

**KEYPORT BOARD OF EDUCATION  
REGULAR MEETING    AUGUST 20, 2014  
AGENDA**

**1.0    Opening Procedures**

- 1.1    Call to Order
- 1.2    Flag Salute
- 1.3    Opening Statement

“Public notice of this meeting has been sent to the Asbury Park Press and The Independent newspapers on February 24, 2014, as approved at the regular meeting of the Board of Education held on February 19, 2014. 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.

1.4    Roll Call

Mr. Biagianti	Mr. Henning, Vice Pres.
Mr. Bright	Ms. King-Cote
Ms. Burke	Mrs. Malinconico, President
Mr. Cooper	Mrs. Panzarelli
Ms. Durkin, UB Rep.*	Mr. White

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

**2.0    Presentation – Athletic Field Update**

**3.0    Communications – Mrs. Savoia**

- 3.1    **The Keyport Fire Department requested the Board to purchase an ad in the program book for their Annual Fireman’s Ball. Cost for a full page ad: \$125 (Resolution 9.12).**

**4.0    Public Participation – Agenda Items**

**5.0    Superintendent and Other Reports**

- 5.1.    Superintendent’s Report – Mrs. Savoia

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**5.2    Motion to approve the following Keyport Public Schools' District Goals for the 2014-2015 school year:**

- 1.    To support a culture that promotes student achievement through a cohesive teacher and administrator evaluation system that meets the needs of the school community.**
- 2.    To improve student achievement by reaching all learners, through data analysis and targeted instructional planning.**
- 3.    To increase communication in order to promote student recognition and maximize awareness as well as support of the Keyport Public Schools' District goals, objectives and programs.**

**6.0    Committee Reports**

- 6.1    Buildings & Grounds/Safety & Security/Recycling
- 6.2    Community Relations/Foundation
- 6.3    Curriculum
- 6.4    Finance/Negotiations
- 6.5    MCSBA/Legislative
- 6.6    Personnel
- 6.7    Policy
- 6.8    Special Education Liaison

**7.0    Board Secretary's Office – Mr. McManus**

- 7.1.    Motion to approve the following minutes:  
          June 25, 2014            Regular Meeting
- 7.2.    Motion to approve the Integrated Pest Management Plan for the school year 2014-2015 for Keyport Central School and Keyport High School.
- 7.3.    Motion to approve Keyport School District to enter an inter-Local Agency Agreement/Consortia with the Educational Information and Resource Center (EIRC) to provide products and services to the Keyport School District for the 2014-2015 school year per N.J.S.A.40:8A-6 Inter-local Service Agreement & 18A:6-95.

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

- 8.1    Facilities Update
- 8.2    Use of Facilities

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- 8.2.1. Motion to approve Jesus the Lord Church to use classrooms in Keyport Central School for their Religious Education Program on Tuesday evenings from October 7, 2014, through May 12, 2015, from 6 p.m. to 7 p.m.
- 8.2.2. Motion to approve Central School as a landing site and from OEM requesting Central as a shelter in the event of crisis/disaster for the 2014-2015 school year.

**9.0    Finance**

- 9.1    Motion to approve the Secretary’s monthly line item certification. Pursuant to N.J.A.C. 6:23 – 2.12 (d), the Board Secretary certifies that as of June 30, 2014, no budgetary line item account has been overexpended in violation of N.J.A.C. 6:23 – 2.12.
- 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 June which is in agreement.
- 9.3    Motion to approve bills for the month of August 2014 in the amount of \$790,421.59 and June 2014 supplemental bills of \$252,316.86 and July/August 2014 supplemental bills in the amount of \$429,005.52.
- 9.4    Motion to approve the transfer of funds (attachment).
- 9.5    Motion to approve the attendance of the Keyport Board of Education, Superintendent Lisa Savoia and Business Administrator Edward McManus at the NJSBA Workshop 2014. Workshop is scheduled for October 28 to October 30, 2014, for a total group registration cost of \$1,200. Lodging to be at convention affiliated hotel at \$96 per night. Total number of lodging nights is yet to be determined. Travel and meal reimbursement to adhere to current travel legislation and district travel policy.
- 9.6    Motion to approve the following out of district tuitions for the 2014-2015 school year:

Coastal	Student 8288271407	\$50,116
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- 9.7    Motion to approve the following 2014 ESY out of district tuition:

CPC High Point	Student 9586259263	\$7,000
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- 9.8 Motion to approve the breakfast and lunch prices for the school year 2014-2015 as follows:

	<u>Paid</u>	<u>Reduced</u>
High School Lunch	\$2.45 (\$2.35)	\$.40
Central School Lunch	\$2.35 (\$2.25)	\$.40
H. S. & C.S. Breakfast	\$1.10	
Snack Milk	.30	
Adult Lunch both Schools	\$2.75	
Adult Breakfast both Schools	\$2.20	

- 9.9 Motion to approve the transportation jointure agreement between the Keyport Board of Education and Union Beach Board of Education for the school year 2014-2015:

Career Center am & pm (Keyport - Host):

Keyport's share (4 students)	\$19,096.20
Union Beach's share (4 students)	<u>\$19,096.20</u>
	\$38,192.40 Total

- 9.10 Motion to approve Home Care Therapies, LLC, d/b/a Horizon Healthcare Staffing Corporation to provide Physical Therapy services for the 2014 Extended School Year and for the 2014–2015 school year at the rate of \$115 per hour.

- 9.11 **Motion to accept the following checks from Friends of the Arts of the Keyport Public Schools:**

<u>Check Number</u>	<u>Amount</u>	<u>Purpose</u>
1087	\$2,000.00	Annual 8 <sup>th</sup> Grade Award
1088	\$2,000.00	Keyport HS Drama
1089	\$1,000.00	Keyport CS Drama
1090	\$583.36	Keyport HS Art Club
1091	\$500.00	Keyport CS Band
1092	\$500.00	Keyport CS Chorus1089

- 9.12 **Motion to approve a full page ad in the annual Keyport Fire Department Program Book at a cost of \$125.**

- 9.13 **Motion, upon recommendation of Superintendent, to donate one circulation desk to the Keyport Public Library.**

## 10.0 Curriculum

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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, unless indicated otherwise:

<b>Employee Name</b>	<b>Date(s)</b>	<b>Workshop Name</b>	<b>Location/Mileage</b>	<b>Cost</b>
Cleveland, Denise	11/19/14, 2/11 & 3/18/15	FEA Leadership Academy-Cohort 2	Monroe, NJ/191	\$810
DePasquale, Anthony	1/21, 2/17, 4/20/14	FEA Leadership Academy – Cohort 4	Monroe, NJ/64	\$810
DePasquale, Anthony	10/21& 10/22/14	Career Choices	Rahway, NJ/71	\$221
Flynn, Kevin	11/19/14, 2/11 & 3/18/15	FEA Leadership Academy – Cohort 4	Monroe, NJ/64	\$810
Flynn, Kevin	10/21 & 10/22/14	Career Choices	Rahway, NJ/71	\$221
Godlesky, Laura	12/8/14, 2/25 & 4/21/15	FEA Leadership Academy – Cohort 3	Monroe, NJ/191	\$810
Godlesky, Laura	8/4 & 8/5/14	Springboard Training	Newark, DE/229	\$661
Jones, Melissa	12/8/14, 2/25 & 4/21/15	FEA Leadership Academy – Cohort 3	Monroe, NJ/191	\$810
Jones, Melissa	10/16- 10/17/14	2014 FEA/NJPSA /NJASCD Fall Conference	Long Branch, NJ/84	\$266
Mammano, Erik	10/21 & 10/22/14	Career Choices	Rahway, NJ/71	\$221
Mammano, Erik	12/8/14, 2/25 & 4/21/15	FEA Leadership Academy – Cohort 3	Monroe, NJ/191	\$810
Rapolla, Anthony	12/8/14, 2/25 & 4/21/15	FEA Leadership Academy – Cohort 4	Monroe, NJ/191	\$810
Savoia, Lisa	12/8/14, 2/25 & 4/21/15	FEA Leadership Academy	Monroe, NJ/191	\$810
Slater, Stephen	1/21, 2/17, 4/20/14	FEA Leadership Academy – Cohort 4	Monroe, NJ/191	\$810
Waters, Michael	11/19/14, 2/11 & 3/18/15	FEA Leadership Academy-Cohort 2	Monroe, NJ/191	\$810

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

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- 10.2 Motion to approve the submission of the 2014 New Jersey Department of Education School Self-Assessment for Determining Grades under the Anti-Bullying Bill of Rights Act.
- 10.3 Motion to approve the following curriculum for the 2014-2015 school year:

K-7 Art	K-8 Technology	Google Apps in Education
Digital Photography	SAT Prep	Algebra I
Algebra Enrichment	Geometry	Geometry Enrichment
K-8 ELA	Honors 8th grade ELA	K-8 Math
Honors English I	Honors English II	Honors English III
English IV	Food Science and Nutrition	

- 10.4 Motion to approve Rich Kiker to provide Google Apps in Education Training, for the 14-15 school year, at the cost of \$15,000, to be funded from Title IIA.
- 10.5 Motion to approve Tracey Severns to provide professional development, on January 20, 2015, at the rate of \$4,000, to be funded from Title IIA .
- 10.6 Motion to approve the 2014-2015 Mentoring Plan.
- 10.7 Motion to approve ten four hour sessions of classroom coaching professional development for the Early Childhood Educators for the 2014-2015 school year, provided by Heather Lopuznick, not to exceed \$5,000, and to be funded out of Title I Funds.

**11.0 Personnel**

- 11.1 Motion to accept, with regret, the retirement of Helen Kuron, Keyport High School Business Teacher effective September 1, 2014.
- 11.2 Motion to accept the resignation of Nicole May, Central School 4th Grade Teacher, effective July 31, 2014.
- 11.3 Motion to accept the resignation of Kathryn Leslie, Central School 3rd Grade, effective August 4, 2014.
- 11.4 Motion to accept the resignation of Inez Cantatore, Central School Spanish Teacher, effective July 1, 2014.



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Nathaniel Sullivan	Rob Stetz/ Michele Wackowski	5-8 Social Studies/SE
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<b>Jaclyn Baldino</b>	<b>Lauren Stone</b>	<b>Grade 2</b>
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11.14 Motion to approve the following teachers to serve as mentor teachers for the 2014-2015 school year. Stipend: \$550. The novice teacher will be responsible for paying the mentor stipend:

<u>New Teacher</u>	<u>School</u>	<u>Position</u>	<u>Mentor Teacher</u>
Erica Pater	CS	SPED	Nicole MacConnell
Kelly Ring	CS	SPED	Tamme Mangnelli
Amy Rodriguez	CS	SPED	Jeanne Cataldo (Until Jan)
Lindsay Ulrich	CS	4/5 SS/Sci	Vanessa Cunningham

11.15 Motion to approve Lisa Wallin as the mentor teacher for Ashley Stone, KHS Science Teacher, for the 2014-2015 school year. Stipend: \$1,000. The Alternate Route Teacher is responsible for paying the mentor fee.

11.16 Motion to approve the following teachers to serve as mentor teachers for the 2014-2015 school year. Stipend: \$550 to be paid out of Title IIA funds:

<u>New Teacher</u>	<u>School</u>	<u>Position</u>	<u>Mentor Teacher</u>
Cynthia Deily	CS	Math	Ilene Clayman
Jennifer Smith	CS	Sped	Michelle Wackowski
Micah Bender	KHS	Math	Ann Murray
Kaitlyn McGlynn	KHS	Math	Kyle Keelen
Jacqueline Tesoriero	KHS	English	Christina Egan
<b>Sylvia Sorrentino</b>	<b>CS</b>	<b>Spanish Teacher</b>	<b>Nicole Goldsmith</b>
<b>Kelly Milnicsuk</b>	<b>CS</b>	<b>Title I</b>	<b>Marie Portee</b>



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- 11.17 Motion to approve Ilene Clayman and Jim Rasmussen to serve on the 2014-2015 SCIP team.
- 11.18 Motion to approve MaryAnn Ricca, Central School Teacher, as a substitute for Terri Fegler for the ESY program for August 4-7, 2014.
- 11.19 Motion to approve the Attendance Officer job description.
- 11.20 Motion to accept Lori Kernan's resignation from the CS I&RS Committee for the 2014-2015 school year.**
- 11.21 Motion to approve Kelly Castellano as a CS I&RS Committee Member for the 2014-2015 school year at a stipend of \$1,034.**
- 11.22 Motion to approve Sylvia Sorrentino as Central School Spanish teacher for the 2014-2015 school year at a salary of \$53,469, BA Step 4.**
- 11.23 Motion to approve Kelly Milnicsuk as Central School Title I Teacher for the 2014-2015 school year at a salary of \$50,244, BA Step 1.**

**12.0 Policy**

- 12.1 Motion to approve the following policies and regulations for the second reading to be attached to the minutes after the second reading:
  - P2330 Homework
  - P2412 Home Instruction Due to Health Condition
  - R2412 Home Instruction Due to Health Condition
  - P2429 Advanced Placement Courses
  - R2440 Summer Session
  - P2417 Student Intervention and Referral Services
  - R2417 Student Intervention and Referral Services
  - P2481 Home or Out-Of-School Instruction for A General Education Student for Reasons Other Than a Temporary or Chronic Health Condition
  - R2481 Home or Out-Of-School Instruction for a General Education Student for Reasons Other Than a Temporary or Chronic Health Condition
  - R2624 Grading System
  - P3283 Electronic Communications Between Teaching Staff Members and Students
  - P4283 Electronic Communications Between Support Staff Members and Students
  - R5200 Attendance

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- R5240            Tardiness
- P5410            Promotion and Retention
- R5410            Promotion and Retention
- P5460.1         Honors Program
- P5466.1         Commencement Activities
- R5600            Pupil Discipline/Code of Conduct
- P5610            Suspension
- R5610            Suspension
- P5611            Removal of Students for Firearms Offenses
- R5611            Removal of Students for Firearms Offenses
- P5612            Assaults on District Board of Education Members or  
Employees
- R5612            Assaults on District Board of Education Members or  
Employees
- P5613            Removal of Students for Assaults with Weapons Offenses
- R5613            Removal of Students for Assaults with Weapon Offenses
- P5620            Expulsion
- P8462            Reporting Potentially Missing or Abused Children
- R8462            Reporting Potentially Missing or Abused Children

**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 August 20, 2014, to discuss
    - Personnel
    - Finance
    - 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.

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MOTION:

SECOND:

**17.0 Return to Open Session (TIME: \_\_\_\_\_)**

**18.0 Adjournment**