

MINUTES

1.0 Opening Procedures

- 1.1 The meeting was called to order at 7:30 p.m. by Mr. Rapolla, Business Administrator, at Keyport Central School Cafeteria, 335 Broad Street, Keyport, NJ.
- 1.2 Flag Salute
- 1.3 Public Notice of this meeting has been advertised in the Asbury Park Press on January 11, 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.” At this time as per code, the Keyport Board of Education Board Secretary, Mr. Rapolla assumes the duties of presiding officer until the election of the Keyport Board of Education Board President.

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 Oath of Office to be administered by the Board Secretary to the newly elected Members of the Keyport Board of Education.

Three 3-year terms expiring December 31, 2020

Mrs. Fox
Mr. Hausmann
Mrs. Panzarelli

- 1.5 Roll Call

Mr. Bright	Mrs. Kutschman
Ms. King-Cote	Ms. Malinconico
Mrs. Fox	Mr. McGrogan, UB Rep.*
Mr. Hausmann	Mrs. Panzarelli
Mr. Henning	Mr. White

2.0 Election of Officers

- 2.1 Election of the President of the Board of Education-At this time, the temporary presiding officer, Board Secretary Mr. Rapolla, will call for nominations for President of the Keyport Board of Education. As nominations are presented, a second is not necessary. As per policy, the candidate must receive a majority of those Board members in attendance.

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At this time, Mr. Henning nominated Mr. Bright to be President of the Keyport Board of Education; Mrs. Kutschman nominated Mrs. Panzarelli.

Mr. Bright received five votes in favor from Mr. Bright, Mrs. Fox, Mr. Henning, Ms. Malinconico and Mr. White. Mr. Hausmann, Ms. King-Cote, Mrs. Kutschman and Mrs. Panzarelli voted against and Mr. McGrogan abstained.

Mrs. Panzarelli received four votes in favor from Mr. Hausmann, Ms. King-Cote, Mrs. Kutschman and Mrs. Panzarelli. Mr. Bright, Mrs. Fox, Mr. Henning, Ms. Malinconico and Mr. White voted against and Mr. McGrogan abstained.

Neither candidate received a majority of votes of those in attendance.

Mr. Rapolla called for nominations again.

Ms. Malinconico nominated Mr. Bright to be President of the Keyport Board of Education; Mrs. Kutschman nominated Mrs. Panzarelli.

Mr. Bright received six votes in favor from Mr. Bright, Mrs. Fox, Mr. Henning, Mrs. King-Cote, Ms. Malinconico and Mr. White. Mr. Hausmann, Mrs. Kutschman, Mrs. Panzarelli voted against and Mr. McGrogan abstained.

In a roll call vote of 6-3, Mr. Bright was elected President of the Keyport Board of Education. At this time as per policy, Mr. Bright became presiding officer.

- 2.2 Election of the Vice-President of the Board of Education-The newly elected Board President becomes the presiding officer. At this time, the Board President calls for nominations for Vice-President of the Keyport Board of Education. As nominations are presented, a second to the nomination is not necessary. As per policy, the candidate must receive a majority of those Board Members in attendance.

At this time as per policy, Board President Mr. Bright requested nominations for Vice-President of the Keyport Board of Education. Mrs. Kutschman was nominated by Mr. White; Mrs. Fox was nominated by Mr. Henning.

Mrs. Kutschman received six votes in favor from Mr. Bright, Ms. King-Cote, Mrs. Kutschman, Ms. Malinconico, Ms. Panzarelli and Mr. White. Mrs. Fox, Mr. Hausmann, Mr. Henning voted against and Mr. McGrogan abstained.

On a roll call vote of 6-3, Mrs. Kutschman was elected Vice President of the Keyport Board of Education.

3.0 President's Comments

Mr. Bright thanked the Board for confidence in Kim Kutschman and himself. He feels very honored. He thanked Mrs. Panzarelli for her service.

4.0 Code of Ethics

4.1 Recommend the Board of Education approve the following item:

RESOLVED, that the New Jersey School Boards Association "Code of Ethics" shall be considered the official Code of Ethics of the Keyport Board of Education:

CODE OF ETHICS

- a. I will uphold and enforce all laws, state board rules and regulations, and court orders pertaining to schools. Desired changes should be brought about only through legal and ethical procedures.
- b. I will make decisions in terms of the educational welfare of children and will seek to develop and maintain public schools which meet the individual needs of all children regardless of their ability, race, creed, sex or social standing.
- c. I will confine my Board action to policy-making, planning, and appraisal, and I will help to frame policies and plans only after the board has consulted those who will be affected by them.
- d. I will carry out my responsibility, not to administer the schools, but, together with my fellow Board members, to see that they are well run.
- e. I will recognize that authority rests with the Board of Education and will make no personal promises nor take any private action which may compromise the Board.
- f. I will refuse to surrender my independent judgment to special interest or partisan, political groups or to use the schools for personal gain or for the gain of friends.
- g. I will hold confidential all matters pertaining to the schools which, if disclosed, would needlessly injure individuals or the schools. But in all other matters, I will provide accurate information and, in concert with my fellow Board members, interpret to the staff the aspirations of the community for its schools.
- h. I will vote to appoint the best qualified personnel available after consideration of the recommendation of the chief administrative officer.

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- i. I will support and protect school personnel in proper performance of their duties.
- j. I will refer all complaints to the chief administrative officer and will act on such complaints at public meetings only after failure of an administrative solution.

A motion was made to move item 4.1 by Mr. White and seconded by Ms. Malinconico and carried by unanimous roll call vote of 10-0.

5.0 Presentation – Teen Pep Mentoring Program by Mr. Palumbo & Mr. Waters

The presentation was cancelled this evening.

6.0 Public Participation – Agenda Items

Patrick Maroney asked about the mentoring program that was scheduled for a presentation.

7.0 Board Business

7.1 Motion to approve time, place and date of Board of Education meetings to be published in the Asbury Park Press as follows:

Regular Action and Workshop Action Meetings to be held at 7:30 p.m. in the Keyport High School Cafeteria, 351 Broad Street, Keyport, NJ, as follows:

<u>Date</u>	<u>Type of Meeting</u>	<u>Time</u>
January 17, 2018	Regular Action Meeting	7:30 p.m.
February 7, 2018	Workshop Action Meeting (Budget Discussion)	7:30 p.m.
February 21, 2018	Regular Action Meeting	7:30 p.m.
March 7, 2018	Workshop Action Meeting (Budget Discussion)	7:30 p.m.
March 14, 2018	Regular Action Meeting** Approve Tentative Budget For County	7:30 p.m.
April 11, 2018	Workshop Action Meeting	7:30 p.m.
April 25, 2018	Regular Action Meeting** Public Hearing-Budget Adoption	7:30 p.m.
May 2, 2018	Workshop Action Meeting	7:30 p.m.
May 9, 2018	Regular Action Meeting	7:30 p.m.
June 6, 2018	Workshop Action Meeting	7:30 p.m.
June 13, 2018	Regular Action Meeting	7:30 p.m.
July 18, 2018	Regular Action Meeting	7:30 p.m.

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August 15, 2018	Board Retreat	6:00 p.m.
August 29, 2018	Regular Action Meeting	7:30 p.m.
September 12, 2018	Workshop Action Meeting	7:30 p.m.
September 19, 2018	Regular Action Meeting	7:30 p.m.
October 10, 2018	Workshop Action Meeting	7:30 p.m.
October 17, 2018	Regular Action Meeting	7:30 p.m.
November 14, 2018	Workshop Action Meeting	7:30 p.m.
November 28, 2018	Regular Action Meeting	7:30 p.m.
December 19, 2018	Regular Action Meeting	7:30 p.m.
January 2, 2019	Reorganization Meeting	7:30 p.m.

7.2 Motion to reconfirm the adoption of the present Board Policy Manual as it exists.

A motion was made to move items 7.1 to 7.2 by Mr. Henning and seconded by Mrs. Panzarelli and carried by unanimous roll call vote of 10-0.

8.0 Communications

Mr. Rapolla gave the following update:

A portion of the first floor ceiling at the high school collapsed on December 31st. The collapse triggered the alarms at approximately 2:30 a.m. Police responded and communicated with Mr. Borders what had taken place. Later that morning the following people met on the scene:

The Building Inspector for the Borough, The Supervisor of Buildings and Grounds, The Superintendent, The School Board President, Representatives of the Fire Department, the Business Administrator, a Representative from our Insurance Brokers and a Representative of a restoration company. We also communicated with our architects through the phone.

The building was shut down while materials were sent out to be tested for asbestos. We were informed that clean up and reconstruction could not begin until those results came back.

A similar group of people met at 2:30 p.m. yesterday to communicate various information and needs with each other. This meeting also consisted of engineers and an insurance adjuster.

Obviously, Keyport High School was closed yesterday and today. Dr. Savoia has closed it for Thursday and Friday also knowing that the building will definitely not be ready prior to that. At approximately 12:30 p.m. this afternoon, we were happy to be informed that the ceiling tiles did not contain asbestos.

At 3 p.m. today, this group again met to develop an action plan. This action plan will be formalized by Friday with an anticipated date of reentry.

9.0 Public Participation – None

10.0 Adjournment to Executive Session (TIME: 8:16 p.m.)

- 10.1 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 3, 2018, to discuss
 - Emergent Facilities Legal Issues
 - Personnel
 - Finance
 - 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: Mr. Henning

SECOND: Mrs. Panzarelli

11.0 Adjournment

- 11.1 Upon motion by Mr. Henning, seconded by Ms. Malinconico, the meeting was adjourned at 9:13 p.m.

Respectfully Submitted,

Anthony Rapolla
Board Secretary/
Business Administrator

AR:bi