DISTRICT GOALS 2018-2019

1. The district will increase engagement and differentiation to promote student-centered practice.

2. The district will support a tiered system approach to addressing chronic absenteeism.

3. The district will promote teacher leadership by defining and improving opportunities for teacher leadership to support organizational growth and capacity.

   Learners Today . . . Leaders Tomorrow

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 sent to the Asbury Park Press on February 20, 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 (absent)  James McGrogan, UB Rep.*
Mr. Bright, President  Mr. Moroney
Mr. Hausmann, Vice President  Mrs. Panzarelli
Mrs. Kutschman  Mr. Stahley
Ms. Malinconico  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

Here are some of the upcoming events happening in Keyport High School this February:

- Keyport High School’s Literary Magazine is still collecting art, written and photographic. Students are currently in the process of creating this year’s Literary Magazine.
- KHS TV Production’s class just released their February edition of Key TV this morning to students and staff of KHS, including segments about Black History in Entertainment, President’s Day, as well as other comedic entries.
- KHS Drama Club just finished their 21st musical production of “Young Frankenstein” this past weekend. 16 Seniors of the Drama Club, of both cast and crew, some of which had said touching farewells to both Mrs. Wallin and Mrs. Cowen.
- Students of the Month of January
  - 9th: Anthony Mimes
  - 10th: Eduardo Rocha
  - 11th: Jared Sheridan
  - 12th: Justine Avinion
- Staff Members of the Month of January - Mr. Wesley and Ms. Quinn

2.0 Presentation – Future City Middle School Students & Mrs. N. Goldsmith

Mrs. Goldsmith and Future City Middle School Students presented their projects.
3.0 President’s Remarks

Mr. Bright congratulated the Boys’ Basketball Team on a commendable season. The girls won yesterday and have made it to the second round. There is a trade and jobs fair tomorrow in Freehold. Mr. Bright saw the play and thought the students did a very nice job, however, there were innuendos that he felt were inappropriate for a grade school.

4.0 Communications – Dr. Savoia


5.0 Public Participation – Agenda Items

- John Merla, 34 Broad Street, asked about what was included regarding the $74,000 track. Mr. Merla also commented on the amount of money being transferred to legal fees.
- Joe Stahl, 86 Church Street, wants to defend the play. It was a little racy but kids don’t want to perform Disney plays. There were lines that were edited.

6.0 Superintendent Report

6.1 Superintendent’s Report – Dr. Savoia

Central School & KHS
- Teen Pep has been invited to attend the May 1st Break the Silence HIV Prevention Workshop at the Day of Learning sponsored by Rider University.
- Read Across America Activities & Readers

Personnel
- Summer positions are being posted
- Welcome to Elissa Green Pre K
- As a result of Mr. O’Brien’s retirement you see additional compensation for Ms. Rogers & Ms. Mc Glynn.

Community
- 2/14/19 Referendum Interview with the Independent
- 3/4/19 Mayor Kennedy & Steve Gallo collaboration meeting
- 2/26/19 Superintendent Coffee
- 2/25/19 Keyport Public Library Policy Meeting
Since 2/13/19 two investigations have been conducted at KCS. 1 incident is pending and the other is unfounded. There were two investigations that have been closed since the last meeting at KHS that were determined to be unfounded. Consequences and services are provided as per Policy 5512 and 5560.

Policy

- **1st Reading & 2nd Readings**
- **Policy 0164 inquiry to open public session to agenda and non-agenda items**
  - This format is the most common practice Boards use for public session. This format ensures the board will hear from any member of the public on matters it is going to act on at that meeting. Then, after the business of the board is conducted the public has an opportunity to ask a question on any topic at a second public session. Boards do this to ensure the action that must be transacted in public is acted upon giving the public the opportunity to ask questions and one serve the action at a reasonable hour in the evening. A board that permits an early public session to address any issue runs the risk of this public session taking a great amount of time and deferring the actual public action of the board until late into the evening and discouraging the public from commenting on and observing formal board action due to the hour. As a BOE you have the ability to modify the format.
- **Policy 0168**
  - On the agenda under Old Business is discussion of modifying this policy to include audio/video of our meetings. There are three versions of policy for your review. The first is our current policy, the second a sample Perry provided us, and a third sample from Strauss Esmay.

**Upcoming Events**
- 3/4/2019 Early Dismissal for Students – Staff In-Service
- 3/6/2019 KSEPAG BOE Presentation
- 3/13/2019 Student versus Faculty Basketball game – KCS
- 3/14/2019 Community Resource Academy – Turbo Tax Tutorial
- 3/18/2019 KEA Negotiations
- 3/23/2019 St. Patrick’s Parade
- 4/09/2019 KEA Negotiations
- 7/22/2019 BOE Retreat

**Athletic Calendar**
- 2/28/2019 Girls Basketball State Game versus Middlesex (2nd round)
Fundraisers
  - 2/22-3/15/19  Krispy Kreme/8th Grade Class
  - 3/13/2019  Panera Fundraiser/Class of 2019

7.0 Board Secretary’s Report – Mr. Rapolla

We have board meetings in May on the 1st and 8th. We originally scheduled the public hearing and budget adoption for May 8th. However, the state is requiring budget hearings to be completed by May 7th. Therefore, we are moving the public budget hearing to May 1st. We will still adopt the budget at the May 8th meeting.

Also, the Board Retreat has been rescheduled from August 14th to July 22nd.

Our auditors will present at next week’s meeting.

We have requested the EMT summer schedule for building use to determine how it coordinates with building coverage. They plan on asking for three days a week. Mondays and Wednesdays from 6-10 p.m. and Saturdays from 7-3 p.m.

7.1 Motion to approve the following minutes:

- January 16, 2019  Regular Minutes and closed session
- February 13, 2019  Workshop Minutes and closed session

7.2 Motion to reschedule Public Hearing of the 2019-2020 Budget from Wednesday, May 8, 2019, to Wednesday, May 1, 2019, at 7:30 p.m. There will still be a regular action meeting on May 8, 2019.

7.3 Motion to reschedule Keyport Board Retreat from Wednesday, August 9, 2019, to Monday, July 22, 2019, at 6:00 p.m.

Motion was made by Mrs. Kutschman, seconded by Mrs. Panzarelli to approve motions 7.1 to 9.8. Motions passed by roll call vote of 9-0; with the exception of Ms. Malinconico who abstained on motion 7.1 and Mr. McGrogan who abstained on minutes from February 13, 2019, and motion 9.4.

8.0 Buildings & Grounds – Mr. Rapolla

8.1 Facilities Update

8.2 Use of Facilities
8.2.1 Motion to approve request from Bayshore Sports and Recreation to use the Keyport High School Gym for a Baseball and Softball Clinic on Saturday, March 9, 2019, from 8:00 a.m. to 2:00 p.m.

Motion was made by Mrs. Kutschman, seconded by Mrs. Panzarelli to approve motions 7.1 to 9.8. Motion 8.2.1 passed by 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, 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 $628,401.58 and supplemental bills for January 2019 in the amount of $624,958.29.

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>HVAC Project</td>
<td>12-000-400-331-00-00 Legal Services (Adj. 74)</td>
<td>$5,100.00</td>
</tr>
<tr>
<td>Appraisal Fees</td>
<td>11-000-230-530-11-01 Postage (Adj. 76)</td>
<td>$1,000.00</td>
</tr>
<tr>
<td>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>Other Purch-Policies</td>
<td>11-000-230-585-05-00 Board Member Travel (Adj.78)</td>
<td>$265.00</td>
</tr>
<tr>
<td>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>
</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.

9.6 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 #2644570944</th>
<th>Resident District</th>
<th>Gr. 9-12</th>
<th>Cost</th>
</tr>
</thead>
<tbody>
<tr>
<td>Asbury Park</td>
<td></td>
<td></td>
<td>$35,011 (prorated)</td>
</tr>
</tbody>
</table>

9.7 Motion to approve the following out of district tuition for the remainder of the 2018-2019 school year:

| Collier | Student 6431216902 | $25,256 |

9.8 Motion to rescind resolution 9.3 approved at the August 29, 2018, Keyport Board of Education Meeting to approve the transportation jointure between the Keyport Board of Education (host district) and Union Beach Board of Education (joiner) for 2018-2019 the school year.
Career Center am & pm (Keyport - Host):
Keyport (1 student) $ 5,661.00
Union Beach (6 students) $33,966.00
39,627.00 Total

BE IT FURTHER MOVED to approve the transportation jointure between the Keyport Board of Education (host district) and Union Beach Board of Education (joiner) for 2018-2019 the school year.

Career Center am & pm (Keyport - Host):
Keyport: 1 student from Sept-Jan 1 student from Feb-June $ 6,132.75
Union Beach: 6 students from Sept-Jan 5 students Feb-June $33,494.25
$39,627.00 Total

Motion was made by Mrs. Kutschman, seconded by Mrs. Panzarelli to approve motions 7.1 to 9.8. Motions passed by roll call vote of 9-0; with the exception of Ms. Malinconico who abstained on motion 7.1 and Mr. McGrogan who abstained on minutes from February 13, 2019, and motion 9.4.

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:

<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>DAANJ State Conference</td>
<td>Atlantic City, NJ/705</td>
<td>$606</td>
</tr>
<tr>
<td>Fuller, Jennifer</td>
<td>5/29/19</td>
<td>2019 NJ TESOL Conference</td>
<td>New Brunswick, NJ/47</td>
<td>$249</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>Mammano, Erik</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>
</tbody>
</table>
Thein, Lindsay 3/7/19 Intro to Responsive Classroom for K-8 Educators Philadelphia, PA/173 $253
Zingara, Ashley 3/7/19 Intro to Responsive Classroom for K-8 Educators Philadelphia, PA/173 $253
(Mileage reimbursed in accordance with OBM regulations/negotiated contract)

10.2 Motion to approve the following class trips:

<table>
<thead>
<tr>
<th>Grade</th>
<th>Trip Details</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>
<tr>
<td>Grades 4-8 Odyssey of the Mind</td>
<td>Liberty Science Center, Jersey City, 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:
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 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.

10.10 Motion to approve the following teachers to facilitate a parent involvement night for ESL families at a rate of $35 per hour, not to exceed $70 per event, to be paid from Title III funds:

- Wilbett Anshelewitz
- Cynthia Dinardi
- Lauren Marsh
- Jillian Kreutzer

10.11 Motion to approve 2019-2020 school calendar.

Motion was made by Ms. Malinconico, seconded by Mrs. Panzarelli to approve motions 10.1 to 12.2. Motions passed by roll call vote of 9-0; with the exception of Mr. McGrogan who abstained on motions 10.2, 10.9, 11.2 and 11.7.

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:

- 9/1/2019: Return to work

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 March 29, 2019.

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

11.5 Motion to accept the resignation of Adriana Rivera, Part-Time Aide, effective February 28, 2019.

11.6 Motion to approve Amanda Andrews and Grace Gramaglia to complete NJEXCEL internship hours from March 1, 2019, to June 30, 2020.

11.7 Motion to approve Elissa Green as a Preschool Teacher at a salary of $58,463 (prorated); MA, Step 4 for the remaining 2018-2019 school year effective March 18, 2019.

11.8 Motion to approve Valerie Rogers to teach an additional period for the remainder of the 2018-2019 school year at a salary of $11,441 (prorated).

11.9 Motion to approve Kaitlyn McGlynn to teach an additional period for the remainder of the 2018-2019 school year at a salary of $4,576 (prorated).

Motion was made by Ms. Malinconico, seconded by Mrs. Panzarelli to approve motions 10.1 to 12.2. Motions passed by roll call vote of 9-0; with the exception of Mr. McGrogan who abstained on motions 10.2, 10.9, 11.2 and 11.7.

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)
KEYPORT BOARD OF EDUCATION
REGULAR ACTION MEETING – FEBRUARY 27, 2019
MINUTES

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)

Motion was made by Ms. Malinconico, seconded by Mrs. Panzarelli to approve motions 10.1 to 12.2. Motions 12.1 to 12.2 passed by roll call vote of 9-0.

13.0 Old Business

13.1 Video recording of board meetings
13.2 NJSBA Delegate
13.3 NJSBA Alternate Delegate
13.4 Public Participation Discussion

14.0 New Business

14.1 Building coverage for summer EMT class

15.0 Public Participation

- John Merla, 34 Broad Street, spoke of the following:
  - Lunch balance policies and allowing or not allowing snacks to students that owe money.
Is there a reason why 6th, 7th, and 8th graders can’t comingle in the cafeteria?

Do we have a Career Day set?

- Jolyn Vallarta, 26 Perry Street, has researched the lunch policy. It is the Board’s responsibility to monitor the food service. Complaints have been made about poor service and quality from Maschios. Complaints have gone unnoticed.
- April Monroe, 84 Division Street, would like the district to give students better access to water for lunch.
- Katherine Galli, 30 Monroe Street, stated her son is reporting profanities and obscenities in bathroom stalls in 3rd grade.

16.0 Adjournment to Executive Session (TIME: 9:51 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 27, 2019, to discuss
   --Personnel
   --Finance
   --Pupil Privacy

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: Mrs. Panzarelli  SECOND: Ms. Malinconico

17.0 Return to Open Session (TIME: 10:03 p.m.)

18.0 Adjournment

18.1 Upon motion by Mrs. Panzarelli, seconded by Mrs. Kutschman, the meeting was adjourned at 10:04 p.m. by unanimous voice vote.

Respectfully Submitted,

Anthony Rapolla
Board Secretary/Business Administrator

AR:bi