

**BRIELLE BOARD OF EDUCATION**  
**Regular Action Meeting Minutes**  
**Brielle, New Jersey**  
**November 15, 2017**

1. **Announcement** – There has been adequate notice of this meeting provided by the Board of Education January 12, 2017 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, Mr. Vitale  
**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 October 18, 2017 Regular Public Meeting. Passed by unanimous consent.
  
5. **Presentations**
  - 2017 Boys' Soccer Team – MCAL American Division Champions  
President Colon, Mrs. Carlson and Coach DeBenedetto congratulated the players on a well played season and championship and distributed certificates.
  
6. **Visitor's Business** – Visitors are permitted to comment on agenda items only at this time. No visitor's business.
  
7. **Correspondence-** Mrs. Carlson read parts of a positive parent email she received and shared with Board members.
  
8. **Committee Reports-**  
  
**Finance-** no report  
  
**Representative to Manasquan-** Mr. Vitale reviewed topics from the recent Manasquan District Board meeting. Topics included the program for Brookdale CC/ Rutgers U. credits while attending MHS and that the master schedule is being reviewed.

**Curriculum and Programs-** no report, a meeting is scheduled.

**Buildings and Grounds-** no report

**Personnel-** no report

**Negotiations-** Mr. Milancewich reported that eh BEA union is reviewing the contract.

**Policy and Wellness-** no report

**Community Relations/Board Liaison-** Mrs. Dettlinger reported that the BEF fund raiser was well attended and a very successful event, the Brielle town's tree lighting is December 3<sup>rd</sup> at 6 PM.

**9. Administrative Report**

**November, December 2017 Drills**

**HIB Report- Attachment 9.1**

School Year 2017-2018

**Mrs. Carlson reported on the following:**

- Mrs. Carlson congratulated the three Board members; Mr. Colon, Mrs. Jones, and Mr. Vitale who were recently re-elected to the Board of Education.
- There were almost 200 attendees at the BEF fund raiser including over 25 teachers. The event raised over \$40,000 in donated money- a record amount.
- The electronic sign represents almost \$40,000 in donated money from the BEF and the PTO and the gym mats, costing over \$9,400, were donated by the PTO. The administration, teachers, students and parents are very grateful.
- There was an Internet Safety assembly this week and parent/teacher conferences are being held next week.
- There are many after school activities between the upcoming cheerleading try outs and drama club that keep our students at school and engaged.
- Brielle Boosters bought the new soccer and basketball uniforms keeping our teams looking sharp.
- The new school website is being launched the Monday after Thanksgiving break.

- A new process for dropping off lunches and forgotten items will be implemented in January and parents will receive a letter with the process outlined. This new process will increase security in the main office by reducing the number of times the front door is opened.
- December 2<sup>nd</sup> is the pancake breakfast being run by the 7<sup>th</sup> grade class.

**10. Action Items**

**A. Curriculum and Programs**

**Roll Call**

- A.1** Motion that the Board of Education approves the Memorandum of Agreement with Law Enforcement for the 2017-2018 school year and authorizes submission to the New Jersey Department of Education.
- 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
Stephanie Randel replacing Jean Lohmann (9/20/17 approval)	High Functioning Autism/Anxiety. Monmouth Mall, Eatontown, October 26, 2017, 8:30am-3:30pm	Mileage
Anthony Mahon	Monmouth County Technical Meeting, November 1, 2017, 2:00pm-4:00pm, Freehold, NJ	Mileage
Peter DeBenedetto replacing Susan Martin (10/18/17 approval)	Making the Most of the Google Suite for Education, November 2, 2017, 9:00am-3:00pm, Brookdale at Wall	Mileage
Jamie Menture	Fostering Social Development in Children/ADHD, November 3, 2017, 8:00am-3:30pm, Eatontown, NJ	Mileage
Jennifer Love, Jeannette Ramsey	PARCC-Aligned Curriculum Workshop, November 30, 2017, 8:30am-3:00pm, Clark, NJ	\$175.00 ea Mileage
Kristen Solomon	Avoiding Power Struggles/De-escalating Behavior, December 5, 2017, 8:30am-3:30pm, Monmouth Mall, Eatontown, NJ	Mileage
Stephen Labrecque	Supporting Differentiation within the K-5 Math Class, December 5, 2017, 9:00am-3:00pm, Brookdale	Mileage
Peter DeBenedetto, Jean Lohmann	The Ideal Literacy Block K-2, December 6, 2017, 8:00am-3:30pm, Monroe, NJ	\$135. Ea Mileage
Elizabeth O'Reilly	Suicide Prevention Conference, December 7, 2017, 8:00am-3:00pm, Piscataway, NJ	Mileage

- A.3** Motion that the Board of Education approves 54 Kindergarten students, chaperoned by teachers Ms. Shaak, Mr. DeBenedetto, and Ms. Randel and class parents to walk to Green Acres Park, Brielle, NJ on Friday, October 27, 2017 for a Pumpkin Hunt. Students will leave the school at 10:30 am and return at approximately 11:15 am. There is no cost to the students or the Board of Education.
- A.4** Motion that the Board of Education approves and adopts Grades K-8 Mathematics Curriculum in alignment with Mathematics Standards adopted by the NJ State Board May 4, 2016.
- A.5** Motion that the Board of Education approves the Eighth Grade Trip to Gettysburg, PA and Hershey, PA on June 7 and June 8, 2018 to be paid by the students and bus transportation cost of \$5,800.00 to be paid by the Board of Education.
- A.6** Motion that the Board of Education approves Tender Touch Occupational Therapy, P.A. to provide occupational services and evaluation for an out of district special education student at a cost not to exceed \$600.00.
- A.7** Motion that the Board of Education approves twenty- sixth graders to walk to the Brielle Library on December 4, 5, and 7, 2017 for one period each day. Teacher chaperones are Ms. McCloskey and Ms. Phillips. There is no cost to students or the Board of Education.

**A motion was made by Mrs. Dettlinger and seconded by Dr. LaValva to move items A.1 through A.7 and carried by a unanimous roll call vote of 9-0.**

**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 October 30, 2017 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 October 30, 2017 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 October 30, 2017.
- B.3** Motion that the Board of Education approves a one year contract with Verizon Wireless using the NJ State Contract for one cell phone for use by the Beacon aftercare program at a cost of \$19.99 per month plus applicable fees and taxes.
- B.4** Motion that the Board of Education approves the Manasquan High School Special Education Tuition billing for 2017-2018 for 8.2 students at \$21,368 each for a total of \$175,217.60 and the 2015-2016 special education tuition adjustment of \$17,276.48 for a grand total of \$192,494.08.00.
- B.5** Motion that the Board of Education approves Whitehall Associates, Inc. to complete a demographic study for Brielle School at a cost of \$1,500.00 as per attachment 10.B.5.
- B.6** Motion that the Board of Education accepts the NJSIG 2016 Safety Grant in the amount of \$3,299.00.

**A motion was made by Mr. Vitale and seconded by Mr. Milancewich to move items B.1 through B.6 and carried by a roll call vote of 9-0.**

**C. Buildings and Grounds**

**Roll Call**

- C.1** Motion that the Board of Education accepts with appreciation the donation of computer monitors, keyboards and office supplies from Cushman & Wakefield, contractor to Ericsson. Special thanks to Mr. Joseph McGuire for facilitating the donation and delivery at no cost to the school.
- C.2** Motion that the Board of Education approves the 2017-2018 M-1 and Comprehensive Maintenance Plan and authorizes submission to the New Jersey Department of Education.

**C.3** Motion that the Board of Education accepts with appreciation from the PTO new gym mats at a cost of \$9,406.79.

**C.4** Motion that the Board of Education approves Northwind Mechanical Systems, Inc. to service two classroom unit-ventilators at a cost of \$2,175.00 each.

**A motion was made by Mr. Milancewich and seconded by Mr. Ingoglia to move items C.1 through C.4 carried by a unanimous roll call vote of 9-0.**

**D. Policy Roll Call**

**E. Personnel Roll Call**

**E.1** Motion that the Board of Education rescind approval of Sarah Chiarella, at her request, and approve Carrie Siano as Teacher Assistant, Grade 1 replacement, at a rate of \$100.00 per day for Katie Golding from Monday, November 6, 2017 through Monday, December 11, 2017 (tentative).

**E.2** Motion that the Board of Education approve Sarah Jordan to complete her clinical experience in special education with Darlene Finkenauer, from January 16, 2018 through March 12, 2018.

**E.3** Motion that the Board of Education approve the placement of Ychele Patti, from Rowan University, with Kim Dolan from January 2, 2018 through April 9, 2018 to fulfill 50 hours teaching health classes.

**E.4** Motion that the Board of Education approve the placement of Meghan Gilly, attending James Madison University, to shadow Phyllis Penkethman, Speech Therapist, on Tuesday, December 19, 2017 for an entire day.

**E.5** Motion that the Board of Education approve Renee Heyniger and Barbara Gaderian as volunteers in Mrs. Prendergast's classroom during the school year on an as needed basis for the 2017-2018 school year.

**E.6** Motion that the Board of Education approve Sarah Hoffman as a substitute aide for the after school program for the 2017-2018 school year. Ms. Hoffman has passed criminal history review.

- E.7** Motion that the Board of Education approve Ryan Tier as a substitute teacher, substitute lunch aide and substitute aide for the after school program for the 2017-2018 school, pending criminal history review.

**A motion was made by Mr. Ingolia and seconded by Mrs. Dettlinger to move items E.1 through E.7 and carried by a roll call vote of 9-0.**

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

**12. Discussion**

- Mr. Colon commented that the Brielle sports and academic teams are all doing so well and that it is commonplace to have award winning teams in front of the Board of Education.
- Mrs. Carlson shared that the Governor's Cup is extended to January and that the winners will be announced in February/March 2018. Dr. Myszka Ostberg commented that Brielle students now in high school are still volunteering at the Foodbank/ Fulfill and that their volunteering continues with them after Brielle Elementary School.
- It was discussed that the cross country team and boys' and girls' soccer teams have all placed this year.
- The recent Fire Prevention assembly was also discussed by the Board of Education.

**13. Payment of Bills**

A motion was made by Mr. Vitale and seconded by Dr. Myszka Ostberg that the Board authorizes payment of the following November 2017 bills and the Secretary is authorized to draw warrants of the Treasurer in the amount of \$1,253,278.84. Motion carried by a roll call vote of 9-0.

**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):

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 not an Executive Session.

**15. Adjournment**

**A motion to adjourn was made by Mrs. Jones and seconded by Mrs. Dettlinger. Meeting adjourned at 7:48 PM.**

Respectfully Submitted,



Eileen Gorga  
Business Administrator/ Board Secretary