

KEYPORT BOARD OF EDUCATION
REGULAR MEETING FEBRUARY 17, 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 Conference Room 108, 351 Broad Street.
- 1.2 Flag Salute
- 1.3 Moment of Silence: Laurie Vieira, Mother of James Wesley, High School Teacher; and Homer Gerlufsen, former Keyport High School Principal and band teacher.
- 1.4 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 and address and are requested to limit their comments to five (5) minutes.

This meeting is being tape-recorded for the purpose of Board review and future reference and to assist in the preparation of minutes.

1.5 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 (absent)	Mr. White

Student Council Representative: Shayna Grandon

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

1.6 Student Council Representative Report

Shayna Grandon spoke of the following:

- Drama Club will be hosting a character pancake breakfast this Saturday

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- Disney's Little Mermaid will be performed on February 25, 26 and 27 in KCS at 7:30 p.m.
- Spring Sports physicals are due today.
- Teachers of the month for January are Cerelle White and John O'Brien
- Students of the month for January are 9th Grade - Henry Martinez, 10th Grade - Hannah Thomson, 11th Grade - Cameron Morio, 12th Grade - Marisa Garcia

1.7 Motion to temporarily assign Bonnie Ioele as Board Secretary.

2.0 Presentations –

2.1 Key Club Presentation

Ms. Wallin spoke of three High School students, Jake Capichana, 12th grade, Marlena Dant, 10th grade and Jenny Buritica, 9th grade, who attended a weekend long retreat called Camp Cross Roads on December 4 through December 5, 2015, sponsored by Kiawanis.

2.2 Naviance Presentation –

Mr. DePasquale, Stacey Oxley and Kristen Corsale gave an overview and answered questions about Naviance which is used by students in 8th grade through 12th grade. Naviance is a national program to promote career and college planning.

2.3 2016-2017 Budget Expenses

Dr. Savoia gave a presentation on the budget and stated a more detailed presentation will be given by Mr. Rapolla on March 2.

3.0 President's Remarks

Mrs. Panzarelli thanked Mrs. Cocuzza for attending, the Guidance Department and Key Club for their presentations.

Mrs. Panzarelli also thanked Dr. Savoia for the budget presentation.

Mrs. Panzarelli spoke of an advisory opinion letter received from the State regarding clarification of the Board's involvement in the interview process for administrators.

4.0 Communications – Dr. Savoia

4.1. Mrs. Paula Fischer submitted her letter of retirement on February 9, 2016, effective July 1, 2016. Resolution 11.8.

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5.0 Public Participation – Agenda Items

Dr. McNamara, Maple Place, asked the following:

- Who the advisory letter was from.
- What is in the budget driving a two percent increase; Dr. McNamara said there was a decrease of 1.6% total general current expense.
- How many students are taking French.
- Dr. McNamara spoke of an article in the newspaper regarding PARCC.
- Dr. McNamara asked if Floor Hockey is a new club.

6.0 Superintendent Report

6.1 Superintendent’s Report – Dr. Savoia spoke of the following:

- Applitrack Professional Development on March 14 and 15
- November 2014 consolidated monitoring of NCLB/IDEA
- Central School Alumni Timothy Young
- PreK 4 Registration
- Read Across America Day on March 2
- 41 students completed “Read to Succeed” and received a Great Adventure Pass
- Kitchen Hot Water
- Upcoming events

7.0 Board Secretary’s Report – Mr. Rapolla

7.1 Motion to approve the following minutes:

January 6, 2016	Reorganization Minutes and closed session
January 20, 2016	Regular Minutes and closed session

8.0 Buildings & Grounds – Mr. Rapolla

8.1 Facilities Update

8.2 Use of Facilities

8.2.1 Motion to approve request from TEAM Effort Missions to use the High School Showers in gym on the following days from 3:30 p.m. to 6:30 p.m. for summer camp/work camp for youth:

June 27 to July 1; July 5 to July 8; July 11 to July 15;
July 18 to July 22 and July 25 to July 29.

Fee: \$100 per diem facility = \$2,400 total fee (for 24 days).
Certificate of Insurance has been submitted.

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8.2.2 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 6 to July 26, 2016, Monday to Thursday, from 8:30 a.m. to 4:00 p.m.

Fee: \$1,800 total fee
Updated Certificate of Insurance needs to be submitted.

Motion 8.2.3 was removed from the agenda.

9.0 Finance

9.1 Motion to approve the Secretary’s monthly line item certification. Pursuant to N.J.A.C. 6A:23A-16.10(c)4, the Board Secretary certifies that as of January 31, 2016, no budgetary line item account 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 the Report of the Secretary to the Board of Education (A-148) and Cash Reports (A-149) for the month of December which is in agreement.

9.3 Motion to approve bills for the month of February 2016 in the amount of \$556,867.03 and supplemental bills for January 2016 in the amount of \$691,521.96.

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

<u>From</u>	<u>To</u>	<u>Amount</u>
11-204-100-101-11-00-00 L/LD Teacher Salaries	11-213-100-101-11-00-000 Resource Room Teacher Sal (Adj. 70)	\$54,290.00
11-204-100-106-02-00-000 CS/L/LD Aides Sal	11-190-100-106-11-01-000 Salaries for Aides (Adj 70)	\$9,675.00
11-000-100-566-08-00-000 Private Sch for Handi	11-000-100-561-08-00-000 Tuition LEA in State (Adj 71)	\$4,890.00
11-000-230-339-05-01-000 Architect/Engineer Fees	11-000-230-331-05-01-000 Legal Fees (Adj 77)	\$8,970.97

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9.5 Motion to approve the following out of district tuitions for the remainder of the 2015-2016 school year:

Collier	SID 9295180774	\$29,580
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Motion was made to move items 7.1 to 9.5, with the exception of 8.2.3 which was removed from the agenda, by Mrs. Malinconico and seconded by Ms. Cote and carried by a unanimous roll call vote of 9-0.

Mrs. Fox and Mrs. Cocuzza abstained on 7.1

10.0 Curriculum

10.1 Motion to approve the following teachers to revise and write curriculum at the curriculum rate of \$35 per hour, not to exceed ten hours per course, or \$350.

<u>Course / Curriculum</u>	<u>Author</u>
Dance I and Dance II	Amanda Bigelow
Sports Psychology	James Wesley
Environmental Science	Lisa Wallin
Chemistry	Steve Schwarz
Biology	Ashley Stone
Physics	Steve Schwarz
Grade 6 Science	Phil Recco
Grade 7 Science	Phil Recco
Grade 8 Science	Phil Recco
Grade 3 Writers Workshop	Michelle Santoro
Grade 4 Writers Workshop	Melanie Stroud
Grade 5 Writers Workshop	MaryAnn Ricca
Grade 6 Writers Workshop	Grace Gramaglia
Grade 7 Writers Workshop	Grace Gramaglia
Grade 8 Writers Workshop	Grace Gramaglia
French I	Sandra Costa-Machado
French II	Sandra Costa-Machado
French III	Sandra Costa-Machado
French IV	Sandra Costa-Machado
Spanish I	Mary Mack
Spanish II	Mary Mack
Spanish III	Jennifer Rojas
Spanish IV	Jennifer Rojas

10.2 Motion to approve the following for one hour preparatory work (not to exceed one hour per person per presentation, or \$20 per presentation) for professional development sessions given in district to be funded from NCLB funds.

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<u>Name</u>	<u>Topic</u>
Lindsay Ulrich	Technology / Blended Learning (Nearpod)
Ilene Clayman	Technology / Data (LinkIt)
Kim Guccione	Sheltered Instruction
Tamme Manganelli	Reading Intervention (Wilson)
Jim Rasmussen	Classroom Management (upper grades)
Theresa Zacchia	Classroom Management (primary grades)
Cerelle White	Classroom Management (primary grades)
Lisa Wallin	Technology / Google
Amanda Bigelow	Physical Education / Stress Reduction
Lisa Wallin	Administrative Functions of Google
Lindsay Ulrich	Utilizing EdCite
Nicole Goldsmith	Understanding the Gifted Learner
Mary Ann Ricca	PARCC 3-5 ELA
Grace Gramaglia	PARCC 6-11 ELA
Cassandra Murphy	PARCC 3-5 Math
Ilene Clayman	PARCC 6-11 Math
Cerelle White	CPI Training
Dominic Amoroso	CPR/AED Training

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

DATE	SCHOOL	INCIDENTS REPORTED	HIB
January 2016	Central	1	0
January 2016	KHS	0	0

- 10.4 Motion to accept the January 2016 Security Drills as follows:

School Name	Drill Type	Occupants Involved	Date & Time
Keyport High School	Shelter in Place	All Staff & Students	Jan 15 @ 9:30 a.m.
Keyport High School	Fire Drill	All Staff & Students	Jan 21 @ 12:50 p.m.
Central School	Fire Drill	All Staff & Students	Jan 8 @ 1:50 p.m.
Central School	Lockdown	All Staff & Students	Jan 21 @ 10:00 a.m.

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- 10.5 Motion to accept the EVVRS as follows for Reporting Period 1 - September 2015 to December 2015:

<u>Keypoint District</u>	<u>Violence</u>	<u>Vandalism</u>	<u>Weapons</u>	<u>Substance Abuse</u>	<u>HIB</u>
Central School	3	0	0	0	2
High School	0	0	1	2	4
DISTRICT TOTAL	3	0	1	2	6

- 10.6 Motion to approve the following trips:

8th Grade Trip Hazlet, NJ	Brunswick Bowling Lanes, Airport Plaza
6th Grade Trip	Trenton Thunder Game, Trenton, NJ
HS Art Club	Brookdale College for Teen Arts, Lincroft, NJ
HS Lifeline Club	Thompson Park, Holmdel, NJ
TV Production Class/Club	Tour of NBC Studios New York, NY
8th Grade Class Trip	Philadelphia, PA
Life Line Club	Monmouth County Youth & Wellness Summit Neptune H.S. Neptune, NJ
ESL Grades 4-12	Philadelphia, PA
Class of 2016	Pocono Valley, PA
Kindergarten	Count Basie Theatre, Red Bank, NJ

- 10.7 Motion to approve the Elementary & Secondary Education Act (ESEA) Action Plan for 2015 PARCC Participation Rate and Assurances.

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

Employee Name	Date(s)	Workshop Name	Location/Mileage	Cost
Costa-Machado, Sandra	2/26/16	FLENJ Conference	New Brunswick, NJ/66	\$186
Egan, Cristina	6/9/16	NJAFPA Spring Training	Atlantic City, NJ/181	\$205
Garber, Lindsay	4/14/16	NJ Speech-Language Hearing Assoc.	Long Branch, NJ/42	\$263
Godlesky, Laura	6/9/16	NJAFPA Spring Training	Atlantic City, NJ/181	\$195
Mack, Mary	2/26/16	FLENJ Conference	New Brunswick, NJ/66	\$186
Masiello, Matthew	4/15/16	NJ Speech-Language Hearing Assoc.	Long Branch, NJ/42	\$263
Slater, Stephen	6/9/16	NJAFPA Spring Training	Atlantic City, NJ/181	\$205

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

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- 10.9 Motion to approve Alyssa Buttacavole for the Second Grade Title I After-School Program from March 1, 2016 through May 19, 2016, at the rate of \$35 per hour, not to exceed \$840 to be funded from NCLB funds.

11.0 Personnel

- 11.1 Motion to approve the following Spring 2016 Coaching Positions:

<u>Position</u>	<u>Coach</u>	<u>Stipend</u>
Head Track	Deboney Braithwaite	\$7,007
Assistant Track	Dominick Amoroso	\$5,380
Head Baseball	Kyle Keenan	\$7,709
Assistant Baseball	Dean Athans	\$5,654
Head Softball	Henry Arlequin	\$7,709
Assistant Softball	Alissa Francisco	\$5,654
Head Boys Volleyball	Steve Bower	\$5,535
CS Softball	Staci Minuskin	\$5,535
CS Baseball	James Wesley	\$5,535

Volunteer Coaches : Pete Miller, Shaun Lyons, Phil Recco, James Maguire

- 11.2 Motion to approve Anthony Cavallo to perform his 60 hours of field observation through Brookdale Community College Teacher Preparation program in First Grade with Ms. Tina Perri for the Spring 2016 semester.
- 11.3 Motion to approve Kiera Cancelrivera to perform her 60 hours of field observation through Brookdale Community College Teacher Preparation program in Grade 3 with Lauren Lloyd for the Spring 2016 semester.
- 11.4 Motion to approve Taylor Sheridan to perform her 60 hours of field observation through Brookdale Community College Teacher Preparation program in Physical Education Class with Ms. Staci Minuskin for the Spring 2016 semester.
- 11.5 Motion to approve Cassandra Callahan to perform her 60 hours of field observation through Brookdale Community College Teacher Preparation program in 11th Grade English with Ms. Jennifer Sproat for the Spring 2016 semester.

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- 11.6 Motion to approve Alyssa Buttacavole to perform her 30 hour field experience through Rowan University within her classroom for the Spring 2016 semester. Ms. Buttacavole is in the process of earning her ESL certification.
- 11.7 Motion to approve Haley Connell to perform 20 hours of field observation through Monmouth University Teacher Preparation program in ESL with Mrs. Cynthia DiNardi for the Spring 2016 Semester.
- 11.8 Motion to accept, with regret, the retirement of Paula Fisher, Special Education Teacher, effective July 1, 2016.
- 11.9 Motion to approve Richard Lecomte as a Substitute Custodian for the 2015-2016 school year at the rate of \$11 per hour pending completion of his criminal history clearance.
- 11.10 Motion to approve Brian Brady and Ron Burgess as volunteer advisors of a Central School and High School floor hockey club.

Motion was made to move items 10.1 to 11.10 by Mrs. Malinconico and seconded by Ms. Cote and carried by a unanimous roll call vote of 9-0.
Mr. White abstained on 10.2

12.0 Policy – None

13.0 Old Business – None

14.0 New Business – None

15.0 Public Participation

- Dr. McNamara, 76 Maple Place, stated PARCC testing seems like its blowing in the wind. We've spent so much time and money on this and it's a shame because it's worthless.
- Cerelle White, 90 Fulton Street, agrees with Dr. McNamara about PARCC testing. The impression given to the students was that it doesn't count for anything and now it is screwing up a lot of students who didn't take it seriously.

16.0 Adjournment to Executive Session – None

17.0 Adjournment

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- 17.1 Upon motion by Mrs. Malinconico, seconded by Ms. King-Cote, the meeting was adjourned by unanimous voice vote at 9:06 p.m.

Respectfully Submitted,

Anthony Rapolla
Board Secretary/Business Administrator

AR:bi