

BRIELLE BOARD OF EDUCATION
Regular Action Meeting Minutes
Brielle, New Jersey
July 24, 2019

1. **Announcement** – 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.

2. **Roll Call**
Mr. Colon, Mrs. Dettlinger, Mr. Ingoglia, Mrs. Jones, Dr. Stephen LaValva, Mr. Joseph LePore, Mr. Milancewich (7:12 pm)
Absent: Dr. Myszka Ostberg, Mr. Vitale
Also Present: Mrs. Carlson, Mrs. Gorga

3. **Flag Salute**

4. **Approval of Minutes – Consent**
Motion by Mrs. Jones and seconded by Mrs. Dettlinger that the Board of Education accept the minutes of the June 26, 2019 Regular Public Meeting and Executive Session Minutes. Passed by unanimous consent (6-0).

5. **Presentations-** none

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

Lisa Keel thanked the Board for approving her daughter to attend the Leadership Academy program at Wall Township.

7. **Correspondence** - Thank you notes for scholarships received from Sofia Wall and Becca Curran were shared with the Board of Education.

8. Committee Reports-

Finance – Mr. Vitale- no report

Representative to Manasquan- Mr. Ingoglia shared highlights from the July 15 Manasquan Board of Education meeting. Robert Goodall was named Principal of the High School. Mr. Ingoglia invited Mr. Goodall to a Brielle Board meeting to meet the Board members and administrators. The new turf field at Manasquan will be open from 9am -12pm on Saturdays in the summer for student teams. All rules must be followed including no adult teams. The elementary overview reviewed algebra and geometry placements and Brielle was used as an example of the benefits of offering students algebra and geometry in 7th and 8th grades.

Curriculum and Programs- Mrs. Dettlinger shared highlights of a recent committee meeting including that plans for the field hockey team are in motion, the Blazer and Beyond program is planned for the fall and Financial literacy will be an elective for 6-8 grades.

Buildings and Grounds- Dr. LaValva reviewed the LED /Ceiling project and regular summer facilities updates.

Personnel- Mr. LePore reviewed the two recent committee meetings including the four new hires recommended for hire tonight.

Negotiations- Mr. Milancewich- no report

Policy and Wellness- Mrs. Jones- no report

Community Relations/Board Liaison- Mr. Colon- no report

Ad Hoc Food Committee – Mr. Colon reviewed the results of the recent food survey results and that the survey provided good information. There was a food tasting from Café Terias that went well and all the stakeholders participated; students, teachers, parents, staff, and all provided feedback to the food vendor. This school year new healthy food options will be provided in an effort to have students eat healthy and enjoy lunch.

9. Administrative Report

HIB Report- Attachment 9.1 – no report

Mrs. Carlson reported on the following items:

- There are four new hires on the agenda and Mrs. Carlson introduced them to the Board of Education.
- Mrs. Carlson thanked the teachers who helped interview the final ten candidates.
- There was no HIB report

10. Action Items

A. Curriculum and Programs

Roll Call

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

Staff Member	Conference/Workshop	Cost
Christine Carlson	Educational Services Mtg., July 17, 2019, 9 AM – 12 PM, Piscataway, NJ	Mileage
C. Carlson, E. Gorga, C. Sabia	QSAC training, County DOE Office, July 22, 2019, Freehold, NJ, 9 AM- 12 PM	Mileage
C. Sabia	School Security Specialist Meeting, August 14, 2019, location-TBD, 9 AM – 3 PM	Mileage
C. Sabia	MOA/ School Threat Meeting, September 18, 2019, Freehold, NJ, 9 AM – 12:30 PM	Mileage
Christine Carlson	MOESC meeting date change from August 21 to August 14, 2019 (approved June 26, 2019)	Mileage
Christine Carlson	NJSBA Annual Conference, 10/21-24/2019, Atlantic City, NJ	Fee \$300, Lodging \$350, Mileage \$26 total of \$676
K. Crawley	Foundations Training, date/location TBD either July 29, 2019 (Mt. Laurel) or August 8, 2019 (Princeton)	Fee \$289.00, mileage
J. Lohmann	Foundations Training, date/location TBD either July 30, 2019 (Mt. Laurel) or August 9, 2019 (Princeton)	Fee \$289.00, mileage
S. Randel, K. Semple	Foundations Training, date/location TBD either July 31, 2019 (Mt. Laurel) or August 10, 2019 (Princeton)	Fee \$289.00 each, mileage

- A.2** Motion that the Board of Education approves Summit Speech School to provide Itinerant Teacher services one session per week at a rate of \$165 per session from September 2019 through June 2020 for one Brielle student.
- A.3** Motion that the Board of Education approves 2019-2020 Speech Services contract for Meranda Schwartz to provide Speech Services at a rate of \$75 per hour for the Regular School year for up to ten hours per week for 35 weeks not to exceed \$26,250.
- A.4** Motion that the Board of Education approves the following out of district special education placements for Extended School Year (ESY) and Regular School year 2019-2020, plus transportation:

# Students	School	ESY Cost	Regular Year Cost	Extra Services	Total Cost
1	Lewis School	-	45,575.00	-	45,575.00
2	Alpha School	10,394.40	62,366.40		145,521.60
1	Alpha School	10,394.40	62,366.40	30,450.00	103,210.80

- A.5** Motion that the Board of Education approves one Brielle high school student to attend Wall ROTC program at a cost of up to the 2019-2020 MHS tuition rate paid by Brielle School District. Approval is on a year by year basis.
- A.6** Motion that the Board of Education approves one Brielle high school student to attend Wall Leadership Academy program at a cost of up to the 2019-2020 MHS tuition rate paid by Brielle School District. Approval is on a year by year basis.

A motion was made by Mrs. Dettlinger and seconded by Mrs. Jones to move items A.1 through A.6 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, 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 June 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 June 30, 2019.
- B.3** Motion that the Board of Education approves the renewal of the following parental transportation contracts for the 2019-2020 extended school year (ESY) program and Regular school year.

Route Number	School Program	Not to Exceed
BES 817 & BES 12	2019-2020 ESY & School Year	\$ 15,750.00
BES 516	2019-2020 ESY & School Year	\$ 5,665.35

- B.4** Motion that the Board of Education approves the monthly Horizon health and dental insurance renewal rates from Brown & Brown Advisors for the August 1, 2019 – June 30, 2020 year as per BEA contract approved June 26, 2019 and listed below:

	2018-2019	2019-2020 6/26/19 approval	2019-2020 7/24/19 approval
Horizon – Direct Access Plan			
Single	931.04	977.59	938.46
Husband & Wife	1,992.89	2,092.53	2,008.77
Family	2,377.21	2,496.07	2,396.15
Parent & Child	1,341.23	1,408.29	1,351.92
Horizon – Traditional Plan			
Single	1,146.62	1,203.95	N/C
Husband & Wife	2,489.14	2,613.60	N/C
Family	2,912.80	3,058.44	N/C
Parent & Child	1,668.29	1,751.70	N/C
Horizon – PPO Plan			
	2018-2019	2019-2020	2019-2020

Single	1,079.29	1,133.25	N/C
Husband & Wife	2,342.98	2,460.13	N/C
Family	2,741.82	2,878.91	N/C
Parent & Child	1,570.31	1,648.83	N/C
Horizon - OMNIA	2018-2019	2019-2020	2019-2020
Single	758.87	796.81	N/C
Husband & Wife	1,527.04	1,603.39	N/C
Family	1,904.08	1,999.28	N/C
Parent & Child	1,127.89	1,184.29	N/C

N/C = No Change in rate from 6/26/19 approval

- B.5** Motion that the Board of Education approves the renewal of the transportation contract with First Student, Inc., Neptune, NJ for the 2019-2020 school year at a cost of \$43,764.60 which includes the NJ State CPI increase of 1.45%.
- B.6** Motion that the Board of Education accepts \$13,405.00 in Nonpublic School Transportation Aid for the 2018-2019 school year.
- B.7** Motion that the Board of Education accepts \$197,253 in Extraordinary Aid for the 2018-2019 school year.
- B.8** Motion that the Board of Education approve the following 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 \$3,990. The management fee of \$3,990 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 2019-2020 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 \$1,670.79 of their management fee. The Guarantee includes the following conditions; No change in monthly business conditions impacting costs or revenue by more than 10%. This contract begins on August 1, 2019 and ends on June 30, 2020.

A motion was made by Mr. Milancewich and seconded by Mrs. Dettlinger to move items B.1 through B.8 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 approves the disposal of various computers identified in attachment 10.C.1 that are no longer worthy to serve as instructional tools in accordance with Policy 7300 Disposal of Property.

C.2 Motion that the Board of Education approves the following contractors/vendors to either furnish or install new LED lighting and ceiling tiles in classrooms and hallways Phases 1 & 2 of three phase project:

Contractor/ Vendor	Job	Phase 1 Cost	Phase 2 Cost	Room 34	In Co-op?
MTB Electric	Install LED lights	11,750	27,000		Yes, ESCNJ
MTB Electric	Install lights in rm 34			3,500	No, lowest quote
Tri State LED	Furnish LED fixtures	10,544	18,174	2,400	Yes, ESCNJ
Interline Brands Inc.	Furnish ceiling tiles	24,605	35,549		Yes, ESCNJ
RIS Construction	Demo ceilings install new tiles	31,525	35,318		Yes, ESCNJ
Totals Phase 1 & 2, Rm 34		78,424	116,041	5,900	

C.3 Motion that the Board of Education approves the disposal of approximately 400 VHS tapes that are no longer worthy to serve as instructional tools in accordance with Policy 7300 Disposal of Property.

C.4 Motion that the Board of Education approves Sabba’s Landscaping to provide and install black rubber mulch at a cost of \$2,000 in the school’s gaga pit.

C.5 Motion that the Board of Education approves 2019-2020 Facility Use Fee Schedule and Organizations by Class Type as per attachments 10.C.5 and 10.C.5a.

- C.6 Motion that the Board of Education approves Northwind Mechanical to perform annual maintenance on the roof top units and kitchen and exhaust fans at a cost of \$4,550. Several quotes were requested and two were returned and Northwind Mechanical was the lowest quote.

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

D. Policy Roll Call

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

- E.1 Motion that the Board of Education re-approves teaching staff reappointments for the 2019 – 2020 school year reflecting 2019-2021 BEA contract steps. Attachment 10.E.1.
- E.2 Motion that the Board of Education approves Nicole Becktel as substitute ESY teacher at a rate of \$47 per hour effective July 8, 2019.
- E.3 Motion that the Board of Education approves Peggy Keane as a substitute teacher for the 2019-2020 school year, pending criminal history review.
- E.4 Motion that the Board of Education approves Sarah Jordan for 12 weeks of FMLA leave of beginning September 3, 2019.
- E.5 Motion that the Board of Education modifies E. 8 June 26, 2019 approval approving Jennifer Love for an additional twenty hours writing curriculum K-3 Reading and Writing for a total of 40 hours and an additional five hours each for K. Golding, C. Pinnella, J. McAlary, M. Prendergast, C. Shaak for a total of 25 hours each.

- E.6** Motion that the Board of Education abolishes Special Services Secretary position and creates new position of Special Services Secretary & Accounts Payable Assistant and approves new job description and contract for Diane Quigley effective July 1, 2019 with a salary increase for an annual salary of \$45,515.94.

- E.7** Motion that the Board of Education approves Kathryn Crawley as Kindergarten Teacher for the 2019-2020 school year at Step 1 MA, pending criminal history review.

- E.8** Motion that the Board of Education approves Laura Myers as Kindergarten Teacher for the 2019-2020 school year at Step 1 BA, pending criminal history review.

- E.9** Motion that the Board of Education approves Tracey Byrne as Special Education Teacher for the 2019-2020 school year at Step 1 BA, pending criminal history review.

- E.10** Motion that the Board of Education approves Alison Gilbertson as Special Education Teacher for the 2019-2020 school year at Step 4 BA, pending criminal history review.

A motion was made by Mr. LePore and seconded by Dr. LaValva to move items E.1 through E.10 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. No visitor’s business.

11. Discussion – no discussion

12. Payment of Bills

A motion was made by Dr. LaValva and seconded by Mrs. Dettlinger that the Board authorizes payment of the following July 2019 bills list and that the Secretary is authorized to draw warrants of the Treasurer in the total amount of \$479,934.35.

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 :

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.

14. Adjournment

A motion to adjourn was made by Mr. Colon and seconded by Mrs. Dettlinger. Meeting adjourned at 7:26 PM. Motion was carried by a unanimous vote of 7-0.

Respectfully Submitted,



Eileen Gorga

Business Administrator/ Board Secretary