

BRIELLE BOARD OF EDUCATION
Regular Action Meeting Minutes
Brielle, New Jersey
August 24, 2016

1. **Announcement** – There has been adequate notice of this meeting provided by the Board of Education January 14, 2016 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: Mrs. Dettlinger, Mr. Hendricks, Mrs. Jones, Mr. Milancewich, Dr. Myszka Ostberg, Mr. Pierciey
Absent: Mr. Colon, Mr. Ingoglia, Mr. Vitale
Also Present: Mrs. Carlson, Mrs. Gorga

3. **Flag Salute**

4. **Approval of Minutes** – Consent
Motion by Mr. Hendricks and seconded by Dr. Myszka-Ostberg that the Board of Education accept the minutes of the July 20, 2016 Regular Public Meeting. Passed by unanimous consent.

5. **Presentations-** none

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

7. **Correspondence**
 - Thank you note
 - Parent letter

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

Curriculum and Programs- Mr. Hendricks reviewed the meeting held on 8/23/16 which involved Policy and Curriculum and Programs committee representatives responding to parent questions. The committee found that Brielle School is following our policies. Mrs. Jones, chair of Policy committee, agreed.

Buildings and Grounds- Mr. Milancewich reported that the de-ducking Boy Scout Eagle project is completed and it looks fantastic. Nick Noe, Boy Scouts, parents and other volunteers did a great job. The window project is started and the door infill and bricking portion of the project is underway.

Representative to Manasquan- no report

Personnel- no report

Negotiations- no report

Policy and Wellness- no report

Community Relations/Board Liaison- no report

9. Administrative Report

September 2016 Drills

Mrs. Carlson reported on the following:

- The school is ready to open. There was a lot of work done this summer including painting the Gym, hallways, classrooms, door trims. Several teachers moved classrooms and grade levels which added to the activity in the school this summer.
- Teachers are back 8/31 and 9/1 and students return to school on Tuesday 9/6.
- Kindergarten and new student orientations were held today and the feedback was all positive. This is a great new Kindergarten class who came today with their parents to meet the teachers and administrators and to see their classrooms. There are 20 new students in grades 1-8 and 41 Kindergarten students. We are only 15 students less than last year.
- Student Government met to plan their calendar and have many activities planned.
- Mrs. Carlson expanded on the buddy program in place for new students. Mrs. Jones commented that her daughter was a buddy and is still friends with her buddy.
- An email will go out to tell students what homeroom they will have. It will go out on the parent portal on 8/25.
- Mrs. Carlson thanked the Board of Education for all their support.

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 2016-2017 Extended School Year and Regular School Year programs at the schools and cost listed below plus transportation:

# of Students	School	Cost	Regular / ESY (Extended School Year)
1	Princeton Child Development Institute	\$15,834.00, plus transportation	ESY
1	Princeton Child Development Institute	\$98,280.00, plus transportation	Regular
2	The Alpha School	\$9,241.50, plus transportation	ESY
2	The Alpha School	\$55,449.00, plus transportation	Regular
1	Point Pleasant Borough High School	\$32,125.00, plus transportation	Regular
1	ARC Ocean County Chapter	\$5,760, plus transportation	Regular

A.2 Motion that the Board of Education approves the tuition billing from Manasquan High School for the 2016-2017 school year as follows:

226.5 Regular Tuition Students @ \$13,698.00	\$3,102,597.00
2014-2015 Regular Adjustments	<u>(176,699.80)</u>
Total Amount Due	\$2,925,897.20

Tuition will be paid in 10 installments of \$310,259.70 with \$88,349.90 regular adjustment deducted from September and February installments.

A.3 Motion that the Board of Education approves the 2016-2017 Athletic Handbook as per Attachment 10.A.3.

A.4 Motion that the Board of Education approves Brielle School joining the following Brookdale Education Networks for staff professional development for the 2016-2017 school year:

Network Name	Number of seats	Membership fee
Math/Science Network	1 seat in each of 19 workshops	\$1,200.00
Technology Network	2 seats in each of 10 workshops	\$2,000.00
Literacy Network	4 seats in each of 8 workshops	\$1,500.00
Total Seats/ Cost	71 seats	\$4,700.00

A.5 Motion that the Board of Education approves Dr. Greco to perform a Psycho educational IEE for one Brielle student at a cost of \$1,500.00.

- A.6 Motion that the Board of Education approves the following staff members to attend professional development workshops as listed below:

Staff Member	Conference/Workshop	Cost
Colin Sabia	Preparing for Mediation & Due Process Hearings, FEA, October 5, 2016, 9 AM – 3 PM, Monroe, NJ	\$150.00, plus mileage
Eileen Gorga	ASBO Int'l Meeting & Expo, September 23-26, 2016, Phoenix, AZ	\$695 fee, travel \$328, lodging \$452
Eileen Gorga	MCASBO monthly meetings for 2016-2017 school year. Locations Eatontown, Red Bank, Spring Lake Heights, NJ.	No fee, mileage
Colin Sabia, Lisa Kenny	NJAPA Administrator Training Workshop, September 13, 2016, 8 AM – 3 PM, West Windsor, NJ	No fee, mileage
Colin Sabia	ESSA Public Listening & Learning session #3, September 14, 2016, 5 PM – 7 PM, Middlesex Vocational School, East Brunswick, NJ	No fee, mileage
Jen Love	Qualities of Powerful Non-Fiction Writing, September 19, 20, 21, 2016, Columbia University, NY	\$650 fee, plus mileage
Susan Grady	AENJ Conference, August 10, 2016, Long Branch, NJ	\$200 fee, plus mileage
Laura York	Social Studies Institute, Columbia University, NY	\$650 fee, plus mileage
Eileen Gorga	Best Practices for School Districts to Prevent Crime, Fraud, Waste and Abuse, Monmouth County Prosecutor's Office, September 16, 2016, 9:30 AM – 12:00, Freehold, NJ	No fee, mileage

- A.7 Motion that the Board of Education approves pre-school extended lunchtime program at a cost of \$600.00 for the 2016-2017 school year.
- A.8 Motion that the Board of Education approves Kelly Cardamone and Dana Stover for ten additional hours each for master scheduling tasks at the BEA rate of \$33.00 per hour for a total of 35 hours each.
- A.9 Motion that the Board of Education approves the following tuition rates for the B.E.A.C.O.N. Extended Care program for the 2016-2017 school year as per Attachment 10.A.9.

AFTER SCHOOL PROGRAM - MONTHLY rates September – June					
Programs Available	1 day per week	2 days per week	3 days per week	4 days per week	5 days per week
3 Hours until 6:00 pm	\$95.00 per month	\$150.00 per month	\$195.00 per month	\$259.00 per month	\$324.00 per month
2 Hours until 5:00 pm	\$70.00 per month	\$95.00 per month	\$130.00 per month	\$173.00 per month	\$216.00 per month
1 Hours until 4:00 pm	\$35.00 per month	\$50.00 per month	\$65.00 per month	\$87.00 per month	\$110.00 per month

A motion was made by Mr. Hendricks and seconded by Mr. Milancewich to move items A.1 through A9 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 June 30, 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 June 30, 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 July 31, 2016.

B.3 Motion that the Board of Education approves payment authorization for Superintendent 2015-2016 Merit Goals completion as approved by the Executive County Superintendent.

B.4 Motion that the Board of Education approves payment authorization for Business Administrator 2015-2016 Merit Goals completion as approved by the Executive County Superintendent.

- B.5 Motion that the Board of Education approves the 2016-2017 Brielle School lunch program amounts of \$3.75 for paid lunches, \$.40 for reduced lunch, and \$4.25 for adult lunches.
- B.6 Motion that the Board of Education accepts the NJSIG Safety Grant in the amount of \$1,788.00 from New Jersey Schools Insurance Group.

A motion was made by Mr. Hendricks and seconded by Dr. Myszka Ostberg to move items B.1 through B.6 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 KLT Sales & Services, Inc. to perform regular maintenance on All Purpose Room dividing door and bleachers in the amount of \$1,875.00.
- C.2 Motion that the Board of Education approves Facilities Use fee schedule for 2016-2017 as per Attachment 10.C.2.
- C.3 Motion that the Board of Education approves Resolution for Participation in the Sustainable Jersey for Schools Certification Program as per Attachment 10.C.3.
- C.4 Motion that the Board of Education approves Northeastern Interior Services LLC to furnish and install new vinyl exterior soffits and repair damaged fascia at the school at a cost of \$13,250.00. Pricing as per Ed-Data Time & Materials Bid #6881.
- C.5 Motion that the Board of Education approves All Around Fence to install fencing at a cost of \$2,100.00.
- C.6 Motion that the Board of Education approves All Surface Asphalt and Paving, Inc. to remove and replace 135 lf of sidewalk and curb at a cost of \$24,100.00.

A motion was made by Mr. Milancewich and seconded by Mr. Hendricks to move item C.1 through C.6 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 Second Reading:

Policy/Regulation#	Policy / Regulation Name
	CEP Multi-Year Equity Plan Policy and Regulation Guide Updates
P 1140	Affirmative Action Program (M) (Revised)
P 1523	Comprehensive Equity Plan (M) (Revised)
P 1530	Equal Employment Opportunities (M) (Revised)
R 1530	Equal Employment Opportunity Complaint Procedure (M) (Revised)
P 1550	Affirmative Action Program for Employment and Contract Practices (M) (Revised)
P & R 2200	Curriculum Content (M) (Revised)
P 2260	Affirmative Action Program for School and Classroom Practices (M) (Revised)
P & R 2411	Guidance Counseling (M) (Revised)
P & R 2423	Bilingual and ESL Education (M) (Revised)
P 2610	Student Assessment (M) (Revised)
P 2622	Equal Educational Opportunity (M) (Revised)
P 5750	Equal Educational Opportunity (M) (Revised)
P 5755	Equity in Educational Programs and Services (M) (Revised)
Policy/Regulation#	NJAC 6A:9 Recodification to NJAC 6A:9, 6A:9A, 6A:9B and 6A:9C
P 1220	Employment of Chief School Administrator - (Revised)
P 1310	Employment of School Business Administrator/ Board Secretary- (Revised)
R 2414	Programs and Services for Students in High Poverty and in High Need School Districts - (M) (Revised)
P 3111	Creating Positions- (Revised)
P 3124	Employment Contract (Revised)
P 3125	Employment of Teaching Staff - (Revised)
P & R 3126	District Mentoring Program (Revised)
P 3141	Resignation (Revised)
P & R 3144	Certification of Tenure Charges (Revised)
P3159	Teaching Staff Member/School District Reporting Responsibilities (Revised)
P 3231	Outside Employment as Athletic Coach (Revised)
P & R 3240	Professional Development for Teachers and School Leaders (M) (Revised)
P & R 3244	In- Service Training (M) (Abolished)
P 4159	Support Staff Member/ School District Reporting Responsibilities (Revised)
P 5305	Health Services Personnel (Revised)
R 5330	Administration of Medication (M) (Revised)
P 5350	Student Suicide Prevention (Revised)
R 5350	Student Suicide (Revised)
P 9541	Student Teachers/ Interns (Revised)
Policy/Regulation#	Additional Policy and Regulation Guide Updates
P 5339	Screening for Dyslexia (M) (Revised)

P 5514	Student Use of Vehicles on School Grounds (Revised)
R 5514	Student Use of Vehicles (Abolished)
P 7481	Unmanned Aircraft Systems (UAS also known as Drones) (New)
P & R 8441	Care of Injured and Ill Persons (M) (Revised)
P 8454	Management of Pediculosis (New)
P 8630	Bus Driver/ Bus Aide Responsibility (M) (Revised)
R 8630	Emergency School Bus Procedures (M) (Revised)

A motion was made by Mrs. Jones and seconded by Mrs. Dettlinger 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 the following teacher substitutes, pending criminal history review:

William Conte	John Behan
Logan Carroll	Margaret Bertholon

E.2 Motion that the Board of Education approves the additional teacher aides, lunch aides and substitute lunch aides for the 2016-2017 school year at the hourly rates indicated:

<i>Name</i>	<i>Position</i>	<i>Salary</i>
Kelly Bugliaro	Teacher Aide	\$ 13.94 per hour/7 hrs per day/185 days
Stephanie Prol	Teacher Aide	\$ 14.29 per hour/7 hrs per day/185 days
Sarah Hoffman	Lunch Aide	\$ 12.59 per hour/2.5 hrs per day/173 days
Susan Sevastakis	Lunch Aide	\$ 12.59 per hour/2.5 hrs per day/173 days

E.3 Motion that the Board of Education approves Sarah Hellman as a Kindergarten teacher for the 2016 – 2017 school year on step 2BA+15 as per BEA contract and pending criminal history review.

E.4 Motion that the Board of Education rescinds employment offer approved June 15, 2016 for Ms. Marla Pantalone as Nurse’s Aide, for purposes of employee resignation.

- E.5** Motion that the Board of Education approves employment of Karen Cavan as Nurse’s Aide for the 2016-2017 school year at a rate of \$30.00 per hour not to exceed 19 hours per week.
- E.6** Motion that the Board of Education rescinds employment offer approved June 15, 2016 for Patricia Chandley and Samantha Shaffer as lunch aides for the 2016-2017 school year, as per employee resignation.
- E.7** Motion that the Board of Education approves the reduction of teacher aide hours to 5.5 hours at \$15.19 per hour for 185 days for \$15,455.83 and the addition of 2 special education teaching periods for Peg Thompson at step 2BA for the 2016-2017 school year.
- E.8** Motion that the Board of Education approves the reduction of teacher aide hours to 5.5 hours at \$14.29 per hour for 185 days for \$14,540.08 and the addition of 2 special education teaching periods for Taylor Latourette at step 1BA for the 2016-2017 school year.
- E.9** Motion that the Board of Education approves the following stipend positions at the BEA contract rates:

Name	Activity	Position	Rate/ Stipend
Steve Labrecque	Basketball	Coach- boys	\$4,315
Matthew Fallon	Basketball	Coach- girls	\$4,315

- E.10** Motion that the Board of Education approves the Beacon Extended Care program staff as follows:

Name	Activity	Position	Rate/ Stipend
Michael Fricano	Extended care	Teacher	\$33.00/ hour
Elisanne Lembo	Extended care	Teacher	\$33.00/ hour
Caitlin Pinnella	Extended care	Substitute Teacher	\$33.00/ hour
Steve Labrecque	Extended care	Substitute Teacher	\$33.00/ hour
Beth O’Reilly	Extended care	Substitute Teacher	\$33.00/ hour
Kristin Hennessy	Extended care	Substitute Teacher	\$33.00/ hour
Joanna Kotar	Extended care	Aide	\$ 14.75 per hour/3 hrs per day/ 178 days

Cristal Sutton	Extended care	Aide	\$ 14.00 per hour/3 hrs per day/ 178 days
Pam Phillips	Extended care	Substitute Aide	\$ 14.00 per hour/3 hrs per day/ 178 days
Rosemarie Camoosa	Extended care	Secretary	\$4,000

- E.11** Motion that the Board of Education approves the following homework club staff. Salaries paid from ESSA/NCLB Title I grant account #20-232-100-100.

Erin Coughlin	Homework Club	Teacher	\$41 per hour
Kristin Hennessy	Homework Club	Teacher	\$41 per hour
Peg Thompson	Homework Club	Teacher	\$41 per hour
Steve Labrecque	Homework Club	Teacher	\$41 per hour
Vanessa Hyland	Homework Club	Teacher	\$41 per hour

- E.12** Motion that the Board of Education approves the Merit Goals for Christine Carlson, Superintendent, for the 2016-2017 school year.

- E.13** Motion that the Board of Education approves the Merit Goals for Eileen Gorga, Business Administrator, for the 2016-2017 school year.

A motion was made by Mrs. Dettlinger and seconded by Mr. Hendricks to move items E.1 through E.13 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 commented that she would like to have more primary grade teachers participate in Homework club.

13. Payment of Bills

A motion was made by Mr. Hendricks and seconded by Dr. Myszka Ostberg that the Board authorizes payment of the following bills and the Secretary is authorized to draw warrants of the Treasurer in the amount of \$829,468.80 and carried by a unanimous vote of 6-0.

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): There is an Executive Session planned to discuss Personnel evaluations.

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. The Board of Education entered executive session at 7:34 pm.

15. Public Session- The Board returned to Public Session.

16. Adjournment

A motion to adjourn was made by Mrs. Dettlinger and seconded by Dr. Myszka Ostberg. Meeting adjourned at 8:02 pm.

Respectfully Submitted,



Eileen Gorga
Business Administrator/Board Secretary