

**KEYPORT BOARD OF EDUCATION  
REGULAR MEETING    APRIL 23, 2014  
MINUTES**

**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 February 24, 2014, as approved at the regular meeting of the Board of Education held on February 19, 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.* <b>(absent)</b>	Mr. White

Student Council Representative: Victoria Gonzalez **(absent)**

*\*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**

3.1.    Patricia Osterman, Paraprofessional, submitted her letter of retirement dated March 31, 2014, effective July 1, 2014. Resolution under Personnel.

3.2    Laraine Doll, Central School Teacher, submitted her letter of retirement dated April 1, 2014, effective July 1, 2014. Resolution under Personnel.

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- 3.3 Margaret Lazar, Central School Teacher, submitted her letter of retirement dated April 1, 2014, effective July 1, 2014. Resolution under Personnel.
- 3.4 Carol Lucas, Central School Teacher, submitted her letter of retirement dated April 1, 2014, effective July 1, 2014. Resolution under Personnel.
- 3.5 Robert Piotrowski, High School Teacher, submitted his letter of retirement dated March 20, 2014, effective July 1, 2014. Resolution under Personnel.
- 3.6 Christine Barberi, Central School Teacher, submitted her letter of retirement dated April 1, 2014, effective July 1, 2014. Resolution under Personnel.

**4.0 Public Participation – Agenda Items – None**

**5.0 Superintendent and Other Reports**

- 5.1. Superintendent’s Report – Mrs. Savoia
  - The Board calendar will be updated to include Graduation.
  - Student leadership interviews are being held for RYLA
- 5.2. Student Council Representative Report

**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:
  - March 19, 2014          Regular & Closed Session Meeting
- 7.2 Motion, as per Superintendent of Schools, to reschedule June 4, 2014, workshop board meeting to Wednesday, June 11, 2014, at 7:30 p.m.

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A motion to move item 7.1 through 9.6 was made by Mr. Henning and seconded by Mrs. Panzarelli and carried by a unanimous roll call vote of 9-0.

**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 February 28, 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 March which is in agreement.

9.3 Motion to approve bills for the month of April 2014 in the amount of \$599,669.85 and supplemental bills for March in the amount of \$10,280.78 and for April in the amount of \$1,299.50.

9.4 Motion to approve the transfer of funds (attachment).

9.5 Motion to approve the IDEA Final Report and Carryover from the 2012-2013 school year for use in the 2013-2014 school year in the amounts below:

IDEA Basic	\$10,205
IDEA Preschool	\$ 105

9.6 Motion that the Board authorize the Business Administrator to prepare, advertise and receive Requests for Proposals for Board Architect for 2014-2015 school year.

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**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:

<b>Employee Name</b>	<b>Date(s)</b>	<b>Workshop Name</b>	<b>Location/Mileage</b>	<b>Cost</b>
Andrews, Amanda	5/8, 5/9/14	Preparing for Google Apps EDU Certification	Union, NJ/52	\$315
Jones, Melissa	6/4/14	NJAFPA Spring Training	Atlantic City, NJ/56	\$205
Savoia, Lisa	6/4- 6/5/14	NJAFPA Spring Training	Atlantic City, NJ/56	\$513
Zacchia, Theresa	5/1/14	Special Academy Service – ELL and Special Education	Brick, NJ/38	\$ 12

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

10.2 Motion to approve the following class trips for the 2013-2014 school year:

<u>Destination</u>	<u>Group (grade or club)</u>
Sandy Hook State Park, NJ	Grade 2 Class Trip
Kateri Environmental Center, Wickatunk, NJ and Thompson Park, Middletown, NJ	Grade 1 Class Trip
Holmdel Park, Holmdel, NJ	Grade 1 Class Trip
Thompson Park, Middletown, NJ	Lifeline
Bodies Pulse Exhibit, NYC	Grades 11 & 12 Anatomy Classes
Kittatiny Canoe, Barryville, NY	Senior Class Trip
Monmouth Court House & Monmouth County Jail	HS Grades 10-12 Business Classes
Brain Injury Alliance/I-Play, Freehold, NJ	HS Lifeline
Ocean County Planetarium	4th Grade Class Trip

10.3 Motion to approve the March 2014 Security Drill Report as follows:

High School	Evacuation Drill (Share 911)	All staff & students	3/28/14 10:00 a.m.
High School	Fire Drill	All staff & students	3/31/14 9:00 a.m.
Central School	Evacuation Drill	All staff & students	3/18/14 9:00 a.m.
Central School	Fire Drill	All staff & students	3/11/14 10:05 a.m.

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10.4 Motion to accept the Harassment, Intimidation and Bullying (HIB) incident reports as follows:

	<u>School</u>	<u>Incidents Reported</u>	<u>HIB</u>
March 2014	Central School	2	1
March 2014	High School	3	1

10.5 Motion to approve the Extended School Year from June 30, 2014, through August 7, 2014, from 8:30 a.m. until 12:30 p.m., Monday through Thursday. Staff will consist of two special education teachers, three aides, one nurse position to be split between the two nurses in the district, one speech, one occupational therapist and one physical therapist.

10.6 Motion to approve participation in the Dare to Dream Student Leadership Conference to be held on May 9, 2014, at Raritan Valley Community College from 8:00 until 1:30. We will be taking 10 special education students. Staff accompanying the students will be Cerelle White, Kyle Keelen, and Jean Reash.

10.7 Motion to approve two teachers to run the “2nd Annual Bi-lingual Night” from 6pm-8pm, at the rate of \$35 per hour, to be funded from NCLB Title III Funds.

A motion to move item 10.1 through 10.76 was made by Ms. King-Cote and seconded by Mr. Henning and carried by a unanimous roll call vote of 9-0.

**11.0 Personnel**

11.1 Motion to approve Lauren Cuddy, Kean University student, to complete 20 hours of observation in a Kindergarten classroom during the Fall 2014 semester. The cooperating teacher will be Lynn Ferber.

11.2 Motion to approve Christopher Morrison, Kean University student, to complete his Student Teaching, HS History, during the Fall 2014 semester. The cooperating teacher will be James Wesley.

11.3 Motion to approve the following Athletic Positions for the 2014-2015 school year:

<u>Fall Athletic Positions</u>	<u>Winter Athletic Positions</u>
HS Football	HS Boys Basketball
HS Assistant Football (5)	HS Assistant Boys Basketball
HS Boys Soccer	HS Girls Basketball
HS Girls Soccer (JV)	HS Assistant Girls Basketball
HS Girls Volleyball	HS Wrestling

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HS Cross Country HS Cheer HS Assistant Cheer HS Field Hockey HS Assistant Field Hockey CS Boys Soccer CS Girls Soccer CS Field Hockey 1 <sup>st</sup> Semester Fitness Room Supervisor 1 <sup>st</sup> Semester Community Fitness Room Supervisor	HS Assistant Wrestling HS Bowling CS Boys Basketball CS Girls Basketball CS Cheer 2 <sup>nd</sup> Semester Fitness Room Supervisor 2 <sup>nd</sup> Semester Community Fitness Room Supervisor
<u>Spring Athletic Positions</u> HS Baseball HS Assistant Baseball HS Softball HS Assistant Softball HS Track HS Assistant Track HS Boys Volleyball CS Baseball CS Softball Summer Fitness	<u>Additional Per Diem positions – Fall &amp; Winter</u> Ticket Taker Crowd Control/Security HS Clock Operator CS Clock Operator HS Announcer

- 11.4 Motion to approve Ashley Frick, Kean University student, to complete her Student Teaching, Middle School Science, during the Fall 2014 semester. The cooperating teacher will be Doug Chudzik.
- 11.5 Motion to accept, with regret, the retirement of Patricia Osterman, Paraprofessional, effective July 1, 2014.
- 11.6 Motion to accept, with regret, the retirement of Carol Lucas, Central School Teacher, effective July 1, 2014.
- 11.7 Motion to accept, with regret, the retirement of Laraine Doll, Central School Teacher, effective July 1, 2014.
- 11.8 Motion to accept, with regret, the retirement of Margaret Lazar, Central School Teacher, effective July 1, 2014.
- 11.9 Motion to accept, with regret, the retirement of Robert Piotrowski, Keyport High School Teacher, effective July 1, 2014.
- 11.10 Motion to accept, with regret, the retirement of Christine Barberi, Keyport Central School Teacher, effective July 1, 2014.

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- 11.11 Motion to approve Adrienne Martin, HS Special Education teacher, to teach an extra class per day from April 22, 2014, through the end of the 2013-2014 school year at the prorated rate of \$4,250.
- 11.12 Motion to approve Brittany Ackerley as the long-term replacement for Erica Wesley, English teacher at Keyport High School Salary; BA Guide, Step 1, \$50,244 (prorated). Ms. Ackerley will replace Elford Rawls Dill through the end of the 2013-2014 school year.
- 11.13 Motion to approve the following job descriptions:  

Athletic Coach	Assistant Athletic Coach
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- 11.14 Motion to approve Jeffrey Johnson, Seton Hall University Educational Leadership and Management Policy Student, to complete a 50-hour Administrator Internship during the Spring 2014 Semester.
- 11.15 Motion to approve the following 2014 summer hours for the Guidance staff:

Jane Gagliano	3 days	\$440 per day
Stacey Oxley	15 days	\$347 per day
Kristen Corsale	15 days	\$275 per day

- 11.16 Motion to approve Jane Wilczak as a part-time Media Specialist for the 2014-2015 school year at a rate of \$200.00 per day not to exceed \$10,000.00.
- 11.17 Motion to approve the following 2014 summer hours for the Child Study Team staff:  

Social Worker	Cerelle White	\$337 per day	12 days
Psychologist	Theresa Zacchia	\$275 per day	12 days
LDTC	Diane Bartley	\$441 per day	12 days
LDTC	Andrea Giuffrida	\$296 per day	12 days
- 11.18 Motion to approve Marisa Khachaturian as the Central School Art Club Advisor for the balance of the 2013-2014 school year effective April 24, 2014, \$758 (prorated).
- 11.19 Motion to accept the resignation of Nirva Candio, HS French Teacher, effective June 20, 2014.

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A motion to move item 11.1 through 11.19 was made by Mr. Henning and seconded by Mrs. King-Cote .

Motions 11.1 through 11.16 and 11.18 to 11.19 was carried by a unanimous roll call vote of 9-0.

Mr. White abstained on 11.17 and motion was carried by a unanimous roll call vote of 8-0.

**12.0 Old Business – None**

**13.0 New Business – None**

**14.0 Public Participation**

- Nancy Jones, 287 Washington Street, asked about the Athletic Field status.

**15.0 Adjournment**

- 15.1 Upon motion by Mrs. Ann Panzarelli, seconded by Mr. Henning, the meeting was adjourned at 7:45 p.m.

Respectfully Submitted,

Edward F. McManus  
Board Secretary/Business Administrator

EFM:bi