

**KEYPORT BOARD OF EDUCATION
REGULAR MEETING APRIL 20, 2016
MINUTES**

1.0 Opening Procedures

- 1.1 The meeting was called to order at 7:30 p.m. by Board President Mrs. Panzarelli, at Keyport High School Conference Room 108, 351 Broad Street, Keyport, NJ.
- 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 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.

- 1.4 Roll Call

Mr. Bright	Mrs. Kutschman
Mrs. Cocuzza, UB Rep.*	Mr. Litwak
Ms. Cote	Mrs. Malinconico, Vice President
Mrs. Fox (arrived at 7:39 p.m.)	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 – no report was given

2.0 Presentations –

- 2.1 Global Logistics Presentation by Michael Bender
- 2.2 KHS Scheduling Presentation by Anthony DePasquale and Michael Waters
- 2.3 2016-2017 Athletic Presentation by Kevin Flynn

<p style="text-align:center">KEYPORT BOARD OF EDUCATION REGULAR MEETING APRIL 20, 2016 MINUTES</p>
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3.0 President's Remarks

- Mrs. Panzarelli thanked everyone for their presentations. She is thrilled with global logistics.
- One student is receiving a Shore Conference Sportmanship Award and one student is receiving a Scholar Athlete Award.

4.0 Communications – Dr. Savoia

- 4.1 Johnathan Morgan, custodian, submitted his letter of retirement on April 14, 2016, effective August 1, 2016. (Resolution 11.4).

5.0 Public Participation – Agenda Items

- Tracey Alvarez-88 Jackson Street, expressed disappointment over Mr. Paczkowski no longer being the football coach. He had the students' best interest in mind.
- Denise Nellis, 1 Hobart Street, stated Coach Paczkowski has helped her son get opportunities that her daughter didn't get.
- Christen Hansen, 811 Mallard, Union Beach, stated Coach Paczkowski has helped bring in college recruits to meet students. He made a highlight tape for every student.
- Curt Nellis, 1 Hobart Street, stated Coach Paczkowski has done a great job with students both on and off the field.
- Cody Young, Jay Hansen, Zack Oakes, Kevin Keegan, Henry Young, Chris Hogrefe, and three other students: Team members felt they had a great season. Players are better because of coach. He is reason the team is a family. Helped students play football in college.
- Dawn Young, 418 Main Street, stated that everyone loves Coach P. He went 6-5 last year. The new coach went 1-8.

6.0 Superintendent Report

- 6.1 Superintendent's Report – Dr. Savoia

- Community Day is May 14.
- Dr. Savoia congratulated the 11 students selected to attend RYLA this year.
- There will be a College Fair on April 29
- KEA is tentatively scheduled to ratify contract on May 2. Personnel for 16/17 school year will be discussed in closed session on April 27.

KEYPORT BOARD OF EDUCATION
REGULAR MEETING APRIL 20, 2016
MINUTES

7.0 Board Secretary's Report – Mr. Rapolla

7.1 Motion to approve the following minutes:

March 16, 2016 Regular Minutes

8.0 Buildings & Grounds – Mr. Rapolla

8.1 Facilities Update

- Rain Garden Dialogue
- An advertisement for an athletic transportation bid was placed for April 28, 2016.
- Lead testing was completed at the High School as well as Central School. Both schools came back lead free.
- Football Alumni group has requested to use facilities and has requested the Board consider an insurance waiver.

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 29, 2016, 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 year.

9.2 Motion to approve bills for the month of April 2016 in the amount of \$578,710.54 and supplemental bills for April 2016 in the amount of \$14,085.16.

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

KEYPORT BOARD OF EDUCATION REGULAR MEETING APRIL 20, 2016 MINUTES

From	To	Amount
11-000-240-103-02-00-000 Central Sch Prin Salary	11-000-240-800-07-00-000 Administration Prof Dues (Adj 95)	\$300.00
11-000-230-339-05-01-000 Architect/Engineer Fees	11-000-230-331-05-01-000 Legal Fees (Adj 96)	\$2,600.00
11-140-100-101-01-02-000 Gr 9-12 Teacher Salaries	11-150-100-101-11-00-000 HI Staff Sal Reg (Adj 106)	\$1,295.00
11-000-291-270-11-00-000 Employee Insurance	11-000-270-518-11-00-000 Contracted Reg Jointure (Adj 115)	\$35,000
11-000-291-270-11-00-000 Employee Insurance	11-000-230-331-05-01-000 Legal Fees (Adj 116)	\$12,000
11-000-261-420-11-00-000 Maintenance/Repair Bldgs	11-000-261-610-11-00-000 Maintenance Supplies (Adj 117)	\$2,000

- 9.4 Motion to void outdated checks over six months old in accordance with board policy as follows:

<u>Check No.</u>	<u>Amount</u>
24151	\$75.00

- 9.5 Motion that the Keyport Board of Education hereby approves the digital submission of the application for the 2014-2015 Safety Grant Program through the New Jersey Schools Insurance Group for the purposes described in the application, in the amount of \$2,597 for the period July 1, 2014, through June 30, 2015, program period.
- 9.6 Motion to approve for the 2016-2017 school year, Coastal Learning Center, Inc., does not have to charge the families for meals provided and Coastal Learning Center, Inc., does not have to apply for reimbursement from the Child Nutrition Program.
- 9.7 Motion to approve seven selected Keyport High School Students to attend a four-day leadership training program "RYLA" (Rotary Youth Leadership Award) at Monmouth University. The cost per student to attend is \$465.

A motion was made to move items 7.1 through 9.7 by Mr. Henning and seconded by Ms. King-Cote and carried by a unanimous roll call vote of 10-0 with the exception of item 7.1 which Mrs. Fox, Mrs. Cocuzza and Mr. Litwak abstained.

KEYPORT BOARD OF EDUCATION REGULAR MEETING APRIL 20, 2016 MINUTES

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
Ioele, Bonnie	5/10/16	Administrative Assistant's Program	Mt. Laurel, NJ/91	\$79
Rapolla, Anthony	6/8/16-6/10/16	Annual NJASBO Conference	Atlantic City, NJ/103	\$498
Kamras, Josie	5/10/16	Administrative Assistant's Program	Mt. Laurel, NJ/98	\$81

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

10.2 Motion to accept the March 2016 Security Drills as follows:

School Name	Drill Type	Occupants Involved	Date & Time
Keyport High School	Lockdown Drill	All Staff & Students	March 1st @ 8:45 a.m.
Keyport High School	Fire Drill	All Staff & Students	March 24th @ 8:00 a.m.
Central School	Lockdown Drill	All Staff & Students	March 10th @ 1:30 p.m.
Central School	Fire Drill	All Staff & Students	March 21st @ 10:05 a.m.

10.3 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>
March 2016	Central	1	0
March 2016	KHS	0	0

10.4 Motion to approve The Community YMCA Counseling and Social Services Community Resource Grant

10.5 Motion to approve the following class trips:

NJHS	Food Pantry, Keyport, NJ
4th Grade Class Trip	Huber Woods & Holmdel Park, Holmdel, NJ
3rd Grade Class Trip	Six Flags Safari Jackson, NJ
7th Grade Class Trip	Statue of Liberty/Ellis Island, Jersey City, NJ
5th Grade Class Trip	Bayshore Waterfront Park, Port Monmouth
8th Grade Class Trip	Holmdel Park, Holmdel, NJ

<p>KEYPORT BOARD OF EDUCATION REGULAR MEETING APRIL 20, 2016 MINUTES</p>
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- 10.6 Motion to approve the Keyport High School Cheerleading squad to attend “US Finals” in Warwick, Rhode Island from May 6, 2016 to May 8, 2016.
- 10.7 Motion to approve Dominick Amoroso to write the Field Experience in Health Sciences curriculum at the curriculum rate of \$35 per hour, not to exceed ten hours, or \$350.
- 10.8 Motion to approve Lisa Wallin to write the Anatomy and Physiology II curriculum at the curriculum rate of \$35 per hour, not to exceed ten hours, or \$350.
- 10.9 Motion to modify resolution 10.1 from the February 17, 2016, Board of Education meeting to approve the following teachers for curriculum writing work at the rate of \$35 per hour, not to exceed ten hours per course, or \$350.

Grade 6 Writers Workshop	Jessica Dougherty (changed from Grace Gramaglia)
Grade 8	Sarah Roadside (changed from Grace Gramaglia)

- 10.10 Motion to approve the following teachers for curriculum writing work at the rate of \$35 per hour, not to exceed ten hours per course, or \$350.

Environmental Science- Stage 3 Learning Plan	Lisa Wallin
Chemistry - Stage 3 Learning Plan	Steve Schwarz
Biology - Stage 3 Learning Plan	Ashley Stone
ACT/SAT Prep (Math portion/ .5 course)	Kaitlin McGlynn
ACT/SAT Prep (ELA portion/ .5 course)	Diane Quinn
K-5 Performing Arts	Jennifer Fuller

11.0 Personnel

- 11.1 Motion to approve Kyle Keelan to teach an additional period daily effective April 11, 2016, through June 17, 2016, at a rate of \$7,850 (prorated). Kyle is replacing Jean Reash.
- 11.2 Motion to approve Cynthia Deily as volunteer advisor of the co-ed “Central School Volleyball Club”.
- 11.3 Motion to accept, with regret, the retirement of Gail Lupo, Teacher Aide, effective July 1, 2016.

KEYPORT BOARD OF EDUCATION REGULAR MEETING APRIL 20, 2016 MINUTES

- 11.4 Motion to accept, with regret, the retirement of Johnathan Morgan, Custodian, effective August 1, 2016.
- 11.5 Motion to approve the following candidate as a substitute teacher for the remainder of the 2015-2016 school year:

Group I

Jason Krellin CE K-5 & Business

- 11.6 Motion to approve the following personnel for Fall 2016 Athletic positions:

<u>Name</u>	<u>Position</u>	<u>Stipend</u>
TBA	Head Cheerleading	\$6,934
Andrea DeToro	Assistant Cheerleading	\$4,867
Valerie Rogers	HS Head Field Hockey	\$7,709
Ashley Stone	HS Assistant Field Hockey	\$5,654
Jay Graham	HS Head Football	\$8,322
Dominick Amoroso	HS Assistant Football	\$6,022
Steve Bower	HS Assistant Football	\$6,022
Dean Athans	HS Assistant Football	\$6,022
Pete Miller	HS Assistant Football	\$6,022
TBA	HS Assistant Football	\$6,022
Brendan Hilliard	HS Head Boys Soccer	\$7,709
Jen Rojas	HS Head Girls Soccer	\$7,709
Kaitlin McGlynn	HS Head Girls Volleyball Co-coach	\$3,503.50
Kyle Keelen	HS Head Girls Volleyball Co-coach	\$3,503.50
TBA	Fitness Center Supervisor Fall Season	\$1,067
Andrea Walsh	Adult Fitness Center Supervisor Fall Season	\$1,067
TBA	Fitness Center Supervisor Summer Session	\$1,600
Alissa Francisco	CS Field Hockey	\$5,535
Phil Recco	CS Boys Soccer	\$5,535
Staci Minuskin	CS Girls Soccer	\$5,535

Fall Athletic Per Diem Positions 2016

James Wesley	Clock Operator	\$35 per game
	Announcer	\$52.50 per football game
	Crowd Control	\$35 per game
	Chain Crew	\$50 per game
Kyle Keelen	Clock Operator	\$35 per game
	Crowd Control	\$35 per game, \$52.50 per football game

KEYPORT BOARD OF EDUCATION REGULAR MEETING APRIL 20, 2016 MINUTES

	Chain Crew	\$50 per game
	Video	\$50 per game
Staci Minuskin	Clock Operator	\$35 per game
	Crowd Control	\$35 per game, \$52.50 per football game
	Chain Crew	\$50 per game
	Video	\$50 per game
Deboney Braithwaite	Clock Operator	\$35 per game
	Crowd Control	\$35 per game, \$52.50 per football game
	Chain Crew	\$50 per game
	Video	\$50 per game
	Ticket Taker	\$52.50 per game
Andrea DeToro	Clock Operator	\$35 per game
	Crowd Control	\$35 per game, \$52.50 per football game
	Chain Crew	\$50 per game
	Video	\$50 per game
Phil Recco	Clock Operator	\$35 per game
	Crowd Control	\$35 per game, \$52.50 per football game
	Chain Crew	\$50 per game
	Video	\$50 per game
Larry Peterson	Crowd Control	\$35 per game, \$52.50 per football game
	Chain Crew	\$50 per game
Barrett Oxley	Clock Operator	\$35 per game
	Crowd Control	\$35 per game, \$52.50 per football game
	Chain Crew	\$50 per game
Michelle Cannizzaro	Ticket Taker	\$52.50 per game
Mike Cannizzaro	Ticket Taker	\$52.50 per game
	Crowd Control	\$52.50 per game

Fall Volunteer Coaches 2016

<u>Name</u>	<u>Sport</u>	
Deboney Braithwaite	CS Girls Soccer	

KEYPORT BOARD OF EDUCATION		
REGULAR MEETING APRIL 20, 2016		
MINUTES		

Anna Czech	HS Field Hockey	
James Wesley	CS Boys Soccer	

11.7 Motion to approve Maribel Colon as a substitute custodian for the 2015-2016 school year at the prevailing rate of pay.

A motion was made by Mr. White and seconded by Mr. Litwak to table 11.6 to after closed session. Motion was defeated by roll call vote of 8-2. Mr. White and Mr. Litwak voted affirmatively.

A motion was made by Mr. White, and seconded by Mr. Litwak to table 11.6 to a future meeting. Motion carried by roll call vote of 7-3 to table motion 11.6. Mrs. Fox, Mrs. Malinconico and Mrs. Panzarelli voted negative.

A motion was made to move items 10.1 through 11.5 and 11.7 by Mrs. Malinconico and seconded by Ms. King-Cote and carried by a unanimous roll call vote of 10-0.

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:

P 2422	Health and Physical Education
P 2431	Athletic Competition
R 2431.2	Medical Examination Prior to Participation on a School-Sponsored Interscholastic or Intramural Team or Squad
P 5111	Eligibility of Resident/Nonresident Students
P 5310	Health Services
R 5310	Health Services
P 5330.01	Administration of Medical Marijuana
R 5330.01	Administration of Medical Marijuana
P 5460	High School Graduation
P 8462	Reporting Potentially Missing or Abused Children
R 8462	Reporting Potentially Missing or Abused Children
P 8550	Outstanding Food Service Charges

12.2 Motion to approve the following policies for the second reading to be attached to the minutes after the second reading:

P 0167	Public Participation in Board Meetings
P 0168	Recording Board Meetings

KEYPORT BOARD OF EDUCATION
REGULAR MEETING APRIL 20, 2016
MINUTES

Mr. Henning would like policy 0167 public participation in board meetings to be re-examined.

Motion was made by Mrs. Malinconico, seconded by Mr. Bright to table motion 12.2. Motion carried by unanimous roll call vote of 10-0.

Motion was made by Mrs. Malinconico, seconded by Mrs. King-Cote to move motion 12.1. Motion carried by unanimous roll call vote of 10-0.

13.0 Old Business – None

14.0 New Business – None

15.0 Public Participation

- Philip Santiago, 224 Main Street, stated he is a product of KHS and he is speaking on behalf of Keyport football alumni regarding field use, he has prepared a document for the board to read releasing liability.
- Greg Klemish, 161 Washington Street, wants to participate for Keyport pride and raise money.

16.0 Executive Session – none

17.0 Adjournment

17.1 Upon motion by Mrs. King-Cote, seconded by Mr. Henning, the meeting was adjourned at 9:25 p.m.

Respectfully Submitted,

Anthony Rapolla
Board Secretary/Business Administrator

AR:bi