1.0 Opening Procedures

1.1 The meeting was called to order at 7:30 p.m. by Board President Bright, 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 9, 2019, as approved at the reorganization meeting of the Board of Education held on January 2, 2019. 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

Ms. Abrahamsen              James McGrogan, UB Rep.* (absent)
Mr. Bright, President       Mr. Moroney
Mr. Hausmann, Vice President Mrs. Panzarelli
Mrs. Kutschman               Mr. Stahley
Ms. Malinconico (absent)    Mr. White
Student Council Representative: Julian Rebelo

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

1.5 Student Council Representative Report – none

2.0 Presentation – District Goal Update by Dr. Savoia

Dr. Savoia and Dr. Godlesky presented on the district goals.

3.0 President’s Remarks

Mr. Bright commented that the goal update presentation is really nice but he doesn’t want nice. He wants to know what we need to work on. Personally, he didn’t see Math. Hopefully going forward, if we need to work on Math, Math should be included in the presentation every time.

4.0 Communications – Dr. Savoia


5.0 Public Participation – Agenda Items – None

6.0 Superintendent Report

6.1 Superintendent’s Report – Dr. Savoia

**Community**

2018-2019 School Calendar possible revision
2019-2020 School Calendar
Mayor Kennedy & Steve Gallo collaboration meeting

**HIB**

There were four new incidents of HIB reported at Central School and three new incidents at KHS since we met on January 16th. Three incidents were confirmed, two were determined to be conflicts, and two are being
investigated. Consequences and services are provided as per Policy 5512 and 5560.

**Curriculum**
Art II & Art III curriculum are on the agenda for your approval. The curriculum was rewritten to align to the standards as well as reflective of differentiation in projects. Our expectation is for more students to engage in art, inclusive of a rigorous approach, with the hope of possibly offering an AP Studio Art course.

**Policy**
I submitted a Superintendent Report outlining recommended revisions. They are on the agenda for approval next week.

**KHS & Central School**

**Teacher & Student of the Month**

- **Central School - January**
  - Kindergarten – Amina Caddle & Alexander Rodriguez-Duran
  - 1st Grade – Evaleen Moroney & Logan Landri
  - 2nd Grade – Allison Gonzalez & Donavyn Bruno
  - 3rd Grade – Leilani Jest & Angelo Cataldo
  - 4th Grade - Madelyn Mell & David Buley
  - 5th Grade – Karen Martinez & Robert Smith
  - 6th Grade – Savannah Bennett & Brayan Rodriguez
  - 7th Grade – McKenzie Triosi & Marcelo Erazo-Kase
  - 8th Grade – Lily Velba & Sean Zhou
  - Mrs. Wilbett Anshelewitz & Mr. Al Smith

- **High School - December**
  - 9th Grade – Anthony Mimes
  - 10th Grade – Eduardo Rocha
  - 11th Grade – Jared Sheridan
  - 12th Grade – Justine Avinion
  - Ms. Quinn & Mr. Wesley

**Upcoming Events**

- 2/14/2019  Community Resource Academy – Open Lab
- 2/15/2019  Early Dismissal for Students & Staff
- 2/18/2019  No School (Presidents Day)
- 2/21-2/23/19  HS Drama Play – Young Frankenstein 7:30 p.m.
- 3/4/2019  Early Dismissal for Students – Staff In-Service
- 3/23/2019  St. Patrick’s Parade
Athletic Calendar
- 2/14/2019 Boys Basketball versus Perth Amboy Tech
- 2/14/2019 Girls Basketball versus Perth Amboy Tech
- 2/26/2019 Girls Basketball State Game versus South Hunterdon
- 2/26/2019 Boys Basketball State Game @ Willingboro HS

Fundraisers
- 2/11-15/19 Valentine Gram Sale/Class of 2021
- 2/18/2019 Chipotle Dine-In Fundraiser/Class of 2019
- 2/21/2019 Texas Roadhouse Fundraiser/Class of 2019
- 2/22-3/15/19 Krispy Kreme/8th Grade Class

7.0 Board Secretary’s Report – Mr. Rapolla

7.1 Motion to approve the following minutes:
January 16, 2019 Regular Minutes and closed session

8.0 Buildings & Grounds – Mr. Rapolla

8.1 Facilities Update

We were notified last week that because we now have over 50% of free and reduced students in the district (50.6%) we will be required to become a summer feeding site or to become a sponsor. I’ve applied for a one-year waiver because of our construction that will be taking place. However, next summer we will be required to be open to feed students.

Next week we will be approving the Mariner’s Village agreement with the borough. They agreed to remove the 50% cap that we were concerned about.

Regarding the videotaping of our meetings, Perry Lattiboudere has recently shared a sample policy. Unfortunately, Perry couldn’t be here this evening. We are going to wait until next Wednesday to have him review it with us. Also, during this time, Mr. Guevara is researching the proper hardware we will be using and our staff will do the recording.

Next week we are also approving a proposal from Spiezle for professional services for track improvements.

In regards to community use of the track, I was asked to reach out to other districts. I’ve received the following information:
Matawan  open  daylight  minor vandalism
Long Branch  open  daylight  minor vandalism
Middletown  open  daylight  minor vandalism
Wall  open  daylight  can’t notice -- track so bad
Rumson Fair Haven  open  daylight  minor vandalism

They all allow use during the day and on weekends when it is not being used by students. They’ve had minor vandalism issues. However, Wall noted that their track was in such poor condition they wouldn’t be able to recognize vandalism. Also, Middletown has regulations that stipulate track for running and walking only.

The board and public has had questions regarding Clerk of the Works, Enhanced Professional Services and the Commissioning Agent for HVAC. After discussion with various Business Administrators who have done similar project work and after speaking with Spiezle, I will be recommending we make use of Enhanced Professional Services and the use of a Commissioning Agent. These positions were included in the referendum budget. The decision to not use a Clerk of the Works is something that can always be looked at again should we have concerns with the contractors at some point in the project.

We continue to work on a solution for the rain garden. The garden was planted with perennials that would grow near the Jersey Shore and can soak up a great deal of water. This is what grew in the garden originally. Unfortunately, the feedback we received was that it was nothing but weeds and an eyesore. As a result, we have tried a few different planting ideas. None have been successful. The ground is currently frozen so we can’t plant yet. We are researching what we can put there that would survive and look attractive. I’ve emailed the garden club in town for advice and/or to see if they want to adopt it. If not, I will probably be recommending shrubs and trees. However, I still think a section should be left for students and teachers to make use of. They can learn a lot about science by making use of the garden.

March 6th will definitely be the date the 2017-2018 audit is presented.

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 December 31, 2018, 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 February 2019 in the amount of $TBD and supplemental bills for January 2019 in the amount of $TBD.

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

<table>
<thead>
<tr>
<th>From</th>
<th>To</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>12-000-400-450-00-00 HVAC Project</td>
<td>12-000-400-331-00-00 Legal Services (Adj. 74)</td>
<td>$5,100.00</td>
</tr>
<tr>
<td>11-000-230-339-05-03 Appraisal Fees</td>
<td>11-000-230-530-11-01 Postage (Adj. 76)</td>
<td>$1,000.00</td>
</tr>
<tr>
<td>11-150-100-101-02-00 HI Staff Reg CS</td>
<td>11-150-100-320-02-00 HI Pur Pro CS (Adj. 77)</td>
<td>$2,000.00</td>
</tr>
<tr>
<td>11-000-230-339-05-04 Other Purch-Policies</td>
<td>11-000-230-585-05-00 Board Member Travel (Adj.78)</td>
<td>$265.00</td>
</tr>
<tr>
<td>12-000-400-450-00-00 Construction Services</td>
<td>12-000-400-334-00-00 FA &amp; CS Arch/Eng Svcs (Adj. 79)</td>
<td>$21,000.00</td>
</tr>
<tr>
<td>11-000-230-890-05-02 Board members Misc Exp</td>
<td>11-000-230-585-05-00 Board Member Travel (Adj. 81)</td>
<td>$500.00</td>
</tr>
</tbody>
</table>

9.4 Motion to approve a Redevelopment Agreement between the Borough of Keyport and Keyport Board of Education.

9.5 Motion to approve a Proposal for Professional Services for Track Improvements at Keyport High School from Spiezle Architectural Group, Inc., at a cost of $74,400.
Motion to accept the following out of district student to attend Keyport school district for the 2018-2019 school year, effective start date December 17, 2018; tuition to be paid by their resident district as follows:

<table>
<thead>
<tr>
<th>Student #</th>
<th>Resident District</th>
<th>Grade</th>
<th>Cost</th>
</tr>
</thead>
<tbody>
<tr>
<td>2644570944</td>
<td>Asbury Park</td>
<td>9-12</td>
<td>$35,011 (prorated)</td>
</tr>
</tbody>
</table>

10.0 Curriculum

Motion, as recommended by the Superintendent of Schools, to approve the following out of district workshops to be paid from the general fund:

<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>Clayman, Ilene</td>
<td>2/14 &amp; 3/27/19</td>
<td>Tiered System of Support Focus on Math</td>
<td>Monroe, NJ/76</td>
<td>$322</td>
</tr>
<tr>
<td>Flynn, Kevin</td>
<td>3/12-3/15/19</td>
<td>DAA NJ State Conference</td>
<td>Atlantic City, NJ/705</td>
<td>$606</td>
</tr>
<tr>
<td>Kreutzer, Jillian</td>
<td>3/7/19</td>
<td>Intro to Responsive Classroom for K-8 Educators</td>
<td>Philadelphia, PA/173</td>
<td>$253</td>
</tr>
<tr>
<td>Palumbo, Joseph</td>
<td>3/7/19</td>
<td>Intro to Responsive Classroom for K-8 Educators</td>
<td>Philadelphia, PA/173</td>
<td>$253</td>
</tr>
<tr>
<td>Perri, Tina</td>
<td>3/7/19</td>
<td>Intro to Responsive Classroom for K-8 Educators</td>
<td>Philadelphia, PA/173</td>
<td>$253</td>
</tr>
<tr>
<td>Stone, Lauren</td>
<td>3/7/19</td>
<td>Intro to Responsive Classroom for K-8 Educators</td>
<td>Philadelphia, PA/173</td>
<td>$253</td>
</tr>
<tr>
<td>Thein, Lindsay</td>
<td>3/7/19</td>
<td>Intro to Responsive Classroom for K-8 Educators</td>
<td>Philadelphia, PA/173</td>
<td>$253</td>
</tr>
<tr>
<td>Zingara, Ashley</td>
<td>3/7/19</td>
<td>Intro to Responsive Classroom for K-8 Educators</td>
<td>Philadelphia, PA/173</td>
<td>$253</td>
</tr>
</tbody>
</table>

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

Motion to approve the following class trips:

<table>
<thead>
<tr>
<th>Grade</th>
<th>Destination</th>
</tr>
</thead>
<tbody>
<tr>
<td>8th Grade</td>
<td>Ivy League Day Camp, Manalapan, NJ</td>
</tr>
<tr>
<td>Kindergarten</td>
<td>Paper Moon Puppet Theatre, Atlantic Highlands, NJ</td>
</tr>
<tr>
<td>2nd Grade</td>
<td>Sandy Hook, Sandy Hook, NJ</td>
</tr>
<tr>
<td>4th Grade</td>
<td>Huber Woods, Holmdel Park, Holmdel, NJ</td>
</tr>
</tbody>
</table>
10.3 Motion to accept the Student Safety Data System (formerly EVVRS) as follows for Reporting Period 1 - September 2018 to December 2018:

<table>
<thead>
<tr>
<th>Keyport District</th>
<th>Violence</th>
<th>Vandalism</th>
<th>Weapons</th>
<th>Substance Abuse</th>
<th>Other Incident Leading to Removal</th>
<th>HIB</th>
<th>HIB Alleged</th>
<th>HIB Confirmed</th>
</tr>
</thead>
<tbody>
<tr>
<td>Central School</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>3</td>
<td>6</td>
<td>3</td>
<td>3</td>
</tr>
<tr>
<td>High School</td>
<td>2</td>
<td>0</td>
<td>0</td>
<td>2</td>
<td>0</td>
<td>2</td>
<td>2</td>
<td>0</td>
</tr>
<tr>
<td>DISTRICT TOTAL</td>
<td>2</td>
<td>0</td>
<td>0</td>
<td>2</td>
<td>3</td>
<td>8</td>
<td>5</td>
<td>3</td>
</tr>
</tbody>
</table>

10.4 Motion to accept January 2019 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>Fire Drill</td>
<td>All Students &amp; Staff</td>
<td>January 11th @ 1:05 p.m.</td>
</tr>
<tr>
<td>Keyport High School</td>
<td>Shelter in Place</td>
<td>All Students &amp; Staff</td>
<td>January 29th @ 8:51 a.m.</td>
</tr>
<tr>
<td>Central School</td>
<td>Shelter in Place</td>
<td>All Students &amp; Staff</td>
<td>January 25th @ 1:40 p.m.</td>
</tr>
<tr>
<td>Central School</td>
<td>Fire Drill</td>
<td>All Students &amp; Staff</td>
<td>January 28th @ 10:00 a.m.</td>
</tr>
</tbody>
</table>

10.5 Motion to approve the Keyport High School Art II and Art III Curriculum.

10.6 Motion to approve the following teachers for preparation for professional development offerings at a rate of $20 per hour, not to exceed two hours and $40 per session to be paid from Title II Funds:

- Lindsay Thein
- Kelly Castellano
- Lindsay Vincent
- Tamme Manganelli
- Nicole Goldsmith
- Lisa Wallin
- Amanda Andrews
- Emily Iannotta
- Valerie Rogers
- Andrew Lois
- Kyle Keelen
- Wilbett Anshelewitz
- Alyssa Buttacavole
- JeanMarie McGrogan
- Jillian Kreutzer
- Alexis Marinos
- Tiffany Rowald

10.7 Motion to approve the Uniform State Memorandum Agreement between the Keyport Public Schools and the Keyport Police Department for the 2018-2019 school year as on file in the Superintendent's Office.

10.8 Motion to approve the partnership agreement between Monmouth University and Keyport Public Schools for the 2018 - 2024 school years.
10.9 Motion to approve the following resolution regarding the Disciplinary Hearing of Student # 1773842415:

Whereas on January 16, 2019, a student disciplinary hearing was held before the Keyport Board of Education involving Student #1773842415; and

Whereas during the hearing the student’s parent was present and had the opportunity to present evidence and testimony at the hearing; and

Now, therefore, be it resolved that the Board finds that Student #1773842415 committed the act(s) complained of; and be it further
Resolved that Student # 1773842415 will remain on home instruction pending referral to CST and psychiatric evaluation.

Motion was made by Mr. Hausmann, seconded by Mrs. Panzarelli to approve motion 10.9. Motion passed by unanimous roll call vote of 8-0.

10.10 Motion to approve the High Scope Educational Research Foundation to provide preschool in-house training on March 4, 2019, and March 25, 2019, at a cost not to exceed $5,000, to be paid from PEEA funds.

11.0 Personnel

11.1 Motion to approve Sarah Monteiro’s request for a maternity/disability leave and Federal/NJ Family Medical Leave as follows:

<table>
<thead>
<tr>
<th>Dates</th>
<th>Type</th>
</tr>
</thead>
<tbody>
<tr>
<td>5/30/2019 - 6/30/2019</td>
<td>FMLA/NJFLA</td>
</tr>
<tr>
<td>9/1/2019</td>
<td>Return to work</td>
</tr>
</tbody>
</table>

11.2 Motion to approve TEAM Behavior Consultants (Jennifer Brino) to complete Functional Behavioral Assessment (FBA), $125 per hour, not to exceed 15 hours.

11.3 Motion to accept the resignation of Laura Lueddeke, Preschool Teacher, effective April 29, 2019.

11.4 Motion to accept, with regret, the retirement of John O’Brien, Mathematics Teacher, effective April 5, 2019.
12.0 Policy

12.1 Motion to approve the following policies and regulation for second reading to be available to view on the district website after the second reading:

- P 0143 Board Member Election and Appointment (Revised)
- P 0152 Board Officers (Revised)
- P 2430 Co-Curricular Activities (Revised)

12.2 Motion to approve the following policies and regulation for first reading to be available to view on the district website after the second reading:

- P 0141.2 Board Member and Term – Receiving District (Revised)
- P 2422 Health and Physical Education (M) (Revised)
- P 2431.3 Practice and Pre-Season Heat-Acclimation for School-Sponsored Athletics and Extra-Curricular Activities (Revised)
- P 2460 Special Education (M) (Revised)
- P 2610 Educational Program Evaluation (M) (Revised)
- P 4219 Commercial Driver’s License Controlled Substance and Alcohol Use Testing (M) (Revised)
- P&R 5111 Eligibility of Resident/Nonresident Students (M) (Revised)
- P 5330.04 Administering an Opioid Antidote (M) (New)
- R 5330.04 Administering an Opioid Antidote (M) (New)
- P 5337 Service Animals (Revised)
- P 5756 Transgender Students (M (Revised)
- P&R 7440 School District Security (M) (Revised)
- P 8561 Procurement Procedures for School Nutrition Programs (M) (Revised)
- P 8860 Memorials (Revised)
- P 2415.06 Unsafe School Choice Option (M) (Revised)
- R 2460.8 Special Education – Free and Appropriate Public Education (M) (Revised)
- R 5530 Substance Abuse (M) (Revised)
- P&R 5600 Student Discipline/Code of Conduct (M) (Revised)
- P&R 5611 Removal of Students for Firearms Offenses (M) (Revised)
- P&R 5612 Assaults on District Board of Education Members or Employees (M) (Revised)
- P&R 5613 Removal of Students for Assaults with Weapons Offenses (M) (Revised)
- P&R 8461 Reporting Violence, Vandalism, Harassment, Intimidation, Bullying, Alcohol, and Other Drug Offenses (M) (Revised)

13.0 Old Business – None
14.0 New Business

14.1 NJSBA Delegate
14.2 NJSBA Alternate Delegate
14.3 Legislative Chairperson
14.4 Representative to County SBA

15.0 Public Participation

Jolyn Vallarta, 26 Perry Street, is here on behalf of Keyport Parents’ Advisory Group. She stated they have emailed and mailed letters endorsed by members of the community, attended meetings, researched grants, reached out to other successful music programs in local schools, organized people to speak at board meetings and have had retired music teachers attend concerts and provide critique which was forwarded to administration.

Our efforts resulted in two concerts; first grade spring and first grade winter concert. Both were well attended despite being held in the morning and given very little notice to parents. This was thrown together at the last minute and students did not have time to learn the music. It doesn’t require extra money or musical talent. It only requires children start learning the music in September and keep on polishing it until the performance. They would continue to practice for the spring concert when they return to school in January.

We are requesting the following:

- All performances should be on the calendar in September so parents can prepare accordingly.
- All music classes from Pre-K to 5th grade should have two performances at a minimum per year.
- All music should be memorized and performed using live piano music with no prerecorded music.
- Weekly performances should be grouped together with three or four consecutive grades to keep work interruption to parents at a minimum and to demonstrate skill levels between grades.
- Alternatively, having evening performances with grades performing in consecutive order.
- With the PreK-5th Graders having performances in class, the after-school choir can be disbanded. The money saved could be used to hire an outside music teacher to start a Middle School choir which will meet, at a minimum, once per week. Additional staff should be hired to allow for a once every five-day special schedule instead of once every six-day cycle.
16.0  Adjournment to Executive Session (TIME: 10:14 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 February 13, 2019, 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. Hausmann       SECOND:  Mrs. Panzarelli

17.0  Return to Open Session (TIME: 10:31 p.m.)

18.0  Adjournment

18.1  Upon motion by Mrs. Panzarelli, seconded by Mrs. Abrahamsen, the meeting was adjourned at 10:32 p.m.

Respectfully Submitted,

Anthony Rapolla
Board Attorney/Board Secretary

AR:bi