

**KEYPORT BOARD OF EDUCATION
REGULAR ACTION MEETING – AUGUST 9, 2017
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 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

| | |
|----------------|----------------------------------|
| Mr. Bright | Mr. Litwak |
| Ms. Cote | Mrs. Malinconico, Vice President |
| Mrs. Fox | Mr. McGrogan, UB Rep.* |
| Mr. Henning | Mrs. Panzarelli, President |
| Mrs. Kutschman | 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 – None

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:
July 19, 2017 Regular Minutes

8.0 Buildings & Grounds – Mr. Rapolla

- 8.1 Facilities Update

- 8.2 Use of Facilities

- 8.2.1 Motion to approve request from The RockNRoll Chorus, Jr. to use the Keyport Central School Band Room to hold Acappella rehearsals on Mondays from September 11, 2017, through December 11, 2017, from 7:00 a.m. to 8:30 p.m.

Fee: \$420 total fee

Certificate of Insurance needs to be submitted

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 June 30, 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 year.

- 9.2 Motion to approve bills for the month of August in the amount of \$779,743 and supplemental bills for July 2017 in the amount of \$71,416.78.

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

| <u>From</u> | <u>To</u> | <u>Amount</u> |
|---|---|---------------|
| 11-000-262-610-02-00-000 Cent Sch Custodial Supp | 11-000-262-590-11-00-000 Garbage Removal (Adj. 4) | \$800.00 |
| 11-000-291-260-11-00-000 Workers Comp Insurance | 11-000-262-520-11-01-000 P&C/Multi-Peril Ins (Adj. 5) | \$1,503.00 |
| 11-000-261-420-11-00-000 Maintenance/Repair Bldgs. | 11-000-261-421-00-00-000 Lead Testing-Water (Adj. 7) | \$850.00 |

9.4 Motion to amend resolution 11.5 passed at the May 3, 2017, board meeting to read William Torres, step 1, at a salary of \$33,919 for the 2017-2018 school year.

9.5 Motion to accept the revised State Aid amount of \$5,522,076 (\$5,522,076 - \$5,493,230 = \$28,846).

9.6 Motion to revise line #2140 Account #11-140-100-101 of the 2017-2018 School District Budget from \$1,977,274 to \$2,006,120 (\$2,006,120 - \$1,977,274 = \$28,846).

9.7 Motion to rescind motion 12.37 approved at the June 7, 2017, meeting of the Keyport Board of Education to approve the following 2017-2018 Athletic Transportation Contract renewal as follows:

Unlimited Autos ATHL-1 \$108,305*

*(0% increase)

BE IT FURTHER MOVED to approve the following 2017-2018 Athletic Transportation contract with Unlimited Autos as follows:

Unlimited Autos ATHL-1 \$144,986.25*

*(0% increase)

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- 9.8 Motion to approve the transportation jointure between the Keyport Board of Education (host district) and Union Beach Board of Education (joiner) for 2017-2018 the school year.

Career Center am & pm (Keyport - Host):

| | |
|--------------------------|--------------------|
| Keyport (2 students) | \$13,012.80 |
| Union Beach (4 students) | <u>\$26,025.60</u> |
| | \$39,038.40 Total |

- 9.9 Motion to accept the IDEA Grant funding for 2017-2018 school year in the amounts below:

| | |
|-----------------|-----------|
| IDEA Basic | \$276,362 |
| IDEA Pre-School | \$8,070 |

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 Title II Funds:

| Employee Name | Date(s) | Workshop Name | Location/Mileage | Cost |
|-----------------|-------------|---|------------------|----------|
| Egan, Christine | 7/31-8/4/17 | Teacher's College Writing Workshop Summer Institute | New York, NY/ | \$972.50 |

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

- 10.2 Motion to approve the following mentors for the 2017-2018 school year:

| New Teacher | School | Position | Mentor Teacher | Employee Funded | Title II Funded |
|-------------------------|-------------|------------|------------------------|-----------------|-----------------|
| Alicia Fernandez | KHS/ KCS | Spanish | Jennifer Rojas | | |
| Cadie Crincoli | KHS | Math | Deboney Braithwaite | | |
| Owen Stewart | KCS | MS History | Grace Gramaglia | | X |
| Roxana Harrison-Mendoza | KHS | English | Jennifer Sproat | | |
| Angela D'Amico | KHS | PE | Steven Bower | | X |
| Stephanie Dos Santos | KHS/ KCS | Science | Lisa Wallin | | |
| Shaun Lyons | KHS | History/SE | Adrienne Martin | | |

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- 10.3 Motion to approve the agreement between the Visiting Nurse Association Health Group, Inc., and Keyport Public Schools for the School Based Nurse Practitioner Program for the purpose of providing health care services to students in grades Pre-K through 8th grade.
- 10.4 Motion to approve the following curricula for the 2017-2018 school year:

| <u>Curriculum</u> | <u>Revised</u> | <u>New</u> |
|--------------------------|----------------|------------|
| Grade 1 Social Studies | | X |
| Grade 3 Science | | X |
| Grade 3 Social Studies | | X |
| Grade 2 Writers Workshop | | X |
| Algebra I | X | |
| Algebra II | X | |
| English I | | X |
| English II | | X |
| English III | | X |
| English IV | | X |
| Freshman Seminar | | X |
| Geometry | X | |
| History of Dance | | X |

11.0 Personnel

- 11.1 Motion to amend the following salaries that were approved at the May 3, 2017, board meeting (resolution 11.5) for the 2017 - 2018 school year as follows:

| <u>Last Name</u> | <u>First Name</u> | <u>Position</u> | <u>Step</u> | <u>Salary</u> |
|------------------|-------------------|-----------------|-------------|---------------|
| DeToro | Amanda | Teacher MA | Step 3 | 56,959 |
| Westendorf | Jeanne | Teacher MA | Step 5 | 60,359 |

- 11.2 Motion to amend the salary for Lauren Marsh approved at the July 19, 2017, board meeting (resolution 11.7) for the 2017-2018 school year as follows:

| <u>Last Name</u> | <u>First Name</u> | <u>Position</u> | <u>Step</u> | <u>Salary</u> |
|------------------|-------------------|-----------------|-------------|---------------|
| Marsh | Lauren | Teacher MA | Step 2 | 56,359 |

- 11.3 Motion to approve the following Substitutes for the 2017-2018 school year

| <u>First Name</u> | <u>Last Name</u> | <u>Certification</u> |
|-------------------|------------------|-------------------------------|
| Zachary | Vincent | County Substitute Certificate |

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- 11.4 Motion to approve Barbara Boehler, Leave Replacement for Nicole Helfrich, for the 2017-2018 school year at a salary of \$52,047; Step 1, BA, pending criminal background check.
- 11.5 Motion to approve Lauren Abramson, Leave Replacement for Vanessa Cunningham, from September 1, 2017, to January 15, 2018, at a salary of \$58,647; Step 6, BA, pending criminal background check.
- 11.6 Motion to approve Gina Vitucci, Speech Language Specialist, for the 2017-2018 school year at a salary of \$60,359; Step 5, MA, pending criminal background check.
- 11.7 Motion to rescind the appointment of Katie Sanchez as Girls Varsity Soccer Coach for the 2017-2018 school year approved at the June 7, 2017, board meeting (Resolution 11.34).

BE IT FURTHER MOVED to approve Joe Sellitto, Girls Varsity Soccer Coach for the 2017 Season at a stipend of \$8,524, pending criminal background check
- 11.8 Motion to approve Mary Mack to teach an additional period for the 2017-2018 school year at \$7,307.37.
- 11.9 Motion to approve Angela Raghil, School Psychologist, for the 2017-2018 school year at a salary of \$57,615; Step 1, MA +30.
- 11.10 Motion to approve Stacey Oxley, Guidance Counselor, for one day at a rate of \$390.82.
- 11.11 Motion to approve Cerelle White, Social Worker for two days at a rate of \$378.32.

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:
 - P1240 Evaluation of Superintendent (M) (Revised)
 - R1240 Evaluation of Superintendent (M) (Revised)
 - P3126 District Mentoring Program (Revised)
 - R3126 District Mentoring Program (Revised)
 - P3221 Evaluation of Teachers (M) (Revised)
 - R3221 Evaluation of Teachers (M) (Revised)

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- P3222 Evaluation of Teaching Staff Members, Excluding Teachers and Administrators (M) (Revised)
- R3222 Evaluation of Teaching Staff Members, Excluding Teachers and Administrators (M) (Revised)
- P3223 Evaluation of Administrators, Excluding Principals, Vice Principals, and Assistant Principals (M) (Revised)
- R3223 Evaluation of Administrators, Excluding Principals, Vice Principals, and Assistant Principals (M) (Revised)
- P3224 Evaluation of Principals, Vice Principals, and Assistant Principals (M) (Revised)
- R3224 Evaluation of Principals, Vice Principals, and Assistant Principals (M) (Revised)
- P3240 Professional Development for Teachers and School Leaders (M) (Revised)
- R3240 Professional Development for Teachers and School Leaders (M) (Revised)
- P5610 Suspension (M) (Revised)
- R5610 Suspension (M) (Revised)
- P5620 Expulsion (M) (Revised)
- P7424 Bed Bugs (New)
- R7424 Bed Bugs (New)
- P7461 District Sustainability Policy (New)
- P8505 Local Wellness Policy/Nutrient Standards for Meals and Other Foods (M) (Revised)
- P8550 Unpaid Meal Charges/Outstanding Food Service Charges (M) (Revised)

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 9, 2017, to discuss
 - Personnel
 - Finance
 - Pupil Privacy
 - Contract negotiations

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--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