

**KEYPORT BOARD OF EDUCATION
WORKSHOP MEETING NOVEMBER 4, 2015
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 14, 2015, as approved at the reorganization meeting of the Board of Education held on January 7, 2015. 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	Mrs. Kenny, UB Rep.* (absent)
Mr. Bright (arr. 7:40 p.m.)	Ms. King-Cote, Vice Pres.
Mrs. DeGracia (absent)	Mrs. Malinconico, President
Mrs. Fox	Mrs. Panzarelli
Mr. Henning (absent)	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 – available at regular meeting

2.0 Presentations –

2.1 National Junior Honor Society

Mrs. Andrews explained NJHS induction qualifications. Two 7th grade students in NJHS spoke of motivation and service projects they participate in.

2.2 Long Range Facility Planning by Mr. Rapolla

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Mr. Rapolla presented on Long Range Facility Planning for the district as we approach the 2016-2017 budget.

Mr. Rapolla spoke about the many projects to be completed in the district and the overwhelming amount of money it would cost. He stated it will take many years to complete them all and began the process of, as a board, prioritizing projects.

Keyport has three bonds. One for \$310,000 a year ends in 2020. One for \$95,000 a year ends in February. One for \$365,000 a year ends in 2024. We have been funding the budget with \$250,000 a year from money that was saved on the solar project. However, that money is running out.

We have only \$90,000 to use in this year's budget. Additionally, we are trying to decrease the amount of money to put into the budget with excess surplus by \$75,000 a year. Therefore, we need to anticipate needing to supplement \$140,000 FY17. Then we will need to supplement \$230,000 in the remaining year. However, upon completion of this audit, we should have approximately \$600,000 going into capital reserve and \$150,000 going into maintenance reserve.

3.0 Communications – Dr. Savoia

- 3.1 Letter of resignation received from Stephanie Kaplan, part-time teacher's aide, on October 23, 2015, effective November 20, 2015. Resolution 10.1 under Personnel.
- 3.2 The Keyport Fire Department requested the Board to purchase an ad in the program book for their Annual Fireman's Ball. Cost for a full page ad: \$125 (Resolution 8.5).

4.0 Public Participation – Agenda Items

- 4.1. There was no public participation at this time.

5.0 Superintendent Report

- 5.1 Superintendent's Report – Dr. Savoia spoke of the following:
 - Jack Capachana and Sabrina Fitzpaldi applied for the Prudential Spirit of Community Awards.
 - Ashley Pileggi has applied for the Youth Advisory Council for New Jersey's Sixth Congressional District.

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- Writer’s Workshop is implemented in Grades 4-8 and is being piloted in Mrs. Santoro’s class.
- Thank you to all the staff that volunteered during homecoming at KHS and Halloween parade at KCS.
- Keyport High School will meet with Keyport Police Department to discuss possibility of piloting new program called “Trust in Us.”
- The following students are the 2015 NJHS Inductees: Angela Gallo, Keris Calhoun, Daniel Gross, Michael Hands, Michele Herrera, Connor Johnson, Mustafa Kilic, Nabil El Maalemm Brittney Mallon, Kaylie Martinez, Shannon, O’Donnell, Marianna Pelaez, Lizbeth Rodriguez, Grace Rosman, Lila Trench, Vincent Zhou.
- Upcoming events.

6.0 Board Secretary’s Report – Mr. Rapolla

6.1 Motion to approve the following minutes:

October 7, 2015	Workshop Minutes
October 21, 2015	Regular Minutes

7.0 Buildings & Grounds – Mr. Rapolla

7.1 Facilities Update

7.2 Use of Facilities

7.2.1. Motion to approve the landing of one or two MONOC 1/NJ State Police Northstar Helicopters at the Keyport Central School Field on June 11, 2016, between the hours of 9 a.m. through 3 p.m. for the statewide cadet competition.

8.0 Finance

8.1 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 October 31, 2015, no budgetary line item account has been overexpended in violation of N.J.A.C. 6:23 – 2.12.

8.2 Motion to approve the Report of the Secretary to the Board of Education (A-148) and Cash Reports (A-149) for the month of September which is in agreement.

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8.3 Motion to approve bills for the month of November 2015 in the amount of \$TBD and additional supplemental bills for October in the amount of \$16,311.52.

8.4 Motion to approve the transfer of funds for the month of October as follows:

<u>From</u>	<u>To</u>	<u>Amount</u>
11-190-100-610-01-11-000 High Sch Science Suppl	11-000-213-600-07-00-000 Nursing Supplies (Adj #20)	\$400.00
11-190-100-610-01-19-000 High Sch Bus Ed Supplies	11-190-100-610-01-01-000 High Sch General Suppl (Adj #21)	\$200.00
30-000-401-450-00-34-000 KCS Electric Svcs Upgrade	30-000-401-390-00-34-000 KCS Elec Svcs Upgrade	\$2,250.00
30-000-401-450-00-39-000 KCS MP Rm AC	30-000-401-390-00-39-000 KCS MP Rm AC	\$2,250.00
30-000-401-450-00-40-000 KHS AC 4 Rooms	30-000-401-390-00-40-000 KHS AC 4 Rooms (Adj #22)	\$2,020.23
11-000-240-610-02-00-000 Cent Sch Graduation Exp	11-000-240-800-07-00-000 Administration Prof Dues (Adj #23)	\$225.00
11-000-262-100-01-01-000 High Sch Cust Overtime	11-000-261-100-11-00-000 Maintenance Overtime (Adj #24)	\$4,000.00
11-120-100-101-02-01-000 Gr 1-5 Class Coverage	11-130-100-101-02-01-000 Gr 6-8 Class Coverage (Adj #25)	\$2,000.00
11-140-100-101-01-03-000 Gr 9-12 Detention	11-130-100-101-02-03-000 Gr 6-8 Detention (Adj #26)	\$400.00
30-000-401-450-00-40-000 KHS AC 4 Rooms	30-000-401-390-00-40-000 KHS AC 4 Rooms (Adj #27)	\$408.08

8.5 Motion to approve a full page ad in the annual Keyport Fire Department Program Book at a cost of \$125.

9.0 Curriculum

9.1 Motion, as recommended by the Superintendent of Schools, to approve the following out of district workshops to be paid from the general fund:

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Employee Name	Date(s)	Workshop Name	Location/Mileage	Cost
Zacchia, Theresa	12/4/15	NJASP Conference	East Windsor, NJ/48	\$190

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

- 9.2 Motion to accept the October 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	10/8 @ 8:15 a.m
Keyport High School	Shelter in Place	All staff & students	10/22 @ 1:00 p.m
Central School	Fire Drill	All staff & students	10/6 @ 8:45 a.m
Central School	Evacuation	All staff & students	10/22 @ 10:00 a.m

- 9.3 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>
October 2015	Central	1	1
October 2015	KHS	0	0

- 9.4 Motion to approve the following schools trips for the 2015-2016 school year:

8th Grade Trip	Chamber Theatre, Englewood, NJ
CS Band	Bolger Middle School, Keansburg, NJ

- 9.5 Motion to accept the formation of a Bilingual Advisory Committee with members from the following stakeholder groups:
Administrators/Teachers/Parents.

10.0 Personnel

- 10.1 Motion to accept the resignation of Stephanie Kaplan, Central School Aide, effective November 20, 2015.

- 10.2 Motion to approve the following candidate as a substitute teacher for the 2015-2016 school year at the prevailing rate of pay:

Group II

Steven Teitell* 60+ credits
*pending criminal history clearance

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- 10.3 Motion to approve the following teacher for her preparation and presentation at the After School Professional Development Academy at the rate of \$20 per hour for preparation and \$35 per hour for presentation (2 hours total per session) to be paid from Title 2A funds:

Lisa Wallin	Google Classroom & Forms / 10/21/15 / KHS	\$55 (\$35 + \$20)
	Google Classroom & Forms / 10/22/15 / CS	\$55 (\$35 + \$20)
	Google Add-ons & Extensions / 10/27/15 / KHS	\$55 (\$35 + \$20)
	Google Add-ons & Extensions / 10/29/15 / CS	\$55 (\$35 + \$20)
TOTAL:		\$220.00

- 10.4 Motion to approve Kelly Castellano to be serve as a substitute teacher for the Title I and/or Title III after-school programs at a rate of \$35 per hour.

- 10.5 Motion to approve Kim Guccione for her preparation in presenting Sheltered Instruction professional development for four different presentations at \$20 per hour, not to exceed \$160.

- 10.6 Motion to approve the following Winter Athletic Coaching, Per Diem and Volunteers for 2015-2016 school year:

Phil Recco	HS Head Boys Basketball	\$ 8,071
Shaun Lyons	HS Assistant Boys	\$ 5,924
Pete Miller	CS Boys Basketball	\$ 5,535
Deboney Braithwaite	HS Head Girls Basketball	\$ 8,071
Staci Minuskin	HS Asst. Girls Basketball	\$ 5,924
Brian Brady	CS Girls Basketball	\$ 5,535
James Wesley	Head Bowling Coach	\$ 5,449
Vanessa Cunningham	CS Cheerleading	\$ 4,676
Steve Bower	Head Wrestling	\$ 7,495
Dominic Amoroso	Asst. Wrestling	\$ 5,654
Mike Vadas	Co-CS Wrestling Coach	\$ 2,000
Ron Burgess	Co-CS Wrestling Coach	\$ 2,000
Marlene Perez	Athletic Trainer	\$ 75 per event
Barrett Oxley	Clock Operator, Crowd Control	\$ 35 per event
Kyle Keelen	Clock Operator, Crowd Control	\$ 35 per event
Alissa Francisco	Clock Operator, Crowd Control	\$ 35 per event
Ron Burgess	Clock Operator, Crowd Control	\$ 35 per event
Cassandra Murphy	Clock Operator, Crowd Control	\$ 35 per event
Val Rogers	Clock Operator, Crowd Control	\$ 35 per event
James Wesley	Clock Operator, Crowd Control	\$ 35 per event
Michele Canizzaro	Ticket Taker	\$ 35 per event

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Liz Maher	Substitute Ticket Taker	\$ 35 per event
Larry Peterson	Volunteer Basketball	n/a
James Maguire	Volunteer CS Basketball	n/a
Eric Devlin	Volunteer CS Basketball	n/a
Michael Konish	Volunteer HS Basketball	n/a
Anita Czech	Volunteer HS Basketball	n/a
Doug Bower	Volunteer Wrestling	n/a
Doug Chudzik	CS Volunteer Wrestling	n/a
Jen Rojas	Volunteer Bowling	n/a

11.0 Policy

12.0 Old Business

13.0 New Business

Mr. White wants to speak about Personnel Policies at the next meeting.

14.0 President’s Remarks

Mrs. Malinconico read a statement about the status of negotiations with the KEA. The parties are proceeding to a formal fact finding.

15.0 Public Participation

Dr. McNamara, 76 Maple Place, asked about the grades that participate in NJHS and the number of students. He also asked about the function of the Bilingual Advisory Committee and if any Bilingual parents would be on the committee.

16.0 Executive Session – None

17.0 Adjournment

17.1 Upon motion by Ms. King-Cote, seconded by Mrs. Panzarelli, the meeting was adjourned at 8:12 p.m.

Respectfully Submitted,

Anthony Rapolla
Board Secretary/Business Administrator

AR:bi