

**KEYPORT BOARD OF EDUCATION  
REGULAR MEETING SEPTEMBER 18, 2013  
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 All Purpose Room, 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
Mr. Cooper	Ms. Lloyd ( <b>absent</b> )
Ms. Durkin, UB Rep.*	Mrs. Malinconico, President ( <b>absent</b> )
Mr. Henning	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 Presentation – RYLA**

Mr. David Winter and Mr. DePasquale invited the students to speak about their experiences at Rotary Youth Leadership Award “RYLA”.

The students spoke of RYLA as an amazing 4-day experience. They spoke of the changes within themselves and how the program has taught them about acceptance of others. They spoke of RYLA as an experience that you will carry throughout the rest of your life. They learned to be open leaders and gain the confidence in themselves to push people and to inspire them. RYLA is a life-

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changing experience. The students thanked Mr. Winters and everyone who gave them the opportunity to attend RYLA.

Mr. Winters is the RYLA coordinator for Hazlet Rotary, and he deals with students from Keyport, Keansburg and Raritan High School. RYLA is available in Monmouth, Ocean and Burlington counties, and the Hazlet Rotary is the only club that interviews students. The program is competitive. Mr. Winters thanked the Board of Education, Mrs. Savoia, Mr. McManus and Mr. DePasquale for the support from Keyport High School to be able to select these students.

**3.0 Communications – Mrs. Savoia -- None**

**4.0 Public Participation – Agenda Items or Non Agenda Items – None**

Attorney Howlett spoke of the ground rules to discuss referendum.

There were no comments from the public.

**5.0 Superintendent and Other Reports**

5.1. Superintendent's Report – Mrs. Savoia

- 8<sup>th</sup> grade successfully transitioned to the Central School. For security purposes, students are entering through Broad Street instead of Division Street.
- There was one incident of HIB reported.
- Four drills were conducted this month (2 in each school).
- Summer Reading Celebrations will be held on September 25 and September 26.
- Students have begun Achieve 3000 to help raise their reading scores.
- Parent Night will be held on September 24, 2013.
- “Annual Title 1 Night” under NCLB was held last night.
- The Aftercare Program has 33 students and is growing.
- PTO Scavenger Hunt will be held this weekend.
- “Week of Respect” is the week of October 7.
- Testing Presentation and Student Recognition Dinner will be held on October 9 for students who grew 15 points in Math, Language Arts or both. Students will be invited to have dinner with the Board at 6:30 and will be recognized at the board meeting with certificates.

5.2. Student Council Representative Report – None

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**6.0 Committee Reports**

- 6.1 Buildings & Grounds/Safety & Security/Recycling
- 6.2 Community Relations/Foundation
- 6.3 Curriculum
- 6.4 Finance/Negotiations
- 6.5 MCSBA/Legislative
- 6.6 Personnel
- 6.7 Policy
- 6.8 Special Education Liaison

**7.0 Board Secretary's Office – Mr. McManus**

- 7.1. Motion that the Board add the “Red Raider Parent Club” to the Keyport Board of Education School Alliance Insurance Fund at no additional cost to the district for the 2013-2014 school year.
- 7.2. Motion that the Board add the “Keyport PTO” to the Keyport Board of Education School Alliance Insurance Fund at no additional cost to the district for the 2013-2014 school year.
- 7.3. Motion to approve the following minutes:
  - August 14, 2013      Regular Meeting & closed session
  - August 21, 2013      Regular Meeting
- 7.4. Motion to approve the following policy for the second reading to be attached to the minutes after the second reading:
  - Policy 6640              Cafeteria Collection Policy
- 7.5. Motion to approve the following policy and regulation for the first reading to be attached to the minutes after the second reading:
  - Policy 5512              Harassment, Intimidation, and Bullying
  - Regulation 5512        Harassment, Intimidation, or Bullying Investigation Procedure
- 7.6. Motion that the Board add the “Red Raider Parent Club” to the Keyport Board of Education School Alliance Insurance Fund at no additional cost to the district for the 2013-2014 school year.

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- 7.7. Motion that the Board add the “Keyport PTO” to the Keyport Board of Education School Alliance Insurance Fund at no additional cost to the district for the 2013-2014 school year.

Motion to approve 7.1 to 7.6 was made by Ms. Durkin, seconded by Ms. Burke.

On a roll call, eight (8) members voted yes.

**8.0 Buildings & Grounds – Mr. McManus**

8.1 Facilities Update

Mr. McManus gave the following update:

- There was a plumbing issue at the High School connecting the unit ventilator to current plumbing. The upper level floor in the cafeteria had to be dug up and work was done over the weekend.
- There was an issue in the Central School which was mitigated very quickly over the weekend as well.
- The Extencicare Program is going very well.
- The audit was pushed back and should start the beginning of October.
- The Policy committee has met.
- Negotiations training will be held this weekend and Mr. Biagianti and Ms. King-Cote will be attending.
- Keyport applied for 11 Rod Grants and it will take time for them to be approved. All the grants we applied for are Tier 1 projects that need to be addressed.
- Mr. McManus stated that he is proud to be part of the Rotary and he is proud of the students.
- Meals Plus and SchoolDude are both performing well.

8.2 Use of Facilities

**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 July 31, 2013, no budgetary line item account has been overexpended in violation of N.J.A.C. 6:23 – 2.12.
- 9.2 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.

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- 9.3 Motion to approve bills for the month of September 2013 in the amount of \$692,590.07 and supplemental bills for September in the amount of \$426.99.
- 9.4 Motion to approve the transfer of funds (attachment).
- 9.5 Motion to approve an agreement with Monmouth Medical Center for home instruction tutoring for the 2013-2014 school year. Cost \$49 per hour.

Motion to approve 9.1 to 9.5 was made by Mr. Biagianti, seconded by Mr. Henning.

On a roll call, eight (8) members voted yes.

**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
Athans, Dean	10/5/13	AP US History	Jersey City, NJ/68	\$235.89**
Godlesky, Laura	9/27/13	AP Symposium	W. Long Branch, NJ/38	\$ 11.78
Thein, Lindsay	10/18/13	Anti-Bullying Workshop	Parsippany, NJ/0	n/a
Sproat, Jennifer	9/27/13	AP Symposium	W. Long Branch, NJ/38	\$ 11.78
Zacchia, Theresa	10/21/13	Self regulation in children	Toms River, NJ/34	\$209.33

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

\*\* Paid from NCLB Title IIA #20-272-200-320-06-000

Motion to approve 10.1 was made by Ms. Durkin, seconded by Mr. Henning.

On a roll call, eight (8) members voted yes.

**11.0 Personnel**

- 11.1 Motion to approve Christina Egan, High School English teacher, to teach an extra class a day for the first half of the 2013-2014 school year at the prorated rate of \$7,850.
- 11.2 Motion to approve Jennifer Schower and Kimberly Finch as co-directors for the KCS Drama Club for the 2013-2014 school at the set rate of \$618 each.

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- 11.3 Motion to approve Peter Miller as HS Assistant Baseball Coach for the 2013-2014 school year at the set rate of \$5,654.
- 11.4 Motion to approve Kyle Keelen as 1<sup>st</sup> Semester Fitness Room Supervisor for the 2013-2014 school year at the set rate of \$1,600.
- 11.5 Motion to approve Nancy Schanck and Deborah Balletta as Extencicare Substitute Aides for the 2013-2014 school year at a rate of \$13.32 per hour.
- 11.6 Motion to approve Amy Rodriguez as a long-term substitute teacher for Leslie Guttman effective September 19, 2013, through December 6, 2013. Salary: BA Guide, Step 1, \$50,244 (pro-rated).
- 11.7 Motion to modify the stipend for the 2013-2014 school year for the following positions that was approved at the June 12, 2013, board meeting (resolution 11.5):

<u>Position</u>	<u>Stipend</u>
TV Club Advisor	\$2,000
TV Cable Station Manager	\$1,500

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

Group II  
 Kristen Soldo \*      BS Rutgers (2013)  
 \*pending Criminal History Clearance

- 11.9 Motion to rescind Motion 11.2 from the May 15, 2013, Keyport Board of Education meeting regarding Jane Wilczak as Media Specialist.
- 11.10 Motion to approve Jane Wilczak as volunteer Media Specialist for the 2013-2014 school year.

Motion to approve 11.1 to 11.10 was made by Mr. Henning, seconded by Mr. Biagianti.

On a roll call, eight (8) members voted yes.

**12.0 Old Business – None**

**13.0 New Business – None**

**14.0 Public Participation – None**

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**15.0 Adjournment**

- 15.1 Upon motion by Mr. Biagianti, seconded by Ms. Durkin, the meeting was adjourned at 7:55 p.m.

Respectfully Submitted,

Edward F. McManus  
Board Secretary/Business Administrator

EFM:bi