

**KEYPORT BOARD OF EDUCATION
REGULAR MEETING SEPTEMBER 17, 2014
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 sent to the Asbury Park Press and The Independent newspapers on September 11, 2014. 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	Mr. Henning, Vice Pres.
Mr. Bright	Ms. King-Cote
Ms. Burke	Mrs. Malinconico, President
Mr. Cooper	Mrs. Panzarelli
Ms. Durkin, UB Rep.*	Mr. White

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

Student Council Representative: Shayna Grandon

2.0 Presentation – None

3.0 Communications – Mrs. Savoia

4.0 Public Participation – Agenda Items

5.0 Superintendent and Other Reports

- 5.1. Superintendent’s Report – Mrs. Savoia
- 5.2. Student Council Representative Report

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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. McManus

- 7.1. Motion to approve the following minutes:

August 13, 2014	Workshop & Closed Session
August 20, 2014	Regular Meeting & Closed Session
September 2, 2014	Special Meeting & Closed Session

8.0 Buildings & Grounds – Mr. McManus

- 8.1 Facilities Update
- 8.2 Use of Facilities

9.0 Finance

- 9.1 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 July 31, 2014, no budgetary line item account has been overexpended in violation of N.J.A.C. 6:23 – 2.12.
- 9.2 Motion to approve the Report of the Secretary to the Board of Education (A-148) and Cash Reports (A-149) for the month of July which is in agreement.
- 9.3 Motion to approve bills for the month of September 2014 in the amount of \$1,007,629.11 and supplemental bills for August 2014 in the amount of \$87,481.88 and September 2014 in the amount of \$77,058.99.
- 9.4 Motion to approve the transfer of funds (attachment).
- 9.5 Motion to approve a donation in the amount of \$10,500 from the KCS PTO to be used towards KCS class trips.

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- 9.6 Motion to approve the cost of the educational portion of a residentially placed student, # 202302373 at Bancroft, for \$50,727.
- 9.7 Motion to approve the Monumental Life Insurance Company as provider of Student Accident Insurance effective August 1, 2014, through July 31, 2015, at a rate of \$36,406.
- 9.8 Motion that the Board approve the withdrawal of \$186,061 from Maintenance Reserve for the 2014-2015 school year into the following Maintenance Accounts in accordance with the district Comprehensive Maintenance Plan:

11-000-263-610-11	Care of Grounds-Athletic Field Rehabilitation	\$186,061
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- 9.9 Motion to approve the IDEA Final Report and Carryover from the 2013-2014 school year for use in the 2014-2015 school year in the amounts below:
 - IDEA Basic \$ TBD
 - IDEA Preschool \$ TBD

- 9.10 Motion to approve the following out of district tuitions for the 2014-2015 school year:

Rancocas Valley HS	Student 6675265610	\$13,714
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- 10.1 **Motion to approve the cost of airfare in the amount of \$250 for Mr. Edward McManus to attend ASBO annual meeting in Kissimmee, Florida . Attendance, hotel, taxi and meals were previously approved at the June 25, 2014, board meeting, motion 10.31, in the amount of \$1,250) The total trip cost to be approved is \$1,500.**
- 9.11 **Motion to approve an agreement between Keyport School District and Liberty Healthcare Services to provide staffing for nursing services to the Keyport School District for the 2014–2015 school year at the rate of \$250 per day.**
- 9.12 **Motion to approve the following expenses for the Superintendent, Business Administrator and Board Members to attend the NJSBA Workshop in Atlantic City on October 28-30, 2014. Lodging to be at a convention affiliated hotel at a rate of \$94 per night/per person. Attendance at the workshop was approved on June 25, 2014, (Item 10.30). Participant reimbursement for expenses up the following amounts:**

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<u>Participant:</u>	<u>Cost per Participant:</u>	<u>Maximum Cost:</u>
Mrs. Lisa Savoia	Meals & Incidentals = \$170 Mileage 182 @ .31 = \$56.42	\$226.42
Mr. Edward McManus	Meals & Incidentals = \$170 Mileage 182 @ .31 = \$56.42	\$226.42
Mr. Joseph Biagianti	Meals & Incidentals = \$170 Mileage 182 @ .31 = \$56.42	\$226.42
Mr. Peter Henning	Meals & Incidentals = \$170 Mileage 182 @ .31 = \$56.42	\$226.42
Ms. Evelyn King-Cote	Meals & Incidentals = \$170 Mileage 182 @ .31 = \$56.42	\$226.42
Mrs. Elena Malinconico	Meals & Incidentals = \$170 Mileage 182 @ .31 = \$56.42	\$226.42
Mr. Courtney White	Meals & Incidentals = \$170 Mileage 182 @ .31 = \$56.42	\$226.42

10.0 Curriculum

- 10.1 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 July 31, 2014, no budgetary line item account has been overexpended in violation of N.J.A.C. 6:23 – 2.12.

Employee Name	Date(s)	Workshop Name	Location/Mileage	Cost
Andrews, Amanda	12/5/14	Train the Trainer Gr 6-8	Monroe Twp., NJ/59	\$217
Finch, Kimberly	10/25/14	Assessment for ELLS	Galloway, NJ/155	\$114
Gramaglia, Grace	10/9/14	Train the Trainer Gr 6-8	Monroe Twp., NJ/59	\$217
Khachaturian, Marisa	10/6-10/7/14	AENJ Yearly Conference & Hands on Education Wkshp	Long Branch, NJ/40	\$158
Lloyd, Lauren	12/5/14	Train the Trainer Gr 3-5	Monroe Twp., NJ/59	\$217
Santoro, Michele	10/9/14	Train the Trainer Gr 3-5	Monroe Twp., NJ/59	\$217
Stazzone, Jackie	10/26-10/27/14	Taking Charge of Your Destiny	Long Branch, NJ/42	\$148

- 10.2 Motion to approve the July 2014 Security Drill Reports as follows:

SCHOOL NAME	DRILL TYPE	OCCUPANTS INVOLVED	DATE & TIME
Keyport High School	Bomb Threat	All staff & students	7/17/14 1:00 p.m.
Keyport High School	Fire Drill	All staff & students	7/22/14 11:45 a.m.
Keyport Central School	Fire Drill	All staff & students	7/14/14 9:00 a.m.
Keyport Central School	Lockdown Drill	All staff & students	7/15/14 9:30 a.m.

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10.3 Motion to approve the Guidance Department Community Resource Lab to operate every other Thursday evening from October 2, 2014 to June 4, 2015.

10.4 Motion to approve the following Title I After-School Programs to run October 6, 2014, through May 21, 2015, at the rate of \$35 per hour, to be funded from NCLB Title I and III:

K/1 Enrichment - Tuesdays	6th-8th Math - Thursdays
2nd Grade - Tuesdays and Thursdays	ACHIEVE 3000 - Wednesdays
3rd Grade - Tuesdays and Thursdays	ESL K-3rd - Tuesdays
4th/5th ELA - Tuesdays	ESL 4th-8th - Tuesdays and Thursdays
4th/5th Math - Thursdays	KHS ACHIEVE 3000 - Mondays
6th-8th ELA - Tuesdays	

10.5 Motion to approve the following members of the 2014-2015 District Evaluation Advisory Committee “DEAC” Committee:

<u>Position</u>	<u>Name</u>
Superintendent	Lisa Savoia
Central Office Administrator	Melissa Jones
Board of Education Member	Elena Malinconico
Central School Principal	Anthony Rapolla
Keyport High School Principal	Michael Waters
Administrator Conducting Evaluations	Denise Cleveland
Union Representative	Andrew Lois
High School Teacher	Ann Murray
Middle School Teacher	Grace Gramaglia
Early Childhood Education Teacher	Alexa Annucci
Data Coordinator	Robin Gallo

10.6 Motion to approve the following members of the 2014-2015 SciP Team:

Ilene Clayman	Jim Rasmussen
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10.7 Motion to approve the New Jersey QSAC Statement of Assurance (SOA) for the 2014-2015 school year for the Keyport School District.

10.8 **Motion to approve the review of findings and submission of a corrective action plan resulting from an audit of ESEA and IDEA during the period of 7/1/12 to 11/22/13.**

10.9 **Motion to approve the following class trips for the 2014-2015 school year:**

HS -Teen Summit	Centra State, Freehold, NJ - Lifeline Students
8th Grade	Poetry Slam – Lincoln Center & Nuyurican Café G&T

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7th Grade	Music & Movies Convocation – Middletown Arts Center G&T
6th Grade	Space @ Middletown Arts Center & Ocean Township G&T
5th Grade	Fine Arts – Middletown Arts Center & Newark Art Museum G&T
4th Grade	Building-Middletown Arts Center & Storming Robots G&T
3rd Grade	Service Animals – Chariot Riders & Monmouth Park G&T
2nd Grade	TBD
1st Grade	TBD
Kindergarten	TBD
PreK	TBD

11.0 Personnel

- 11.1 Motion to approve Larry Peterson as HS Hall Monitor for the 2014-2015 school year at a salary of \$19,143.
- 11.2 Motion to approve the following candidate as a substitute teacher for the 2014-2015 school year at the prevailing rate of pay:

Group II

Catherine Przybylski* 60+ credits

*pending completion of paperwork

- 11.3 Motion to rescind action taken at the September 10, 2014, meeting (Resolution 11.6) to approve the following teacher to serve as mentor teacher for the 2014-2015 school year. Stipend: \$550. The novice teacher will be responsible for paying the mentor stipend.

<u>New Teacher</u>	<u>School</u>	<u>Position</u>	<u>Mentor Teacher</u>
Matthew Masiello		Speech Language Specialist	Carol Dec

BE IT FURTHER MOVED to appoint the following teachers to serve as mentor teachers for the 2014-2015 school year. The novice teacher will be responsible for paying the mentor stipend.

<u>New Teacher</u>	<u>School</u>	<u>Position</u>	<u>Mentor Teacher</u>	<u>Stipend</u>
Jennifer Yeung	CS	Technology Teacher	Amanda Andrews	\$550
Matthew Masiello		Speech Language Specialist	Carol Dec	n/a

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- 11.4 **Motion to adjust contract and salary for James Rasmussen, HS History Teacher, from BA+30 Step 5 at a salary of \$57,382 to MA Step 5 at a salary of \$59,238 for the 2014-2015 school year.**

12.0 Policy

- 12.1 Motion to approve the Uniform State Memorandum of Agreement between the Keyport Public Schools and the Keyport Police Department for the 2014-2015 school year as on file in the Superintendent's Office.

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 September 17, 2014, 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:

SECOND:

17.0 Return to Open Session (TIME:_____)

18.0 Adjournment