

REGULAR BUSINESS MEETING JANUARY 30, 2013

1. Call to Order

The Board of Education, Township of Holmdel, met in Regular Business Meeting on Wednesday, January 30, 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., Mrs. Vander Woude, President of the Board.

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, Hammer and Sockol. Absent: Mr. DeSario. Also present were Mrs. Barbara Duncan, Superintendent, Mr. Michael R. Petrizzo, CPA, Business Administrator/Board Secretary, Ms. Mary Beth Currie, Assistant Superintendent for Curriculum & Instruction and Mr. Martin Barger, Board Attorney. Ms. Isha Purang and Ms. Sara Stark, student representatives to the Board were present (both left the meeting at 9:30 p.m.).

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.

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4. Presentations:

- Holmdel High School Athletes Award Presentation for Outstanding Performance for Fall 2012 –W. Loughran
- 2011/2012 Comprehensive Annual Financial Report Presentation – R. Allison

5. Approval of Minutes

5a. Approval of Minutes- Closed Executive Session – December 19, 2012

Resolved: That the Board approve the minutes of the following meeting:
Closed Executive Session – December 19, 2012

MOTION: Mr. Sockol SECOND: Mr. Pavlik VOTE: 7-0-1
Absent: Mr. DeSario
Abstained: Mr. Hammer

Tabled

~~5b. Approval of Minutes- Regular Business Meeting– December 19, 2012~~

~~Resolved: That the Board approve the minutes of the following meeting:
Regular Business Meeting – December 19, 2012~~

~~MOTION: Mr. Sockol SECOND: Ms. Garrity VOTE: _____
Absent: Mr. DeSario~~

Mrs. Pascucci stated that she has some modifications that need to be made to her statements included in these minutes and requested this resolution be tabled.

MOTION TO TABLE: Mrs. Pascucci SECOND: Mr. Sockol VOTE: 7-0-1
Absent: Mr. DeSario
Abstained: Mr. Hammer

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

6b. Committee Reports(s)

Mrs. Liu – Special Services
Ms. Garrity- Community Relations
Mr. Sockol – Budget & Finance

At the conclusion of Mr. Sockol’s Budget & Finance Committee Report, Mr. Petrizzo read the final report (posted on the District’s website) of the District’s investigation into the sale and consumption of the unauthorized beverages at the Satz Middle School and Holmdel High School, otherwise known as the Marley’s incident. After the report was completed, there were the following comments/questions from the public:

- Mary Pomarico, resident, spoke positively about how the District administration handled this matter effectively and compassionately. She stated that she is proud of this District and referenced the “Coming Home” DVD that was produced several years ago which provided a historical background of the School District and provided a copy to the current Board members. She warned the current Board to not forget the past and all the issues the District faced and thanked the Superintendent for all of her professionalism and leadership.

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- Debbie Brew, parent, inquired as to who is the District's food service consultant. Mr. Petrizzo stated that the District's food service consultant is Edvocate School Support Solutions and provided an overview of the services they perform.
- John Migliazza, resident, asked who would be responsible if this incident happened again. Mr. Petrizzo stated that ultimately the food service operations reports up to him. However, he reiterated the services the District's food service consultant provides and the role they serve within the District. Mr. Migliazza recommended the Board consider hiring a District employee who would be responsible for the food service operations.
- Hector Almonte, resident, inquired as to what safeguards have been put in place to ensure this doesn't happen again. Mr. Petrizzo reiterated the additional safeguards that were implemented as a result of this incident i.e. the district's food service consultant performing three unannounced product audits per school each month and Chartwells' system control that will prevent unapproved products from being ordered.
- Rebecca Pruitt, resident, spoke in support of Mr. Petrizzo regarding this matter and stated she is confident that these additional safeguards will be implemented accordingly. She also spoke positively about her experiences with Chartwells and how they worked with her son to address his dietary needs. In addition, she spoke positively about Mr. Howard and all his efforts regarding this matter and stated that he always rises to the occasion in time of crises.
- Mary Lou Moramarco, resident and High School PTSO President, provided background regarding the RFP process that she was a part of when the District ultimately selected Chartwells. She stated that when Chartwells started in the district, the food service consultant and Chartwells implemented a new procedure whereby, the four presidents of the parent groups meet periodically throughout the year with Chartwells to discuss the food service program and answer any parent questions. She stated that as a matter of practice, the respective parent group presidents inform the parents when this meeting is scheduled and inquire if they have any questions/comments they would like Chartwells to address.

7. Committee of the Whole

7a. Approval to Revise Board Committee as it appears in Regulation 0155.1

Resolved: That the Board approve to revise the following Board Committee:

Committee From:	Committee To:
Buildings & Grounds	Buildings, Grounds & Safety

MOTION: Mr. Sockol SECOND: Mr. Pavlik VOTE: 8-0
Absent: Mr. DeSario

7b. Approval of Submission of the Nursing Plan

Resolved: That the Board approve the Submission of the Nursing Plan for the 2012/2013 School Year, as on file in the Office of the Superintendent.

MOTION: Mr. Sockol SECOND: Mr. Pavlik VOTE: 8-0
Absent: Mr. DeSario

7c. Acceptance of Child Assault Prevention (CAP) Grant

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Resolved: That the Board accept a non-monetary donation for the Child Assault Prevention (CAP) Grant from the Holmdel Alliance in partnership with the Holmdel PBA #239 to fully fund the Elementary and Special Needs CAP programs in the amount of \$2,722.00. [D]

MOTION: Mr. Sockol SECOND: Mrs. Wetmore VOTE: 7-0-1
 Absent: Mr. DeSario
 Abstained: Mr. Sockol

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 4233 Staff Member Expenses and in accordance with Regulation 4233 Staff Member Expenses, as listed below: [B]

District Personnel

Date	Name	Location	Workshop/ Meetings/etc	City/State	Cost
04/12/13	Atkinson, J.	Indian Hill School	Rutgers 45th Annual Reading & Writing Conference	Somerset, NJ	\$175.00
01/18/13	Bellis, M.	Supervisor, High School	Title I & Title III Tech Assistance	West Windsor, NJ	\$9.92
06/03/13 - 06/08/13	Blaha, J.	High School	AP Chemistry Reading, 2013	Louisville, KY	\$0.00
On-Line	Bonner, O.	Administrator, High School	Legal One - State Mandatory Training On-Line	Holmdel, NJ	\$270.00
02/19/13	Bonner, O.	Administrator, High School	Middle States - Sustaining Excellence Forum	East Brunswick, NJ	\$0.00
02/19/13	Brenner, M.	High School	Middle States - Sustaining Excellence Forum	East Brunswick, NJ	\$0.00
02/08/13	Bruce, J.	W. R. Satz School	The Governor's CIACC Initiative Training	Neptune, NJ	\$0.00
02/25/13	Coticelli, D.	High School	Diverse Learner Instructional Practices	Long Branch, NJ	\$0.00
02/07/13	Currie, M	Administrator, District	Diverse Learner Support Workshop	Little Silver, NJ	\$0.00
03/20/13	Currie, M.	Administrator, District	Learning Forward NJ Annual Conference	Lawrenceville, NJ	*\$200.00
On-Line	England, M.	Administrator, High School	Legal One - State Mandatory Training On-Line	Holmdel, NJ	\$270.00
02/19/13	England, M.	Administrator, High School	Middle States - Sustaining Excellence Forum	East Brunswick, NJ	\$0.00
04/12/13	Esposito, J.	Indian Hill School	Rutgers 45th Reading & Writing Conference	Somerset, NJ	\$175.00
04/15/13	Fariello, A.	Mechanic	NJ Transportation Conference	Atlantic City, NJ	\$125.00
02/19/13	Gelpke, J.	High School	Middle States - Sustaining Excellence Forum	East Brunswick, NJ	\$0.00
02/11/13	Gill, M.	Administrator,	Effectively Addressing the	Long Branch, NJ	\$0.00

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Date	Name	Location	Workshop/ Meetings/etc	City/State	Cost
		District	Challenges of Leading an Equity Focused School District		
02/25/13	Gill, M.	Administrator, District	Diverse Learner Instructional Practices	Long Branch, NJ	\$0.00
03/20/13	Imbro, L.	W. R. Satz School	Learning Forward NJ Annual Conference	Lawrenceville, NJ	*\$75.00
04/04/13	Imbro, L.	W. R. Satz School	The Holocaust: Film, History & Pedagogy	Union, NJ	\$50.27
02/19/13 - 02/21/13	Kelly, T.	W. R. Satz School	Social Media in Schools	Atlantic City, NJ	\$349.16
05/16/13	Lane, R.	Indian Hill School	The Functional Behavior Assessment from Paper to Practice	Eatontown, NJ	\$0.00
On-Line	Loughran, W.	Administrator, High School	Legal One - State Mandatory Training On-Line	Holmdel, NJ	\$270.00
02/19/13	Loughran, W.	Administrator, High School	Middle States - Sustaining Excellence Forum	East Brunswick, NJ	\$0.00
02/19/13, 02/20/13	Marino, L.	Administrator, W. R. Satz School	Social Media in Schools	Atlantic City, NJ	\$353.99
03/08/13	McDonald, M.	High School	The Odyssey Curriculum Discussion	Annandale-On-Hudson, NY	\$150.00
04/17/13	Neville, M.	Village School	Using Current Technology to Teach Students with Autism	Eatontown, NJ	\$0.00
05/30/13	Neville, M.	Village School	Implementing Best Practices Inclusive Classroom	Eatontown, NJ	\$0.00
02/19/13 - 02/21/13	Rafferty, C.	W. R. Satz School	Social Media in Schools	Atlantic City, NJ	\$354.24
02/14/13	Rispoli, P.	Central Office	Ethics Training	Freehold, NJ	\$7.62
04/24/13	Roth, E.	High School	Autism: Social Skills	Eatontown, NJ	\$0.00
04/25/13	Roth, E.	High School	In-class Support and the Co-teaching Classroom	Eatontown, NJ	\$0.00
02/01/13	Semanchick, E.	Village School	Elementary Physical Education Activity and Idea Exchange	Manchester Twp, NJ	\$0.00
04/04/13	Semler, M.	W. R. Satz School	The Holocaust: Film, History & Pedagogy	Union, NJ	\$50.27
03/20/13	Simonelli, C.	Indian Hill School	Learning Forward NJ Annual Conference	Lawrenceville, NJ	*\$75.00
02/25/13	Sweetman, J.	High School	Diverse Learner Instructional Practices	Long Branch, NJ	\$0.00
02/07/13	Swensen, E.	Administrator, District	Monmouth County Directors Meeting	Asbury Park, NJ	\$0.00
03/21/13	Swensen, E.	Administrator,	Monmouth County Caring	Lincroft, NJ	\$0.00

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Date	Name	Location	Workshop/ Meetings/etc	City/State	Cost
		District	Awards Ceremony/General Meeting Following Ceremony		
02/01/13	Vinciguerra, M.	Village School	Elementary Physical Education Activity and Idea Exchange	Manchester Twp, NJ	\$0.00
03/12/13, 03/13/13, 03/14/13, 03/15/13	Westrol, J. R	Administrator, District	Directors of Athletics Association Annual Conference	Atlantic City, NJ	\$649.20
02/25/13, 02/26/13	Wladich, D.	High School	2013 NJAHPERD Annual Convention	Long Branch, NJ	\$140.00

*Paid with NCLB Title II or IDEA Funds.

MOTION: Mr. Sockol SECOND: Mr. Pavlik VOTE: 8-0
Absent: Mr. DeSario

7e. Approval of Student Trips

Resolved: That the Board approve the educational objectives, itinerary, rules and regulations regarding this trip 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
02/02/13	W. R. Satz	Amitrani, M.	Math Club	Union County College, Cranford, NJ	7:45 a.m. – 2:30 p.m.	10	1 Teacher	\$287.68
02/14/13	High School	Blaha, J.	Science League	Colts Neck High School, Colts Neck, NJ	2:00 p.m. – 5:00 p.m.	20	1 Teacher	\$160.00
02/06/13	High School	Dougherty, K.	Chess Team	Freehold Boro High School, Freehold, NJ	2:30 p.m. – 6:00 p.m.	6	1 Teacher	\$140.00
02/13/13	High School	Dougherty, K.	Chess Team	Ocean Township High School, Oakhurst, NJ	2:30 p.m. – 6:00 p.m.	6	1 Teacher	\$140.00
02/14/13	High School	Dougherty, K.	Chess Team	Ocean Township High School, Oakhurst, NJ	2:30 p.m. – 6:00 p.m.	6	1 Teacher	\$140.00
02/20/13	High School	Dougherty, K.	Chess Team	Wall Township High School, Wall, NJ	2:15 p.m. – 6:00 p.m.	6	1 Teacher	\$140.00
02/27/13	High School	Dougherty, K.	Chess Team	Monmouth Mall Eatontown, NJ	9:00 a.m. – 1:45 p.m.	6	1 Teacher	\$160.00
02/11/13	Indian	Gill, M.	Community	Holmdel	11:00 a.m. –	6	7 Teachers/Aides	No cost

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Date of Trip	School	Teacher/ Advisor	Class/Club/ Group	Destination City/State	Time	Total Students	Total Chaperones	Total Cost
	Hill		Integration Trip - 1	Commons, Holmdel, NJ	1:30 p.m.		/Parents	to Board
02/15/13	High School	Koryat, J.	Jazz Band	Lenape Jazz Festival, Medford, NJ	5:00 p.m. – 10:30 p.m.	20	1 Teacher	\$275.00

MOTION: Mr. Sockol SECOND: Mr. Pavlik VOTE: 8-0
 Absent: Mr. DeSario

7f. 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 \$20,000. [T – To continue funding of costs for Winter and Spring sports].

MOTION: Mr. Sockol SECOND: Mr. Pavlik VOTE: 8-0
 Absent: Mr. DeSario

8a. Report of the Superintendent

Dear All:

Please see the Final Report on our website on the District’s investigation into the sale and consumption of the unauthorized beverages at the Satz Middle School and Holmdel High School, otherwise known as the Marley’s incident.

District:

As part of its continuing Sandy-aid partnership with the borough of Keansburg, Holmdel Township will be hosting a March 1, 2013 fundraiser with the goal of raising more than \$100,000 for rebuilding and relief efforts. Thank you to the Presidents of the 4 school parents’ organizations who have offered their support and expertise for the March 1, 2013 fundraiser. The event, will take place at Lakeside Manor on Route 36 in Hazlet at 6 p.m.

Holmdel Public School District’s fundraising efforts for Keansburg will be focused on collecting and donating everyday items for the Keansburg families.

A “promotional video” is being produced by the HHS Television Society for the Keansburg relief effort. The anticipated date for completion of this video will be February 20, 2013.

Village School:

The Village School Safety Committee has met to discuss ways to continue to keep everyone as safe at school. These meetings have been focused on both safety drills, as well as day to day operations.

On January 15, 2013 the PSA sponsored an engaging science assembly, Up, Up and Away, for Village School students. The students had the opportunity to learn how energy affects us in our everyday lives.

Reminder: Get your tickets for Village Idol!! There will be two shows on Friday, February 22nd at Village School one at 5:00 p.m. and one at 7:00 p.m. This promises to be a great way for staff and families

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to pull together in their fundraising effort to assist neighboring school districts impacted by Hurricane Sandy.

Indian Hill School:

On January 21st, 5th graders participated in their first of three installments of the “Heroes and Cool Kids” program. This is an excellent character education program in which high school students teach lessons and conduct activities with Indian Hill students that stress the importance of respect, teamwork and coping with peer pressure. We are very appreciative to the Holmdel Alliance for their support and funding of this program.

Indian Hill is looking forward to the PLG’s annual Boardwalk event this Friday night, February 1, 2013. This fun family night will be filled with many activities for everyone including, games, carnival food, classroom basket raffles, and a Grand Prize Auction!

W. R. Satz School:

W. R. Satz Middle School Proudly present: Willy Wonka Junior on Friday, February 1, 2013 at 7 pm and Saturday, February 2, 2013 at 3 pm and 7 pm. Ticket are \$5.00 for students/seniors and \$7.00 for adults.

The Satz School Spirit week was a great success! Team Victory was this year’s winner of the spirit week events and pep Rally competitions. The teachers and administrators are very proud of the efforts of all students involved.

At the Future City Engineer Competition, which took place on Saturday 1/12/13 at Rutgers University, the W. R. Satz team placed fifth out of over seventy teams. Fifth place earned the team a trip to the New Jersey American Water Conference in Atlantic City in March and a \$500 STEM (science, technology, engineering, and mathematics) grant for the school. The “big check” is displayed in the cyber center and pictures from the event are on the project plus bulletin board.

The Science Olympiad team took ninth place at the January 8, 2013 regional competition which earned the team a spot for the state tournament in March. The following students received top six honors for their events:

- **Biology Blitz-2nd place**
- **Meteorology-1st place**
- **Helicopters-4th place**
- **Reach for the Stars-6th place**

The Social Studies Department is sponsoring their annual “Teens for Jeans drive” until February 5, 2013. They are collecting gently used jeans to be donated to homeless shelters in the surrounding area. The Teens for Jeans campaign has collected and donated more than 2.5 million pairs of jeans to homeless teenagers nationwide since the initiative was first launched in 2007.

High School:

Cleaner Water at HHS! A joint effort between Holmdel High School’s ECO Club and Holmdel Township’s “Green Team” resulted in the recent installation of a filtered water station in the Holmdel High School Commons. This water station is called the **Elkay EZH2O**, and has a special feature that enables one to fill up a water bottle. The purpose of this is to encourage students and staff to use reusable water bottles instead of buying single-use plastic ones.

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The average single-use water bottle consumer uses five hundred water bottles each year, and only 31% of those are recycled. This is a massive problem because plastic water bottles are energy- and resource intensive to produce and transport. To make matters even worse, the bottles that aren't recycled clog landfills and pollute waterways.

The head of the Green Team, Dr. Betsy Wilson and her husband, Dr. Robert Wilson, donated the entire system. Going forward, the ECO-Club will focus its fundraising efforts on paying for replacement filters.

Early feedback on the filtration system is that students have been enjoying it very much. To celebrate this great accomplishment, and to heighten awareness in the community, the ECO-Club is hosting a "Grand Opening" Ceremony on February 4th, 2013 at 2:15 pm in the Holmdel High School Commons.

Here is a great video on the **Elkay EZH2O Water Filtration System**.

<http://www.youtube.com/watch?v=7YuptwCib1c&lr=1>

8a.-1 Report of Student Representatives to the Board

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
Absent: Mr. DeSario

8b. Personnel

8b.-1 Acceptance of Retirement, Mathematics Teacher, Holmdel High School

WHEREAS: Mr. Les Spindel has served the Holmdel Township Public Schools with distinction as a Mathematics Teacher at the Holmdel High School, from September 1, 2002; and,

WHEREAS: Mr. Les Spindel has consistently provided a multitude of appropriately designed activities that encourage the enrichment and maximizes the educational opportunities for each student; and,

WHEREAS: Mr. Les Spindel has consistently met the needs and interests of his students; and,

WHEREAS: Mr. Les Spindel has been a distinguished member of the Holmdel School District and has earned the respect and admiration of his colleagues, his students and the Holmdel community; and,

WHEREAS: Mr. Les Spindel has submitted a letter announcing his retirement from the Holmdel Township Public Schools effective July 1, 2013; and,

NOW THEREFORE BE IT RESOLVED:

That the Holmdel Township Board of Education accepts Mr. Les Spindel's retirement with regret and deep gratitude for his dedication, loyalty, and outstanding services performed and further extends to Mr. Les Spindel its best wishes for a happy and healthy retirement.

MOTION: Ms. Garrity SECOND: Mrs. Wetmore VOTE: 8-0

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Absent: Mr. DeSario

8b.-2 Acceptance of Retirement, Science Teacher, W. R. Satz School

WHEREAS: Mr. John Sass has served the Holmdel Township Public Schools with distinction as a Science Teacher at the W. R. Satz School, from September 1, 1978; and,

WHEREAS: Mr. John Sass has consistently provided a multitude of appropriately designed activities that encourage the enrichment and maximizes the educational opportunities for each student; and,

WHEREAS: Mr. John Sass has consistently met the needs and interests of his students; and,

WHEREAS: Mr. John Sass has been a distinguished member of the Holmdel School District and has earned the respect and admiration of his colleagues, his students and the Holmdel community; and,

WHEREAS: Mr. John Sass has submitted a letter announcing his retirement from the Holmdel Township Public Schools effective July 1, 2013; and,

NOW THEREFORE BE IT RESOLVED:

That the Holmdel Township Board of Education accepts Mr. John Sass's retirement with regret and deep gratitude for his dedication, loyalty, and outstanding services performed and further extends to Mr. John Sass its best wishes for a happy and healthy retirement.

MOTION: Ms. Garrity SECOND: Mr. Hammer VOTE: 8-0
Absent: Mr. DeSario

8b.-3 Acceptance of Retirement, Elementary Teacher, Indian Hill School

WHEREAS: Mrs. Janet Loschenko has served the Holmdel Township Public Schools with distinction as an Elementary Teacher at the Indian Hill School, from January 13, 1986; and,

WHEREAS: Mrs. Janet Loschenko has consistently provided a multitude of appropriately designed activities that encourage the enrichment and maximizes the educational opportunities for each student; and,

WHEREAS: Mrs. Janet Loschenko has consistently met the needs and interests of her students; and,

WHEREAS: Mrs. Janet Loschenko has been a distinguished member of the Holmdel School District and has earned the respect and admiration of her colleagues, her students and the Holmdel community; and,

WHEREAS: Mrs. Janet Loschenko has submitted a letter announcing her retirement from the Holmdel Township Public Schools effective July 1, 2013; and,

NOW THEREFORE BE IT RESOLVED:

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That the Holmdel Township Board of Education accepts Mrs. Janet Loschenko's retirement with regret and deep gratitude for her dedication, loyalty, and outstanding services performed and further extends to Mrs. Janet Loschenko its best wishes for a happy and healthy retirement.

MOTION: Mrs. Wetmore SECOND: Mr. Hammer VOTE: 8-0
Absent: Mr. DeSario

8b.-4 Acceptance of Retirement, Secretary, Indian Hill School

WHEREAS: Mrs. Marcia Cantor has served the Holmdel Township Public Schools with distinction as a Secretary, to the Indian Hill School since June 23, 1998; and,

WHEREAS: Mrs. Marcia Cantor has always displayed a work ethic that goes beyond the stated requirements of the job; and,

WHEREAS: Mrs. Marcia Cantor has faithfully executed her duties with skill and competency; and,

WHEREAS: Mrs. Marcia Cantor has earned the respect of her colleagues and community residents; and

WHEREAS: Mrs. Marcia Cantor has submitted a letter announcing her retirement from the Holmdel Township School District, effective April 1, 2013;

NOW THEREFORE BE IT RESOLVED:

That the Holmdel Township Board of Education accepts Mrs. Marcia Cantor's retirement with regret and deep gratitude for her dedication, loyalty and outstanding services performed and further extend to Mrs. Marcia Cantor its best wishes for a happy and healthy retirement.

MOTION: Mr. Pavlik SECOND: Mrs. Wetmore VOTE: 8-0
Absent: Mr. DeSario

8b.-5 Acceptance of Retirement, Special Education Monitor, Indian Hill School

WHEREAS: Mrs. Beatrice Pagnotta has served the Holmdel Township Public Schools with distinction as a Special Education Monitor, to the Indian Hill School since January 29, 2004; and,

WHEREAS: Mrs. Beatrice Pagnotta has always displayed a work ethic that goes beyond the stated requirements of the job; and,

WHEREAS: Mrs. Beatrice Pagnotta has faithfully executed her duties with skill and competency; and,

WHEREAS: Mrs. Beatrice Pagnotta has earned the respect of her colleagues and community residents; and

WHEREAS: Mrs. Beatrice Pagnotta has submitted a letter announcing her retirement from the Holmdel Township School District, effective February 1, 2013;

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NOW THEREFORE BE IT RESOLVED:

That the Holmdel Township Board of Education accepts Mrs. Beatrice Pagnotta's retirement with regret and deep gratitude for her dedication, loyalty and outstanding services performed and further extend to Mrs. Beatrice Pagnotta its best wishes for a happy and healthy retirement.

MOTION: Ms. Garrity SECOND: Mrs. Wetmore VOTE: 8-0
Absent: Mr. DeSario

8b.-6 Acceptance of Retirement, School Monitor, Holmdel High School

WHEREAS: Mr. Richard Bennett has served the Holmdel Township Public Schools with distinction as a School Monitor, to the Holmdel High School since September 1, 1988; and,

WHEREAS: Mr. Richard Bennett has always displayed a work ethic that goes beyond the stated requirements of the job; and,

WHEREAS: Mr. Richard Bennett has faithfully executed his duties with skill and competency; and,

WHEREAS: Mr. Richard Bennett has earned the respect of his colleagues and community residents; and

WHEREAS: Mr. Richard Bennett has submitted a letter announcing his retirement from the Holmdel Township School District, effective July 1, 2013;

NOW THEREFORE BE IT RESOLVED:

That the Holmdel Township Board of Education accepts Mr. Richard Bennett's retirement with regret and deep gratitude for his dedication, loyalty and outstanding services performed and further extend to Mr. Richard Bennett its best wishes for a happy and healthy retirement.

MOTION: Ms. Garrity SECOND: Mrs. Wetmore VOTE: 8-0
Absent: Mr. DeSario

8b.-7 Acceptance of Resignation of a Special Education Monitor for ABA Home Services

Resolved: That the Board accept the resignation of Marissa Rispoli as a Special Education Monitor, to provide ABA Home Services, 5 days per week, 1 hour per day, on an as needed basis, at a rate of \$21.71 per hour. [B]

MOTION: Mr. Sockol SECOND: Mr. Pavlik VOTE: 8-0
Absent: Mr. DeSario

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8b.-8 Acceptance of Extension of Leave of Absence, Basic Skills Teacher, Village School

Resolved: That the Board approve an extended Leave of Absence for Jaime Steele, Basic Skills Teacher, Village School as follows without benefits:

- Personal leave from February 1, 2013 through June 30, 2013 (unpaid)

MOTION: Mr. Sockol SECOND: Mr. Pavlik VOTE: 8-0
Absent: Mr. DeSario

8b.-9 Acceptance of Leave of Absence, Mathematics Teacher, W. R. Satz School

Resolved: That the Board approve a Leave of Absence for Sharon Weiss, Mathematics Teacher, W. R. Satz School, as follows:

Personal Leave from September 1, 2013 through September 30, 2013 (unpaid).

MOTION: Mr. Sockol SECOND: Mr. Pavlik VOTE: 8-0
Absent: Mr. DeSario

8b.-10 Acceptance of Extension of Leave of Absence, Computer/Business Teacher, Holmdel High School

Resolved: That the Board approve an Extended Leave of Absence for Mathew Weisfeld, Computer/Business Teacher, Holmdel High School, without benefits, as follows:

Personal Leave from February 2, 2013 through February 10, 2013 (unpaid).

MOTION: Mr. Sockol SECOND: Mr. Pavlik VOTE: 8-0
Absent: Mr. DeSario

8b.-11 Approval of Transfer of Custodian, from Holmdel High School to Indian Hill School

Resolved: That the Board approve the Transfer of Brendan Shaw, as Custodian, effective February 1, 2013 through June 30, 2013, as follows:

From: Custodian Night Shift, Sunday Shift, Holmdel High School
To: Custodian Night Shift, Sunday Shift, Indian Hill School

MOTION: Mr. Sockol SECOND: Mr. Pavlik VOTE: 8-0
Absent: Mr. DeSario

8b.-12 Approval of Transfer of Custodian, Indian Hill School

Resolved: That the Board approve the Transfer of Eric Sievers, as Custodian, effective February 1, 2013 through June 30, 2013, as follows:

From: Custodian Night Shift, Sunday Shift, Indian Hill School
To: Custodian Night Shift, Indian Hill School

MOTION: Mr. Sockol SECOND: Mr. Pavlik VOTE: 8-0

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Absent: Mr. DeSario

8b.-13 Approval of Transfer of Custodian from Indian Hill School to Holmdel High School

Resolved: That the Board approve the Transfer of Dave Ciszak, as Custodian, effective February 1, 2013 through June 30, 2013, as follows:

From: Custodian Night Shift, Indian Hill School
To: Custodian Night Shift, Holmdel High School

MOTION: Mr. Sockol SECOND: Mr. Pavlik VOTE: 8-0
Absent: Mr. DeSario

8b.-14 Approval of Transfer of Custodian from Holmdel High School to Village School

Resolved: That the Board approve the Transfer of Rachel Paul, as Custodian, effective February 1, 2013 through June 30, 2013, as follows:

From: Custodian Night Shift, Holmdel High School
To: Custodian Night Shift, Village School

MOTION: Mr. Sockol SECOND: Mr. Pavlik VOTE: 8-0
Absent: Mr. DeSario

8b.-15 Rescind Appointment for Schedule B Drama Coach/Co-Advisor, Indian Hill School

Resolved: That the Board accept to rescind the appointment of Beth Catania as Schedule B Drama Coach/Co-Advisor, (Spring), Indian Hill School for the 2012/2013 school year.

MOTION: Mr. Sockol SECOND: Mr. Pavlik VOTE: 8-0
Absent: Mr. DeSario

8b.-16 Approval to Amend Schedule B Appointment, Drama Coach/Co-Advisor and Drama Coach/Advisor, Indian Hill School

Resolved: That the Board approve to amend the appointment of Robin Watts from Schedule B Drama Coach/Co-Advisor, (spring), Indian Hill School to Schedule B Drama Coach/ Advisor, (spring), Indian Hill School for the 2012/2013 school year.

MOTION: Mr. Sockol SECOND: Mr. Pavlik VOTE: 8-0
Absent: Mr. DeSario

8b.-17 Rescind Appointment for Schedule B Chorus, Indian Hill School

Resolved: That the Board accept to rescind the appointment of Meredith Thomas as Schedule B Chorus Evening (Spring), Indian Hill School for the 2012/2013 school year.

MOTION: Mr. Sockol SECOND: Mr. Pavlik VOTE: 8-0
Absent: Mr. DeSario

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8b.-18 Approval of Appointment for Schedule B Chorus, Indian Hill School

Resolved: That the Board approve the appointment for Schedule B Position for the 2012/2013 school year as follows:

Position	First Name	Last Name	Stipend
Chorus Evening (Spring) – Indian Hill	Deborah	Lingel	\$349.00

MOTION: Mr. Sockol SECOND: Mr. Pavlik VOTE: 8-0
Absent: Mr. DeSario

8b.-19 Approval of Extension of Appointment Temporary Leave Replacement, Computer/Business Teacher, Holmdel High School

Resolved: That the Board approve an extension of appointment of Karin Swan as a Temporary Leave Replacement, Computer/Business Teacher, Holmdel High School, step 1BA, at a salary of \$48,555.00 (prorated), effective February 4, 2013 through February 11, 2013. [M. Weisfeld - Leave] [B]

MOTION: Mr. Sockol SECOND: Mr. Pavlik VOTE: 8-0
Absent: Mr. DeSario

8b.-20 Approval of Extension of Appointment Temporary Leave Replacement, Basic Skills Teacher, Village School

Resolved: That the Board approve an extension of appointment for Elizabeth Trahim as Temporary Leave Replacement, (.5) Basic Skills Teacher, step 2MA+15, at a salary of \$60,565.00 (prorated), Village School, effective February 4, 2013 through June 30, 2013. [J. Steele - Leave] [B]

MOTION: Mr. Sockol SECOND: Mr. Pavlik VOTE: 8-0
Absent: Mr. DeSario

8b.-21 Approval of Mentor Appointment for a Provisional Staff Member

Resolved: That the Board approve the appointment of the following teacher as a Mentor for a Provisional Staff Member at the State recommended rate shown below, for the 2012/2013 School Year, (mentor fees paid by provisional teacher and if necessary are prorated)

Mentor	Novice Payment	Novice Teacher	Location
Shapter, Melissa	\$247.50	Trahim, Elizabeth	Village School

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MOTION: Mr. Sockol SECOND: Mr. Pavlik VOTE: 8-0
 Absent: Mr. DeSario

8b.-22 Approval of Adjustments to Increment Level

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

Employee	From	TO: Effective 9/1/2012
Elizabeth Trahim	2MA	2MA+15

MOTION: Mr. Sockol SECOND: Mr. Pavlik VOTE: 8-0
 Absent: Mr. DeSario

8b.-23 Approval of Adjustments to Increment Level

Resolved: That the Board approve the following Adjustments in Increment Level retroactive from January 1, 2013:

Employee	From	TO: Effective 1/1/2013
Marissa Semler	3-4BA	3-4BA+15
Meredith Thomas	10BA+15	10MA
Jennifer Metzinger	7BA+15	7MA
Heather Bailey	10MA	10MA+15
Lynn Blustein	5BA+15	5BA+30

MOTION: Mr. Sockol SECOND: Mr. Pavlik VOTE: 8-0
 Absent: Mr. DeSario

8b.-24 Appointment of Temporary Leave Replacement Elementary Teacher, Village School

Resolved: That the Board approve the appointment of Cindy Durso as Temporary Leave Replacement, Grade 3 Elementary Teacher, step 6MA at a salary of \$60,365.00 (prorated), Village School, retroactive from January 7, 2013 through March 19, 2013. [A. Brennan - Leave] [B]

MOTION: Mr. Sockol SECOND: Mr. Pavlik VOTE: 8-0
 Absent: Mr. DeSario

8b.-25 Appointment of Temporary Leave Replacement Art Teacher, Village/Indian Hill Schools

Resolved: That the Board approve the appointment of Donna Minervini as Temporary Leave Replacement, Art Teacher, step 14BA, at a salary of \$67,105.00 (prorated), Village School/Indian Hill School, effective February 4, 2013 through February 28, 2013. [J. Plocinski - Leave] [B]

MOTION: Mr. Sockol SECOND: Mr. Pavlik VOTE: 8-0
 Absent: Mr. DeSario

8b.-26 Appointment of Temporary Leave Replacement Science Teacher, Holmdel High School

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Resolved: That the Board approve the appointment of Stephanie Sinck as Temporary Leave Replacement, Science Teacher, step 1BA, at a salary of \$48,555.00 (prorated), Holmdel High School, effective February 21, 2013 through June 30, 2013. (pending criminal history review) [L. Blustein - Leave] [B]

MOTION: Mr. Sockol SECOND: Mr. Pavlik VOTE: 8-0
Absent: Mr. DeSario

8b.-27 Appointment of Special Education Monitor, Indian Hill School

Resolved: That the Board approve the appointment of Denise Yonezuka as a Special Education Monitor, Indian Hill School, 6.5 hours per day, step 1, at a salary of \$21.71 per hour, effective February 7, 2013 through June 30, 2013. [B. Pagnotta - Retirement] [B]

MOTION: Mr. Sockol SECOND: Mr. Pavlik VOTE: 8-0
Absent: Mr. DeSario

8b.-28 Appointment of Custodian, Holmdel High School

Resolved: That the Board approve the appointment of Anthony Grimaldi to the position of night custodian, Sunday Shift, Holmdel High School, step 2, effective February 1, 2013 through June 30, 2013, at a salary of \$18.67 per hour, night differential .70 per hour, Sunday Differential \$807.04, plus boiler license stipend \$707.00. [R. McCann – replacement]

MOTION: Mr. Sockol SECOND: Mr. Pavlik VOTE: 8-0
Absent: Mr. DeSario

8b.-29 Approval of Prime Time Staff

Resolved: That the Board approve the appointment of the following Prime Time Certificated Staff Members for the 2012/2013 school year: [The Prime Time Program is completely funded by tuition and operates at no cost to the Board of Education.]

Name	Hourly Wage*
Kathleen Bradley	\$45.00
Elizabeth Trahim	\$45.00
Shannon Hunnewell	\$45.00

*Plus \$45/ per Class for Planning

MOTION: Mr. Sockol SECOND: Mr. Pavlik VOTE: 8-0
Absent: Mr. DeSario

8b.-30 Approval of Volunteer Boys Wrestling Team, W. R. Satz School

Resolved: That the Board approve Steven Cittadino as a Volunteer for the Boys Wrestling Team, W. R. Satz School, for the 2012/2013 school year.

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MOTION: Mr. Sockol SECOND: Mr. Pavlik VOTE: 8-0
Absent: Mr. DeSario

8b.-31 Approval of Student Teacher/Field Experience/Classroom Observation, Holmdel High School

Resolved: That the Board approve Kaitlyn Mascenik as a Student Teacher in the area of Mathematics grades 9 through 12 from January 31, 2013 to May 3, 2013 at Holmdel High School. Cooperating teacher will be Julie Buscema.

MOTION: Mr. Sockol SECOND: Mr. Pavlik VOTE: 8-0
Absent: Mr. DeSario

8b.-32 Approval of Student Teacher/Field Experience/Classroom Observation, Indian Hill School

Resolved: That the Board approve Jennifer Strapko for 20 hours of Field Experience in the area of Science, K-6 from January 31, 2013 to May 6, 2013 at Indian Hill School. Cooperating teacher will be Mary Sullivan.

MOTION: Mr. Sockol SECOND: Mr. Pavlik VOTE: 8-0
Absent: Mr. DeSario

8b.-33 Appointment of Day to Day Substitute Teacher and Substitute Special Education Monitor

Resolved: That the Board approve the appointment of the following as a Day-to-Day Substitute Teacher and a Substitute Special Education Monitor, effective January 31, 2013 through June 30, 2013. [B]

Helen Keaveny

MOTION: Mr. Sockol SECOND: Mr. Pavlik VOTE: 8-0
Absent: Mr. DeSario

8b.-34 Appointment of Day to Day Substitute Bus Monitor

Resolved: That the Board approve the appointment of the following as a Day-to-Day Substitute Bus Monitor (morning only), effective January 31, 2013 through June 30, 2013. [B]

Kay Bauman

MOTION: Mr. Sockol SECOND: Mr. Pavlik VOTE: 8-0
Absent: Mr. DeSario

8b.-35 Appointment of Day to Day Substitute Clerical

Resolved: That the Board approve the appointment of the following as a Day-to-Day Substitute Clerical, effective January 31, 2013 through June 30, 2013. [B]

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Ceil Martin

MOTION: Mr. Sockol SECOND: Mr. Pavlik VOTE: 8-0
Absent: Mr. DeSario

8b.-36 Appointment of Day to Day Substitute Teacher

Resolved: That the Board approve the appointment of the following as a Day-to-Day Substitute Teacher, effective January 31, 2013 through June 30, 2013. [B]

Joanna Parlamis

MOTION: Mr. Sockol SECOND: Mr. Pavlik VOTE: 8-0
Absent: Mr. DeSario

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 (1/9/2013 – present):

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

MOTION: Mr. Sockol SECOND: Mr. Pavlik VOTE: 8-0
Absent: Mr. DeSario

8c-2. Approval of Student Placements

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

Department of Special Services
In-District Placements

SID	Services	Classification	Cost
5640858726	Independent Evaluation	AT	\$850.00
9353107380	Independent Evaluation	TBD	\$800.00 plus travel
8585380679	Bedside Instruction	OHI	\$47.00/hour
1612821959	Home Instruction	N/A	\$57.00/hour
1757560819	Home Instruction	N/A	\$57.00/hour
3875569487	Home Instruction	N/A	\$57.00/hour
3173926121	Home Instruction	OHI	\$57.00/hour

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5597823251	Independent Evaluation	SLD	\$550.00
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MOTION: Mr. Sockol SECOND: Mrs. Wetmore VOTE: 8-0
Absent: Mr. DeSario

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

9a. Acceptance of 2011/2012 Comprehensive Annual Financial Report (CAFR) and Single Audit

Resolved: That the Board accept the Comprehensive Annual Financial Report (CAFR) and Single Audit as prepared by Hutchins, Farrell, Meyer & Allison, P.A., for the fiscal year July 1, 2011 through June 30, 2012.

MOTION: Mr. Sockol SECOND: Mr. Pavlik VOTE: 8-0
Absent: Mr. DeSario

9b. Award of Quoted Contract for Out of District Placement

Resolved: That the Board pursuant to requirements of Title 18A:18A-4 award Out of District Placement Special Education Student Transportation Services for Quote MN-1.

Vendor	MN-1 Per Diem	Total Contract Cost
Unlimited Auto PO Box 375 Keyport, NJ 07735	\$78.85	\$7,806.15

MOTION: Mr. Sockol SECOND: Mr. Pavlik VOTE: 8-0
Absent: Mr. DeSario

9c. Approval of Monthly Certification –December 31, 2012

Resolved That pursuant to N.J.A.C.6A:23-2.11(e), we certify that as of December 31, 2012 after review of the Secretary's Monthly Financial Report (appropriations section) and, upon consultation with the appropriate district officials, that, to the best of our knowledge, no major account or fund has been over expended in violation of N.J.A.C.6A:23-2.11 (b); that no line item account has encumbrance and expenditures, which in total exceed the line item appropriation in violation of N.J.A.C.6A:23.11 (1), and that sufficient funds are available to meet the district's financial obligations for the remainder of the fiscal year.

MOTION: Mr. Sockol SECOND: Mr. Pavlik VOTE: 8-0
Absent: Mr. DeSario

9d. Approval of Business Administrator/Board Secretary's Financial Report-December 31, 2012

Resolved: That the Financial Report of the Business Administrator/Board Secretary for the month ending December 31, 2012, is hereby approved and the Business Administrator/Board Secretary is instructed to file same.

MOTION: Mr. Sockol SECOND: Mr. Pavlik VOTE: 8-0

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Absent: Mr. DeSario

9e. Approval of Treasurer's Financial Report- December 31, 2012

Resolved: That the Financial Report of the Treasurer of School Funds for the month ending December 31, 2012, is hereby approved and the Business Administrator/Board Secretary is instructed to file same. The report is in agreement with the report of the Business Administrator/Board Secretary.

MOTION: Mr. Sockol SECOND: Mr. Pavlik VOTE: 8-0
Absent: Mr. DeSario

9f. Approval of Budget Transfers- 2012/2013

Resolved: That the Board approve the 2012/2013 Budget Transfers as listed on attachment T-13-12.

MOTION: Mr. Sockol SECOND: Mr. Pavlik VOTE: 8-0
Absent: Mr. DeSario

9g. Approval of Bills Payment– Mrs. Robin Wetmore, Board Member

Resolved: That the Board approve payment of the January 30, 2013 regular bills list in the amount of \$31.86 to Mrs. Robin Wetmore, and as certified and approved.

MOTION: Mr. Sockol SECOND: Mr. Pavlik VOTE: 7-0-1
Absent: Mr. DeSario
Abstained: Mrs. Wetmore

9h. Approval of Bills Payment – January 30, 2013

Resolved: That the Board approve payment of the January 30, 2013 Regular Bills List in the amount of \$976,166.86 and as certified and approved.

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

10. Old Business

- Reschedule Board of Education Meeting Dates for Spring 2013

There was discussion among the Board regarding this topic and the following adjustments were proposed;

- March 6, 2013 – Regular Business Meeting was added
- March 21, 2013 – Regular Business Meeting / Public Hearing (the original meeting was scheduled for March 20, 2013 but needed to be adjusted to the next day in order to be in compliance with the Public Hearing timelines regarding the 2013/2014 budget)

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- June 25, 2013 – Regular Business Meeting (the original meeting was scheduled for June 26, 2013 but needed to be adjusted because June 26, 2013 is the rescheduled date of High School graduation).

At the conclusion of this discussion there was a roll call vote to approve the adjustments to the Schedule of Board of Education Meetings 2012/2013:

MOTION: Mr. Sockol SECOND: Mr. Pavlik VOTE: 8-0
Absent: Mr. DeSario

- Draft 2013/2014 School Calendar

Mrs. Vander Woude inquired if we could adjust the start of school, since it is not ideal (i.e. start on Wednesday, off Thursday and back on Friday).

Mrs. Duncan explained that if you start the school year later you will end the school year later which has a greater impact on the school community.

At the conclusion of this discussion there was a roll call vote to approve the 2013/2014 School Calendar:

MOTION: Mrs. Wetmore SECOND: Ms. Garrity VOTE: 8-0
Absent: Mr. DeSario

- Holmdel – Keansburg Partnership

Mrs. Vander Woude provided an update regarding the Township and District working collaboratively to provide support to the Keansburg community which was impacted as a result of Super Storm Sandy.

- Chartwells' Update on the Marley's Incident

This topic was addressed during the Budget & Finance Committee Report, see page 2 & 3.

11. New Business

- Superintendent's Mid Year Report

Mrs. Duncan gave a status update regarding the Mid Year Report and requested the Board provide feedback so she can finalize the report and post to the District Web Site.

- Discussion on Bylaw 0151 Organization Meeting

Mr. Sockol requested that the Bylaws be updated to reflect the District's current structure (i.e. no budget vote and reorganization in January).

- NJSBA, Safe and Secure Schools Conference, January 18, 2013

Mrs. Vander Woude and Mrs. Wetmore gave an overview of the conference they attended and stated how informative the conference was and mentioned all the different stockholders who

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attended. They encouraged the rest of the Board members to view the presentations posted on the NJSBA Website. www.njsba.org

Mrs. Vander Woude stated that January is Board Member Recognition Month and she wanted to recognize the current Board members for their service along with all the other Board members who serve throughout the state.

Mrs. Wetmore spoke about the committee assignments the Board received from Mrs. Vander Woude and Mr. Pavlik and noted there were additional liaisons included (specifically Presidents' Council and Straus Esmay (Policy)) and requested an explanation as to why.

Mrs. Vander Woude stated that since it was so late tonight, this topic would be discussed at the next Board meeting.

Christine Reddington, resident and Indian Hill PLG President, stated that the Presidents Council meeting is confidential and expressed concerns with the Board President taking notes during the meeting. She stated that she was very uncomfortable with the Board President and Vice President being present at the meeting.

12. Questions from the Public

John Migliazza, resident, commented on the notification received regarding the fourth grade teacher moving midyear and the impact on the students. He thanked the Superintendent and Indian Hill School Principal for their swift action to address the concerns expressed by the parents.

Denise Kline, resident, expressed concerns with the notification received from the Indian Hill School Principal regarding the fourth grade teacher moving midyear and the impact on the students.

Lori Umbrino, resident, expressed concerns with the notification received from the Indian Hill School Principal regarding the fourth grade teacher moving midyear and the impact on the students.

Jennifer Bracco, resident, expressed concerns with the notification received from the Indian Hill School Principal regarding the fourth grade teacher moving midyear and the impact on the student.

Debbie Brew, resident, inquired if the Building Principals need to have correspondence to parents approved in advance by the Superintendent. Mr. Duncan stated that this is not a requirement.

13. Executive Session (if required) - None

14. Adjournment

By a unanimous voice vote the meeting adjourned at 11:04 p.m.

Respectfully Submitted,

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Michael R. Petrizzo, CPA
Business Administrator/Board Secretary