

**BRIELLE BOARD OF EDUCATION**  
**Regular Action Meeting Minutes**  
**Brielle, New Jersey**  
**December 18, 2019**  
**Meeting Called to order at 7:03 p.m.**

1. **Announcement** – President Ingoglia read the following announcement:
2. There has been adequate notice of this meeting provided by the Board of Education January 10, 2019 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.
3. **Roll Call**  
Mrs. Dettlinger, Mr. Ingoglia, Dr. Stephen LaValva, Mr. Joseph LePore, Mr. Milancewich, Dr. Myszka Ostberg, Mr. Vitale  
**Absent:** Mr. Colon, Mrs. Jones  
**Also Present:** Mrs. Carlson, Ms. Trainor
4. **Flag Salute**
5. **Approval of Minutes – Consent**  
Motion by Mrs. Dettlinger, seconded by Dr. Ostberg that the Board of Education accept the minutes of the November 20, 2019 Regular Public Meeting Minutes. Motion carried by consent (7-0)
6. **Presentations : Mrs. Carlson and Mr. Ingoglia thanked the following individuals for their service to the district and presented each of them with a token of appreciation in recognition of their service.**
  - Retirement: Mary Beth Westrol-16 years of service in Brielle-32 years in Education
  - Board Member: Joseph LePore-3 years of service
  - Board Member: Karen Myszka-Ostberg-6 years of service
7. **Visitor’s Business** – Visitors are permitted to comment on agenda items only at this time. No comment were made.
8. **Correspondence None**

**9. Committee Reports-**

Finance – Mr. Vitale-None

Representative to Manasquan- Mr. Ingolia reported on the meeting that he attended and highlighted the discussion of the Bullying policy

Curriculum and Programs- Mrs. Dettlinger submitted a written report on the committee meeting held on December 9, 2019

Buildings and Grounds- Dr. LaValva-None

Personnel- Mr. LePore-None

Negotiations- Mr. Milancewich-None

Policy and Wellness- Mrs. Jones was absent. No report was given

Community Relations/Board Liaison- Mr. Colon was absent. No report was given

**10. Administrative Report** Mrs. Carlson wished everyone a healthy and happy holiday season. She commented on the Winter Concert. She also noted the personnel motions for 2 new staff members and thanked the interview team for their assistance.

**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:

| <b>Staff Member</b> | <b>Conference/Workshop/ Activity</b>  | <b>Cost</b> |
|---------------------|---|-------------|
| Carlson, Christine  | MOESC Meeting, August 14, 2019, Long Branch, NJ, 9:00am-12:00pm                         | Mileage     |
| Carlson, Christine  | MOESC Meeting, September 25, 2019, Long Branch, NJ, 9:00am-12:00pm                      | Mileage     |
| Carlson, Christine  | MOESC Meeting, October 16, 2019, Long Branch, NJ, 9:00am-12:00pm                        | Mileage     |
| Carlson, Christine  | MOESC Meeting, November 20, 2019, Long Branch, NJ, 9:00am-12:00pm                       | Mileage     |
| Sabia, Colin        | School Security Meeting, December 4, 2019, Freehold, NJ, 9:00am – 11:30am               | Mileage     |
| Quigley, Diane      | Systems 3000 Payroll Training, December 9, 2019, Eatontown, NJ, 9:00am - 3:00pm         | Mileage     |
| Quigley, Diane      | Systems 3000 Fund Accounting Training, December 11, 2019, Eatontown, NJ 9:00am – 3:00pm | Mileage     |
| Matt, Aileen        | Occupational Therapist PLC Meeting, December 12, 2019, BES, Belmar, NJ 1:00pm – 3:00pm  | Mileage     |
| Carlson, Christine  | MOESC Meeting, December 18, 2019, Long Branch, NJ, 9:00am-12:00pm                       | Mileage     |

|                       |   |                               |
|-----------------------|---|-------------------------------|
| Sabia, Colin          | Assistant Principal 2020 Expo, January 10, 2020, Monroe, NJ, 8:00am – 3:00pm                  | Mileage                       |
| Carlson, Christine    | MOESC Meeting, January 15, 2020, Long Branch, NJ, 9:00am-12:00pm                              | Mileage                       |
| Carlson, Christine    | MOESC Meeting, February 19, 2020, Long Branch, NJ, 9:00am-12:00pm                             | Mileage                       |
| Sabia, Colin          | Social Emotional Character Development, February 28, 2020, New Brunswick, NJ, 9:00am – 3:00pm | Mileage                       |
| Matt, Aileen          | Conference for School-based OT's, March 2-3, 2020, Clark, NJ, 8:00am – 3:00pm                 | \$479.00-Reg<br>Mileage/Tolls |
| Carlson, Christine    | MOESC Meeting, March 18, 2020, Long Branch, NJ, 9:00am-12:00pm                                | Mileage                       |
| Carlson, Christine    | MOESC Meeting, April 22, 2020, Long Branch, NJ, 9:00am-12:00pm                                | Mileage                       |
| Carlson, Christine    | MOESC Meeting, May 13, 2020, Long Branch, NJ, 9:00am-12:00pm                                  | Mileage                       |
| Carlson, Christine    | MOESC Meeting, June 3, 2020, Long Branch, NJ, 9:00am-12:00pm                                  | Mileage                       |
|                       |   |                               |
| <b>Quigley, Diane</b> | <b>Systems 3000 Human Resources Training, December 18, 2019, Eatontown, NJ 9:00am-3:00pm</b>  | <b>Mileage</b>                |

|               |  |                               |
|---------------|--|-------------------------------|
| Sabia, Colin  | Protecting Students and the School Community, January 3, 2020, Middlesex Cty Fire Academy, Sayreville, NJ, 8:00am- 12:00pm | Mileage                       |
| Kenny, Lisa   | Annual Review, February 18, 2020, Hawkswood School, Eatontown, NJ 9:00am – 12:00pm   | Mileage                       |
| Erickson, Ray | NJSBGA Conference/Expo, March 23-25, 2020, Atlantic City, NJ, 8:00am – 3:00pm  | Mileage/Tolls                 |
| Erickson, Ray | Communicating Information in Microsoft Visio, April 3, 2020, New Brunswick, NJ, 8:00am– 3:00pm                             | \$261 Registration<br>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 the Settlement Agreement on file in the Board office dated November 27, 2019 in the amount of \$68,000 covering one student from August 2019-August 2020.

- A.3** Motion that the Board of Education approves forty nine 3<sup>rd</sup> grade students to participate in a field trip to Liberty Science Center in Jersey City, NJ. Ms. Pinnella, Ms. McAlary, Ms. Paolella, Mr. Yee, Mrs. Looney, and class parents will chaperone the students. The cost to students will be \$17.75 for admission and students will bring a bagged lunch. Transportation in the amount of \$852.00 will be paid for by the Board of Education.
- A.4** Motion that the Board of Education approve thirty five students to participate in a field trip to Care One at Wall in Wall, NJ. Mrs. Mahon and Mrs. O'Reilly will chaperone the students. Transportation in the amount of \$236.00 will be paid for by the Board of Education
- A.5** Motion that the Board of Education approves forty six 4<sup>th</sup> grade students to participate in a field trip to the Franklin Institute in Philadelphia, PA. Mrs. York, Mr. Labrecque, Ms. Kern, Special Ed, Mrs. Gilbertson, Mrs. Looney, and class parents will chaperone the students. The cost of admission for students is \$20.00 and they will bring lunch. Transportation in the amount of \$1,006.00 will be paid for by the Board of Education.
- A.6** Motion that the Board of Education approve 1 7<sup>th</sup> grade student to go to Walmart in Brick, NJ. The student will chaperoned by Mrs. Thompson. Transportation will be provided by the Board of Education.
- A.7** Motion to approve transportation for 1 student to participate in after school activities from December 3, 2019 through January 22, 2020 at a cost of \$137.68 per diem.
- A.8** Motion that the Board of Education approves sixteen 8<sup>th</sup> grade students to participate in the Winter Concert rehearsal at Manasquan High School. Mr. Prol will chaperone the students. Transportation will be provided by the Board of Education.

**A.9**

Motion that the Board of Education approves the PTO Winter Enrichment program for the period January 2, 2020 through February 7, 2020 at a rate of \$41 per hour for the staff members listed below. The PTO will reimburse the district for the cost of these sessions. Each session will run from 3:05pm - 4:05pm one day per week for six weeks.

**Winter Enrichment Classes**

| <b>Teacher</b>  | <b>Class</b> | <b>Days/Dates</b> |
|-----------------|--------------|-------------------|
| Pamela Phillips | Ahoy Matey!  | Wednesdays        |

|  |  |  |
|--|--|--|
| Peter Petosa<br>Peter DeBenedetto<br>Jami Menture<br>Bonnie Devereux | Cartooning<br>Google Tour Builder<br>Science Rocks<br>S.P.A.R.K.                   | January: 8, 15, 22, 29<br>February: 5<br>Sixth session to be announced |
| Pamela Phillips<br>Jami Menture<br>Peter Petosa<br>Peter DeBenedetto | Cook With a Book<br>Judge and Jury<br>Photoshop<br>TFL-Triangle Football<br>League | Thursdays<br>January: 2, 9, 16, 23, 30<br>February: 6                  |
| Pamela Phillips<br>Jami Menture                                      | Board Games<br>Chocolate & Cupcake Fun   | Fridays<br>January 3, 10, 17, 24, 31<br>February 7                     |

**A motion was made by Mrs. Dettlinger and seconded by Dr. Ostberg to move items A.1 through A.9 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 November 30, 2019 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 November 30, 2019 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, 2019.

**B.3** Motion that the Board of Education approves the 2020-2021 Budget Development Calendar.

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

**C. Buildings and Grounds**

**Roll Call**

**D. Policy**

**Roll Call**

**D.1** Motion that the Board of Education approves or abolishes the following policies and regulations on the Second Reading:

- P 1642 Earned Sick Leave (M) New
- R 1642 Earned Sick Leave (M) New
- P 3159 Teaching Staff Member/School District Reporting Responsibilities (M) (Revised)
- P & R 3218 Use, Possession, or Distribution of Substances (M) (Revised)
- P & R 4218 Use, Possession, or Distribution of Substances (M) (Revised)
- P 5517 School District Issued Student Identification Cards (Revised)
- P & R 6112 Reimbursement of Federal and Other Grant Expenditures (M) (Revised)
- P & R 7440 School District Security (M) (Revised)
- P 8600 Student Transportation (M) (Revised)
- R 8600 Student Transportation (Revised)
- P 8630 Bus Driver/Bus Aide Responsibility (M) (Revised)
- R 8630 Emergency School Bus Procedures (M) (Revised)
- P 8670 Transportation of Special Needs Students (M) (Revised)
- P 9210 Parent Organizations (Revised)
- P 9400 Media Relations (Revised)
- P 8611 Subscription Busing (Abolish)
- P 5512.01 Harassment, Intimidation, and Bullying (Abolish)
- P 5512.02 Cyber-Bullying (Abolish)

**A motion was made by Mr. LePore and seconded by Dr. Ostberg to move item D.1 and carried by a unanimous roll call vote of 7-0**

**E. Personnel**

**Roll Call**

**All items below are upon the recommendation of the Superintendent**

**E.1** Motion to approve Anne Cobb as an interim special services secretary effective as of December 2, 2019 until December 31, 2019. Compensation will be \$100 per day.

**E.2** Motion that the Board of Education approves Kelly Moran to observe the following teachers on Tuesday, December 10, 2019:

- Ms. McAlary – Periods 1 and 2
- Ms. Pinnella – Periods 3 and 4

Mrs. York - Periods 5 and 6  
 Mrs. Jordan – Periods 8 and 9

**E.3** Motion that the Board of Education approves the following National Honor Society students from Manasquan High School to volunteer in the BEACON after school program:

| <b>Student Name</b> |
|---------------------|
| Kiley Amadio        |
| Charlotte Immen     |
| Lydia Schengrund    |

**E.4** Motion that the Board of Education approve Sheila Sarnasi as a chaperone

**E.5** Motion that the Board of Education approves Anne Cobb as the Special Services Secretary effective January 1, 2020 at a salary of \$40,000.00 to be pro-rated, single benefits

**E.6** Motion that the Board of Education approves Noreen Spinapont as the Confidential Secretary to the Superintendent/Principal on January 21, 2020 at a salary of \$60,000.00, to be pro-rated, single benefits, pending criminal history background.

**A motion was made by Mr. LePore and seconded by Dr. Ostberg to move items E.1 through E.6 and carried by a unanimous roll call vote of 7-0**

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

**13. Discussion**-President Ingoglia wished everyone happy holidays. Dr. Ostberg commented on her time on the Board and how the facilities plan is coming along.

**14. Payment of Bills**

Motion that the Board authorizes payment of the following December 2019 bills list and that the Secretary is authorized to draw warrants of the Treasurer in the total amount of \$1,321,122.29.

**A motion was made by Mr. LePore and seconded by Mrs. Dettlinger to move item 13 and carried by a unanimous roll call vote of 7-0**

**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.

Executive session was not necessary.

**16. Adjournment**

A motion to adjourn was made by Mrs. Dettlinger and seconded by Dr. Ostberg. Meeting adjourned at 7:40 PM. Motion was carried by a unanimous vote of 6-0.

Respectfully submitted,

Deborah Trainor  
Interim Board Secretary