

**KEYPORT BOARD OF EDUCATION
REGULAR MEETING FEBRUARY 19, 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 advertised in the Asbury Park Press on January 4, 2014, as approved at the regular meeting of the Board of Education held on November 20, 2013. 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

Student Council Representative: Victoria Gonzalez

**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

5.0 Superintendent and Other Reports

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

<p>KEYPORT BOARD OF EDUCATION REGULAR MEETING FEBRUARY 19, 2014 AGENDA</p>

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 amend resolution 8.2 approved at the Keyport Board of Education meeting on November 20, 2013, to reflect the following changes:

<u>Date</u>	<u>Type of Meeting</u>
February 19, 2014	Regular Meeting
March 19, 2014	Regular Meeting
April 9, 2014	Workshop Meeting
April 23, 2014	Regular Meeting
April 30, 2014	Regular Meeting & Budget Public Hearing
May 14, 2014	Workshop Meeting
May 21, 2014	Regular Meeting
June 4, 2014	Workshop Meeting (Recognition)
June 25, 2014	Adjourned
August 13, 2014	Workshop Meeting
August 20, 2014	Regular Meeting
September 17, 2014	Regular Meeting
October 15, 2014	Regular Meeting
November 19, 2014	Regular Meeting
December 17, 2014	Regular Meeting
January 7, 2015	Reorganization Meeting & Regular Meeting

* Action may be taken at workshop meetings

**KEYPORT BOARD OF EDUCATION
REGULAR MEETING FEBRUARY 19, 2014
AGENDA**

- 7.2. The President hereby appoints the following committees of the Keyport School Board of Education be appointed in accordance with Policy #0155.

Curriculum/Technology/Athletics

Ann Panzarelli
Isaiah Cooper
Cecil Bright
Peter Henning
Alternate: Evelyn King Cote

Personnel

Isaiah Cooper
Peter Henning
Evelyn King-Cote
Alexandra Burke
Alternate: Ann Panzarelli

Finance/Negotiations

Evelyn King-Cote
Ann Panzarelli
Joseph Biagianti
Cecil Bright
Alternate: Alexandra Burke

B&G/Security/Recycling

Peter Henning
Alexandra Burke
Courtney White
Ann Panzarelli
Alternate: Joseph Biagianti

Policy

Alex Burke
Isaiah Cooper
Evelyn King-Cote
Desiree Durkin
Alternate: Peter Henning

**Community Relations-
Foundation**

Joseph Biagianti
Courtney White
Desiree Durkin
Cecil Bright
Alternate: Isaiah Cooper

MCSBA-Legislative

Joseph Biagianti

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 December 31, 2013, no budgetary line item account has been overexpended in violation of N.J.A.C. 6:23 – 2.12.

<p>KEYPORT BOARD OF EDUCATION REGULAR MEETING FEBRUARY 19, 2014 AGENDA</p>

- 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 December which is in agreement.
- 9.3 Motion to approve bills for the month of February 2014 in the amount of \$532,216.24 and supplemental bills for January 2014 in the amount of \$11,713.51.
- 9.4 Motion to approve the transfer of funds (attachment).
- 9.5 Motion that the Keyport Board of Education hereby approves the submission of grant application for the 2014 Safety Grant Program through the New Jersey Schools Insurance Group's MOCSSIF Subfund for the purposes described in the application, in the amount of \$6,556.49 for the period July 1, 2014, through June 30, 2015.
- 9.6 Motion to enter an employee group membership agreement between Keyport Board of Education and Meridian Fitness and Wellness. This agreement will offer employees discounted monthly dues at no cost to the school district.**
- 9.7 Motion that the Board approve the firm of Tokarski & Millemann Architects, LLC to provide professional services including the development of construction documents and construction administration for the implementation of ROD Grant project 2430-060-14-2008 for the Central School Playground Renovation in the amount of \$20,000.**

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
Guttman, Lesley	3/31/14	Practical Interventions to Accelerate Reading and Math Skills of Title 1 Students (K-5)	Cherry Hill, NJ/0	\$229*
Portee, Marie	3/31/14	Practical Interventions to Accelerate Reading and Math Skills of Title 1 Students (K-5)	Cherry Hill, NJ/145	\$274*
White, Cerelle	5/18/14	Life Coaching to Help Others Achieve their Personal Best	W. Long Branch, NJ/38	\$110

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

* Paid from NCLB Acct #20-231-200-500-11

**KEYPORT BOARD OF EDUCATION
REGULAR MEETING FEBRUARY 19, 2014
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10.2 Motion to amend the 2013-2014 school district calendar (attached).

10.3 Motion to approve the 2014-2015 school district calendar (attached).

11.0 Personnel

12.0 Old Business

13.0 New Business

14.0 Public Participation

15.0 Adjournment to Executive Session (TIME:)

15.1 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 February 19, 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:

16.0 Return to Open Session (TIME: _____)

17.0 Adjournment

Keyport Board of Education

Expense Account Adjustment Analysis By Adjustment#

exaa2.082406

01/2014

Selected Cycle : December

Adj #	Description	Account#	Account Description	Date	User	Old Amount	Adjustment	New Balance
Current Appropriation Adjustments								
0036	APPR ADJ	11-000-266-100-01-00-000	SALARY SECURITY	12/31/2013	JORTIZ	\$40,612.00	(\$4,000.00)	\$36,612.00
	APPR ADJ	11-000-266-420-11-00-000	SECURITY MAINTENANCE	12/31/2013	JORTIZ	\$13,085.00	\$4,000.00	\$17,085.00
Total for Adjustment # 000036							\$0.00	
0037	APPR ADJ	11-000-100-566-08-00-000	PRIVATE SCH FOR HANDI	12/31/2013	JORTIZ	\$809,116.00	(\$15,000.00)	\$794,116.00
	APPR ADJ	12-000-261-730-01-00-000	PURCHASE OF EQUIPMENT	12/31/2013	JORTIZ	\$345,000.00	\$15,000.00	\$360,000.00
Total for Adjustment # 000037							\$0.00	
0038	APPR ADJ	11-402-100-600-01-03-000	BASEBALL SUPPLIES	01/14/2014	JORTIZ	\$1,350.00	\$1,633.00	\$2,983.00
	APPR ADJ	11-402-100-600-01-05-000	WRESTLING SUPPLIES	01/14/2014	JORTIZ	\$1,700.00	(\$100.00)	\$1,600.00
	APPR ADJ	11-402-100-600-01-06-000	CROSS COUNTRY SUPPLIES	01/14/2014	JORTIZ	\$500.00	(\$500.00)	\$0.00
	APPR ADJ	11-402-100-600-01-08-000	SOFTBALL SUPPLIES	01/14/2014	JORTIZ	\$900.00	(\$91.00)	\$809.00
	APPR ADJ	11-402-100-600-02-01-000	CS BASEBALL SUPPLIES	01/14/2014	JORTIZ	\$490.00	(\$350.00)	\$140.00
	APPR ADJ	11-402-100-600-02-02-000	CS GIRLS BSKTBL SUPPLIES	01/14/2014	JORTIZ	\$430.00	(\$92.00)	\$338.00
	APPR ADJ	11-402-100-600-02-08-000	C.S. CROSS COUNTRY SUPPL	01/14/2014	JORTIZ	\$500.00	(\$500.00)	\$0.00
Total for Adjustment # 000038							\$0.00	
0039	APPR ADJ	11-000-219-104-11-00-000	SAL SCHOOL PSYCHOLOGIST	12/31/2013	JORTIZ	\$143,021.00	(\$87,500.00)	\$55,521.00
	APPR ADJ	11-000-219-104-11-02-000	LDTG SALARY	12/31/2013	JORTIZ	\$55,812.00	\$87,500.00	\$143,312.00
	APPR ADJ	11-000-230-331-05-01-000	LEGAL FEES	12/31/2013	JORTIZ	\$29,000.00	\$600.00	\$29,600.00
	APPR ADJ	11-000-230-332-05-00-000	AUDITOR FEES	12/31/2013	JORTIZ	\$24,000.00	(\$600.00)	\$23,400.00
	APPR ADJ	11-000-251-890-05-00-000	BUSINESS OFFC MISC EXP	12/31/2013	JORTIZ	\$1,000.00	\$200.00	\$1,200.00
	APPR ADJ	11-000-251-890-11-00-000	BUSINESS ADM TRAVEL	12/31/2013	JORTIZ	\$1,000.00	(\$200.00)	\$800.00
	APPR ADJ	11-000-261-100-11-00-000	MAINTENANCE OVERTIME	12/31/2013	JORTIZ	\$19,783.40	\$5,000.00	\$24,783.40
	APPR ADJ	11-000-261-100-11-01-000	MAINTENANCE SALARIES	12/31/2013	JORTIZ	\$117,180.60	(\$5,000.00)	\$112,180.60
	APPR ADJ	11-000-262-100-01-01-000	HIGH SCH CUST OVERTIME	12/31/2013	JORTIZ	\$9,000.00	\$1,500.00	\$10,500.00
	APPR ADJ	11-000-262-100-01-03-000	H.S. CUST. SUBS	12/31/2013	JORTIZ	\$4,000.00	(\$1,500.00)	\$2,500.00
	APPR ADJ	11-000-262-100-02-01-000	CENT SCH CUST OVERTIME	12/31/2013	JORTIZ	\$16,000.00	\$2,000.00	\$18,000.00
	APPR ADJ	11-000-262-100-02-03-000	C.S. CUST SUBS	12/31/2013	JORTIZ	\$7,500.00	(\$2,000.00)	\$5,500.00
	APPR ADJ	11-120-100-101-02-02-000	GR 1-5 TEACHER SALARIES	12/31/2013	JORTIZ	\$1,299,005.00	(\$1,000.00)	\$1,298,005.00
	APPR ADJ	11-120-100-101-02-05-000	BREAKFAST MONITOR	12/31/2013	JORTIZ	\$2,000.00	\$1,000.00	\$3,000.00
	APPR ADJ	11-190-100-610-01-02-000	HIGH SCH COPIER SUPPLIES	12/31/2013	JORTIZ	\$20,000.00	(\$2,000.00)	\$18,000.00
	APPR ADJ	11-190-100-610-01-06-000	HIGH SCH LANG ARTS SUPPL	12/31/2013	JORTIZ	\$9,587.00	(\$1,000.00)	\$8,587.00
	APPR ADJ	11-190-100-610-01-08-000	HIGH SCH MATH SUPPLIES	12/31/2013	JORTIZ	\$10,460.87	(\$1,000.00)	\$9,460.87
	APPR ADJ	11-190-100-610-02-17-000	CENTRAL SCH TECH SUPPL	12/31/2013	JORTIZ	\$62,136.00	(\$1,000.00)	\$61,136.00
	APPR ADJ	11-190-100-610-11-03-000	COPIER SUPPLIES	12/31/2013	JORTIZ	\$8,500.00	\$6,000.00	\$14,500.00
	APPR ADJ	11-190-100-640-01-00-000	HIGH SCH TEXTBOOKS	12/31/2013	JORTIZ	\$20,241.00	(\$1,000.00)	\$19,241.00
Total for Adjustment # 000039							\$0.00	
0040	APPR ADJ	11-000-240-610-01-02-000	HIGH SCH OFFICE SUPPLIES	01/18/2014	JORTIZ	\$2,600.00	\$1,000.00	\$3,600.00

Keyport Board of Education

Expense Account Adjustment Analysis By Adjustment#

Selected Cycle : December

Adj #	Description	Account#	Account Description	Date	User	Old Amount	Adjustment	New Balance
Current Appropriation Adjustments								
00040	APPR ADJ	11-190-100-610-01-10-000	HIGH SCH SOC STUDIES SUP	01/18/2014	JORTIZ	\$3,160.00	(\$1,000.00)	\$2,160.00
Total for Adjustment # 000040							\$0.00	
Total Current Appropriation Adjustments							\$0.00	