

BRIELLE BOARD OF EDUCATION
Regular Action Meeting Minutes
Brielle, New Jersey
April 25, 2018 – Public Hearing

1. **Announcement** – There has been adequate notice of this meeting provided by the Board of Education January 11, 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**
Present: Mr. Colon, Mrs. Dettlinger, Mr. Ingoglia, Dr. Stephen LaValva, Mr. Joseph LePore, Mr. Milancewich (7:04 PM), Dr. Myszka Ostberg, Mr. Vitale
Absent: Mrs. Jones,
Also Present: Mrs. Carlson, Mrs. Gorga

3. **Flag Salute**

4. **Approval of Minutes – Consent**
Motion by Mrs. Dettlinger and seconded by Mr. Ingoglia that the Board of Education accept the minutes of the March 23, 2018 Regular Public Meeting. Passed by unanimous consent (7-0-0 Mr. Milancewich not yet in attendance).

5. **Presentations**
Mrs. Carlson and President Colon congratulated all the following participants and winners and presented certificates of accomplishment.
 - Student Achiever 2018 Ava Chiarella

 - 8 th Grade Spelling Bee Champion – Angelica Escamilla-Ibarra

 - 4 th Grade Spelling Bee Champion –
 - Finley O’Neill, 1 st Place
 - Nicole Jacobs, Runner Up
 - Elle Vitanzo, Runner Up

- TSA Competition Winners – Coach Matthew Fallon
 - 1 st Place – Website Design – Justin Atnes and Quinn Chapmann
 - ✓ The boys shared their website with the Board of Education and the audience.
 - 2 nd Place – Digital Photography – Aislinn Crowe
 - ✓ Aislinn shared her digital photographs which a tribute to her law enforcement parents.
 - 2 nd Place – Community Service Video – Ava Chiarella, Angelica Escamilla-Ibarra, Josephine Herrmann and Alison Sproul
 - ✓ The girls shared their video with the Board of Education and the audience which included original music.
 - Sea Girt Escape Room Participants; April 20, 2018 – Mrs. Carlson described the program and the participants’ enthusiasm.
 - Jack Buechler
 - Lindsay Fuller
 - Finian Healey
 - Mia Law
 - Cristian Zelinsky
 - 2018-2019 Budget Presentation- Mr. Colon, Mrs. Carlson, and Mrs. Gorga presented the budget to the Board of Education and the audience members.
- 6. Visitor’s Business** – Visitors are permitted to comment on agenda items only at this time. No visitor’s business.
- 7. Correspondence**
- Wayne Oppito, Board Attorney, letter of resignation- Mrs. Carlson shared that Mr. Oppito has been the Brielle Board Attorney since 1985 and has handled many tough situations for the Brielle district.
- 8. Committee Reports-**
- Finance-** Mr. Vitale shared the process of building the budget this year. He mentioned that, with the exception of 2010, this has been the most challenging budget.

Representative to Manasquan-Dr. LaValva attended the Manasquan Board of Education meeting on April 13 and reported on the curriculum presentations on block scheduling and unit lunch. Mr. Vitale attended the April 24 meeting and shared topics of the Brookdale program and the summer academy.

Curriculum and Programs- no report but Mrs. Dettlinger shared that there will be a meeting scheduled soon.

Buildings and Grounds- Dr. LaValva reported that he was a part of recent Finance meetings related to the budget and that any projects that would be impacted by the budget reductions would be discussed at Buildings & Grounds committee meetings.

Personnel- Mr. Ingolia reported that Personnel Committee met to review the Personnel agenda items including the Terms and Conditions for 12 month staff, 2018-19 compensation, the reappointment of staff, and the RFP for the new attorney(s).

Negotiations- Mr. Milancewich reported that the Negotiations committee would start meetings with the BEA in September.

Policy and Wellness- Mr. Ingolia reviewed (for Mrs. Jones) the recent Policy meeting to revise the Facility Use Policy and related documents.

Community Relations/Board Liaison- Mr. LePore reported on the March 5 committee meeting and the plans for the 100 year anniversary events. The March 6 PTO meeting on the security topic was well attended by parents and the Board of Education, Brielle Police and Council and school administration. Reminders of events: May 11 Kitchen Tour; June 2- North vs South. The Board of Education Newsletter will be sent out to the school community on Thursday and will be posted on the website.

9. **Administrative Report**

April, May, June 2018 Drills

HIB Report- Attachment 9.1

School Year 2017-2018

Mrs. Carlson reported on the following items:

- The School Calendar revisions due to snow days is being approved tonight.
- Spring Concert is May 24th.

- PARCC testing is starting soon for a two week duration.
- The HIB report identifies two incidents
- The PE teacher position is being advertised due to Mr. Wharton’s retirement
- Earth Week festivities include Walk to School on Thursday April 26th.
- May 3rd is the Faculty/Police vs. Student basketball game. President Colon is the Faculty/Police coach.
- The request to change the May 16 board meeting to May 23 was made due to Mrs. Carlson being at a conference.

10. Action Items

A. Curriculum and Programs

Roll Call

A.1 Motion that the Board of Education approves allowing one student to join an existing bus route to Princeton CDI as a subscription busing student for the Extended School Year session.

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 |
|--|--|--|
| Colin Sabia | Regional PDA Meeting, March 28, 2018, 9:30am-12:30pm, Eatontown, NJ | Mileage |
| Eileen Gorga | NJASBO annual conference, June 6-8, 2018, 8:30-4:00 PM, Atlantic City, NJ | Fee-\$275, mileage-\$45.04, lodging- \$259.14, Pkg- \$5.00 |
| Karen Semple | Sending District Collaboration Meeting, March 28, 2018, 8:45am-2:30pm, Avon, NJ | Mileage |
| Lisa Kenny | NJ Special Education Law, May 2, 2018, 8:00am-3:00pm, Princeton, NJ | Fee- \$349.00 + Mileage |
| Lisa Kenny, Beth O’Reilly, Colin Sabia | Strauss Esmay 2018 HIB Training, May 23, 2018, 9:00am-1:00pm, Toms River, NJ | Fee- \$145.00 each + Mileage |
| Carrie Siano | Social & Emotional Learning Tools, June 7, 2018, 8:00am-3:30pm, Monmouth Mall, Eatontown, NJ | Mileage |
| Tina Scuttaro, Kenneth Yee | Sustainable Jersey PowerSave Program, May 15, 2018, 8:30 am – 3:00 pm, NJNG, Wall, NJ | Mileage |
| Kelly Cardamone, Anastascia McCloskey | MakerFest Challenge Meeting, May 2, 2018, 11:35 AM – 3:00 PM, Spring Lake Heights, NJ | Mileage |

- A.3** Motion that the Board of Education approves the resolution to participate in ACES for the purchase of electric services. Attachment 10.A.3 001.
- A.4** Motion that the Board of Education approves the resolution to participate in ACES for the purchase of natural gas services. Attachment 10.A.4 002.
- A.5** Motion that the Board of Education approves Coastal Ear, Nose, and Throat, Neptune, NJ to perform an Audiological Evaluation at a cost of \$580.00 for one Brielle high school student.
- A.6** Motion that the Board of Education approves Dr. Steven Greco to provide a Neuropsychological Evaluation for one Brielle resident high school student at a cost of \$2,100.00.
- A.7** Motion that the Board of Education approves Dr. Worth to provide a Psychiatric Evaluation for one Brielle resident high school student at a cost of \$550.00.
- A.8** Motion that the Board of Education approve sixteen Drama club 6th, 7th, and 8th grade students to travel to the Majestic Theater and Bryant Park, New York, NY for lunch and to see “The Phantom of the Opera” in May 2018. Teacher chaperones will be Ms. McWilliams, Ms. McAlary, Ms. Musso, Ms. North and Nurse Looney. Students will bring a bag lunch. The PTO will pay for the play tickets. Transportation is being paid from the student activities account. There is no cost to the Board of Education.
- A.9** Motion that the Board of Education approves Briggs Transportation to provide transportation for three life skills trips on April 17, May 7, May 22, and June 5, 2018 at a cost of \$60 per trip. Two additional quotes were requested.
- A.10** Motion that the Board of Education approve the Resolution for Participation in Coordinated Transportation 2018-2023 from Monmouth-Ocean Educational Services Commissions. Attachment 10.A.10.
- A.11** Motion that the Board of Education approves the attached revised 2017-2018 School Calendar. Attachment 10.A.11.

- A.12** Motion that the Board of Education approves the following staff members as chaperones for the 8th grade trip to Gettysburg/Hershey Park from June 7, 2018 – June 8, 2018 to be paid at the BEA contracted rate of \$624.

| Staff Member | Staff Member |
|--------------------|---------------------|
| Cardamone, Kelly | Lomet, Diane |
| Fallon, Matthew | Looney, Kereth |
| Fricano, Michael | O’Reilly, Elizabeth |
| Hyland, Vanessa | Petosa, Peter |
| Labrecque, Stephen | Stover, Dana |

- A.13** Motion that the Board of Education amends transportation approval for February 21, 2018 item A.1 to be Transportation will be paid by the Brielle Board of Education and will be provided by Briggs Transportation at a cost of \$60.00 per trip for the following trips:

| Date | Location |
|-----------|----------------------------|
| 4/17/2018 | Shop Rite/Golden Cheung |
| 5/7/2018 | Andy’s Pet Store/Sea Girt |
| 5/22/2018 | Post Office/Brielle Bagels |
| 6/5/2018 | Sea Girt Lanes-Bowling |

- A.14** Motion that the Board of Education approve Anastacia McCloskey and Tina Scuttaro to write STEM Curriculum this summer not to exceed 10 hours each at a rate of \$33.00 per hour.

- A.15** Motion that the Board of Education approves two Brielle resident special education students to attend Douglass Developmental Disabilities Center (DDDC) for the Extended School Year (ESY) 2017-2018 and 2018-2019 School Year at the following tuition rates plus transportation:

| ESY 2017-2018 Tuition | 2018-2019 School Year |
|-----------------------|-----------------------|
| \$20,805.00 | \$107,152.67 |

- A.16** Motion that the Board of Education approves an Interlocal Agreement between the Borough of Brielle and the Brielle Board of Education regarding cost sharing for police officers in the Brielle School as per the attachment 10.A.16.

- A.17** Motion that the Board of Education approves Vanessa Hyland as a chaperone for school events for the 2017-2018 school year.

A motion was made by Mrs. Dettlinger and seconded by Mr. LePore to move items A.1 through A.17 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 March 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 March 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 March 30, 2018.

B.3 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:

Adoption of Budget

2018-2019

| | GENERAL FUND | SPECIAL REVENUES | DEBT SERVICE | TOTAL |
|-------------------------------------|-------------------------|-----------------------------|-------------------------|--------------|
| 2018-2019 Total Expenditures | \$13,976,164 | 169,977 | 460,000 | \$14,606,141 |

| | | | | |
|---------------------------|------------|--|---------|--------------|
| | | | | |
| Taxes to be Raised | 13,274,304 | | 460,000 | \$13,734,304 |

Withdrawal from Maintenance Reserve

BE IT RESOLVED that the Brielle Board of Education appropriate from the Maintenance Reserve Account \$119,435 and this sum be applied to the General Funds in an effort to reduce taxes in the 2018-2019 year.

Travel and Related Expense Reimbursement

WHEREAS, the Brielle Board of Education recognizes school staff and Board members will incur travel expenses related to and within the scope of their current responsibilities and for travel that promotes the delivery of instruction or furthers the efficient operation of the school district; and

WHEREAS, N.J.A.C. 6A:23A-7.2 et seq. requires Board members to receive approval of these expenses by a majority of the full voting membership of the Board and staff members to receive prior approval of these expenses by the Superintendent of Schools and a majority of the full voting membership of the Board; and

WHEREAS, a Board of Education may establish, for regular district business travel as defined in NJAC 6A:23A-1.2, which includes attendance at regularly scheduled in-State county meetings, Department or Association sponsored events or in-State professional development activities for which the registration fee does not exceed \$150.00 per employee or board member, where prior Board approval shall not be required unless the annual threshold for a staff member exceeds \$1,500 in a given school year (July 1 through June 30); and

WHEREAS, the Brielle Board of Education established \$50,000 as the maximum travel amount for the current school year and has expended \$2,407.50 as of this date;

THEREFORE, BE IT RESOLVED, the Board of Education approves travel and related expense reimbursements in accordance with N.J.A.C. 6A: 23A-7.3, to a maximum expenditure of \$7,500 for all staff and board members for the 2018-2019 school year.

And to advertise said tentative budget in the Coast Star or the Asbury Park Press newspaper in accordance with the form required by the State Department of Education and according to law; and

BE IT FURTHER RESOLVED, that a public hearing be held 605 Union Lane, Brielle School Media Center, New Jersey on April 25, 2018 at 7:00 pm for the purpose of conducting a public hearing on the budget for the 2018-2019 School Year.

- B.4** Motion that the Board of Education approves a contract for ESY transportation to add one student to an existing Princeton CDI route July 5, 2018 - August 15, 2018 at a cost of half of the per diem amount.
- B.5** Motion that the Board of Education approves a parental transportation contract for one student to be transported to Silvergate Prep, Brick, NJ at a per diem rate of \$35.00 per day, based on attendance.
- B.6** Motion that the Board of Education approves the submission of a grant application for the 2018 Safety Grant Program through the New Jersey Schools Insurance Group's MOCSSIF Subfund for the purposes described in the application, in the amount of \$3,541.67 for use during the period July 1, 2018 through June 30, 2019.

A motion was made by Mr. Vitale and seconded Mr. Ingoglia to move items B.1 through B.6 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 C&M Door Controls, Inc. to replace double doors at a cost of \$7,400.00. Two other quotes were obtained.
- C.2** Motion that the Board of Education approves the disposal of two laptop carts, (attached inventory tag numbers), that are no longer worthy to serve as instructional tools in accordance with Policy 7300 Disposal of Property.

- C.3** Motion that the Board of Education approves the sale of three laptop carts to Barack Obama Green Charter School at a price of \$400.00. The carts were no longer worthy to serve as instructional tools in accordance with Policy 7300 Disposal of Property.
- C.4** Motion that the Board of Education approves Long’s Air Conditioning and Heating to replace two ceiling mount heat/cool units that are no longer functioning at a cost of \$13,325.00. Two quotes were obtained.
- C.5** Motion that the Board of Education approves Brielle Booster Club for facility use for the 2017-2018 school year pending receipt and approval of insurance certificate and application.

A motion was made by Dr. LaValva and seconded by Mr. Milancewich to move items C.1 through C.5 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 First Reading:

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

- D.2** Motion that the Board of Education approves the changes to the Facility Use Organizations by Class Type list, the Fee Schedule 2017-2018 and the Facility Use Application as per Attachment 10.D.2.

A motion was made by Mr. Ingoglia and seconded by Mrs. Dettlinger to move items D.1 and D.2 and carried by a unanimous roll call vote of 8-0.

E. Personnel Roll Call

- E.1** Motion that the Board of Education approves the 2018-2019 staff assignments as per attachment 10.E.1.

- E.2** Motion that the Board of Education approves Carrie Siano as an aide for one student for six hours of spring enrichment at a rate of \$14.29 per hour.
- E.3** Motion that the Board of Education approves Carrie Siano as a substitute aide for the After Care Program at a rate of \$14.00 per hour.
- E.4** Motion that the Board of Education approve Kaylee Covert as a substitute teacher, pending criminal history review.
- E.5** Motion that the Board of Education approve Colin Waldman as a substitute custodian for the 2017-2018 school year.

A motion was made by Mr. Ingoglia and seconded by Mr. LePore to move items E.1 through E.5 and carried by a unanimous roll call vote of 8-0. E.1 was approved with Tim Wharton's name being removed due to retirement.

11. Visitor's Business – Visitors are permitted to comment on agenda and non- agenda items at this time. No visitor's business.

12. Discussion

13. Payment of Bills

A motion was made by Mr. Vitale and seconded by Dr. LaValva that the Board authorizes payment of the following April 2018 bills and the Secretary is authorized to draw warrants of the Treasurer in the amount of \$1,295,027,10. 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): Personnel

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 8:34 PM.

15. Adjournment

A motion to adjourn was made by Mr. Ingoglia and seconded by Mrs. Dettlinger. Meeting adjourned at 8:46 PM.

Respectfully Submitted,

Eileen Gorga

Eileen Gorga
Business Administrator/ Board Secretary