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 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 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
Mr. Moroney              Mrs. Tevis

Student Council Representative: Ayana Fuller

*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 Development of Board Goals – Kathy Winecoff, NJSBA Representative
2.2 FY 19 Audit by Suplee, Clooney & Company

3.0 President’s Remarks

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 18, 2019  Regular minutes and closed session
   January 8, 2020    Reorganization minutes and closed session
8.0 Buildings & Grounds – Mr. Rapolla

8.1 Facilities Update

8.2 Use of Facilities

8.3 Motion to approve the following:

**WHEREAS**, emissions from gasoline and diesel-powered vehicles contribute significantly to air pollution including greenhouse gases, ozone formation, fine particulates, and a multitude of potentially harmful pollutants that can trigger asthma and other ailments and

**WHEREAS**, asthma is a significant public health concern in New Jersey, especially among children (up to 25% of New Jersey’s school age children are asthmatic) and the elderly; and

**WHEREAS**, for every gallon of gasoline used, the average car produces about twenty (20) pounds of carbon dioxide (CO2), the largest contributor to greenhouse climate change, with one-third of greenhouse gas emissions coming from the transportation sector; and

**WHEREAS**, THE U.S. Argonne National Laboratory estimates that about 20 million barrels of diesel fuel are consumed each year by idling long-haul trucks (estimated truck emissions total about 10 million tons of CO2, 50,000 tons of nitrogen oxides, and 2,000 tons of particulates); and

**WHEREAS**, we can avoid producing unnecessary greenhouse gas emissions and exposure to air toxics by reducing or eliminating wasteful vehicle idling; and

**WHEREAS**, petroleum-based gasoline and diesel fuel are nonrenewable fuels and should be used wisely and not wasted; and

**WHEREAS**, idling is not generally beneficial to a vehicle’s engine because it wears engine parts; and

**WHEREAS**, idling more than ten (10) seconds uses more fuel and emits more pollutants than turning a warm engine off and on again; and

**WHEREAS**, idling for ten (10) minutes uses as much fuel as it takes to travel five (5) miles; and
WHEREAS, vehicle idling occurs in locations (e.g. school grounds, parking lots, drive-through windows, business centers, etc.) where New Jerseyan’s can be exposed to air pollutant emissions; and

WHEREAS, moving beyond New Jersey’s existing no-idling code of three (3) minutes would significantly improve public health, air quality, reduce costs and greenhouse gas emissions; and

NOW THEREFORE BE IT RESOLVED, that the Keyport Board of Education: Supports the adoption of “Idle Free Zones” by government agencies, schools, businesses, and other organizations by:

a. Encourage any gasoline or diesel-powered motor vehicle to turn off their engines after ten (10) seconds if they plan to remain at that location for more than thirty (30) seconds.
b. Ensuring idling does not occur at idle-frequent locations such as school drop-off and pick-up, drive through windows, gas stations, parking lots, business centers, etc.
c. Maintaining municipal vehicles to eliminate any visible exhaust.
d. Enforcing existing violations and penalties under New Jersey’s existing no-idling code.
e. Supporting broad education of the public about the health, environmental and economic impacts of idling and ways to reduce idling.

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, 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 January 2020 in the amount of $779,350.20 and supplemental bills for December 2019 in the amount of $10,907.12 and January 2020 in the amount of $391.00.
9.3 Motion to approve the following:

WHEREAS, at the May 8, 2019 board meeting, the Keyport Board of Education approved the adoption of the 2019-2020 School Budget, which included a Capital Reserve Withdrawal of $725,000 for a Track Refurbishment Project,

WHEREAS, N.J.A.C. 6A:23A-14.1(h) and N.J.A.C. 6A:26-3.12 allows for the withdrawal of Capital Reserve funds approved by the local Board of Education during the school year for approved projects included in the LRFP,

WHEREAS, the Track Refurbishment Project is considered an approved project included in the district's LRFP and a withdrawal from Capital Reserve would be allowed upon the approval of the Board of Education,

NOW THEREFORE BE IT RESOLVED by the Keyport Board of Education that it hereby authorizes the district’s School Business Administrator to withdraw from Capital Reserve for the costs of the Track Refurbishment Project an additional $130,000.

9.4 Motion to approve the following:

WHEREAS, the Keyport Board of Education (“Board”) publically advertised and solicited for sealed bids for 19K015 Track Improvements at Keyport High School; and

WHEREAS, in accordance with that advertisement, the bids were received, publically opened and read aloud at the Board Office on December 11, 2019; and

WHEREAS, two (2) bidders submitted bids for consideration by the Board and its professionals; and

WHEREAS, Halecon Inc, of Bridgewater, New Jersey submitted what appears to be the lowest responsive and responsible bid for the Project with a base bid of Seven Hundred Fifty-Nine Thousand and Ninety-Five Dollars ($759,095) and

WHEREAS, the Board has determined that the bid submitted by Halecon Inc., is within budget and responsive to the bid specifications as determined by its project professionals;
WHEREFORE BE IT RESOLVED, that the Board hereby award the Project 19K015 Track Improvements at Keyport High School to Halecon Inc, of Bridgewater, New Jersey for the total contract price set forth herein, and

BE IT FURTHER RESOLVED, that the Board’s Administration and Counsel are hereby authorized to take any and all action necessary to implement the terms of this resolution including, but not limited to, the preparation and attendance to the execution of the Owner Contractor Agreement as well as securing all appropriate insurances and bonds.

Bids were received from:

<table>
<thead>
<tr>
<th>Company</th>
<th>Bid</th>
</tr>
</thead>
<tbody>
<tr>
<td>Halecon, Inc.</td>
<td>$759,095</td>
</tr>
<tr>
<td>American Athletic Courts Inc.</td>
<td>$889,000</td>
</tr>
</tbody>
</table>

9.5 Motion to accept the audit report. In accordance with Chapter 22A, PL 1951(NJSA 18A:23-1), within thirty days following receipt of audit (Comprehensive Annual Financial Report for the fiscal year ending June 30, 2019), the Board of Education shall, at its regularly scheduled meeting to which the public is admitted, cause the recommendations of the auditor to be read and discussed and duly noted in the minutes. In the 2018-2019 audit, there was no findings.

9.6 Motion to approve change order numbers 1R1, 4, 5, 8, 11, 13, 22, 25, 26, 27, 2, 6, 9, 10R1, 12, 15R1, 16, 17R1, 18R1, 19R1, 20, 23 and 24, as well as credits for Project 18K070B- HVAC Upgrades at Keyport Central School with Kappa Construction Corp. in the total sum amount of $42,976.39 which is a modification of motion 9.8 from the April 10, 2019, Keyport Board of Education meeting. Changes are for the temporary power adjustments, fireproofing, ceiling soffits, water pipe repairs, additional fire alarm devices, consol system integration, diffusers, abatement changes, secure wiring, Cat 6 wiring, network thermostat installation, additional split system units, corridor pipe insulation, use of MC cable and casework adjustments.

9.7 Motion to approve the Keyport Board of Education 403(b) Retirement Plan restated as of January 23, 2020.

9.8 Motion to approve the transfer of funds for the month of November and December as follows:
9.9 Motion to approve the following out of district tuition for the remainder of the 2019-2020 school year:

<table>
<thead>
<tr>
<th>School</th>
<th>Student ID</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>Harbor School</td>
<td>5852179192</td>
<td>$32,196.24</td>
</tr>
<tr>
<td></td>
<td></td>
<td>(97 days at a per diem rate of $331.92)</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>Goldsmith, Nicole</td>
<td>3/20/20</td>
<td>NJAGC Conference</td>
<td>West Windsor, NJ/92</td>
<td>$188</td>
</tr>
<tr>
<td>Thein, Lindsay</td>
<td>2/27-2/28/20</td>
<td>Annual SAC Conference</td>
<td>Atlantic City, NJ/182</td>
<td>$393</td>
</tr>
</tbody>
</table>

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

10.2 Motion to accept December 2019 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 10 @ 9:15 a.m.</td>
</tr>
<tr>
<td>Keyport High School</td>
<td>Lockdown Drill</td>
<td>All Students &amp; Staff</td>
<td>December 19 @ 9:20 a.m.</td>
</tr>
<tr>
<td>Central School</td>
<td>Fire Drill</td>
<td>All Students &amp; Staff</td>
<td>December 18 @ 10:00 a.m.</td>
</tr>
<tr>
<td>Central School</td>
<td>Shelter in Place</td>
<td>All Students &amp; Staff</td>
<td>December 19 @ 2:30 p.m.</td>
</tr>
</tbody>
</table>
10.3 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 2019</td>
<td>Central</td>
<td>2</td>
<td>1</td>
</tr>
<tr>
<td>December 2019</td>
<td>KHS</td>
<td>3</td>
<td>1</td>
</tr>
</tbody>
</table>

10.4 Motion to approve the following bus drill:

<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>Bus Drill</td>
<td>Helfrich (2005)</td>
<td>December 19, 2019 @ 7:30 a.m.</td>
</tr>
</tbody>
</table>

10.5 Motion to approve Silvergate Prep to provide ten hours per week of Home Instruction at a cost of $51.50 per hour for Keyport Student #2 beginning January 2, 2020, for approximately thirty days.

10.6 Motion to approve the following class trips:

<table>
<thead>
<tr>
<th>Grade</th>
<th>Location</th>
</tr>
</thead>
<tbody>
<tr>
<td>5th</td>
<td>State Museum Planetarium &amp; Capitol Building Tour, Trenton, NJ</td>
</tr>
<tr>
<td>4th</td>
<td>Huber Woods/Holmdel Park, Holmdel, NJ</td>
</tr>
<tr>
<td>10th-12th</td>
<td>Universal Technical Institute, Bloomfield, NJ</td>
</tr>
</tbody>
</table>

11.0 Personnel

11.1 Motion to amend Alissa Devlin’s request for a maternity/disability leave and Federal/NJ Family Medical Leave approved on December 16, 2019, motion 11.2 as follows:

- 1/15/2020 – 3/18/2020 (43) Sick Days
- 3/19/2020 – 6/30/2020 FMLA/NJFLA
- 9/1/2020 – Return to work

11.2 Motion to accept the resignation of Nicole Gries, ESL Teacher, effective February 15, 2020.

11.3 Motion to extend Kelly Castellano’s request for Federal Medical Leave approved at the June 26, 2019, board meeting (resolution 11.8).

- 2/3/2020 -- 3/31/2020 FMLA
- 4/1/2020 -- Return to work
11.4 Motion to rescind Emily Iannotta’s request for Family Leave approved at the November 20, 2019, board meeting (resolution 11.7).

11.5 Motion to amend Ashley Taylor’s request for a maternity/disability leave and Federal/NJ Family Medical leave approved the October 16, 2019, board meeting (resolution 11.3) as follows:

1/24/2020 – 2/7/2020 (10) Sick Days
2/8/2020 – 5/31/2020 NJFLA
6/1/2020 – Return to work

11.6 Motion to approve Chellsea Cunha Diebold as a substitute secretary at a rate of $13 per hour beginning January 15, 2020.

11.7 Motion to approve the following teachers to teach an extra period from February 5, 2020, through June 1, 2020 at the following rates:

Lisa Walling $58,651 x 1/7= $8,379 (prorated)
Steve Schwarz $73,113 x 1/7= $10,446 (prorated)
Stephanie Dos Santos $56,607 x 1/7= $8,087 (prorated)

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 0152 Board Officers (Revised)

13.0 Old Business

14.0 New Business

15.0 Public Participation

16.0 Adjournment to Executive Session (TIME: )

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 22, 2020, 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