

KEYPORT BOARD OF EDUCATION REGULAR MEETING NOVEMBER 28, 2012 MINUTES

1.0 Opening Procedures

1.1 The meeting was called to order at 7:30 p.m. by Board President Henning, 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 April 29, 2012, as approved at the regular meeting of the Board of Education held on April 25, 2012. 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, Vice Pres. (absent)	Mr. Henning, President
Mr. Bright (absent)	Ms. King-Cote
Ms. Burke	Ms. Knudsen (arr. 7:35 p.m.)
Mr. Cooper	Mrs. Malinconico
Ms. Durkin, UB Rep.*	Mrs. Panzarelli

Student Council Representative: Angelina Tornetto (**absent**)

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

2.0 Election Results

2.1 Unofficial results of the school election (includes absentee votes).

Keyport BOE (Full 3-Year Term)

	Vote Count	Percent
- Evelyn Cote	1,090	25.95%
- Peter W. Henning	1,116	26.57%
- Alexandra Burke	1,160	27.61%
- Courtney L. White	821	19.54%
Write-In	14	0.33%
Total	4,201	100.00%

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Keyport BOE (1Yr Unexpired)

	Vote Count	Percent
- Rose Ann Lloyd	597	37.38%
- Cecil Bright	412	25.80%
- Nancy A. Jones	584	36.57%
Write-In	4	0.25%
Total	1,597	100.00%

Mr. Henning thanked everyone who ran for the Board.

3.0 Communications – Mrs. Savoia

- 3.1. Mr. Joseph Marra, Business Administrator, submitted his letter of resignation on November 2, 2012, effective January 2, 2013. Resolution 11.1 under Personnel.
- 3.2. Thank you card from The Family of John Matarese for the sympathy card sent from the Board.

Mr. Henning wished Mr. Marra well in his new job and thanked him for doing a great job in Keyport.

4.0 Public Participation – Agenda Items -- None

5.0 Superintendent and Other Reports

5.1. Superintendent’s Report – Mrs. Savoia

- Mrs. Savoia spoke of being part of a community that came together during the tragedy of Hurricane Sandy.
- 6, 7, and 8th grade Union Beach students are in Keyport schools.
- Security drills and fire drills were held for staff and students as follows:

KHS	Fire Drill	11/20/12 at 10:05 a.m.
KHS	Lockdown Drill	11/15/12 at 1:29 p.m.
KCS	Fire Drill	11/16/12 at 1:30 p.m.
KCS	Active Shooter Drill	11/14/12 at 9:55 a.m.

- There were three reported and confirmed cases of bullying at Central School. There were two cases of bullying reported at High School; one was confirmed and the other was determined to be a conflict.

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- An Athletic Committee meeting is scheduled for December 5 at 7:30 p.m. in Board Office.
- DEAC meeting scheduled for December 5 at 2:45 p.m. in Central School Library.
- December 8 - ACT Test
- December 14 - PTO is sponsoring Winter Festival at Central School. Union Beach students will be invited; there will also be a dance held for 6th to 8th graders which will overlap.
- December 19 – KHS College Alumni Day
- December 21 – Grandparent Day
- December 22 - Tentative breakfast for the school community to be finalized by helping committee.

Mr. Henning commented on good results of communication from the Board Retreat held earlier in the year with Union Beach which opened communication lines.

5.2. Student Council Representative Report – None

6.0 Committee Reports

- 6.1 Buildings & Grounds/Safety & Security/Recycling
- 6.2 Community Relations/Foundation
- 6.3 Curriculum
- 6.4 Finance/Negotiations
- 6.5 MCSBA/Legislative
- 6.6 Personnel
- 6.7 Policy
- 6.8 Special Education Liaison

7.0 Board Secretary's Office – Mr. Marra

7.1. Motion to approve the following minutes:

October 17, 2012	Regular Meeting & closed session
November 8, 2012	Special Meeting & closed session

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

Policy 0167	Public Participation in Board Meetings
Regulation 2624	Grading System
Policy 6470	Payment of Claims
Regulation 6470	Payment of Claims
Regulation 7510	Use of School Facilities

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| Regulation 9270 | Home Schooling and Equivalent Education Outside the Schools |
| Regulation 2431.4 | Prevention and Treatment of Sports-Related Concussions Head Injuries |

Motion to approve 7.1 to 7.2 was made by Ms. King-Cote, seconded by Mrs. Malinconico.

On a roll call, seven (7) members voted yes on motion 7.1.
Ms. Durkin abstained from Motion 7.1 (minutes from November 8, 2012).

On a roll call, eight (8) members voted yes on motion 7.2.

8.0 Buildings & Grounds – Mr. Marra

8.1 Facilities Update

Mr. Marra spoke of concern expressed as to whether staff would have the ability to return to operational capacity in the Central School. The custodial staff did an excellent job and it was completed in one day (Saturday). They should be commended.

8.2 Use of Facilities

9.0 Finance

9.1 Secretary's Report

9.1.1 Financial Information:

Interest, October	\$ 410.24
Year to date	\$ 1,554.11
Cafeteria Report, September	\$(-13,027.25)
Year to date	\$(-13,027.25)

9.2 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 October 31, 2012, no budgetary line item account has been overexpended in violation of N.J.A.C. 6:23 – 2.12.

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

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9.4 Motion to approve bills for the month of November 2012 in the amount of \$340,992.50 and supplemental bills for November in the amount of \$264,993.80.

9.5 Motion to approve the transfer of funds as follows:

From	To	Amount
20-255-200-500-00-00-000 Oth Pur Serv IDEA B12-13	20-255-200-104-11-01-000 IDEAB Summ Sal 12-13 (Adj 40)	\$157.04
20-255-200-104-11-01-000 IDEAB Summ Sal 12-13	20-255-100-300-08-00-000 IDEA B Extr Svc 12-13 (Adj 41)	\$157.04
20-255-100-300-08-00-000 IDEA B Extr Svc 12-13	20-255-100-101-11-00-000 Slaries IDEA B 12-13 (Adj 42)	\$157.04
11-000-230-600-05-00-000 Superntndt Office Supp	11-000-230-890-05-03-000 Travel Exp Supt (Adj 43)	\$750.00
20-273-200-600-13-00-000 TIIA Sup 11-12	20-273-200-200-11-00-000 TI Ben 11-12 (Adj 44)	\$400.00

9.6 Motion to rescind the action taken at the October 17, 2012, meeting (Resolution 9.6) to authorize the School Business Administrator to file the final report for NCLB FY2012, which includes the following carryovers:

Title II A	\$ 114
Title III	\$ 259

Be It Further Moved to authorize the School Business Administrator to file the final report for NCLB FY2012, which includes the following carryovers:

Title III	\$ 259
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9.7 Motion to approve online development courses and VHS Net Courses with Virtual High School, Inc., for the 2012-2013 school year not to exceed \$5,000. (11-000-100-561-08-00-000)

9.8 Motion, as per recommendation of the superintendent, to approve a proposal with Teachscape, Inc., for Individual Teacher Danielson Framework for Teaching Effectiveness Series Annual License, not to exceed \$6,160 (Race to the Top funds), for the period November 1, 2012, through October 31, 2013.

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9.9 Motion, as per recommendation of the superintendent, to approve a professional services license renewal agreement between Teachscope, Inc., and the Keyport Board of Education as related to teacher training on evaluation criteria at a total cost not to exceed \$7,422 (NCLB Title 1 Funds) for the period November 16, 2012, through November 15, 2013. Please refer to attached agreement for supplemental information.

Motion to approve 9.1 to 9.9 was made by Mrs. Panzarelli, seconded by Mr. Panzarelli.

On a roll call, eight (8) members voted yes.

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, unless indicated otherwise:

Employee Name	Date(s)	Workshop Name	Location/Mileage	Cost
Corsale, Kristen	11/13/12	School Climate Program – Improve School Conditions for Learning	Monroe, NJ/0	n/a
DePasquale, Anthony	12/4/12 & 12/11/12	Strauss Esmay Ass. 12 hour HIB Training	Toms River, NJ/71	\$316.88
DePasquale, Anthony	11/13/12	School Climate Program – Improve School Conditions for Learning	Monroe, NJ/60	\$18.52
Finch, Kimberly	12/10/12	Intervention for Struggling English Language Learners	Edison, NJ/31	\$9.57*
Gagliano, Jane	11/30/12	Arcadia University/Workshop for Guidance Counselors	Glenside, PA/163	\$62.00
Gander, Chris	1/30/13 – 2/1/13	Techspo Conference 2013	Atlantic City, NJ/201	\$794.31
Keelen, Kyle	1/24-1/26/13	40 th Annual Be the Best You Are Baseball Clinic	Cherry Hill, NJ/0	\$115.00

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

* Paid from NCLB Title III/Acct #20-245-200-500-00-00-000

10.2 Motion to approve the revised calendar for the 2012-2013 year due to Hurricane Sandy.

10.3 Motion to approve the Uniform State Memorandum of Agreement between the Keyport School District and the Keyport Police Department for the 2012-2013 school year as on file in the Superintendent's Office.

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10.4 BE IT RESOLVED, that Student I.D.# 202001842 is hereby directed to undergo a psychological examination, by a physician selected by the Board/Administration, to determine the student's fitness to return to the District's regular education program, pursuant to a Behavior Contract; and

BE IT FURTHER RESOLVED that Student I.D. # 202001842 shall continue to be suspended pending the results of the psychological examination and

BE IT FURTHER RESOLVED that the student will be placed on home instruction pending physician approval to return to school; and

BE IT FURTHER RESOLVED that if the student commits any further disciplinary infractions, a suspension/expulsion hearing will be convened before the board of education to determine further disciplinary sanctions.

Motion to approve 10.1 to 10.4 was made by Ms. King-Cote, seconded by Mrs. Malinconico.

On a roll call, eight (8) members voted yes.

11.0 Personnel

11.1 Motion to accept the resignation Joseph Marra, School Business Administrator/Board Secretary effective January 2, 2013.

11.2 Motion to approve the attached job description for School Psychologist.

11.3 Motion to approve the following individual for the Central School for the 2012-2013 school year at a rate of \$35 per hour, not to exceed \$1,300 (Title III Funds):

Name	Position	Grades
Kimberly Finch	After School ESL Instructor Mondays and Tuesdays 12/3/12 to 4/30/13	2-3

11.4 Motion to approve Lauren Lloyd as a substitute Breakfast Monitor and Morning Gym Monitor at the Central School for the 2012-2013 school year at the rate of \$10 per ½ hour pending negotiations (11-120-100-101-02-05-000).

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11.5 Motion to approve the following Winter Coaching Positions and Volunteers for the 2012-2013 school year:

Name	Position	Step	Stipend
Nicole Gamache*	HS Head Cheerleading	1	\$6,477*
Cerelle White	HS Assistant Cheerleading	1	\$4,431*

* Prorated and pending completion of paperwork

**Prorated

Volunteers:

Name	Position
Courtney Strang	HS Cheerleading
Kyle Keelen	HS Boys Basketball

11.6 Motion to approve the following candidates as substitute teachers for the 2012-2013 school year at the prevailing rate of pay:

Group I

Nicole Strozak New Jersey City University (2012)
CEAS Teacher of Preschool through Grade 3

Group II

Katelyn Hurni* 60+ Monmouth University

Nicole Gamache* 60+ Brookdale Community College

* pending completion of paperwork

Motion to approve 11.1 to 11.6 was made by Mrs. Malinconico, seconded by Ms. King-Cote.

On a roll call, eight (8) members voted yes.

12.0 Old Business – None

13.0 New Business – None

14.0 Public Participation

- Rose Lloyd, 99 Greengrove Road, board member elect, thanked Lisa Savoia and the entire district for pulling together and sharing resources. Ms. Lloyd will be following up with vendors regarding before and after school child care.

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15.0 Adjournment to Executive Session (TIME: 7:56 p.m.)

- 15.1 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 28, 2012, 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: Mrs. Panzarelli

SECOND: Ms. Knudsen

16.0 Return to Open Session (TIME: 10:20 p.m.)

17.0 Adjournment

- 17.1 Upon motion by Ms. King-Cote, seconded by Mrs. Panzarelli, the meeting was adjourned at 10:21 p.m.

Respectfully Submitted,

Joseph J. Marra,
Board Secretary/
Business Administrator

JJM:bi