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: Marilyn Casey, sister of Deborah Weissman, Special Education Secretary and Ellen V. Chretien, retired Central School Teacher.

1.4 Opening Statement

“Public notice of this meeting has been advertised in the Asbury Park Press on January 9, 2019, as approved at the reorganization meeting of the Board of Education held on January 2, 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.

1.5 Roll Call
Mrs. Abrahamsen  Mr. McGrogan, UB Rep.*
Mr. Bright  Mr. Moroney
Mr. Hausmann  Mrs. Panzarelli
Mrs. Kutschman (absent)  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.

1.6 Student Council Representative Report

Julian Rebelo gave the following update on events happening in KHS this January:

- For the Class of 2020, the Guidance Department, through a grant, is hosting our second annual SAT school day on March 27, 2019, for all Juniors to take at no charge.
- Literary Magazine is currently accepting written, art, and photographic submissions, both named and anonymous by students from around KHS.
- For Drama Club, rehearsals for Young Frankenstein are held daily from 3 to 5 p.m. until January 2 and will then go from 3 to 6 p.m. Tuesdays are vocals, Wednesdays are choreography and the other days are scene work with Mrs. Cowen.
- Book Club still meets on Fridays during Open 2 in room 311. New members are always welcome. Bring your lunch.
- The Gender Sexuality Alliance has created a PSA for Key-TV and a new bulletin to promote “Judge Less, Love More” for a strong push to stomp out derogatory terms used in school.
- National Honor Society is hosting a Texas Roadhouse fundraiser on January 30.
- The Students of the Month for December are: 9th Grade: Mia Malinconico; 10th Grade: Ayana Fuller; 11th Grade: James Staeger; 12th Grade: Giana Piccini
- Staff of the Month: Ms. Seres and Ms. Applegate

2.0 Presentations

2.1 Valerie Rogers - Robotics Presentation, Room 103 KHS
Valerie Rogers, KHS Teacher, presented on Robotics
2.2 Joe Palumbo - College & Career Readiness Presentation  
Mr. Palumbo presented on College and Career Readiness. He spoke of a current skills gap that exists.

3.0 President’s Remarks  
Mr. Bright stated he is impressed with both presentations. He thinks Mr. Palumbo is doing a great job in guiding our students. He is also impressed with Miss Rogers Robotics class.

4.0 Communications – Dr. Savoia – None

5.0 Public Participation – Agenda Items
John Merla, 34 Broad Street, had some questions on Mr. Palumbo’s presentation. He is impressed with Mr. Palumbo as a presenter. He would like Mr. Palumbo to present to Union Beach 8th grade students as well. Mr. Merla commented that 40 years ago Keyport High School had a number of vocational classes. He asked about the job description of the Athletic Trainer.

6.0 Superintendent Report
6.1 Superintendent’s Report – Dr. Savoia

Goal Updates
• Goal 1:  
  o Some elementary classrooms are piloting Math Workshop. Math workshop promotes the differentiation of instruction through both verbal and written sharing.  
  o As a result of data analysis, we are planning for Semester II implementation of small targeted instruction in mathematics and language arts for Algebra I and English 9 & 10.  
  o Lesson plans assessed and supported for the inclusion of differentiation.  
  o Engaged in a comprehensive literacy system review for Tier I instruction, focused on differentiation in various aspects of the literacy block. A recommendation for the purchase of resources as budget for this year is anticipated for the Spring.
• Goal 2:  
  o I & RS and ARC (Attendance Review Committee) meetings were held. These two intervention programs have been linked by the I & RS liaison who attends the ARC committee meetings. This articulation now allows the ARC process to include a holistic view
of the student and their needs as well as allows for the I & RS team to develop an action plan that can address attendance as well as academic and behavioral needs.

- The guidance team continues their school wide attendance incentive programs via the grade level competitions, the grades with the highest average daily attendance is awarded incentives such as additional recess time. Congratulations to Grade 2 for their win with a 97% attendance rate. At KHS the Freshman are still in the lead!

- We are working collaboratively with VNA which is funded by our United Way grant to provide flu shots to our Pre K students. The goal is to NOT exclude a student from school for noncompliance.

**Goal 3:**
- School of Character Application was submitted for Central School
- Field Observations & Psychologist Internship allow our staff to serve as teacher/staff leaders.
- Professional development will occur for a full day on 2/4/19. Our teaching staff (teacher leaders) will be providing professional development opportunities.

**Personnel**
- Master Teacher job description is proposed for your approval. This position is funded via the Preschool Expansion Aid Grant.
- Athletic Trainer job description is proposed for your approval. This position is recommended as it supports the safety and rehabilitation of our student athletes. In addition will support the Athletic Director’s/Assistant Principal’s administrative responsibilities.

**Community**
- Kiwanis Comedy Night 1/25/19 $25.00
- Public Library Meeting 1/10/19
- Shore Center Board Meeting
- Monmouth County Guidance Directors Association -- The MCGDA is hosting this event on February 28 from 6-8 pm in Freehold. There will be over 40 trade schools, employers, and trade unions on hand to interface with high school students, graduates, and any resident of Monmouth County that is looking for post-secondary training that does not require a four-year college degree.

**HIB**
There was 1 new incident of HIB reported at Central and 1 new incident reported at KHS since we last met on December 19, 2018. There are 2 pending investigations since our last meeting. 0 incidents were confirmed. 0 were determined to be a conflict and 2 are currently under investigation. Consequences and services are provided as per Policy 5512 and 5560.
Special Education
Our school district participates in the Special Education Medicaid Initiative (SEMI) program. The SEMI program is mandated by the State of New Jersey for all public schools receiving federal funding. This program is not intended to impact/change the Medicaid services provided to our Special Education Students. Under this program, the government provides reimbursement to the district for a portion of the school-based special education services provided. The SEMI program is under the auspices of the New Jersey Department of the Treasury through its collaboration with the New Jersey Department of Education and the New Jersey Division of Medicaid Assistance and Health Services.

- 14-15 24,744 25,527
- 15-16 28,549 53,380
- 16-17 29,644 50,913
- 17-18 27,448 49,667
- 18-19 30,010

KHS & Central School
- KCS Spelling Bee Winner is Deena Mohamed, Grade 5
- KSPEAG (Keyport Special Education Parent Advisory Group)
  o 2/19/19 Meeting, 4/12/19 Touch A Truck, & 5/17/19 Every Day Hero’s basketball game
- 1/15/2019 CS-Title I School Wide Meeting
- Norman & Bettina Roberts Grants provide districts opportunities that are not funded. This organization likes to break down barriers that do not allow students equal access to opportunities.
  o SAT & KHS Attendance Incentive

Teacher & Student of the Month
- Central School - December
  o Kindergarten – Arisleidy Juarez & Blake Schwartz
  o 1st Grade – Britany Pena Banos & Michael Hausmann
  o 2nd Grade – Leah Castro & Grayson deSimas
  o 3rd Grade – Michelle Mata & John Avitto
  o 4th Grade - Ashlee Terhune & Evan Vea
  o 5th Grade – Megan Gatzke & Liam Alberici
  o 6th Grade – Cecelia Reed & Cristhian Morris
  o 7th Grade – Kate DiPaolo & Jonathan Marroquin
  o 8th Grade – Natividad Vasquez & Adam Nardone
  o Mrs. Guttman and Mrs. Thein
o **High School - December**
   - 9th Grade – Mia Malinconico
   - 10th Grade – Ayana Fuller
   - 11th Grade – James Staeger
   - 12th Grade – Giana Piccini
   - Ms. Seres and Mrs. Applegate

o **Teachers of the Year**
   - Mrs. Ashley Taylor – KHS
   - Mrs. Nicole Goldsmith – KCS

**Policy 1st Reading**
- 0143 Board Member Election & Appointment
- 0152 Board Officers
- 2430 Co-Curricular Activities

**Upcoming Events**
- 1/16/2019 KEA Negotiations Meeting
- 1/18/2019 Early Dismissal Students/Staff In-Service
- 1/21/2019 School Closed – MLK day
- 1/22/2019 Referendum Committee Meeting
- 1/23/2019 Strategic Planning Steering Committee
- 1/29/2019 Strengthening Families Program – KHS
- 2/4/2019 Schools Closed for Students/Staff In-Service
- 2/5/2019 Security Meeting
- 2/13/2019 District Goal Update
- 2/20/2019 Future Ready Presentation/Overview
- 2/24/2019 Future Ready Conference NJSBA

**Athletic Calendar**
- 1/17/2019 Varsity Bowling versus Matawan High School
  - Girls Varsity Basketball versus Asbury Park High School
- 1/22/2019 Boys Varsity Basketball versus Ranney School

**7.0 Board Secretary’s Report – Mr. Rapolla**

7.1 Motion to approve the following minutes:

   December 19, 2018 Regular Minutes and closed session minutes
   January 2, 2019 Reorganization Minutes

Motion was made by Mrs. Panzarelli, seconded by Mr. Hausmann to approve motions 7.1 to 9.4. Motions passed by unanimous roll call vote of 9-0 with the
exception of Mrs. Abrahamsen, Mr. Moroney and Mr. Stahley who abstained on December 19, 2018, regular and closed session minutes.

8.0 Buildings & Grounds – Mr. Rapolla

8.1 Facilities Update

- The Mariner’s Village agreement with the borough has not been signed yet. The agreement sent over to us had a cap of 50% in it. We asked that they consider removing the cap. Mr. Gallo said he needed to review it with the town council and their attorney.

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 8, 2019, between the hours of 6 a.m. through 4 p.m. for training and educational purposes.

Motion was made by Mrs. Panzarelli, seconded by Mr. Hausmann to approve motions 7.1 to 9.4. Motions passed 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 November 30, 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 January 2019 in the amount of $584,757.42.

9.3 Motion to approve the following out of district tuition for the remainder of the 2018-2019 school year:
Bancroft  Student 7262313746 $71,706.74

9.4 Motion to approve the transfer of funds for the month of December as follows:

<table>
<thead>
<tr>
<th>From</th>
<th>To</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>11-000-213-320-01-00 School Physician-HS</td>
<td>11-000-213-300-01-00 Purchased Prof Med HS (Adj. 68)</td>
<td>$18.50</td>
</tr>
<tr>
<td>11-000-230-890-05-02 Board Members Misc Exp</td>
<td>11-000-230-585-05-00 Board Member Travel (Adj. 69)</td>
<td>$400.00</td>
</tr>
</tbody>
</table>

Motion was made by Mrs. Panzarelli, seconded by Mr. Hausmann to approve motions 7.1 to 9.4. Motions passed 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:

<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>Egan, Christina</td>
<td>3/14/19</td>
<td>Women’s Leadership Conference</td>
<td>Somerset, NJ/100</td>
<td>$215*</td>
</tr>
<tr>
<td>Godlesky, Laura</td>
<td>3/14 &amp; 3/15/19</td>
<td>Women’s Leadership Conference</td>
<td>Somerset, NJ/100</td>
<td>$380*</td>
</tr>
<tr>
<td>Savoia, Lisa</td>
<td>3/14/19</td>
<td>Women’s Leadership Conference</td>
<td>Somerset, NJ/100</td>
<td>$215*</td>
</tr>
</tbody>
</table>

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

*To be paid from Title II Funds 200-400

10.2 Motion to approve a donation from Dr. and Mrs. Edward McNamara in the amount of $500 to be used for the Central School Drama Club.

10.3 Motion to accept December 2018 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>December 14 @ 1:55 p.m.</td>
</tr>
<tr>
<td>Keyport High School</td>
<td>Lockdown Drill</td>
<td>All Students &amp; Staff</td>
<td>December 18 @ 1:51 p.m.</td>
</tr>
</tbody>
</table>
Central School | Shelter in Place | All Students & Staff | December 3 @ 1:50 p.m.
--- | --- | --- | ---
Central School | Fire Drill | All Students & Staff | December 14 @ 10:20 a.m.

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>December 2018</td>
<td>Central</td>
<td>2</td>
<td>1</td>
</tr>
<tr>
<td>December 2018</td>
<td>KHS</td>
<td>0</td>
<td>0</td>
</tr>
</tbody>
</table>

10.5 Motion to amend the KCS Book Club Advisor previously approved on June 13, 2018, board meeting (resolution 11.5) to the following:

| KCS Book Club Advisor | Westendorf, Jeanne Borrelli, Sharon | $840 (Split) |

10.6 Motion to approve the following class trips:

| Grades 9-12 Criminology/Sociology Class | Monmouth County Police Academy, Freehold, NJ |
| 3rd Grade | Six Flags Safari, Jackson, NJ |
| Grades 10-12 | Universal Technical Institute, Bloomfield, NJ |

10.7 Motion to accept a check in the amount of $6,192 for a grant award from the Norman & Bettina Roberts Foundation for the administration of the SATs.

10.8 Motion to accept a check in the amount of $3,000 for a grant award from the Norman & Bettina Roberts Foundation for Attendance Incentives.

Motion was made by Mrs. Panzarelli, seconded by Ms. Malinconico to approve motions 10.1 to 12.1, with motion 11.8 being amended to include MRSA guidelines for Athletic Trainer.

Motions passed by unanimous roll call vote of 9-0 with the exception of Mr. McGrogan who abstained on motions 10.2, 10.5, 10.9, 11.9, 11.11, 11.13.

11.0 Personnel

11.1 Motion to approve Alyssa Buttacavole and Mary Mack for Home Instruction at $35 per hour.
11.2 Motion to approve Alexis Cherry as a Substitute for the remainder of the 2018-2019 school year.

11.3 Motion to amend Nicole Gries’s request for a maternity/disability leave and Federal/NJ Family Medical Leave, previously approved at the October 17, 2018, board meeting (resolution 11.4), as follows:

<table>
<thead>
<tr>
<th>Date</th>
<th>Type</th>
</tr>
</thead>
<tbody>
<tr>
<td>1/28/2019 - 2/21/2019</td>
<td>(17) Sick Days</td>
</tr>
<tr>
<td>5/30/2019 - 5/31/2019</td>
<td>Unpaid Days</td>
</tr>
<tr>
<td>6/3/2019</td>
<td>Return to work</td>
</tr>
</tbody>
</table>

11.4 Motion to approve Dawn Weg as a Leave Replacement for Nicole Gries from January 28, 2019, to May 31, 2019; Step 1, BA.

11.5 Motion to approve Brittany Serkus, school psychology practicum student from Georgian Court University, from January 2019 to June 2019, or until completion of 150 hours, to be supervised by Monica Peter, School Psychologist.

11.6 Motion to approve Susanne Leandro’s Intermittent Family Leave/NJFLA from January 4, 2019, to January 4, 2020, not to exceed a total of 42 days.

11.7 Motion to amend Jeanne Westendorf’s request for a maternity/disability leave and Federal/NJ Family Medical Leave previously approved at the October 17, 2018, board meeting (resolution 11.3) as follows:

<table>
<thead>
<tr>
<th>Date</th>
<th>Type</th>
</tr>
</thead>
<tbody>
<tr>
<td>1/14/2019 - 3/11/2019</td>
<td>(39) Sick Days</td>
</tr>
<tr>
<td>3/12/2019 - 5/31/2019</td>
<td>NJFLA/FMLA</td>
</tr>
<tr>
<td>6/3/2019</td>
<td>Return to work</td>
</tr>
</tbody>
</table>

11.8 Motion to approve job description for Athletic Trainer and Early Childhood Master Teacher.

11.9 Motion to approve Madison Kutschman, Brookdale Community College, to complete a total of 60-hours of field observation for the Spring 2019 semester at Keyport Central School.

11.10 Motion to approve Christiana Snyder, Brookdale Community College, to complete a total of 60-hours of field observation for the Spring 2019 semester at Keyport High School.
11.11 Motion to approve Alicia Colon, Brookdale Community College, to complete a total of 60-hours of field observation for the Spring 2019 semester at Keyport Central School.

11.12 Motion to approve Joy-Michele Johnson, Brookdale Community College, to complete a total of 8-hours of classroom observation at Keyport High School.

11.13 Motion to approve Britney Fusic, Monmouth University, to complete a total of 11 hours of field observation for the Spring 2019 semester at Keyport Central School.

11.14 Motion to approve Christopher Duffett, Monmouth University, to complete a total of 11 hours of field observation for the Spring 2019 semester at Keyport Central School.

Motion was made by Mrs. Panzarelli, seconded by Ms. Malinconico to approve motions 10.1 to 12.1, with motion 11.8 being amended to include MRSA guidelines for Athletic Trainer.

Motions passed by unanimous roll call vote of 9-0 with the exception of Mr. McGrogan who abstained on motions 10.2, 10.5, 10.9, 11.9, 11.11, 11.13.

12.0 Policy

12.1 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 0143 Board Member Election and Appointment (Revised)
- P 0152 Board Officers (Revised)
- P 2430 Co-Curricular Activities (Revised)

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

13.0 Old Business

13.1 Discussion of New Track

- Mr. White presented on the history of the track. He also presented all the benefits of finishing our track.
- Mr. Flynn contributed on how a track would benefit the Central School students as well.
14.0 New Business

Mrs. Panzarelli attended KSEPAG meeting. The group is doing a great job.

15.0 Public Participation

16.0 Adjournment to Executive Session (TIME: 10:28 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 January 16, 2019, to discuss a student matter
   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: Mr. White           SECOND: Mrs. Panzarelli

17.0 Return to Open Session (TIME: 10:28 p.m.)

18.0 Adjournment

18.1 Upon motion by Mr. White, seconded by Mrs. Panzarelli, the meeting was adjourned at 10:46 p.m. by unanimous voice vote.

Respectfully Submitted,

Anthony Rapolla
Board Secretary/Business Administrator

AR:bi