

<p style="text-align:center">KEYPORT BOARD OF EDUCATION WORKSHOP MEETING FEBRUARY 3, 2016 MINUTES</p>

1.0 Opening Procedures

- 1.1 The meeting was called to order at 7:30 p.m. by Board President Panzarelli, in the Keyport High School Conference Room 108, 351 Broad Street.
- 1.2 Flag Salute
- 1.3 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”.

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

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

- 1.4 Roll Call

Mr. Bright (absent)	Mrs. Kutschman
Mrs. Cocuzza, UB Rep.* (absent)	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.*

- 1.5 Student Council Representative Report (available at regular meeting)

2.0 Presentations –

- 2.1 Intro to 2016-2017 Budget by Mr. Rapolla
Mr. Rapolla presented on the components of the budget.
- 2.2 Ethics training presentation by Jodi Howlett
Jodi Howlett, Board Attorney, presented on Board Member Ethics.

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3.0 President's Remarks

Mrs. Panzarelli thanked Mr. Rapolla and Ms. Howlett for the presentations. She acknowledged two High School students and one Responder who did an amazing job responding to an injury at a basketball game. She spoke of possible legislation that would require students to be 18 before dropping out of school

4.0 Communications – Dr. Savoia

5.0 Public Participation – Agenda Items

Dr. McNamara, 76 Maple Place, asked what percent of the budget was funded by local taxes. He also asked about the number of students attending from Union Beach.

6.0 Superintendent Report

6.1 Superintendent's Report – Dr. Savoia spoke of the following:

- Professional Development to be held on February 8 on Google, Achieve 3000, K-2 Literacy, Using Donors Choose, Team Building, PARCC ELA & Math, Crisis Prevention Training, Gifted and Talented
- Staff Member of the Month were Pauline Clowney and Tina Perri in Central School and John O'Brien and Cerelle White in High School
- 2016-2017 Calendar
- EVVRS
- Curriculum Revision and Development

Central School

- Multicultural Night in Central School
- Mother/Son Superhero PTO Dance
- Family Movie Night
- Scripps National Spelling Bee. Sean Hudson will be competing at Monmouth University in the Regional Bee on March 14
- Students of the Month are: 2nd Grade--Estefany Bernardino, Trevor Ashford, Miguel Hernandez; 3rd Grade--Angelie Cabreja, Madison Picerno, Evan Malinky, Riley Connallon; 4th and 5th Grade--Carter Williams, Natalia Hicks, Marcelo Erazo-Kase, Elizabeth Sargeant, Vincent Cavallo, Sean Zhou, Surizaday Cruz, Shaylyn Walsh, 6th Grade--Natalie Ortman, Rabine Ghimire, 7th Grade--Christopher Betancourt, Daria Bartolomeo, Noah Olsen, Danielle Talamo,

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Madison Graham, 8th Grade--Jennifer Jimenez, Christian Maldonado and Alyssa Rebelo.

High School

- Supply Chain Management-Advisory Committee Meeting; Course Sequences, Careers
- Brookdale Community College to Parent Advisory
- Homework Help on Saturdays from 10am to 12 p.m.
- Professional Learning Community Chrome Book collaboration with Shore Regional and Henry Hudson
- Monmouth County Director of Guidance Association Caring Award-in honor of Jake Capichana
- Students of the Month: Henry Martinez, Hannah Thomson, Cameron Morio and Marisa Garcia
- Upcoming events

7.0 Board Secretary’s Report – Mr. Rapolla

7.1 Motion to approve the following minutes:

January 6, 2016

Reorganization Minutes and closed session

8.0 Buildings & Grounds – Mr. Rapolla

8.1 Facilities Update

Mr. Rapolla acknowledged the clean-up crew doing a great job plowing after the major snowstorm last weekend and the schools opened on time Tuesday. Unfortunately, we did lose one of the older snow blowing machines that is beyond repair.

Mr. Rapolla spoke to Steve Gallo, Keyport Borough Business Administrator about paving of Jackson, Division and Monroe Streets. Unfortunately, those streets are not part of the plan Keyport Borough will be repairing. He will try to get them funded for next year.

After speaking with the County Business Administrator, the repaving project on our property will need to wait for the summer. Capital Reserve funds will not be available until they go into next year’s budget.

8.2 Use of Facilities

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9.0 Finance

- 9.1 Motion to approve the Secretary’s monthly line item certification. Pursuant to N.J.A.C. 6A:23A-16.10(c)4, the Board Secretary certifies that as of January 31, 2016, no budgetary line item account has been overexpended and that sufficient funds are available to meet the District’s financial obligations for the remainder of the fiscal year.
- 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 \$TBD and supplemental bills for January 2016 in the amount of \$TBD.
- 9.4 Motion to approve the transfer of funds for the month of January as follows:
- 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

Action will be taken at the regular action meeting on February 17, 2016 on the following resolutions:

- 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

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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	Mary Mack
Spanish IV	Mary Mack

- 10.2 Motion to approve the following for one hour preparatory work (not to exceed one hour per person, or \$20) 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

- 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.

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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.

- 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	Brunswick Bowling Lanes, Airport Plaza Hazlet, NJ
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

11.0 Personnel

Action will be taken at the regular action meeting on February 17, 2016 on the following resolutions:

- 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

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- 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.
- 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.

12.0 Policy – None

13.0 Old Business

14.0 New Business

15.0 Public Participation – None

16.0 Adjournment to Executive Session – None

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17.0 Adjournment

- 17.1 Upon motion by Mrs. Malinconico, seconded by Ms. King-Cote, the meeting was adjourned by unanimous voice vote at 8:50 p.m.

Respectfully Submitted,

Anthony Rapolla
Board Secretary/Business Administrator

AR:bi