

REGULAR BUSINESS MEETING MARCH 26, 2014

1. Call to Order

The Board of Education, Township of Holmdel, met in Regular Business Meeting on Wednesday, March 26, 2014 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.

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

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, Dr. Robert McGarry, Assistant Superintendent for Curriculum & Instruction and Mr. Michael Gross, Board Attorney. Ms. Adhika Malhotra student representative to the Board was present. Absent: Ms. Sara Stark student representative.

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.

4. Presentations – HIB Self Assessment – Eric Swensen

REGULAR BUSINESS MEETING MARCH 26, 2014

At the conclusion of the presentation there was discussion among the Board and administration.

At 8:33 p.m., Board President Vander Woude called for an Executive Session to discuss labor negotiations and anticipated returning back to the Regular Business Meeting within 15 minutes.

The Regular Business Meeting reconvened at 8:59 p.m. and the following Roll call was taken;

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, Dr. Robert McGarry, Assistant Superintendent for Curriculum & Instruction and Mr. Michael Gross, Board Attorney. Ms. Adhika Malhotra student representative to the Board was present (left the meeting at 9:02 p.m.). Absent: Ms. Sara Stark student representative.

At 9:00 p.m., Mrs. Vander Woude stated the following agenda item would be taken out of order;

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

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

MOTION: Show of Hands to Accept – All Approved

5. Approval of Minutes

5a. Approval of Minutes – Closed Executive Session – February 26, 2014

Resolved: That the Board approve the minutes of the following meeting:
Closed Executive Session – February 26, 2014

MOTION: Mrs. Wetmore SECOND: Mr. Pavlik VOTE: 7-0
Abstained: Mrs. Pascucci and Mr. Hammer

5b. Approval of Minutes – Regular Business Meeting – February 26, 2014

Resolved: That the Board approve the minutes of the following meeting:
Regular Business Meeting – February 26, 2014

MOTION: Mrs. Wetmore SECOND: Mr. Pavlik VOTE: 7-0
Abstained: Mrs. Pascucci and Mr. Hammer

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

6b. Committee Report (s)

Mr. Sockol – Community Relations
Mrs. Pascucci – Curriculum & Instruction
Mrs. Liu – Special Services

7. Committee of the Whole

REGULAR BUSINESS MEETING MARCH 26, 2014

7a. Approval of Memorandum of Agreement between the Holmdel Township Board of Education and the Holmdel Township Education Association (HTEA)

Resolved: That the Board approve the Memorandum of Agreement between the Holmdel Township Board of Education and the Holmdel Township Education Association (HTEA) dated March 6, 2014 for the 2013 – 2016 school years. On file in the Office of the Superintendent.

Discussion: Mrs. Vander Woude congratulated all parties for this positive and collaborative process. Mrs. King also commented positively on this extremely collaborative process.

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

7b. 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/Meetings	City State	Cost
04/21/14	Andrews, R	Village School	K-5 Modeling	Branchburg, NJ	\$16.35
05/20/14	Burns, B	W.R. Satz School	2014 Spring Yearbook Workshop	Point Pleasant, NJ	\$0.00
05/02/14	DeStefano, D.	High School	Road to Naval and Marine Officer Commissioning	Eatontown, NJ	\$0.00
05/20/14	Ebinger, T	W.R. Satz School	2014 Spring Yearbook Workshop	Point Pleasant, NJ	\$0.00
03/19/14	Ferrarese, M.	Administrator, Indian Hill School	Educator's Career Day at Monmouth University	West Long Branch, NJ	\$0.00
03/26/14	Gill, M.	Administrator, District	Georgian Court Career Fair	Lakewood, NJ	\$0.00
04/14/14	Gill, M.	Administrator, District	Legal One - Summative Evaluations and Corrective Action Plans Under TEACHNJ	Monroe, NJ	\$75.00
03/28/14	Gothelf, D.	High School	AP English Symposium	Long Branch, NJ	\$0.00
05/20/14	Howard, K.	W.R. Satz School	2014 Spring Yearbook Workshop	Point Pleasant, NJ	\$0.00
03/31/14 – 04/02/14	Jaume, E.	Central Office	Power School User Group Conference	Atlantic City, NJ	\$44.00
03/19/14	McGarry, R.	Administrator, District	Educator's Career Day at Monmouth University	West Long Branch, NJ	\$0.00
04/11/14	McGarry, R.	Administrator, District	Everything Nonpublic – Technical Assistance Sessions	Hamilton, NJ	\$20.40
04/01/14	Simonelli, C.	W. R. Satz School	Mentoring, Network Information Session	Keansburg, NJ	\$0.00
04/03/14	Sweetman, J.	High School	Social and Cultural Competence in Counseling	Freehold, NJ	\$0.00
03/31/14 - 04/02/14	Todaro, D.	High School	Power School User Group Conference	Atlantic City, NJ	\$44.00

REGULAR BUSINESS MEETING MARCH 26, 2014

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

7c. 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
03/31/14	High School	Schroeter, M.	Science	Multi Stops Asbury Park	8:00 a.m. – 1:45 p.m.	35	2 Teachers	\$175.00
03/31/14	High School	Thompson, J.	Team Unity	Indian Hill School	8:15 a.m. – 3:45 p.m.	18	2 Teachers	No cost to Board
04/01/14	High School	Schroeter, M.	Science	Multi Stops Asbury Park	8:00 a.m. – 1:45 p.m.	35	2 Teachers	\$175.00
04/09/14	High School	Connelly, M.	Acting	St. James Theatre, N.Y., N.Y.	8:15 a.m. – 6:00 p.m.	30	10 Teachers	No cost to Board
04/09/14	W. R. Satz	Dowd, S.	Academic Bowl	Carl Goetz Middle School, Jackson, NJ	2:00 p.m. – 8:00 p.m.	24	4 Teachers	\$267.00
04/10/14- 04/13/14	High School	Goetke, M.	Music	Williamsburg, Va.	5:00 a.m. – 3:15 p.m.	40	1 Teacher 2 Parents 1 Nurse	No cost to Board
04/10/14	High School	Blaha, J.	Science League	Freehold Township	2:10 p.m. – 5:00 p.m.	24	1 Teacher	\$241.00
04/12/14	High School	Koryat, J.	Jazz Band	Newark Academy	5:00 p.m. – 11:00 pm.	20	1 Teacher	No cost to Board
04/28/14	High School	Rein, A.	Yearbook	Staybridge Suites & Turning Point	9:00 a.m. – 1:45 p.m.	10	2 Teachers	No cost to Board
04/30/14	Indian Hill	Swift, C.	Mellilo's Trip	Monmouth Mall, Eatontown, NJ	11:30 a.m. – 1:30 p.m.	8	3 Teachers 5 Chaperones	\$150.00
04/30/14	High School	Koryat, J.	Jazz Band	J.P. Stevens Band Festival, Edison, NJ	5:00 p.m. – 10:30 p.m.	46	1 Teacher 1 Parent	No cost to Board

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

7d. Approval of Adoption of Textbook/Supplemental Resource Book and Materials

Resolved That the Board of Education approve the following Textbook/Supplemental Resource Book and Materials: [B]

Title: All But My Life
 Grade: 8th Grade Language Arts Holocaust Unit
 Publisher: Hill and Wang
 Author(s): Gerda Weissmann Klein
 Copyright Date: 1995
 Cost: \$12.76 (Estimated number needed: 60)

REGULAR BUSINESS MEETING MARCH 26, 2014

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

7e. Approval of Curriculum Writing Projects for the 2014/2015 School Year

Resolved: That the Board approve the following Curriculum Writing Projects for the 2014/2015 School Year. [B].

Language Arts	Mathematics
Academic Intervention Services	Advanced Algebra 2
Basic Skills Language Arts – HHS	Algebra 1
Creative Writing	Algebra 1 (Satz)
Film Study	Algebra 2
Journalism	Algebra Lab (New Course)
Transitional English	AP computer Science
	Basic Geometry
Science	Geometry
AP Physics	Honors Algebra (Satz)
Earth and Space Science	Honors Algebra 2
Honors Physics	Honors Geometry
	Honors Math, Grade 7
Social Studies	Introduction to Computer Science
AP US History II	Math, Grade 5
Visual and Performing Arts	World Languages
Dance I	AP Italian
General Music, Grade 7	Chinese, Grade 7
General Music, Grade 8	French, Grade 7
Music Technology	French, Grade 8
Music Theory I	French I
	Honors Spanish 4
	Spanish 2
	Spanish, Grade 7
	Spanish, Grade 8

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

7f. Approval of the New Jersey Coalition for Inclusive Education, Inc.

Resolved: That the Board approve The New Jersey Coalition for Inclusive Education, Inc. to provide one full day and two half days of consulting and technical assistance regarding students with significant disabilities in elementary classrooms, at a total cost of \$2,200.00. Dates of service to be determined.

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

8a. Report of the Superintendent

District: The 2nd Annual “Battle of the Holmdel Faculties” is scheduled for **Thursday, March 27th, at 6:30 pm in the high school gym, tickets at the door are \$5.00!**

The event is sponsored by the HFEE, who support gift initiatives for students and staff throughout our district. To that end, the four teams will be competing in a variety of events, with the overall

REGULAR BUSINESS MEETING MARCH 26, 2014

school winner earning the first possession of the prestigious “**Faculty Cup**” – which they can display proudly in their Main Office for the coming year!

Events on this night will include:

- Basketball (Skills and 3-on-3 competition)
- Volleyball
- Crab Soccer
- Hula Hoop
- Jump Rope
- Obstacle Course
- Relay Races
- Are You Smarter Than Your Students?
- Team Dance and Cheer Competitions
- and so much more

The team colors are:

Village - Black

Indian Hill – Grey

Satz - Red

High School - Blue

Village School:

Congrats to 2nd graders for doing a fantastic job with their musical performance on March 13, 2014 and March 14, 2014. They had the opportunity to perform for all of our Village School students and our 2nd grade families. We thank the PSA for a wonderful assembly. The students had the opportunity to see “New Kid” brought to them by George Street Playhouse on March 18, 2014. The play tied into character education initiatives by promoting treating everyone with respect. The Village Idol Committee also had the opportunity to meet again to put some final plans into place. Please hold the date for May 2nd. No doubt it will be another great show!

Indian Hill School:

Indian Hill School participated in the annual "Hoops for Heart" program which meshes physical education with an emphasis on healthy living and heart-healthy behavior. This year's fundraiser raised \$6,311.75 for the American Heart Association. Thank you to the Indian Hill Physical Education staff for their hard work with this program.

On March 25th, the Indian Hill School band and chorus performed in the annual District Music show. This is an excellent showcase for our young musicians and all of their hard work throughout the year. Special thanks to Trina McCarthy and Meredith Thomas for all of their work with our students.

The installation of the new sound system at Indian Hill has been completed. This HFEE funded project is a major upgrade to the auditorium's sound quality and will benefit our young performers for years to come. We are very grateful to the HFEE for all of their support of the arts at Indian Hill School.

W. R. Satz School:

Satz School would like to congratulate a 7th grade student, for qualifying to compete at the state level for the National Geographic Bee on April 4th. Let's wish him good luck as he represents Satz in this academic competition!

REGULAR BUSINESS MEETING MARCH 26, 2014

On Tuesday, April 8, 2014, the Second Annual 8th Grade Fair will take place. On this day, the parents of the 8th grade students are invited to visit the school and view presentations by their students, who will be giving short presentations in the gym throughout the day. The presentations will provide information about the philanthropy-based projects the students worked on throughout the third marking period in their Language Arts classes. The Fair is a chance for the 8th grade students to give presentations to an authentic audience, in the form of their parents, and the parents of their peers.

The Satz School's Social Studies department is collecting jars of peanut butter and jelly for donation to the Keyport Food Pantry from *now* until *April 4th*. This is being done in partnership with the volunteer organization Do-Something.org's initiative, the Peanut Butter & Jelly Slam. Supplies can be given to any Social Studies teacher or brought to either Mrs. Burns or Mrs. Kelly's rooms.

Congratulations to the Continental Math League students for their strong showings at their most recent competition.

Holmdel High School:

HHS Students Shine at Jersey Shore Science Fair

Congratulations to the students who were recognized for outstanding achievement at the Jersey Shore Science Fair on March 22, 2014.

HHS Student – Biology Olympiad Semifinalist

Congratulations to a junior student who is one of 600 high school students (out of 7000 participants) to become a United States Biology Olympiad semifinalist!

Science League – March Results

The March meet of the New Jersey Science League was held recently at Freehold Borough High School. Holmdel took first place in Bio1, Bio2, Chem1, and Phys 2, and second place in Chem 2 and Phys1. Congratulations to our competitors for their incredible effort and to their teachers for preparing them so well!

HHS Social Science Teacher Selected for Summer Institute

Congratulations to **Ms. Marie Kousoulis**, a member of the Social Sciences Department, who was recently accepted into the Colonial Williamsburg Teacher Institute later this summer, one of only twenty-five educators chosen nationwide to attend!

HHS Senior Receives Monmouth County Caring Award

Congratulations to a senior **student** who was honored recently by the Monmouth County Guidance Directors' Association with a "Caring Award." This award is given to one student from every high school in Monmouth County who exemplifies the meaning of caring. At their breakfast, the winners, their families, their guidance counselors, their guidance directors, and their principals all watched videos on the amazing activities for which the students participate. Our student was selected for her work with the Eco Club, Team Unify, Project Unify, as well as several other wonderful activities. Here is a link to her video, which was shown at the breakfast:

<https://www.youtube.com/watch?v=NVOHO6HMG6E&feature=youtu.be>

HHS Students Earn "All-Star" Band Recognition

Congratulations to the HHS student-musicians on their recognition as music "all-stars" for the All-Shore Symphonic Band, All-Region Symphonic Band, All-State Symphonic Band, All-Shore Jazz Band, and the All-Region Jazz Band.

REGULAR BUSINESS MEETING MARCH 26, 2014

HHS Jazz Band Soars in Showcases

The Jazz Band received the highest rating of "**Superior**" at the recent Pennsbury Jazz Festival. They also received an award for having the "**Best Saxophone Section**". A Sophomore **student** received an, "Outstanding Musician Award" and a senior **student** received an "Outstanding Soloist Award".

Additionally, the Jazz Band received a **Gold Rating** at the NJAJE preliminary State Festival and were accepted into the State Finals to be held at Princeton in April. They also won awards for **Best Saxophone Section** and **Best Trombone Section** and a senior **student** received an award for "Outstanding Soloist."

HHS Student is an Archery Champion

Congratulations to a freshman **student who** recent achievements in Archery.

He won a 3rd place medal at the 2014 US National Indoor Championships held recently in Virginia. He is currently ranked among the top 5 in NJ, top 10 in the East Region and top 50 nationally.

State Runner Up in "Poetry Out Loud" Competition

Congratulations to a senior **student** who placed 2nd overall STATE FINALS of the Poetry Out Loud" competition on Friday, March 14th at the NJ Performing Arts Center. In addition to earning a \$100 cash award, she won \$500 in poetry books for the school!

Special Services:

Team Unify held Disability Awareness Fairs at the High School on March 26, 2014; Satz on March 20, 2014; and will hold one at Indian Hill on March 31, 2014. Students from each school visited booths that gave information as well as simulations of different disabilities. They are doing this in an effort to raise awareness about a variety of different disabilities. They want the students to gain an understanding of and empathy for what it is like to have a disability at the same time educating them on the gifts that each and every person possesses regardless of their disability. Students participate at a variety of different booths such as Epilepsy, Down Syndrome, Autism and Visual Impairments. At the Epilepsy booth our own student read his book "Will & Potter, The story of a young man and his best friend and seizure dog" with Potter by his side. He also spoke about the effects Epilepsy has had on his life. At the Visual Impairment booth students wear visual simulation glasses and are asked to identify everyday things and read everyday texts. They discuss how it would feel to live like that on a daily basis. At the Down Syndrome booth a senior student and president of Team Unify, spoke about Down Syndrome and some of the myths associated with it. She relays experiences of her brother who has Down Syndrome. Out of this comes a respect and empathy for those living with these disabilities and an increased awareness throughout the school community that will unite all students.

At Village School and for the 4th and 5th grade students at Indian Hill there will be various activities provided through the morning meeting and character education periods throughout the month of April.

The Superintendent reported on the following current student enrollment: 3,099

Village School.....841
Indian Hill School714

W.R. Satz School.....537
High School.....1,007

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

MOTION: Show of Hands to Accept – All Approved

REGULAR BUSINESS MEETING MARCH 26, 2014

8b. Personnel

8b-1. Acceptance of Retirement Secretary, Village School

WHEREAS: Mrs. Carolyn Bongo has served the Holmdel Township Public Schools with distinction as the Secretary, to the Assistant Principal, Village School since September 28, 1994; and,

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

WHEREAS: Mrs. Carolyn Bongo has faithfully executed her duties with skill and competency; and,

WHEREAS: Mrs. Carolyn Bongo has earned the respect of her colleagues and community residents; and

WHEREAS: Mrs. Carolyn Bongo has submitted a letter announcing her retirement from the Holmdel Township School District, effective October 1, 2014;

NOW THEREFORE BE IT RESOLVED: That the Holmdel Township Board of Education accepts Mrs. Carolyn Bongo's retirement with regret and deep gratitude for her dedication, loyalty and outstanding services performed and further extend to Mrs. Carolyn Bongo its best wishes for a happy and healthy retirement.

Discussion: Mrs. Vander Woude thanked Mrs. Bongo for her years of service to the district.

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

8b-2. Acceptance of Retirement Secretary, Indian Hill, Satz and High School

WHEREAS: Mrs. Maryanne Mika has served the Holmdel Township Public Schools with distinction as a Secretary to the Indian Hill, Satz and High School since September 1, 1987; and,

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

WHEREAS: Mrs. Maryanne Mika has faithfully executed her duties with skill and competency; and,

WHEREAS: Mrs. Maryanne Mika has earned the respect of her colleagues, students, and community residents; and

WHEREAS: Mrs. Maryanne Mika has submitted a letter announcing her retirement from the Holmdel Township School District, effective September 1, 2014;

NOW THEREFORE BE IT RESOLVED: That the Holmdel Township Board of Education accepts Mrs. Maryanne Mika's retirement with regret and deep gratitude for her dedication, loyalty and outstanding services performed and further extend to Mrs. Maryanne Mika its best wishes for a happy and healthy retirement.

Discussion: Mrs. Vander Woude thanked Mrs. Mika for her years of service to the district.

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

8b-3. Approval of Extended Leave of Absence Physical Education Teacher, Indian Hill School

REGULAR BUSINESS MEETING MARCH 26, 2014

Resolved: That the Board approve an extended leave of absence for Lauren Jacoby, Physical Education Teacher, Indian Hill School, with benefits as follows:

- Family Medical Leave Act (FMLA) effective retroactive from March 22, 2014 through March 31, 2014 (unpaid)

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

8b-4. Approval of Salary, Assistant Superintendent, Curriculum and Instruction

Resolved: That the Board approve the Salary and Contract as approved by the Executive County Superintendent, including all expenses, for the 2013/2014 school year for Robert McGarry, Ed. D. Assistant Superintendent, Curriculum and Instruction, at a salary of \$157,000 (Prorated). Contract is on file in the office of the Business Administrator/Board Secretary. [B]

Discussion: Mrs. Duncan advised the Board that they already approved the salary at the January 29, 2014 meeting and this resolution was to approve the contract. The contract was recently approved by the Executive County Superintendent which must occur before the Board can approve the contract. Mrs. Vander Woude thanked Dr. McGarry for a quick start and looks forward to a long career with the district.

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

8b-5. Approval of Temporary Leave Replacement Special Education Teacher, W. R. Satz School

Resolved: That the Board approve the appointment of Jennifer Stevens as a Temporary Leave Replacement Special Education Teacher, W. R. Satz School, step 1 BA+30, at a salary of \$52,955 (prorated), effective retroactive from March 24, 2014 through June 10, 2014, pending criminal history review, with salary for 2013/2014 school year to be dependent upon completion of negotiations with the HTEA. [C. Michell- Leave] [B]

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

8b-6. Approval of Appointment of Library Media Specialist, Indian Hill School

Resolved: That the Board approve the appointment of Lisa McTague as a Library Media Specialist, Indian Hill School, step 14 MA+15, at a salary of \$78,105, effective September 1, 2014 through June 30, 2015, pending criminal history review and certification, with salary to be dependent upon completion of negotiations with the HTEA. [N. Frost- retire] [B]

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

8b-7. Approval of Temporary Leave Replacement Elementary Teacher, Indian Hill School

Resolved: That the Board approve the appointment of Lauren Scala as a Temporary Leave Replacement Elementary Teacher, Grade 4, Indian Hill School, step 1BA, at a salary of \$48,555.00 (prorated), effective May 1, 2014 through June 30, 2014, with salary for

REGULAR BUSINESS MEETING MARCH 26, 2014

2013/2014 school year to be dependent upon completion of negotiations with the HTEA.
[G. Kotzas - Leave] [B]

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

8b-8. Approval of Assignment Changes

Resolved: That the Board approve the following changes in assignment:

Employee Name	Position	From	To
Kerri Rizzo (effective retroactive from 3/24/2014 through 6/30/2014)	Special Education Monitor	W.R. Satz School	Village School
Steven Rogers (effective retroactive from 3/20/2014- 5/5/2014)	Custodian	Split Shift, W.R. Satz School	Night Shift, Village School

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

8b-9. Approval of Appointment of Lunchroom/Playground Aide, Village School

Resolved: That the Board approve the appointment of Donna Dandorph as a Lunchroom/
Playground Aide, Village School, at a salary of \$15.51 per hour, step 1, effective April
1, 2014 through June 30, 2014, with salary for 2013-2014 school year to be dependent
upon completion of negotiations with the HTEA. [M. Hoffman- retirement] [B]

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

8b-10. Approval of Volunteer for the Softball Team, W. R. Satz School

Resolved: That the Board approve Kierstin Burke as a Volunteer for the Softball Team, W. R. Satz
School, for the 2014 spring season.

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

8b-11. Approval of Volunteer for the Baseball Team, Holmdel High School

Resolved: That the Board approve Nicholas Franke as a Volunteer for the Baseball Team, Holmdel
High School, for the 2014 spring season.

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

8b-12. Approval of Volunteer for the Baseball Team, Holmdel High School

Resolved: That the Board approve Connor Delepine as a Volunteer for the Baseball Team,
Holmdel High School, for the 2014 spring season.

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

8b-13. Approval of Student Teacher, W. R. Satz School

REGULAR BUSINESS MEETING MARCH 26, 2014

Resolved: That the Board approve Stephen Bazaz, as a Student Teacher in the area of Health/Physical Education, at the W. R. Satz School, starting March 27, 2014 through May 15, 2014. Cooperating teacher will be Heather Bailey.

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

8b-14. 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 March 27, 2014 through June 30, 2014. [B]

Keith Savarese

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

8b-15. 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 retroactive from March 20, 2014 through June 30, 2014. [B]

Lauren Scala

MOTION: Mrs. Wetmore SECOND: Ms. Garrity 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 3/12/2013 – present

School	# of Incidents	Notes
Village School	0	
Indian Hill School	2	2 Substantiated
W.R. Satz School	0	
Holmdel High School	1	1 Substantiated

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

8c-2. Approval of Student Placement

Resolved: That the Board approve the placement for the following student:

Department of Special Services
In-District Placement

SID	Services	Classification	Cost
-----	----------	----------------	------

REGULAR BUSINESS MEETING MARCH 26, 2014

2389817675	Home Instruction	N/A	\$56.00/hour
------------	------------------	-----	--------------

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

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

9a. Authorization of New Jersey Schools Insurance Group MOCSSIF Subfund Application for 2014 Safety Grant Program

Resolved: That the Board hereby authorizes the application for the 2014 Safety Grant Program through the New Jersey Schools Insurance Group's MOCSSIF Subfund, in the amount of \$11,935.64, for the period July 1, 2014 through June 30, 2015.

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

9b. Approval of Amendment to the Lease Agreement between Holmdel Township Board of Education and Holmdel Theatre Company, Inc.

Resolved: That the board approve an Amendment to the original Lease Agreement dated March 5, 1989 between Holmdel Township board of Education and Holmdel Theatre Company, Inc. On file in the Office of the Business Administrator/Board Secretary.

Discussion: Mr. Sockol stated he was glad to see the ongoing agreement with the Holmdel Theatre Company because of the great services they provide to the community.

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

9c. Approval of Monmouth-Ocean Educational Services Commission Instructional Services Agreement for Proportionate Share of IDEA-B Funds for Non-Public School Students with Disabilities

Resolved: That the board approve the Monmouth-Ocean Educational Services Commission Instructional Services Agreement for Proportionate Share of IDEA-B Funds for Non-Public School Students with Disabilities for the period of July 1, 2012 thru June 30, 2022. On file in the Office of the Business Administrator/Board Secretary.

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

9d. Approval of Applications for Use of School Facilities – By Various Groups

Resolved: That the Board approve applications to Use School Facilities submitted by the following user groups:

Educational Services 15 Bear Head Rd. Medford, NJ 08055	HS 1 Classroom	SAT Prep	Tuesdays	3-4-2014 Thru 4-29-2014	6:30PM-9:30PM	\$894
Princeton Review 390 George St. New Brunswick, NJ 08901	HS 2 Classrooms	SAT Prep	Saturday	3-15-2014	9:00AM-1:00PM	\$506
CJUA 10 Sanders Drive	Chorus Room	Umpire Meeting	Tuesdays &	2-11, 3-18 2-19, 2-26,	7:00PM-8:30PM	

REGULAR BUSINESS MEETING MARCH 26, 2014

Middletown, NJ 07748	Auditorium		Weds.	3-5, 3-19, 3-26-2014		\$554
St. Benedict School 165 Bethany Rd. Holmdel, NJ 07733	Auditorium	School Play	Thursday Thru Sunday	4-03-2014 Thru 4-06-2014	5:00PM-9:00PM & 12:00PM-4:00PM	\$6,332
Dance Factory 26 Schelly Dr. Middletown, NJ 07748	Auditorium	Dance Rehearsal & Recital	Friday & Sunday	6-6-2014 & 6-8-2014	3:30PM-8:00PM & 8:30AM-5:00PM	\$7,741
Marlboro Dance 479 Rte. 79 Morganville, NJ 07751	Auditorium	Dance Rehearsal & Recital	Tuesday & Saturday	5-27-2014 & 6-14-2014	5:00PM-8:00PM & 1:00PM-4:00PM	\$2,385
Colts Neck Dance 410 Rte 34 Colts Neck, NJ 07722	Auditorium	Dance Rehearsal & Recital	Friday & Saturday	6-20-2014 & 6-21-2014	3:00PM-10:00PM & 9:00AM-10:00PM	\$11,654
Touch of Dance 68 Rte. 79 Matawan, NJ 07747	Auditorium	Dance Rehearsal & Recital	Thursday & Saturday	6-27-2014 & 6-29-2014	12:00PM-10:00PM & 12:00PM-10:00PM	\$10,871
Mavericks LAX 8 Highpoint Rd. Holmdel, NJ 07733	Roggy	LAX practice	Saturday	4-26-2014	1:00PM-7:00PM	\$1,452

If applicable, additional facility fees and overtime costs will be charged in accordance with Policy/Regulation #7510 (Use of School Facilities) and fully reimbursed by the applicant.

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

9e. Approval of Monthly Certification – February 28, 2014

Resolved That pursuant to N.J.A.C.6A:23-2.11(e), we certify that as of February 28, 2014 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: Mrs. Wetmore VOTE: 9-0

9f. Approval of Business Administrator/Board Secretary’s Financial Report – February 28, 2014

Resolved: That the Financial Report of the Business Administrator/Board Secretary for the month ending February 28, 2014, is hereby approved and the Business Administrator/Board Secretary is instructed to file same.

REGULAR BUSINESS MEETING MARCH 26, 2014

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

9g. Approval of Treasurer's Financial Report – February 28, 2014

Resolved: That the Financial Report of the Treasurer of School Funds for the month ending February 28, 2014, 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: Mrs. Wetmore VOTE: 9-0

9h. Approval of Bills Payment – March 26, 2014

Resolved: That the Board approve payment of the March 26, 2014 bills list in the amount of \$898,039.68 and as certified and approved.

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

9i. Approval of Budget Transfers – 2013/2014

Resolved: That the Board approve the 2013/2014 Budget Transfers as listed on attachment T-14-15.

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

10. Old Business

- Mrs. Vander Woude reminded the Board and Committees to continue to work on their applicable "SWOT" analysis. Ms. Garrity stated she looks forward to receiving the specific guidelines from Mr. Sockol regarding this matter. Mr. Sockol stated he will email the applicable SWOT guidelines to the Board.

11. New Business

- Mr. Pavlik stated that he and his wife attended the Cyber Bullying seminar last week and it was a great seminar.
- Mrs. Wetmore inquired if the Monmouth County Prosecutor's Office has provided another date for them to come to the District to present "Heroin – Are You Talking to Your Kids Yet?" by acting Monmouth County Prosecutor. The presentation had to be rescheduled due to weather conditions. Mrs. Duncan and Mr. Loughran have been following up with the Holmdel Police Department and the Monmouth County Prosecutor's Office for another date.

12. Questions from the Public

- Mrs. Brew, parent, inquired on behalf of the PSA President as to the results of the Transportation issue that was raised by the PSA President. Mr. Pavlik stated that this topic was raised at the PSA meeting and he shared this matter with Mr. Hammer to be discussed at the next Buildings, Grounds & Safety Committee meeting. Mrs. Vander Woude stated that this matter will be discussed at the next Buildings, Grounds & Safety Committee meeting and reported out accordingly.

REGULAR BUSINESS MEETING MARCH 26, 2014

- Mr. Warner, parent, asked for an explanation regarding NJSMART and if there were legal restrictions to prevent the changing grades that have already been reported/recorded in NJSMART. Dr. McGarry provided background as to NJSMART and the feedback provided by the state which was not to change any grades that have been reported already into NJSMART. Mrs. Duncan stated the Board needs to consider the potential negative impact on the district (regardless of the legal aspect) of making changes to reported data against the recommendation from the state.

Mrs. Vander Woude stated the next Board meeting will be April 9, 2014 at 8:00 p.m.

13. Executive Session (if required)

Board President Vander Woude called for an Executive Session at 10:16 p.m., to discuss legal matters. Anticipating no further public action, she stated that the Board would adjourn from Executive Session.

14. Adjournment

By a unanimous voice vote the meeting adjourned at 10:17 p.m.

Respectfully Submitted,

Michael R. Petrizzo, CPA
Business Administrator/Board Secretary



HOLMDEL TOWNSHIP BOARD OF EDUCATION
Holmdel, NJ

7/14-15

TRANSFER REQUEST FORM

ORIGINATED BY Eric Swensen

DATE 3/17/2014

FROM _____ TO _____

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	AMOUNT	ACCOUNT NUMBER	ACCOUNT DESCRIPTION	AMOUNT
11-000-100-563-00-01	Regular Ed Tuition - Other	\$1,000	11-000-218-600-04	Supplies Guidance HS	\$1,000
TOTAL		\$1,000.00	TOTAL		\$1,000.00

REASON FOR TRANSFER: Tables needed for end of year New Jersey Biology Competency Test.

[Signature]
Principal/Administrator

DATE: 3/17/14

SCHOOL: Holmdel HS

APPROVED BY: _____ DATE: _____

Board

Interoffice

T 14-15

DATE: March 24, 2014

ORIGINATED BY: Randy Westrol

FROM		TO			AMOUNT
ACCOUNT NUMBER	ACCOUNT DESCRIPTION	ACCOUNT NUMBER	ACCOUNT DESCRIPTION	AMOUNT	
12-000-400-896-00	SDA Debt Assessment	12-000-100-730-02-07-PE	Non-Instructional Equip. PE/AT	9,442.00	
12-000-400-896-00	SDA Debt Assessment	12-000-100-730-02-07-PE	Non-Instructional Equip. PE/AT	8,500.00	
TOTAL		TOTAL		17,942.00	

Reason for Transfer: 1. To purchase new golf cart for athletics program; 2. To replace old baseball bleachers at high school

PRINCIPAL/Administrator: *[Signature]* DATE: *[Date]*

SCHOOL/DEPARTMENT: BUSINESS OFFICE DATE: _____

APPROVED BY: _____ DATE: _____

7/4-15

APPROVED BY:

DATE:

Board

Page 7 of 12

Interoffice

HOLMDEL TOWNSHIP BOARD OF EDUCATION TR:Holmdel, NJ 07733

TRANSFER REQUEST FORM

DATE: March 18, 2014

ORIGINATED BY: J. Randy Westrol

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	AMOUNT	ACCOUNT	ACCOUNT DESCRIPTION	AMOUNT
11-402-100-610-00-03-BB	Satz Baseball	\$120.00 ✓	11-402-100-800-00-08-04	Athletic Funds & Fees Account	\$120.00
11-402-100-610-00-03-CH	Satz Cheerleading	\$390.00 ✓	11-402-100-800-00-08-04	Athletic Funds & Fees Account	\$390.00
11-402-100-610-00-03-HB	Satz Boys Basketball	\$185.00 ✓	11-402-100-800-00-08-04	Athletic Funds & Fees Account	\$185.00
11-402-100-610-00-03-TG	Satz Girls Track	\$290.00 ✓	11-402-100-800-00-08-04	Athletic Funds & Fees Account	\$290.00
11-402-100-610-00-04-GV	High School Girls Volleyball	\$100.00 ✓	11-402-100-800-00-08-04	Athletic Funds & Fees Account	\$100.00
11-402-100-610-00-04-SB	High School Boys Soccer	\$150.00 ✓	11-402-100-800-00-08-04	Athletic Funds & Fees Account	\$150.00
TOTAL		\$1,235.00 ✓	TOTAL		\$1,235.00 ✓

REASON FOR TRANSFER: Add money to our funds and fees account to prepare for payment of spring athletic officials, tournament entrance fees and game workers.

Principal/Administrator: J. Randy Westrol

SCHOOL: Holmdel High School

Date: March 18, 2014

T14-15

APPROVED BY:

DATE:

Board
Interoffice

Res: TAC

HOLMDEL TOWNSHIP BOARD OF EDUCATION TR:Holmdel, NJ 07733

TRANSFER REQUEST FORM

DATE: March 18, 2014

ORIGINATED BY: J. Randy Westrol

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	AMOUNT	ACCOUNT	ACCOUNT DESCRIPTION	AMOUNT
11-402-100-610-00-04-SG	Girls Soccer	\$205.00	11-402-100-800-00-08-04	Athletic Funds & Fees Account	\$205.00
11-402-100-610-00-04-SW	HS Swimming	\$220.00	11-402-100-800-00-08-04	Athletic Funds & Fees Account	\$220.00
11-402-100-800-00-08-SW	Pool Rental	\$3,080.00	11-402-100-800-00-08-04	Athletic Funds & Fees Account	\$3,080.00
11-402-100-610-00-04-NB	NC Boys	\$595.00	11-402-100-800-00-08-04	Athletic Funds & Fees Account	\$595.00
TOTAL		\$4,100.00	TOTAL		\$4,100.00

REASON FOR TRANSFER: Add money to our funds and fees account to prepare for payment of spring athletic officials, tournament entrance fees and game workers.

Principal/Administrator: J. Randy Westrol
SCHOOL: Holmdel High School

Date: March 18, 2014

[Signature]



HOLMDEL TOWNSHIP BOARD OF EDUCATION
Holmdel, NJ

TR: 714-15

TRANSFER REQUEST FORM

ORIGINATED BY Anthony Gattini

DATE 3/6/2014

FROM		TO	
ACCOUNT NUMBER	ACCOUNT DESCRIPTION	ACCOUNT NUMBER	ACCOUNT DESCRIPTION
11-000-252-895-	00-08-NT Travel	11-190-100-610-	01-08-NT Network Tech
	Prof Dev-IT		Supplies
TOTAL		TOTAL	
		\$1,400.00	\$1,400.00

REASON FOR TRANSFER: More printer toner and ink needed at the schools.

PRINCIPAL/ADMINISTRATOR: *Anthony Gattini* DATE: 3/6/2014

SCHOOL: William R. Satz School

APPROVED BY: _____ DATE: _____

Board
 Interoffice