

**KEYPORT BOARD OF EDUCATION
REGULAR ACTION MEETING – JANUARY 17, 2018
MINUTES**

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 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

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

- 1.5 Student Council Representative Report - none

2.0 Presentation – Future Cities

Nicole Goldsmith and the Gifted and Talented Students presented on their Future Cities Projects.

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3.0 President’s Remarks

Mr. Bright stated he was impressed with the Future City presentations. He congratulated the 8th grade group for a second place finish.

Mr. Bright thanked Dr. Savoia and Mr. Rapolla for the work completed on the ceiling project in the High School, and also thanked the architects and the people in town who helped get the school open.

Mr. Bright congratulated Jaleel Gopaul for an impressive Wrestling Match. He stated that Keyport Central School and Union Beach Memorial will be wrestling as a team together against Bolger.

Mr. Bright also congratulated the Basketball Teams.

4.0 Communications – Dr. Savoia

5.0 Public Participation – Agenda Items – None

6.0 Superintendent Report

6.1 Superintendent’s Report – Dr. Savoia

Goal Update

- **I-**On 1/24/18 the School Climate team will attend a planning session at Middlesex Community College. During this session the team will review data relative to Central and KHS attained from the climate survey given last spring and will prioritize our needs based on this data in creating goals.
- **II & III-**
 - Writer’s Workshop professional development for Grades K-1 in preparation for 18-19 implementation.
 - As per our goal and the Strategic Plan, Integrated Modern Algebra is being created as a course offering. This course will provide enrichment to students prior to Algebra II.
 - Professional development inclusive of PLCs, co-teaching, differentiation & engagement, Newsela and STEM, etc. was provided.
- **IV-** Analysis of the district was conducted over the break.

Guidance

- This month Mr. Waters and Mr. Palumbo held a meeting with the Center for Supportive Schools to discuss the possibility of implementing the Teen

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PEP (Prevention Education Program) at Keyport High School for the 2018-19 school year. Teen PEP is a Peer Education Program that trains senior peer educators on issues related to sexual health and prevention. These peer educators then facilitate large and small group workshops with all freshman students. The benefit of Teen PEP is that it not only addresses extremely serious sexual health topics in a medically accurate way, it also allows this information to be shared through trustworthy sources (the peer educators). The extensive Peer Leadership curriculum of Teen PEP trains a diverse group of seniors (not just the typical honors students) to be strong leaders in the school community. They receive extensive training on active listening, empathy skills, small group and large group facilitation skills and public speaking. This program will serve to improve the school culture and climate at Keyport High School.

- Our January and February pillars are Caring and Fairness. We will be holding one assembly to focus on these two character traits. We will focus on empathy - defining what it means and practicing ways to develop it. We will discuss why empathy and caring are important life skills and how we can show them in our everyday lives. We will also focus on fairness and lead a discussion on what fairness means, providing examples of fair and unfair behaviors/qualities.

Caught Being Kind

Being kind happens on a daily basis at Central School. Students who are “Caught Being Kind” each month earn the opportunity to be entered into a drawing for a #kindness t shirt. Congratulations to our most recent winners:

- | | |
|----------------------|------------------|
| • Caitlin Singerline | Lauren Barrios |
| • Lillie Carver | Giavanna Coleman |
| • Madeline Monroe | Mia Galloza |
| • Hallie Specchio | Brayan Rodriguez |
| • Brian Dougherty | Brodie Sheridan |
| • Mackenzie Troisi | Natasha Marquez |
| • Ashley Rodriguez | Zaniyah Colon |
| • Angel Hope Parker | Sandy Garcia |

HIB

There were two incidents of HIB reported at Central and two at KHS since we met on December 15, 2017. One incident was confirmed and three determined to be a conflict. Consequences and services are provided as per Policy 5512 and 5560.

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December Teachers & Students of the Month

- 1st Grade – Nathalie Pelaez Rojas and Rocco Villanueva
- 2nd Grade – Annabella Yale & Teresa Smith
- 3rd Grade - Madeline Monroe & Guadalupe Perez
- 4th Grade – Robert Smith and Rayna Iodaci
- 5th Grade – Evan Malinky and Melina Silva
- 6th Grade – Nazir Treadwell and Helaina Clayton
- 7th Grade – Ryan Ostervich and Brooke Sheroke
- 8th Grade – Anthony Longo and Beltran Gonzalez
- Mrs. Lindsey Thein and Mrs. Charlene Stumpf
- 9th Grade – Jacob Morales
- 10th Grade – Vincent Viola
- 11th Grade – Britney Chacon
- 12th Grade – Chris Shevlin
- Mrs. Diane Decker & Micah Bender

KHS

Congratulations to the Class of 2022 Rising Stars Academy. Acceptance letters went out to the following students:

- | | |
|-------------------|-----------------|
| • Sean Hudson | Zoe Stahl |
| • Margaret Fisler | Antonio Vasquez |
| • Olivia Leonard | George Mitchedl |
| • Austin Martin | Andrew Albano |
| • Anthony Espanol | Isabella Wilson |

Central School

It is time for the class of 2032 to register for our Pre-K 4 program! Registration is on 1/30/18. All registration materials are required before a student is registered. Congratulations to Mrs. Nicole Goldsmith and her students for her 2nd place win in this past weekend's NJ Regional Competition for Future City. Her 2nd place win was out of 80 participants!!!! We are so proud of them.

Community

- The Keyport Public Library met last Thursday. The meeting focused on carpeting and modernizing the adult section and replacing outdated furniture and materials in the children's section.
- The KEF met last Thursday. The meeting focused primarily on the Pocketbook Bingo fundraiser scheduled for 3/3/17. Please visit www.kpsdschools.org for ticket information.
- We hosted a meeting on January 8, 2018, in my office with Steve Gallo in regards to Mariner's Village. There is a follow up meeting scheduled on 1/31/18 in my office in regards to continuing the discussion and funds that the district would like to see allocated in our budget.

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7.0 Board Secretary’s Report – Mr. Rapolla

7.1 Motion to approve the following minutes:

January 3, 2018 Reorganization Minutes & Closed Session

Motion was made to move items 7.1 to 9.7 by Mr. Henning and seconded by Mrs. Panzarelli. Motion 7.1 was carried by a unanimous roll call vote of 10-0.

8.0 Buildings & Grounds – Mr. Rapolla

8.1 Facilities Update

The High School building received the necessary permits to open on Saturday, January 13. Students returned on Tuesday, January 15.

There was a water pipe break on the top floor on Saturday, January 6. There was significant water damage to two classrooms below it, a history room on the second floor and the art room on the first floor. The history room requires ceiling repair and a new floor. The floor has already been replaced. The art room had ceiling damage which was repaired to allow us to utilize the classroom. We are working with the insurance company to come up with a permanent aesthetic solution. Insurance will cover us up to the standard that we had. However, 1927 tiles are going to be impossible to find. Additionally, the portion of the ceiling that wasn’t damaged is an eye sore. We are working on a fiscally responsible upgrade.

We have also been working with insurance to complete the security camera repairs and finish up any outstanding work that is needed.

Spiezle Architects should have the complete facility assessment report available shortly. They have a target date of presenting it to the board at the February 21 meeting.

Mr. Rapolla reminded everyone that Personal Financial Disclosure Statements need to be completed. An email was sent out from Bonnie on Tuesday.

8.2 Use of Facilities

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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, 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.

9.2 Motion to approve bills for the month of January 2018 in the amount of \$602,799.77 and supplemental bills for December 2017 in the amount of \$11,577.06 and January 2018 in the amount of \$437.50.

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

<u>From</u>	<u>To</u>	<u>Amount</u>
11-000-218-600-01-00-000 Guidance Software	11-000-218-800-01-00-000 HS Guid Office Suppl. (Adj. 58)	\$300.00
11-000-291-260-11-00-000 Workers Comp Insurance	11-000-291-241-11-00-000 Pers Contribution (Adj. 59)	\$13,000.00

9.4 Motion to approve a full page ad in the annual Keyport Fire Department Program Book at a cost of \$125.

9.5 Motion to approve instruction with Education, Inc. for students requiring hospitalization, at a rate of \$51.50 per hour for ten hours per week as follows:

<u>Student number</u>	<u>Dates</u>
5904255314	November 20, 2017 through November 23, 2017
7075108565	December 20, 2017 through December 23, 2017

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9.6 Motion to approve the following salaries to be funded from ESSA Title I Funds, for the 2017-2018 school year:

<u>Name</u>	<u>Building</u>	<u>Total Salary</u>	<u>% Funded by ESSA Title I</u>	<u>Funded Salary</u>	<u>Dates of Service</u>
Kelly Castellano	KCS	\$58,647	100%	\$58,647	9/1/17 - 6/30/18
Marie Portee	KCS	\$64,359	100%	\$64,359	9/1/17 - 6/30/18
Ilene Clayman	KCS	\$66,359	100%	\$66,359	9/1/17 - 6/30/18
Vanessa Cunningham	KCS	\$62,359	26.5%	\$16,500	1/2/18 - 6/30/18
Kyle Keelan	KHS	\$60,359	33.3%	\$20,120	9/1/17 - 6/30/18
Nicole Seres	KHS	\$53,247	33.3%	\$17,749	9/1/17 - 6/30/18

9.7 Motion to accept a donation of four iPads/Cases from Colton and Friends, a foundation for autism, with a value of \$4,000, to be used in the Keyport Central School Classroom.

Motion was made to move items 7.1 to 9.7 by Mr. Henning and seconded by Mrs. Panzarelli. Motions 9.1 to 9.7 were carried by a unanimous roll call vote of 10-0, with the exception of Mr. McGrogan who abstained on 9.7.

10.0 Curriculum

10.1 Motion to approve the following class trips:

National Junior Honor Society	Keyport Senior Center, Keyport NJ
8th Grade	Philadelphia, PA
8th Grade	Brunswick Lanes, Hazlet, NJ

10.2 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>
December 2017	Central	2	0
December 2017	KHS	2	0

10.3 Motion to accept December 2017 Security Drill as follows:

<u>School Name</u>	<u>Drill Type</u>	<u>Occupants Involved</u>	<u>Date & Time</u>
Keyport High School	Fire Drill	All Students & Staff	December 19 @ 9:30 a.m.
Keyport High School	Lockdown Drill	All Students & Staff	December 20 @ 9:30 a.m.

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Central School	Lockdown Drill	All Students & Staff	December 11 @ 2:10 p.m.
Central School	Fire Drill	All Students & Staff	December 18 @ 10:15 a.m.

10.4 Motion to implement Teen Pep program during the 2018-2019 school year.

10.5 Motion to adopt revised 2017-2018 calendar.

Motion was made to move items 10.1 to 12.1 by Mr. Henning and seconded by Mrs. Fox.

Discussion ensued and Mr. White questioned Policy 0169.02 and Policy 5516.01. Ms. King-Cote questioned when Teen Pep students would be able work with freshman.

Motions 10.1 to 10.5 were carried by a unanimous roll call vote of 10-0

11.0 Personnel

11.1 Motion to approve the following candidate as Substitute for the remaining 2017-2018 school year:

White, Dominique	County Substitute Certification
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11.2 Motion to approve the following Monmouth University students to conduct their Field Placement hours at Keyport High and Central School:

<u>Name</u>	<u>Hours</u>	<u>Placement</u>
Brittany Bennett	75 hours	HS English
Sandra Yahara	55 hours	K-6

11.3 Motion to appoint Elijah Pereira as School Safety Specialist for 2017-2018 school year.

Motion was made to move items 10.1 to 12.1 by Mr. Henning and seconded by Mrs. Fox. Motions 11.1 to 11.3 were carried by a unanimous roll call vote of 10-0, with the exception of Mr. White who abstained on 11.1.

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12.0 Policy

12.1 Motion to approve the following policies and regulations for first 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)

Motion was made to move items 10.1 to 12.1 by Mr. Henning and seconded by Mrs. Fox. Motion 12.1 was carried by a unanimous roll call vote of 10-0.

13.0 Old Business – None

14.0 New Business

14.1 Mr. Henning reported out on a meeting with members of Town Council regarding a possible tax abatement for Mariner’s Village.

15.0 Public Participation

- Andrew Kelsey, 29 St. Peter’s Place, spoke about Mariner’s Village. He believes it will result in a financial burden to the school. Mr. Kelsey recommends to get into an agreement with the town and make adjustments for inflation.
- Mary Froncek, 41 3rd Street, stated her son goes to an out-of-district placement. She has concerns with special services in the district and the composition of the Child Study Team.
- Joanne Staeger, 428 Main Street, commented on the following:
 - She stated that the Red Bank Regional Winter Classic was outstanding.
 - She would like to know what caused the ceiling collapse in the High School. She is concerned about the educational time that was missed. She

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would like students to be allowed to bring Chromebooks home in the future.

- John Merla, 23 Main Street, stated the following:
 - There is a big difference between a tax abatement and a pilot program.
 - He applauds everyone who was involved in getting the high school open again.
 - He congratulated Mr. Bright on being named Board President.

Ms. Malinconico feels that perhaps the Board should write a letter on their stance on the possible Tax Abatement/Pilot Program.

- Daniel Fox, 40 Church Street, stated his sons are reporting roaches in the cafeteria and asked if the Board charges the Borough for New Year's Day use of facilities.
- Andrew Kelsey, 29 St. Peters Place, stated the Mariner's Village project is for sale.

16.0 There was no Executive Session this evening

17.0 Adjournment

- 17.1 Upon motion by Ms. Malinconico, seconded by Ms. King-Cote, the meeting was adjourned at 9:09 p.m.

Respectfully Submitted,

Anthony Rapolla
Board Secretary/Business Administrator

AR:bi