

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

1. **Announcement** – There has been adequate notice of this meeting provided by the Board of Education March 2, 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, Dr. Stephen LaValva, Mr. Joseph LePore, Mr. Milancewich, Mr. Vitale (7:30 pm)  
**Absent:** Mrs. Jones, Dr. Myszka Ostberg  
**Also Present:** Mrs. Carlson, Mrs. Gorga
  
3. **Flag Salute**
  
4. **Approval of Minutes – Consent**  
Motion by Mrs. Dettlinger and seconded by Dr. LaValva that the Board of Education accept the minutes of the February 22, 2017 Regular Public Meeting. Passed by unanimous consent.
  
5. **Presentations**
  - Sandy Wilderotter- MCSBA 8th Grade Student Achiever of the Year 2017. Sandy was honored at a recent dinner.
  - Alek Polesky - 2017 Geography Bee Winner Brielle School and Sending District Bee, Semifinalist in the NJ National Geographic State Bee. Alek took a test and is one of the top 100 geography bee students in the state. He will be honored at Rowan University.
  - Liam Marriott- 2nd place winner 2017 Geography Bee Brielle School and participant in Sending District Bee.
  - Cassidy Petrone raised over \$800 for Juvenile Diabetes Foundation through a Kids Walk to Cure Diabetes Fundraiser she developed and ran for the entire school during recess.
  - Monmouth University National Girls and Women in Sports Day February 26, 2017. Recipients: Sarah Barnes, Paige Harms, Ryan McCarthy, Kate Montalto, Haley Stamberger. Mrs. Carlson presented certificates to the students and shared their accomplishments with the audience.
  - Arts Education Month- Art teacher Susan Grady shared a video of Brielle students during the creation of their art projects.

- Second and Third Grade Social Studies – Ms. Petrone, Ms. Lohmann, Ms. McAlary, Ms. Pinnella, Ms. Kern, Ms. Paoella. The teachers shared the aspects of the new Social Studies program and how it is being implemented in their classrooms.
6. **Visitor’s Business** – Visitors are permitted to comment on agenda items only at this time. No visitor’s business.
  7. **Correspondence-** A letter from the Women’s Club thanking Brielle Band for performing at the Women’s Club. Board members had a copy in their packet.
  8. **Committee Reports-**
    - Finance-** Mr. Vitale reported on the recent Finance meeting reviewing the 2017-18 school budget. The 2017-18 budget is mainly about paying the substantial increase in the Manasquan High School tuition. MHS is putting \$330,000 into installation of a rubber track and a turf field located at the Sea Girt Army Camp. Mr. Vitale reported that MHS enrollment is down about 25 students from last year. Mr. Vitale is hoping to see a flattening of the MHS tuition in the next few years. Mr. Ingoglia commented that Brielle is always being asked to pay its “fair share” of MHS tuition and this tuition increase shows how much Brielle is paying for our students to attend Manasquan.
    - Representative to Manasquan-** Mr. Vitale reported that the Manasquan school district Superintendent, Dr. Kasyan, tendered his resignation and it was accepted Monday night at the Manasquan board meeting. Dr. Kasyan will be in the district until August 1, 2017.
    - Curriculum and Programs-** no report
    - Buildings and Grounds-** Mr. Milancewich reported that the window phase II, locker room and snow melt projects are being worked on by the architect and there should be updates on the progress soon.
    - Personnel-** no report
    - Negotiations-** Mr. Milancewich reported that the negotiations committee has met with the BEA committee four times. The next meeting will be scheduled within the next two to three weeks. Mr. Colon added that the meetings have been positive and not adversarial and that the Board has the utmost respect for the Brielle teachers.

**Policy and Wellness-** Dr. LaValva reported on the recent policy revisions that are on the agenda for the First reading. The revisions are part of a state mandate for Special Education Policy and Regulation revisions and re-adoption.

**Community Relations/Board Liaison-** Mrs. Dettlinger reported that the North/ South event has identified a family and the event is scheduled for June 3, 2017. The mother/ son luau held Friday March 10, 2017 was a huge success. The PTO is providing 40 stand up desks to the school and is splitting the cost of an electronic sign for the front of the school with the Brielle Education Foundation (BEF). The BEF is holding a kitchen tour on May 12, 2017 and it will be open until 5:00 pm allowing more people to attend. Mrs. Dettlinger made an appeal for article for the spring newsletter.

## 9. Administrative Report

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

- Trish Emerson's resignation is on the agenda tonight. Mrs. Emerson will be honored at a future board meeting and has spent over 25 years at Brielle School. Mrs. Carlson expressed regret that Mrs. Emerson is leaving Brielle Elementary School.
- There are eight students from BES accepted to the Monmouth County Vocational Academies. Three of the students were accepted to MAST Academy.
- There are over 80 students involved in the play *Into the Woods* which is having performances next Thursday March 23<sup>rd</sup> at 7 PM and Saturday March 25<sup>th</sup> at 3 PM and 7 PM. Mrs. Carlson is inviting students from the play to perform some songs at the next board meeting.
- March is Music and Arts month and last Thursday the Advanced Band performed at the Women's Club. The audience said the playing was amazing. Every Friday morning in March the Advanced Band is playing songs in the foyer to welcome students and staff to school.
- The mandated water testing was completed at BES. Ninety-two water outlets were tested and seven were deemed too high for drinking. Only one of these was located in a classroom. A letter to the parents/ community outlining the results and remediation steps taken as well as the test results were posted on the school web site.

## 10. Action Items

### A. Curriculum and Programs

### Roll Call

- A.1** Motion that the Board of Education approves 10 seventh grade students to travel to the Monmouth County Career Center, Freehold, NJ on March 16, 2017

leaving Brielle School at 8:15 AM and returning at 10:45 AM. Chaperones are Lisa Kenny, Adrienne Mahon and Nurse Kereth Looney. The Brielle Board of Education is paying for bus transportation at a cost of \$225.00.

- A.2** 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
C. Carlson, C. Sabia	Responding to bombing incidents/ threats sponsored, March 23, 2017, 9:15 AM – 12:00 PM, Monmouth County Prosecutors Office, Freehold, NJ	No fee, mileage only.
Lisa Kenny	Oppositional, Defiant & Disruptive Children & Adolescents, May 4, 2017, 7:30 AM – 4:00 PM, Toms River, NJ	Fee- \$99.99, Materials- \$24.99 = \$124.99, mileage
Tim Prol	NJMEA Conference, April 6, 2017, all day, Atlantic City, NJ	Fee \$180.00, plus mileage

- A.3** Motion that the Board of Education amend approval A.4 from February 22, 2017 agenda to include the Board of Education paying \$84.00 for four teacher chaperones and to clarify that the \$20 requested from each student includes \$17.25 admission and \$2.75 for drink and snack for the ride home.

- A.4** Motion that the Board of Education approve 20-25 6<sup>th</sup>, 7<sup>th</sup>, & 8<sup>th</sup> graders. Mr. Fallon, Mr. Yee, Mr. Prol, Ms. Cardamone, and Ms. O’Reilly to participate in the Technology Student Association program held at The College of New Jersey, Ewing, NJ on March 29, 2017 leaving school at 7:30 AM returning at 4:30 PM. There is no cost to the students and the Board of Education will provide bus transportation at a cost of \$294.00.

- A.5** Motion that the Board of Education approve 83 7<sup>th</sup> grade students and chaperones Ms. Hyland, Ms. Ramsey, Ms. Stover, Ms. Martin and Nurse Looney to travel to the Sterling Hill Mineral Mine, Ogdensburg, NJ on April 24, 2017 leaving school at 8:30 AM and returning 3:00 PM. Students will bring a bag lunch. The trip will cost each student \$12.00 and the Board of Education will provide transportation at a cost of \$750.00.

**A.6 Resolution of the Brielle Board of Education**

WHEREAS, the Board of Education of Brielle held a meeting on March 15, 2017; and

WHEREAS, the Rugby School @ Woodfield Inc. ("Rugby") is a New Jersey state approved private school for handicapped children; and

WHEREAS The Rugby School @ Woodfield Inc. ("Rugby") maintains a Daily Average Enrollment of 115 students or less; and

WHEREAS, Rugby may, on occasion, serve meals to its students that meet the nutritional requirements of the Child Nutrition Program as administered by the New Jersey Department of Agriculture; and

WHEREAS, Rugby does not charge students for said meals and has elected not to apply for and receive funding from the Child Nutrition Program as administered by the New Jersey Department of Agriculture; and

WHEREAS, the State Department of Education requires that the public school sending district approve the private schools election not to apply for and receive funding from the Child Nutrition Program.

NOW THEREFORE be it resolved:

That the Brielle Board of Education does not require the Rugby School @ Woodfield Inc. ("Rugby") to apply for funding from the Child Nutrition Program as administered by the New Jersey Department of Agriculture.

**A.7** Motion that the Board of Education accepts the generous \$621.00 donation from the Algonquin Arts Theatre Board of Trustees Chairperson, Eliot Arlo Colon, to send the eighth grade class to see *A Midsummer Night's Dream*.

**A motion was made by Mrs. Dettlinger and seconded by Mr. Ingoglia to move items A.1 through A.7 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 February 28, 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 February 28, 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 February 28, 2017.

**B.3** Motion that the Board of Education approves the following resolution: Be It Resolved that the tentative budget be approved for the 2017-2018 School Year using the 2017-2018 state aid figures and that the Secretary to the Board of Education be authorized to submit the following tentative budget to the Executive County Superintendent of Schools for approval in accordance with the statutory deadline:

**Adoption of Tentative Budget**

**2017-2018**

	<b>GENERAL FUND</b>	<b>SPECIAL REVENUES</b>	<b>DEBT SERVICE</b>	<b>TOTAL</b>
<b>2017-2018 Total Expenditures</b>	\$13,786,486	\$153,975	\$479,800	\$14,420,261
<b>Less: Anticipated Revenues</b>	\$772,462	\$153,975	0	\$926,437
<b>Taxes to be Raised</b>	\$13,014,024		\$479,800	\$13,493,824

**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 for all staff and board members

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 \$50,000 for all staff and board members for the 2017-2018 school year.

And to advertise said tentative budget in the Coast Star 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 26, 2017 at 7:00 pm for the purpose of conducting a public hearing on the budget for the 2017-2018 School Year.

**B.4** Motion that the Board of Education approves the submission of a grant application for the 2015-2016 Safety Grant Program through the New Jersey Schools Insurance Group's MOCSSIF Subfund for the purposes described in the application, in the amount of \$3,299.00 for use during the period July 1, 2017 through June 30, 2018.

**B.5** Motion that the Board of Education approves Phoenix Advisors, LLC to provide Continuing Disclosure Agent services for the 2017-2018 fiscal year at an annual cost of \$850.00 and to be designated as Independent Registered Municipal Advisor for the Brielle Board of Education at no additional cost as per attachment 10.B.5.

- B.6** Motion that the Board of Education approve board member Joseph Milancewich to attend NJSBA conference “Analyzing and Constructing Salary Guides” on March 31, 2017 at a cost of \$149.00 plus mileage.

**A motion was made by Mr. Vitale and seconded by Mr. LePore to move items B.1 through B.6 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 accepts with appreciation the donation of two 65 inch televisions from Mr. & Mrs. Michael Moretti.

**A motion was made by Mr. Milancewich and seconded by Mrs. Dettlinger to move item C.1 and carried by a unanimous roll call vote of 7-0.**

**D. Policy Roll Call**

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

<b>Policy / Regulation #</b>	<b>Policy / Regulation Name</b>
Policy 2460	Special Education (M) ( Revised)
Regulation 2460	Special Education (M) ( Revised)
Regulation 2460.1	Special Education – Location, Identification, and Referral (M) (Revised)
Regulation 2460.8	Special Education – Free and Appropriate Public Education (M) (Revised)
Regulation 2460.9	Special Education – Transition from Early Intervention Programs to Preschool Programs (M) (Revised)
Regulation 2460.15	Special Education – In-Service Training Needs for Professional and Paraprofessional Staff (M) (New)
Policy 2467	Surrogate Parents and Foster Parents (M) (Revised)
Regulation 2460.16	Special Education- Instructional Material to Blind or Print Disabled Students (M) (No revision required/ Readopt)

**A motion was made by Dr. LaValva and seconded by Mr. Ingolia to move item D.1 and carried by a unanimous roll call vote of 7-0.**



**E. Personnel**

**Roll Call**

- E.1** Motion that the Board of Education accept the resignation for purposes of retirement from Patricia Emerson.
- E.2** Motion that the Board of Education approve the following Manasquan High School students to volunteer for the After Care and Homework club activities.

Bayley Pendergist  
Madison Hicks  
Keelin Stark

- E.3** Motion that the Board of Education approve Thomas G. Smith as a substitute custodian pending criminal history review.
- E.4** Motion that the Board of Education approve Valerie Rivera as Extended Care Aide for up to two hours per day for up to five days per week, pending criminal history review.

**A motion was made by Mr. Ingolia and seconded by Mrs. Dettlinger to move items E.1 through E.4 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. No visitor’s business.

**12. Discussion**

- Mrs. Dettlinger asked a question about student privacy and field trips.
- Mr. Colon asked about the difference between Vocational and Charter Schools. An article clarifying the similarities and differences was discussed as being a good topic for the spring newsletter.

**13. Payment of Bills**

A motion was made by Mr. Vitale and seconded by Mr. Milancewich that the Board authorizes payment of the following March 2017 bills and the Secretary is authorized to draw warrants of the Treasurer in the amount of \$1,560,345.17 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 (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 Mrs. Dettlinger. Meeting adjourned at 8:21 PM.

Respectfully Submitted,



Eileen Gorga  
Business Administrator/Board Secretary