

KEYPORT BOARD OF EDUCATION WORKSHOP MEETING OCTOBER 5, 2016 AGENDA
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1.0 Opening Procedures

- 1.1 Call to Order
- 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”.

Members of the public wishing to address the Board of Education on both agenda and non-agenda items must state their name, address, and are requested to limit their comments to five (5) minutes when it appears the public comment portion of the meeting may exceed thirty minutes duration

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

1.4 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: TBD

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

2.0 Presentation – PARCC

3.0 President’s Remarks

4.0 Communications – Dr. Savoia

5.0 Public Participation – Agenda Items

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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:

September 21, 2016	Regular Meeting Minutes
September 28, 2016	Board Retreat Minutes

- 7.2 Motion to approve the following resolution:

WHEREAS, the Department of Education requires New Jersey School Districts to submit a three-year Comprehensive Maintenance Plan and M-1 form documenting “required” maintenance activities for each of its public school facilities, and

WHEREAS, the required maintenance activities, as listed in the attached document for the various school facilities of the Keyport School District, are consistent with these requirements, and

WHEREAS, all past and planned activities are reasonable to keep school facilities open and safe for use or in their original condition and to keep their system warranties valid.

NOW THEREFORE, BE IT RESOLVED, that the Keyport School District hereby authorizes the School Business Administrator to submit the attached Comprehensive Maintenance Plan and M-1 form for the Keyport School District in compliance with Department of Education requirements.

8.0 Buildings & Grounds – Mr. Rapolla

- 8.1 Facilities Update
- 8.2 Use of Facilities

9.0 Finance

- 9.1 Motion to approve the following resolution:

Be It Resolved that the financial reports of the Secretary to the Board of Education and the Cash Report dated August 31, 2016, which are in

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agreement, be accepted and submitted and attached to and made a part of the minutes of this meeting.

Be It Further Resolved that pursuant to N.J.A.C. 6A:23A-16.10(c)4 that after a review of the secretary’s monthly financial report and upon consultation with the appropriate district officials, to the best of our knowledge, no major account or fund 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 bills for the month of October 2016 in the amount of \$TBD and supplemental bills for September 2016 in the amount of \$TBD.

9.3 Motion to approve the transfer of funds for the month of July as follows:

From	To	Amount
11-120-100-101-02-02-000 Gr 1-5 Teacher Salaries (\$38,854)	11-110-100-101-02-02-000 PreK/Kind Teacher Sal (Adj. 15)	\$110,827.00
11-130-100-101-02-02-000 Gr 6-8 Teacher Salaries (\$43,585)		
11-140-100-101-01-02-000 Gr 9-12 Teacher Salaries (\$28,388)		
11-000-216-101-11-00-000 Speech Sal (\$2,823.08)	11-000-213-100-01-00-000 Sal Sch Nurse HS	\$1,200.00
	11-000-213-100-02-00-000 Sal Sch Nurse CS	\$1,145.00
	11-000-217-106-02-00-000 Personal Aides Salary	\$34.00
	11-000-219-105-11-00-000 Sal Secretary (Adj. 16)	\$444.08
11-140-100-101-01-02-000 Gr 9-12 Teacher Salaries (\$41,734)	11-000-219-103-11-00-000 Sal School Psychologist	\$7,243.00
	11-000-219-104-11-01-000 Social Worker Salary	\$846.00

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	11-000-219-104-11-02-000 LDTC Salary	\$13,177.00
	11-190-100-106-11-01-000 Salaries for Aides	\$18,126.00
	11-240-100-101-11-00-000 Bilingual Salaries (Adj. 18)	\$2,342.00
11-000-221-102-11-01-000 Director Curriculum Sal	11-000-221-105-11-00-000 Sal Curr. Secretary (Adj. 19)	\$20.08
11-000-100-566-08-00-000 Private Sch for Handi	11-190-100-320-01-03-000 Brookdale/Prev Virtual (Adj. 21)	\$3,503.34

- 9.4 Motion to approve the ESEA Final Report and Carryover from the 2015-2016 school year for the use in the 2016-2017 school year in the amounts below:

Title I	\$100,776
Title IIA	\$8,302
Title III	\$3,837

- 9.5 Motion to approve the amendment of the 2016-2017 ESEA grant application with carryover amounts included from 2015-2016:

Title I	\$455,002
Title IIA	\$46,858
Title III	\$24,395

- 9.6 Motion to accept the IDEA Grant funding for 2016-2017 school year in the amounts below:

Basic	\$284,510
Preschool	\$8,193

- 9.7 Motion to rescind motion 9.4 approved at June 22, 2016, board meeting to approve the following student for out of district tuition for 2016-2017 school year:

Matawan HS	Student 4787471332	\$15,892
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BE IT FURTHER MOVED to approve the following student for out of district tuition for the 2016-2017 school year:

Matawan HS	Student 4787471332	\$19,162
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- 9.8 Motion to approve a full page ad in the annual Keyport Fire Department Program Book at a cost of \$125.

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:

Employee Name	Date(s)	Workshop Name	Location/Mileage	Cost
Bender, Micah	7/21-7/30/16	Global Logistics Training	New Brunswick/707	\$220
Godlesky, Laura	11/18/16	Gifted Education Conference	Somerset, NJ/49	\$205
Ricca, Mary Anne	11/3/16	Train the Trainer	East Windsor, NJ /75	\$223

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

- 10.2 Motion to approve the New Jersey QSAC Statement of Assurance (SOA) for the 2016-2017 school year for the Keyport School District.
- 10.3 Motion to approve Anthony Figueroa and Sarah Monteiro as co-advisors of Odyssey of the Mind for grades 6-8. This will be the pilot year for this first year club.
- 10.4 Motion to accept the Harassment, Intimidation and Bullying (HIB) incident reports as follows:

<u>Date</u>	<u>School</u>	<u>Incidents Reported</u>	<u>HIB</u>
September 2016	Central	6	4
September 2016	KHS	1	1

- 10.5 Motion to accept September 2016 Security Drill as follows:

<u>School Name</u>	<u>Drill Type</u>	<u>Occupants Involved</u>	<u>Date & Time</u>
Keyport High School	Fire Drill	All Students & Staff	September 13 @ 9:30am
Keyport High School	Lockdown Drill	All Students & Staff	September 22 @ 2:30pm
Central School	Shelter in Place	All Students & Staff	September 13 @ 8:05am
Central School	Fire Drill	All Students & Staff	September 21 @ 9:30am

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10.6 Motion to approve the following school trip:

3rd Grade Trip	Keyport Fire Museum
Global Logistics Class	Federal Express Hub, Newark, NJ
KHS Drama Club	State Theatre, New Brunswick, NJ
8 th Grade Trip	Chamber Theatre, Englewood, NJ

10.7 Motion to approve the Global Logistics and Supply Chain Management II Curriculum.

11.0 Personnel

11.1 Motion to rescind the resignation of Melissa Lagarra approved at the September 21, 2016 board meeting (motion 11.9).

11.2 Motion to rescind the action taken on June 22, 2016, meeting (Resolution 11.17) to approve Wilbett Anshelewitz’s request for a maternity/disability and Federal/NJ Family Medical Leave as follows:

10/24/2016 – 11/11/2016	Thirteen (13) accrued sick days
11/14/2016 – 2/3/2017	NJFLA/FMLA
2/6/2017	Return to work

BE IT FURTHER MOVED to approve Wilbett Anshelewitz’s request for a maternity/disability and Federal/NJ Family Medical Leave as follows:

9/16/2016 - 10/3/2016	Twelve (11) accrued sick days
10/3/2016 - 2/3/2017	NJFLA/FMLA
2/6/2017	Return to work

11.3 Motion to approve Steve Schwarz’s request for a paternity/disability and NJ Family Medical Leave as follows:

11/7/2016 - 12/2/2016	NJFLA
12/5/2016	Return to work

11.4 Motion to approve Kelly Ring’s request for a maternity/disability and Federal/NJ Family Medical Leave as follows:

1/3/2017 - 2/7/2017	Twenty-Five (25) accrued sick days
2/8/2017 - 5/9/2017	NJFLA/FMLA
5/10/2017	Return to work

11.5 Motion to rescind motion 11.3 approved at the September 21, 2016, board meeting as follows:

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Motion to approve the following salaries to be funded from ESSA Title I Funds, for the 2016-2017 school year:

Name	Building	Total Salary	% Funded by ESSA Title I	Funded Salary	Dates of Service
Kelly Castellano	KCS	\$56,597	100%	\$42,448	11/17/16 - 6/30/17
Marie Portee	KCS	\$59,934	100%	\$59,934	
Lauren Marsh	KCS	\$55,354	100%	\$13,836	9/1/16 - 11/16/2016
Ilene Clayman	KCS	\$62,034	100%	\$62,034	
Kyle Keelen	KHS	\$58,409	32%	\$18,710	
David Najarian	KHS	\$64,309	32%	\$20,678	

BE IT FURTHER MOVED to approve the following salaries to be funded from ESSA Title I funds for the 2016-2017 school year:

Name	Building	Total Salary	% Funded by ESSA Title I	Funded Salary	Dates of Service
Kelly Castellano	KCS	\$56,597	100%	\$45,277.60	11/17/16 - 6/30/2017
Marie Portee	KCS	\$62,309	100%	\$62,309	9/1/2016 - 6/30/2017
Ilene Clayman	KCS	\$64,309	100%	\$64,309	9/1/2016 - 6/30/2017
MaryAnn Mack	KCS	\$56,654	100%	\$56,654	9/1/2016 - 6/30/2017
David Najarian	KHS	\$64,309	16.7%	\$10,718	9/1/2016 - 6/30/2017
Kyle Keelan	KHS	\$58,409	33%	\$19,470	9/1/2016 - 6/30/2017
Erica Wesley	KHS	\$75,574	33%	\$25,191	9/1/2016 - 6/30/2017
Lauren Marsh	KCS	\$55,354	100%	\$5,553.41	9/1/2016 - 9/30/2017

- 11.6 Motion to approve the following teachers for the Title I and Title III After-School Program to run from October 24, 2016, through May 12, 2017, at the rate of \$35 per hour to be funded from ESEA Title I and Title III.

<u>Name</u>	<u>Account Funded From</u>
Kelly Ring	Title III
Allison Lampart	Title III
Lauren Marsh	Title III
Cynthia Dinardi	Title III
Casey LaSalle	Title I
Krista Bartalone	Title I
Cynthia Deily	Title I
Michelle Santoro	Title I
Tiffany Rowald	Title I

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Alexis Marinos	Title I
Lindsay Ulrich	Title I
Grace Gramaglia	Title I
Susanne Leandro	Title I

- 11.7 Motion to rescind the following resolution approved at the May 18, 2016, board meeting (motion 12.18) to approve Tracy Lockwood for the 2016-2017 school year:

Lockwood, Tracy \$18,292

BE IT FURTHER MOVED to approve Tracy Lockwood for the 2016-2017 school year as follows:

Lockwood, Tracy \$31,140

- 11.8 Motion to approve Anthony Cavallo to perform his 50 hours of clinical observation through Kean University Teacher Preparation program in Physical Education at Keyport Central School with Ms. Staci Minuskin for the Fall 2016 semester.
- 11.9 Motion to approve Taylor Zaborney to receive a practicum placement at Keyport Central School to complete a total of 80 hours through Monmouth University with both Mrs. Jeanne Westendorf and Mrs. Sandy Krause for the Fall 2016 semester.
- 11.10 Motion to approve Micah Bender to attend a seven day Global Logistics Training course from July 21, 2016, through July 30, 2016, for 56 hours and to be paid at the rate of \$20 per hour, totaling \$1,120.

12.0 Policy

- 12.1 Motion to approve the following policy for second reading to be available to view on the district website after the second reading:

P5460.2 Dual Enrollment Program

13.0 Old Business

14.0 New Business

- 14.1 Discussion of district mascot.

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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 October 5, 2016, to discuss
 - Personnel
 - Finance
 - Pupil Privacy
 - 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.
- d. Action may be taken upon return to Open Session.

MOTION:

SECOND:

17.0 Return to Open Session (TIME:_____)

18.0 Adjournment