

**KEYPORT BOARD OF EDUCATION  
REGULAR MEETING      DECEMBER 14, 2016  
MINUTES**

**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 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, 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 ( <b>absent</b> )	Mrs. Kutschman
Mrs. Cocuzza, UB Rep.* ( <b>absent</b> )	Mr. Litwak ( <b>absent</b> )
Ms. Cote	Mrs. Malinconico, Vice President
Mrs. Fox	Mrs. Panzarelli, President
Mr. Henning	Mr. White

Student Council Representatives: 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 – Andrew Figueroa gave the following report:

- As always this is an exciting time of year at KHS as we are getting into the holiday season. We have wonderful things taking place throughout the school day and after school as well.

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- Currently, our Literary Magazine is collecting submissions and they are in the process of getting written pieces that have been school approved for our next edition.
- Yearbooks are on sale for a discounted price for limited time.
- Our Drama Club is holding Rehearsals for “Bye Bye Birdie” which will once again be a wonderful experience come February!
- Our Fall Sports Season has come to an end with an amazing playoff run by our Red Raider Football Team; unfortunately ending in a loss in the Championship Game. Although we lost, it was truly unbelievable to see the amount of support showing up for the Playoff Games and the Championship Game. The amount of school spirit was unsurmountable!
- Our Winter Sports Season is underway as our Boys and Girls Basketball Teams are participating in preseason scrimmages, our Wrestling Team is looking strong and as always we hope to see a strong season from our bowlers.
- Most importantly, we are starting to see a lot of college acceptances for this year’s senior class.
- Congratulations to the following staff members: Ms. Ashley Stone and Mr. Micah Bender.
- The following students were named Student of the Month for November:  
9<sup>th</sup> Grade - Kylie Hourihan, 10<sup>th</sup> Grade - David Applegate,  
11<sup>th</sup> Grade - Kayla Carvalho, 12<sup>th</sup> Grade - Brenden O’Brien

## **2.0 Presentation –**

- 2.1 Kindergarten Kids Caroling—  
Kindergarten students and staff sang Holiday songs

## **3.0 President’s Remarks**

- Mrs. Panzarelli thanked all students for the wonderful singing.
- Mrs. Panzarelli congratulated Jay Graham for being named coach of the year.
- Everyone received an invitation from the Life Skills Class to a coffeehouse on Friday.
- Congratulations on the winter sports.
- Tweeting for college acceptances is going great.
- Students who recently did a snowman soup for troops overseas were acknowledged.

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**4.0 Communications – Dr. Savoia**

- Met with community stakeholders to coordinate calendars
- Attending Alumni Spaghetti Dinner
- Fall Keynotes
- Public Library Meeting
- Keynotes
- Attended Monmouth/Ocean Educational Services Board Meeting
- Attending NJASA executive meeting
- Warm wishes via United Way
- PTO Winter Festival
- Website Committee
- Holiday Support for Keyport Public Schools Families
- PARCC will begin on January 4, 2017.
- Mrs. Santoro held a Writer’s Workshop publishing event today
- Lifeskills open house on December 16, 2016
- Global Logistics presentation and submission to NJDOE for Career & Technical Education approval
- Steering Committee meeting January 12, 2017.
- HIB
- Upcoming events

**5.0 Public Participation – Agenda Items**

- Dr. Ed McNamara, 76 Maple Place, asked if the Fitness Supervisor Positions are split.

**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:

November 16, 2016                      Regular minutes

Motion was made to move items 7.1 to 9.6 by Mrs. King-Cote and seconded by Mrs. Malinconico and carried by a unanimous roll call vote of 7-0.

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**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 October 31, 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 December 2016 in the amount of \$588,022.62

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

<u>From</u>	<u>To</u>	<u>Amount</u>
11-000-270-514-11-00-000 Cont Service Special Ed	11-000-270-513-11-00-000 Contr Serv (Bet. Home & School) (Adj. 32)	\$13,524.00
11-000-230-339-05-03-000 Appraisal Fees	11-000-230-530-11-00-000 Telephone/Postage (Adj. 34)	\$1,200.00

9.4 Motion to approve instruction with Education, Inc. for student number 9246909326 requiring hospitalization, at a rate of \$49 per hour for ten hours per week from November 18, 2016, through November 21, 2016.

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9.5 Motion to approve the purchase of a full page ad in the Key, the Keyport High School Yearbook, at a cost of \$275.

9.6 Motion to approve Westchester Environmental to conduct mandatory drinking water lead testing assessment at a cost of \$5,830.

Quotes received from:

Westchester Environmental	\$5,830.00
TTI Environmental	\$7,432.50

- Majority of cost is reimbursable from NJDOE

Motion was made to move items 7.1 to 9.6 by Mrs. King-Cote and seconded by Mrs. Malinconico and carried by a unanimous roll call vote of 7-0.

## 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:

<u>Employee Name</u>	<u>Date(s)</u>	<u>Workshop Name</u>	<u>Location/Mileage</u>	<u>Cost</u>
Savoia, Lisa	3/2-3/4/17	National Conference on Education	New Orleans, LA/52	\$2,094

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

10.2 Motion to approve the Elementary & Secondary Education Act (ESEA) Action Plan for 2016 PARCC Participation Rate and Assurances.

10.3 Motion to approve the following school trips:

Football Team Junior & Seniors	Food Pantry - Keyport, NJ
KHS Drama Club	Long Acre Theatre, NYC
Community Based Instruction Program	Stop and Shop, Keyport, NJ

10.4 Motion to approve the Cooperative Sports Agreement for the 2016-2017 school year, between Keyport Public Schools and Union Beach Public School, for Wrestling.

Motion was made by Mrs. Malinconico to move items 10.1 to 11.11 and seconded by Mrs. King-Cote and carried by a unanimous roll call vote of 7-0.

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**11.0 Personnel**

11.1 Motion to approve the following stipend position for KHS for 2016-2017 school year:

<u>Position</u>	<u>Name</u>	<u>Stipend</u>
TV Cable Station Manager	Chris Gander	\$1,554

11.2 Motion to approve the following Substitute Teacher for the 2016-2017 school year:

Tyler Anderson	County Substitute Certificate
Greg Velasco	County Substitute Certificate

11.3 Motion to accept, with regret, the retirement of Ann Murray, Teacher of Mathematics, effective June 30, 2017.

11.4 Motion to approve Dawn Weg as a Leave Replacement for Kelly Ring, from January 3, 2017, to May 9, 2017, at a salary of \$55,354, Step 1; MA (prorated).

11.5 Motion to approve Dominick Ivey as a full time Custodian/Maintenance Person beginning January 1, 2017, through June 30, 2017, at a prorated salary of \$33,667; Step 2 on KCMA guide with a \$1,000 maintenance stipend (prorated).

11.6 Motion to appoint William Torres as a full time custodian beginning January 1, 2017, through June 30, 2017, at a salary of \$33,167 (prorated), Step 1 on KCMA guide, pending criminal history check.

11.7 Motion to accept the resignation of Melissa Lagarra, Aide, effective December 7, 2016.

11.8 Motion to appoint Donald McGrath as a substitute custodian for the 2016-2017 school year at the prevailing rate of pay pending criminal history check.

11.9 Motion to approve Andrea Walsh as the Adult Fitness Supervisor at a rate of \$1,067 for the winter season.

11.10 Motion to approve Jason Glezman as the Fitness Supervisor at a rate of \$1,067 for the winter season.

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11.11 Motion to approve the following volunteers for the winter season:

<u>Sport</u>	<u>Volunteer</u>
Basketball	James Maguire
Basketball	Connor Thomson
Basketball	Alex Thomson
Basketball	Richard Smith
Basketball	Stephanie Kaplan
Wrestling	Greg Velasco

Motion was made by Mrs. Malinconico to move items 10.1 to 11.11 and seconded by Mrs. King-Cote and carried by a unanimous roll call vote of 7-0.

**12.0 Policy – None**

**13.0 Old Business**

**14.0 New Business**

- Mrs. Malinconico attended a PTO meeting. She wants to commend the PTO for their amazing fundraising efforts.
- Mr. White is encouraging the Board to get ahead of transgender concerns that are occurring in schools nationally.

**15.0 Public Participation**

- Dr. Ed McNamara, 76 Maple Place, asked about reserve balances.
- Dr. McNamara attended a meeting in Union Beach where Hazlet and Union Beach presented a program for Union Beach students which would lead to an Associate Degree. He said the Hazlet Superintendent presented a lower tuition rate than Red Bank and Keyport. He asked if Keyport students will have the ability to attend the program in the future.
- Cerelle White, 90 Fulton Street, feels the Hazlet College Program is phenomenal. She thinks the district should explore it.

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**16.0 Adjournment to Executive Session (TIME: 8:23 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 December 14, 2016, 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: Mr. Henning

SECOND: Mrs. Malinconico

**17.0 Return to Open Session (TIME: 9:12 p.m.)**

**18.0 Adjournment**

- 18.1 Upon motion by Ms. King-Cote, seconded by Mrs. Malinconico, the meeting was adjourned at 9:13 p.m.

Respectfully Submitted,

Anthony Rapolla  
Board Secretary/Business Administrator

AR:bi