

KEYPORT BOARD OF EDUCATION REGULAR MEETING FEBRUARY 17, 2016 AGENDA

1.0 Opening Procedures

- 1.1 Call to Order
- 1.2 Flag Salute
- 1.3 Moment of Silence: Laurie Vieira, Mother of James Wesley, High School Teacher.
- 1.4 Opening Statement

“Public notice of this meeting has been advertised in the Asbury Park Press on January 18, 2016, as approved at the reorganization meeting of the Board of Education held on January 6, 2016. 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”.

Members of the public wishing to address the Board of Education on both agenda and non-agenda items must state their name and address and are requested to limit their comments to five (5) minutes.

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. Bright	Mrs. Kutschman
Mrs. Cocuzza, UB Rep.*	Mr. Litwak
Ms. Cote	Mrs. Malinconico, Vice President
Mrs. Fox	Mrs. Panzarelli, President
Mr. Henning	Mr. White

Student Council Representative: Shayna Grandon

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

- 1.6 Student Council Representative Report

2.0 Presentations –

- 2.1 Naviance Presentation**
- 2.2 Key Club Presentation**
- 2.3 2016-2017 Budget Expenses**

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3.0 President's Remarks

4.0 Communications – Dr. Savoia

- 4.1. Mrs. Paula Fischer submitted her letter of retirement on February 9, 2016, effective July 1, 2016. Resolution 11.8.

5.0 Public Participation – Agenda Items

6.0 Superintendent Report

- 6.1 Superintendent's Report – Dr. Savoia

7.0 Board Secretary's Report – Mr. Rapolla

- 7.1 Motion to approve the following minutes:

January 6, 2016	Reorganization Minutes and closed session
January 20, 2016	Regular Minutes and closed session

8.0 Buildings & Grounds – Mr. Rapolla

- 8.1 Facilities Update

- 8.2 Use of Facilities

- 8.2.1 Motion to approve request from TEAM Effort Missions to use the High School Showers in gym on the following days from 3:30 p.m. to 6:30 p.m. for summer camp/work camp for youth:**

**June 27 to July 1; July 5 to July 8; July 11 to July 15;
July 18 to July 22 and July 25 to July 29.**

**Fee: \$100 per diem facility = \$2,400 total fee (for 24 days).
Certificate of Insurance has been submitted.**

- 8.2.2 Motion to approve request from Family & Children's Service to use the Keyport High School to hold a Certified Home Health Aide training class from July 6 to July 26, 2016, Monday to Thursday, from 8:30 a.m. to 4:00 p.m.**

**Fee: \$1,800 total fee
Certificate of Insurance has been submitted.**

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8.2.3 Motion to approve request from Bayshore Christian Fellowship to use the Keyport Central School Field for softball games on the following Monday nights, from 6 to 8 p.m.:

April 18, April 25, May 2, May 9, May 16, May 23, June 6, June 13, June 20, June 27, July 11, July 18, July 25, August 1, August 8, August 15.

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 January 31, 2016, 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 December which is in agreement.

9.3 Motion to approve bills for the month of February 2016 in the amount of **\$556,867.03** and supplemental bills for January 2016 in the amount of **\$691,521.96**.

9.4 Motion to approve the transfer of funds for the month of January as follows:

<u>From</u>	<u>To</u>	<u>Amount</u>
11-204-100-101-11-00-00 L/LD Teacher Salaries	11-213-100-101-11-00-000 Resource Room Teacher Sal (Adj. 70)	\$54,290.00
11-204-100-106-02-00-000 CS/L/LD Aides Sal	11-190-100-106-11-01-000 Salaries for Aides (Adj 70)	\$9,675.00
11-000-100-566-08-00-000 Private Sch for Handi	11-000-100-561-08-00-000 Tuition LEA in State (Adj 71)	\$4,890.00
11-000-230-339-05-01-000 Architect/Engineer Fees	11-000-230-331-05-01-000 Legal Fees (Adj 77)	\$8,970.97

9.5 Motion to approve the following out of district tuitions for the remainder of the 2015-2016 school year:

Collier	SID 9295180774	\$21,318
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10.0 Curriculum

- 10.1 Motion to approve the following teachers to revise and write curriculum at the curriculum rate of \$35 per hour, not to exceed ten hours per course, or \$350.

<u>Course / Curriculum</u>	<u>Author</u>
Dance I and Dance II	Amanda Bigelow
Sports Psychology	James Wesley
Environmental Science	Lisa Wallin
Chemistry	Steve Schwarz
Biology	Ashley Stone
Physics	Steve Schwarz
Grade 6 Science	Phil Recco
Grade 7 Science	Phil Recco
Grade 8 Science	Phil Recco
Grade 3 Writers Workshop	Michelle Santoro
Grade 4 Writers Workshop	Melanie Stroud
Grade 5 Writers Workshop	MaryAnn Ricca
Grade 6 Writers Workshop	Grace Gramaglia
Grade 7 Writers Workshop	Grace Gramaglia
Grade 8 Writers Workshop	Grace Gramaglia
French I	Sandra Costa-Machado
French II	Sandra Costa-Machado
French III	Sandra Costa-Machado
French IV	Sandra Costa-Machado
Spanish I	Mary Mack
Spanish II	Mary Mack
Spanish III	Jennifer Rojas
Spanish IV	Jennifer Rojas

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- 10.2 Motion to approve the following for one hour preparatory work (not to exceed one hour per person **per presentation**, or \$20 **per presentation**) for professional development sessions given in district to be funded from NCLB funds.

<u>Name</u>	<u>Topic</u>
Lindsay Ulrich	Technology / Blended Learning (Nearpod)
Ilene Clayman	Technology / Data (LinkIt)
Kim Guccione	Sheltered Instruction
Tamme Manganelli	Reading Intervention (Wilson)
Jim Rasmussen	Classroom Management (upper grades)
Theresa Zacchia	Classroom Management (primary grades)
Cerelle White	Classroom Management (primary grades)
Lisa Wallin	Technology / Google
Amanda Bigelow	Physical Education / Stress Reduction
Lisa Wallin	Administrative Functions of Google
Lindsay Ulrich	Utilizing EdCite
Nicole Goldsmith	Understanding the Gifted Learner
Mary Ann Ricca	PARCC 3-5 ELA
Grace Gramaglia	PARCC 6-11 ELA
Cassandra Murphy	PARCC 3-5 Math
Ilene Clayman	PARCC 6-11 Math
Cerelle White	CPI Training
Dominic Amoroso	CPR/AED Training

- 10.3 Motion to accept the Harassment, Intimidation and Bullying (HIB) incident reports as follows:

DATE	SCHOOL	INCIDENTS REPORTED	HIB
January 2016	Central	1	0
January 2016	KHS	0	0

- 10.4 Motion to accept the January 2016 Security Drills as follows:

School Name	Drill Type	Occupants Involved	Date & Time
Keyport High School	Shelter in Place	All Staff & Students	Jan 15 @ 9:30 a.m.
Keyport High School	Fire Drill	All Staff & Students	Jan 21 @ 12:50 p.m.
Central School	Fire Drill	All Staff & Students	Jan 8 @ 1:50 p.m.
Central School	Lockdown	All Staff & Students	Jan 21 @ 10:00 a.m.

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- 10.5 Motion to accept the EVVRS as follows for Reporting Period 1 - September 2015 to December 2015:

<u>Keyport District</u>	<u>Violence</u>	<u>Vandalism</u>	<u>Weapons</u>	<u>Substance Abuse</u>	<u>HIB</u>
Central School	3	0	0	0	2
High School	0	0	1	2	4
DISTRICT TOTAL	3	0	1	2	6

- 10.6 Motion to approve the following trips:

8th Grade Trip Hazlet, NJ	Brunswick Bowling Lanes, Airport Plaza
6th Grade Trip	Trenton Thunder Game, Trenton, NJ
HS Art Club	Brookdale College for Teen Arts, Lincroft, NJ
HS Lifeline Club	Thompson Park, Holmdel, NJ
TV Production Class/Club	Tour of NBC Studios New York, NY
8th Grade Class Trip	Philadelphia, PA
Life Line Club	Monmouth County Youth & Wellness Summit
	Neptune H.S. Neptune, NJ
ESL Grades 4-12	Philadelphia, PA
Class of 2016	Pocono Valley, PA
Kindergarten	Count Basie Theatre
	Red Bank, NJ

- 10.7 Motion to approve the Elementary & Secondary Education Act (ESEA) Action Plan for 2015 PARCC Participation Rate and Assurances.

- 10.8 Motion, as recommended by the Superintendent of Schools, to approve the following out of district workshops to be paid from the general fund:

Employee Name	Date(s)	Workshop Name	Location/Mileage	Cost
Costa-Machado, Sandra	2/26/16	FLENJ Conference	New Brunswick, NJ/66	\$186
Egan, Cristina	6/9/16	NJAFPA Spring Training	Atlantic City, NJ/181	\$205
Garber, Lindsay	4/14/16	NJ Speech-Language Hearing Assoc.	Long Branch, NJ/42	\$263
Godlesky, Laura	6/9/16	NJAFPA Spring Training	Atlantic City, NJ/181	\$195
Mack, Mary	2/26/16	FLENJ Conference	New Brunswick, NJ/66	\$186
Masiello, Matthew	4/15/16	NJ Speech-Language Hearing Assoc.	Long Branch, NJ/42	\$263

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Slater, Stephen	6/9/16	NJAFPA Spring Training	Atlantic City, NJ/181	\$205
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(Mileage reimbursed in accordance with OBM regulations/negotiated contract)

- 10.9 Motion to approve Alyssa Buttacavole for the Second Grade Title I After-School Program from March 1, 2016 through May 19, 2016, at the rate of \$35 per hour, not to exceed \$840 to be funded from NCLB funds.**

11.0 Personnel

- 11.1 Motion to approve the following Spring 2016 Coaching Positions:

<u>Position</u>	<u>Coach</u>	<u>Stipend</u>
Head Track	Deboney Braithwaite	\$7,007
Assistant Track	Dominick Amoroso	\$5,380
Head Baseball	Kyle Keenan	\$7,709
Assistant Baseball	Dean Athans	\$5,654
Head Softball	Henry Arlequin	\$7,709
Assistant Softball	Alissa Francisco	\$5,654
Head Boys Volleyball	Steve Bower	\$5,535
CS Softball	Staci Minuskin	\$5,535
CS Baseball	James Wesley	\$5,535

Volunteer Coaches : Pete Miller, Shaun Lyons, Phil Recco, James Maguire

- 11.2 Motion to approve Anthony Cavallo to perform his 60 hours of field observation through Brookdale Community College Teacher Preparation program in First Grade with Ms. Tina Perri for the Spring 2016 semester.
- 11.3 Motion to approve Kiera Cancelrivera to perform her 60 hours of field observation through Brookdale Community College Teacher Preparation program in Grade 3 with Lauren Lloyd for the Spring 2016 semester.
- 11.4 Motion to approve Taylor Sheridan to perform her 60 hours of field observation through Brookdale Community College Teacher Preparation program in Physical Education Class with Ms. Staci Minuskin for the Spring 2016 semester.
- 11.5 Motion to approve Cassandra Callahan to perform her 60 hours of field observation through Brookdale Community College Teacher Preparation program in 11th Grade English with Ms. Jennifer Sproat for the Spring 2016 semester.

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- 11.6 Motion to approve Alyssa Buttacavole to perform her 30 hour field experience through Rowan University within her classroom for the Spring 2016 semester. Ms. Buttacavole is in the process of earning her ESL certification.
- 11.7 Motion to approve Haley Connell to perform 20 hours of field observation through Monmouth University Teacher Preparation program in ESL with Mrs. Cynthia DiNardi for the Spring 2016 Semester.
- 11.8 **Motion to accept, with regret, the retirement of Paula Fisher, Special Education Teacher, effective July 1, 2016.**
- 11.9 **Motion to approve Richard Lecomte as a Substitute Custodian for the 2015-2016 school year at the rate of \$11 per hour pending completion of his criminal history clearance.**
- 11.10 **Motion to approve Brian Brady and Ron Burgess as volunteer advisors of a Central School and High School floor hockey club.**

12.0 Policy – None

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 February 17, 2016, to discuss
 - Personnel
 - Finance
 - Contract negotiations
 - 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.

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d. Action may be taken upon return to Open Session.

MOTION:

SECOND:

17.0 Return to Open Session (TIME:_____)

18.0 Adjournment