

**KEYPORT BOARD OF EDUCATION
REGULAR ACTION MEETING – NOVEMBER 15, 2017
AGENDA**

1.0 Opening Procedures

- 1.1 Call to Order
- 1.2 Flag Salute
- 1.3 **Moment of Silence: Martha Masucci, wife of Lou Masucci, Keyport Custodian.**
- 1.4 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.

1.5 Roll Call

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: Emily Savicky

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

1.6 Student Council Representative Report

2.0 Presentations –

- 2.1 **Keyport High School Vernier Science Presentation by Ms. Wallin and students**

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2.2. Facility Survey Results – Dr. Savoia and Mr. Rapolla

3.0 Election Results

3.1 Official Results of the school election:

Keyport BOE (Full 3-Year Term)

	<u>Vote Count</u>
Ann Panzarelli	817
John Hausmann	903
Carol Fox	704
Alfred Litwak	500
Write In	18

4.0 President’s Remarks

5.0 Communications – Dr. Savoia

5.1 An email was received from Dr. Robert Morgan requesting a stipend increase of \$750 as school physician for next year.

6.0 Public Participation – Agenda Items

7.0 Superintendent Report

7.1 Superintendent’s Report – Dr. Savoia

8.0 Board Secretary’s Report – Mr. Rapolla

8.1 Motion to approve the following minutes:

October 11, 2017 Regular Minutes and closed session
November 1, 2017 Workshop Minutes and closed session

8.2 Motion to approve the following resolution:

WHEREAS, the Department of Education requires New Jersey School Districts to submit a three-year Comprehensive Maintenance Plan and M-1 form

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documenting “required” maintenance activities for each of its public school facilities, and

WHEREAS, the required maintenance activities, as listed in the attached document for the various school facilities of the Keyport School District, are consistent with these requirements, and

WHEREAS, all past and planned activities are reasonable to keep school facilities open and safe for use or in their original condition and to keep their system warranties valid.

NOW THEREFORE, BE IT RESOLVED, that the Keyport School District hereby authorizes the School Business Administrator to submit the attached Comprehensive Maintenance Plan and M-1 form for the Keyport School District in compliance with Department of Education requirements.

9.0 Buildings & Grounds – Mr. Rapolla

9.1 Facilities Update

9.2 Use of Facilities

10.0 Finance

10.1 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 September 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.

10.2 Motion to approve bills for the month of November 2017 in the amount of **\$562,685.72** and supplemental bills for October 2017 in the amount of **\$2,934.84** and for November 2017 in the amount of **\$450.00**.

10.3 Motion to approve instruction with Education, Inc., for student number 4649874347 requiring hospitalization, at a rate of \$51.50 per hour for ten hours per week from October 13, 2017, through anticipated date of October 27, 2017.

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- 10.4 Motion to rescind resolution 9.8 passed at the August 9, 2017, Keyport Board of Education Meeting to approve the transportation jointure between the Keyport Board of Education (host district) and Union Beach Board of Education (joiner) for 2017-2018 the school year.

Career Center am & pm (Keyport - Host):	
Keyport (2 students)	\$13,012.80
Union Beach (4 students)	<u>\$26,025.60</u>
	\$39,038.40 Total

BE IT FURTHER MOVED to approve the transportation jointure between the Keyport Board of Education (host district) and Union Beach Board of Education (joiner) for 2017-2018 the school year.

Career Center am & pm (Keyport - Host):	
Keyport (2 students)	\$15,615.36
Union Beach (3 students)	<u>\$23,423.04</u>
	\$39,038.40 Total

- 10.5 Motion to approve the purchase of a Critical Response Group Security Graphics Program at a cost of \$6,280 to be paid from Security Acct #11-000-266-420.
- 10.6 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, 2017), 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 2016-2017 audit, there were no recommendations.
- 10.7 Motion to approve the final closeout of 2016-2017 IDEA Grant with \$0 carryover.
- 10.8 Motion to approve the final closeout of 2016-2017 NCLB Title I Grant with \$21,357 carryover.
- 10.9 Motion to approve the final closeout of 2016-2017 NCLB Title IIA Grant with \$5,037 carryover.
- 10.10 Motion to approve the final closeout of 2016-2017 NCLB Title III Grant with \$7,731 carryover.
- 10.11 Motion to approve the transfer of funds for the month of October as follows:**

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<u>From</u>	<u>To</u>	<u>Amount</u>
20-218-100-610-02-00-000 PS Teach Supplies 1718	20-218-200-600-02-00-000 PS Supplies 1718 (Adj. 37)	\$12,000.00
11-000-221-320-01-00-000 Purch Prof-Educ HS	11-000-221-104-01-03-000 Curr Dev-HS (Adj. 38/39)	\$1,400.00

11.0 Curriculum

- 11.1 Motion, as recommended by the Superintendent of Schools, to approve the following out of district workshops to be paid from the general fund unless indicated as follows:

<u>Employee Name</u>	<u>Date(s)</u>	<u>Workshop Name</u>	<u>Location/Mileage</u>	<u>Cost</u>
Annucci, Alexa	2/26/18	Pre-K Conference	Atlantic City, NJ/184	\$ 302 *
Anshelewitz, Wilbett	5/30/18	NJTESOL 2018/NJBE Inc. Spring Conference	New Brunswick, NJ/46	\$ 214**
Crincoli, Cadie	1/12/18	Redefining Problem Solving in Mathematics	Glassboro, NJ/180	\$ 205
Dougherty, Jessica	11/30/17	PARCC-Aligned Curriculum	Clark, NJ/42	\$ 188
Francisco, Alissa	2/26/18	Pre-K Conference	Atlantic City, NJ/184	\$ 302 *
Guccione, Kimberly	11/16/17	I&RS Next Generation	Monroe, NJ/37	\$ 161
Guevara, Pablo	1/25- 1/26/18	Techspo 2018	Atlantic City, NJ/181	\$ 692
Iannotta, Emily	11/30/17	PARCC-Aligned Curriculum	Clark, NJ/42	\$ 188
Lampart, Alison	2/26/18	Pre-K Conference	Atlantic City, NJ/184	\$ 302 *
Keelen, Kyle	11/16/17	When Words Get in the Way: Overcoming Barriers to Mathematics (Gr. 6-12)	Glassboro, NJ/181	\$ 205
Keelen, Kyle	12/15/17	Status Quo in HS Math is Unacceptable (Gr. 9-12)	Glassboro, NJ/181	\$ 205
Leandro, Susanne	12/7/17	Passing Notes in Math Class: Using Dialogue Journals to Support Rich Mathematical Discourse (5-12)	Glassboro, NJ/187	\$ 207

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Marsh, Lauren	5/31/18	NJTESOL 2018/NJBE Inc. Spring Conference	New Brunswick, NJ/46	\$ 249**
Savoia, Lisa	2/14- 2/17/18	National Conference on Education 2018	Nashville, TN/53	\$1,922**
Tallarico, Tristan	1/25- 1/26/18	Techspo 2018	Atlantic City, NJ/181	\$ 692

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

* To be paid from Acct 20-218-200-329-02-000-060

** To be paid from Title III Acct #20-241-200-500

- 11.2 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>
October 2017	Central	2	1
October 2017	KHS	3	0

- 11.3 Motion to accept October 2017 Security Drill as follows:

<u>School Name</u>	<u>Drill Type</u>	<u>Occupants Involved</u>	<u>Date & Time</u>
Keyport High School	Fire Drill	All Students & Staff	October 4 @ 9:30 a.m.
Keyport High School	Shelter in Place	All Students & Staff	October 27 @ 10:16 a.m.
Central School	Fire Drill	All Students & Staff	October 10 @ 9:00 a.m.
Central School	Shelter in Place	All Students & Staff	October 23 @ 2:00 p.m.

- 11.4 Motion to approve the following class trips:

5th Grade	Trenton Capitol Building & NJ State Museum & Planetarium, Trenton, NJ
KHS GSA	Montgomery High School - NJ GSA Forum, Skillman, NJ
6-8th Grade Band	Bolger Middle School, Keansburg, NJ
CBI Program (9th, 10th, 12th)	Stop & Shop, Keyport, NJ

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11.5 Motion to approve Teach 2 Teach, LLC for professional development at a rate of \$1,500 per day, not to exceed \$4,500 to be funded from Title II.

11.6 Motion to approve the Uniform State Memorandum of Agreement between the Keyport Public Schools and the Keyport Police Department for the 2017-2018 school year as on file in the Superintendent’s office.

12.0 Personnel

12.1 Motion to approve Nicholas Herring, Physical Education Teacher, for the 2017-2018 school year effective November 16, 2017, at a salary of \$52,047; Step 1, BA.

12.2 Motion to approve Kimberly Guccione’s request for a maternity/Federal/NJ Family Medical Leave as follows:

5/7/2018 - 5/11/2018	Five (5) accrued sick days
5/14/2018 - 6/18/2018	Six-weeks of FMLA/NJFLA
9/3/2018 - 10/15/2018	Six weeks of FMLA/NJFLA
10/16/2018	Return to work

12.3 Motion to approve Amy Rodriguez and Allison Lampart to teach for the Title III enrichment program at a rate of \$35 per hour to be funded from ESEA.

12.4 Motion to approve the following Winter Athletic Coaching for the 2017-2018 school year.

<u>Name</u>	<u>Position</u>	<u>Stipend</u>
Phil Recco	HS Head Boys Basketball	\$8,925
Shaun Lyons	HS Assistant Boys Basketball	\$6,551
Deboney Braithwaite	HS Head Girls Basketball	\$8,925
Staci Minuskin	HS Assistant Girls Basketball	\$6,551
Al Smith	HS Head Wrestling	\$8,288
Greg Velasco	HS Assistant Wrestling	\$6,120
James Wesley	HS Bowling Coach	\$6,025
Pete Miller	CS Boys Basketball	\$6,120
James Maguire	CS Girls Basketball	\$6,120
Nick Herring	CS Wrestling Coach	\$4,423
Daniel Morelos	CS Cheerleading Coach	\$5,171

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Barrett Oxley Kyle Keelen Valerie Rogers James Wesley Ron Burgess Tyler Alvarez	Clock Operator/Crowd Control	\$35 per game
Michelle Cannizzaro	Ticket Taker	\$35 per game
Liz Maher Valerie Rogers	Substitute Ticket Taker	\$35 per game
Angela D'Amico Tyler Alvarez Mike Konish Anna Czech Stephanie Kaplan Larry Peterson	Winter Volunteer Assistants	

12.5 **Motion to approve the following mentor for the 2017-2018 school year:**

<u>New Teacher</u>	<u>School</u>	<u>Position</u>	<u>Mentor Teacher</u>	<u>Employee Funded</u>
Nicholas Herring	KCS	PE Teacher	Stacy Minuskin	X

12.6 **Motion to approve Emily Iannotta as a Leave Replacement for Casey LaSalle from January 2, 2018, to March 27, 2018, at a salary of \$52,047; Step 1, BA (prorated).**

12.7 **Motion to approve the following teachers to facilitate family engagement nights at a rate of \$35/hour to be funded from Title I:**

MaryAnne Ricca	Ilene Clayman
Susanne Leandro	Cynthia Deilly

12.8 **Motion to approve Justin Ryan as a Volunteer for the KHS Drama club as Music Director.**

12.9 **Motion to approve the following Substitutes for the 2017-2018 school year:**

<u>Name</u>	<u>Certification</u>
Gallogly, Linda	Standard - Elementary K-8
Dailey, Kelli	Standard - Elementary K-8 Standard - Teacher of the Handicapped
Silva, Kerri	Certificate of Eligibility with Advanced Standing - Teacher of Preschool - Grade 3 Certificate of Eligibility with Advanced Standing - Elementary School Teacher in Grades K-6

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Quinn, Megan	County Substitute Certification
O'Donnell, Maureen	County Substitute Certification

***pending criminal background history approval**

12.10 Motion to approve Megan Quinn as a Part-Time Aide for the 2017-2018 school year at a salary of \$10,183, effective November 20, 2017, pending background criminal history approval.

12.11 Motion to approve Lauren Marsh's request for a maternity/Federal/NJ Family Medical Leave as follows:

3/5/2018 - 4/9/2018	Twenty (20) accrued sick days
4/10/2018 - 5/28/2018	FMLA/NJFLA
5/29/2018	Return to work

13.0 Policy

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 November 15, 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:

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18.0 Return to Open Session (TIME:_____)

19.0 Adjournment