

**KEYPORT BOARD OF EDUCATION
REGULAR MEETING JANUARY 15, 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 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 President
Mr. Bright	Ms. King-Cote (absent)
Ms. Burke	Mrs. Malinconico, President
Mr. Cooper	Mrs. Panzarelli
Ms. Durkin, UB Rep.*	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 – 2013-2014 District Goals Update

Mrs. Savoia and the Administrative Staff of Keyport Schools including KCS Principal Mr. Rapolla, KCS Vice Principal Mr. Flynn, KHS Principal Mr. Waters, KHS Vice Principal Mr. Mammano, DSS Ms. Cleveland, Curriculum Director Mrs. Jones, Literacy Director Ms. Godlesky and Math Director Mr. Slater provided a PowerPoint Presentation about the progress the district has made towards attaining the goals about objectives for the year with particular emphasis on student achievement.. The content of the presentation is provided in the attachment.

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3.0 Communications –

- 3.1 Ashley Forsyth, Central School Art Teacher, submitted her letter of resignation dated December 18, 2013, effective February 15, 2014, or sooner if a suitable replacement can be found. Resolution under Personnel.
- 3.2 Kathryn Medero, Central School Teacher, submitted her letter of resignation dated January 10, 2014, effective March 11, 2014. Resolution under Personnel.
- 3.3 Margaret Fischer, Central School Teacher, submitted her letter of retirement dated January 10, 2014, effective March 1, 2014. Resolution under Personnel.

4.0 Public Participation – Agenda Items

Mr. Ed McNamara, 76 Maple Lane, Keyport inquired about item 11.8 and asked when the goal was developed, whether other staff members were getting merit goals, how many merit goals there were, whether this goal included an educational aspect. Dr. McNamara expressed his feeling that if a task is part of a person's job, the person should do it. Dr. McNamara concluded his remarks by stating that "merit increases do not have a place here".

At this time, Board Member Mr. White said he agreed with Dr. McNamara. Mr. White stated he believed this goal is not above and beyond. He stated that neighboring districts have been given grants.

Board President Mrs. Malinconico gave concluding remarks stating that the district has been given over \$800,000 in grant commitments.

5.0 Superintendent and Other Reports

- 5.1. Superintendent's Report – Mrs. Savoia reviewed:
- the audio system evaluation for possible future upgrades
 - reviewed her meeting with the Keyport Public Library
 - reviewed her meeting regarding shared 911
- 5.2. Student Council Representative Report

6.0 Committee Reports

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6.1 Buildings & Grounds/Safety & Security/Recycling-

Mr. Henning reported on a meeting from January 13, 2014, which covered the following topics:

- the opportunity for using shared services for use of soccer fields with Union Beach.
- opportunities for using shared services with the Borough of Keyport was discussed with Keyport Councilman McPeek including the possibility of using a shared police officer
- certain charges incurred by the district from the borough was discussed with Councilman McPeek.
- the status of the ROD Grants was discussed. Current projects ready for bidding will be included on the January 15th (tonight's) agenda

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

Mr. McManus spoke of pending legislation to change the budgetary requirements has stalled in the state legislature. Therefore the Board should anticipate meeting the same budgetary schedule. A tentative budget should be approved for the executive Monmouth County Superintendent of Schools on the March 5, 2014 Board Meeting. Mr. McManus said the ROD grant projects have begun with advertisements requested for bidding two of the projects on tonight's agenda. Lastly Mr. McManus offered to have regular meetings where desired for board members who want to discuss issues within the business department.

7.1. Motion to approve the following minutes:

November 20, 2013	Regular Meeting & Executive Session
December 4, 2013	Special Meeting
December 11, 2013	Regular Meeting & Executive Session

Motion was made by Mr. Henning and seconded by Mr. Cooper to move items 7.1 and was carried by a unanimous roll call vote of 8-0.

Mrs. Panzarelli abstained on minutes from December 11, 2013.

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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 November 30, 2013, 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 November 30, 2013, which is in agreement.

9.3 Motion to approve bills for the month of January 2014 in the amount of \$553,803.25 and supplemental bills for December and January in the amount of \$59,122.37.

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

9.5 Motion to approve one Keyport Central School student at a cost of \$800 and four Keyport High School students at a cost of \$815 per student to attend the Monmouth County Arts High & Middle School Program one afternoon per week from January to May 2013 for a total cost not to exceed \$4,060 (11-000-100-561-08-00-000).

9.6 Motion to approve home instruction for student 3774913974 for 16 hours per month for approximately six months, at a cost of \$35 per hour, not to exceed \$3,360.

9.7 Motion that the Board approve the advertisement for the Security Upgrade project number 2430-060-13-2003 for the Keyport Central School and project number 2430-050-14-2001 for Keyport High School.

9.8 Motion that the Board approve the advertisement for the Window Replacement project number 2430-050-14-2002 for Keyport High School.

9.9 Motion to accept a donation from Friends of the Arts in the amount of \$500 payable to the Keyport Public Schools to benefit the Central School Drama Club.

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Motion was made by Mr. Cooper and seconded by Mr. Biagiante to move items 9.1 through 9.9 and was carried by a unanimous roll call vote of 9-0.
Ms. Durkin voted yes to all motions and abstained from 9.1 through 9.4.

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
Amoroso, Dominick	6/25/14 - 6/28/14	National Athletic Trainers' Assoc Clinical Symposia	Indianapolis, IN/0	\$235
Finch, Kimberly	2/27/14	Lesson Frameworks for Teaching K-5 English LA Common Core Standards	Newark, NJ/56	\$247*
Gander, Christopher	1/16/14	PARCC Regional Training	Wayne, NJ/101	\$32
Godlesky, Laura	1/13/14	PARCC Regional Training	Pemberton, NJ/59	\$37
Goldsmith, Nicole	3/7/14	Annual Conference for NJ Assoc of Gifted Children	Bridgewater, NJ/0	\$199
Jones, Melissa	2/5/14	Monitoring & Adjusting SGOs	E. Orange, NJ/63	\$20
Jones, Melissa	3/13 & 3/14/14	NY/NJ Google in Education Summit	Hillside, NJ/107	\$283
Perri, Tina	1/15/14	STEAM It up!	Hillside, NJ/0	\$149
Savoia, Lisa	3/13-3/14/14	NY/NJ Google in Education Summit	Hillside, NJ/107	\$283
Schwarz, Steve	4/12/14	Six Flags Physics Teacher Workshop	Jackson, NJ/42	\$13
Slater, Stephen	1/13/14	PARCC Regional Training	Pemberton, NJ/59	\$37
Stone, Lauren	1/15/14	STEAM It Up!	Hillside, NJ/52	\$166
Thein, Lindsay	2/27/14-2/28/14	ASAP Annual SAC Conference	Long Branch, NJ/0	\$275
Slater, Stephen	1/16/14	PARCC Regional Training	Wayne, NJ/32	\$32

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

* Paid from NCLB Acct #20-241-200-590-13

A motion was made to move item 10.1 by Mrs. Panzarelli and seconded by Ms. Burke and carried by a unanimous roll call vote of 9-0.

11.0 Personnel

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

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	School	Incidents Reported	HIB
December 2013	Central	0	0
December 2013	KHS	4	0

- 11.2 Motion to approve the December 2013 Security Drill Report as follows:

Keyport High School	Fire Drill	All staff & students	12/10 8:00 AM
Keyport High School	Lockdown Drill	All staff & students	12/18 9:30 AM
Keyport Central School	Bomb Threat Drill	All staff & students	12/4 8:50 AM
Keyport Central School	Fire Drill	All staff & students	12/9 2:15 AM

- 11.3 Motion to approve the following Class Trips for the 2013-2014 school year:

DESTINATION	GROUP (grade or club)
Teen Arts Festival, Brookdale Comm College	KHS Art, English & Creative Writing
NYC Theatre District	KHS Drama Club
Six Flags Great Adventures, Jackson, NJ	KHS Physics/Calculus

- 11.4 Motion to approve the following candidate as a substitute teacher for the 2013-2014 school year at the prevailing rate of pay:

Group I

Chelsea Leonard*

CEAS Elementary Education

*pending paperwork

- 11.5 Motion to approve Marie Portee and Michelle Lehman to work three "Family Literacy Nights" at Central School, from 6 PM -8 PM, at the rate of \$35 per hour, to be funded from NCLB Title I funds.
- 11.6 Motion to accept the resignation of Ashley Forsyth, Central School Art Teacher, effective February 15, 2014, or sooner if a suitable replacement can be found.
- 11.7 Motion to approve a Junior Practicum in High School Social Studies for Shaun Lyons, Kean University student, one day per week from January 21 through May 16, 2014. The cooperating teacher will be James Wesley.

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- 11.8 Motion to approve payment of Superintendent Savoia's First Quantitative Merit Goal of \$3,450. Payment will be made upon final review and approval by the Monmouth County Executive Superintendent of Schools. The Merit is stated below:

“The Superintendent will actively pursue NJDOE Level 4 Rod Grants for Tier One defined projects as defined in the Keyport Board of Education Long Range Facility Plan. The grants will serve to provide capital improvements to district buildings that are in need of upgrades for security, window replacement, asbestos abatement and/or locker and bathroom renovation. The quantitative goal is for the district to qualify for Preliminary Eligible Costs (PEC) as approved by the New Jersey Department of Education (NJDOE) for over \$100,000 in Rod Grants.”

As a result of documentation and approval from the NJDOE office of Facilities Management on December 6, 2013, the Keyport District qualified for \$885,325 in Rod Grants for Preliminary Eligibility Costs thus attaining the Merit Goal.

- 11.9 Motion to accept, with regret, the retirement of Margaret Fischer, Central School Spanish teacher, effective March 1, 2014.
- 11.10 Motion to approve Christine D'Angelo, as a substitute Speech Therapist, at a cost of \$75 per hour, not to exceed 20 hours per week, for approximately four weeks, total cost not to exceed \$6,000, pending criminal history clearance.
- 11.11 Motion to accept the resignation of Kathryn Medero, Central School Grade 4 Elementary Teacher, effective March 11, 2014.

Motion was made by Mr. Biagianti and seconded by Mr. Henning to move items 11.1 through 11.11

Motions 11.1 through 11.7 and 11.9 through 11.11 was carried by a unanimous roll call vote of 9-0.

Motion 11.8 was approved by a roll call vote 8-1. Mr. White voted no.

12.0 Old Business-there was no old business presented at this time.

13.0 New Business

Mr. Henning questioned why the school district should be paying extra to protect/watch our kids when our kids are our most treasured resource. Ms. Durkin

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provided an explanation of her interpretation of why extra funds are needed for security protection

14.0 Public Participation

- Mr. Ed McNamara, 76 Maple Lane, Keyport asked about the recent article in the Independent regarding attendance and loss of state aid
- Mrs. Joanne Staeger, 428 Main St, Keyport, asked why there was no attachment provided for item #9.4 and requested this be put on the web site.
- Mrs. Staeger also asked about the article in the Independent about state aid and requested a correction.

15.0 Adjournment to Executive Session (TIME: 8:25 p.m.)

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 January 15, 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: Mr. Cooper

SECOND: Mr. Henning

16.0 Adjournment

17.1 Upon motion by Mr. Henning, seconded by Mr. Cooper, the meeting was adjourned at 8:25 p.m.

Respectfully Submitted,

Edward F. McManus
Board Secretary/Business Administrator

EFM:bi