

BRIELLE BOARD OF EDUCATION
Regular Action Meeting Minutes
Brielle, New Jersey
May 22, 2019

1. **Announcement** – There has been adequate notice of this meeting provided by the Board of Education January 10, 2019 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**
Mr. Colon, Mrs. Dettlinger, Mr. Ingoglia, Mrs. Jones, Dr. Stephen LaValva, Mr. Milancewich, Mr. Vitale
Absent: Mr. Joseph LePore, Dr. Myszka Ostberg
Also Present: Mrs. Carlson, Mrs. Gorga

3. **Flag Salute**

4. **Approval of Minutes – Consent**
Motion by Mrs. Jones and seconded by Mr. Colon that the Board of Education accept the minutes of the April 17 Regular Public and the May 1, 2019 Budget Public Hearing Meetings. Passed by unanimous consent (7-0).

5. **Presentations**
 - Barbara Sweetman retirement- Mrs. Carlson and President Ingoglia presented Mrs. Sweetman with a clock for her retirement after Mrs. Carlson shared accolades for Mrs. Sweetman during her career at Brielle Elementary School which began in 1998.

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- no report

Representative to Manasquan- Mr. Ingoglia shared highlights of the recent Manasquan Board meeting including the detection dog presentation.

Curriculum and Programs- Mrs. Dettlinger- no report

Buildings and Grounds- Dr. LaValva shared the recommendation for the architect's proposal which is on the agenda.

Personnel- Mr. LePore – no report

Negotiations- Mr. Milancewich reported on the May 21st meeting between the BEA and Negotiations committee and an MOA was put in place. The goal is to have a contract ready for approval at the June meeting.

Policy and Wellness- Mrs. Jones- no report

Community Relations/Board Liaison- Mr. Colon commented on the 100 Year Celebration being held on June 1st.

Ad Hoc Committee – Mr. Colon shared that the group has met and that the recommendation is to opt-out of the NSLP. The committee will continue to work together.

9. Administrative Report

HIB Report- Attachment 9.1 – no investigations

Mrs. Carlson reported on the following items:

- The spring concert, the Pied Piper play, and the Art show were just a few of the many activities held since the last meeting.
- The PTO provided lunch and activities for teacher appreciation week.
- The kitchen tour held by the BEF was a success as was the PTO flower sale.
- For the 100 year celebration, May 19 was dress like the 1950's.
- Mrs. Carlson met with Mayor Nicol, Councilman Garruzzo and the President of the Brielle Historical Society about the 100 year celebration.
- A video of Brielle residents interviews was developed by fifteen eighth graders and one sixth grade class. The 23 minute video will be shown on June 1 at 1 PM in the school's APR.

- Science testing is now completed
- Career day is tomorrow and the video will also be shown at this event.
- The eighth grade Gettysburg trip is May 30 and 31st.
- Other upcoming events include field day, science fair, 8th grade dance, state fair and the fifth graders cleaning the park for community service.
- Student government held speeches for officers and all speakers did very well.
- The girls’ softball team is undefeated and is playing one more game for the championship.
- Eighth grade graduation is Wednesday June 19th at 7 PM in the APR. Three Board members have graduating students.

10. Action Items

A. Curriculum and Programs

Roll Call

A.1 Motion that the Board of Education approves the following staff members to attend professional development workshops as listed below:

Staff Member	Conference/Workshop	Cost
Brian Chiasson, Kim Dolan, Matt Fallon, Beth O’Reilly, Colin Sabia	SOS-Signs of Suicide Implementers Training, May 17, 2019, Hamilton, NJ 8:30 am-3:00 pm	Mileage
Lisa Kenny	Mental Health First Aid Training, May 22 and 29, 2019 Atlantic Club, Manasquan, NJ, 5:00 pm - 9:00 pm	Mileage
Maria Prendergast, Karen Semple, Cheryl Shaak	Foundations Class Observation, May 20, 2019, West Long Branch, NJ, 1/2 Day Time TBD	Mileage
Karen Semple (replacing Ms. Love approved 3/13/19)	Foundations Level 2, June 4, 2019, Monmouth Mall at Eatontown, 8:00am - 3:00pm	Mileage
Kenn Yee, Tina Snyder	PowerSave Schools end of year meeting, May 29, 2019 Catrambone Elementary School, Long Branch, NJ, 8:30 AM – 3:30 PM	Mileage

A.2 Motion that the Board of Education approves 100 students to participate in trip to Great Adventure. Chaperones will be Mr. Fallon, Nurse Looney, Mr. Prol, Ms. Mahon, Ms. O’Reilly, Mr. Petosa, Ms. Hyland. Students will pay approximately \$35. The Board of Education will pay \$235.00 bus transportation cost.

- A.3** Motion that the Board of Education approves the Blazer Academy summer program to run from July 9, 2019 through August 7, 2019. The program will run on Tuesdays and Wednesdays from 8:30 am – 9:30 am.
- A.4** Motion that the Board of Education approves seven 7th and 8th grade students to participate in the MakerFest Challenge at Wall Intermediate School. Chaperones are Ms. Cardamone and Ms. Snyder. Students will be transported by parents. There is no cost to participate and students will bring a bag lunch.
- A.5** Motion that the Board of Education approves Band dinner to be held June 4, 2019 at the Manasquan Elks Club. Over 100 band members plus parents will attend. There is no cost to the Board of Education.
- A.6** Motion that the Board of Education approves six students to participate in the Sea Girt Convocation. Chaperone is Ms. O'Reilly. Students will be transported by parents. There is no cost to the Board of Education.
- A.7** Motion that the Board of Education approves the Comprehensive Equity Plan Appendix A: Affirmative Action Team as per Attachment 10.A.7.
- A.8** Motion that the Board of Education approves one Brielle resident special education student to attend Douglass Developmental Disabilities Center (DDDC), New Brunswick, NJ for the Extended School Year (ESY) 2019 and the 2019-2020 School Year at a total tuition rate of \$131,796.26 plus transportation.
- A.9** Motion that the Board of Education approves 66 fifth graders to walk to Green Acres Park, Brielle, NJ to clean up the park. No cost to students or the Board of Education. Chaperones will be the 5th grade teachers.
- A.10** Motion that the Board of Education approves one Brielle resident special education student to attend Princeton Child Development Institute (PCDI) Princeton, NJ for the Extended School Year (ESY) 2019 and the 2019-2020 School Year at a total tuition rate of \$118,532.40 plus transportation.
- A.11** Motion that the Board of Education approves one Brielle resident special education student to attend Hawkwood School, Eatontown, NJ for the Extended School Year (ESY) 2019 and the 2019-2020 School Year at a total tuition rate of \$78,006.60 plus transportation.

- A.12** Motion that the Board of Education approves a professional development proposal from BDO Consulting Services, LLC for the 2019-2020 school year at a cost of \$2,600.00. Attachment 10.A.12.
- A.13** Motion that the Board of Education approves eight students and chaperones Ms. Solomon, Ms. Mahon, Ms. Johnson, Ms. Garrison to participate in the Spring Lake Heights Unified Sports Day. Lunch will be provided. Bus transportation costs shared with Manasquan School District will cost Brielle Board of Education \$150.00.

A motion was made by Mrs. Dettlinger and seconded by Mrs. Jones to move items A.1 through A.13 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 April 30, 2019 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 March 30, 2019 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 April 30, 2019.
- B.3** Motion that the Board of Education approves the submission of a grant application for the 2019 Safety Grant Program through the New Jersey Schools Insurance Group's MOCSSIF Subfund for the purposes of security cameras as described in the application, in the amount of \$3,529.00 for use during the period July 1, 2019 – June 30, 2020.

B.4 Motion that the Board of Education approves withdrawal from the National School Lunch Program (NSLP) effective July 1, 2019.

B.5 Motion that the Board of Education approves the following resolution:
Adoption of Tax Levy Schedule

Recommend the Board of Education Adopt the tax levy schedule for the 2019-2020 and authorize the Business Administrator to submit the schedule to the Municipal Clerk for the collection of the local school district taxes for school district purposes.

TAX PAYMENT SCHEDULE					
Brielle School District					
TAXES TO BE RECEIVED:			\$13,979,790		
GENERAL FUND			\$13,539,790		
DEBT SERVICE:			\$440,000		
2019-2020 District Tax					
DUE DATE	TYPE OF TAXES	STATUTORY REQUIREMENTS	AMOUNT RECEIVED	DATE RECEIVED	BALANCE DUE
2019					
July 31,	CURRENT	\$2,256,632			
Sept 1,	DEBT SERVICE	\$20,000			
Sept 1,	CURRENT	\$2,256,632			
Nov 1,	CURRENT	\$2,256,631			
2020					
Jan 1,	DEBT SERVICE	\$420,000			
Jan 1,	CURRENT	\$2,256,632			
Mar 1,	CURRENT	\$2,256,632			
May 1,	CURRENT	\$2,256,631			
TOTALS		13,979,790			

B.6 Motion that the Board of Education approves the 2018-2019 sick day payout for part-time staff as per New Jersey Earned Sick Leave Law. Attachment 10.B.6.

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 7-0.

C. Buildings and Grounds Roll Call

C.1 Motion that the Board of Education approves the Point Pleasant Beach Chamber of Commerce to use the Brielle School parking lots Saturday, September 21,

2019 or rain date of Sunday, September 22, 2019 for parking overflow and shuttle bus service to the Festival of the Sea event.

- C.2** Motion that the Board of Education approves the following Class I organizations for facility use for the 2019-2020 school year pending receipt and approval of insurance certificate and application.

- Brielle Recreation
- Brielle Education Foundation (BEF)
- Brielle Parent Teacher Organization (PTO)
- Brielle School Boosters
- Brielle Mid-Monmouth Basketball
- Manasquan Brielle Little League
- Brielle Boy Scouts/Cub Scouts
- Brielle Girl Scouts/Brownies

- C.3** Motion that the Board of Education approves services proposal from Tokarski & Millemann for \$6,000.00 as per Attachment 10.C.3.

A motion was made by Dr. LaValva and seconded by Mrs. Dettlinger to move items C.1 through C.3 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 Second Reading:

- P 0141.1 Board Member and Term – Sending District (Revised)
- P 0141.2 Board Member and Term – Receiving District (Revised)
- P 2422 Health and Physical Education (M) (Revised)
- P 2431.3 Practice and Pre-Season Heat-Acclimation for School-Sponsored Athletics and Extra-Curricular Activities (Revised)
- P 2610 Educational Program Evaluation (M) (Revised)
- P 4219 Commercial Driver’s License Controlled Substance and Alcohol Use Testing (M) (Revised)
- P&R 5111 Eligibility of Resident/Nonresident Students (M) (Revised)
- P 5337 Service Animals (Revised)
- P 5756 Transgender Students (M) (Revised)
- P&R 7440 School District Security (M) (Revised)
- P 8561 Procurement Procedures for School Nutrition Programs (M) (Revised)
- P 8860 Memorials (Revised)
- P 2415.06 Unsafe School Choice Option (M) (Revised)
- R 2460.8 Special Education – Free and Appropriate Public Education (M) (Revised)

- R 5530 Substance Abuse (M) (Revised)
- P 5600 Student Discipline/Code of Conduct (M) (Revised)
- P&R 5611 Removal of Students for Firearms Offenses (M) (Revised)
- P&R 5612 Assaults on District Board of Education Members or Employees (M) (Revised)
- P&R 5613 Removal of Students for Assaults with Weapons Offenses (M) (Revised)
- P&R 8461 Reporting Violence, Vandalism, Harassment, Intimidation, Bullying, Alcohol, and Other Drug Offenses (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 7-0.

E. Personnel

Roll Call

E.1 Motion that the Board of Education approves staff reappointments for the 2019 – 2020 school year as per attachment 10.E.1.Attachment

E.2 Motion that the Board of Education approves the following support staff personnel for the 2019-2020 school year, effective July 1, 2019 pursuant to their individual contracts:

<i>Name</i>	<i>Position</i>	<i>Salary</i>
Elizabeth Pencinger	Secretary to the Superintendent	\$ 62,593.10
Mary Beth Westrol	Assistant to the Business Administrator	\$ 67,039.02
Nancy Clayton	School Secretary	\$ 46,562.45
Jeanne Egan	School Secretary	\$ 38,167.14
Diane Quigley	CST Secretary	\$ 41,515.94
Edward Slater	Technology Coordinator	\$ 100,896.58
Ray Erickson	Facilities Manager	\$ 94,430.02
Michael Smith	Custodian	\$ 31,890.41
Gary Bishop	Custodian	\$ 36,788.51
Hugo Tobon	Custodian	\$ 31,052.01
Dwain Taylor	Custodian	\$ 38,382.61
Jorge Echeverria	Custodian	\$ 44,758.48
Curtis Jenkins	PT Custodian- no benefits	\$ 14.00 per hour/4 hrs per day (July – June)
Karen Cavan	Nurse Aide- no benefits	\$ 30.00 per hour/20 per week

- E.3** Motion that the Board of Education approves the employment contract for Eileen Gorga as Business Administrator/Board Secretary for the period July 1, 2019 through June 30, 2020.
- E.4** Motion that the Board of Education approves the employment contract for Colin Sabia, Vice Principal /Director of Special Services for the period July 1, 2019 through June 30, 2020.
- E.5** Motion that the Board of Education approves the following Cafeteria aides for the 2019-2020 school year at the hourly rate of \$13.00, 2 ½ hours per day, for 170 days:

Sarah Hoffman	Francine Neff	Valeria Rivera	Pauline Roats
Susan Sevastakis	Christel Suttten	Susan Fresca-sub	Karen Jansen-sub
Barbara Garderian - sub			

- E.6** Motion that the Board of Education approves the following substitute/ summer custodians and painters for the 2019- 2020 school year, pending criminal history review, if applicable, not to exceed 7 hours per day unless approved by administration:

Summer/ Sub	Custodians	Rate per hour
David	Buckle	\$13
Stephen	Dalton	\$13
Chris	Erickson	\$13
Ray	Erickson,IV	\$13
Sue	Glowacki	\$13
Dan	Heller	\$17
Michael	Jamnik	\$13
Curtis	Jenkins	\$13
Paul	Monello	\$13
Tom	Murray	\$13
Don	Pencinger	\$13
Joe	Taglarini	\$13
Colin	Waldman	\$13
Summer/ Sub	Painters	
Frank	Biondi	\$14
Chris	Dalton	\$14

- E.7** Motion that the Board of Education approves Lisa Kenny, School Psychologist, from employment as a .8 full time equivalent (FTE) to a 1.0 FTE for the 2019 – 2020 school year.
- E.8** Motion that the Board of Education approves David Tonzola as Treasurer of School Monies for the 2019-2020 school year at the annual salary of \$3,675.
- E.9** Motion that the Board of Education approves Ariana Margetis as a substitute teacher for the 2018-2019 school year, pending criminal history review.
- E.10** Motion that the Board of Education appoint Eileen Gorga, Business Administrator as the Qualified Purchasing Agent of Brielle School District for the 2019-2020 school year, thereby increasing the district’s bid and quote threshold, and granting her the authority, responsibility and accountability for the purchasing activity of the district and having the power to prepare advertisements, to advertise for and receive bids and to award contracts as permitted by law.
- E.11** Motion that the Board of Education approves the 2019 – 2020 Terms and Conditions Agreement for 12 month staff as per attachment 10.E.11.

A motion was made by Mrs. Dettlinger and seconded by Mr. Colon to move items E.1 through E.11 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**
- Mr. Milancewich mentioned the Boy Scout car wash being held at the fire house on Saturday.
- 13. Payment of Bills**
- A motion was made by Mr. Vitale and seconded by Mrs. Dettlinger that the Board authorizes payment of the following May bills list and that the Secretary is authorized to draw warrants of the Treasurer in the total amount of \$1,286,989.33. Motion was carried by a unanimous roll call 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 :

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 Mrs. Jones. Meeting adjourned at 7:33 PM.

Respectfully Submitted,

Eileen Gorga

Eileen Gorga
Business Administrator/ Board Secretary