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 Cafeteria, 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 11, 2017, as approved at the reorganization meeting of the Board of Education held on January 4, 2017. 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

<table>
<thead>
<tr>
<th>Mr. Bright</th>
<th>Mr. Litwak (absent)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Ms. Cote</td>
<td>Mrs. Malinconico, Vice President</td>
</tr>
<tr>
<td>Mrs. Fox (absent)</td>
<td>Mr. McGrogan, UB Rep.*</td>
</tr>
<tr>
<td>Mr. Henning (absent)</td>
<td>Mrs. Panzarelli, President</td>
</tr>
<tr>
<td>Mrs. Kutschman</td>
<td>Mr. White (absent)</td>
</tr>
</tbody>
</table>

Student Council Representative: Shayna Grandon and Andrew Figueroa

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

1.5 Student Council Representative Report

2.0 Presentation – None
3.0 President’s Remarks

Mrs. Panzarelli says the Baseball Team is doing great. Also, she recommends reading board notes on bullying and streamlining QSAC.

4.0 Communications – Dr. Savoia


5.0 Public Participation – Agenda Items

Dr. Ed McNamara, 76 Maple Place, asked about the following:
- MCVSD tuition
- Choice Students
- Food Service Management Proposals
- Curriculum Revision List
- Policy Changes

6.0 Superintendent Report

6.1 Superintendent’s Report – Dr. Savoia

- Goal Update
  - Communication
    - Congratulations to Wendy Tooker from the Senior Center. Our current programs include the PreK 4 Grand Friends. This program takes place on a class rotational basis and Helfrich does courtesy busing. In addition, or 1st Graders have Friday visits from our seniors for Reading Buddies.
    - KHS beautification meetings are occurring.
    - Parent presentation for the Rising Stars Early College Academy in Union Beach is on April 24.
    - Pen Pal letters from Keyport to Union Beach have been delivered. We are currently waiting for responses. Reminders have been communicated.
    - Unity Day for Union Beach/Keyport 8th Graders will be June 13 at Holmdel Park.
    - Pep Rally at KHS for culture/climate is tomorrow.
    - KHS Performing Arts Academy entered a PSA with media broadcasting 94.3 and Prevention First on prom safety. Our entry made the top five. The winner will be announced on April 17.
o **Student Achievement**
  - Keyport Special Education Advisory Committee first newsletter.
  - RYLA 2017 selected students are: Jyllian Herman, Michael Handler, Shanna Devlin, Jennifer Burtica, Hylah Heffron, Britney Chacon and Giana Piccini
  - Ms. Manganelli Writer’s Workshop Celebration
  - Curriculum Development/revision planning for 2017-2018 in progress
  - PARCC testing is beginning in May. If you recall, we have a participation action plan at Central School.
  - Michael Wingate Harvard Video [https://t.co/JRuMMPeV9K](https://t.co/JRuMMPeV9K)

 o **Strategic Planning**
  - Next meeting is scheduled for April 24. Groups are working on editing our current vision/mission statements. The survey was extended through conferences and data is being reviewed.

- **HIB**
  - There are 3 referred cases, 2 are confirmed and 1 is still pending investigation at KHS. There is 1 referred case and 1 confirmed case at KCS since our last board meeting. Consequences and services are provided as per Policy 5512 and 5560.

- **Staff of the Month**
  - Central - Alyssa Buttacavole and Lindsay Ulrich
  - High School – Jennifer Rojas and Steve Schwarz

- **Students of the Month**
  - High School
    - 9th Grade – James Staeger, 10th Grade – Sammy Shipley, 11th Grade – Nicole Blozen, 12th Grade – Gabrielle Forbes
  - Central School
    - 2nd Grade: Michell Vazques-Espana, Jose Reyes-Marin
    - 3rd Grade: Kalieb Jeleniewski-Ferry, Abigail Kahane
    - 4th Grade: Jacob Hass, Jaiden Torres, Cecelia Reed
    - 5th Grade: Liam Borja, Holly Monroe, Marcelo Erazo-Kase
    - 6th Grade: Adrian Matthews, Natividad Vasquez
    - 7th Grade: Sean Hudson, Gianna Lamberson
    - 8th Grade: Ayana Fuller, Connor Johnson

- **Scholarship Recipients**
  - STEM - Marlana Dant
  - STEM – Yaya Naseem
• **Upcoming Events**

4/13/2017  
Spring Color Wars Pep Rally  
KHS

4/13/2017  
Report Cards Distributed  
Central

4/14 – 4/21/2017  
Spring Break  
District

4/27/2017  
Bring Your Child to Work Day  
District

4/27/2017  
Mandatory Prom Parent Meeting  
KHS

4/28/2017  
College Fair  
KHS

5/1-5/5/2017  
PARCC  
Central School

7.0 **Board Secretary’s Report – Mr. Rapolla**

7.1 Motion to approve the following minutes:

March 15, 2017  
Regular Minutes

Motion was made to move items 7.1 to 9.10 by Ms. King-Cote, and seconded by Ms. Kutschman and carried by unanimous roll call vote of 6-0.

8.0 **Buildings & Grounds – Mr. Rapolla**

8.1 Facilities Update

- Supervisor of Buildings and Grounds has been posted for approximately a month now. We have candidates from both in-house and out of house and will begin interviewing candidates the week after Spring Break.
- Radon testing will take place at CS the weekend of April 28 in handful of classes. In order to complete our State Licensing as a Child Care Center the Extendicare classrooms will be testing.
- The State has a tool for determining lunch prices and our prices are below that. Next year the prices will be at $2.55 for both schools.
- Tomorrow is deadline for Attorney and Architect RFPs. We will be interviewing May 8, 4 p.m. to 8 p.m. and May 9, 9 a.m. to 12 p.m. An email will be sent to invite board member to gauge who would like to participate.

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 February 28, 2017, which are in 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 ye-

9.2 Motion to approve bills for the month of April 2017 in the amount of
$432,296.56 and supplemental bills for March 2017 in the amount of
$197,432.79.

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

<table>
<thead>
<tr>
<th>From</th>
<th>To</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>11-000-217-320-11-00-000</td>
<td>11-000-230-331-05-01-000</td>
<td>$4,000.00</td>
</tr>
<tr>
<td>Extr Aid Prof Services</td>
<td>Legal Fees (Adj. 73)</td>
<td></td>
</tr>
<tr>
<td>12-000-252-730-11-00-000</td>
<td>12-000-261-730-01-00-000</td>
<td>$3,500.00</td>
</tr>
<tr>
<td>Admin Info Tech Equipt</td>
<td>Purchase of Equipment (Adj. 74)</td>
<td></td>
</tr>
<tr>
<td>11-402-100-100-02-09-000</td>
<td>11-402-100-500-01-02-000</td>
<td>$600.00</td>
</tr>
<tr>
<td>CS Wrestling Coach</td>
<td>Game Security Person Fee (Adj. 79)</td>
<td></td>
</tr>
<tr>
<td>11-000-201-241-11-00-000</td>
<td>11-000-291-280-07-01-000</td>
<td>$5,600.00</td>
</tr>
<tr>
<td>Pers Contribution</td>
<td>Admin. Course Reimb (Adj. 81)</td>
<td></td>
</tr>
<tr>
<td>11-000-262-520-11-01-000</td>
<td>11-000-262-590-11-00-000</td>
<td>$1,509.00</td>
</tr>
<tr>
<td>P&amp;C/Multi-Peril Insur</td>
<td>Garbage Removal (Adj. 82)</td>
<td></td>
</tr>
<tr>
<td>11-140-100-101-01-00-000</td>
<td>11-190-100-320-02-00-000</td>
<td>$1,000.00</td>
</tr>
<tr>
<td>Gr 9-12 Sub Salaries</td>
<td>KCS Sub Sal (Adj. 83)</td>
<td></td>
</tr>
<tr>
<td>11-140-100-101-01-00-000</td>
<td>11-130-100-101-02-00-000</td>
<td>$3,000.00</td>
</tr>
<tr>
<td>Gr 9-12 Sub Salaries</td>
<td>Gr 6-8 Sub Salaries (Adj. 86)</td>
<td></td>
</tr>
</tbody>
</table>
9.4 Motion to accept the 2017-2018 schedule of tuition from the Monmouth County Vocational School District:

<table>
<thead>
<tr>
<th>Program Type</th>
<th>Program Name</th>
<th>Per Student</th>
</tr>
</thead>
<tbody>
<tr>
<td>Full Time Regular Education (In County)</td>
<td>Academy of Allied Health &amp; Science</td>
<td>$ 6,360</td>
</tr>
<tr>
<td></td>
<td>Biotechnology High School</td>
<td>$ 6,360</td>
</tr>
<tr>
<td></td>
<td>Communications High School</td>
<td>$ 6,360</td>
</tr>
<tr>
<td></td>
<td>High Tech High School</td>
<td>$ 6,360</td>
</tr>
<tr>
<td></td>
<td>Marine Academy of Science &amp; Technology</td>
<td>$ 6,360</td>
</tr>
<tr>
<td></td>
<td>Design Academy &amp; Law Enforcement (11 &amp; 12 grade)</td>
<td>$ 6,360</td>
</tr>
<tr>
<td></td>
<td>Class Academy</td>
<td>$ 6,040</td>
</tr>
<tr>
<td></td>
<td>Shared Time Regular (In County)</td>
<td>$ 860</td>
</tr>
<tr>
<td></td>
<td>Shared-Time Special Education (In County) Career Center</td>
<td>$ 5,500</td>
</tr>
</tbody>
</table>

9.5 Motion to approve the following out of district tuition for the 2016-2017 school year:

<table>
<thead>
<tr>
<th>School</th>
<th>Student ID</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>Oakwood School</td>
<td>4787471332</td>
<td>$14,051.73</td>
</tr>
</tbody>
</table>

9.6 Motion to appoint Maschio’s Food Service, Inc., as Food Service Management Company to the Keyport Board of Education for the period July 1, 2017, through June 30, 2018.

Whereas, the Board of Education authorized the Business Administrator, Anthony Rapolla, to prepare, advertise and receive Request for Proposals for Food Service Management Company.

Whereas, the Business Administrator received Request for Proposals from the following firm:

Maschio’s Food Service, Inc. Chester, NJ
(No other submissions were received)

9.7 Motion to approve the contract with Maschio’s Food Service Inc., Chesters, NJ to operate the Food Service Program for Keyport Public Schools for the 2017-2018 school year on a flat management-fee basis. The Local Education Agency shall pay Maschio’s an annual management fee in the amount of $11,390. The
management fee shall be payable in monthly installments of $1,139 per month commencing on September 1, 2017, and ending on June 30, 2018.

Maschio’s guarantees a return to the Local Education Agency in the amount of $20,000. In the event the actual bottom line of the operational report (total revenue from all sources less program costs, including the management fee) is below this amount, Maschio’s shall be responsible for any shortfall.

9.8 Motion to approve student #1566398177 to attend Deal Choice School for the 2017-2018 school year.

9.9 Motion to approve instruction with Education, Inc., for student number 7268610821 requiring hospitalization, at a rate of $49 per hour for ten hours per week from April 4, 2017, through April 18, 2017.

9.10 Motion to approve three selected Keyport High School Students to attend a four-day leadership training program “RYLA” (Rotary Youth Leadership Award) at Monmouth University at a cost of $465 per student.

Motion was made to move items 7.1 to 9.10 by Ms. King-Cote, and seconded by Ms. Kutschman and carried by unanimous roll call vote of 6-0.

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:

<table>
<thead>
<tr>
<th>Employee Name</th>
<th>Date(s)</th>
<th>Workshop Name</th>
<th>Location/Mileage</th>
<th>Cost</th>
</tr>
</thead>
<tbody>
<tr>
<td>Cleveland, Denise</td>
<td>5/17, 5/18 &amp; 5/19/17</td>
<td>Annual NJASA/NJAPSA Spring Leadership Conf.</td>
<td>Atlantic City, NJ/182</td>
<td>$638</td>
</tr>
<tr>
<td>Godlesky, Laura</td>
<td>4/28/17</td>
<td>NJSBA &amp; NASA I-Steam Field Trip</td>
<td>Greenbelt, MD/208</td>
<td>$194*</td>
</tr>
<tr>
<td>Goldsmith, Nicole</td>
<td>4/28/17</td>
<td>NJSBA &amp; NASA I-Steam Field Trip</td>
<td>Greenbelt, MD/194</td>
<td>$194*</td>
</tr>
<tr>
<td>Perri, Tina</td>
<td>5/23/17</td>
<td>Using Guided Math to Strengthen Your Students Math Achievements</td>
<td>Long Branch, NJ/35</td>
<td>$256*</td>
</tr>
<tr>
<td>Schwarz, Stephen</td>
<td>4/28/17</td>
<td>NJSBA &amp; NASA I-Steam Field Trip</td>
<td>Greenbelt, MD/208</td>
<td>$194*</td>
</tr>
<tr>
<td>Stone, Lauren</td>
<td>5/23/17</td>
<td>Using Guided Math to Strengthen Your Students Math Achievements</td>
<td>Long Branch, NJ/35</td>
<td>$256*</td>
</tr>
</tbody>
</table>

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

*To be paid from Title II Funds (Acct #20-272-200-320-06)
10.2 Motion to approve the revised 2016-2017 school calendar (to be attached to the minutes).

10.3 Motion to approve the following school trips:
- 1st Grade: Turtle Back Zoo, West Orange, NJ
- 1st Grade: Holmdel Park, Holmdel, NJ
- 4th Grade: Huber Woods/Holmdel Park, Holmdel, NJ
- Spanish Club: Garibaldi Restaurant, Keyport, NJ
- 5th Grade: Bayshore Waterfront Park, Port Monmouth, NJ
- KCS Drama: Count Basie Theater, Red Bank, NJ

10.4 Motion to approve the payment of $2,300 to Magic Touch Entertainment (The Brain Show) for Middle School assemblies and Parent Involvement Night, to be paid from Title I funds.

Motion was made to move items 10.1 to 12.3 by Mrs. Kutschman and Ms. King-Cote and carried by a unanimous roll call vote of 6-0, with the exception of Mr. McGrogan who abstained on motions 10.3 and 10.4.

11.0 Personnel

11.1 Motion to accept, with regret, the retirement of Brian Brady, Physical Education Teacher, effective June 30, 2017.

11.2 Motion to approve the following people to write curriculum at a rate of $35 per hour, not to exceed ten hours or $350:

<table>
<thead>
<tr>
<th>Name</th>
<th>Curriculum</th>
</tr>
</thead>
<tbody>
<tr>
<td>Kim Guccione</td>
<td>Kindergarten Science</td>
</tr>
<tr>
<td>Lindsay Ulrich</td>
<td>Grade 1 Science</td>
</tr>
<tr>
<td>Candice Reggio</td>
<td>Grade 2 Science</td>
</tr>
<tr>
<td>Vanessa Cunningham</td>
<td>Grade 3 Science</td>
</tr>
<tr>
<td>Alexis Marinos</td>
<td>Grade 4 Science</td>
</tr>
<tr>
<td>Lindsay Ulrich</td>
<td>Grade 5 Science</td>
</tr>
<tr>
<td>Kim Guccione</td>
<td>Kindergarten Social Studies</td>
</tr>
<tr>
<td>Vanessa Cunningham</td>
<td>Grade 1 Social Studies</td>
</tr>
<tr>
<td>Vanessa Cunningham</td>
<td>Grade 2 Social Studies</td>
</tr>
<tr>
<td>Vanessa Cunningham</td>
<td>Grade 3 Social Studies</td>
</tr>
<tr>
<td>Lindsay Ulrich</td>
<td>Grade 4 Social Studies</td>
</tr>
<tr>
<td>Lindsay Ulrich</td>
<td>Grade 5 Social Studies</td>
</tr>
<tr>
<td>Robert Stetz</td>
<td>Grade 6 Social Studies</td>
</tr>
<tr>
<td>Robert Stetz</td>
<td>Grade 7 Social Studies</td>
</tr>
<tr>
<td>Name</td>
<td>Course</td>
</tr>
<tr>
<td>---------------------</td>
<td>---------------------------------</td>
</tr>
<tr>
<td>Robert Stetz</td>
<td>Grade 8 Social Studies</td>
</tr>
<tr>
<td>Jason Glezman</td>
<td>World History</td>
</tr>
<tr>
<td>Jason Glezman</td>
<td>United States History I</td>
</tr>
<tr>
<td>Jason Glezman</td>
<td>United States History II</td>
</tr>
<tr>
<td>Valerie Rogers</td>
<td>Intro to Prototyping and CAD</td>
</tr>
<tr>
<td>Valerie Rogers</td>
<td>Intro to Programming and Robotics</td>
</tr>
<tr>
<td>Amanda Bigelow</td>
<td>History of Dance</td>
</tr>
<tr>
<td>Margaret Burgener</td>
<td>Grade 2 Writer’s Workshop</td>
</tr>
<tr>
<td>Nicole Seres</td>
<td>Sophomore Seminar</td>
</tr>
<tr>
<td>Nicole Seres</td>
<td>Freshman Seminar</td>
</tr>
<tr>
<td>Nicole Seres</td>
<td>Revision of ELA - Standards Alignment 9-12</td>
</tr>
<tr>
<td>Melanie Stroud</td>
<td>Revision of ELA - Standards Alignment K-5</td>
</tr>
<tr>
<td>Grace Gramaglia</td>
<td>Revision of ELA - Standards Alignment 6-8</td>
</tr>
<tr>
<td>Kaitlin McGlynn</td>
<td>Revision of Math - Standards Alignment 9-12</td>
</tr>
<tr>
<td>Amanda Andrews</td>
<td>Revision of Math - Standards Alignment 6-8</td>
</tr>
<tr>
<td>Ilene Clayman</td>
<td>Revision of Math - Standards Alignment K-5</td>
</tr>
</tbody>
</table>

11.3 Motion to approve Tristan Tallarico, Technology Support Specialist, at an annual salary of $42,000 (prorated) effective April 10, 2017.

11.4 Motion to approve Sandra Gross, Leave Replacement for Marie Portee, at a salary of $51,642 (prorated) BA; Step 1, effective March 29, 2017, to be paid from Title I funds.

Motion was made to move items 10.1 to 12.3 by Mrs. Kutschman and Ms. King-Cote and carried by a unanimous roll call vote of 6-0

12.0 Policy

12.1 Motion to approve the following policies and regulations for first reading to be available to view on the district website after the second reading:

- 0000.01 Introduction (M) (Revised)
- P 2415.06 Unsafe School Choice Option (M) (Revised)
- P 2464 Gifted and Talented Students (M) (Revised)
- P 2622 Student Assessment (M) (Revised)
- P 3160 Physical Examination - Teaching Staff (M) (Revised)
- R 3160 Physical Examination - Teaching Staff (M) (Revised)
- P 4160 Physical Examination - Support Staff (M) (Revised)
- R 4160 Physical Examination - Support Staff (M) Revised
- P 5116 Education of Homeless Children (Revised)
- R 5116 Education of Homeless Children (Revised)
- P 5460 High School Graduation (M) (Revised)
- P 8350 Records Retention (New)
12.2 Motion to approve the following policies and regulations for second reading to be available to view on the district website after the second reading:

- P2460 Special Education (Revised)
- P2467 Surrogate Parents and Foster Parents (Revised)
- R2460.1 Special Education - Location, Identification, and Referral (M)
- R2460.8 Special Education - Free and Appropriate Public Education (M)
- R2460.9 Special Education - Transition from Early Intervention Programs to Preschool Programs (M)
- R2460.15 Special Education – In-service Training Needs for Professional and Paraprofessional Staff (M)
- P2460.16 Special Education - Instructional Material to Blind or Print-Disabled Students (M)

12.3 Motion to abolish the following policy:

- P 5465 Early Graduation (M) (Abolished)

Motion was made to move items 10.1 to 12.3 by Mrs. Kutschman and Ms. King-Cote and carried by a unanimous roll call vote of 6-0

13.0 Old Business

14.0 New Business

15.0 Public Participation

Dr. Ed McNamara, 76 Maple Place, asked about the following:
- Budget and asked if enrollment projections can be in the budget presentation
- Reason for raising lunch prices
- Congratulated the Board for the Brookdale Program

16.0 Adjournment to Executive Session (TIME: 7:57 p.m.)

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 April 12, 2017, to discuss
   --Personnel
   --Finance
   --Pupil Privacy
   --Contract negotiations
   --Grievances
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: Mrs. Malinconico SECOND: Ms. King-Cote

17.0 Return to Open Session (TIME: 8:05 p.m.)

18.0 Adjournment

18.1 Upon motion by Mrs. Kutschman, seconded by Ms. King-Cote, the meeting was adjourned at 8:05 p.m.

Respectfully Submitted,

Anthony Rapolla
Board Secretary/Business Administrator

AR:bi