

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

1.0 Opening Procedures

1.1 The meeting was called to order at 7:30 p.m. by Board Vice President King-Cote, 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.*
Mr. Bright	Ms. King-Cote, Vice Pres.
Mrs. DeGracia	Mrs. Malinconico, President (absent)
Mrs. Fox (absent)	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

- Shayna Grandon reported student council goal is for open communication with board.
- Homecoming week Oct. 19-24
- Visit website for spirit wear.

2.0 Presentation – RYLA Student Presentation

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- David Winter spoke of RYLA program and appreciates the districts participation in the program. He shared letters written by Keyport Students who attended.
- RYLA participants spoke of their wonderful experiences at RYLA.
- Mr. White expressed gratitude for the RYLA program. He asked how students are chosen for the program. He asked how the lessons from RYLA are brought back to the district. He would like to see more students participate.

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

- Dr. McNamara, 76 Maple Place, asked if tuition for the Monmouth County Vocational academies has increased.

5.0 Superintendent Report

- 5.1 Superintendent's Report – Dr. Savoia

- 9/12/15 Field Volunteers
 - Kenny Cross
 - Stephen Bettinger
 - Chris Johnson
 - Joe Servidio
 - Dawn & Hank Young
 - Chris & Erinn Hogrefe
 - A. Francisco
 - S. Minuskin
 - D. Braithwaite
 - P. Miller
 - J. Packowski
- Back to School Nights
- After School Professional Development Academy
- Sansone Jr. donation of \$2,500 for Fence Guards

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Upcoming Events

9/17/15	Volleyball	Home
9/17/15	Soccer	Home
9/19/15	Field Dedication	District
9/1/15 - 3/30/2016	Fall/Winter Snack Stand Sales	KHS Class of 2017
9/15 - 9/30/2015	Pink Zebra Candle Sale	KHS Drama Club
9/21/15	KCS PTO Meeting	Central
9/21/15	KCS Picture Day	Central
9/23/15	Soccer	Home
9/25/15	Red Raider Rally	Central
9/26/2015	Raider for a Day	KHS Cheer
9/26/2015	Car Wash	KHS Class of 2018
9/29/15	Air Trampoline Fundraiser	Central
9/29 - 10/13/2015	Fan Cloth Apparel Sales	KHS Class of 2017
10/1/2015	Country Jamboree	KHS Cheer
10/1 - 10/19/2015	Yankee Candle Sales	KHS Class of 2018
10/3/2015	Car Wash	KHS Drama Club
10/7/15	Walk to School Day	Central PTO
10/10/2015	Alumni Game	KHS Cheer
10/14 - 10/30/2015	Halloween Candy Corn Sale	KHS Class of 2018
9/22/15	Fact Finding	KEA

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

- Electric Upgrade and CS Air Condition Project – new service was done Monday, August 31. Later in the evening we experienced two power failures. The GFI breaker and trip was deemed defective and a new unit has been ordered. Adjustments were made and power held until Monday, September 7 when the unit failed and schools needed to be closed on Tuesday, September 8. The new system was re-energized to reopen school and the new breaker arrived on Friday. The Air Condition contractors will come on Saturday to finalize start up.

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- Representative from Keyport HS Football Team KPS Administration and Keyport Pop Warner painted the snack stand and did other projects to beautify the field on Saturday.
- HS Boilers – Some panels needed to be replaced. Our boilers are 18 years old. Average life expectancy of the boilers is 15-20 years. We will need to fiscally plan for replacement of the boilers.
- PreK Playground – We are having difficulty getting Whirl Construction to commit to an installation date and are trying to get it done as soon as possible.
- Rain Garden – We have been in continual contract with Ethan Rice and the Keyport Garden Club and have expressed our desire to bury or lower the pipes feeding the garden. We believe a plan is in place which should allow most of the pipe to be at ground level.

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:

From	To	Amount
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.

Motion was made to move items 6.1 to 8.9 by Mr. Biagianti and seconded by Mr. Henning and carried by a unanimous roll call vote of 8-0 with the exception of Mrs. Panzarelli who abstained on 8.5.

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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.

Motion was made to move items 9.1 to 9.6 by Mr. Biagianti and seconded by Mrs. Panzarelli and carried by a unanimous roll call vote of 8-0.

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10.0 Personnel

- 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 (prorated)
Jean Reash	\$12,080 (prorated)

- 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 Extencicare 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	60,075	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	60,075	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.

Motion was made to move items 10.1 to 10.16 by Mr. Biagianni and seconded by Mrs. Panzarelli and carried by a unanimous roll call vote of 8-0.

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

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Motion was made to move item 11.1 by Mr. Henning and seconded by Mrs. Panzarelli and carried by a unanimous roll call vote of 8-0.

12.0 Old Business – None

13.0 New Business – None

14.0 President’s Remarks

Mrs. King-Cote congratulated RYLA students and praised the program and participation over many years.

15.0 Public Participation

Dr. McNamara, 76-Maple Place, asked the following:

- The percent of the budget from the local tax levy.
- Mentioned last year’s PARCC test and overall concerns.
- Will teacher evaluation ratings be shared publically?

16.0 There was no Executive Session

17.0 Adjournment

17.1 Upon motion by Mr. Henning, seconded by Mrs. Panzarelli, the meeting was adjourned at 8:39 p.m.

Respectfully Submitted,

Anthony Rapolla
Board Secretary/Business Administrator

AR:bi