

REGULAR BUSINESS MEETING NOVEMBER 18, 2009

1. Call to Order

The Board of Education, Township of Holmdel, met in Regular Business Meeting on Wednesday, November 18, 2009, in the library, Wm. R. Satz School 24 Crawfords Corner Road, Holmdel, New Jersey. The meeting was called to order at 8:00 p.m., prevailing time, by Ms. Barbara Garrity, Vice-President.

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, PSO, 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, Liu, Vander Woude and Wetmore and Messrs: Burke, Collins and Shelton. Absent: Ms. Hartnett and Dr. Tai. Also present were Mrs. Barbara Duncan, Superintendent, Mr. Michael R. Petrizzo, CPA, Business Administrator/Board Secretary, Ms. Mary Beth Currie, Assistant Superintendent Curriculum and Instruction and Mr. Martin Barger, Board Attorney. Ms. Niriksha Kannan student representative to the Board was present. Absent: Ms. Nikhita Prasanna, student representative to the Board.

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. Presentation (s) Comprehensive Annual Financial Report for the Fiscal Year ending June 30, 2009 – Mr. Robert Allison

State Testing - Ms. Mary Beth Currie

5. Minutes

5a. Approval of Minutes

Resolved: ~~That the Board approve the minutes of the following meeting(s):~~

TABLED

~~Closed Executive Session and Work Session/Business Meeting – October 14, 2009~~

MOTION: Mr. Collins SECOND: Mr. Burke VOTE: 7-0
 Absent: Dr. Tai and Ms. Hartnett

5b. Resolved: That the Board approve the minutes of the following meeting(s):

Closed Executive Session Meeting – October 28, 2009

MOTION: Mr. Collins SECOND: Mrs. Liu VOTE: 3-0-4
 Absent: Dr. Tai and Ms. Hartnett
 AYES: Mr. Collins, Dr. Shelton, and Mrs. Liu
 Abstained: Ms. Garrity, Mrs. Wetmore, Mr. Burke and Mrs. Vander Woude

Regular Business Meeting – October 28, 2009

MOTION: Mr. Collins SECOND: Mrs. Liu VOTE: 4-0-3
 Absent: Dr. Tai and Ms. Hartnett
 AYES: Mrs. Vander Woude, Mr. Collins, Dr. Shelton and Mrs. Liu
 Abstained: Ms. Garrity, Mrs. Wetmore and Mr. Burke

6a. Questions from the Public (Agenda Items)

Mrs. Pruitt inquired if the volunteers on the agenda tonight for approval have had criminal history checks performed.

Mr. Lipman inquired what the rationale was for the Districts' grading policy.

6b. Committee Reports(s)

The following committee reports were given:

Curriculum & Instruction Committee	Mr. Collins
Buildings & Grounds Committee	Mr. Collins
Special Services Committee	Mrs. Vander Woude
Board Self Assessment Committee	Ms. Garrity

7. Committee of the Whole

7a. Approval for Adoption of New Course

Resolved: That the Board approve the following new course for the fall of 2010 and 2011 [B]:

Course: Television Production III
 Grade Level: High School
 Projected Date: Fall 2010 - 2011

MOTION: Mr. Collins SECOND: Mr. Burke VOTE: 7-0
 Absent: Dr. Tai and Ms. Hartnett

7b. Approval of Workshop Presenter

Resolved: That the Board approve Mary Fowler to present a Teacher Training Workshop on December 8, 2009 and January 21, 2010 covering general background information about ADHD, and behavioral, social and emotional performance problems, at a total cost of \$2,700. [ARRA Funds]

MOTION: Mr. Collins SECOND: Mr. Burke VOTE: 7-0
Absent: Dr. Tai and Ms. Hartnett

7c. Acceptance of Donations

7c-1 Resolved: That the Board accept with gratitude a monetary donation of \$6,100 to be used toward the purchase of a LCD TV, from the Holmdel High School/Parent/Teacher/Student Organization, to be used at the High School. [D]

MOTION: Mr. Burke SECOND: Mr. Collins VOTE: 7-0
Absent: Dr. Tai and Ms. Hartnett

7c-2 Resolved: That the Board accept with gratitude a non-monetary donation of the following, from the Village School Parent School Association, to be used at Village School: [D]

K	Pro Digital Sound Field Systems (5)	\$9,807.69
K-3	Word Family Pocket Chart, Word Tracks, Word Building Games and Vowel Cards	81.92
K-2	Fountas and Pinnal Stopwatches/calculators (31 total)	850.80
2 Grade	Window shades for all classrooms	5,146.70
3 Grade	Reading Bags for Reader's Workshop	583.20
All grades	Read-Along books for library and/or literacy room	603.68
	Bulletin board cut-outs	922.20
3 Grade	Primary Teaching Easels (11)	3,012.68
Physical Education	Parachute, Cricket Set and Training volleyballs	416.35
Spanish	Voice Saver	154.00
Nurse	Hygiene DVD "Take Care of Your Skin, Hair and Nails"	87.95
Guidance	Conflict Management Skills Program	<u>737.00</u>
	TOTAL	\$22,404.71

MOTION: Mr. Burke SECOND: Mr. Collins VOTE: 7-0
Absent: Dr. Tai and Ms. Hartnett

7d. Approval of Student Trips

Educational objectives, itinerary, rules and regulations regarding this trip are on file in the Office of the Superintendent of Schools and the appropriate Principal's Office.

7d-1 Resolved: That the Board approve a trip to Ellis Island for the W.R. Satz Grade 7 students on December 7, 2009, at no cost to the Board of Education. Students will cover expenses.

MOTION: Mr. Collins SECOND: Mr. Burke VOTE: 7-0
Absent: Dr. Tai and Ms. Hartnett

7d-2 Resolved: That the Board approve a trip to the Gershwin Theatre, New York City, for the students from the acting class to participate in a workshop and see Wicked on December 9, 2009, at no cost to the Board of Education. Students will cover expenses.

MOTION: Mr. Collins SECOND: Mr. Burke VOTE: 7-0
Absent: Dr. Tai and Ms. Hartnett

7d-3 Resolved: That the Board approve a trip to the Metropolitan Museum of Art, New York City, for the French AP class to visit the Museum on December 18, 2009, at a cost of \$263 to the Board of Education and students will cover the remaining expenses.

MOTION: Mr. Collins SECOND: Mr. Burke VOTE: 7-0
Absent: Dr. Tai and Ms. Hartnett

7d-4 Resolved: That the Board approve a trip to the Repertorio Espanol, New York City, for the AP Spanish class to see La Casa de Bernarda Alba on April 21, 2010, at a cost of \$263 to the Board of Education and students will cover the remaining expenses.

MOTION: Mr. Collins SECOND: Mr. Burke VOTE: 7-0
Absent: Dr. Tai and Ms. Hartnett

7d-5 Resolved: That the Board approve a trip to Blue Mountain, Palmerton, Pennsylvania, for the Youth Alliance on January 22, 2010, at no cost to the Board of Education. Students will cover expenses.

MOTION: Mr. Collins SECOND: Mr. Burke VOTE: 7-0
Absent: Dr. Tai and Ms. Hartnett

7d-6 Resolved: That the Board approve a trip to North Brunswick High School, for the Chess Team to compete in a competition on December 3, 2009, at a cost of \$195 to the Board of Education

MOTION: Mr. Collins SECOND: Mr. Burke VOTE: 7-0
Absent: Dr. Tai and Ms. Hartnett

7d-7 Resolved: That the Board approve a trip to St. Joseph’s Metuchen High School, for the Chess Team to compete in a competition on December 9, 2009, at a cost of \$195 to the Board of Education

MOTION: Mr. Collins SECOND: Mr. Burke VOTE: 7-0
Absent: Dr. Tai and Ms. Hartnett

7e. Adoption of Regulation – First and Final Public Reading

Resolved: That the Board adopt the following regulation, and hereby designate this as the first and final public reading, as per Attachment #1:

File Code 5121	Regulation	High School Grading
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MOTION: Mr. Collins SECOND: Mr. Burke VOTE: 7-0
Absent: Dr. Tai and Ms. Hartnett

7f. Approval of Out-of-District Travel – District Personnel

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

District Personnel

Date	Name	Location	Workshop	City/State	Cost/ Mileage
12/4/09	Adelung, Erin	Village School	Rutgers Technology in Education	Jersey City, NJ	\$150.00
1/8/10	Chelednik, Chuck	Tennis Coach	Tennis Clinic for Coaches	Ewing, NJ	\$98.95
1/14/10	Clores, Joseph	High School	Brookdale Disability Services Workshop	Lincroft, NJ	\$0.00
11/30/09 & 12/01/09	Constantarakos, Voula	Village School	Augmentative Communications Evaluations	Ewing, NJ	\$270.00
12/7/09 thru 12/09/09	Deak, Wayne	Maintenance	HVAC Class	Clifton, NJ	\$62.52
12/10/09	Douma, Kara	High School	Classroom Management and Effective Teaching of Children with Behavior and Emotional Problems	East Brunswick, NJ	\$164.00
12/2/09	Duncan, Barbara	Administrator - Central Office	Don't Get Caught in the Net: Working with School Boards-Workshop	Long Branch, NJ	\$0.00
12/9/09	Ferone, Meghan	Village School	Classroom Management and Effective Teaching of Children with Behavior and Emotional Problems	East Brunswick, NJ	\$154.00
12/8/09	Fleming-Commisso, Colette	High School	Rider University Counselor Breakfast Meeting	Spring Lake, NJ	\$0.00
12/9/09	Giacobbe, Elizabeth	Administrator - Village School	Conferring with Readers (Replacing B. Schillaci who was already approved)	Edison, NJ	\$0.00
1/13/10	Gill, Meryl	Administrator - High School	Co-Teaching that Works. Effective Strategies for Working Together	Newark, NJ	\$215.00
2/19/10	Goetke, Matthew	High School	Music Just Imagine...	East Brunswick, NJ	\$130.00
1/13/10	Graham, John	W.R. Satz School	Co-Teaching that Works. Effective Strategies for Working Together	Newark, NJ	\$215.00

1/12/10	Graham, John	W.R. Satz School	Working Successfully with Difficult and Disruptive Students Strategies that Work	Long Branch, NJ	\$199.00
4/21/10	Holota, Nicole	Village School	PLC Workshop - Supporting Children with Behavior in Early Childhood	Eatontown, NJ	\$0.00
12/4/09	Howard, Arthur	W.R. Satz School	Rutgers Technology in Education	Jersey City, NJ	\$46.20
1/14/10	Hunnewell, Shannon	Village School	Co-Teaching that Works. Effective Strategies for Working Together	Atlantic City, NJ	\$215.00
2/23/10	Jones, Cresenda	Supervisor – High School	AMTNJ - Reasoning, Sense Making, and Connections: Parts of the Common Core Standards for All Students	Jamesburg, NJ	\$0.00
12/4/09	Killean, Alicia	W.R. Satz School	Rutgers Technology in Education	Jersey City, NJ	\$150.00
01/13/10 - 01/16/10	King, Denise	W.R. Satz School	EPA IAQ TFS Symposium & NEA HIN Pre-Symposium	Washington, DC	\$0.00
12/7/09 thru 12/9/09	Knable, Tom	Maintenance	HVAC Class	Clifton, NJ	\$0.00
12/2/09	Lane, Rian	Indian Hill School	Positive Behavioral Interventions for the Classroom Grades 5-8	Eatontown, NJ	\$0.00
12/10/09	Lane, Rian	Indian Hill School	Classroom Management and Effective Teaching of Children with Behavior and Emotional Problems	East Brunswick, NJ	\$154.00
12/4/09	McCracken, Jill	High School	Council of Holocaust Educators Conference	Lincroft, NJ	\$0.00
12/9/09	McHugh, Jaime	Village School	Classroom Management and Effective Teaching of children with Behavior and Emotional Problems	East Brunswick, NJ	\$154.00
1/14/10	Michell, Christin	Village School	Co-Teaching that Works. Effective Strategies for Working Together	Atlantic City, NJ	\$215.00
12/2/09	Pallitto, Jennifer	Indian Hill School	Positive Behavioral Interventions for the Classroom Grades 5-8	Eatontown, NJ	\$0.00

12/10/09	Pallitto, Jennifer	Indian Hill School	Classroom Management and Effective Teaching of Children with Behavior and Emotional Problems	East Brunswick, NJ	\$154.00
12/9/09 & 12/10/09	Penszynski, Charles	Groundsman	Maintain Licenses for Pesticide	Atlantic City, NJ	\$200.00
12/4/09	Rothausser, John	W.R. Satz School	Rutgers Technology in Education	Jersey City, NJ	\$172.01
12/10/09	Saponaro, Donato	Administrator - Indian Hill	Crafting Writers: Writing instruction that Engage all Learners	Edison, NJ	\$100.00
12/4/09	Tetreault, Steve	W.R. Satz School	Rutgers Technology in Education	Jersey City, NJ	\$150.00
12/4/09	Varga, Deirdre	Village School	Rutgers Technology in Education	Jersey City, NJ	\$150.00
3/15/10 thru 3/18/10	Westrol, Randy	Administrator - High School	Director of Athletics Association Annual Conference	Atlantic City, NJ	\$624.20
12/11/09	Balicki, William	Administrator - Buildings & Grounds	PEOSH Designated Persons Indoor Air Quality Training Course	New Brunswick, NJ	\$0.00
12/1/09	Bligh, Laura	Village School	PreSchool Outcome Data Collection Session	East Orange, NJ	\$0.00
12/2/09	Campbell, Gail	Village School	Practical Discipline Strategies for the Difficult Young Child	Newark, NJ	\$199.00
12/10/09	Catania, Beth	Indian Hill School	Crafting Writers: Writing Instruction that Engages all Learners	Edison, NJ	\$100.00
1/13/10	Clores, Joseph	High School	Monmouth County Counselor Association Exec Board	Bayville, NJ	\$0.00
12/1/09	Gallimore, Mary Beth	Village School	PreSchool Outcome Data Collection Session	East Orange, NJ	\$0.00
12/2/09	Gill, Meryl	Administrator - High School	PreSchool Outcome Data Collection Session	Dayton, NJ	\$0.00
1/7/10	Graboski, Nancy	Village School	Practical Strategies for using Six Traits in Writing	Newark, NJ	\$199.00
12/1/09	Jones, Cresenda	Administrator - High School	Science Supervisors Meeting	Jackson, NJ	\$34.10
12/9/09	Loughran, William	Principal - High School	2009 Annual Leadership Conference Leaders Learning from	Mercer, NJ	\$0.00

			Leaders		
02/18/10 & 02/20/10	McCarthy, Catherine	Indian Hill School	NJMEA Conference	East Brunswick, NJ	\$205.00
12/4/09	McMullan, Maureen	Village School	Rutgers Technology in Education Conference	Jersey City, NJ	\$150.00
11/30/09	McNamara, Kevin	Groundsman	NAETI workshop to Maintain Asbestos License	Ocean, NJ	\$165.17
1/7/10	Moor, Bethann	Village School	Practical Strategies for using Six Traits in Writing	Newark, NJ	\$199.00
1/7/10	Remuzzi, Jeanne	Village School	Practical Strategies for using Six Traits in Writing	Newark, NJ	\$199.00
12/1/09	Seman, Allison	Village School	PreSchool Outcome Data Collection Session	East Orange, NJ	\$0.00
12/2/09	Shelton, Mary	Village School	Practical Discipline Strategies for the Difficult Young Child	Newark, NJ	\$199.00
12/4/09	Traynor, Carol	Central Office	Official & Unofficial email & Internet use of OPRA Rules and Good Policy	Belmar, NJ	\$113.15
11/23/09 & 11/20/09	White, Wayne	Groundsman	NAETI Workshop to Maintain Asbestos License	Ocean, NJ	\$381.62

MOTION: Mr. Collins SECOND: Mr. Burke VOTE: 7-0
Absent: Dr. Tai and Ms. Hartnett
Abstained: Dr. Shelton

7g. Approval of Change in Date of Out-of-District Travel – District Personnel

Resolved: That the Board approve the change in date for the out-of-district travel, as approved at the October 28, 2009 Board of Education Meeting, for the following teachers to participate in the Project Adventure Training, from November 13, 2009 to November 20, 2009 as authorized by the Superintendent under Policy 4233 Staff Member Expenses and in accordance with Regulation 4233 Staff Member Expenses, as listed below:

- Anderson, Harry
- Hoffman, Dana
- Lane, Shannon

MOTION: Mr. Collins SECOND: Mr. Burke VOTE: 7-0
Absent: Dr. Tai and Ms. Hartnett

8a. Report of the Superintendent

The Superintendent reported on the following current student enrollment - 3,302

Village School..... 919	Wm. R. Satz School..... 544
Indian Hill School..... 775	High School.....1,064

Highlights since our last board meeting:

At Village School – Halloween was a hit - the three parades went off flawlessly thanks to the great weather. Red Ribbon Week was another great success as students learned about healthy living and making good choices. The parent volunteers organized an event/activity per day. The food drive raised over 1,000 lbs of food; the "Penny Wars" raised over \$500.00 which will go the Heroes for Cool Kids mentoring program at Indian Hill. Report cards will go home on November 23rd. All of the teachers are participating in Professional Learning Committees.

Indian Hill – The 4th graders had a wonderful time on their field trip to Huber Woods which was an educational outdoor experience. The students recently had their assembly to elect their 6th grade officers. The student body really thought long and hard to determine who they thought would best represent Indian Hill for the coming year. The assembly and vote the following day was a tremendous success. Lastly, Indian Hill had their first lockdown drill of the year. The staff and students did a commendable job following all procedures designed to keep everyone safe.

Satz School - One of the 7th grade teams at Satz (Mrs. Williamson, Mrs. Weiss, Mrs. Howard, and Ms. Asaro) collected \$250 from student and teacher contributions to donate to the Leukemia and Lymphoma Society in memory of Victor Ceriello, father of student Robert Ceriello. This year was a stellar year for the annual Thanksgiving Food Drive at Satz School. Besides collecting hundreds of boxes and can goods and dried food, this year the students also collected a total of 69 whole turkeys which weighed in at over a thousand pounds.

Holmdel High School – Congratulations to the following high school music students who represented Holmdel at the recent All-State Performances: Arnab Chatterjee, Michael Choie, Bowen Lu, and Nikhita Prasanna performed with the All-State Chorus at the NJEA Teachers Convention in Atlantic City in early November, while Arjun Dube performed with the All-State Jazz Choir this past weekend. Bravo!

The Holmdel High School Walk Team for Juvenile Diabetes Research Foundation raised \$1820.00 at the Walk in Avon Beach, in October. Team captains were Mary and Dana Mayell, and Ali Hollander. We look forward to having underclassmen continue this worthwhile club/tradition next year.

Holmdel High School Sports – The Boys and Girls Cross Country teams placed 4th at the sectional championships and they have moved on to compete in the Group II State Championship meet. Oliver Song, a senior on the Boys Cross Country team, and a student at Hi-Tech High School, has been named one of twelve national finalists for the prestigious Wendy's "High School Heisman" Scholar-Athlete award. Oliver and his family will attend an event in mid-December at the Downtown Athletic Club in New York City for a live broadcast on ESPN, where the national winner will be announced. Both schools are proud of Oliver, his accomplishments, and of the recognition he has earned.

Progress Towards Reaching our District Goals

The Ad-Hoc World Language Lab Fund Raising Committee has a dedicated and enthusiastic volunteer committee comprised of representatives from the Foundation, the Board of Education, the schools and the community. Their first meeting took place on Tuesday, Nov 17, at 1:00pm in the WR Satz Library. Their first order of business is to share creative fundraising ideas & prepare a time-line and action calendar.

The committee members are:

Co Chairs; Teresa Graw/Doreen DeMarco

HFEETrustees: Barbara DiNicola, Vicki Entwistle, Robin Ceriello, Amy Stark, Luke Kealy, Joyce Magriples, Pam D'Aleo

BOE: Robin Wetmore, Chiung-Yin Liu

HHS/Satz: Bill Loughran, Kevin Bals, Art Howard, Jackie Peters, Sean Dowd

Community: Annmarie Pontone, Jen Montana, Lisa Polivka

The high school administration is pleased to report a recent innovative use of cell phone technology in the classroom. In one world language class, students were able to record spoken dialogue which was then sent to an account where the teacher could evaluate each student independently. This is yet another positive example of the district's stated goal to infuse technology more effectively into classroom instruction.

Presentation

At the December 16th Board of Education meeting, there will be a presentation to acknowledge and honor the eight Holmdel Veterans for their dedication and sacrifice to our country. The Veterans and their families will be presented with a certificate and the DVD of the special veteran's telecast produced by the Holmdel television studio under the supervision of Roger Benedict and Mary Pomarico. There will be a coffee and cake reception following the presentation.

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

Ms. Kannan, student representative reported out on student matters.

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

MOTION: Show of Hands to Accept – All approved
Absent: Dr. Tai and Ms. Hartnett

8b. **Personnel**8b-1 **Appointment of Personnel – Certificated Staff**

8b-1a Resolved: That the Board approve the appointment of Travis Wisinski to the position of Temporary Leave Replacement, Science Teacher, Holmdel High School, effective January 7, 2010 through March 26, 2010, step 6 BA, at a salary of \$50,981 (prorated), with salary for 2009-2010 school year to be dependent upon completion of negotiations with the HTEA. [B - T. Tagliaferri – Leave]

MOTION: Mr. Burke SECOND: Mr. Collins VOTE: 7-0
Absent: Dr. Tai and Ms. Hartnett

8b-1b Resolved: That the Board approve the appointment of Cristina Quaglia to the position of Temporary Leave Replacement, Special Education Teacher, Village School, effective December 2, 2009 through June 30, 2010, step 1 BA, at a salary of \$47,455 (prorated), with salary for 2009-2010 school year to be dependent upon completion of negotiations with the HTEA.. [B - S. Campbell - Leave]

MOTION: Mr. Burke SECOND: Mr. Collins VOTE: 7-0
Absent: Dr. Tai and Ms. Hartnett

8b-1c Resolved: That the Board approve the appointment of Christina Ruzsala-Felice to the position of Temporary Leave Replacement, Science Teacher, Holmdel High School, effective December 10, 2009 through March 2, 2010, step 7 BA, at a salary of \$52,702 (prorated), with salary for 2009-2010 school year to be dependent upon completion of negotiations with the HTEA. [B - L. Blustein - Leave]

MOTION: Mr. Burke SECOND: Mr. Collins VOTE: 7-0
Absent: Dr. Tai and Ms. Hartnett

8b-2 Appointment of Schedule B Positions

8b-2a Resolved: That the Board approve the appointment of Amy Clark to the Schedule B position of Best Buddies Advisor, Holmdel High School, currently at a stipend of \$1,411 for 2009-2010 school year, to be dependent upon completion of negotiations with the HTEA. [B]

MOTION: Mr. Burke SECOND: Mr. Collins VOTE: 7-0
Absent: Dr. Tai and Ms. Hartnett

8b-2b Resolved: That the Board approve the appointment of Jennifer Conroy to the Schedule B position of Girls Lacrosse Head Coach, Holmdel High School, currently at a stipend of \$7,526 with stipend for 2009-2010 school year to be dependent upon completion of negotiations with the HTEA. [B]

MOTION: Mr. Burke SECOND: Mr. Collins VOTE: 7-0
Absent: Dr. Tai and Ms. Hartnett

8b-2c Resolved: That the Board approve the appointment of Michelle Davidson to the Schedule B position of Girls Lacrosse Assistant Coach, Holmdel High School, currently at a stipend of \$5,017 with stipend for 2009-2010 school year to be dependent upon completion of negotiations with the HTEA. [B]

MOTION: Mr. Burke SECOND: Mr. Collins VOTE: 7-0
Absent: Dr. Tai and Ms. Hartnett

8b-2d Resolved: That the Board approve the appointment of Megan Sweeney to the Schedule B position of Girls Lacrosse Assistant Coach, Holmdel High School, currently at a stipend of \$5,017 with stipend for 2009-2010 school year to be dependent upon completion of negotiations with the HTEA. [B]

MOTION: Mr. Burke SECOND: Mr. Collins VOTE: 7-0
Absent: Dr. Tai and Ms. Hartnett

8b-2e Resolved: That the Board approve the appointment of Lisa Marie Sorg to the Schedule B position of Dance Advisor, Holmdel High School, currently at a stipend of \$1,411 with stipend for 2009-2010 school year to be dependent upon completion of negotiations with the HTEA, pending the criminal history review of the State of NJ and required certification. [B]

MOTION: Mr. Burke SECOND: Mr. Collins VOTE: 7-0
Absent: Dr. Tai and Ms. Hartnett

8b-3 Rescind Appointment of Prime Time Staff – Fall Camp

Resolved: That the Board rescind the appointment of Maidie Dolan as a Prime Time Certificated Staff Member (Camp-Fall session – Village and Indian Hill Schools). [The Prime Time Program is completely funded by tuition and operates at no cost to the Board of Education.]

MOTION: Mr. Burke SECOND: Mr. Collins VOTE: 7-0
Absent: Dr. Tai and Ms. Hartnett

8b-4 Rescind Approval of Extra Hours

Resolved: That the Board rescind the approval of extra hours for Barbara Morello as a special education monitor, to provide assistance to students for extra-curricular activities, for the 2009-2010 school year.

MOTION: Mr. Burke SECOND: Mr. Collins VOTE: 7-0
Absent: Dr. Tai and Ms. Hartnett

8b-5 Approval of Transfers

8b-5a Resolved: That the Board approve a transfer for William Cullen, from Technology Support Assistant, Indian Hill School to Technology Support Assistant, W.R. Satz School, retroactive to November 16, 2009 through June 30, 2010.

MOTION: Mr. Burke SECOND: Mr. Collins VOTE: 7-0
Absent: Dr. Tai and Ms. Hartnett

8b-5b Resolved: That the Board approve a transfer for Jerome Finneran, from Desktop Support, WR Satz School to Desktop Support, Indian Hill School, retroactive to November 16, 2009 through June 30, 2010.

MOTION: Mr. Burke SECOND: Mr. Collins VOTE: 7-0
Absent: Dr. Tai and Ms. Hartnett

8b-6 Approval of Transfer and Additional Hour

Resolved: That the Board approve a transfer and an additional hour for Laurie Esposito, as Special Education Monitor, retroactive to November 13, 2009 through June 30, 2010, as follows: [B]

From: Special Education Monitor 5.5 hours per day, Village School

To: Special Education Monitor 6.5 hours per day, Holmdel High School

MOTION: Mr. Burke SECOND: Mr. Collins VOTE: 7-0
Absent: Dr. Tai and Ms. Hartnett

8b-7 Appointment of Personnel – Non-Certificated Staff

Resolved: That the Board approve the appointment of Susan Nowicki to the position of Special Education Monitor, Village School, effective November 30, 2009 through June 30, 2010, at a salary of \$25.51 per hour, with salary for 2009-2010 school year to be dependent upon completion of negotiations with the HTEA, pending the criminal history review of the State of NJ.
[B - L. Esposito - Transfer]

MOTION: Mr. Burke SECOND: Mr. Collins VOTE: 7-0
Absent: Dr. Tai and Ms. Hartnett

8b-8 Approval of Volunteers (As Amended)

8b-8a Resolved: That the Board approve Jim Ilvento as a Volunteer Coach for wrestling, for the 2009-2010 Winter season, pending the criminal history review of the State of NJ.

MOTION: Mr. Burke SECOND: Mr. Collins VOTE: 6-0-1
Absent: Dr. Tai and Ms. Hartnett
Abstained: Mrs. Wetmore

8b-8b Resolved: That the Board approve Steve Rogers as a Volunteer Coach for wrestling, for the 2009-2010 Winter season, pending the criminal history review of the State of NJ.

MOTION: Mr. Burke SECOND: Mr. Collins VOTE: 7-0
Absent: Dr. Tai and Ms. Hartnett

8b-9 Approval of Student Teachers/Field Experience/Observation

8b-9a Resolved: That the Board approve Taryn Moran for student teaching, from January 25, 2010 through May 7, 2010, at Indian Hill School, in the area of Grade 4 Elementary Education. The cooperating teacher will be Denise Aquinas.

MOTION: Mr. Burke SECOND: Mr. Collins VOTE: 7-0
Absent: Dr. Tai and Ms. Hartnett

8b-9b Resolved: That the Board approve Margot Louie for field observation, from January 11, 2010 through January 15, 2010, at Indian Hill School, in the area of grade 4 Elementary Education. The cooperating teacher will be Beth Catania.

MOTION: Mr. Burke SECOND: Mr. Collins VOTE: 7-0
Absent: Dr. Tai and Ms. Hartnett

8b-9c Resolved: That the Board approve Dani Motola for student teaching, from January 20, 2010 through May 6, 2010, at Holmdel High School, in the area of English. The cooperating teacher will be Margaret McDonald.

MOTION: Mr. Burke SECOND: Mr. Collins VOTE: 7-0
Absent: Dr. Tai and Ms. Hartnett

8b-10 Approval of Amendment to Leaves of Absence

8b-10a Resolved: That the Board approve an amended leave of absence with benefits for Annette Brennan, 3rd Grade Teacher, Village School, as follows:

- Effective September 8, 2009 through November 3, 2009 using 40 sick days (paid) and January 27, 2010 through February 1, 2010 using 4 personal days (paid – with benefits utilized in conjunction with PFLA)
- Family and Medical Leave Act (FMLA) and New Jersey Family Leave (NJFLA) from November 4, 2009 through January 26, 2010 (unpaid)
- Paid Family Leave Act (PFLA), January 27, 2010 through March 9, 2010 (paid by State of New Jersey; subject to State approval)
- New Jersey Family Leave; (NJFLA) from February 2, 2010 through April 26, 2010 (unpaid)

MOTION: Mr. Burke SECOND: Mr. Collins VOTE: 7-0
Absent: Dr. Tai and Ms. Hartnett

8b-10b Resolved: That the Board approve an amended leave of absence for Hayley Mercers, Village School, Third Grade Teacher, as follows:

- New Jersey Family Leave (NJFLA) from effective September 8, 2009 through November 30, 2009 (unpaid with benefits).
- Paid Family Leave Act (PFLA) from November 20, 2009 through December 31, 2009 (paid by State of New Jersey; subject to State approval with benefits)
- Family and Medical Leave (FMLA) from December 1, 2009 through February 11, 2010 (unpaid with benefits)
- Personal Leave without benefits from February 12, 2010 through June 30, 2010.

MOTION: Mr. Burke SECOND: Mr. Collins VOTE: 7-0
Absent: Dr. Tai and Ms. Hartnett

8b-10c Resolved: That the Board amend and approve a leave of absence with benefits for Melissa Barth, Science Teacher, William R. Satz, as follows:

- Utilizing 10 sick days from September 8, 2009 through September 21, 2009 in conjunction with Paid Family Leave Act (PFLA)
- Paid Family Leave Act (PFLA) from September 22, 2009 through October 19, 2009 (paid by State of New Jersey; subject to State approval)
- Family and Medical Leave (FMLA) from September 22, 2009 through December 14, 2009 (unpaid)
- New Jersey Family Leave (NJFLA) from December 15, 2009 through January 31, 2010 (unpaid)

MOTION: Mr. Burke SECOND: Mr. Collins VOTE: 7-0
Absent: Dr. Tai and Ms. Hartnett

8b-10d Resolved: That the Board approve an amended leave of absence for Kristy Pugielli, First Grade Teacher, Village School, with benefits as follows:

- Effective September 8, 2009 through October 30, 2009 using 38 sick days and January 25, 2010 through January 28, 2010 using 4 personal days (paid – with benefits utilized in conjunction with PFLA)

- Family and Medical Leave (FMLA) from October 31, 2009 through January 24, 2010 (unpaid)
- Paid Family Leave Act (PFLA) from January 25, 2010 through March 5, 2010 (paid by State of New Jersey; subject to State approval)
- New Jersey Family Leave (NJFLA) from January 29, 2010 through April 18, 2010 (unpaid).

MOTION: Mr. Burke SECOND: Mr. Collins VOTE: 7-0
Absent: Dr. Tai and Ms. Hartnett

8b-11 Acceptance of Amendment of Retirement Date

Resolved: That the Board accept the amendment of the retirement date of Gloria Marzario, as lunchroom/playground aide, Indian Hill School, from effective November 1, 2009 to effective December 1, 2009.

MOTION: Mr. Burke SECOND: Mr. Collins VOTE: 7-0
Absent: Dr. Tai and Ms. Hartnett

8b-12 Acceptance of Retirement

WHEREAS: Miss Anne Marie Benson has served the Holmdel Township Public Schools with distinction as a Bus Driver since October 1977; and,

WHEREAS: Miss Benson established an exemplary standard of safety and concern for all Holmdel students in her position as bus driver; and,

WHEREAS: Miss Benson will be sadly missed by students, staff and colleagues; and,

WHEREAS: Miss Benson has submitted a letter announcing her retirement from the Holmdel Township School District, effective December 31, 2009

NOW THEREFORE BE IT RESOLVED:

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

Discussion: Mrs. Vander Woude spoke about Mrs. Benson and how she has been a great employee and will be truly missed.

MOTION: Mrs. Wetmore SECOND: Mr. Collins VOTE: 7-0
Absent: Dr. Tai and Ms. Hartnett

8b-13 Appointment of Day-To-Day Substitute Personnel

8b-13a Resolved: That the Board approve the appointment of the following as a day-to-day substitute lunchroom/playground aide, effective November 19, 2009 through June 30, 2010. [B]

Kristi Yacuzzio

MOTION: Mr. Burke SECOND: Mr. Collins VOTE: 7-0
Absent: Dr. Tai and Ms. Hartnett

8b-13b Resolved: That the Board approve the appointment of the following as a day-to-day substitute clerical, effective November 19, 2009 through June 30, 2010. [B]

Shari Cooperstein

MOTION: Mr. Burke SECOND: Mr. Collins VOTE: 7-0
 Absent: Dr. Tai and Ms. Hartnett

8b-13c Resolved: That the Board approve the appointment of the following as a day-to-day substitute special education monitor, effective November 19, 2009 through June 30, 2010. [B]

Maria Blazer

MOTION: Mr. Burke SECOND: Mr. Collins VOTE: 7-0
 Absent: Dr. Tai and Ms. Hartnett

8b-13d Resolved: That the Board approve the appointment of the following as a day-to-day substitute bus monitor, effective November 19, 2009 through June 30, 2010. [B]

Elaine Snyder

MOTION: Mr. Burke SECOND: Mr. Collins VOTE: 7-0
 Absent: Dr. Tai and Ms. Hartnett

8b-13e Resolved: That the Board approve the appointment of the following as day-to-day substitute teachers, effective November 19, 2009 through June 30, 2010. [B]

John George
 Carol Montella

MOTION: Mr. Burke SECOND: Mr. Collins VOTE: 7-0
 Absent: Dr. Tai and Ms. Hartnett

8c. Student Matters

8c-1 Approval of Student Placements

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

In-District Placements

Meeting Date	Student ID	Services	Classification	Cost
5/21/2009	10300770	Home instruction	ED	\$56.00 *
n/a	12500813	Home instruction	n/a	\$56.00 *
11/12/2009	15800003	Home instruction	ED	\$56.00 *

*with salary for 2009-2010 school year to be dependent upon completion of negotiations with the HTEA

Out-of-District Placements

Meeting Date	Student ID	Services	Classification	Cost
6/10/2009	9900060	OT evaluation	AT	Prorated Salary

MOTION: Mr. Collins SECOND: Mrs. Wetmore VOTE: 7-0
 Absent: Dr. Tai and Ms. Hartnett

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

9a. Acceptance of 2008/2009 Comprehensive Annual Financial/Report (CAFR) and Single Audit

Resolved: That the Board accept the Comprehensive Annual Financial Report (CAFR) and single audit as prepared by Hutchins, Farrell, Meyer & Allison, P.A., for the fiscal year July 1, 2008 through June 30, 2009.

MOTION: Mr. Burke SECOND: Mr. Collins VOTE: 7-0
 Absent: Dr Tai and Ms. Hartnett

9b. Submission of Comprehensive Maintenance Plan and M-1 Form

WHEREAS, the Department of Education requires New Jersey School Districts to submit a three-year Comprehensive Maintenance Plan and M-1 form documenting “required” maintenance activities for each of its public school facilities, and

WHEREAS, the required maintenance activities as listed in the attached documents for the various school facilities of the Holmdel Township School District are consistent with these requirements, and

WHEREAS, all past and planned activities are reasonable to keep school facilities open and safe for use or in their original condition and to keep their system warranties valid,

NOW THEREFORE BE IT RESOLVED, that the Holmdel Township School District hereby authorizes the School Business Administrator to submit the attached Comprehensive Maintenance Plan and M-1 form for the Holmdel Township School District in compliance with Department of Education requirements. Attachment 9-b.

MOTION: Mr. Burke SECOND: Mr. Collins VOTE: 7-0
 Absent: Dr Tai and Ms. Hartnett

9c. Approval of General Liability Insurance Application for the following Parent Groups

Resolved: That the board approve General Liability Insurance applications for the Holmdel Parent Groups in accordance with the terms and conditions of the New Jersey School Board Association Insurance Group Commercial General Liability policy “Additional Persons Insured” coverage extension the Board sanctions the Holmdel Parent Groups as an approved affiliated entity for the 7/01/09-7/01/10 policy term.

Village School PSA	67 McCampbell Road Holmdel, NJ 07733
Indian Hill School PLG	735 Holmdel Road Holmdel, NJ 07733
William R. Satz PSG	24 Crawford’s Corner Road Holmdel, NJ 07733
Holmdel High School PTSO	PO Box 292 Holmdel, NJ 07733

MOTION: Mr. Burke SECOND: Mr. Collins VOTE: 7-0
 Absent: Dr Tai and Ms. Hartnett

9d. Approval of Application for Use of School Facilities - Holmdel Soccer Club

Resolved: That the Board approve Application for Use of School Facilities by Holmdel Soccer Club (pending availability) as follows:

Holmdel Soccer Club 30 Galloping Hill Circle Holmdel, NJ 07733	High School	Various Weeknights	6:00 p.m.- 9:00 p.m.	Roggy Field	3 Hours	\$495.00 per facility use
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If additional field use is requested it will be charged at a cost of \$495.00 per facility use.

Additional fees and overtime costs will be charged in accordance with the Revised Policy/Regulation #1330 and fully reimbursed by the applicant.

MOTION: Mr. Burke SECOND: Mr. Collins VOTE: 7-0
Absent: Dr Tai and Ms. Hartnett

9e. Approval of Emergency Transportation Contract-Route L-4 Michael Loori Bus Co.

Resolved: That the Board approve the following emergency transportation contract Route L-4 with the Michael Loori Bus Co., Middletown, N.J., to Village School effective September 10, 2009 to December 23, 2009 at the rate of \$81.33 per diem.

MOTION: Mr. Burke SECOND: Mr. Collins VOTE: 7-0
Absent: Dr Tai and Ms. Hartnett

9f. Addendums to Transportation Contracts# RBC1 (Loori Bus Co.) and #RBC2 (Helfrich Bus Company)

Resolved: That the Board approve the transportation addendums to transfer (PM only) six (6) nonpublic students (at a cost of \$2.44 X 6 students = \$14.64 per diem X 151 days = \$2,210.64) as follows:

From: Route RBC1, Michael Loori Bus Co., Middletown, NJ
(\$2,210.64)

To: Route RBC2, Helfrich Bus Co, West Keansburg, NJ
\$2,210.64

MOTION: Mr. Burke SECOND: Mr. Collins VOTE: 7-0
Absent: Dr Tai and Ms. Hartnett

9g. Approval of Budget Transfers – 2009/2010

Resolved: That the Board approve the 2009/2010 budget transfers as listed on attachment T-10-08.

MOTION: Mr. Burke SECOND: Mr. Collins VOTE: 7-0
Absent: Dr Tai and Ms. Hartnett

9h. Approval of Bills Payment

Resolved: That the Board approve payment of the November 18, 2009 regular bills list in the amount of \$814,340.01, and as certified and approved.

MOTION: Mr. Burke SECOND: Mrs. Wetmore VOTE: 7-0
Absent: Dr. Tai and Ms. Hartnett

9i. Approval of Bills Payment – Ms. Barbara Garrity, Board Member

Resolved: That the Board approve payment of the November 18, 2009 regular bills list in the amount of \$175.15 to Ms. Barbara Garrity, and as certified and approved.

MOTION: Mr. Collins SECOND: Mrs. Wetmore VOTE: 6-0-1
 Absent: Dr. Tai and Ms. Hartnett
 Abstained: Ms. Garrity

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

Resolved: That the Board approve payment of the November 18, 2009 regular bills list in the amount of \$63.82 to Mrs. Robin Wetmore, and as certified and approved.

MOTION: Mr. Burke SECOND: Mr. Collins VOTE: 6-0-1
 Absent: Dr. Tai and Ms. Hartnett
 Abstained: Mrs. Wetmore

9k. Approval of Bills Payment – Mr. Michael Collins, Board Member

Resolved: That the Board approve payment of the November 18, 2009 regular bills list in the amount of \$65.57 to Mr. Michael Collins, and as certified and approved.

MOTION: Mrs. Wetmore SECOND: Mr. Burke VOTE: 6-0-1
 Absent: Dr. Tai and Ms. Hartnett
 Abstained: Mr. Collins

9l. Approval of Bills Payment – Dr. Jim Shelton, Board Member

Resolved: That the Board approve payment of the November 18, 2009 regular bills list in the amount of \$215.37 to Dr. Jim Shelton, and as certified and approved.

MOTION: Mr. Burke SECOND: Mr. Collins VOTE: 6-0-1
 Absent: Dr. Tai and Ms. Hartnett
 Abstained: Dr. Shelton

10. Old Business

Policies:

1. Evaluation (#4116)

Dr. Shelton asked if any teachers were contacted directly for input. Mrs. Duncan explained the process involving the HTEA.

Note: There were no further questions/comments on this policy.

2. Harassment, Intimidation, Bullying and Hazing (#5145)

Dr. Shelton stated that the changes to the definitions addressed his concerns.

Note: There were no further questions/comments on this policy.

3. Vandalism/Violence (#5131.5)

Note: There were no questions/comments on this policy.

4. Conduct/Discipline (#5131)

Ms. Mandie Peart stated that there were additional adjustments made in the weapons and motor vehicle section from what was sent home on Friday.

Mr. Collins inquired as to the rationale for changing the original policy (which was more specific to the District) to the current version being discussed tonight (which is more a boiler plate/generic draft).

Mrs. Wetmore stated that she feels the current draft policy is too specific.

Mrs. Vander Woude stated that she feels the current draft is not specific enough to the District and it is also sterile and negative. She passed out copies of an example she liked from the South Brunswick School District.

Much discussion ensued among the Board members regarding this policy.

Mr. Barger recommended to modify the current standing Board approved policy to add the language for student driving/parking privileges and any new law/code language so that we are in compliance with QSAC.

11. New Business

Mrs. Duncan gave an overview of the draft 2010/2011 School Calendar and the rationale as to how it was developed. She requested the Board to review the draft and get back to her with any questions/feed back.

Dr. Shelton had questions regarding the grading policies and requested that the Curriculum and Instruction Committee further review this topic.

12. Questions from the Public None

13. Executive Session (if required) N/A

14. Adjournment

By a unanimous voice vote the meeting adjourned at 10:56 p.m.

Respectfully submitted,

Michael R. Petrizzo, CPA
Business Administrator/Board Secretary

HOLMDEL TOWNSHIP BOARD OF
EDUCATION
Holmdel, New Jersey 07733

File Code: 5121

REGULATION

HIGH SCHOOL GRADING

The Holmdel High School grades are reported on a numerical basis for report cards and other student/parent reports.

All transcripts are reported in an Alpha system.

Numeric/Alpha conversions:

A = 100 - 90

B = 89 - 80

C = 79 - 70

D = 69 - 60

F = 59 and below

The integer numeric score is calculated by rounding the raw numeric score to the "nearest integer" with the "round half up" tiebreaking rule regardless of how many decimal points are in the raw score. For example: if the raw report card score has 1 decimal point: 89.6 will round to 90, 89.4 will round to 89, and 89.5 will round to 90. If the raw score has 2 decimal points: 89.51 will round to 90, 89.49 will round to 89, and 89.50 will round to 90.

Percent values for Full year course

MP1	MP2	Mid. Exam	MP3	MP4	Final Exam	Final Grade
22.5	22.5	5.0	22.5	22.5	5.0	100%

Percent values for Semester course

MP1	MP2	Exam	Final Grade
45	45	10	100%

Source: Regular Board Meeting

Date:

Form M-1
2010-2011

Annual Maintenance
Reserve Deposit Worksheet
Per N.J.A.C. 6:24

County Monmouth District contact name Michael R. Petrizzo
 District Name Holmdel District contact phone 732-946-1800 x 18
 District Code 2230 District contact e-mail _____
 Filing Date 10/31/2009

A. School Facility Name	B. School Number	C. Gross Building Area (SF)	D. Building Replacement Value	E. Actual expenditure 08-09	F. 09-10 Certified Budget	G. Annual Target Expenditure
Holmdel High School	20	193,021	\$ 48,761,830	\$ 630,926	\$ 426,572	\$ 97,524
W R Satz School	30	86,537	\$ 19,776,434	\$ 311,201	\$ 244,151	\$ 39,553
Indian Hill School	50	120,733	\$ 26,495,678	\$ 363,144	\$ 325,208	\$ 52,991
Village School	80	122,104	\$ 14,174,317	\$ 386,878	\$ 368,830	\$ 28,349
			\$ -	\$ -	\$ -	\$ -
			\$ -	\$ -	\$ -	\$ -
			\$ -	\$ -	\$ -	\$ -
			\$ -	\$ -	\$ -	\$ -
			\$ -	\$ -	\$ -	\$ -
			\$ -	\$ -	\$ -	\$ -
			\$ -	\$ -	\$ -	\$ -
District Total		522,395	\$ 109,208,259	1,692,149	1,364,761	\$ 218,417
Required deposit in 10-11 budget						\$ 218,417

Prepared by:
District School
Business Administrator

Reviewed by: _____ Date _____
 County Superintendent _____ Date _____
 Reviewed by: _____ Date _____
 NJDOE Office of _____
 School Facilities _____ Date _____

Comprehensive Maintenance Plan
2009-2011

DISTRICT Holmdel Township Schools

DISTRICT

COUNTY: Monmouth
CODE: 25-2230

SCHOOL NAME	SCHOOL CODE	PROJECT DESCRIPTION	08-09 Actual Expenditure	09-10 Certified Budget	10-11 Planned
Village School	1	Salaries (1)	\$257,604	\$176,803	\$176,803
		Maintenance (2)	\$76,431	\$131,715	\$131,715
		Supplies (3)	\$52,842	\$60,313	\$60,313
		Replace Exterior Doors			\$12,000
		Replace Lock Cylinders			\$10,500
		Roof Maintenance			\$18,000
		Gym Floor Refurbish			\$17,000
		Replace Interior Doors			\$6,000
Total Village School			\$386,878	\$368,830	\$432,330

**Comprehensive Maintenance Plan
2009-2011**

DISTRICT Holmdel Township Schools

DISTRICT

COUNTY: Monmouth
CODE 25-2230

SCHOOL NAME	SCHOOL CODE	PROJECT DESCRIPTION	08-09 Actual Expenditure	09-10 Certified Budget	10-11 Planned
Indian Hill School	2	Salaries (1)	\$227,137	\$155,892	\$155,892
		Maintenance (2)	\$90,585	\$116,136	\$116,136
		Supplies (3)	\$45,422	\$53,179	\$53,179
		Replace Exterior doors			\$24,000
		Roof Maintenance			\$12,000
		Upgrade Honeywell Controls			\$26,000
		Replace Interior Doors			\$6,000
		Carpet Removal-Tile Installation			\$27,000
		Gym Floor Refurbish B			\$17,000
Total Indian Hill School			\$ 363,144	\$ 325,208	\$ 437,208

Comprehensive Maintenance Plan
2009-2011

Holmdel Township Schools

DISTRICT

COUNTY: CODE
Monmouth 25-2230

SCHOOL NAME	SCHOOL CODE	PROJECT DESCRIPTION	08-09 Actual Expenditure	09-10 Certified Budget	10-11 Planned
WR Satz School	3	Salaries (1)	\$170,524	\$117,036	\$117,036
		Maintenance (2)	\$96,357	\$87,190	\$87,190
		Supplies (3)	\$44,321	\$39,925	\$39,925
		Gym Floor Refurbish			\$17,000
		Roof Repairs			\$18,000
		Replace Lockers Hallway			\$18,000
		Replace Interior Doors			\$6,000
		Floor Tile Replacement			\$18,000
		Repaint Gym			\$20,000
		Stage Maintenance			\$25,000
		Exhaust Fan Replacement			\$15,000
Total WR Satz School			\$311,202	\$244,151	\$381,151

Comprehensive Maintenance Plan 2009-2011

DISTRICT
Holmdel Township Schools

COUNTY: Monmouth
CODE: 25-2230

SCHOOL NAME	SCHOOL CODE	PROJECT DESCRIPTION	08-09 Actual Expenditure	09-10 Certified Budget	10-11 Planned
Holmdel High School	4	Salaries (1)	\$297,933	\$204,482	\$204,482
		Maintenance (2)	\$275,006	\$152,335	\$152,335
		Supplies (3)	\$57,987	\$69,755	\$69,755
		Replace Exhaust Fans			\$18,000
		Replace Movable Walls with Solid Walls			\$30,000
		Gym Floor Refurbish			\$17,000
		Carpet Replacement			\$15,000
		Fence Replacement			\$15,000
		Stage Maintenance			\$15,000
		Exterior Door Replacement			\$24,000
		Install Security System- Trans			\$6,000
Total Holmdel High School			\$630,927	\$426,572	\$566,572
GRAND TOTAL			\$1,692,149	\$1,364,761	\$1,817,261

- 1 All Salaries (regular and overtime)
- 2 Large Maintenance items not normally stocked, pumps, motors. Contracted services, sewer plant operations
- 3 Filters, Electrical supplies, ceiling tiles, items used on a regular basis



HOLMDEL TOWNSHIP BOARD OF EDUCATION
Holmdel, NJ

TR: T 10-08

TRANSFER REQUEST FORM

ORIGINATED BY: Cheryl DeFonzo for Rich Katz

DATE: 10/29/2009

FROM		TO	
ACCOUNT NUMBER	ACCOUNT DESCRIPTION	ACCOUNT NUMBER	ACCOUNT DESCRIPTION
11-000-222-600-04-04-TV	Computer / TV / Radio	11-190-100-610-01-04-TV	Teaching Supplies / TV / Radio
TOTAL	\$ 150.00	TOTAL	\$ 150.00

REASON FOR TRANSFER: To cover expenses for teleprinter & supplies for TV Prod.

PRINCIPAL/ADMINISTRATOR: [Signature] DATE: 10/29/09

SCHOOL: Holmdel High School

APPROVED BY: _____ DATE: _____

Board
 Interoffice



HOLMDEL TOWNSHIP BOARD OF EDUCATION
Holmdel, NJ

TR: T 10-08

TRANSFER REQUEST FORM

ORIGINATED BY: Rey/W Wood

DATE: 11/10/09

FROM		TO		AMOUNT	ACCOUNT NUMBER	ACCOUNT DESCRIPTION	AMOUNT
ACCOUNT NUMBER	ACCOUNT DESCRIPTION	ACCOUNT NUMBER	ACCOUNT DESCRIPTION	TOTAL	TOTAL		
11-000-261-4200-03-455	Repair Equip.	11-000-223-800-00-0870	Workshop - In house	\$ 1200.00			\$ 1200.00
TOTAL				\$ 1200.00			\$ 1200.00

REASON FOR TRANSFER:

in-house workshop

PRINCIPAL/ADMINISTRATOR: Cass DATE: 11/9/09

SCHOOL:

APPROVED BY: _____ DATE: _____

Board
Interoffice

PM



HOLMDEL TOWNSHIP BOARD OF EDUCATION
Holmdel, NJ

TR: T 10-08

TRANSFER REQUEST FORM

ORIGINATED BY Robert [Signature]

DATE 11/10/09

FROM		TO			
ACCOUNT NUMBER	ACCOUNT DESCRIPTION	AMOUNT	ACCOUNT NUMBER	ACCOUNT DESCRIPTION	AMOUNT
11-190-100-640-00-04-mk	HS Math textbooks	\$1850.00	11-000-213-800-00-104-SC	Chem removal	\$1850.00
TOTAL		\$1850.00	TOTAL		\$1850.00

REASON FOR TRANSFER:

To cover cost for Chemical removal

PRINCIPAL/ADMINISTRATOR: [Signature]

DATE: 11/10/09

SCHOOL: _____

APPROVED BY: _____ DATE: _____

Board
Interoffice



HOLMDEL TOWNSHIP BOARD OF EDUCATION
Holmdel, NJ

TR: 10-08

TRANSFER REQUEST FORM

ORIGINATED BY Robyn Ward

DATE 11/9/09

FROM		TO	
ACCOUNT NUMBER	ACCOUNT DESCRIPTION	ACCOUNT NUMBER	ACCOUNT DESCRIPTION
11-190-100-640-00-03-MA	Textbooks math	11-190-100-610-01-03-SC	Teaching Supply
11-190-100-640-00-03-SC	Textbooks Sci	"	"
11-190-100-610-01-04-SC	Teaching Supply	"	"
TOTAL		TOTAL	
			\$ 5990.69

REASON FOR TRANSFER:

Transfer funds to order much needed Science Textbooks.

PRINCIPAL/ADMINISTRATOR: _____

DATE: 11/9/09

SCHOOL: _____

APPROVED BY: _____

DATE: _____

Board
Interoffice

[Signature]