

**BRIELLE BOARD OF EDUCATION**  
**Regular Action Meeting Minutes**  
**Brielle, New Jersey**  
**July 19, 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**  
Mrs. Dettlinger, Mr. Ingoglia, Dr. Stephen LaValva, Mr. Milancewich, Mr. Vitale  
**Absent-** Mr. Colon, Mrs. Jones, Mr. Joseph LePore, Dr. Myszka Ostberg  
**Also Present:** Mrs. Carlson, Mrs. Gorga  
Mr. Ingoglia, Vice President, ran the meeting.
  
3. **Flag Salute**
  
4. **Approval of Minutes – Consent**  
Motion by Mrs. Dettlinger and seconded by Mr. Vitale that the Board of Education accept the minutes of the June 28, 2017 Regular Public Meeting.
  
5. **Presentations-** none
  
6. **Visitor’s Business** – Visitors are permitted to comment on agenda items only at this time. No visitor business.
  
7. **Correspondence-** none
  
8. **Committee Reports-**  
**Finance-** Mr. Vitale reported that a meeting is being scheduled in August.  
  
**Representative to Manasquan-** Mr. Vitale reported on recent MHS meeting including information on the MHS energy program, the curriculum revisions for AP classes, and the International Baccalaureate program. Mr. Vitale mentioned the need for a three year budget forecast from Manasquan.  
  
**Curriculum and Programs-** Mrs. Dettlinger reported that a meeting is being scheduled in August.

**Buildings and Grounds-** no report

**Personnel-** Mr. Ingoglia reported that the Personnel committee met July 14 to discuss the Superintendent's contract and the STEM teacher application. Mr. Ingoglia reported that the STEM teacher appears to be an excellent choice.

**Negotiations-** Mr. Milancewich reported that mediation is scheduled for next week.

**Policy and Wellness-** Mr. LaValva reported that several policies are on the agenda for the second reading.

**Community Relations/Board Liaison-** Mrs. Dettlinger reported that the 100 year celebration meeting is being scheduled.

**9. Administrative Report**

**August 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:**

- The new STEM teacher was introduced to the board.
- There are many summer camps, recreation programs, basketball camp going on in the building every day.
- There are 7-10 classrooms being painted this summer in addition to other work going on in the building.
- A new K-5 math program is being purchased for September.
- Mrs. Carlson hosted the Monmouth County superintendents for a summer retreat/ team building event.
- On August 14 from 11 AM – 7 PM the Brielle School is being used by local law enforcement for an active shooter training session.
- Mrs. Carlson reviewed the seminar presented by the former principal of Columbine HS. The principal shared his leadership problems and lessons learned from the shooting and its aftermath.
- Mrs. Carlson shared that Mrs. Camoosa, secretary to the superintendent, is retiring September 1 and how integral Mrs. Camoosa is to her office and the school.

- Mrs. Carlson shared the HIB final report for 2016-17 of Four Investigations, Zero Confirmed (Three Not HIB, One Inconclusive)

**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 Extended School Year and Regular School Year programs at the schools and cost listed below plus transportation:

Number of Students	School	Cost
2	The Alpha School	\$57,681.00 tuition for regular year, plus transportation
2	The Alpha School	\$9,613.50 tuition for ESY, plus transportation
1	Howell Township-Memorial Elem School	\$6,454.00 Extended School Year, plus transportation
1	Howell Township-Memorial Elem School	\$22,410.00 regular year, plus transportation

**A.2** Motion that the Board of Education accepts the following federal funded allocations and directs the administration to prepare and submit the 2017-2018 program applications as required:

Program	Allocation	Budgeted
ESSA (formerly NCLB)		
Title I	\$51,863	\$34,333
Title II Part A	\$11,153	\$ 6,877
Title IV (new)	\$10,000	0
Total	\$73,016	\$41,210

- A.3** Motion that the Board of Education approves 2017-2018 membership in the Brookdale Education Networks for professional development as follows:

Program	# full day workshops	Seats	Cost
Math/Science Network	19	1 seat every workshop	\$1,200.00
Technology Network	9	2 seats every workshop	\$2,000.00
Literacy Network	8	4 seats every workshop	\$1,500.00

- A.4** Motion that the Board of Education approves the 2017-2018 Pre-school program rates of \$2,400 for the AM program and \$1,800 for the PM program for parent paid students.
- A.5** Motion that the Board of Education amends Stephanie Prof’s ESY hours to include Monday-Thursday 10:30 AM– 12:00 PM and Friday 9:00 AM – 12:00 PM.
- A.6** Motion that the Board of Education approves 2017-2018 membership in the Regional Professional Development Academy at a cost of \$1,100.00.
- A.7** Motion that the Board of Education approve the school bus evacuation drill report for October 18, 2016 held at Brielle Elementary School at 8:05AM on First Student bus route BR 102 supervised by Colin Sabia, Vice Principal.
- A.8** Motion that the Board of Education approve the school bus evacuation drill report for March 24, 2017 held at Brielle Elementary School at 8:10AM on First Student bus route BR 102 supervised by Colin Sabia, Vice Principal.

**A motion was made by Mrs. Dettlinger and seconded by Mr. Vitale to move items A.1 through A.8 and carried by a unanimous roll call vote of 5-0.**

**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 June 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 June 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 June 30, 2017.

**B.3** Motion that the Board of Education approves the renewal of the following parental transportation contracts for the 2017-2018 extended school year (ESY) program and the 2017-2018 school year.

Alpha School	Extended School Year	\$ 2,250.00
Alpha School	2017-2018 School year	\$ 13,500.00
Howell School District	2017-2018 School year	\$ 9,000.00
Rugby School	2017-2018 ESY & School Year	\$ 5,557.95

**B.4** Motion that the Board of Education approves the renewal of the transportation contract with First Student Transportation, Neptune City, NJ for the 2017-2018 school year at a cost of \$42,497.37 which includes the State approved CPI increase of .30%.

**B.5** Motion that the Board of Education accepts \$171,960.00 in Extraordinary Aid for the 2016-2017 school year.

**B.6** Motion that the Board of Education accepts an additional \$27,194.00 in 2017-2018 NJ state aid adjustment for a total amount of \$437,102.00. Additional funds will be used in accounts as follows: 11-190-100-640-00 textbooks.

**A motion was made by Mr. Vitale and seconded by Mr. Milancewich to move items B.1 through B.6 and carried by a unanimous roll call vote of 5-0.**

**C. Buildings and Grounds**

**Roll Call**

**C.1** Motion that the Board of Education approves the following organizations for facility use for the 2017-2018 school year pending receipt and approval of insurance certificate and application.

- Brielle Recreation
- Brielle PTO
- Brielle Mid-Monmouth Basketball
- Manasquan Brielle Little League
- Brielle Boy Scouts/Cub Scouts
- Brielle Girl Scouts/Brownies
- Brielle Men’s Basketball

**C.2** Motion that the Board of Education approves Sabba’s Landscaping for lawn cutting and fertilizing at a cost of \$9,200.00 for July 1, 2017 through June 30, 2018.

**C.3** Motion that the Board of Education approve RFS Commercial Inc. to remove carpet in TV studio and de-glug terrazzo floor and remove carpet in IT room and install VCT tile and cove base in IT room at a cost of \$3,949.78. State contract #81751.

**C.4** Motion that the Board of Education approve RFS Commercial Inc. to remove old base and install new cove base for four rooms at a cost of \$272.75 per room for a total of \$1,091. State contract #81751.

**A motion was made by Mr. Milancewich and seconded by Mr. Vitale to move items C.1 through C.4 carried by a unanimous roll call vote of 5-0.**

**D. Policy**

**Roll Call**

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

<b>Policy / Regulation #</b>	<b>Policy / Regulation Name</b>
P & R 1240	Evaluation of Superintendent (M) (Revised)
P & R 3126	District Mentoring Program (Revised)
P & R 3221	Evaluation of Teachers (M) (Revised)

P & R 3222	Evaluation of Teaching Staff Members, Excluding Teachers and Administrators (M) (Revised)
P & R 3223	Evaluation of Administrators, Excluding Principals, Vice Principals, and Assistant Principals (M) (Revised)
P & R 3224	Evaluation of Principals, Vice Principals, and Assistant Principals (M) (Revised)
P & R 3240	Professional Development for Teachers and School Leaders (M) (Revised)
P & R 5610	Suspension (M) (Revised)
P 5620	Expulsion (M) (Revised)
P & R 7424	Bed Bugs (New)
P 8505	Local Wellness Policy/ Nutrient Standards for Meals and Other Foods (M) (Revised)
P 8550	Unpaid Meal Charges/ Outstanding Food Service Charges (M) (Revised)

**A motion was made by Dr. LaValva and seconded by Mrs. Dettlinger to move item D.1 and carried by a unanimous roll call vote of 5-0.**

**E. Personnel**

**Roll Call**

**E.1** Motion that the Board of Education approves the following Cafeteria aides for the 2017-2018 school year at the hourly rate of \$13.00, 2 ½ hours per day, for 173 days:

Susan Sevastakis	Joanna Kotar	Valerie Rivera- sub
Karen Jansen	Susan Fresca- sub	
Sarah Hoffman	Francine Neff- sub	

**E.2** Motion that the Board of Education rescinds approval of the following cafeteria aides and substitutes: Patricia Chandley, Susan Pederson-sub, Tricia Callahan-sub.

**E.3** Motion that the Board of Education approves change in teacher aide salary for Pam Phillips from \$14.29 to \$14.65 per hour/ 7 hours per day/ 185 days.

- E.4 Motion that the Board of Education accepts resignation for purposes of retirement from Rosemarie Camoosa, superintendent's secretary, effective September 1, 2017.
- E.5 Motion that the Board of Education approves Dana Stover to provide Extended School Year instruction for a Brielle high school student nine hours in Reading/Language Arts at a rate of \$47.00 per hour.
- E.6 Motion that the Board of Education approves Jeannette Ramsey to provide Extended School Year instruction for a Brielle high school student nine hours in Math at a rate of \$47.00 per hour.
- E.7 Motion that the Board of Education approves Shannon Aldi and Kat Braker as substitute nurses for the ESY program at a rate of \$47 per hour.
- E.8 Motion that the Board of Education approves Janet Musso as theater club music leader extracurricular stipend for the 2017-2018 year.
- E.9 Motion that the Board of Education approves Tina Marie Scuttaro as STEM teacher, step BA 1, for the 2017-2018 school year.
- E.10 Motion that the Board of Education approves the employment contract for Christine Carlson as Superintendent/Principal for the period July 1, 2017 through June 30, 2020.

**A motion was made by Mrs. Dettlinger and seconded by Dr. LaValva to move items E.1 through E.10 and carried by a unanimous roll call vote of 5-0.**

- 11. **Visitor's Business** – Visitors are permitted to comment on agenda and non agenda items at this time. No visitor business.
- 12. **Discussion**
  - Mrs. Carlson updated the Board of Education that 47 Kindergarteners are registered so far for September.
  - Mrs. Carlson answered that all grades K-8 will receive STEM instruction either with the new STEM teacher or the Media teacher.



- Mrs. Gorga provided an overview to the Board of Education of the Pay for Performance (P4P) state program for rebates for installing energy saving HVAC and LED lighting.

**13. Payment of Bills**

A motion was made by Mr. Vitale and seconded by Mrs. Dettlinger that the Board authorizes payment of the following July 2017 bills and the Secretary is authorized to draw warrants of the Treasurer in the amount of \$388,856.19 and carried by a unanimous vote of 5-0.

**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 Mrs. Dettlinger and seconded by Mr. Vitale. Meeting adjourned at 7:47 PM.

Respectfully Submitted,



Eileen Gorga

Business Administrator/ Board Secretary