

BRIELLE BOARD OF EDUCATION
Regular Action Meeting Minutes
Brielle, New Jersey
March 18, 2020
Meeting Called to Order at 7 pm

1. **Announcement** – There has been adequate notice of this meeting provided by the Board of Education January 16, 2020 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**
Mr. Becker, Mr. Colon, Dr. D’Ambrosio, Mrs. Dettlinger, Mr. Ingoglia, Mrs. Jones, Dr. LaValva, Mr. Milancewich, Mr. Vitale
Also Present: Mrs. Carlson, Ms. Quigley

3. **Special Resolution**
Be it resolved that due to the COVID 19 emergency as referenced in Executive Order 103 and pursuant to Bylaw 131, the Board hereby suspends Its policies relating to in person board meetings and authorizes virtual board meetings to occur during this period of emergency.
Motion by Mrs. Dettlinger, seconded by Mr. Becker carried by unanimous roll call vote 9-0

4. **Flag Salute**

5. **Approval of Minutes – Consent**
Approval of Minutes – Consent
Motion by Dr. D’Ambrosio, seconded by Mrs. Dettlinger that the Board of Education accept the minutes of the February 26, 2020 Regular Public Meeting.
Motion carried by consent 9-0

6. **Presentations - NONE**

7. **Visitor’s Business** – Visitors are permitted to comment on agenda items only at this time.

8. **Correspondence**

9. Committee Reports-

Finance – Mr. Vitale-Committee met on March 12, 2020 to review the budget
 Representative to Manasquan- Mr. Ingolia-None
 Curriculum and Programs- Mr. Becker-None
 Buildings and Grounds- Mr. Milancewich-None
 Personnel- Mrs. Dettlinger-None
 Negotiations- Mr. Milancewich-None
 Policy and Wellness- Mrs. Jones-None
 Community Relations/Board Liaison- Mr. Colon-None

10. Administrative Report

11. Action Items

A. Curriculum and Programs

Roll Call

A.1 Motion that the Board of Education approves the following staff members to attend 2019-2020 professional development workshops as listed below:

Staff Member	Conference/Workshop/ Activity	Cost
Allison Gilbertson	March 11, 2020 BDO Consulting Math Collaborative Session Manasquan Elementary School, Manasquan, NJ	Mileage
Lisa Kenny Adrienne Mahon Kristen Solomon	March 26, 2020 Meeting at Cambridge School, Pennington, NJ	Mileage
Kristen Solomon	March 27, 2020 Meeting at Princeton Child Development Center, Princeton, NJ	Mileage
Laura Myers	March 27, 2020 Effective Literacy Practices: Instructional Models that Support Reader’s Workshop and Genre Instruction, Princeton, NJ	Mileage
Lisa Kenny	March 31, 2020 Parent school tour – Harbor School, Eatontown, NJ	Mileage
Kelly Cardamone Matt Fallon	April 22, 2020 NJ TSA Middle School State Conference The College of New Jersey, Ewing, NJ	Mileage

RPDA- Regional Professional Development Academy
 BCC- Brookdale Community College Technology & Literacy Network
 BDO – Sending District Workshops w/Deanne Opatosky

- A.2** Motion that the Board of Education approves fifteen students to participate in the TCNJ – TSA Competition. Chaperones are Mr. Fallon and Ms. Cardamone. Students will be transported by parents and there is no cost to students. The Board of Education is paying the \$430.00 registration fee.

- A.3** Motion that the Board of Education approves the Brielle PTO – sponsored Spring Enrichment program to run the following courses from March 18th through May 6, 2020. Classes will be offered one day per week for 6 weeks. The PTO reimburses the Brielle Board of Education for the instructor costs of \$41.00 per hour.

Course Name	Instructor	Day(s)
Cartooning	Pete Petosa	Wednesday
Board Games	Pam Phillips	Wednesday
Google Tour Builder	Peter DeBenedeto	Wednesday
Lego WeDo Robotics	Kenn Yee	Wednesday
Science Rocks	Jamie Menture	Wednesday
Cook with a Book	Pam Phillips	Thursday
Judge and Jury	Jamie Menture	Thursday
Just Run	Melinda Garrison	Thursday
Photoshop	Pete Petosa	Thursday
TFL – Triangle Football League	Peter DeBenedetto	Thursday
Chocolate and Cupcake Fun	Jamie Menture	Friday
Sewing for Beginners	Jean Lohmann	Friday

- A.4** Move that the Board of Education approve the Brielle School Health-Related School Closure Preparedness Plan.

Motion on A.1 through A.4 by Mrs. Dettlinger, seconded by Mr. Becker carried by unanimous roll call vote 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 February 29, 2020 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 February 29, 2020 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 February 29, 2020.

- B.3** Motion that the Board of Education adopts the following resolution:
Be It Resolved that the tentative budget be approved for the 2020-2021 School Year using the 2020-2021 state aid figures and that the Secretary to the Board of Education be authorized to submit the following tentative budget to the Executive County Superintendent of Schools for approval in accordance with the statutory deadline:

Whereas, the total amount of the budget for General Fund Expenses shall be \$14,915,224, of which \$13,910,006 shall be raised by tax levy; and \$150,000 will be transferred from Maintenance Reserve; and

Whereas, the Brielle Board of Education includes in the proposed budget the adjustment for banked cap in accordance with N.J.A.C. 6A:23A-10.3(b). The district has fully exhausted all eligible statutory spending authority and must increase the base budget in the amount of \$99,420 for the purposes of increase costs in tuition and transportation. The district intends to complete said purposes by June 2021 and will not defer or incrementally complete over a longer period of time; and

Whereas, the total amount of the budget for Debt Service Expense shall be \$420,000, of which \$420,000 shall be raised by tax levy.

Whereas, the total amount of the budget for Special Revenue Fund Expense shall be \$166,616 of which \$0.00 shall be raised by tax levy; and

Now Therefore Be it Resolved that the Brielle Board of Education hereby adopts the 2020-2021 School Year budget and,

Be it Resolved that there should be raised for the General Funds \$13,910,006 for the ensuing School Year (2020-2021) and

Be it Resolved that there should be raised for the Debt Service Funds, \$420,000 for the ensuing School Year (2020-2021).

	<u>GENERAL FUND</u>	<u>SPECIAL REVENUES</u>	<u>DEBT SERVICE</u>	<u>TOTAL</u>
2020-2021 Total Expenditures	\$14,915,224	\$166,616	\$420,000	\$15,501,840
Anticipated Revenues	\$1,005,218	\$166,616	0	\$1,171,834
Taxes to be Raised	\$13,910,006	<u>0</u>	\$420,000	\$14,330,006

And Be It Further Resolved to advertised said tentative budget in the *Coast Star* in accordance with the form required by the State Department of Education and according to law; and that a Public Hearing will be held at the Brielle School Media Center, New Jersey, on April 29, 2020 at 7:00 pm for the purpose of conducting a public hearing on the budget for the 2020-2021 School Year.

B.4 Travel and Related Expense Reimbursement

WHEREAS, the Brielle Board of Education recognizes school staff and Board members will incur travel expenses related to and within the scope of their current responsibilities and for travel that promotes the delivery of instruction or furthers the efficient operation of the school district; and

WHEREAS, N.J.A.C. 6A:23A-7.2 et seq. requires Board members to receive approval of these expenses by a majority of the full voting membership of the Board and staff members to receive prior approval of these expenses by the Superintendent of Schools and a majority of the full voting membership of the Board; and

WHEREAS, a Board of Education may establish, for regular district business travel as defined in NJAC 6A:23A-1.2, which includes attendance at regularly scheduled in-State county meetings, Department or Association sponsored events or in-State professional development activities for which the registration fee does not exceed \$150.00 per employee or board member, where prior Board approval shall not be required unless the annual threshold for a staff member exceeds \$1,500 in a given school year (July 1 through June 30); and

WHEREAS, the Brielle Board of Education established \$50,000 as the maximum travel amount for the current school year and has expended \$3,223 as of this date;

THEREFORE, BE IT RESOLVED, the Board of Education approves travel and related expense reimbursements in accordance with N.J.A.C. 6A: 23A-7.3, to a maximum expenditure of \$50,000 for all staff and board members for the 2020-2021 school year.

And to advertise said tentative budget in the Coast Star newspaper in accordance with the form required by the State Department of Education and according to law; and

BE IT FURTHER RESOLVED, that a public hearing be held 605 Union Lane, Brielle School Media Center, New Jersey on April 29, 2020 at 7:00 pm for the purpose of conducting a public hearing on the budget for the 2020-2021 School Year.

B.5 BE IT RESOLVED, that the Board approve the continued payment of hourly employees in accordance with the hours they worked the week of March 9, 2020 for all regularly scheduled days the district is not in operation due to the pandemic shut down.

Motion for B.1-B.5 by Mrs. Dettlinger, seconded by Mr. Becker carried by unanimous roll call vote 9-0

C. Buildings and Grounds Roll Call

D. Policy Roll Call

E. Personnel Roll Call
All items below are upon the recommendation of the Superintendent

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

13. Discussion

14. Payment of Bills

Motion that the Board authorizes payment of the following March, 2020 bills list and that the Secretary is authorized to draw warrants of the Treasurer in the total amount of \$1,387,600.59.

Motion by Mr. Vitale, seconded by Dr. LaValva carried by unanimous roll call vote 9-0

15. 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 :

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 not an Executive Session planned.

16. Adjournment

A motion to adjourn was made by Dr. LaValva and seconded by Mrs. Dettlinger. Meeting adjourned at 7:30 PM. Motion was carried by a unanimous vote of 9-0.

Respectfully Submitted,

Diane Quigley
Acting Board Secretary