

**BRIELLE BOARD OF EDUCATION**  
**Regular Action Meeting Minutes**  
**Brielle, New Jersey**  
**August 17, 2022**

1. **Announcement** – There has been adequate notice of this meeting provided by the Board of Education June 23, 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**  
Dr. D’Ambrosio, Mrs. Jones, Dr. LaValva, Mrs. McDevitt, Mr. Milancewich, Mrs. Rieth, Mr. Vitale  
**Absent:** Mr. Becker, Mr. Wohltman  
**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 July 27, 2022 meeting.  
**Motion by Mr. Milancewich, seconded by Mrs. McDevitt**  
**Motion carried roll call of 6-0-1, Mr. Vitale abstained**
  
5. **Presentations: None**
  
6. **Visitor’s Business** – Visitors are permitted to comment on agenda items only at this time.  
**No visitor’s business**
  
7. **Correspondence -**  
**3 cards were received and read from graduated Brielle students, Cate Campbell, Carleigh Feeney, and Erin Marsh thanking the Board of Education for the scholarship awards that they received.**
  
8. **Committee Reports-**  
District Operations – Mr. Vitale **Small budget surplus expected, final amount will be determined after audit. Media center remediation complete, next step to continue work during beginning of school.**

Representative to Manasquan- Mr. Vitale **New programs at MHS some for freshman class, rest for 10-12 graders. Manasquan purchasing software to identify inappropriate computer usage.**

Curriculum and Programs- Mr. Becker **No report-not in attendance**

Human Resources- Mr. Milancewich **No report**

Policy – Mr. Wohltman **No report-not in attendance**

Community Relations – Mrs. McDevitt **No report**

**9. Administrative Report -**

**Mrs. Carlson reported that the school is getting ready for the new school year, painting of classrooms, the HVAC project, and media center. Mrs. Carlson has been conducting interviews for the many available positions at Brielle School.**

**HIB Reports:**

Month	# of Investigations	HIB	Not HIB
July 2022	0	0	0
June 2022	0	0	0
May 2022	0	0	0
April 2022	0	0	0
March 2022	1	1	0
February 2022	0	0	0
January 2022	0	0	0
December 2021	0	0	0
November 2021	0	0	0
October 2021	1	1	0
September 2021	0	0	0
August 2021	0	0	0
July 2021	0	0	0
June 2021	1	0	1
May 2021	0	0	0

**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, plus transportation.

# of Students	Placement	ESY Cost	Regular Year Cost	Total Cost
1	Princeton Child Development Institute	\$18,480.00	\$110,880.00	\$129,360.00

- A.2** Motion that the Board of Education approves the payment to the Wall Township Public School District of the certified tuition charges for the 2019-2020 school year, in the amount of \$7,608.
- A.3** Motion that the Board of Education approves NJCARE to conduct in-person CPI training to staff on August 31, 2022 at a cost of \$1,699.60 (includes training & materials)
- A.4** Motion that the Board of Education approves CPR/AED training to be completed by Team Life on November 14, 2022 at a cost of \$3,200.
- A.5** Motion that the Board of Education approves the Manasquan School District contracts for the following programs for the 2022-2023 school year.

# of Students	Program	Cost per pupil	Total Cost
224.5	Regular tuition students	\$17,693	\$3,972,078.50
2020-2021 Adjustment (credit)			(\$129,789.41)
Total due for Regular Tuition 2022-2023 school year			\$3,842,289.09
3	HS Center for Learning & Independence	\$98,208.25	\$294,624.75
Manasquan HS Resource Instruction for 2021-2022			\$106,652.70

- A.6** Motion that the Board of Education approves the following staff members to attend the professional development workshops as listed below:

Staff Member	Conference/Workshop	Location	Date	Cost
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Kelsey Campbell Erin Coughlan Katherine Crawley Alison Gilbertson Caitlin Leddy Rena Luethold Jillian McAlary Laura Myers Jami Menture Janney Petrone Mackenzie Queen Stephanie Randel Alexandra Smith Amanda Sweeney Katherine Terracciano Laura York	Tools 4 Reading Top 10 Tools 6608 N. Western Avenue #301 Oklahoma City, OK 73116	Virtual 3 month program	7/1/22- 10/1/22	\$135.00 reg. per person
Colin Sabia	Science of Reading Conference A Fresh Look at Phonics - Common Causes of Failure & 7 Ingredients of Success	Bellmawr Public School District 256 Anderson Avenue Bellmawr, NJ 08031	8/23/22	Reg fee: n/a mileage/tolls
Kereth Looney Beth O'Reilly Colin Sabia	Trauma Sensitive Schools NJ State Bar Foundation	Virtual	9/28/22	n/a
Jen Love	Just Words	Virtual	9/9/2022	\$299.00
Kate Caldwell Colin Sabia Dana Stover	Social Emotional Character Development NJ State Bar Foundation	NJ Law Center One Constitution Square New Brunswick, NJ 08901	9/29/22	Reg. fee: n/a mileage/tolls

**A.7** Motion that the Board of Education approves Brielle School District in the Regional Professional Development Academy for the 2022-2023 school year at the annual cost of \$1,100.00.

**A.8** Motion that the Board of Education approves the 2022-2023 school year B.E.A.C.O.N. before school and after school care child fees and rates as follows:

Registration: \$25.00 an individual or \$50.00 per family

Morning Care:

7:10am- 8:10am: \$10.00 per morning

Afternoon Care:

3:00pm - 4:00pm: \$10.00 per afternoon

3:00pm - 5:00pm: \$15.00 per afternoon

3:00pm - 6:00pm: \$20.00 per afternoon

10% discount to be applied to additional sibling(s)

**A.9** Motion that the Board of Education approves the Statement of Assurances for the District Professional Development Plan and the District Mentoring Plan for the 2022-2023 school year.

**A.10** Motion that the Board of Education approves the contract with On Board ABA for ABA home programming therapy at the rate of \$60 per hour and BCBA supervision services at the rate of \$130 per hour, provided to a Manasquan High School student for the 2022-2023 school year.

**Motion by Mrs. Rieth, 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 write off of prior years’ Cafeteria account balances totaling \$6,681.30.~~ **Motion removed and tabled for further discussion**

**B.2** BE IT RESOLVED that the financial reports of the Secretary to the Board of Education and Treasurer of School Monies for June 30, 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 June 30, 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 Dr. D’Ambrosio, carried roll call of 7-0**

**C. Policy**

**Roll Call**

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

[Policy 0163 Quorum.pdf](#)  
[Policy 1511 BOE Website Accessibility.pdf](#)  
[Policy 2415 Every Student Succeeds Act.pdf](#)  
[Policy 3216-4216 Dress and Grooming.pdf](#)  
[Policy-Regulation 3270 Professional Responsibilities.pdf](#)  
[Policy-Regulation 5513 Care of School Property.pdf](#)  
[Policy 5517 School District Issued ID Cards.pdf](#)  
[Policy 5722 School Journalism.pdf](#)

**Motion by Dr. D'Ambrosio, seconded by Mrs. McDevitt motion carried roll call of 7-0**

**D. Human Resources**

**Roll Call**

- D.1** Motion that the Board of Education rescinds the appointment of Ashley Bailey as the Child Study Team Secretary for the 2022-23 school year, previously approved on July 27, 2022.
- D.2** Motion that the Board of Education rescinds the appointment of Lisa McCoy as the Assistant to the Business Administrator for the 2022-2023 school year, previously approved on July 27, 2022.
- D.3** Motion that the Board of Education rescinds the appointment of Shannon Cusick as a Special Education Aide for the 2022-2023 school year, previously approved on May 25, 2022.
- D.4** Motion that the Board of Education rescinds the appointment of Alyssa Walker as an Instructional Aide for the 2022-2023 school year, previously approved on May 25, 2022.
- D.5** Motion that the Board of Education approves Alison Kennedy, as School Secretary, for the 2022-2023 school year, at a salary of \$43,494.00 per year, with single benefits.
- D.6** Motion that the Board of Education approves Julia Clayton, as an Instructional Aide, for the 2022-2023 school year, at a salary of \$20,331.50.
- D.7** Motion that the Board of Education approves Sue Sevastakis, as an Instructional Aide, for the 2022-2023 school year, at a salary of \$20,137.25.
- D.8** Motion that the Board of Education approve Kayla Kanarkowski as a substitute teacher for the 2022-2023 school year, pending completion of Criminal History Review.
- D.9** Motion that the Board of Education approves the salary revision of School Secretary Jeanne Egan, for the 2022-2023 school year, at a salary of \$45,000. Previously approved on May 25, 2022.
- D.10** Motion that the Board of Education approves Pauline Roats as a BEACON aftercare aide for the 2022-2023 school year at a rate of \$15.00 per hour.

- D.11** Motion that the Board of Education approves Valarie Rivera as a BEACON aftercare aide for the 2022-2023 school year at a rate of \$15.00 per hour.
- D.12** Motion that the Board of Education approves Ruth Jamnik as a substitute secretary for the 2022-2023 school year at a rate of \$100 per diem.
- D.13** Motion that the Board of Education approves Pete Petosa as a substitute BEACON aftercare advisor for the 2022-2023 school year at the extracurricular rate of \$33.66 per hour.
- D.14** Motion that the Board of Education approves Sandra Baety as a substitute custodian for the 22-23 school year at the rate of \$15.00 per hour pending criminal history review.
- D.15** Motion that the Board of Education approves Jessica Booth as a Math Interventionist for the 2022-2023 school year at BA Step 2, \$56,039.
- D.16** Motion that the Board of Education approves Jami Menture as a Special Education Teacher for the 2022-2023 school year at MA Step 1, \$58,889.
- D.17** Motion that the Board of Education approves Quinn Saito as the Child Study Team Secretary for the 2022-2023 school year, at the salary of \$40,000.
- D.18** Motion that the Board of Education approve Cole Hallman as a substitute teacher for the 2022-2023 school year, pending completion of Criminal History Review.
- D.19** Motion that the Board of Education approves Kristen Casais as the Assistant to the Business Administrator for the 2022-2023 school year, at the salary of \$48,000.
- D.20** Motion that the Board of Education approves Lisa Erbe as a Special Education teacher for the 2022-2023 school year at BA+30 Step 5-6, \$62,489.
- D.21** Motion that the Board of Education approves the resignation of Ray Erickson, Facilities Manager, for the purpose of retirement, effective December 31, 2022.

**Motion by Mr. Milancewich, seconded by Dr. D'Ambrosio motion carried roll call of 7-0**

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

**The Special Education parent group met with Mrs. Carlson and Mr. Sabia and thanked them for their time. The schedule of their group meetings will be added to the school calendar. Mr. Curran attended a Fire Dept walk through of the school, and thanked Mr. Sabia and Mr. Erickson for their help with the tour. Mr. Curran also discussed the**

**health/P.E. curriculum. A parent meeting/presentation will be held to share the health curriculum with parents.**

- 11. Discussion – Discussion among the board members regarding the superintendent search and what they felt was the most cost efficient option for the upcoming administrator search.**

**12. Payment of Bills**

Motion that the Board authorizes payment of the following August 2022 bills list and that the Secretary is authorized to draw warrants of the Treasurer in the total amount of: \$683,251.52

**Motion by Dr. LaValva, seconded by Mr. Vitale, motion carried roll call of 7-0**

**13. Executive Session**

There will be no Executive Session held this evening after the conclusion of the regular action board meeting.

**14. Adjournment**

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

Respectfully submitted,

Diane Quigley  
Acting School Business Administrator