

**KEYPORT BOARD OF EDUCATION
REGULAR ACTION MEETING – OCTOBER 11, 2017
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 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.

- 1.4 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.*

2.0 Presentation – None

3.0 President’s Remarks

4.0 Communications – Dr. Savoia

<p style="text-align:center">KEYPORT BOARD OF EDUCATION REGULAR ACTION MEETING – OCTOBER 11, 2017 AGENDA</p>

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:

September 13, 2017	Workshop Minutes and closed session
September 20, 2017	Regular Minutes and closed session
October 4, 2017	Workshop Minutes and closed session

8.0 Buildings & Grounds – Mr. Rapolla

8.1 Facilities Update

8.2 Use of Facilities

8.2.1. Motion to approve the donation of the Weather Bug weather station equipment formally used by the district to The Keyport Office of Emergency Management to reactivate the system for the Keyport residents.

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 August 31, 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.

9.2 Motion to approve bills for the month of October 2017 in the amount of **\$569,138.79** and supplemental bills for October 2017 in the amount of **\$9,203.93**.

KEYPORT BOARD OF EDUCATION REGULAR ACTION MEETING – OCTOBER 11, 2017 AGENDA
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- 9.3 Motion to amend motion 9.5 approved at the May 3, 2017, board meeting to approve the attendance of the Keyport Board of Education, Superintendent Lisa Savoia, Business Administrator Anthony Rapolla and listed board members at the NJSBA Workshop 2017. Workshop is scheduled for October 23 to October 26, 2017, for a total group registration cost of \$1,500. Lodging to be at a convention affiliated hotel at a rate of \$97 per night/per person. Participant reimbursement for expenses up the following amounts:

<u>Participant:</u>	<u>Cost per Participant:</u>	<u>Maximum Cost:</u>
Dr. Lisa Savoia	Meals & Incidentals = \$234 Mileage 182 @ .31 = \$56.42	\$290.42
Mr. Anthony Rapolla	Meals & Incidentals = \$170 Mileage 182 @ .31 = \$56.42	\$226.42
Mr. Cecil Bright	Meals & Incidentals = \$234 Mileage 182 @ .31 = \$56.42	\$290.42
Ms. Carol Fox	Meals & Incidentals = \$170 Mileage 182 @ .31 = \$56.42	\$226.42
Mr. Peter Henning	Meals & Incidentals = \$170 Mileage 182 @ .31 = \$56.42	\$226.42
Mrs. Kim Kutschman	Meals & Incidentals = \$170 Mileage 182 @ .31 = \$56.42	\$226.42
Mr. Al Litwak	Mileage 182 @ .31 = \$56.42	\$56.42
Mrs. Elena Malinconico	Meals & Incidentals = \$170 Mileage 182 @ .31 = \$56.42	\$226.42
Mrs. Ann Panzarelli	Meals & Incidentals = \$234 Mileage 182 @ .31 = \$56.42	\$290.42

- 9.4 Motion to approve instruction with Education Inc. for student number 6486326404 requiring hospitalization, at a rate of \$51.50 per hour for ten hours per week from September 29, 2017, through October 12, 2017.

- 9.5 Motion to approve the transfer of funds for the month of September as follows:

<u>From</u>	<u>To</u>	<u>Amount</u>
11-0000-221-320-01-00-000 Purch Prof-Educ HS	11-000-221-104-02-03-000 Summer Cur Dev CS (Adj. 33)	\$3,150.00
11-000-270-518-11-01-000 Contracted Special Joint	11-000-270-512-01-000 Contr Serv HS Extra (Adj. 34)	\$1,500.00

KEYPORT BOARD OF EDUCATION REGULAR ACTION MEETING – OCTOBER 11, 2017 AGENDA
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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:

<u>Employee Name</u>	<u>Date(s)</u>	<u>Workshop Name</u>	<u>Location/Mileage</u>	<u>Cost</u>
Cleveland, Denise	10/19-10/20/17	2017 FEA/NJPSA/NJASCD Fall Conference	Long Branch, NJ/84	\$335.79
Guttman, Lesley	10/3/17	Foundations – Level 3	Freehold, NJ/31	\$175
Thein, Lindsay	11/1, 11/30/17	Substance Abuse Prevention & Response Certification	Monroe, NJ/72	\$293

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

10.2 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>
September 2017	Central	1	0
September 2017	KHS	1	1

10.3 Motion to accept September 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	September 12th @ 9:00am
Keyport High School	Lockdown Drill	All Students & Staff	September 13th @ 1:00pm
Central School	Fire Drill	All Students & Staff	September 13th @ 10:10am
Central School	Lockdown Drill	All Students & Staff	September 21st @ 2:30pm

10.4 Motion to approve the following school trips:

KHS Drama Club	Broadhurst Theatre, NY, NY
Business Tech Dept.	Wall Street Walks NYC, NY
Guidance Trip	Universal Technical Institute, Exton, PA
Financial Literacy/Guidance Trip	Monmouth University Leon Hess Business School, West Long Branch, NJ
3rd Grade	Keyport Fire Museum, Keyport, NJ

**KEYPORT BOARD OF EDUCATION
REGULAR ACTION MEETING – OCTOBER 11, 2017
AGENDA**

- 10.5 Motion to apply for a BASF Science Education grant in the amount of \$5,000.
- 10.6 Motion to approve APEX Learning in the amount of \$600 to be funded from Title I funds.
- 10.7 Motion to approve the following teachers to work in the after school enrichment programs in the amount of \$35 per hour to be funded from ESEA.**

Title I Grades 6-8 ELA	Grace Gramaglia
Title I Grades 6-8 Math	Cynthia Deily
Title I Kindergarten	Jennifer Torchia
Title I Grade 1	Lindsay Ulrich
Title I Grade 2	Susane Leandro
Title I Grade 3	Michele Santoro
Title I Grade 4	Tamme Manganelli
Title I Grade 4	Alexis Marinos
Title I Grade 5 ELA	Casey LaSalle
Title I Grade 5 Math	Krista Bartalone
Title III KHS High School	Roxanna Harrison
Title III Grades 4-5	Mary Anne Ricca
Title III Grades 6-8	Mary Anne Ricca
Title I /Title III Substitute	Amy Rodriguez
Title I / Title III Substitute	Alyssa Buttacavole

- 10.8 Motion to approve Keyport High School as a site to administer the ACT Test on the following dates:**

October 28, 2017	December 9, 2017
February 10, 2018	June 9, 2018

11.0 Personnel

- 11.1 Motion to rescind resolution 11.33 approved at the June 7, 2017, board meeting as follows:

Book Club	Nicole Seres	\$817
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BE IT FURTHER moved to approve the following:

Book Club	Nicole Seres Jen Sproat	\$817 (split)
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**KEYPORT BOARD OF EDUCATION
REGULAR ACTION MEETING – OCTOBER 11, 2017
AGENDA**

- 11.2 Motion to amend resolution 11.22 approved at the June 7, 2017, board meeting to approve Sarah Monteiro’s request for a maternity/disability and Federal/NJ Family Medical Leave as follows:

9/29/2017 - 11/7/2017	Twenty-Eight (28) accrued sick days
11/8/2017 - 1/1/2018	FMLA/NJFLA Leave
1/2/2018	Return to work

- 11.3 Motion to approve Laura Lueddeke, Pre-K Teacher, effective October 16, 2017, at a salary of \$60,647; BA, Step 7 for the 2017- 2018 school year as per PEEA grant funds.
- 11.4 Motion to approve Katiane Drummond, Pre-K Teacher, effective **November 1, 2017**, at a salary of \$52,047; BA, Step 1 for the 2017-2018 school year as per PEEA grant funds.
- 11.5 Motion to approve Minnelly Guerrero-Ventura as a Full Time Aide effective October 16, 2017, at a salary of \$17,809 for the 2017-2018 school year as per PEEA grant funds.
- 11.6 **Motion to rescind resolution 11.8 approved at the Keyport Board of Education meeting held on September 13, 2017, to approve the resignation of Dominick Amoroso, Physical Education Teacher, effective October 23, 2017.**

BE IT FURTHER MOVED to approve the resignation of Dominick Amoroso, Physical Education Teacher, effective September 22, 2017.

- 11.7 Motion to approve the following mentors for the 2017-2018 school year:

<u>New Teacher</u>	<u>School</u>	<u>Position</u>	<u>Mentor Teacher</u>	<u>Employee Funded</u>	<u>PEEA Funded</u>
Laura Lueddeke	KCS	Pre-K Teacher	Alexa Annucci		X
Katiane Drummond	KCS	Pre-K Teacher	Alissa Francisco	X	

**KEYPORT BOARD OF EDUCATION
REGULAR ACTION MEETING – OCTOBER 11, 2017
AGENDA**

12.0 Policy

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

P7100	Long-Range Facilities Planning (M) (Revised)
R7100	Long-Range Facilities Planning (M) (Revised)
P7101	Educational Adequacy of Capital Projects (Revised)
R7101	Educational Adequacy of Capital Projects (Revised)
P 7102	Site Selection and Acquisition (Revised)
R 7102	Site Selection and Acquisition (New)
P 7130	School Closing (Revised)
P 7300	Disposition of Property (Revised)
R 7300.1	Disposition of Instructional Property (Abolished)
R 7300.2	Disposition of Land (Revised)
R 7300.3	Disposition of Personal Property (Revised)
R 7300.4	Disposition of Federal Property (Revised)

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:
- a. That it is hereby determined that it is necessary to meet in Executive Session on October 11, 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.

**KEYPORT BOARD OF EDUCATION
REGULAR ACTION MEETING – OCTOBER 11, 2017
AGENDA**

MOTION:

SECOND:

17.0 Return to Open Session (TIME:_____)

18.0 Adjournment