

**BRIELLE BOARD OF EDUCATION**  
**Regular Action Meeting Minutes**  
**Brielle, New Jersey**  
**February 27, 2019**

1. **Announcement** – There has been adequate notice of this meeting provided by the Board of Education February 23, 2019 notice in the *Asbury Park Press* 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  
**Absent:** Mrs. Jones, Mr. Milancewich, Dr. Myszka Ostberg, Mr. Vitale  
**Also Present:** Mrs. Carlson, Mrs. Gorga
  
3. **Flag Salute**
  
4. **Approval of Minutes – Consent**  
Motion by Mrs. Dettlinger and seconded by Mr. Colon that the Board of Education accept the minutes for both the January 16, 2019 Regular Public Meeting and the January 16, 2019 Executive Session. Passed by unanimous consent (5-0).
  
5. **Presentations**
  - Brielle Education Foundation – Mrs. Carlson and Mr. Ingoglia thanked the BEF for Donation of \$39,607.80 and for all their hard work for the children of Brielle Elementary School.
    - \$20,218.80 for Promethean Boards
    - \$19,389.00 for Chrome Books
  
  - Monmouth University Women In Sports Day Participants
    - Ali Evans, Taylor Hamarich, Liza Krasowski, and Mary Cate Immen were congratulated for being chosen to participate in this event.
  
  - Mrs. Carlson congratulated all the students for their hard work and accomplishments in the Geography Bees.
    - BES Geography Bee Winners

- Finian Healey – 1st Place
  - Liam Marriott – 2nd Place
  - Griffin Tomney – Tied 3rd Place
  - Parker Sowul – Tied 3rd Place
- 4th Annual SLH Geography Bee Participants
    - Finian Healey and Liam Marriott
6. **Visitor’s Business** – Visitors are permitted to comment on agenda items only at this time. No visitor’s business.
7. **Correspondence-** Dr. Cheli letter
8. **Committee Reports-**  
Finance – Mr. Vitale – Mrs. Gorga reported on the recent Finance meeting to review the 2017-2018 audit. Mr. Hulsart said the Brielle School had no recommendations and was in good fiscal shape.

Representative to Manasquan- Mr. Ingoglia- At the recent meeting there was an approval for a referendum in March.

Curriculum and Programs- Mrs. Dettlinger- The January 29 meeting was reviewed which included requests that the school psychologist be full time in 2019-2020 for purposes of counseling students. A new Field Hockey team is proposed for 2019-2020. Mrs. Dettlinger emphasized that parents should use the process and resources put in place by the Board of Education. This includes first speaking with teachers, then guidance counselors, then child study team then administration, before coming to the Board of Education.

Buildings and Grounds- Dr. LaValva- Reported that the Reserve Study is in draft form and it will be made available when it is completed.

Personnel- Mr. LePore- Reported there was a phone meeting but there was nothing to report.

Negotiations- Mr. Milancewich- The Negotiations committee met with the insurance broker to discuss health insurance options. There is a BEA/ Negotiations committee meeting next week.

Policy and Wellness- Mrs. Jones- no report

Community Relations/Board Liaison- Mr. Colon- Mrs. Dettlinger reported the Brielle Library centennial meeting was also tonight. Mrs. Carlson was thanked for how the BES celebration is student led and the students have meetings to decide the events that will take place in the school.

## 9. Administrative Report

### HIB Report- Attachment 9.1

Mrs. Carlson reported on the following items:

- Kindergarten registration held this week resulted in 34 new students.
- The 100 day celebration on February 8<sup>th</sup> had students dressing as their 100 year old selves and participating in games and music from the different decades.
- The oral history presentations being developed by students will include video interviews of ten community members. The videos will be running at the Curtis House during the June 1 town celebration.
- PTO- sponsored winter enrichment has many children staying after school for interesting and fun activities.
- The cheerleaders participated in a sending district exhibition at Manasquan and they did very well.
- The basketball teams did very well this season.
- The play Alice in Wonderland will have performances March 21 and 23. There are 80 children involved in the play directed by Mrs. McWilliams and Mrs. North.
- Dr. Seuss Day is March 1 and there are special guest readers planned.
- Kelsey Kalemba is a finalist in a Monmouth County recycling essay contest and will be honored at a Freeholders meeting.
- Alex Claudio is an instructional aide who is leaving Brielle School for a full time physical education teaching position. We are losing a great gentleman who joined us in September.
- The Samaritan Center counselor is running three programs for Brielle School; a program for teachers to help children deal with a loss, a program for 5-6 grade

students called ‘Cliques in School’ and a program for 6-8 grade students called “ZZZ’s to A’s” about how the lack of sleep affects school and grades.

- There is a workshop planned for instructional aides on how to talk to children in a nice, kind manner. Aides from the sending districts also will be invited to attend.

**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:

<b>Staff Member</b>	<b>Conference/Workshop</b>	<b>Cost</b>
Christine Carlson	Google with Rich Kiker, February 7, 2019, Brookdale Community College, Lincroft, NJ 4:00 PM-6:00 PM	No fee, Mileage
Colin Sabia, Edward Slater	NJSLA Training, February 27, 2019, Forsgate Country Club, Monroe, NJ 8:00 AM - 3:00 PM	No fee, Mileage
Nicole Becktel	Implementing Targeted Literacy Interventions, March 26, 2019, Monmouth Mall, Eatontown, NJ 9:00 AM-1:00 PM	No fee, Mileage
Carrie Siano	Evidence Based Practices for Social Skills Instruction, March 27, 2019, Monmouth Mall, Eatontown, NJ 9:00 AM-1:00 PM	No fee, Mileage
Bonnie Devereux, Maria Prendergast, Stephanie Randel	Understanding the Readers Workshop, April 4, 2019, Monmouth Mall, Eatontown, NJ 9:00 AM-1:00 PM	No fee, Mileage
Timothy Prol	NJMEA Conference, February 21-22, 2019, Hilton Hotel, 8:00 AM – 3:30 PM, New Brunswick, NJ	Fee- \$297 includes membership, mileage
Eileen Gorga	MOCSSIF insurance meetings, March 8, & June 14, 2019 12:00 – 3:30 PM, Point Pleasant, NJ	No fee
Eileen Gorga	Your Management Obligations; Legal Review of NJ Paid Sick Leave Law, March 15, 2019, NJ Law Center, 8:30 AM – 1:10 PM, New Brunswick, NJ	\$125.00, mileage
Beth O’Reilly	NJSLA Training, February 27, 2019, Forsgate Country Club, Monroe, NJ 8:00am - 3:00pm	Mileage
Kelly Cardamone, Tina Snyder	MakerFest Planning Meeting, March 5, 2019, Wall Intermediate School, 8:00 AM -11:30 AM	Mileage

- A.2** Motion that the Board of Education approves Tess Buckwald-Nuccio, a Brookdale Community College student to complete 60 hours of field observation during spring 2019 semester with Peter DeBenedetto, Kindergarten teacher.
  
- A.3** Motion that the Board of Education approves Central Regional School District to provide transportation for the following trips:

<b>Destination</b>	<b># of Buses</b>	<b>Cost per Bus</b>	<b>Total Cost</b>
Franklin Institute, PA	2	\$490.00	\$980.00
Six Flags Safari, NJ	2	\$505.00	\$1,010.00
Battery Park, NY	2	\$710.00	\$1,420.00
Manasquan Reservoir, NJ	2	\$290.00	\$580.00
Liberty Science Center, NJ	2	\$376.00	\$752.00
Ellis Island, NY Harbor	2	\$406.00	\$812.00

- A.4** Motion that the Board of Education approves 52 sixth graders to take a class trip to the Museum of Jewish Heritage, New York. Chaperones will be teachers J. McWilliams, L. Matter, P. Petosa, J. Lohmann, P. Thompson, D. Finkerauer, and Nurse Looney. Cost to students is \$3.00 and they will bring a bag lunch. Bus transportation will be paid by the Board of Education.
  
- A.5** Motion that the Board of Education approves 60 fourth grade students to take a class trip to the Franklin Institute, Philadelphia, PA. Chaperones are M. Mc Kennedy, L. York and S. Labrecque and nine class parents. Students will pay \$18.00. Bus transportation will be paid by the Board of Education.
  
- A.6** Motion that the Board of Education approves 49 Kindergarten students to take a class trip to the Manasquan Reservoir / Huber Woods, Holmdel, NJ. Chaperones will be C. Shaak, P. DeBenedetto, K. Andre, three instructional aides and nine class parents. Students will pay \$5.80. Bus transportation will be paid by the Board of Education.
  
- A.7** Motion that the Board of Education approves 50 second grade students to take a class trip to Six Flags Safari, Jackson, NJ. Chaperones will be teachers J. Petrone, K. Golding, L. Kern, E. Johnson, a nurse and nine class parents. Students will pay

\$28.00 each and will bring a bag lunch. Bus transportation will be paid by the Board of Education.

- A.8** Motion that the Board of Education approves 48 third grade students to take a class trip to Liberty Science Center, Jersey City, NJ. Chaperones will be teachers C. Pinnella, J. McAlary, L. Paoella, K. Yee, Instructional Aide M. Garrison, a nurse, and nine class parents. Students will pay \$17.75 each and will bring a bag lunch. Bus transportation will be paid by the Board of Education.
- A.9** Motion that the Board of Education approves changing the March 20, 2019 regular meeting to March 13, 2019 so that the Board of Education can tentatively approve the 2019-2020 budget and the Business Administrator can submit it to the Monmouth County Superintendent by March 20, 2019. The meeting change will be advertised in the Coast Star newspaper, at the Brielle Borough Hall and on the Brielle School website.
- A.10** Motion that the Board of Education approves 66 fifth grade students to take a class trip to Ellis Island, New York Harbor. Chaperones are teachers M. McGuinness, E. Lembo, five additional teachers and fifteen class parents. Cost to students is \$15.00 and they will bring a bag lunch. Bus transportation will be paid by the Board of Education.
- A.11** Motion that the Board of Education approves three 7<sup>th</sup> grade students to travel to the Monmouth County Career Center, Freehold, NJ, to observe vocational opportunities. Chaperone is Adrienne Mahon. Transportation cost of \$185.00 to be paid for by the Board of Education.
- A.12** Motion that the Board of Education approves one out of district Brielle student to receive services from Project Enterprise at a rate of \$21 per diem not to exceed 56 days, not to exceed \$1,176.
- A.13** Motion that the Board of Education approves 64 eighth grade students to take a class trip to Algonquin Theatre. Chaperones are teachers K. Cardamone, M. Fricano, D. Lomet, and D. Stover. No cost to students, Mr. & Mrs. Eliot Colon are donating the total cost of \$640.00. Bus transportation of \$450.00 will be paid by the Board of Education.

- A.14** Motion that the Board of Education approves 68 seventh grade students to take a class trip to M.A.S.T. Sea Grant Marsh and Ocean Environments. Chaperones are teachers V. Hyland, A. Barra, M. North, Nurse Looney and two teachers TBD. Cost to students is \$10.00 and they will bring a bag lunch. Bus transportation of \$480.00 will be paid by the Board of Education.
- A.15** Motion that the Board of Education approves the following teachers to attend half day Articulation meetings on days March 5, 2019 or TDB:

<u>Staff Member</u>	<u>Subject</u>	<u>Date</u>
Cardamone, Kelly	Science	TBD
Chiasson, Brian	Physical Education	3/5
	Special Education-	3/5
Finkenauer, Darlene	English	
Fricano, Michael	Social Studies	TBD
Grady, Susan	Art	3/5
Lomet, Diane	Math	3/5
Mahon, Anthony	World Language	TBD
Prof, Timothy	Music	3/5
Prof, Timothy	Business/Technology	3/5
Stover, Dana	English	3/5

**A motion was made by Mrs. Dettlinger and seconded by Mr. Colon to move items A.1 through A.15 and carried by a unanimous roll call vote of 5-0.**

**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 January 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 January 30, 2018 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 January 30, 2019.

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

Whereas, NJAC 6A:23A-5.3 provides that a school district may request a waiver of compliance with respect to the district's participation in the Special Education Medicaid Initiative (SEMI) Program for the 2019-2020 school year, and

Whereas, the Brielle Board of Education desires to apply for this waiver due to the fact that it projects having fewer than 40 Medicaid eligible classified students.

Now Therefore Be It Resolved, that the Brielle Board of Education hereby authorizes the Chief School Administrator to submit to the Executive County Superintendent of Schools in the County of Monmouth an appropriate waiver of the requirements of the requirement of NJAC 6A:23A-5.3 for the 2018-2019 school year.

**B.4** Motion that the Board of Education approves the Brielle School administration to prepare and submit Amendments to the 2019 ESEA federal grant to carryover \$9,942.00 2018 Title I funds and \$800.00 Title IV funds to be used for programs costs including salaries and safety and security programs, respectively.

**B.5** Motion that the Board of Education accepts the Comprehensive Annual Financial Report for the Fiscal Year ended June 30, 2018, and the Auditor's Management Report prepared by Robert A. Hulsart & Company and authorizes its submission to the New Jersey Department of Education and notes that there are no audit exceptions.

**B.6** Motion that the Board of Education accepts donation of approximately \$640.00 from Mr. & Mrs. Eliot Colon for the eighth grade class to attend a show at the Algonquin Theatre.

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



**C. Buildings and Grounds**

**Roll Call**

- C.1** Motion that the Board of Education accepts obsolete technology equipment from the Lacey Township School District for \$0, to be repaired if possible or used for parts as per Attachment 10.C.1.
- C.2** Motion that the Board of Education approves the disposal of seven Promethean Boards that are no longer worthy to serve as instructional tools in accordance with Policy 7300 Disposal of Property, inventory tags 391, 428, 513, 517, 574, 603 and 701, as per attachment 10.C.2.
- C.3** Motion that the Board of Education approves the following groups for facility use as per board policy:

Group Name	Charge Class
Blue Bucketees boys AAU basketball	Class II
New Jersey Belle girls AAU basketball	Class II
NJ Rage girls softball	Outside field use- no charge

**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 5-0.**

**D. Policy**

**Roll Call**

**E. Personnel**

**Roll Call**

- E.1** Motion that the Board of Education approves Kari Ann Stacker as an instructional aide at a rate of \$19 per hour x 7 hours per day pro-rated beginning February 21, 2019 with single benefits. Employment is pending criminal history review.
- E.2** Motion that the Board of Education approves the following substitute teachers, pending criminal history review:

Payton Smith	Erin McNicholas	Paul Sutor
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- E.3** Motion that the Board of Education approves Francine Neff as a substitute instructional aide for the after-care program.

- E.4** Motion that the Board of Education accepts resignation from Alex Claudio, Instructional Aide, effective February 28, 2019. Attachment 10.E.4.
- E.5** Motion that the Board of Education approve Payton Smith as an Instructional Aide at a rate of \$14.29 per hour x 7 hours per day pro-rated beginning March 4, 2019 with single benefits. Employment is pending criminal history review.

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

- 11. Visitor's Business** – Visitors are permitted to comment on agenda and non- agenda items at this time.
- Kate Hoppe, parent, asked if the curriculum committee consulted with any experts. Mrs. Dettlinger responded that the teachers, administration and the consultant are experts who are involved in the curriculum development.
  - Maren Clayton, parent, questioned the process of curriculum development. Mrs. Carlson responded.
  - Lenka Lanzot, community member, asked what the process is for developing financial literacy curriculum.  
Mrs. Carlson responded that the state provides a key framework, school teachers and administrators meet together, then with sending district teachers, and also with Monmouth County Curriculum Association.
  - Kate Hoppe, parent, asked where the Board stands on a parent advisory for the curriculum committee. The Board said all ideas are considered.
  - Erin North, parent, asked if the Board knew who was replacing Mrs. Sweetman, preschool teacher. The Board President and Vice President responded that they cannot speak to rumors and until a staff member submits a letter of resignation /retirement, the Board cannot respond.
  - Ryan Guteski, parent, asked why curriculum is not available electronically. The request will be looked into.
  - Maren Clayton, parent, asked if there could be an informal meeting with parents to give curriculum ideas to administration. The Board responded that there has been sessions with parents to obtain feedback and would consider the request.
  - Kate Guteski, parent, said her child's tutor called the school for curriculum and did not receive a response. Mrs. Carlson did not receive a call from anyone asking for curriculum. The Board suggested that the parent request the curriculum.

- Lenka Lanzot, community member, asked for clarification that all grade K-3 are using the same literacy programs and Mrs. Carlson confirmed they are.
- Kate Guteski, parent, asked about the Gifted & Talented assessment process and Mrs. Carlson responded. Kate Guteski then asked for the 6<sup>th</sup> grade G&T rubric and Mrs. Carlson said it would be provided.

**12. Discussion**

- Mrs. Dettlinger thanked the BEF and specifically the BEF executive board members present, for their donations and hard work for the Brielle children.
- The March 20 meeting will be changed to March 13 to accommodate the 2019-2020 budget due date to the county office.

**13. Payment of Bills**

A motion was made by Dr. LaValva and seconded by Mr. Colon that the Board authorizes payment of the following February bills list and that the Secretary is authorized to draw warrants of the Treasurer in the total amount of \$1,697,915.16. Motion was carried by a unanimous roll call vote of 5-0.

**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 Mr. LePore. Meeting adjourned at 8:20 PM.

Respectfully Submitted,



Eileen Gorga  
Business Administrator/ Board Secretary