

**KEYPORT BOARD OF EDUCATION  
WORKSHOP MEETING NOVEMBER 12, 2014  
AGENDA**

**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 newspapers on September 29, 2014. 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”.

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. Biagianti	Mr. Henning, Vice Pres.
Mr. Bright	Ms. King-Cote
Ms. Burke	Mrs. Malinconico, President
Mr. Cooper	Mrs. Panzarelli
Ms. Durkin, UB Rep.*	Mr. White

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

Student Council Representative: Shayna Grandon

**2.0 Presentations –**

- 2.1 FY14 Audit by Suplee, Clooney & Company
- 2.2 Food Allergies

**3.0 Election Results**

- 3.1 Unofficial Results of the school election:

Keyport BOE (Full 3-Year Term)

	<u>Vote Count</u>
- Ann Panzarelli	<b>807</b>
- Carol Fox	<b>771</b>
- Claudia DeGracia	<b>754</b>
- Victoria Mariocca	<b>607</b>

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**4.0 Communications – Mrs. Savoia**

**5.0 Public Participation – Agenda Items**

**6.0 Superintendent and Other Reports**

6.1. Superintendent’s Report – Mrs. Savoia

6.2. Student Council Representative Report

**7.0 Board Secretary’s Office – Mr. McManus**

7.1. Motion to approve the following minutes:

October 15, 2014	Workshop Meeting
October 22, 2014	Regular Meeting

**8.0 Buildings & Grounds – Mr. McManus**

8.1 Facilities Update

8.2 Use of Facilities

8.2.1 Motion to request from the Borough of Keyport Recreation Department the use the Cedar Street Field for Girls Softball for the 2015 Spring Softball season.

**9.0 Finance**

9.1 Motion to approve the Secretary’s monthly line item certification. Pursuant to N.J.A.C. 6:23 – 2.12 (d), the Board Secretary certifies that as of September 30, 2014, no budgetary line item account has been overexpended in violation of N.J.A.C. 6:23 – 2.12.

9.2 Motion to approve the Report of the Secretary to the Board of Education (A-148) and Cash Reports (A-149) for the month of October which is in agreement.

9.3 Motion to approve bills for the month of November 2014 in the amount of \$TBD and supplemental bills in the amount of \$TBD.

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9.4 Motion to approve the transfer of funds for the month of October (attachment).

9.5 Motion to approve the following out of district tuitions for the 2014-2015 school year:

Franklin HS	Student 2978129726 (UB)	\$12,400
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9.6 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, 2014), 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 2013-2014 audit, there was one finding.

9.7 Motion to approve the attached corrective action plan for the 2013-2014 audit, as per the recommendation of the Board of Education Auditor.

9.8 Motion that the Board approve the transfer of \$580,420.15 from Capital Reserve to Fund 30 in order to fund the local Share of the ROD Grant projects listed below:

Project	State Project Number	Local Share
KCS Electrical Upgrade	2430-060-14-1009	\$223,882
KHS 8 Room A/C	2430-050-14-1004	149,496
KCS Cafeteria A/C	2430-060-14-1011	204,636
Total Local Share		\$578,014

9.9 Motion that the Board approve the purchase of technology equipment and supplies from CDW-G for the 2014-2015 school year under cooperative pricing contract #65-MCESCCPS in the amount of \$138,658.03

**10.0 Curriculum**

10.1 Motion to approve the October 2014 Security Drills as follows:

SCHOOL NAME	DRILL TYPE	OCCUPANTS INVOLVED	DATE & TIME
Keyport High School	Active Shooter	All staff and students	10/8/14 12:50 p.m.

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Keyport High School	Table Top	Administration & Police Department	10/15/14 1:00 p.m.
Keyport Central School	Fire Drill	All staff & students	10/7/14 9:15 a.m.
Keyport Central School	Table Top	Administration & Police Department	10/15/14 1:00 p.m.

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

DATE	SCHOOL	INCIDENTS REPORTED	HIB
October 2014	Central	1	0
October 2014	KHS	2	1

- 10.3 Motion to approve the 2014-2015 Progress Targets Action Plan.

## **11.0 Personnel**

- 11.1 Motion to approve Virginia Barry as a Substitute Aide for the Keyport School Extencicare Program for the 2014-2015 school year to be paid at a rate of \$13.32 per hour from Enterprise Fund (0409):
- 11.2 Motion to approve Robin Gallo as the District Data Specialist effective November 19, 2014.
- 11.3 Motion to approve Marie and Portee and Kelly Castellano to run the Title I Family Literacy Nights at a rate of \$35 per hour, not to exceed \$300.
- 11.4 Motion to approve Amanda Andrews and Cynthia Deilly to run the Title I Family Math Nights at a rate of \$35 per hour, not to exceed \$300.
- 11.5 Motion to approve Kyle Keelen and Kelly Milniscuk to run the Title I Family Math Nights at a rate of \$35 per hour, not to exceed \$300.
- 11.6 Motion to approve Alissa Francisco to work the Title III After School Program from November 25, 2014 - May 21, 2015, at the rate of \$35 per hour, to be funded from NCLB funds.
- 11.7 Motion to approve the following mentors for the 2014-2015 school year, at the rate of \$250, for the 2014-2015 school year, to be funded from NCLB Title IIA Funds:

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<p><u>New Teacher</u>  Marisa Khachaturian  Tiffany Rowald</p>	<p><u>Mentor</u>  Nicole Goldsmith  Cassandra Murphy</p>
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11.8 Motion to approve the following candidate as a substitute teacher for the 2014-2015 school year at the prevailing rate of pay:

<u>Group II</u>	
Anna Czech	60+ credits
Chelsea Addeo*	60+ credits
Megan Waters*	60+ credits

\*pending completion of paperwork

11.9 Motion to approve the following Student Teacher from Monmouth University to work at the Central School for the Spring 2015 semester:

<u>Student</u>	<u>Cooperating Teacher</u>	<u>Grade/Subject</u>
Brianna Mahoney	Tina Perri	1 <sup>st</sup> Grade

11.10 Motion to approve three teachers to run three Cultural Nights, over the course of the 14-15 school year, at the rate of \$35 per hour, not to exceed \$300, to be funded from NCLB funds.

**12.0 Policy**

12.1 Motion to approve the following policies and regulations for the second reading to be attached to the minutes after the second reading:

P5200	Attendance
R5200	Attendance

**13.0 Old Business**

**14.0 New Business**

**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:

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- a. That it is hereby determined that it is necessary to meet in Executive Session on November 12, 2014, to discuss
  - Personnel
  - Finance
  - 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**