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 The meeting was called to order at 7:30 p.m. by Board President Bright, in the Keyport High School Cafeteria, 351 Broad Street.

1.2 Flag Salute

1.3 Moment of Silence: Victims of 9/11

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 (absent)

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

2.0 Presentations –

2.1 RYLA Student Recognition -- None

2.2 NJSBA/BOE Goals by Kathy Winecoff, NJSBA Representative

- **District Goals** - Everyone “owns” the District Goals and the CSA is responsible for their completion; the Board supplies the resources necessary for their attainment.
- **Board Goals** are set to improve process/tasks “owned” by the Board, and are evaluated in conjunction with the board self-evaluation.

Based on the board self-evaluation and the responses to the *Processing the Board Self-Evaluation Document*, the board brainstormed on areas of focus for the 2019-2020 Board Goals. Areas of Focus included:

- Training
- Strengthening relationship with Union Beach
- Board characteristics that align with student achievement
- Data – consideration of data
- Updating policies
- Governance structure – Board of the Whole versus Committees

After much discussion, the board came to agreement on the following goals for the 2019-2020 school year:
Goal 1: Review and revise, if necessary, the policy manual to ensure that both policies and regulations are up-to-date and reflective of current district practices.

*Action Plan may include:*
- Policy Wellness Check by NJSBA
- Assess the current policies to ensure they are in alignment with current district practices
- Set up a review schedule

Goal 2: Increase board training and effectiveness by developing and implementing a plan for professional development.

*Action Plan may include:*
- Attending NJSBA Workshop and Monmouth County SBA meetings and reporting on programs attended
- Create an In-District Orientation program for new board members
- Work towards becoming a Certified Board

After more discussion, the board decided to move forward with two goals for the upcoming year as this is the first time there have been formal board goals along with the development of action plans.

Next steps …

The board will need to develop Action Plans for each board goal. We have set a date of Monday, November 4, 2019, to work together to develop the Action Plans as a group.

The board goals should be formally approved and the action plans should be formally accepted at a future board of education meeting. Dates for periodic updates on progress toward achievement of these goals will need to be established.

3.0 President’s Remarks

Mr. Bright welcomed everyone back; kudos to faculty and staff for a smooth opening.

4.0 Communications – Dr. Savoia – None
5.0 Public Participation – Agenda Items – None

6.0 Superintendent Report

6.1 Superintendent’s Report – Dr. Savoia

Community
- RYLA 2019
- I am serving on the Hiring Committee at the Keyport Public Library for a Director.
- Borough Articulation-Trees, CDBG (grant for sidewalks and curbs along Broad Street) is in process, shared services in regards to flooring at Borough Hall, and crossing guards were some of the items.

KHS & Central School
- We are awaiting official confirmation, but it looks like Central and KHS will be identified as being Future Ready. This is a huge endeavor that has been able to be attained by the district. Let's keep our fingers crossed.
- We are working with Big Brothers/Big Sisters to possibly provide students that are interested in a career in the medical field, an opportunity for an authentic learning experience at Bayshore Community Hospital. This supports being Future Ready, as it allows for authentic learning experiences with mentors. This is traditionally a $10,000-$15,000 expense to the district. However, they are seeking grant funding for us. Mr. Palumbo is instrumental in this endeavor and I will keep you posted. If all goes well and Big Brothers/Big Sisters can attain grant funding for Keyport, I am working on a way to get the students transported. As per our BOE meeting, you can understand the challenge in locating a bus company and funding the cost. I will have more information by the October BOE meeting.
- We are piloting chrome books going home with the Class of 2021 Rising Stars. They are signing releases with a nominal deposit. The students will need them by the Spring semester as, they are off campus in Hazlet and will need them for coursework.
- Our KSEPAG (special education) is applying for a grant to assist with funding activities sponsored by KSEPAG with the Borough. There will be more information to follow.
- AP US History is going to be offered virtually this semester. The class was decreased to only two students. As a result, a course of approximately 30 was divided into two sections in US History 2.
- Central School is planning to offer STEAM enrichment after school program with the help of Title I funding at Central School for elementary students (3-5) and middle school (6-8).
Policy (First Reading will occur on 10/9 & Second Reading 10/16)
P 1642  Earned Sick Leave Law (M) (New)
R 1642  Earned Sick Leave Law (M) (New)
P3159  Teaching Staff Member/School District Reporting Responsibilities (M) (Revised)
P 3218  Use, Possession, or Distribution of Substances (M) (Revised)
R 3218  Use, Possession, or Distribution of Substances (M) (Revised)
P 4218  Use, Possession, or Distribution of Substances (M) (Revised)
R 4218  Use, Possession, or Distribution of Substances (M) (Revised)
P 4219  Commercial Driver’s License Controlled Substance and Alcohol Use Testing (M) (Revised)
P 5517  School District Issued Student Identification Cards – Recommended (Revised)
P 6112  Reimbursement of Federal and Other Grant Expenditures (M) (Revised)
R 6112  Reimbursement of Federal and Other Grant Expenditures (M) (Revised)
P 7440  School District Security (M) (Revised)
R 7440  School District Security (M) (Revised)
P 8600  Student Transportation (M) (Revised)
R 8600  Student Transportation (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 - Recommended - (Revised)
P 9400  Media Relations Recommended (Revised)

Upcoming Events
• 9/17/19  Central School Back to School Night
• 9/17/19  College Planning Night
• 9/18/19  J. Henry from NJSBA/BOE meeting
• 9/26/19  KEA Impasse
• 10/17/19  KHS Open House
• 10/24/19  FAFSA Night
• 10/26/19  Community Day

7.0  Board Secretary’s Report – Mr. Rapolla

I’m pleased to announce that the buildings opened on time Monday. All projects are basically completed at this point. The Central School now has crisp, new air-conditioning in most of the building.
The High School has a beautiful, new secure vestibule which includes a fire-rated transaction window for visitors to communicate with the office staff. Leading up to the outside of the vestibule is an ADA compliant ramp that enhances the character of the building. Additionally, the water-proofing of the high school was completed successfully.

The staff and students of both buildings are benefitting from newly installed secure door locks that lock from the inside. KCS also has upgraded fire alarms and electrical panels. Students will also notice new ceilings with LED lighting as well as VCT tiles in classrooms.

The lift in the KHS security vestibule still needs to be installed and should be relatively soon. Also, there are some roof top HVAC units at the Central School that have not been delivered yet. They are now projected to arrive the first week in October.

I would like to thank Dylan Borders, Pablo Guevara, Tristan Tallarico and the entire Keyport custodial and maintenance department for working many hard hours to allow our buildings to open on time. The staff worked all hours of the evening and weekends to get us open. I would also like to thank the administration and parents for their patience throughout the summer. Lastly, a special thank you to the voters of the community that allowed these advancements to happen. We greatly appreciate it.

In regards to the agenda items:
Resolution 9.3 is an out of district placement. The rate is currently being negotiated and we believe it will be adjusted more favorably for us when it is approved next week.

We recently became aware of a few unanticipated enrollments that require out-of-district placements. These anticipated tuitions are very significant. Dr. Savoia and I will be working over the next few weeks to develop a plan on what adjustments we will need to make.

**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 July 30, 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 September 2019 in the amount of $TBD and supplemental bills for September in the amount of $TBD.

9.3 Motion to approve the following out of district tuition: for the 2019-2020 school year:

| Matawan-Aberdeen Reg | Student 1989002395 | $98,036 |

9.4 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>
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<tbody>
<tr>
<td>20-231-200-600-02-00</td>
<td>20-231-200-800-02-00</td>
<td>$420.00</td>
</tr>
<tr>
<td>Sup&amp; Mat TI KCS 1920</td>
<td>Other Obj TI KCS 1920</td>
<td></td>
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<td>(Adj. 14)</td>
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9.5 Motion to approve a donation in the amount of $600 from June Butler to the cafeteria account.

9.6 Motion to confirm bid results for Student Athletic Transportation Services for the 2019-2020 school year—Bid Numbers 062519 and 073019

WHEREAS, the Keyport Board of Education (“Board”) publicly advertised for the receipt of bids (062519 and 073019) for Student Athletic Transportation Services for the 2019-20 school year and

WHEREAS, the Board received zero bid responses both times, which were both publicly opened and read on June 25, 2019, and July 30, 2019.

10.0 Curriculum

10.1 Motion to approve the submission of the 2019-2020 Statement of Assurance regarding the Use of Paraprofessional Staff.
10.2 Motion to approve an additional ten hours of curriculum writing at the current rate of $35, not to exceed $350 to the following teachers for ELA curriculum:

Casey LaSalle  Margaret Burgen  Maryanne Ricca
Michele Santoro  Candice Reggio  Tamme Manganelli

11.0 Personnel

11.1 Motion to approve the following personnel for the Keyport Extendicare Program for the 2019-2020 school year to be paid from the Enterprise Fund (0409):

<table>
<thead>
<tr>
<th>Monitors</th>
<th>Al Smith</th>
<th>Mary Ann Mack</th>
<th>$10 per session</th>
</tr>
</thead>
</table>

11.2 Motion to approve the following personnel as a substitute for the 2019-2020 school year:

| Carolynn Vea | Substitute Nurse |

12.0 Policy

13.0 Old Business

14.0 New Business

14.1 Mr. Bright said we should have discussion on cell phone policy for the school as well as contracts for athletes. Mrs. Panzarelli said we have policies in place regarding cell phones. We should support administration to enforce current policies. We have a no recording policy. A student is one and one with chrome books and therefore should not need the phone. They are a distraction to education. Students must focus on teacher and classroom.

Mr. Moroney added that studies out there show academic achievement decreases when cell phones are used and achievement increases when phones are banned. He would like to see what other districts are doing in relation to cell phones.

Mrs. Panzarelli spoke of cell phone usage last year. Several students took selfies while in class, pictures of teachers and fights in bathrooms. There are policies in place to restrict use of cell phones during the school day. Mrs. Panzarelli is not looking to lock them up and put them away for
forever. It is disheartening to see kids charging cell phones with Chromebooks purchased by the school and to see interaction on Facebook between students and parents during the day. We should give administration as much support as they need to enforce policies and say enough is enough. We do have a No Recording Policy #5516. There is no reason for students to pull out a cell phone when they have Chromebooks. It is a distraction and takes away from education. Students need to focus on classroom and teacher. Mrs. Savoia will communicate with administration.

Mr. Moroney stated there is also a school climate aspect to this as well when a teacher is constantly asking students to put the phone away. It is distracting from learning and it is an issue. Some teachers are more comfortable enforcing the policy than others and inconsistency is unfair to kids that are abiding to policy and don’t have their phone out in class. Their environment is worse due to students using phones. Perhaps, when students come into the classroom they can put phones away in calculator slots so they are away but can still see it so they don’t get stolen. It is an issue in Middle School and High School. He would to see administration look into how other schools are handling it.

Mrs. Kutschman stated some teachers have their own cell phones and are doing things also that shouldn’t be done during the classroom. She doesn’t mean for an emergency purpose.

Mr. Hausmann stated that taking cell phones away from kids on their person will not help if the phone is buzzing away. It is still a distraction.

Ms. Malinconico doesn’t think the problem is as widespread as we think. She feels this is easily fixable in school. As a Board, we don’t want to parent these kids. We want parents to parent them but we want to restrict their use of them. The ideal situation is to support administrators handing it down to teachers and having the teachers say “this isn’t the time and place and to put it away.” She feels this is easily fixable in school. Lay down the law at the beginning of the year and let students know that cell phone use will not be tolerated.

Mrs. Abrahamsen stated if the procedure is in place, this is what teachers should be doing.

Mrs. Kutschman stated some teachers were strict and enforced the policy and some were lenient about the cell phones.
Dr. Savoia stated that some teachers don’t think it is a priority in their classroom. For the ones that don’t it could be an accountability.

Mrs. Kutschman stated that it goes back to teachers wanting to be their friend.

Mr. Moroney wondered if the kids know they are not allowed. Dr. Savoia replied that the students do know.

Ms. Malinconico stated that if Dr. Savoia lets administrators know it is a priority for us, it will become a priority for them and it will roll downhill from there.

Mr. Bright stated there should be some accountability for those that don’t enforce it.

Mrs. Panzarelli stated we discussed athletic and extracurricular contracts. She thought contracts would be signed over the summer for fall sports which train and condition over the summer. Those athletes should sign prior to training. She doesn’t believe all the contracts have been signed yet. Mrs. Panzarelli goes into family i.d. to register her child and it asks if you read the policies. There is a lot of stuff in there that parents need to be made aware of. She would like to get mom, dad and/or grandma to read it also when they come to the game.

Mr. Bright’s own thought is that society and the way people feel about sports is not going to change.

Ms. Malinconico was at the Keyport game and was embarrassed to be sitting in Keyport section. She saw parents get up and yell at Metuchen kids who were cheering their team on. If parents sign on August 4 and Mr. Flynn is there, he can say “you signed and you need to go get out.”

Mr. Bright says Mr. Flynn has the right to do that at any time with or without a signed policy. He asked how can you monitor away games. Unfortunately, he doesn’t think we have a lot of say over the way parents behave.

Mrs. Panzarelli was appalled at the referee’s decision. There was favoritism towards the opposing team. There were certain things said that should not have been said. No profanity should be used. Her hope is this will change some behavior outside of school. The children represent this school. They wear the uniform and jackets and she wants the children to realize their behavior has repercussions. If they misbehave in school,
there is no reason they should be allowed to play in a game or attend a dance. Their behavior is setting an example for the other students.

Mrs. Kutschman stated that students should be punished. The top athletes should be punished when they break a rule. Top athletes get away with it because they’re going to help us win.

Mrs. Panzarelli stated top athletes set the tone for JVs. Kids are already looking into winter sports and contracts need to be signed.

15.0 Public Participation – None

16.0 Adjournment to Executive Session – None

17.0 Adjournment

17.1 Upon motion by Mrs. Panzarelli, seconded by Ms. Malinconico, the meeting was adjourned at 9:38 p.m.

Respectfully Submitted,

Anthony Rapolla
Board Attorney/Board Secretary

AR:bi