

**KEYPORT BOARD OF EDUCATION
REGULAR MEETING – JULY 2, 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 June 27, 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. Cote	Ms. Malinconico
Mrs. Fox (arr. 8:06 p.m.)	Mr. McGrogan, UB Rep.*
Mr. Hausmann	Mrs. Panzarelli
Mr. Henning (absent)	Mr. White

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

2.0 Presentation –

Spiezle Architectural Group-Referendum Updated Cost Analysis and Options

Spiezle presented on the proposed project options to be included in the upcoming referendum as well as the reason for an increase in cost projections.

- 2.1. Motion was made by Ms. Malinconico, seconded by Mr. Hausmann to approve one question for the November Referendum. Motion passed by unanimous roll call vote of 9-0.

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- 2.2 Motion was made by Ms. Malinconico, seconded by Mr. Hausmann to move forward with option 2 for referendum. Motion passed by unanimous roll call vote of 9-0.

3.0 President's Remarks

- Mr. Bright thanked the Board for moving forward with the referendum.
- Mr. Bright thanked Dr. Savoia, Mr. Flynn, Mr. Waters and Mr. Borders for what they did with graduation.
- Mr. Bright also thanked Mr. Palumbo for sharing wonderful information at graduation.
- He asked the Board to get back to him regarding availability for the August 15 retreat. It's been scheduled for 6 p.m. but is it possible to move it to 4:30 p.m.? Otherwise, we need to move it to August 13.

4.0 Communications – Dr. Savoia

- 4.1 Steven Reed, Custodian, submitted his letter of resignation on June 11, 2018, effective July 6, 2018. Resolution 11.5 under Personnel.
- 4.2 Samantha Wild, School Counselor, submitted her letter of resignation on June 11, 2018, effective June 30, 2018. Resolution 11.6 under Personnel.

5.0 Public Participation – Agenda Items

Motion was made by Ms. Malinconico, seconded by Ms. Cote to go to public session 5.0. Motion passed by unanimous roll call vote.

- Joe Stahley, 314 Main Street, was in the Central School Monday, June 18 at 9:20 a.m. He asked about the conditions the students will experience with HVAC. He wants the school to be in a condition that allows school to remain open.
- Michael Lane, 51 First Street, asked the following:
 - Will slides be posted on website?
 - Is the budget posted with specific line items?
 - Is there a critical needs analysis, and, if so, can it be presented to the public?
 - Are there sections of the high school not in use?
 - Why is every classroom utilized?
 - Is the Monmouth county vocational building in use?
 - Has it been considered to move the board office into the high school?
- Andrew Kelsey, 79 Saint Peters Place, asked the following:
 - What is the bulk of 1A project cost?
 - What is the nature of the new HVAC system?

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- Has a chiller plant been looked at?
- Is the heating steam?
- Sharon Borrelli, 41 Van Dorn Street, asked if one of the options is to not have air condition in the gym?
- Albert Graham, Jr., 22 St. Peter’s Place, asked what kind of benefit would it be for the taxpayers of Keyport.
- Abigail Borrelli, 41 Van Dorn Street, 8th grade student at CS, stated she wants everyone to know that having air condition is really necessary for the students. A lack of AC causes health concerns.
- Andrew Kelsey, 79 St. Peter’s Place, asked what the stipulations are to qualify for 40 percent state funding.
- Dennis Fotopoulos, 77 Beer Street, asked if the Board will be deciding on 1 or 2 questions this evening? He was originally for two questions. He is now in favor of one question. He believes it should be all or nothing. He supports the referendum.

6.0 Superintendent Report

6.1 Superintendent’s Report – Dr. Savoia

- **Personnel**
 - Ashely Zingara is on the agenda for approval as a school counselor.
 - Modification to days for CST members.
 - Confirming Speech References and will be prepared to update the BOE as early as Thursday.
 - The leave replacement position at Central has been posted and the interview process will begin next week. Please anticipate communication from me when the process is complete.
 - Mrs. Nichols is on the agenda for approval. She is the parent of a recent graduate from Union Beach. Additional part-time aide positions available based on SE needs. Will update the BOE as we fill them.
 - The split custodian/maintenance interviews are being conducted and expect to update the BOE as to a recommendation very early next week.
 - Mrs. Fuller signed on for another year for Central School Drama. Emily Ianotta who spoke and was approved for a teaching position after serving as a replacement teacher for the year will be named as the assistant.
 - The approval of an additional teaching period is on the agenda. Mr. Morelos and Ms. Mack are the result of course requests at KHS. This will allow for an additional art class to be offered as well as honors Spanish at KHS. Mrs. Rojas is now teaching Spanish to our Rising Stars students which will reduce the cost from Brookdale as they do not need to send a teacher to our campus.
- **KHS & Central**
 - Desktop Replacement as well as smart projector replacement all underway. All will be complete prior to our September start.

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- KHS was approved as an SAT test site and administered the first Saturday administration. We are now a test site for ACT and SAT.
- The 8th Grade Career Day was a success as well as career lessons for students in Grades 7 & 8.
- **BOE**
 - Board retreat is scheduled for August 15th at 6:00 p.m. NJSBA can do so at 4:30 p.m. on the 15th or they are available on the 13th at a time that is convenient for the BOE.
- **Communication**
 - Articulation meeting with the Borough included planning for field day 2019, the Safe Schools Grant, and the SOS (security grant).
 - Recreation is off and running; radios, refrigeration, and collaboration with athletics is going well.

7.0 Board Secretary’s Report – Mr. Rapolla

7.1 Motion to approve the following minutes:

June 13, 2018 Regular Minutes and closed session

Motion 7.1 to 9.13 was made by Ms. Cote, seconded by Mrs. Fox and carried by unanimous roll call vote of 9-0.

8.0 Buildings & Grounds – Mr. Rapolla

8.1 Facilities Update

- We are approving the tuition rates for the Monmouth County Vocational School Classes. The rates have increased by \$125 which is consistent with past years.
- We are also approving our IDEA and ESEA Grants.
- On the addendum, we are approving repairs to a high school boiler. \$26,000 will be for the removal, replacement and reassembly of four sections of one of our boilers.
- We are approving our Student Accident Insurance.
- Between tonight and our next meeting, we will be closing out fiscal year 2018 and beginning fiscal year 2019. You will see a number of transfers necessary to complete this transition at the August meeting.

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 May 31, 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 June 2018 in the amount of \$151,450.57 and supplemental bills for June 2018 in the amount of \$4,380.

9.3 Motion to approve Home Instruction for Keyport Student #2043341721 at Monmouth Medical Center beginning June 13, 2018, through June 26, 2018, provided by EI US, LLC, for ten hours per week at a cost of \$51.50 per hour.

9.4 Motion to accept the 2018-2019 schedule of tuition from the Monmouth County Vocational School District:

<u>Full Time Regular Education (In County)</u>	<u>Per Student</u>
Academy of Allied Health & Science (AAHS)	\$ 6,485
Academy of Law and Public Safety (ALPS)	\$ 6,360
Biotechnology High School (BTHS)	\$ 6,485
Communications High School/Design Academy (CHS)	\$ 6,485
High Technology High School (HTHS)	\$ 6,485
Marine Academy of Science & Technology Class Academy (CLASS)	\$ 6,160
Shared Time Regular (In County) (ST)	\$ 880
Shared-Time Special Education (In County) Career Center (CC)	\$ 5,610

9.5 Motion to approve the following 2018 ESY out of district tuition:

Coastal Learning	Student 55524415249 (paid by UB)	\$2,750
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- 9.6 Motion to approve the following out of district tuition for the 2018-2019 school year:

Bancroft	Student 7830250236	\$111,228
Children’s Center	Student 5903422472 (paid by UB)	\$55,145
	Student 6901371122 (paid by UB)	\$55,145
Coastal Learning	Student 5524415249 (paid by UB)	\$54,537
	Student 9147358723	\$54,537
Collier	Student 4187814469 (paid by UB)	\$59,040
	Student 1550159306 (paid by UB)	\$59,040
CPC	Student 5095364103	\$32,355
	Student 9872509686 (paid by UB)	\$66,960
	Student 8409097538 (paid by UB)	\$66,960
Hawkswood School	Student 1719130762	\$65,880
	Student 6176616695 (paid by UB)	\$65,880
New Road School of Parlin	Student 4762574586	\$62,561
Search Day Program	Student 2900941894	\$111,116

- 9.7 Motion to authorize the School Business Administrator to make all necessary account transfers within the 2018-2019 school budget and pay necessary bills with authorization of the president for the months of July and August.

- 9.8 Motion to approve the application and acceptance for IDEA Grant funding for 2018-2019 school year in the amounts below:

IDEA Basic	\$281,503
IDEA Pre-School	\$8,357

- 9.9 Motion to approve the application of the ESEA grant for the 2018-2019 school year as follows:

Title I-A	\$374,505
Title II-A	\$ 32,923
Title III	\$ 17,414
Title III-Immigrant	\$ 1,410

- 9.10 BE IT RESOLVED, by the Keyport Board of Education to approve the submission of the Vestibule ADA Upgrades at Keyport High School to the New Jersey Department of Education, DOE State Project #25-2430-050-18-7000, for review and Department approval of a “school facilities project” with debt service aid state funding and amendment of the long range facilities plan to be consistent with the project. Further, the Board authorizes Spiezle

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Architectural Group Inc., to make the submission to the Department of Education on behalf of the district.

9.11 BE IT RESOLVED, by the Keyport Board of Education to approve the submission of the HVAC Upgrades at Keyport Central School to the New Jersey Department of Education, DOE State Project #25-2430-060-18-4000, for review and Department approval of a “school facilities project” with debt service aid state funding and amendment of the long range facilities plan to be consistent with the project. Further, the Board authorizes Spiezle Architectural Group Inc., to make the submission to the Department of Education on behalf of the district.

9.12 Motion to approve the removal, replacement and re-assembly of 4 boiler sections in the High School at a cost of \$26,000 from Central Boiler Repair Co.

Quotes were received from the following vendors:

Central Boiler Repair Co.	\$26,000.00
American Boiler Company	\$38,426.77

9.13 Motion to approve a contract with Bollinger Specialty Group and Unites States Fire Insurance Company Insurance for Student/Athletic Accident Insurance in the amount of \$53,007 for the school year 2018-2019 (3.8%).

Motion 7.1 to 9.13 was made by Ms. Cote, seconded by Mrs. Fox and carried by unanimous roll call vote of 9-0.

10.0 Curriculum

10.1 Motion to approve Jason Glezman to revise the United States History II curriculum at a rate of \$35 per hour for five hours, not to exceed \$175.

10.2 Motion to approve the district Professional Development Plans for 2018-2019 school year.

10.3 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>
June 2018	Central	4	4
June 2018	KHS	2	1

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10.4 Motion to accept June 2018 Security Drill as follows:

<u>School Name</u>	<u>Drill Type</u>	<u>Occupants Involved</u>	<u>Date & Time</u>
Keyport High School	Shelter in Place	All Students & Staff	June 12 @ 10:52 a.m.
Keyport High School	Fire Drill	All Students & Staff	June 12 @ 1:00 p.m.
Central School	Shelter in Place	All Students & Staff	June 5 @ 2:30 p.m.
Central School	Fire Drill	All Students & Staff	June 20 @ 9:25 a.m.

10.5 Motion to rescind resolution 10.17 approved at the June 13, 2018, board meeting to approve Mary Mack to write curriculum at a rate of \$35 per hour, not to exceed 10 hours and \$350 as follows:

K-8 Spanish	Mary Mack
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BE IT FURTHER MOVED, to approve Mary Mack to write curriculum at a rate of \$35 per hour, not to exceed 10 hours and \$350 as follows:

K-5 Spanish	Mary Mack
Spanish 6-8	Mary Mack

10.6 Motion to approve Brendan Hilliard to attend Teen PEP Summer Training from July 25 to July 27, 2018, in Princeton, NJ at a cost of \$360.

10.7 Motion to approve Christine Cowen and Brendan Hilliard to facilitate the Teen PEP Retreat July 9 to July 11, 2018, in Holmdel, NJ at a rate of \$630 per person.

10.8 Motion to approve the use of the Hazlet United Soccer Complex for the 2018-2019 school year at a cost of \$2,000.

10.9 Motion to approve the Shore Conference of High Schools membership renewal for the 2018-2019 school year in the amount of \$1,000.

10.10 Motion to approve the Cooperative Sports Agreement for the 2018-2019 school year, between Keyport Public Schools and Union Beach, Memorial School for Middle School Cross Country (Memorial School hosts) and Field Hockey (Central School hosts).

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- 10.11 Motion to approve the New Jersey Interscholastic Athletic Association (NJSIAA) membership renewal for the 2018-2019 school year in the amount of \$2,150.

Motion 10.1 to 11.15 was made by Ms. Cote, seconded by Mrs. Fox and carried by unanimous roll call vote of 9-0, with the exception of Mr. McGrogan who abstained on motion 10.5.

11.0 Personnel

- 11.1 Motion to approve the following Substitute Teachers/Substitute Custodians for the 2018-2019 school year at the prevailing rate of pay:

<u>Last Name</u>	<u>First Name</u>	<u>Certification</u>
Ackerman	Kurt	Certificate of Eligibility - Elementary School; Art Teacher
Alvarez	Tyler	County Substitute Certificate
Anderson	Tyler	County Substitute Certificate
Barrett	Stefanie	County Substitute Certificate
Belmonte	Christian	Certificate of Eligibility with Advanced Standing - Teacher of Health & Physical Education
Black	Anne	Certificate of Eligibility with Advanced Standing - Elementary Teacher Certificate of Eligibility with Advanced Standing Teacher of Social Studies
Boccuzzi	John	Certificate of Eligibility – Teacher of Social Studies Certificate of Eligibility – Teacher of Student with Disabilities
Bradshaw	Tonya	County Substitute Certificate
Brady	Gerald	Standard Certificate of Student with Disabilities
Cavallo	Anthony	County Substitute Certificate
Chudzik	Kimberly	Substitute Nurse
Clayton	Kristen	Standard - Elementary School Teacher Standard - Teacher of French
Colon	Maribel	Substitute Custodian
Czech	Anna	County Substitute Certificate
Deeken	Tessa	County Substitute Certificate
Dinnigan	Lizabeth	County Substitute Certificate
Dorsi	Jenna	County Substitute Certificate
Dunn	Joanne	Standard Certificate

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Fischer	Jessica	County Substitute Certificate
Frick	Tammy	Substitute Custodian
Gallo	Janet	County Substitute Certificate
Gallogly	Linda	Standard - Elementary Certificate
Graham	Nicholas	County Substitute Certificate
Grimaldi	Ann Marie	Standard - Elementary School Teacher
Henn	Nicole	County Substitute Certificate
Hernandez	Miguel	County Substitute Certificate
Hill	Ezra	County Substitute Certificate
Jones	Ed	Substitute Custodian
Kelly	Timothy	County Substitute Certificate
Krellin	Jason	Certificate of Eligibility - Elementary Teacher; Teacher of Business
Krohe	Kenny	Substitute Custodian
Lecomte	Richard	Substitute Custodian
Magtalas	Angela	Certificate of Eligibility with Advanced Standing – Elementary K-6 and Teacher of Students with Disabilities
McDermott	Michael	Certificate of Eligibility with Advanced Standing – Elementary K-5 and Social Studies
McGrath	Donald	Substitute Custodian
McKay	Christine	County Substitute Certificate
Mitchell	Esther	County Substitute Certificate
Morris	Daniel	Standard - Teacher of the Handicapped Standard -Teacher of Social Studies
O'Donnell	Maureen	County Substitute Certificate
O'Heney	Daniel	County Substitute Certificate
Quinn	Megan	County Substitute Certificate
Rathburn	Rebecca	BA 2003 Hunter College
Reed	Steven	Substitute Custodian
Rivera	Adriana	County Substitute Certificate
Schneider	John	County Substitute Certificate
Tanski	Tammy	County Substitute Certificate
Terry	Deborah	Substitute Nurse
Totin	David	Certificate of Eligibility - Teacher of Social Studies; PreK - Grade 3; Students with Disabilities
Velasco	Greg	County Substitute Certificate
Vincent	Zachary	County Substitute Certificate

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Weg	Dawn	Certificate of Eligibility with Advanced Standing - Teacher of Students with Disabilities – Certificate of Eligibility with Advanced Standing - Elementary School Teacher Grades K-5
White	Dominique	County Substitute Certificate
Wuu	Timothy	County Substitute Certificate

- 11.2 Motion to approve Alexis Marinos to teach an extra period for 60 days for the 2018-2019 school year at \$2,607.20.
- 11.3 Motion to approve Mary Mack to teach an additional period for the 2018-2019 school year at \$8,623.29.
- 11.4 Motion to approve Daniel Morelos to teach an additional period for the 2018-2019 school year at \$7,821.57.
- 11.5 Motion to accept the resignation of Steven Reed, Custodian/Maintenance, effective July 6, 2018.
- 11.6 Motion to accept the resignation of Samantha Wild, Guidance Counselor, effective June 30, 2018.
- 11.7 Motion to rescind the following summer hours as approved at the May 9, 2018, board meeting (resolution 11.8).

<u>Counselor</u>	<u>Days</u>	<u>Rate</u>
Lindsay Thein	5	\$301.58 per day
Samantha Wild	5	\$281.80 per day

BE IT FURTHER MOVED to approve the following 2018 summer hours:

<u>Counselor</u>	<u>Days</u>	<u>Rate</u>
Lindsay Thein	9	\$301.58 per day

- 11.8 Motion to approve Emily Iannotta, KCS Assistant Drama Club Advisor, for the 2018-2019 school year at a rate of \$922.
- 11.9 Motion to appoint Melanie Piccolo as Occupational Therapist at the rate of \$70 per hour, not to exceed 18 hours per week for 32 weeks, (\$70 x 18 hours x 32 weeks = \$40,320) for the 2018-2019 school year.

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11.10 Motion to appoint Melanie Piccolo as an Occupational Therapist for 2018 Extended School Year for 48 hours at a rate of \$70 per hour, not to exceed \$3,360.

11.11 Motion to rescind the following 2018 summer hours as approved at the May 9, 2018, board meeting (resolution 11.1).

<u>Staff</u>	<u>Position</u>	<u>Days</u>	<u>Rate</u>
Cerelle White	Social Worker	12	\$390.84
Angela Raghieb	Psychologist	12	\$291.10

BE IT FURTHER MOVED to approve the following 2018 summer hours:

<u>Staff</u>	<u>Position</u>	<u>Days</u>	<u>Rate</u>
Angela Raghieb	Psychologist	14	\$291.10
Cerelle White	Social Worker	6	\$390.84

11.12 Motion to approve Vanessa Cunningham and Candice Reggio on August 6 and August 7, 2018, to plan for Grades 2 and 3 implementation of tiered system supports for six hours per day at rate of \$35 per hour for a total cost of \$420 each.

11.13 Motion to approve Julie Nichols as a part-time Aide at a salary of \$10,491 for the 2018 -2019 school year.

11.14 Motion to approve Ashley Zingara, Guidance Counselor, at a salary of \$56,963; Step MA 3, for the 2018-2019 school year.

11.15 Motion to approve Ashley Zingara, Guidance Department, to work five days during Summer 2018 at a rate of \$281.80 per day.

Motion 10.1 to 11.15 was made by Ms. Cote, seconded by Mrs. Fox and carried by unanimous roll call vote of 9-0, with the exception of Mr. White who abstained on motion 11.11 and Mr. McGrogan abstained on motions 11.8 and 11.12.

12.0 Policy

13.0 Old Business

14.0 New Business

Mrs. Panzarelli asked about making Lime bikes available to our students

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15.0 Public Participation

Dan Fox, 40 Church Street, asked if we were fined by Town Council for Field Day.

16.0 Adjournment to Executive Session – None

17.0 Adjournment

17.1 Upon motion by Mrs. Panzarelli, seconded by Mr. Hausmann, the meeting was adjourned at 9:21 p.m.

Respectfully Submitted,

Anthony Rapolla
Board Secretary/Business Administrator

AR:bi