19,096.20
Union Beach's share (4 students)	<u>\$19,096.20</u>
	\$38,192.40 Total

9.10 Motion to approve Home Care Therapies, LLC, d/b/a Horizon Healthcare Staffing Corporation to provide Physical Therapy services for the 2014 Extended School Year and for the 2014–2015 school year at the rate of \$115 per hour.

10.0 Curriculum

10.1 Motion, as recommended by the Superintendent of Schools, to approve the following out of district workshops to be paid from the general fund, unless indicated otherwise:

Employee Name	Date(s)	Workshop Name	Location/Mileage	Cost
Cleveland, Denise	11/19/14, 2/11 & 3/18/15	FEA Leadership Academy-Cohort 2	Monroe, NJ/191	\$810
DePasquale, Anthony	1/21, 2/17, 4/20/14	FEA Leadership Academy – Cohort 4	Monroe, NJ/64	\$810
DePasquale, Anthony	10/21& 10/22/14	Career Choices	Rahway, NJ/71	\$221
Flynn, Kevin	11/19/14, 2/11 &	FEA Leadership Academy – Cohort 4	Monroe, NJ/64	\$810

**KEYPORT BOARD OF EDUCATION
WORKSHOP MEETING AUGUST 13, 2014
AGENDA**

	3/18/15			
Flynn, Kevin	10/21 & 10/22/14	Career Choices	Rahway, NJ/71	\$221
Godlesky, Laura	12/8/14, 2/25 & 4/21/15	FEA Leadership Academy – Cohort 3	Monroe, NJ/191	\$810
Godlesky, Laura	8/4 & 8/5/14	Springboard Training	Newark, DE/229	\$661
Jones, Melissa	12/8/14, 2/25 & 4/21/15	FEA Leadership Academy – Cohort 3	Monroe, NJ/191	\$810
Jones, Melissa	10/16- 10/17/14	2014 FEA/NJPSA /NJASCD Fall Conference	Long Branch, NJ/84	\$266
Mammano, Erik	10/21 & 10/22/14	Career Choices	Rahway, NJ/71	\$221
Mammano, Erik	12/8/14, 2/25 & 4/21/15	FEA Leadership Academy – Cohort 3	Monroe, NJ/191	\$810
Rapolla, Anthony	12/8/14, 2/25 & 4/21/15	FEA Leadership Academy – Cohort 4	Monroe, NJ/191	\$810
Savoia, Lisa	12/8/14, 2/25 & 4/21/15	FEA Leadership Academy	Monroe, NJ/191	\$810
Slater, Stephen	1/21, 2/17, 4/20/14	FEA Leadership Academy – Cohort 4	Monroe, NJ/191	\$810
Waters, Michael	11/19/14, 2/11 & 3/18/15	FEA Leadership Academy-Cohort 2	Monroe, NJ/191	\$810

(Mileage reimbursed in accordance with OBM regulations/negotiated contract)

10.2 Motion to approve the submission of the 2014 New Jersey Department of Education School Self-Assessment for Determining Grades under the Anti-Bullying Bill of Rights Act.

10.3 Motion to approve the following curriculum for the 2014-2015 school year:

K-7 Art	K-8 Technology	Google Apps in Education
Digital Photography	SAT Prep	Algebra I
Algebra Enrichment	Geometry	Geometry Enrichment
K-8 ELA	Honors 8th grade ELA	K-8 Math
Honors English I	Honors English II	Honors English III
English IV	Food Science and Nutrition	

**KEYPORT BOARD OF EDUCATION
WORKSHOP MEETING AUGUST 13, 2014
AGENDA**

- 10.4 Motion to approve Rich Kiker to provide Google Apps in Education Training, for the 14-15 school year, at the cost of \$15,000, to be funded from Title IIA.
- 10.5 Motion to approve Tracey Severns to provide professional development, on January 20, 2015, at the rate of \$4,000, to be funded from Title IIA .
- 10.6 Motion to approve the 2014-2015 Mentoring Plan.
- 10.7 Motion to approve ten four hour sessions of classroom coaching professional development for the Early Childhood Educators for the 2014-2015 school year, provided by Heather Lopuznick, not to exceed \$5,000, and to be funded out of Title I Funds.

11.0 Personnel

- 11.1 Motion to accept, with regret, the retirement of Helen Kuron, Keyport High School Business Teacher effective September 1, 2014.
- 11.2 Motion to accept the resignation of Nicole May, Central School 4th Grade Teacher, effective July 31, 2014.
- 11.3 Motion to accept the resignation of Kathryn Leslie, Central School 3rd Grade, effective August 4, 2014.
- 11.4 Motion to accept the resignation of Inez Cantatore, Central School Spanish Teacher, effective July 1, 2014.
- 11.5 Motion to approve Cynthia Deily as a Central School Math Teacher for the 2014-2015 school year at a salary of \$59,948, BA Step 7.
- 11.6 Motion to approve Kaitlin McGlynn as a High School Math teacher for the 2014-2015 school year at a salary of \$53,469, BA Step 4.
- 11.7 Motion to approve Candice Reggio as a Central School 2nd Grade Teacher at a salary of \$59,238, MA Step 5.
- 11.8 Motion to approve Jennifer Smith as a Central School Special Education Teacher for the 2014-2015 school year at a salary of \$51,239, BA Step 2.
- 11.9 Motion to approve Brendan Hilliard as the High School Boys Varsity Soccer Coach for the 2014-2015 school year at a stipend of \$5,535.

<p>KEYPORT BOARD OF EDUCATION WORKSHOP MEETING AUGUST 13, 2014 AGENDA</p>
--

\$1,000. The Alternate Route Teacher is responsible for paying the mentor fee.

- 11.16 Motion to approve the following teachers to serve as mentor teachers for the 2014-2015 school year. Stipend: \$550 to be paid out of Title IIA funds:

<u>New Teacher</u>	<u>School</u>	<u>Position</u>	<u>Mentor Teacher</u>
Cynthia Deily	CS	Math	Ilene Clayman
Jennifer Smith	CS	Sped	Michelle Wackowski
Micah Bender	KHS	Math	Ann Murray
Kaitlyn McGlynn	KHS	Math	Kyle Keelen
Jacqueline Tesoriero	KHS	English	Christina Egan

- 11.17 Motion to approve Ilene Clayman and Jim Rasmussen to serve on the 2014-2015 SCIP team.

- 11.18 Motion to approve MaryAnn Ricca, Central School Teacher, as a substitute for Terri Fegler for the ESY program for August 4-7, 2014.

- 11.19 Motion to approve the Attendance Officer job description.

- 11.20 Motion that the Board approve Tokarski & Millemann, LLC as Architect of Record for the 2014-2015 school year at a rate of \$140 per hour.

12.0 Policy

- 12.1 Motion to approve the following policies and regulations for the first reading to be attached to the minutes after the second reading:

P2330	Homework
P2412	Home Instruction Due to Health Condition
R2412	Home Instruction Due to Health Condition
P2429	Advanced Placement Courses
R2440	Summer Session
P2417	Student Intervention and Referral Services
R2417	Student Intervention and Referral Services
P2481	Home or Out-Of -School Instruction for A General Education Student for Reasons Other Than a Temporary or Chronic Health Condition

<p>KEYPORT BOARD OF EDUCATION WORKSHOP MEETING AUGUST 13, 2014 AGENDA</p>
--

- R2481 Home or Out-Of-School Instruction for a General Education Student for Reasons Other Than a Temporary or Chronic Health Condition
- R2624 Grading System
- P3283 Electronic Communications Between Teaching Staff Members and Students
- P4283 Electronic Communications Between Support Staff Members and Students
- R5200 Attendance
- R5240 Tardiness
- P5410 Promotion and Retention
- R5410 Promotion and Retention
- P5460.1 Honors Program
- P5466.1 Commencement Activities
- R5600 Pupil Discipline/Code of Conduct
- P5610 Suspension
- R5610 Suspension
- P5611 Removal of Students for Firearms Offenses
- R5611 Removal of Students for Firearms Offenses
- P5612 Assaults on District Board of Education Members or Employees
- R5612 Assaults on District Board of Education Members or Employees
- P5613 Removal of Students for Assaults with Weapons Offenses
- R5613 Removal of Students for Assaults with Weapon Offenses
- P5620 Expulsion
- P8462 Reporting Potentially Missing or Abused Children
- R8462 Reporting Potentially Missing or Abused Children

13.0 Old Business

14.0 New Business

15.0 Public Participation

16.0 Adjournment to Executive Session (TIME:)

- 16.1 RESOLVED by the Keyport Board of Education as per Chapter 231, P.L. 1975:
 - a. That it is hereby determined that it is necessary to meet in Executive Session on August 13, 2014, to discuss
 - Personnel
 - Finance
 - Contract negotiations

**KEYPORT BOARD OF EDUCATION
WORKSHOP MEETING AUGUST 13, 2014
AGENDA**

- Grievances
- Facilities project issues
- b. The matters discussed will be made public if and when confidentiality is no longer required and action pursuant to said discussion shall take place only at a public meeting.
- c. Length of meeting thought to be approximately one hour.
- d. Action may be taken upon return to Open Session.

MOTION:

SECOND:

17.0 Return to Open Session (TIME:_____)

18.0 Adjournment