

BRIELLE BOARD OF EDUCATION
Regular Action Meeting Minutes
Brielle, New Jersey
April 28, 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, Dr. LaValva, Mrs. McDevitt, Mr. Milancewich, Mrs. Rieth
Absent: Mr. Vitale, and Mr. Wohltman.

3. **Flag Salute**

4. **Approval of Minutes**
Move that the Board of Education approve the minutes of the March 16, 2022 meeting.

Motion by Dr. D’Ambrosio, seconded by Mrs. Rieth, Motion carried roll call of 7-0

5. **Presentations:**

- Cheryl Shaak - Pride of Brielle 2022
Mrs Shaak will be recognized at a future meeting. Mrs. Carlson stated that Mrs Shaak is the first teacher to be honored as Pride of Brielle.
- Brielle Proposed Budget 2022-2023
Mrs. Carlson presented an overview of the 2022-23 School Budget, stating that between Brielle and Manasquan, the towns represent approximately 60% of the high school population. Special Education, Transportation, replacing aging laptops and textbooks are all included in the 22-23 school budget.
Ms. Cherry presented financial specifics regarding the 22-23 school budget, and the taxpayer impact, showing that the increase is only 1% rather than the allowable 2% by state law.
Mrs. Jones thanked the administration for all the hard work in preparing the budget for the 2022-23 school year.

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

7. Correspondence -

8. Committee Reports-

District Operations – Mr. Vitale **No report**

Representative to Manasquan- Mr. Vitale **No report**

Curriculum and Programs- Mr. Becker **No report**

Human Resources- Mr. Milancewich [HR Committee Report](#)

Policy – Mr. Wohltman **No report**

Community Relations – Mrs. McDevitt

9. Administrative Report - The Brielle School musical, Annie, Jr. was very successful, selling out every performance. Students and staffed worked hard to present the musical. Mrs. Carlson mentioned Austin Devereux, a former student and son of Mrs Devereux, first grade teacher, as the MAAC Individual Men’s Gold Champion. Mrs. Carlson also discussed experienced teachers are leaving the profession, and concern regarding replacements.

HIB Reports:

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 staff members to attend professional development workshops for the 2021-2022 school year as listed below:

Staff Member	Conference/Workshop	Location	Cost
Pete Petosa Courtney Donnelly Marissa North Dana Stover	BDO Consulting Middle School Cohort Social Studies AM workshop ELA PM workshop April 4, 2022	Spring Lake Heights Elementary School 1110 Hwy 71 Spring Lake Heights, NJ 07762	included w/ district membership mileage
Laura York	BDO Consulting 4th & 5th Grades ELA Cohort 8:45am-2:30pm April 5, 2022	Brielle Elementary School 605 Union Lane Brielle, NJ 08730	included w/ district membership
Mike Fricano Colin Sabia	MC3 Social Studies Civics Curriculum March 25, 2022	Brookdale Community College Student Life Center 765 Newman Springs Road Lincroft, NJ 07738	included w/ membership mileage/tolls

Kristen Solomon	Out of District Student Tour March 24, 2022	Early Childhood Learning Center 510 Stillwells Corner Road Freehold, NJ 07728	mileage/tolls
Kristen Solomon	Out of District Student Tour March 29, 2022	Harbor School 240 Broad Street Eatontown, NJ 07724	mileage/tolls
Kristen Solomon	Out of District Student Tour March 30, 2022	Alpha School 2210 W. County Line Road Jackson, NJ 08527	mileage/tolls
Kristen Solomon	Out of District Student Tour April 1, 2022	Hawkswood School 270 Industrial Way West Eatontown, NJ 07724	mileage/tolls
Kristen Sololon	In-District Preschool Early Intervention Observation April 4, 2022	Brielle, NJ	mileage
Brian Chiasson Matt Fallon	Health/PE Curriculum Writing Sending Districts April 12, 2022	Millstone Township School District 5 Dawsons Court Millstone, NJ 08535	mileage/tolls
Pete Petosa Jennifer Love	Middle School Civics Education Mandate Workshop April 7, 2022	Rutgers University Busch Campus Bartholomew Road Piscataway, NJ 08854	free reg. mileage/tolls
Vanessa Hyland Amie Barra Anthony Mahon Meghan Pringle	BDO Consulting Middle School Cohort Science AM workshop Math PM workshop April 11, 2022	Belmar Elementary School 1101 Main Street Belmar, NJ 07719	included w/ district membership mileage
Jennifer Love Colin Sabia	MTPS + Google for EDU Summit 2022 May 13, 2022	Bell Works 101 Crawford Corner Road Holdmel, NJ 07733	free reg. mileage/tolls
Brian Chiasson Matt Fallon	MC3 & MOESC Health & PE Curriculum Writing May 2, 2022	Brookdale Community College Student Life Center 765 Newman Springs Road Lincroft, NJ 07738	included w/ membership mileage/tolls
Mike Fricano Lori Kern Elise Lembo Pete Petosa	MC3 & MOESC Social Studies Curriculum Writing June 6, 2022	Location: TBA	included w/ membership mileage/tolls

Jennifer Love	Curriculum Consultation March 31, 2022 9am-11am	H.W. Mountz Spring Lake Schools 411 Tuttle Avenue Spring Lake, NJ 07762	n/a
Kereth Looney Shannon Aldi	NJ Department of Health & NJ Department of Education Webinar to Review New School Guidance April 8, 2022	Virtual	n/a
Madaly Jones	NJSBA'S Equity Conference New Jersey School Board Association - Equity Council May 20, 2022	Virtual	\$99.00 reg.

A.2 Motion that the Board of Education approves the following out of district special education placement for Hawkswood School commencing April 12, 2022 through the remainder of the Regular School year 2021-2022 at a per diem rate of \$386.59 for tuition and a per diem rate of \$512.05 for transportation.

A.3 Motion that the Board of Education approves a field trip for 38 kindergarten students to walk to Brielle Park for an Egg Hunt. Chaperoning the trip are Mrs. Crawley, Mrs. Myers, and Mrs. Shaak, and the kindergarten class parents.

A.4 Motion that the Board of Education approves the following additional PTO Spring Enrichment classes, effective March 29, 2022 through May 31, 2022 at a rate of \$41.82 per hour for the following staff members. The PTO will reimburse the district for the cost of these sessions. Each session will run from 3:00pm-4:00pm, one day per week for six weeks:

Teacher	Class	Days/Dates
Dana Stover	Cheerleading Club	Tuesdays: March: 29th April: 5th, 12th, 26th May: 3rd, 10th
Kenn Yee	Eco Class: Schoolyard Habitat	Tuesdays: April: 26th May: 5/3, 5/10, 5/17, 5/24, 5/31

A.5 Motion that the Board of Education approves the 2022 Extended School Year (ESY) program to run Mondays - Thursdays, for 25 days, beginning on Monday, June 27, 2022

and ending on Tuesday, August 9, 2022. See attachment.

Motion by Mr. Becker, seconded by Dr. D’Ambrosio, Motion carried roll call of 7-0

B. District Operations

Roll Call

B.1 Motion that the Board of Education approves the opening of the Elaine Giordano Scholarship Fund with Ocean First Bank.

BE IT RESOLVED that the board secretary and the treasurer be authorized signers to sign checks, make withdrawals, authorize wire transfer requests, acceptances and other instruments and orders for the payment of money or for the withdrawal or delivery of funds at any time held by the Bank.

B.2 Motion that the Board of Education approves the opening of the Capital Reserve Account with Ocean First Bank.

BE IT RESOLVED that the board secretary, the treasurer, the board president, and the board vice president be the authorized signers to sign checks, make withdrawals, authorize wire transfer requests, acceptances and other instruments and orders for the payment of money or for the withdrawal or delivery of funds at any time held by the Bank.

B.3 Maintenance Reserve Withdrawal

BE IT RESOLVED that as per N.J.A.C. 6A:23A-14.2(d) the general fund appropriations include a \$150,000 withdrawal from the Maintenance Reserve Account for use on required maintenance activities for a school facility as reported in the comprehensive maintenance plan pursuant to N.J.A.C. 6A:26-20.5.

B.4 Motion that the Board of Education adopts the following resolution:

Whereas, NJAC 6A:23A-5.3 provides that a school district may request a waiver of compliance with respect to the district’s participation in the Special Education Medicaid Initiative (SEMI) Program for the 2022-2023 school year, and

Whereas, the Brielle Board of Education desires to apply for this waiver due to the fact that it projects having fewer than 40 Medicaid eligible classified students.

Now Therefore Be It Resolved, that the Brielle Board of Education hereby authorizes the Chief School Administrator to submit to the Executive County Superintendent of Schools in the County of Monmouth an appropriate waiver of the requirements of the requirement of NJAC 6A:23A-5.3 for the 2022-2023 school year.

B.5 Motion that the Board of Education adopts the following resolution:
 The Superintendent recommends approval to adopt the Budget for FY 2022-2023:

BE IT RESOLVED that the budget be approved for the 2022-2023 School Year using the 2022-2023 state aid figures and the School Business Administrator/Board Secretary be authorized to submit the following tentative budget to the Executive County Superintendent of Schools for approval in accordance with the statutory deadline

	GENERAL FUND	SPECIAL REVENUE	TOTAL
2022-2023 Total Expenditures	\$15 ,665,711	\$222,975	\$15,888,686
Anticipated Revenues	\$1,335,623	\$222,975	\$1,558,698
Taxes to be Raised	\$14 ,330,088	-	\$14,330,088

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 Resource Room, New Jersey, on April 28, 2022 at 7:00 pm for the purpose of conducting a public hearing on the budget for the 2022-2023 School Year. [User Friendly Budget](#)

B.6 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-7.3 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, the Brielle Board of Education established \$10,000 as the maximum travel amount for the current school year and has expended \$548.75 as of this date; now

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 \$10,000 for the 2022-2023 school year.

B.7 BE IT RESOLVED that the financial reports of the Secretary to the Board of Education and Treasurer of School Monies for March 31, 2022 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 March 31, 2022 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.8 Motion that the Board of Education approves the budget transfers effective March 31, 2022

B.9 BE IT RESOLVED that the financial reports of the Secretary to the Board of Education and Treasurer of School Monies for March 31, 2022 which are in agreement to 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 March 31, 2022 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.

Motion by Dr. D'Ambrosio, seconded by Mr. Becker, Motion carried roll call of 7-0 Dr. Lavalva complimented the work involved with preparing a fiscally appropriate budget. Noting that the budget was presented with a 1% increase, and keeping below the 2% allowable by the state.

C. Policy

Roll Call

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

Bylaws update

- [0168 RECORDING BOARD MEETINGS](#)
- [0157 BOARD OF EDUCATION WEBSITE](#)

Motion by Mr. Becker, seconded by Dr. D'Ambrosio, Motion carried roll call of 7-0**D. Human Resources****Roll Call**

- D.1** Motion that the Board of Education approves Haley White as an extra-curricular Dance Chaperone, at the extracurricular hourly rate of \$28.05, effective April 1, 2022, for the remainder of the 21-22 school year.
- D.2** Motion that the Board of Education retroactively approves Susan Sevastakis as a part-time teacher's aide, for 3 hours per day, 8:30am-11:30am, at a rate of \$15.00 per hour, not to exceed 15 hours per week, effective March 28, 2022, for the remainder of the 2021-2022 school year.
- D.3** Motion that the Board of Education accepts the resignation of teacher, Sarah Jordan, effective April 22, 2022.
- D.4** Motion that the Board of Education approves the resignation of Mackenzie Queen as a teacher's aide for 2021-2022 school year, effective, 4/22/22.
- D.4** Motion that the Board of Education approves Mackenzie Queen for the long-term leave replacement 5th grade ELA teacher position, effective 4/25/22, for the remainder of the 2021-2022 school year, at step 1 BA, \$54,524.00, to be prorated.
- D.5** Motion that the Board of Education accepts the resignation of Beth O'Reilly, Guidance Counselor, for the position of Social Emotional Learning Coordinator, for the 2021-2022 and 2022-2023 school years, effective March 30, 2022, previously approved on 9/22/21.
- D.6** 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 15 hours per week, at the BEA instructional rate of \$41.82 per hour.
- D.7** Motion that the Board of Education approves Lisa Paoletta for the extracurricular position of providing Home Instruction for the 2021-2022 school year, at the BEA rate of \$33.66 per hour, commencing on April 25, 2022, not to exceed 10 days.
- D.8** Motion that the Board of Education approves the re-hiring of the non-tenured teaching staff, for the 2022-2023 school year, as per attached. [Non-Tenured Renewal 2022-2023](#)

Motion by Mr. Milancewich, seconded by Mrs. McDevitt, Motion carried roll call of 7-0

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

11. Discussion – Blazer Academy summer dates

Mr. Curran inquired regarding the update in policy for sexual orientation, that was discussed in the November meeting. Mrs. Carlson responded that there have been county workshops, and is aware of further discussions that will take place with Monmouth County administration.

12. Payment of Bills

Motion that the Board authorizes payment of the following April 2022 bills list and that the Secretary is authorized to draw warrants of the Treasurer in the total amount of: \$1,640,087.87 [April Bills List](#)

Motion by Dr. LaValva, Seconded by Mr. Becker, Motion carried roll call of 7-0

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 Personnel and 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

Meeting adjourned at 8:05pm