

**BRIELLE BOARD OF EDUCATION**  
**Regular Action Meeting Minutes**  
**Brielle, New Jersey**  
**January 18, 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, Dr. Stephen LaValva, Mr. Joseph LePore, Mr. Vitale  
**Absent:** Mrs. Jones, Mr. Milancewich, Dr. Myszka Ostberg  
**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 December 14, 2016 Regular Public and the January 4, 2017 Reorganization Meeting. Passed by unanimous consent.
  
5. **Presentations**
  - Mrs. Carlson thanked Anthony Mahon and Tim Prol, Google Trainers for the school, who came to help the Board Members with transition to Google email.
  
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-** Mr. Vitale discussed the development of the 2017-2018 budget.  
  
Curriculum and Programs- no report  
  
Buildings and Grounds- no report  
  
**Representative to Manasquan-** Mr. Vitale reported that the next Manasquan district meeting is January 31<sup>st</sup>. The referendum vote is January 24, 2017 and the high school items are new science labs and new HVAC in the high school.  
  
Personnel- no report  
  
**Negotiations-** Mr. Colon reported that another meeting is being scheduled.

**Policy and Wellness-** Mrs. Dettlinger reported on the new and revised policies on the agenda tonight for a first reading.

**Community Relations/Board Liaison-** Mrs. Dettlinger reported that the Pride of Brielle dinner is being held January 23, 2017 and Jack Tobin is being honored.

**9. Administrative Report**

Mrs. Carlson reported on the following:

- Teacher Professional Development was held Monday January 16<sup>th</sup> at the Belmar School with sending district teachers. Brielle teachers presented to teachers and did a wonderful job. Later in the day 45 Brielle teachers and staff participated in CPR training.
- The Snowball Dance was held in the beautifully transformed Gym on Friday, January 13<sup>th</sup> for 150 students who had a good time.

**10. Action Items**

**A. Curriculum and Programs**

**Roll Call**

**A.1** Motion that the Board of Education approves 51 4<sup>th</sup> grade students to travel to the Manasquan Environmental Reservoir, Howell, NJ on Tuesday May 2, 2017 leaving Brielle at 9:30 AM and returning at 2:30 PM. Chaperones are teachers Ms. McKennedy, Ms. Barra, Ms. Love, and parents Mrs. Callahan, Mrs. McCafferty, Mrs. Grecseki, Mrs. Murray, Mrs. Melchiorri, Mrs. Cohen. Student cost is \$8.25 each and they are bringing a bag lunch. The Brielle Board of Education is paying for transportation at a cost of \$588.00 for two buses.

**A.2** Motion that the Board of Education approves the final 2017-2018 meeting calendar to include the January 18, 2017 meeting as per attachment 10.A.2.

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

<b>Staff Member</b>	<b>Conference/Workshop</b>	<b>Cost</b>
JoAnn McWilliams	Writer’s Workshop, March 6, 2017, 9:00 AM – 2:30 PM, Conover Rd Elementary School, Colts Neck, NJ	\$125 fee, plus mileage
Jennifer Love	Writer’s Workshop, March 6, 2017, 9:00 AM – 2:30 PM, Conover Rd Elementary School, Colts Neck, NJ	\$125 fee, plus mileage
Colin Sabia	Monmouth County Prosecutor’s Gang Awareness Program, 8:30 AM -February	No fee, plus mileage

	3, 2017, Freehold, NJ	
Barbara Sweetman, Bonnie Devereux, Kristen Solomon	Early Childhood Summit, January 23, 2017, 9:00 AM – 3:00 PM, Forsgate Country Club, Monroe, NJ 08831	\$400 fee (team of 3), plus mileage

- A.4 Motion that the Board of Education approves Erinne Regan, a student at Brookdale Community College, for sixty hours of observation in 6<sup>th</sup> grade with Joann McWilliams.
- A.5 Motion that the Board of Education amend PTO Winter Enrichment offerings approved January 4, 2017 to include *Fun with Cupcakes* taught Thursdays by Jami Menture and to rescind *Scrapbooking* and *Lego Workshop* classes by Alison Crowley.
- A.6 Motion that the Board of Education approves Michael Stoddard as a Brielle School volunteer as part of his studies at Xavier Prep High School from January 30, 2017 through May 8, 2017.
- A.7 Motion that the Board of Education approves January 18, 2017 regular meeting date as advertised in the Coast Star newspaper on January 12, 2017.

**A motion was made by Mrs. Dettlinger and seconded by Mr. Vitale to move items A.1 through A.7 and carried by a unanimous roll call vote of 6-0.**

**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 December 31, 2016 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 December 31, 2016 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 December 31, 2016.

- B.3** Motion that the Board of Education approves Rugby School 2015-2016 tuition adjustment for one Brielle student in the amount of \$287.00 as per Attachment 10.B.3.

**A motion was made by Mr. Vitale and seconded by Mrs. Dettlinger to move items B.1 through B.3 and carried by a unanimous roll call vote of 6-0.**

**C. Buildings and Grounds Roll Call**

- C.1** Motion that the Board of Education approves the disposal of a music keyboard inventory tag #003068 that is no longer worthy to serve as an instructional tool in accordance with Policy 7300 Disposal of Property.
- C.2** Motion that the Board of Education approves Mr. Keys Inc. to furnish and install intruder master lock system at a cost of \$18,920.00. Three quotes were requested and two quotes received.
- C.3** Motion that the Board of Education approves the disposal of a Sentry Safe model OS5449 that is no longer needed to serve in accordance with Policy 7300 Disposal of Property. The safe will be advertised for sale and will be sold to the highest bidder.
- C.4** Motion that the Board of Education approves PARS Environmental Inc. to perform NJ State required Drinking Water Assessment / Water Testing Services at a cost of \$5,117.50. PARS is awarded #HCESC-SER-16-02 Water Testing Services. Three quotes were obtained with PARS being the lowest.
- C.5** Motion that the Board of Education approves Tokarski Millemann Architects to prepare documents, advertise and manage the competitive bid process for a paver/ snow melt system project for the Brielle School main entrance.

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

**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 1510	Americans with Disabilities Act (M) ( Revised)
Regulation 1510	Americans with Disabilities Act (M) ( Revised)

Policy 2415.30	Title I- Educational Stability for Children in Foster Care( M) (New)
Policy 2418	Section 504 of the Rehabilitation Act of 1973 –Students(M) (New)
Regulation 2418	Section 504 of the Rehabilitation Act of 1973 –Students(M) (New)
Policy 5116	Education of Homeless Children ( Revised)
Regulation 5116	Education of Homeless Children ( Revised)
Policy 8330	Student Records (M) (Revised)
Regulation 8330	Student Records (M) (Revised)

**A motion was made by Mrs. Dettlinger and seconded by Mr. Vitale to move item D.1 and carried by a unanimous roll call vote of 6-0.**

**E. Personnel**

**Roll Call**

- E.1** Motion that the Board of Education approves Katie Golding as a PTO Enrichment substitute.
- E.2** Motion that the Board of Education approves Katie Golding for one hour per week for five sessions to work with one student during PTO Winter Enrichment class.
- E.3** Motion that the Board of Education approve Kevin P. Larkin as a substitute custodian at a rate of \$12.00 per hour, pending criminal history review.
- E.4** Motion that the Board of Education approve Medical Leave for teacher Laura York beginning February 27, 2017 through March 31, 2017 and unpaid Family Medical Leave effective April 1, 2017 through June 30, 2017 as per Attachment 10.E.4.
- E.5** Motion that the Board of Education approves Taylor Latourette as a Teacher Aide beginning January 16, 2017 through June 19, 2017 at a rate of \$14.27 per hour for an annual salary of \$18,505.55, prorated, with benefits.
- E.6** Motion that the Board of Education approves Alice Kavanagh as a temporary instructional aide from February 1, 2017 through February 28, 2017 at a rate of \$13.94 per hour/ 7 hours per day with single benefits.
- E.7** Motion that the Board of Education approves Mike Fricano and Elise Lembo as Homework Club teachers at \$41.00 per hour paid through Title I funds account # 20-232-100-100-00.

**A motion was made by Mr. Ingolia and seconded by Mrs. Dettlinger to move items E.1 through E.7 and carried by a unanimous roll call vote of 6-0.**

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 complimented the Brielle teachers who presented during the Professional Development day.
  - Mr. Colon thanked the Board for their support as he takes on the Board President position.
  
13. **Payment of Bills**

A motion was made by Mr. Vitale and seconded by Mr. Ingoglia that the Board authorizes payment of the following January 2017 bills and the Secretary is authorized to draw warrants of the Treasurer in the amount of \$1,631,683.60.
  
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 7:26 PM.

Respectfully Submitted,



Eileen Gorga  
Business Administrator/Board Secretary