2019-2021 DISTRICT GOALS (2-YEAR GOALS)

1. To improve academic achievement in Mathematics for all learners and to improve responsive teaching and classroom data driven decision making.

2. To improve academic achievement in English Language Arts for all learners and to solidify a comprehensive, responsive literacy approach at all grade levels.

3. To establish a district wide infrastructure that supports and strengthens the social emotional capacities of our students and improves school culture and climate in Keyport Public Schools.

Learners Today...Leaders Tomorrow

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 and sent to the Independent newspapers on April 14, 2020. 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 in duration.

The public participation portion of the meeting is open to citizens of Keyport for the purpose of addressing agenda and non-agenda items. Issues raised by members of the public might require review and investigation and may or may not be responded to by the Board or Superintendent during the meeting. All comments will be considered and a response will be forthcoming if and when appropriate.

The Board asks that members of the public be courteous and mindful of the rights of individuals when speaking. Specifically, comments regarding students and employees of the Board are discouraged and will not be
responded to by the Board. Students and staff have specific legal rights afforded by the laws of New Jersey. The Board bears no responsibility nor will it be liable for any comments made by any member of the public.

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

Mrs. Abrahamsen  Mrs. Olsen
Mrs. Grabowski  Mrs. Panzarelli, President
Mr. Hausmann, Vice President  Mr. Stahl
Mr. McGrogan, UB Rep.*  Mr. Stahley
Mr. Moroney  Mrs. Tevis

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

2.0 Presentations –

2.1 NJSLS Fall Data Presentation by Dr. Savoia
2.2 NJSLS Spring 2019 Science Data by Dr. Savoia
2.3 2020-2021 Public Budget Presentation by Mr. Rapolla

3.0 President’s Remarks

4.0 Communications – Dr. Savoia

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:

   March 18, 2020    Regular Minutes
   April 8, 2020    Workshop Minutes

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 February 29, 2019, 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 2020 in the amount of $353,036.19 and supplemental bills for April 2020 in the amount of $323,774.30.

9.3 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 2020-2021 school year on a flat management-fee basis. The Local Education Agency shall pay Maschio’s an annual management fee in the amount of $12,186.60. The management fee shall be payable in monthly installments of $1,218.66 per month commencing on September 1, 2020, and ending on June 30, 2021.

Maschio’s guarantees a return to the Local Education Agency in the amount of $10,000. 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.

9.4 Motion to accept $10,000 from the Estate of Elizabeth M. Walling, former Keyport Educator, to be used as an annual scholarship of $500 for one student or $250 for two students annually. The scholarship is to be given to students who are not receiving other scholarships and who have struggled and overcome obstacles along the journey of their academic career.
Motion to approve the following resolution:

Adoption of the 2020-2021 School Year Budget
And Tax Levy

WHEREAS, the Keyport Board of Education adopted a tentative budget on April 8, 2020, to be submitted to the Executive County Superintendent of Schools for approval, and

WHEREAS, the tentative budget was approved by the Executive County Superintendent of Schools on April 8, 2020, and

WHEREAS, the tentative budget was advertised in the legal section of the Asbury Park Press on April 21, 2020; and

WHEREAS, the tentative budget was presented to the public during a public hearing on April 29, 2020; and

Capital Reserve Account Withdrawal

RESOLVED that the Keyport Board of Education requests the approval a capital reserve withdrawal in the amount of $124,646. The district intends to utilize these funds for Technology Infrastructure Upgrades at the Keyport Central School and Keyport High School.

Tuition Reserve Withdrawal

RESOLVED that the Keyport Board of Education requests the approval a tuition reserve withdrawal in the amount of $100,000.

Maintenance Reserve Withdrawal

RESOLVED that the Keyport Board of Education requests the approval a maintenance reserve withdrawal in the amount of $370,950. The district intends to utilize these funds for maintenance expenditures in the same amount from account 11-000-261-420.

Travel and Related Expense Reimbursement

WHEREAS, the Keyport Board of Education recognizes school staff and Board members will incur travel expenses related to and within the scope of their current responsibilities and for travel that promotes the delivery of instruction or furthers the efficient operation of the school district; and
WHEREAS, N.J.A.C. 6A:23A-7.2 et seq. requires Board members to receive approval of these expenses by a majority of the full voting membership of the Board and staff members to receive prior approval of these expenses by the Superintendent of Schools and a majority of the full voting membership of the Board; and

WHEREAS, a Board of Education may establish, for regular district business travel as defined in NJAC 6A:23A-1.2, which includes attendance at regularly scheduled in-State county meetings, Department or Association sponsored events or in-State professional development activities for which the registration fee does not exceed $150 per employee or board member, where prior Board approval shall not be required unless the annual threshold for a staff member exceeds $1,500 in a given school year (July 1 through June 30); and

WHEREAS, the Keyport Board of Education established $35,000 as the maximum travel amount for the current school year and has expended $22,635 as of this date; now

THEREFORE, BE IT RESOLVED, the Board of Education approves travel and related expense reimbursements in accordance with N.J.A.C. 6A:23A-7.3, to a maximum expenditure of $35,000 for all staff and board members for the 2020-2021 school year.

Adjustment
Banked Cap

RESOLVED that the Keyport Board of Education includes in the proposed budget the adjustment for banked cap in accordance with N.J.A.C. 6A:23A-10.3(b). The district has fully exhausted all eligible statutory spending authority and must increase the base budget in the amount of $162,418 for the purposes of out of district tuition increases. The district intends to complete said purposes by June 2021.

NOW THEREFORE BE IT RESOLVED that the budget be adopted for the 2020-2021 School Year using the 2020-2021 state aid figures and the Secretary to the Board of Education be authorized to submit the following tentative budget to the Executive County Superintendent of Schools for approval in accordance with the statutory deadline:
KEYPORT BOARD OF EDUCATION
REGULAR ACTION MEETING – APRIL 29, 2020
AGENDA

<table>
<thead>
<tr>
<th>2020-2021 Total</th>
<th>GENERAL FUND</th>
<th>SPECIAL REVENUES</th>
<th>DEBT SERVICE</th>
<th>TOTAL</th>
</tr>
</thead>
<tbody>
<tr>
<td>Expenditures</td>
<td>$20,392,681</td>
<td>$1,474,113</td>
<td>$1,157,799</td>
<td>$23,024,593</td>
</tr>
<tr>
<td>Less: Anticipated Revenues</td>
<td>$10,185,211</td>
<td>$1,474,113</td>
<td>$395,053</td>
<td>$12,054,377</td>
</tr>
<tr>
<td>Taxes to be Raised</td>
<td>$10,207,470</td>
<td>$0</td>
<td>$762,746</td>
<td>$10,970,216</td>
</tr>
</tbody>
</table>

A4F
Tax Levy Certification Form A and B

RESOLVED, that the amount required for school purposes in the school district of Keyport, County of Monmouth for the 2020-2021 school year is $10,970,216 and is required to be levied for local school district purposes.

Adoption of Tax Levy Schedule

Recommend the Board of Education Adopt the tax levy schedule for the 2020-2021 and authorize the Business Administrator to submit the schedule to the Municipal Clerk for the collection of the local school district taxes for school district purposes.

Tax Payment Schedule
Keyport Board of Education
Taxes to Be Received $10,970,216

<table>
<thead>
<tr>
<th>Due Date</th>
<th>General Fund</th>
<th>Debt Service</th>
</tr>
</thead>
<tbody>
<tr>
<td>July 31, 2020</td>
<td>$1,020,747</td>
<td></td>
</tr>
<tr>
<td>August 31, 2020</td>
<td>$1,020,747</td>
<td>$381,373</td>
</tr>
<tr>
<td>Sept. 30, 2020</td>
<td>$1,020,747</td>
<td></td>
</tr>
<tr>
<td>October 31, 2020</td>
<td>$1,020,747</td>
<td></td>
</tr>
<tr>
<td>November 30, 2020</td>
<td>$1,020,747</td>
<td>$381,373</td>
</tr>
<tr>
<td>January 31, 2021</td>
<td>$1,020,747</td>
<td>$381,373</td>
</tr>
<tr>
<td>February 28, 2021</td>
<td>$1,020,747</td>
<td></td>
</tr>
<tr>
<td>March 30, 2021</td>
<td>$1,020,747</td>
<td></td>
</tr>
<tr>
<td>April 30, 2021</td>
<td>$1,020,747</td>
<td></td>
</tr>
<tr>
<td>May 31, 2021</td>
<td>$1,020,747</td>
<td></td>
</tr>
</tbody>
</table>

Total Payment

$1,020,747

$1,402,120

$1,020,747

$1,402,120

$1,020,747

$1,402,120

$1,020,747

$1,020,747

$1,020,747

$1,020,747

$1,020,747
9.6 Motion to approve Opposing Delay in Transmission of Quarterly Property Tax Revenue to School Districts.

WHEREAS, Assembly Bill 3902, currently pending in the State Legislature, would authorize the Department of Community Affairs to permit municipalities to delay the quarterly transmission of property tax revenues to school districts during gubernatorial-declared emergencies; and

WHEREAS, New Jersey’s public schools are highly dependent on property tax revenue to support education programs; and

WHEREAS, on average, local property taxes constitute close to 60% of public school revenue, with the percentage even greater in a significant number of districts; and

WHEREAS, a delay in payments from municipalities would result in a financial crisis for school districts, seriously disrupting the educational process—and bringing it to a halt; and

WHEREAS, although public school buildings are closed during the current health emergency, the education of our students is taking place through remote learning and home instruction; and

WHEREAS, continued timely transmission of school property taxes is critical for the education process to continue without interruption; and

WHEREAS, even though municipalities are designated as the authorities to collect property taxes, these taxes are levied for specific purposes—e.g., municipal, school, county, fire district—and these obligations must continue to be met; and

WHEREAS, as currently written, A-3902, which is intended to ease a financial burden on municipalities, would place a severe strain on school districts and the students and families that they serve; and

WHEREAS, the Keyport Board of Education recognizes the impact of the current public health emergency on the state and local governments, as well as local school districts, but believes this legislation would worsen the situation for our communities.

NOW, THEREFORE, BE IT RESOLVED that the Keyport Board of Education urges the State Senate and the Governor to oppose A-3902; and be it further
RESOLVED, that this resolution be delivered to Governor Phil Murphy, State Senate President Stephen M. Sweeney, Assembly Speaker Craig Coughlin; and the Keyport Legislative District’s representatives in the state Senate and General Assembly; and be it further

RESOLVED, that copies of this resolution be sent to the New Jersey School Boards Association.

9.7 Motion authorizing the Completion of an Application and Receipt of a Safety Grant Award.

WHEREAS, the New Jersey Schools Insurance Group ("NJSIG") is a joint insurance fund authorized by N.J.S.A. 18A:18B-1, et seq. to provide insurance coverage and risk management services for its members;

WHEREAS, the Keyport School District, herein after referred to as the “Educational Institution,” is a member of NJSIG; and,

WHEREAS, in accordance with NJSIG Policy 3710, the goal of the safety grant program is to provide members the necessary resources to complete risk reduction projects and improve the safety of the population NJSIG members serve.

NOW THEREFORE, BE IT RESOLVED, THAT:

1) The Educational Institution applies for a safety grant through the NJSIG safety grant program for the 2020 fiscal year in the amount of $6,195.77 for the purposes set forth in their safety grant application, which is attached hereto; and,

2) The Business Administrator or their designee is hereby authorized to take all action necessary to apply for and receive a safety grant award.
9.8 Motion to approve the transfer of funds for the months of February and March as follows:

<table>
<thead>
<tr>
<th>From</th>
<th>To</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>11-140-100-101-01-02 Gr. 9-12 Teacher Salaries</td>
<td>11-150-100-320-01-00 Hi Purch Pro HS (Adj. 93)</td>
<td>$3,000</td>
</tr>
<tr>
<td>11-120-100-101-02-02 Gr 1-5 Teacher Salaries</td>
<td>11-150-100-320-02-00 Hi Pur Pro CS (Adj. 94)</td>
<td>$3,000</td>
</tr>
<tr>
<td>11-000-217-320-11-00 Extra Aid Prof Services</td>
<td>11-000-218-800-01-00 HS Guidance Office Suppl. ($3,000)</td>
<td>$6,000</td>
</tr>
<tr>
<td></td>
<td>11-000-218-800-02-00 CS Guidance Office Suppl. ($3,000) (Adj. 95)</td>
<td></td>
</tr>
<tr>
<td>11-000-266-610-11-00 Security Supplies</td>
<td>11-402-100-500-01-02 Game Security Person Fee (Adj. 96)</td>
<td>$2,000</td>
</tr>
<tr>
<td>11-000-230-580-11-00 Superntndnt Off Trav Exp</td>
<td>11-000-230-600-05-00 Superntndnt Office Supp (Adj. 100)</td>
<td>$300</td>
</tr>
<tr>
<td>11-000-291-270-11-00 Employee Insurance</td>
<td>11-213-100-320-02-00 Purchased Prof-CS (Adj. 101)</td>
<td>$20,000</td>
</tr>
<tr>
<td>11-000-291-271-11-00 Employee Insurance</td>
<td>11-000-100-566-01-00 Tuition Priv Sch HS (Adj. 103)</td>
<td>$10,000</td>
</tr>
<tr>
<td>11-000-262-520-11-01 P&amp;C/Multi-Peril Insur</td>
<td>11-000-262-590-11-01 Garbage Removal (Adj. 105)</td>
<td>1,815</td>
</tr>
<tr>
<td>20-218-200-176-02-00 PEA SS Master Teachers</td>
<td>20-218-200-329-02-00 PS Oth Purch Pro+200-100 (Adj. 106)</td>
<td>$7,000</td>
</tr>
<tr>
<td>11-000-251-890-05-00 Business Off Misc Exp</td>
<td>11-000-251-610-05-00 Business Adm Office Supp (Adj. 107)</td>
<td>$200</td>
</tr>
</tbody>
</table>
9.9 Motion to approve a donation of a Ford van from Michael Clay, Unlimited Autos, Inc., with a value of $11,000.

<table>
<thead>
<tr>
<th>Model Year</th>
<th>Make</th>
<th>Identification #</th>
</tr>
</thead>
<tbody>
<tr>
<td>2011</td>
<td>Ford</td>
<td>1FTNE 2EW5B DB319 54</td>
</tr>
</tbody>
</table>

10.0 Curriculum

10.1 Motion to rescind the following professional development previously approved at the February 19, 2020, board meeting due to Covid-19:

<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>Flynn, Kevin</td>
<td>3/17, 3/18, 3/19 &amp; 3/20/20</td>
<td>DAANJ-Athletic Director Conference</td>
<td>Atlantic City, NJ/180</td>
<td>$599</td>
</tr>
<tr>
<td>Goldsmith, Nicole</td>
<td>3/20/20</td>
<td>NJAGC Conference</td>
<td>West Windsor, NJ/92</td>
<td>$188</td>
</tr>
<tr>
<td>Schwarz, Steve</td>
<td>4/2-4/4/20</td>
<td>NSTA National Conference on Science Education</td>
<td>Boston, MA/51</td>
<td>$1,399</td>
</tr>
</tbody>
</table>

10.2 Motion to accept March 2020 Security Drills as follows:

<table>
<thead>
<tr>
<th>School Name</th>
<th>Drill Type</th>
<th>Occupants Involved</th>
<th>Date &amp; Time</th>
</tr>
</thead>
<tbody>
<tr>
<td>Keyport High School</td>
<td>NO DRILLS CONDUCTED</td>
<td>All Students &amp; Staff</td>
<td>DUE TO COVID-19 CLOSURE</td>
</tr>
<tr>
<td>Keyport High School</td>
<td>NO DRILLS CONDUCTED</td>
<td>All Students &amp; Staff</td>
<td>DUE TO COVID-19 CLOSURE</td>
</tr>
<tr>
<td>Central School</td>
<td>NO DRILLS CONDUCTED</td>
<td>All Students &amp; Staff</td>
<td>DUE TO COVID-19 CLOSURE</td>
</tr>
<tr>
<td>Central School</td>
<td>NO DRILLS CONDUCTED</td>
<td>All Students &amp; Staff</td>
<td>DUE TO COVID-19 CLOSURE</td>
</tr>
</tbody>
</table>
10.3 Motion to accept the Harassment, Intimidation and Bullying (HIB) incident reports as follows:

<table>
<thead>
<tr>
<th>Date</th>
<th>School</th>
<th>Incidents Reported</th>
<th>HIB</th>
</tr>
</thead>
<tbody>
<tr>
<td>March 2020</td>
<td>Central</td>
<td>2</td>
<td>1</td>
</tr>
<tr>
<td>March 2020</td>
<td>KHS</td>
<td>0</td>
<td>0</td>
</tr>
</tbody>
</table>

11.0 Personnel

11.1 Motion to approve Valerie Rogers to teach an extra class from May 11, 2020, until the end of the year at an annual amount of $11,441 to be prorated.

11.2 Motion to approve Suzanne McCully to teach an extra class from May 11, 2020, until the end of the year at an annual amount of $12,165 to be prorated.

11.3 Motion to approve Jean Marie McGrogan to teach an extra class from May 11th until the end of the year at an annual amount of $10,637 to be prorated.

11.4 Motions to approve Amanda Popiel’s request for a maternity/disability leave and Federal/NJ Family Medical leave as follows:

- 9/2/2020 - 9/30/2020 (18) Sick Days
- 10/1/2020 - 1/1/2021 NJFLA/FMLA
- Return to work 1/4/2021

11.5 Motion to amend Stephanie Parson’s Family Leave approved at the November 20, 2019, board meeting, motion 11.15 as follows:

- 4/2/2020 - 4/23/2020 (10) Sick Days
- 4/24/2020 - 4/29/2020 (4) Personal/Family Illness Days
- 4/30/2020 - 1/1/2021 Unpaid Leave
- 1/4/2021 - Return to work

11.6 Motion to approve Kaitlin McGlynn’s request for a maternity/disability leave and Federal/NJ Family Medical leave as follows:

- Return to work: 2/5/2021

11.7 Motion to accept the retirement of Peter Smith, Custodian, effective June 30, 2020.
11.8 Motion to approve the following mentor for the remainder of the 2019-2020 school year and 2020-2021 school year at an amount of $550.

<table>
<thead>
<tr>
<th>New Teacher</th>
<th>School</th>
<th>Position</th>
<th>Mentor Teacher</th>
<th>Funding</th>
</tr>
</thead>
<tbody>
<tr>
<td>Jayne Moran</td>
<td>KCS</td>
<td>ESL Teacher</td>
<td>Wilbett Anshelewitz</td>
<td>Title II Funded</td>
</tr>
</tbody>
</table>

11.9 Motion to approve Amanda Andrews as a Home Instruction Teacher for the 2019-2020 school year at the rate of $35 per hour.

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:

- P1581 Domestic Violence (Revised)
- R1581 Domestic Violence (New)
- **P2200** Curriculum Content
- P2425 Physical Education (Abolished)
- P3421.13 Postnatal Accommodations (New)
- P4421.13 Postnatal Accommodations (New)
- P5330 Administration of Medication (Revised)
- R5330 Administration of Medications (Revised)
- P7243 Supervision of Construction (Revised)
- P821 School Year (Revised)
- P8220 School Day (Revised)
- R8220 School Closings (Revised)
- P8462 Reporting Potentially Missing or Abused Children (Revised)

12.2 Motion to waive the graduation requirement of community service hours as stated in Policy 5460 for the Class of 2020. This is a result of Executive Order 104, signed by Governor Murphy, requiring the indefinite closure of NJ schools.

“Be it resolved that the Board hereby approves the waiver of graduation requirement of community service hours as stated in Policy 5460 for the Class of 2020.”

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 April 29, 2020, 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