

BRIELLE BOARD OF EDUCATION
Regular Action Meeting Minutes
Brielle, New Jersey
September 20, 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**
Present: 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 Mr. Ingoglia and seconded by Mrs. Dettlinger that the Board of Education accept the minutes of the August 23, 2017 Regular Public Meeting, the August 23, 2017 Executive Session and the August 31, 2017 Special Meeting. Passed by unanimous consent.

5. **Presentations**
 - PARCC Scores Presentation- Mrs. Carlson shared the Brielle School PARCC scores with the Board of Education and the audience.

6. **Visitor’s Business** – Visitors are permitted to comment on agenda items only at this time. No visitor’s business.

7. **Correspondence- none**

8. **Committee Reports-**
Finance- No report

Representative to Manasquan- Mr. Vitale reported on the recent Manasquan District Board of Education meeting. Highlights included a \$100,000-\$160,000 change order to renovate the outside of the alternative high school and Manasquan is considering a ROTC program possibly partnering with Wall Township High School.

Curriculum and Programs- no report

Buildings and Grounds- Mr. Milancewich reported on the recent committee meeting and stated the results are the items on the agenda tonight.

Personnel- Mr. Ingoglia reported on the recent committee meeting and agenda items. The committee also took a tour of the renovated locker rooms and looked at how teachers set up their classrooms for the new school year.

Negotiations- Mr. Milancewich reported that the MOA has been signed and is item E.5 on tonight's agenda for approval.

Policy and Wellness- Mrs. Jones reported on the recent committee meeting and the 10 policies and regulations that are on the agenda for a First Reading.

Community Relations/Board Liaison- Mrs. Dettlinger reported that the BEF fund raiser is scheduled for November 2 at the Manasquan River Golf Club. Early Bird tickets are available until October 1 and can be purchased on the BEF website.

9. **Administrative Report**

September, October, November 2017 Drills

HIB Report- Attachment 9.1

School Year 2017-2018

Mrs. Carlson reported on the following:

- The two back-to-school nights were well attended.
- There has been a Student Council Dance and an ice cream social.
- PTO Enrichment classes are starting.
- The PTO hosted a geography assembly.
- International Peace Day is Thursday September 21st and classes are celebrating.
- Mrs. Carlson thanked the Board and staff for their support over the last month.
- In early October, Brielle School will be hosting 1963 BES graduates who are attending their 50th Manasquan High School reunion. The Brielle School graduates expressed an interest in touring the school and seeing how the school has changed since they attended. Plans are being made to have the 1963 graduates share their elementary school experiences with the students now attending Brielle Elementary School.

10. Action Items**A. Curriculum and Programs****Roll Call**

- A.1** Motion that the Board of Education approves one Spring Lake Heights student to attend Brielle School preschool program for the 2017-18 school year at a tuition rate of \$7,200.00
- 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
Jillian McAlary	Foundations – Level 3, October 3, 2017, 8:00 AM – 4:00 PM, Regional Professional Development, Barkalow Middle School, Freehold, NJ (amendment to 8/23/17 approval to add date and location)	\$165.00, plus mileage
Stephen Labrecque	AMTNJ conference, October 27, 2017, 9 AM – 3 PM, Holiday Inn, East Windsor, NJ	Fee \$205.00 plus mileage
Jeannette Ramsey	AMTNJ conference, October 26 & 27, 2017, 9 AM – 3 PM, Holiday Inn, East Windsor, NJ	Fee 295.00, plus mileage
Karen Semple, Darlene Finkenauer	Center for Literacy Development at Rutgers, Reading & Writing conference, October 27, 2017, 8 AM – 4 PM, Rutgers, New Brunswick, NJ	Fee \$180.00 each = \$360.00 total, plus mileage
Susan Grady	NJ Art Educators Conference 2017, October 2 & 3, 2017, 8 AM – 4 PM, Long Branch Hilton, NJ	Fee 215.00, plus mileage
Elissa Criscuolo	Behavior Intervention Plans for Students with Challenging Behaviors, November 14, 2017, 8:30 AM – 1 PM, Regional PD Academy, Eatontown, NJ	\$100.00, plus mileage
Eileen Gorga	MOCSSIF Sub Fund meeting, December 1, 2017, 12:30 PM- 4:00 PM, Point Pleasant Beach, NJ	No Fee
Eileen Gorga	Monmouth County ASBO/ County ECBO meetings, 9/28/17, 11/16, 12/14, 1/11/18, 2/22, 3/15, 4/19, 5/17, 6/7, Eatontown, NJ	No Fee, plus mileage
Cheryl Shaak/ Lisa Kenny	Google Tools to Support Struggling Learners, 10/12/2017, 8:30am-3:30pm, Monmouth Mall, Eatontown, NJ	No Fee, plus mileage
Lisa Matter	Differentiating with Technology and Math, 10/17/2017, 9:00am-3:00pm, Brookdale at Wall, NJ	No Fee, plus mileage

Kereth Looney	2017 School Health Conference, 10/18/2017, 7:00am-5:00pm, Somerset, NJ	Fee \$195. plus mileage
Susan Martin/Dana Stover/ Marissa North	Social Justice in the Language Arts Classroom, 10/20/2017, 9:00am-3:00pm, Brookdale at Wall, NJ	No Fee, plus mileage
Mary McKennedy	NGSS in the Elementary School Classroom, Brookdale at Wall, 10/25/2017, 9:00am-3:00pm, Brookdale at Wall, NJ	No Fee, plus mileage
Jean Lohmann/Lisa Kenny	High Functioning Autism/Anxiety. Monmouth Mall, Eatontown, NJ 10/26/17, 8:30am-3:30pm	No Fee, plus mileage
Jennifer Love/Jillian McAlary	Using a Wide Variety of Text/Engaging Instructional Strategies, 10/27/17, 9:00am-3:00pm, Brookdale at Wall, NJ	No Fee, plus mileage
Tina Scuttaro	PowerSave Schools Program training, September 20, 2017, 10 am -2 pm, NJNG, Wall, NJ	No fee, plus mileage

A motion was made by Mrs. Dettlinger and seconded by Dr. Myszka Ostberg to move items A.1 through A.2 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 August 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 August 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 following parental transportation contract for the 2017-2018 extended school year (ESY) program and the 2017-2018 school year.

Route BES 415	2017-2018 ESY	Not to exceed \$1,200.00
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- B.3** Motion that the Board of Education approves the Manasquan High School Resource Room tuition billing for the 2016-2017 school year in the amount of \$110,355.93.
- B.4** Motion that the Board of Education approves annual contracts from Tyco Simplex Grinnell for Fire Extinguisher maintenance at \$269.14.
- B.5** Motion that the Board of Education approves payment authorization for Superintendent 2016-2017 Merit Goals completion as approved by the Executive County Superintendent.
- B.6** Motion that the Board of Education approves payment authorization for Business Administrator 2016-2017 Merit Goals completion as approved by the Executive County Superintendent.

A motion was made by Mr. Vitale and seconded by Mrs. Dettlinger to move items B.1 through B.6 and carried by a roll call vote of 8-0-1. (Dr. Myszka Ostberg abstained)

C. Buildings and Grounds

Roll Call

- C.1** Motion that the Board of Education accepts with appreciation ten stand-up desks from the PTO with a value of \$2,886.00.
- C.2** Motion that the Board of Education approves change order #001 from Panoramic Window & Door Systems related to the Phase I Window Replacement project in the amount of \$11,800.00. This closes the Phase I Windows project.
- C.3** Motion that the Board of Education approve John Pierciey to install masonry for electronic sign project at a cost of \$10,100.00. Two quotes were obtained.
- C.4** Motion that the Board of Education approve Manasquan Warriors softball team to use the softball fields during the fall season.
- C.5** Motion that the Board of Education approves KLT to deliver and install four security gates in the school at a cost of \$19,900.00. Three quotes were obtained.

- C.6** Motion that the Board of Education approves Zimmerer Electric LLC to provide new electrical circuit for electronic sign project at a cost of \$2,200.00.

A motion was made by Mr. Milancewich and seconded by Dr. Myszka Ostberg to move items C.1 through C.6 carried by a unanimous roll call vote of 9-0.

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
P & R 7100	Long Range Facilities Planning (M) (Revised)
P & R 7101	Educational Adequacy of Capital Projects (Revised)
P 7102	Site Selection and Acquisition (Revised)
R 7102	Site Selection and Acquisition (New)
P 7130	School Closing (Revised)
P 7300	Disposition of Property (Revised)
P 7300.1	Disposal of Instructional Property (<i>Abolished</i>)
R 7300.2	Disposal of Land (Revised)
R 7300.3	Disposition of Personal Property (Revised)
R 7300.4	Disposition of Federal Property (Revised)

A motion was made by Mrs. Jones and seconded by Mr. Ingoglia to move item D.1 and carried by a unanimous roll call vote of 9-0.

E. Personnel Roll Call

- E.1** Motion that the Board of Education ratifies action taken at the August 31, 2017 special meeting to approve Elizabeth Pencinger as Superintendent’s confidential secretary effective September 30, 2017 or sooner, depending on release date, at a salary of \$59,000.00, pending criminal history review.
- E.2** Motion that the Board of Education approves Peggy Thompson as a .5 teacher at Step 2BA (\$26,142.50 prorated salary) and a .5 teacher aide paid at \$15.57 per hour x 185 days (\$10,081.58 prorated salary) for the 2017-2018 school year.
- E.3** Motion that the Board of Education approves the following as substitute teachers, pending criminal history review, for the 2017-2018 school year.

Alexa DellaMonica

Caroline Dettlinger

E.4 Motion that the Board of Education approves Susan Sevastakis as an after school aide for one student for 7 hours per week at a rate of \$14.00 per hour.

E.5 Be it resolved that the Brielle Board of Education approves the Memorandum of Agreement between it and the Brielle Education Association and attached salary guides covering the period from July 1, 2017 through June 30, 2019; and

Be it further resolved that the Board President and Board Secretary are authorized to execute the final contract document when placed in a form satisfactory to the Board and Board Counsel.

E.6 Motion that the Board of Education approve Medical Leave with pay for third grade teacher Lisa Paoella who will use sick days beginning November 9, 2017 through December 8, 2017 as per Attachment 10.E.6.

A motion was made by Mr. Ingolia and seconded by Mr. Milancewich to move items E.1 through E.6 and carried by a roll call vote of 9-0 for items E.1, E.2, E.4, E.6 and a vote of 8-0-1 for items E.3 and E.5. (Mrs. Dettlinger abstained)

11. Visitor's Business – Visitors are permitted to comment on agenda and non agenda items at this time. Elise Lembo thanked the Board of Education and Administration for their work on the recent contract.

12. Discussion

Regarding the approval of E.5, Mr. Milancewich stated that the MOA represents the hard work between the teachers, administrators and the Board. Mr. Colon stated that the approval of E.5 authorizes the execution of the final contract. Mr. Colon continued that the most important asset of the school is the teachers. He thanked all involved for getting the contract completed.

13. Payment of Bills

A motion was made by Mr. Vitale and seconded by Mr. LePore that the Board authorizes payment of the following September 2017 bills and the Secretary is authorized to draw warrants of the Treasurer in the amount of \$1,321,698.13 and carried by a unanimous 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 no Executive Session.

15. Adjournment

A motion to adjourn was made by Mr. Ingoglia and seconded by Mr. LePore. Meeting adjourned at 7:44 PM.

Respectfully Submitted,



Eileen Gorga
Business Administrator/ Board Secretary