

**KEYPORT BOARD OF EDUCATION  
WORKSHOP ACTION MEETING – FEBRUARY 7, 2018  
AGENDA**

**1.0 Opening Procedures**

- 1.1 Call to Order
- 1.2 Flag Salute
- 1.3 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.

- 1.4 Roll Call

Mr. Bright, President	Mrs. Kutschman, Vice President
Ms. King-Cote	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.*

- 1.5 Student Council Representative Report

**2.0 Presentations –**

- 2.1 Budget Basics by Mr. Rapolla
- 2.2 Goal Update by Dr. Savoia

**3.0 President’s Remarks**

**KEYPORT BOARD OF EDUCATION  
WORKSHOP ACTION MEETING – FEBRUARY 7, 2018  
AGENDA**

**4.0 Communications – Dr. Savoia**

**5.0 Public Participation – Agenda Items**

**6.0 Superintendent Report**

6.1 Superintendent’s Report – Dr. Savoia

**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

**8.0 Buildings & Grounds – Mr. Rapolla**

8.1 Facilities Update

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.

**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.

**KEYPORT BOARD OF EDUCATION  
WORKSHOP ACTION MEETING – FEBRUARY 7, 2018  
AGENDA**

- 9.2 Motion to approve bills for the month of February 2018 in the amount of \$TBD and supplemental bills for January and February 2018 in the amount of \$TBD.
- 9.3 Motion to approve the transfer of funds for the month of December and January as follows:

<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

**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>
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

<b>KEYPORT BOARD OF EDUCATION</b> <b>WORKSHOP ACTION MEETING – FEBRUARY 7, 2018</b> <b>AGENDA</b>
---

- 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 &amp; 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

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

## **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.

- 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

<b>KEYPORT BOARD OF EDUCATION</b> <b>WORKSHOP ACTION MEETING – FEBRUARY 7, 2018</b> <b>AGENDA</b>
---

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

Volunteer Coaches:

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

**KEYPORT BOARD OF EDUCATION  
WORKSHOP ACTION MEETING – FEBRUARY 7, 2018  
AGENDA**

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 Shaun Lyons Larry Peterson Staci Minuskin Albert Smith Andrea DeToro	Clock Operator	\$35 per game

<b>KEYPORT BOARD OF EDUCATION</b> <b>WORKSHOP ACTION MEETING – FEBRUARY 7, 2018</b> <b>AGENDA</b>
---

Valerie Rogers Kyle Keelen Phil Recco	
---	--

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

**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)

**13.0 Old Business**

**14.0 New Business**

**15.0 Public Participation**

**16.0 Adjournment to Executive Session (TIME:        )**

**KEYPORT BOARD OF EDUCATION  
WORKSHOP ACTION MEETING – FEBRUARY 7, 2018  
AGENDA**

- 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 7, 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:

SECOND:

**17.0 Return to Open Session (TIME:\_\_\_\_\_)**

**18.0 Adjournment**