

**KEYPORT BOARD OF EDUCATION
REGULAR MEETING SEPTEMBER 16, 2015
AGENDA**

1.0 Opening Procedures

- 1.1 Call to Order
- 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	Ms. Kenny, UB Rep.*
Mr. Bright	Ms. King-Cote, Vice Pres.
Ms. DeGracia	Mrs. Malinconico, President
Ms. Fox	Mrs. Panzarelli
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

2.0 Presentation – RYLA Student Presentation

3.0 Communications – Dr. Savoia

- 3.1 Letter of resignation was received on September 9, 2015, from Jennifer Caputo, Part-time Confidential Secretary, effective October 1, 2015. Resolution 10.5 under personnel.

4.0 Public Participation – Agenda Items

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5.0 Superintendent Report

- 5.1 Superintendent's Report – Dr. Savoia

6.0 Board Secretary's Report – Mr. Rapolla

- 6.1 Motion to approve the following minutes:
August 26, 2015 Regular Minutes

7.0 Buildings & Grounds – Mr. Rapolla

- 7.1 Facilities Update
- 7.2 Use of Facilities
- 7.2.1. Motion to approve Central School as a landing site and shelter in the event of crisis/disaster for the 2015-2016 school year, as per OEM.
- 7.2.2. Motion to approve YMCA's Bayshore Family Success Center to use two classrooms in the Central school from September 22, 2015, through June 7, 2016, on Tuesdays, from 7:00 to 8:30 p.m. for an ESL program.

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 August 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 July which is in agreement.
- 8.3 Motion to approve bills for the month of September in the amount of \$609,391.02 and supplemental bills for August in the amount of \$121,994.92.

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

<u>From</u>	<u>To</u>	<u>Amount</u>
11-000-262-420-11-01-000 District Equip Repair	11-000-262-520-11-01-000 P&C/Multi-Peril Insur (Adj 9)	\$5,279.00

- 8.5 Motion to accept the 2015-2016 schedule of tuition from the Monmouth County Vocational School District:

<u>Full Time Regular Education (In County)</u>	<u>Per Student</u>
Academy of Allied Health & Science	\$ 6,120
Biotechnology High School	\$ 6,120
Communications High School	\$ 6,120
High Tech High School	\$ 6,120
Marine Academy of Science & Technology	\$ 6,120
Design Academy & Law Enforcement (11 & 12 grade)	\$ 6,120
Class Academy	\$ 5,800
 Shared Time Regular (In County)	 \$ 825
 Shared-Time Special Education (In County)	
Career Center	\$ 5,300

- 8.6 Motion to accept a donation of four picnic tables to be used in the Keyport Public Schools from Paul Sansone, Jr.

- 8.7 Motion to approve the Extended School Year Program for Student #7830250236 to attend Bancroft, for July and August, in the amount of \$9,388.

- 8.8 Motion to accept the IDEA Basic and IDEA Pre-School funding for the 2015-2016 school year as stated below:

IDEA Basic	\$294,840
IDEA Pre-School	\$8,069

- 8.9 Motion to accept a donation from Keyport Central School PTO in the amount of \$10,000 to be used towards Central School class trips.

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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:

Employee Name	Date(s)	Workshop Name	Location/Mileage	Cost
Savoia, Lisa	9/28 & 9/29/15	Grant Writing USA Class	Lakewood, NJ	\$494
Slater, Stephen	9/28 & 9/29/15	Grant Writing USA Class	Lakewood, NJ	\$494

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

9.2 Motion to accept the August 2015 Security Drills as follows:

<u>School Name</u>	<u>Drill Type</u>	<u>Occupants Involved</u>	<u>Date & Time</u>
Keyport High School	No Students	All staff & students	No Drill
Keyport High School	No Students	All staff & students	No Drill
Central School	Fire Drill	All staff & students	August 18 th 10:00 a.m.
Central School	Evacuation	All staff & students	August 26 th 10:30 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>
August 2015	Central	0	0
August 2015	KHS	2	2

9.4 Motion to approve the following resolution:

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

Therefore, Be It Resolved, the following personnel travel be approved as necessary and unavoidable as noted on the approved Board of Education Travel Forms:

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Lisa Savoia	Monmouth County Roundtable Meetings Bayshore Jointure/MOESC BOE Meetings NJASA Meetings	1 per month 1 per month 1 per month
Anthony Rapolla	NJSBAIG Meetings MCASBO Meetings	4 per year 1 per month
Denise Cleveland	MCADSE Meetings	1 per month
Christopher Gander	Monmouth/Ocean County Technology Directors' Meetings	1 per month
Laura Godlesky	State/County Meetings MC3	2 per month
Anthony DePasquale	Monmouth County – Director of Guidance Meetings	5 per year (Sept./Nov./Dec./Feb./March)
Kevin Flynn	Shore Conference Meetings Monmouth County AD Meetings N.J.S.I.A.A.	2 per month 1 per month 2 to 3 per year (Sept./Dec./June)
Lindsay Thein	Monmouth County ASAP Meetings	1 per month (Sept. to June)
Nicole Goldsmith	Shore Consortium	Full Day meetings- 9/25/15, 12/11/15, 6/10/16 Half Day meetings (PM only)- 2/19/16, 4/8/16

- 9.5 Motion to approve the Lifeskills curriculum for the 2015-2016 school year.
- 9.6 Motion to approve the 2015-2016 Uniform State Memorandum of Agreement between the Keyport Public Schools and the Keyport Police Department for the 2015-2016 school year as on file in the Superintendent's Office.

10.0 Personnel

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- 10.1 Motion to approve the following teachers to teach an additional period daily, beginning September 3, 2015, through November 30, 2015:

<u>Name</u>	<u>Rate</u>
Jean Marie McGrogan	\$ 9,086
Jean Reash	\$12,080

- 10.2 Motion to approve David Najarian as Keyport High School English Teacher for the 2015-2016 school year at a prorated salary of \$61,434, MA, Step 6 effective September 17, 2015.

- 10.3 Motion to approve Christine Cowen, HS English Teacher, and Christopher Gander, KSD Technology Manager, as Co-Advisors of the KHS TV Club for the 2015-2016 school year at a split stipend of \$2,000.

- 10.4 Motion to approve Ahmir Jones as a Substitute Custodian at the rate of \$11 per hour for the 2015-2016 school year.

- 10.5 Motion to accept the resignation of Jennifer Caputo, Part-time Confidential Secretary, effective October 1, 2015.

- 10.6 Motion to rescind the appointment of Christina Egan as Advisor for the High School Literary Magazine for the 2015-2016 school year in Motion 10.19 on the May 20, 2015 agenda.

BE IT FURTHER MOVED to approve Nicole Seres and David Najarian as Co-Advisors for the High School Literary Magazine for the 2015-2016 school year at a split stipend of \$2,182.

- 10.7 Motion to rescind the appointment of Christina Egan as Advisor for High School Book Club for the 2015-2016 school year in Motion 10.19 on the May 20, 2015 agenda.

BE IT FURTHER MOVED to approve Diane Quinn as the Advisor for High School Book Club for the 2015-2016 school year at the rate of \$739.

- 10.8 Motion to approve James Wesley as a volunteer Central School Boys Soccer Coach for the 2015-2016 school year.

- 10.9 Motion to approve Chuck Ferrara as a videographer for all football games at a rate of \$50.00 per game.

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10.10 Motion to rescind the appointment of Amanda Andrews as Central School National Junior Honor Society for the 2015-2016 school year in Motion 10.5 on the May 20, 2015, agenda.

BE IT FURTHER MOVED to approve Amanda Andrews and Ron Burgess as Co-Advisors for Central School National Junior Honor Society for the 2015-2016 school year at a split stipend of \$ 1,700.25.

10.11 Motion to approve Jessica Polak as a volunteer Advisor for Central School Graphic Arts Club for the 2015-2016 school year. This will be the pilot year for this first year club.

10.12 Motion to rescind the appointment of Christina Egan as the mentor for Nicole Seres for the 2015-2016 school year in Motion 11.18 on the August 26, 2015 agenda.

BE IT FURTHER MOVED to approve the following mentors for the 2015-2016 school year:

New Teacher	School	Position	Mentor Teacher	Employee Funded	Title IIA
Brendan Hilliard	KHS	PE Teacher	Steve Bower	X	
Nicole Seres	KHS	English Teacher	Diane Quinn (approved on 8/16/15 as Christina Egan)	X	
David Najarian	KHS	English Teacher	Erica Wesley		X

10.13 Motion to approve Grace Gramaglia to prepare and present at the After School Professional Development Academy at the rate of \$20 per hour for preparation and \$35 per hour for presentation (not to exceed 2 hours per session).

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

<u>Name</u>	<u>Position</u>	<u>Salary</u>
Alissa Francisco	Substitute Teacher	\$35 per hour

10.15 Motion to rescind the following salaries to be funded from NCLB Title I Funds, for the 2015-2016 school year in Motion 11.9 on the August 26, 2015 agenda:

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Name	Building	Total Salary	% Funded by NCLB Title I	Funded Salary
Kelly Castellano	KCS	54,070	100%	54,070
Marie Portee	KCS	60,0075	90%	54,068
Alexis Marinos	KCS	50,244	100%	50,244
Christina Egan	KHS	57,740	33%	19,248
Kyle Keelen	KHS	54,941	33%	17,946

BE IT FURTHER MOVED to approve the following salaries to be funded from NCLB Title I Funds, for the 2015-2016 school year:

Name	Building	Total Salary	% Funded by NCLB Title I	Funded Salary
Kelly Castellano	KCS	54,070	100%	54,070
Marie Portee	KCS	60,0075	90%	54,068
Alexis Marinos	KCS	50,244	100%	50,244
David Najarian	KHS	\$61,434	31%	19,248
Kyle Keelen	KHS	54,941	33%	17,946

- 10.16 Motion to approve Brendan Hilliard as Keyport High School Physical Education Teacher for the 2015-2016 school year at a salary of \$50,244, BA, Step 1 effective September 1, 2015.

11.0 Policy

- 11.1 Motion to approve the following policy for second reading to be attached to the minutes after the second reading:

P2110	District Mission (M)
P3322	Staff Member's Use of Personal Cellular Telephones/Other Communication Devices
P4322	Staff Member's Use of Personal Cellular Telephones/Other Communication Devices
P5330	Administration of Medication
R5330	Administration of Medication
P5339	Screening For Dyslexia
P5615	Suspected Gang Activity
P5756	Transgender Students
P8540	School Nutrition Programs
P8550	Outstanding Food Service Charges
P8820	Opening Exercises/Ceremonies

12.0 Old Business

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13.0 New Business

14.0 President's Remarks

15.0 Public Participation

16.0 Adjournment to Executive Session (TIME:)

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 September 16, 2015, 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:

SECOND:

17.0 Return to Open Session (TIME: _____)

18.0 Adjournment