

## REGULAR BUSINESS MEETING APRIL 22, 2015

### A. Call to Order

The Board of Education, Township of Holmdel, met in Regular Business Meeting on Wednesday, April 22, 2015 in the W.R. Satz School Library, 24 Crawfords Corner Road, Holmdel, New Jersey. The meeting was called to order at 7:30 p.m., by Mrs. Vander Woude, President of the Board.

### B. Opening Statement

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

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

### C. Open Public Meetings Act

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

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

### D. Roll Call/Flag Salute

The following Board members were present: Mesdames: Vander Woude, Kline, Liu and Wetmore. Messrs: Pavlik, Hammer, Martinez, Reddy 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 and Ms. Lauren Haverlin, student representatives to the Board were both present (both left the meeting at 10:04 p.m.).

### E. Reading of Mission Statement

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

## REGULAR BUSINESS MEETING APRIL 22, 2015

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

- District Goal Presentation: Completing the District's Implementation of the Common Core Standards to Promote College and Career Readiness - Dr. Robert McGarry  
At the conclusion of the presentation there was a detailed discussion among the Board, Administration and the public.
- K-6 Mathematics Textbook Adoption - Mrs. Alicia Killean, Supervisor of Math and Science  
At the conclusion of the presentation there was a detailed discussion among the Board, Administration and the public.
- Rotating Schedule, Holmdel High School - Ad Hoc Committee  
At the conclusion of the presentation there was a detailed discussion among the Board, Administration and the public.
- Board of Education Self Evaluation Process – K. Winecoff, NJSBA Field Service Representative  
At the conclusion of the presentation there was a detailed discussion among the Board, Mrs. Winecoff and the Board attorney.

### G. Report of Student Representatives to the Board

The student representatives reported out on student matters.

### H. Report of the Superintendent

#### **District:**

Today is Administrative Professionals Day and our district is fortunate to have some of the finest administrative professionals who support our staff, make our schools run well and ensure that our students are safe and cared for. Many thanks to all our Administrative Professionals.

#### **Village School:**

The Kindergarten Wrap Around Program (K-WRAP) has registered 77 students for the 2015/2016 school year! They have only three spots remaining at this time, but have more than that in interested families. They are confident that they will reach their maximum of 80 students shortly and will have to start a waiting list.

Congratulations to the Village School champions of the HFEE Battle of the Faculties. Congratulations to all of the staff who participated, as well as all of the Village School students and families who get to enjoy the trophy for a second year in a row at the school!

Village is very excited about the Book Fair and Earth Week activities taking place this week. Thank you to the Media Specialists for setting up this great Book Fair opportunity for the school community. And thank you to the Go Green Committee of the PSA for working with us to bring Village students and staff tips and activities on ways to care for our environment at Village School and beyond!

#### **Indian Hill School:**

During the week of April 20th, Indian Hill School will be observing Earth Week. This week features various "Green" initiatives to promote eco-friendly lifestyles such as a composting presentation, a "No Garbage Lunch" day and an annual planting of a new tree on campus. Special thanks to the PLG Go-Green Committee and A. Casola Farms for the donation of the new tree.

On April 21st, Indian Hill School held its spring musical. This year's show was "Rock Around the Block", a show based on the 1950's and featuring excellent singing, dancing, and acting. The performers and stage crew put a tremendous amount of work into this show and it was a smash hit. Special thanks to Ms. Watts and Mrs. Thomas for all of their hard work in preparing for this show.

## REGULAR BUSINESS MEETING APRIL 22, 2015

### W. R. Satz School:

Congratulations to Prahlad Jasti who made it to 6th place out of 100 contestants at the state level of the NJ Geography Bee competition. Great job Prahlad! We were all impressed with your performance!

Congratulations to the March students of the month. From Team Pride: Salvatore Avitabile, Team Victory: Dan Tempone, Team Integrity: Byron Ng; Jason Ng, Team Honor: Devyn Battaglia and Team Triumph: Kayla Way. All students were acknowledged at the PSG meeting on Monday, April 20, 2015.

Please make arrangements to come out and support our students at the Satz Talent Show scheduled for tomorrow April 23, 2015 at 7:00 pm in the Holmdel High School Auditorium. Be amazed at the remarkable and incredible talent that the Satz students possess. Special thanks to Mrs. Thomas for all the hard work she put in organizing the show!

### Holmdel High School:

Congratulations to Maya Rukshin who won second place in her division in the 2015 Technology, Culture, and Society High School Competition sponsored by the NYU Polytechnic School of Engineering. Maya was the only non-team entry in a field that included high achieving high schools from the tri-state area (NY, NJ and Conn.).

This was a multi-tier competition on the use of Big Data in research, culminating in an all day competition in which the students are intensively questioned on the papers the students submitted utilizing big data in their paper. Maya entered her paper: 'The Diagnostic Value of Neutrophil-Lymphocyte Ratio in Stroke Recognition'. Her second place win earned her a trophy and a large partial scholarship to NYU. Congratulations, Maya!

We learned over Spring Break that both of the American Computer Science League (ACSL) teams qualified for the All-Star Contest in Orlando, FL over Memorial Day weekend. This year marks the 14th straight year that Holmdel has sent two teams to this prestigious event. Schools from all over the country (many math/science magnet schools) are joined by several international schools (from Europe and Canada) in an all day (8:00 AM to 5:30 PM) competition on Saturday, 5/23. The students who earned spots on the team with their performance in four regular season contests are:

Andrew Li (12)

Patricia Shelton (12)

Vivian Tsai (12)

Hannah Lee (11)

Matt Ferreira (12)

Oliver Zheng (12)

Congrats to all of these outstanding students!

The fourth and final meet of the New Jersey Science League for Area 22 (the whole state is broken up into smaller groups of schools) was held on April 16, 2015, at Freehold Township High School.

The April meet is always the most difficult one since it covers many topics that have not been covered in the kids' respective classes. Holmdel won first place in Bio1, Chem1, Chem2, Phys1 and Phys C, and second place in Bio2. To put this accomplishment in perspective, here are the top two scores for this meet:

	Bio1	Bio2	Chem1	Chem2	Phys1	Phys C
<b>1<sup>st</sup>place</b>	<b>96 (HHS)</b>	<b>97</b>	<b>168(HHS)</b>	<b>112(HHS)</b>	<b>160 (HHS)</b>	<b>136</b>
<b>2<sup>nd</sup>place</b>	<b>91</b>	<b>95(HHS)</b>	<b>92</b>	<b>100</b>	<b>72</b>	

Congratulations to our extremely hard working science leaguers, and to their teachers!

It was a great weekend for the HHS Jazz Band!

On Friday night April 17th at the J.P Stevens Jazz Festival the Jazz Band received an award for, "Best Trombone Section". At the Jackson Liberty Jazz Festival the band received awards for, "Best Trumpet Section", "Best Saxophone Section" and, "Best Overall Band". In addition, April Licato received an award for "Outstanding Musicianship".

Congratulations to all!!

## REGULAR BUSINESS MEETING APRIL 22, 2015

### **Athletics:**

Congratulations Fall and Winter athletes on claiming the top spot in the Group III ShopRite Cup Standings. Go Hornets!!

The Superintendent reported on the following current student enrollment: 3,043

Village School.....	840	W.R. Satz School.....	532
Indian Hill School .....	715	High School.....	956

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

MOTION: Show of Hands to Accept – All Approved

### I. Harassment, Intimidation and Bullying (HIB) Report

Dr. McGarry reported the following H.I.B. incidences from 3/25/2015-4/22/2015:

School	# of Incidents	Notes
Village School	1	Unsubstantiated
Indian Hill School	1	Unsubstantiated
W.R. Satz School	5	2 Substantiated, 3 Unsubstantiated
Holmdel High School	0	

### J. Committee Report(s)

Mr. Sockol – Buildings, Grounds & Safety  
Mr. Hammer – Budget & Finance  
Mr. Pavlik – Special Services  
Mr. Liu – Curriculum & Instruction

### K. Questions or Comments from the Public on Action Items only

Mrs. Strickland, Parent/PTSO President, expressed her concerns with not having an Assistant Principal at the high school and stated her support to fill this position ASAP. Mr. Vander Woude stated that this is on the agenda under New Business, but it is not an action item tonight, so she advised her to reserve comments until later in the meeting.

### L. Action Items

#### • Approval of Minutes

1. No Motion

2. Approval of Minutes – Closed Executive Session – March 11, 2015

Resolved: That the Board approve the minutes of the following meeting:  
Closed Executive Session – March 11, 2015.

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

**REGULAR BUSINESS MEETING APRIL 22, 2015**

3. Approval of Minutes – Regular Business Meeting – March 11, 2015

Resolved: That the Board approve the minutes of the following meeting:  
Regular Business Meeting – March 11, 2015.

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

- **Policy** - None
- **Superintendent’s Recommendations**

4. 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]

<b>Date</b>	<b>Name</b>	<b>Location</b>	<b>Workshop/Meetings</b>	<b>City State</b>	<b>Cost</b>
05/06/15	Acquaviva, M.	Central Office	Systems 3000 Fund Accounting I	Eatontown, NJ	\$0.00
05/20/15	Acquaviva, M.	Central Office	Systems 3000 Fund Accounting II	Eatontown, NJ	\$0.00
04/30/15	Adelung, E.	Village	Operations with Fractions in Grades 3-5	Trenton, NJ	\$21.87
05/19/15	Anthony, B.	Village/Indian Hill	Learners with Dyslexia & Reading Differences	Eatontown, NJ	\$0.00
06/04/15	Atkinson, J.	Indian Hill	Rutgers Center for Literacy Development, "Donalyn Miller Book Whisperer"	Piscataway, NJ	*\$150.00
06/10/15	Blaha, J.	High School	Annual AP Chemistry Exam Reading	Salt Lake City, UT	\$0.00
05/11/15	Burns, B.	W. R. Satz	Balfour Spring Workshop (For Yearbook Advisors)	Point Pleasant, NJ	\$0.00
04/24/15	Clores, J.	High School	Monmouth County School Counselor Association Good Ideas Conference	Lakewood, NJ	\$0.00
04/29/15	Cornacchia, K.	W. R. Satz	First Annual TCNJ – Mathematics Professional Development Day	Ewing, NJ	\$0.00
04/09/15	Dandorph, T.	W. R. Satz	Sports Kote Seminar	Tinton Falls, NJ	\$0.00
05/06/15	Dasaro, P.	Central Office	Systems 3000 Fund Accounting I	Eatontown, NJ	\$0.00
05/20/15	Dasaro, P.	Central Office	Systems 3000 Fund Accounting II	Eatontown, NJ	\$0.00
05/21/15 & 05/22/15	DeNovellis, B.	High School	Eastern Region Communication and Technology Conference 2015	Morristown, NJ	\$0.00
04/15/15	Duane, T.	Central Office	Systems 3000 Fund Accounting I	Eatontown, NJ	\$0.00
04/29/15	Duane, T.	Central Office	Systems 3000 Fund Accounting II	Eatontown, NJ	\$0.00
05/11/15	Ebinger, T.	W. R. Satz	Balfour Spring Workshop (For Yearbook Advisors)	Point Pleasant, NJ	\$0.00
05/11/15	Howard, K.	W. R. Satz	Balfour Spring Workshop (For Yearbook Advisors)	Point Pleasant, NJ	\$0.00
04/30/15	Laverne, Y.	Village	Operations with Fractions in Grades 3-5	Trenton, NJ	\$24.73
04/24/15	Lieberman, E.	Village	Broad Applications of Behavior Analysis: Addressing Anxiety in	Caldwell, NJ	\$0.00

**REGULAR BUSINESS MEETING APRIL 22, 2015**

Date	Name	Location	Workshop/Meetings	City State	Cost
			Individuals with Autism, Mainstream Problems and Difficult People		
04/24/15	Marasco, T.	High School	Monmouth County School Counselor Association Good Ideas Conference	Lakewood, NJ	\$0.00
05/13/15	Marasco, T.	High School	Exploring College Options	East Brunswick, NJ	\$0.00
04/22/15	McGarry, R.	District	Superintendents' Academy	West Long Branch, NJ	\$0.00
05/29/15	Moran-Kudisch, C.	District	Fourth Annual Clinical Conference at Monmouth University	West Long Branch, NJ	\$0.00
04/09/15	Rogers, S.	Village	Sports Kote Seminar	Tinton Falls, NJ	\$0.00
07/22/15	Saler, M.	Central Office	Systems 3000 HR/Personnel Training	Eatontown, NJ	\$5.66
04/27/15	Scala, J.	District	Planning the Active Shooter Drill	Freehold, NJ	\$189.00
04/22/15	Schillaci, B.	Village	Superintendents' Academy	West Long Branch, NJ	\$0.00
04/24/15	Vona, L.	High School	Monmouth County School Counselor Association Good Ideas Conference	Lakewood, NJ	\$0.00

\*Paid with NCLB or IDEA Funds

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

5. Approval of Out-of-District Travel, Board Member, C. Liu

Resolved:            That the Board approve the Out-of-District Travel as authorized by the Superintendent under Policy 4233 Board Member Expenses and in accordance with Regulation 4233 Board Member Expenses, as listed below: [B]

Date	Name	Location	Workshop/Meeting	City State	Cost
04/27/15	Liu, C.	Board Member	New Jersey School Board Association Spring Meeting	Colts Neck, NJ	\$4.24

MOTION: Mr. Sockol                      SECOND: Mr. Hammer                      VOTE: 8-0-1  
 Abstained: Mrs. Liu

6. 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
04/20/15	W. R. Satz	Rafferty, C.	8 <sup>th</sup> Grade World Language	Lincoln Center, New York, NY	8:15 a.m. – 2:45 p.m.	48	2	No cost to Board

**REGULAR BUSINESS MEETING APRIL 22, 2015**

<b>Date of Trip</b>	<b>School</b>	<b>Teacher/ Advisor</b>	<b>Class/Club/ Group</b>	<b>Destination City/State</b>	<b>Time</b>	<b>Total Students</b>	<b>Total Chaperones</b>	<b>Total Cost</b>
04/24/15	W. R. Satz	McCafferty, C.	Battle of the Books	Manalapan Middle School Manalapan, NJ	8:30 a.m. – 2:00 p.m.	12	2	No cost to Board
04/25/15	High School	Koryat, J.	Jazz Band	Nutley High School, Nutley, NJ	3:00 p.m. – 10:45 p.m.	18	1	No cost to Board
04/27/15	High School	Cole, J.	Advanced Placement Environmental Science	Two River Water Plant Monmouth Beach, NJ	9:15 a.m. – 1:45 p.m.	46	2	\$150.00

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

7. Approval of HIB #HHS3

Resolved:                      That, in accordance with N.J.S.A. 18A:37-15, and following a hearing on the merits, the Board of Education hereby affirms the Superintendent's decision for HIB #HHS3.

MOTION: Mr. Wetmore      SECOND: Mr. Pavlik                      VOTE: 8-0-1  
 Abstained: Mr. Sockol

8. Approval of Revised Job Description - Reading Specialist to Literacy Coach

Resolved:                      That the Board approve the revised job description from Reading Specialist to Literacy Coach, as per attachment.

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

9. Acceptance of a Non-Monetary Donation from the HYAA

Resolved:                      That the Board accept with gratitude, a Non-Monetary Donation valued at \$1,850.00 from the HYAA for the purchase of 10 tons of Infield Sand Mix, for the 3 Indian Hill School Fields: Sturniollo, Lower, and Mound Fields [D]

MOTION: Mr. Sockol                      SECOND: Mr. Hammer                      VOTE: 7-0-2  
 Abstained: Mrs. Wetmore and Mr. Martinez

10. Acceptance of a Monetary Donation from the Hope for Children Foundation

Resolved:                      That the Board accept with gratitude, a Monetary Donation of \$750.00 from the Hope for Children Foundation for the Unified Game Day/Sports Expo scheduled on June 1, 2015. [D]

MOTION: Mr. Sockol                      SECOND: Mr. Pavlik                      VOTE: 9-0

## REGULAR BUSINESS MEETING APRIL 22, 2015

### 11. Acceptance of a Monetary Donation from Theresa Nappi

Resolved: That the Board accept with gratitude, a Monetary Donation of \$100.00 from Theresa Nappi for the Unified Game Day/Sports Expo scheduled on June 1, 2015. [D]

MOTION: Mr. Sockol SECOND: Mr. Pavlik VOTE: 9-0

### 12. Acceptance of a Monetary Donation from Michaelina Yacuzzio

Resolved: That the Board accept with gratitude, a Monetary Donation of \$50.00 from Michaelina Yacuzzio for the Unified Game Day/Sports Expo scheduled on June 1, 2015. [D]

MOTION: Mr. Sockol SECOND: Mr. Pavlik VOTE: 9-0

### 13. Acceptance of a Monetary Donation from Mr. Vincent Siciliano

Resolved: That the Board accept a Monetary Donation of \$50.00 from Mr. Vincent Siciliano for the Unified Game Day/Sports Expo scheduled on June 1, 2015. [D]

MOTION: Mr. Sockol SECOND: Mr. Pavlik VOTE: 9-0

### 14. Acceptance of a Monetary Donation from the Matawan Italian American Club

Resolved: That the Board accept a Monetary Donation of \$50.00 from the Matawan Italian American Club for the Unified Game Day/Sports Expo scheduled on June 1, 2015. [D]

MOTION: Mr. Sockol SECOND: Mr. Pavlik VOTE: 9-0

### 15. Acceptance of a Non-Monetary Donation from Costco

Resolved: That the Board accept a Non-Monetary Donation of \$25.00 from Costco for the Unified Game Day/Sports Expo scheduled on June 1, 2015. [D]

MOTION: Mr. Sockol SECOND: Mr. Pavlik VOTE: 9-0

### 16. Acceptance of a Non-Monetary Donation from ShopRite

Resolved: That the Board accept a Non-Monetary Donation of \$25.00 from ShopRite for the Unified Game Day/Sports Expo scheduled on June 1, 2015. [D]

MOTION: Mr. Sockol SECOND: Mr. Pavlik VOTE: 9-0

### 17. Acceptance of Retirement Custodian, Holmdel High School

WHEREAS: Mr. William Wiberg has served the Holmdel Township Public Schools with distinction as a Custodian, Holmdel High School since April 13, 1981; and,

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

WHEREAS: Mr. William Wiberg has faithfully executed his duties with skill and competency; and,



## REGULAR BUSINESS MEETING APRIL 22, 2015

WHEREAS: Mr. William Wiberg has earned the respect of his colleagues and community residents;  
and

WHEREAS: Mr. William Wiberg has submitted a letter announcing his retirement from the Holmdel Township School District, effective July 1, 2015;

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

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

### 18. Acceptance of Retirement Special Education Monitor, Village School

WHEREAS: Mrs. Suzanne Mendini has served the Holmdel Township Public Schools with distinction as a Substitute Teacher, District since September 1, 1981 and a Special Education Monitor, Village School since September 1, 2006; and,

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

WHEREAS: Mrs. Suzanne Mendini has faithfully executed her duties with skill and competency; and,

WHEREAS: Mrs. Suzanne Mendini has earned the respect of her colleagues and community residents; and

WHEREAS: Mrs. Suzanne Mendini has submitted a letter announcing her retirement from the Holmdel Township School District, effective July 1, 2015;

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

Discussion: Mrs. Vander Woude thanked Mrs. Mendini for her years of service to the District and wished her the best of luck.

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

### 19. Approval of Resignation, Holmdel High School

Resolved: That the Board approve the resignation of Aaron Spellman as a Mathematics Teacher, Holmdel High School, effective July 1, 2015.

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

## REGULAR BUSINESS MEETING APRIL 22, 2015

### 20. Approval of Extended Leave of Absence, Special Education Teacher, Village School

Resolved: That the Board approve an extended leave of absence for Kimberly Antoniotti, Special Education Teacher, Village School, without benefits, as follows:

- Personal Leave effective September 3, 2015 through March 21, 2016, unpaid.

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

### 21. 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 Teacher, Indian Hill School, as follows:

- Paid Family Leave Act (PFLA) effective retroactive from April 1, 2015 through April 16, 2015 (paid by State of New Jersey; subject to State approval) with benefits.
- Personal Leave effective April 17, 2015 through June 30, 2016 unpaid without benefits.

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

### 22. Approval of Leave of Absence, Physical Education Teacher, W. R. Satz School

Resolved: That the Board approve a leave of absence for Heather Bailey, Physical Education Teacher, W. R. Satz School, without medical benefits, as follows:

- Effective September 3, 2015 through November 3, 2015 using 40 sick days and November 4, 2015 through November 11, 2015 using 4 personal days (utilized in conjunction with the PFLA).
- Paid Family Leave Act (PFLA) effective November 3, 2015, through December 15, 2015 (paid by State of New Jersey; subject to State approval).
- Family Medical Leave Act (FMLA) effective November 12, 2015 through December 20, 2015 (unpaid).

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

### 23. Approval of Mentor Appointment

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 2014/2015 School Year, (mentor fees paid by provisional teacher and if necessary are prorated)

<b>Mentor</b>	<b>Novice Payment</b>	<b>Novice Teacher</b>	<b>Location</b>
Maria Farinella	\$110.00	Gregory Judd	Indian Hill School

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

**REGULAR BUSINESS MEETING APRIL 22, 2015**

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

Resolved: That the Board approve the appointment of Gregory Judd as a Temporary Leave Replacement Elementary Teacher, Grade 6, Indian Hill School, step 1 BA at a salary of \$49,770.00 (prorated), effective May 1, 2015 through June 30, 2015. [R. Watts - Leave] [B]

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

25. Approval of Appointment, Nurse, W. R. Satz School, Washington D.C. Trip

Resolved: That the Board approve Yolanda Nelson as the Nurse to accompany the W. R. Satz School students to Washington D.C. on June 3, 2015 through June 5, 2015, at a cost of \$2,000, paid by W. R. Satz Student Activity Account.

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

26. Approval of Appointment, Substitute Lunchroom/Playground Aide

Resolved: That the Board approve the appointment of the following as a day-to-day Substitute Lunchroom/Playground Aide, effective April 23, 2015 through June 30, 2015. [B]

Carol Montella

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

27. Approval of Appointment, Substitute Bus Monitors

Resolved: That the Board approve the appointment of the following as day-to-day Substitute Bus Monitors, effective April 23, 2015 through June 30, 2015. [B]

Elma Hoganson  
Jill Szlasa

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

28. Approval of Appointment, Substitute Nurse

Resolved: That the Board approve the appointment of the following as a day-to-day Substitute Nurse, effective May 6, 2015 through June 30, 2015. [B]

Yolanda Nelson

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

29. Approval of Appointment, Substitute Teachers

Resolved: That the Board approve the appointment of the following as day-to-day Substitute Teachers, effective retroactive from April 1, 2015, through June 30, 2015. [B]

Mandy Dyas

**REGULAR BUSINESS MEETING APRIL 22, 2015**

Caroline Keslar

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

30. Approval of Appointment, Substitute Teacher

Resolved:      That the Board approve the appointment of the following as a day-to-day Substitute Teacher, effective retroactive from April 13, 2015 through June 30, 2015. [B]

Karli Miller

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

31. Approval of Appointment, Substitute Custodian

Resolved:      That the Board approve the appointment of the following as a day-to-day Substitute Custodian, effective April 23, 2015 through June 30, 2015. [B]

Mary Jane Barrows

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

32. Approval of Appointment, Substitute Teacher

Resolved:      That the Board approve the appointment of the following as a day-to-day Substitute Teacher, effective April 23, 2015, through June 30, 2015. [B]

Kristina Kondakji

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

33. Approval of Appointment, Summer Sports Camp Head Athletic Coach

Resolved:      That the Board approve the following Summer Sports Camp Program Athletic Coach for the 2015 Summer Sports Camp Program pending sufficient enrollment: [No Cost to the Board – Salary is Paid by Tuition of Students].

<b>Position</b>	<b>Name</b>
Football Head Coach	Gregory LaCava

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

34. Approval of Appointment, Volunteer, Boys Baseball Team, Holmdel High School

Resolved:      That the Board approve Matthew Devenny as a Volunteer for the Boys Baseball Team, Holmdel High School, for the 2014/2015 school year.

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

## REGULAR BUSINESS MEETING APRIL 22, 2015

### 35. Approval of Appointment, Volunteer, Boys Baseball Team, Holmdel High School

Resolved: That the Board approve Anthony Scamardella as a Volunteer for the Boys Baseball Team, Holmdel High School, for the 2014/2015 school year.

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

### 36. Approval of Student Placements

Resolved: That the Board approve the following student placements:

#### Department of Special Services In-District Placements

SID	Services	Classification	Cost
1727916432	Independent Evaluations	N/A	\$1,245.00
4027781523	Home Instruction	N/A	\$57.00/hour
9151412661	Home Instruction	N/A	\$57.00/hour
6813655811	Bedside Instruction	ED	\$80.00/hour
4001388154	Home Instruction	N/A	\$57.00/hour

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

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

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

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

## • Business Administrator's Recommendations

### 38. Approval of Budget Transfers 2014/2015

Resolved: That the Board approve the 2014/2015 Budget Transfers as listed on attachment T-15-14.

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

## M. Old Business

- Mrs. Vander Woude stated that she received feedback from the Board regarding Community Day and the Personnel Review Committee and requested more Board participation for these events.
- Board of Education Self Evaluation  
The Board agreed to move this discussion to the next Board meeting on April 29, 2015
- 2015/2016 School Budget  
Dr. McGarry reviewed the rotating schedule implementation analysis. Mr. Hammer provided an overview of the items discussed/recommended at the Budget & Finance committee meeting. Mrs. Vander Woude requested the outdoor high jump pit at the W.R. Satz School be added to the budget.

## REGULAR BUSINESS MEETING APRIL 22, 2015

### N. New Business

- Holmdel High School Assistant Principal Position  
Mrs. Duncan provided an overview as to the number of candidates who applied for the Assistant Principal position and stated she would like to hire an Interim Assistant Principal for the rest of the school year.
- Mrs. Vander Woude provided an update as to the success of the water filtration systems that was installed at the high school and advised that 21,000 plastic bottles of water have been saved from entering our landfills as a result.
- Mrs. Kline referenced the lockdown at Village school on March 31, 2015 and stated she would like to discuss some items. Mr. Sockol recommended that this topic be discussed at the next Buildings, Grounds & Safety committee meeting. Mrs. Duncan requested that Mrs. Kline email her questions to Mrs. Duncan in advance of the meeting. Mr. Hammer thanked the staff and faculty and spoke in support of Mr. Schillaci regarding how he and the administrators handled the lockdown incident and the positive feedback received from the community.

### O. Questions or Comments from the Public

- Mr. Dowd, HTEA teacher/parent, spoke in support of the rotating schedule.
- Mrs. Strickland, PTSO President/parent, spoke in support of Mrs. Duncan and referenced the district accomplishments stating the success began with Mrs. Duncan's leadership as Superintendent. She also spoke in support of the rotating schedule.
- Mrs. Brew, parent, stated the Board conducts the meeting in a certain order and if it is important for a community member to speak regarding a specific topic, then they should stay to the end of the meeting when they have the opportunity to speak.
- Mrs. Schneider, parent, spoke in support of the rotating schedule but wants to make sure there will be a way to analyze if the students' stress level has been impacted in a positive way as a result of the rotating schedule.

### P. Executive Session (if required) - None

### Q. Adjournment

By a unanimous voice vote the meeting adjourned at 12:05 a.m.

Respectfully Submitted,

Michael R. Petrizzo, CPA  
Business Administrator/Board Secretary



## HOLMDEL TOWNSHIP PUBLIC SCHOOLS JOB DESCRIPTION:

### READING SPECIALIST LITERACY COACH

#### QUALIFICATIONS:

1. New Jersey Certificate: Reading Specialist preferred.
2. New Jersey Certificate: Teacher of Elementary School
3. Minimum of five years' successful teaching experience in the area of Language Arts/Literacy.
4. Demonstrates effective problem solving, communications, organization, planning, record keeping and human relations skills.
- 4.5. Experience working with Readers and Writers Workshop.
- 5.6. Successfully completes required criminal history check and has proof of U.S Citizenship or legal resident alien status.
- 6.7. Such alternatives as the Board may find appropriate and acceptable.

REPORTS TO: Principal or designated administrator.

JOB GOAL: To provide instructional services, in-service training, and support that will enable each student in the district to master the Language Arts skills appropriate to age, grade level, and individual capacity.

#### 1. PERFORMANCE RESPONSIBILITIES:

- a. Assists teaching staff in developing cohesive unit plans that are aligned with the Common Core.
- b. Facilitates weekly planning meetings with teaching staff.
- c. Releases teaching staff by providing instruction for his/her class so the teacher can observe a peer engaged in a particular literacy activity with the students.
- d. Co-constructing record keeping formats with teaching staff to monitor student growth.
- e. Offer strategies to teaching staff for managing literacy activities to run concurrently with small group instruction.
- f. Turnkey thorough authentic modeling and coaching small group lessons and one on one conferencing.
- a.g. Develops and implements a diagnostic process to identify students in the primary grades in need of early intervention to develop appropriate grade level skills in Language Arts.
- b.h. Develops and implements individual instructional programs for the identified students.

- e.i. Implements the individual intervention and support programs that will enable the identified students to develop the appropriate strategies for success in Language Arts.
- ~~d. — Develops and implements a process for monitoring the progress of students in the program.~~
- ~~d.j.~~ Interprets identified students needs and progress in Language Arts to the classroom teacher and the parent.
- e.k. Confers with parents concerning individual students having special Language Arts problems and with parents generally about the Language Arts program.
- f.l. Develops and maintains records and reports as are necessary to the assessment of the ~~programs~~program's effectiveness.
- ~~g.m.~~ Conducts in-service workshops and demonstrations with regard to methods and materials appropriate to various levels of Language Arts instruction.
- h.n. Models Language Arts instruction in elementary classrooms, and, upon request of principals and/or teachers, helps develop strategies to improve Language Arts instruction.
- i.o. Assists in developing recommendations for the adoption and use of varied instructional materials, including textbooks, reference works, kits, trade books, audiovisual/technological aids.
- j.p. Consults with members of the Child Study Team and Pupil Assistance Committee.
- ~~k.q.~~ Interprets, as appropriate, test results and statistical data concerning Language Arts to the administration, staff, and public.
- l.r. Establishes a broadly based Language Arts materials center, including a professional library on Language Arts.
- m.s. Assumes other appropriate professional responsibilities as delegated by the K-12 Humanities Supervisor/-and/or principal.

## 2. Student Management

- a. Creates a classroom environment that is conducive to learning and appropriate to the maturity and interests of the students.
- b. Implements all relevant policies and rules governing student life and conduct.
- c. Develops reasonable rules of classroom behavior in accordance with district policy and guidelines, and maintains order in the classroom in a fair and just manner.

## 3. Professional Development

- a. Strives to maintain and enhance professional competence through professional reading as well as participation in workshops, conferences and appropriate staff development programs in accordance with district guidelines.
- b. Attends staff meetings as required.
- c. Serves on staff committees on a voluntary basis.

## 4. School/Community Relations

- a. Strives to establish cooperative relations and makes a reasonable effort to communicate with parents/guardians ~~when necessary~~.
- b. Cooperates and shares professionally with members of the administration and other staff.



- c. Maintains confidentiality about students in accordance with state and federal law as well as district policy.
- d. Attends parent communication activities (i.e., Back to School Night, conferences) as designated in the negotiated agreement between the Holmdel Township Board of Education and the Holmdel Township Education Association.
- e. In accordance with prescribed state and federal law as well as with administrative procedures, informs parents of placement in the Achieve Improvement Program.
- f. Provides progress reports, on students assigned to the program to both classroom teachers and parents as required.
- g. Communicates with and assists teachers regarding objectives devised for each student and the materials being used to accomplish those objectives in their classrooms.

5. Other Assigned Duties

- a. Performs all other tasks and assumes such other duties as designated by the building principal or designated administrator.

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

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

SOURCE: Regular Board Meeting

DATE: May 25, 2011

DATE:



HOLMDEL TOWNSHIP BOARD OF EDUCATION  
Holmdel, NJ

TR: 115-14

TRANSFER REQUEST FORM

ORIGINATED BY Tali Axelrod

DATE: 4/1/15

FROM		TO		AMOUNT	AMOUNT
ACCOUNT NUMBER	ACCOUNT DESCRIPTION	ACCOUNT NUMBER	ACCOUNT DESCRIPTION	AMOUNT	AMOUNT
11-190-100-890-00-02-R6	Mail Machine Rental	11-190-100-610-01-02-EG	Other Supplies / Equip - IH	\$1,500	\$1,500
11-190-100-640-00-02-SC	Textbooks Science - IH	11-190-100-610-01-02-EG	Other Supplies / Equip - IH	660	660
11-190-100-640-00-02-SC	Textbooks Math - IH	11-190-100-610-01-02-EG	Other Supplies / Equip - IH	990	990
11-190-100-610-01-02-SC	Teaching Supplies	11-190-100-610-01-02-EG	Other Supplies / Equip - IH	900	900
11-190-100-610-01-02-MA	Teaching Supplies Math	11-190-100-610-01-02-EG	Other Supplies / Equip - IH	300	300
<b>TOTAL</b>		<b>TOTAL</b>		<b>\$4350</b>	<b>\$4,350</b>

REASON FOR TRANSFER:

Funds needed to purchase new technology for teachers.

PRINCIPAL/Administrator: \_\_\_\_\_

DATE: 4/1/15

SCHOOL: Indian Hill School

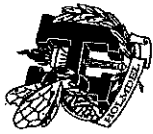
APPROVED BY: [Signature]

DATE: 3/31/15

Board   
Interoffice







HOLMDEL TOWNSHIP BOARD OF EDUCATION  
Holmdel, NJ

TR: T 15.14

TRANSFER REQUEST FORM

ORIGINATED BY Zina Duerbig

DATE: April 13, 2015

<u>FROM</u>		<u>TO</u>		<u>AMOUNT</u>	<u>ACCOUNT NUMBER</u>	<u>ACCOUNT DESCRIPTION</u>	<u>AMOUNT</u>
11-000-240-890-00-04- - /8699	MEMBERSHIP FEE/OTHR-HS ADM.	290.00	11-190-100-610-01-04- /7710	GENERAL TEACHING	207.00		
11-190-100-610-01-04- BE- /7713	TEACHING SPLYS BUSINESS	166.00	11-000-270-512-00-04- /7514	STUDENT FIELD TRIPS HS	3300.00		
11-190-100-640-00-04- BE- /7774	TEXTBOOKS BUSINESS ED HS	1285.00					
11-190-100-610-01-04- TV- /7729	TEACHING SUPPLIES TV/RAD	475.00					
11-190-100-610-01-04- WL-/7730	TEACHING SPLYS WORLD LAN	5.00					
11-190-100-610-01-04- TE-/7728	TEACHING SPLYS	1286.00					
<b>TOTAL</b>		<b>3507.00</b>	<b>TOTAL</b>		<b>3507.00</b>		

REASON FOR TRANSFER:

Reallocate funds for end of year expenses

PRINCIPAL/ADMINISTRATION: Zina Duerbig DATE: April 13, 2015

SCHOOL: Holmdel High School

APPROVED BY: \_\_\_\_\_ DATE: \_\_\_\_\_

Board   
Interoffice

