

BRIELLE BOARD OF EDUCATION
Regular Action Meeting Minutes
Brielle, New Jersey
January 16, 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**
Present: Mr. Colon, Mrs. Dettlinger, Mr. Ingoglia, Mrs. Jones, Dr. Stephen LaValva, Mr. Joseph LePore, Mr. Milancewich, Dr. Myszka Ostberg, Mr. Vitale
Also Present: Mrs. Carlson, Mrs. Gorga, Andrew Brown, Negotiations Attorney

3. **Flag Salute**

4. **Approval of Minutes – Consent**
Motion by Mrs. Jones and seconded by Dr. Myszka Ostberg that the Board of Education accept the minutes for both the December 12, 2018 Regular Public Meeting and the January 2, 2019 Reorganization Meeting. Passed by unanimous consent (9-0).

5. **Presentations**
 - Retirement presentations- Ann Sullivan, Carolyn Vescovi
 - Mrs. Carlson and President Ingoglia presented a clock recognizing Carolyn Vescovi’s 18 years teaching at Brielle Elementary School.
 - Mrs. Carlson shared how Ann Sullivan, who was not able to attend, always went above and beyond as a teacher. Mrs. Sullivan also received a clock.
 - Anthony Mahon and Marissa North- Question Formulation Technique, Benefits of Imperio software
 - Sarah Jordan and Laura York- From Philosophy to Application in Reading & Writing workshop

- 6. Visitor's Business** – Visitors are permitted to comment on agenda items only at this time.
- Lenka Lanzot, community member, asked how the administration ensures that all teachers are getting professional development.
 - Mrs. Carlson answered that faculty meetings, PLC meeting, Professional Development days (5) are used to turnkey training by teachers and that there is also a consultant working with all literacy teachers.

7. Correspondence-none

8. Committee Reports-
Finance – Mr. Vitale - no report

Representative to Manasquan- Mr. Ingoglia- no report

Curriculum and Programs- Mrs. Dettlinger- no report

Buildings and Grounds- Dr. LaValva

Dr. LaValva said there was no formal meeting but that he met with Mrs. Carlson and Mrs. Gorga regarding the roof repairs. C.1 will be tabled so more warranty research can be done.

Personnel- Mr. LePore- no report

Negotiations- Mr. Milancewich

Mr. Milancewich reported that the Board of Education will be going into executive session to discuss the upcoming negotiations.

Policy and Wellness- Mrs. Jones- no report

Community Relations/Board Liaison- Mr. Colon

There was a meeting today to kick-start the 2019 events. The committee would like to restart the BOE newsletter which provides detail to verbally discussed items. Mr. Colon provided a history of the budget from 2010 to 2019 to the audience.

9. Administrative Report
HIB Report- Attachment 9.1

Mrs. Carlson reported on the following items:

- The 100 Year Celebration continues with the 19th of each month students and staff dressing as a different decade.
- February 8th is also the 100th day of school so students and staff are encouraged to dress as if they are 100 years old. There will be games played from 100 years ago.
- Mr. Petosa is working to make videos with students to share stories of the decades and of people sharing their stories of Brielle through the years.
- Mrs. Carlson thanked the teachers for attending the meeting and for all they do every day.
- No HIB 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
Colin Sabia, Karen Semple	School Visit January 22, 2019, Cambridge School, Princeton, NJ 8:00am - 3:30pm	Mileage
Aileen Matt	PLC Meeting, January 17, 2019, Manasquan Elementary School, 12:00pm - 3:00pm	Mileage
Adrienne Mahon, Beth O'Reilly, Colin Sabia	Why We Bully: Understanding HIB Characteristics, March 6, 2019, NJ State Bar Foundation, New Brunswick, NJ 9:00am - 3:00pm	Mileage
Colin Sabia	RPDA Meeting, March 13, 2019, Memorial MS, Eatontown 9:00am-11:30am	Mileage
Jennifer Love	Institute for Writing, June 18-22, 2019, Columbia, NY 8:00am - 3:00pm	Registration - \$850 Hotel \$750, Meals \$30/day Travel-\$150
Peter Petosa	Creative Video and Screencasting, January 17, 2019, Brookdale at Wall, 8:00am - 3:00pm	Mileage
Eileen Gorga	MOCSSIF Insurance Group quarterly meeting and PD, March 15, 2019, Point Pleasant Beach, NJ, 12:00 PM-4:00 PM	Mileage
Kenn Yee, Tina Snyder	PowerSave Mid-year meeting, January 29, 2019, NJNG, Wall, NJ, 8:00 AM – 3:00PM	Mileage

Eileen Gorga	Monmouth University BA Academy meeting, February 8, 2019, West Long Branch, NJ 12:00- 2:00 PM	\$50 fee, mileage
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- A.2** Motion that the Board of Education approves the following Resolution for School Board Recognition month in New Jersey January 2019;

Monmouth County School Boards Association

WHEREAS, New Jersey’s public schools serve approximately 1.4 million children; and
WHEREAS, The educational goals for these districts are charted by local school boards, which serve as advocates for public education as they work with school administrators, teachers, parents and members of the community; and
WHEREAS, Boards of education provide accountability to the public, they communicate the needs of the school district to the community, and they convey to the school administration the public’s expectations for the district; and
WHEREAS, School board members devote countless hours to their communities and public education at no pay; and
WHEREAS, Local board members dedicate extraordinary amounts of time and effort to receive training and to communicate with state and federal lawmakers on behalf of their communities’ children; and
WHEREAS, The New Jersey School Boards Association has declared January 2019 to be School Board Recognition Month in New Jersey, a time when residents can acknowledge the contributions made by the state’s 5,000 local board of education members. Now, therefore, be it
RESOLVED, That the Monmouth County School Boards Association, an organization with the goal of enhancing the work of local school boards, commends the dedication of the local school board members in Monmouth County; and be it further
RESOLVED, That the Monmouth County School Boards Association encourages qualified citizens to consider serving on their local boards of education.

- A.3** Motion that the Board of Education approves transportation cost of \$75.00 per trip provided by Briggs Transportation for one student and teacher for a total of six trips.
- A.4** Motion that the Board of Education approves changing the April 17, 2019 meeting from the Public Hearing to a Regular meeting and adding May 1, 2019 as

the Public Hearing meeting. The new meeting will be advertised in the Coast Star newspaper, at the Brielle Borough Hall and on the Brielle School website.

- A.5** Motion that the Board of Education approves the 2019-2020 Brielle School District calendar as per Attachment 10.A.5.
- A.6** Motion that the Board of Education approves the 2019-2020 Pre-school annual tuition rates of \$2,400 for the AM program with option of an additional \$600 to participate in the Lunch Bunch period, and \$1,800 for the PM program.
- A.7** Motion that the Board of Education appoint Dr. Jessica Wood as Brielle School Medical Director effective January 16, 2019 at a stipend of \$4,000 until January 8, 2020.

A motion was made by Mrs. Dettlinger and seconded by Mrs. Jones to move items A.1 through A.7 and carried by a unanimous roll call vote of 9-0.

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 30, 2018 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 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 December 30, 2018.
- B.3** Motion that the Board of Education accepts from Horizon Blue Cross Blue Shield the \$7,440.00 one-time distribution check representing a sharing of a tax refund.

- B.4** Motion that the Board of Education approves 2017-2018 Alpha School tuition adjustment billing in the amount of \$7,620.63.

A motion was made by Mr. Vitale and seconded Mrs. Dettlinger to move items B.1 through B.4 and carried by a roll call vote of 9-0.

C. Buildings and Grounds Roll Call

- C.1** Motion that the Board of Education approves roof repairs by Prestige Flooring, LLC at a cost of \$7,000. Prestige is in a bid co-op and two quotes were obtained.
- C.2** Motion that the Board of Education approves Fastsigns to provide two signs for below each side of the electronic sign at a cost of \$550.00, *pending design approval by the BEF and PTO.*

A motion was made by Dr. LaValva and seconded by Mrs. Jones to table item C.1 and move item C.2, pending design approval by the BEF and PTO, and carried by a unanimous roll call vote of 9-0.

D. Policy Roll Call

E. Personnel Roll Call

- E.1** Motion that the Board of Education amends December 12, 2018 item E.6 to approve Kaitlin Cole at Step 1MA instead of Step 1BA.
- E.2** Motion that the Board of Education accepts resignation of Terri Magliulo, part-time custodian, effective January 4, 2019.
- E.3** Motion that the Board of Education approves medical leave with pay, for purposes of maternity, for Sarah Jordan beginning May 13, 2019 until June 30, 2019. Dates are subject to change based on actual delivery date. Attachment 10.E.3
- E.4** Motion that the Board of Education approves the following substitutes, pending criminal history review:

Substitute Nurse	Gina Melillo		
Substitute Teachers	Robert Albanowski	Courtney Doyle	Eileen Mervine

- E.5** Motion that the Board of Education approves Donald Pencinger as a substitute custodian at a rate of \$13.00 per hour, no benefits.
- E.6** Motion that the Board of Education approves Bonnie Devereux, Lisa Paoella and Caitlin Pinnella as Homework Club teachers as per the contracted rate and will be paid from Title I funds account 20-232-100-100-00.
- E.7** Motion that the Board of Education approves Michael Fricano and Jillian McAlary as chaperones as per the contracted rate of \$27.50 per hour.
- E.8** Motion that the Board of Education approves Anthony Mahon as a substitute morning monitor.
- E.9** Motion that the Board of Education approves increasing substitute teacher rate to \$100.00 for certified teachers effective February 1, 2019.
- E.10** Motion that the Board of Education approves Catherine LePore as a full time instructional aide effective January 22, 2019, at rate of \$14.29 per hour x 7 hours per day, single benefits, pending criminal history review.
- E.11** Motion that the Board of Education approves Will Conte as a long-term substitute at a rate of \$125 per day effective January 14, 2019, single benefits.
- E.12** Motion that the Board of Education approves Curtis Jenkins as a part-time custodian for four hours per day at a rate of \$14.00 per hour, effective January 14, 2019, no benefits.
- E.13** Motion that the Board of Education approves Melinda Garrison to work as a one-on-one instructional aide for a student during the after school programs not to exceed ten hours per week, through June 30, 2019.

A motion was made by Mr. LePore and seconded by Mrs. Dettlinger to move items E.1 through E13; Items E.1 through E.9, E.11, E12, E13 were carried by a unanimous roll call vote of 9-0. Item E.10 was carried by a vote of 8-0-1 (Mr. LePore abstained).

- 11. Visitor’s Business** – Visitors are permitted to comment on agenda and non- agenda items at this time.

- Jeff Hoppe, parent, shared his concerns on the English/ Language Arts program. Mrs. Carlson addressed some concerns including PARCC testing, metrics and data available and how they are being used to help students.
- Kate Hoppe, parent, spoke about her certification as a reading specialist and her thoughts on the reading program being used in Brielle Elementary School.
- Lenka Lanzot, community member, asked how students who need extra help or should be part of the G&T program are recognized. Mrs. Carlson responded that students have fall, winter, and spring enrichment programs, STEM, IC Hope, Blazer Academy, Homework Club, summer reading programs and more that address the students in need of extra help or advanced learning.
- Dan Callahan, parent, suggested there is a need for more communications and thought there are tools, methodology and people that need to be better communicated.
- Lenka Lanzot, community member, asked if there are missing pieces of programs, can the Board add or approve the extra pieces. Mrs. Carlson responded that this Board of Education has never said no to teachers or administrators who have asked for additional program tools/ books.
- Joann McWilliams, BES teacher, responded to Kate Hoppe's thought that programs are incomplete that if Brielle teachers thought any program was lacking they would ask for the tools/ books needed to support the students.
- Heide Shaloo, parent, asked if there is a need for a reading specialist versus a coach. Mrs. Carlson responded that Brielle School's three coaches have over 65 years teaching experience, two have Master's degrees and two have Administration CEs, meaning they have completed courses to be school administrators. These coaches are highly regarded by the teachers and the data shows students are growing and results are evident. Metrics used are Dibbles, i-Ready, leveling, Running Record a new Kindergarten assessment, all of which help teachers meet the needs of students.
- Jeff Hoppe, parent, asked if the metrics have been shared with the Board of Education. Mrs. Carlson and Mrs. Dettlinger said yes, if there is a need or request, metrics are shared with the Board.
- Kate Shatkus, parent, shared her positive experience with Mrs. Semple working with her son over several years and that the end result was so different from where they started, she also stated that scores are shared with parents.
- Beth O'Reilly, BES guidance counselor, reinforced the chain of command for parents, to first talk with your child's teacher, then if not satisfied, talk to Beth or the Vice Principal and move up the chain of command.

- Colin Sabia, BES Vice Principal, reviewed the metrics available and used in the school.
- Mrs. Dettlinger, Brielle Board Vice President, reviewed that the Board's role is to hire the Superintendent and allow her to run the school. There is a committee structure to make recommendations and Mrs. Dettlinger's Curriculum committee will meet with the coaches to discuss the English/ Language Arts programs.
- Mrs. Jones, Brielle Board member, thanked the Hoppe's for bringing their concerns to the Board.
- Mr. Ingoglia, Brielle Board President, summarized the discussion as common purpose, transparency, and communication.
- Lenka Lanzot, community member, asked if the Board could outline the bigger picture at a Board meeting, to review the PARCC scores at a meeting. It was stated that PARCC scores are reviewed at Board meetings.
- Mrs. Gunteski, parent, wanted to know what other items Kate Hoppe had in her handout. Mr. Ingoglia stated that many of the items were already discussed in the past 90 minutes and items had already been and were being brought again to the Curriculum committee.
- Jennifer Love, BES teacher, refuted some items in the Hoppe handout as not accurate and provided examples of proof as evidence.
- Sean Wohltman, parent, asked if there was a date the concerns could be addressed. Mrs. Dettlinger reiterated that this Board works on a committee basis and that the Curriculum committee would be meeting before the next February Board meeting. A report of the committee would be shared at the February Board meeting.
- Mr. Ingoglia, Brielle Board President, thanked Mr. and Mrs. Hoppe for attending the meeting and bringing their concerns. Mr. Ingoglia reiterated that the Board and Administration, just like the parents, are here for the children, that we all have the same goal. This meeting is not meant to be antagonistic.

12. Discussion –No further discussion by the Board.

13. Payment of Bills

A motion was made by Dr. LaValva and seconded by Mrs. Dettlinger that the Board authorizes payment of the following January bills list and that the Secretary is authorized to draw warrants of the Treasurer in the total amount of \$1,697,100.60. Motion was carried by a unanimous roll call vote of 9-0.

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 Negotiations:

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 is an Executive Session planned. The Board moved to Executive Session at 9:14 PM. The motion to exit executive session was moved by Mr. Colon and seconded by Mrs. Jones at 9:36 PM.

15. Adjournment

A motion to adjourn was made by Mr. Colon and seconded by Mrs. Jones. Meeting adjourned at 9:36 PM.

Respectfully Submitted,

Eileen Gorga

Eileen Gorga
Business Administrator/ Board Secretary