

BRIELLE BOARD OF EDUCATION
Regular Action Meeting Minutes
Brielle, New Jersey
December 12, 2018

1. **Announcement** – There has been adequate notice of this meeting provided by the Board of Education January 11, 2018 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. Ingoglia- ran the meeting, Mrs. Jones, Dr. Stephen LaValva, Mr. Joseph LePore, Mr. Milancewich, Dr. Myszka Ostberg, Mr. Vitale (7:03 pm)
Absent: Mr. Colon
Also Present: Mrs. Carlson, Mrs. Gorga

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 of the November 14, 2018 Regular Public Meeting. Passed by unanimous consent (7-0).

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-** none

8. **Committee Reports-**

Finance- Mr. Vitale mentioned that we are waiting for the final audit, due in late December.

Representative to Manasquan- Mr. Vitale reviewed the recent Manasquan Board of Education meeting. Topics included:

- There were band and chorus presentations at the meeting and it was noted that Brielle resident Colin Waldman represented Brielle perfectly.
- The referendum construction is 96% completed and on schedule for final completion by end of January. February 2019 is the planned date for students and staff to occupy the new spaces.
- Air quality testing showed a fungus in offices that is now being remediated. Mold in other parts of the school are attributed to antiquated HVAC systems that are not being replaced during the referendum. A new referendum is being discussed to handle the HVAC needs. Through referendum, the State of NJ will pay 40% of the costs.
- Past online scheduling issues will result in more face to face scheduling next year.
- The Steam Tank Challenge had over 400 teams participating and the MHS Academy of Engineering took first place. The winning team designed a thermal imaging mask and the members included three Brielle residents. The winners received a substantial grant to continue their design development work.

Curriculum and Programs- Mrs. Dettlinger reviewed the recent meeting and reminded board members that her report is on the BOE drive.

Buildings and Grounds- no report

Personnel- Mr. Ingoglia reviewed the recent meeting and the committee's recommendation is on the agenda tonight.

Negotiations- Mr. Milancewicz reported that there was a letter received from the BEA union on December 3rd and that the negotiations process has begun.

Policy and Wellness- Mrs. Jones reviewed the recent meeting and the changes to the bylaws and policy that are on the agenda for a second reading.

Community Relations/Board Liaison- no report

9. Administrative Report

HIB Report- Attachment 9.1

Mrs. Carlson reported on the following items:

- Brielle Education Foundation event was attended by over 200 people and raised close to \$40,000. BEF will meet in January to discuss disbursements for technology.
- The parent teacher conferences hosted over 100 parents.
- The PTO book fair and Santa breakfast raised over \$1,300.00.
- Play tryouts resulted in 78 students being in the play, there are 32 students on basketball, 17 cheerleaders, 70 in winter enrichment programs, and after care and homework club all result in keeping Brielle children involved after school.
- The staff raised \$385 for the GI GO fund by donating on jeans day.
- Mrs. Carlson introduced Kaitlin Cole who was in the audience and is replacing Ann Sullivan.
- There were no HIB investigations
- Mrs. Carlson extended holiday wishes to the Board of Education.

10. Action Items

A. Curriculum and Programs

Roll Call

- A.1** Motion that the Board of Education approves \$149.00 cost plus mileage for New Jersey School Boards Association (NJSBA) workshop Ready, Set, Bargain being held November 30, 2018, Trenton, NJ for Board of Education member Joseph Milancewich.

- A.2** Motion that the Board of Education approves Mrs. Thompson to take one student to Allaire Community Farm on six dates January 2019 through June 2019. Transportation will be provided by the Brielle Board of Education.

A.3 Motion that the Board of Education approves the following staff members to attend professional development workshops as listed below:

Staff Member	Conference/Workshop	Cost
Amie Barra (replacing J. Ramsey)	Flipped Classroom Strategies for Math, November 27, 2018, Brookdale at Wall, Wall, NJ, 8:00am-3:30pm	Mileage
Kelly Cardamone	MakerFest STEAM Planning Meeting, November 27, 2018, & January 8, 2019, Wall Intermediate School, Wall, NJ 9:00am-11:00am	Mileage
Jeannette Ramsey	Future Ready NJ Certification Workshop, November 27, 2018, Ramtown Elementary School, Howell, NJ, 9:00am-12:00pm	Mileage
Christine Carlson	Techspo 2019, January 31-February 1, 2019 Harrah's Atlantic City, NJ 8:00am-4:00pm	\$450.00 Registration \$100.00 Hotel, Plus Mileage & Meals
Tina Snyder	MakerFest STEAM Planning Meeting, January 8, 2019, Wall Intermediate School, Wall, NJ 9:00am-11:00am	Mileage
Lisa Kenny, Colin Sabia	Internet & Cyber Safety, March 29, 2019, Regional Professional Development Association (RPDA) at Eatontown, NJ, 8:00am-3:30pm	Mileage
Tina Snyder	School Visit to observe STEM Program, January 17, 2019 Stafford Township Schools, Stafford, NJ, 8:00am-3:30pm	Mileage

A.4 Motion that the Board of Education approves Peer Leaders Trip to Care One. Board of Education will pay bus transportation cost of \$200.00.

A.5 Motion that the Board of Education approves the Winter PTO Enrichment program to run January 2 through February 8, 2019, from 3:05 PM – 4:05 PM. Teachers will be paid \$41.00 per hour and the costs will be reimbursed to the Board of Education by the PTO. The schedule is below.

Winter Enrichment Program

Teacher	Class	Days/Dates
Peter Petosa	Cartooning/Illustration	Tuesdays January: 8, 15, 22, 29 February: 5, Sixth session to be announced
Peter Petosa Pamela Phillips	Adobe Photoshop (all levels) Ahoy Matey!	Wednesdays January: 2, 9, 16, 23, 30

Kenn Yee Jami Menture Elizabeth Johnson Jean Lohmann Anthony Mahon Peter DeBenedetto	Competitive Backgammon Cupcakes and Chocolate Fun Judge and Jury Learn to Sew Stock Exchange TV Production	February: 6
Pamela Phillips Jami Menture Peter DeBenedetto	Cook With a Book Let's Get Dancing and Crafting Old School Math	Thursdays January: 3, 10, 17, 24, 31 February: 7
Jami Menture Jennifer Love Alex Claudio Nicole Becketl	Science Rocks Board Games Fitness Club Yoga	Fridays January: 4, 11, 18, 25 February: 1, 8

A.6 Motion that the Board of Education approves the following Resolution;

Participation in Future Ready Schools NJ

Whereas— The Brielle Board of Education first seeks to support the identification of a Future Ready Schools – New Jersey district team lead and create a team of FRS-NJ specialists that infuse Digital Learning across multiple disciplines including: math, technology, media, arts, science, language arts, and Career and Technical Education.

Whereas— The Brielle Board of Education will support and promote the development of individual school Future Ready teams that infuse Digital Learning across multiple disciplines including: math, technology education, media, arts, science, language arts, and Career and Technical Education.

Therefore, it is resolved that the Brielle Board of Education agrees to participate in the Future Ready Schools – New Jersey.

We hereby appoint Christine Carlson to be the district’s liaison to the Future Ready Schools – New Jersey, who will report to the board upon the completion of tasks for the certification program.

We do hereby recognize that Jeannette Ramsey and Colin Sabia will be the responsible agents at the district level to carry out the district’s commitment for its schools to participate in Future Ready Schools – New Jersey.

We agree to follow through with the district’s commitment and support our school to achieve certification through the Future Ready Schools – New Jersey Certification Program.

A motion was made by Mrs. Dettlinger and seconded by Dr. Myszka Ostberg to move items A.1 through A.6 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 November 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 October 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 November 30, 2018.

B.3 Motion that the Board of Education accepts from NJ Schools Insurance Group (NJSIG) the \$3,541.67 check for the 2017 Safety Grant Award.

B.4 Motion that the Board of Education approves \$2,689.65 lease payoff for Savin Copier MP6002SP Digital Copier and new monthly lease of \$340 for a Savin MP6503SP to include trade in value for district owned, obsolete 10 year old copier. NJ State Contract A 40467 used for pricing.

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

C. Buildings and Grounds Roll Call

- C.1** Motion that the Board of Education approves current Facility Use fee schedule and organizations by class for the 2018-2019 school year as per attachment 10.C.1.

A motion was made by Dr. LaValva and seconded by Mr. Vitale to move item C.1 and carried by a unanimous roll call vote of 8-0.

D. Policy Roll Call

- D.1** Motion that the Board of Education approves the Second reading of the Bylaws and Policies listed below:

Policy / Regulation #	Policy / Regulation Name
Bylaw 0161	Call, Adjournment and Cancellation (Revised)
Bylaw 0162	Notice of Board Meetings (Revised)
Bylaw 0166	Executive Sessions (Revised)
Bylaw 0171	Duties of Board President and Vice President (Revised)
Policy 4421	Instructional Aides Health Benefits (Revised)

A motion was made by Mrs. Jones and seconded by Dr. LaValva to move item D.1 on a Second reading and carried by a unanimous roll call vote of 8-0.

E. Personnel Roll Call

- E.1** Motion that the Board of Education approves unpaid family leave extension for Instructional Aide Stephanie Prol until June 30, 2019.
- E.2** Motion that the Board of Education accepts resignation of Ann Sullivan, teacher, for purposes of retirement effective February 1, 2019.
- E.3** Motion that the Board of Education approves Diane Hurlburt as a substitute secretary at a rate of \$85.00 per diem effective December 6, 2018, pending criminal history review.
- E.4** Motion that the Board of Education approves Alex Claudio as a substitute morning monitor at BEA contracted rate of \$27.50 per hour.

- E.5 Motion that the Board of Education approves extending Melinda Garrison and Nicole Becktel as instructional aide replacements at a rate of \$14.29 per hour for 7 hours per day, with single benefits, until June 30, 2019.
- E.6 Motion that the Board of Education approve Kaitlin Cole as Spanish/Elementary School teacher, Step 1BA to be pro-rated, effective February 1, 2019, pending criminal history review.
- E.7 Motion that the Board of Education approve Susan Crowder as an Instructional Aide effective January 2, 2019 at the hourly rate of \$14.29 for 7 hours per day, with single benefits, until June 30, 2019.
- E.8 Motion that the Board of Education approves Kelly Cardamone and Tina Snyder as advisors to the STEAM Tank Challenge and to be paid a stipend at a rate of \$41.00 per hour, not to exceed 25 hours. The advisors will work with approximately 40 students on a weekly basis to facilitate a school-based MakerFest team during the 2018-2019 school year.
- E.9 Motion that the Board of Education approve Elizabeth C. Pencinger as BEACON Administrative Secretary at an annual stipend of \$4,000 for the 2018-2019 school year.
- E.10 Motion that the Board of Education approve Darlene Finkenauer as a chaperone at BEA contracted rate of \$27.50 per hour for the 2018-2019 school year.
- E.11 Motion that the Board of Education approve Karen McHugh and Jean McManus as substitute teachers for the 2018-2019 school year, pending criminal history review.
- E.12 Motion that the Board of Education approve Jean McManus as a substitute lunch aide for the 2018-2019 school year, pending criminal history review.

A motion was made by Dr. Myszka Ostberg and seconded by Dr. LaValva to move items E.1 through E.12 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

- Mr. Ingoglia, on behalf of President Colon and himself, wished everyone a Happy Holiday and a Healthy and Prosperous New year.
- Mrs. Dettlinger shared that at the Manasquan High School back to school night, a Brielle resident was a presenter representing each of the MHS academies.
- Dr. Myszka Ostberg reinforced that programs started in Brielle Elementary School shape the students' future endeavors.
- Mr. Milancewich mentioned that the Belmar Elementary School wrestling team opens membership to the sending district students and the team is doing well.

13. Payment of Bills

A motion was made by Mr. Vitale and seconded by Dr. Myszka Ostberg that the Board authorizes payment of the following December bills list and that the Secretary is authorized to draw warrants of the Treasurer in the total amount of \$1,361,229.77. 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 (category to be disclosed if Executive Session is called by the Board President or Superintendent):

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 Dr. LaValva and seconded by Mrs. Jones. Meeting adjourned at 7:32 PM.

Respectfully Submitted,



Eileen Gorga

Business Administrator/ Board Secretary