2019-2021 DISTRICT GOALS (2-YEAR GOALS)

1. To improve academic achievement in Mathematics for all learners and to improve responsive teaching and classroom data driven decision making.
2. To improve academic achievement in English Language Arts for all learners and to solidify a comprehensive, responsive literacy approach at all grade levels.
3. To establish a district wide infrastructure that supports and strengthens the social emotional capacities of our students and improves school culture and climate in Keyport Public Schools.

Learners Today...Leaders Tomorrow

1.0 Opening Procedures

1.1 Call to Order

1.2 Flag Salute

1.3 Opening Statement

“Public notice of this meeting has been sent to the Asbury Park Press and the Independent newspaper on February 10, 2020. Notice has been posted in accordance with the Open Public Meetings Act of 1975, Chapter 231, effective January 16, 1976, in the Board Office, 370 Broad Street. A copy of this notice is also on file in the office of the Borough Clerk”.

Members of the public wishing to address the Board of Education on both agenda and non-agenda items must state their name, address, and are requested to limit their comments to five (5) minutes when it appears the public comment portion of the meeting may exceed thirty minutes in duration.

The public participation portion of the meeting is open to citizens of Keyport for the purpose of addressing agenda and non-agenda items. Issues raised by members of the public might require review and investigation and may or may not be responded to by the Board or Superintendent during the meeting. All comments will be considered and a response will be forthcoming if and when appropriate.

The Board asks that members of the public be courteous and mindful of the rights of individuals when speaking. Specifically, comments regarding students and employees of the Board are discouraged and will not be responded to by the Board. Students and staff have specific legal rights afforded by the laws of New Jersey. The Board bears no responsibility nor will it be liable for any comments made by any member of the public.
This meeting is being tape-recorded for the purpose of Board review and future reference and to assist in the preparation of minutes.

1.4 Roll Call

Mrs. Abrahamsen       Mrs. Olsen
Mrs. Grabowski        Mrs. Panzarelli, President
Mr. Hausmann, Vice President Mr. Stahl
Mr. McGrogan, UB Rep.* Mr. Stahley
Mr. Moroney          Mrs. Tevis

Student Council Representative: Ayana Fuller (absent)

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

2.0 Adjournment to Executive Session (TIME: 5:34 p.m.)

2.1 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 March 4, 2020, to discuss Pupil Privacy
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: Mrs. Tevis          SECOND: Mr. Hausmann

The board returned to open session at 6:44 p.m.

3.0 Board Goal Development

Mrs. Panzarelli shared survey responses and discussed possible professional development opportunities for the board to make use of including professional development on strategic planning.

The board discussed moving workshop meetings start times to 5:30 p.m. The board will work on policy at workshop meetings. The board will receive professional development on regular meeting days.
4.0 Presentation – 2020-2021 Budget Formation by Anthony Rapolla

Mr. Rapolla presented updated amounts for the 2020-2021 budget.

5.0 President’s Remarks

Mrs. Panzarelli wished good luck to boys basketball team playing in a state game this evening.

Mr. Panzarelli discussed evaluation process for Dr. Savoia.

6.0 Communications – Dr. Savoia

7.0 Public Participation – Agenda Items

Jolyn Vallarta, 26 Perry Street, is appreciative of the Norman & Bettina Roberts Foundation donation of $5,000.

There is a 21st Century Community Learning Center Grant that is available and could help students. Parents are concerned with math scores. This grant can help students. The district needs a grant writer.

8.0 Superintendent Report

8.1 Superintendent’s Report – Dr. Savoia

Goal Updates

- Thank you for all of your input in regards to the goal update. There is an enormous amount of work that is required to present data and information. Your input is invaluable and some changes were made to the benchmark results slides.
- One of our teachers is pursuing her MA and has requested to conduct research in the district. We love to support our teacher leaders and you will see a resolution on the agenda for your approval.
- I observed five classes this week. As a Superintendent, I believe observation is instrumental. I was very proud of our four-year-old students as they went into a Shelter in Place and they were pros. They did not miss a beat as instruction was not interrupted.
- A Ready Math Committee meeting was held on March 2, 2020, during professional development. The representative from Ready Math presented to the group, as well as a visit to Neptune City was made for a data workshop sponsored by Ready Math.
Vertical and horizontal articulation with Union Beach has been scheduled for March 27, 2020.

Professional development/discussion of math intervention (data driven instructional groups) was provided during grade level meetings.

Ms. Drapkin modeled guided reading lessons in grade 2 as well as created an F&P guided reading template for teachers.

Support of ELA scheduling in Kindergarten was provided.

FUNdations model classrooms received model lesson support.

PLC’s at Keyport High School focused on how to manage small group instruction by utilizing Link It.

Mr. Palumbo will be presenting professional development to the administration on Social Emotional Learning module 1.

A community letter and survey were sent out in order to build a database of local organizations that may be interested in participating in job shadowing and other authentic learning experiences.

March Madness is in full swing to support our commitment of decreasing chronic absenteeism.

A grant was obtained from Norman and Bettina Roberts Foundation for an attendance incentive trip for Keyport High School as well as to support visits to trade schools and colleges. Thank you Mr. Palumbo!

A CTE stakeholder meeting as well as a Skilled Trade Interactive Museum occurred at Keyport High School.

Trustworthiness lessons were conducted in grade 2.

Two yoga classes were held in February with over 20 students and six staff members attending.

Attendance winner for February at Keyport Central School is the 3rd Grade – Keyport High School Junior class is currently in the lead for their attendance race.

Finance/Facilities

- Donors Choose Lisa Wallin
  - Live Surgery
  - Museum of Natural History & New York Botanical Gardens

Community

- Congratulations to our Varsity Basketball team as they are competing tonight in the State tournament!
- Thank you to Union Beach for visiting Keyport on March 2, 2020, to be “Freshmen” for a day.
- Thank you to Mayor Kennedy, BOE members, Freeholder Kiley, as well as Captain Torres for helping us celebrate Read Across America.
- The Superintendent coffee that was held on Monday was designed to present the DRA. We did have several sign ups. However, there were
several no shows. Thank you to Jack and Ann for showing up. Hopefully the May Coffee will yield a higher turnout.

- The Superintendent coffee held at Central School was attended by Student Council Representatives. It yielded several suggestions: a fluency reading club, a therapy dog, a first aide club, and the request of a vending machine. It was a great time and a pleasure to talk with the students.

- The KEF gala was a huge success! So much work has gone into this event. I am excited to announce that approximately $10,000 was raised. The KEF team certainly gets the job done for the students of Keyport!

HIB
There was one new incident of HIB reported at Central and zero new incidents at Keyport High School since we met on February 19, 2020. There is one incident being investigated at Keyport Central School and zero being investigated at Keyport High School. Consequences and services are provided as per Policy 5512 and 5560.

KHS & Central School
Teacher & Student of the Month

- Central School - February
  - PreK – Gavin O’Rowe & Jana Hernandez
  - Kindergarten – Luis Martinez & Giana Iodaci
  - 1st Grade – Kevin Avitto & Jessalyn Miranda-Lopez
  - 2nd Grade – Aiden Tevis & Alessandra Portillo
  - 3rd Grade – Daniel Selensky & Mitzy Lopez
  - 4th Grade – Nicholas Rowald & Leilani Jest
  - 5th Grade – Paxton Douglass & Mia Galloza
  - 6th Grade – Jovell Destefano & Tiara Garcia
  - 7th Grade – Eric Betancourt & Jazmine Gonzalez
  - 8th Grade – Johnny Vairo & Noelle Margagliano
  - Ms. Amanda Andrews & Michele Wackowski

- High School – February
  - 9th Grade – Zaniyah Colon
  - 10th Grade – Anthony Longo
  - 11th Grade – Sean Paul
  - 12th Grade – Gracianna Blevins
  - Ms. Harrison & Mr. Glezman
**Upcoming Events**
- 3/11/20  PTO Staff vs. Students Basketball Game
- 3/13/20  Kids Heart Challenge
- 3/23/20  Early Dismissal for Students/Staff PD Day
- 3/24/20  PTO McTeacher Night
- 3/25/20  SAT in School Day
- 4/1-4/2/20  Annie Jr.
- 4/6-4/7/20  Keyport Central School Conferences
- 4/10-4/19/20  Spring Break
- 4/25/20  Raiderfest Touch-A-Truck Craft Fair
- 5/7/2020  KCS Spring Concert
- 5/8/2020  Mother’s Day Plant Sale

**Fundraisers**
- 2/1-3/31/20  Pasta Fundraiser/Class of 2021
- 2/24-3/9/20  Gertrude Hawk/KHS Drama Club
- 3/1-3/31/20  Tank Top Sale/Class of 2022
- 3/9-3/13/20  Matchmaker Fundraiser/KCS Student Council
- 4/1-5/31/20  Patriotic Keyport Clothing/Class of 2021

9.0  Board Secretary’s Report – Mr. Rapolla

9.1  Motion to approve the following minutes:

February 19, 2020  Regular Minutes and closed session

10.0  Buildings & Grounds – Mr. Rapolla

10.1  Facilities Update

We didn’t need to pay for most of the permits and inspections for the Keyport Central School HVAC project. Keyport had a Class I inspector and we weren’t charged. However, that employee has since moved on. The Borough filled the position with someone who doesn’t possess the Class I certificate. As a result, our plans for the Keyport High School HVAC needed to be submitted directly to the DCA for approval. The inspections being processed through the SDA will result in at least $53,000 in permits costs. Fortunately, this project came in under budget. We accepted a bid for $5,269,000. We originally had budgeted approximately $6,000,000.
Mr. Moroney asked about disinfecting procedures and plans in case of a shutdown due to Coronavirus. He also asked about the water fountains not working in central school.

10.2 Use of Facilities

10.2.1 Motion to approve request from Bayshore Sports and Recreation to use the Keyport High School Gym on Saturday, March 14, 2020, from 8 a.m. to 2 p.m. for baseball/softball clinic hosted. Certificate of Insurance needs to be submitted.

11.0 Finance

11.1 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, 2020, 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.

11.2 Motion to approve bills for the month of March 2020 in the amount of $TBD and supplemental bills for February 2020 in the amount of $TBD.

11.3 Motion to accept the following donations for the Charles and Aithra Martin Scholarship Fund.

<table>
<thead>
<tr>
<th>From</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>Robert and Kendra Dochterman</td>
<td>$500</td>
</tr>
<tr>
<td>Daniel and Amanda Martin</td>
<td>$100</td>
</tr>
</tbody>
</table>

11.4 Motion to accept the following donation from the Norman & Bettina Roberts Foundation, Inc. in the amount of $5,000 to be used for an attendance incentive program and college & career readiness at Keyport High School.
11.5 Motion to rescind the following out of district tuition for the following student approved at the September 18, 2019, board meeting (motion 9.3) for the 2019-2020 school year:

| Matawan-Aberdeen Reg | Student 1989002395 | $69,529 |

BE IT FURTHER MOVED to approve the following out of district tuition for the remainder of the 2019-2020 school year:

<table>
<thead>
<tr>
<th>Collier</th>
<th>Student 1989002395</th>
<th>$59,580</th>
</tr>
</thead>
<tbody>
<tr>
<td>Collier</td>
<td>Student 5145048757</td>
<td>$59,580</td>
</tr>
</tbody>
</table>

11.6 Motion to approve the following resolution:

ADOPTION OF THE TENTATIVE BUDGET
2020-2021

BE IT RESOLVED that the tentative budget be approved for the 2020-2021 School Year using the 2020-2021 state aid figures and the Secretary to the Board of Education be authorized to submit the following tentative budget to the Executive County Superintendent of Schools for approval in accordance with the statutory deadline:

<table>
<thead>
<tr>
<th>GENERAL FUND</th>
<th>SPECIAL REVENUES</th>
<th>DEBT SERVICE</th>
<th>TOTAL</th>
</tr>
</thead>
<tbody>
<tr>
<td>2020-2021 Total Expenditures</td>
<td>TBD</td>
<td>TBD</td>
<td>TBD</td>
</tr>
<tr>
<td>Less: Anticipated Revenues</td>
<td>TBD</td>
<td>TBD</td>
<td>TBD</td>
</tr>
<tr>
<td>Taxes to be Raised</td>
<td>TBD</td>
<td>TBD</td>
<td>TBD</td>
</tr>
</tbody>
</table>

And to advertise said tentative budget in the Asbury Park Press in accordance with the form required by the State Department of Education and according to law; and

BE IT FURTHER RESOLVED, that a public hearing be held in Keyport High School Cafeteria, New Jersey on May 13, 2020, at 6:30 p.m. for the purpose of conducting a public hearing on the budget for the 2020-2021 School Year.
Capital Reserve Account Withdrawal

RESOLVED that the Keyport Board of Education requests the approval a capital reserve withdrawal in the amount of TBD. The district intends to utilize these funds for TBD at the Keyport Central School.

Capital Reserve Account Withdrawal

RESOLVED that the Keyport Board of Education requests the approval a capital reserve withdrawal in the amount of $TBD. The district intends to utilize these funds for TBD at Keyport High School.

Tuition Reserve Withdrawal

RESOLVED that the Keyport Board of Education requests the approval a tuition reserve withdrawal in the amount of $100,000.

Maintenance Reserve Withdrawal

RESOLVED that the Keyport Board of Education requests the approval a maintenance reserve withdrawal in the amount of $TBD. The district intends to utilize these funds for maintenance expenditures in the same amount from account 11-000-261-420.

Travel and Related Expense Reimbursement

WHEREAS, the Keyport Board of Education recognizes school staff and Board members will incur travel expenses related to and within the scope of their current responsibilities and for travel that promotes the delivery of instruction or furthers the efficient operation of the school district; and

WHEREAS, N.J.A.C. 6A:23A-7.2 et seq. requires Board members to receive approval of these expenses by a majority of the full voting membership of the Board and staff members to receive prior approval of these expenses by the Superintendent of Schools and a majority of the full voting membership of the Board; and

WHEREAS, a Board of Education may establish, for regular district business travel as defined in NJAC 6A:23A-1.2, which includes attendance at regularly scheduled in-State county meetings, Department or Association sponsored events or in-State professional development activities for which the registration fee does not exceed $150 per employee or board member, where prior Board approval shall not be
required unless the annual threshold for a staff member exceeds $1,500 in a given school year (July 1 through June 30); and

WHEREAS, the Keyport Board of Education established $35,000 as the maximum travel amount for the current school year and has expended $22,635 as of this date; now

THEREFORE, BE IT RESOLVED, the Board of Education approves travel and related expense reimbursements in accordance with N.J.A.C. 6A: 23A-7.3, to a maximum expenditure of $35,000 for all staff and board members for the 2020-2021 school year.

Adjustment
Banked Cap

RESOLVED that the Keyport Board of Education includes in the proposed budget the adjustment for banked cap in accordance with N.J.A.C. 6A:23A-10.3(b). The district has fully exhausted all eligible statutory spending authority and must increase the base budget in the amount of $_____TBD_________ for the purposes of

TBD

______. The district intends to complete said purposes by June 2021.

11.7  Motion to approve the transfer of funds for the months of January as follows:

<table>
<thead>
<tr>
<th>From</th>
<th>To</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>11-120-100-101-02-00</td>
<td>11-150-100-101-02-00</td>
<td>$2,000.00</td>
</tr>
<tr>
<td>Gr 1-5 Teacher Salaries</td>
<td>HI Staff Reg CS</td>
<td>(Adj. 74)</td>
</tr>
<tr>
<td>11-120-100-101-02-00</td>
<td>11-150-100-320-02-00</td>
<td>$3,000.00</td>
</tr>
<tr>
<td>Gr 1-5 Teacher Salaries</td>
<td>HI Pur Pro CS</td>
<td>(Adj. 76)</td>
</tr>
<tr>
<td>11-213-100-610-01-00</td>
<td>11-213-100-320-02-00</td>
<td>$3,000.00</td>
</tr>
<tr>
<td>General Supplies-HS</td>
<td>Purchased Prof Services-CS</td>
<td>(Adj. 78)</td>
</tr>
<tr>
<td>11-000-240-800-07-00</td>
<td>11-000-251-340-11-00</td>
<td>$1,300.00</td>
</tr>
<tr>
<td>Administration Prof Dues ($940)</td>
<td>Bus Ofc Tech Serv Consul</td>
<td>(Adj. 79)</td>
</tr>
<tr>
<td>11-000-251-100-05-05</td>
<td>11-000-251-610-05-00</td>
<td>$250</td>
</tr>
<tr>
<td>Secretarial Overtime ($360)</td>
<td>Business Adm Office Supp</td>
<td>(Adj. 85)</td>
</tr>
</tbody>
</table>
12.0 Curriculum

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

<table>
<thead>
<tr>
<th>Employee Name</th>
<th>Date(s)</th>
<th>Workshop Name</th>
<th>Location/Mileage</th>
<th>Cost</th>
</tr>
</thead>
<tbody>
<tr>
<td>Anshelewitz, Wilbett</td>
<td>3/13/20</td>
<td>English Language Learners Summit</td>
<td>Monroe, NJ/35</td>
<td>$160</td>
</tr>
<tr>
<td>Rapolla, Anthony</td>
<td>6/3-6/5/20</td>
<td>NJASBO Annual Spring Conference</td>
<td>Atlantic City, NJ/105</td>
<td>$473</td>
</tr>
</tbody>
</table>

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

12.2 Motion to modify the out of district workshop previously approved on November 20, 2019, in the amount of $230 (resolution 10.1) as follows:

| Mack, Mary          | 2/7/20   | Responsive Classroom            | New York, NY/0    | $265  |

12.3 Motion to accept February 2020 Security Drills as follows:

<table>
<thead>
<tr>
<th>School Name</th>
<th>Drill Type</th>
<th>Occupants Involved</th>
<th>Date &amp; Time</th>
</tr>
</thead>
<tbody>
<tr>
<td>Keyport High School</td>
<td>Fire Drill</td>
<td>All Students &amp; Staff</td>
<td>February 5 @ 1:00 p.m.</td>
</tr>
<tr>
<td>Keyport High School</td>
<td>Shelter in Place</td>
<td>All Students &amp; Staff</td>
<td>February 12 @ 9:00 a.m.</td>
</tr>
<tr>
<td>Central School</td>
<td>Fire Drill</td>
<td>All Students &amp; Staff</td>
<td>February 18 @ 10:10 a.m.</td>
</tr>
<tr>
<td>Central School</td>
<td>Shelter in Place</td>
<td>All Students &amp; Staff</td>
<td>February 24 @ 9:05 a.m.</td>
</tr>
</tbody>
</table>

12.4 Motion to accept the Harassment, Intimidation and Bullying (HIB) incident reports as follows:

<table>
<thead>
<tr>
<th>Date</th>
<th>School</th>
<th>Incidents Reported</th>
<th>HIB</th>
</tr>
</thead>
<tbody>
<tr>
<td>February 2020</td>
<td>Central</td>
<td>1</td>
<td>0</td>
</tr>
<tr>
<td>February 2020</td>
<td>KHS</td>
<td>0</td>
<td>0</td>
</tr>
</tbody>
</table>

12.5 Motion to approve the following class trips:

<table>
<thead>
<tr>
<th>Grade Level</th>
<th>Destination</th>
</tr>
</thead>
<tbody>
<tr>
<td>2nd Grade</td>
<td>National Park, Sandy Hook, NJ</td>
</tr>
<tr>
<td>Kindergarten</td>
<td>Paper Moon Puppet Theatre, Atlantic Highlands, NJ</td>
</tr>
<tr>
<td>3rd Grade</td>
<td>Six Flags Safari, Jackson, NJ</td>
</tr>
<tr>
<td>3rd &amp; 4th Grade G&amp;T</td>
<td>Culinary Arts School, Asbury Park, NJ</td>
</tr>
<tr>
<td>3rd &amp; 4th Grade G&amp;T</td>
<td>Delicious Orchards, Colts Neck, NJ</td>
</tr>
</tbody>
</table>
12.6 Motion to approve the following resolution regarding the Disciplinary Hearing of Student #202303366.

WHEREAS on March 4, 2020, a student disciplinary hearing was held before members of the Keyport Board of Education involving student #202303366; and

WHEREAS during the hearing the student’s parent was present and had the opportunity to present evidence and testimony at the hearing; and

NOW, THEREFORE, BE IT RESOLVED, that the board find that Student committed the act(s) complained of; and be it further

RESOLVED that Student #202303366 will return to school with the requirement that he complies with a behavior contract and pursuant to N.J.S.A. 6A:16-7.3(13) (c).

Motion was made to approve motion 12.6 by Mr. Stahl, seconded by Mr. Moroney. Motion was moved by unanimous roll call vote of 10-0.

13.0 Personnel

13.1 Motion to approve Jessica Schwartz’s request for a maternity/disability leave and Federal/NJ Family Medical leave as follows:

5/26/2020 - 6/18/2020 (18) Sick Days
9/2/2020 - 9/30/2020 (20) Sick Days
10/1/2020 - 1/1/2021 NJFLA/FMLA
Return to work: January 4, 2021

14.0 Policy – None

15.0 Old Business

Mr. Stahley had a delightful time reading at Read Across America Day.

We should continue to think how we can be creative in grant writing.

Mr. Stahl thanked the Keyport High School Drama Club for a wonderful performance of Mama Mia.

Mr. Moroney asked about the National Student Clearinghouse.

Mrs. Tevis asked if a grant writer can be a volunteer position.
16.0 New Business

Mrs. Grabowski and Mrs. Olsen attended a school finance class. They also learned about vapor detectors.

Mr. Hausmann gave a report on a meeting with the Recreation Department. Also there is a legislative meeting on Saturday.

17.0 Public Participation – none

18.0 Adjournment to Executive Session – none

19.0 Adjournment

19.1 Upon motion by Mrs. Grabowski, seconded by Mr. Moroney, the meeting was adjourned at 8:45 p.m.

Respectfully Submitted,

Anthony Rapolla
Board Secretary/Business Administrator

AR:bi