

<p style="text-align:center">KEYPORT BOARD OF EDUCATION WORKSHOP MEETING MARCH 2, 2016 MINUTES</p>
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1.0 Opening Procedures

- 1.1 The meeting was called to order at 7:30 p.m. by Board President Panzarelli, in the Keyport High School Conference Room 108, 351 Broad Street.
- 1.2 Flag Salute
- 1.3 Opening Statement

“Public notice of this meeting has been advertised in the Asbury Park Press on January 18, 2016, as approved at the reorganization meeting of the Board of Education held on January 6, 2016. 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 and address and are requested to limit their comments to five (5) minutes.

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	Mrs. Kutschman
Mrs. Cocuzza, UB Rep.*	Mr. Litwak (absent)
Ms. Cote	Mrs. Malinconico, Vice President (arr. 8:15 p.m.)
Mrs. Fox	Mrs. Panzarelli, President
Mr. Henning	Mr. White (absent)

Student Council Representative: Shayna Grandon (regular meeting)

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

- 1.5 Student Council Representative Report – available at regular meeting

2.0 Presentation – 2016-2017 School Budget

Mr. Rapolla presented the proposed 2016-2017 budget with a 3% general tax levy increase.

<p style="text-align:center">KEYPORT BOARD OF EDUCATION WORKSHOP MEETING MARCH 2, 2016 MINUTES</p>
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3.0 President's Remarks

Mrs. Panzarelli congratulated the KHS Drama Students on an excellent school play.

4.0 Communications – Dr. Savoia

5.0 Public Participation – Agenda Items

Ed McNamara, 76 Maple Place, asked if we will have a large surplus at the end of the 15-16 school year. He would like administrative costs to be looked at.

6.0 Superintendent Report

6.1 Superintendent's Report – Dr. Savoia

Dr. Savoia spoke of the following:

- United Way
- Fireman's Fair
- Agreement with The Monmouth County LINCS Agency, County Agencies and Government, Local Health Department
- Central School Teachers of the Month are Lori Kernan and Cynthia Deily
- Bilingual Parent Advisory
- PTO Carnival
- KCS College week
- Dr. Seuss
- Students of the Month are 2nd Grade: Jose Ortiz-Herrera, Karen Martinez and Evelyn Martinez; 3rd Grade: Moises Vasquez and Crystal Hernandez; 4th/5th Grade: Kaycee Dougherty, Zaniyah Colon, Robert Aparicio, Ava Ortman and Trinity Salgado; 6th Grade: Matthew O'Dwyer and Kasani Haskins; 7th Grade: Sean Paul and Andrea Bernardino; 8th Grade: Kevin Reynolds, Mikyla Germek and Lizbeth Rodriguez.
- Reach for Your Dreams/Monmouth County Sheriff's Office
- The Little Mermaid production
- HS Students of the Month are: Julia Gonzalez, Brandon Tracey, Elia Smith and Devin Spangler
- Boys and Girls Basketball teams advanced to the 2nd round of the State Tournament
- Scheduling for 2016-2017 begins this month via Genesis. All information is on our website

<p style="text-align:center">KEYPORT BOARD OF EDUCATION WORKSHOP MEETING MARCH 2, 2016 MINUTES</p>
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- Global Logistics and Supply Chain Management site visit to Red Ex Newark Airport
- 2016 RYLA Applications
- Mathematics Textbooks
- French and Spanish Textbooks
- Upcoming Events

7.0 Board Secretary’s Report – Mr. Rapolla

7.1 Motion to approve the following minutes:

February 3, 2016	Workshop Minutes
February 17, 2016	Regular Minutes

8.0 Buildings & Grounds – Mr. Rapolla

8.1 Facilities Update

8.2 Use of Facilities

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 January 31, 2016, which are in agreement, be accepted and submitted and attached to and made a part of the minutes of this meeting.

Be It Further Resolved that pursuant to N.J.A.C. 6A:23A-16.10(c)4 that after a review of the secretary’s monthly financial report and upon consultation with the appropriate district officials, to the best of our knowledge, no major account or fund has been overexpended and that sufficient funds are available to meet the District’s financial obligations for the remainder of the fiscal year.

9.2 Motion to approve bills for the month of March 2016 in the amount of \$TBD and supplemental bills for March 2016 in the amount of \$TBD.

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

KEYPORT BOARD OF EDUCATION WORKSHOP MEETING MARCH 2, 2016 MINUTES

From	To	Amount
11-000-262-100-02-00-000 Cent Sch Custodial Sal (5,554.18)	11-000-261-100-11-00-000 Maintenance Overtime	\$1,768.79
	11-000-262-100-01-01-000 High Sch Cust Overtime	\$1,321.99
	11-000-262-100-01-03-000 HS Cust Subs	\$528.00
	11-000-262-100-02-01-000 Cent Sch Cust Overtime (Adj. 81)	1,935.40
11-150-100-320-07-00-000 HI Contr. Serv. Reg.	11-150-100-101-11-00-000 HI Staff Sal Reg (Adj. 87)	\$1,366.75

9.4 Motion to approve home instruction services for student 2604139716 at High Focus Center, for two hours of home instruction per day for approximately 6 weeks at a rate of \$49 per hour. To be paid from general fund.

9.5 Motion to authorize the School Business Administrator to authorize an amendment to the original application and to accept the IDEA Funds for the 2015-2016 school year as follows:

Basic	\$295,452
Preschool	\$8,078

10.0 Curriculum

10.1 Motion, as recommended by the Superintendent of Schools, to approve the following out of district workshops to be paid from the general fund:

Employee Name	Date(s)	Workshop Name	Location/Mileage	Cost
Flynn, Kevin	3/22, 3/23 & 3/24/16	DAANJ – Athletic Director Conference	Atlantic City, NJ/534	\$466

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

KEYPORT BOARD OF EDUCATION WORKSHOP MEETING MARCH 2, 2016 MINUTES

10.2 Motion to accept the February 2016 Security Drills as follows:

<u>School Name</u>	<u>Drill Type</u>	<u>Occupants Involved</u>	<u>Date & Time</u>
Keyport High School	Fire Drill	All Staff & Students	Feb 9th @ 12:50 pm
Keyport High School	Bomb Threat Drill	All Staff & Students	Feb 22nd @ 9:30 am
Central School	Fire Drill	All Staff & Students	Feb 22nd @ 2:20 pm
Central School	Shelter in Place	All Staff & Students	Feb 29th @ 10:05 am

10.2.1 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>
February 2016	Central	3	3
February 2016	KHS	2	0

10.3 Motion to approve the submission of the 2016-2017 One Year Preschool Plan.

11.0 Personnel

11.1 Motion to approve the following personnel for the Keyport School Extencicare Program for the remainder of the 2015-2016 school year to be paid from the Enterprise Fund (0409)

<u>Name</u>	<u>Position</u>	<u>Salary</u>
Sandy Krause	Substitute Teacher	\$35 per hour
Minnelly Guerrero	Substitute Aide	\$13.32 per hour

11.2 Motion to approve the following candidate as a substitute teacher for the remainder of the 2015-2016 school year at the prevailing rate of:

Group I

John R. Schneider

BS 1979 - Sub Cert Expires 1/2/2018

Esther Mitchell

Sp. Education Teacher

11.3 Motion to revise the following teachers to teach an additional period daily beginning February 29, 2016, through June 17, 2016, as follows (resolution 11.1 previously approved December 9, 2015):

**KEYPORT BOARD OF EDUCATION
WORKSHOP MEETING MARCH 2, 2016
MINUTES**

<u>Name</u>	<u>Rate</u>
Jean Marie McGrogan	\$ 9,086 (prorated)
Jean Reash	\$12,080 (prorated)

- 11.4 Motion, as per recommendation of the Superintendent, to approve Kelly Castellano's request for a maternity/disability and Federal/NJ Family Medical Leave as follows:

5/23/16 - 6/17/16	Nineteen (19) accrued sick days
9/1/16 - 11/16/16	NJFLA/FMLA Leave
11/17/16	Return to work

12.0 Policy – None

13.0 Old Business – None

14.0 New Business

Mrs. Panzarelli researched Native American history in the area.
Mr. Henning said some people are unhappy with the rain garden at KCS.
Mr. Bright said he doesn't agree with mandatory requirements of students taking a foreign language.

15.0 Public Participation

Ed McNamara, 76 Maple Place, asked about Kindergarten sizes.
He would like to see local input in the hiring of administrative positions.

16.0 Adjournment to Executive Session – None

17.0 Adjournment

- 17.1 Upon motion by Mr. Henning, seconded by Mrs. Kutschman, the meeting was adjourned by unanimous voice vote at 9:12 p.m.

Respectfully Submitted,

Anthony Rapolla
Board Secretary/Business Administrator

AR:bi