

**BRIELLE BOARD OF EDUCATION**  
**Regular Action Meeting Minutes**  
**Brielle, New Jersey**  
**August 23, 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. Milancewich, Dr. Myszka Ostberg (7:10 PM).  
**Absent:** Mr. Joseph LePore, 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 to move that the Board of Education accept the minutes of the July 19, 2017 Regular Public Meeting. Passed by unanimous consent.
  
5. **Presentations**
  - Mrs. Carlson and President Colon presented Mrs. Camoosa with a gift and flowers from the Board of Education and wished her well on her retirement.
  
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-** Dr. LaValva reported on last week’s Finance meeting to review the 2016-2017 preliminary audit results.  
  
**Representative to Manasquan-** No report. Dr. Myszka Ostberg reported on the Manasquan High School graduation and thanked Mr. Vitale for allowing her to present her son with his high school diploma.

**Curriculum and Programs-** Mrs. Dettlinger reported that there are 19 preschoolers and 52 kindergarten students registered for September. The Peer Leader rubric is being worked on, the STEM schedule is being reviewed. Use by the teachers of E Blast to especially the middle school parents is encouraged. There is 1:1 Chrome books for grades 1-8, 20 laptops in the media Center and 22 laptops in the STEM lab. Ten stand-up desks donated by the PTO were delivered this week.

**Buildings and Grounds-** Mr. Milancewich reported that a meeting will be scheduled in September.

**Personnel-** Mr. Ingoglia reported on last week's meeting. Merit Goals for the Business Administrator were reviewed and the employment of the superintendent secretary was discussed. A discussion of the base health insurance plan and a new resolution were discussed.

**Negotiations-**Mr. Milancewich reviewed the negotiations efforts from October 2016 to present date. There is a mediation meeting scheduled for September 26, 2017. Mr. Milancewich thanked the teachers and Mr. Colon for working on the negotiations process. Mr. Colon agreed that there was a lot of time spent on the process and that he was shocked there was not an agreement. Mrs. Jones said she spoke for many parents in saying they appreciate all that the teachers do and said thank you to the teachers present.

**Policy and Wellness-** Mrs. Jones reported that meeting will be scheduled soon.

**Community Relations/Board Liaison-** Mrs. Dettlinger reported that the first meeting of the 100 Year Celebration committee was recently held. The committee would like to include students, PTO, BEF, parents and community members in the planning process. Mrs. Dettlinger reminded everyone that Brielle Day is being held the Saturday after Labor Day in the Brielle Park.

## 9. Administrative Report

### September 2017 Drills

#### HIB Report- Attachment 9.1

School Year 2016-2017 -Four Investigations, Zero Confirmed (Three Not HIB, One Inconclusive)

Mrs. Carlson reported on the following:

- 85% of the teaching staff has been in this summer working on their classrooms.
- Teachers have been working on curriculum writing; have been involved in working ESY and the Brielle Rec program.
- Work in the building this summer has included the locker room renovations, painting classrooms, hallways and door trim, and a renovation by the PTO of the faculty room.
- Kindergarten orientation is being held for 52 kindergarten students and 11 new students on Thursday August 24.
- Mrs. Carlson introduced Elizabeth Pencinger, who was in the audience and on the agenda for approval as the superintendent’s secretary.

**10. Action Items**

**A. Curriculum and Programs**

**Roll Call**

**A.1** Motion that the Board of Education approves the following special education students to attend 2017-2018 Regular School and Extended School Year programs at the schools and cost listed below plus transportation:

Number of Students	School	Cost
1	Jackson	(amended) \$ \$14,120.50 regular year (part-time)tuition, plus \$14,186.41 shared paraprofessional salary/benefits/FICA
1	Jackson	\$1,330.00 ESY tuition, plus shared professional TBD
1	Alpha School	\$57,681.00 tuition for regular year, plus transportation

**A.2** Motion that the Board of Education amends June 28, 2017 approval to read seven regular education students to attend Red Bank Regional High School. No transportation will be provided.

**A.3** Motion that the Board of Education approves the following staff members to attend professional development workshops/conferences as listed below:

Staff Member	Conference/Workshop	Cost
Jillian MCArly	Fundations – Level 3, date TBD, 8:00 AM – 4:00 PM, Regional Professional	\$165.00, plus mileage

	Development, Eatontown, NJ	
Eileen Gorga	DOE Office of Finance ESSA Accounting / Reporting Requirements, September 12, 2017, 8:30 AM – 2:00 PM, Mt. Laurel, NJ	\$100.00, plus transportation
Colin Sabia	New Title I Requirements under ESSA, Supplement vs. Supplant & New Monitoring System, October 5 or 10, 2017	\$100.00, plus transportation

**A.4** Motion that the Board of Education approves the following Monmouth County Vocational School District tuition rates and Brielle resident students to attend for the 2017-2018 school year:

Program	Annual Tuition	# of Brielle students
Academy of Allied Health and Science	\$6,360.00	5
Biotechnology High School	\$6,360.00	4
Communications High School	\$6,360.00	9
High Technology High School	\$6,360.00	3
Marine Academy of Science & Technology	\$6,360.00	7
CLASS Academy	\$6,040.00	1
Career Center	\$5,500.00	2
Shared-Time Regular Education	\$ 860.00	9

**A.5** Motion that the Board of Education approves the tuition billing from Manasquan High School for the 2017-2018 school year as follows:

230 Regular Tuition Students @ \$14,458.00	\$3,325,340.00
2015-2016 Regular Adjustments	\$ 70,973.22
Total Amount Due	\$3,396,313.22

**A motion was made by Mrs. Dettlinger and seconded by Mr. Ingoglia to move items A.1 through A. 5 and carried by a unanimous roll call vote of 7-0.**

**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 July 31, 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 July 31, 2017, 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 July 31, 2017.
- B.3** Motion that the Board of Education approves the following parental transportation contracts for the 2017-2018 school year.

<i>Route #</i>	<i>Annual Rate</i>
BES 525	\$19,000.00
BES 817	\$13,500.00

- B.4** Motion that the Board of Education accepts \$11,539.00 in Reimbursement of Non-public School Transportation Cost Aid for the 2016-2017 school year.
- B.5** Motion that the Board of Education in accordance with NJSA 18A:21-2 and NJSA 18A:7G-13, approves retroactive to June 30, 2017 the transfer of anticipated excess current expense revenues and/or unexpended appropriations from the 2016-2017 school year to the Capital Reserve account in the amount not to exceed \$615,000.
- B.6** Motion that the Board of Education approves 2015-2016 Alpha School tuition adjustment for one Brielle student at a cost of \$8,314.61.
- B.7** Motion that the Board of Education approves replacement of Xerox copier that has reached end of lease with a Savin MP6503SP copier through Atlantic Tomorrows Office at a monthly lease of \$232.12 and services and supplies billed at \$.0047 per page. The Xerox copier WC 5775 trade-in value is included in the proposal. NJ State contract A 40467.
- B.8** Motion that the Board of Education approves the administration to prepare and submit applications for the following grants: Pay for Performance sponsored by

New Jersey Clean Energy Program, PowerSave School Program grant, and the Gardinier Environmental Fund Grant.

- B.9** Motion that the Board of Education approves the 2017-2018 Brielle School lunch program amounts of \$3.75 for paid lunch, \$.40 for reduced lunch, and \$4.25 for adult lunch.
- B.10** Motion that the Board of Education approves Tyco Simplex Grinnell Fire and Life Safety Systems annual contract in the amount of \$4,147.20 as per attachment 10.B.10.

**A motion was made by Dr. LaValva and seconded by Mrs. Dettlinger to move items B.1 through B.10 and carried by a unanimous roll call vote of 7-0.**

**C. Buildings and Grounds**

**Roll Call**

- C.1** Motion that the Board of Education approves the disposal of printers, computers and scanners that are no longer worthy to serve students in accordance with Policy 7300 Disposition of Property with asset tags listed in attachment 10.C.1.
- C.2** Motion that the Board of Education approve the 2017-2018 Facilities Use Fee Schedule as per Attachment 10.C.2.
- C.3** Motion that the Board of Education approves Atlantic Sodablast to sand blast outdoor basketball court for painting at a cost not to exceed \$6,600.00. Multiple quotes were requested from vendors.

**A motion was made by Mr. Milancewich and seconded by Dr. Myszka Ostberg to move items C.1 through C.3 and carried by a unanimous roll call vote of 7-0.**

**D. Policy**

**Roll Call**

**E. Personnel**

**Roll Call**

- E.1** Motion that the Board of Education rescinds Superintendent’s contract dated July 1, 2016 through June 30, 2019.
- E.2** Motion that the Board of Education approves Elizabeth Pencinger as Superintendent’s confidential secretary effective September 30, 2017 or sooner depending on release date, at a salary of \$55,000, pending criminal history review.
- E.3** Motion that the Board of Education approves Matt Fallon, Kelly Cardamone, and Dana Stover to perform an additional three hours of scheduling at \$33.00 per hour.
- E.4** Motion that the Board of Education approves Kenn Yee and Tina Scuttaro to write STEM curriculum at a rate of \$33.00 per hour not to exceed ten hours.
- E.5** Motion that the Board of Education approves paying the following teachers \$27.50 per hour not to exceed ten hours to move their classrooms during August for the 2017-2018 school year.

S. Labrecque	A. Barra	S. Martin
D. Stover	S. Jordan	M. Fricano
S. Randel	K. Golding	

- E.6** Motion that the Board of Education approves Ychele Patti, Rowan University student, for a 50 hour practicum with Nurse Kereth Looney beginning August 29, 2017 through December 4, 2017.
- E.7** Motion that the Board of Education approves Kaitlin Cole as a substitute teacher for the 2017-2018 school year, pending criminal history review.
- E.8** Motion that the Board of Education amends July 19, 2017 approval for Cafeteria aides to read Valerie Rivera as a full time aide and Karen Jansen as a substitute aide.
- E.9** Motion that the Board of Education approves Michael Fricano and Elise Lembo as BEACON after school program teachers and Steve Labrecque as a BEACON after school program substitute teacher all at a rate of \$33.00 per hour.

- E.10** Motion that the Board of Education approves Sarah Chiarella as a temporary secretary beginning August 28, 2017 until September 30, 2017 at a rate of \$100.00 per day.
- E.11** Motion that the Board of Education approves the Merit Goals Results for the Business Administrator for the 2016-2017 school year and submit the goal results to the Executive County Superintendent as per attachment 10.E.11.
- E.12** Motion that the Board of Education approves the reduction of teacher aide hours to 5.5 hours per day at \$15.57 per hour for 185 days for \$15,842.48 and the addition of 2 special education teaching periods per day (.25) for Peggy Thompson at Step 2BA for the 2017-2018 school year.
- E.13** Motion that the Board of Education approves the reduction of teacher aide hours to 6.25 hours per day at \$14.65 per hour for 185 days for \$16,939.06 and the addition of 1 special education teaching period per day (.125) for Tracey Byrne at Step 1BA for the 2017-2018 school year.
- E.14** Motion that the Board of Education approves the Merit Goals Results for the Superintendent for the 2016-2017 school year and submit the goal results to the Executive County Superintendent as per attachment 10.E.14.
- E.15** Motion that the Board of Education approves 2017-2018 Merit Goals for the Business Administrator and submit the goals to the Executive County Superintendent for approval as per attachment 10.E.15.
- E.18** Motion that the Board of Education approves the following resolution:

To be consistent with Board Policy 4420, employees, excluding instructional aides, hired into non-bargaining positions after August 23, 2017 shall be entitled to a base health care plan designated by the Board for single coverage for their first three years of service or until tenured, paying contributions towards premiums as set forth in Tables made part of Ch. 78, P.L. 2011. They may purchase coverage for qualifying family members by paying the difference in premiums for the additional coverage in addition to their contributions for single coverage. After three years of service or attaining tenure or at the discretion of the Board, parent/child, husband/wife or family coverage as appropriate, shall be paid by the Board of Education, less contributions set forth in the Ch. 78 Tables. They will be permitted to enroll in any other insurance plan offered by



the Board by paying the difference in cost between the base plan and the plan they select, as well as contributions set forth in Tables made part of Ch. 78, P.L. 2011 based on the base plan's premium. Instructional aides' benefit entitlements will continue to be governed by Policy 4421.

**A motion was made by Mr. Ingoglia and seconded by Mrs. Dettlinger to move items E.1 through E.10, E.12, E.13, E.18 and carried by a unanimous roll call vote of 7-0.**

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

- Ms. Elise Lembo said thank you to Rosie Camoosa on behalf of the BEA. Ms. Lembo thanked the negotiations team for taking the time they did for negotiations.
- Mr. Ingoglia responded to Ms. Lembo's comments and on the process and positive nature of the negotiations.

**12. Discussion**

**13. Payment of Bills**

A motion was made by Dr. LaValva and seconded by Dr. Myszka Ostberg that the Board authorizes payment of the following August 2017 bills and the Secretary is authorized to draw warrants of the Treasurer in the amount of \$911,011.98 and carried by a unanimous vote of 7-0.

**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: Personnel. Action may be taken when the Board returns to public session.

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. 10:4-12 no longer applies. The Board of Education entered Executive Session at 8:24 PM.

15. **Public Session-** The Board returned to Public Session at 10:25 PM.

**A motion was made by Mr. Ingoglia and seconded by Mrs. Dettlinger to move items E. 11, E.14, and E.15 and carried by a unanimous roll call vote of 7-0.**

16. **Adjournment**

A motion to adjourn was made by Mrs. Dettlinger and seconded by Mr. Ingoglia.  
Meeting adjourned at 10:26 PM.

Respectfully Submitted,



Eileen Gorga  
Business Administrator/Board Secretary