

BRIELLE BOARD OF EDUCATION
Regular Action Meeting Minutes
Brielle, New Jersey
July 18, 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 (led the meeting), Dr. Stephen LaValva, Mr. Joseph LePore, Mr. Milancewich, Dr. Myszka Ostberg, Mr. Vitale
Absent: Mr. Colon, Mrs. Jones
Also Present: Mrs. Carlson, Mrs. Gorga

3. **Flag Salute**

4. **Approval of Minutes – Consent**
Motion by Dr. Myszka Ostberg and seconded by Dr. LaValva that the Board of Education accept the minutes of the June 20, 2018 and June 25, 2018 Regular Public Meeting and June 25, 2018 Executive Session Minutes. Passed by unanimous consent.

5. **Presentations**
 - **RJ Hendricks- Eagle Scout project proposal presentation-** A project for a Gaga Pit was presented and discussed by the Board of Education.

6. **Visitor’s Business** – Visitors are permitted to comment on agenda items only at this time. No visitor’s business.

7. **Correspondence**
 - Letter of thanks from Allison Sproul

8. **Committee Reports-**
Finance- Mr. Vitale reported that the school audit of the 2017-18 school year budget will begin Monday.

Representative to Manasquan- Mr. Vitale reported that he requested a cost per pupil from the Manasquan Business Administrator. Items discussed at a recent Manasquan BOE meeting included; construction is slightly ahead of schedule and could be completed in mid-November, there is \$195,000 earmarked from referendum to improve the alternative high school space with the goal to accommodate students who are now placed out of district to bring them back to MHS, most of the HS schedules are available with most of the junior and seniors having their schedules.

Curriculum and Programs- Mrs. Dettlinger reported on a recent committee meeting. Topics included merging the Blazer and Beyond and the Kindness programs, the schedule for 2018-19, PARCC scores, and the 8th grade dance.

Buildings and Grounds- Dr. LaValva reported on items that are on the agenda for approval. Boosters has generously offered to cover half of the cost of painting the basketball court.

Personnel- No report

Negotiations- Mr. Milancewich reported on the recent committee meeting and that there is a preparation meeting scheduled for next week.

Policy and Wellness- No report but a meeting is being scheduled for next week.

Community Relations/Board Liaison- No report, the student committee for the 100 year celebration has met.

9. Administrative Report

July, August 2018 Drills

HIB Report- Attachment 9.1

School Year 2018-2019

Mrs. Carlson reported on the following items:

- The first meeting of the 100 year anniversary student committee met and shared several ideas including having a celebration on the 19th of every month.
- The master schedule is 85% completed and the 15% left is for special education.
- At this time, there are 47 Kindergarteners and 12 new students in grades 1-8 registered for September.

- There are over 150 students in the school each day between Brielle recreation programs and the Boosters basketball clinic.
- The classrooms are being cleaned and some are being painted.
- There was an increase of \$5,262 in state aid over what was indicated in February and it will be put towards safety measures.
- Chief Palmer and his officers demonstrated a safety measure for classrooms to use during lockdowns.
- There is no HIB report for July.

10. Action Items

A. Curriculum and Programs

Roll Call

A.1 Motion that the Board of Education approve Tender Touch to provide four complete Occupational Therapy (OT) evaluations; including reports and attendance at meetings, not to exceed \$350.00 per complete evaluation.

A.2 Motion that the Board of Education approves three special education students to attend Alpha School Jackson, NJ for the ESY and the 2018-2019 Regular School Year and the following tuition costs plus transportation:

ESY Tuition	Regular School Year Tuition	Total Tuition
\$10,094.40	\$60,566.40	\$70,660.80

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
Maria Prendergast, Peg Thompson	Wilson Practicum program, August 21 – 23, 2018, 8 am – 2:30 pm, Regional Professional Development Academy, Stillwells Corner Road, Freehold, NJ	\$3,850 per teacher total \$7,700, plus mileage
Kim Andre, Stephanie Randel, Peter DeBenedetto	Fundations Level K training, September 13, 2018, 9 am – 3 pm, Regional Professional Development Academy, Memorial Middle School, Eatontown, NJ	\$165 per teacher total \$495, plus mileage
Christine Carlson	MOESC Strategic Planning Meeting, July 26, 2018, Tinton Falls, NJ, 10:00am - 12:00pm	No fee, mileage

Christine Carlson	Achieve NJ Workshop, August 9, 2018 Long Branch HS Library, Long Branch, NJ 8:00am - 1:00pm	No fee, mileage
Christine Carlson	Superintendent's Roundtable Meetings- 9/28/18, 10/19/18, 11/16/18, 12/14/18, 1/18/19, 2/22/19, 3/15/19, 4/12/19, 5/23/19, 6/14/19 - Long Branch, NJ 8:00am - 12:00pm	No fee, mileage
Colin Sabia, JoAnn McWilliams	Summer Skills Sharpening, July 19, 2018, Memorial School, Point Pleasant, NJ	Fee \$20 each for total of \$40, plus mileage

- A.4** Motion that the Board of Education approves By Design Social Skills LLC to provide services for one Brielle resident high school student at a cost of \$75 per hour / one hour per week for up to 40 weeks.
- A.5** Motion that the Board of Education amends March 23, 2018 item A.1 to include \$135 per day for 4 days lodging and mileage and tolls for Jennifer Love to attend Columbia University, NYC, NY program.
- A.6** Motion that the Board of Education approves New Jersey Center for Autism Resources and Education (NJ CARE) LLC, to provide services for the 2018-2019 school year at a cost of \$94,845, beginning July 1, 2018 as per attachment 10.A.6.
- A.7** Motion that the Board of Education approve Katherine Braker, a Rowan University student, to complete 50 hour Practicum in School Nursing with Kereth Looney from September 5 through December 21, 2018.
- A.8** Motion that the Board of Education approves five Spring Lake Heights students to attend Brielle 2018-19 Pre-School programs at a tuition rate of \$7,500 for AM preschool and \$7,200PM preschool.
- A.9** Motion that the Board of Education approves amending the 2018-2019 school calendar to move evening conferences from Wednesday November 14, 2018 to Tuesday November 13, 2018 as per attachment 10.A.9.
- A.10** Motion that the Board of Education approves Summit Speech to provide speech services for one Brielle student one session per week at a cost of \$155.00 per hour from week of September 24, 2018 through June 2019.

- A.11** Motion that the Board of Education approves one special education student to attend The Center School, Somerset, NJ for the 2018-2019 Regular School Year at a tuition cost of \$69,646.00 plus transportation.

A motion was made by Mrs. Dettlinger and seconded by Mr. Milancewich to move items A.1 through A.11 and carried by a unanimous roll call vote of 7-0.

- A.12** Motion that the Board of Education approves RJ Hendrick's Boy Scout Gaga Pit project to be provided to the Brielle Elementary School.

A motion was made by Dr. Myszka-Ostberg and seconded by Mrs. Dettlinger to move item A.12 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 June 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 June 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 June 30, 2018.
- B.3** Motion that the Board of Education approve the following amendment to the fifth year of a five year term contract with Café Terias, Inc. Point Pleasant Beach, NJ to provide Food Service Management Services. The Brielle School District shall

pay an annual management fee of up to \$4,940. The management fee of \$4,940 shall be paid within (2) weeks after submission of required reports to the Brielle School District. Café Terias, Inc. guarantees that the bottom line on the operational financial report for the school year 2018-2019 will be breakeven or no subsidy to the bottom line of the Brielle School District. If there is a loss, Café Terias, Inc. will subsidize the bottom line of the Brielle School District with up to 100% of their management fee. The Guarantee includes the following conditions; No change in monthly business conditions impacting costs or revenue by more than 10%; LEA must complete reporting requirements in a timely manner and receive reimbursements. This contract begins on September 1, 2018 and ends on June 30, 2019.

- B.4** Motion that the Board of Education accepts with appreciation \$4,495.03 donation from the Brielle Education Foundation (BEF) for Chromebooks.
- B.5** Motion that the Board of Education approves the renewal of the following parental transportation contracts for the 2018-2019 extended school year (ESY) program and the 2018-2019 school year.

Route Number	School Program	Not to Exceed
BES 817 & BES 12	Extended School Year	\$ 2,250.00
BES 817 & BES 12	2018-2019 School year	\$ 13,500.00
BES 516	2018-2019 ESY & School Year	\$ 5,665.35

- B.6** Motion that the Board of Education approves the renewal of the transportation contract with First Student Transportation, Neptune City, NJ for the 2018-2019 school year at a cost of \$43,139.08 which includes the State approved CPI increase of 1.51%.
- B.7** Motion that the Board of Education approves legal agreement and payment as per legal agreement for one Brielle resident student in the amount of \$66,375 for prior years private school tuition and evaluations and an estimated \$13,500 for transportation, depending on attendance, for a total of \$79,875.
- B.8** Motion that the Board of Education accepts an additional \$5,262 in 2018-19 NJ state aid adjustment for a total of \$482,438. Additional funds will be used for security measures in account 11-000-261-800-01.

A motion was made by Mr. Vitale and seconded Mr. LePore to move items B.1 through B.8 and carried by a roll call vote of 7-0.

C. Buildings and Grounds

Roll Call

- C.1** Motion that the Board of Education approves SWI to add three cameras and repositioning one existing camera at a cost of \$5,187.99. The 2017-18 NJSIG Safety Grant will cover \$3,541.67 of the cost.
- C.2** Motion that the Board of Education approves Joan Corbo Inc. to paint the outside basketball courts at a price of \$6,500.00. Multiple quotes were requested.
- C.3** Motion that the Board of Education approves renewal of Sabba Landscaping contract for 2018-2019 at a cost of \$10,350 for lawn cutting and maintenance.
- C.4** Motion that the Board of Education amends item C.1 from June 20, 2018 meeting minutes to increase Zimmerer Electric LLC estimate of not to exceed \$7,000 to a quote of \$10,650 for the electric component of the front entrance paver project. Two quotes were obtained.

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

D. Policy

Roll Call

E. Personnel

Roll Call

- E.1** Motion that the Board of Education approves Dana Stover as a substitute teacher for ESY (Extended School Year) program at a rate of \$47.00 per hour.
- E.2** Motion that the Board of Education amends ESY teacher assignments and hours as per attachment 10.E.2.

- E.3 Motion that the Board of Education amends approval for item E.7 June 20, 2018 board minutes for Pam Phillips salary for 2018-2019 school year to be \$15.02 per hour/ 7 hours/day x 185 days.
- E.4 Motion that the Board of Education approves Peg Thompson as a .87 FTE (full time equivalent) teacher step 3BA and a .13 FTE instructional aide for the 2018-19 school year.
- E.5 Motion that the Board of Education amends rate for summer custodian Frank Biondi to include rate of \$14 per hour when doing painting projects.

A motion was made by Dr. Myszka Ostberg and seconded by Mrs. Dettlinger to move items E.1 through E.5 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. No visitor's business.

12. Discussion

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 June 29, 2018 bills list of \$83,649.75 and the July 2018 bills list of \$440,877.19 the Secretary is authorized to draw warrants of the Treasurer in the total amount of \$524,526.94. Motion carried by a 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 not an Executive Session.

15. Adjournment

A motion to adjourn was made by Dr. Myszka Ostberg and seconded by Mrs. Dettlinger.
Meeting adjourned at 7:49 PM.

Respectfully Submitted,



Eileen Gorga
Business Administrator/ Board Secretary