

MINUTES**1.0 Opening Procedures**

1.1 The meeting was called to order at 7:30 p.m. by Mr. Rapolla, Business Administrator, at Keyport High School Cafeteria, 351 Broad Street, Keyport, NJ.

1.2 Flag Salute

1.3 Public Notice of this meeting has been advertised in the Asbury Park Press on January 15, 2016. 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.” At this time as per code, the Keyport Board of Education Board Secretary, Mr. Rapolla assumes the duties of presiding officer until the election of the Keyport Board of Education Board President.

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 Oath of Office to be administered by the Board Secretary to the newly elected Members of the Keyport Board of Education.

Three 3-year terms expiring December 31, 2019

Mr. Bright
Mrs. Malinconico
Mr. White

One – 1 yr. term expiring December 31, 2017:

Mr. Litwak

At this time, the presiding officer Board Secretary Mr. Rapolla administered the oath of office to Mr. Bright, Mrs. Malinconico, Mr. White and Mr. Litwak

1.5 Roll Call

Mr. Bright	Mrs. Kutschman
Mrs. Cocuzza, UB Rep.*	Mr. Litwak
Ms. Cote	Mrs. Malinconico
Mrs. Fox	Mrs. Panzarelli
Mr. Henning	Mr. White

MINUTES**2.0 Election of Officers**

- 2.1 Election of the President of the Board of Education-At this time, the temporary presiding officer, Board Secretary Mr. Rapolla, will call for nominations for President of the Keyport Board of Education. As nominations are presented, a second is not necessary. As per policy, the candidate must receive a majority of those Board members in attendance. Roll call vote.

At this time, Mrs. Malinconico nominated Mrs. Panzarelli to be President of the Keyport Board of Education. There were no other nominations. In a unanimous roll call vote of 10-0, Mrs. Panzarelli was elected President of the Keyport Board of Education. At this time as per policy, Mrs. Panzarelli became presiding officer.

- 2.2 Election of the Vice-President of the Board of Education-The newly elected Board President becomes the presiding officer. At this time, the Board President calls for nominations for Vice-President of the Keyport Board of Education. As nominations are presented, a second to the nomination is not necessary. As per policy, the candidate must receive a majority of those Board Members in attendance. Roll call vote.

At this time as per policy, Board President Mrs. Panzarelli requested nominations for Vice-President of the Keyport Board of Education. Mrs. Malinconico was nominated by Mrs. Kutschman; Courtney White was nominated by Mr. Henning; Al Litwak was nominated by Courtney White.

Elena Malinconico received six votes from Cecil Bright, Evelyn, King-Cote, Kim Kutschman, Elena Malinconico, Ann Panzarelli and Angela Cocuzza.

Courtney White received four votes from Carol Fox, Peter Henning, Al Litwak and Courtney White.

On a roll call vote of 6-4, Mrs. Malinconico was elected Vice President of the Keyport Board of Education.

3.0 President's Comments

Mrs. Panzarelli thanked everyone. She looks forward to a smooth year with new dialogue.

4.0 Code of Ethics

- 4.1 Recommend the Board of Education approve the following item:

RESOLVED, that the New Jersey School Boards Association "Code of Ethics" shall be considered the official Code of Ethics of the Keyport Board of Education:

MINUTESCODE OF ETHICS

- a. I will uphold and enforce all laws, state board rules and regulations, and court orders pertaining to schools. Desired changes should be brought about only through legal and ethical procedures.
- b. I will make decisions in terms of the educational welfare of children and will seek to develop and maintain public schools which meet the individual needs of all children regardless of their ability, race, creed, sex or social standing.
- c. I will confine my Board action to policy-making, planning, and appraisal, and I will help to frame policies and plans only after the board has consulted those who will be affected by them.
- d. I will carry out my responsibility, not to administer the schools, but, together with my fellow Board members, to see that they are well run.
- e. I will recognize that authority rests with the Board of Education and will make no personal promises nor take any private action which may compromise the Board.
- f. I will refuse to surrender my independent judgment to special interest or partisan, political groups or to use the schools for personal gain or for the gain of friends.
- g. I will hold confidential all matters pertaining to the schools which, if disclosed, would needlessly injure individuals or the schools. But in all other matters, I will provide accurate information and, in concert with my fellow Board members, interpret to the staff the aspirations of the community for its schools.
- h. I will vote to appoint the best qualified personnel available after consideration of the recommendation of the chief administrative officer.
- i. I will support and protect school personnel in proper performance of their duties.
- j. I will refer all complaints to the chief administrative officer and will act on such complaints at public meetings only after failure of an administrative solution.

A motion was made to move item 4.1 by Mr. Henning and seconded by Ms. King-Cote and carried by unanimous roll call vote of 10-0.

5.0 Public Participation – Agenda Items

There was no public participation at this time.

6.0 Board Business

6.1 Motion to approve time, place and date of Board of Education meetings to be published in the Asbury Park Press as follows:

Regular Action and Workshop Action Meetings to be held at 7:30 p.m. in the Keyport High School Cafeteria, 351 Broad Street, Keyport, NJ, as follows:

<u>Date</u>	<u>Type of Meeting</u>
January 18, 2017	Regular Action Meeting
February 15, 2017	Workshop Action Meeting (Budget Discussion)
February 22, 2017	Regular Action Meeting
March 8, 2017	Workshop Action Meeting (Budget Discussion)
March 15, 2017	Regular Action Meeting** Approve Tentative Budget For County
April 12, 2017	Regular Action Meeting
April 26, 2017	Workshop Action Meeting (Budget)
May 3, 2017	Regular Action Meeting** Public Hearing-Budget Adoption
May 31, 2017	Workshop Action Meeting
June 7, 2017	Regular Action Meeting
July 19, 2017	Regular Action Meeting
August 9, 2017	Regular Action Meeting
August 23, 2017	Tentative Board Retreat
September 13, 2017	Workshop Action Meeting
September 20, 2017	Regular Action Meeting
October 4, 2017	Workshop Action Meeting
October 11, 2017	Regular Action Meeting
November 1, 2017	Workshop Action Meeting
November 15, 2017	Regular Action Meeting
December 6, 2017	Workshop Action Meeting
December 13, 2017	Regular Action Meeting
January 3, 2018	Reorganization Meeting

6.2 Motion to reconfirm the adoption of the present Board Policy Manual as it exists.

A motion was made to move items 6.1 to 6.2 by Ms. King-Cote and seconded by Mrs. Malinconico and carried by unanimous roll call vote of 10-0.

7.0 Communications – None

8.0 Public Participation -- None

9.0 Adjournment to Executive Session – None

10.0 Adjournment

- 10.1. Upon motion by Mrs. Malinconico, seconded by Mr. Henning, the meeting was adjourned at 7:44 p.m.

Respectfully Submitted,

Anthony Rapolla
Board Secretary/
Business Administrator

AR:bi