

**KEYPORT BOARD OF EDUCATION
REGULAR MEETING MARCH 19, 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 (absent)	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 –

2.1 Goal Update by Mrs. Savoia-

Mrs. Savoia presented an update as to the progress the district is making as to attaining the goals and objectives. A copy of the PowerPoint slides is attached to the minutes.

2.2 Ethics by Jodi Howlett, Esq.-

Board Attorney Ms. Howlett provided a detailed presentation of NJ School Board Ethics Law.

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3.0 Communications – Mrs. Savoia

There was no communications presented at this meeting.

4.0 Public Participation – Agenda Items

There was no public comment at this time.

5.0 Superintendent and Other Reports

5.1. Superintendent’s Report –

Mrs. Savoia reported the schedule of activities for Keyport High School which included:

- Barnes & Noble fundraising event for the Literature and art club.
- An upcoming presentation by the Monmouth County Prosecutors Office regarding the heroin epidemic.
- A senior and freshman class fundraiser
- Student Volunteers for the Keyport Easter Egg Hunt
- Keyport Boys Baseball will be playing a game at the Blue Claws stadium against Mater Dei
- The schedule of activities at the central School including:
 - Barnes & Noble Book Fair
 - Safety patrol Fundraiser
 - Upcoming Grade 2 and 3 Singing Cowboy assembly

Mrs. Savoia reported that Mrs. Doll was selected Teacher of the Year in the Central School and Mrs. Egan was selected Teacher of the Year in Keyport High School. Benny Masucci and Charlene Stumpf were selected support staff of the year recipients.

The instructional Improvement System is now online.

The district will be using the 21st Century Community Learning Center to seek grants for student achievement.

Keyport has been selected as a recipient of the Turning the Tides program from St. Barnabas health Institute to equip students to address community needs

Keyport Central School is the recipient of the Students of sandy grant designed to equip students with skills and knowledge of social/emotional needs.

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Mrs. Savoia reported the following statistics regarding the district Violence and Vandalism report-For the period September 1, 2013, through December 31, 2013, in Keyport High School, there were 4 HIB incidents and 4 violence incidents. In Keyport Central School there was one violence incident. For the month of March, there were two incidents of bullying in the Central School. Consequences and services were provided as per Policy 5512 and 5560.

Mrs. Savoia reported on upcoming events such as the April 3rd and 4th conferences and changes to Spring Break due to the number of snow days.

In conclusion, Mrs. Savoia reported on the upcoming Board Meetings and Committee Meetings.

- 5.2. Student Council Representative Report-Student Council Representative Victoria Gonzalez reported on the very encouraging response to the school's track and field program. She also reported on the activities with the National Honor Society at Keyport High School.

6.0 Committee Reports

- 6.1 Buildings & Grounds/Safety & Security/Recycling-no report
- 6.2 Community Relations/Foundation-Mr. Biagianti reported that Keyport Community day is targeted for September 2014. At the most recent meeting there was discussion about Board of Education members being represented at community activities. Mr. White spoke about using the local Cable television service to message the community. Mrs. Savoia stated the she and Mr. McManus recently met with Keyport Mayor Aumack and Lorene Wright, the Keyport Town Business Administrator.
- 6.3 Curriculum-Mrs. Panzarelli reported that the following items were discussed at the most recent Curriculum Committee meeting Summer School
 - Foreign Language
 - Resource Lab
 - A/B Scheduling
 - NJ Ask Science Grade 8
 - ACT 10 Year Course
 - 4th and 5th Grade SS Leads model
- 6.4 Finance/Negotiations-Ms. King Cote referred the Board to the notes from the Finance Committee sent out the prior week. Mr. McManus emphasized that the district is experiencing financial concerns in the area of the reduced amount of Union Beach tuition, plus the request for teacher raises and health benefit cost increase.

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- 6.5 MCSBA/Legislative-no report
- 6.6 Personnel-no report
- 6.7 Policy-no report
- 6.8 Special Education Liaison-no report

7.0 Board Secretary’s Office – Mr. McManus

- 7.1. Motion to approve the following minutes:

February 12, 2014 Regular Meeting
February 19, 2014 Regular Meeting

A motion was made by Mr. Henning and seconded by Mrs. King-Cote to move items 7.1 to 9.28. Motion 7.1 was carried by unanimous roll call vote of 9-0.

8.0 Buildings & Grounds – Mr. McManus

- 8.1 Facilities Update

- 8.2 Use of Facilities

- 8.2.1. Motion to approve request from Bayshore Christian Fellowship to use the Central School Softball Field on the following dates from 6:00 p.m. to 8:00 p.m. for Church Fellowship Softball League:

4/28/14	6/9/14	7/7/14	8/4/14
5/5/14	6/16/14	7/14/14	8/11/14
5/12/14	6/23/14	7/21/14	8/18/14
5/19/14	6/30/14	7/28/14	8/25/14
6/2/14			

A motion was made by Mr. Henning and seconded by Mrs. King-Cote to move items 7.1 to 9.28. Motion 8.2.1. was carried by unanimous roll call vote of 9-0.

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 January 31, 2014, no budgetary line item account has been overexpended in violation of N.J.A.C. 6:23 – 2.12.

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9.2 Motion to approve the Report of the Secretary to the Board of Education (A-148) and Cash Reports (A-149) for the months of January and February which are in agreement.

9.3 Motion to approve bills for the month of March 2014 in the amount of \$592,937.80 and supplemental bills for March 2014 in the amount of \$100.00.

9.4 Motion to approve the transfer of funds for January and February 2014 (attachments).

9.5 Motion to rescind the action taken at the October 16, 2013, meeting (Resolution 9.5) to approve the following out of district tuition for the 2013-2014 school year:

Best Academy	Student 1195350904 (UB)	\$43,870
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Be It Further Moved to approve the following out of district tuition for the remainder of the 2013-2014 school year, effective February 25, 2014:

CPC High Point	Student 1195350904 (UB)	\$59,375
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9.6 Motion to approve the following motion:

**Adjustment
Enrollment**

RESOLVED that the Keyport Board of Education includes in the proposed budget the adjustment for enrollment in the amount of \$0. The district intends to utilize this adjustment for supplies and materials necessary for the additional students.

**Adjustment
Health Benefits**

RESOLVED that the Keyport Board of Education includes in the proposed budget the adjustment for increases costs of health benefits in the amount of \$51,381. The additional funds are included in the base budget and will be used to pay for the additional increases in health benefits.

**Adjustment
PERS Pension**

RESOLVED that the Keyport Board of Education includes in the proposed budget the adjustment for deferral of the PERS pension cost and the additional interest incurred in the amount of \$0. The district intends to

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utilize this adjustment for the purpose of paying the additional interest charges.

**Adjustment
Responsibility Transferred**

RESOLVED that the Keyport Board of Education includes in the proposed budget the adjustment for increase (decrease) of costs associated with the transfer of responsibilities in the amount of \$0. The district intends to utilize this adjustment for increase (decrease) for the costs.

**Adjustment
Banked Cap**

RESOLVED that the Keyport Board of Education includes in the proposed budget the adjustment for banked cap in accordance with N.J.A.C. 6A:23A-10.3(b). The district has fully exhausted all eligible statutory spending authority and must increase the base budget in the amount of \$114,447 for the purposes of maintaining existing programs. The district intends to complete said purposes by June 2014.

**Adjustment
Debt Service**

RESOLVED that the Keyport Board of Education includes in the proposed budget the transfer of funds from Fund 30 in the amount of \$250,000 to Fund 40 during the 2014-2015 budget year to pay for maturing debt of Series 2009 Bonds.

Capital Reserve Account Withdrawal

RESOLVED that the Keyport Board of Education requests the approval of a capital reserve withdrawal in the amount of \$1,400,000. The district intends to utilize these funds for the capital projects identified in the District Long Range Facilities Plan at the Keyport Central School and Keyport High School.

Capital Reserve Account Deposit

RESOLVED that the Keyport Board of Education requests the approval a capital reserve deposit in the amount of \$0. The district intends to utilize these funds for the at the capital projects identified in the District Long Range Facilities Plan at the Keyport Central School and Keyport High School.

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**Travel and Related Expense Reimbursement
2014-2015**

WHEREAS, the Keyport Board of Education recognizes school staff and Board members will incur travel expenses related to and within the scope of their current responsibilities and for travel that promotes the delivery of instruction or furthers the efficient operation of the school district; and

WHEREAS, N.J.A.C. 6A:23B-1.1 et seq. requires Board members to receive approval of these expenses by a majority of the full voting membership of the Board and staff members to receive prior approval of these expenses by the Superintendent of Schools and a majority of the full voting membership of the Board; and

WHEREAS, a Board of Education may establish, for regular district business travel only, an annual school year threshold of \$150 per staff member where prior Board approval shall not be required unless this annual threshold for a staff member is exceeded in a given school year (July 1 through June 30); and

WHEREAS, travel and related expenses not in compliance with N.J.A.C. 6A:23B-1.1 et seq., but deemed by the Board of Education to be necessary and unavoidable as noted on the approved Board of Education Out of District Travel and Reimbursement Forms; now

THEREFORE, BE IT RESOLVED, the Board of Education approves all travel not in compliance with N.J.A.C. 6A:23B-1.1 et seq. as being necessary and unavoidable as noted on the approved Board of Education Out of District Travel and Reimbursement Forms; and

BE IT FURTHER RESOLVED, the Board of Education approves travel and related expense reimbursements in accordance with N.J.A.C. 6A:23B-1.2(b), to a maximum expenditure of \$35,000 for all staff and board members.

**Adoption of Tentative Budget
2014-2015**

RESOLVED that the tentative budget be approved for the 2014-2015 School Year using the 2014-2015 state aid figures and the Secretary to the Board of Education be authorized to submit the following tentative budget

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to the Executive County Superintendent of Schools for approval in accordance with the statutory deadline:

	<u>GENERAL FUND</u>	<u>SPECIAL REVENUES</u>	<u>DEBT SERVICE</u>	<u>TOTAL</u>
2014-15 Total Expenditures	19,570,990	966,183	759,964	21,297,137
Less: Anticipated Revenues	<u>10,947,916</u>	<u>966,183</u>	<u>455,131</u>	<u>12,369,230</u>
Taxes to be Raised	<u>8,623,074</u>	<u>0</u>	<u>304,833</u>	<u>8,927,907</u>

And to advertise said tentative budget in the Asbury Park Press in accordance with the form suggested by the State Department of Education and according to law; and

BE IT FURTHER RESOLVED, that a public hearing be held in Keyport High School Conference Room 108, Keyport, New Jersey on April 30, 2014, at 7:30 p.m. for the purpose of conducting a public hearing on the budget for the 2014-2015 School Year.

- 9.7 Motion that the Board establish and approve the tuition rate for the Union Beach High School students attending Keyport High at \$15,070 for Regular Education students as per the NJDOE Budget tuition calculation.
- 9.8 Motion that the Board approve the transfer of \$800,000 from Capital Reserve to Fund 30 in order to fund the Local Share of the ROD Grant summer of 2014 projects.

<u>Project</u>	<u>State Project #</u>	<u>Local Share</u>
KHS Security	2430-050-13-2001	77,463
KCS Security	2430-060-13-2003	63,293
KHS Windows	2430-050-13-2002	180,174
KCS Bathrooms	2430-060-14-1010	210,410
KCS Playground	2430-060-14-1008	77,582
KHS UV	2430-050-14-1006	108,384
Total Local Share		717,306

- 9.9 Motion that the Board approve the transfer of \$150,000 from Fund 12 Account Number 12-000-261-730-01-00-000 in order to fund the Local Share of the ROD Grant summer of 2014 projects. See below for NJDOE approved ROD Grant summer of 2014 projects and associated Local Share requirements in order to qualify for Grants:

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<u>Project</u>	<u>State Project #</u>	<u>Local Share</u>
KHS Security	2430-050-13-2001	77,463
KCS Security	2430-060-13-2003	63,293
KHS Windows	2430-050-13-2002	180,174
KCS Bathrooms	2430-060-14-1010	210,410
KCS Playground	2430-060-14-1008	77,582
KHS UV	2430-050-14-1004	149,496
Total Local Share		758,418

- 9.10 Resolved that the Keyport Board of Education is authorizing execution and delivery of the Grant Agreement under Grant Agreement Number G5-5472, DOE project Number 2430-050-13-2002 and SDA Project number 2430-050-13-G2BY for the Window Replacement in gym, locker rooms, boiler room, stairwell and eight (8) classrooms in Keyport High School.
- 9.11 Resolved that the Keyport Board of Education provide evidencing of Delegation of Authority to School Business Administrator for supervision of the School Facilities Project under Grant Agreement Number G5-5472, DOE Project Number 2430-050-13-2002 and SDA Project Number 2430-050-13-G2BY for the Window Replacement in gym, locker rooms, boiler room, stairwell and eight (8) classrooms in Keyport High School.
- 9.12 Resolved that the Keyport Board of Education is authorizing execution and delivery of the Grant Agreement under Grant Agreement Number G5-5471, DOE project Number 2430-050-13-2001 and SDA Project number 2430-050-13-G2BX for replacement of cameras and to install additional cameras in the Keyport High School.
- 9.13 Resolved that the Keyport Board of Education provide evidencing of Delegation of Authority to School Business Administrator for supervision of the School Facilities Project under Grant Agreement Number G5-5471, DOE Project Number 2430-050-13-2001 and SDA Project Number 2430-050-13-G2BX for replacement of cameras and to install additional cameras in the Keyport High School.
- 9.14 Resolved that the Keyport Board of Education is authorizing execution and delivery of the Grant Agreement under Grant Agreement Number G5-5475, DOE project Number 2430-060-13-2003 and SDA Project number 2430-060-13-G2CB to remove, replace and supplement new cameras in the Keyport Central Elementary School.
- 9.15 Resolved that the Keyport Board of Education provide evidencing of Delegation of Authority to School Business Administrator for supervision of the School Facilities Project under Grant Agreement Number G5-5475, DOE Project Number 2430-060-13-2003 and SDA Project Number 2430-

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060-13-G2CB to remove, replace and supplement new cameras in the Keyport Central Elementary School.

- 9.16 Resolved that the Keyport Board of Education is authorizing execution and delivery of the Grant Agreement under Grant Agreement Number G5-5478, DOE project Number 2430-060-14-1010 and SDA Project number 2430-060-14-G2CE for the ADA toilet room upgrades in the Central Elementary School.
- 9.17 Resolved that the Keyport Board of Education provide evidencing of Delegation of Authority to School Business Administrator for supervision of the School Facilities Project under Grant Agreement Number G5-5478, DOE Project Number 2430-060-14-1010 and SDA Project Number 2430-060-14-G2CE for the ADA toilet room upgrades in the Central Elementary School.
- 9.18 Resolved that the Keyport Board of Education is authorizing execution and delivery of the Grant Agreement under Grant Agreement Number G5-5476, DOE project Number 2430-060-14-1008 and SDA Project number 2430-060-14-G2CC for Playground Renovations in the Central Elementary School.
- 9.19 Resolved that the Keyport Board of Education provide evidencing of Delegation of Authority to School Business Administrator for supervision of the School Facilities Project under Grant Agreement Number G5-5476, DOE Project Number 2430-060-14-1008 and SDA Project Number 2430-060-14-G2CC for Playground Renovations in the Central Elementary School.
- 9.20 Resolved that the Keyport Board of Education is authorizing execution and delivery of the Grant Agreement under Grant Agreement Number G5-5477, DOE project Number 2430-060-14-1009 and SDA Project number 2430-060-14-G2CD for electrical upgrades in the Central Elementary School.
- 9.21 Resolved that the Keyport Board of Education provide evidencing of Delegation of Authority to School Business Administrator for supervision of the School Facilities Project under Grant Agreement Number G5-5477, DOE Project Number 2430-060-14-1009 and SDA Project Number 2430-060-14-G2CD for electrical upgrades in the Central Elementary School.
- 9.22 Resolved that the Keyport Board of Education is authorizing execution and delivery of the Grant Agreement under Grant Agreement Number G5-5474, DOE project Number 2430-050-14-1006 and SDA Project number

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2430-050-14-G2CA for unit ventilator replacement in eight (8) classrooms in the Keyport High School.

- 9.23 Resolved that the Keyport Board of Education provide evidencing of Delegation of Authority to School Business Administrator for supervision of the School Facilities Project under Grant Agreement Number G5-5474, DOE Project Number 2430-050-14-1006 and SDA Project Number 2430-050-14-G2CA for unit ventilator replacement in eight (8) classrooms in the Keyport High School.
- 9.24 Resolved that the Keyport Board of Education is authorizing execution and delivery of the Grant Agreement under Grant Agreement Number G5-5479, DOE project Number 2430-060-14-1011 and SDA Project number 2430-060-14-G2CF for installation of AC in Multipurpose Room of the Central Elementary School.
- 9.25 Resolved that the Keyport Board of Education provide evidencing of Delegation of Authority to School Business Administrator for supervision of the School Facilities Project under Grant Agreement Number G5-5479, DOE Project Number 2430-060-14-1011 and SDA Project Number 2430-060-14-G2CF for installation of AC in Multipurpose Room of the Central Elementary School.
- 9.26 Resolved that the Keyport Board of Education is authorizing execution and delivery of the Grant Agreement under Grant Agreement Number G5-5473, DOE project Number 2430-050-14-1004 and SDA Project number 2430-050-14-G2BZ for installation of A/C in four (4) classrooms of the Keyport High School.
- 9.27 Resolved that the Keyport Board of Education provide evidencing of Delegation of Authority to School Business Administrator for supervision of the School Facilities Project under Grant Agreement Number G5-5473, DOE Project Number 2430-050-14-1004 and SDA Project Number 2430-050-14-G2BZ for installation of A/C in four (4) classrooms of the Keyport High School.
- 9.28 Motion to approve the following resolution:

Whereas, bids were advertised for District-wide Security Upgrades Project at Keyport High School and bids were opened on Friday, March 14, 2014, at exactly 3:45 p.m. with the following result:

Bids were received from:

Open Systems Integrators	\$272,878
Triad Security Systems	No bid

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Integrated Systems & Services	\$230,796
Automatic Protection Systems	\$289,000
RFP Solutions	No bid
Service Works	No bid
EIRC	\$149,407
Kratos Public Safety & Security Solutions	\$350,454
Premier Security & Electronics	No bid
AVS Technology	No bid

And further recommend that the Board of Education reject all bids on this project due to incomplete responses.

A motion was made by Mr. Henning and seconded by Ms. King-Cote to move items 7.1 to 9.28. Ms. Durkin voted no to 9.7.

Motion 9.1 to 9.6 and 9.8 to 9.28 was carried by unanimous roll call vote of 9-0.

Motion 9.7 was carried by unanimous roll call vote of 8-1.

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
Cowen, Christine	7/7-7/9/14	Broadway Teachers' Workshop	New York, NJ/0	\$697
Gagliano, Jane	4/3/14	Good Ideas Conference	Lakewood, NJ/64	\$20
Gander, Chris	3/24/14	Lightspeed Systems	Pascack Hills, NJ/0	n/a
Gander, Chris	4/4/14	PARCC Broadband Regional by NJDOE	Denville, NJ/0	n/a
Godlesky, Laura	3/28/14	Spring AP English Consortium	W. Long Branch/NJ 38	\$12
Kurilla, Gloria	3/27/14	Student Growth Objectives for the School Nurse	W. Long Branch, NJ/0	\$35
Mack, Mary Ann	3/28/14	Rutgers World Language Institute	New Brunswick, NJ/43	\$114
McManus, Edward	6/4-6/6/14	Annual NJASBO Conference	Atlantic City, NJ/137	\$647
Principe, Salvatore	2/25/14	AP Articulation visit to Ocean Twp HS	Ocean Twp., NJ/38	\$15
Rojas Gutierrez, Jennifer	3/28/14	Cooperative Learning in the Foreign Language Classroom	New Brunswick, NJ/43	\$114
Salvadore, Barbara	3/27/14	Student Growth Objectives for the School Nurse	W. Long Branch, NJ/0	\$35

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Savoia, Lisa	5/21-5/23/14	NJASA/NJAPSA 32 nd Annual Spring Conference	Atlantic City, NJ/183	\$745
Schwarz, Steve	2/25/14	AP Articulation visit to Ocean Twp HS	Ocean Twp., NJ/38	\$15
Slater, Stephen	2/27/14	AP visitation to Ocean Twp	Ocean Twp., NJ/0	n/a
Thein, Lindsay	4/7-4/11/14	Sandy Turning the Tides	Piscataway, NJ/0	n/a

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

- 10.2 Motion to approve the submission of the 2014-2015 Preschool Plan and Budget.
- 10.3 Motion to approve the submission of the 21st Century Grant.
- 10.4 Motion to approve the submission of the IIS (RTT 4 Grant).
- 10.5 Motion to approve the Guidance Department Community Resource Lab to operate on Thursday evenings from March 20, 2014 to June 5, 2014.
- 10.6 Motion to approve the following class trips for the 2013-2014 school year:

<u>Destination</u>	<u>Group (grade or club)</u>
NYC Theatre District - Matilda Workshop & Performance	9th - 12th Grade KHS Drama
Trenton Thunder Baseball Game	6th & 7th Grade Class Trip

- 10.7 Motion to approve the February 2014 Security Drill Report as follows:

High School	Lockdown Drill	All staff & students	2/10/14 10:00 a.m.
High School	Active Shooter Drill	All staff & students	2/19/14 12:50 p.m.
Central School	Shelter In Place	All staff & students	2/10/14 9:00 a.m.
Central School	Fire Drill	All staff & students	2/21/14 1:45 p.m.

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

	<u>School</u>	<u>Incidents Reported</u>	<u>HIB</u>
February 2014	Central	0	0
February 2014	High School	0	0

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- 10.9 Motion to approve the submission of an application for a Borough of Union Beach Field and Park Permit for the Municipal Soccer Field for KPS Middle School Soccer from September 8, 2014 to October 23, 2014 from 3:00 p.m. to 5:15 p.m.
- 10.10 Motion to accept Turning the Tides Grant provided by Barnabas Health Institute for Prevention and DCF (Department of Children and Family) to increase resiliency with children, families, and schools as a result of Super Storm Sandy.
- 10.11 Motion to accept Rutgers University in partnership with Barnabas Health Institute to provide the Strengthening Families Program.
- 10.12 Motion to accept the Students of Sandy grant provided by Centra State Hospital in order to provide life skills to Grade 6.

A motion was made by Mr. Biagiante and seconded by Mrs. Panzarelli to move items 10.1 to 10.12. Motion was carried by unanimous roll call vote of 9-0.

11.0 Personnel

- 11.1 Motion to approve Kelly Ring as a Long-term Substitute effective March 3, 2014 through June 20, 2014, at a salary of \$50,244 Step 1 prorated. Ms. Ring is Mrs. May's leave replacement.
- 11.2 Motion to approve the following individuals for Spring 2014 Coaching Positions:
 - Dominick Amoroso - Assistant Track - \$5,380
 - John Paczkowski - 2nd Semester Fitness Room Supervisor - \$1,600
- 11.3 Motion to approve Dawn Racioppi as the Community Resource Lab Staff Member from March 20, 2014, through June 5, 2014, at a rate of \$35.00 per hour (not to exceed \$490).
- 11.4 Motion to approve Amy Mantino to complete her Rowan University Fall 2014 ESL Practicum.
- 11.5 Motion, as per recommendation of the Superintendent, to approve Nicole May's request for a maternity/disability and Federal/NJ Family Medical Leave as follows:

2/18/14	One (1) Accrued Sick Days
2/19/14	Delivery Date
2/20/14-4/7/14	Accrued Sick/Personal Days
4/8/14-6/20/14	FMLA/NJFLA Leave

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

Group I

Kathleen McNamara CE Teacher of Business: Finance/Economics/Law

Group II

Alyssa Fiorillo* 60+ Credits

Tonya Bradwhaw* 60+ Credits

*pending completion of paperwork

A motion was made by Mr. Henning and seconded by Ms. King-Cote to move items 11.1 to 11.6 and carried by unanimous roll call vote of 9-0.

12.0 Old Business

13.0 New Business

14.0 Public Participation

The public is invited to comment on both agenda and non-agenda items at this time.

Dr. Ed McNamara, 76 Maple Place, Keyport, complimented the district for going to an A/B Schedule, Dr. McNamara also requested clarification of the Finance resolution.

15.0 Adjournment to Executive Session (TIME: 9:15 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 March 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.

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d. Action may be taken upon return to Open Session.

MOTION: Ms. King-Cote SECOND: Mrs. Panzarelli

16.0 Return to Open Session (TIME: 10:30 p.m.)

16.1 Motion was made to appoint the firm of Tokarski & Millemann, LLC, to provide construction design phase and construction administration for the Athletic Field renovation project at a cost of \$15,000.

A motion was made by Mr. Biagianti and seconded by Mrs. Panzarelli to move item 16.1. Ms. King-Cote and Mrs. Malinconico abstained.

Motion 16.1 was carried by unanimous roll call vote of 7-0.

17.0 Adjournment

17.1 Upon motion by Mr. Henning, seconded by Mr. Cooper, the meeting was adjourned at 10:34 p.m.

Respectfully Submitted,

Edward F. McManus
Board Secretary/Business Administrator

EFM:bi