

**BRIELLE BOARD OF EDUCATION**  
**Regular Action Meeting Minutes**  
**Brielle, New Jersey**  
**March 16, 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, Mr. Vitale, and Mr. Wohltman.  
**Also Present:** Mrs. Carlson, Ms. Cherry, and attorney, Cherie Adams.
  
3. **Flag Salute**
  
4. **Approval of Minutes**  
Move that the Board of Education approve the minutes of the February 23, 2022 meeting.  
**Motion by Dr. D’Ambrosio, seconded by Mr. Becker, Motion carried roll call of 9-0.**
  
5. **Presentations:**
  - ★ Jackson Bramley - Brielle Elementary School’s 2022 Student Achiever
  - ★ Belmar Sending District Wrestling Team - Brielle Wrestlers:
    - ★ Charlie Kauffman
    - ★ Cole Kauffman
    - ★ Shane Kerstetter
    - ★ Sebastian McDougald
    - ★ Logan Milancewich
    - ★ Teag Saito - Monmouth County champion, Monmouth/Middlesex County champion, and Tri-County runner up Monmouth/Middlesex/Ocean Counties
  
6. **Visitor’s Business** – Visitors are permitted to comment on agenda items only at this time. **NO COMMENTS**
  
7. **Correspondence - NONE**
  
8. **Committee Reports-**

- District Operations – Mr. Vitale
- Representative to Manasquan- Mr. Vitale
- Curriculum and Programs- Mr. Becker
- Human Resources- Mr. Milancewich –
- Policy – Mr. Wohltman [Agenda and Minutes](#)
- Community Relations – Mrs. McDevitt

**9. Administrative Report – Mrs. Carlson spoke of kindergarten registration, pre-k open house, basketball games played, freshman for the day at the high school, professional development in language and mathematics was hosted in BES, play Annie at the end of the month, spring sports getting started, spring fling dance, eight grade activities planned.**

**HIB Reports:** One report

**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 a special counsel for investigation at a rate of \$165.00 per hour.

**A.2** 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:

<b>Staff Member</b>	<b>Conference/Workshop</b>	<b>Location</b>	<b>Cost</b>
Dawn Cherry	NJASBO 2022 Conference June 7-10 2022	Ocean Casino Resort Atlantic City, NJ 08401	Reg. fee: \$275 Hotel \$237 mileage/tolls
Jean Lohmann Peg Thompson	Wilson Just Words Virtual Launch Workshop March 24, 2022 9am - 2pm	Virtual	Reg. fee: \$300.00 each
Jennifer Love	Atlas NJ Leadership Planning for Summer Curriculum April 5, 2022 / 10am-12pm May 3, 2022 / 10am-12pm	Virtual	Reg. fee: \$99.00
Colin Sabia	Monmouth County Association of Directors of Special Education 3/11, 4/1, 5/13, 6/6	Bell Works 101 Crawfords Corner Road Holmdel, NJ 07753	mileage/tolls

Mike Fricano Pete Petosa Courtney Donnelly Marissa North Dana Stover	BDO Consulting Middle School Cohort Social Studies AM workshop ELA PM workshop February 1, 2022	Spring Lake Heights Elementary School 1110 Hwy 71 Spring Lake Heights, NJ 07762	included w/ district membership  mileage
Kelly Cardamone Vanessa Hyland Amie Barra Diane Lomet Meghan Pringle	BDO Consulting Middle School Cohort Science AM workshop Math PM workshop February 8, 2022	Spring Lake Heights Elementary School 1110 Hwy 71 Spring Lake Heights, NJ 07762	included w/ district membership  mileage
Mitchell Albanese	OCSCA/MCSCA Good Ideas Conference March 24, 2022 7:30am-1:30pm	Ocean County College 1 College Drive Toms River, NJ 08754	n/a
Jennifer Love	NJ Association for Gifted Children Explore, Discover, Engage March 18, 2022 7:30am-4:00pm	The Conference Center at Mercer Mercer Community College 1200 Old Trenton Road West Windsor, NJ 08550	Reg. fee: member rate: \$159.00  mileage/tolls
Kelly Cardamone	NJ Association for Gifted Children Explore, Discover, Engage March 18, 2022 7:30am-4:00pm	The Conference Center at Mercer Mercer Community College 1200 Old Trenton Road West Windsor, NJ 08550	Reg. fee: non-member rate: \$219..00
Kristen Solomon	Parent Tour March 30, 2022	The Alpha School 2210 W. County Line Road Ste 1 Jackson, NJ 08527	mileage/tolls

- A.3** Motion that the Board of Education approves the Academic Bowl competition against Cedar Drive Middle School, Colts Neck School District, on April 12, 2022. Parents will provide student transportation.
- A.4** Motion that the Board of Education approves the submission of the United States Department of Education Civil Rights Data Collection.
- A.5** Motion that the Board of Education approves the PTO Spring Enrichment program effective March 29, 2022 through May 18, 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
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Pamela Phillips	Cook with a Book Grades K-3	Tuesdays March: 29th April: 5th, 12th, 26th May: 3rd, 10th
Pamela Phillips	Cook with a Book Grades K-3	Wednesdays April: 6th, 13th, 27th May: 4th, 11th, 18th
Megan Krieg	Sculptures & Clay Grades 4-6	Wednesdays March: 30th April: 6th, 13th, 27th May: 4th, 11th
Peter Petosa	Cartooning Grades 3-8	Wednesdays March: 30th April: 6th, 13th, 27th May: 4th, 11th
Pamela Phillips	Ahoy Matey! Grades K-2	Thursdays March: 31st April: 7th, 14th, 28th May: 5th, 12th
Megan Krieg	Sculptures & Clay Grades 4-6	Thursdays March: 31st April: 7th, 14th, 28th May: 5th, 12th

**Motion by Mr. Becker, seconded by Dr. D’Ambrosio, Motion carried roll call of 9-0.**

**B. District Operations**

**Roll Call**

**B1.** Motion that the Board of Education accepts the Comprehensive Annual Financial Report for the Fiscal Year ended June 30, 2021, and the Auditor’s Management Report prepared by Robert A. Hulsart & Company and authorizes its submission to the New Jersey Department of Education and notes that there is one audit exception related to Student Account Meal Balances from 2019. [CAFR 2020-2021](#) [Auditors Management Report](#)

**B2.** 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.

**B3.** Motion that the Board of Education adopts the following resolution:

The Superintendent recommends approval to adopt the Tentative Budget for FY 2022-2023:

BE IT RESOLVED that the tentative 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

	<b>GENERAL FUND</b>	<b>SPECIAL REVENUE</b>	<b>TOTAL</b>
<b>2022-2023 Total Expenditures</b>	\$15 ,665,711	\$222,975	\$15,888,686
<b>Anticipated Revenues</b>	\$1,335,623	\$222,975	\$1,558,698
<b>Taxes to be Raised</b>	\$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 School Media Center, 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. [2022-2023 Budget Projection Report](#) [Budget Summary](#)

**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-7.3 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 \$527.56 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 2021-2022 school year.

**B.5** BE IT RESOLVED that the financial reports of the Secretary to the Board of Education and Treasurer of School Monies for February 28, 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 February 28, 2021 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.6** Motion that the Board of Education approves the budget transfers effective February 28, 2022

**B.7** BE IT RESOLVED that the financial reports of the Secretary to the Board of Education and Treasurer of School Monies for February 28, 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 February 28, 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 Mr. Vitale, seconded by Mr. Becker, Motion carried roll call of 9-0.**

**C. Policy**

**Roll Call**

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

### Bylaws update

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

### C.2. Motion that the Board of Education approve the following policies and regulations for the Second Reading:

#### [Policies](#) | [Regulations](#)

- P 2415.05 Student Surveys, Analysis, Evaluations, Examinations, Testing, or Treatment (M) (Revised)
- P & R 2431.4 Prevention and Treatment of Sports-Related Concussions and Head Injuries (M) (Revised)
- R 2460.30 Additional/Compensatory Special Education and Related Services (M) (New)
- P 2622 Student Assessment (M) (Revised)
- R 2622 Student Assessment (M) (New)
- P 3233 Political Activities (Revised)
- P 5541 Anti-Hazing (M) (New)
- P 7540 Joint Use of Facilities (Revised)
- P 9560 Administration of School Surveys (M) (Revised)
- P & R 8465 Bias Crimes and Bias-Related Acts (M) (Revised)
- Policy/Regulation Guide 5751 Sexual Harassment of Students [R 5751 Revised.docx](#)

### Motion by Mr. Wohltman, seconded by Dr. D'Ambrosio, Motion carried roll call of 9-0.

#### D. Human Resources

#### Roll Call

- D.1** Motion that the Board of Education approves the appointment of Kristen Annesi as a substitute secretary, at a rate of \$100.00 per diem, for the remainder of the 2021-2022 school year.
- D.2** Motion that the Board of Education rescind the approval of Sharon Rykola as a substitute teacher for the 2021-2022 school year, previously Board approved on 2/23/22.
- D.3** Motion that the Board of Education approves the appointment of Ann Marie Tinerino as a lunch aide for the remainder of the 2021-2022 school year, at a rate of \$15.00 per hour, pending completion of Criminal History Review.
- D.4** Motion that the Board of Education retroactively approves the appointment of Michael Jamnik as a substitute bus aide from the remainder of the 2021-2022 school year, at a rate of \$15.00 per hour, effective January 18, 2022.

- D.5** Motion that the Board of Education approves the appointment of Shannon Cusick as a full-time teacher's aide, at a hourly rate of \$16.35, for the remainder of the 2021-2022 school year, pending completion of Criminal History Review.
- D.6** Motion that the Board of Education approves the appointment of Tara Kelly as a substitute teacher, at a rate of \$125.00 per diem, for the remainder of the 2021-2022 school year, pending completion of Criminal History Review.
- D.7** Motion that the Board of Education approves the extra-curricular appointment of Vanessa Hyland for Home Instruction for the 2021-2022 school year at the BEA approved rate of \$33.66 per hour.
- D.8** Motion that the Board of Education approves the extra-curricular appointment of Mackenzie Queen for Detention Monitor for the 2021-2022 school year at the BEA approved rate of \$28.05 per hour.
- D.9** Motion that the Board of Education approves the extra-curricular appointment of Brian Chiasson for one hour of School Club activity on 2/22/22, at a rate of \$41.82 per hour.
- D.10** Motion that the Board of Education approves Aileen Matt for an unpaid leave of absence from 2/14/22 - 3/1/22.
- D.11** Motion that the Board of Education approves teacher Tina Snyder for an extended paid maternity leave of absence commencing on March 28, 2022 through April 1, 2022, using 11 sick days. \*Previously Board approved on 2/23/22 for unpaid leave.
- D.12** Motion that the Board of Education approves Amanda Sweeney as the first grade maternity leave replacement teacher effective May 2, 2022, - June 22, 2022, at the current BA Step 1 rate of \$54,524.00, to be prorated, and from September 1, 2022 - November 26, 2022, at the 2022-2023 BA Step 2 rate of \$56,039.00.
- D.13** Motion that the Board of Education approves Celeste Decker for an extended unpaid maternity leave of absence commencing on April 25, 2022 through June 22, 2022.
- D.14** Motion that the Board of Education approves Jami Menture as the Special Education maternity leave replacement teacher at the MA Step 1 rate of \$58,124.00, to be prorated, effective April 25, 2022 through June 22, 2022.



**D.15** Motion that the Board of Education approves the following staff to conduct testing, outside of the regular school day, for the remainder of the 2021-2022 school year, at the BEA extracurricular rate of \$41.82 per hour:

Maria Prendergast
Peg Thompson

**Motion by Mr. Milancewich, seconded by Mrs. McDevitt, Motion carried roll call of 9-0.**

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

**Below are notes from Kelly Baldino and Jennifer Bard who spoke at the meeting.**

Ms. Kelly Baldino and Jennifer Bard spoke on behalf of Special Education Parent Advisory Group composed of parents, teachers, and administrators who aim to collaborate on policies, programs, practices, and services which have an impact on students who require support academically, socially and/or emotionally. Their first meeting was a successful collaboration. Parents at these meetings share their child’s successes and ask for suggestions to help their child in areas that are challenging. For example, parents have asked for outside therapy recommendations, social group recommendations, intervention questions, information regarding extended school year, and benchmark data questions. Our group has been a tremendous resource for parents.

Mr. Sabia coordinated a presentation from the Intervention and Referral Team as well as interventionists. This team was composed of Ms. Love, Mrs. O’Reilly, Mrs. Prendergast, Mrs. Thompson, and Mrs. Matter. The goal was to understand the tiered level of support, the protocol, and understand the level of intervention being provided. The feedback from the presentation was great. Parents found the team to be knowledgeable and comprehensive.

Mrs. Bard and Ms. Baldino have met with Mr. Sabia privately and asked specific question and are still waiting for his response. A request our parents were asking for is if interventions in Math and ELA can be provided after school for 20-30 minutes rather than having the student pulled out from their academic classes. Our group has communicated with other neighboring districts and has learned that some are offering after school support and pays the staff with the Covid Relief Funds from the government. Utilizing these funds would be a beneficial way to bridge the gap our children have experienced over the past two years. Mr. Sabia has helped us take the necessary steps to include all parents of students who have a learning difference (general education students as well), providing an interpreter for our meetings as well as sending our emails out in Spanish. They thanked the BOE members: Mrs. McDevitt, Mrs. Jones, and Mr. Wohltman for attending our meetings, sending emails and showing a genuine interest in the success of our group. Our group looks to grow and expand with new members. Their beliefs are that education starts in the home and blossoms when facilitated in direct collaboration with schools. The more we can help our children build their skills academically, socially and emotionally, the greater the outcome is for our children.

**11. Discussion** – Mrs. Jones mentioned two statements that were stated in the Coast Star – those quotes were “Brielle has always imbedded Black History into its curriculum” and “Curriculum has always included inclusion and diversity”. These statement are not accurate. These statements dismissed the lasting negative impact that African Americans do experience while sitting in a classroom year after year where their stories are not reflected in the curriculum. It does not acknowledge the social and emotional toll that a child internalizes when their ancestors are always depicted by hardship and struggles. We do a disservice to all of our students, not just black students, when we do not teach history accurately. Mrs. Jones closed with saying “There needs to be an admission that we missed the mark on this.”

**12. Payment of Bills**

Motion that the Board authorizes payment of the following February 2022 bills list and that the Secretary is authorized to draw warrants of the Treasurer in the total amount of: \$1,502,975.16 [March 2022 Bills](#)

**Motion by Mr. Vitale, seconded by Mr. Becker, Motion carried roll call of 9-0.**

**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**

A motion to move into executive session made by Dr. D’Ambrosio and seconded by Mr. Vitale. Motion was carried by a unanimous vote of 9-0. Regular meeting adjourned at 8:20. The board went into executive session at this time.

Executive session was a discussion of legal and personnel matters regarding an investigation. Motion to leave closed session, Dr. D’Ambrosio and seconded by Mr. Becker at 8:39. All in favor. Motion to adjourn, Dr. D’Ambrosio and seconded by Mr. Wohltman at 8:39. All in favor

Respectfully Submitted,

*Dawn Cherry*

Dawn Cherry  
Business Administrator/Board Secretary