

KEYPORT BOARD OF EDUCATION REGULAR MEETING FEBRUARY 22, 2017 MINUTES
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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 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 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 (absent)	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 – Google Classroom – Ashely Stone/Jason Glezman

Mrs. Stone and Mr. Glezman presented on Google Classroom and various Google Apps.

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3.0 President's Remarks

Mrs. Panzarelli thanked the presenters and congratulated Girls Basketball.
Mrs. Panzarelli spoke of RFP for architect, attorney and food service.

4.0 Communications – Dr. Savoia

4.1 Letter of resignation was received on February 14, 2017, from Christopher Gander, Technology Director, effective March 15, 2017. Resolution 11.6 under personnel.

5.0 Public Participation – Agenda Items – None

6.0 Superintendent Report

6.1 Superintendent's Report – Dr. Savoia

- Dr. Savoia asked board members if they would be reading at “Read Across America.” She also asked if anyone would be attending the High School play.
- There has been an increase to Twitter followers prior to the snow day. Our current total is 599.
- OEM Competition is March 11 at Pennington School.
- Writer's Workshop is planned for implementation for grades 2-8 next year.
- Professional Development will be provided to teachers of history to work with students to analyze historical issues or trends with the aid of provided sources or “documents,” as evidence.
- Red Raider Reading Program at Central School.
- CTE (Career and Technical Education) – Approval of Global Logistics and Supply Chain Management which is aligned to the Transportation, Distribution and Logistics Career Cluster. Keyport is hosting schools across NJ on Monday, February 27, 2017.
- Teaching Mrs. Stone's class
- Yazmin Vasquez Scholarship is the recipient for John S. Martinez Leadership scholarship which is available through a grant from the Comcast Foundation and designed to provide assistance to Hispanic High School Students wishing to achieve higher education goals
- College Acceptances
- Upcoming events

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7.0 Board Secretary's Report – Mr. Rapolla

7.1 Motion to approve the following minutes:

January 18, 2017	Regular Minutes and closed session
February 15, 2017	Regular Minutes

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

A motion was made to move item 7.1 to 9.7 by Mr. Henning and seconded by Mrs. Malinconico and was carried by a unanimous roll call vote of 9-0 which Mrs. Malinconico abstained on 7.1.

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

8.2.2 Motion to approve request from Bayshore Sports and Recreation to use the Keyport High School Gym for a Baseball and Softball Clinic with school coaches on Saturday, March 4, 2017, and March 11, 2017, from 8:00 a.m. to 2:00 p.m.

Certificate of Insurance has been submitted

A motion was made to move item 7.1 to 9.7 by Mr. Henning and seconded by Mrs. Malinconico and was carried by a 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, 2016, which are in agreement, be accepted and submitted and attached to and made a part of the minutes of this meeting.

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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 2017 in the amount of \$588,768.47 and supplemental bills for January 2017 in the amount of \$601,500.63 and for February 2017 in the amount of \$2,549.56.

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
11-000-100-566-08-00-000 Private Sch for Handi	11-000-100-561-08-00-000 Tuition LEA in State (Adj. 61/62)	\$6,580.00

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.

9.5 Motion to approve an increase in the daily rate of pay for substitute teachers with county certification to \$80 per day and substitutes with teacher certification to \$85 per day, effective February 1, 2017.

9.6 Motion to approve a limited professional services proposal from Tokarski and Millemann Architects, LLC, to conduct an Air Conditioning Installation Study for KCS and KHS for a fee of \$5,500.

9.7 Motion to approve the following resolution:

WHEREAS, Keyport Board of Education (hereinafter referred to as the “Board”) and the Keyport Administrators Association (hereinafter referred to as the “KAA”) have negotiated a successor Collective Bargaining Agreement (hereinafter referred to as the “CBA”) for the 2017-2018 and 2018-2019 school years; and

WHEREAS, the KAA has, by a majority vote of its membership, ratified the CBA.

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NOW, THEREFORE, BE IT RESOLVED that the Board hereby ratifies and approves the terms of the CBA for the 2017-2018 and 2018-2019 school years, which is attached to this resolution and made a part hereof; and

BE IT FURTHER RESOLVED that the Board hereby authorizes the Board President and the Business Administrator/Board Secretary to execute, on behalf of the Board, the CBA by and between the Board and the KAA.

A motion was made to move item 7.1 to 9.7 by Mr. Henning and seconded by Mrs. Malinconico and was carried by a unanimous roll call vote of 9-0 which Mr. White abstained on 9.7.

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>
Egan, Christina	2/16/17	Google Certification	Matawan, NJ/0	\$150
Flynn, Kevin	3/12-3/16/17	Athletic Director's Conference	Atlantic City, NJ/179	\$653
Godlesky, Laura	2/16/17	Google Certification	Matawan, NJ/0	\$150
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

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

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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.

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

10.10 Motion to approve the school calendar for the 2017-2018 school year to be attached to the minutes.

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10.11 Motion to approve the submission of the ECPA 3-year Pre-School program.

10.12 Motion to approve Carol Burtnick to provide professional development services to support Document Based Questioning responses not to exceed \$500 to be paid from Title II funding.

10.13 Motion to approve Colleen Dugan to provide professional development services for Writers Workshop in grade two, not to exceed \$1,200 to be paid from Title II funding.

A motion was made to move item 10.1 to 12.1 by Mrs. Malinconico and seconded by Mr. Henning and was carried by a unanimous roll call vote of 9-0 which Mrs. Malinconico abstained on 10.3 and Mr. McGrogan abstained on 10.8 and 10.11.

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 Extendicare 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).

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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

11.6 Motion to accept, with regret, the resignation of Christopher Gander, Technology Director, effective March 15, 2017.

11.7 Motion to approve Pablo Guevara as Technology Director effective March 1, 2017, for the remainder of the 2016-2017 school year at a salary of \$77,000 (prorated).

11.8 Motion to approve Chelsea Leonard to work in the Title I after school program at a rate of \$35 per hour to be paid from Title I funds.

A motion was made to move item 10.1 to 12.1 by Mrs. Malinconico and seconded by Mr. Henning and was carried by a unanimous roll call vote of 9-0 which Mr. McGrogan abstained on 11.1, 11.3 and 11.4.

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

A motion was made to move item 10.1 to 12.1 by Mrs. Malinconico and seconded by Mr. Henning and was carried by a unanimous roll call vote of 9-0.

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13.0 Old Business

Mr. White thinks the Board should consider addressing the transgender issue.

14.0 New Business – None

15.0 Public Participation – None

16.0 Adjournment to Executive Session – None

17.0 Adjournment

- 17.1 Upon motion by Mrs. Malinconico, seconded by Mr. Henning, the meeting was adjourned at 8:02 p.m.

Respectfully Submitted,

Anthony Rapolla
Board Secretary/Business Administrator

AR:bi