

**KEYPORT BOARD OF EDUCATION
REGULAR MEETING JANUARY 20, 2016
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 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 18, 2016, as approved at the reorganization meeting of the Board of Education held on January 6, 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”.

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 (absent)	Mrs. Kutschman
Mrs. Cocuzza, UB Rep.* (absent)	Mr. Litwak
Ms. Cote	Mrs. Malinconico, Vice President
Mrs. Fox (absent)	Mrs. Panzarelli, President
Mr. Henning	Mr. White

Student Council Representative: Shayna Grandon

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

1.5 Student Council Representative Report

Shayna Grandon presented on the various happenings and events pertaining to KHS.

2.0 Presentation – District Goal Update

The administrative team presented an update on the 2015-2016 district goals.

3.0 President’s Remarks

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Mrs. Panzarelli thanked administrators for the presentation. She thanked them for being proactive and not reactive. She also thanked Dr. Savoia, Mr. Rapolla, Mr. Waters and Mr. Krohe for giving a facility tour to the new board members.

4.0 Communications – Dr. Savoia

4.1 Letter of resignation was received from John Kowalcyk, School Psychologist, on January 14, 2016, effective March 11, 2016. Resolution 11.13 under personnel.

5.0 Public Participation – Agenda Items

- Edward McNamara, 76 Maple Place, was thankful for the larger font used in the presentation. He recommended using terminology for non-educators. He inquired about various transfers on the agenda. He asked what HIB Assessment scores are. He inquired about the Toshiba America Foundation.
- Cerelle White, 90 Fulton Street, informed the Board that Special Education students are being prepared for post high school higher education and options.

6.0 Superintendent Report

6.1 Superintendent’s Report – Dr. Savoia

7.0 Board Secretary’s Report – Mr. Rapolla

The budget continues to be a work in progress. We have assembled proposed 2016-2017 expenditures as well as predicted revenues. Salary expenses and health benefits are the largest portion of the budget. We will begin to share budget data at the February 3 meeting and will be a topic of our meetings for the next few months. Our budget will need to be adopted for the County Superintendent at the March 16 meeting.

7.1 Motion to approve the following minutes:

December 2, 2015	Workshop Minutes and closed session
December 9, 2015	Regular Minutes

8.0 Buildings & Grounds – Mr. Rapolla

8.1 Facilities Update

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We have received an additional quote for some paving work to be done at KCS. The main pathway leading up to the CS and the pathway next to the new playground was quoted at \$13,725. The total project for all the paving work is approximately \$83,000.

All fields have been over seeded and a turf blanked was installed on the practice field to promote winter growth. Final applications were made to the school grounds by Tru-Green.

Two sections of a pipe in the 1927 section of Keyport HS were found to be leaking last week. One pipe was under the floor, the other in the ceiling. Our maintenance staff was able to make both repairs by the same evening.

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, 2015, 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 which is in agreement.

9.3 Motion to approve bills for the month of January 2016 in the amount of \$626,369.47 and supplemental bills for December in the amount of \$5,237.77 and January in the amount of \$16,684.87.

9.4 Motion to approve the transfer of funds for the month of December as follows:

<u>From</u>	<u>To</u>	<u>Amount</u>
11-402-100-100-01-01-000 Athletic Director Salary (1,686.80)	11-401-100-100-01-17-000 TV Club	\$400.00
	11-401-100-100-01-19-000 Spanish Club	\$295.60
	11-401-100-100-01-20-000 Book Club	\$295.60

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	11-401-100-100-01-21-000 Debate Club	\$295.60
	11-401-100-100-02-10-000 TV Club (Adj 58)	\$400.00
11-000-217-320-11-00-000 Extr Aid Prof Services	11-000-221-320-00-00-000 Purch Prof Ed Services (Adj 61)	\$2,402.00
11-000-291-270-11-00-000 Employee Insurance	11-000-230-31-05-02-000 Legal Fees (Adj 62)	\$4,078.20
11-190-100-320-01-03-000 Virtual High School (\$6,600)	11-000-240-610-01-02-000 High Sch Office Supplies	\$1,600.00
	11-190-100-610-01-00-000 High Sch Desk Purchase (Adj 64)	\$5,000.00
11-000-100-566-08-00-000 Private Sch for Handi	11-000-100-561-08-00-000 Tuition LEA In State (Adj 65)	\$9,876.00

9.5 Motion to approve the NCLB Final Report and Carryover from the 2014-2015 school year for the use in the 2015-2016 school year in the amounts below:

Title I	\$45,785
Title IIA	\$1,284
Title III	\$2,432

9.6 Motion to approve the amendment of the 2015-2016 NCLB grant application to reflect the carryover funding from 2014-2015.

9.7 Motion to approve the IDEA Final Report and Carryover from the 2014-2015 school year for use in the 2015-2016 school year in the amounts below:

IDEA Basic	\$612
IDEA Preschool	\$ 9

A motion was made to move items 7.1 to 9.7 by Ms. King-Cote and seconded by Mrs. Malinconico and carried by a roll call vote of 7-0.

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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:

Employee Name	Date(s)	Workshop Name	Location/Mileage	Cost
Anshelewitz, Wilbert	6/1/16	NJTESOL 2016 Spring Conference	New Brunswick, NJ/42	\$201.90
Gallo, Robin	1/28-1/29/15	Techspo 2016	Atlantic City, NJ/183	\$632.42
Penson, Brittney	6/1/16	NJTESOL 2016 Spring Conference	New Brunswick, NJ/42	\$201.90
Savoia, Lisa	1/28-1/29/15	Techspo 2016	Atlantic City, NJ/183	\$582.42

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

10.2 Motion to approve the scores of the School Self-Assessment Program to Determine Grades under the Anti-Bullying Bill of Rights Act:

KHS	74 of 78
KCS	76 of 78
District	75 of 78

10.3 Motion to accept the December 2015 Security Drills as follows:

<u>School Name</u>	<u>Drill Type</u>	<u>Occupants Involved</u>	<u>Date & Time</u>
Keyport High School	Fire Drill	All staff & students	Dec 3 @ 8:00 a.m.
Keyport High School	Lockdown	All staff & students	Dec 9 @ 1:00 p.m.
Central School	Fire Drill	All staff & students	Dec 14 @ 2:10 p.m.
Central School	Shelter in Place	All staff & students	Dec 21 @ 9:30 a.m.

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

<u>Date</u>	<u>School</u>	<u>Incidents Reported</u>	<u>HIB</u>
December 2015	Central	0	0
December 2015	KHS	1	0

10.5 Motion to approve submission of a grant application to The Toshiba America Foundation for up to \$5,000.

Motion was made by Mr. White, seconded by Ms. King-Cote to table 10.6 to after executive session.

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11.0 Personnel

- 11.1 Motion to approve the following personnel for the Keyport School Extendicare Program for the 2015-2016 school year to be paid from Enterprise Fund (0409):

<u>Name</u>	<u>Position</u>	<u>Salary</u>
Andrea Walsh	Substitute Teacher	\$35 per hour

- 11.2 Motion to rescind the action taken at the December 9, 2015, meeting (Resolution 11.2) to approve Tiffany Crea to complete her Spring 2016 Student Teaching assignment at Keyport Central School. Tammi Manganelli, Special Education Teacher is the cooperating teacher.

BE IT FURTHER MOVED to approve Tiffany Crea to complete her Spring 2016 Student Teaching assignment at Keyport Central School. Tammi Manganelli, Special Education Teacher, and Michelle Santoro, are the cooperating teachers.

- 11.3 Motion to amend the action taken at the October 7, 2015, meeting (Resolution 11.10) to approve Candice Reggio’s request for a maternity/disability and Federal/NJ Family Medical Leave as follows:

9/2/15 to 9/17/15	Ten (10) paid sick days for pregnancy-related disability
9/18/15 to 11/9/15	Seven (7) weeks of FMLA leave for pregnancy-related disability
11/9/15	Anticipated due date
11/9/15 to 12/7/15	Four (4) weeks of FMLA leave for pregnancy-related disability (presumed four (4) week disability period)
12/8/15 to 12/14/15	One (1) week of remaining FMLA leave, concurrently designated as NJFLA leave, for bonding with newly-born child
12/15/15 to 12/25/15	Two (2) weeks of NJFLA leave for bonding with newly-born child
12/28/15 to 1/1/16	School closed for Winter Recess
1/4/16 to 3/4/16	Remaining nine (9) weeks of NJFLA leave for bonding with newly-born child
3/7/16	Return to work

BE IT FURTHER MOVED to approve Candice Reggio’s request for a maternity/disability and Federal/NJ Family Medical Leave as follows:

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9/2/15 to 9/16/15	Ten (10) paid sick days for pregnancy-related disability
9/17/15 to 12/14/15	Twelve (12) weeks of FMLA leave for pregnancy- and childbirth related disability
12/15/15 to 12/25/15	Two (2) weeks of NJFLA leave for bonding with newly-born child
12/28/15 to 1/1/16	School closed for Winter Recess
1/4/16 to 3/11/16	Remaining ten (10) weeks of NJFLA leave for bonding with newly-born child
3/14/16	Return to work

- 11.4 Motion to approve Matthew Gajewski as a volunteer CS Wrestling Coach for the 2015-2016 school year pending Criminal History Clearance.
- 11.5 Motion to approve Colleen Czajkowski to complete a portion of her administrative field experience. This experience will be for a total of three days between February 9 and April 7, 2016. Elijah Pereira will be the cooperating administrator.
- 11.6 Motion to approve Kaitlyn McGlynn to teach the Title I Math Enrichment Program at Keyport High School on Tuesdays and Thursdays in February and March, at the rate of \$35 per hour, not to exceed \$560, to be funded from NCLB Title I funds.
- 11.7 Motion to approve Nicole Seres to teach the Title I ELA Enrichment Program at Keyport High School on Tuesdays and Thursdays in February and March, at the rate of \$35 per hour, not to exceed \$560, to be funded from NCLB Title I funds.
- 11.8 Motion to approve Meghan Saporita, Monmouth University, to work with Ms. Dinardi and Ms. Mack at KHS to fulfill 8 hours of ELL observation and 20 hours of Spanish observation beginning February 1, 2016.
- 11.9 Motion to approve Mrs. Mary Mack to teach Home Instruction at the rate of \$35 per hour.
- 11.10 Motion to approve Ms. Diane Quinn to teach Home Instruction at the rate of \$35 per hour.
- 11.11 Motion to approve Ms. Kaitlyn McGlynn to teach Home Instruction at the rate of \$35 per hour.
- 11.12 Motion to approve Mr. Micah Bender to teach Home Instruction at the rate of \$35 per hour.

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11.13 Motion to accept the resignation of John Kowalcyk, School Psychologist, effective March 11, 2016.

A motion was made to move items 10.1 to 11.13, with the exception of 10.6, by Mrs. Malinconico and seconded by Ms. King-Cote and carried by a roll call vote of 7-0.

12.0 Policy – None

13.0 Old Business

14.0 New Business

15.0 Public Participation

Ed McNamara recommended looking within the current employee staff to find a school psychologist. Dr. McNamara then asked about the cost of paving projects.

16.0 Adjournment to Executive Session (TIME: 8:30 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 January 20, 2016, 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: Mrs. Malinconico

SECOND: Ms. King-Cote

17.0 Return to Open Session (TIME: 9:20 p.m.)

Mrs. Panzarelli read 17.1 aloud:

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- 17.1 Be it Resolved, by the Keyport Board of Education that, pending the results of a psychiatric evaluation, the Board authorizes the Superintendent of Schools to develop and implement a reentry plan restating student No. 2769454343 to his general education program at Keyport High School
- 10.6 Motion to approve a Settlement Agreement between Keyport School District and student 9295180774 for placement at Collier School for the remainder of the 2015-2016 school year.

A motion was made to move item 10.6 and 17.1 by Mr. Henning and seconded by Mrs. Malinconico and carried by a roll call vote of 7-0.

18.0 Adjournment

- 18.1 Upon motion by Mrs. Malinconico, seconded by Ms. King-Cote, the meeting was adjourned by unanimous voice vote at 9:24 p.m.

Respectfully Submitted,

Anthony Rapolla
Board Secretary/Business Administrator

AR:bi