

BRIELLE BOARD OF EDUCATION
Regular Action Meeting Minutes
Brielle, New Jersey
May 25, 2022

1. **Announcement** – There has been adequate notice of this meeting provided by the Board of Education January 13, 2022 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 website, and the Borough Clerk has been notified.

2. **Roll Call**
Mr. Becker, Dr. D’Ambrosio, Mrs. Jones, Mr. Milancewich, Mr. Vitale, and Mr. Wohltman.
Absent: Dr. LaValva, Mrs. McDevitt, Mrs. Rieth
Also in Attendance: Mrs. Carlson, Mrs. Quigley

3. **Flag Salute**

4. **Approval of Minutes**
Move that the Board of Education approve the minutes of the April 28, 2022 meeting.
Motion by Mr. Becker, seconded by Dr. D’Ambrosio Motion carried roll call of 4-0, with Mr. Vitale, and Mr. Wohltman abstaining

5. **Presentations:**
Cheryl Shaak - Pride of Brielle 2022
Mrs. Carlson presented Chery Shaak with the Pride of Brielle, recognizing Cheryl for her many years of teaching at Brielle School. Cheryl has taught the children in Brielle since 1998 and Mrs. Carlson acknowledged her many accomplishments during that time.

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

7. **Correspondence - None**

8. **Committee Reports-**
District Operations – Mr. Vitale **No report at this time**

Representative to Manasquan- Mr. Vitale
Mr. Vitale attended a meeting in Manasquan on May 10, and discussed the enrollment in Manasquan High School. Brielle accounts for approximately 23% of the

student enrollment at the high school. Beginning with the 10th grade students, Manasquan will be sharing Mental Health Awareness training to assist the students in recognizing symptoms in other students that may need to be addressed. Elementary grades 5-8 will be participating in bike safety classes to be conducted by the Manasquan Police Department to establish responsible biking habits. Manasquan is putting together a referendum with a cost of approximately \$10,000,000, \$2,000,000 of the amount is to be used for the high school that would include building and field upgrades.

Curriculum and Programs- Mr. Becker

Before Mr. Becker began his report, he asked that we observe 21 seconds of silence, to honor the victims of the horrible tragedy in Uvalde, TX. Mr. Becker discussed the lack of bus drivers that have been affecting Brielle, as well as many other districts in the state. Several events originally planned for the spring were cancelled due to a lack of venue, or participants, such as the Cinderella Ball, and the Faculty vs. Students Basketball game. Brielle Parent Advisory Group (BPAG/Brielle (Special) Parent Advisory Group) attended a general presentation for Speech, any specific issues were addressed individually with parents.

Human Resources- Mr. Milancewich

A meeting with the Human Resources committee was held on May 10, and as a result items D5 and D6 were added to this meeting's agenda.

Policy – Mr. Wohltman

A Policy committee meeting was held on May 23, all policies that were to be included in the agenda as a first read are listed on this meeting's agenda. Policies that were noted are the HIB policy P 5512 that will require a report of any HIB reports that were determined not to be HIB incidents. Colin Sabia is the School Climate State Coordinator. Mr. Wohltman also presented a comparison of Strauss Esmay and NJSBA (NJ School Boards Association) to find the most cost effective and comprehensive choice to update and maintain the Brielle District policies and regulations as mandated by the state. A further discussion and decision will take place after the board has reviewed the materials.

Community Relations – Mrs. McDevitt

Mrs. McDevitt was not in attendance, but the report was presented by Mr. Becker. The Speech and Language staff, Mrs. Penkethman and Mrs. Schwarz, presented a Speech and Hearing presentation to Brielle parents. The presentation was

commended and appreciated by all those who attended. Parents asked questions of the Speech staff regarding any concerns they may have regarding their children.

- 9. **Administrative Report - Mrs. Carlson also commented on the tragedy in Uvalde, TX and thanked Mr. Becker for acknowledging this tragic event at the beginning of his report. Mrs. Carlson has been in contact with Brielle Police Chief Olsen and has increased the police presence in the school building. A letter was sent to all parents limiting foods to be brought in order to alleviate any allergy issues for students. Brielle Police will be presenting grades 5-8 with a demonstration of Water Safety, and Mrs. Carlson mentioned that she will contact Chief Olsen to also inquire about a possible demonstration of Bike Safety similar to what Manasquan will be presenting to their elementary students.**

HIB Reports: None

10. Action Items

All items below are upon the recommendation of the Superintendent.

A. Curriculum and Programs

Roll Call

- A.1 Motion that the Board of Education approves the following out of district placements for Extended School Year (ESY) and the Regular School Year 2022-2023.

# of Students	Placement	ESY Cost	Regular Year Cost	Total Cost
1	Douglass Developmental Disabilities Center	\$23,329.44	\$123,508.80	\$146,838.24
1	Garden Academy	\$18,716.40	\$112,298.40	\$131,014.80
3	Hawkswood	\$35,202.60	\$211,215.60	\$246,418.20
1	Newmark High School	N/A	\$62,220.60	\$62,220.60

- A.2 Motion that the Board of Education approves the contract for Bayada Nursing Services to be provided during transportation to an out-of- district placement at the rate of \$57.00/hour.

A.3 Motion that the Board of Education approves the following staff members to attend professional development workshops for the 2021-2022 school year as listed below:

Staff Member	Conference/Workshop	Location	Cost
Alison Gilbertson Xena Valenzuela	BDO Consulting Coordinated Professional Development ELA - Increase Student Achievement May 10, 2022	HW Mountz School 411 Tuttle Avenue Spring Lake, NJ	mileage
Kristen Solomon	OOD Student Tour May 10, 2022	Tour Center School 2 Riverview Drive Somerset, NJ	tolls/mileage
Maria Prendergast	Plain Talk Virtual Summit May 11, 2022	Center for Literacy & Learning virtual workshop	\$295.00 registration
Kristen Solomon	OOD Student Meeting Re-evaluation & educational assessment May 19, 2022 May 20, 2022 May 25, 2022 May 26, 2022	Allenwood Elementary School 3301 Lakewood-Allenwood Rd. Wall, NJ	mileage
Kristen Solomon	OOD Student Meeting 30 Day Review June 7, 2022	Hawkswood School 270 Industrial Way W. Eatontown, NJ	tolls/mileage
Jean Lohmann	Shore Consortium Gifted & Talented Year-end meeting June 3, 2022	HW Mountz School 411 Tuttle Avenue Spring Lake, NJ	included w/ membership
Lori Kern Steve Labrecque Laura York	Foundations Level 3 Virtual Launch Workshop June 7, 2022	Wilson Language virtual workshop	\$289.00 registration fee each
Lisa Kenny	Putting the Science of Reading into Practice May 26, 2022	District Administration Strategic Partnerships virtual workshop	n/a
Colin Sabia	NJ Dept. of Education School Behavioral Threat & Management Training May 26, 2022	NJDOE Webinar	n/a

- A.4** Motion that the Board of Education approves 72 eighth graders to participate in a class trip to Gettysburg and Hershey Park. The Board of Education will pay \$5,800.00 in bus transportation costs.
- A.5** Motion that the Board of Education approves 72 eighth graders to participate in an eighth grade dance and dinner at The Shore Club. There is no cost to the Board of Education.
- A.6** Motion that the Board of Education approves 72 eighth graders to walk to Brielle Marina to participate in a cruise on the River Queen Cruise followed by lunch at Green Acres Park. There is no cost to the Board of Education.
- A.7** Motion that the Board of Education approves 56 fifth graders to walk to Green Acres Park to conduct a Park Clean Up. Chaperones will be the fifth grade teachers and aide: Mrs. Lembo, Mrs. McGuinness, Ms. Queen, Ms. Valenzuela, and Ms. Walker.
- A.8** Motion that the Board of Education approves the Blazer Academy Summer Program to run from July 5, 2022 through July 28, 2022. The program will operate on Tuesdays, Wednesdays, and Thursdays from 8:30am - 11:30am.

Motion by Mr. Becker, seconded by Dr. D’Ambrosio, motion carried roll call of 6-0

B. District Operations

Roll Call

- B.1** Motion that the Board of Education approves the following resolution:

Adoption of Tax Levy Schedule

Recommend the Board of Education adopt the Tax Levy Schedule for the 2022-2023 school year and authorize the Business Administrator to submit the schedule to the Municipal Clerk for the collection of the local school district taxes for school district purposes.

TAX PAYMENT SCHEDULE		
Brielle School District		
	Taxes to be Received	\$14,330,088
	General Fund	\$14,330,088
Due Date	Type of Taxes	Statutory Requirements

2022 August 15 September 1 November 15	Current Current Current	\$2,388,348 \$2,388,348 \$2,388,348
2023 February 15 March 1 May 15	Current Current Current	\$2,388,348 \$2,388,348 \$2,388,348

B.2 Motion the Board of Education approves the monthly Horizon Health & Dental Insurance renewal rates from Brown & Brown Advisors for the July 1, 2022 - June 30, 2023 school year, as listed below:

Horizon-Direct Access Plan	2021-2022	2022-2023
Single	\$1,034.27	\$1,111.84
2 Adults	\$2,213.86	\$2,379.90
Family	\$2,640.80	\$2,838.86
Parent / Children)	\$1,489.95	\$1,601.70
Horizon Traditional Plan	2021-2022	2022-2023
Single	\$1,326.88	\$1,426.40
2 Adults	\$2,880.45	\$3,096.48
Family	\$3,370.71	\$3,623.51
Parent / Children)	\$1,930.55	\$2,075.34
Horizon PPO Plan	2021-2022	2022-2023
Single	\$1,248.96	\$1,342.63
2 Adults	\$2,711.31	\$2,914.66
Family	\$3,172.84	\$3,410.80
Parent / Children)	\$1,817.18	\$1,953.47

Horizon Omnia Plan	2021-2022	2022-2023
Single	\$878.16	\$944.02
2 Adults	\$1,767.09	\$1,899.62
Family	\$2,203.40	\$2,368.66
Parent / Children)	\$1,305.20	\$1,403.09
Direct Access-EHP	2021-2022	2022-2023
Single	\$1,045.16	\$1,123.54
2 Adults	\$2,130.29	\$2,290.06
Family	\$2,631.76	\$2,829.14
Parent / Children)	\$1,543.73	\$1,659.51
Garden State Health Plan	2021-2022	2022-2023
Single	n/a	\$1,090.67
2 Adults	n/a	\$2,219.70
Family	n/a	\$2,745.21
Parent / Children)	n/a	\$1,612.16
Percentage Increase		+7.5%

B.3 Motion that the Board of Education approves the submission of the ARP Homeless II Consolidated grant application.

B.4 Motion that the Board of Education approves the service contract renewal from Allied Universal for coverage of the security cameras in the amount of \$4,440.00

Motion by Mr. Vitale, seconded by Mr. Becker, motion carried roll call of 6-0

C. Policy

Roll Call

C.1 Motion that the Board of Education approve the following policies and regulations for the First Reading:

- [Policy 1620 Administrative Employment Contracts.pdf](#)
- [Policy 6440 Cooperative Purchasing.pdf](#)

- [Policy 6470.01 Electronic Funds Transfer and Claimant Certification.pdf](#)
- [Policy 7440 School District Security.pdf](#)
- [Regulation R 7440 School District Security.pdf](#)
- [Policy 7450 Property Inventory.pdf](#)
- [Policy 7510 Use of School Facilities.pdf](#)
- [Regulation R 7510 Use of School Facilities.pdf](#)
- [Policy 1648.14 Safety Plan for Healthcare Settings in School Buildings-COVID-19.pdf](#)
- [Policy 1648.15 Recordkeeping for Healthcare Settings in School Buildings-COVID-19.pdf](#)
- [Policy 2417 Student Intervention and Referral Services.pdf](#)
- [Policy 3161 Examination for Cause.pdf](#)
- [Policy 4161 Examination for Cause.pdf](#)
- [Policy 5512 Harassment, Intimidation and Bullying.pdf](#)
- [Policy 7410 Maintenance and Repair.pdf](#)
- [Regulation R 7410 Maintenance and Repair.pdf](#)
- [Policy 8420 Emergency and Crisis Situations.pdf](#)
- [Policy 9320 Cooperation with Law Enforcement Agencies.pdf](#)
- [Regulation R 9320 Cooperation with Law Enforcement Agencies.pdf](#)

Motion by Mr. Wohltman, seconded by Dr. D’Ambrosio Motion carried roll call of 6-0

D. Human Resources

Roll Call

- D.1** Motion that the Board of Education approves the resignation of teacher, Jean Lohmann, for the purpose of retirement, effective July 1, 2022.
- D.2** Motion that the Board of Education approves the following extra-curricular appointments for the remainder of the 2021-2022 school year, per the 2021-2022 school year BEA agreement rates:

Name	Position
Courtney Donnelly	B.E.A.C.O.N. Substitute Advisor
Pete Petosa	B.E.A.C.O.N. Substitute Advisor
Amie Barra	Dance Chaperone
Diane Lomet	Dance Chaperone
Beth O’Reilly	Dance Chaperone

- D.3** Motion that the Board of Education approves the following staff members as chaperones for the 8th grade trip to Gettysburg/Hershey Park from June 2, 2022 - June 3, 2022, to be paid at the BEA contracted rate of \$636.00:

Staff Member
Kelly Cardamone
Mike Fricano
Vanessa Hyland
Steve Labrecque
Diane Lomet
Sue Martin
John Morris
Beth O'Reilly
Pete Petosa
Colin Sabia
Dana Stover

- D.4** Motion that the Board of Education approves substitute nurse, Maureen Brzozowski, to chaperone the Gettysburg/Hershey Park 8th grade overnight trip on June 2 - June 3, 2022, at a rate of \$636.00.
- D.5** Motion that the Board of Education approves Diane Quigley as the Acting Business Administrator for the remainder of the 2021-2022 school year, at a rate of \$100,000 to be prorated, effective May 19, 2022.
- D.6** Motion that the Board of Education approves Mary Beth Westrol as the Assistant to the Business Administrator for the remainder of the 2021-2022 school year, effective May 19, 2022, at a rate of \$50.00 per hour.
- D.7** Motion that the Board of Education approves teacher, Alexandra Smith, for an unpaid maternity leave of absence during the 2022-2023 school year, effective 9/1/22 - 11/26/22.
- D.8** Motion that the Board of Education approves the hire of Kate Caldwell, as part-time Guidance Counselor for the remainder of the 2021-2022 school year, not to exceed 20 hours per week, at the BEA instructional rate of \$41.82 per hour.*
*Previously Board approved on 4/28/22 not to exceed 15 hours per week.
- D.9** Motion that the Board of Education approves Kelly Harmon as a substitute teacher for the remainder of the 2021-2022 school year, at a rate of \$100.00 per diem, pending completion of Criminal History Review.

D.10 Motion that the Board of Education approves Madeline Lee as a substitute teacher for the remainder of the 2021-2022 school year, at a rate of \$100.00 per diem.

D.11 Motion that the Board of Education approves the following substitute/summer custodians and painters for the 2022-2023 school year, at a rate of \$15.00 per hour, not to exceed 7 hours per day, unless approved by administration:

Name	Position
Frank Biondi	Painter
Chris Dalton	Painter
Jackson Bramley	Substitute Custodian
Lisa Cottrell	Substitute Custodian
Michael DeForest	Substitute Custodian
Chris Erickson	Substitute Custodian
Ray Erickson, IV	Substitute Custodian
Cruz Farkas	Substitute Custodian
James Fogarty	Substitute Custodian
Mike Ginolfi	Substitute Custodian
Sue Glowacki	Substitute Custodian
Dan Heller	Substitute Custodian
Michael Jamnik	Substitute Custodian
James Johnson	Substitute Custodian
Paul Monello	Substitute Custodian
Tom Murphy	Substitute Custodian
Ryan Sabia	Substitute Custodian
Richard Wilkowski	Substitute Custodian

D.12 Motion that the Board of Education approves the following staff to work the Summer Enrichment Program that runs from July 5, 2022 through July 28, 2022, on Tuesdays, Wednesdays, and Thursdays, from 8:30am-11:30am:

Name	Position	Hours	Hourly Rate
Megan Krieg	Art Teacher	3 hours per day	\$47.94
Sydney Rosen	Music Teacher	3 hours per day	\$47.94

D.13 Motion that the Board of Education approves the employment contract for Jennifer Love, Supervisor of Curriculum and Instruction for the period of July 1, 2022 - June 30, 2023, per attachment.

D.14 Motion that the Board of Education approves Loretta Hill as Treasurer of School Monies for the 2022-2023 school year, at the annual salary of \$3,675.00.

D.15 Motion that the Board of Education approves the 2022-2023 Terms and Conditions Agreement for 12 month staff as per attachment.

D.16 Motion that the Board of Education approves the following Cafeteria Aides for the 2022-2023 school year at the hourly rate of \$15.00 per hour, for 2.5 hours per day, for 170 days:

Lisa Cottrell
Mike Jamnik
Ruth Jamnik
Paul Monello
Valerie Rivera
Pauline Roats
Heather Valentine
Richard Wilkowski

D.17 Motion that the Board of Education approves teaching staff reappointments for the 2022-2023 school year, as per attachment.

D.18 Motion that the Board of Education approves the following support staff personnel for the 2022-2023 school year, effective July 1, 2022, pursuant to their individual contracts:

Name	Position	Salary
Noreen Spinapont	Secretary to the Superintendent	\$65,562.08
Diane Quigley	Assistant to Business Admin.	\$59,410.40
Nicole Bonura	School Secretary	\$45,614.40
Jeanne Egan	School Secretary	\$41,301.35
Annie Cobb	CST Secretary (6 months)	\$21,747.42
Edward Slater	Technology Coordinator	\$108,651.99
Jessica Wakula	P/T Technology Assistant	\$19,776.00
Ray Erickson	Facilities Manager	\$101,194.75
Jorge Echeverria	Custodian	\$48,907.64
Dwain Taylor	Custodian	\$41,332.89
Curtis Jenkins	Custodian	\$31,601.14
Gary Bishop	Custodian	\$40,198.85
Michael Smith	Custodian	\$34,846.69
Hugo Tobon	Custodian	\$33,765.05

- D.19** Motion that the Board of Education approves the following teacher aides for the 2022-2023 school year, effective September 1, 2022

Name	Position	Salary
Shirley Carhart	Special Ed. Aide	\$22,341.99
Susan Crowder	Special Ed. Aide	\$20,234.50
Shannon Cusick	Special Ed. Aide	\$21,808.45
Kerry Mahon	Special Ed. Aide	\$21,808.45
Jami Menture	Special Ed. Aide	\$22,341.99
John Morris	Special Ed. Aide	\$20,332.73
Pamela Phillips	Special Ed. Aide	\$21,808.45

Mackenzie Queen	Special Ed. Aide	\$21,808.45
Summer Smith	Special Ed. Aide	\$21,808.45
Amanda Sweeney	Special Ed. Aide	\$21,808.45
Alyssa Walker	Special Ed. Aide	\$21,808.45

D.20 Motion that the Board of Education approves the following staff to work the Extended School Year (ESY) program, effective June 27, 2022 through August 9, 2022:

Name	Position	Hours Per Week	Hourly Rate
Kerri Cunningham	ESY Teacher	10	\$47.94
Sarah Harmon	ESY Teacher	10	\$47.94
Kristin Hennessy	ESY Teacher	10	\$47.94
Ariana Margetis	ESY Teacher	10	\$47.94
Jami Menture	ESY Teacher	12	\$47.94
Francesca Preston	ESY Teacher	10	\$47.94
Peg Thompson	ESY Teacher	20	\$47.94
Maureen Brzyzowski	ESY Nurse	15	\$47.94
Kelly Harmon	ESY Aide	12	\$15.00
Ruth Jamnik	ESY Aide	12	\$15.00
Valarie Rivera	ESY Aide	12	\$15.00
Susan Sevastakis	ESY Aide	12	\$15.00

D.21 Motion that the Board of Education approves the following staff to work the Blazer Academy Summer Program, effective July 5, 2022 through July 28, 2022, on Tuesdays, Wednesdays, and Thursdays, from 8:30am-11:30am:

Name	Position	Hours Per Day	Rate
Steve Labrecque	Teacher	3	\$47.94
Lisa Matter	Teacher	3	\$47.94

Lisa Paolella	Teacher	3	\$47.94
Peter Petosa	Teacher	3	\$47.94
Mackenzie Queen	Teacher	3	\$47.94
Xena Valenzuela	Teacher	3	\$47.94
Alyssa Walker	Teacher	3	\$47.94

D.22 Motion that the Board of Education approves Brooke Stoner as a substitute teacher for the remainder of the 2021-2022 school year, at a rate of \$125.00 per diem.

D.23 Motion that the Board of Education approves Always Available PT, LLC for physical therapy services for the Extended School Year, at a rate of \$100/hour.

D.24 Motion that the Board of Education approves Occupational Therapist, Tara Healey for the following occupational therapy services for the remainder of the 2021-2022 school year:

Occupational Therapy Evaluation	\$375.00 per/eval
Occupational Therapy IEP Meeting	\$50.00 p/h
Occupational Therapy Services*	\$85.00 p/h

*Not to exceed 10 hours per week.

D.25 Motion that the Board of Education approves Mandy Schwarz for Speech Services for the Extended School Year at the rate of \$75.00 per hour.

D.26 Motion that the Board of Education approves Phyllis Penkethman for Speech Services for the Extended School Year at the rate of \$78.00 per hour.

D.27 Motion that the Board of Education approves Tara Healey Occupational Therapy Services for the Extended School Year at the rate of \$85.00 per hour.

D.28 Motion that the Board of Education approves Maria Burt-Schiaraldi as a substitute teacher for the remainder of the 2021-2022 school year, at the certified rate of \$125.00 per diem, pending completion of Criminal History Review.

Motion by Mr. Milancewich, seconded by Mr. Becker Motion carried roll call of 6-0

Visitor's Business –Mrs. Baldino and Mrs. Bard were present, and thanked both Mrs. Penkethman, and Mrs. Schwarz on their presentation Speech and Hearing, and Mr. Sabia for coordinating the event. They appreciated the information regarding Samaritan's Center.

11. Discussion –

12. Payment of Bills

Motion that the Board authorizes payment of the following May 2022 bills list and that the Secretary is authorized to draw warrants of the Treasurer in the total amount of: \$1,422,099.83 [Bills List May 2022.pdf](#)

Motion by Dr. D'Ambrosio, seconded by Mr. Wohltman Motion carried roll call of 6-0

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 Legal exceptions(s) prescribed by N.J.S.A. 10:4-12 . This session will be held after the board meeting.

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.

14. Adjournment

Motion to adjourn by Mr. Becker, seconded by Dr. D'Ambrosio