

BRIELLE BOARD OF EDUCATION
Regular Action Meeting Minutes
Brielle, New Jersey
March 13, 2019

1. **Announcement** – There has been adequate notice of this meeting provided by the Board of Education March 7, 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**
Present: Mr. Colon, Mrs. Dettlinger, Mr. Ingoglia, Mrs. Jones, Dr. Stephen LaValva, Mr. Milancewich, Dr. Myszka Ostberg, Mr. Vitale (7:04 pm)
Absent: Mr. Joseph LePore
Also Present: Mrs. Carlson, Mrs. Gorga

3. **Flag Salute**

4. **Approval of Minutes – Consent**
Motion by Mrs. Dettlinger and seconded by Mrs. Jones that the Board of Education accept the minutes for the February 27, 2019 Regular Public Meeting. Passed by unanimous consent (7-0).

5. **Presentations**
 - Grant Smith- Student Achiever of the Year - Mrs. Carlson and President Ingoglia congratulated Grant on his achievement. Mrs. Carlson shared Grant's special qualities including being a quiet leader and a master at using technology. Grant is the captain of the safety patrol, plays soccer and is in the band in addition to earning excellent grades. Grant also developed the set design for the upcoming play.

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 reviewed the recent Finance Committee meeting regarding the 2019-2020 budget. The story of this budget is that we continue to take care of our facilities. We are doing about \$500,000 of work on the building and using approximately \$300,000 of our savings to complete the projects. Mr. Ingoglia added that it is remarkable that we have been able to always stay within the state mandated 2% cap.

Representative to Manasquan- Mr. Ingoglia reported that there has not been a Manasquan meeting as yet. Manasquan passed their referendum on Tuesday. The funds will be used for necessary improvements to the school. Mr. Ingoglia was happy to see it passed and said it is good for Manasquan and also for Brielle.

Curriculum and Programs- Mrs. Dettlinger reviewed the curriculum meeting report and highlights included:

- Curriculum is a fluid document and the goal is to have updates on the website
- A parent advisory committee is not being formed at this time, parent meetings are recommended when new programs/curriculum are implemented
- Freshman survey is under development
- Valedictorian and Salutatorian are selected based on 8th grade grades only
- A Field Hockey team will be started this September
- The School Psychologist will be full time in September for the purpose of counseling

Buildings and Grounds- Dr. LaValva- no report

Personnel- Mr. LePore- no report

Negotiations- Mr. Milancewich reported that the committee met with the teacher's BEA union committee last week.

Policy and Wellness- Mrs. Jones- no report

Community Relations/Board Liaison- Mr. Colon reported that there are still tickets for the 100 year celebration being held in June. The school has been in 100year mode since September and all students understand the 100 year celebration. Mr. Colon congratulated Grant Smith on his Student Achiever of the year Award.

9. Administrative Report

HIB Report- Attachment 9.1

Mrs. Carlson reported on the following items:

- Mrs. Carlson thanked all who worked on the 2019-2020 budget saying it is a fair and adequate budget kept within the 2% cap.
- A report from the state was just published ranking schools in New Jersey and Brielle Elementary School was ranked 102 in the state based on scores. Brielle bested the other sending districts and neighboring school districts. Mrs. Carlson said she is proud of the teachers, students and parents for this accomplishment. The report will be shared soon on the school website.
- There were no HIB investigations to report.

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
Eileen Gorga	MOCSSIF insurance meetings, March 15, 2019 12:00 – 3:30 PM, Point Pleasant, NJ (date change)	No fee
Michael Fricano	Bring the World into Your Classroom, February 28, 2019, Brookdale at Wall, 8:30 am-3:00 pm	Mileage
Colin Sabia	School Library Safety/Security Seminar, Doolan’s Shore Club, Spring Lake Heights, NJ, March 19, 2019, 11:00 am – 1:00 pm	Mileage
Mary McKennedy	The Big Three: Research Based Practices that Impact Student Achievement, March 20, 2019, Monmouth Mall, Eatontown, NJ 8:30 am – 3:00 pm	Mileage
Elizabeth O’Reilly	Implementing Targeted Literacy Interventions, March 26, 2019, Monmouth Mall, Eatontown, NJ 9:00 am-1:00 pm	Mileage
Jami Menture	Evidenced-Based Practices for Social Skills, March 27, 2019, Monmouth Mall, Eatontown, 8:30 am – 3:00 pm	Mileage
Kelly Cardamone, Michael Fricano, Anthony Mahon, Timothy Prol	Articulation Meetings, March 28, 2019, Manasquan HS, 1:30 pm – 3:00 pm, Science-KC, Social Studies-MF, World Language-AM, Business/Technology-TP.	Mileage

Eileen Gorga	Ethics Workshop, Institute for Professional Development, April 26, 2019, Neptune, NJ, 9:00 AM – 12:50 PM (canceled Sick Day Law workshop 3/15/19, applied fee to this workshop)	\$125 fee, mileage
Jennifer Love, Katie Golding	Foundations Level 2, June 4, 2019, RPDA, Monmouth Mall at Eatontown, 8:00 am – 3:00 pm	\$165 each total \$330.00, plus Mileage
Mary McKennedy	Engaging Students in Deeper Learning, June 4, 2019, Monmouth Mall, Eatontown, NJ, 8:30am – 3:00pm	Mileage
Jennifer Love, Maria Prendergast	Math Workshop Summer Institute, August 6-8, 2019, Robbinsville HS, Robbinsville, NJ 9:00 am-3:00 pm	\$325 fee x 2 = \$650.00 total, plus Mileage
Kristen Solomon	Augmentative Communication, Belmar Elementary School, Belmar, NJ, March 14, 2019, 8:00 am-11:35 am	Mileage
Beth O’Reilly, Karen Semple, Colin Sabia	RTI workshop, Brookdale Community College, Lincroft, NJ, April 5, 2019, 8:30 AM – 3:00 PM	\$250 fee (2 attendees), plus mileage

A.2 Motion that the Board of Education approves 68 seventh grade students to visit the Star Lab at Manasquan High School. Chaperones are teachers V. Hyland and D. Finkenauer. There is no cost to students. Bus transportation of \$450.00 will be paid by the Board of Education.

A.3 Motion that the Board of Education approves the following additional chaperones for the Algonquin Theater trip approved February 27, 2019:

Staff Member

- Tracey Byrne
- Kereth Looney
- Jeannette Ramsey
- Sheila Sarnasi

A.4 Motion that the Board of Education approves 53 first grade students to take a class trip to the Robert J Novins Planetarium at Ocean County College, Toms

River, NJ. Chaperones will be M. Prendergast, B. Devereux, S. Randel, K. Yee, C. Siano, and nine parents. Cost to students is \$10.00 and they will bring a bag lunch. Bus transportation cost of \$472.00 will be paid by the Board of Education.

- A.5** Motion that the Board of Education approve fourteen Drama club student members to travel to the Broadway Theater and Bryant Park, New York, NY for lunch and to see "King Kong". Teacher chaperones will be Ms. McWilliams, Ms. North, Ms. Musso, and Nurse Looney. Students will bring a bag lunch. The PTO will pay for the play tickets. Transportation is being paid from the student activities account. There is no cost to the Board of Education.
- A.6** Motion that the Board of Education approves US Coachways, Inc. to provide eighth grade trip bus at a cost of \$5,807.36 to be paid by student activities. Trolley Tours is no longer providing bus transportation for this trip as approved October 17, 2018.
- A.7** Motion that the Board of Education approves seventeen 6th through 8th grade students to travel to the Goetz Middle School, Jackson, NJ for an Interscholastic Competition. Chaperone will be teacher K. Cardamone. Parents will be transporting students.
- A.8** Motion that the Board of Education approves teacher Peg Thompson to take one student on a walking trip to a local retail establishment. No cost to the student or district.

A motion was made by Mrs. Dettlinger and seconded by Dr. Myszka-Ostberg to move items A.1 through A.8 and carried by a unanimous roll call vote of 8-0.

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, 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 I4 we certify that as of February 28, 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 February 28, 2019.

B.3 Motion that the Board of Education adopts the following resolution:

Be It Resolved that the tentative budget be approved for the 2019-2020 School Year using the 2019-2020 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:

Whereas, the total amount of the budget for General Fund Expenses shall be \$14,404,202, of which \$13,539,790 shall be raised by tax levy; and \$292,548 will be transferred from Maintenance Reserve; and

Whereas, the total amount of the budget for Debt Service Expense shall be \$440,000, of which \$440,000 shall be raised by tax levy.

Whereas, the total amount of the budget for Special Revenue Fund Expense shall be \$161,409 of which \$0.00 shall be raised by tax levy; and

Now Therefore Be it Resolved that the Brielle Board of Education hereby adopts the 2019-2020 School Year budget and,

Be it Resolved that there should be raised for the General Funds \$13,539,790 for the ensuing School Year (2019-2020) and

Be it Resolved that there should be raised for the Debt Service Funds, \$440,000 for the ensuing School Year (2019-2020).

	GENERAL <u>FUND</u>	SPECIAL <u>REVENUES</u>	DEBT <u>SERVICE</u>	<u>TOTAL</u>
2019-2020 Total Expenditures	\$14,404,202.48	161,409	440,000	\$15,005,611.48
Anticipated Revenues	\$571,864	161,409		\$733,273
Taxes to be Raised	\$13,539,790		440,000	\$13,979,790

And Be It Further Resolved to advertised said tentative budget in the *Coast Star* in accordance with the form required by the State Department of Education and according to law; and that a Public Hearing will be held at the Brielle School Media Center, New Jersey, on May 1, 2019 at 7:00 pm for the purpose of conducting a public hearing on the budget for the 2019-2020 School Year.

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 and has expended \$2,666.13 as of this date;

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 2019-2020 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 May 1, 2019 at 7:00 pm for the purpose of conducting a public hearing on the budget for the 2019-2020 School Year.

- B.4** Motion that the Board of Education approves the Business Administrator to prepare and release a Request for Proposal for food services for the 2019-2020 school year.

A motion was made by Mr. Vitale and seconded by Mr. Milancewich to move items B.1 through B.4 and carried by a unanimous roll call vote of 8-0.

- C. Buildings and Grounds** **Roll Call**
- D. Policy** **Roll Call**
- E. Personnel** **Roll Call**

- E.1** Motion that the Board of Education approves Jillian McAlary as a substitute teacher for the BEST and Homework Club programs. Both programs are funded by Title I grant funds, account 20-232-100-100-00.

- E.2** Motion that the Board of Education approves Alex Claudio as a substitute teacher effective March 14, 2019.

- E.3** Motion that the Board of Education approves Nicole Becktel as a home instruction teacher.

A motion was made by Mrs. Dettlinger and seconded by Mr. Colon to move items E.1 through E.3 and carried by a unanimous roll call vote of 8-0.

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. Carlson directed the Board members to the updated meeting schedule in their packets. The updated schedule is also on the school website.

13. **Payment of Bills**

A motion was made by Dr. LaValva and seconded by Mrs. Dettlinger that the Board authorizes payment of the following March bills list and that the Secretary is authorized to draw warrants of the Treasurer in the total amount of \$1,113,403.87. Motion was carried by a unanimous roll call vote of 8-0.

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. Jones and seconded by Mrs. Dettlinger. Meeting adjourned at 7:27 PM.

Respectfully Submitted,



Eileen Gorga
Business Administrator/ Board Secretary