

**KEYPORT BOARD OF EDUCATION
REGULAR MEETING DECEMBER 7, 2016
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 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	Mrs. Kutschman
Mrs. Cocuzza, UB Rep.*	Mr. Litwak
Ms. Cote	Mrs. Malinconico, Vice President
Mrs. Fox	Mrs. Panzarelli, President
Mr. Henning	Mr. White

Student Council Representative: 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

2.0 Presentations –

- 2.1 District Goals Update
- 2.2 FY16 Audit by Suplee, Clooney & Company

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3.0 Election Results

3.1 Official Results of the school election:

Keyport BOE (Full 3-Year Term)

	<u>Vote Count</u>
Courtney White	1,516
Elena Malinconico	1,567
Cecil Bright	1,485
Write In	298

Keyport BOE (1Yr Unexpired)

	<u>Vote Count</u>
Alfred Litwak	1,528
Write-In	120

4.0 President's Remarks

5.0 Communications – Dr. Savoia

5.1 Ann Murray submitted her letter of retirement on December 1, 2016, effective June 30, 2017. Resolution 12.3.

5.2 The Key requested the Board to purchase an ad in the Keyport High School yearbook. Cost for a full page ad: \$275. Resolution 10.7.

6.0 Public Participation – Agenda Items

7.0 Superintendent Report

7.1 Superintendent's Report – Dr. Savoia

8.0 Board Secretary's Report – Mr. Rapolla

8.1 Motion to approve the following minutes:

November 16, 2016 Regular minutes

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9.0 Buildings & Grounds – Mr. Rapolla

- 9.1 Facilities Update
- 9.2 Use of Facilities

10.0 Finance

- 10.1 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.

- 10.2 Motion to approve bills for the month of December 2016 in the amount of \$TBD and supplemental bills for November 2016 in the amount of \$TBD.
- 10.3 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

- 10.4 **Motion to accept the audit report. In accordance with Chapter 22A, PL 1951(NJSA 18A:23-1), within thirty days following receipt of audit (Comprehensive Annual Financial Report for the fiscal year ending June 30, 2016), the Board of Education shall, at its regularly scheduled meeting to which the public is admitted, cause the recommendations of the auditor to be read and discussed and duly noted in the minutes. In the 2015-2016 audit, there was one finding.**

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- 10.5 Motion to approve the corrective action plan for the 2015-2016 audit, as per the recommendation of the Board of Education Auditor (to be attached to the minutes).**
- 10.6 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.
- 10.7 Motion to approve the purchase of a full page ad in the Key, the Keyport High School Yearbook, at a cost of \$275.
- 10.8 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

11.0 Curriculum

- 11.1 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)

- 11.2 Motion to approve the Elementary & Secondary Education Act (ESEA) Action Plan for 2016 PARCC Participation Rate and Assurances.
- 11.3 Motion to approve the following school trips:

Football Team Junior & Seniors	Food Pantry - Keyport, NJ
KHS Drama Club	Long Acre Theatre, NYC

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12.0 Personnel

12.1 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

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

Tyler Anderson	County Substitute Certificate
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12.3 Motion to accept, with regret, the retirement of Ann Murray, Teacher of Mathematics, effective June 30, 2017.

12.4 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).

12.5 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).

12.6 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.

13.0 Policy

13.1 **Motion to approve the following policy for second reading to be available to view on the district website after the second reading:**

P2415.30 Title I – Educational Stability for Children in Foster Care

14.0 Old Business

15.0 New Business

16.0 Public Participation

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17.0 Adjournment to Executive Session (TIME:)

- 17.1 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 7, 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:

SECOND:

18.0 Return to Open Session (TIME:_____)

19.0 Adjournment