

## REGULAR BUSINESS MEETING JUNE 25, 2013

### 1a. Call to Order

The Board of Education, Township of Holmdel, met in a Special Board Meeting on Wednesday, June 25, 2013 in the library of the W.R. Satz School, 24 Crawfords Corner Road, Holmdel, New Jersey. The meeting was called to order at 8:00 p.m., by Mrs. Vander Woude, President of the Board.

### 1b. Oath of Office

Mr. Michael Gross, Board Attorney, planned to give the Oath of Office to the following newly elected Student Representatives to the Board:

Sara Stark and Adhika Malhotra

The Oath of Office was not performed because Ms. Stark and Ms. Malhotra were absent.

### 2a. 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 the Board.
- Filing with the Clerk of Holmdel Township, Police Headquarters and Public Library.

### 2b. 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 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.

### 3a. Roll Call/Flag Salute

The following Board members were present: Mesdames: Vander Woude, Garrity, Liu, Pascucci and Wetmore and Messrs: Pavlik, DeSario, Hammer and Sockol. Also present were Mrs. Barbara Duncan, Superintendent, Mr. Michael R. Petrizzo, CPA, Business Administrator/Board Secretary, Ms. Mary Beth Currie, Assistant Superintendent for

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Curriculum & Instruction and Mr. Michael Gross, Board Attorney. Ms. Sara Stark and Ms. Adhika Malhotra student representatives to the Board were both absent.

- Moment of Silence in Memory of Mr. Eric Hausser, Spanish Teacher W.R. Satz  
After the moment of silence, Mrs. Vander Woude read a poem in honor of Mr. Hausser.

3b. 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 Core Curriculum Content Standards, and to become responsible and resourceful citizens and life-long learners.

3c. Open Public Meetings Act - Establish Meeting Dates, Time and Place

Resolved: That the Board pursuant to Chapter 231, PAL. (Open Public Meetings Act) does hereby proclaim the public meetings of the Board of Education will be held in the W. R. Satz School, Library, 24 Crawfords Corner Road, Holmdel, New Jersey 07733, at 8:00 p.m., as set forth below unless indicated otherwise:

Be It Further Resolved: That the purpose of the Regular Business Meetings shall be the normal conduct of business of the Board of Education and any other items brought to the Board's attention by the Board Members, Board Attorney, Superintendent and Business Administrator/Board Secretary

Be It Further Resolved: That the Board of Education does hereby designate the Asbury Park Press and Independent as official newspapers to receive notices of meetings; and

Be It Further Resolved: That notices of meetings of the Board of Education will be posted in the Holmdel Township Board of Education Administration Office and posted on the District website.

Be It Further Resolved: That the Board of Education reserves the right to adjourn or recess a meeting at any time to discuss such matters that may be considered in closed session.

Be It Further Resolved: That in order to conduct its meetings properly and efficiently, the Board shall require the following procedures pertaining to public participation at Board meetings:

- 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.

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- 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.

Be It Further Resolved: That the Board of Education will meet on the following dates:

Day of Week	Date	Time	Business Meeting	Location
Thursday	July 18, 2013	6:30 p.m.	Board Retreat Meeting	W. R. Satz School
Wednesday	July 31, 2013	7:30 p.m.	Regular Business Meeting	W. R. Satz School
Wednesday	August 28, 2013	7:30 p.m.	Regular Business Meeting	W. R. Satz School
Wednesday	September 18, 2013	8:00 p.m.	Regular Business Meeting	W. R. Satz School
Wednesday	September 25, 2013	8:00 p.m.	Regular Business Meeting	W. R. Satz School
Wednesday	October 16, 2013	8:00 p.m.	Regular Business Meeting	W. R. Satz School
Wednesday	October 30, 2013	8:00 p.m.	Regular Business Meeting	W. R. Satz School
Wednesday	November 20, 2013	8:00 p.m.	Regular Business Meeting	W. R. Satz School
Wednesday	December 18, 2013	8:00 p.m.	Regular Business Meeting	W. R. Satz School
Wednesday	January 8, 2014	8:00 p.m.	Reorganization Meeting	W. R. Satz School
Wednesday	January 29, 2014	8:00 p.m.	Regular Business Meeting	W. R. Satz School
Wednesday	February 12, 2014	8:00 p.m.	Regular Business Meeting	W. R. Satz School
Wednesday	February 26, 2014	8:00 p.m.	Regular Business Meeting	W. R. Satz School
Wednesday	March 12, 2014	8:00 p.m.	Regular Business Meeting	W. R. Satz School
Wednesday	March 26, 2014	8:00 p.m.	Regular Business Meeting	W. R. Satz School
Wednesday	April 9, 2014	8:00 p.m.	Regular Business Meeting	W. R. Satz School
Wednesday	April 30, 2014	8:00 p.m.	Regular Business Meeting	W. R. Satz School
Wednesday	May 14, 2014	8:00 p.m.	Regular Business Meeting	W. R. Satz School
Wednesday	May 28, 2014	7:00 p.m.*	Regular Business Meeting	High School Commons
Wednesday	June 11, 2014	7:00 p.m.*	Regular Business Meeting	Indian Hill School Cafetorium
Wednesday	June 25, 2014	8:00 p.m.	Regular Business Meeting	W. R. Satz School

Immediately preceding each Regular Business Meeting, the Board will have an Executive Session at 7:00 p.m., prevailing time to discuss personnel matters, negotiations and litigation. For the July and August meetings the Executive Session will commence at 6:30 p.m.

\*The Executive Session will commence at 6:00 p.m.

Unforeseen circumstances may force the rescheduling of these meetings. In such case, notice will be given as provided in the Open Public Meetings Act.

MOTION: Mrs. Wetmore SECOND: Mr. Pavlik VOTE: 9-0

4. Presentations – Strategic Planning – K. Winecoff, NJSBA

5. Approval of Minutes:

5a. Approval of Minutes- Closed Executive Session – April 24, 2013

Resolved: That the Board approve the minutes of the following meeting:  
Closed Executive Session – April 24, 2013

MOTION: Mrs. Wetmore SECOND: Mr. DeSario VOTE: 8-0-1  
Abstained: Mr. DeSario

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5b. Approval of Minutes-Regular Business Meeting– April 24, 2013

Resolved: That the Board approve the minutes of the following meeting:  
Regular Business Meeting – April 24, 2013

MOTION: Mrs. Wetmore SECOND: Mr. DeSario VOTE: 8-0-1  
Abstained: Mr. DeSario

5c. Approval of Minutes- Closed Executive Session – May 15, 2013

Resolved: That the Board approve the minutes of the following meeting:  
Closed Executive Session – May 15, 2013

MOTION: Mrs. Wetmore SECOND: Mr. DeSario VOTE: 9-0

5d. Approval of Minutes-Regular Business Meeting – May 15, 2013

Resolved: That the Board approve the minutes of the following meeting:  
Regular Business Meeting – May 15, 2013

MOTION: Mrs. Wetmore SECOND: Mr. DeSario VOTE: 9-0

5e. Approval of Minutes- Closed Executive Session – May 29, 2013

Resolved: That the Board approve the minutes of the following meeting:  
Closed Executive Session – May 29, 2013

MOTION: Mrs. Wetmore SECOND: Mr. DeSario VOTE: 9-0

5f. Approval of Minutes-Regular Business Meeting – May 29, 2013

Resolved: That the Board approve the minutes of the following meeting:  
Regular Business Meeting – May 29, 2013

MOTION: Mrs. Wetmore SECOND: Mr. DeSario VOTE: 9-0

6a. Questions from the Public (Agenda Items) - None

6b. Committee Reports(s)

Ms. Garrity – Community Relations  
Mrs. Liu - Special Services  
Mrs. Wetmore – Labor Negotiations  
Mr. Sockol – Budget & Finance  
Mrs. Pascucci – Curriculum & Instruction

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7. Committee of the Whole

7a. Approval of the 2012/2013 Security Drill Statement of Assurance

Resolved: That the Board of Education approve the submission of the 2012/2013 Security Drill Statement of Assurance to the Executive County Superintendent

Discussion: Mrs. Vander Woude explained what the statement of assurance was and the applicable process.

MOTION: Mrs. Wetmore SECOND: Mr. DeSario VOTE: 9-0

7b. Approval of Adoption of Curriculum Guide

Resolved: That the Board of Education adopt the following Curriculum Guide [B]:

- Spanish, Grade 6

MOTION: Mrs. Wetmore SECOND: Mr. DeSario VOTE: 9-0

7c. Approval to Modify Entrance Criteria, 6<sup>th</sup> Grade Mathematics

Resolved: That the Board approve to Modify the Entrance Criteria for 6<sup>th</sup> Grade Mathematics Pre Algebra (formerly called Enrichment Mathematics).

MOTION: Mrs. Wetmore SECOND: Mr. DeSario VOTE: 9-0

7d. Approval of Out-of-District Travel, District Personnel

Resolved: That the Board approve the Out-of-District Travel as authorized by the Superintendent under Policy 6471 Staff Member Expenses and in accordance with Regulation 6471 Staff Member Expenses, as listed below: [B]

**District Personnel**

Date	Name	Location	Workshop/Meeting	City/State	Cost
06/24/13	Axelrod, T.	Indian Hill School	SGO Training - Planning & Assessment	New Brunswick, NJ	\$0.00
06/24/13	Bellis, M.	Administrator, District	SGO Training - Planning & Assessment	New Brunswick, NJ	*\$13.64
07/25/13 & 07/26/13	Bellis, M.	Administrator, District	Focus on Technology to Support Literacy Across the Curriculum	Trenton, NJ	*\$32.17
08/15/13	Bellis, M.	Administrator, District	Supervisor's Role as Trainer and Coach	Edison, NJ	*\$211.83
06/24/13	Burke, D.	Indian Hill	SGO Training - Planning & Assessment	New Brunswick, NJ	\$0.00
07/25/13 & 07/26/13	Burns, K.	W.R. Satz	Focus on Technology to Support Literacy Across the Curriculum	Trenton, NJ	*\$22.00
07/09/13	Currie, M	Administrator, District	SGO Training - Planning & Assessment	Neptune, NJ	\$0.00
06/24/13	Devaney, D.	Indian Hill	SGO Training - Planning & Assessment	New Brunswick, NJ	\$0.00
06/24/13	Ferrarese, M.	Administrator, Indian Hill	SGO Training - Planning & Assessment	New Brunswick, NJ	\$0.00

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<b>Date</b>	<b>Name</b>	<b>Location</b>	<b>Workshop/Meeting</b>	<b>City/State</b>	<b>Cost</b>
06/24/13	Gill, M	Administrator, District	SGO Training - Planning & Assessment	New Brunswick, NJ	\$0.00
07/22/13 - 07/26/13	Lazar, A.	High School	AP Summer Institute (AP Studio Art)	Philadelphia, PA	*\$2,218.28
09/12/13	Moran-Kudisch, C.	District, SAC	Monthly Traumatic Loss Coalition for Youth Meetings	Freehold, NJ	\$0.00
09/27/13	Moran-Kudisch, C.	District, SAC	Monmouth County Association of Student Assistance Professionals Monthly Meeting	Freehold, NJ	\$0.00
10/03/13	Moran-Kudisch, C.	District, SAC	Monthly Traumatic Loss Coalition for Youth Meetings	Freehold, NJ	\$0.00
10/25/13	Moran-Kudisch, C.	District, SAC	Monmouth County Association of Student Assistance Professionals Monthly Meeting	Keyport, NJ	\$0.00
11/07/13	Moran-Kudisch, C.	District, SAC	Monthly Traumatic Loss Coalition for Youth Meetings	Freehold, NJ	\$0.00
11/22/13	Moran-Kudisch, C.	District, SAC	Monmouth County Association of Student Assistance Professionals Monthly Meeting	Keansburg, NJ	\$0.00
12/05/13	Moran-Kudisch, C.	District, SAC	Monthly Traumatic Loss Coalition for Youth Meetings	Freehold, NJ	\$0.00
12/13/13	Moran-Kudisch, C.	District, SAC	Monmouth County Association of Student Assistance Professionals Monthly Meeting	Tinton Falls, NJ	\$0.00
01/09/14	Moran-Kudisch, C.	District, SAC	Monthly Traumatic Loss Coalition for Youth Meetings	Freehold, NJ	\$0.00
01/17/14	Moran-Kudisch, C.	District, SAC	Monmouth County Association of Student Assistance Professionals Monthly Meeting	Little Silver, NJ	\$0.00
02/06/14	Moran-Kudisch, C.	District, SAC	Monthly Traumatic Loss Coalition for Youth Meetings	Freehold, NJ	\$0.00
02/26/14	Moran-Kudisch, C.	District, SAC	Monmouth County Association of Student Assistance Professionals Monthly Meeting	Long Branch, NJ	\$0.00
03/06/14	Moran-Kudisch, C.	District, SAC	Monthly Traumatic Loss Coalition for Youth Meetings	Freehold, NJ	\$0.00
03/21/14	Moran-Kudisch, C.	District, SAC	Monmouth County Association of Student Assistance Professionals Monthly Meeting	Long Branch, NJ	\$0.00
04/03/14	Moran-Kudisch, C.	District, SAC	Monthly Traumatic Loss Coalition for Youth Meetings	Freehold, NJ	\$0.00
04/25/14	Moran-Kudisch, C.	District, SAC	Monmouth County Association of Student Assistance Professionals Monthly Meeting	West Long Branch, NJ	\$0.00
05/01/14	Moran-Kudisch, C.	District, SAC	Monthly Traumatic Loss Coalition for Youth Meetings	Freehold, NJ	\$0.00
05/16/14	Moran-Kudisch, C.	District, SAC	Monmouth County Association of Student Assistance Professionals Monthly Meeting	Tinton Falls, NJ	\$0.00
06/05/14	Moran-Kudisch, C.	District, SAC	Monthly Traumatic Loss Coalition for Youth Meetings	Freehold, NJ	\$0.00
07/16/13	Porto, D.	Central Office	Microsoft Excel 2007/2010	Freehold, NJ	\$86.14
06/24/13	Radziwanowski, A.	High School	SGO Training - Planning & Assessment	New Brunswick, NJ	\$0.00

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Date	Name	Location	Workshop/Meeting	City/State	Cost
06/24/13	Scott, C.	Village School	SGO Training - Planning & Assessment	New Brunswick, NJ	\$0.00
06/24/13	Waddell, R.	Indian Hill	SGO Training - Planning & Assessment	New Brunswick, NJ	\$0.00

\*Paid with NCLB or IDEA Funds.

MOTION: Mrs. Wetmore SECOND: Mr. DeSario VOTE: 9-0

7e. Approval of Student Trips

Resolved: That the Board approve the Student Trips and that the educational objectives, itinerary, rules and regulations regarding these trips are on file in the Office of the Superintendent of Schools and the appropriate Principal's Office.

Date of Trip	School	Teacher/ Advisor	Class/Club/ Group	Destination City/State	Time	Total Students	Total Chaperones	Total Cost
07/17/13	ESY	Mulhern, K.	Community Integration	Pathmark Hazlet, NJ	9:15 a.m. – 12:00 p.m.	10	9 Chaperones	\$250.00
07/18/13	ESY	O'Brien, M.	Community Integration	Pathmark Hazlet, NJ	9:15 a.m. – 12:00 p.m.	9	9 Chaperones	\$250.00
07/24/13	ESY	Mulhern, K.	Community Integration	Pathmark Hazlet, NJ	9:15 a.m. – 12:00 p.m.	10	9 Chaperones	\$250.00
07/31/13	ESY	Mulhern, K.	Community Integration	Pathmark Hazlet, NJ	9:15 a.m. – 12:00 p.m.	10	9 Chaperones	\$250.00
08/07/13	ESY	Mulhern, K.	Community Integration	Pathmark Hazlet, NJ	9:15 a.m. – 12:00 p.m.	10	9 Chaperones	\$250.00
07/25/13	ESY	O'Brien, M.	Community Integration	NJ Transit Train from Hazlet to Long Branch	9:15 a.m. – 12:00 p.m.	9	9 Chaperones	\$250.00
08/01/13	ESY	O'Brien, M.	Community Integration	Broad Street Red Bank, NJ	9:15 a.m. – 12:00 p.m.	9	9 Chaperones	\$250.00
08/08/13	ESY	O'Brien, M.	Community Integration	Monmouth Mall Eatontown, NJ	9:15 a.m. – 12:00 p.m.	9	9 Chaperones	\$250.00

MOTION: Mrs. Wetmore SECOND: Mr. DeSario VOTE: 9-0

7f. Adoption of Policy 2363 – First Reading

Resolved: That the Board Adopt the following Policy, and hereby designate this as the First Public Reading, as per attachment #7f:

File Code 2363	Policy	Use of Privately Owned Devices
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Discussion: Mrs. Vander Woude explained that this policy has been reviewed/discussed by the Special Services Committee.

MOTION: Mrs. Wetmore SECOND: Mrs. Liu VOTE: 9-0

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7g. Amendment of Bylaw 0169

Resolved: That the Board amend the following Bylaw, as per attachment #7g:

Bylaw	0169	Board Member Use of Electronic Email/Internet
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Discussion: The Board raised general questions regarding procedures which were answered by Mr. Gross. Mrs. Wetmore asked Mr. Gattini how to ensure their personal computers are complying with the security statements. Mr. Gattini advised that these security statements are template statements from Microsoft and have no impact on the district.

MOTION: Ms. Garrity SECOND: Mr. DeSario VOTE: 9-0

7h. Approval of the Harassment, Intimidation and Bullying Self Assessment

Resolved: That the Board approve the Harassment, Intimidation and Bullying Self Assessment for the Holmdel Township Public Schools, as on file in the Office of the Assistant Superintendent, Curriculum and Instruction.

Discussion: Mr. Swensen provided an overview regarding the reason for the self assessments and the submittal process.

MOTION: Mrs. Wetmore SECOND: Mr. DeSario VOTE: 9-0

7i. Approval of Transfer of Funds for the Holmdel High School Athletic Fund

Resolved: That the Board approve the Transfer of Funds for the Holmdel High School Athletic Fund in the amount of \$3,955.00. [T – to fund the remaining costs of Spring sports]

MOTION: Mrs. Wetmore SECOND: Mr. Sockol VOTE: 9-0

7j. Acceptance of Non-Monetary Donation from the Holmdel Foundation for Educational Excellence

Resolved: That the Board accept, with gratitude, a Non-Monetary Donation from the Holmdel Foundation for Educational Excellence for the purchase and installation of stage lights for the Holmdel High School Auditorium, estimated value \$40,000.00. [D]

MOTION: Mrs. Wetmore SECOND: Mrs. Liu VOTE: 9-0

7k. Acceptance of a Monetary Donation from the Holmdel Foundation for Educational Excellence

Resolved: That the Board accept, with gratitude, a Monetary Donation from the Holmdel Foundation for Educational Excellence for the following mini grants [D]

	<b>Village School</b>	
Heidi Buzzanga	Common Core Compilation	\$600.00
Carol Dempsey	Nonfiction is Fun	\$600.00
Carol Dempsey	Go Research	\$895.00
	<b>Village/Indian Hill Schools</b>	

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Caren MacConnell	WiPad for Classroom Mirroring of iPads <b>W. R. Satz School</b>	\$723.00
Lisa Imbro	Beautifying the School <b>Holmdel High School</b>	\$1,200.00
Amy Clark, Jean Thompson	Increasing Awareness Creating Connections	\$289.00
Lindsey Conlan (student)	Recycling Initiative and Terracycle	\$1,037.03
David Liu (student)	Study of Bacterial Contamination of Rarely Washed Fabric Items	\$500.00
Margaret McDonald	Shakespeare Live! Performance	\$1,500.00
Margaret McDonald	Dodge Poetry High School Mini-Festival	\$1,050.00
	<b>Total</b>	<b>\$8,394.03</b>

MOTION: Mrs. Wetmore SECOND: Mrs. Liu VOTE: 9-0

7l. Acceptance of Non-Monetary Donation from the Holmdel Wrestling Parent Association

Resolved: That the Board accept, with gratitude, a Non-Monetary Donation from the Holmdel Wrestling Parents Association for the purchase of uniforms and warm-ups, estimated value \$3,325.00. [D]

MOTION: Mrs. Liu SECOND: Mrs. Wetmore VOTE: 9-0

7m. Acceptance of Non-Monetary Donation from Dominic and Susan Stanzione

Resolved: That the Board accept, with gratitude, a Non-Monetary Donation from Dominic and Susan Stanzione of a new tricycle to be used at Village School, estimated retail value \$65.00. [D]

MOTION: Ms. Garrity SECOND: Mrs. Liu VOTE: 9-0

8a. Report of the Superintendent

Superintendent's Report  
Tuesday, June 25, 2013  
Highlights since our last board meeting:

**District:**

With the passing of Eric Hausser, Holmdel lost a much beloved teacher at Satz. Senor Hausser loved teaching, loved his students and he loved his fellow colleagues. He was a friend to all. A special thanks to the entire High School staff and their colleagues at Village and Indian Hill for all the assistance Satz received from them during these past few difficult days. Bill Loughran and his teachers made it possible for the Satz staff to go to the funeral today and pay their final respects to their colleague and friend.

**Village School:**

The PSA did a great job setting up the annual 3rd grade social. It was an opportunity for 3rd grade staff and students to come together as a group one final time to sign yearbooks, and have some treats.

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Village School also enjoyed a very successful Barnes and Noble Day. There were several staff guest readers available for the students.

On Field Day students enjoyed perfect weather and the students, staff, and families had a wonderful time enjoying all the festivities.

### **Indian Hill School:**

All Indian Hill School students enjoyed their annual Field Day. The event was held at the Holmdel Swim Club and featured various sporting and aquatic events and competitions. The students all had a fun day and it was a nice close to a great school year. Special thanks to the Indian Hill Physical Education department for all their efforts in organizing these days.

On June 12<sup>th</sup> and 13<sup>th</sup>, all Indian Hill School 4<sup>th</sup> graders performed in the annual “Patriotic Day” celebration. This year’s musical was entitled “Shhhh, We’re Writing the Constitution” and took the audience through the monumental events leading to the formation of our government. Special thanks to all of music, art, and 4<sup>th</sup> grade teachers preparing our students for the show.

### **W. R. Satz School:**

On Monday, June the 17<sup>th</sup>, the 7<sup>th</sup> & 8<sup>th</sup> grade students from Satz School had a wonderful time at Keansburg Water Park. Special thanks goes out to Mrs. Wriedt and the other parent members from the PSG who volunteered their time to serve pizza and icee’s to the students when they returned to the school building. A great day was had by all!

### **High School:**

#### **HHS TV and Film Society Wins a “Telly”:**

Congratulations to the TV & Film Society on winning a “Telly Award” for their work on the “Hornet Report” this year! The Telly Awards honor outstanding work in local, regional and Cable TV programs and commercials, film and video production, as well as on-line video content. Episode 10 of the **Hornet Report** earned an award in the Student Category. A link to the episode appears below:

<http://www.youtube.com/watch?v=Q77AxUmosmY>

#### **HHS Student Earns Congressional Recognition:**

Congratulations to a Junior student who was featured in the *Star Ledger* as a student winner in an art competition sponsored by the US Congress. The link to the article appears below:

“A Portrait of Young artists: Congressional Competition Winners Head to Washington”

[http://www.nj.com/entertainment/arts/index.ssf/2013/05/congressional\\_art\\_competition.html](http://www.nj.com/entertainment/arts/index.ssf/2013/05/congressional_art_competition.html)

#### **HHS Student Earns “Student of the Year” Recognition:**

Congratulations to a **student** who was awarded **Student of the Year** for the Monmouth County Career Center Skills Discovery program at its annual awards ceremony in early June. Special thanks to all the teachers at Holmdel High School, the Career Center, STRIVE, and Ms. Doreen Coticelli for their efforts in helping him achieve all that he has since 9<sup>th</sup> grade.

#### **HHS Student Earns Acceptance to Summer Drama Academy:**

Congratulations to Holmdel a Junior student who recently auditioned and was accepted to the British American Drama Academy’s (BADA) Midsummer Conservatory Program. This is a very competitive program, accepting less than 30 students (16 – 18 yrs. old) from all over the world. She will be studying Shakespearean Acting at Oxford University this summer with a faculty that features distinguished artists from the British theatre.

**HHS Student Earn Silver Medal at USA Biology Olympiad:**

A sophomore student won a silver medal in this year's USABO Finals at Purdue. This is his second silver medal in the USABO Finals (2012 & 2013) in as many years of competing.

**Science League – Final Team Results:**

Congratulations to the entire Science League team and to their advisor, Dr. Blaha, on yet another outstanding season of competition. Here are some final results:

**NJ Science League – 2013 Final State Results:**

Holmdel participates each month, from January to April in the local meets of the New Jersey Science League; at the end of the fourth meet, the results are tabulated against ALL participating schools. From these are awarded the top five schools in each category, and the top individual students in each category.

**Holmdel High School Team Results:**

Biology 1- 10<sup>th</sup> Place

Biology 2- 31<sup>st</sup> Place

**Chemistry 1- 1<sup>st</sup> Place**

Physics 1 – 5<sup>th</sup> Place

Physics 2 – 5<sup>th</sup> Place

**Biology 1:** 10<sup>th</sup> place overall in NJ.

National Science League Contest Results:

This contest is slightly different from other contests in the sense that each science needs scores from ten students to be counted. HHS did phenomenally well.

**1<sup>st</sup> place in Biology:**

HHS participated in the final science league competition for the year. This is one of the premier state science competitions. The four highest scoring students in each category (in the whole state of NJ) are given the title Merck Scholars and the HHS has four of them this year! Each category gets ranked against all the participating schools in NJ, and at the end all the points total up to the overall. The team results resulted in Holmdel High earning 6<sup>th</sup> place OVERALL in NJ!

**2012-2013 ACSL (American Computer Science League) Results**

Both teams qualified for and competed in this year's All-Star Contest of ACSL which was held over Memorial Day weekend in at Enloe HS in Raleigh, NC. This is a national computer science competition.

**Intermediate Team:**

Regular Season: 8<sup>th</sup> place

All-Star Result: 9<sup>th</sup> place

**Senior Team:**

Regular Season: 3<sup>rd</sup> place

All-Star Result: 8<sup>th</sup> place

**High School Sports:**

Spring Sports All-Stars! Congratulations to the twenty-two spring athletes who were recognized by local and state media as "all-stars", including "Players of the Year" for Boys Tennis and Girls Track and Field, and "Coaches of the Year" **Chuck Chelednick** (Boys Tennis), **Jon Cole** (Girls Track and Field) and **Geri Semenza** (Girls Golf)! A complete list was included in the final issue of "**Inside HHS**" released this week.

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The Superintendent reported on the following current student enrollment: 3,107

Village School.....846 W.R. Satz School .....506  
 Indian Hill School .....734 High School.....1,021

8a-1. Report of Student Representatives to the Board - None

Resolved: That the Report of the Superintendent and Student Representatives are hereby accepted and filed by the Board Secretary.

MOTION: Show of Hands to Accept – All Approved

8b. Personnel

8b-1. Approval of Presenters and Workshops for Summer of 2013

Resolved: That the Board of Education approve the following list of Presenters and Workshops for Summer 2013, rate \$75.00 per hour: [Cost will be covered by the NCLB Grant.]

<b>Presenter</b>	<b>Workshop</b>
Clores, Joe	Establishing Positive Parent Relationships
Kenny-Foggin, Elizabeth	Dyslexia Workshop
Lopez, Andrea	Edmoto
Lopez, Andrea	Web 2.0 tools for teachers
Remuzzi, Jeanne	Writers Workshop Strategies to Enhance the Quality of Children’s Writing
Salimando, Donna	Dyslexia Workshop
Simonelli, Chantal	Student Growth Objectives
Tetrault, Steve	Google Docs from the Ground Up
Tetrault, Steve	Gmail and Google Apps

MOTION: Mrs. Wetmore SECOND: Mr. DeSario VOTE: 9-0

8b-2. Approval of Educational Consultant to Present Formative Assessment Workshops

Resolved: That the Board approve Ronni Reed, Educational Consultant to present two full day workshops on Formative Assessment. The workshops will be held on August 16, 2013 and November 15, 2013. Cost for presenter will be \$1000.00 per day for a total of \$2000.00. Cost will be covered by the NCLB Grant.

MOTION: Mrs. Wetmore SECOND: Mr. DeSario VOTE: 9-0

8b-3. Approval of Consultant, Omnidata, L.L.C., for Summer Work, Network Technology Department

Resolved: That the Board approve the appointment of Omnidata, L.L.C. for Summer Work with the Network Technology Department not to exceed 40 hours during the month of August 2013 at the rate of \$25.00 per hour. [B]

MOTION: Mrs. Wetmore SECOND: Mr. DeSario VOTE: 9-0

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8b-4. Approval of Staff Members for Curriculum Project Work for 2013/2014 School Year

Resolved: That the Board approve the following Staff Members for Curriculum Project Work for 2013/2014 School Year at the non-pupil contact employment rate per hour, as per contractual agreement: [B]

<b>Planned Curriculum Project</b>	<b>Staff Member</b>
Social Studies, Grade 5	R. Dorn and D. McIlroy
Social Studies, Grade 7	K. Howard and M. Bell

MOTION: Mrs. Wetmore SECOND: Mr. DeSario VOTE: 9-0

8b-5. Approval of Leave of Absence Special Education Teacher, Indian Hill School

Resolved: That the Board approve a Leave of Absence for Jennifer Metzinger, Special Education Teacher, at Indian Hill School with benefits, as follows:

- Effective September 3, 2013 through October 29, 2013 using 40 sick days and October 30, 2013 through November 4, 2013 using 4 personal days (utilized in conjunction with the PFLA).
- Paid Family Leave Act (PFLA) effective October 30, 2013 through December 10, 2013 (paid by State of New Jersey; subject to State approval).
- Family Medical Leave Act (FMLA) effective November 5, 2013 through December 18, 2013.

MOTION: Mrs. Wetmore SECOND: Mr. DeSario VOTE: 9-0

8b-6. Approval of Leave of Absence Elementary Teacher, Village School

Resolved: That the Board approve a Leave of Absence for Sandra Klinger, Elementary Teacher, Grade 3, Village School without benefits, as follows:

- Personal Leave effective September 1, 2013 through June 30, 2014.

MOTION: Mrs. Wetmore SECOND: Mr. DeSario VOTE: 9-0

8b-7. Approval of Leave of Absence School Nurse, W. R. Satz School

Resolved: That the Board approve a Leave of Absence for Jane Denton, School Nurse, W. R. Satz School with benefits as follows:

- Family and Medical Leave Act (FMLA) retroactive from June 11, 2013 through June 30, 2013 (unpaid).

MOTION: Mrs. Wetmore SECOND: Mr. DeSario VOTE: 9-0

8b-8. Approval of Extended Leave of Absence Elementary Teacher, Indian Hill School

Resolved: That the Board approve an Extended Leave of Absence for Mary Paglio, Grade 4 Elementary Teacher, Indian Hill School, as follows:

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- Family and Medical Leave Act (FMLA) effective September 3, 2013 through September 9, 2013, unpaid with benefits.
- Personal Leave effective September 10, 2013 through January 1, 2014, unpaid without benefits.

MOTION: Mrs. Wetmore SECOND: Mr. DeSario VOTE: 9-0

8b-9. Approval of Appointment of Prime Time Staff for the 2013/2014 School Year

Resolved: That the Board approve the appointment of the following Prime Time Staff for the 2013/2014 school year: [The Prime Time Program is completely funded by tuition and operates at no cost to the Board of Education.]

Last Name	First Name	Position	Hourly Rate
Bongo	Carolyn	Prime Time Program Secretary	\$13.00
Bongo	Carolyn	Prime Time Program Staff Member	\$26.00
Braun	Michael	Prime Time Program Director	\$36.00
Burke	Denean	Prime Time Program Camp Coordinator	\$32.00
Buzzanga	Heidi	Prime Time Program Staff Member	\$26.00
Caruso	Patricia	Prime Time Program Staff Member	\$26.00
Condon	Ann	Prime Time Program Staff Member	\$26.00
Dangler	Harry	Prime Time Program Staff Member	\$26.00
Dayback	Linda	Prime Time Program Staff Member	\$26.00
Dempsey	Carol	Prime Time Program Staff Member	\$26.00
Disko	Donna	Prime Time Program Staff Member	\$26.00
Grana	Grace	Prime Time Program Staff Member	\$26.00
Giusti	Doris	Prime Time Program Staff Member	\$26.00
Hoffman	Mary	Prime Time Program Staff Member	\$26.00
Hoganson	Elma	Prime Time Program Staff Member	\$26.00
Kolakowski	Annette	Prime Time Program Staff Member	\$26.00
Lane-Hryszkanich	Rian	Prime Time Program Staff Member	\$26.00
Marinello	Virginia	Prime Time Program Staff Member	\$26.00
Mika	Maryanne	Prime Time Program Staff Member	\$26.00
Mika	Maryanne	Prime Time Program Secretary	\$13.00
Pasquale	Maria	Prime Time Program Camp Coordinator	\$32.00
Satterfield	Mary	Prime Time Program Staff Member	\$26.00
Semanchick	Elizabeth	Prime Time Program Head Certificated Staff Member	\$29.00
Snyder-Armellino	Regina	Prime Time Program Staff Member	\$26.00
Taylor	Janice	Prime Time Program Staff Member	\$26.00
Thomas	Meredith	Prime Time Program Staff Member	\$26.00
Thomas	Patricia	Prime Time Program Staff Member	\$26.00
Wagner	Patty	Prime Time Program Staff Member	\$26.00

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Last Name	First Name	Position	Hourly Rate
Woods	Thomas	Prime Time Program Staff Member	\$26.00
Woods	Thomas	Prime Time Program Camp Coordinator	\$32.00

MOTION: Mrs. Wetmore SECOND: Mr. DeSario VOTE: 9-0

8b-10. Approval of Appointment of Science Teacher, W. R. Satz School

Resolved: That the Board approve the appointment of Stephanie Sinck as a Science Teacher, W. R. Satz School, step 1BA, at a salary of \$48,555.00, effective September 1, 2013 through June 30, 2014, with salary for 2013/2014 school year to be dependent upon completion of negotiations with the HTEA. [J. Sass - Retire] [B]

MOTION: Mrs. Wetmore SECOND: Mr. DeSario VOTE: 9-0

8b-11. Approval of Appointment of Mathematics Teacher, Holmdel High School

Resolved: That the Board approve the appointment of Aaron Spellman as a Mathematics Teacher, Holmdel High School, effective September 1, 2013 through June 30, 2014, step 1MA, currently at a salary of \$57,355.00, with salary for 2013/2014 school year to be dependent upon completion of negotiations with the HTEA, pending criminal history review and certification. [A. Wright – Retire] [B]

MOTION: Mrs. Wetmore SECOND: Mr. DeSario VOTE: 9-0

8b-12. Approval of Appointment of Technology Teacher, Holmdel High School

Resolved: That the Board approve the appointment of Robert D. Pietrocola as a Technology Teacher, Holmdel High School, effective September 1, 2013 through June 30, 2014, step 1MA, currently at a salary of \$57,355.00, with salary for 2013/2014 school year to be dependent upon completion of negotiations with the HTEA, pending criminal history review and certification. [M. Weisfeld - Resignation] [B]

MOTION: Mrs. Wetmore SECOND: Mr. DeSario VOTE: 9-0

8b-13. Approval of Appointment of Temporary Leave Replacement Special Education Teacher, Indian Hill School

Resolved: That the Board approve the appointment of Stephanie Bontales as a Temporary Leave Replacement Special Education Teacher, Indian Hill School, effective September 1, 2013 through December 20, 2013, step 1BA, currently at a salary of \$48,555.00, with salary for 2013/2014 school year to be dependent upon completion of negotiations with the HTEA. [J. Metzinger – Leave of Absence] [B]

MOTION: Mrs. Wetmore SECOND: Mr. DeSario VOTE: 9-0

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8b-14. Approval of Appointment of Temporary Leave Replacement Mathematics Teacher, W. R. Satz School

Resolved: That the Board approve the appointment of Nicole A. Fiorletti as a Temporary Leave Replacement Mathematics Teacher, W. R. Satz School, effective September 1, 2013 through January 28, 2014, step 1BA, currently at a salary of \$48,555.00, with salary for 2013/2014 school year to be dependent upon completion of negotiations with the HTEA, pending criminal history review and certification. [M. Gerbino – Leave of Absence] [B]

MOTION: Mrs. Wetmore SECOND: Mr. DeSario VOTE: 9-0

8b-15. Approval of Appointment of Temporary Leave Replacement Mathematics Teacher, W. R. Satz School

Resolved: That the Board approve the appointment of Alison England as a Temporary Leave Replacement Mathematics Teacher, W. R. Satz School, effective September 1, 2013 through June 30, 2014, step 1BA, currently at a salary of \$48,555.00, with salary for 2013/2014 school year to be dependent upon completion of negotiations with the HTEA, pending criminal history review and certification. [M. Nasta – Leave of Absence] [B]

Discussion: Mr. Sockol wanted to confirm there was no conflict of interest with this candidate and the High School Assistant Principal. Mrs. Duncan confirmed there was no conflict.

MOTION: Mrs. Garrity SECOND: Mr. DeSario VOTE: 9-0

8b-16. Approval to Rescind Appointment of Special Education Monitor, W. R. Satz School

Resolved: That the Board approve to rescind the appointment of Daniel Franke, Special Education Monitor, W. R. Satz School, for the 2013/2014 school year.

MOTION: Mrs. Wetmore SECOND: Mr. DeSario VOTE: 9-0

8b-17. Approval of Appointment of Temporary Leave Replacement Physical Education Teacher, Village School

Resolved: That the Board approve the appointment of Daniel C. Franke as a Temporary Leave Replacement Physical Education Teacher, Village School, effective September 1, 2013 through May 19, 2014, step 1BA, currently at a salary of \$48,555.00, with salary for 2013/2014 school year to be dependent upon completion of negotiations with the HTEA. [M. Vinciguerra – Leave of Absence] [B]

MOTION: Mrs. Wetmore SECOND: Mr. DeSario VOTE: 9-0

8b-18. Approval of Appointment of School Security Monitor, Holmdel High School

Resolved: That the Board approve the appointment of Michael P. Bair as a School Security Monitor, Holmdel High School, effective September 1, 2013 through

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June 30, 2014, step 1, currently at a salary of \$41,563.51, with salary for 2013/2014 school year to be dependent upon completion of negotiations with the HTEA, pending criminal history review. [R. Bennett – Retirement] [B]

Discussion: Mr. Pavlik commented positively regarding this candidate being a retired state trooper and stated this was another example of the district moving forward with security enhancements.

MOTION: Ms. Garrity SECOND: Mr. DeSario VOTE: 9-0

8b-19. Amend Approval of Summer Academic Enrichment Program Staff

Resolved: That the Board approve the amendment for Harry Dangler, Jr., Summer Academic Enrichment Program Director, 2<sup>nd</sup> installment from the payroll of August 15, 2013 \$4,250 to the payroll of August 30, 2013 - \$4,250. [No Cost to the Board – Salary is Paid by Tuition of Students.]

MOTION: Mrs. Wetmore SECOND: Mr. DeSario VOTE: 9-0

8b-20. Approval of Adjustment in Increment Level

Resolved: That the Board approve the following Adjustment in Increment Level retroactive to September 1, 2012:

First Name	Last Name	From	To: Retroactive 09/01/12
Amanda	Allen	5BA	5BA+15

MOTION: Mrs. Wetmore SECOND: Mr. DeSario VOTE: 9-0

8b-21. Approval of Appointment of Schedule B Positions for the Fall and Full Year

Resolved: That the Board approve the appointment of Schedule B positions for the Fall and Full year: [B]

Position	First Name	Last Name	Compensation*
Academic Competition Advisor Science-High School	Josephine	Blaha	\$3,293.00
Academic Competition Advisor Math-High School	Jason	Lewis	\$3,293.00
Academic Competition Advisor W.R. Satz	Marian	Amitrani	\$3,293.00
Art Honor Society Advisor-High School	Alana	Lazar	\$1,411.00
Assigning Substitutes (Effective 9/1/13 – 1/31/14)	Eleni	Angelkos	\$3,881.50
Athletic Trainer	Shannon	Davis	\$17,425.00
Attendance Officer	Richard	Bennett	\$5,275.00
Band Director-High School	John	Koryat	\$3,293.00
Band Director-W.R. Satz	John	Koryat	\$1,411.00
Best Buddies Co- Advisor	Jean	Thompson	\$705.50
Best Buddies Co- Advisor	Amy	Clark	\$705.50
Cheerleading Head Coach/Fall-High School	Jennifer	Cibelli	\$5,173.00
Cheerleading Assistant Coach Fall JV Football	Marissa	Semler	\$3,448.00

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<b>Position</b>	<b>First Name</b>	<b>Last Name</b>	<b>Compensation*</b>
Chess Advisor High School	Kathleen	Dougherty	\$2,822.00
Choral Director-High School	Matthew	Goetke	\$1,411.00
Choral Director-W.R. Satz	Matthew	Goetke	\$1,411.00
Choreographer/Drama Winter-High School	Patricia	Clores	\$1,736.00
Class Advisor (Gr.9) High School	Alana	Lazar	\$1,882.00
Class Advisor (Gr.10) High School	Lauren	Lepore	\$1,882.00
Class Advisor (Gr.11) High School	Sean	Dowd	\$2,822.00
Class Advisor (Gr.12) High School	David	Gurney	\$2,822.00
Clerk Athletic Activities Fund	Jeanne	Panepinto	\$2,637.50
Clerk Student Activities Fund - High School	Debbi	Todaro	\$2,637.50
Cross Country Coach - High School	Sean	McCafferty	\$5,173.00
Cross Country Assistant Coach-High School	Robert	Micheliche	\$3,448.00
Cross Country Coach-W.R. Satz	Maurice	Bell	\$4,469.00
Dance Team Advisor-Fall	Lisa Marie	Sorg	\$1,411.00
Director Music/Bellcanto-High School	Matthew	Goetke	\$1,411.00
Director Music/Harmony Ringers-High School	Matthew	Goetke	\$1,411.00
Director Music/Madrigal-High School	Matthew	Goetke	\$1,411.00
Drama Coach/Fall/Winter – Indian Hill School	Beth	Catania	\$3,293.00
Drama Coach/Fall-W.R. Satz	Amanda	Colannino	\$3,293.00
Drama Coach/Fall-High School	Joseph	Clores	\$3,293.00
Eco Club Advisor-High School	Theodore	Mester	\$1,411.00
Equipment Manager/Site Manager	James	Gelpke	\$4,300.00
Field Hockey Head Coach-High School	Julie	Martelli	\$7,526.00
Field Hockey Assistant Coach-High School	Melissa	Murphy	\$5,017.00
Field Hockey Coach -W.R. Satz	Nora	Bosmans	\$4,469.00
Football Head Coach	Frank	Papalia	\$8,936.00
Football Assistant Coach	William	Beining	\$5,956.00
Football Assistant Coach	Colin	Hart	\$5,956.00
Football Assistant Coach	Joseph	Zaccone	\$5,956.00
Future Business Leader-High School	Elliot	Cohen	\$1,411.00
Gymnastics Head Coach-High School	Elizabeth	Porter	\$7,526.00
Indian Hill All-Shore & CJMEA	Catherine	McCarthy	\$698.00
Key Club Advisor-High School	Alana	Lazar	\$3,293.00
Kiwanis Builders Club-W. R. Satz Co-Advisor	Carolyn	Broadhurst	\$705.50
Literary Magazine Advisor-High School	Diane	Gothelf	\$2,922.00
Memory Book Advisor-Indian Hill	Nicole	Baldessari	\$1,411.00
Music Director/Prod.-W. R. Satz	Jennifer	Scott	\$3,293.00

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<b>Position</b>	<b>First Name</b>	<b>Last Name</b>	<b>Compensation*</b>
Music Honor Society-High School Co-Advisor	Matthew	Goetke	\$705.50
Music Honor Society-High School Co-Advisor	John	Koryat	\$705.50
National Honor Society Advisor-High School	Jennifer	Corboy	\$1,411.00
Newspaper Advisor-High School	Steven	Dante	\$5,645.00
Politics Club-High School	James	Gelpke	\$2,822.00
Project Plus Advisor-Indian Hill	Kathleen	Bradley	\$3,851.00
Project Plus Advisor-W.R. Satz Co-Advisor	Sean	Dowd	\$1,925.50
Project Plus Advisor-W.R. Satz Co-Advisor	Christen	Rillo	\$1,925.50
Soccer Head Coach Boys-High School	John	Nacarlo	\$7,526.00
Soccer Head Coach Girls-High School	Jennifer	Conroy	\$7,526.00
Soccer Assistant Coach Boys-High School	William	Carl	\$5,017.00
Soccer Assistant Coach Girls-High School	Heather	Bailey	\$5,017.00
Soccer Coach 8th Grade Boys-W.R. Satz	John	Bird	\$4,469.00
Soccer Coach 8th Grade Girls-W.R. Satz	Michelle	Davidson	\$4,469.00
Stage Manager/Performing Arts Coordinator Fall	Ted	Mester	\$2,353.00
Student Council Co -Advisor-Indian Hill	Jaclyn	Mercandetti	\$1,411.00
Student Council Co -Advisor-Indian Hill	Taryn	Moran	\$1,411.00
Student Council Advisor-W.R. Satz	Todd	Ebinger	\$2,822.00
Student Council Advisor-High School	Marilyn	Kohlbecker	\$2,822.00
Talent Show Advisor -Indian Hill	Jaclyn	Mercandetti	\$1,411.00
Talent Show Coordinator-W. R. Satz	Jennifer	Scott	\$1,411.00
Technical Advisor/Fall-High School	Robert	Smith	\$1,882.00
Technical Advisor/Fall-W.R. Satz	Christen	Rillo	\$1,882.00
Television Society Advisor-High School	Bryan	DeNovellis	\$2,822.00
Tennis Coach(Girls)-High School	Charles	Chelednik	\$5,173.00
Transitions Advisor-High School	Marie	Kousoulis	\$1,411.00
Transitions Advisor-High School	Lynn	Blustein	\$1,411.00
Transitions Advisor-High School	Thomas	Herman	\$1,411.00
Transitions Advisor-High School	Cathleen	Moran-Kudisch	\$1,411.00
Volleyball Coach Girls	Melinda	Brenner	\$7,526.00
Webmaster	Carlos	Machado	\$5,303.00
World Language Honor Society/Chinese-High School	Juliet	Chu	\$1,411.00
World Language Honor Society/French-High School Co-Advisor	Laurence	Cogger	\$705.50
World Language Honor Society/French-High School Co-Advisor	Donna	Garcia	\$705.50
World Language Honor Society Co-advisor/Italian-High School	Elizabeth	Malolepszy	\$705.50
World Language Honor Society Co-advisor/Italian-High School	Anna	Ranieri	\$705.50

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Position	First Name	Last Name	Compensation*
World Language Honor Society/Latin-High School	Colleen	Boueil	\$1,411.00
World Language Honor Society/Spanish-High School - Co Advisor	Joyce	McNamara	\$705.50
World Language Honor Society/Spanish-High School - Co Advisor	Kathleen	Taylor	\$705.50
Yearbook Co- Advisor-High School	Amanda	Rein	\$2,822.50
Yearbook Co- Advisor-High School	Elliot	Cohen	\$2,822.50
Yearbook Advisor-W. R. Satz Co-Advisor	Barbara	Burns	\$940.67
Yearbook Advisor-W. R. Satz Co-Advisor	Kathleen	Howard	\$940.67
Yearbook Advisor-W. R. Satz Co-Advisor	Todd	Ebinger	\$940.67
Youth Alliance Advisor-High School	Cathleen	Moran-Kudisch	\$1,294.00

\*Salary for 2013/2014 school year to be dependent upon completion of negotiations with the HTEA

Discussion: Mr. Pavlik inquired as to the advertising process for these positions. Mrs. Peart stated this list represents internal candidates. There were general comments among the Board regarding this process. Mrs. Vander Woude inquired as to the status of the National Junior Honor Society Advisor position. Mrs. Peart advised that the district will be posting this position externally tomorrow. Mrs. Vander Woude asked why the Boys/Girls Track position was being combined. Mr. Loughran provided the history and applicable reasons for combining this position.

MOTION: Mr. DeSario SECOND: Mr. Hammer VOTE: 9-0

8b-22. Approval of Appointment of Day-To-Day Substitute Custodian

Resolved: That the Board approve the appointment of the following as a Day-to-Day Substitute Custodian, effective June 26, 2013 through June 30, 2013. [B]

Ronald R. Errickson, Jr.

MOTION: Mrs. Wetmore SECOND: Mr. DeSario VOTE: 9-0

8b-23. Approval of Appointment of Day-To-Day Substitute Staff for the 2013/2014 School Year

Resolved: That the Board approve the appointment of the following Substitute Staff for the 2013/2014 School Year:

Last Name	First Name	Position
Carl	William	Substitute Teacher
Casazza	Marie	Substitute Clerical
Cherin	Gail	Substitute Special Education Monitor
DiBlasi	Victoria	Substitute Lunchroom/Playground Aide
Elbaum	Michelle	Substitute Lunchroom/Playground Aide
Errickson, Jr.	Ronald	Substitute Custodian
Matos	Diana	Homebound Instructor

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Last Name	First Name	Position
Norton	Michael	Substitute Custodian
Protentis	Andrea	Substitute Bus Monitor
Smith	Betty	Substitute Nurse Assistant

MOTION: Mrs. Wetmore SECOND: Mr. DeSario VOTE: 9-0

8b-24. Approval of Substitute Rate of Pay

Resolved: That the Board approve the following Substitute Rate of Pay, effective July 1, 2013: [B]

**Certificated Staff:**

- County Certified (60 Credits) \$80/day
- Bachelor's Degree/County Certified \$85/day
- Certificate of Eligibility \$90/day
- Certificate of Eligibility with Advanced Standing \$100/day
- Standard State Certified Teacher \$105/day
- School Nurse \$140/day
- Nurse Assistant (Nurse Monitor) \$80/day

**Non-Certificated Staff:**

- Clerical \$10/hour
- Lunchroom Aide \$8/hour
- Custodian \$12/hour
- Special Education Monitor (Instructional Aide) \$12/hour
- Bus Attendant \$10/hour
- Bus Monitor \$10/hour

MOTION: Mrs. Wetmore SECOND: Mr. DeSario VOTE: 9-0

8b-25. Approval of Disciplinary Action

Resolved: That the Board approve a 2 day Unpaid Suspension, Letter of Reprimand and Sensitivity Training for Employee ID#4568.

MOTION: Mrs. Wetmore SECOND: Mr. DeSario VOTE: 9-0

8c. Student Matters

8c-1. Acceptance of Harassment, Intimidation and Bullying Report

Resolved: That the Board move to accept the Superintendent's Report on Harassment, Intimidation and Bullying (from prior month).

(Mrs. Duncan reported the following 6/12/2013 – present):

Added Motion

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

MOTION: Mrs. Wetmore SECOND: Ms. Garrity VOTE: 9-0

8c-2. Approval of Student Placements

Resolved: That the Board approve the placements for the following students:

Department of Special Services  
In-District Placements

Student ID	Services	Classification	Cost
4851345086	Home Instruction	OHI	\$56.00/hour
9278960608	Out-of-District Placement	ED	\$66,189.90

MOTION: Mrs. Wetmore SECOND: Mrs. Liu VOTE: 9-0

8c-3. Approval of Contract with Bayada Home Health Care, Inc

Resolved: That the Board approve the contract with Bayada Home Health Care, Inc. to provide an RN to our schools, on an as needed basis, at a rate of \$57.00 per hour, beginning June 14, 2013 through June 30, 2013.

MOTION: Mrs. Wetmore SECOND: Mrs. Liu VOTE: 9-0

8c-4. Approval of Contract with Bayada Home Health Care, Inc. for the 2013/2014 School Year

Resolved: That the Board approve the contract with Bayada Home Health Care, Inc. to provide an RN to our schools, on an as needed basis, at a rate of \$57.00 per hour for the 2013/2014 School Year.

MOTION: Mrs. Wetmore SECOND: Mrs. Liu VOTE: 9-0

8c-5. Approval of Special Services Providers for the 2013/2014 School Year

Resolved: That the Board approve the Special Services Consultant List for the 2013/2014 school year, as listed below:

<i>Assistive Technology Services</i>	
<b>Advancing Opportunities</b> Ewing, NJ Contract in conformance with Political Contribution Law	<b>0% Increase</b> \$90 Per hour \$55/hr travel
<i>Audiological/Hearing Testing</i>	
<b>Professional Hearing, Speech &amp; Balance Center</b> Jill Gordon, Au.D., Audiologist Freehold, NJ Contract in conformance with Political Contribution Law	<b>0% Increase</b> \$425 Per Audiological & CAP evaluation \$195 Audiological Evaluation
<b>W. Long Branch Speech &amp; Hearing Center</b> Sandra Fields Kuhn, Au.D., CCC W. Long Branch, NJ 07764 Contract in conformance with Political Contribution Law	<b>2% Increase</b> \$433 Per Audiological & CAP evaluation \$250 Audiological Evaluation
<i>Behavior Analyst Services</i>	

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<b>Above and Beyond Learning Group</b> Wyckoff, NJ Contract in conformance with Political Contribution Law	<i>New Provider</i> \$56.00* Per hour <i>*Settlement agreement rate</i>
<i>Educational Consultant Services</i>	
<b>Fern Litwak</b> Holmdel, NJ 07733 Contract in conformance with Political Contribution Law	<b>0% Increase</b> \$200/day <b>Not to exceed \$24,000</b>
<i>Mobility Instruction Services</i>	
<b>Mobility Mike</b> Michael O'Brien New York, NY Contract in conformance with Political Contribution Law	<b>0% Increase</b> \$150.00 Per hour
<i>Neurological Services</i>	
<b>Meridian Pediatric Associates</b> Dorothy Pietrucha, M.D., FAAP Neptune, NJ Contract in conformance with Political Contribution Law	<b>0% Increase</b> \$175.00 Per evaluation
<b>Dr. Lewis Milrod</b> Edison, NJ Contract in conformance with Political Contribution Law	<b>0% Increase</b> \$300.00 Per evaluation
<i>Nursing Services</i>	
<b>BAYADA Home Health Care, Inc.</b> 303 West Main Street Freehold, NJ 07728 Contract in conformance with Political Contribution Law	<b>2% Increase</b> <b>RN</b> \$55.59 Per hour <b>LPN</b> \$45.39 Per hour
<i>Occupational Therapy Services</i>	
<b>A Helping Hand Occupational Therapy Center</b> Carrie Friedman, OTD, OTR/L Clarksburg, NJ 08510 Contract in conformance with Political Contribution Law	<b>New Provider</b> \$75.00 (Market Rate) Per hour
<b>Tara Rusin, OT</b> Middletown, NJ 07748 Contract in conformance with Political Contribution Law	<b>New Provider</b> \$75.00 (Market Rate) Per hour
<i>Physical Therapy Services</i>	
<b>Central Jersey Pediatric Physical Therapy LLC</b> Daniel Steinhauser Aberdeen, NJ Contract in conformance with Political Contribution Law	<b>0% Increase</b> \$66.30 per hour
<b>Holmdel Pediatric PT, Inc.</b> Susan Stanzione Holmdel, NJ Contract in conformance with Political Contribution Law	<b>0% Increase</b> \$81.60 Per hour
<i>Psychiatric Evaluation Services</i>	
<b>Sahar Shafey, M.D.</b> Hazlet, NJ Contract in conformance with Political Contribution Law	<b>0% Increase</b> \$350.00 Per evaluation
<b>Advance Psychiatric Care</b> Alexander Iofin, M.D. Neptune, NJ Contract in conformance with Political Contribution Law	<b>0% Increase</b> \$350.00 \$250/hr for dangerous assessment Per evaluation
<i>Psychiatric Evaluation Services/Medical Legal Advice</i>	

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<b>Premium Psychiatry Services of Central Jersey, LLC</b> Ankur Desai, M.D. Freehold, NJ Contract in conformance with Political Contribution Law	<b>0% Increase</b> \$400.00 Per evaluation
<i>Social Skills Services</i>	
<b>Debra Y. Coffey, Ph.D.</b> Morganville, NJ Contract in conformance with Political Contribution Law	<b>0% Increase</b> \$66.30 Per hour

Discussion: Mrs. Vander Woude provided clarification regarding the Scope of Services that have been implemented for the consultants.  
 Mrs. Pascucci asked if the Special Services Committee reviewed the Scope of Services.  
 Mrs. Vander Woude stated the Special Services Committee reviewed the Scope of Services that were available at the time of the meeting.  
 Mrs. Pascucci expressed concerns that there appears to be overlap of services and also inquired as to why one of the consultants were paid per day and not hourly.  
 Mrs. Duncan explained that it is a more efficient use of time and is needs based. She also stated that although it may appear there is an overlap of services, there is not and reiterated that the district is being as efficient as possible.

MOTION: Mrs. Liu SECOND: Mrs. Wetmore VOTE: 9-0

9. Business Administrator/Board Secretary's Report and Recommendations

9a. Adoption of Official Newspapers

Resolved: That the following resolution is hereby adopted:

WHEREAS: The Open Public Meetings Act (Chapter 231, P.L. 1975) N.J.S.A. 10:4.6 et seq. requires that certain notice of meeting be submitted to two newspapers, one of which shall be the official newspaper, and

WHEREAS: The second newspaper designated by this Board must be one which has the greatest likelihood of informing the public within the jurisdictional boundaries of the Board of Education of such meetings, now, therefore, be it

RESOLVED by the Board of Education of the Township of Holmdel as follows:

1. ***Asbury Park Press*** is hereby designated as the official newspaper to receive all notices of meetings.
2. ***Independent*** is hereby designated as the second newspaper having the greatest likelihood of informing the public within the jurisdictional area of the Board of Education of notice of meetings designated to receive all notices of meetings as required by the Open Public Meeting Act.
3. The Asbury Park Press and/or the Independent are hereby designated as the newspapers for legal advertisements.

MOTION: Ms. Garrity SECOND: Mr. DeSario VOTE: 9-0

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9b. Approval of Parliamentary Procedures

Resolved: That the Board adopt Roberts Rules of Order as the official parliamentary procedure manual to be used to conduct meetings and appoint the board secretary and board attorney to act as the parliamentarian for the 2013/2014 school year.

MOTION: Ms. Garrity SECOND: Mr. DeSario VOTE: 9-0

9c. Approval of Depositories

Resolved: That the below listed Financial Institutions, Fund and Corporation be designated as approved depositories for the Holmdel Township Board of Education funds and that the Financial Institutions be required to be insured by either the SLIC or the FDIC and/or as required by both Federal and State statutes:

Approval of Depositories:

Bank of America	Hazlet, NJ
Wells Fargo	Holmdel, NJ
N.J. Cash Management Fund	Trenton, NJ
NJ/ARM	Princeton, NJ
FNC Securities, Inc.	Fairfield, NJ
Valley National Bank	Holmdel, NJ
Sovereign Bank	Holmdel, NJ
TD Bank	Holmdel, NJ

AND FURTHER BE IT RESOLVED that the Board Secretary and/or the Assistant Board Secretary be authorized to wire transfer Board of Education funds between Board of Education accounts only.

AND FURTHER BE IT RESOLVED that the Board Secretary and/or the Assistant Board Secretary be authorized to enter into agreement/s with the State to allow the State to initiate credit entries to Board of Education accounts in its depositories by automatic deposit/s when appropriate.

AND FURTHER BE IT RESOLVED that any and all endorsements for or on behalf of this Corporation upon checks, drafts, notes or instruments for deposit or collection made may be written or stamped endorsements of the Corporation without any designation of the person making such endorsements.

AND FURTHER BE IT RESOLVED that the Board Secretary be authorized on behalf of the Board of Education to change existing account types and establish new Statement Savings, NOW, Special Checking and/or Money Market Investments Accounts in any one or all of the above depositories when in the best interest of the Board of Education.

AND FURTHER BE IT RESOLVED that any funds on deposit in Board of Education accounts be subject to withdrawal at any time upon presentation of warrants, checks, notes, bonds, bond coupons or other instruments or orders for the payment of money when signed, live or facsimile.

AND FURTHER BE IT RESOLVED that the Board Secretary is hereby authorized to deliver, upon demand, specimen facsimile signatures of required authorities to the above approved depositories.

AND FURTHER BE IT RESOLVED that the Board Secretary and/or the Assistant Board Secretary be hereby authorized on behalf of the Board of Education to:

- (a) Withdraw from depositories and give receipt for, or authorize depositories to deliver to bearer or to any person designated by the Board Secretary, all or any documents and securities or other property held by the depositories for any purpose, and
- (b) Authorize the depositories to purchase or sell C.D.'s, Repurchase Agreements and other securities, and

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- (c) Execute and deliver all instruments required by the depositories in connection with any of the foregoing resolutions and affix thereto the seal of the Corporation.

MOTION: Ms. Garrity SECOND: Mr. DeSario VOTE: 8-0-1  
Abstained: Mr. Sockol

9d. Authorized Signatures

Resolved: That the following signatures (signatures may be original or facsimile) are hereby authorized for the accounts specified:

General Account Three (3) Signatures Required

1. Board President or Board Vice President
2. Business Administrator/Board Secretary
3. Treasurer of School Funds

Payroll Account - One (1) Signature Required

1. Treasurer of School Funds

Payroll Tax Account -Two (2) Signatures Required

1. Business Administrator/Board Secretary and
2. President or Vice President of the Board and/or Treasurer of School Funds

Food Service Account - Two (2) Signatures Required

1. Business Administrator/Board Secretary and
2. President or Vice President of the Board or Treasurer of School Funds

Petty Cash Checking Account – Board Office – One (1) Signature Required

1. Business Administrator/Board Secretary or Superintendent of Schools

Holmdel High School Activity Account -Two (2) Signatures Required

1. High School Principal and
2. High School Assistant Principal or Business Administrator/Board Secretary

Holmdel High School Athletic Account – Two (2) Signatures Required

1. High School Principal and
2. Supervisor of Athletics or High School Assistant Principal or Business Administrator/Board Secretary

W. R. Satz School Student Activity Account –Two (2) Signatures Required

1. W. R. Satz Principal and
2. W. R. Satz Assistant Principal or Business Administrator/Board Secretary

W. R. Satz School Athletic Account –Two (2) Signatures Required

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1. W. R. Satz Principal and
2. Supervisor of Athletics or  
W. R. Satz Assistant Principal or  
Business Administrator/Board Secretary

Indian Hill School Student Activity Account – Two (2) Signatures Required

1. Indian Hill School Principal and
2. Indian Hill School Assistant Principal or  
Business Administrator/Board Secretary

Village School Student Activity Account – Two (2) Signatures Required

1. Village School Principal and
2. Village School Assistant Principal or  
Business Administrator/Board Secretary

Holmdel Board of Education Prime Time Program - Two (2) Signatures Required

1. Director of Prime Time Program and
2. Business Administrator/Board Secretary

Summer Academic Enrichment Program– Two (2) Signatures Required

1. Director of Summer Academic Enrichment Program and
2. Business Administrator/Board Secretary

Unemployment Escrow Account – Two (2) Signatures Required

1. Business Administrator/Board Secretary and
2. President or Vice President of the Board or  
Treasurer of School Funds

MOTION: Ms. Garrity SECOND: Mr. DeSario VOTE: 9-0

9e. Appointment of Representatives Requesting Federal and State Funds

Resolved: That the following resolution is hereby adopted:

BE IT RESOLVED that the Superintendent of Schools and the Business Administrator/Board Secretary or their designees, of the Holmdel Township Board of Education are hereby designated as the Board's authorized agents to file applications and requests for State and Federal Funds under existing State and Federal laws.

MOTION: Ms. Garrity SECOND: Mr. DeSario VOTE: 9-0

9f. Approval of Board Policies and Regulations

Resolved: That the policies and regulations governing the actions of the Holmdel Township Board of Education, as on file on the District web site and in the Office of the Business Administrator/Board Secretary, are hereby readopted.

MOTION: Ms. Garrity SECOND: Mr. DeSario VOTE: 9-0

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9g. Approval of the Following Appointments

Resolved: That the Board approve William Balicki, Director of Plant, Operations and Maintenance to the following appointments for the 2013/2014 school year.

Right-To-Know Officer	Indoor Air Quality Designated Person
AHERA Designated Person	ADA Compliance Officer
Safety Officer	Asbestos Management Officer
Integrated Pest Management Coordinator	Chemical Hygiene Officer

MOTION: Ms. Garrity SECOND: Mr. DeSario VOTE: 9-0

9h. Appointment of Public Agency Compliance Officer

Resolved: That the Board appoint Peter W. Mikos as Public Agency Compliance Officer (PACO) for the 2013/2014 school year.

MOTION: Ms. Garrity SECOND: Mr. DeSario VOTE: 9-0

9i. Appointment of Affirmative Action Officer

Resolved: That the Board appoint Mary Beth Currie, as the Affirmative Action Officer for the 2013/2014 school year.

MOTION: Ms. Garrity SECOND: Mr. DeSario VOTE: 9-0

9j. Appointment of 504 Officer

Resolved: That the Board appoint Eric Swensen as the "504" Officer for the 2013/2014 school year.

MOTION: Ms. Garrity SECOND: Mr. DeSario VOTE: 9-0

9k. Appointment of Homeless Liaison

Resolved: That the Board appoint Eric Swensen as Homeless Liaison for the 2013/2014 school year.

MOTION: Ms. Garrity SECOND: Mr. DeSario VOTE: 9-0

9l. Appointment of Issuing Officer for Working Papers

Resolved: That the Board appoint Dolores Soffientini as Issuing Officer for Working Papers for the 2013/2014 school year.

MOTION: Ms. Garrity SECOND: Mr. DeSario VOTE: 9-0

9m. Appointment of Substance Awareness Coordinator

Resolved: That the Board appoint Cathleen Moran-Kudisch as Substance Awareness Coordinator for the 2013/2014 school year.

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MOTION: Ms. Garrity SECOND: Mr. DeSario VOTE: 9-0

9n. Approval of Designation of Superintendent Transfer Authority

Resolved: That as provided by N.J.S.A. 18A:22-8.1 amended, the Superintendent of Schools be designated as Chief School Administrator to approve such line item budget transfers as are necessary between Board of Education meetings, and

Further be it resolved that such transfers shall be reported to the Board of Education, ratified and duly recorded in the minutes of such meeting not less than monthly.

MOTION: Ms. Garrity SECOND: Mr. DeSario VOTE: 9-0

9o. Appointment of Title IX Officer

Resolved: That the Board appoint J. Randy Westrol as the Title IX compliance officer for the 2013/2014 school year.

MOTION: Ms. Garrity SECOND: Mr. DeSario VOTE: 9-0

9p. Approval of School Funds Investor

Resolved: That the Board designate the Business Administrator/Board Secretary, as its school funds investor pursuant to 17:12B-0241 for the 2013/2014 school year.

MOTION: Ms. Garrity SECOND: Mr. DeSario VOTE: 9-0

9q. Approval of Uniform Minimum Chart of Accounts

Resolved: That the Board adopt the Uniform Minimum Chart of Accounts for New Jersey Public Schools for the 2013/2014 school year.

MOTION: Ms. Garrity SECOND: Mr. DeSario VOTE: 9-0

9r. Approval of Tax Shelter Annuity Companies

Resolved: That the Board approve the following companies to provide Tax Shelter Annuity salary reduction agreements for the 2013/2014 school year.

AXA Equitable	Fidelity Investments
Lincoln Investment Planning Inc.	Met Life Investments
Valic	

MOTION: Ms. Garrity SECOND: Mr. DeSario VOTE: 8-0-1  
Abstained: Mr. Sockol

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9s. Approval of 125 Plan

Resolved: That the Board approve the Adoption of the District's Health Benefits Program, to Pre-Tax Employee Contributions for All Health Insurance and To Enable Cash-in-Lieu of Benefits:

WHEREAS: Section 125 of the Internal Revenue code allows all payments for health insurance to be deducted from an employee's pay before Federal taxes, and not to count as gross income; and

WHEREAS: Section 125 of the Internal Revenue Code allows the employee option of Cash-In-Lieu of Benefits; and

WHEREAS: The Board of Education wishes to adopt such a Premium Only Plan within the context of Section 125 of the Internal Revenue Code for the benefit of employees; and

NOW, THEREFORE, Be it Resolved by the Board of Education of Monmouth County and the State of New Jersey as follows:

The Board hereby adopts the District's Health Benefits Program, the Adoption Agreement, and component benefit plans and policies, effective as of the date specified in the Adoption Agreement.

MOTION: Ms. Garrity SECOND: Mr. DeSario VOTE: 9-0

9t. Approval of Tax Requisition Schedule

Resolved: That the Board hereby approve the Tax Requisition Schedule for the 2013/2014 School Year as listed on Attachment #9t.

MOTION: Ms. Garrity SECOND: Mr. DeSario VOTE: 9-0

9u. Approval of Petty Cash Accounts

Resolved: That the Board, in accordance with Board Policy #6620, approve the following Petty Cash Accounts and amounts for the 2013/2014 school year for the Administrative Offices and for each school office.

Central Administrative Offices	\$ 500.00
Holmdel High School	\$ 250.00
William R. Satz School	\$ 250.00
Indian Hill School	\$ 250.00
Village School	\$ 250.00

MOTION: Ms. Garrity SECOND: Mr. DeSario VOTE: 9-0

9v. Approval of Claims Auditor Pre-Payment Authority

Resolved: That the Business Administrator/Board Secretary be designated as the Board of Education's Claims Auditor with authority, as provided by N.J.S.A.18A:19-2 amended, to direct pre-payment of claims for Debt Service, Payroll, Fixed

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Charges and any other claim or demand which would be in the best interest of the Board to pay promptly.

MOTION: Ms. Garrity SECOND: Mr. DeSario VOTE: 9-0

9w. Approval of Necessary Payment of Bills Between Board Meetings

Resolved: That the Board approve Necessary Payment of Bills between Board Meetings for the 2013/2014 school year.

MOTION: Ms. Garrity SECOND: Mr. DeSario VOTE: 9-0

9x. Appointment of Representative to County Educational Services Commission

Resolved: That the Superintendent of Schools, is designated as the Board representative to the Monmouth-Ocean Education Services Commission for a period from the date of this Organization Meeting to the Organization Meeting in the next calendar year.

MOTION: Ms. Garrity SECOND: Mr. DeSario VOTE: 9-0

9y. Approval of Fee for Copies of Public Documents

Resolved: In accordance with the fee structure of The Open Public Records Act (OPRA), that the Board of Education hereby establishes a photocopy fee of Five cents (\$0.05) per letter size page or smaller, and Seven cents (\$0.07) per legal size page or larger.

MOTION: Ms. Garrity SECOND: Mr. DeSario VOTE: 9-0

9z. Approval to Exceed Hotel Costs in Excess of Guidelines

Resolved: That the Holmdel Township Board of Education approves reimbursement of hotel rates for a standard hotel room in excess of guidelines if the hotel is part of a convention site or for other reasons as deemed appropriate and approved by the Superintendent of Schools and/or designee for the 2013/2014 School Year.

MOTION: Ms. Garrity SECOND: Mr. DeSario VOTE: 9-0

9aa. Adoption of Emergency Management Plan

Resolved: That emergency procedures described in the official Holmdel Township School Emergency Management Plan be approved as recommended by the Superintendent of Schools.

MOTION: Ms. Garrity SECOND: Mr. DeSario VOTE: 9-0

9bb. Approval of Professional Development, Travel and Related Expense Reimbursement 2013/2014

Resolved: That the Board approve the following Professional Development, Travel and Related Expense Reimbursement 2013/2014:

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WHEREAS: the Holmdel Township 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-7.2 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: a Board of Education may establish, for regular district business travel only, an annual school year threshold of \$150.00 per staff member where prior Board approval shall not be required unless this annual threshold for a staff member is exceeded in a given school year (July 1 through June 30); and

WHEREAS: travel and related expenses not in compliance with N.J.A.C. 6A:23A-7.3(b), but deemed by the Board of Education to be necessary and unavoidable as noted on the approved Board of Education Out of District Travel and Reimbursement Forms; now

THEREFORE, BE IT RESOLVED, the Board of Education approves all travel not in compliance with N.J.A.C. 6A:23A-7.3(b), as being necessary and unavoidable as noted on the approved Board of Education Out of District Travel and Reimbursement Forms; and

BE IT FURTHER RESOLVED, the Board of Education approves professional development, travel and related expense reimbursements in accordance with N.J.A.C. 6A:23A-7.3(b), to a maximum expenditure of \$91,774.00 for all staff and Board members.

MOTION: Ms. Garrity SECOND: Mr. DeSario VOTE: 9-0

9cc. Approval of Cover Page for Regular Business Meetings

Resolved: That the Board approve the Cover Page for Regular Business Meetings. Attachment 9cc.

Discussion: Mrs. Vander Woude spoke about the order of the approval of minutes being before questions from the public on agenda items and recommended the order be adjusted. She also stated that the district would need to post draft minutes on the web in advance of the meeting to allow for public comment. She asked for a show of hands from the Board regarding posting draft minutes on the web. The following Board members supported this concept: Mrs. Vander Woude, Mr. Pavlik and Mr. Hammer. Therefore, since the majority of the Board did not support this concept, there were no adjustments made to this resolution.

MOTION: Mrs. Wetmore SECOND: Mrs. Liu VOTE: 9-0

9dd. Approval of Resolution Authorizing the Procurement of Goods and Services Through State Agency

Resolved: WHEREAS: N.J.S.A. 18A:18A-10 provides that a board of education, without advertising for bids, or after having rejected all bids obtained pursuant to advertising therefore, by resolution may purchase any goods or services pursuant

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to a contract or contracts for such goods or services entered into on behalf of the State by the Division of Purchase and Property, and

WHEREAS: The Holmdel Township Board of Education has the need, on a timely basis, to procure goods and services utilizing state contracts, and

WHEREAS: The Holmdel Township Board of Education desires to authorize its purchasing agent for the 2013/2014 to make any and all purchases necessary to meet the needs of the school district throughout the school year.

NOW, THEREFORE, BE IT RESOLVED that the Holmdel Township Board of Education does hereby authorize the district purchasing agent to make purchases of goods and services entered into on behalf of the State by the Division of Purchase and Property utilizing various vendors that have State Contracts. The Purchasing Agent shall make known to the Board the Commodity/Service, Vendor, and State Contract Number utilized.

MOTION: Ms. Garrity SECOND: Mr. DeSario VOTE: 9-0

9ee. Approval of a Resolution for the Bid Threshold and Appointing a Qualified Purchasing Agent

Resolved: That the Board approve the following resolution for the bid threshold and appointing a Qualified Purchasing Agent, pursuant to N.J.S.A. 18A:18A-3a and N.J.A.C. 5:34-5 et seq.

WHEREAS: N.J.S.A. 18A:18A-3a, permits a bid threshold if a Qualified Purchasing Agent is appointed as well as granted the authorization to negotiate and award such contracts below the bid threshold; and

WHEREAS: N.J.A.C. 5:34-5 et seq. establishes the criteria for qualifying as a Qualified Purchasing Agent; and

WHEREAS: Michael R. Petrizzo, CPA possesses the designation of Qualified Purchasing Agent as issued by the Director of the Division of Local Government Services with N.J.A.C. 5:34-5 et seq.: and

WHEREAS: the Holmdel Township Board of Education desires a bid threshold as provided in N.J.S.A. 18A:18A-3; now, therefore, be it

RESOLVED, that the governing body of the Holmdel Township Board of Education, in the County of Monmouth, in the State of New Jersey hereby set its bid threshold to \$36,000.00; and be it further

RESOLVED, that the governing body hereby appoints Michael R. Petrizzo, CPA as the Qualified Purchasing Agent to exercise the duties of a purchasing agent pursuant to N.J.S.A. 18A:18A-2b, with specific relevance to the authority, responsibility, and accountability of the purchasing activity of the Board of Education; and be it further

RESOLVED, that in accordance with N.J.A.C. 5:34-5.2 the Board of Education Secretary is hereby authorized and directed to forward a certified copy of this resolution and a copy of Michael R. Petrizzo's certification to the Director of the Division of Local Government Services.

MOTION: Ms. Garrity SECOND: Mr. DeSario VOTE: 9-0

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9ff. Approval of Authorization for the Holmdel Township Board of Education to Enter in a Cooperative Pricing Agreement with the Middlesex Regional Educational Services Commission

WHEREAS: N.J.S.A. 40A:11-11(5) authorizes contracting units to establish a Cooperative Pricing System and to enter into Cooperative Pricing Agreements for its administration; and

WHEREAS: the Middlesex Regional Educational Services Commission, hereinafter referred to as the "Lead Agency " has offered voluntary participation in a Cooperative Pricing System for the purchase of goods and services;

WHEREAS: The governing body of the Holmdel Township Board of Education, County of Monmouth, State of New Jersey duly considered participation in a Cooperative Pricing System for the provision and performance of goods and services;

NOW, THEREFORE BE IT RESOLVED as follows:

This RESOLUTION shall be known and may be cited as the Cooperative Pricing Resolution of the Holmdel Township Board of Education

Pursuant to the provisions of N.J.S.A. 40A:11-11(5), the School Superintendent is hereby authorized to enter into a Cooperative Pricing Agreement with the Lead Agency.

The Lead Agency shall be responsible for complying with the provisions of the Local Public Contracts Law (N.J.S.A. 40A:11-1 et seq.) and all other provisions of the revised statutes of the State of New Jersey.

MOTION: Ms. Garrity SECOND: Mr. DeSario VOTE: 9-0

9gg. Approval of Custodian of Records Public Access to Records

Resolved: That the Board approve the Custodian of Records Public Access to Records as follows:

WHEREAS: P.L. 2001, c.404 (C.47:1A-7), known as the Public Access Law, amends and supplements P.L. 1963, c 73.P.L. 1995, c.23 and P.L. 1998, c.17 regarding public access to government records, and

WHEREAS: the law designates that a person be designated as the custodian of a government record, and

WHEREAS: copies of permitted government records must be provided to persons upon written request and upon prepayment of fees prescribed by law or regulation, and

NOW, THEREFORE, BE IT RESOLVED that the Board of Education appoints the Business Administrator/Board Secretary as the custodian of government records, and

BE IT FURTHER RESOLVED, that the Holmdel Township School District approves the form on file in the Business Office for the use of any person, who requests access to a government record, and

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BE IT FURTHER RESOLVED, that the fees should be reviewed and approved annually by the Board of Education.

MOTION: Ms. Garrity SECOND: Mr. DeSario VOTE: 9-0

9hh. Approval of Doctrine of Necessity

Resolved: WHEREAS: the School ethics Act, N.J.S.A. 18A:12-21 et seq. was enacted by the New Jersey State Legislature to ensure and preserve public confidence in school Board members and school administrators and to provide specific ethical standards to guide their conduct; and

WHEREAS: questions have arisen regarding how a Board should invoke the Doctrine of Necessity when a quorum of a Board of Education has conflicts of interest on a matter required to be voted upon; and

WHEREAS: the School Ethics Commission has provided some guidance in Public Advisory Opinion A03-98 (April 1, 1998) but finds that there is a need to repeat and clarify its opinion; and

BE IT FURTHER RESOLVED that the Boards of Education and Charter School Boards of Trustees that invoke the Doctrine are directed to read the resolution at a regularly scheduled public meeting, post it where it posts public notices for 30 days and provide the Commission with a copy;

BE IT FURTHER RESOLVED that the Commission shall distribute this Resolution to the Executive County Superintendents for distribution to the school districts and charter schools, the New Jersey School Boards Association, the New Jersey Principals and Supervisors Association, the New Jersey Association of School Administrators, the New Jersey Association of School Business Officials and the New Jersey Education Association.

MOTION: Ms. Garrity SECOND: Mr. DeSario VOTE: 9-0

9ii. Approval of Waiver of Coverage Districts' Health Benefits Program

Resolved: That the Board approve the following Waiver of Coverage for the Districts' Health Benefits Program (HB):

WHEREAS: employees are permitted to waive their HB medical and prescription coverage – provided they have other health care coverage, and

WHEREAS: a District's Health Benefits Program Coverage Waiver/Reinstatement Form and Active Employee Health Benefits Application must be submitted through the Human Resources Office in order to waive HB medical and prescription coverage, and

WHEREAS: to reinstate coverage, an employee must once again complete a Health Benefits Program Coverage Waiver/Reinstatement Form and Active Employee Health Benefits Application, and

WHEREAS: the employee must notify the Human Resources Office within 30 days of the loss of the other coverage and provide proof of loss of that coverage. And

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WHEREAS: reinstatement will be effective immediately following the loss of the employee's other health plan coverage,

NOW THEREFORE BE IT RESOLVED, that the Holmdel Township Board of Education offers the opt out plan to all active eligible employees, and

BE IT FURTHER RESOLVED, those active eligible employees who are eligible for other health care coverage will receive an incentive payment in accordance with the approved HB plan, and

BE IT FURTHER RESOLVED, the incentive payment will be made annually on the closest pay date to June 30 each year.

MOTION: Ms. Garrity SECOND: Mr. DeSario VOTE: 9-0

9jj. Approval of Renewal of Food Service Agreement – 2013/2014 School Year

Resolved: That the Board approves the renewal submitted for food service management services and that Compass Group USA, Inc., by and through its Chartwells Division located at 3 International Drive Rye Brook, NY 0573 be awarded the contract for the 2013-2014 school year under the following arrangements:

1. The Board agrees not to participate in any of the Child Nutrition Programs for the 2013-2014 school year.
2. The Food Service Management Company management fee of \$.1596 per meal/meal equivalent is included in the \$100,000 guaranteed surplus to the district.
3. Should Compass Group USA, Inc. not provide the district with a \$100,000 surplus program, their maximum liability is up to their management fee.
4. Total meals are calculated by dividing total cash receipts, including snack vending sales, by \$2.00 to arrive at an equivalent meal count. The per meal Management Fee of \$.1596 will be multiplied by total meals.
5. The Food Service Management Company guarantees the Local Education Agency a minimum of \$100,000 surplus (profit) for school year 2013-2014. This guarantee is contingent upon the guarantee requirements as stated below.
  - The number of days meals are served during the school year will not be less than 176 days at the High School, 176 Days at the Middle School and 176 days at the Elementary schools.
  - The number of serving periods, locations, serving times and types of service will not change materially.
  - The student enrollment for the Term of the Agreement will not be less than 3,100 students.
  - The level of wages, salaries and fringe benefits will not exceed those included in Chartwells' proposal.
  - The selling prices of Menu Pattern Meals and a la carte selections will not be less than those included in the proposal.
  - Service will not be interrupted as a result of fire, work stoppage, strike or school closing.
  - The District and its representatives including but not limited to, school principals, teachers and District employees shall fully cooperate with Chartwells in the implementation of the Food Service Program. The District shall fully cooperate with Chartwells to limit the expansion of competitive food sales in order to maximize the gross receipts and other non-cash sales of the Food Service Program.

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- The number of students eligible for free and reduced price meals will be no less than that during the prior school year.
- The following variable District expenses charged to the Food Service Budget must be identified and capped so as not to exceed current rates:
  - Ongoing contract monitoring in the amount of \$14,556.00
  - Equipment maintenance and repair in the amount of \$1,000.00
  - Annual Point of Sale System service and maintenance fees of \$3,500.00

In the event the foregoing conditions are not met during the school year, Chartwells' guarantee obligation shall be reduced by an amount equivalent to any increased cost or loss of revenue attributable to the changes in such conditions.

Discussion: Mr. Sockol provided an overview as to why the Budget & Finance Committee supports this resolution and read the notes from the 5/17/13 Budget & Finance Committee meeting.

Mr. Pavlik expressed concerns with Chartwells as a result of the Marley's incident and stated that he will not support this resolution.

Mrs. Vander Woude shared with the Board her reservations regarding the renewal. However, based on the additional controls implemented as a result of the incident that occurred during the current school year, she was comfortable approving this resolution.

MOTION: Mr. Sockol SECOND: Mrs. Wetmore VOTE: 7-2  
AYES: Mrs. Vander Woude, Ms. Garrity, Mrs. Wetmore, Mrs. Pascucci, Mrs. Liu, Mr. Sockol and Mr. Hammer  
NAYS: Mr. Pavlik and Mr. DeSario

9kk. Approval of Renewal for Comprehensive Contract Monitoring, Compliance and Managing the District's Food Services Operations

Resolved: That the Board approve a renewal contract for the 2013/2014 school year with Edvocate, Inc., Toms River, NJ, for comprehensive contract monitoring, compliance and managing the district's food services operations at a fee of \$14,556.00 annually.

MOTION: Ms. Garrity SECOND: Mr. DeSario VOTE: 9-0

9ll. Approval of Aesop/Frontline Technologies Agreement (Automated Substitute Caller)

Resolved: That the Board approve agreement with Aesop/Frontline Technologies for the 2013/2014 school year to provide automated substitute caller services at a fee of \$10,012.00 annually (prorated).

MOTION: Ms. Garrity SECOND: Mr. DeSario VOTE: 9-0

9mm. Award of Request for Proposals RFP#14-01 Architect Services

Resolved: That the Board award the Request for Proposals RFP#14-01 Architect Services to the following firm:

Architect Firm	Address
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SSP Architectural Group	1011 Route 22, Suite 203, Bridgewater, NJ 08807
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Please see attachment 9mm for the 2013/2014 fee structure.

MOTION: Ms. Garrity SECOND: Mr. DeSario VOTE: 9-0

9nn. Award of Request for Proposals RFP#14-02 Banking Services

Resolved: That the Board award the Request for Proposals RFP#14-02 Banking Services to the following Bank:

Bank	Address
Bank of America	2 Bethany Road, Hazlet NJ 07730

MOTION: Ms. Garrity SECOND: Mr. DeSario VOTE: 9-0

9oo. Award of Request for Proposals RFP#14-03 General Counsel Legal Services

Resolved: That the Board award the Request for Proposals RFP#14-03 General Counsel Legal Services to the following firm:

Law Firm	Address
Kenney, Gross, Kovats & Parton	130 Maple Ave, Red Bank, NJ 07701

The firm of Kenney, Gross, Kovats & Parton, Attorneys at Law, is hereby appointed as General Counsel at \$145.00 per hour for the 2013/2014 school year.

MOTION: Ms. Garrity SECOND: Mr. DeSario VOTE: 8-1  
AYES: Mrs. Vander Woude, Mr. Pavlik, Ms. Garrity, Mrs. Pascucci, Mrs. Liu,  
Mr. Sockol, Mr. DeSario and Mr. Hammer  
NAYS: Mrs. Wetmore

9pp. Award of Request for Proposals RFP#14-04 Labor Negotiations Legal Services

Resolved: That the Board award the Request for Proposals RFP#14-04 Labor Negotiations Legal Services to the following firm:

Law Firm	Address
Kenney, Gross, Kovats & Parton	130 Maple Ave, Red Bank, NJ 07701

The firm of Kenney, Gross, Kovats & Parton, Attorneys at Law, is hereby appointed as Labor Negotiations Counsel at \$145.00 per hour for the 2013/2014 school year.

MOTION: Ms. Garrity SECOND: Mr. DeSario VOTE: 9-0

9qq. Award of Request for Proposals RFP#14-05 Special Education Legal Services

Resolved: That the Board award the Request for Proposals RFP#14-05 Special Education Legal Services to the following firm:

Law Firm	Address

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Parker McCay	109 Lennox Drive, Lawrenceville, NJ 08648
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The firm of Parker McCay, Attorneys Law at law, is hereby appointed as Special Education Counsel at \$165.00 per hour for the 2013/2014 school year.

MOTION: Ms. Garrity SECOND: Mr. DeSario VOTE: 9-0

9rr. Award of Quoted Contract for Summer Contracted Services Special Education

Resolved: That the Board pursuant to requirements of Title 18A:18A-4 award Contracted Services Special Education Student Transportation Quotes as follows:

Vendor	Route	Per Diem Cost	Total Contract Cost
Michael Loori Bus 130 Rt 36 Middletown, NJ	CC-ESY	\$182.96 Per Diem Route \$50 Per Diem Aide	\$9318.40
Keyport Auto 347 Main Street Keansburg, NJ 07734	SFC-ESY	\$187.50 Per Diem Route \$40 Per Diem Aide	\$7962.50
Keyport Auto 347 Main Street Keansburg, NJ 07734	ESY-1 WC	\$185.00 Per Diem Route \$50.00 Aide	\$5640.00
Keyport Auto 347 Main Street Keansburg, NJ 07734	ESY-7	\$164.20 Per Diem Route \$50.00 Per Diem Aide	\$5140.80

MOTION: Ms. Garrity SECOND: Mr. DeSario VOTE: 9-0

9ss. Approval of IDEA-PreK Salary

Resolved: That the Board approve that 100% (\$26,116.68) of Karen Gutowsky, Preschool Disabled Monitor salary be funded by the IDEA-PreK grant for the period of September 1, 2012 - June 30, 2013.

MOTION: Ms. Garrity SECOND: Mr. DeSario VOTE: 9-0

9tt. Approval of Resolution for Participation In Coordinated Transportation Monmouth-Ocean Educational Services Commission (MOESC)

Resolved: That the Board Participation In Coordinated Transportation Monmouth-Ocean Educational Services Commission (MOESC) Monmouth-Ocean Educational Services Commission, with offices at 900 Hope Road, Tinton Falls, New Jersey 07712 (hereinafter referred to as the "MOESC"), and Holmdel Township Board of Education, with offices at 65 McCampbell Rd., Holmdel, New Jersey (hereinafter referred to as "Board of Education").

RECITALS

- A. The Board of Education desires to transport special education, nonpublic, public and or vocational school students to specific destinations.
- B. The MOESC offers coordinated transportation services.

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C. The MOESC will organize and schedule routes to achieve the maximum cost effectiveness.

NOW, THEREFORE, it is agreed that in consideration of prorated contract costs calculated by the billing formula adopted by the MOESC, plus an administrative fee of five percent (5%), the Holmdel Township Board of Education shall pay the MOESC for transportation services rendered. Said formula shall be based on the number of students and a per pupil mile ratio encumbering any special requirements specified by participating districts,

The MOESC will provide the following services:

- a. routes coordinated with other districts, whenever possible, to achieve a maximum cost reduction while maintaining a realistic capacity and travel time;
  - b. an estimated fee for all routes based on a ratio of the number of students and student mileage. It is understood that initial transportation charges are estimates based on initial mileage and ridership and thereby subject to changes as the number of students and/or mileage increases and/or decreases.
  - c. monthly billing and invoices;
  - d. a report of students for all routes coordinated by MOESC;
  - e. all necessary interaction and communication between the sending district, receiving school, and respective transportation contractors;
  - f. constant review and revision of routes;
  - g. provide transportation within three (3) days or sooner after receipt of the formal written request.
2. It is further agreed that the Holmdel Township Board of Education will provide the MOESC with the following:
- a. requests for special transportation on approved forms to be provided by the MOESC, completed in full and signed by authorized district personnel;
  - b. withdrawal for any transportation must be provided in writing and signed by authorized district personnel; no billing adjustments will be made without this completed form and will become effective on the date the form is received.
  - c. Additional Cost - all additional costs generated by unique requests such as mid-day runs or early dismissals will be borne by the district making the request. All such costs must first be approved by the Holmdel Township Board of Education.
  - d. Length of Agreement-this agreement and obligations and requirements therein shall be in effect between July 1, 2013 and June 30, 2018.
  - e. Entire Agreement - this Agreement constitutes the entire and only agreement between the parties and may be amended by any instrument in writing over authorized signature.
3. It is further agreed by the Board of Education to the following:
- a. Upon the execution of this Agreement, it is agreed that MOES C's school bus contractor, selected pursuant to the public bidding law, shall exclusively provide pupil transportation services for the identified student during the term of the contract.
  - b. The Board of Education may terminate this contract only for good cause. Good cause shall not be defined to include a lesser transportation cost alternative available to the Board of Education during the term of the Contract. Good cause includes, but shall not

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be limited to the following: (1) the student's parent electing to provide transportation for the student for the entire contract term; (2) the student no longer requires the transportation services because the student does not need to travel to the transportation contract's destination because the student's education plan has changed, the school assignment is changed for education-based reasons, the student has moved from the school district, the student's pupil transportation is merged with other route(s) to reduce cost, or for other good cause shown.

The parties to this Agreement acknowledge that the school bus contractor, who is providing or to be providing pupil transportation services as contemplated in this Agreement, is an "intended third-party beneficiary" of the within contract between MOESC and the Board of Education. In the event that the Board of Education should breach this Agreement, the school bus contractor shall have the right to commence legal action against the Board of Education as a result of such breach and may seek compensatory damages, or any other relief that may be appropriate.

MOTION: Ms. Garrity SECOND: Mr. DeSario VOTE: 9-0

9uu. Approval of Workers Compensation Insurance Renewal – 2013/2014 School Year

Resolved: That the Board approve the renewal as submitted by G.R. Murray (Agent of Record) for workers compensation insurance coverage with the School Alliance Insurance Fund (SAIF) for the 2013/2014 school year (attachment 9-uu).

MOTION: Ms. Garrity SECOND: Mr. DeSario VOTE: 9-0

9vv. Approval of General Property and Casualty Insurance Renewal – 2013/2014 School Year

Resolved: That the Board approve the renewal as submitted by Holmes and McDowell, Inc., (Agent of Record) for general and casualty insurance coverage with the New Jersey School Boards Association Insurance Group (NJSBAIG) for the 2013/2014 school year (attachment 9-vv, 9-ww).

MOTION: Ms. Garrity SECOND: Mr. DeSario VOTE: 9-0

9ww. Approval of Student Athletic Accident, Public Official Bonds, and Storage Tank Pollution Liability Insurance Renewals – 2013/2014 School Year

Resolved: That the Board approve the renewals as submitted by Holmes and McDowell, Inc., (Agent of Record) for student athletic accident insurance (Bollinger Insurance Company), public official bonds, (Selective Insurance Company), and storage tank pollution liability insurance (American Safety Insurance Company) for the 2013/2014 school year (attachment 9-vv, 9-ww).

MOTION: Ms. Garrity SECOND: Mr. DeSario VOTE: 9-0

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9xx. Appointment of School Auditor for the 2013/2014 School Year

Resolved: That the Board approve the following resolution:

RESOLUTION AUTHORIZING AN AGREEMENT FOR AUDITING SERVICE ADOPTED BY THE HOLMDEL TOWNSHIP BOARD OF EDUCATION IN THE COUNTY OF MONMOUTH.

WHEREAS: there exists a need for auditing services and to hire an auditor; and

WHEREAS: such auditing services can be provided only by a licensed auditor and the firm of Holman Frenia Allison, P.C., 912 Highway 33, Suite 2, Freehold, NJ 07728 is so recognized as such

WHEREAS: funds in the amount of \$30,695.00 are available for this purpose (2% increase from 2012/2013).

BE IT RESOLVED BY THE HOLMDEL TOWNSHIP BOARD OF EDUCATION IN THE COUNTY OF MONMOUTH, AS FOLLOWS:

1. The auditing firm of Holman Frenia Allison, P.C., 912 Highway 33, Suite 2, Freehold, NJ 07728, is hereby retained to provide auditing services necessary in conjunction with the performance of the 2012/2013 Annual School Audit.
2. The Board appoints Robert Allison, partner, to serve in the capacity of auditor.
3. The contract is awarded without competitive bidding as a "Professional Service" in accordance with the Public School Contracts Law, N.J.S.A. 18A:18A(a)(1), because it is for services performed by persons authorized by law to practice a recognized profession.
4. The contract shall be in conformance to the Political Contribution Disclosure Law N.J.S.A. 19:44A-20.26.
5. A copy of this resolution as well as the contract shall be placed on file with the Secretary of the Board.

MOTION: Ms. Garrity SECOND: Mr. DeSario VOTE: 9-0

9yy. Appointment of School Physician for the 2013/2014 School Year

Resolved: That Dr. Alan Cabasso is hereby reappointed School Physician for the 2013/2014 school year at an annual fee of \$18,360.00 (no increase from 2012/2013).

Note: The contract shall be in conformance to the Political Contribution Disclosure Law N.J.S.A. 19:44A-20.26.

MOTION: Ms. Garrity SECOND: Mr. DeSario VOTE: 9-0

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9zz. Appointment of Treasurer of School Funds for the 2013/2014 School Year

Resolved: That Leon Bruno is hereby reappointed Treasurer of School Funds for the 2013/2014 school year at an annual fee of \$5,100.00 (2% increase from 2012/2013).

MOTION: Ms. Garrity SECOND: Mr. DeSario VOTE: 9-0

9aaa. Appointment of Health Insurance Agent of Record for the 2013/2014 School Year

Resolved: That the firm of Brown & Brown Benefit Advisors, Shrewsbury, NJ, is hereby reappointed Health Insurance Agent of Record for the 2013/2014 school year (no increase from 2012/2013).

Note: The contract shall be in conformance to the Political Contribution Disclosure Law N.J.S.A. 19:44A-20.26.

MOTION: Ms. Garrity SECOND: Mr. DeSario VOTE: 9-0

9bbb. Appointment of Sewer Plant Operator for the 2013/2014 School Year

Resolved: That Raymond Stover is hereby reappointed Sewer Plant Operator for the 2013/2014 school year at annual contracted service fee of \$18,200.00 (2% increase from 2012/2013).

Note: The contract shall be in conformance to the Political Contribution Disclosure Law N.J.S.A. 19:44A-20.26.

MOTION: Ms. Garrity SECOND: Mr. DeSario VOTE: 9-0

9ccc. Approval of Cooperative Bidding Program with Educational Data Services, Inc. for the 2013/2014 School Year

Resolved: That the Board approve Educational Data Services, Inc., as a New Jersey Cooperative Bidding Program for custodial, athletic and school supplies. The licensing and maintenance fee for the 2013/2014 school year will be \$7,850.00 (no increase from 2012/2013).

MOTION: Ms. Garrity SECOND: Mr. DeSario VOTE: 9-0

9ddd. Appointment of Insurance (Property & Casualty) Agent of Record for the 2013/2014 School Year

Resolved: That the firm of Holmes and McDowell, 34 West Main Street, P.O. Box 348, Holmdel, NJ, is hereby reappointed, Insurance (Property & Casualty) Agent of Record for the 2013/2014 school year (no increase from 2012/2013).

Note: The contract shall be in conformance to the Political Contribution Disclosure Law N.J.S.A. 19:44A-20.26.

MOTION: Ms. Garrity SECOND: Mr. DeSario VOTE: 9-0

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9eee. Appointment of Insurance (Workers Compensation) Agent of Record for the 2013/2014 School Year

Resolved: That the firm of G. R. Murray, 707 State Road, P.O. Box 83, Princeton, NJ 08542, is hereby reappointed Insurance (Workers Compensation) Agent of Record for the 2013/2014 school year (no increase from 2012/2013).

Note: The contract shall be in conformance to the Political Contribution Disclosure Law N.J.S.A. 19:44A-20.7.

MOTION: Ms. Garrity SECOND: Mr. DeSario VOTE: 9-0

9fff. Approval of E-rate Partners for E-rate Funding for the 2013/2014 School Year

Resolved: That the Board approve E-rate Partners for E-rate Funding for the 2013/2014 school year (no increase from 2012/2013). On file in the office of the Business Administrator/Board Secretary.

MOTION: Ms. Garrity SECOND: Mr. DeSario VOTE: 9-0

9ggg. Approval of Employee Assistance Program for the 2013/2014 School Year

Resolved: That the Board renew the contract for the 2013/2014 school year (no increase from 2012/2013) with the CPC Behavioral Healthcare, for the Employee Assistance Program as follows:

Services	Rate
Administration Brochures , magnets, posters & Health Fairs	\$900.00 annual
Evaluations & Short term Counseling of Employees& Immediate family Members	\$95.00 per hour
Employee Seminars Groups as requested	\$175.00 per hour
Critical Incident Debriefing	\$150.00 per hour

MOTION: Ms. Garrity SECOND: Mr. DeSario VOTE: 9-0

9hhh. Approval of Cooperative Trash and Recycling Removal Services Consortium

WHEREAS: the Holmdel Township Public School District participated in a consortium with the school districts of Hazlet, Keyport and Matawan-Aberdeen, with the Hazlet Board of Education acting as the lead district; and

WHEREAS: the Hazlet Board of Education acknowledged receipt of bids for the Cooperative Trash and Recycling Removal Services which were opened by the School Business Administrator of the Hazlet Board of Education, on Tuesday, June 4, 2013; and

WHEREAS: the Hazlet Board of Education has awarded Sakoutis Brothers Disposal, Inc., as the lowest responsible bidder; and

BE IT RESOLVED, that the Board award a contract in accordance with bid specifications to

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Sakoutis Brothers Disposal, Inc. Farmingdale, NJ for Trash and Recycling Removal Services, in the amount of \$36,636.00, per year for the period of August 1, 2013 through July 31, 2016.

MOTION: Ms. Garrity SECOND: Mr. DeSario VOTE: 9-0

9iii. Approval of Membership to the New Jersey State Interscholastic Athletic Association – Holmdel High School

Resolved: That the Board approve Holmdel High School as a member of the New Jersey State Interscholastic Athletic Association, to participate in the approved interschool athletic program sponsored by the NJSIAA, for the 2013/2014 school year, as provided for in Chapter 172 Laws 1979 (*N.J.S.A. 18A:11-3, et seq.*).

MOTION: Ms. Garrity SECOND: Mr. DeSario VOTE: 9-0

9jjj. Approval of Transfer of Unexpected Appropriations and/or Excess Revenue to Reserve

WHEREAS: NJSA 18A:21-2 and NJSA 18A:7G-13 permit a Board of Education to establish and/or deposit into certain reserve accounts at year end and,

WHEREAS: the aforementioned statutes authorize procedures, under the authority of the Commissioner of Education, which permit a Board of Education to transfer anticipated excess current revenue or unexpended appropriations into reserve accounts during the month of June by board resolution, and

WHEREAS: the Holmdel Township Board of Education wishes to deposit anticipated excess current revenues and/or unexpended appropriations into a Maintenance Reserve account at year end, and

WHEREAS: the Holmdel Township Board of Education has determined that up to \$1,000,000.00 is available for such purposes to transfer,

NOW THEREFORE BE IT RESOLVED that the Holmdel Township Board of Education that it hereby authorizes the Districts School Business Administrator to establish this account if necessary and make this transfer consistent with all applicable laws and regulations.

MOTION: Ms. Garrity SECOND: Mr. DeSario VOTE: 9-0

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9kkk. Approval of Lease Agreement with Monmouth County Improvement Authority

Resolved: That the Board approve Lease Agreement with Monmouth County Improvement Authority as follows:

A RESOLUTION OF THE TOWNSHIP OF HOLMDEL BOARD OF EDUCATION, HOLMDEL, NEW JERSEY APPROVING THE FORM AND AUTHORIZING THE EXECUTION AND DELIVERY OF A LEASE AGREEMENT WITH THE MONMOUTH COUNTY IMPROVEMENT AUTHORITY TO FINANCE THE ACQUISITION OF CERTAIN CAPITAL EQUIPMENT WHICH WILL BE LEASED BY THE MONMOUTH COUNTY IMPROVEMENT AUTHORITY TO THE TOWNSHIP OF HOLMDEL BOARD OF EDUCATION, APPROVING THE FORM AND AUTHORIZING THE EXECUTION AND DELIVERY OF A LETTER OF REPRESENTATION IN CONNECTION WITH THE ISSUANCE AND DELIVERY OF THE MONMOUTH COUNTY IMPROVEMENT AUTHORITY'S CAPITAL EQUIPMENT POOLED LEASE REVENUE BONDS, SERIES 2013 AND AUTHORIZING THE SCHOOL BUSINESS ADMINISTRATOR TO DO ALL OTHER THINGS DEEMED NECESSARY OR ADVISABLE IN CONNECTION WITH THE ISSUANCE, SALE AND DELIVERY OF SUCH BONDS

WHEREAS, the Township of Holmdel Board of Education (the "Board") desires to lease and permanently finance the cost of acquisition of certain capital equipment as set forth in Schedule A (the "Equipment")(Attachment 9-kkk) from The Monmouth County Improvement Authority (the "Authority"); and

WHEREAS, the Authority will provide for the financing of the cost of the acquisition of the Equipment by the issuance of its Capital Equipment Lease Revenue Bonds, Series 2013 (Township of Holmdel Board of Education Project) in an aggregate principal amount not to exceed \$866,000 (the "Bonds") payable from rentals by the Board pursuant to a Lease and Agreement by and between the Board and the Authority; and

WHEREAS, the Township of Holmdel, New Jersey, and the County of Monmouth, New Jersey, will each unconditionally and irrevocably guaranty the punctual payment of the principal of and the interest on the Bonds; and

WHEREAS, there has been prepared and submitted to the Board forms of (a) a Lease and Agreement by and between the Board and the Authority, to be dated as of the first day of the month of the date of delivery of the Bonds (the "Agreement"); and (b) a Letter of Representation to be dated the date of delivery of the Bonds (the "Letter of Representation");

NOW, THEREFORE, BE IT RESOLVED BY THE TOWNSHIP OF HOLMDEL BOARD OF EDUCATION AS FOLLOWS:

Section 1. That the Agreement, in the form presented to this meeting, be and the same is hereby approved, and the School Business Administrator is hereby authorized to execute the Agreement, with such additions, deletions or modifications as such officer shall approve, and to deliver the same to the Authority, such approval to be conclusively evidenced by the execution and delivery thereof.

Section 2. That the Letter of Representation in the form presented to this meeting, be and the same is hereby approved, and the School Business Administrator is hereby authorized to execute the Letter of Representation, with such additions, deletions or modifications as such officer shall approve, and to deliver the same to the addressees designated on such Letter of

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Representation, such approval to be conclusively evidenced by the execution and delivery thereof.

Section 3. That the School Business Administrator is hereby authorized and directed to execute and deliver any and all documents and instruments and to do and cause to be done any and all acts and things necessary or proper for the execution and delivery of the Agreement and for carrying out the sale, issuance and delivery of the Bonds, the Authority's Capital Equipment Pooled Lease Revenue Bonds, Series 2013 and all related transitions contemplated by this resolution.

Section 4. All resolutions or proceedings, or parts thereof, in conflict with the provision of this resolution are to the extent of such conflict hereby repealed.

Section 5. This resolution shall become effective immediately.

MOTION: Ms. Garrity SECOND: Mr. DeSario VOTE: 9-0

9III. Approval of Monthly Certification -May 31, 2013

Resolved That pursuant to N.J.A.C.6A:23-2.11(e), we certify that as of May 31, 2013 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: Ms. Garrity SECOND: Mr. DeSario VOTE: 9-0

9mmm. Approval of Business Administrator/Board Secretary's Financial Report- May 31, 2013

Resolved: That the Financial Report of the Business Administrator/Board Secretary for the month ending May 31, 2013, is hereby approved and the Business Administrator/Board Secretary instructed to file same.

MOTION: Ms. Garrity SECOND: Mr. DeSario VOTE: 9-0

9nnn. Approval of Treasurer's Financial Report- May 31, 2013

Resolved: That the Financial Report of the Treasurer of School Funds for the month ending May 31, 2013, 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: Ms. Garrity SECOND: Mr. DeSario VOTE: 9-0

9ooo. Approval of Budget Transfers- 2012/2013

Resolved: That the Board approve the 2012/2013 Budget Transfers as listed on attachment T-13-22.

MOTION: Ms. Garrity SECOND: Mr. DeSario VOTE: 9-0

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9ppp. Approval of Budget Transfers- 2013/2014

Resolved: That the Board approve the 2013/2014 Budget Transfers as listed on attachment T-14-01

MOTION: Ms. Garrity SECOND: Mr. DeSario VOTE: 9-0

9qqq. Approval of Bills Payment – Mrs. Ana M. Vander Woude, Board Member

Resolved: That the Board approve payment of the June 25, 2013, regular bills list in the amount of \$9.92 to Mrs. Ana Vander Woude, and as certified and approved.

MOTION: Ms. Garrity SECOND: Mr. DeSario VOTE: 8-0-1  
Abstained: Mrs. Vander Woude

9rrr. Approval of Bills Payment – June 2013

Resolved: That the Board approve payment of the June 25, 2013 regular bills list in the amount of \$728,787.23 and as certified and approved.

MOTION: Ms. Garrity SECOND: Mr. Pavlik VOTE: 9-0

10. Old Business

- Mrs. Wetmore asked for additional information as to how the AESOP system works. Mrs. Peart and Mr. Loughran provided details as to how the AESOP system works and the added benefits the system provides
- Mrs. Vander Woude reminded the Board about tomorrow's graduation ceremony for W.R. Satz and the High School.

11. New Business - None

12. Questions from the Public

- Mrs. Brew, resident/parent, commented on the Marleys incident and the issues with the communications from Chartwells. She also stated that she was the individual who expressed concerns regarding the minutes process and recommended the Board consider taping the meetings to protect the district from any potential issues.
- Mr. Weisfeld thanked the Board for the opportunity and their support.

Mrs. Vander Woude announced the Board will be meeting on July 18, 2013 for the Board Retreat.

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13. Executive Session (if required) - None

14. Adjournment

By a unanimous voice vote the meeting adjourned at 11:08 p.m.

Respectfully Submitted,

Michael R. Petrizzo, CPA  
Business Administrator/Board Secretary