KEYPORT BOARD OF EDUCATION
WORKSHOP ACTION MEETING – OCTOBER 9, 2019
AGENDA

2019-2021 DISTRICT GOALS (2-YEAR GOALS)

1. To improve academic achievement in Mathematics for all learners and to improve responsive teaching and classroom data driven decision making.
2. To improve academic achievement in English Language Arts for all learners and to solidify a comprehensive, responsive literacy approach at all grade levels.
3. To establish a district wide infrastructure that supports and strengthens the social emotional capacities of our students and improves school culture and climate in Keyport Public Schools.

Learners Today...Leaders Tomorrow

1.0 Opening Procedures

1.1 Call to Order

1.2 Flag Salute

1.3 Moment of Silence: Bob Zampelle, former Keyport High School Principal

1.4 Opening Statement

“Public notice of this meeting has been advertised in the Asbury Park Press on January 9, 2019, as approved at the reorganization meeting of the Board of Education held on January 2, 2019. 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 in duration.

The public participation portion of the meeting is open to citizens of Keyport for the purpose of addressing agenda and non-agenda items. Issues raised by members of the public might require review and investigation and may or may not be responded to by the Board or Superintendent during the meeting. All comments will be considered and a response will be forthcoming if and when appropriate.

The Board asks that members of the public be courteous and mindful of the rights of individuals when speaking. Specifically, comments regarding students and employees of the Board are discouraged and will not be
responded to by the Board. Students and staff have specific legal rights afforded by the laws of New Jersey. The Board bears no responsibility nor will it be liable for any comments made by any member of the public.

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

Mrs. Abrahamsen  Mr. McGrogan, UB Rep.*
Mr. Bright, President  Mr. Moroney
Mr. Hausmann, Vice President  Mrs. Panzarelli
Mrs. Kutschman  Mr. Stahley
Ms. Malinconico  Mr. White

Student Council Representative: Ayana Fuller

*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 Presentation – 2018-2019 Data Presentation

3.0 President’s Remarks

4.0 Communications – Dr. Savoia

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 11, 2019  Workshop Minutes
   September 18, 2019  Regular Minutes and closed session

7.2 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 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.

8.0 Buildings & Grounds – Mr. Rapolla

8.1 Facilities Update

8.2 Use of Facilities

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, 2019, 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 2019 in the amount of $TBD and supplemental bills for October 2019 in the amount of $TBD.
9.3 Motion to approve the following out of district tuition for the 2019-2020 school year:

| Coastal | Student 5524415249 (paid by UB) | $51,159 |

9.4 Motion to accept the 2019-2020 ESEA Grant for the following amounts:

- Title I-A: $351,330
- Title I Reallocated: $13,702
- Title II: $31,401
- Title III: $12,993

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

<table>
<thead>
<tr>
<th>From</th>
<th>To</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>20-231-100-101-02-00 TI Sal KCS 1920</td>
<td>20-231-100-600-02-00 TI Supplies KCS 1920 (Adj. 21)</td>
<td>$100.00</td>
</tr>
<tr>
<td>30-000-401-390-11-06 Referendum Contingency</td>
<td>30-000-510-836-00-00 Interest on Note (Adj. 22)</td>
<td>$9,722.22</td>
</tr>
<tr>
<td>13-422-100-101-02-00 Salaries of Teach-CS</td>
<td>13-422-100-106-02-00 Other Sal-Inst-CS (Adj. 26)</td>
<td>$531.43</td>
</tr>
<tr>
<td>20-218-100-101-02-19 PS Salaries of Teachers</td>
<td>20-218-100-106-02-00 PS Aides Salaries 1920 (Adj. 27)</td>
<td>$10,796.00</td>
</tr>
<tr>
<td>11-000-291-270-11-00 Employee Insurance</td>
<td>11-000-100-566-02-00 Tuition Priv. Sch.CS (Adj. 28)</td>
<td>$192,863.00</td>
</tr>
<tr>
<td>20-232-200-500-02-02 Other Purch Serv</td>
<td>20-232-100-600-02-02 Reallocated Sup 1819 (Adj. 31)</td>
<td>$863.00</td>
</tr>
<tr>
<td>13-422-100-320-02-00 Sum Purchased Prof-CS</td>
<td>11-000-252-100-11-00 Sal. Supervisor of Tech (Adj. 35)</td>
<td>$4,000.00</td>
</tr>
<tr>
<td>11-000-219-105-01-00 Secretary Salary</td>
<td>11-000-240-105-02-01 Cent Sch V. Prin Sec Sal (Adj. 36)</td>
<td>$5,100.00</td>
</tr>
<tr>
<td>11-000-219-105-02-00 Sal Secretary</td>
<td>11-000-240-105-02-00 Cent Sch Prin Secr Sal (Adj. 37)</td>
<td>$1,950.00</td>
</tr>
</tbody>
</table>
9.6 Motion to approve Professional Education Services, Inc., to provide ten
hours of educational instruction services per week to students in an out-of-
school setting for the 2019-2020 school year. At a cost of $51.50 per hour
of instruction.

9.7 Motion to approve an education services agreement between Keyport
Board of Education and Educere, LLC, to provide virtual education
programs and courses for students on a per student per program basis for
the 2019-2020 school year. To be paid from general fund.

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>DosSantos, Stephani</td>
<td>11/12/19</td>
<td>Design Thinking for STEM Educators (K-12)</td>
<td>Jersey City, NJ/65</td>
<td>$151</td>
</tr>
<tr>
<td>Iannotta, Emily</td>
<td>1/29/20</td>
<td>Center for Literacy Development Annual Series 19/20</td>
<td>Piscataway, NJ/46</td>
<td>$170</td>
</tr>
<tr>
<td>Slattery, Tiffani</td>
<td>2/20-2/21/20</td>
<td>2020 NJMEA State Conference</td>
<td>Atlantic City, NJ/183</td>
<td>$227</td>
</tr>
<tr>
<td>Taylor, Ashley</td>
<td>10/22 &amp; 10/23/19</td>
<td>NJ Science Convention</td>
<td>Princeton, NJ/136</td>
<td>$391</td>
</tr>
</tbody>
</table>

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

10.2 Motion to accept September 2019 Security Drills 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>Shelter in Place</td>
<td>All Students &amp; Staff</td>
<td>September 9 @ 11:00 a.m.</td>
</tr>
<tr>
<td>Keyport High School</td>
<td>Fire Drill</td>
<td>All Students &amp; Staff</td>
<td>September 11 @ 11:30 a.m.</td>
</tr>
</tbody>
</table>
Central School  |  Shelter in Place  |  All Students & Staff  |  September 18 @ 9:00 a.m.  
Central School  |  Fire Drill  |  All Students & Staff  |  September 24 @ 10:30 a.m.

10.3 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 2019</td>
<td>Central</td>
<td>2</td>
<td>0</td>
</tr>
<tr>
<td>September 2019</td>
<td>KHS</td>
<td>1</td>
<td>0</td>
</tr>
</tbody>
</table>

10.4 Motion to approve the Cooperative Sports Agreement for the 2019-2020 school year, between Keyport Public Schools and Union Beach, Memorial School for Middle School Wrestling.

10.5 Motion to accept the following curriculum documents:

<table>
<thead>
<tr>
<th>Subject</th>
<th>Grade Levels</th>
<th>New / Revised</th>
</tr>
</thead>
<tbody>
<tr>
<td>STEAM</td>
<td>Grade 1</td>
<td>New</td>
</tr>
<tr>
<td>STEAM</td>
<td>Grade 2</td>
<td>New</td>
</tr>
<tr>
<td>STEAM</td>
<td>Grade 3</td>
<td>New</td>
</tr>
<tr>
<td>STEAM</td>
<td>Grade 4</td>
<td>New</td>
</tr>
<tr>
<td>STEAM</td>
<td>Grade 5</td>
<td>New</td>
</tr>
<tr>
<td>Financial Literacy</td>
<td>Grades 6-8</td>
<td>New</td>
</tr>
<tr>
<td>Health</td>
<td>Grades K-5</td>
<td>New</td>
</tr>
<tr>
<td>Reading</td>
<td>Grade 1</td>
<td>New</td>
</tr>
</tbody>
</table>

10.6 Motion to approve the following class trips:

| 3rd Grade          | Keyport Fire Museum |

10.7 Motion to approve the following class trips for the 2019-2020 school year:

<table>
<thead>
<tr>
<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>KHS Drama Club</td>
<td>Beetlejuice-Broadway, NYC, NY</td>
</tr>
<tr>
<td>8th Grade Class</td>
<td>Airport Plaza Bowling Alley, Hazlet, NJ</td>
</tr>
</tbody>
</table>
10.8 Motion to approve the following to teach enrichment programs at Keyport Central School or Keyport High School at a rate of $35 per hour to be paid from Title I Funds:

<table>
<thead>
<tr>
<th>Teacher</th>
<th>Program</th>
<th>Grant</th>
</tr>
</thead>
<tbody>
<tr>
<td>MaryAnne Ricca</td>
<td>After School ELA Enrichment / CS</td>
<td>Title I</td>
</tr>
<tr>
<td>Lindsay Vincent</td>
<td>After School ELA Enrichment / CS</td>
<td>Title I</td>
</tr>
<tr>
<td>Melanie Stroud</td>
<td>After School ELA Enrichment / CS</td>
<td>Title I</td>
</tr>
<tr>
<td>Susanne Leandro</td>
<td>After School ELA Enrichment / CS</td>
<td>Title I</td>
</tr>
<tr>
<td>Lindsay Vincent</td>
<td>After School STEAM Enrichment (CS 3-5)</td>
<td>Title I Reallocated</td>
</tr>
<tr>
<td>Stephen Slater</td>
<td>After School STEAM Enrichment (CS 6-8)</td>
<td>Title I Reallocated</td>
</tr>
<tr>
<td>Emily Rollman</td>
<td>After School Math / STEAM Enrichment / CS 9-12</td>
<td>Title I</td>
</tr>
</tbody>
</table>

10.9 Motion to approve the following teachers to facilitate (3) ESL parent involvement / advisory events at a rate of $35 per hour, not to exceed $70 per event, and $210 in total to be paid from Title III funds:

Wilbett Anshelewitz  Nicole Gries  Alyssa Buttacavole
Lauren Marsh         Cynthia Dinardi  Jillian Kreutzer

10.10 Motion to approve the following SCiP Committees:

KCS SCiP:
Amanda Andrews
Ilene Clayman
Grace Gramaglia
Tamme Manganelli
Laura Godlesky
Elijah Pereira

KHS SCiP:
Roxana Harrison
Stephanie DosSantos
Laura Godlesky
Michael Waters
10.11 Motion to approve the following staff members as a Substitute Breakfast & Gym Monitor at $20.00 per hour for the 2019-2020 school year.

   Angela Pento           Casey LaSalle

10.12 Motion to approve Kelly Stahl, Thomas Edison University, to conduct her 12-week, 60 hour Practicum for her RN to BSN program beginning October 14th, 2019 at Keyport High School.

10.13 Motion to approve a bilingual social, psychological and speech and language evaluation conducted by MOESC not to exceed $1,512.

11.0 Personnel

11.1 Motion to approve Elizabeth Powers, Fairleigh Dickinson University, to conduct her 10-day Field Experience beginning in January 2020 at Keyport Central School.

11.2 Motion to approve Alissa Devlin’s request for a maternity/disability leave and Federal/NJ Family Medical Leave as follows:

   2/5/2020 - 3/18/2020    (30) Sick Days
   3/19/2020 - 6/30/2020    FMLA/NJFLA
   9/1/2020                  Return to work

11.3 Motion to approve Ashley Taylor’s request for a maternity/disability leave and Federal/NJ Family Medical Leave as follows:

   2/5/2020 - 2/18/2020    (10) Sick Days
   2/19/2020 - 5/31/2020    FMLA/NJFLA
   6/1/2020                  Return to work

11.4 Motion to approve the following Winter Athletic Coaching for the 2019-2020 school year:

<table>
<thead>
<tr>
<th>Name</th>
<th>Position</th>
<th>Stipend</th>
</tr>
</thead>
<tbody>
<tr>
<td>Phil Recco</td>
<td>HS Head Boys Basketball</td>
<td>$9,195</td>
</tr>
<tr>
<td>Shaun Lyons</td>
<td>HS Assistant Boys Basketball</td>
<td>$6,749</td>
</tr>
<tr>
<td>Deboney Braithwaite</td>
<td>HS Head Girls Basketball</td>
<td>$9,195</td>
</tr>
<tr>
<td>Staci Minuskin</td>
<td>HS Assistant Girls Basketball</td>
<td>$6,749</td>
</tr>
<tr>
<td>Al Smith</td>
<td>HS Head Wrestling</td>
<td>$8,538</td>
</tr>
<tr>
<td>TBD</td>
<td>HS Assistant Wrestling</td>
<td>$6,306</td>
</tr>
<tr>
<td>James Wesley</td>
<td>HS Bowling Coach</td>
<td>$6,208</td>
</tr>
<tr>
<td>Pete Miller</td>
<td>CS Boys Basketball</td>
<td>$6,306</td>
</tr>
</tbody>
</table>
11.5 Motion to approve Keirsten Cerovsky, PT Aide, at a salary of $10,491 (prorated) beginning October 2, 2019, for the 2019-2020 school year.

11.6 Motion to approve Keirsten Cerovsky as a Substitute Teacher at a Certified Teacher rate for the 2019-2020 school year.

11.7 Motion to approve the Uniform State Memorandum Agreement between Keyport Public Schools and the Keyport Police Department for the 2019-2020 school year as on file in the Superintendent’s Office.

11.8 Motion to approve Kristen Corsale’s request for a maternity/disability leave and Federal/NJ Family Medical Leave as follows:

1/21/2020 - 3/2/2020 (30) Sick Days
3/3/2020 - 6/2/2020 FMLA/NJFLA
6/3/2020 - Return to work

12.0 Policy

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

- P & R 1642 Earned Sick Leave Law (M) (New)
- P 3159 Teaching Staff Member/School District Reporting Responsibilities (M) (Revised)
- P & R 3218 Use, Possession, or Distribution of Substances (M) (Revised)
- P & R 4218 Use, Possession, or Distribution of Substances (M) (Revised)
- P 4219 Commercial Driver’s License Controlled Substance and Alcohol Use Testing (M) (Revised)
KEYPORT BOARD OF EDUCATION
WORKSHOP ACTION MEETING – OCTOBER 9, 2019
AGENDA

P 5517 School District Issued Student Identification Cards (Revised)
P & R 6112 Reimbursement of Federal and Other Grant Expenditures (M) (Revised)
P & R 7440 School District Security (M) (Revised)
P 8600 Student Transportation (M) (Revised)
P 8630 Bus Driver/Bus Aide Responsibility (M) (Revised)
R 8630 Emergency School Bus Procedures (M) (Revised)
P 8670 Transportation of Special Needs Students (M) (Revised)
P 9210 Parent Organizations (Revised)
P 9400 Media Relations (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 9, 2019, 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:

17.0 Return to Open Session (TIME:__________)

18.0 Adjournment