2019-2021 DISTRICT GOALS (2-YEAR GOALS)

1. To improve academic achievement in Mathematics for all learners and to improve responsive teaching and classroom data driven decision making.
2. To improve academic achievement in English Language Arts for all learners and to solidify a comprehensive, responsive literacy approach at all grade levels.
3. To establish a district wide infrastructure that supports and strengthens the social emotional capacities of our students and improves school culture and climate in Keyport Public Schools.

Learners Today...Leaders Tomorrow

1.0 Opening Procedures

1.1 The meeting was called to order at 6:30 p.m. by Board President Panzarelli, in the Keyport High School Cafeteria, 351 Broad Street, Keyport, NJ.

1.2 Flag Salute

1.3 Opening Statement

“Public notice of this meeting has been advertised in the Asbury Park Press on January 17, 2020, and the Independent newspaper on January 22, 2020, as approved at the reorganization meeting of the Board of Education held on January 8, 2020. 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

Mrs. Abrahamsen  Mrs. Olsen
Mrs. Grabowski  Mrs. Panzarelli, President
Mr. Hausmann, Vice President  Mr. Stahl
Mr. McGrogan, UB Rep.*  Mr. Stahley (absent)
Mr. Moroney  Mrs. Tevis

Student Council Representative: Ayana Fuller (absent)

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

2.0 Presentation – none

3.0 President’s Remarks

Mrs. Panzarelli congratulated Devin Meza for signing with University of Central Connecticut. Mrs. Panzarelli reminded the board members to go to the board of education website and update their info and complete their financial disclosures. Mrs. Panzarelli encouraged other board member to attend the county meeting tomorrow night.

4.0 Communications – Dr. Savoia – none

5.0 Public Participation – Agenda Items – none

6.0 Superintendent Report

6.1 Superintendent’s Report – Dr. Savoia

**Goal Updates**
- A full day of professional development was provided for Fountas & Pinnell on February 3.
• The Keyport High School committee met with the American Reading Company.
• Fundations models classrooms have been created for K, grades 1, 2, 3 and SE grades 2 & 3.
• Instructional norms for reading mini lessons, interactive read aloud, shared reading, and guided reading for grades K-5.
• Professional development on differentiation was provided in mathematics on February 3.
• The mathematics resource committee met to see a presentation by Envisions.
• Ready Math, Reveal, & Into Math are scheduled as additional resources the committee will be considering.
• Dr. Godlesky provided professional development on research based instructional strategies.
• A team of staff attended professional development hosted by the Monmouth County Curriculum Consortium on math and literacy intervention.
• Professional Development was provided in Responsive Classrooms by Grace Gramaglia.
• The Attendance Review Committee (ARC) met at Keyport High School today. Congratulations to Grade 11 for an overall attendance rate of 93% in January.
• Mindfulness and Meditation professional development was provided by Mr. Palumbo.
• A survey has been created and will be distributed in the very near future to solicit information from the community. The survey is inclusive of seeking support of community members to participate in the Keyport Central School Career Day, as well as, providing job shadowing/internship opportunities for our students.
• February is CTE (Career & Technical Education) month. The school counseling department is utilizing information from the Occupational Outlook Handbook (Department of Labor) for students to scan QR codes and will be able to watch videos of different careers.
• Congratulations to 27 Keyport High School students who have perfect attendance to date and the 87 students at Central School.

Community
• Union Beach Articulation is scheduled for 2/13/20.
• Borough Articulation is scheduled for 2/12/20.
  o Seniors to plays
  o Summer recreation
• Superintendent Coffee
  o 2/24/20 (DRA) Diagnostic Reading Assessment
  o 2/13/20 Central School Students
• The 2020-2021 Calendar will be on the February 19, 2020, agenda for your approval

Data
I have updated special education data that Mr. Moroney requested in the BOE folder. The data is attained from the October 15 reports submitted via NJSMART. School Performance report data is attained by the NJSMART end of year data. Thank you to Genesis in advance for providing professional development on Monday for additional special education data.

Grant
Keyport has been asked again this year to collaborate with Wellspring Center for Prevention to submit a grant proposal that will support Goal 3. The overall purpose of the grant is to strengthen prevention capacity.

Keyport is the recipient of the 2019 NJSLP Equipment Assistant Grant. The district will be purchasing $19,334.03 of equipment for KHS at a cost of $2,328.49. The new serving equipment will allow for additional meal options. Thank you to Mr. Rapolla.

HIB
There were 0 new incidents of HIB reported at Central School and 0 new incidents at Keyport High School since we met on January 22, 2020. Five incidents that were pending on January 22 have been closed. There were two confirmed at Keyport Central School. One was determined to be a conflict, and one is being investigated at Keyport High School. Consequences and services are provided as per Policy 5512 and 5560.

KHS & Central School
Teacher & Student of the Month
• Central School - January
  o Pre-K – Jesus Marin Gazga & Ayla Sutphin
  o Kindergarten – Kamil Bourmeche & Angelica Abrahamsen
  o 1st Grade – Sebastian Muriel & Jessica Palmer
  o 2nd Grade – Aiden Vasquez & Iffat Iftakhar Tahira
  o 3rd Grade – Michael Vairo Jessica Mingo
  o 4th Grade – Sean Connallon & Karla Franco
  o 5th Grade – Jose Reyes & Mackenzie Calabrese
  o 6th Grade – Noah McKay & Deena Mohamed
  o 7th Grade – Miguel Franco & Brianna Hernandez
  o 8th Grade – Justin Medina & Kate Dipaolo
  o Mr. Burges & Ms. Vitucci
• **High School – January**
  - 9\textsuperscript{th} Grade – Brooke Habinowski
  - 10\textsuperscript{th} Grade – Brianna McDonald
  - 11\textsuperscript{th} Grade – Connor Johnson
  - 12\textsuperscript{th} Grade – Nick Wroblewski
  - Mrs. Sproat & Mr. Alvarez

• On January 30, 2020, the Schoolwide Spelling Bee was held at Keyport Central School for grades 3-8. During the month of December, homerooms in grades 3-8 held their individual classroom spelling bees during their ELA time. Each homeroom selected a Classroom Spelling Bee winner to participate in the Schoolwide Bee. Classroom winners were provided with a study guide in December to prepare for the Schoolwide contest. 21 students participated in the Schoolwide Spelling Bee which was held in the gymnasium as an assembly on the afternoon of January 30. Through seven rounds of spelling, we had two finalists; 8th grader Marcelo Erazo-Kase and 4th grader Lilly Clayton. Marcelo ended up being the spelling champion for Keyport Central School. He will represent Keyport Central School at the Regional level on March 16 at Monmouth University.

• In celebration of Black History Month, our staff has planned instructional lessons, highlighting the accomplishments of historical Americans, tweeting, literary works are highlighted in the media centers, as well as bulletin boards are displayed.

• On the February 19\textsuperscript{th} agenda, a resolution will be presented to the BOE for approval of SSDS Period 1. SSDS stands for the Student Safety Data System. Each district is required to report incidents of violence; vandalism; harassment, intimidation, or building (HIB; weapons offenses; substance offenses; and any other incident leading to student removal from school.

• Thanks to the generosity of the Arts Society of Keyport (ASK), our middle school students will be able to attend the Monmouth Arts Teen Arts 2020 Festival at Brookdale Community College (https://www.monmoutharts.org/teenartsfestival) on March 19 & March 20. The following students will be attending:
  - Samantha Albanese-Creative Writing
  - Casey Bracken-Drama
  - Brianna Brown-Drama
  - Danika Borza-Visual Art/Film
  - Helaina Clayton-Creative Writing
  - Sophia deSimas-Drama
  - Casey Dinnigan-Visual Art/Film
  - Carter Williams-Visual Art/Film
Upcoming Events
- 2/5/20 Pre-K Registration
- 2/6/20 PTO Daddy/Daughter Dance
- 2/8/20 ACT Testing @ Keyport High School
- 2/14/20 Early Dismissal Staff & Students
- 2/17/20 Presidents Day – School Closed
- 2/18/20 Cat in the Hat Visit @ Keyport Central School
- 2/19/20 Goal Presentation-Semester 1 KHS Student of the Month
- 2/20-22 KHS Drama Play (Mamma Mia)
- 2/27/20 Monmouth County Trade & Jobs Fair
- 2/28/20 KEF Gala
- 3/11/20 PTO Staff vs Students Basketball Game
- 3/13/20 Kids Heart Challenge
- 3/23/20 Early Dismissal for Students/Staff PD Day
- 3/24/20 PTO McTeacher Night
- 3/25/20 SAT in School Day
- 4/1-4/2/20 Annie Jr.
- 4/25/20 Raiderfest-Touch A Tuck-Craft Fair

Fundraisers
- 2/1-3/31/20 Pasta Fundraiser/Class of 2021
- 2/24-3/9/20 Gertrude Hawk/Keyport High School Drama Club
- 3/1-31/20 Tank Top Sale/Class of 2022
- 3/9-13/20 Matchmaker Fundraiser/KCS Student Council
- 4/1-5/31/20 Patriotic Keyport Clothing/Class of 2021

Athletic Calendar
- 2/11/20 Basketball Girls vs Keansburg
- 2/12/20 Wrestling vs. St. Rose HS
- 2/13/20 Basketball Boys @ Point Pleasant Beach HS

7.0 Board Secretary’s Report – Mr. Rapolla
7.1 Motion to approve the following minutes:
January 22, 2020 Regular Minutes and closed session

8.0 Buildings & Grounds – Mr. Rapolla
8.1 Facilities Update
We had a construction meeting yesterday for the track project. We are excited to hear that the contractor is eager to start the project soon. We are targeting a completion date of very early July. However, the contractor said if the weather cooperates, he plans on being completed in advance of that.

I am happy to report that we applied for and are receiving a National School Lunch Program Equipment Grant for $17,005.54. The high school is in dire need of new food serving equipment. This equipment will increase food safety by guaranteeing that both hot and cold foods are being maintained at their optimal temperatures before being served. Additionally, the increased holding equipment will allow the school to provide additional and fresher meal options. This equipment will positively impact all students participating in the school lunch program. We are purchasing $19,334.03 of equipment and the grant is funding $17,005.54. There are only ten public schools in the state that are receiving this funding so we feel really good about that.

Something we don’t feel good about is the 20-21 Budget. The early projections are scary. Our projected expenses are up approximately $1.2 million from last year. Out-of-district tuition projections for next year is about $850,000 more than what our costs were a year ago. It’s devastating and the district will have some very difficult decisions to make. Obviously, other costs will continue to rise such as salaries and health insurance. So again, we have difficult decisions to make. At the next board meeting on February 19, I will review some basic budget information. On March 4, we will have a much greater budget presentation that will have more concrete numbers and we should know our state aid projections. On March 18, we will adopt a tentative budget for the county.

8.2 Use of Facilities

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, 2019, 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 2020 in the amount of $TBD and supplemental bills for January 2019 in the amount of $TBD.

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

<table>
<thead>
<tr>
<th>From</th>
<th>To</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>11-000-251-340-11-00 Bus Ofc Tech Serv Consul</td>
<td>11-000-251-610-05-00 Business Adm Office Supp (Adj. 67)</td>
<td>$460.00</td>
</tr>
<tr>
<td>30-000-401-390-11-06 Referendum Contingency</td>
<td>30-000-401-450-00-39 18K070B KCS HVAC Const (Adj. 69)</td>
<td>$42,976.39</td>
</tr>
<tr>
<td>11-130-100-101-02-00 Gr 6-8 Sub Salaries</td>
<td>11-150-100-320-02-00 Hi Pur Pro CS (Adj. 70)</td>
<td>$3,000</td>
</tr>
<tr>
<td>11-000-291-270-11-00 Employee Insurance</td>
<td>11-000-230-331-05-01 Legal Fees (Adj. 71)</td>
<td>$22,000</td>
</tr>
</tbody>
</table>

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>Flynn, Kevin</td>
<td>3/17, 3/18, 3/19 &amp; 3/20/20</td>
<td>DAANJ-Athletic Director Conference</td>
<td>Atlantic City, NJ/720</td>
<td>$599</td>
</tr>
<tr>
<td>Guttman, Lesley</td>
<td>2/10/20</td>
<td>Number Sense Fluency &amp; Operations (Gr. 2-5)</td>
<td>Piscataway, NJ/51</td>
<td>$221</td>
</tr>
<tr>
<td>Lloyd, Lauren</td>
<td>2/10/20</td>
<td>Number Sense Fluency &amp; Operations (Gr. 2-5)</td>
<td>Piscataway, NJ/51</td>
<td>$221</td>
</tr>
</tbody>
</table>

(Mileage reimbursed in accordance with OBM regulations/negotiated contract)
10.2 Motion to approve the submission of the 2019-2020 Statement of Assurance regarding the use of paraprofessional staff.

10.3 Motion to accept January 2020 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>Shelter in Place</td>
<td>All Students &amp; Staff</td>
<td>January 28 @ 1:30 p.m.</td>
</tr>
<tr>
<td>Keyport High School</td>
<td>Fire Drill</td>
<td>All Students &amp; Staff</td>
<td>January 31 @ 2:30 p.m.</td>
</tr>
<tr>
<td>Central School</td>
<td>Fire Drill</td>
<td>All Students &amp; Staff</td>
<td>January 10 @ 2:15 p.m.</td>
</tr>
<tr>
<td>Central School</td>
<td>Lockdown</td>
<td>All Students &amp; Staff</td>
<td>January 27 @ 2:00 p.m.</td>
</tr>
</tbody>
</table>

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

<table>
<thead>
<tr>
<th>Date</th>
<th>School</th>
<th>Incidents Reported</th>
<th>HIB</th>
</tr>
</thead>
<tbody>
<tr>
<td>January 2020</td>
<td>Central</td>
<td>5</td>
<td>2</td>
</tr>
<tr>
<td>January 2020</td>
<td>KHS</td>
<td>3</td>
<td>2</td>
</tr>
</tbody>
</table>

10.5 Motion to approve the following class trips:

<table>
<thead>
<tr>
<th>Class Trip</th>
<th>Location</th>
</tr>
</thead>
<tbody>
<tr>
<td>KHS Teen Pep</td>
<td>Woodbridge Bowling Alley, Woodbridge, NJ</td>
</tr>
<tr>
<td>KHS Drama Club</td>
<td>Broadway, NYC, NY</td>
</tr>
<tr>
<td>8th Grade</td>
<td>State Theater, New Brunswick, NJ</td>
</tr>
<tr>
<td>6th Grade</td>
<td>Medieval Times, Lyndhurst, NJ</td>
</tr>
</tbody>
</table>

10.6 Motion to approve the following resolution regarding the Disciplinary Hearing of Student #202303367.

WHEREAS on January 28, 2020, a student disciplinary hearing was held before the Keyport Board of Education involving Student #202303367; and

WHEREAS, during the hearing the student’s parent was present and had the opportunity to present evidence and testimony at the hearing; and

NOW, THEREFORE, BE IT RESOLVED that the Board find that Student #202303367 committed the act(s) complained of; and be it further
RESOLVED that Student #202303367 receive home instruction pending an alternate placement and pursuant to N.J.S.A. 6A:16-7.3(13)(c).

Motion was made by Mr. Stahl, seconded by Mr. Moroney to approve motions 10.1, 10.6, 11.1 and 11.2. Motions passed by unanimous roll call vote of 9-0.

11.0 Personnel

11.1 Motion to approve Andrew Lois as a Home Instruction Teacher for the remainder of the 2019-2020 school year.

11.2 Motion to approve Jayne Moran, ESL Teacher, Step 6; BA $58,651 (prorated) for the 2019-2020 school year.

11.3 Motion to approve the following personnel for Spring 2020 Athletic Positions:

<table>
<thead>
<tr>
<th>Position</th>
<th>Coach</th>
<th>Stipend</th>
</tr>
</thead>
<tbody>
<tr>
<td>Head Track</td>
<td>Deboney Braithwaite</td>
<td>$7,982</td>
</tr>
<tr>
<td>Assistant Track</td>
<td>Sean Altland</td>
<td>$6,129</td>
</tr>
<tr>
<td>Head Baseball</td>
<td>Kyle Keelen</td>
<td>$8,782</td>
</tr>
<tr>
<td>Assistant Baseball</td>
<td>Pete Miller</td>
<td>$6,441</td>
</tr>
<tr>
<td>Head Softball</td>
<td>Henry Arlequin</td>
<td>$8,782</td>
</tr>
<tr>
<td>Assistant Softball</td>
<td>Greg Altmajer</td>
<td>$6,441</td>
</tr>
<tr>
<td>Head Boys Volleyball</td>
<td>Steve Bower</td>
<td>$7,982</td>
</tr>
<tr>
<td>Assistant Boys Volleyball</td>
<td>Phil Recco</td>
<td>$6,129</td>
</tr>
<tr>
<td>CS Softball</td>
<td>Staci Minuskin</td>
<td>$6,306</td>
</tr>
<tr>
<td>CS Baseball</td>
<td>James Wesley</td>
<td>$6,306</td>
</tr>
<tr>
<td>Volunteer Coach</td>
<td>Shaun Lyons</td>
<td></td>
</tr>
<tr>
<td></td>
<td>Angela Pento</td>
<td></td>
</tr>
<tr>
<td></td>
<td>Jackson Aumack*</td>
<td></td>
</tr>
<tr>
<td></td>
<td>Anthony Cavallo</td>
<td></td>
</tr>
</tbody>
</table>

Motion was made by Mr. Stahl, seconded by Mr. Moroney to approve motions 10.1, 10.6, 11.1 and 11.2. Motions passed by unanimous roll call vote of 9-0.
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 0152 Board Officers (Revised)

13.0 Old Business

Mrs. Panzarelli will be sending out a survey for board of education goals tomorrow. She would like to remind board members to let Dr. Savoia know if they will be attending plays so she can get us tickets.

Mr. Moroney asked Mrs. Panzarelli to expand on how we will proceed regarding the goals. Mrs. Panzarelli will send a survey out to board members and it will ask for their interest as to what the board would like to focus on.

Mr. Moroney asked about the policy aspect. Mrs. Panzarelli stated that NJSBA is going to pull all our policies and will evaluate them. Board members will be asked to read policy and then set aside time to talk about it. This will be part of the board goals.

14.0 New Business

Mr. Moroney discussed some topics/programs from New Jersey School Boards Association newsletter.

15.0 Public Participation – none

16.0 Adjournment to Executive Session (TIME: 7:05 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 5, 2020, to discuss 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. Grabowski   SECOND: Mr. Moroney
17.0 Return to Open Session (TIME: 7:50 p.m.)

17.1 Motion to approve the following resolution regarding the Disciplinary Hearing of Student #202002680.

WHEREAS on February 5, 2020, a student disciplinary hearing was held before members of the Keyport Board of Education involving student #202002680; and

WHEREAS during the hearing the student’s parent was present and had the opportunity to present evidence and testimony at the hearing; and

NOW, THEREFORE, BE IT RESOLVED, that the board find that Student #202002680 committed the act(s) complained of; and be it further

RESOLVED that Student #202002680 return to school pending medical clearance and adherence to a behavior contract and pursuant to N.J.S.A. 6A:16-7.3(13) (c)

Motion was made by Mr. Hausmann, seconded by Mr. Moroney to approve motion 17.1. Motion passed by unanimous roll call vote of 9-0.

18.0 Adjournment

18.1 Upon motion by Mrs. Tevis, seconded by Mrs. Abrahamsen, the meeting was adjourned by unanimous voice vote at 7:52 p.m.

Respectfully Submitted,

Anthony Rapolla
Board Attorney/Board Secretary

AR:bi