

**KEYPORT BOARD OF EDUCATION
REGULAR MEETING – FEBRUARY 21, 2018
MINUTES**

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 Moment of Silence: For the victims of Parkland, Florida.
- 1.4 Opening Statement

“Public notice of this meeting has been advertised in the Asbury Park Press on January 11, 2018, as approved at the reorganization meeting of the Board of Education held on January 3, 2018. 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.

1.5 Roll Call

Mr. Bright, President	Mrs. Kutschman, Vice President
Ms. King-Cote (absent)	Ms. Malinconico
Mrs. Fox	Mr. McGrogan, UB Rep.*
Mr. Hausmann	Mrs. Panzarelli
Mr. Henning	Mr. White

Student Council Representative: Emily Savicky

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

1.6 Student Council Representative Report

Emily Savicky reported on the following events taking place in Keyport High School:

- The Class of 2019 is selling pop sockets for \$10 each.

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- Literary Magazine is still collecting submissions for our school’s Literary Magazine. We are looking for short stories, poems, songs, etc., as well as any photography or art.
- Our school's Drama Club has started rehearsals for the play “Heathers-School Edition.”
- The yearbooks are on sale if you would like to purchase one.
- Art Club Students attended a trip to the art gallery in Keyport on West Front Street on Friday Dec 1, 2017, to create a collage project. Students are selling holiday ornaments for Art Club’s trip to Brookdale for teen arts. See samples in the main office.
- NHS will be collecting gifts and non-perishable items to donate to local families for Christmas.
- G/S Alliance will be donating to a charity in Asbury Park.
- Lady Basketball has a home game vs Pt. Pleasant Beach on 12/21; 4:00 p.m. (JV) and 5:15 p.m. (Varsity) and they will be playing in the Roselle Park Holiday Tournament over the winter break. First game is 12/27 at 3 p.m. against Urban Leadership Charter School.
- The Men's Basketball Team will also be playing in the Roselle Park Holiday Tournament over the winter break, and the first game is December 27 at 1:30 p.m. against Piscataway Tech.
- Our students will be having a pep rally on Friday. Leading up to the pep rally we will be having a class competition on Thursday and dressing up in our pajamas.
- Emily thanked everyone and wished them a happy holiday.

2.0 Presentations – None

- 2.1 Robotics by Valerie Rogers (cancelled)
- 2.2 PLC’s by Laura Orlando (cancelled)

3.0 President’s Remarks

Mr. Bright commented on the following:

- His thoughts and prayers go out to the victims and families in Parkland, FL.
- He would like to congratulate the boys and girls central school teams; both teams finished in 2nd place in the league.
- Congratulations to senior student Jaleel Gopaul, who is representing Keyport in regional wrestling tournament. Jaleel pinned his opponent tonight and moves on to the finals on Friday which take place in Atlantic City.
- High School Girls Varsity Team has a playoff game on Monday, February 26, and Mr. Bright encouraged anyone who is interested to stop in.
- Best of luck to Gigi Piccini, she is only 57 points away from a substantial milestone of 1,000 points in her career.

4.0 Communications – Dr. Savoia – None

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5.0 Public Participation – Agenda Items

John Merla, 23 Main Street, asked if February 7 closed session minutes are being approved tonight. He is opposed to the hiring of the head football coach. Feels there are more qualified candidates.

6.0 Superintendent Report

6.1 Superintendent’s Report – Dr. Savoia

- Security
Our hearts go out to the Parkland, Florida community for the tragic loss of the students and staff of Marjory Stoneman Douglas High School. The safety of students and staff is paramount. It is imperative that districts continually monitor and update security practices and measures. In review of our security practices, much consideration has gone into:
 - Class III Officer (Strategic Plan 3 Year Goal)
 - Visitor Software (Strategic Plan 3 Year Goal)
 - KHS Vestibule Modification (Strategic Plan 5 Year Goal)
 - Collaboration with the prosecutor’s office and Collaborative Response Graphics (CRG). This will allow us to share floor plans, critical features, and key plan components with first responders. The software will help first responders to better coordinate the scene.
- Read Across America will be held on 3/2/18 in the Central School
- HIB
There were 0 new incidents of HIB reported at Central and 0 new at KHS since we met on February 7, 2018. There were 4 pending investigations since our last meeting. 2 incidents were confirmed, 2 were determined to be a conflict, and zero are currently under investigation. Consequences and services are provided as per Policy 5512 and 5560.

KHS & Central School

- Black History Month
 - Lessons were inclusive of important contributions. Teaching Tolerance was a shared link for reference.
 - KCS Morning Scoop highlighted the month with informational videos
 - Bulletin Boards supporting artists, writers, and contributions.
 - A district wide “I Have a Dram Project” will incorporate student interviews as to their interpretation of Dr. King’s speech.

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- District wide tweets of quotes from Black historical figures occur daily.
- Library displays are in both buildings

- John “Doc Fuller will be visiting KHS on 2/23/18. He is a graduate of the Class of 1978. Doc” Fuller, CEO and President of Prison Coach Speaking and Consulting, knows we are more than the sum of our worst mistakes. A passionate advocate for the wayward, he feels deeply for those who have ended up on the wrong side of the law. No stranger to the system, Fuller served two short prison stints as a young man. Determined to turn his life around, he dedicated himself to using his powers for good. He is now a successful author, professional speaker, and highly sought after prison coach.

- No-Name Calling Week sponsored by the KHS Gender & Sexuality Alliance was held from 2/5/18-2/9/18. The week concluded with an assembly. The assembly included a PowerPoint presentation of information about the normalization of hurtful words used by many individuals. The message of why those words are hurtful and wrong was strongly conveyed through personal anecdotes by Mrs. Cowen, Junior, Paige McTernan, and Senior, Manny Valerio. In addition to the "real talk" with each class, a trash bag went around to collect pieces of paper which the students crumbled up after having to write words/names they have been called by anyone. The message is to keep trash talk where it belongs...in the trash!

- 100 positive calls to our parents and guardians were made by Mr. Pereira and Mr. Mammano. Teachers worked collaborative with administration to make this happen. Parents loved hearing the positive contributions their children make at Central School.

- The Guidance Department is hosting our first annual “Pathways to Careers Fair” on Tuesday, February 27, 2018, from 12 - 2 p.m. This fair is designed to allow students, who are unsure about their future career paths, the opportunity to interface with representatives from businesses, building trades, and technical schools. These are all viable career pathways that do not require a traditional 4-year college degree. Some visitors are: Home Depot, UPS, Fed Ex, Navy, Army, UTI (Automotive Training Institute), etc.

- The Global Logistics class presented to the Keyport Education Foundation today to seek contributions allowing these students to visit the New York Stock Exchange. I am very proud of these students and we look forward to them presenting at the Board of Education meeting in April.

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- January Teacher & Student of the Month
 - 9th Grade – Hunter Yale
 - 10th Grade – Mikayla Germek
 - 11th Grade – Alexis Dombroski
 - 12th Grade – Yahya Naseem
 - Mrs. Stacey Oxley & Mr. Jason Glezman
 - 1st Grade – Leah Castro & Michael Vairo
 - 2nd Grade – Chris Hernandez & Ava Gallopo
 - 3rd Grade - Anthony DiGregorio & Ingrid Lopez
 - 4th Grade – Andres Martin & Tiara Garcia
 - 5th Grade – Cristhian Morris & Jazmine Gonzalez
 - 6th Grade – Jonathan Marroquin & Noelle Margagliano
 - 7th Grade – Michael Hass & Samantha Trench
 - 8th Grade – Donald (DJ) Thompson & Guadalupe Garcia
 - Mrs. Mary Mack and Mrs. Fran Tango
- Upcoming Events
- Athletic Calendar

Mr. Henning asked Dr. Savoia to explain what a Class III officer is.

7.0 Board Secretary’s Report – Mr. Rapolla

7.1 Motion to approve the following minutes:

December 13, 2017	Regular Minutes and Closed Session
January 17, 2018	Regular Minutes
February 7, 2018	Workshop Minutes

Motion was made to move item 7.1 to 9.3 by Mr. Henning and seconded by Mrs. Panzarelli and motions were carried by unanimous roll call vote of 9-0. Mr. McGrogan abstained on minutes from February 7, 2018.

8.0 Buildings & Grounds – Mr. Rapolla

8.1 Facilities Update

As reported at the workshop meeting, the high school ceiling repair bills came in at close to \$250,000. Insurance has paid us in full.

Additionally, I wanted to report out on our scoreboard at the football field. If you remember, a large tree fell on it in the fall. We filed a claim with our insurance company. Yesterday we received a check to purchase a new scoreboard and we will be doing so.

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We put our athletic transportation out to bid a few weeks ago. Bids are due on Tuesday, February 27. I'm hoping we get some competitive prices.

We are still anticipating a delay in Governor Murphy's budget address. It was originally scheduled for February 27; that would have put us on pace to approve a tentative budget for county submission at the March 14th meeting. However, it still appears that his address might be delayed to March 13th which would give us state aid numbers after the March 14th meeting. Therefore, it appears that we will be rescheduling the March 14th meeting to March 21st. At the March 21st meeting, we will approve the tentative budget for county submission. I will pass information on to members of the board as soon as it becomes available.

8.2 Use of Facilities

8.2.1 Motion to approve the landing of a MONOC 1 Helicopter and NJ State Police Northstar at the Keyport Central School Field on June 9, 2018, between the hours of 9 a.m. through 3 p.m. for training and educational purposes.

Motion was made to move item 7.1 to 9.3 by Mr. Henning and seconded by Mrs. Panzarelli and motion were carried by unanimous roll call vote of 9-0.

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, 2017, 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 2018 in the amount of \$550,133.91 and supplemental bills for January 2018 in the amount of \$615,776.12 and February 2018 in the amount of \$13,315.47.

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

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<u>From</u>	<u>To</u>	<u>Amount</u>
20-218-200-329 PS Other Purch Prof 1718	20-218-200-580 Travel (Adj. 61)	\$1,000.00
11-000-230-890 Board Members Misc Exp	11-000-240-800 Administration Prof Dues (Adj. 62)	\$350.00
11-000-221-320 Purch Prof – Educ - HS	11-000-221-104 Curr Dev – HS (Adj. 66)	\$1,400.00
11-000-270-514 Cont Service Special Ed	11-000-270-512 Contr Service Athletics (Adj. 71)	\$20,000.00

Motion was made to move item 7.1 to 9.3 by Mr. Henning and seconded by Mrs. Panzarelli and motions were carried by unanimous roll call vote of 9-0.

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>
Flynn, Kevin	3/13, 3/14, 3/15 & 3/16/18	NJ Athletic Director's Convention	Atlantic City, NJ/584	\$557
Goldsmith, Nicole	3/23/18	Annual NJ Association of Gifted Children Conf.	W. Windsor, NJ/91	\$187
Mack, MaryAnn	4/16 & 4/17/18	Total Physical Response Storytelling Strategies	Newark, NJ/65	\$310

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

10.2 Motion to accept the Student Safety Data System (formerly EVVRS) as follows for Reporting Period 1 - September 2017 to December 2017:

<u>Keypoint District</u>	<u>Violence</u>	<u>Vandalism</u>	<u>Weapons</u>	<u>Substance Abuse</u>	<u>HIB</u>	<u>HIB Alleged</u>	<u>HIB Confirmed</u>
Central School	7	0	0	0	5	4	1
High School	4	0	0	1	10	7	3
DISTRICT TOTAL	11	0	0	1	15	11	4

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- 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 2018	Central	4	1
January 2018	KHS	2	0

- 10.4 Motion to accept January 2018 Security Drill as follows:

<u>School Name</u>	<u>Drill Type</u>	<u>Occupants Involved</u>	<u>Date & Time</u>
Keyport High School	Shelter in Place	All Students & Staff	January 17th @ 1:30 p.m.
Keyport High School	Fire Drill	All Students & Staff	January 29th @ 10:30 a.m.
Central School	Lockdown	All Students & Staff	January 17th @ 2:30 p.m.
Central School	Fire Drill	All Students & Staff	January 29th @ 9:30 a.m.

- 10.5 Motion to approve Ken Krohe as a volunteer to teach a summer EMT course.

- 10.6 Motion to approve the following class trips:

Grades 9-12	Monmouth University, West Long Branch, NJ
Grades 9-12	Monmouth County Sheriffs Program @ Monmouth County Correctional Institute & Police Academy, Freehold, NJ
Lifeline	Brookdale Community College, Lincroft, NJ
3rd Grade	Six Flags Safari, Jackson, NJ
6th & 8th Grade ESL	Bronx Zoo, Bronx New York

- 10.7 Motion to approve “Girls on the Run” 10-week character education program.

Motion was made to move item 10.1 to 12.1 by Mr. Henning and seconded by Mrs. Panzarelli and motions were carried by a unanimous roll call vote of 9-0.

11.0 Personnel

- 11.1 Motion to approve Allison Laffey, Seton Hall University, for a 60-hour Administration Internship with Kevin Flynn and the Athletic Department.

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- 11.2 Motion to approve the following personnel for Spring 2018 Athletic Positions:

<u>Position</u>	<u>Coach</u>	<u>Stipend</u>
Head Track	Deboney Braithwaite	\$7,748
Assistant Track	Andrew Carlstrom	\$5,949
Head Baseball	Kyle Keelen	\$8,524
Assistant Baseball	James Maguire	\$6,252
Head Softball	Henry Arlequin	\$8,524
Assistant Softball	Alissa Francisco	\$6,252
Head Boys Volleyball	Steve Bower	\$7,748
CS Softball	Staci Minuskin	\$6,120
CS Baseball	James Wesley	\$6,120

Volunteer Coaches:

Shaun Lyons, Phil Recco, Pete Miller, Tyler Alvarez, Christine Martin, Erik Devlin, John Trigg

- 11.3 Motion to approve the following personnel for Fall 2018 Athletic Positions:

<u>Name</u>	<u>Position</u>	<u>Stipend</u>
Andrea DeToro	Head Cheerleading	\$7,899
Cadie Crincoli	Assistant Cheerleading	\$4,867
Valerie Rogers	HS Head Field Hockey	\$8,782
TBD	HS Assistant Field Hockey	\$6,441
Andrew Carlstrom	HS Head Football	\$9,481
Jason Glezman	HS Assistant Football	\$6,860
Steve Bower	HS Assistant Football	\$6,860
James Maguire	HS Assistant Football	\$6,860
Pete Miller	HS Assistant Football	\$6,860
TBD	HS Assistant Football	\$6,860
Brendan Hilliard	HS Head Boys Soccer	\$8,782
Joseph Sellitto	HS Head Girls Soccer	\$8,782
Phil Recco	HS Head Girls Volleyball	\$7,982
Andrea DeToro	Fitness Center Supervisor Fall Season	\$1,067
Andrea Walsh	Adult Fitness Center Supervisor Fall Season	\$1,067
Jason Glezman	Fitness Center Supervisor Summer Session	\$1,600
Alissa Francisco	CS Field Hockey	\$6,306
Jen Rojas	CS Boys Soccer	\$6,306
Staci Minuskin	CS Girls Soccer	\$6,306

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Volunteer Coaches:

Deboney Braithwaite, Tyler Alvarez, Erik Devlin, Ania Czech, Stephanie Kaplan, James Wesley.

11.4 Motion to approve the following Fall 2018 Athletic Per Diem Positions:

Michelle Cannizzaro Liz Maher Deboney Braithwaite James Wesley Alissa Francisco Tyler Alvarez Barret Oxley Shaun Lyons Larry Peterson Staci Minuskin Albert Smith Andrea DeToro Valerie Rogers Kyle Keelen Phil Recco	Crowd Control, Ticket Taker	\$35 per game \$52.50 per football game
Michelle Cannizzaro Liz Maher Deboney Braithwaite James Wesley Alissa Francisco Tyler Alvarez Barret Oxley Shaun Lyons Larry Peterson Staci Minuskin Albert Smith Andrea DeToro Valerie Rogers Kyle Keelen Phil Recco	Chain Crew, Video	\$50 per game
James Wesley	Announcer	\$52.50 per game
Michelle Cannizzaro Liz Maher Deboney Braithwaite James Wesley Alissa Francisco Tyler Alvarez Barret Oxley	Clock Operator	\$35 per game

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Shaun Lyons Larry Peterson Staci Minuskin Albert Smith Andrea DeToro Valerie Rogers Kyle Keelen Phil Recco		
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- 11.5 Motion to approve Ashley Taylor’s request for a maternity/disability leave and Federal/NJ Family Medical Leave as follows:

5/7/2018 - 6/14/2018	Twenty-Eight (28) accrued sick days
6/15/2018 - 6/30/2018	NJFLA/FMLA Leave
9/1/2018	Return to work

- 11.6 Motion to approve the following teachers to facilitate family engagement nights at a rate of \$35/hour to be funded from Title I:

Kimberly Guccione Kelly Castellano Nicole Goldsmith

- 11.7 Motion to approve the following substitute teachers for the remainder of the 2017-2018 school year:

Schiano, Michelangelo	County Substitute Certificate
Fusco, Laurie	Standard - Elementary K-6
Rivera, Adriana	County Substitute Certificate

- 11.8 Motion to approve Adriana Rivera as a part-time Aide for the 2017-2018 school year at a salary of \$10,183.

- 11.9 Motion to approve Kelly Castellano’s request for Federal Medical Leave on the following days:

February 26, February 27, March 5, March 6, March 12, March 13, March 19, March 20, March 26 and March 27, 2018; will return to normal schedule on Wednesday March 28, 2018.

Motion was made to move item 10.1 to 12.1 by Mr. Henning and seconded by Mrs. Panzarelli and motions were carried by a unanimous roll call vote of 9-0. Mrs. Malinconico abstained on motion 11.1.

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12.0 Policy

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

P 0169.02	Board Member Use of Social Networks (New)
P 3437	Military Leave (Revised)
P 4437	Military Leave (Revised)
R 5460.1	High School Transcripts (M) (Revised)
P 5516.01	Student Tracking Devices (New)
R 7101	Educational Adequacy of Capital Projects (Revised)
P 7425	Lead Testing of Water in Schools (New)
P & R 7440	School District Security (M) (Revised)
P & R 7441	Electronic Surveillance in School Buildings and on School Grounds (M) (Revised)
P 8507	Breakfast Offer Versus Serve (OVS) (M) (Revised)
P 8630	Bus Driver/Bus Aide Responsibility (M) (Revised)
R 8630	Emergency School Bus Procedures (M) (Revised)
P 9242	Use of Electronic Signatures (New)

Motion was made to move item 10.1 to 12.1 by Mr. Henning and seconded by Mrs. Panzarelli and motions were carried by a unanimous roll call vote of 9-0.

13.0 Old Business – None

14.0 New Business

John Hausmann is requesting to be presented with all options in having a Memorandum of Agreement with Keyport Police Department on School Resource Officer (“SRO”) by the next meeting.

15.0 Public Participation

- Patrick Maroney, 313 Main Street, would hope that we would look for volunteers for a SRO officer. The Great Schools Rating is a 3 out of 10. He would like to see what we can do to get this score up. He wants administration to claim a school.
- John Merla, 23 Main Street, commented that the group wasn’t disorderly at the last meeting and the police didn’t need to be called. The speakers were just passionate about the hiring of a football coach. Mr. Merla is willing to work with the new coach and make it the best he can for the kids but he wishes the last meeting would not have happened the way it did. There was no discussion. The cops came in and escorted residents and taxpayers out of the meeting and asked to wait outside; there was no need for that. We are here to help not hurt and he

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would hope in the future that it would be done a little differently. The main part of anyone's resume should be their accomplishments and achievements and be the best person for our school. It doesn't have to be his way but there is always a happy medium.

- Kathy Robinson, 137 Osborne Street, stated the following:
 - Her son has been playing football since flag football. There won't be a football team here soon. Mater Dei, St. John Vianney's and Red Bank Catholic coaches attend the games on Sundays. There are no Keyport Coaches.
 - She is not impressed with the school security in the building. She has been buzzed into the building and walked into the building and there has been no one at the desk.
- Lisa Dabreau, Union Beach, stated she is also concerned with security in the High School and has experienced the same thing. She has walked out of building and has had people slip in at the same time. She would like to see a secure vestibule built to prevent this.
- Chris Abrahamson, Union Beach, commented that she is concerned about security. They have full-time lock service at Memorial School in Union Beach and basically no security at Keyport High School. Her daughter was involved in an incident last year which makes her even more concerned.

16.0 Adjournment to Executive Session (TIME: 8:07 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 21, 2018, 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: Ms. Malinconico

SECOND: Mrs. Panzarelli

17.0 Return to Open Session (TIME: 9:27 p.m.)

- 17.1 Motion to affirm the decision of HIB case 78522.

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Motion was made to move item 17.1 by Mr. Henning and seconded by Mrs. Panzarelli and carried by roll call vote of 7-1. Mrs. Fox voted against and Mr. McGrogan abstained.

18.0 Adjournment

- 18.1 Upon motion by Ms. Malinconico, seconded by Mrs. Kutschman, the meeting was adjourned at 9:29 p.m. by unanimous voice vote.

Respectfully Submitted,

Anthony Rapolla
Board Secretary/Business Administrator

AR:bi