1.0 Opening Procedures

1.1 The meeting was called to order at 7:30 p.m. by Board President Panzarelli, in the Keyport High School Cafeteria, 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 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 (absent) Mr. McGrogan, UB Rep.*
Mr. Henning   Mrs. Panzarelli, President
Mrs. Kutschman Mr. White (absent)

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 –

3.0 President’s Remarks

- Mrs. Panzarelli, thanked the Keyport Education Foundation for the field dedication. It was wonderful to have a Saturday Night game. 1,100 tickets were sold.
• Mrs. Panzarelli would like to schedule a 6:00 p.m. meeting for the Administrative Committee on October 11th.

4.0 Communications – Dr. Savoia

4.1 Letter dated September 20, 2017 was received from Ken Krohe, Coordinator for Emergency Management requesting the donation of the Weather Bug weather station equipment formally used by the district.

5.0 Public Participation – Agenda Items

6.0 Superintendent Report

6.1 Superintendent’s Report – Dr. Savoia

• KEF – “Night Under the Lights” was a success. Tickets sales increased 400. Coach Chic and his family were very appreciative of the recognition.
• New website is scheduled to be launched next week. A survey was conducted by the Technology Department including multiple stakeholders to gain input.
• The completion of district forms via the parent portal has been received positively and parent usage has increased dramatically. The district will be soon displaying lunch balances via the portal.
• Student Recognition – A.J. Drake, Grade 3 at Central School will be recognized at the board meeting on the 11th with a certificate of kindness and a check.
• HIB incidents
• Week of Respect October 2-6, Violence & Vandalism Awareness Week is October 16-20 and Red Ribbon Week October 23 to October 27.
• Graduation Pathway 2017 Data
  o Graduates 99
  o PARCC (ELA & Math) 14
  o PARCC (ELA or Math) 50
  o EPP (portfolio appeal) in both ELA and Math-6
  o EPP Math 12
  o EPP LA 6
  o Total number passed either ELA or Math using an alternative assessment (ASBAB, PSAT, ACT, SAT, Accuplacer, etc.) 79
  o Number of students that were IEP exempt: 9
• 2017/18 Science Assessment
• PEEA Grant
• September Teachers and Student of the Month
  o Grade 9 – Madison Graham, Grade 10 – Jordan Smith, Grade 11 – Shannon Smith, Grade 12 – Ashley Mallon
  o High School Teachers: Mrs. Racioppi & Mrs. McCully
  o Central School Teachers: Mrs. Fuller & Mrs. Santoro

• Upcoming Events

7.0 Board Secretary’s Report – Mr. Rapolla

• Keyport Emergency Management Request for the WeatherBug Equipment. Hasn’t been utilized in many years. Emergency Management feels they can utilize it in some way.
• Signboard is now functional.
• I’ve distributed a list of facility projects for review between now and next week’s meeting. If you feel this list is missing a project, please email it to me so I can add it to the list. At the October 11th meeting, I will ask you to briefly rank the pertinent projects. I will tally and organize the results and share it with the board for further discussion and planning.

• Mrs. Malinconico questioned the February 14, 2018, board meeting.

  7.1 Motion to approve the following minutes:

  September 13, 2017       Workshop Minutes and closed session
  September 20, 2017       Regular 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
$TBD and supplemental bills for September 2017 in the amount of $TBD.

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:

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

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.
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:

<table>
<thead>
<tr>
<th>Employee Name</th>
<th>Date(s)</th>
<th>Workshop Name</th>
<th>Location/Mileage</th>
<th>Cost</th>
</tr>
</thead>
<tbody>
<tr>
<td>Cleveland, Denise</td>
<td>10/19-10/20/17</td>
<td>2017 FEA/NJPSA/NJASCD Fall Conference</td>
<td>Long Branch, NJ/84</td>
<td>$335.79</td>
</tr>
<tr>
<td>Guttman, Lesley</td>
<td>10/3/17</td>
<td>Fundations – Level 3</td>
<td>Freehold, NJ/31</td>
<td>$175</td>
</tr>
</tbody>
</table>

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

10.2 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>September 2017</td>
<td>Central</td>
<td>1</td>
<td>0</td>
</tr>
<tr>
<td>September 2017</td>
<td>KHS</td>
<td>1</td>
<td>1</td>
</tr>
</tbody>
</table>

10.3 Motion to accept September 2017 Security Drill 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>Fire Drill</td>
<td>All Students &amp; Staff</td>
<td>September 12th @ 9:00am</td>
</tr>
<tr>
<td>Keyport High School</td>
<td>Lockdown Drill</td>
<td>All Students &amp; Staff</td>
<td>September 13th @ 1:00pm</td>
</tr>
<tr>
<td>Central School</td>
<td>Fire Drill</td>
<td>All Students &amp; Staff</td>
<td>September 13th @ 10:10am</td>
</tr>
<tr>
<td>Central School</td>
<td>Lockdown Drill</td>
<td>All Students &amp; Staff</td>
<td>September 21st @ 2:30pm</td>
</tr>
</tbody>
</table>

10.4 Motion to approve the following school trips:

| KHS Drama Club | Broadhurst Theatre, NY, NY |

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.

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 |

BE IT FURTHER moved to approve the following:

<table>
<thead>
<tr>
<th>Book Club</th>
<th>Nicole Seres</th>
<th>$817</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>Jen Sproat</td>
<td>(split)</td>
</tr>
</tbody>
</table>

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:

<table>
<thead>
<tr>
<th>Date</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>9/29/2017 - 11/7/2017</td>
<td>Twenty-Eight (28) accrued sick days</td>
</tr>
<tr>
<td>11/8/2017 - 1/1/2018</td>
<td>FMLA/NJFLA Leave</td>
</tr>
<tr>
<td>1/2/2018</td>
<td>Return to work</td>
</tr>
</tbody>
</table>

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 October 16, 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.

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)
KEYPORT BOARD OF EDUCATION
WORKSHOP ACTION MEETING – OCTOBER 4, 2017
MINUTES

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

Peter Henning will be attending Legislative Meetings for NJSBA.

14.0 New Business

- Mr. Litwak would like to encourage administration to look at how the metric system is taught.
- Kim Kutschman asked if we can look into the usage of Pop Warner football and how much electricity is being used.
- Mr. Henning stated that some people in town are upset that there is a nurse practitioner in the district.

15.0 Public Participation

- Joanne Stahle, 314 Main Street, stated the parent group feels energized and wants to get involved.

16.0 Adjournment to Executive Session (TIME: 8:04 p.m.)

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 4, 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: Ms. Evelyn King-Cote            SECOND: Mr. Henning
17.0 Return to Open Session (TIME: 8:24 p.m.)

18.0 Adjournment

18.1 Upon motion by Mr. Henning, seconded by Mrs. King-Cote, the meeting was adjourned at 8:24 p.m.

Respectfully Submitted,

Anthony Rapolla
Board Secretary/Business Administrator

AR:bi