

**BRIELLE BOARD OF EDUCATION**  
**Regular Action Meeting Minutes**  
**Brielle, New Jersey**  
**September 19, 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:** Mr. Colon, Mr. Ingoglia, Mrs. Jones, Dr. Stephen LaValva, Mr. Joseph LePore, Mr. Milancewich, Mr. Vitale  
**Absent:** Mrs. Dettlinger, 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. Ingoglia that the Board of Education accept the minutes of the August 27, 2018 Regular Public Meeting Minutes. Passed by unanimous consent.
  
5. **Presentations**
  - **PARCC 2017 – 2018 Results Presentation-** Mrs. Carlson shared a PowerPoint presentation with the Board and audience on the 2017-2018 PARCC results. The presentation will be on the school website.
  
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-** no report

**Representative to Manasquan-** Mr. Vitale reported on recent Manasquan Board of Education meeting topics including that there was a presentation on the lower field project which has an October 31 completion date. Many sports groups will use the field instead of the Sea Girt Army Camp fields. The Alternative high School is now open and has an enrollment of six regular education students. Policies have been revised including the HIB policy. Enrollment at the Manasquan High School is up 40 students over 2017-2018 due to transfers.

**Curriculum and Programs-** no report, there will be a meeting at the end of this month.

**Buildings and Grounds-** Dr. LaValva reported on the September 13<sup>th</sup> committee meeting at which the school's architect of record, Mike Millemann, presented proposals for the completing a reserve study. Two more engineering proposals have been obtained and a meeting is planned to review all three proposals prior to the next Board meeting so a recommendation can be made at the next Board meeting. The final report should still be available by the end of December.

**Personnel-** no report

**Negotiations-** Mr. Milancewich commented that one year ago a Memorandum of Agreement was signed for the current BEA contract and that it was the first time in 20 years that an agreement happened so quickly. The Negotiations committee met in July and is now planning a meeting with the BEA in the next month or so.

**Policy and Wellness-** no report but Mrs. Jones said a meeting will be scheduled for next week.

**Community Relations/Board Liaison-** no report

**9. Administrative Report**

**2018 – 2019 Drills – Attachment 9.1**

**HIB Report- Attachment 9.2**

Mrs. Carlson reported on the following items:

- This school year has been one of the best starts we have had; both back to school nights were successful and are completed. Many parents commented how clean the building was and on how state of the art the classrooms are.
  - Mrs. Jones commented on how thrilled she was to see the flexible seating options Brielle School has in several classrooms.
- There were 22 new students at orientation and 49 Kindergarteners at their orientation. Our enrollment is only down about 16 students over last year.
- The teacher in-service days in August and again on September 4<sup>th</sup> were very comprehensive for the teachers. Another professional development day is planned for October 8<sup>th</sup> when students are off from school. This Board is investing in the teachers and it shows.
- Recent activities at the school include the PTO-sponsored Geography Day program that enabled classes to have 1 -1 ½ hours with the dynamic Mr. Nichol engaging them with hand drawn maps and geography.
- Today was dress like the 1990's as part of the 100 Year Celebration and the students and staff captured the fashion of the 90's. Each month on the 19<sup>th</sup> the school will celebrate a different decade of the 100 years.
- Upcoming and recent events include; World Peace Day celebrations are scheduled for next week, the PTO is hosting the K-5 back to school ice cream social, and the first student council dance was held last Friday night.
- Dr. Richens, Interim Executive County Superintendent, visited Brielle School and was so impressed he took pictures of the school to share with other school leaders and districts.
- There is no HIB report for September.

## 10. Action Items

### A. Curriculum and Programs

### Roll Call

- A.1** Motion that the Board of Education amends June 20, 2018 approval of A.13 to read as approves AA Physical Therapy to provide Physical Therapy (PT) services up to four hours per week up to 38 weeks for the 2018-2019 school year at a rate of \$85.00 per hour instead of \$80.00 per hour.
- A.2** Motion that the Board of Education approves the following Monmouth County Vocational School District tuition rates and Brielle resident students to attend for the 2018-2019 school year:

Program	Annual Tuition	# of Brielle students
Academy of Allied Health and Science	\$6,485.00	5
Academy of Law & Public Safety	\$6,485.00	2
Biotechnology High School	\$6,485.00	4
Communications High School	\$6,485.00	7
High Technology High School	\$6,485.00	3
Marine Academy of Science & Technology	\$6,485.00	11
Career Center	\$5,610.00	3
Shared-Time Regular Education	\$ 880.00	4
<b>Total</b>		<b>39</b>

**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
Colin Sabia	RPDA Monthly Meeting, 9/18/2018, Memorial MS, Eatontown, NJ 8:00am-12:00pm	Mileage
Elizabeth O'Reilly	MCVSD Information Session, 9/26/2018, MCVSD, Freehold, NJ 8:00am-12:00pm	Mileage
Eileen Gorga	MCASBO & Sending District Meetings, 9/27/18, 10/18/18, 11/15/18- 8 AM – 3 PM; 12/10/18- 12-3 PM; 1/11/19, 2/21/19, 3/21/19- 12- 3 PM; 4/18/19, 5/16/19, 6/6/19 12- 3 PM; 8:30am – 12:00 PM all dates except where noted. Various locations; AM meetings in Eatontown, NJ	No fee, Mileage
Adrienne Mahon	Monmouth Cty. Ed. Partnership Meeting, 9/28/2018, Neptune HS, 8:00am 12:00pm	Mileage
Elizabeth O'Reilly	Sending District Counseling Meetings, 9/28/2018, Samaritan Center, Manasquan 8:00am-12:00pm	Mileage
Susan Grady	ART Educators Conference, October 1 & 2, 2018, Long Branch, NJ, 8:00am-3:30pm	205.00 Registration, Mileage
Elizabeth Pencinger	Job Coding w/NJDOE, October 3, 2018, Pine Brook School, Manalapan, 9:00am-12:00pm	Mileage
Christine Carlson	NJSBA Annual Conference, 10/23-25, 2018, AC Convention Center, 8:00am-5:00pm	\$300 Registration \$350. Hotel Pkg/Tolls/Mileage
Jennifer Love, Jeannette Ramsey	AMTNI Annual Conference, October 25-26, 2018, The National Conference Center, East Windsor, NJ 8:00am – 3:00pm	\$285.00 each registration, Mileage

Anastacia McCloskey	NJASL 2018 Fall Conference, December 3-4, 2018, Ocean Place Resort, Long Branch, NJ 8:00am – 3:30pm	\$240.00 Member/Registration, Mileage
Kelly Cardamone	NJ Science Convention, 10/24/18, Princeton Marriott, Princeton, NJ 8:00am – 3:00pm	\$175 fee, mileage
Tina Snyder	PowerSave Schools Meeting, October 3, 2018, NJNG, Wall, NJ 8:00am-3:30pm	Mileage
Kereth Looney	NJAAP School Health Conference, October 17, 2018, The Palace, Somerset, NJ 8:00am-3:30pm	\$195 fee, mileage
Tina Snyder	NJTEEA Conference/Expo, October 19, 2018. William Paterson University, Paterson, NJ 8:00am -3:30pm	\$150, mileage
Katie Golding, Jennifer Love, Caitlin Pinnella, Maria Prendergast	Sharon Elementary School in Robbinsville, NJ September 25, 2018, 8:00am – 3:00pm for the purpose of observing math workshops and guided math lessons.	Mileage

The following workshops are provided by Regional Professional Development Academy, of which we are a member. These full day workshops are held at Monmouth Mall in Eatontown from 8:00am-3:00pm

<b>Staff Member</b>	<b>Conference/Workshop</b>	<b>Cost</b>
Kristen Solomon	Framing Your Dyslexia Palette, October 16, 2018,	Mileage
Darlene Finkenauer	Dealing with Anxious Students in the School Setting, October 19, 2018	Mileage
Adrienne Mahon,	Internet & Cyber Safety, October 24, 2018	Mileage
Bonnie Devereux	Breaking the Cycle: De-escalating Acting Out Behavior, November 6, 2018	Mileage
Kimberly Andre, Elissa Criscuolo, Kristen Solomon	Challenging Behaviors: Pre-School – 2 <sup>nd</sup> Gr, November 14, 2018	Mileage
Lisa Kenny, Elizabeth O'Reilly	Behavior Planning for Students w/Challenging Behaviors, November 27, 2018	Mileage
Adrienne Mahon, Carrie Siano	Promoting Social Skill Success, December 6, 2018	Mileage
Janney Petrone	App-Solutely Awesome Ways to Promote Literacy w/Technology, March 19, 2019	Mileage
Lisa Kenny	The Big Three: Research Based Practices, March 20, 2019	Mileage
Elizabeth O'Reilly	Focusing on Social Skills to Support Students, March 21, 2019, 8:00am – 3:00pm	Mileage
Elizabeth O'Reilly, Kristen Solomon	Social Skills in the Primary Classroom, May 29, 2019,	Mileage

The following PD Workshops are provided by Brookdale Educational Network, of which we are a member. All workshops are held at Brookdale Campus in Wall, NJ from 8:00am-3:00pm

<b>Staff Member</b>	<b>Conference/Workshop</b>	<b>Cost</b>
Dana Stover,	Student-Centered Teaching, October 5, 2018	Mileage
Jillian McAlary,	Maximized Math: A Workshop of Model Instruction, October 16, 2018	Mileage
Vanessa Hyland	Cool Tools For Organizing/Engaging Students, October 17, 2018	Mileage
Susan Martin	Making the Most of Google Classroom, October 18, 2018	Mileage
Susan Martin	Grammar: Can Teaching it Be Fun?, October 19, 2018	Mileage
Elizabeth O'Reilly,	Genius Hour, November 14, 2018	Mileage
Jeannette Ramsey,	Flipped Classroom Strategies for Math, November 27, 2018	Mileage
Kelly Cardamone,	Creating NGSS Aligned Assessments, November 28, 2018	Mileage
Caitlin Pinnella,	Building a Conceptual Understanding of Fractions in Elementary Math, December 11, 2018	Mileage
JoAnn McWilliams, Peter Petosa,	Social Studies, Literacy, and Inquiry – Perfect Together, December 14, 2018	Mileage
Darlene Finkenauer, Jillian McAlary,	Tips, Tricks, and Tools for Motivating Students to Write, January 11, 2019	Mileage
Michael Fricano,	Creative Video/Screen casting, January 17, 2019,	Mileage
Kelly Cardamone,	Mindfulness in the Science Classroom, January 22, 2019	Mileage
Mary McKennedy,	Science and Literature: Perfect Together!, February 5, 2019	Mileage
Margaret Thompson,	Building a Conceptual Understanding of Elem Math through Questions: February 6, 2019,	Mileage
Kimberly Andre,	The Digital Gets Down: Online Portfolios, February 21, 2019	Mileage
Susan Martin, Dana Stover,	In the News: Tips for Teaching Current Events, February 22, 2019	Mileage
Susan Martin,	Bring The World into Your Classroom: Virtual Tours/Interactive Learning, February 28, 2019	Mileage
Vanessa Hyland,	Lights, Camera, Action! Video Production for Beginners, March 28, 2019	Mileage
Dana Stover,	Teaching Tune Up, May 17, 2019	Mileage

The following staff members will participate in Coordinated PD workshops from BDO Consulting Services for Across District Group Collaborative Sessions at a total cost of \$2,600.00

<b>Staff Member</b>	<b>Location</b>	<b>Cost</b>
Jennifer Love, Sarah Jordan, Susan Martin, Laura York	Spring Lake Heights Elementary School, Spring Lake, NJ October 3, 2018, 8:00am - 3:00pm	Mileage

Katie Golding, Lori Kern, Jillian McAlary, Lisa Paolella, Janney Petrone, Caitlin Pinnella, Karen Semple	Belmar Elementary School, Belmar, NJ, October 10, 2018, 8:00am – 3:00pm	Mileage
Kimberly Andre, Elissa Criscuolo, Peter DeBenedetto, Bonnie Devereux, Jean Lohmann, Jennifer Love, Maria Prendergast, Stephanie Randel, Karen Semple, Cheryl Shaak	Location to be Determined October 17, 2018, 8:00am – 3:00pm	Mileage
Sarah Jordan, Susan Martin, Laura York	Brielle Elementary School, Brielle, NJ, December 4, 2018, 8:00am – 3:00pm	

Professional Development workshops provided through BDO Consulting Services, LLC for In-house Collaboration:		
<b>Staff Member</b>	<b>Location</b>	<b>Cost</b>
Sarah Jordan, Susan Martin, Jillian McAlary, Lisa Paolella, Caitlin Pinnella, Laura York,	October 30, 2018 11:30am – 3:00pm January 19, 2019 8:20am – 11:30am March 11, 2019 11:30am – 3:00pm May 21, 2019 8:20am – 11:30am	\$5,200 for all sessions
Kimberly Andre, Elissa Criscuolo, Peter DeBenedetto, Bonnie Devereux, Katie Golding, Lori Kern, Jean Lohmann, Janney Petrone, Maria Prendergast, Stephanie Randel, Cheryl Shaak	October 30, 2018 8:20am – 11:30am January 8, 2019 11:30am - 3:00pm March 11, 2019 8:20am – 11:30am May 21, 2019 11:30am – 3:00pm	

**A.4** Motion that the Board of Education approves the Manasquan High School Resource Room billing of \$107,137.25 for the 2017-18 year.

**A.5** Motion that the Board of Education approves the tuition billing from Manasquan High School for the 2018-2019 school year as follows:

227.5 Regular Tuition Students @ \$14,999.00	\$3,412,272.50
2016-2017 Regular Adjustments	\$ 98,153.31
Total Amount Due	\$3,510,425,81

**A.6** Motion that the Board of Education rescind August 27, 2018 approval for item A.1 for one high school student’s half time tuition to Wall Township school district. Tuition will be paid directly by Manasquan school district.

- A.7** Motion that the Board of Education approve Wilson Reading Instruction for one high school student at a rate of \$50 per hour for two hours per week for the 2018-2019 school year, to be paid to the Manasquan School District.
- A.8** Motion that the Board of Education approves Brielle School District membership in the Brookdale Educational Network for the 2018-2019 school year at the annual cost of \$4,700.00.
- A.9** Motion that the Board of Education approves Brielle School District membership in the Regional Professional Development Academy for the 2018-2019 school year at the annual cost of \$1,100.00.
- A.10** Motion that the Board of Education approves Brielle School District participation in the Across District Group Collaborative Sessions held by BDO Consulting Services, LLC at a cost of \$2,600.00. Dates and participants are listed in the professional development list in item A.3.
- A.11** Motion that the Board of Education approves Brielle School District participation in four full day professional development In-house Collaboration workshops for 17 staff members through BDO Consulting Services, LLC at a cost of \$5,200.00. Dates and participants are listed in the professional development list in item A.3.
- A.12** Motion that the Board of Education approves change in staff attendance of Peter DeBenedetto and Stephanie Randel previously approved July 18, 2018 for Foundations Level K Training, September 13, 2018, RPDA, Eatontown, NJ 8:00am – 3:00pm to Kim Andre, Jean Lohmann and Carrie Siano.
- A.13** Motion that the Board of Education approves Madison Sarnasi, a student at St. Joseph's University, to administer Critical Inventory Assessments as part of her coursework, to students in 4<sup>th</sup> through 8<sup>th</sup> grade through Mrs. Finkenauer's classroom. Permission will be obtained from students' parent/guardian.
- A.14** Motion that the Board of Education approves the following Life Skills trips plus transportation for one Brielle Elementary student; Allaire Community Farm, Manasquan Savings Bank, Dollar Store.
- A.15** Motion that the Board of Education approves the Brielle PTO – sponsored Fall Enrichment Program to run the following courses from September 26 through November 2, 2018. The PTO reimburses the Brielle Board of Education for the instructor costs of \$41.00 per hour.



<i>Course Name(s)</i>	<i>Instructor</i>	<i>Day(s)</i>
Cartooning	Mr. Petosa	Thursday
Photoshop	Mr. Petosa	Wednesday
Moviemaker	Mr. Petosa	Friday
Just Run (2 sessions)	Ms. Love	Wednesday, Friday
Dance Party	Ms. Love	Friday
Chocolate & Cupcake Fun	Ms. Menture	Thursday
Science Rocks	Ms. Menture	Wednesday
Dancing and Crafting Fun	Ms. Menture	Thursday
Field Hockey Fun	Ms. Jordan	Wednesday
Ahoy Matey!!	Ms. Phillips	Thursday
Cook with a Book	Ms. Phillips	Wednesday
Boys Basketball Skills	Mr. Labrecque	Tuesday & Thursday
Girls Basketball Skills	Mr. Labrecque	Monday & Wednesday

**A motion was made by Mrs. Jones and seconded by Mr. Ingolia to move items A.1 through A.15 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 August 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 ©4 we certify that as of August 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 August 30, 2018.

- B.3** Motion that the Board of Education accepts a \$2000.00 donation from one family to support Mrs. Semple’s reading program.

**A motion was made by Mr. Vitale and seconded Mr. Milancewich to move items B.1 through B.3 and carried by a roll call vote of 7-0.**

**C. Buildings and Grounds**

**Roll Call**

- C.1** Motion that the Board of Education accepts donation of two rows of 6 x 9 pavers from Campanelli Landscaping, Inc. for the snow melt paver project.
- C.2** Motion that the Board of Education approves facility use by Grace Kelly Dance for recitals and practice December 8, 2018, and June 7 & 8, 2019.
- C.3** Motion that the Board of Education approves outside field use by NJ Rage softball team during the Fall 2018.
- C.4** Motion that the Board of Education accepts with appreciation donation of volunteers’ time and effort and of project organizers JD Devereux and Hugh Nolan who developed and built the boxwoods display in front of the parking lot island for the Brielle 100 Year Celebration.
- C.5** Motion that the Board of Education accepts with appreciation the Brielle Boosters donation of \$3,525.00 to pay for half of the outdoor basketball court painting.

**A motion was made by Dr. LaValva and seconded by Mr. Milancewich to move items C.1 through C.5 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:**

<b>Policy / Regulation #</b>	<b>Policy / Regulation Name</b>
P 1550	Equal Employment/ Anti-Discrimination Practices (M) Revised
R 1550	Equal Employment/ Anti-Discrimination Practices (M) Revised
P 1613	Disclosure and Review of Applicant's Employment History (New)
R 1613	Disclosure and Review of Applicant's Employment History (New)
P 2431	Athletic Competition (M) Revised
R 2431.2	Medical Examination Prior to Participation on a School-Sponsored Interscholastic or Intramural Team or Squad (M) Revised
P 5350	Student Suicide Prevention (M) Revised
R 5350	Student Suicide Prevention (M) Revised
R 5512	Harassment, Intimidation, or Bullying (HIB) Investigation Procedure (M) Abolished
P 5533	Student Smoking (M) Revised
P 5561	Use of Physical Restraint and Seclusion Techniques for Students with Disabilities (M) Revised
R 5561	Use of Physical Restraint and Seclusion Techniques for Students with Disabilities (M) Revised
P 8462	Reporting Potentially Missing or Abused Children (M) Revised

**A motion was made by Mrs. Jones and seconded by Mr. Ingoglia 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 Sarah Hoffman as an instructional aide for up to 1.5 hours per day at a rate of \$14.29 per hour until June 30, 2018. No benefits.
- E.2** Motion that the Board of Education approves payment to Aileen Matt at 2017-2018 per diem rate for three hours during the summer to complete an OT evaluation.

- E.3** Motion that the Board of Education approves Kiley Amadio and Rebecca Witkin, Manasquan High School Key Club members, as volunteer assistants in the BEACON after school program, pending criminal history review.
- E.4** Motion that the Board of Education approve Elissa Criscuolo as a Morning Monitor at the BEA contracted rate effective as of September 5, 2018.
- E.5** Motion that the Board of Education approve Melinda Garrison as a 1:1 aide for one special education student participating in extra-curricular activities to be paid \$14.29 per hour not to exceed 10 hours per week for the 2018-2019 school year. This applies to athletics and clubs held after school during the year.
- E.6** Motion that the Board of Education approves Barbara Gadarian and Renee Heyniger as volunteers in Mrs. Prendergast's classroom for the 2018-2019 school year, pending criminal history review.
- E.7** Motion that the Board of Education approves Katherine Braker, a Rowan University student, to do a one day classroom observation with Ms. Lembo.

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

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

Taylor Latourette of Brielle introduced himself to the Board of Education and announced that he would like to run for the Brielle Board of Education as a write-in candidate.

## **11. Discussion**

- Mr. Ingoglia observed the remarkable number of students that Brielle sends to the Monmouth County Vocational Academies which are among the best schools in the state and the nation. This large number for a school the size of Brielle is a testament to the teachers of Brielle.
- Mrs. Jones commented that she is impressed with the quality of the professional development for our teachers and that PD supports instruction in the classroom.

- Mr. Colon commented on all the donations of time and money the Brielle School has received.
- Dr. LaValva shared Mr. Milancewich's observation that four of the six contractors who worked on the recently completed paver project have ties to the Brielle School and community.

**12. Payment of Bills**

A motion was made by Mr. Vitale and seconded by Mr. Ingoglia that the Board authorizes payment of the following September bills list and the Secretary is authorized to draw warrants of the Treasurer in the total amount of \$1,161,471.01.

**13. 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 not an Executive Session.

**14. Adjournment**

A motion to adjourn was made by Mr. Vitale and seconded by Mr. LePore. Meeting adjourned at 8:13 PM.

Respectfully Submitted,

*Eileen Gorga*

Eileen Gorga  
Business Administrator/ Board Secretary