

**KEYPORT BOARD OF EDUCATION
REGULAR MEETING JANUARY 18, 2017
MINUTES**

1.0 Opening Procedures

- 1.1 The meeting was called to order at 7:30 p.m. by Board President Panzarelli, 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, 2017, as approved at the reorganization meeting of the Board of Education held on January 4, 2017. 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	Mr. Litwak
Ms. Cote	Mrs. Malinconico, Vice President
Mrs. Fox (absent)	Mr. McGrogan, UB Rep.*
Mr. Henning	Mrs. Panzarelli, President
Mrs. Kutschman	Mr. White (left 9:02 p.m.)

Student Council Representative: Andrew Figueroa

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

1.5 Student Council Representative Report

Andrew Figueroa introduced himself as the Student Council Keyport Board of Education Representative and gave the following report:

- To start us off TV production is currently in the process of finalizing their films in the hope to have enough for the film festival.

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- The Literary Magazine is currently collecting written and art submissions for the club. Ms. Seres is also in the process of getting other items to be posted in the magazine.
- Yearbook deadline is fast approaching. While we do not know the exact due date, we do know that it's very soon.
- In case you have not heard, Key club is currently having an Espresso Joe's open mic night fundraiser for a pup on January 26th.
- The class of 2017 college acceptances are rolling in and we are very proud of their accomplishments.

2.0 Presentation –

2.1 KHS Peer Advisory Presentation

- KHS Peer Advisory Program Member, Madison Kutschman and Mr. Waters presented on the Peer Advisory Program.
- Mr. Waters commented on the success of the recent Senior Trip.

3.0 President's Remarks

- Mrs. Panzarelli stated there will be closed session this evening.
- Mrs. Panzarelli welcomed Mr. McGrogan and thanked Mrs. Cocuzza for her service.
- Mrs. Panzarelli liked the pictures being sent from the Senior Trip.

Elena Malinconico reported out on the Steering Committee meeting from January 11th. Committees are now prioritizing goals and preparing to create a survey for the community.

Courtney White asked how the Board is participating in the process.

4.0 Communications – Dr. Savoia -- None

5.0 Public Participation – Agenda Items

Ed McNamara, 76 Maple Place, asked about the following:

- a private school placement
- if the grants being accepted are for additional funds
- if the computer purchase was budgeted for

6.0 Superintendent Report

6.1 Superintendent's Report – Dr. Savoia

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Communication

- Mr. Gander is meeting with various stakeholder to review our current website and preview new designs. A survey will go out in the spring for input to all stakeholders with plans for a summer 2017 roll out.
- The Power to Shine Orientation took place last Thursday. The 14-week program is for families of students in grades 3-5, and is designed to improve parenting skills and reduce negative behavior.
- Curricular collaboration meeting with Union Beach.
- McDonald's Night
- Twitter Flyer to AYP

Strategic Planning

- January work for each group has been on goal setting. A survey for stakeholder input is scheduled for the spring.
- Steering Committee Meeting is to be held February 8, 2017.

Student Achievement

- January 17 will be professional development opportunities.
- Writer's Workshop celebrations are in full swing.
- Grade 8 Gifted and Talented won the healthiest city award on January 14, 2017 at the Future City at Rutgers.

Student/Staff Members of the Month

- The following Students/Staff Members were recognized for the month of December.
 - Central School – Guadalupe Perez, Madeline Monroe, Felipe Rivera, Estefani Bernardino, Isabella Smith, Alexander Zuniga, Lucas San Jose, Brooke Dane, Kate DiPaolo, John Vairo, Olivia Trunillo, Ethan McAuliffe, Andrew Obando, Brianna Burkett, Joseph Mantino, Nabil El Maalem
 - 9th Grade – Jamie Westendorf, 10th Grade – Dylan Sosnowski, 11th Grade – Richard Applegate, 12th Grade – Michael Marx
 - Staff – Mrs. Dinalrdi & Mrs. McCully

2016 Teacher of the Year

- Jeanne Westendorf – Central School and Christine Cowen – High School.

Athletic Update

- Erik Nellis received the Mini Max Award. This award measures success of athletes on the field, in the classroom and their role in giving back to the community.
- Christina Snyder was nominated to represent Keyport at the "National Girls and Women in Sports Day" at Seton Hall University.

HIB

- HIB Grades are published on the website.

- College Acceptances
- Upcoming Events

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7.0 Board Secretary's Report – Mr. Rapolla

- Mr. Rapolla welcomed Mr. McGrogan as the new Union Beach Representative.
- NJSBA allows districts to have a Board Delegate. The Delegate Assembly is the major policy setting body of NJSBA. They meet semiannually. Mr. Biagianti formerly represented the district. Mr. Rapolla asked the board members to email him if they have an interest in being our school board delegate.
- Mr. Rapolla reminded board members to complete their ethics disclosure.
- Transfer from Maintenance Acct to a line called Lead Water Testing is so we can track all testing expenses as per state guidance. The majority of the cost will be reimbursed.
- We are heavily involved in preparing for the 2017-2018 budget. There will be a very preliminary presentation at the next board meeting.

7.1 Motion to approve the following minutes:

December 7, 2016	Workshop Minutes
December 14, 2016	Regular Minutes and closed session
January 4, 2017	Reorganization Minutes

A motion was made to move item 7.1 through 9.9 by Mr. Henning and seconded by Ms. King-Cote and was carried by a unanimous roll call vote of 9-0 with the exception of item 9.1 and 9.2 which Mr. McGrogan abstained.

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 10, 2017, between the hours of 9 a.m. through 3 p.m. for training and educational purposes.

8.2.2 Motion to approve an agreement with the Monmouth County LINC's Agency for use of facilities to dispense Mass Prophylaxis/Vaccinations as part of the Public Health Emergency/ Response Plan and to provide the appropriate medical services to safeguard the entire population within the local region and the State of New Jersey.

A motion was made to move item 7.1 through 9.9 by Mr. Henning and seconded by Ms. King-Cote and was carried by a unanimous roll call vote of 9-0 with the exception of item 9.1 and 9.2 which Mr. McGrogan abstained.

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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, 2016, 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 2017 in the amount of \$567,585.45 and supplemental bills December 2016 in the amount of \$9,028.09.

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>
11-000-261-420-11-00-000 Maintenance/Repair Bldgs.	11-000-261-421-00-00-000 Lead Testing-Water (Adj. 42)	\$5,830.00
11-000-270-514-11-00-000 Cont Service Special Ed	11-000-270-518-11-00-000 Contracted Reg Jointure (Adj. 46)	\$884.00
12-000-400-780-00-00-000 Infrastructure	12-000-400-450-00-00-000 Air Conditioning (Adj. 54)	\$6,500

9.4 Motion to rescind resolution 9.10 approved at the September 21, 2016, board meeting to approve student #9123139534 to attend an educational program at Alternative Academic/Residential Program at Carrier, East Mountain Youth Lodge from September 12, 2016, through March 2017 at a cost of \$351.27 per diem, not to exceed \$50,934.15.

BE IT FURTHER MOVED to approve student #9123139534 to attend an educational program at Alternative Academic/Residential Program at Carrier, East Mountain Youth Lodge from September 12, 2016, through September 5, 2017, at a cost of \$351.27 per diem, not to exceed \$73,415.43.

9.5 Motion to approve educational services for Keyport Student #5965617436 at Summit Oaks Hospital beginning January 11, 2017, for ten hours per week at a cost of \$49 per hour.

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9.6 Motion to approve the purchase of and installation of an air conditioning unit from Coastal Air Conditioning at a cost of \$6,500.

Quotes were received from the following vendors:

Coastal Air Conditioning	\$6,500
True-Air Service	\$7,230

9.7 Motion to accept the amended award for ESEA Grant for 2016- 2017 as follows:

Title I	\$455,002
Title IIA	\$46,858
Title III	\$24,395

9.8 Motion to accept the IDEA amended award for the 2017 school year as follows:

IDEA Basic	\$286,010
IDEA Pre-School	\$9,002

9.9 Motion to approve the purchase of the following technology equipment and supplies from CDW-G, Chicago, IL, for the 2016-2017 school year under cooperative pricing contract #65-MCESCCPS at a total cost of 44,759.75.

ITEM	QTY	UNIT PRICE	EXT. PRICE
Google EDU Management Console License	175	\$28.50	\$4,987.50
CDWG EDU White Glove Service for Chromebooks and Chrome OS Devices T1	175	\$7.00	\$1,225.00
Acer Chromebook C740-C4PE 11.6" Celeron 3205U 16 GB SSD 4 GB RAM Chrome OS	175	\$199.00	\$34,825.00
IPEARL MCOVER HARD CASES F/ACER	175	\$21.27	\$3,722.25

A motion was made to move item 7.1 through 9.9 by Mr. Henning and seconded by Ms. King-Cote and was carried by a unanimous roll call vote of 9-0 with the exception of item 9.1 and 9.2 which Mr. McGrogan abstained.

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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>
Ferber, Lynn	2/27/17	2017 NJ Kindergarten Teacher Conference	Atlantic City, NJ/185	\$317*
Mantino, Amy	2/27/17	2017 NJ Kindergarten Teacher Conference	Atlantic City, NJ/185	\$317*
Romanetz, LeeAnn	2/28/17	2017 NJ Kindergarten Teacher Conference	Atlantic City, NJ/185	\$317*
Snowden, Lisa	2/28/17	2017 NJ Kindergarten Teacher Conference	Atlantic City, NJ/185	\$317*

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

* To be paid from Title II funds (#20-272-200-500).

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

DATE	SCHOOL	INCIDENTS REPORTED	HIB
December 2016	Central	3	2
December 2016	KHS	3	3

10.3 Motion to approve the 2015-2016 “New Jersey Department of Education School Self-Assessment for Determining Grades under the Anti-Bullying Bill of Rights District and School Grade Report” The District and individual scores are below:

Keyport High School	75 of 78
Keyport Central School	74 of 78
District	75 of 78

10.4 Motion to accept December 2016 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 9th @ 9:30 a.m.
Keyport High School	Lockdown Drill	All Students & Staff	December 5th @ 8:15 a.m.
Central School	Shelter in Place	All Students & Staff	December 20th @ 2:30 p.m.
Central School	Fire Drill	All Students & Staff	December 21st @ 2:30 p.m.

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- 10.5 Motion to approve the following teachers for the Title I and Title III After-School Program to run from October 24, 2016, through May 12, 2017, at the rate of \$35 per hour to be funded from ESEA Title I and Title III.

<u>Name</u>	<u>Account Funded From</u>
Alyssa Francisco	Title III
Tamme Manganelli	Title I
Valerie Rogers	Title I
Alyssa Buttacavole	Title I
Jennifer Torchia	Title I
Alexa Annucci	Title I and Title III (substitute)
Melanie Stroud	Title III

- 10.6 Motion to approve four Keyport Central School student at a cost of \$815 per student and four Keyport High School students at a cost of \$830 per student to attend the Monmouth County Arts High & Middle School Program which runs one afternoon per week from January to May 2017. Total cost not to exceed \$6,580 (Acct #11-000-100-561-08-00-000).

- 10.7 Motion to approve the following school trips:

11 & 12th Anatomy Students	Liberty Science Center, Jersey City, NJ
KHS Drama Club	Broadway - Theatre District, NYC
9-12 Grade Life Skills	IHOP - Keyport, NJ
9-12 Grade Life Skills	Hazlet Brunswick Zone, Hazlet, NJ

- 10.8 Motion to apply to NJSIAA for a one-year application to extend our current Cooperative Sports Program approved by the NJSIAA Executive Committee to coincide with the new NJSIAA two-year group change that starts in the 2018–2019 school year, and the two-year scheduling from Shore Conference.

Keyport/Henry Hudson Regional

Keyport LEA – Football, Girls Soccer, Wrestling, Boys Volleyball, Girls Volleyball, Fall Cheerleading

Henry Hudson Regional LEA – Girls Tennis, Boys Tennis, Boys Cross Country, Girls Cross Country, Winter Track

A motion was made to move item 10.1 through 12.1 by Mr. Henning and seconded by Ms. King-Cote and was carried by a unanimous roll call vote of 9-0 with the exception of item 10,2 which Mrs. Malinconico and Mr. McGrogan abstained and 12.1 which Mr. McGrogan abstained.

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11.0 Personnel

- 11.1 Motion to appoint Shaun Lyons as a Part-Time Aide, Keyport High School, at a salary of \$9,884 (prorated) effective January 19, 2017, for the remainder of the 2016-2017 school year.
- 11.2 Motion to approve Jared Layer, Brookdale Community College Student, to complete 60 hours of Field Observation with the Physical Education Department at Keyport Central School during the Spring 2017 semester.
- 11.3 Motion to approve Melanie Gonzalez, Brookdale Community College Student, to complete 30 hours of Field Observation in Pre-K and 30 hours of Field Observation in Kindergarten at Keyport Central School during the Spring 2017 semester.
- 11.4 Motion to approve the following Substitute Teachers for the remainder of the 2016-2017 school year:

Greg Velasco	County Substitute Certification
Daishanae Kemp-Jackson	County Substitute Certification **pending criminal background check

- 11.5 Motion to approve Vanessa Cunningham’s request for a maternity/disability and Federal/NJ Family Medical Leave as follows:
 - 6/1/2017 - 6/19/2017 Thirteen (13) accrued sick days
 - 9/1/2017 - 11/24/2017 12-weeks of FMLA/NJFLA
 - 11/27/2017 Return to work

A motion was made to move item 10.1 through 12.1 by Mr. Henning and seconded by Ms. King-Cote and was carried by a unanimous roll call vote of 9-0 with the exception of item 10.2 which Mrs. Malinconico and Mr. McGrogan abstained and 12.1 which Mr. McGrogan abstained.

- 11.6 Motion to approve a Memorandum of Agreement between the Keyport Board of Education and the Keyport Administrators’ Association “KAA” for the period of July 1, 2017, through June 30, 2019, with all conditions, terms and salaries agreed upon.

A motion was made to move item 11.6 by Mrs. King-Cote and seconded by Mrs. Malinconico and was carried by a unanimous roll call vote of 7-0 which Mr. McGrogan abstained and Mr. White and Mrs. Fox were not present.

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12.0 Policy

12.1 Motion to approve the following policies for first reading to be available to view on the district website after the second reading:

Policy & Regulation 1510	Americans with Disabilities Act
Policy & Regulation 2418	Section 504 of the Rehabilitation Act of 1973 -- Students
Policy & Regulation 5116	Education of Homeless Children
Policy & Regulation 8330	Student Records

A motion was made to move item 10.1 through 12.1 by Mr. Henning and seconded by Ms. King-Cote and was carried by a unanimous roll call vote of 9-0 with the exception of item 10.2 which Mrs. Malinconico and Mr. McGrogan abstained and 12.1 which Mr. McGrogan abstained.

13.0 Old Business – none

14.0 New Business – none

15.0 Public Participation

- Aaron Bowers, Church Street, has a packet of information he wants to present to the Board regarding Native Americans. Mr. Bowers asked for the Board to ban headdresses at student events and asked to bring Native American Culture to schools through assembly.
- Cheryl Luster, 7th Street (formerly Hurley) and a Class of 1975 graduate, would like to submit pictures to the Board of Native American family members. She would like to see students banned from wearing headdresses. Ms. Luster is asking for more Native American Education to the lower grades so they understand and show respect. Women do not wear headdresses, they wear a feather which must be earned. The headdress equates to a purple heart to the Nations and those people are very upset. She stated when she was a student, she recalls racial slurs and was told to ignore them. No one did anything until her mom called and got someone from Washington DC involved. Young people need to learn to not ignore things, they need to say something for someone else. Omission is the worst and you never know what someone is dealing with. Teenage suicide and bullying is real. Ms. Luster would like to see an appeal to the decision retaining the mascot imagery. She would also like consideration for the Indian headdress prohibited. It is false pride. It hurt her hear to hear someone say there is no form of racism and bullying. She is living proof of it and overcoming it. Going forward, there has to be a re-education situation just like diversity in other areas. There are too many obvious things floating around. Imagery is everywhere and it is not something that should be shoved under the rug and forgotten.
- Ed McNamara, 76 Maple Place, stated the board meetings are not coming up on upcoming events on website homepage. Dr. McNamara asked if the district is keeping track of half days

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and/or early dismissals. He also asked if there were any further discussions pertaining to Keyport Students attending Raritan's Brookdale program.

Mr. White excused himself and did not participate in executive session due to conflict of interest.

16.0 Adjournment to Executive Session (TIME: 9:03 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 18, 2017, 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: Mrs. Malinconico SECOND: Ms. King-Cote

17.0 Return to Open Session (TIME: 9:12 p.m.)

Motion 11.6 was carried by 7-0 roll call vote after returning to public session.

18.0 Adjournment

- 18.1 Upon motion by Mr. Henning, seconded by Mrs. Malinconico, the meeting was adjourned at 9:15 p.m.

Respectfully Submitted,

Anthony Rapolla
Board Secretary/Business Administrator

AR:bi