

## REGULAR BUSINESS MEETING DECEMBER 20, 2017#

### A. Call to Order

The Board of Education, Township of Holmdel, met in a Regular Business Meeting on Wednesday, December 20, 2017 in the W.R. Satz School Library, 24 Crawford's Corner Road, Holmdel, New Jersey. The meeting was called to order at 8:00 p.m., by Mr. Hammer, President of the Board.

### B. Opening Statement

Statement is hereby made that adequate notice of this meeting was given by:

- Posting written notice prominently on the bulletin board in the Office of the Board of Education, 65 McCampbell Road, Holmdel, New Jersey, the District's website and sent to the four district schools.
- The mailing and/or hand delivery of said notice to the designated newspapers, Asbury Park Press, Independent, the PLG, PSG, PSA, PTSO, SAB presidents and student representatives to Board.
- Filing with the Clerk of Holmdel Township, Police Headquarters and Public Library.

### C. Open Public Meetings Act

Meetings of the Board are open to the public and all members of the community should feel free to participate:

- There are two opportunities for the public to speak; the first is at the beginning of the meeting for agenda items only and the second is at the end of the meeting for other items.
- Any individual desiring to speak shall give his or her name, address, and the group, if any, that is represented.
- The presentation shall be as brief as possible but no more than three (3) minutes per individual.
- The board vests in its president, or other presiding officer, authority to terminate the remarks of any individual if he/she deems it in the best interest of those present to do so.

### D. Roll Call/Flag Salute

The following Board members were present: Mesdames: Briamonte, Flynn, Kline and Liu. Messrs: Hammer, Reddy, Martinez (arrived at 8:29 p.m.) and Sockol. Absent: Mrs. Ammirati. Also, present, Dr. Robert McGarry, Superintendent, Mr. Michael R. Petrizzo, CPA, Business Administrator/Board Secretary and Mr. Paul Green, Board Attorney. Ms. Jessica D'Agostino, student representative to the Board was present (left the meeting at 9:05 p.m.). Absent: Mr. Hamzah Shaikh.

### E. Reading of Mission Statement

The mission of the Holmdel Township Public Schools is to provide a comprehensive and caring educational environment that will develop the potential of every student into achievement. In partnership with our community, the School District will support all our students' efforts to meet and exceed the New Jersey Student Learning Standards, and to become responsible and resourceful citizens and life-long learners.

F. Presentation(s)/Public Hearing(s)

- 2016/2017 Audit - Robert Allison, Holman Frenia Allison, P.C.
- Recognition of Service - Board Members: Denise Kline and John Martinez  
Board Members and administrators shared stories and thanked both Mrs. Kline and Mr. Martinez for their services to the students, district and community.

G. Report of Student Representatives to the Board

The student representative reported out on student matters.

Resolved: That the Report of the student representatives is hereby accepted

MOTION: Show of Hands to Accept – All Approved

H. Report of the Superintendent

Good evening and happy holidays to all! This past weekend I wrote to our parents about how the holidays and the Winter Break provide a great opportunity for reflection on the past, but it's also a time of anticipation of what's to come. Tonight, I would like to provide a glimpse of what's yet to come for our students as the calendar turns to 2018.

The *Benchmark Advance* literacy program, which you have heard me mention before as it is being implemented in grades K-3 this year, includes inquiry-based projects in each unit. In the New Year, we can expect to see the gradual integration of these inquiry-based projects in classrooms. For example, while exploring the concept of an author's point of view, our youngest learners will explore the essential question, *Why do people tell stories?* As they engage with this question, they may conduct a radio interview, tell stories about the environment, or make a history picture book. In addition, in the same unit, our 2nd grade students will consider the essential question, *how can a story change depending on who tells it?* They may create a family history map, a then-and-now collage, or describe in their own words how to keep an ice cube cool. Every student, regardless of their grade level, will also have the option of creating an inquiry project of their own.

Our 6th grade literacy teachers will continue piloting *StudySync* in the new year. This is an online balanced literacy program for middle school students that uses 21st century tools to support student achievement. This includes 144 character 'blasts' a la old school twitter, peer reviews via student-to-student posts, on-line reading and annotating using tech-tools, online research and writing, as well as online assessments.

In the New Year, we can expect to see students across the district continuing to take virtual trips around the globe with the use of the already wildly successful Google Expedition program. In this program, students are able to virtually visit locations on Earth and beyond. As a former music major, my favorite expedition in recent weeks was the one Village music students took to the stage of Carnegie Hall! if only it were that easy to get to Carnegie Hall!

In anticipation of the coming months, teachers at Indian Hill met this month with our Math and Science Supervisor, Mrs. Killean, to develop evidence-based, thought provoking assessment questions to support our new science program. This was an enriching professional development experience that yielded impressive results which will be put into place in the New Year.

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Meanwhile, in the jam-packed Technology Education cycle course at Satz, the New Year will see 7th graders designing and creating electric cars to learn about gear ratios. They will then race their cars against each other. In 8th Grade Tech Ed., students will use simple machines to design and create Roman onagers to launch a marshmallow. They too will compete with their classmates to see which design can launch a marshmallow the furthest.

Supervisor of Technology, Engineering and Media Centers has shared a great many coming attractions from our media centers with me.

In January, students at Village in kindergarten and grade one will be learning about staying safe online through Common Sense Media, learning to code by using Beebot robots and human robots, and participating in various STEM activities.

Students in the 2-3 library will be continuing to learn how to use online databases for research as well as other tools like Atlases and Almanacs. They will also continue to explore how to effectively use Pebble Go, Explora, and World Book Online to locate information. Remember when going to the library meant learning the Dewey Decimal system and selecting independent reading books?

Michael Northrop, author of the recently released sci-fi/horror/historical fiction mashup (yes mash-ups are not just for music anymore) will be visiting Indian Hill on January 10th. Students will be able to enter a writing contest to win a chance to eat lunch with him. Meanwhile our Indian Hill Media Specialist Mrs. McTague has been working with Science classes and teachers to investigate STEM activities that were purchased through a grant from the HFEE. This exciting work will continue in the New Year.

In an ongoing Digital Literacy initiative that will take us into the new year, Indian Hill students are working on Infographics to educate their peers on digital literacy topics and when they return in January they will also be starting a unit on coding..

Based on recent concerts, it's clear that we can expect more great performances in 2018, and in the new year, several of our students will perform in highly select groups such as All-Shore Intermediate Band, which will include Indian Hill flutist Rebecca Wang, Region Symphonic Band, which will include HHS senior Jessica Kuleshov on the Bass Clarinet, and the All Shore Orchestra which will include Satz eighth grader Rayan Jawa, who incidentally earned the second highest score of all violists who auditioned and thus will sit second chair in the viola section.

A revamped Program of Studies for Holmdel High School and William R. Satz is something to look forward to in the New Year, as these are in the final stages of development and will be published in January. These guides will include, for the first time, a section on our new Career Concentration program at HHS. These documents will be posted on our website once they are finalized.

The BOE C&I Committee reviewed and is recommending approval for 2 new courses for further development at HHS in 2018, Geometry Lab, an extra period of study of the subject to support students who need it and Medical Terminology, the second course in our Rutgers Health Care coursework.

We can expect continued success in academic competitions given that our 6th grade students who participated in the Continental Math League just tied for first in the nation (out of 224 schools),

We also look forward to continued good news in the new year from our Robotics team, as the team is already off to a great start. The team participated in a qualifier in Williamstown, NJ called the Southern Scuffle where they finished in the second-place alliance! The team has also traveled to several other meets, including the Brunswick Eruption at North Brunswick High School and Fall Harvest VII at Marlton High

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School. The team made it to semifinals in each. I am sure we can expect more exciting news from Team Robotux in the future.

We are also looking forward to Satz student William Liu competing in the 34th Annual Asbury Park Press/Home News Tribune Spelldown as the Holmdel representative. William won the school competition earlier this month.

And of course we look forward to continuing to congratulate the Hornets of the Month from Indian Hill such as December's winners, Michael Marzarella and Bella Buffa from 4th Grade, Noah Ochojski and Elena Chu from 5th Grade and Anthony Paulino and Myra Dutt from 6th Grade and to recognizing our Satz Students of the Month as we do tonite for December's winners Brendan Worobel, Annie Wang, Samantha Youssef, Jonathan Wen and Trinity Han.

In 2018, our teachers and students will begin to develop and submit their proposals for innovative practices they hope will be funded through HFEE mini-grants. The application information is being sent out this week and applications will be due at the end of February.

In alignment with our Character Education district goal, committees at each school have collaborated, and are embarking on enhancements to programs throughout the district, including the Buddy Benches at Village (although I can tell you from personal experience it might be a good idea to wait to seek a buddy using this took until the benches warm up in the spring) !

Indian Hill School looks forward to celebrating themes for each month in the new year, such as February, which will be known as "Open Your Heart" to others Month and April, which will be known as "Showering" each other with kindness Month. Character education lessons will be taught during Library period each month.

And at Satz and the HS Complex, our new Peer Leaders program that you have heard about before will continue and in 2018, Holmdel High School, in conjunction with the Middle States Association, will conduct a comprehensive investigation into the level of school connectivity felt by all stakeholders in our school community. Among others, some key questions we will seek the answers to will include, "What exactly defines 'school spirit'?" and "What steps can we take to cultivate it in our school community?" We expect to, by June 2018, collect data, conduct focus group sessions, report our findings and develop action plans based on those findings.

Of course, we are looking forward to an exciting Winter Sports season for our Hornets. Winter Sports are already underway and we look forward to a successful season for all of our student athletes. Early success such as the wins by Dean Gallo and Nick Ammirati at the Ewing High School Tournament (with Nick being named tournament Outstanding Wrestler) are early indicators of more good news to come from the Athletics department this winter!

Finally, we can all look forward to some visual signs of our moving forward to realize our 2020 vision later this spring as planning is well underway with the various projects. Please visit our 2020 website for updates.

And of course this is also the time of year for expressing our gratitude, and as I do every month, I would like to thank our parent groups for their support. Thanks to the PSA for coordinating with Mrs. Kenney on a successful Giving Tree initiative again this year. The PSA also worked with teacher representatives from the building to host a successful Barnes and Noble Night for our families. This is one of the great fundraisers they run during the year, as well as it being a nice opportunity for families to enjoy a night out.

A big thank you to our PLG for assisting with the funding of an amazing assembly program by Dr. Michael Fowlin, "Even Small Crayons Make Bright Marks," which I previewed in my report last month.

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Thanks to both the PSA and the PLG and their volunteers for organizing successful Holiday Shoppes at Village and Indian Hill.

Thanks to the PSG for their constant support of the Box Tops for Education Contest and the monthly winners and to the PTSO for their sponsorship of a raffle for reserved parking spaces - these are always "hot" items for our students, and the funds raised through both of these endeavors will help the PSG and PTSO to help the students and staff - a win, by any measure!

On behalf of the administration, faculty, staff and students of our great school district, I wish you all a wonderful Winter Break; I look forward to all of the great things that are ahead for our students in the New Year.

The Superintendent reported on the following current student enrollment: 3,003

Village School.....802 W.R. Satz School..... 516

Indian Hill School .....755 High School.....930

Resolved: That the report of the Superintendent is hereby accepted and filed by the Board Secretary.

MOTION: Show of Hands to Accept – All Approved

I. Harassment, Intimidation and Bullying (HIB) Report

Dr. McGarry reported the following H.I.B. incidences from 11/29/17 – 12/20/2017:

School	# of Incidents	Notes
Village School	0	
Indian Hill School	0	
W.R. Satz School	1	Unsubstantiated
Holmdel High School	1	Substantiated

J. Committee Report(s)

- Ms. Flynn – Budget & Finance
- Mrs. Briamonte – Community Relations
- Mrs. Kline – Curriculum & Instruction

K. Questions or Comments from the Public on Action Items Only - None

L. Action Items

• Approval of Minutes:

1. Approval of Minutes – Closed Executive Session Meeting

Resolved: That the Board approve the minutes of the following meeting:  
Closed Executive Session Meeting – November 29, 2017.

MOTION: Mr. Martinez SECOND: Mrs. Kline VOTE: 8-0  
Absent: Mrs. Ammirati

2. Approval of Minutes – Regular Business Meeting

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Resolved: That the Board approve the minutes of the following meeting:  
Regular Business Meeting – November 29, 2017.

MOTION: Mr. Martinez SECOND: Mrs. Kline VOTE: 8-0  
Absent: Mrs. Ammirati

- **Policy:** None

- **Superintendent’s Recommendations:**

3. Approval of Out-of-District Travel, District Personnel

Resolved: That the Board approve the Out-of-District Travel for Professional Development Activities or Professional Development Meetings, as authorized by the Superintendent. Under Policy 6471 School District Travel, and in accordance with Regulation 6471 Staff Member. [B]

Date	Name	Location	Professional Leave Data	City, State	Amount
01/24/18	Abadiotakis, E.	Village	Freehold Regional High School District Transition Program	Freehold, NJ	\$0.00
01/24/18	Clark, A.	High School	Freehold Regional High School District Transition Program	Freehold, NJ	\$0.00
01/24/18	Clores, J.	High School	College Access, Affordability and the Coalition Platform	Piscataway, NJ	\$0.00
01/11/18	Crimoli, M.	W.R. Satz	Stand up Against Hate: Teacher Art Workshop	Lincroft, NJ	\$43.72
01/09/18	Damji, E.	Village/Indian Hill	New Jersey Educational Computing Cooperative Annual Conference - 2018	Montclair, NJ	\$125.00
04/10/18	Graham, J.	W.R. Satz	Student Engagement Strategies	Eatontown, NJ	\$0.00
01/24/18	Guzik, C.	W.R. Satz	Freehold Regional High School District Transition Program	Freehold, NJ	\$0.00
01/11/18	Imbro, L.	W.R. Satz	Stand up Against Hate: Teacher Art Workshop	Lincroft, NJ	\$43.47
01/11/18	King, D.	W.R. Satz	Stand up Against Hate: Teacher Art Workshop	Lincroft, NJ	\$40.00
02/16/18	Lane, R.	Indian Hill	Art Educator Professional Development	Little Silver, NJ	\$0.00
01/19/18	McBride, S.	High School	The Nanjing Atrocities: 80 Years Later	New York, NY	\$52.00
01/24/18	Marasco, T.	High School	College Access, Affordability and the Coalition Platform	New Brunswick, NJ	\$0.00
01/09/18	McTague, L.	Indian Hill	New Jersey Educational Computing Cooperative Annual Conference - 2018	Montclair, NJ	\$142.89
02/07/18	Mirto, G.	Village	Guided Math: Differentiate Your Math Instruction Using Small Groups, Math Journals, Centers, and Whole Group Strategies (K-2)	Long Branch, NJ	\$264.95
01/09/18 - 01/11/18	Quintana, J.	B&G	Landscape Integrated Pest Management (IPM)	New Brunswick, NJ	\$395.00

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01/24/18	Riegal, D.	High School	Freehold Regional High School District Transition Program	Freehold, NJ	\$0.00
01/25/18 01/26/18	Seeley, D.	District	New Jersey Association of School Administrators: Techspo 2018	Atlantic City, NJ	\$468.90
02/07/18	Shapter, M.	Village	Guided Math: Differentiate Your Math Instruction Using Small Groups, Math Journals, Centers, and Whole Group Strategies (K-2)	Long Branch, NJ	\$264.95
01/24/18	Thompson, J.	Satz/High School	Freehold Regional High School District Transition Program	Freehold, NJ	\$0.00

MOTION: Mr. Martinez SECOND: Mrs. Kline VOTE: 8-0  
Absent: Mrs. Ammirati

4. Approval of Student Trips

Resolved: That the Board approve the list of student trips and the educational objectives, itineraries, rules and regulations set forth for each that are on file in the Office of the Superintendent of Schools and the appropriate Principal's Office.

MOTION: Mr. Martinez SECOND: Mrs. Kline VOTE: 8-0  
Absent: Mrs. Ammirati

5. Acceptance of a Non-Monetary Donation from Ms. Sabrina Corliss

Resolved: That the Board accept, with gratitude, a non-monetary donation from Ms. Sabrina Corliss of various weight room equipment valued at \$700.00. [D]

MOTION: Mrs. Kline SECOND: Mr. Reddy VOTE: 8-0  
Absent: Mrs. Ammirati

6. Approval for Adoption of New Courses

Resolved: That the Board approve the following New Courses for the 2018/2019 school year:  
[B]

Geometry Lab  
Medical Terminology

MOTION: Mr. Martinez SECOND: Mrs. Kline VOTE: 8-0  
Absent: Mrs. Ammirati

7. Acceptance of Uniform State Memorandum of Agreement Between Education and Law Enforcement Officials

Resolved: That the Board accept the Uniform State Memorandum of Agreement between Education and Law Enforcement Officials, as on file in the Office of the Superintendent of Schools.

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MOTION: Mr. Martinez SECOND: Mrs. Kline VOTE: 8-0  
Absent: Mrs. Ammirati

8. Approval of the Job Description, Title IA Teacher/Interventionist

Resolved: That the Board approve the Job Description, Title IA Teacher/Interventionist, as per attachment.

MOTION: Mr. Martinez SECOND: Mrs. Kline VOTE: 8-0  
Absent: Mrs. Ammirati

9. Approval of Resignation, Spanish Teacher, Holmdel High School

Resolved: That the Board approve the resignation of Jennifer Cibelli as a Spanish Teacher, Holmdel High School, effective January 1, 2018.

MOTION: Mr. Martinez SECOND: Mrs. Kline VOTE: 8-0  
Absent: Mrs. Ammirati

10. Approval of Resignation, Courier, District

Resolved: That the Board approve the resignation of Eric Wright as a Courier, District, effective retroactive from December 5, 2017.

MOTION: Mr. Martinez SECOND: Mrs. Kline VOTE: 8-0  
Absent: Mrs. Ammirati

11. Approval of Leave of Absence, Special Education Monitor, Village School

Resolved: That the Board approve a leave of absence for Ninotchka Johnson, Special Education Monitor, Village School, with benefits, as follows:

- Family Medical Leave Act (FMLA) effective retroactive from November 27, 2017 (.5 day) through January 15, 2018 (unpaid).

MOTION: Mr. Martinez SECOND: Mrs. Kline VOTE: 8-0  
Absent: Mrs. Ammirati

12. Approval of Extended Leave of Absence, Special Education Monitor, Holmdel High School

Resolved: That the Board approve an extended leave of absence for Eleana Goldheimer, Special Education Monitor, Holmdel High School, with benefits, as follows:

- Effective December 22, 2017 through June 30, 2018 (unpaid).

MOTION: Mr. Martinez SECOND: Mrs. Kline VOTE: 8-0  
Absent: Mrs. Ammirati

13. Approval of Extended Leave of Absence, Elementary Teacher, Village School

Resolved: That the Board approve an extended leave of absence for Shannon Hunnewell, Elementary Teacher, Village School, without benefits, as follows:



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- Personal Leave effective January 2, 2018 through June 30, 2018, (unpaid).

MOTION: Mr. Martinez SECOND: Mrs. Kline VOTE: 8-0  
Absent: Mrs. Ammirati

14. Approval of Extended Change in Assignment, Special Education Monitor, W.R. Satz School

Resolved: That the Board approve an extended change in assignment for Alexandra Lora as a Special Education Monitor, 6.5 hours per day, W.R. Satz School, effective January 2, 2018 through June 30, 2018. [E. Goldheimer - Leave] [B]

MOTION: Mr. Martinez SECOND: Mrs. Kline VOTE: 8-0  
Absent: Mrs. Ammirati

15. Approval of Appointment, Temporary Leave Replacement, Elementary Teacher, Village School

Resolved: That the Board approve the appointment of Jessie Tice as a Temporary Leave Replacement Elementary Teacher, Village School, step 1-3 (Step 1) BA, at a salary of \$51,625.00 (prorated), effective January 18, 2018 through June 30, 2018. [R. Kerner – Leave] [B]

MOTION: Mr. Martinez SECOND: Mrs. Kline VOTE: 8-0  
Absent: Mrs. Ammirati

16. Approval of Appointment, Temporary Leave Replacement, Elementary Teacher, Indian Hill School

Resolved: That the Board approve the appointment of Shari Whalen as a Temporary Leave Replacement Elementary Teacher, Indian Hill School, step 1-3 (Step 2) MA, at a salary of \$60,425.00 (prorated), effective January 18, 2018 through June 30, 2018. [D. Murphy- Leave] [B]

MOTION: Mr. Martinez SECOND: Mrs. Kline VOTE: 8-0  
Absent: Mrs. Ammirati

17. Approval of Appointment, Temporary Leave Replacement, Elementary Teacher, Indian Hill School

Resolved: That the Board approve the appointment of Rebecca Maidlow as a Temporary Leave Replacement Elementary Teacher, Indian Hill School, step 1-3 (Step 1) BA, at a salary of \$51,625.00 (prorated), effective January 4, 2018 through June 30, 2018, pending criminal history review. [B. Catania- Leave] [B]

MOTION: Mr. Martinez SECOND: Mrs. Kline VOTE: 8-0  
Absent: Mrs. Ammirati

18. Approval of Extension of Appointment, Temporary Leave Replacement, Special Education Teacher, W.R. Satz

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Resolved: That the Board approve an extension of appointment for Christina DeSimone as a Temporary Leave Replacement Special Education Teacher, W.R. Satz School, step 1-3 (Step 2) MA, at a salary of \$60,425.00 (prorated), December 23, 2017 through February 2, 2018. [C. Williamson - Leave] [B]

MOTION: Mr. Martinez SECOND: Mrs. Kline VOTE: 8-0  
Absent: Mrs. Ammirati

19. Approval of Extension of Appointment, Temporary Leave Replacement, Elementary Teacher, Village School

Resolved: That the Board approve an extension of appointment for Madelyn Arecchi as a Temporary Leave Replacement Elementary Teacher, Village School, step 1-3 (Step 1) BA, at a salary of \$51,625.00 (prorated), effective January 2, 2018 through June 30, 2018. [S. Hunnewell - Leave] [B]

MOTION: Mr. Martinez SECOND: Mrs. Kline VOTE: 8-0  
Absent: Mrs. Ammirati

20. Approval of Appointment, Temporary Leave Replacement, Secretary, Holmdel High School

Resolved: That the Board approve the appointment of Fran Carbone as a Temporary Leave Replacement Secretary, Holmdel High School, step 1, at a salary of \$39,695.00 (prorated), effective retroactive from December 1, 2017 through March 29, 2018. [S. Malcolm- Paid Leave] [B]

MOTION: Mr. Martinez SECOND: Mrs. Kline VOTE: 8-0  
Absent: Mrs. Ammirati

21. Approval of Appointment, Day-to-Day Substitutes

Resolved: That the Board approve the appointment of Day-to-Day Substitutes, as follows: [B]

Last Name	First Name	Substitute Position (s)	Effective Dates
*Dougherty	Brian	Teacher	01/02/18 - 06/30/18
Tice	Jessie	Teacher	01/01/18 - 01/17/18
Whalen	Shari	Teacher	12/20/17 - 01/17/18
*White	Wayne	Custodian	12/21/17 - 06/30/18
Yannello	Tina	Special Education Monitor	12/05/17 - 06/30/18

\*pending verification of certification and/or criminal history review

MOTION: Mr. Martinez SECOND: Mrs. Kline VOTE: 8-0  
Absent: Mrs. Ammirati

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22. Approval of Appointment, Schedule B Positions

Resolved: That the Board approve the appointment of staff members to Schedule B Positions for the 2017/2018 school year, as follows: [B]

Position	Location	Last Name	First Name	Stipend
Basketball Assistant Coach Boys	High School	Arecchi	Christopher	\$5,758.00
Cheerleading Coach Winter	High School	Menges	Melissa	\$5,276.00
Dance Coach Winter	High School	Sorg	Lisa	\$5,276.00
Indoor Track Assistant Coach	High School	Bell	Maurice	\$3,517.00
Indoor Track Assistant Coach	High School	Godfrey	Damon	\$3,517.00
Indoor Track Coach	High School	Cole	Jonathan	\$5,276.00
Lacrosse Assistant Coach Girls	High School	Reichardt	Danielle	\$5,117.00
Lacrosse Head Coach Girls	High School	Guastella	Salvatore	\$7,677.00
Softball Assistant Coach	W.R. Satz School	Bird	John	\$3,054.00
Swimming Coach	High School	Fox	Stephanie	\$7,677.00
Technical Advisor	W.R. Satz School	*Lavery	Tammy	\$1,920.00
Tennis Assistant Coach Boys	High School	Craparo	Michael	\$3,517.00
Tennis Coach Boys	High School	Chelednik	Charles	\$5,276.00
Track Assistant Coach Boys Spring	High School	Godfrey	Damon	\$5,117.00
Track Assistant Coach Boys Spring	High School	Herman	Thomas	\$5,117.00
Track Assistant Coach Girls Spring	High School	Blustein	Lynn	\$5,117.00

\*pending verification of certification and/or criminal history review

MOTION: Mr. Martinez SECOND: Mrs. Kline VOTE: 8-0  
 Absent: Mrs. Ammirati

23. Approval of Salary Adjustments

Resolved: That the Board approve the salary adjustment for a staff member effective retroactive from September 1, 2017, as follows: [B]

Last Name	First Name	From	To
DeYoung	Jennifer	5BA	5BA+15

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MOTION: Mr. Martinez SECOND: Mrs. Kline VOTE: 8-0  
Absent: Mrs. Ammirati

24. Approval of Student Teacher, Music Education, Indian Hill School

Resolved: That the Board approve Julia Henry, for Student Teaching, in the area of Music Education, Indian Hill School, effective January 22, 2018 through April 27, 2018. Cooperating teacher will be Meredith Thomas.

MOTION: Mr. Martinez SECOND: Mrs. Kline VOTE: 8-0  
Absent: Mrs. Ammirati

25. Approval of Observation, Family & Consumer Science, W.R. Satz School

Resolved: That the Board approve Brian W. Dougherty for 10 hours of Observation in the area of Family & Consumer Science, W.R. Satz School effective December 20, 2017 through December 22, 2017. Cooperating teacher will be Jaishree Kapoor.

MOTION: Mr. Martinez SECOND: Mrs. Kline VOTE: 8-0  
Absent: Mrs. Ammirati

26. Approval of Volunteer

Resolved: That the Board approve Timothy McDonnell as a Volunteer for the Boys Basketball Team, W.R. Satz School, for the 2017/2018 school year.

# Discussion: Mr. Sockol thanked the board, district and staff for their support for Timothy McDonnell.

MOTION: Mr. Sockol SECOND: Mrs. Kline VOTE: 8-0  
Absent: Mrs. Ammirati

27. Approval of Volunteer

Resolved: That the Board approve James O'Donnell as a Volunteer for the Boys Wrestling Team, Holmdel High School, for the 2017/2018 school year, pending criminal history review.

MOTION: Mr. Martinez SECOND: Mrs. Kline VOTE: 8-0  
Absent: Mrs. Ammirati

28. Acceptance of Harassment, Intimidation and Bullying (HIB) Report

Resolved: That the Board move to accept the Report on Harassment, Intimidation and Bullying (HIB).

MOTION: Mr. Martinez SECOND: Mrs. Kline VOTE: 8-0  
Absent: Mrs. Ammirati

29. Approval of Home Instruction

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Resolved: That the Board approve home instruction services for the following students for the period indicated:

SID	Classification	Start Date	End Date	Cost
2881218734	ED	11-30-2017	1-30-2018	\$57.00/hour
4872398392	Aut	11-30-2017	12-4-2017	\$70.00/hour

MOTION: Mr. Martinez SECOND: Mrs. Kline VOTE: 8-0  
Absent: Mrs. Ammirati

30. Approval of Student Placements

Resolved: That the Board approve the placement of the following students at the facilities listed for the 2017/2018 school year:

SID	Placement	Classification	Start Date	Cost
2881218734	Best Academy	ED	10-1-2017	\$4,475.00
4872398392	The Rugby School	Aut	12-5-2017	\$47,947.50

MOTION: Mr. Martinez SECOND: Mrs. Kline VOTE: 8-0  
Absent: Mrs. Ammirati

31. Approval of Tuition Contract Between the Howell Township Board of Education and the Holmdel Township Board of Education

Resolved: That the Board approve the enrollment of a tuition student from the Howell Township School District (SID 1088033976) for the 2017/2018 school year at the tuition rate (inclusive of all therapies and a one to one aide) of \$67,934.00. Transportation to be provided by Howell Township School District.

MOTION: Mr. Martinez SECOND: Mrs. Kline VOTE: 8-0  
Absent: Mrs. Ammirati

- **Business Administrator's Recommendations:**

32. Acceptance of 2016/2017 Comprehensive Annual Financial Report (CAFR) and Single Audit

Resolved: That the Board accept the Comprehensive Annual Financial Report (CAFR) and Single Audit, with no recommendations, as prepared by Holman Frenia Allison, P.C., for the fiscal year July 1, 2016 through June 30, 2017.

MOTION: Mr. Martinez SECOND: Mrs. Kline VOTE: 8-0  
Absent: Mrs. Ammirati

REGULAR BUSINESS MEETING DECEMBER 20, 2017#

33. Approval to Authorize Submission of Plans to the New Jersey Department of Education

Resolved: That the Board of Education authorizes the submission of plans for the proposed acquisition of 34 Crawford's Corner Road, to the New Jersey Department of Education for review and approval. This project is being undertaken as an other capital project and is not requesting debt service aid. The Board also authorizes amendment of its approved LRFP to include this project.

MOTION: Mr. Martinez SECOND: Mrs. Kline VOTE: 8-0  
Absent: Mrs. Ammirati

34. Approval of the Shared Services Agreement with the Freehold Regional High School District Board of Education for a Cooperative Sports Program – Ice Hockey

Resolved: That Board approve the shared services agreement between the Holmdel Township Board of Education and the Freehold Regional High School District Board of Education for a Cooperative Sports Program – Ice Hockey, subject to any modifications necessary in order to ensure that there will be no financial obligations on behalf of the District for the program, as on file in the Business Office.

MOTION: Mr. Martinez SECOND: Mrs. Kline VOTE: 8-0  
Absent: Mrs. Ammirati

35. Approval of Monthly Certification – November 30, 2017

Resolved: That pursuant to N.J.A.C.6A:23-2.11(e), we certify that as of November 30, 2017 after review of the Secretary's Monthly Financial Report (appropriations section) and, upon consultation with the appropriate district officials, that, 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); that no line item account has encumbrance and expenditures, which in total exceed the line item appropriation in violation of N.J.A.C.6A:23.11 (1), and that sufficient funds are available to meet the district's financial obligations for the remainder of the fiscal year.

MOTION: Mr. Martinez SECOND: Mrs. Kline VOTE: 8-0  
Absent: Mrs. Ammirati

36. Approval of Business Administrator/Board Secretary's Financial Report – November 30, 2017

Resolved: That the Financial Report of the Business Administrator/Board Secretary for the month ending November 30, 2017 is hereby approved and the Business Administrator/Board Secretary instructed to file same.

MOTION: Mr. Martinez SECOND: Mrs. Kline VOTE: 8-0  
Absent: Mrs. Ammirati

REGULAR BUSINESS MEETING DECEMBER 20, 2017#

37. Approval of Treasurer's Financial Report – November 30, 2017

Resolved: That the Financial Report of the Treasurer of School Funds for the month ending November 30, 2017, is hereby approved and the Business Administrator/Board Secretary is instructed to file same. The report is in agreement with the report of the Business Administrator/Board Secretary.

MOTION: Mr. Martinez SECOND: Mrs. Kline VOTE: 8-0  
Absent: Mrs. Ammirati

38. Approval of Bills Payment – December 20, 2017

Resolved: That the Board approve payment of the December 20, 2017 regular bills list in the amount of \$935,423.02 and as certified and approved.

MOTION: Mr. Martinez SECOND: Mrs. Kline VOTE: 8-0  
Absent: Mrs. Ammirati

M. Old Business

- School Calendar 2018/2019  
Dr. McGarry provided an overview of the four (4) draft versions (A, B, C & D) of the 2018/2019 school calendar. There was a detailed discussion amongst the board and administration. At the conclusion, the Board agreed, via show of hands, to approve version C of the 2018/2019 school calendar.

N. New Business

- Mr. Hammer stated he was not going to seek being Board President next year. He thanked the Board for all their support during his term as Board President. He referenced all the challenges the district had overcome and the accomplishments made as well. The Board thanked Mr. Hammer for his leadership.

O. Questions or Comments from the Public

- Mrs. Brew, parent, asked if parents will have a chance to review/comment on the 2018/2019 school calendar in advance of final approval. Mr. Hammer stated the calendar will be shared with parents for comments and will be approved at the January 2018 meeting. Mrs. Brew thanked Mr. Hammer for his leadership as president and also thanked Mrs. Kline and Mr. Martinez for their service to the District and Community.

REGULAR BUSINESS MEETING DECEMBER 20, 2017#

P. Executive Session (if required) - None

Q. Adjournment

Mr. Hammer called for a motion to adjourn the meeting. Mr. Martinez motioned, Mrs. Kline seconded and by a unanimous voice vote, the meeting adjourned at 9:58 p.m.

Respectfully Submitted,

Michael R. Petrizzo, CPA  
Business Administrator/Board Secretary



**JOB DESCRIPTION:  
TITLE IA TEACHER/INTERVENTIONIST**

**QUALIFICATIONS:**

1. Meets or exceeds all qualifications for employment as prescribed in the Holmdel Township Public Schools Job Description: Teacher
2. Demonstrates knowledge of research-based intervention practices

**REPORTS TO:** Building Principal and Supervisor of Supplemental Programs

**JOB GOAL:** To provide supplemental support to students identified for Title IA services.

**PERFORMANCE RESPONSIBILITIES:**

1. Meet or exceed all expectations as outlined in the Holmdel Township Public Schools Job Description: Teacher
2. Collect and analyze student data
  - a. Administer assessments
  - b. Assist in determination of eligibility
  - c. Inform intervention decisions for identified students
3. Demonstrate knowledge of and ability to apply research-based principles of effective instruction:
  - a. Applying a variety of situationally appropriate (pull-out or push-in) instructional techniques and methods as indicated by student need.
  - b. Model use of specific intervention strategies for classroom teachers in push-in support.
4. Provide documentation of student progress:
  - a. Provide timely and accurate feedback/documentation to students, parents, program supervisor, and classroom teacher as applicable
  - b. Maintain appropriate records of student performance
  - c. Keep parents and teachers informed through written and oral communication
5. Serve as a point of contact for the building I&RS team
6. Serve on the building and district level Supplemental Team committee

**TERMS OF EMPLOYMENT:** Ten month year. Salary established in the Agreement between the Holmdel Township Board of Education and the Holmdel Township Education Association.

REGULAR BUSINESS MEETING DECEMBER 20, 2017#

**EVALUATION:** Performance of the position will be evaluated in accordance with provisions of the Agreement between the Holmdel Township Board of Education and the Holmdel Township Education Association.

**SOURCE:** Regular Board Meeting

**DATE:**

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