DISTRIBUT GOALS 2018-2019

1. The district will increase engagement and differentiation to promote student-centered practice.

2. The district will support a tiered system approach to addressing chronic absenteeism.

3. The district will promote teacher leadership by defining and improving opportunities for teacher leadership to support organizational growth and capacity.

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 advertised in the Asbury Park Press on January 9, 2019, as approved at the reorganization meeting of the Board of Education held on January 2, 2019. 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  Mr. McGrogan, UB Rep.*
Mr. Bright, President  Mr. Moroney
Mr. Hausmann, Vice President  Mrs. Panzarelli
Mrs. Kutschman  Mr. Stahley
Ms. Malinconico  Mr. White

Student Council Representative:  Julian Rebelo

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

1.5 Student Council Representative Report

2.0 Presentations –

2.1 FY 18 Audit by Suplee, Clooney & Company
2.2 KSEPAG Presentation
2.3 Budget Discussion by Mr. Rapolla

3.0 President’s Remarks

4.0 Communications – Dr. Savoia

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:

February 27, 2019  Regular Minutes and closed session
7.2 Motion to appoint Ann Panzarelli as NJSBA Delegate.

7.3 Motion to appoint John Hausmann as Alternate NJSBA Delegate.

8.0 Buildings & Grounds – Mr. Rapolla

8.1 Facilities Update

8.2 Use of Facilities

8.2.1 Motion to approve Rotary International District 7505, Inc., to use the High School Cafeteria on Wednesday, May 15, 2019, from 5:30 p.m. to 7:30 p.m. and on Saturday, May 25, 2019, from 11:30 a.m. to 1:30 p.m. for the purpose of a Rotary Youth Leadership Awards (“RYLA”) Parent’s Night.

Insurance certificate has been submitted.

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, 2019, 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 2019 in the amount of $TBD and supplemental bills for February 2019 in the amount of $TBD.

9.3 Motion to accept the audit report. In accordance with Chapter 22A, PL 1951 (NJSA 18A:23-1), within thirty days following receipt of audit (Comprehensive Annual Financial Report for the fiscal year ending June 30, 2018), the Board of Education shall, at its regularly scheduled meeting to which the public is admitted, cause the recommendations of the auditor to be read and discussed and duly noted in the minutes. In the 2017-2018 audit, there were no recommendations.
9.4 Motion to approve the following resolution:

ADOPTION OF THE TENTATIVE BUDGET
2019-2020

BE IT RESOLVED that the tentative budget be approved for the 2019-2020 School Year using the 2019-2020 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></th>
<th>GENERAL FUND</th>
<th>SPECIAL REVENUES</th>
<th>DEBT SERVICE</th>
<th>TOTAL</th>
</tr>
</thead>
<tbody>
<tr>
<td>2018-2019 Total Expenditures</td>
<td>$TBD</td>
<td>$TBD</td>
<td>$TBD</td>
<td>$TBD</td>
</tr>
<tr>
<td>Less: Anticipated Revenues</td>
<td>$TBD</td>
<td>$TBD</td>
<td>$TBD</td>
<td>$TBD</td>
</tr>
<tr>
<td>Taxes to be Raised</td>
<td>$TBD</td>
<td>$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 1, 2019, at 7:30 p.m. for the purpose of conducting a public hearing on the budget for the 2019-2020 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.
RESOLVED that the Keyport Board of Education requests the approval a tuition reserve withdrawal in the amount of $100,000.

Emergency Reserve Withdrawal

RESOLVED that the Keyport Board of Education requests the approval an emergency reserve withdrawal in the amount of $TBD. The district intends to utilize these funds for security improvements.

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 $25,069 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 2018-2019 school year.

RESOLVED that the Keyport Board of Education includes in the proposed budget the adjustment for increases costs of health benefits in the amount of $______TBD______. The additional funds are included in the base budget and will be used to pay for the additional increases in health benefits.

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 2020.

10.0 Curriculum

10.1 Motion to approve the following staff member to write curriculum at a rate of $35 dollars per hour, not to exceed ten hours or $350 per course:

<table>
<thead>
<tr>
<th>Dawn Racioppa</th>
<th>College Seminar</th>
</tr>
</thead>
<tbody>
<tr>
<td>Dawn Racioppa</td>
<td>Early Childhood</td>
</tr>
<tr>
<td>Valerie Rogers</td>
<td>Digital Photography</td>
</tr>
<tr>
<td>Tiffani Slattery</td>
<td>Instrumental Music</td>
</tr>
<tr>
<td>Susan Jala</td>
<td>Culinary Arts I</td>
</tr>
<tr>
<td>Susan Jala</td>
<td>Culinary Arts II</td>
</tr>
<tr>
<td>Susan Jala</td>
<td>Culinary Arts III</td>
</tr>
<tr>
<td>Anatomy and Physiology</td>
<td>Lisa Wallin</td>
</tr>
</tbody>
</table>
KEYPORT BOARD OF EDUCATION
WORKSHOP ACTION MEETING – MARCH 6, 2019
AGENDA

10.2 Motion to accept February 2019 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>Lockdown Drill</td>
<td>All Students &amp; Staff</td>
<td>February 5 @ 1:33 p.m.</td>
</tr>
<tr>
<td>Keyport High School</td>
<td>Fire Drill</td>
<td>All Students &amp; Staff</td>
<td>February 28 @ 8:06 a.m.</td>
</tr>
<tr>
<td>Central School</td>
<td>Lockdown</td>
<td>All Students &amp; Staff</td>
<td>February 25 @ 1:50 p.m.</td>
</tr>
<tr>
<td>Central School</td>
<td>Fire Drill</td>
<td>All Students &amp; Staff</td>
<td>February 28 @ 2:30 p.m.</td>
</tr>
</tbody>
</table>

10.3 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 2019</td>
<td>Central</td>
<td>5</td>
<td>0</td>
</tr>
<tr>
<td>February 2019</td>
<td>KHS</td>
<td>2</td>
<td>0</td>
</tr>
</tbody>
</table>

11.0 Personnel

11.1 Motion to approve the following motion:

Be it resolved that the Keyport Board of Education ("Board") hereby terminates the employment contract of ID #4561 effective the close of business on March 28, 2019.

11.2 Motion to approve Kelsey Gilgannon as a Part-Time Aide at a salary of $10,491 (prorated) for the remainder of the 2018-2019 school year pending criminal background history.

12.0 Policy

12.1 Motion to approve the following policies and regulation for second reading to be available to view on the district website after the second reading:

- P 0141.2 Board Member and Term – Receiving District (Revised)
- P 2422 Health and Physical Education (M) (Revised)
- P 2431.3 Practice and Pre-Season Heat-Acclimation for School-Sponsored Athletics and Extra-Curricular Activities (Revised)
- P 2460 Special Education (M) (Revised)
- P 2610 Educational Program Evaluation (M) (Revised)
KEYPORT BOARD OF EDUCATION
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P 4219 Commercial Driver’s License Controlled Substance and Alcohol Use Testing (M) (Revised)
P&R 5111 Eligibility of Resident/Nonresident Students (M) (Revised)
P 5330.04 Administering an Opioid Antidote (M) (New)
R 5330.04 Administering an Opioid Antidote (M) (New)
P 5337 Service Animals (Revised)
P 5756 Transgender Students (M) (Revised)
P&R 7440 School District Security (M) (Revised)
P 8561 Procurement Procedures for School Nutrition Programs (M) (Revised)
P 8860 Memorials (Revised)
P 2415.06 Unsafe School Choice Option (M) (Revised)
R 2460.8 Special Education – Free and Appropriate Public Education (M) (Revised)
R 5530 Substance Abuse (M) (Revised)
P&R 5600 Student Discipline/Code of Conduct (M) (Revised)
P&R 5611 Removal of Students for Firearms Offenses (M) (Revised)
P&R 5612 Assaults on District Board of Education Members or Employees (M) (Revised)
P&R 5613 Removal of Students for Assaults with Weapons Offenses (M) (Revised)
P&R 8461 Reporting Violence, Vandalism, Harassment, Intimidation, Bullying, Alcohol, and Other Drug Offenses (M) (Revised)

13.0 Old Business

14.0 New Business

14.1 2019-2020 Annual District Goals
14.2 NJSBA Salary Guide Workshop 3/1/19
14.3 Borough Green Team Representative

15.0 Public Participation

16.0 Adjournment to Executive Session (TIME: )

16.1 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 6, 2019, 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:

17.0 Return to Open Session (TIME:__________)

18.0 Adjournment