

BRIELLE BOARD OF EDUCATION
Regular Action Meeting Minutes
Brielle, New Jersey
May 23, 2018

1. **Announcement** – There has been adequate notice of this meeting provided by the Board of Education May 10, 2018 notice in *The Coast Star* setting forth the date, time and place for this meeting. Similar notice has been posted in the Town Hall, the Brielle School Web Site, and the Borough Clerk has been notified.

2. **Roll Call**
Mr. Colon, Mrs. Dettlinger, Mr. Ingoglia, Mrs. Jones, Dr. Stephen LaValva, Mr. Joseph LePore, Mr. Milancewich, Dr. Myszka Ostberg
Absent: Mr. Vitale
Also Present: Mrs. Carlson, Mrs. Gorga, Wayne Oppito- Board Attorney

3. **Flag Salute**

4. **Approval of Minutes – Consent**
Motion by Mrs. Dettlinger and seconded by Dr. Myszka Ostberg that the Board of Education accept the minutes of the April 25, 2018 Public Budget Hearing / Regular Public Meeting and the Executive Session Meeting Minutes. Passed by unanimous consent.

5. **Presentations**
 - **Brielle Education Foundation-** Stephanie Frith, Dominick Paul, and Michelle Vitanzo, Executive Board of the Brielle Education Foundation (BEF), presented the Brielle Board of Education with a \$41,442.74 donation for technology upgrades for the school. The donation is the result of the fundraising efforts of the BEF including the recent kitchen tour. Mrs. Carlson and President Colon thanked the BEF for their continued support of the Brielle School.

 - **PowerSave Program presentation-** Ms. Tina Scuttaro and Mr. Kenneth Yee described the newly implemented PowerSave program and the activities the six students completed this year. Certificates of accomplishment were presented to the students.
 - Participants:

4 th Grade Students:	5 th Grade Students:
Anne Dettlinger	Lily Hendricks
Meghan McCafferty	Jessica Mackown

Gwendolyn O'Connor
Alexandra Stamos

- **Patricia Emerson Public Speaking Award Contest-** Mrs. Dana Stover, Mrs. Susan Martin and Mrs. Marissa North described the contest details and along with Mrs. Carlson and President Colon, presented the certificates to the winners.
 - 1st Place: Reese Tolnai
 - 2nd Place: James Finnegan
 - 3rd Place: Ava Chiarella

 - **Retiring Brielle Board of Education Attorney Wayne Oppito** – Mrs. Carlson and President Colon presented Wayne Oppito, Brielle Board Attorney for thirty three years, with a token of the Board of Education’s appreciation and recognition. Mr. Oppito shared that there have been only three CSAs and one interim in place in Brielle during his thirty-three years with the Board of Education.
6. **Visitor’s Business** – Visitors are permitted to comment on agenda items only at this time. No visitor’s business.
7. **Correspondence**
- BEA thank you note
8. **Committee Reports-**
- Finance-** no report

Representative to Manasquan- no report

Curriculum and Programs- Mrs. Dettlinger reviewed the topics from the recent meeting. Topics included; a math coach is in place for next school year, a before-care program is being implemented for next school year due to a demand from families for the service.

Buildings and Grounds- Dr. LaValva reported on the recent meeting. Topics included; 2018-19 maintenance projects, the RFP for a physical plant review is being developed, fencing is on the agenda for approval.

Personnel- Mr. Ingoglia reported on the three meetings held in May. Topics included; salary increases, support staff contracts, Merit Pay is not being considered for 2018-2019, RFP responses received and attorneys interviewed for Board Attorney and a recommendation will be made for a Board vote at the June meeting.

Negotiations- Mr. Milancewich stated that a meeting with the BEA is being planned for June to start the negotiations process.

Policy and Wellness- Mrs. Jones reviewed the meeting to discuss the Use of Facilities Policy which is on the agenda tonight for a second reading. There is a new group of policies that need revisions so a meeting will be called in the near future.

Community Relations/Board Liaison- Mr. LePore reported on the meeting held earlier in the evening to continue planning events for the 100 year celebration. Mr. Devereux from Brielle Recreation attended the meeting as well. There will be monthly activities planned in conjunction with Brielle Recreation for the celebration. Mrs. Dettlinger provided the reminder that North vs. South event is June 2, 2018.

9. **Administrative Report**

June 2018 Drills

HIB Report- Attachment 9.1

School Year 2017-2018

Mrs. Carlson reported on the following items:

- There are many activities planned for May and June which are all up on the school website. Highlights include:
 - Art Show and Spring concert
 - Eighth Grade graduation is June 19th at 7 PM in the All Purpose Room
 - Manasquan High School graduation is June 21, rain date is June 22
 - June 7-8 is the eighth grade trip to Gettysburg and Hershey
 - Field Day is June 11 for K-2; June 12 for 3-4-5; and June 20 for 6-7-8.
 - Great Adventure trip for band and clubs is planned for the end of May

- Recent activities include;
 - The BEF ran a very successful kitchen tour,
 - Booster-sponsored faculty- student basketball game with President Colon coaching the faculty but the students winning the game,
 - The Rotten Princess play involving many students,
 - Drama club went to NYC to see a play, Liberty Science Center class trip,
 - Students went to a MakerFest fair at Spring Lake Heights,

- The Shore Consortium was held at Brielle School last week and was run by the Brielle students. Mrs. Carlson received compliments on how well run the event was from area administrators.

➤ Mrs. Carlson reviewed the HIB report

10. Action Items

A. Curriculum and Programs

Roll Call

A.1 Motion that the Board of Education approve seventeen fifth, sixth, and seventh graders to travel to Spring Lake Heights Elementary School in May 2018 to participate in the MakerFest STEAM Tank Competition from 8:15 AM – 2:15 PM. Chaperones are science teacher Kelly Cardamone and Media teacher Anastacia McCloskey. Students are bringing their lunches and parents are transporting the students.

A.2 Motion that the Board of Education approves the following staff members to attend professional development workshops as listed below:

Staff Member	Conference/Workshop	Cost
Eileen Gorga, Madaly Jones	Strauss Esmay Educational Policy & School Law Seminar, June 1, 2018, 8:30 am-2:00 pm, Brookdale Community College, Lincroft, NJ	No Fee, mileage

A.3 Motion that the Board of Education approves change in date for 4th grade trip due to transportation issues and approves additional chaperones Ms. Hennessy and Nurse Looney

A.4 Motion that the Board of Education approves 95 students in Safety Patrol, Student Council and Band in grades 6-8 to travel to Six Flags Great Adventure in May from 9:30 AM – 4:00 PM. Cost per student is \$31.99. Students are paying for their own lunch. Transportation cost of \$490.00 for two buses is being provided by the Board of Education.

A.5 Motion that the Board of Education approves BDO Consulting Services, LLC to provide coordinated professional development with sending districts for the 2018-2019 school year at a cost of \$2,600.00 for twelve (12) coordinated sessions from October 2018 through April 2019. Attachment 10.A.5.

- A.6** Motion that the Board of Education approves one Brielle resident special education student to attend Red Bank Regional High School, Red Bank, NJ for the Extended School Year (ESY) 2017-2018 at the tuition rate of \$3,590.60 plus transportation.
- A.7** Motion that the Board of Education approve Declan Reichey to observe Aileen Matt, Occupational Therapist for 50 hours during the 2017-2018 and 2018-2019 school years.
- A.8** Motion that the Board of Education approves the summer Extended School Year (ESY) program to run from July 9 through August 9, 2018 Mondays through Thursdays. Pre K times are 8:00 AM – 11:00 AM and K-8 times are 8:00 AM – 10:30 AM and Brielle Recreation to use the school June 25 through August 3, 2018 as per Attachment 10.A.8.
- A.9** Motion that the Board of Education amends April 25, 2018 approval of item A.12 to approve nurse Shannon Aldi to chaperone 8th grade trip instead of nurse Kereth Looney.
- A.10** Motion that the Board of Education approves the Band dinner scheduled for June 5, 2018 at the Manasquan Elks Club. Students will pay \$5.00 to attend.

A motion was made by Mrs. Dettlinger and seconded by Mr. Ingolia to move items A.1 through A.10 and carried by a unanimous roll call vote of 8-0.

B. Finance

Roll Call

- B.1** BE IT RESOLVED that the financial reports of the Secretary to the Board of Education and Treasurer of School Monies for April 30, 2018 which are in agreement be accepted as submitted and attached to and made part of the minutes of this meeting.

BE IT FURTHER RESOLVED that pursuant to N.J.A.C. 6A:23.2.11 (c)4 we certify that as of April 30, 2018 which after review of the secretary's monthly financial report and upon consultation with the appropriate district officials, to the best of our knowledge no major account or fund has been over expended in violation of

N.J.A.C. 6A:23-2.11 (b) and that sufficient funds are available to meet the district's financial obligations for the remainder of the fiscal year.

- B.2** Motion that the Board of Education approves the budget transfers effective April 30, 2018.
- B.3** Motion that the Board of Education accepts with appreciation a \$5,000 donation from Brielle Recreation to be used as reimbursement to the BOE for the spring 2018 purchase of one security gate.
- B.4** Motion that the Board of Education amends April 25, 2018 approval of item B. 3 to read as follows:

Motion that the Board of Education approves the following resolution: Be It Resolved that the tentative budget be approved for the 2018-2019 School Year using the 2018-2019 state aid figures and that the Secretary to the Board of Education be authorized to submit the following budget to the Executive County Superintendent of Schools for approval in accordance with the statutory deadline:

Withdrawal from Maintenance Reserve

BE IT RESOLVED that the Brielle Board of Education appropriate from the Maintenance Reserve Account *\$188,193* and this sum be applied to the General Funds in an effort to reduce taxes in the 2018-2019 year.

Withdrawal from Maintenance Reserve

BE IT RESOLVED that the Brielle Board of Education appropriate from the Maintenance Reserve Account *\$191,007* and this sum be applied to the Capital Reserve.

- B.5** Motion that the Board of Education approves the following resolutions:

WHEREAS, the Brielle Board of Education adopted a tentative budget on March 23, 2018 to be submitted to the Executive County Superintendent of Schools for approval, and

WHEREAS, the tentative budget was approved by the Executive County Superintendent of Schools on April 18, 2018 and

WHEREAS, the tentative budget was advertised in the legal section of the Coast Star newspaper on April 22, 2018; and

WHEREAS, the tentative budget was presented to the public during a public hearing on April 25, 2018; and the Brielle Board of Education approved a budget that was \$92,758 less than the tentative budget approved by the Brielle Board of Education and by the Executive County Superintendent of Schools for a total budget of \$13,734,304.

A4F

Tax Levy Certification Form A and B

RESOLVED, that the amount required for school purposes in the school district of Brielle, County of Monmouth for the 2018-2019 school year is \$13,734,304 and is required to be levied for local school district purposes.

Adoption of Tax Levy Schedule

Recommend the Board of Education Adopt the tax levy schedule for the 2018-2019 and authorize the Business Administrator to submit the schedule to the Municipal Clerk for the collection of the local school district taxes for school district purposes.

TAX PAYMENT SCHEDULE					
Brielle School District					
TAXES TO BE RECEIVED:		\$13,734,304			
GENERAL FUND		\$13,274,304			
DEBT SERVICE:		\$ 460,000			
2018– 2019 District Tax					
DUE DATE	TYPE OF TAXES	STATUTORY REQUIREMENTS	AMOUNT RECEIVED	DATE RECEIVED	BALANCE DUE
2018					
July 31,	CURRENT	2,212,384.00			
Sep 1,	DEBT SERVICE	30,000.00			
Sep 1,	CURRENT	2,212,384.00			
Nov 1	CURRENT	2,212,384.00			
2019					
Jan 1,	DEBT SERVICE	430,000.00			
Jan 1,	CURRENT	2,212,384.00			
Mar 1	CURRENT	2,212,384.00			
May 1,	CURRENT	2,212,384.00			
TOTALS		13,734,304			

B.6 Motion that the Board of Education approves to pay Alpha School a tuition adjustment of \$6,506.00 for the 2016-17 school year for two Brielle students.

- B.7** Motion that the Board of Education approves to pay Red Bank Regional High School resource room charges of \$3,413.07 for the 2017-18 school year for one Brielle student.
- B.8** Motion that the Board of Education approves to pay Red Bank Regional High School \$14,900 tuition for five regular education students and in addition to pay Manasquan High School resource room rates for one Brielle resident student.
- B.9** Motion that the Board of Education approves the continuation of the Flexible Spending Accounts as required by Section 125 of the Internal Revenue Code effective July 1, 2018 through June 30, 2019.
- B.10** Motion that the Board of Education approves the contract with Horizon Blue Cross and Blue Shield for the administration of the district’s Flexible Spending Account at the cost of \$300 per year or \$6.00 per employee per month dependent on enrollment.
- B.11** Motion that the Board of Education approves the monthly Horizon health and dental insurance renewal rates from Brown & Brown Advisors for the 2018-2019 school year as listed:

Horizon – Direct Access Plan	2017-2018	2018-2019
Single	846.40	931.04
Husband & Wife	1,811.72	1,992.89
Family	2,161.10	2,377.21
Parent & Child	1,219.30	1,341.23

Horizon – Traditional Plan	2017-2018	2018-2019
Single	1,042.38	1,146.62
Husband & Wife	2,262.85	2,489.14
Family	2,648.00	2,912.80
Parent & Child	1,516.63	1,668.29

Horizon – PPO Plan	2017-2018	2018-2019
Single	981.17	1,079.29
Husband & Wife	2,129.98	2,342.98
Family	2,492.56	2,741.82
Parent & Child	1,427.55	1,570.31
Percent Increase		10%

Horizon – Dental	2017-2018	2018-2019
Single	37.49	38.61

Husband & Wife	65.11	67.06
Family	109.75	113.04
Parent & Child	65.11	67.06
Percent Increase		3%

B.12 Motion that the Board of Education accepts with appreciation a \$41,442.74 donation from the Brielle Education Foundation (BEF) to be used as reimbursement to the BOE for technology hardware and software.

A motion was made by Mr. LePore and seconded Mrs. Dettlinger to move items B.1 through B.12 and carried by a roll call vote of 8-0.

C. Buildings and Grounds

Roll Call

C.1 Motion that the Board of Education approves the following organizations for facility use for the 2018-2019 school year pending receipt and approval of insurance certificate and application.

- Brielle Recreation
- Brielle Education Foundation (BEF)
- Brielle Parent Teacher Organization (PTO)
- Brielle Mid-Monmouth Basketball
- Manasquan Brielle Little League
- Brielle Boy Scouts/Cub Scouts
- Brielle Girl Scouts/Brownies

C.2 Motion that the Board of Education approves All Around Fence to provide and install fencing for the school’s east playground at a cost not to exceed \$6,000 and the west playground at a cost not to exceed \$7,080. Two quotes were obtained for each area.

A motion was made by Dr. LaValva and seconded by Dr. Myszka Ostberg to move items C.1 and C.2 and carried by a unanimous roll call vote of 8-0.

D. Policy Roll Call

D.1 Motion that the Board of Education approves the following policies and regulations on the Second Reading:

Policy / Regulation #	Policy / Regulation Name
7510	Use of School Facilities

A motion was made by Mrs. Jones and seconded by Mrs. Dettlinger to move item D.1 and carried by a unanimous roll call vote of 8-0.

E. Personnel Roll Call

E.1 Motion that the Board of Education approves following as a substitute teachers for the 2017-2018 school year, pending criminal history background review.

Gabrielle Galizio	Nicole D’Ambrosio
Margaret Weinberger	

E.2 Motion that the Board of Education approves Darlene Finkenauer to teach three extra periods per week at a rate of \$73.09 per period as per the BEA contract for 7.5 weeks not to exceed \$1,644.53.

E.3 Motion that the Board of Education approves Elissa Criscuolo as a home instruction teacher at rate of \$33 per hour, as per BEA contract.

E.4 Motion that the Board of Education approves Domenico Magliulo and Frank Biondi as a substitute custodians for the 2017-2018 school year at a rate of \$13 per hour, pending criminal history review.

E.5 Motion that the Board of Education approves Jennifer Love, Sarah Jordan, Jillian McAlary, Lisa Paoella, Caitlin Pinnella for summer curriculum writing for grades 3-5 Reading/Writing at BEA rate of \$33/hour not to exceed ten hours.

- E.6** Motion that the Board of Education approves Sarah Jordan and Elisanne Lembo for summer curriculum writing for cross-curricular standards alignment at BEA rate of \$33/hour not to exceed five hours.
- E.7** Motion that the Board of Education approve the lateral move on the BEA teacher guide for Sarah Jordan from 4BA +15 to 4BA +30 effective September 1, 2018.
- E.8** Motion that the Board of Education approves Barbara Gadarian as a substitute instructional aide for the 2017-2018 school year, pending criminal history background review.
- E.9** Motion that the Board of Education approve Anastacia McCloskey, Tina Scuttaro for summer STEM curriculum writing at BEA rate of \$33/hour not to exceed fifteen hours each.
- E.10** Motion that the Board of Education approves the following teachers to provide and receive turnkey training from a Columbia University seminar attended by providing teachers, at BEA rate of \$33/hour not to exceed five hours.

Providing Teachers:	Receiving Teachers:
Jennifer Love	Jillian McAlary
Sarah Jordan	Lisa Paoella
	Caitlin Pinnella

- E.11** Motion that the Board of Education approves the following substitute and summer custodians for the 2018-2019 school year:

Chris Dalton- \$14/hr	Sue Glowacki-\$13/hr	Chris Erickson-\$13/hr
Curtis Jenkins -\$13/hr	Colin Waldman-\$13/hr	Ray Erickson IV-\$13/hr
Paul Monello-\$13/hr	Mike Jamnik-\$13/hr	Dave Buckle Jr. -\$13/hr
Dan Heller-\$17/hr	Mike DeForrest-\$13/hr	Tom Seyler-\$13/hr
Terri Magliulo-\$15/hr	Dom Magliulo-\$13/hr	Frank Biondi-\$13/hr

A motion was made by Mr. Ingoglia and seconded by Mrs. Jones to move items E.1 through E.11 and carried by a unanimous roll call vote of 8-0.

11. Visitor's Business – Visitors are permitted to comment on agenda and non- agenda items at this time.

- Mrs. Vicki Curran spoke about the *I Choose Kindness* initiative started by the Brielle PTO. Mrs. Curran read a prepared document that described the inspiration and development of the initiative.

12. Discussion

- Eliot Colon, Karen Dettlinger and Madaly Jones all thanked Mrs. Curran and Mrs. Jones asked to meet with Mrs. Curran for further discussions. Mr. Ingoglia thanked Mrs. Curran for the courage it took to come to speak before the Board of Education.
- Eliot Colon shared thoughts on his recent attendance at a Brielle Council meeting to support a proclamation to end gun violence.
- Mrs. Carlson asked the Board to consider changing the June 20th meeting time from 7 PM to 5 PM. Board discussed availability and concurred on the 5 PM time for the meeting.

13. Payment of Bills

A motion was made by Mr. LePore and seconded by Mrs. Jones that the Board authorizes payment of the following May 2018 bills and the Secretary is authorized to draw warrants of the Treasurer in the amount of \$1,242,304.47. Motion carried by a roll call vote of 8-0.

14. Executive Session

BE IT RESOLVED that in accordance with the provisions of the Open Public Meetings Act (Act) the Brielle Board of Education shall conduct a closed executive session pursuant to the Personnel and Legal exceptions(s) prescribed by N.J.S.A. 10:4-12 for the purpose of discussing (category to be disclosed if Executive Session is called by the Board President or Superintendent): Changed from Personnel to Student issues.

BE IT FURTHER RESOLVED that the minutes of the executive session will be released when the need for confidentiality in accordance with N.J.S.A. 10:4-2 no longer applies. There was an Executive Session planned. The Board moved to executive session at 8:04

PM. The Board exited Executive Session at 8:25 AM with a motion by Mrs. Dettlinger and a second by Mrs. Jones.

15. Adjournment

A motion to adjourn was made by Mrs. Dettlinger and seconded by Mr. LePore. Meeting adjourned at 8:25 PM.

Respectfully Submitted,

Eileen Gorga

Eileen Gorga
Business Administrator/ Board Secretary