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| <p style="text-align:center">KEYPORT BOARD OF EDUCATION REGULAR ACTION MEETING – JUNE 7, 2017 AGENDA</p> |
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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 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

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|----------------|----------------------------------|
| Mr. Bright | Mr. Litwak |
| Ms. Cote | Mrs. Malinconico, Vice President |
| Mrs. Fox | Mr. McGrogan, UB Rep.* |
| Mr. Henning | Mrs. Panzarelli, President |
| Mrs. Kutschman | Mr. White |

Student Council Representative: Shayna Grandon and 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

1.6 Motion to temporarily assign Bonnie Ioele as Board Secretary.

2.0 Presentation – Recognition Awards

3.0 President’s Remarks

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4.0 Communications – Dr. Savoia

- 4.1 James Rasmussen, History Teacher, submitted his letter of resignation on March 19, 2017, effective June 30, 2017. Resolution 11.31 under Personnel.
- 4.2 **Richard LeComte, Custodian, submitted his letter of resignation on May 31, 2017, effective June 15, 2017. Resolution 11.38 under Personnel.**

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:
 - April 26, 2017 Regular Minutes and closed session
 - May 3, 2017 Regular Minutes and closed session

8.0 Buildings & Grounds – Mr. Rapolla

- 8.1 Facilities Update
 - 8.1.1 Motion to approve the Integrated Pest Management Plan for the school year 2017-2018 for Keyport Central School and Keyport High School.
- 8.2 Use of Facilities
 - 8.2.1 Motion that the Board approve the following organizations for Use of the School Facility for the 2017-2018 school year. These requesters are frequent users and require one blanket approval by the Board of Education.
 - a) Keyport PTO
 - b) Keyport Recreation
 - c) Keyport AYF/AYC (Indians)
 - d) Keyport Youth Athletic League
 - e) Keyport Emergency Management
 - f) Girl Scouts of the Jersey Shore, Inc.
 - g) Boy Scouts of America
 - h) Red Raider Parent Club
 - i) Borough of Keyport
 - j) Jesus the Lord Church

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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 April 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 June 2017 in the amount of **\$565,123.71** and supplemental bills for May 2017 in the amount of **\$1,972.54**.

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

| <u>From</u> | <u>To</u> | <u>Amount</u> |
|--|--|---------------|
| 11-120-100-101-02-00-000 Gr 1-5 Sub Salaries | 11-130-100-101-02-00-000 Gr 6-8 Sub Salaries (Adj. 100/110) | \$12,900.00 |
| 20-272-200-500-00-00-000 Oth Purch Svc T-2A 16/17 | 20-272-200-320-06-00-000 T-IIA Prof Svcs 16/17 (Adj. 102) | \$1,200.00 |
| 20-272-200-100-11-00-000 Salaries T-IIA 16/17 | 20-272-100-101-01-00-000 Salaries Title 2A 16/17 (Adj. 103) | \$470.00 |
| 20-218-200-329-00-00-000 PS Oth Purch Prof-Ed Svc | 20-218-100-106-11-00-000 PS Other Salaries (Adj. 104) | \$202.00 |
| 20-218-200-600-00-00-016 PS Supplies & Materials | 20-218-100-600-11-00-000 PS Instruct Suppls & Mat (Adj. 105) | \$12,285.92 |

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| 11-000-261-420-11-00-000 Maintenance/Repair Bldgs. | 11-000-261-421-00-00-000 Lead Testing-Water (Adj. 107) | \$1,500.00 |
| 11-000-270-514-11-00-000 Cont Service Special Ed. | 11-000-270-512-01-00-000 Contr Service Athletics (Adj. 108) | \$24,000.00 |
| 11-000-262-520-11-01-000 P&C/Multi-Peril Insur | 11-000-262-590-11-00-000 Garbage Removal (Adj. 109) | \$126.00 |
| 11-120-100-101-02-00-000 Gr 1-5 Sub Salaries | 11-130-100-101-02-00-000 Gr 6-8 Sub Salaries (Adj. 110) | \$3,900.00 |
| 11-000-262-520-11-01-000 P&C/Multi-Peril Insur | 11-000-262-621-11-01-000 Natural Gas Expense (Adj. 112) | \$1,000.00 |
| 20-218-200-329-00-00-000 PS Oth Purch Prof-Ed Svc (\$8,098.00) | 20-218-200-800-00-00-016 Other Objects PS (Adj. 113) | \$11,445.00 |
| 20-218-200-600-00-00-016 PS Supplies & Materials (\$3,347.00) | | |
| 11-000-261-420-11-00-000 Maintenance/Repair Bldgs (\$7,670.00) | 12-000-400-450-00-00-000 Air Conditioning (Adj. 114) | \$7,670.00 |
| 11-000-291-270-11-00-000 Employee Insurance | 11-000-262-622-11-00-000 Electricity Expense (Adj. 115) | \$16,000.00 |

- 9.4 Motion to amend the transportation jointure agreement approved at the board meeting on September 21, 2016, (motion 9.4) between the Keyport Board of Education (host district) and Union Beach Board of Education (joiner) for 2016-2017 the school year. The original approval was for three (3) Union Beach resident students to be transported to the Career Center, Freehold, NJ (am/pm) at an original total cost of \$16,681.37. This amendment will reflect four (4) Union Beach resident students at a revised total cost of \$18,071.49.

Career Center am & pm (Keyport - Host):

| | |
|--------------------------|--------------------|
| Keyport (4 students) | \$20,851.71 |
| Union Beach (4 students) | <u>\$18,071.49</u> |
| | \$38,923.20 Total |

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- 9.5 Motion to approve the following 2017 ESY out of district tuitions:

| | | |
|--------------------|--------------------------------|----------|
| CPC | Student 5095364103 | \$8,988 |
| | Student 2604139716 (UB) | \$9,614 |
| Children’s Center | Student 5903422472 (UB) | \$11,253 |
| Hawkswood School | Student 1719130762 | \$10,670 |
| | Student 6176616695 (UB) | |
| Search Day Program | Student 2900941894 | \$12,304 |

- 9.6 Motion to approve home instruction for student 4570401532 from May 17, 2017, through the end of the school year. Professional Educational Services will provide home instruction at a rate of \$49 per hour for 10 hours a week, not to exceed \$2,058.

- 9.7 Motion to approve the following out of district tuition from May 24, 2017, through June 19, 2017:

| | | |
|-----------------------------------|--------------------|----------------|
| MOESC Interim Alternative Program | Student 6342752677 | \$275 per diem |
|-----------------------------------|--------------------|----------------|

- 9.8 Motion that the Board approve the breakfast and lunch prices for the school year 2017-2018 as follows:

| | <u>Paid</u> | <u>Reduced</u> |
|------------------------------|-------------|----------------|
| High School Lunch | \$2.60 | \$.40 |
| Central School Lunch | \$2.50 | \$.40 |
| H. S. & C.S. Breakfast | \$1.10 | \$.30 |
| Snack Milk | .60 | |
| Adult Lunch both Schools | \$3.45 | |
| Adult Breakfast both Schools | \$1.50 | |

- 9.9 Motion to approve an addendum to extend agreement between the Keyport Board of Education and Source4Teachers, LLC for the 2017-2018 school year to provide substitute teachers as needed. Daily rate: \$140.73 full day and \$73.64 half day.

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9.10 Motion to approve the following awards for graduation 2017:

| <u>Scholarship</u> | <u>Amount</u> |
|--------------------------------------|---------------|
| Dino Lambros Scholarship (HS) | \$2,000 |
| Fritz Gooseman Scholarship (HS) | \$25 |
| Fritz Gooseman Scholarship (CS) | \$25 |
| Jane Jones Scholarship (HS) | \$200 |
| Juracky Scholarship (HS) | \$500 |
| Prager Scholarship (HS) | \$200 |
| Will Hayes Scholarship (HS) | \$150 |
| Leon & Norinne Schank Memorial Award | \$500 |

9.11 Motion to authorize the School Business Administrator to make all necessary account transfers within the 2016-2017 school budget to close out the year and pay necessary bills with authorization of the president.

9.12 Motion to authorize the School Business Administrator to pay bills over the summer prior to the meeting scheduled on August 9, 2017, with authorization of the president.

9.13 Motion that the Board approve the following transfer of unexpended appropriations and/or excess revenue to reserve:

Whereas, NJSA18A:21-2 and NJSA 18A:7A-13 permit a Board of Education to establish and/or deposit into certain reserve accounts at year end and,

Whereas, the aforementioned statutes authorize procedures, under the authority of the Commissioner of Education, which permit a Board of Education to transfer anticipated excess current revenue or unexpended appropriations into reserve accounts during the month of June by Board resolution, and

Whereas, the Keyport Board of Education wishes to deposit anticipated excess current revenue and/or unexpended appropriations into a Capital Reserve Account at year end, and

Whereas, the Keyport Board of Education has determined that up to \$1,000,000 is available for such purposes to transfer,

Now Therefore Be It Resolved by the Keyport Board of Education that it hereby authorizes the district's School Business Administrator to establish this account if necessary and make this transfer consistent with all applicable laws and regulations.

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- 9.14 Motion that the Board approve the following transfer of unexpended appropriations and/or excess revenue to reserve:

Whereas, NJSA18A:21-2 and NJSA 18A:7A-13 permit a Board of Education to establish and/or deposit into certain reserve accounts at year end and,

Whereas, the aforementioned statutes authorize procedures, under the authority of the Commissioner of Education, which permit a Board of Education to transfer anticipated excess current revenue or unexpended appropriations into reserve accounts during the month of June by Board resolution, and

Whereas, the Keyport Board of Education wishes to deposit anticipated excess current revenue and/or unexpended appropriations into a Maintenance Reserve Account at year end, and

Whereas, the Keyport Board of Education has determined that up to \$650,000 is available for such purposes to transfer,

Now Therefore Be It Resolved by the Keyport Board of Education that it hereby authorizes the district's School Business Administrator to establish this account if necessary and make this transfer consistent with all applicable laws and regulations.

- 9.15 Motion that the Board approve the following transfer of unexpended appropriations and/or excess revenue to reserve:

Whereas, NJSA18A:21-2 and NJSA 18A:7A-13 permit a Board of Education to establish and/or deposit into certain reserve accounts at year end and,

Whereas, the aforementioned statutes authorize procedures, under the authority of the Commissioner of Education, which permit a Board of Education to transfer anticipated excess current revenue or unexpended appropriations into reserve accounts during the month of June by Board resolution, and

Whereas, the Keyport Board of Education wishes to deposit anticipated excess current revenue and/or unexpended appropriations into a Tuition Reserve Account at year end, and

Whereas, the Keyport Board of Education has determined that up to \$200,000 is available for such purposes to transfer,

Now Therefore Be It Resolved by the Keyport Board of Education that it hereby authorizes the district's School Business Administrator to establish this account if necessary and make this transfer consistent with all applicable laws and regulations.

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- 9.16 Motion to approve the following 2017-2018 tuition contracts between the Keyport Board of Education and the Union Beach Board of Education amounting to \$2,472,138.

| <u>2017/18 Contract</u> | <u># of Students</u> | <u>Rate</u> | <u>Total</u> |
|----------------------------------|--------------------------|-------------|---------------------|
| Full Time Students | 156 | \$15,620 | \$2,436,720 |
| Part Time Students | 3 | \$ 7,810 | 23,430 |
| Tuition Adjustment 15/16 | | | \$ (162,732) |
| Total Regular Student Tuition | | | <u>2,297,418.00</u> |
| Resource Room 2017/18 | | As agreed | \$228,754 |
| Resource Room Adjustment 2015/16 | | As agreed | <u>\$ (54,034)</u> |
| Total Resource Room Tuition | | | <u>\$174,720</u> |

- 9.17 Motion to establish 2017-2018 tuition rates for attendance at Keyport Public Schools as follows:

| | |
|----------------------|----------|
| Grades 9-12 | \$16,236 |
| Grades 6- 8 | \$15,848 |
| Grades 1 – 5 | \$14,168 |
| Pre-K & Kindergarten | \$13,080 |

- 9.18 Motion that the Board approve the Keyport School District Participation in the NJ Digital Readiness for Learning and Assessment Program (DRLAP) and Internet Cooperative Purchasing Initiative through the Educational Services Commission of New Jersey “ESCNJ” (formerly Middlesex Regional Educational Services Commission “MRESC”) with Cablevision Lightpath for One Gigabit Internet access and associated voice services in the annual amount of \$65,856 subject to a Keyport district E-rate (USAC) discount of 80% on applicable charges from July 1, 2017, through June 30, 2018.

- 9.19 Motion to approve the sale of a NetShelter Computer Rack-42U to Brett Strzelecki for \$80.

- 9.20 Motion to approve Commercial Interiors Direct, Inc., for the removal of old flooring and installation of new flooring for rooms 9,10 and auditorium hallway in the Central School for a total of \$24,146, as per ESNJ Bid# 14/15-64.

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9.21 Motion to approve the following report to the Board of Education:

Pursuant to PL 2015, Chapter 47 the Keyport Board of Education intends to renew, award, or permit to expire the following contracts previously awarded by the board of education. These contracts are, have been, and will continue to be in full compliance with all state and federal statutes and regulations; in particular, New Jersey Title 18A:18. et. seq, NJAC Chapter 23, and Federal Procurement Regulations 2CFR Part 200.317 et. Seq.

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| Adams, Gutierrez & Lattiboudere, LLC |
| American Capital Financial Services |
| Automatic Protection Systems |
| Bollinger Insurance |
| Brown and Brown, Inc. |
| Cablevision Lightpath |
| CDW-G |
| Cleary, Giacobbe, Alfieri & Jacobs |
| Delta Dental |
| Educational Data Services |
| Environmental Design, Inc. |
| E-rate Exchange |
| Frontline Technologies |
| Gallagher O’Gorman & Young |
| Genesis |
| Home Care Therapies, LLC, d/b/a Horizon Healthcare Staffing Corporation |
| Horizon Blue Cross/Blue Shield of NJ |
| Johnson Controls |
| Magic Touch Construction Co. |
| Maschio’s Food Service, Inc. |
| Middlesex Regional Educational Services Commission |
| Monmouth Ocean Education Services Commission |
| Municipal Capital Finance |
| Newsela |
| Phoenix Advisors, LLC |
| R. Helfrich & Sons Corp |
| Ray Angelini |
| SchoolDude |
| Source4Teachers, LLC |
| Spiezle Architectural Group, Inc. |

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| Suplee, Clooney & Company |
| Systems 3000 |
| Tokarski and Millemann Architects, LLC |
| Transportation Jointure Agreement between the Keyport Board of Education and Union Beach Board of Education |
| United Healthcare |
| Unlimited Autos |
| Unum |
| Westchester Environmental |

9.22 **Motion to approve instruction with Education, Inc., for student number 7268610821 requiring hospitalization, at a rate of \$49 per hour for ten hours per week from May 25, 2017, through May 30, 2017.**

9.23 **Motion to approve the purchase of Air Condition installation and necessary electrical wiring for room PK-1 from Coastal Air Conditioning at a cost of \$11,445 to be paid from account #20-218-200-800-00-00-016.**

Quotes were received from:

Coastal AC- \$11,445
Tru-Air Service- \$12,200
First Choice Heating and AC-\$\$12,185

9.24 **Motion to approve the purchase of Air Condition installation for Large Teachers' Room from Coastal Air Conditioning at a cost of \$7,670 to be paid from account #12-000-400-450-00-00-000.**

Quotes were received from:

Coastal AC- \$7,670
Tru-Air Service-\$8,550
First Choice- \$8,800

10.0 Curriculum

10.1 **Motion to approve a subscription with Newsela PRO for District License software for the 2017-2018 school year in the amount of \$8,455.**

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10.2 Motion to approve the following school trip for the 2016-2017 school year:

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|------------------|------------------------------|
| Student Council | Great Adventure, Jackson, NJ |
| Global Logistics | Freehold, NJ |

10.3 Motion to accept the May 2017 Security Drills as follows:

| <u>School Name</u> | <u>Drill Type</u> | <u>Occupants Involved</u> | <u>Date & Time</u> |
|---------------------|-------------------|---------------------------|------------------------|
| Keyport High School | Evacuation Drill | All Staff & Students | May 3 @ 1:00 p.m. |
| Keyport High School | Fire Drill | All Staff & Students | May 4 @ 10:00 a.m. |
| Central School | Fire Drill | All Staff & Students | May 22 @ 10:10 a.m. |
| Central School | Lock Down | All Staff & Students | May 31 @ 2:30 p.m. |

10.4 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> |
|-------------|---------------|---------------------------|------------|
| May 2017 | Central | 1 | 1 |
| May 2017 | KHS | 1 | 0 |

10.5 Motion to approve the submission of a Statement of Assurance of our Security Drills for the 2016-2017 school year.

10.6 Motion to approve the 2017-2018 Nursing Plan for the Keyport School District.

10.7 Motion to approve the Rising Stars Early College Academy for the Keyport School District effective for the 2017-2018 school year.

10.8 Motion, as recommended by the Superintendent of Schools, to approve the following out of district workshop to be paid from the general fund, unless indicated otherwise:

| <u>Employee Name</u> | <u>Date(s)</u> | <u>Workshop Name</u> | <u>Location/Mileage</u> | <u>Cost</u> |
|----------------------|----------------|-------------------------------------|-------------------------|-------------|
| Mammano, Erik | 7/9-7/11/17 | National Principals Conference 2017 | Philadelphia, PA/163 | \$1,086 |

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

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10.9 Motion to approve the 2017-2018 course offerings:

Keyport High School

BUSINESS/TECHNOLOGY

ELECTIVES

21st -Century Accounting
Advanced Accounting
Web Media and Literacy
Educational Technology Literacy
Law for Business and Personal Use
Business & Economic Literacy
Senior Career Readiness Seminar
Computer Applications I
Computer Applications II
Digitools and Web 2.0 Concepts
College Readiness Seminar
Tomorrow's Teachers
Introduction to Logistics
Functional Areas in Logistics
Global Logistics Management
Logistics and Supply Chain
Management
TV Production I and II
Sports Management
Introduction to Programming and
Robotics
Prototyping and Computer Aided
Design

CONSUMER FAMILY

Culinary Arts I
Culinary Arts II
Culinary Arts III
Culinary Arts IV
Fashion Design I
Fashion Design II
Early Childhood Development
Food Nutrition and Science

ENGLISH

Freshman Seminar
English I
English I Honors
Sophomore Seminar
English II
English II Honors
English III
English III Honors
English IV
AP Language and Composition
AP Literature and Language
English as a Second Language
Levels 1, 2, 3, Support

ENGLISH ELECTIVES

Creative Writing/Public Speaking
SAT/ACT Prep

**HEALTH & PHYSICAL
EDUCATION**

Driver's Education 10
Emergency Medical Technician 12
(Option II)
Physical Education/Health 9 - 12
CPR Health 11
Fitness and Conditioning
Health Education
Dance I
Dance II
Dance III

MATHEMATICS

Algebra Enrichment
Algebra I
Geometry Enrichment
Geometry
Geometry (Honors)
Algebra II
Algebra II (Honors)

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MATHEMATICS ELECTIVES

Pre Calculus
Pre Calculus (Honors)
Calculus
Financial Literacy
AP Calculus

SCIENCE DEPARTMENT

Biology Lab
Biology Lab (Honors)
Chemistry Lab
Chemistry Lab (Honors)

SCIENCE ELECTIVES

Physics Lab
Environmental Science Lab
Advanced Biology Lab
AP Physics
AP Biology
AP Chemistry
Anatomy & Physiology
Advanced Anatomy & Physiology
Sports Medicine and Athletic
Training

SOCIAL STUDIES

DEPARTMENT

US History I
US History I (Honors)
AP History
US History II
World History 9
World History 9 (Honors)
World History (Honors) 9

SOCIAL STUDIES ELECTIVES

Criminology & Sociology
Economics
Psychology
Sports Psychology
History and Ethics of Sports

**VISUAL/PERFORMING/INDUS
TRIAL ARTS**

Art Foundations I
Art Foundations II
Art Foundations III
Art Foundations IV
Digital Photography

PERFORMING ARTS

Concert Band I, II, III, IV
Chorus I, II, III, IV
Music Appreciation
Performing Arts I
Performing Arts II
History of Dance

WORLD LANGUAGE

Spanish I, II, III, IV, V

ON-LINE LEARNING

APEX

Academies:

- Health, Science, and Sports Studies
- Tomorrow's Teachers
- Global Logistics
- Performing Arts
- Rising Stars Early College Academy

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Keyport Central School

Grades PreK-2

**HighScope (PreK)
Mathematics
Language Arts/Reading
Health/Physical Education
Social Studies
Science
Vocal Music
Art
Technology
Spanish
Performing Arts
Instrumental/Vocal Music
Experimental Science**

Grades 3,4,5

**Mathematics
Language Arts/Reading
Health/Physical Education
Social Studies
Science
Vocal Music
Instrumental Music
Spanish
Technology
Experimental Science
Performing Arts (grades 3-4)
Claymation (grade 5)**

Grades 6-7

**Mathematics
Language Arts/Reading
Health/Physical Education
Social Studies
Science
Instrumental Music
Spanish
Technology
Digital and Media Literacy**

8th Grade

**Language Arts
Language Arts (Honors)
Algebra 1 (Honors)
Pre-Algebra 8
Health/Physical Education
Integrated Science
World History 8
French Introduction
Spanish Introduction
Instrumental Music
Technology
Digital and Media Literacy**

Special Programs

**Title I (K-8)
English as a Second Language (Pre-K-8)
Gifted and Talented**

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10.10 Motion to approve the following 2017-2018 Textbook List:

HIGH SCHOOL

| <u>Department</u> | <u>Title</u> | <u>Publisher and Copyright Date</u> |
|-------------------|---|--|
| Health | Glencoe Health, 9 th edition | Glencoe, 2005 |
| Science | Biology | Holt, 2008 |
| Science | Biology in Focus | Pearson, 2015 |
| Science | Test Prep Series Workbook – Biology in Focus | Pearson, 2015 |
| Science | Modern Chemistry | Holt Rinehart & Wilson A Harcourt, 2009 |
| Science | Physics | Holt, 2002 |
| Science | Fundamentals of Physics | Wiley, 2014 |
| Science | Zuhdhal Chemistry (AP Edition) | Cengage, 2015 |
| Math | Glencoe Algebra I | Glencoe (McGraw Hill), 2014 |
| | Glencoe Algebra II | Glencoe (McGraw Hill), 2014 |
| | Glencoe Geometry | Glencoe (McGraw Hill), 2014 |
| | Calculus AP, 9 th edition | Cengage, 2010 |
| | Financial Literacy – Managing your Personal Finances, 5 th edition | 5 th Edition Thomson South Western 2006 |
| | Pacemaker Algebra | Globe Fearon/Pearson Education, 2001 |
| | Pacemaker Basic Mathematics | Globe Fearon/Pearson Education, 2000 |
| | Pacemaker Geometry | Globe Fearon/Pearson Education, 2003 |
| | Pacemaker Practical Mathematics | Globe Fearon/Pearson Education, 2003 |
| | Pre-Calc with Limits | Cengage, 2007 |

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| Business | Intro to Web Design using Dreamweaver | Glencoe, 2007 |
| | Business & Personal Law – Real World Connection | Glencoe, 2008 |
| | Intro to Business | Southwestern, 2009 |
| | 21st Century Accounting | Cengage, 2012 |
| | Marketing Essentials | Glencoe, 2009 |
| | Sports and Entertainment Marketing | South Western, 2008 |
| Childcare | Working with Young Children | Goodheart-Wilcox, 2008 |
| Cooking | Food for Today | McGraw Hill, 2006 |
| Fashion | Clothes and Your Appearance | Goodheart-Wilcox Company, 2008 |
| | Clothing-Fashion, Fabrics and Construction | McGraw Hill Companies, 2008 |
| English | Prentice Hall Literature, Common Core Edition | Pearson, 2012 |
| | Prentice Hall The British Tradition, Common Core Edition | Pearson, 2012 |
| | Prentice Hall The American Experience, Common Core Edition | Pearson, 2012 |
| | The Language of Composition – Bedford/St. Martin 2008 | The American Experience – Pearson, 2010 |
| | The Language of Composition: Reading, Writing, Rhetoric, 2nd edition | Bedford/St. Martin Press, 2013 |
| | English I Common Core | Pearson, 2012 |
| | English II Common Core | Pearson, 2012 |
| | Springboard – Grade 9 | College Board, 2014 |
| | Springboard – Grade 10 | College Board, 2014 |
| | Springboard – Grade 11 | College Board, 2014 |
| ESL | Shining Star Level A | Pearson-Longman, 2004 |
| | Shining Star Level B | Pearson-Longman, 2004 |
| | Shining Star Level C | Pearson-Longman, 2004 |

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| | National Geographic Edge Level A | Hampton-Brown, 2014 |
| World Languages | Realidades I | Pearson, 2014 |
| | Realidades II | Pearson, 2014 |
| History | Modern World History | Houghton Mifflin Hartcourt, 2018 |
| | United States History | Houghton Mifflin Hartcourt, 2018 |
| | The American Pageant (AP) | Cengage Learning, 2013 |
| | Fast Track to a 5: Preparing for the AP United States History Exam | Cengage, 2013 |
| | Ethics in Sports, 2nd edition | Human Kinetics, 2007 |
| | Psychology in Practice | Houghton Mifflin Hartcourt, 2010 |
| | Sociology: The Study of Human Relationships | Holt McDougal, 2010 |
| | Foundations of Sport and Exercise Psychology | Human Kinetics, 2011 |
| | Criminal Justice Today | Pearson, 2013 |
| Music Appreciation | American Popular Music | McGraw Hill, 2009 |

CENTRAL SCHOOL

| <u>Grade</u> | <u>LAL</u> | <u>Math</u> | <u>Science</u> |
|---------------------|---|---------------------------|---|
| K | Journeys, 2014 | My Math, 2014 | HMH Dimensions, 2017 |
| 1 | Journeys, 2014 | My Math, 2014 | HMH Dimensions, 2017 |
| 2 | Journeys, 2014 | My Math, 2014 | HMH Dimensions, 2017 |
| 3 | Journeys, 2014 | My Math, 2014 | HMH Dimensions, 2017 |
| 4 | Journeys, 2014 | My Math, 2014 | HMH Dimensions, 2017 |
| 5 | Journeys, 2014 | My Math, 2014 | HMH Dimensions, 2017 |
| 6 | Pearson Common Core Literature, 2014 | Glencoe Math, 2014 | HMH Dimensions, 2017 (Social Studies) HMH American History, 2018 |

| <u>Grade</u> | <u>LAL</u> | <u>Math</u> | <u>Social Studies & Science</u> |
|---------------------|---|---------------------------|--|
| 7 | Pearson Common Core Literature, 2014 | Glencoe Math, 2014 | (Science) HMH Dimensions, 2017 |

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| 7 | McDougal Littell, “The Language of Literature” (older books) | Glencoe Accelerated Math, 2014 | Social Studies (HMH American History, 2018 |
| 8 | Pearson Common Core Literature, 2014 | Glencoe Math, 2014 | (Science) HMH Dimensions, 2017 |
| 8 | Springboard Grade 8, College Board, 2014 | Algebra I –Holt McDougal – Larsen Houghton Mifflin 2011 | (Social Studies) HMH World Civilizations, 2018 |

10.11 Motion to approve the following Marshall evaluation instruments for administrators for 2017-2018:

- Director
- Director of Special Services
- Principal
- Assistant Principal
- Supervisors

10.12 Motion to approve the Danielson 2013 Framework to be used for Teacher Evaluation in 2017-2018.

10.13 Motion to approve Alison Lampart to provide K-ESI screening to incoming students to be paid at a rate of \$35 per hour, not to exceed \$175 to be paid from Title I Funds.

10.14 Motion to approve the submission of the 2017-2018 Bilingual Waiver.

11.0 Personnel

11.1 Motion to amend salary for Matthew Masiello approved at the May 3, 2017, board meeting (resolution 11.5) for the 2017-2018 school year as follows:

| <u>Last Name</u> | <u>First Name</u> | <u>Position</u> | <u>Step</u> | <u>Salary</u> |
|------------------|-------------------|-----------------|-------------|---------------|
| Masiello | Matthew | Teacher MA | 4 | \$58,459 |

11.2 Motion to authorize Superintendent of Schools, Lisa M. Savoia, to tender offers of employment prior to the board meeting on August 9, 2017.

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- 11.3 Motion to appoint Anthony Rapolla, as School Business Administrator/Board Secretary for the school year 2017-2018 at a salary of \$131,300, as approved by the Executive County Superintendent.
- 11.4 Motion to approve to pay Denise Cleveland a \$2,500 stipend for Ed.D. for 2016-2017 school year.
- 11.5 Motion to amend motion 11.5 approved at the May 3, 2017, Board of Education meeting approving the following:

| <u>Last Name</u> | <u>First Name</u> | <u>Step</u> | <u>2017-2018 Salary</u> |
|------------------|-------------------|-------------|-------------------------|
| Borders | Dylan | 5 | 38,094 |

BE IT FURTHER MOVED to approve Dylan Borders as Supervisor of Buildings and Grounds for the 2017-2018 school year at an annual salary of \$58,000.

- 11.6 Motion to approve Wilbett Anshelewitz to conduct her Practicum in Teaching English as a Second Language at Keyport Central School beginning in September 2017.
- 11.7 Motion to approve the following 2017 summer hours for the Guidance staff:

| <u>COUNSELOR</u> | <u>DAYS</u> | <u>RATE</u> |
|------------------|-------------|------------------|
| Stacey Oxley | 15 | \$390.82 per day |
| Kristen Corsale | 15 | \$301.80 per day |
| Lindsay Thein | 5 | \$301.58 per day |
| Ariel Guttenplan | 5 | \$284.80 per day |

- 11.8 Motion to approve the following teachers for 2017 Summer Enrichment Program for 3.5 hours each per day at a rate of \$35 per hour, not to exceed \$1,800, to be funded from ESEA.

| <u>Teacher</u> | <u>Program</u> |
|-----------------------|----------------|
| Ms. Krista Bartalone | Title I |
| Ms. Alexis Marinos | Title I |
| Ms. Lindsay Ulrich | Title I |
| Mrs. Jennifer Torchia | Title I |
| Ms. Tamme Manganelli | Title I |
| Mrs. Cassandra Murphy | Title I |
| Mrs. Cynthia Deily | Title I |
| Ms. Grace Gramaglia | Title I |

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|----------------------------|-----------|
| Mrs. Kim Guccione | Title III |
| Ms. Lampart | Title III |
| Ms. Alison Lampart | Title III |
| Ms. Alyssa Buttacavole | Title III |
| Mrs. Casey LaSalle | Title III |
| Ms. Mary Ann Ricca | Title III |
| Mrs. Cynthia Dinardi | Title III |
| Mrs. Lillian Romanetz | Title I |
| Mrs. Ashley Taylor (Stone) | Title I |
| Ms. Lisa Wallin | Title I |
| Mrs. Tiffani Slattery | Title I |
| Ms. Amy Rodriguez | Title I |

- 11.9 Motion to approve the following personnel for the Keyport School Extencicare Program for the 2017-2018 school year to be paid from the Enterprise Fund (0409).

| <u>Name</u> | <u>Position</u> | <u>Stipend</u> |
|-----------------|-----------------|----------------|
| Lynn Ferber | Site Manager | \$3,000 |
| LeeAnn Romanetz | Site Manager | \$3,000 |

| <u>Name</u> | <u>Position</u> | <u>Stipend</u> |
|-----------------|--------------------|----------------|
| Lynn Ferber | Teacher | \$35 per hour |
| Alison Lampart | Teacher | \$35 per hour |
| Amy Mantino | Teacher | \$35 per hour |
| LeeAnn Romanetz | Teacher | \$35 per hour |
| Lisa Snowden | Teacher | \$35 per hour |
| Lori Kernan | Substitute Teacher | \$35 per hour |
| Sandy Krause | Substitute Teacher | \$35 per hour |
| Amy Rodriguez | Substitute Teacher | \$35 per hour |
| Andrea Walsh | Substitute Teacher | \$35 per hour |

| <u>Name</u> | <u>Position</u> | <u>Stipend</u> |
|---------------------------|-----------------|------------------|
| Deborah Balletta | Aide | \$14.84 per hour |
| Pauline Clowney | Aide | \$14.84 per hour |
| Minnelly Guerrero-Ventura | Aide | \$14.84 per hour |
| Marisel Kamper | Aide | \$14.84 per hour |
| Jean Leonard | Aide | \$14.84 per hour |
| Heidi Martin | Aide | \$14.84 per hour |
| Nancy Schanck | Aide | \$14.84 per hour |
| Charlene Stumpf | Aide | \$14.84 per hour |

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| KEYPORT BOARD OF EDUCATION REGULAR ACTION MEETING – JUNE 7, 2017 AGENDA |
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- 11.10 Motion to approve the following 2017 summer hours for the Child Study Team staff:

| <u>Name</u> | <u>Position</u> | <u>Days</u> | <u>Rate</u> |
|-------------------|-----------------|-------------|-------------|
| Cerelle White | Social Worker | 12 | \$378.32 |
| Jessica Sosnowski | Psychologist | 12 | \$341.07 |
| Laura Orlando | LDTC | 12 | \$340.36 |

- 11.11 Motion to Approve the following hours for the 2017 Extended School Year:

| <u>Name</u> | <u>Position</u> | <u>Hours</u> | <u>Hourly Rate</u> | <u>Not to Exceed</u> |
|--------------------------|-----------------|--------------|--------------------|----------------------|
| Jeanne Westendorf | Teacher | 60 | \$45.00 | \$2,700.00 |
| Kelly Ring | Teacher | 60 | \$42.11 | \$2,526.60 |
| Charlene Stumpf | Aide | 60 | \$14.84 | \$890.00 |
| Heidi Martin | Aide | 60 | \$14.84 | \$890.00 |
| Minelly Guerrero-Ventura | Aide | 60 | \$14.84 | \$890.00 |
| Lindsay Garber | Speech | 60 | \$43.81 | \$2,628.60 |
| Barbara Salvadore | Nurse | 60 | \$61.60 | \$3,696.00 |
| Anne Owens | OT | 36 | \$78.00 | \$2,808.00 |
| Cynthia LoCastro | PT | 16 | \$115.00 | \$1,840.00 |
| Minelly Guerrero-Ventura | Breakfast Aide | | \$20 | |
| Mary Anne Ricca | Lunch Aide | | \$20 | |

- 11.12 Motion to approve the following teachers to work the Summer School Program, at Keyport High School, from July 5 – August 1, 2017:

| <u>Name</u> | <u>Position</u> | <u>Hours</u> | <u>Hourly Rate</u> | <u>Not to Exceed</u> |
|-------------|-----------------|--------------|--------------------|----------------------|
| Diane Quinn | English | 64 | \$35 | \$2,240 |
| Kyle Keelan | Math | 64 | \$35 | \$2,240 |

- 11.13 Motion to approve Lynn McGlue as School Nurse for the 2017-2018 school year at a salary of \$69,397 Step 11, BA.
- 11.14 Motion to approve Dawn Weg as Leave Replacement for Vanessa Cunningham from May 24, 2017, to the end of the 2016-2017 school year.
- 11.15 Motion to approve Alicia Fernandez as Spanish Teacher for KHS for the 2017-2018 school year at a salary of \$52,047 Step 1, BA.

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- 11.16 Motion to approve Cadie Crincoli as Math Teacher for KHS for the 2017-2018 school year at a salary of \$52,047 Step 1, BA, pending criminal background check and certifications.
- 11.17 Motion to approve Jane Wilczak as a part-time Media Specialist for the 2017-2018 school year at a rate of \$200 per day, not to exceed \$10,000.
- 11.18 Motion to approve Johanna Ortiz as the District Sub Caller at a stipend of \$1,500 for the 2017-2018 school year.
- 11.19 Motion to approve Olivia Lopes as Physical Education Teacher for the 2017-2018 school year at a salary of \$55,759, Step 1, MA.
- 11.20 Motion to approve the following students for summer positions at the rate of \$8.38 per hour, not to exceed \$2,045 for each position, effective June 20, 2017:

Summer Custodians

Alexis Breen

James Staeger & Jose Castro (split position)

Summer Tech Assistant

David Applegate

- 11.21 Motion to approve Stephanie Kaplan, Kean University Student, to complete 300 hours of a counseling internship with the KPSD Guidance Department during the 2017-2018 school year.
- 11.22 Motion to approve Sarah Monteiro’s request for a maternity/disability and Federal/NJ Family Medical Leave as follows:

| | |
|------------------------|-------------------------------------|
| 10/9/2017 - 11/17/2017 | Twenty-Eight (28) accrued sick days |
| 11/20/2017 - 1/1/2018 | FMLA/NJFLA Leave |
| 1/2/2018 | Return to work |

- 11.23 Motion to rescind the action taken on January 18th, 2017 meeting (Resolution 11.5) 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 |

BE IT FURTHER MOVED 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 |
| 9/5/2017 - 10/16/2017 | Thirty (30) accrued sick days |
| 10/17/2017 - 1/15/2018 | 12-weeks of FMLA/NJFLA |

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| KEYPORT BOARD OF EDUCATION REGULAR ACTION MEETING – JUNE 7, 2017 AGENDA |
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1/16/2018

Return to work

- 11.24 Motion to rescind motion 11.2 approved at the April 12, 2017, board meeting approving the following curriculum writing positions paid at \$35 per hour, not to exceed \$350 per curriculum document:

| | | |
|--------------------|-----------------------------|----------|
| Kimberly Guccione | Kindergarten Social Studies | 10 hours |
| Vanessa Cunningham | First Grade Social Studies | 10 hours |
| Vanessa Cunningham | Second Grade Social Studies | 10 hours |
| Vanessa Cunningham | Third Grade Social Studies | 10 hours |
| Lindsay Ulrich | Fourth Grade Social Studies | 10 hours |
| Lindsay Ulrich | Fifth Grade Social Studies | 10 hours |

Be It Further Moved to approve the following curriculum writing positions to be paid at \$35 per hour, not to exceed \$525 per curriculum document.

| | | |
|--------------------|-----------------------------|----------|
| Kimberly Guccione | Kindergarten Social Studies | 15 hours |
| Vanessa Cunningham | First Grade Social Studies | 15 hours |
| Vanessa Cunningham | Second Grade Social Studies | 15 hours |
| Vanessa Cunningham | Third Grade Social Studies | 15 hours |
| Lindsay Ulrich | Fourth Grade Social Studies | 15 hours |
| Lindsay Ulrich | Fifth Grade Social Studies | 15 hours |

- 11.25 Motion to approve Kimberly Guccione, Lauren Marsh, MaryAnn Mack, and Cynthia Dinardi for Multicultural Night on May 31, 2017, at a rate of \$35 an hour, not to exceed \$70 each.
- 11.26 Motion to approve Wilbett Anshelewitz to conduct Sheltered English Instruction Training at Keyport Central School for 20 hours at a rate of \$35 per hour not to exceed \$700.
- 11.27 Motion to approve the following teachers to attend Sheltered English Instruction training on July 31, 2017 to August 2, 2017, at a rate of \$20 per hour, not to exceed \$300.

| | | |
|-----------------|-----------------|--------------------|
| Amanda Andrews | Sarah Monteiro | Michelle Wackowski |
| Grace Gramaglia | Susanne Leandro | Erin O’Connell |
| Cynthia Deilly | Robert Stetz | |

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- 11.28 Motion to approve the following teachers to attend Dimensions Training on June 20, 2017, at a rate of \$20 per hour, not to exceed \$40.

| | | |
|-------------------|---------------------|------------------|
| Lynn Ferber | Lori Kernan | Lesley Guttman |
| Lillian Romanetz | Candice Reggio | Michele Santoro |
| Lisa Snowden | Margaret Burgener | Erin O’Connell |
| Amy Mantino | Alyssa Buttacavole | Lindsay Ulrich |
| Kimberly Guccione | Wilbett Anshelewitz | Alexis Marinos |
| Sandy Krause | Lauren Lloyd | Jennifer Torchia |
| Lauren Lloyd | Michele Wackowski | Cassandra Murphy |
| | Tiffany Rowald | |

- 11.29 Motion to approve the following KCS Extra Curricular Positions for the 2017-2018 School Year:

| <u>Position</u> | <u>Name</u> | <u>Stipend</u> |
|------------------------------|---|--------------------|
| Board Games Advisor | Ronald Burgess | \$817 |
| Eighth Grade Advisor | Cynthia Deily | \$1,982 |
| Book Club Advisor | Jeanne Westendorf | \$817 |
| Chess Club | Douglas Chudzik | \$1,050 |
| Drama Club | Jennifer Fuller | \$1,367 |
| Art Club | Daniel Morelos | \$838 |
| Student Council | Amanda Andrews Nicole Goldsmith | \$2,507 (Split) |
| Environmental Club Advisor | Douglas Chudzik | \$817 |
| I&RS Advisor | Kelly Castellano Nicole Goldsmith Kimberly Guccione | \$1,143 |
| NJHS Advisor | Amanda Andrews Ronald Burgess | \$1,880 (Split) |
| TV Production Club Advisor | Nicole Goldsmith | \$2,212 |
| Assistant Drama Club Advisor | Kimberly Guccione | \$890 |
| CS Yearbook Advisor | Jessica Dougherty Jessica Polak | \$1,272 (Split) |
| Choral Director | Sharon Borrelli | \$3,043 |
| Band Director | Tiffani Slattery | \$3,043 |
| CS Digital Art/Coding Club | Jessica Polak | \$817 |
| CS Math Club | Cynthia Deily Anthony Figueroa | \$817 |
| 6th Grade Advisor | Jessica Polak | \$817 |
| 7th Grade Advisor | Daniel Morelos | \$817 |
| Pokemon Club | Ronald Burgess | Pilot |
| Makerspace Club | Alexis Marinos | Pilot |

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| Odyssey of the Mind (6, 7, 8th) | Anthony Figueroa Sarah Monteiro | \$817 |
| Odyssey of the Mind (4, 5th) | Casey LaSalle Tamme Manganelli | Pilot |
| Volleyball Club | Cynthia Deily Alexis Marinos | \$817 (Split) |
| Detention Monitors | Ronald Burgess Douglas Chudzik | \$20/hour |
| Breakfast Monitors | Alison Lampart Casey LaSalle Melanie Stroud | \$20/hour |
| Morning Gym Monitors | Ronald Burgess Peter Miller Staci Minuskin Cassandra Murphy | \$20/hour |
| Substitute Breakfast Monitors | Krista Bartolone Susanne Leandro Jennifer Torchia | \$20/hour |
| Substitute Gym Monitors | Krista Bartolone Susanne Leandro Jennifer Torchia | \$20/hour |

11.30 Motion to rescind the existing contract of Dr. Lisa Savoia, Superintendent of Schools, as of June 30, 2017, and

Be It Further Moved, to approve a five-year contract for Dr. Lisa Savoia, Superintendent of Schools for school years 2017-2022 (approved as written by the NJDOE Monmouth County Superintendent of Schools, Dr. Lester W. Richens).

11.31 Motion to accept letter of resignation from James Rasmussen, History Teacher, effective June 30, 2017.

11.32 Motion to amend resolution 11.1 approved at the May 3, 2017, board meeting for Kathryn Stevenson’s resignation to the new effective date of May 30, 2017.

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11.33 Motion to appoint the following High School stipend positions for the 2017-2018 school year:

| <u>Position</u> | <u>Staff</u> | <u>Stipend</u> |
|-----------------------------------|--|----------------------------------|
| Key Notes Advisor | Dawn Racioppi Michelle Cannizzaro | \$3,090 (Stipend to be split) |
| Student Council Advisor | Kyle Keelen | \$2,507 |
| National Honor Society Advisor | Erica Wesley | \$2,507 |
| Yearbook Advisor | Dawn Racioppi | \$3,524 |
| Life Line Advisor | Jen Rojas | \$1,419 |
| Drama Club Advisor | Chris Cowen | \$2,507 |
| Assistant Drama Club Advisor | Lisa Wallin | \$1,797 |
| TV Club Advisor | Chris Cowen | \$2,212 |
| Key Club Advisor | Lisa Wallin | \$2,507 |
| Art Club Advisor | Diane Decker | \$838 |
| I&RS Members | Erica Wesley Steve Bower Ashley Stone | \$1,143 |
| Class of 2018 (Senior) Advisor | Kyle Keelen | \$3,233 |
| Class of 2019 (Junior) Advisor | Valerie Rogers | \$2,800 |
| Class of 2020 (Sophomore) Advisor | Cerelle White | \$2,028 |
| Class of 2021 (Freshman) Advisor | Kaitlin McGlynn | \$1,740 |
| Literary Magazine (Newspaper) | Nicole Seres | \$2,413 |
| Environmental Club | Lisa Wallin | \$817 |
| Debate Club | James Wesley | \$817 |
| Book Club | Nicole Seres | \$817 |
| Spanish Club | Alicia Fernandez | \$817 |
| Gay Straight Alliance | Chris Cowen | \$817 |
| Math Club | Kaitlin McGlynn | \$817 |
| Dance Club | Amanda Bigelow | \$817 |
| Breakfast Monitor | Andrea DeToro Jason Glezman Valerie Rogers | \$20/hour |
| Morning Security | James Wesley Jason Glezman Valerie Rogers Andrea DeToro | \$20/hour |

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| Detention Monitors | Kaitlin McGlynn James Wesley Valerie Rogers Kyle Keelen Micah Bender Andrew Lois Ashley Stone Adrienne Martin Jen Rojas | \$20/hour |
|--------------------|---|-----------|

11.34 Motion to approve the following personnel for Fall 2017 Athletic positions:

| <u>Name</u> | <u>Position</u> | <u>Stipend</u> |
|------------------|---|----------------|
| Andrea DeToro | Head Cheerleading | \$7,667 |
| Cadie Crincoli | Assistant Cheerleading | \$4,867 |
| Valerie Rogers | HS Head Field Hockey | \$8,524 |
| Ashley Stone | HS Assistant Field Hockey | \$6,252 |
| Jay Graham | HS Head Football | \$9,202 |
| Dominick Amoroso | HS Assistant Football | \$6,659 |
| Jason Glezman | HS Assistant Football | \$6,659 |
| Pete Miller | HS Assistant Football | \$6,659 |
| Jerry Hourihan | HS Assistant Football | \$6,659 |
| Steve Bower | HS Assistant Football | \$6,659 |
| Brendan Hilliard | HS Head Boys Soccer | \$8,524 |
| Katie Sanchez | HS Head Girls Soccer | \$8,524 |
| Phil Recco | HS Head Girls Volleyball | \$7,748 |
| Andrea DeToro | Fitness Center Supervisor Fall Season | \$1,067 |
| Andrea Walsh | Adult Fitness Center Supervisor Fall Season | \$1,067 |
| Jason Glezman | Fitness Center Supervisor Summer Session | \$1,600 |
| Alissa Francisco | CS Field Hockey | \$6,120 |
| Jen Rojas | CS Boys Soccer | \$6,120 |
| Staci Minuskin | CS Girls Soccer | \$6,120 |

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11.35 Motion to approve Fall Athletic Per Diem Positions 2017:

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|---|-------------------------------|--|
| Al Smith, Barrett Oxley, James Wesley, Kyle Keelen, Phil Recco, Larry Peterson, Deboney Braithwaite, Staci Minuskin, Valerie Rogers, Andrea DeToro | Crowd Control Ticket Taker | \$35 per game \$52.50 per football game |
| Al Smith, Barrett Oxley, James Wesley, Kyle Keelen, Phil Recco, Larry Peterson, Deboney Braithwaite, Staci Minuskin, Valerie Rogers, Andrea DeToro | Chain Crew Video | \$50 per game |
| James Wesley, Barrett Oxley | Announcer | \$52.50 per game |
| Barrett Oxley, Valerie Rogers, Al Smith, Kyle Keelen | Clock Operator | \$35 per game |

11.36 Motion to approve the following volunteers for Fall Athletic Programs:

James Wesley, Olivia Lopes, James Maguire, Ghassan Lightbourne,
Donnie Blanks, Derrick Maldonado, Mike Ciccotelli,
Deboney Braithwaite

11.37 **Motion to approve the transfer of Dominic Amoroso, Physical Education teacher from Keyport High School to Keyport Central School.**

11.38 **Motion to accept the resignation of Richard LeComte, Custodian, effective June 15, 2017.**

12.0 Annual Resolutions:

Adoption of Official Newspapers

12.1 Motion the Board approve the following item:

To authorize the Asbury Park Press and The Independent be adopted as the official newspapers to be used for the advertisement of meetings and legal ads and all other necessary public notifications for the 2017-2018 school year.

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Parliamentary Procedures

- 12.2 Motion the Board approve the following item:

To adopt Roberts Rules of Order as the official parliamentary procedure manual to be used to conduct meetings and appoint the board secretary and board attorney to act as the parliamentarians for the 2017-2018 school year.

Approval of Depositories

- 12.3 Motion the Board approve the following item:

RESOLVED that the below listed Financial Institutions, Fund and Corporation be designated as approved depositories for the Keyport Board of Education funds and that the Financial Institutions be required to be insured by either the SLIC or the FDIC and/or as required by both Federal and State statutes:

Approval of Depositories: TD Bank

AND FURTHER BE IT RESOLVED that the Board Secretary be authorized to wire transfer Board of Education funds between Board of Education accounts only.

AND FURTHER BE IT RESOLVED that the Board Secretary be authorized to enter into agreement/s with the State to allow the State to initiate credit entries to Board of Education accounts in its depositories by automatic deposit/s when appropriate.

AND FURTHER BE IT RESOLVED that any and all endorsements for or on behalf of this Corporation upon checks, drafts, notes or instruments for deposit or collection made may be written or stamped endorsements of the Corporation without any designation of the person making such endorsements.

AND FURTHER BE IT RESOLVED that the Board Secretary be authorized on behalf of the Board of Education to change existing account types and establish new Statement Savings, NOW, Special Checking and/or Money Market Investments Accounts in any one or all of the above depositories when in the best interest of the Board of Education

AND FURTHER BE IT RESOLVED that any funds on deposit in Board of Education accounts be subject to withdrawal at any time upon

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presentation of warrants, checks, notes, bonds, bond coupons or other instruments or orders for the payment of money when signed, live or facsimile.

AND FURTHER BE IT RESOLVED that the Board of Education Secretary is hereby authorized to deliver, upon demand, specimen facsimile signatures of required authorities to the above approved depositories.

AND FURTHER BE IT RESOLVED that the Board Secretary be hereby authorized on behalf of the Board of Education to:

- (a) Withdraw from depositories and give receipt for, or authorize depositories to deliver to bearer or to any person designated by the Board Secretary, all or any documents and securities or other property held by the depositories for any purpose, and
- (b) Authorize the depositories to purchase or sell C.D.'s, Repurchase Agreements and other securities, and
- (c) Execute and deliver all instruments required by the depositories in connection with any of the foregoing resolutions and affix thereto the seal of the Corporation

Authorized Signatures

12.4 Motion to authorize the following signatures on the accounts maintained by the Board of Education:

| | |
|-----------------------------|---|
| Custodian (General) Account | President or Vice President & Secretary and Superintendent (3) |
| Salary Account | President (1) |
| Payroll Agency Account | Secretary or Superintendent & President or Vice President (2) |
| Cafeteria Account | President or Vice President & Secretary or Superintendent (2) |
| Petty Cash Account | Secretary or Superintendent & President or Vice President (2) |
| Athletic Account | Secretary or Superintendent & President or Vice President (2) |

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| Student Activities Account | Secretary or Superintendent & President or Vice President (2) |
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|---------------------|-----------------------------------|
| Extencicare Account | Board Secretary or Superintendent |
|---------------------|-----------------------------------|

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|----------------------|-----------------------------------|
| Scholarship Accounts | Board Secretary or Superintendent |
|----------------------|-----------------------------------|

**Appointment of Representatives Requesting
Federal and State Funds**

12.5 Motion the Board approve the following item:

RESOLVED that the Superintendent of Schools and the Business Administrator/Board Secretary for the Keyport Board of Education or their designees, be designated as the Board’s agents to request state and federal funds under the existing State and Federal Laws for the period from the date of this Organization Meeting to the Board Organization Meeting in the next calendar year.

Board Policies/Regulations

12.6 Motion the Board approve the adoption of all existing Board Policies and Regulations.

Petty Cash Accounts

12.7 Motion the Board approve the following item:

RESOLVED to authorize the Board Secretary to establish the following interest petty cash fund account for the period from July 1, 2017, through June 30, 2018, during the next fiscal year in accordance with N.J.S.A.18A:4-15 and :19-13 and Title 6 of the N.J.A.C. 6:20-2.10.

| | |
|-------------------------------------|-------|
| Board Secretary’s Office (checking) | \$500 |
|-------------------------------------|-------|

AND FURTHER BE IT RESOLVED to establish a maximum single Petty Cash expenditure of \$100 not to be exceeded without prior approval by the Board Secretary.

AND FURTHER BE IT RESOLVED that each account be replenished within a period of time not to exceed sixty (60) days without prior approval of the Board Secretary.

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**Claims Auditor
Pre-Payment Authority**

- 12.8 Motion that the Business Administrator/Board Secretary be designated as the Board of Education's Claims Auditor with authority, as provided by 18A:19-2 amended, to direct pre-payment of claims for Debt Service, Payroll, Fixed Charges and any other claim or demand which would be in the best interest of the Board to pay promptly.

Organization Chart

- 12.9 Motion the Board approve the Organization Chart for the Board of Education. (To be attached to the minutes).

**Designation of Superintendent
Transfer Authority**

- 12.10 Motion the Board approve the following item:

RESOLVED that as provided by N.J.S.A. 18A:22-8.1 amended, the Superintendent of Schools be designated as Chief School Administrator to approve such line item budget transfers as are necessary between Board of Education meetings, and

FURTHER BE IT RESOLVED that such transfers shall be reported to the Keyport Board of Education, ratified and duly recorded in the minutes of such meeting not less than monthly.

Educational Data Services, Inc.

- 12.11 Motion the Board approve the following item:

Educational Data Services, Inc., as a New Jersey Cooperative Bidding Program for our school supplies. The licensing and maintenance fee for the 2017-2018 School Year will be \$3,200.

- 12.12 Motion to appoint Anthony Rapolla, Board Secretary, as the Public Agency Compliance Office (P.A.C.O.) for the period July 1, 2017, through June 30, 2018, in compliance with P.L. 1975 chapter 127.

- 12.13 Motion to approve Superintendent, Mrs. Lisa Savoia, as the Keyport Board of Education representative to the Shore Center/MOESC.

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| <p>KEYPORT BOARD OF EDUCATION REGULAR ACTION MEETING – JUNE 7, 2017 AGENDA</p> |
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12.14 Motion to appoint the following for the 2017-2018 school year:

| | |
|---|---------------------|
| Affirmative Action Officer | Michael Waters |
| 504 Compliance Officer | Anthony DePasquale |
| District Anti-Bullying Specialist | Anthony DePasquale |
| District Homeless Liaison | Denise Cleveland |
| District Stability Liaison | Denise Cleveland |
| Central School Education Liaison & CS Anti-Bullying Specialist | Ariel Guttenplan |
| High School Education Liaison & HS Anti-Bullying Specialist | Lindsay Meyer-Thein |

12.15 Motion to adopt the Uniform Minimum Chart of Accounts for New Jersey Public Schools for the 2017-2018 school year.

Appointment of District Certified Purchasing Agent

12.16 Motion to approve the following resolution:

Whereas, 18A:18A-2 provides that a board of education shall assign the authority, responsibility and accountability for the purchasing activity of the board of education to a person or persons who shall have the power to prepare advertisements, to advertise for and receive bids and to award contracts as permitted by this chapter, and

Whereas, 18A:18A-3 provides that contracts, that do not exceed the aggregate in a contract year the bid threshold (Currently \$36,000), may be awarded by the Board Secretary without advertising for bids when so authorized by board resolution, and

Whereas, 18A:18A-37,c. provides that all contracts that are in the aggregate less than 15% of the bid threshold (Currently \$5,400) may be awarded by the Board Secretary without soliciting competitive quotations if so authorized board resolution.

Now Therefore Be It Resolved, that Anthony Rapolla is hereby authorized to award contracts on behalf of the Keyport Board of Education that are in aggregate less than 15% of the bid threshold (Currently \$5,400) without soliciting competitive quotations, and

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Be It Further Resolved, Anthony Rapolla is hereby authorized to seek competitive quotations, when applicable and practicable and award contracts on behalf of the Keyport Board of Education when contracts in the aggregate exceed 15% of the bid threshold (Currently \$5,400) but are less than the bid threshold of \$36,000 and make purchases via State contracts.

**E-Rate
Extraordinary Unspecifiable Service**

12.17 Motion the Board approve the following item:

WHEREAS, there exists a need for telecommunication services for the Keyport Board of Education for the 2017-2018 School Year.

WHEREAS, it has been determined that such telecommunication services are specialized in nature, require expertise in the field of telecommunication and can be provided only by someone with knowledge of policy and is not reasonably possible to describe the required services with written bid specifications, and

WHEREAS, funds are or will be available for this purpose in an amount not to exceed \$5,500.

NOW, THEREFORE BE IT RESOLVED, BY THE KEYPORT BOARD OF EDUCATION IN THE COUNTY OF MONMOUTH, AS FOLLOWS:

1. The telecommunication services firm of E-rate Exchange, Syracuse, NY, is hereby retained to provide telecommunication services necessary.
2. This contract is awarded without competitive bidding as “Extraordinary Unspecifiable Services” in accordance with the Public School Contracts Law, N.J.S.A.18A:18A(a)(1) because it is for services performed by persons that cannot be reasonably described and bid.
3. The Board of Education is required to review the most recent peer review report prior to the engagement of the annual audit, and to acknowledge its review of the peer review report in the minutes that authorizes the engagement of the public school accountant.
4. A copy of this resolution as well as the contract shall be placed on file with the Secretary of the Board.

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State Contract Purchasing

- 12.18 Motion the Board approve the following resolution authorizing The Procurement of Good and Services through State Agency for the 2017-2018 School Year:

WHEREAS, Title 18A:18A-10 provides that “A board of education, without advertising for bids, or after having rejected all bids obtained pursuant to advertising therefore, by resolution may purchase any goods or services pursuant to a contract or contracts for such goods or services entered into on behalf of the State by the Division of Purchase and Property, and

WHEREAS, The Keyport Board of Education has the need, on a timely basis, to procure goods and services utilizing state contracts, and

WHEREAS, the Keyport Board of Education desires to authorize its purchasing agent for the 2017-18 school year to make any and all purchases necessary to meet the needs of the school district throughout the school year.

NOW, THEREFORE, BE IT RESOLVED that the Keyport Board of Education does hereby authorize the district purchasing agent to make purchases of goods and services entered into on behalf of the State by the Division of Purchase and Property utilizing various vendors that have State Contracts. The Purchasing Agent shall make known to the Board the Commodity/Service, Vendor and State Contract Number utilized.

- 12.19 Motion that the Board approve the Flexible Spending Account (FSA) to be offered through Horizon Blue Cross as Third Party Administrator for the 2017-2018 school year.

- 12.20 Motion to appoint Anthony Rapolla as Custodian of Records for Keyport Public Schools for the school year 2017-2018.

- 12.21 Motion to approve the following item:

RESOLVED that the Board of Education hereby establishes a photocopy fee of (\$.05) Five Cents for printed matter of letter size page or smaller and (\$.07) Seven Cents for printed matter of legal size or larger for official Board Minutes and other public documents.

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12.22 Motion the Board approve the following item:

RESOLVED that emergency procedures described in the official Keyport Emergency Management Plan be approved as recommended by the Superintendent of Schools.

12.23 Motion to approve student representation at the Regular Meetings of the Keyport Board of Education.

12.24 Motion to approve Dylan Borders as follows for the 2017-2018 school year:

- Integrated Pest Management Coordinator
- Asbestos Management Officer
- Air Quality Designee
- Chemical Hygiene Officer
- Right to Know Officer
- Health and Safety Designee

12.25 Motion to approve the following Tax Sheltered Annuity Providers for the 2017-2018 school year:

| | |
|----------------------|----------|
| Equitable | Siracusa |
| Lincoln Investment | Valic |
| Met Life | Vanguard |
| Massachusetts Mutual | |

12.26 Motion to authorize Business Administrator to sell Solar Renewable Energy Credits (SRECs) on the open spot market effective July 1, 2017, through June 30, 2018.

12.27 Motion that the Board approve the participation in the ACES consortium program for Natural Gas for the 2017-2018 school year.

12.28 Motion that the Board approve the participation in the ACES consortium program for Electricity for the 2017-2018 school year.

12.29 Motion to appoint a board attorney to provide necessary professional legal services to the Keyport Board of Education for the period July 1, 2017, to June 30, 2018.

Whereas, the Board of Education authorized the Business Administrator, Anthony Rapolla, to prepare, advertise and receive Request for Proposals for board attorney.

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Whereas, the Business Administrator received Request for Proposals from the following firms:

| | |
|--------------------------------------|--------------|
| Cleary, Giacobbe, Alfieri & Jacobs | Matawan |
| Roth D'Aquanni | Springfield |
| Adams, Gutierrez & Lattiboudere | Newark |
| Florio, Perrucci, Steinhardt & Fader | Cherry Hill |
| Schwartz, Simon, Edelstein & Celso | Whippany |
| Busch Law Group | Metuchen |
| Long, Marmero & Associates | Woodbury |
| Methfessel & Werbel | Edison |
| Capehart Scathard | Mount Laurel |

Whereas, a select committee of board members and administrators were charged with interviewing the following five firms, as recommended by the superintendent:

| | |
|------------------------------------|--------------------------------------|
| Cleary, Giacobbe, Alfieri & Jacobs | Florio, Perrucci, Steinhardt & Fader |
| Roth D'Aquanni | Schwartz, Simon, Edelstein & Celso |
| Adams, Gutierrez & Lattiboudere | |

BE IT FURTHER MOVED to appoint Adams, Gutierrez & Lattiboudere, LLC, as board attorney for the period July 1, 2017, to June 30, 2018, at rate of \$150 per hour, not to exceed \$75,000.

- 12.30 Motion, to appoint a School Architect as Architect of Record for the period July 1, 2017, to July 30, 2018.

Whereas, the Board of Education authorized the Business Administrator, Anthony Rapolla, to prepare, advertise and receive Request for Proposals for School Architect.

Whereas, the Business Administrator received Request for Proposals from the following ten firms:

| | |
|-----------------------------------|--------------|
| Spiezle Architectural Group, Inc. | Trenton |
| Wayne A. Neville | West Berlin |
| Tokarski & Millemann | Brick |
| Mount Vernon Group | New Bedford |
| The Musial Group | Mountainside |
| SSP | Bridgewater |
| CP Professional Services | Sparta |
| EI Associates | Cedar Knolls |
| Armm Associates | Cherry Hill |

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Whereas, a select committee of board members and administrators were charged with interviewing the following four firms, as recommended by the superintendent:

Spiezel Architectural Group, Inc.
SSP

Wayne A. Neville
Tokarski & Millemann

BE IT FURTHER MOVED to appoint Spiezel Architectural Group, Inc. as Architect of Record for the 2017-2018 school year at a rate of \$155 per hour.

- 12.31 Motion to appoint the firm Suplee, Clooney & Company, Westfield, New Jersey to provide the necessary professional auditing services required by the Keyport Board of Education for the period July 1, 2016, through June 30, 2017, at a cost of \$25,350.
- 12.32 Motion to appoint Anne Owens to provide Occupational Therapy at the rate of \$78 per hour, not to exceed 18 hours per week (\$1,404 x 32 weeks = \$44,928) for the 2017-2018 school year.
- 12.33 Motion to appoint Dr. Robert Morgan as School Physician for the 2017-2018 school year at an annual salary of \$9,000.
- 12.34 Motion to authorize the Business Administrator to enter an agreement with Phoenix Advisors, LLC to serve as Continuing Disclosure and Dissemination Agent for fiscal year ending June 30, 2018, at a cost of \$850 per year.
- 12.35 Motion to approve Monmouth Ocean Education Services Commission (“MOESC”) for cooperative transportation and educational services for the 2017-2018 school year.
- 12.36 Motion to approve the Educational Services Commission of New Jersey “ESCNJ” (formerly Middlesex Regional Educational Services Commission “MRESC”) for cooperative purchasing services and transportation services for the 2017-2018 school year.
- 12.37 Motion to approve the following 2017-2018 Athletic Transportation Contract renewal as follows:
- | | |
|------------------------|------------|
| Unlimited Autos ATHL-1 | \$108,305* |
|------------------------|------------|
- *(0% increase)

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12.38 Motion to approve the following transportation contract renewal for the 2017-2018 school year:

R. Helfrich & Sons Corp. Route #2005 Career Ctr.
\$216.88 per diem x 180 days = \$39,038.40

Increase in accordance with CPI (.3%)

12.39 Motion to approve the services by Environmental Design, Inc. for Professional AHERA Designated Person Services for Keyport Board of Education in accordance with Asbestos Hazard Emergency Response Act (AHERA) for a fee of \$2,200 for the school year 2017-2018.

12.40 Motion to approve Home Care Therapies, LLC, d/b/a Horizon Healthcare Staffing Corporation to provide Physical Therapy services for the 2017 Extended School Year and for the 2017–2018 school year at the rate of \$115 per hour.

12.41 Motion to approve Gallagher O’Gorman & Young, as Broker of Record for worker’s compensation and commercial liability coverage for the 2017-2018 school year.

12.42 Motion to approve Brown and Brown, Inc., Lambertville, NJ, as Broker of Record for Employee Insurance for the 2017-2018 school year in accordance with the following schedule:

Horizon Direct Access Plan – Main Group

| Coverage Status | Horizon Direct Access 7/1/17 to 6/30/18 |
|---------------------|--|
| | <u>Cost/Month</u> |
| Single | \$730.66 |
| 2 Adults | \$1,677.79 |
| Family | \$1,961.19 |
| Parent & Child(ren) | \$1,122.36 |

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Horizon Direct Access Plan – Admin Group

| Coverage Status | Horizon Direct Access 7/1/17 to 6/30/18 |
|---------------------|--|
| | <u>Cost/Month</u> |
| Single | \$730.66 |
| 2 Adults | \$1,677.79 |
| Family | \$1,961.19 |
| Parent & Child(ren) | \$1,122.36 |

Horizon Advantage EPO Plan

| Coverage Status | Horizon EPO Plan 7/1/17 to 6/30/18 |
|---------------------|---------------------------------------|
| | <u>Cost/Month</u> |
| Single | \$631.71 |
| 2 Adults | \$1,450.60 |
| Family | \$1,695.61 |
| Parent & Child(ren) | \$970.38 |

Horizon Prescription Drug - Main Group

| Coverage Status | Horizon Rx 7/1/17 to 6/30/18 |
|---------------------|---------------------------------|
| | <u>Cost/Month</u> |
| Single | \$216.88 |
| 2 Adults | \$488.00 |
| Family | \$542.26 |
| Parent & Child(ren) | \$303.64 |

Horizon Prescription Drug – Admin Group

| Coverage Status | Horizon Rx 7/1/17 to 6/30/18 |
|---------------------|---------------------------------|
| | <u>Cost/Month</u> |
| Single | \$216.88 |
| 2 Adults | \$488.00 |
| Family | \$542.26 |
| Parent & Child(ren) | \$303.64 |

Delta Dental Plan of NJ, Inc.

| | <u>Cost/Month</u> |
|--------|-------------------|
| Single | \$42.43 |
| Family | \$110.65 |

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United Healthcare Vision Plan

| | <u>Cost/Month</u> |
|----------------|-------------------|
| All categories | \$19.13 |

| <u>Long-Term Disability</u> | <u>Carrier</u> | <u>Cost/Month</u> |
|-----------------------------|----------------|-------------------|
| Base Rate | UNUM | \$4.22 |

12.43 **Motion to approve contract with Achieve 3000 Smarty Ants for unlimited student licenses at one site for \$1,850.**

12.44 **Motion to approve the list below of District Software/Support Providers at the "Not to exceed" amounts:**

| <u>Provider</u> | <u>Not to exceed amount</u> |
|---------------------------|-----------------------------|
| Adobe Photoshop | \$5,000 |
| Advanced Assessment | \$12,750 |
| AESOP | \$6,600 |
| APEX | \$10,000 |
| Applitrack | \$850 |
| Blackboard | \$1,000 |
| BrainPOP | \$800 |
| Educere | \$6,000 |
| Follett | \$4,500 |
| Genesis | \$20,500 |
| Google | \$2,000 |
| Hibster | \$2,000 |
| Honeywell | \$3,400 |
| HUDL | \$2,000 |
| IEP Direct | \$12,500 |
| IXL | \$5,700 |
| Keyboarding without Tears | \$2,800 |
| Learning A-Z | \$3,400 |
| Lightspeed | \$7,000 |
| Microsoft | \$10,000 |
| Naviance | \$2,600 |
| Newsela | \$8,500 |
| Papercut | \$3,300 |
| Rethink | \$9,500 |
| Schooldude | \$4,200 |
| Schoolwires | \$9,000 |

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| KEYPORT BOARD OF EDUCATION REGULAR ACTION MEETING – JUNE 7, 2017 AGENDA |
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|----------------------|-----------------|
| Smarty Ants | \$1,850 |
| Springboard | \$1,500 |
| Strauss Esmay | \$4,810 |
| Systems 3000 | \$21,200 |
| VHS | \$1,500 |

13.0 Policy

13.1 Motion to approve the following policy for second reading to be available to view on the district website after the second reading:

P 2110 District Mission

14.0 Old Business

15.0 New Business

16.0 Public Participation

17.0 Adjournment to Executive Session (TIME:)

17.1 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 June 7, 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:

SECOND:

18.0 Return to Open Session (TIME: _____)

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19.0 Adjournment