

**BRIELLE BOARD OF EDUCATION**  
**Regular Action Meeting Minutes**  
**Brielle, New Jersey**  
**August 27, 2018**

1. **Announcement** – There has been adequate notice of this meeting provided by the Board of Education August 23, 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, Mrs. Dettlinger, Mr. Ingoglia, Mrs. Jones, Mr. Milancewich, Dr. Myszka Ostberg, Mr. Vitale  
**Absent:** Dr. Stephen LaValva, Mr. Joseph LePore  
**Also Present:** Mrs. Carlson, Mrs. Gorga, Ms. Cherie Adams- Board Attorney
  
3. **Flag Salute**
  
4. **Approval of Minutes – Consent**  
Motion by Mrs. Dettlinger and seconded by Mr. Ingoglia that the Board of Education accept the minutes of the July 18, 2018 Regular Public Meeting Minutes. Passed by unanimous consent.
  
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-** no report

**Representative to Manasquan-** Mr. Vitale shared topics from a recent Manasquan district board meeting including; a security plan is being developed involving a threat assessment, the alternative school will be completed by September 1, 2018 and will create additional classrooms for regular and special education use, special education

was discussed in Executive Session and when it can be shared, Mr. Vitale will share with the Board.

**Curriculum and Programs-** Mrs. Dettlinger reported that there will be a before care program this school year and reviewed the pre-school program and related lunch option.

**Buildings and Grounds-** no report

**Personnel-** no report

**Negotiations-** no report

**Ad Hoc Committee-** Mr. Milancewich reported that the Ad Hoc committee for legal representation met twice prior to the board meeting. Once to interview legal representative candidates and once to meet the new Board Attorney, Cherie Adams. Agenda items A.6 and A.7 relate to legal representation for the district.

**Policy and Wellness-** Mrs. Jones reported on the July 24 Policy meeting and the policies that are on the agenda for a first reading.

**Community Relations/Board Liaison-** Mrs. Dettlinger shared the 100 year project of boxwood shrubs in the front island of the school. Volunteers and donations have helped support the project.

## 9. **Administrative Report**

### **HIB Report-**

Mrs. Carlson reported on the following items:

- 50 new Kindergarteners and 22 new 1-8 grade students are registered to date. Thursday was Kindergarten and new student orientation.
- The Dial 4 assessment was purchased and implemented this year for assessing and placing kindergarten students.
- Brielle Education Foundation donations have allowed every K-8 student to have a Chrome Book in school this year. Seven new Promethean boards were also purchased with BEF donations.

- Fourteen men and women have volunteered, spearheaded by JD Devereux and Hugh Nolan, making the boxwood frame for the 100 year project to beautify the school.
- This summer the school has been cleaned, painted and waxed by our wonderful custodial and summer custodial staff to be ready for the start of school. New furniture is on order for the STEM and Language Arts classrooms.
- A 100 year planning meeting with student representatives was held last week and was attended by Brielle historian John Belding.
- Teachers are coming back to school this Wednesday and Thursday for professional development. Children come back to school on Wednesday September 5<sup>th</sup>. Back to school nights are September 6 for pre-K -3 and September 13 for grades 4-8.
- Teachers are receiving training on responsive classrooms this week.
- Personnel approvals on the agenda include Katie Golding, who will be teaching second grade and Elizabeth Johnson, who will be an instructional aide; both ladies were in the audience tonight.
- Ms. Randel is looping her Kindergarten class to first grade this year. This process allows the same teacher to have all students from last year benefiting students.
- A ‘clap- in’ to Kindergarten and eighth grade is scheduled for next week. These are the 100 year entering and graduating classes.
- There is no HIB report for August.

**10. Action Items**

**A. Curriculum and Programs**

**Roll Call**

- A.1** Motion that the Board of Education approves one Brielle high school student to attend Wall Township ROTC program and other classes equaling half -time attendance for the 2018 - 2019 school year at an annual cost of \$12,467.50.
- A.2** Motion that the Board of Education approves one special education student to attend Red Bank Regional High School for the 2018-2019 Regular School Year at the tuition cost of \$32,675.00 plus transportation.
- 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
Beth O’Reilly, Adrienne Mahon	Continuing the Conversation in Youth Suicide Prevention: Suicide Risk Management for School	\$50 each total of \$100, plus mileage

	Mental Health Professionals, 9/17/2018, 8:30 AM – 4:00 PM, Monmouth University, West Long Branch, NJ	
Christine Carlson	Meeting w/County Prosecutor and County Superintendent's, August 13, 2018, 9:00am - 1:00pm, Freehold	mileage
Jeannette Ramsey	MC3 Ignite Education Summit, August 15, 2018, 8:30am-3:00pm, Wall Intermediate School, Wall, NJ	\$49.00, plus mileage
Stephen Labrecque	Drew University Basketball Coaches Clinic, September 8, 2018, 10:00am-2:00pm, Madison, NJ	\$75.00, plus mileage
Colin Sabia	MCADSE Meetings, 9/14/18, 10/12/18, 11/16/18, 12/7/18, 1/11/19, 2/8/19, 3/8/19, 4/5/19, 5/10/19, 6/7/19, 8:30am - 12:00pm all dates except Dec. and June- 11:30am-3:30pm, Various locations	mileage

- A.4** Motion that the Board of Education approves NJ Department of Education School Self-Assessment for Determining Grades under the Anti-Bullying Bill of Rights, as per attachment 10.A.4.
- A.5** Motion that the Board of Education approves Laura York to receive a stipend of \$33.00 per hour for up to five hours turnkey training from a seminar Jennifer Love and Sarah Jordan attended.
- A.6** Motion that the Board of Education rescinds the January 3, 2018 appointment of the firm CCEC&K, LLP as negotiations attorney effective August 27, 2018.
- A.7** Motion that the Board of Education appoints the firm of Adams, Stern, Gutierrez & Lattiboudere as negotiations attorney with Andrew Brown as the assigned attorney effective August 28, 2018.
- A.8** Motion that the Board of Education approve the 2018-2019 school year registration fee reduction from \$60.00 to \$25.00 and tuition rates for the BEACON Before and After School Program as follows:

BEFORE CARE PROGRAM					
MONTHLY TUITION RATES SCHEDULE					
Program Length	1 day per week	2 days per week	3 days per week	4 days per week	5 days per week
1 Hour 7:15am – 8:15am	\$20.00	\$35.00	\$50.00	\$65.00	\$80.00

AFTER CARE PROGRAM					
MONTHLY TUITION RATES SCHEDULE					
Program Length	1 day per week	2 days per week	3 days per week	4 days per week	5 days per week
3 Hours					

3:00pm-6:00pm	\$95.00	\$150.00	\$195.00	\$259.00	\$324.00
2 Hours					
3:00pm-5:00pm	\$70.00	\$95.00	\$130.00	\$173.00	\$216.00
1 Hour					
3:00pm-4:00pm	\$35.00	\$50.00	\$65.00	\$87.00	\$110.00

**A.9** Motion that the Board of Education approves Crisis Prevention Training (CPI) to be delivered to up to 25 Brielle staff by NJCARE at a cost of \$840.00. Mandatory CPI workbooks will be provided by Crisis Prevention Institute (CPI) at a cost not to exceed \$500.00.

**A.10** Motion that the Board of Education approves the Pre-school program tuition rates of \$2,400 for the morning session with optional lunch program fee of \$600.00 and \$1,800 for the afternoon session for the 2018-2019 school year.

**A motion was made by Mrs. Dettlinger and seconded by Mrs. Jones to move items A.1 through A.10 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 July 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 July 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 July 30, 2018.

**B.3** Motion that the Board of Education authorizes Eileen Gorga, School Business Administrator, to transfer \$6,380.43 from the payroll agency account which is no

longer needed to the general fund as miscellaneous revenue as per the audit review, as per attachment 10.B.3.

- B.4** Motion that the Board of Education accepts \$157,121.00 in Extraordinary Aid and \$13,734.00 in Transportation Aid from the State of New Jersey for the 2017-2018 school year.

**A motion was made by Mr. Vitale and seconded by Dr. Myszka-Ostberg to move items B.1 through B.4 and carried by a unanimous roll call vote of 7-0.**

**C. Buildings and Grounds**

**Roll Call**

- C.1** Motion that the Board of Education approve Sabba’s Landscaping to provide and install topsoil, gravel and shrubs at a cost of \$2,600.00 for the 100 year celebration.
- C.2** Motion that the Board of Education accepts donations of time and materials from John Devereux, Joe Kerrigan, Steve Wallace and Joe Oehme. Wallace Contracting and NJ Swim- Manasquan donated soil for the project for the 100 year celebration.

**A motion was made by Dr. Myszka-Ostberg and seconded by Mrs. Dettlinger to move items C.1 and C.2 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 First 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

**D.2** Motion that the Board of Education suspend the rules of Bylaw 0131 requiring two Board readings to adopt a Policy and adopt Policy 5512 - Harassment, Intimidation, and Bullying (HIB) (M) with one reading to have this Policy effective for September 1, 2018.

**A motion was made by Mrs. Jones and seconded by Mr. Ingolia to move items D.1 and D.2 and carried by a unanimous roll call vote of 7-0.**

**E. Personnel**

**Roll Call**

**E.1** Motion that the Board of Education accepts letter of resignation from Ms. Kelly Bugliaro, instructional aide, effective June 30, 2018, as per attachment 10.E.1.

**E.2** Motion that the Board of Education approves the 2018-2019 Extra-Curricular appointments at the BEA contracted rates as per the list below:

**2018-2019 EXTRA-CURRICULAR APPOINTMENTS**

POSITION	NAME	POSITION	NAME
<b>B.E.S.T.</b>	Hennessy, Kristin	<b>HOMEWORK CLUB cont'd</b>	Hennessy, Kristin
	Labrecque, Stephen		Hyland, Vanessa
	Love, Jennifer		Jordan, Sarah
	Menture, Jami		Labrecque, Stephen
	Pinnella, Caitlin		Lembo, Elisanne
<b>BEACON PROGRAM</b>	Finkenauer, Darlene (Sub)		Thompson, Peggy
	Fricano, Michael		Cardamone, Kelly
	Labrecque, Stephen (Sub)	Lembo, Elisanne	
		<b>MASTER SCHEDULE</b>	

	Lembo, Elisanne		O'Reilly, Elizabeth	
	O'Reilly, Elizabeth (Sub)		Stover, Dana	
	Pinnella, Caitlin		Chiasson, Brian (Gym)	
<b>DIAL 4 TESTING</b>	Jordan, Sarah	<b>MORNING MONITORS</b>	Fricano, Michael (Gym)	
	Love, Jennifer		Grady, Susan (APR)	
	Semple, Karen		Shaak, Cheryl (APR)	
	Shaak, Cheryl		Thompson, Peggy (Office)	
<b>CHAPERONES</b>	Cardamone, Kelly		<b>BUILDING USE FACILITATOR</b>	Slater, Edward
	Chiasson, Brian		<b>BASEBALL COACH</b>	Labrecque, Stephen
	Coughlan, Erin	<b>BASKETBALL COACH GIRLS</b>	McAlary, Jillian	
	Hennesy, Kristin	<b>BASKETBALL COACH BOYS</b>	Labrecque, Stephen	
	Hyland, Vanessa	<b>BLAZER PATROL</b>	Petosa, Peter	
	Jordan, Sarah	<b>CHEERLEADING COACH</b>	Stover, Dana	
	Labrecque, Stephen	<b>CROSS COUNTRY COACH</b>	Dolan, Kimberly	
	Love, Jennifer	<b>OLYMPIC NIGHT COACHES</b>	Chiasson, Brian	
	North, Marissa		Fallon, Matthew	
	O'Reilly, Elizabeth	<b>OLYMPIC NIGHT CHAPERONES</b>	Labrecque, Stephen	
	Petosa, Peter		Lembo, Elisanne	
	Phillips, Pamela		Love, Jennifer	
	Pinnella, Caitlin	<b>SOCCER COACH GIRLS</b>	Cardamone, Kelly	
	Stover, Dana	<b>SOCCER COACH BOYS</b>	DeBenedetto, Peter	
Thompson, Margaret	Chiasson, Brian (Volunteer)			
<b>DETENTION MONITORS</b>	Cardamone, Kelly	<b>SOFTBALL COACH</b>	Cardamone, Kelly	
	Chiasson, Brian	<b>STUDENT GOV'T ADV.</b>	O'Reilly, Elizabeth	
	O'Reilly, Elizabeth	<b>TECHNOLOGY COACH</b>	Mahon, Anthony	
	Thompson, Peggy		Prol, Timothy	
<b>HOME INSTRUCTION</b>	Hennesy, Kristin	<b>THEATER CLUB LEADER</b>	McWilliams, JoAnn	
	Labrecque, Stephen	<b>THEATER CLUB ASST</b>	North, Marissa	
	O'Reilly, Elizabeth	<b>THEATER CLUB MUSIC</b>	Musso, Janet	
	Petosa, Peter	<b>TV STUDIO ADVISOR</b>	DeBenedetto, Peter	
	Pinnella, Caitlin	<b>TRACK &amp; FIELD SPRING</b>	Fallon, Matthew	
	Stover, Dana		Love, Jennifer	
<b>HOMEWORK CLUB</b>	Coughlan, Erin	<b>YEARBOOK ADVISOR</b>	Fallon, Matthew	
	Fricano, Michael	<b>NEWSPAPER ADVISOR</b>	Hyland, Vanessa	
	Golding, Katie			

**E.3** Motion that the Board of Education approves for following instructional aides for the B.E.A.C.O.N. Before and After School program for the 2018-2019 school year.

Name	Program	Hourly Rate
Hoffman, Sarah	After School	\$14.00
Milkowski, Sara	After School	\$10.00
Sutton, Christel	After School	\$14.29
Sevastakis, Susan	After School	\$14.10



- E.4** Motion that the Board of Education approves Katie Golding as a teacher on step 1 BA for the 2018-2019 school year.
- E.5** Motion that the Board of Education approve an unpaid Family Medical Leave for instructional aide Stephanie Prol effective August 29, 2018 through January 1, 2019 as per Attachment 10.E.4.
- E.6** Motion that the Board of Education amends item E.4 from July 18, 2018 meeting minutes to rescind Peg Thompson as a .13 FTE instructional aide and to approve as a 1.0 FTE teacher step 3BA for the 2018-2019 school year.
- E.7** Motion that the Board of Education approves Michael Ginolfi as a substitute custodian to be paid \$13 per hour, pending criminal history review.
- E.8** Motion that the Board of Education approves Shelia Sarnasi as an instructional aide at a rate of \$14.29 per hour x 7 hours x 185 days for an annual salary of \$18,505.55 and including single Horizon Omnia health benefits, pending criminal history review.
- E.9** Motion that the Board of Education approves Elizabeth Johnson as an instructional aide at a rate of \$14.29 per hour x 7 hours x 185 days for an annual salary of \$18,505.55 and including single Horizon Omnia health benefits, pending criminal history review.
- E.10** Motion that the Board of Education approves Alex Claudio as an instructional aide at a rate of \$14.29 per hour x 7 hours x 185 days for an annual salary of \$18,505.55 and including single Horizon Omnia health benefits, pending criminal history review.
- E. 11** Motion that the Board of Education approves Melinda Garrison as an instructional aide for long-term maternity leave replacement from August 29 through December 21, 2018 at a rate of \$14.29 per hour x 7 hours per day, including single Horizon Omnia health benefits, pending criminal history review.
- E.12** Motion that the Board of Education approves the following substitutes for the 2018-2019 school year, pending criminal history review.

Mary Ann Bifulco	Susan Gigon
Thomas Kiesel	Erinne Regan

- E.13** Motion that the Board of Education approves change in step for Tina Snyder from 2 BA to 2BA +15 effective September 1, 2018.

**A motion was made by Mr. Ingoglia and seconded by Mrs. Dettlinger to move items E.1 through E.13 and carried by a unanimous roll call vote of 7-0.**

- 11. Visitor's Business** – Visitors are permitted to comment on agenda and non- agenda items at this time.
- 12. Discussion**
- Mrs. Carlson introduced the new board attorney, Cherie Adams of the firm Adams, Stern, Gutierrez & Lattiboudere. Ms. Adams greeted the Board of Education members.
  - President Colon discussed snow days and whether school can be conducted virtually to make up for snow days. It was asked if it could be discussed within committee. Mrs. Carlson shared insight on virtual snow days.
- 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 August bills list and the Secretary is authorized to draw warrants of the Treasurer in the total amount of \$1,078,133.42. Motion carried by a roll call vote of 7-0.
- 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 Mrs. Dettlinger and seconded by Dr. Myszka Ostberg. Meeting adjourned at 6:11 PM.

Respectfully Submitted,

*Eileen Gorga*

Eileen Gorga  
Business Administrator/ Board Secretary