

**KEYPORT BOARD OF EDUCATION
REGULAR ACTION MEETING – SEPTEMBER 20, 2017
MINUTES**

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

Ms. Cote

Mrs. Fox

Mr. Henning

Mrs. Kutschman

Mr. Litwak

Mrs. Malinconico, Vice President (**absent**)

Mr. McGrogan, UB Rep.*

Mrs. Panzarelli, President

Mr. White

Student Council Representative: Emily Savicky

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

1.5 Student Council Representative Report – Emily Savicky reported on the following:

1. Drama Club is selling Yankee Candles
2. Cheerleaders are having a fundraiser at Chipotle
3. Cookie fundraiser for all classes

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2.0 Presentations –

2.1 RYLA Recognition

- David Winter presented on RYLA. Mr. Winter thanked Keyport High School for their support. Seven students participated in the program. Mr. Winter read the student letters to the board. Student Support Counselor, Samantha Aumack, spoke of her RYLA experiences.

2.2 PARCC Presentation/Student Recognition

- Dr. Savoia and the Administrative Team presented the 2016-2017 PARCC Scores. Christina Egan presented ELA scores while Stephen Slater presented Math Scores. Laura Godlesky connected the scores to instructional strategies. Joseph Palumbo spoke to SAT and ACT scores.
- The students who achieved a Level 5 on the PARCC scores were presented awards.

3.0 President’s Remarks

Mrs. Panzarelli thanked the following:

- Mr. Winter, RYLA and all the student achievers.
- The Administration for the PARCC presentation.
- The donors for the SAT grants.
- The maintenance team

4.0 Communications – Dr. Savoia

5.0 Public Participation – Agenda Items

John Merla, Keyport Football Alumni Association, is impressed with PARCC scores. He is impressed with the new Director of Guidance.

- Mr. Merla played for Coach Ciccotelli and said he was a great coach and good person. Coach Ciccotelli’s achievements and accomplishments will always be with us; naming the field is in honor of his players.

6.0 Superintendent Report

6.1 Superintendent’s Report – Dr. Savoia

- Union Beach Day is October 14, 2017. Dr. Savoia will be attending and asked board members if they are free to join her.

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- Congratulations to Nadine El Maalem & Richard Applegate for being applicants of the U.S. Presidential Scholars Program.
- Dr. Savoia will be interviewing for increased Pre-K staff.

6.2 Motion to approve the following District Level Goals:

Student Achievement Goals

Goal 1: Analyze and revise the district’s implementation of a framework for instruction and intervention for all students based on the New Jersey Tiered System of Supports Model (NJTSS).

Goal 2: Improve student academic achievement levels in Mathematics for all learners.

Goal 3: Improve student academic achievement levels for all learners by supporting and enhancing literacy elements of instruction.

Facility Goal

Goal 4: Conduct an analysis for the installation of air conditioning in the district and present a proposal to the BOE.

Motion was made to move item 6.2 by Ms. King-Cote and seconded by Mr. Henning and carried by a unanimous roll call vote of 9-0

7.0 Board Secretary’s Report – Mr. Rapolla

7.1 Motion to approve the following minutes:

August 9, 2017	Regular Minutes
August 23, 2017	Special Meeting Minutes

Motion was made to move items 7.1 to 9.9 by Ms. King-Cote and seconded by Mr. Henning and motion 7.1 was carried by a roll call vote of 7-0. Mrs. Fox and Mr. Henning abstained on motion 7.1.

8.0 Buildings & Grounds – Mr. Rapolla

8.1 Facilities Update

8.2 Use of Facilities

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- 8.2.1. Motion to approve Central School as a landing site and shelter in the event of crisis/disaster for the 2017-2018 school year, as per OEM.
- 8.2.2. Motion to approve the naming of the Jackson Street main field to the "Mike Ciccottelli Field" on September 30, 2017.
- 8.2.3 Motion to approve Keyport Education Foundation to use the Keyport Central School Vestibule on September 15, 19, 22, 26, 27 and 29, from 2:30 p.m. to 3:30 p.m. to sell 50/50 tickets.
- 8.2.4. Motion to approve Bayshore Family Success Center to use two classrooms in Central School on Tuesdays, from October 3, 2017, through May 15, 2018, from 6 to 9 p.m. to teach ESL classes with literacy volunteers for Monmouth County. Certificate of insurance has been submitted.

Motion was made to move items 7.1 to 9.9 by Ms. King-Cote and seconded by Mr. Henning and motions 8.2.1. to 9.9 was carried by a unanimous roll call vote of 9-0.

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 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 September 2017 in the amount of \$665,362.46.
- 9.3 Motion to approve Rethink Learning Management Solution to provide access to its cloud-based learning management platform and related services at a cost of \$8,750 for the 2018 school year.

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- 9.4 Motion to approve a one-year service agreement with Solar Company, Ray Angelini, to cover the Central School, High School and Board Office totaling \$8,925.
- 9.5 Motion to accept a check in the amount of \$5,000 for a grant award from the Norman & Bettina Roberts Foundation for the administration of the SATs.
- 9.6 Motion to apply for the 2017-2018 Preschool Education Expansion Aid Grant in the amount of \$335,944.
- 9.7 Motion to accept the 2017-2018 Preschool Education Expansion Aid Grant in the amount of \$335,944.
- 9.8 Motion to approve the submission of the ESEA Application for the 2017-2018 school year in the amount of:
- | | |
|------------|-----------|
| Title I: | \$360,830 |
| Title II: | \$ 32,538 |
| Title III: | \$ 15,948 |
- 9.9 Motion to approve transition to new website from Blackboard for \$5,000 from account #11-000-252-340-09-00-000.

Motion was made to move items 7.1 to 9.9 by Ms. King-Cote and seconded by Mr. Henning and motions 8.2.1. to 9.9 was carried by a unanimous roll call vote of 9-0.

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, unless indicated otherwise:

Employee Name	Date(s)	Workshop Name	Location/Mileage	Cost
Borders, Dylan	10/11-10/13/17	Playground Safety Inspector Certification	Jersey City, NJ/186	\$683
Egan, Christina	12/3-12/6/17	Learning Forward Conference	Orlando, FL/52	\$1,939*
Godlesky, Laura	12/3-12/6/17	Learning Forward Conference	Orlando, FL/52	\$1,939*
Manganelli, Tamme	12/3-12/6/17	Learning Forward Conference	Orlando, FL/52	\$1,939*
Palumbo, Joseph	9/25, 9/26 & 9/27/17	NJPSA: HIB Coordinator Workshop	Monroe, NJ/180	\$509

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

*To be paid from Title II Funds Acct #20-271-200-500

- 10.2 Motion to approve the Brookdale Community College and Keyport High School Dual Enrollment Agreement for Introduction to Psychology and Principles of Sociology for the 2017-2018 school year.
- 10.3 Motion to approve the following new and revised curricula:

<u>Curriculum</u>	<u>Revised</u>	<u>New</u>
Kindergarten Science		X
1st Grade Science		X
2nd Grade Science		X
5th Grade Science		X
Kindergarten Social Studies		X
2nd Grade Social Studies		X
5th Grade Social Studies		X
6th Grade Social Studies		X
Kindergarten Math	X	
Grade 1 Math	X	
Grade 2 Math	X	
Grade 3 Math	X	
Grade 4 Math	X	
Grade 5 Math	X	
Grade 6 Math	X	
Grade 7 Math	X	
Grade 7 Accelerated Math	X	
Grade 8 Math	X	
English I Honors	X	
English II Honors	X	
English III Honors	X	
Creative Writing and Public Speaking	X	
Kindergarten Science		X
1st Grade Science		X
2nd Grade Science		X
5th Grade Science		X
Kindergarten Social Studies		X
2nd Grade Social Studies		X
5th Grade Social Studies		X
6th Grade Social Studies		X
Kindergarten Math	X	
Grade 1 Math	X	
Grade 2 Math	X	

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Grade 3 Math	X	
Grade 4 Math	X	
Grade 5 Math	X	
Grade 6 Math	X	
Grade 7 Math	X	
Grade 7 Accelerated Math	X	
Grade 8 Math	X	
English I Honors	X	
English II Honors	X	
English III Honors	X	
Creative Writing and Public Speaking	X	
ELA K-8	X	
English I	X	
Sophomore Seminar		X
World History		X
Grade 4 Science		X
Grade 4 Social Studies		X
Grade 7 Social Studies		X
Grade 8 Social Studies		X
United States History I		X
United States History II		X
Introduction to Programming and Robotics		X

- 10.4 Motion to approve the following professional development providers for the 2017-2018 school year to be paid from Title II funds:

Linda Mayer to be paid at a rate of \$850 per day, not to exceed \$9,000
 Kiker Learning to be paid at a rate of \$2,500 per day, not to exceed \$5,000
 Bronawyn O’Leary to be paid at a rate of \$500 per day, not to exceed \$500.

- 10.5 Motion to approve the 2017-2018 Mentoring Plan.

- 10.6 Motion to approve the Guidance Department Community Resource Academy to operate every other Thursday evening beginning October 12, 2017, to May 24, 2018.

- 10.7 Motion to approve the following school trips:

3rd Grade G&T	Chariot Riders, Farmingdale, NJ
3rd Grade Service Animals G&T	Monmouth Park, Oceanport, NJ
4th Grade G&T	Middletown Arts Center, Middletown, NJ
4th Grade G&T	Storming Robots, Branchburg, NJ
5th Grade G&T	Middletown Arts Center, Middletown, NJ
5th Grade G&T	Newark Art Museum, Newark, NJ

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6th Grade G&T	Middletown Arts Center, Middletown, NJ
6th Grade G&T	Buhler Space Center, Paramus, NJ
7th Grade G&T	Middletown Arts Center, Middletown, NJ
8th Grade G&T	Nuyorican Cafe, NYC, NY
8th Grade G&T	Robinson’s Ale House - Asbury Park, NJ
8th Grade	Chamber Theatre, Englewood, NJ

- 10.8 Motion to approve the following teachers for their professional development presentations at the After-School Professional Development Academy at a rate of \$55 per session (\$20 per hour for preparation and \$35 per hour for presentation) to be funded from Title II:

<u>Teacher</u>	<u>PD Presentation Topic</u>
Lisa Wallin	Google Educator Cohort Sessions
MaryAnne Ricca	Using Graphic Organizers for Reading Comprehension
Wilbett Anshelewitz	Sheltered English Instruction

- 10.9 Motion to approve the following teachers for Title III Family Engagement Nights for the 2017-2018 school year at a rate of \$35 per hour, not to exceed \$70 per event:

Lauren Marsh Kim Guccione Wilbett Anshelewitz

Motion was made to move items 10.1 to 12.1 by Mr. Henning and seconded by Ms. King-Cote and carried by a unanimous roll call vote of 9-0.

11.0 Personnel

- 11.1 Motion to rescind resolution 11.8 approved at the August 9, 2017, board meeting to approve Mary Mack to teach an additional period for the 2017-2018 school year at \$7,307.37.

BE IT FURTHER MOVED to approve Mary Mack to teach an additional period for the 2017-2018 school year at \$8,351.28.

- 11.2 Motion to rescind the following mentors for the 2017-2018 school year approved at the August 9, 2017, board meeting (Resolution 10.2)

<u>New Teacher</u>	<u>School</u>	<u>Position</u>	<u>Mentor Teacher</u>	<u>Employee Funded</u>	<u>Title II Funded</u>
Roxana Harrison-Mendoza	KHS	English	Jennifer Sproat	X	
Shaun Lyons	KHS	History/SE	Adrienne Martin	X	

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BE IT FURTHER MOVED TO approve the following mentors for the 2017-2018 school year:

<u>New Teacher</u>	<u>School</u>	<u>Position</u>	<u>Mentor Teacher</u>	<u>Employee Funded</u>	<u>Title II Funded</u>
Barbara Boehler	KCS	Sp. Ed (Leave Replacement N.Helfrich)	Michele Wackowski	X	
Roxana Harrison-Mendoza	KHS	English	Erica Wesley	X	
Shaun Lyons	KHS	History/SE	James Wesley	X	

- 11.3 Motion to rescind resolution 11.15 approved at the Keyport Board of Education meeting held on July 19, 2017, to approve Kaitlyn Sanchez as a Leave Replacement for Sarah Monteiro from September 1, 2017, to December 22, 2017, at a salary of \$52,047; BA, Step 1.

BE IT FURTHER MOVED to approve Emily Iannotta, as a Leave Replacement for Sarah Monteiro from September 1, 2017, to December 22, 2017, at a salary of \$52,047; BA, Step 1.

- 11.4 Motion to approve Alexis Marinos to teach an extra period for 60 days for the 2017-2018 school year at a salary of \$2,535.57.
- 11.5 Motion to appoint Tyler Alvarez as a Part-Time Aide for Keyport High School for the 2017-2018 school year at a salary of \$10,183.
- 11.6 Motion to appoint Diane Bartley as a LDTC consultant for two days per week at a daily rate of \$325 for the 2017-2018 school year.
- 11.7 Motion to accept the resignation of Ariel Guttenplan, School Counselor, effective September 15, 2017.
- 11.8 Motion to accept the resignation of Dominick Amoroso, Physical Education Teacher, effective October 23, 2017.
- 11.9 Motion to appoint Samantha Wild, School Guidance Counselor, for the 2017-2018 school year at a salary of \$56,359; MA, Step 2.
- 11.10 Motion to approve Meghan Saporita, Monmouth University, for a year-long Student Teaching position at Keyport High School in Spanish and ESL classes.

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11.11 Motion to approve Casey LaSalle’s request for a maternity/disability and Federal/NJ Family Medical Leave as follows:

- 1/2/2018 - 1/10/2018 Seven (7) Accrued Sick Days
- 1/11/2018 - 2/13/2018 Twenty-four (24) Accrued Sick Days
- 2/14/2018 - 3/27/2018 NJFLA/FMLA
- 3/28/2018 - Return to work

11.12 Motion to approve Mary Anne Ricca to conduct her Practicum at Keyport Central School as part of her Master of Arts in Education Literacy/Reading Specialization program.

11.13 Motion to approve Amy Goerl as a Pre-K 4 Master Teacher, not to exceed \$510 per day/\$15,300 for 2017-2018 school year. Funds allocated as per PEEA Grant.

11.14 Motion to approve Dawn Racioppi as Guidance Department Community Resource Academy Teacher from October 12, 2017, to May 24, 2018, at \$35 per hour.

11.15 Motion to approve the following substitutes for the 2017-2018 school year:

Borowicz	Lindsey	Standard Certificate - School Counselor
Farrington	Eric	County Substitute Certification *
McGrath	Donald	Substitute Custodian
Herring	Nick	County Substitute Certification

*pending criminal background check

11.16 Motion to rescind resolution 11.29 approved at the July 13, 2017, board meeting as follows:

NJHS Advisor	Amanda Andrews	\$1,880 (Split)
	Ronald Burgess	

BE IT FURTHER moved to approve the following:

NJHS Advisor	Amanda Andrews	\$1,880
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Motion was made to move items 10.1 to 12.1 by Mr. Henning and seconded by Ms. King-Cote and carried by a unanimous roll call vote of 9-0.

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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:

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)
R 7300.2	Disposition of Land (Revised)
R 7300.3	Disposition of Personal Property (Revised)
R 7300.4	Disposition of Federal Property (Revised)

Motion was made to move items 10.1 to 12.1 by Mr. Henning and seconded by Ms. King-Cote and carried by a unanimous roll call vote of 9-0.

13.0 Old Business

Mrs. Panzarelli mentioned the KEF has paid for lights for the September 30th football game.

14.0 New Business

14.1 Al Litwak moved to make a motion that the Keyport Board of Education establish an AD HOC group with members appointed by the Board president and having a maximum life of nine months to make recommendations to the Board on how to improve the academic standing of the High School.

Motion was made to move item 14.1 by Mr. Litwak and seconded by Mr. Henning and carried by a roll call vote of 8-1. Ms. King-Cote voted negative on motion 14.1.

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Mr. White stated that he would like to see the possible long term projects presented to the Board so that priorities can be established and budgeted.

15.0 Public Participation

- Jennifer Williams, 67 Church Street, thanked the Board for acknowledging students with high achieving PARCC scores.

16.0 Adjournment to Executive Session (TIME: 9:11 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 September 20, 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. King-Cote

SECOND: Mr. White

17.0 Return to Open Session (TIME: 9:35 p.m.)

18.0 Adjournment

- 18.1 Upon motion by Mrs. King-Cote, seconded by Mr. Bright, the meeting was adjourned at 9:35 p.m. by unanimous voice vote.

Respectfully Submitted,

Anthony Rapolla
Board Secretary/Business Administrator

AR:bi