

| |
|-------------------------------------------------------------------------------------------------------------------------------------------|
| <p style="text-align: center;">KEYPORT BOARD OF EDUCATION WORKSHOP MEETING FEBRUARY 15, 2017 AGENDA</p> |
|-------------------------------------------------------------------------------------------------------------------------------------------|

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: 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 Presentation –

- 2.1 2017-2018 Budget Basics by Mr. Rapolla

3.0 President’s Remarks

| |
|-------------------------------------------------------------------------------------------------------------------------------------------|
| <p style="text-align: center;">KEYPORT BOARD OF EDUCATION WORKSHOP MEETING FEBRUARY 15, 2017 AGENDA</p> |
|-------------------------------------------------------------------------------------------------------------------------------------------|

4.0 Communications – Dr. Savoia

5.0 Public Participation – Agenda Items

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:

January 18, 2017 Regular Minutes and closed session

7.2 Motion to appoint Peter Henning as NJSBA Delegate and Legislative Chairperson.

8.0 Buildings & Grounds – Mr. Rapolla

8.1 Facilities Update

8.2 Use of Facilities

8.2.1 Motion to approve request from Family & Children’s Service to use the Keyport High School to hold a Certified Home Health Aide training class from July 5 to July 27, 2017, Monday to Thursday, from 8:00 a.m. to 3:30 p.m.

Fee: \$1,800 total fee

Updated 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 December 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

| |
|------------------------------------------------------------------------------------------------------|
| KEYPORT BOARD OF EDUCATION WORKSHOP MEETING FEBRUARY 15, 2017 AGENDA |
|------------------------------------------------------------------------------------------------------|

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 2017 in the amount of \$TBD and supplemental bills for January 2017 in the amount of \$TBD.

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

| <u>From</u> | <u>To</u> | <u>Amount</u> |
|-----------------------------------------------------|------------------------------------------------------|---------------|
| 11-000-230-339-05-01-000 Architect/Engineer Fees | 11-000-230-331-05-0-1-000 Legal Fees (Adj. 55) | \$3,650.00 |

9.4 Motion to approve instruction with Education, Inc. for student number 3505911542 requiring hospitalization, at a rate of \$49 per hour for ten hours per week from January 24, 2017, through January 26, 2017.

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> |
|----------------------|----------------|----------------------------------------|-------------------------|-------------|
| Flynn, Kevin | 3/12-3/16/17 | Athletic Director's Conference | Atlantic City, NJ/179 | \$653 |
| Rogers, Valerie | 6/7/17 | Garden State Summit Google Workshop | Lakewood, NJ/64 | \$195 |
| Slater, Stephen | 2/16/17 | Google Certification | Matawan, NJ/0 | \$150 |

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

10.2 Motion to accept the EVVRS as follows for Reporting Period 1 - September 2016 to December 2016:

| <u>Keyport District</u> | <u>Violence</u> | <u>Vandalism</u> | <u>Weapons</u> | <u>Substance Abuse</u> | <u>HIB</u> |
|-------------------------|-----------------|------------------|----------------|------------------------|------------|
| Central School | 7 | 0 | 0 | 0 | 11 |
| High School | 1 | 0 | 0 | 2 | 8 |
| DISTRICT TOTAL | 8 | 0 | 0 | 2 | 19 |

| |
|------------------------------------------------------------------------------------------------------|
| KEYPORT BOARD OF EDUCATION WORKSHOP MEETING FEBRUARY 15, 2017 AGENDA |
|------------------------------------------------------------------------------------------------------|

- 10.3 Motion to accept the Harassment, Intimidation and Bullying (HIB) incident reports as follows:

| <u>Date</u> | <u>School</u> | <u>Incidents Reported</u> | <u>HIB</u> |
|--------------|---------------|---------------------------|------------|
| January 2017 | Central | 1 | 0 |
| January 2017 | KHS | 2 | 1 |

- 10.4 Motion to accept January 2017 Security Drill as follows:

| School Name | Drill Type | Occupants Involved | Date & Time |
|---------------------|------------------|----------------------|---------------------------|
| Keyport High School | Shelter In Place | All Students & Staff | January 5th @ 1:15 p.m. |
| Keyport High School | Fire Drill | All Students & Staff | January 9th @ 1:00 p.m. |
| Central School | Tabletop Meeting | All Students & Staff | January 10th @ 10:00 a.m. |
| Central School | Fire Drill | All Students & Staff | January 30th @ 2:00 p.m. |

- 10.5 Motion to accept the grant of Upstream Suicide Prevention by Barnabas via a grant from the Monmouth County Chosen Freeholder and the Office of Mental Health and Addiction Services.
- 10.6 Motion to approve Courtney Connolly, Brookdale Community College student, to complete 60 hours of Field Observation with the Physical Education Department at Keyport High School during the Spring 2017 semester.
- 10.7 Motion to approve Keyport High School as an ACT Test Site for February and June 2017.
- 10.8 Motion to approve Lizz Dinnigan to observe an English block at Central School.

| |
|------------------------------------------------------------------------------------------------------|
| KEYPORT BOARD OF EDUCATION WORKSHOP MEETING FEBRUARY 15, 2017 AGENDA |
|------------------------------------------------------------------------------------------------------|

10.9 Motion to approve the following school trips:

| | |
|-------------------------|-------------------------------------------------|
| KHS Drama Club/GSA | Brookdale Community College, Lincroft, NJ |
| 8th Grade Class Trip | Philadelphia, PA |
| Kindergarten Class Trip | Count Basie Theatre, Red Bank, NJ |
| Grades 4-12 ESL | Liberty State Park, Jersey City, NJ |
| Lifeline | Brookdale Community College, Lincroft, NJ |
| Global Logistics | Mr. Green Tea Ice Cream, Keyport, NJ |
| 3rd Grade Class Trip | Six Flags Great Adventure, Jackson, NJ |
| 8th Grade Class Trip | Brunswick Lanes, Hazlet, NJ |
| 7th Grade Class Trip | Statue of Liberty/Ellis Island, Jersey City, NJ |
| KHS Environmental Club | Camden Aquarium, Camden, NJ |
| KHS Environmental Club | Manasquan Reservoir, Manasquan, NJ |

11.0 Personnel

11.1 Motion to approve the following candidate as Substitute Teachers for the remainder of the 2016-2017 school year.

| | |
|-----------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Sandra Gross** | Certificate of Eligibility Elementary School Teacher K-6 Certificate of Eligibility Elementary School with Subject Matter Specialization - Social Studies 5-8 |
| Christine McKay | County Substitute Certification |

**Pending Criminal History

11.2 Motion to approve Ashley Stone to teach an additional period daily, beginning January 23, 2017, through June 19, 2017, at a rate of \$7,563 (prorated).

11.3 Motion to approve Kelly Padden-Kutchie's request for a maternity/disability and Federal/NJ Family Medical Leave as follows:

| | |
|----------------------|----------------------------|
| 5/1/2017 - 5/5/2017 | Five (5) accrued sick days |
| 5/8/2017 - 6/30/2017 | Unpaid Leave |
| 9/1/2017 | Return to work |

11.4 Motion to approve Alexis Marinos as an Extencicare Program substitute teacher for the Keyport School for the 2016-2017 school year at rate of \$35 per hour to be paid from Enterprise Fund (0409).

| |
|------------------------------------------------------------------------------------------------------|
| KEYPORT BOARD OF EDUCATION WORKSHOP MEETING FEBRUARY 15, 2017 AGENDA |
|------------------------------------------------------------------------------------------------------|

11.5 Motion to approve the following Spring Coaching Positions:

| <u>Position</u> | <u>Coach</u> | <u>Stipend</u> |
|----------------------|---------------------|----------------|
| Head Track | Deboney Braithwaite | 7,521 |
| Assistant Track | Dominick Amoroso | 5,774 |
| Head Baseball | Kyle Keelen | 8,274 |
| Assistant Baseball | Shaun Lyons | 6,068 |
| Head Softball | Henry Arlequin | 8,274 |
| Assistant Softball | Alissa Francisco | 6,068 |
| Head Boys Volleyball | Steve Bower | 7,521 |
| CS Softball | Staci Minuskin | 5,941 |
| CS Baseball | James Wesley | 5,941 |

Volunteer Coaches: Pete Miller, Phil Recco, James Maguire, John Trigg, Brendan Hilliard, Christine Martin

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:

P & R 1510 Americans with Disabilities Act
P & R 2418 Section 504 of the Rehabilitation Act of 1973 -- Students
P & R 5116 Education of Homeless Children
P & R 8330 Student Records

13.0 Old Business

14.0 New Business

15.0 Public Participation

KEYPORT BOARD OF EDUCATION
WORKSHOP MEETING FEBRUARY 15, 2017
AGENDA

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 February 15, 2017, 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:

17.0 Return to Open Session (TIME:_____)

18.0 Adjournment