

BOARD RETREAT MEETING – JULY 13, 2011

1. Call to Order

The Board of Education, Township of Holmdel, met in a Board Retreat Meeting on Wednesday, July 13, 2011 in the library conference room F of the Holmdel High School, 36 Crawfords Corner Road, Holmdel New Jersey. The meeting was called to order at 7:00 p.m., by Ms. Garrity, 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, 4 Crawfords Corner 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: Garrity, Wetmore, Liu and Vander Woude and Messrs: DeSario, Pavlik, Sockol and Tai. Absent: Mrs. Pascucci. 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. Both student representatives were absent.

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 - None

5. Approval of Minutes - None

8b. Personnel

8b.-1 Approval of Salaries, Non-Affiliated Administrators

Resolved: That the Board approve the Salaries for the 2011/2012 school year for the following Non-Affiliated Administrators: [B]

Last Name	First Name	Job Title	Salary
Balicki	William	Director of Plant, Operations & Maintenance	\$111,983
Gattini	Anthony	Director of Technology	\$120,545
Kuperman	Cynthia	Asst. to the Dir. of Plant, Operations & Maintenance	\$79,007
Lelivelt	Steven	Network Engineer	\$85,607
Mikos	Peter	Asst. Business Administrator	\$101,555
Peart	Mandie	Human Resources Manager	\$88,046

Discussion: Mr. Pavlik asked about the position of Assistant to the Director of Operations and Maintenance and inquired if this position will continue under this title. Mrs. Duncan stated that in accordance with the student transportation report, accepted by the Board, this position will continue to be analyzed during the transportation department restructuring/transition phase.

Mrs. Vander Woude expressed her concerns with important topics being on the agenda for action during a Board retreat meeting.

MOTION: Mrs. Wetmore SECOND: Dr. Tai VOTE: 6-1-1
 Absent: Mrs. Pascucci
 Abstained: Mrs. Vander Woude
 NAY: Mr. Pavlik (for William Balicki & Cynthia Kuperman only)

8b.-2 Approval of Salary, Business Administrator/Board Secretary

Resolved: That the Board approve the Salary and Contract as approved by the Executive County Superintendent, including all expenses, for the 2011/2012 school year for Michael Petrizzo, CPA, Business Administrator/Board Secretary, at a salary of \$158,754. Contract is on file in the office of the Business Administrator/Board Secretary. [B]

MOTION: Dr. Tai SECOND: Mr. Sockol VOTE: 7-0-1
 Absent: Mrs. Pascucci
 Abstained: Mrs. Vander Woude

8b.-3 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 2011/2012 school year for Mary Beth Currie, Assistant Superintendent, Curriculum and Instruction, at a salary of \$153,563. Contract is on file in the office of the Business Administrator/Board Secretary. [B]

MOTION: Dr. Tai SECOND: Mr. Sockol VOTE: 7-0-1
 Absent: Mrs. Pascucci
 Abstained: Mrs. Vander Woude

8c. Student Matters -None

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

9a. Receipt of Bids for Special Education Student Transportation Services Bid #12-03

Resolved: That the Board pursuant to requirements of Title 18:18A-4 received the following bids for Special Education Student Transportation Services Bid #12-03 (attachment 9-a).

Discussion: Mrs. Vander Woude inquired if the concerns she raised at the last meeting regarding the bid specs were addressed. Mr. Barger confirmed that the contractors being approved tonight agreed (in writing) to all the applicable training requirements included in the bid specs.

Mr. Sockol asked what the cost would be if the district kept the special education transportation runs and bus aides in house. Mr. Petrizzo reported the applicable costs to keep these services in house would be \$168,000 (special education transportation runs) and \$98,000 (bus aides) respectively.

Mrs. Vander Woude and Mr. Sockol both requested the Board consider keeping the bus aides in house.

Mrs. Wetmore stated if we are setting aside \$98,000 for bus aides, what happens if the existing aides don't apply for the job.

Mr. Pavlik stated that these are fragile students, that need to be protected, which is why he supports keeping the bus aides in house.

Mrs. Duncan reminded the Board that the district currently outsources 60% of the transportation services, which includes our most fragile special education students that are transported out of district.

Dr. Tai stated that he understands the concerns raised but has a different opinion regarding this matter. He stated that the Board must be mindful of all students in the district and that the budget was passed under assumptions that were communicated to the public. If these assumptions were changed now, he expressed concerns with this potentially being perceived negatively by the public which could impact next year's budget.

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

10. Old Business - None11. New Business

Board Retreat:

1. Goals District/Superintendent/Board of Education

There was general discussion among the board and administration about this topic. It was agreed there would be further discussion regarding this matter at the next meeting.

2. Tuition Students

The administration performed a survey with the faculty regarding the opportunity for their children to enroll in the district school system (on a tuition basis). The responses of the faculty survey were shared with the board. Mrs. Vander Woude expressed her concern with the survey questions not specifying if the faculty had regular education students versus classified students.

Mrs. Wetmore expressed her concerns with the educational value of increasing class size for the opportunity to generate additional revenue.

Mrs. Duncan stated the potential to not only generate additional revenue but to also lower class sizes as a result.

After much discussion among the Board regarding this topic, the following vote (via. show of hands) was taken to determine if there was interest in piloting the program with faculty:

YAYS: Ms. Garrity, Dr. Tai, Mrs. Liu, Mr. Sockol and Mr. Pavlik

NAYS: Mrs. Wetmore, Mrs. Vander Woude and Mr. DeSario,

Absent: Mrs. Pascucci

There was also discussion about the topic of offering a tuition based full day complementary Kindergarten program

Mr. Petrizzo stated he would gather some initial information regarding this matter so this topic could be further discussed at the next B&F and C&I committee meetings.

3. Policy Schedule

Mrs. Duncan passed out the Policy review timelines. There was general discussion among the Board regarding this policy review process.

4. BOE Leadership Selection

There was general discussion among the Board regarding this topic. It was decided that this will be a topic at the next Board Retreat (estimated in January 2012).

5. Boardsmanship/Communication

Mr. Barger provided the following overview regarding this topic:

- Be careful with emails and what you sent out to cyberspace
- Follow chain of command with issues that need to be addressed
- Be careful with having full Board discussion via email

6. BOE Involvement in Untenured Administrators' Review

There was general discussion among the board and administration about this topic and the applicable process.

Holmdel Township Public Schools							Board Retreat Meeting	
TALLY SHEET							July 13, 2011 Attachment 9a	
Bid 12-03 Special Ed Transportation			Bid Opening Date & Time May 20, 2011 11:00AM					
Tier 1	Durham Bid Amount	First Student Bid Amount	Hennrich Bid Amount	Living Raphael Bid Amount	Keypoint Bid Amount	Michael Cook Bid Amount	Saman ToV Bid Amount	Unlimited Auto Bid Amount
HWCP	60.00	\$81.47	\$42.00	\$70.18	\$20.00	\$64.75	\$100.00	\$0.00
SWC/SWCP	60.00	\$81.47	\$86.00	\$70.18	\$91.00	\$74.25	\$176.00	\$0.00
IHWCP/IHWCP	60.00	\$81.46	\$86.00	\$70.19	\$91.00	\$74.25	\$176.00	\$0.00
Aide	\$43.95	\$68.75	\$40.00	\$56.38	\$35.00	\$62.01	\$48.00	\$0.00
Total Tier 1	\$180.00	\$244.40	\$214.00	\$210.55	\$202.00	\$213.25	\$452.00	\$0.00
Total w/Aide	\$223.95	\$313.15	\$254.00	\$266.93	\$237.00	\$275.26	\$500.00	\$0.00
Inc/Dec Adj.	\$0.50	\$0.99	\$0.50	\$1.95	\$1.25	\$0.50	\$0.01	\$0.00
Tier 2								
KVT/KVTP	65.00	\$61.27	\$42.00	\$53.16	\$35.00	\$55.50	\$88.00	\$52.00
NI/NIP	65.00	\$61.27	\$60.00	\$53.16	\$60.68	\$55.50	\$88.00	\$72.84
NI00-1	65.00	\$61.26	\$30.00	\$53.16	\$60.66	\$55.50	\$88.00	\$36.42
NI235-1	\$65.00	\$61.26	\$30.00	\$53.16	\$60.66	\$55.50	\$88.00	\$36.42
Aide	\$66.00	\$68.75	\$50.00	\$51.25	\$40.00	\$55.02	\$64.00	\$49.47
Total Tier 2	\$260.00	\$245.06	\$162.00	\$212.64	\$217.00	\$222.00	\$352.00	\$197.68
Total w/Aide	\$326.00	\$313.81	\$212.00	\$263.89	\$257.00	\$277.02	\$416.00	\$247.15
Inc/Dec Adj.	\$0.50	\$0.99	\$0.50	\$1.95	\$1.25	\$0.50	\$0.01	\$1.90
Tier 3								
HSAM/HSPM1	\$62.75	\$60.45	\$50.00	\$53.16	\$79.00	\$54.25	\$88.00	\$52.00
N2/N2P	\$62.75	\$60.45	\$50.00	\$53.16	\$79.00	\$54.25	\$88.00	\$72.84
NA2P	\$62.75	\$60.44	\$30.00	\$53.16	\$25.00	\$54.25	\$88.00	\$36.42
N235-2	\$62.75	\$60.45	\$30.00	\$53.16	\$25.00	\$54.25	\$88.00	\$36.42
Aide	\$77.00	\$68.75	\$55.00	\$51.25	\$39.00	\$55.02	\$64.00	\$49.47
Total Tier 3	\$251.00	\$241.79	\$160.00	\$212.64	\$208.00	\$217.00	\$352.00	\$197.68
Total w/Aide	\$328.00	\$310.54	\$215.00	\$263.89	\$247.00	\$272.02	\$416.00	\$247.15
Inc/Dec Adj.	\$0.50	\$0.99	\$0.50	\$1.95	\$1.25	\$0.50	\$0.01	\$1.90
Tier 4								
MVT/MVTP	\$82.00	\$81.25	\$55.00	\$70.88	\$35.00	\$61.60	\$98.00	\$52.00
N3/N3P	\$82.00	\$81.25	\$55.00	\$70.88	\$116.00	\$61.60	\$98.00	\$88.30
NI00-3	\$82.00	\$81.25	\$35.00	\$70.88	\$57.00	\$61.60	\$98.00	\$41.15
Aide	\$63.00	\$68.75	\$50.00	\$51.25	\$39.00	\$48.00	\$48.00	\$49.47
Total Tier 4	\$246.00	\$243.75	\$145.00	\$212.64	\$208.00	\$184.80	\$294.00	\$181.45
Total w/Aide	\$309.00	\$312.50	\$195.00	\$263.89	\$247.00	\$232.80	\$342.00	\$230.92
Inc/Dec Adj.	\$0.50	\$0.99	\$0.50	\$1.95	\$1.25	\$0.50	\$0.01	\$1.90
Total Per Diem Bid (1)	\$1,186.95	\$1,250.00	\$876.00	\$1,058.60	\$988.00	\$1,057.10	\$1,674.00	\$725.22
Bulk Bid Discount (2)	(\$35.61)	(\$31.25)	(\$8.76)	\$0.00	\$0.00	\$0.00	(\$33.48)	\$0.00
Total Net Per Diem Bid ((1)-(2))	\$1,151.34	\$1,218.75	\$867.24	\$1,058.60	\$988.00	\$1,057.10	\$1,640.52	\$725.22