1.0 Opening Procedures

1.1 The meeting was called to order at 7:30 p.m. by Board President Malinconico, in the Keyport High School Conference Room 108, 351 Broad Street.

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 (absent)  
Mr. Henning, Vice Pres.  
Mr. Bright (arrived at 6:32PM)  
Ms. King-Cote (absent)  
Ms. Burke  
Mrs. Malinconico, President  
Mr. Cooper  
Mrs. Panzarelli (absent)  
Ms. Durkin, UB Rep.* (left at 6:50PM - did not vote)  
Mr. White

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

2.0 Presentation – None

3.0 Communications – Mrs. Savoia

4.0 Public Participation – Agenda Items

There was no Visitors Business at this time.

5.0 Superintendent and Other Reports

5.1 Superintendent’s Report – Mrs. Savoia
Mrs. Savoia discussed the following topics:
- The upcoming Community Day is scheduled for October 11, 2014.
- The district has received 501c attainment for the Foundation Account
- Security Drills have been done
- Cross walks have not been painted
- The district is looking into the use of the playground, usage and cost of a gate
- The district will be pursuing whether the new playground is subject to municipal ordinances

5.2. Student Council Representative Report-Shayna Grandon,

Student Council Representative to the Board was introduced by Faculty Advisor, Mr. Keelen and Ms. Grandon stated that her goal is that the Student Council has an open line of support to the Board of Education. She said she is looking forward to getting involved in different events. She stated that the Keyport 5K is this weekend.

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

Mr. McManus covered three topics:

1) He stated the audit is scheduled to start by September 29th at the latest
2) He stated that the cafeteria collection adjustment request for the 2013-2014 school year will be less than last year but the ultimate goal is to reduce the adjustment number below $1,000 for the 2014-2015 school
year. An overriding issue is the applications for free and reduced lunches, which is up so far this year.

3) He stated that at the end of the last Board Meeting, there was constructive discussion on the use of facility policy. The district has made and will continue to make a significant investment in buildings & grounds. He stated he saw the need to review the policy for use of grounds. Superintendent Savoia and Board President Mrs. Malinconico agreed. Given that the October 15th meeting should be taken up by student test scores and presentations from RYLA students, Board President Malinconico recommended the discussion on facility use and maintenance be addressed at the October 22, 2014, Board Meeting.

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 deposited in the Keyport Student Activity Account for the purpose of supporting KCS class trips.

9.6 Motion to approve the cost of the educational portion of a residentially placed student, # 202302373 at Bancroft, for $50,728.

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 |

9.9 Motion to approve the NCLB Final Report and Carryover from the 2013-2014 school year for use in the 2014-2015 school year in the amounts below:

- Title I $29,716
- Title II $193
- Title III $7,694

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

| Rancocas Valley HS | Student 6675265610 | $13,714 |

9.11 Motion to approve the cost of airfare in the amount of $243 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.

9.12 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.

9.13 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:

<table>
<thead>
<tr>
<th>Participant:</th>
<th>Cost per Participant:</th>
<th>Maximum Cost:</th>
</tr>
</thead>
<tbody>
<tr>
<td>Mrs. Lisa Savoia</td>
<td>Meals &amp; Incidentals = $170, Mileage 182 @ .31 = $56.42</td>
<td>$226.42</td>
</tr>
<tr>
<td>Mr. Edward McManus</td>
<td>Meals &amp; Incidentals = $170, Mileage 182 @ .31 = $56.42</td>
<td>$226.42</td>
</tr>
<tr>
<td>Mr. Joseph Biagianti</td>
<td>Meals &amp; Incidentals = $170, Mileage 182 @ .31 = $56.42</td>
<td>$226.42</td>
</tr>
<tr>
<td>Mr. Peter Henning</td>
<td>Meals &amp; Incidentals = $170, Mileage 182 @ .31 = $56.42</td>
<td>$226.42</td>
</tr>
</tbody>
</table>
Ministers

A motion was made to move items 7.1 through 9.13 by Mr. White and seconded by Mr. Henning and carried by a unanimous roll call vote of 6-0.

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.

<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>Andrews, Amanda</td>
<td>12/5/14</td>
<td>Train the Trainer Gr 6-8</td>
<td>Monroe Twp., NJ/59</td>
<td>$217</td>
</tr>
<tr>
<td>Finch, Kimberly</td>
<td>10/25/14</td>
<td>Assessment for ELLS</td>
<td>Galloway, NJ/155</td>
<td>$114</td>
</tr>
<tr>
<td>Gramaglia, Grace</td>
<td>10/9/14</td>
<td>Train the Trainer Gr 6-8</td>
<td>Monroe Twp., NJ/59</td>
<td>$217</td>
</tr>
<tr>
<td>Khachaturian, Marisa</td>
<td>10/6-10/7/14</td>
<td>AENJ Yearly Conference &amp; Hands on Education Wkshp</td>
<td>Long Branch, NJ/40</td>
<td>$158</td>
</tr>
<tr>
<td>Lloyd, Lauren</td>
<td>12/5/14</td>
<td>Train the Trainer Gr 3-5</td>
<td>Monroe Twp., NJ/59</td>
<td>$217</td>
</tr>
<tr>
<td>Murray, Ann</td>
<td>12/5/14</td>
<td>Train the Trainer HS</td>
<td>Monroe Twp., NJ/59</td>
<td>$217</td>
</tr>
<tr>
<td>Santoro, Michele</td>
<td>10/9/14</td>
<td>Train the Trainer Gr 3-5</td>
<td>Monroe Twp., NJ/59</td>
<td>$217</td>
</tr>
<tr>
<td>Stazzzone, Jackie</td>
<td>10/26-10/27/14</td>
<td>Taking Charge of Your Destiny</td>
<td>Long Branch, NJ/42</td>
<td>$148</td>
</tr>
</tbody>
</table>

10.2 Motion to approve the July 2014 Security Drill Reports 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>Bomb Threat</td>
<td>All staff &amp; students</td>
<td>7/17/14 1:00 p.m.</td>
</tr>
<tr>
<td>Keyport High School</td>
<td>Fire Drill</td>
<td>All staff &amp; students</td>
<td>7/22/14 11:45 a.m.</td>
</tr>
<tr>
<td>Keyport Central School</td>
<td>Fire Drill</td>
<td>All staff &amp; students</td>
<td>7/14/14 9:00 a.m.</td>
</tr>
<tr>
<td>Keyport Central School</td>
<td>Lockdown Drill</td>
<td>All staff &amp; students</td>
<td>7/15/14 9:30 a.m.</td>
</tr>
</tbody>
</table>
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, from 6 p.m. to 8 p.m.

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

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

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

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

- Ilene Clayman
- Jim Rasmussen

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
- **Key Club**: Six Flags
- **KHS Science**: Georgian Court University
- **KHS Environmental Science Class**: Meadowlands Environmental Center
- **8th Grade**: Poetry Slam – Lincoln Center & Nuyurican Café G&T
- **8th Grade**: PAC Englewood, NJ/Chamber Theatre Production
- **8th Grade Safety Patrol/Builders’ Club**: Great Adventure
- **7th Grade**: Music & Movies Convocation – Middletown Arts Center G&T
- **6th Grade G&T**: Space @ Middletown Arts Center & Ocean Township
- **5th Grade**: Fine Arts – Middletown Arts Center & Newark Art Museum G&T
- **4th Grade**: Building-Middletown Arts Center & Storming Robots G&T
- **3rd Grade G&T**: Service Animals – Chariot Riders & Monmouth Park
- **2nd Grade**: TBD
- **1st Grade**: TBD
- **Kindergarten**: TBD
- **PreK**: TBD

10.10 Motion to approve the following Professional Development and travel related items for Edward McManus - 5 Training Session at NJASBO @ $225, monthly MCASBO meetings and quarterly NJSBAIG meetings.

A motion was made to move item 10.1 through 10.10 by Mr. Henning and seconded by Mr. Cooper and carried by a unanimous roll call vote of 6-0.
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.

<table>
<thead>
<tr>
<th>New Teacher</th>
<th>School</th>
<th>Position</th>
<th>Mentor Teacher</th>
</tr>
</thead>
<tbody>
<tr>
<td>Matthew Masiello</td>
<td></td>
<td>Speech Language Specialist</td>
<td>Carol Dec</td>
</tr>
</tbody>
</table>

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.

<table>
<thead>
<tr>
<th>New Teacher</th>
<th>School</th>
<th>Position</th>
<th>Mentor Teacher</th>
<th>Stipend</th>
</tr>
</thead>
<tbody>
<tr>
<td>Jennifer Yeung</td>
<td>CS</td>
<td>Technology Teacher</td>
<td>Amanda Andrews</td>
<td>$550</td>
</tr>
<tr>
<td>Matthew Masiello</td>
<td></td>
<td>Speech Language Specialist</td>
<td>Carol Dec</td>
<td>n/a</td>
</tr>
</tbody>
</table>

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.

11.5 Motion to approve the following teacher to serve as mentor teacher for the 2014-2015 school year. Stipend: $550 to be paid out of Title IIA funds.

<table>
<thead>
<tr>
<th>New Teacher</th>
<th>School</th>
<th>Position</th>
<th>Mentor Teacher</th>
</tr>
</thead>
<tbody>
<tr>
<td>Candace Reggio</td>
<td>CS</td>
<td>2nd Grade</td>
<td>Lauren Stone</td>
</tr>
</tbody>
</table>

11.6 Motion to approve the Fall 2014 Athletic per diem positions:
11.7 Motion to approve Dawn Racioppi as the Community Resource Lab Staff Member from October 2, 2014, through June 4, 2015, at a rate of $35.00 per hour (not to exceed $1,330).

A motion was made to move items 11.1 through 11.7 by Mr. Henning and seconded by Mr. White and carried by a unanimous roll call vote of 6-0.

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.

A motion to move item 12.1 was made by Mr. Henning and seconded by Mr. Bright and carried by a unanimous roll call vote of 6-0.

13.0 Old Business-

Mrs. Malinconico brought up a cafeteria item regarding two different menus being presented to students and their posting on the web site. Mr. McManus clarified this issue by stating that there is a special menu for pre-k students which happened to be for chicken nuggets and that the regular menu was for a chicken club sandwich.

At this time Board Member Mr. Henning emphasized that the most important aspect of providing lunch is to support the academic achievement of the students.
14.0 New Business-

At this time Board Member Mr. White brought up his concern about a respiratory virus that is spreading in various states throughout the USA and was wondering whether the school nurses have been aware of his concerns. Board Member Mr. Bright brought up the issue of assuring that there are hand sanitizers available to students.

15.0 Public Participation-

Mr. Ed McNamara, Maple Lane had the following inquiries:

- are both libraries staffed at the Central School and the High School
- he was interested when the free & reduced student count would become available to the public
- he requested a copy of the athletic field upgrade proposal
- he requested a copy of the presentation last week provided by Mrs. Savoia regarding staffing at Keyport Schools

16.0 Adjournment to Executive Session --

There was no Executive Session this evening.

17.0 Adjournment

17.1 Upon motion by Mr. Henning, seconded by Ms. Burke, the meeting was adjourned at 7:40 p.m.

Respectfully Submitted,

Edward F. McManus
Board Secretary/Business Administrator

EFM:bi