

**KEYPORT BOARD OF EDUCATION
REGULAR MEETING OCTOBER 9, 2013
WORKSHOP 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 Cafeteria, 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, 2013, as approved at the reorganization meeting of the Board of Education held on January 2, 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	Ms. King-Cote, Vice Pres.
Ms. Burke	Ms. Knudsen (absent)
Mr. Cooper	Ms. Lloyd (absent)
Ms. Durkin, UB Rep.*	Mrs. Malinconico, President
Mr. Henning (absent)	Mrs. Panzarelli

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 Presentations –

2.1 Achievement Certificates

- Certificates were presented to students who scored a perfect 300 score on NJASK test or students that improved by 15 points or more in Language Arts or Mathematics.

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2.2 2013 Testing Presentation

- Mrs. Savoia gave a presentation on how students have progressed from year to year. The presentation will be repeated at the next board meeting as well.

3.0 Communications – Mrs. Savoia

- 3.1. Mrs. Janice Starker, Central School Teacher, submitted her letter of retirement on September 30, 2013, effective December 31, 2013. Resolution 11.1 under Personnel.

4.0 Public Participation – Agenda Items -- None

5.0 Superintendent and Other Reports

- 5.1. Superintendent's Report – Mrs. Savoia

Upcoming Committee Meetings:

Personnel	October 28	6:30 BOE Office
Curriculum	October 28	7:30 BOE Office
Negotiations	November 4	6:00 BOE Office

- 5.2. Student Council Representative Report – None

6.0 Committee Reports

- 6.1 Buildings & Grounds/Safety & Security/Recycling
- 6.2 Community Relations/Foundation
- 6.3 Curriculum
- 6.4 Finance/Negotiations – will meet on Monday.
- 6.5 MCSBA/Legislative
- 6.6 Personnel
- 6.7 Policy

- The committee met on September 19 and discussed tenure change to after four years and one day. The Board also discussed moving more to committee recommendations.

- 6.8 Special Education Liaison

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7.0 Board Secretary's Office – Mr. McManus

- Report of the Special Election

Mr. McManus spoke of the results of referendum being defeated.

Mr. McManus discussed the new collection process for escalating balances that are outstanding for school meals. There will be continued discussion next week on the next steps for the Athletic Field. There will be a lot of work being done in the Board Office to implement road grants for construction projects in the next 18 to 24 months in both schools. We are utilizing School Dude and everything going on outside of school hours can be seen on a facilities calendar on the Keyport website. Extencicare is going well. Mr. Manus will be attending finance/negotiations meeting on Monday night.

- 7.1. Motion to approve the following minutes:

September 11, 2013	Regular Meeting & Public Hearing & Closed Session
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September 18, 2013	Regular Meeting
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- 7.2. Motion to approve the following policies for the first reading to be attached to the minutes after the second reading:

Policy 3144.3	Suspension Upon Certification of Tenure Charge (New)
Policy 3144.12	Certification of Tenure Charges – Inefficiency (M) (New)
Policy 3372	Teaching Staff Member Tenure Acquisition (New)
Policy 3373	Tenure Upon Transfer or Promotion (New)
Policy 3374	Tenure Upon Transfer to an Underperforming School (New)
Policy 4124	Employment Contract

8.0 Buildings & Grounds – Mr. McManus

- 8.1 Facilities Update

- 8.2 Use of Facilities

- 8.2.1. Motion to approve the following resolution:

WHEREAS, the Department of Education requires New Jersey School Districts to submit a three-year Comprehensive Maintenance Plan and M-1 form documenting “required” maintenance activities for each of its public school facilities, and

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WHEREAS, the required maintenance activities, as listed in the attached document for the various school facilities of the Keyport School District, are consistent with these requirements, and

WHEREAS, all past and planned activities are reasonable to keep school facilities open and safe for use or in their original condition and to keep their system warranties valid.

NOW THEREFORE, BE IT RESOLVED, that the Keyport School District hereby authorizes the School Business Administrator to submit the attached Comprehensive Maintenance Plan and M-1 form for the Keyport School District in compliance with Department of Education requirements.

- 8.2.2 Motion to approve request from Girl Scouts of the Jersey Shore – Brownie Troop to use Room 8 in the Central School every Friday from October 9, 2013, through June 12, 2014, from 2:50 p.m. to 4:00 p.m. for meetings.

9.0 Finance

- 9.1 Motion to approve the following out of district tuitions for the 2013-2014 school year:

Best Academy	Student 1195350904 (UB)	\$43,870
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- 9.2 Motion to rescind the action taken at the August 14, 2013, meeting (Resolution 9.8) to approve the following out of district tuition for the 2013-2014 school year:

The Children's Home and the Mary A. Dobbin's School	Student 6675265610	\$314.09 per diem
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Be It Further Moved to approve the following out of district tuition for the 2013-2014 school year, effective September 6, 2013:

Rancocas Valley Regional HS	Student 6675265610	\$15,404
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- 9.3 Motion to approve the cafeteria account (Enterprise Account 60) adjustment of \$3,583.42 effective June 30, 2013, for the 2012-2013 school year.
- 9.4 Motion to approve an agreement with Brookfield Schools/For KEEPS Program located at St. Peters University Hospital to provide 49 hours of instructional tutoring, not to exceed 10 hours per week beginning September 18, 2013, for Student 958625963.

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- 9.5 Motion to approve that the Keyport Board of Education enter negotiations with the Keyport Education Association, Keyport Administrators' Association and Keyport Custodial and Maintenance Association as per the Bergenfeld letter.

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
Biagianti, Joseph	10/24/13	School Law Forum	Atlantic City, NJ/0	\$75.00
Corsale, Kristen	10/31/13	Financial Aid 101	Lakewood, NJ/0	n/a
Gagliano, Jane	10/19/13	Bullying Workshop	Parsippany, NJ/88	\$27.28
Savoia, Lisa	2/28, 3/18 & 4/8/14	New Tenure Law, FMLA, Seniority & Nonrenewals; HIB Special Ed & Other District Practices; Social Media	Monroe Twp., NJ/174 (58 each day)	\$377.98

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

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

	<u>School</u>	<u>Incidents Reported</u>	<u>HIB</u>
September 2013	Central	1	0
September 2013	KHS	2	1

- 10.3 Motion to approve the September 2013 Security Drill Report as follows:

KHS	Fire Drill	All staff and students	9/12/13 9:00 a.m.
KHS	Lockdown Drill	All staff and students	9/17/13 9:30 a.m.
Central	Fire Drill	All staff and students	9/9/13 9:30 a.m.
Central	Lockdown Drill	All staff and students	9/12/13 10:30 a.m.

- 10.4 Motion to approve the EVVRS Reporting Period 2, January 1, 2013 to June 30, 2013 as follows:

	<u>Violence</u>	<u>Vandalism</u>	<u>Weapon</u>	<u>Substance Abuse</u>	<u>HIB</u>
KHS Period 2	4	1	1	1	11
KCS Period 2	0	0	0	0	1

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- 10.5 Motion to approve the following teachers to work the Title I After School Programs to run October 28, 2013, through May 23, 2014, at the rate of \$35 per hour, to be funded from NCLB Title I:

<u>Position</u>	<u>Teacher</u>
K Enrichment	Amy Mantino
2 nd ELA/Math	Kelly Schmidt
3 rd ELA/Math	Marie DeNardo
4 th ELA	Melanie Stroud
4 th Math	Krista Anderson
5 th ELA	Nicole May
5 th Math	Krista Anderson
6 th ELA	Michelle Lehman
6 th & 7 th Math	Amanda Andrews
7 th & 8 th ELA	MaryAnne Ricca
8 th Math	Stephen Slater
Achieve 3000 2 nd -4 th	Amanda Andrews
Achieve 3000 5 th – 8 th	Valerie Rogers
Achieve 3000 substitute	Kelly Schmidt
ESL 4 th -8 th	Kim Finch
Achieve 3000 KHS	Jim Rasmussen
Math Enrichment	Stephen Slater

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

DESTINATION (including address)	GROUP (grade or club)
Monmouth Park, Oceanport	3rd grade G&T - Service Animals Convocation
Chariot of Riders, Farmingdale, NJ	3rd grade G&T - Service Animals Convocation
Middletown Arts Center	4th grade G&T - Building & Engineering Conv.
Storming Robots, Branchburg, NJ	4th grade G&T - Building & Engineering Conv.
Middletown Arts Center	5th grade G&T - Fine Arts Convocation
Newark Art Museum	5th grade G&T - Fine Arts Convocation
Middletown Arts Center	6th grade G&T - Space Convocation
Buehler Challenger Center	6th grade G&T - Space Convocation
Middletown Arts Center	7th grade G&T - Music & Movies Convocation
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Lincoln Center, Nuyurican Cafe - NYC	8th grade G&T - Poetry Slam Convocation
McCloones, Asbury Park	8th grade G&T - Poetry Slam Convocation
Sterling Hill Mine Museum, Ogdensburg, NJ	HS Chemistry
Chelsea Theatre - Upright Citizens Brigade	KHS Drama Club
Meadowlands Environmental Center	11th & 12th grade Environmental Science
Woodbridge High School	12th grade - College Fair

11.0 Personnel

11.1 Motion to accept, with regret, the retirement of Janice Starker, Central School Special Education Teacher effective January 1, 2014.

11.2 Motion, as per recommendation of the Superintendent, to approve Erica Wesley's request for a maternity/disability and Federal/NJ Family Medical Leave as follows:

12/2/13	Fifteen (15) Accrued Sick Days
12/27/13	Expected Delivery Date
1/2/14-1/27/14	Accrued Sick Days
1/28/14 – 4/22/14	FMLA/NJFLA Leave
4/23/14-6/19/14	Unpaid Leave

11.3 Motion to approve Lindsey Thein, High School SAC, as a High School Volunteer Volleyball Coach for the 2013-2014 school year.

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 II
 Nicole Henn * BA Kean University (2013)
 *pending paperwork

12.0 Old Business -- None

13.0 New Business -- None

14.0 Public Participation -- None

15.0 Adjournment to Executive Session – None

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16.0 Adjournment

- 16.1 Upon motion by Ms. Durkin, seconded by Ms. Burke, the meeting was adjourned at 8:45 p.m.

Respectfully Submitted,

Edward F. McManus
Board Secretary/Business Administrator

EFM:bi