

REGULAR BUSINESS MEETING OCTOBER 27, 2010

1. Call to Order

The Board of Education, Township of Holmdel, met in Regular Business Meeting on Wednesday, October 27, 2010 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 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, Liu, Pascucci, Vander Woude and Wetmore and Messrs: Collins, Pavlik and Sockol. Absent: Dr. Tai. Also present were Mrs. Barbara Duncan, Superintendent, Mr. Michael R. Petrizzo, CPA, Business Administrator/Board Secretary, Ms. Mary Beth Currie, Assistant Superintendent for Curriculum and Instruction and Mr. Martin Barger, Board Attorney. Ms. Niriksha Kannan (arrived at 8:19 p.m.) and Mr. Alexander Ching student representatives to the Board were present.

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) Summer Academic Enrichment Program – H. Dangler

5a. Approval of Minutes

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

Closed Executive Session – October 13, 2010

MOTION: Mr. Sockol SECOND: Mr. Collins VOTE: 8-0
Absent: Dr. Tai

5a. Approval of Minutes

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

Regular Business Meeting – October 13, 2010

MOTION: Mr. Sockol SECOND: Mr. Collins VOTE: 8-0
Absent: Dr. Tai

6a. Questions from the Public (Agenda Items)

Dr. Shelton inquired if the draft Code of Conduct Policy was posted on the website; he was not able to find it. He also stated the Board should continue to encourage community input during Board meetings.

Ms. Hilliard, Holmdel Alliance Coordinator, read a letter supporting the current Code of Conduct Policy and the reasons why it is important. Attachment 6a.

6b. Committee Reports(s)

Negotiations Committee Mrs. Wetmore

Mrs. Wetmore reported that earlier this evening the negotiating teams signed a Memorandum of Agreement (MOA). She also stated this MOA is subject to development of salary guides and ratification by both parties.

Curriculum & Instruction Committee Mrs. Pascucci

7. Committee of the Whole7a. Adoption of Amended Policy 5131, Code of Conduct Policy, First Reading

Resolved: That the Board adopt the following policy, and hereby designate this as the first public reading, as per attachment #1:

File Code 5131	Policy	Code of Conduct
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Discussion: Mrs. Vander Woude stated the amendment to Section D is a step in the right direction, she believes there are still additional sections of the policy that should still be reviewed/revised.

Mr. Sockol stated he still has issues with all the legal references in this policy which may add confusion to the readers.

Mr. Barger stated that he feels the legal references should be in the policy to cover the District and ensure compliance with State Law.

Mrs. Pascucci stated she agreed with Mr. Barger and feels legal references should remain. She also wanted to confirm that the entire policy will be reviewed.

Mr. Collins confirmed that this entire policy along with all policies will be reviewed with Strauss Esmay during the policy review process.

MOTION: Mr. Collins SECOND: Mr. Sockol VOTE: 8-0
Absent: Dr. Tai

Mr. Collins voted yes after making the following statement: "While I believe that this action does not close the door on potential litigation stemming from the Ramapo decision by the Commissioner of Education, I see this policy change as a step in the right direction and an important change for the District. As such, I support the measure despite reservation."

7b. Approval for Adoption of Curriculum Guides

Resolved: That the Board of Education adopts the following curriculum guides [B]:

AP American Government and Politics
Health, Grade 7
Introduction to Culinary Arts, Grade 8
Science, Grade 8

MOTION: Mr. Collins SECOND: Mrs. Wetmore VOTE: 8-0
Absent: Dr. Tai

7c. Acceptance of Donation

Resolved: That the Board accept with gratitude, a non-monetary donation of a HP Photosmart 7660 printer valued at \$100.00, from the Chiarello family, to be used at the W.R. Satz School. [D]

Discussion: Mr. Sockol inquired if there is a process the District utilizes to communicate District needs to the community members. Mr. Petrizzo explained that as a result of the budget process a needs list is developed which is used by administration to communicate to the district-wide parent support groups.

MOTION: Mrs. Wetmore SECOND: Mr. Sockol VOTE: 8-0
Absent: Dr. Tai

7d. Approval of Student Trips

Resolved: That the Board approve 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
10/26/10	High School	Clark, A.	Self Contained Class	Hazlet, NJ	10:30 a.m. - 1:15 p.m.	5	1 teacher 4 chaperones	\$250.00
11/17/10	High School	Connelly, M.	Acting	NY, NY	8:15 a.m. - 7:00 p.m.	45	2 teachers 3 parents	No cost to Board
12/06/10	W.R. Satz	Howard, A.	7 th Grade	Liberty State Park, NJ	7:30 a.m.- 3:30 p.m.	290	20 teachers	No cost to Board

MOTION: Mr. Collins SECOND: Mrs. Wetmore VOTE: 8-0
Absent: Dr. Tai

7e. 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
12/03/10	Adelung, Erin	Village School	Holocaust Conference	Lincroft, NJ	\$45.00
12/08/10	Alston, Susan	Administrator - High School	Writing Workshop & Common Core Standards	Edison, NJ	\$0.00
11/04/10	Angelos, James	Village School	ESP Career Development	Atlantic City, NJ	\$0.00
11/17/10, 01/05/11, 03/02/11, 05/04/11	Anthony, Barbara	Village School	Marlboro Inter-district Meetings	Marlboro, NJ	\$0.00
10/28/10	Barth, Melissa	W.R. Satz School	Improving Social Skills for Students w/Asperger Syndrome	Eatontown, NJ	\$0.00
12/03/10	Bennett, Karen	Village School	Holocaust Educators Conference	Lincroft, NJ	\$45.00
11/12/10	Bruce, James	W.R. Satz School	Suicide Prevention Workshop	Freehold, NJ	\$0.00
12/14/10	Bruce, James	W.R. Satz School	Bullying: Practical Prevention Strategies that Work	Monroe Township, NJ	\$147.00
12/07/10	Bruce, James	W.R. Satz School	Character Education Training for Middle/High School Educators	New Brunswick, NJ	\$0.00
12/03/10	Buzzanga, Heidi	Village School	NJ Association of School Librarians	Long Branch, NJ	\$85.00
11/01/10	Cancellieri, Doreen	Village School	Visit "Catch" Program at Brookdale Community College	Lincroft, NJ	\$0.00
11/10/10	Cohen, Elliot	High School	21st Century Life and Careers: Personal Financial Literacy	Jackson, NJ	\$0.00
12/01/10	Colannino, Amanda	Village School	Introduction to I & RS	TBD	\$0.00
11/12/10	Currie, Mary Beth	Administrator - Central Ofc.	NJSBA 2010 Fall Train the Trainer Affirmative Action Workshop	New Providence, NJ	\$45.11
10/29/10	Currie, Mary Beth	Administrator - Central Ofc.	NJAFPA Staff Development Council	Eatontown, NJ	\$0.00
11/10/10	Davidson, Michelle	High School	21st Century Life and Careers: Personal Financial Literacy	Jackson, NJ	\$0.00
11/19/10	Dempsey, Carol	Village School	Project Learning Tree Environmental Experiences for Early Childhood	Clayton, NJ	\$0.00
04/28/11	Dempsey, Carol	Village School	Winner Closer Look at the Year's 100 Best Books for Children	Edison, NJ	\$179.00
TBD November	Gattini, Anthony	Director of Technology	Site Visit to Remote Access/Thin Client Consultant PBG Inc.	Belmar, NJ	\$32.66
11/12/10	Gill, Meryl	Administrator - High School	Alliance Workshop	Asbury Park, NJ	\$0.00
02/11/11	Gill, Meryl	Administrator - High School	NJAPSA Conference Successfully Bringing Students Back to District	Long Branch, NJ	*\$149.00
05/19/11	Gish, Stephanie	Indian Hill School	Engaging Your Students Through Differentiated Instruction	Eatontown, NJ	\$0.00

Date	Name	Location	Workshop	City/State	Cost/ Mileage
11/05/10	Graham, Bryan	Maintenance	Career Development/Gang Awareness	Atlantic City, NJ	\$0.00
02/17/11	Hoffman, Dana	High School	NJAHPERD - EDA Convention	Long Branch, NJ	\$135.00
12/02/10	Kotzas, Genevieve	Indian Hill School	3rd Annual Special Education/Mathematics Workshop	Monroe, NJ	*\$150.00
12/08/10	Ledford, Dionne	Administrator - Village School	Writing Workshop & Common Core Standards	Edison, NJ	\$0.00
TBD November	Lelivelt, Steve	Network Engineer	Site Visit to Remote Access/Thin Client Consultant PBG Inc.	Belmar, NJ	\$40.19
11/17/10, 01/05/11, 03/02/11, 05/04/11	Longo, Marjorie	Village School	Marlboro Inter-district Meetings	Marlboro, NJ	\$0.00
12/14/10	Magnotti, Melissa	W.R. Satz School	Bullying: Practical Prevention Strategies that Work	Monroe Township, NJ	\$147.00
12/07/10	Magnotti, Melissa	W.R. Satz School	Character Education Training for Middle/High School Educators	New Brunswick, NJ	\$0.00
12/09/10	Magnotti, Melissa	W.R. Satz School	Teasing & Bullying!	New Brunswick, NJ	\$0.00
12/01/10	Moran Kudisch, Cathleen	High School	Preventing and Responding to Adolescent Suicide, Focusing on "Contagion"	Somerset, NJ	\$95.00
12/03/10	Swensen, Eric	Administrator - High School	Homeless State Law and Code	Neptune, NJ	\$0.00
11/19/10	Swensen, Eric	Administrator - High School	Educational Supports for Homeless Services	Lacey, NJ	\$0.00
03/11/11	Swensen, Eric	Administrator - High School	Homeless Service Requirements	Lacey, NJ	\$0.00
11/20/10 & 11/21/10	Swift, Clare	Village School	Alert Program How Does Your Engine Run	New Brunswick, NJ	*\$325.00
12/16/10	Tosk, Cheryl	W.R. Satz/ Indian Hill	Therapeutic Interventions with Families of children with Special Needs	West Long Branch, NJ	*\$98.00
11/04/10 & 11/05/10	White, Wayne	Groundsman	To Create A Safe Environment Challenges Faced by Bus Drivers	Atlantic City, NJ	\$0.00
02/17/11	Wladich, Diane	High School	NJAHPERD - EDA Convention	Long Branch, NJ	\$135.00

*Paid with Title II Funds or ARRA Grant & IDEA Grant

MOTION: Mr. Collins SECOND: Mrs. Wetmore VOTE: 8-0
Absent: Dr. Tai

8a. Report of the Superintendent

Highlights since our last board meeting:

I am pleased to announce that on October 27, 2010, the Negotiations Committees representing the Board of Education and the HTEA signed a Memorandum of Agreement concerning a new collective bargaining agreement for unit employees which will run through the 2012/13 school year. The specifics of the memorandum will be reviewed by each party's membership and it is hopeful that both sides will ratify the terms of the memorandum as soon as possible

Village School - Thank you to the PSA for arranging 2 wonderful activities for our children. The first was a week-long celebration for Red Ribbon Week. The students were involved in many activities centered around healthy living and caring for others. We are very proud of the way our children responded to learning these important lessons. The parents also helped review bus safety rules with the students. They had a number of volunteers who went onto the buses at dismissal to talk to the students about ways to keep everyone safe on the way to and from school. Village school was fortunate to have the local police department come in to meet with our Kindergarten and 2nd graders about Halloween safety. They heard firsthand how important it is to be safe while having fun.

Indian Hill – The Science Lab was turned into a mini-planetarium two days last week to accommodate all nine 5th grade classes. Mr. Tom Woods, 5th grade teacher gave the following description of the lab:

Starlab is a mini-planetarium that holds about 30 people and can fit into most classrooms. Each year, every fifth grade homeroom goes into the Starlab and views the presentation. Students were shown how to find the Orion constellation by looking for bright stars in and around Orion. Students were also told stories about Greek and Native American mythology and were shown constellations matching the mythological characters. To end the program, students learned about the life cycles of stars, their distance from Earth, and new methods currently used by astronomers to find planets outside of our solar system

An assembly program featuring author, Todd Strausser, and sponsored by the PLG, and was held on Monday, October 18th. It was a thoroughly enjoyable experience.

Indian Hill PLG – Back to School Nights as well as picture days went very smoothly.

Indian Hill School is very excited about our recent Box Tops for Education competition. There was a competition among all of the classes to bring in box tops and the class who brought in the most won a pizza party. The students collected over 10,000 box tops! This will bring in over \$1,000 for the school. They will have another contest in the spring.

The craft/vendor fair is coming up next month and, to date, there is over 40 vendors. This is Indian Hills first craft fair!

The 4th, 5th grade 6th grade hang outs went well. The PLG hosted a fabulous author assembly this week, which the children really embraced.

We are all looking forward to Halloween and the 4th graders marching on the October 29th. Indian Hill and the PLG have been very busy this month.

W. R. Satz School – Congratulations to the students that represented the WR Satz School in the “Brother Christian Jones Mathematics Contest” at Christian Brothers Academy on Saturday, October 16, 2010. The team placed 4th in the public schools division. Further congratulations to one of our students for earning the highest team award and an individual trophy for placing fifth overall in the competition. Thirty-Eight schools participated in the contest. Come see the team trophy in the library. The Academic Competition Advisor is Marian Amitrani

The Thanksgiving Food Drive has begun. It will run until 11/11/10. All collected items are donated to the Mercy Center. The Social studies teachers are collecting specific items:

- a. Ms. Burns powdered milk
- b. Mr. Bell canned green beans, corn or peas, coffee
- c. Mr. Ebinger cranberry sauce, turkey gravy, sugar packets
- d. Mrs. Howard stuffing, mashed potatoes, tea
- e. Mr. Schultheis sugar packets, tea, coffee

The Satz School Builder’s Club is sponsoring a fundraiser, “Trick or Treat for Unicef”. Bagels are sold for \$2 in the morning. Proceeds from this fundraiser will benefit children in Uruguay who do not have access to clean water, enough food or education.

High School News –Holmdel High School students had a team at the Juvenile Diabetes Research Foundation (JDRF) Walk and raised \$3,637 this year. This is the highest amount raised in Holmdel's history for this Foundation. The newly appointed captains did a phenomenal job leading the fundraising efforts. They would sincerely like to thank their family and friends for all of their support for this very important cause.

The Booster Club and Football Parents organization are spearheading an effort to donate 1 or 2 - 27'x54' trailers to be used at Roggy field as a field house facility to house athletes at half-time. It can also be used as a shelter from bad weather. They found these trailers through Pop Warner. The cost is approximately \$4000.00 each installed.

HHS Guidance Reports - 2010 AP Scholars results:

27 Scholars (students who receive 3 or higher on three or more AP Exams):

26 Scholars with Honor (students who receive an avg. score of at least 3.25 on all exams AND scores of 3 or higher on four or more)

50 Scholars with Distinction (avg. score of 3.5 or higher AND score of 3 or higher on five or more exams)

10 National Scholars (avg. score of 4 or higher AND scores of 4 or more on eight or more exams)

The Parent Portal is up and running and they have had no issues re: its usage. The parent portal has already enabled us to forego a large Interim Progress Report mailing that would have been sent out last week, resulting in significant savings on postage.

Holmdel Foundation for Educational Excellence - unveiled the World Language Lab at the Ribbon Cutting Dedication on October 12. It was a packed house in room 145 as over 75 supporters came out to witness this historic occasion! The teachers had their first round of training in the lab and started bringing their classes in to experience the lab. The HFEE is excited to focus their 2010-2011 fundraising efforts toward bringing Outdoor Classroom Amenities to enhance the Village School Rain Gardens. Their first fundraiser of the year was a success; a great time was had by all who attended A D’Vine Affair on October 6. “The Annual Giving Letter” will be mailed out to all Holmdel community members by the end of October. The HFEE unveiled an ongoing online fundraiser (www.hfee.org). The Scrip Gift Card Fundraiser is now underway! As a participating member of the Scrip Program, the HFEE receives a percentage of every purchase. This is a fun and easy way for anyone to shop while supporting the Foundation. Gift cards can be purchased by check or credit card. The list of Participating Retailers is quite extensive allowing for many different gift cards that can be purchased at face value and just in time for the holidays!

District Goals:

Indian Hill - has launched a brand new reading initiative in Mrs. Atkinson's Achieve (Basic Skills) Program! It is their goal for the Achieve Reading students to cumulatively read 1,000 books by the end of the school year. With nearly 50 students in Mrs. Atkinson's classes, that means each child must read approximately 20 (or more) books by June.

Indian Hill had their first assembly program on Friday, October 15th, presented by Prevention First. The theme was on Bullying and it was an excellent and well received presentation.

W.R. Satz School will be having two assemblies for the students on **character education**: one is being sponsored by the Satz PSG, and the other was coordinated by the Satz School administration and will feature speakers from the Prosecutor's Office. Both assemblies will address the issue of bullying (in particular cyber-bullying) and harassment.

Columbia Teachers College Reading/Writing Project Training: Next session at Indian Hill – will be October 25

Village School will be starting their program on November 9 with the second session on November 16

The Superintendent reported on the following current student enrollment - 3,211

Village School.....	836	Wm. R. Satz School.....	557
Indian Hill School.....	767	High School.....	1,051

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

Both student representatives reported out on student matters.

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

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

8b. Personnel

8b-1. Appointment of Temporary Leave Replacement, Special Education Teacher, W.R. Satz School

Resolved: That the Board approve the appointment of Christopher Porges to the position of Temporary Leave Replacement, Special Education Teacher, W.R. Satz School, effective October 29, 2010 through March 23, 2011, step 1 BA, currently at a salary of \$47,455.00 (prorated), pending criminal history review, with salary for 2010-2011 school year to be dependent upon completion of negotiations with the HTEA. [K. Burns -leave] - [B]

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

8b-2. Appointment of Part-Time Lunchroom/Playground Aide, Village School

Resolved: That the Board approve the appointment of Toni Ann Rocco to the position of part-time lunchroom/playground aide, Village School, Monday through Friday from 11:00 a.m. through 1:00 p.m., effective October 28, 2010 through June 30, 2011, at an hourly rate of \$14.68, step 1, with salary for 2010-2011 school year to be dependent upon completion of negotiations with the HTEA. [G. Haroldson-resign] - [B]

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

8b-3. Appointment of Part Time Special Education Monitor, Indian Hill School

Resolved: That the Board approve the appointment of Karen Gilbertson to the position of Part Time Special Education Monitor, Indian Hill School, effective November 8, 2010 through June 30, 2011, Monday through Friday, 1.75 hours per day, at a rate of \$25.51 per hour, with salary for 2010-2011 school year, to be dependent upon completion of negotiations with the HTEA. [New] [B]

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

8b-4. Appointment of Schedule B Position, Boys Track Assistant Coach/Spring, Holmdel High School

Resolved: That the Board approve the appointment of Dana Hoffman to the Schedule B position of Boys Track Assistant Coach, Spring Season, Holmdel High School, for the 2010-2011 school year, currently at a stipend of \$5,017.00, with stipend for 2010-2011 school year, to be dependent upon completion of negotiations with the HTEA. [B]

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

8b-5. Appointment of Homebound Instructor

Resolved: That the Board approve Mary Schwartz, as a Homebound Instructor retroactive to October 14, 2010 for the 2010-2011 school year, at a rate of \$56.00 per hour, with salary for 2010-2011 school year, to be dependent upon completion of negotiations with the HTEA. [B]

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

8b-6. Approval to Amend Appointment of Temporary Leave Replacement Elementary Teacher, Village School

Resolved: That the Board amend the appointment dates for Marcia Vaccarino as Temporary Leave Replacement Elementary Teacher, Grade 3, Village School, as follows:
[B - E. Damji - Leave]

From: Effective September 20, 2010 through February 1, 2011
To: Effective September 13, 2010 through February 1, 2011

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

8b-7. Approval to Amend Assignment, Indian Hill School

Resolved: That the Board amend the assignment for Vivian Rath as Special Education Teacher and Instructional Aide, Indian Hill School, retroactive to September 1, 2010 through June 30, 2011, as follows:

From: (.4) Special Education Teacher, In-Class Support, Indian Hill School and
(.6) Instructional Aide, Indian Hill School

To: (.3) Special Education Teacher, In-Class Support, Indian Hill School and
(.7) Instructional Aide, Indian Hill School

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

8b-8. Approval of Leave of Absence, W.R. Satz School

Resolved: That the Board approve a leave of absence for Lisa Imbro, English Teacher, W.R. Satz School, with benefits as follows:

- Effective November 29, 2010 through January 7, 2011 using 24 sick days and February 21, 2011 through February 24, 2011 using 4 personal days (utilized in conjunction with PFLA)
- New Jersey Family Leave Act (NJFLA) effective January 8, 2011 through April 5, 2011 (unpaid).
- Paid Family Leave Act (PFLA) effective February 21, 2011 through April 3, 2011 (paid by State of New Jersey; subject to State approval)
- Family and Medical Leave (FMLA) April 6, 2011 through May 31, 2011 (unpaid)

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

8b-9. Acceptance of Retirement, Lunchroom/Playground Aide, Indian Hill School

WHEREAS: Mrs. Doris Maiers has served the Holmdel Township Public Schools with distinction as a lunchroom/playground aide, Indian Hill School since October 16, 1984; and,

WHEREAS: Mrs. Doris Maiers has earned the respect of her colleagues and community residents; and

WHEREAS: Mrs. Doris Maiers will be sadly missed by staff and colleagues; and,

WHEREAS: Mrs. Doris Maiers has submitted a letter announcing her retirement from the Holmdel Township School District, effective November 1, 2010;

NOW THEREFORE BE IT RESOLVED:

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

MOTION: Mr. Sockol SECOND: Mr. Collins VOTE: 8-0
Absent: Dr. Tai

8b-10. Approval of Resignation, Schedule B Assistant Wrestling Coach, Holmdel High School

Resolved: That the Board approve the resignation of Steve Stein as Schedule B Assistant Wrestling Coach, Holmdel High School, effective immediately.

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

8b-11. Approval of Volunteer, Holmdel High School Wrestling Team

Resolved: That the Board approve Steve Stein as a volunteer for the Holmdel High School Wrestling Team, for the 2010-2011 winter season.

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

8b-12. Approval of Extra Hours, Occupational Therapist

Resolved: That the Board approve extra hours for Clare Swift, Occupational Therapist, Village School/Indian Hill School, to provide services to special education students for an additional 6.5 hours per week, at a prorated salary, retroactive to October 22, 2010 through January 2, 2011. [Leave – Occupational Therapist Consultant] – [B]

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

8b-13. Approval of Transfer, Custodian

Resolved: That the Board approve the transfer of Thomas Paul, as custodian, retroactive to October 1, 2010 through June 30, 2011, as follows:

From: Custodian Split Shift, W.R. Satz School
To: Custodian Day Shift, Village School

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

8b-14. Approval of Transfer, Custodian

Resolved: That the Board approve the transfer of Patrick Thomas, as custodian, retroactive to October 1, 2010 through June 30, 2011, as follows:

From: Custodian Night Shift, W.R. Satz School
To: Custodian Saturday/Split Shift, Village School

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

8b-15. Approval of Transfer, Custodian

Resolved: That the Board approve the transfer of Richard Ratcliffe, as custodian, retroactive to October 1, 2010 through June 30, 2011, as follows:

From: Custodian, Night Shift, Village School
To: Custodian, Night Shift, W.R. Satz School

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

8b-16. Approval of Transfer, Custodian

Resolved: That the Board approve the transfer of Steven Rogers, as custodian, retroactive to October 1, 2010 through June 30, 2011, as follows:

From: Custodian, Split Shift, Village School
To: Custodian, Saturday/Split Shift, W.R. Satz School

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

8b-17. Approval of Transfer, Custodian

Resolved: That the Board approve the transfer of Steven Taylor, as head custodian, retroactive to October 1, 2010 through June 30, 2011, as follows:

From: Head Custodian, Day Shift, Village School
To: Head Custodian, Night Shift, Village School

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

8b-18. Appointment of Day-to-Day Substitute Personnel

Resolved: That the Board approve the appointment of the following as a day-to-day substitute teacher, effective October 28, 2010 through June 30, 2011. [B]

Trevor Satterfield

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

8c. Student Matters8c-1. Approval of Student Placements

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

Department of Special Services
In-District Placements

Meeting Date	Student ID	Services	Classification	Cost
N/A	9961200110	Home instruction	N/A	*\$56.00 per hour
5/13/10	9968848632	Home instruction	ED	*\$56.00 per hour

*Pending HTEA negotiations

MOTION: Mrs. Wetmore SECOND: Mr. Collins VOTE: 8-0
Absent: Dr. Tai

8c-2. Approval of Change to the Tuition Contract Agreement between Matawan Board of Education and the Holmdel Township Board of Education

Whereas: At the September 15, 2010 public meeting, the Board approved a student to attend Holmdel High School grade 10, at a tuition rate of \$16,328.00 for the 2010/2011 school year. This contract was inclusive of all related services. Transportation will be paid by the Matawan Township Board of Education.

Whereas: There is a need to change the duration of the contract.

Resolved: That the Board approve a tuition student to attend Holmdel High School grade 10, at a tuition rate of \$1,905.00 effective September 7, 2010 through October 6, 2010 (21 days). This contract was inclusive of all related services. Transportation was paid by the Matawan Township Board of Education.

MOTION: Mrs. Wetmore SECOND: Mr. Collins VOTE: 8-0
Absent: Dr. Tai

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

9a. Approval of Monthly Certification, August 31, 2010

Resolved That pursuant to N.J.A.C.6A:23-2.11(e), we certify that as of August 31, 2010 after review of the Secretary's Monthly Financial Report (appropriations section) and, upon consultation with the appropriate district officials, that, to the best of our knowledge, no major account or fund has been over expended in violation of N.J.A.C.6A:23-2.11 (b); that no line item account has encumbrance and expenditures, which in total exceed the line item appropriation in violation of N.J.A.C.6A:23.11 (1), and that sufficient funds are available to meet the district's financial obligations for the remainder of the fiscal year.

MOTION: Mrs. Wetmore SECOND: Mr. Sockol VOTE: 8-0
Absent: Dr. Tai

9b. Approval of Business Administrator/Board Secretary's Financial Report, August 31, 2010

Resolved: That the Financial Report of the Business Administrator/Board Secretary for the month ending August 31, 2010, is hereby approved and the Business Administrator/Board Secretary is instructed to file same.

MOTION: Mrs. Wetmore SECOND: Mr. Sockol VOTE: 8-0
Absent: Dr. Tai

9c. Approval of Treasurer's Financial Report, August 31, 2010

Resolved: That the Financial Report of the Treasurer of School Funds for the month ending August 31, 2010, is hereby approved and the Business Administrator/Board Secretary is instructed to file same. The report is in agreement with the report of the Business Administrator/Board Secretary.

MOTION: Mrs. Wetmore SECOND: Mr. Sockol VOTE: 8-0
Absent: Dr. Tai

9d. Approval of Budget Transfers, 2010/2011

Resolved: That the Board approve the 2010/2011 budget transfers as listed on attachment T-11-07.

MOTION: Mrs. Wetmore SECOND: Mr. Sockol VOTE: 8-0
Absent: Dr. Tai

9e. Approval of Bills Payment

Resolved: That the Board approve payment of the October 27, 2010 regular bills list in the amount of \$722,642.57, and as certified and approved.

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

10. Old Business

Mrs. Pascucci spoke regarding Ms. Jones' Math/Science Presentation at the last meeting, she wanted to ensure that in the event our students do not do well on the mid-year exam that the District had a plan to address the students' needs.

Mr. Sockol agreed with Mrs. Pascucci and was specifically concerned with potential gaps in the curriculum being taught as it relates to the mid-year exam.

Mrs. Vander Woude responded to Mr. Sockol's comment and clarified that Ms. Jones presented this information to the Curriculum & Instruction Committee and confirmed that the curriculum is being taught to relate to the mid-year exam.

The Board agreed that this matter will be addressed by the Curriculum & Instruction Committee.

11. New Business

Ms. Garrity requested that the Board be ready to discuss the Bylaws at the December Board Meeting.

12. Questions from the Public

Dr. Shelton requested if a copy of the proposed Bylaws will be put on the website for the community to review.

13. Executive Session (if required) None14. Adjournment

By a unanimous voice vote the meeting adjourned at 9:07 p.m.

Respectfully submitted,

Michael R. Petrizzo, CPA
Business Administrator/Board Secretary

POLICY

CODE OF CONDUCT

The Holmdel Township Board of Education strives to ensure that the physical and mental health, safety and welfare of pupils in its schools will be protected, and an orderly environment conducive to learning, be maintained. Pupils shall conduct themselves in keeping with their level of maturity and act with due regard for the educational purposes underlying all school activities, for school property, and for the rights and welfare of other pupils. Any disruption to the educational environment necessitates that pupils will be subject to the consequences of their misbehavior in accordance with the established code of conduct.

Parents and guardians shall be expected to guide and direct their children toward standards of good conduct in the total school environment, as well as to cooperate with school officials in preventive and corrective disciplinary measures for their children.

STUDENT BILL OF RIGHTS AND RESPONSIBILITIES

The Holmdel Township Schools believe in the right of each child to receive a free and appropriate education. All students in this state between the ages of six (6) and the school year through which he or she becomes sixteen (16) are required by law to regularly attend school, either in the public schools, non-public schools that are approved for equivalency of instruction by the appropriate school authorities, or in the home in accordance with statute. The right to a free public school education extends to all students without a disability or without a suspected disability founded solely under §504 of the Rehabilitation Act of 1973 Title II of the Americans with Disabilities Act, until the end of the school year in which the student reaches the age of nineteen (19), and those students with a disability or suspected disability founded solely under §504 of the Rehabilitation Act of 1973 Title II of the Americans with Disabilities Act until the end of the school year in which the student reaches the age of twenty-one (21). However, this right is not unconditional. As long as due process of law requirements are met, a student may be removed from the classroom, suspended temporarily or suspended permanently from school.

RIGHTS OF STUDENTS

Education in a free society demands that students be aware of their rights and learn to exercise them responsibly. To this end, students have a right:

- to be respected as a unique individual;
- to be provided with an education that is intellectually challenging and relevant to demands of the 21st century;
- to learn in an environment free from interruption, harassment, discrimination, intimidation and fear;
- to participate in district activities on an equal basis regardless of race, color, creed, national origin, religion, gender, disability or sexual orientation.

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- to be informed of all school rules;
- be guided by a discipline policy which is fairly and consistently implemented.
- *to be provided the due process procedures for pupils and their families as set forth in N.J.A.C. 6A:16-7.2 through 7.6.*

In addition, students in this District are afforded the following rights:

1. **Student Expression** – Students shall be allowed the opportunity for the free expression of ideas consistent with rights established by the federal and state constitutions. However, a student’s freedom is subject to limitation in that the constitutional protections will not extend to libelous, slanderous, vulgar, lewd, indecent or obscene words or images or to words or images which by their very use incite others to damage property or physically injure persons. Furthermore, speech which materially and substantially disrupts the work and discipline of the school may be subject to limitation.
2. **Symbolic Expression** – Students, in light of constitutionally protected free speech rights, may wear political buttons, arm bands or badges of symbolic expression so long as the same conform to the limits set forth herein under a school newspaper and a dress code.
3. **Student Activities** – All pupils shall enjoy equal access to the extent of their capabilities for participation in the various extra-curricular and co-curricular activities sponsored by the School District. The privilege of participating in such activities shall be conditioned upon appropriate conduct as established by the student code of conduct and any rules promulgated specifically for participation in extra and/or co-curricular activities.
2. **Student Government** – Students are encouraged to participate in the various student governmental bodies which have been or may be established in our schools. It shall be the duty of the student governmental body to establish reasonable standards for qualification of candidates to serve in offices of the government. Elections for student government shall be conducted in accordance with the principles of our democracy and elected student representatives shall work with the faculty, administration and student body in identifying cooperatively those areas of appropriate student responsibility. All student governmental bodies shall have a faculty advisor and shall be organized pursuant to a specific written constitution which the students shall participate in formulating.
5. **Student Clubs and Other Student Organizations** – The District encourages students to participate in curriculum related extra-curricular activity clubs and/or organizations. To the extent that the District authorizes meetings of non-curriculum related clubs or organizations, the same shall be subject to the constitution of the student government and shall be conducted in accordance with any applicable federal or state law, as well as Board of Education policy or regulations.
6. **Privacy Rights [Search and Seizure]** - Students in attendance in our public schools are protected against illegal or unreasonable personal searches or seizures of their property by both the federal and state constitutions. Lockers and desks assigned to students may be subject to inspection at any time by school officials since such places are not the property of the student, but rather are owned by the School District and shared with the student.

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7. **Pregnant Students** - During pregnancy and the period of pregnancy related disability which follows childbirth, a student shall be entitled to home instruction, upon request. Pregnant students who desire to attend their regularly scheduled classes prior to the time of childbirth may do so to the extent that their physician approves of such attendance.
8. **Student Grievances and Complaints** - If a student or his or her parents have a grievance or a complaint about a school-related matter, a school employee or other school official, s/he shall first approach the teacher or administrator who is most closely related to the problem in an effort to resolve the matter. If resolution is not achieved at this step, s/he must submit the grievance or complaint in writing, to the Principal of the school who shall respond within ten (10) school days with a written answer or proposed resolution. Grievances or complaints may be appealed in writing to the Superintendent of Schools if the Principal's answer or proposed resolution is not deemed satisfactory by the student/parent. The Superintendent of Schools shall respond to all grievances and complaints within a reasonable period of time following receipt of the written appeal document.

RESPONSIBILITIES OF STUDENTS

Students attend school so that they may develop to their fullest potential. With this in mind, each student is expected:

- to accept responsibility for his/her actions;
- to respect the rights of others, including his/her right to secure an education in an environment that is orderly and disciplined;
- to attend school on a regular and punctual basis;
- to complete class assignments and other school responsibilities by established deadlines;
- to show evidence of appropriate progress toward meeting course and/or diploma requirements;
- to respect school property, e.g. lockers, and help to keep it free from damage;
- to obey school regulations and rules made by school authorities and by the student governing body;
- to recognize that teachers assume the role of an acting, caring parent in matters of behavior and discipline when at school, as well as during any school-sponsored activities;
- to contribute toward establishing and maintaining an atmosphere that generates mutual respect and dignity for all;
- to become familiar with this code and seek interpretation of parts not understood from parents, teachers and school administrators;
- to discourage by appropriate comment, or lack of approval/participation inappropriate behavior or threats of inappropriate behavior of other students and report the incidents to the administration.

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THE ROLE OF PARENTS

A cooperative relationship between home and school is essential to each student's successful development and achievement. To achieve this mutually supportive and productive relationship, parents are urged:

- to show an enthusiastic and supportive attitude toward school and education;
- to build a good working relationship between themselves and their child;
- to teach their child self-respect, respect for the law, respect for others and for public property;
- to insist on prompt and regular attendance;
- to listen to the views and observations of all parties concerned;
- to recognize that teachers merit the same consideration and respect that parents expect from their child;
- to encourage their child to take pride in his/her appearance;
- to insist that their child promptly bring home all communications from school;
- to cooperate with the school in jointly resolving any school related problem;
- to set realistic standards of behavior for their child and resolve to remain firm and consistent;
- to help their child learn to deal effectively with negative peer pressure;
- to provide a place conducive for study and completion of homework assignments;
- to demonstrate desirable standards of behavior through personal example;
- to foster a feeling of pride in their child for their school;
- to provide support and positive reinforcement to their child.

Parents should be aware that they are responsible for any financial obligations incurred by their child in school. This includes lost books, damage to property, etc.

THE ROLE OF SCHOOL PERSONNEL

School personnel play an important role in the education of students. In view of this responsibility, school personnel must:

- promote a climate of mutual respect and dignity which will strengthen each student's positive self-image;
- teach the common courtesies by precept and example;
- treat students in an ethical and responsible manner;
- help students to reach their maximum potential;

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- demonstrate desirable standards of behavior through personal example;
- report violations of the Code of Conduct to the Building Administrator;
- immediately report and refer violent students to the Principal.

THE ROLE OF TEACHERS AND EDUCATION SUPPORT STAFF

Every professional educator knows that she/he is responsible for the social, emotional and academic development of future generations. In view of this responsibility, the professional must in the classroom and larger school environment:

- promote a climate of mutual respect and dignity which will strengthen each student's positive self-image;
- plan and conduct a product of instruction that will make learning challenging and stimulating;
- recognize that some disciplinary problems are caused by a student's personal and academic frustrations;
- utilize classroom routines which contribute to the total instructional program and to the student's development of civic responsibility;
- seek to develop close interactive relationships with parents for the educational benefit of the student;
- distinguish between minor student misconduct best handled by the teacher and major problems requiring the assistance of the administrator;
- teach the common courtesies by precept and example;
- handle individual infractions privately and avoid punishing the group for the misbehavior of one or two;
- help students cope with negative peer pressure;
- identify changing student behavior patterns and notify appropriate personnel;
- enable students to discuss their problems with them;
- send communications home promptly;
- report to the Principal any student who jeopardizes his/her own safety, the safety of others or of the teacher, or who seriously interferes with the instructional program of the classroom;
- treat students in an ethical and responsible manner;
- help students to reach their maximum potential;
- serve as a surrogate parent in matters of behavior and discipline in accordance with New Jersey State School Law;
- explain and interpret the discipline code to students;
- enforce the code in all areas of the school
- demonstrate desirable standards of behavior through personal example;

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- know the support services available to students and refer students who are in need of such services;
- comply with state educational law regarding corporal punishment and mandated reporting of suspected child abuse;
- in the event of removal from class, inform the student and the Principal of the reason for the removal;
- immediately report and refer violent students and those who threaten violence to the Principal or Superintendent of Schools.

THE ROLE OF BUILDING ADMINISTRATORS

As the educational leaders of the school, our building administrators set the learning and disciplinary climate for the school, not only for students, but for staff as well. Therefore, they must:

- seek to develop a sound and healthful atmosphere of mutual respect;
- evaluate the program of instruction in their school to achieve a meaningful educational program;
- help their staff self-evaluate their procedures and attitudes in relation to the interaction within their classrooms;
- develop procedures and programs which reduce the likelihood of student misconduct;
- provide the opportunity for students and staff to approach the Principal directly for redress of grievances;
- work with students and staff to formulate school regulations;
- assist staff members to resolve problems which may occur;
- work closely with parents to establish a wholesome productive, cooperative relationship between home and school;
- utilize all appropriate support staff and community agencies to help parents and students identify problems and seek solutions;
- establish and maintain necessary building security;
- assume responsibility for the dissemination, explanation and enforcement of the Code of Conduct and Responsibilities and ensure that all discipline cases referred are resolved promptly;
- insure that students are provided with fair, reasonable, and consistent discipline;
- comply with pertinent state laws governing hearings, suspensions, and student rights;
- develop behavior guidelines and appeals procedures specific to each assigned school in harmony with this Code of Student Conduct and Responsibilities;
- demonstrate desirable standards of behavior through personal example.

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THE ROLE OF DISTRICT ADMINISTRATORS

As the educational leaders of the school system, the Superintendent of Schools and central administrators must:

- reinforce and extend the indicated responsibilities of the Principals and make them applicable to the school system for grades K-12;
- recommend to the Board of Education appropriate policy, regulations and budgetary considerations to achieve optimum conditions for positive learning;
- develop and implement an effective Code of Conduct supportable by students, parents, staff and community;
- demonstrate desirable standards of behavior through personal example;
- provide each teacher with a copy of the Code of Conduct.

THE ROLE OF THE BOARD OF EDUCATION

As the elected officials in charge of our schools, the Board of Education:

- adopts the policies governing the District, including this code of conduct;
- ensures that the code of conduct contains clear behavioral expectations and disciplinary consequences for students, staff and visitors;
- ensures that the code of conduct is clearly communicated to students, parents, staff and the school community;
- ensures that the code of conduct is implemented and enforced in a consistent, reasonable, fair and equitable manner;
- annually reviews the code of conduct and updates it as necessary

CONDUCT OF VISITORS

In an effort to maintain a safe and healthy educational environment, all visitors to the District must sign-in at the Main Office of the building visited. Visitors are expected to comport themselves in a manner that does not disrupt the academic process and in accordance with the law, this Code of Conduct and other district policies.

REPORTING CODE VIOLATIONS

1. To School District Personnel

Students, teachers and other District personnel are encouraged to report any violation of the Code of Conduct to a Building Administrator.

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Teachers and other District personnel shall immediately report violent students to the Building Principal or Superintendent of Schools.

2. To Local Law Enforcement Agencies

The District will report any acts of violence against persons that constitute a crime and any other violations of the Code of Conduct which constitute a crime to the appropriate local law enforcement agency when the actor is over the age of sixteen (16). When necessary, the District will file a complaint in criminal court against the actor.

3. To Human Services Agencies

The District will report any violations of the Code of Conduct which constitute a crime when the student is under the age of sixteen (16) to the appropriate human services agencies.

STUDENT SUSPENSION PROCESS

A student may be suspended from school when it is determined that the student:

- Is insubordinate or disorderly, or exhibits conduct which endangers the safety or morals of himself/herself or of other students.

In addition to the statutory grounds for suspension from school for conduct or health condition, students shall also be subject to suspension based upon a violation of the specific disciplinary infractions listed in Section I (Infractions with Penalty Reference). Students who are suspended are entitled to have a reasonable amount of time to make up work missed during the period of suspension. No student shall be subject to academic consequences for behavioral matters.

A. Pre-suspension Process

Prior to being suspended from school, the student shall be confronted by a school official empowered to suspend, at which time the evidence upon which the decision to suspend is based shall be stated to the student and the student shall be given the opportunity to explain his/her version of the facts. The student shall also be afforded the right to present other persons to the suspending authority in support of his/her version of the facts. If the student's presence in the school poses a continuing danger to persons or property or an ongoing threat of disruption to the academic process, such confrontation shall occur following suspension, as soon thereafter as is reasonably practicable. In all cases, there shall be no suspension until after the informal conference, unless waived.

B. Short Term Suspension Process

Prior to a proposed suspension from school for between one (1) and ten (10) days by a building administrator, the students and his/her parent shall be notified, in writing, and by telephone, if possible, within twenty-four (24) hours of the decision to propose suspension. Such written notice shall

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include a description of the incident(s) resulting in the suspension and shall inform the parent of their right to request an immediate informal conference with the administrator at which the student and/or his/her parent may present the student's version of the event and ask questions of complaining witnesses. Upon such request, an informal conference with the administrator and other parties involved shall be convened as soon as possible, [at which time the evidence, including the witness(es) relied upon by the Principal in making the suspension determination, may be questioned by the parent or guardian.] The right to an informal conference with the administrator shall also extend to a student if eighteen (18) years of age or older. The notice and informal conference shall be in the dominant language or mode of communication used by the parent. If the student's presence in the school poses a continuing danger to persons or property or an ongoing threat of disruption to the academic process, the notice and opportunity for an informal conference shall take place as soon after the suspension as is reasonably practicable.

C. The Long-term Suspension Process: Suspension for More than Ten Days

Any suspension from school in excess of ten (10) school days shall be considered a long-term suspension.

Notice of Hearing and Hearing

When a student is subject to a long-term suspension, a hearing shall be conducted by the Building Principal. The notice of suspension for a student under eighteen (18) years of age will be mailed or delivered to the parent who will have adequate time to prepare for the hearing. The notice will set forth the nature of the infraction and the related facts so as to permit a proper defense. Further the notice will advise the parent or the student over age eighteen (18) of the right to be represented by an attorney or lay counsel, to confront witnesses, to present witnesses and testify in his/her own behalf.

Alternative Instruction

Students who are suspended from school are entitled to home instruction or instruction in an alternate setting.

Appeals Process

The determination of the Building Principal is subject to appeal in accordance with New Jersey Statute and New Jersey Administrative Code.

D. Off-Campus Misconduct

A student may be subject to discipline for conduct which is committed off of school premises or at non-school sponsored activities. School authorities have the right to impose a consequence on a pupil for conduct away from school grounds, including on a school bus or at a school-sponsored function pursuant to N.J.A.C. 6A:16-7.6. This authority shall be exercised only when it is reasonably necessary for the pupil's physical or emotional safety, security, and well-being or for reasons relating to the safety, security, and well-being of other pupils, staff, or school grounds,

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pursuant to N.J.S.A. 18A:25-2 and 18A:37-2. This authority shall be exercised only when the conduct which is the subject of the proposed consequence materially and substantially interferes with the requirements of appropriate discipline in the operation of the school. Consequences shall be handled in accordance with Policy and Regulation 5131, pursuant to N.J.A.C. 6A:16-7.1, and as appropriate, in accordance with N.J.A.C. 6A:16-7.2, 6A:16-7.3, or 6A:16-7.5.

E. Dress and Grooming

Students are expected to dress and groom themselves in an appropriate manner. Student must be dressed in appropriate clothing and protective equipment as required for physical education classes, participation in athletics, science laboratories and home and careers skills classes.

The following are considered to be inappropriate dress, grooming and appearance and are prohibited in school or at school functions:

- any dress or appearance which constitutes a threat or danger to the health and safety of students (e.g., heavy jewelry or jewelry with spikes which can injure the student or others);
- any dress or appearance which is vulgar, lewd, obscene or indecent or profane or which exposes to sight the private parts of the body (e.g., t-shirts with a phallic symbol and messages consisting of sexual metaphors; see-through garments, extremely plunging necklines or waistlines);
- any dress or appearance which encourages or advocates the use of illegal drugs, alcohol and/or tobacco;
- any dress or appearance which advocates or encourages other illegal or violent activities;
- any dress or appearance which advocates discrimination or denigrates others based upon race, color, creed, religion, national origin, gender, sexual orientation or disability;
- the wearing of hats in the classroom as they are a sign of disrespect (unless worn for religious or medical reasons);
- any dress or appearance which constitutes a disruption to the educational process.

F. Computer and Internet Use

The following prohibited use of District-owned computer drives, network facilities and Internet links may give rise to disciplinary action against users of such equipment and/or facilities:

1. E-mail originating from the school premises or received at the school premises that a student user creates that:
 - is lewd, vulgar, obscene, indecent or inappropriate for student recipients of certain ages;
 - conveys an imminent threat of violence, including sexual violence, to a specific individual or individuals;
 - constitutes a state and/or federal crime;
 - is the cause of or a substantial contributing factor to a substantial interference with the orderly functioning of the school(s);

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- attributes the text of e-mail to school officials or that the text is school endorsed, unless there is such official endorsement or consent from school officials;
- 2. Internet use that circumvents access restrictions placed upon the District's computer systems by the Board of Education or its administrative designee(s).
- 3. Computer and/or Internet use that is not school related or is unauthorized.
- 4. Permitting the use of a student's computer access code by any other person. The permitting student assumes responsibility for occurrences in violation of this code of conduct that occurs under his/her access code.

G. Suspension from Transportation Service

Students may be suspended from transportation services for an infraction or infractions listed herein upon the conducting of an informal hearing by a Building Administrator, at which time the student's parent/guardian or other representative shall be allowed to confront the witnesses relied upon by the District in determining the appropriateness of such suspension of service.

H. Suspension from Extra-Curricular and Co-Curricular Activities, and School Functions

A student may be suspended from participating in extra-curricular or co-curricular activities (including a sports team) for an infraction of any of the provisions herein, for violating a code of conduct issued to participants in the activity by the activity supervisor or for fighting at games. Upon the request of the student's parent/guardian, the administrator shall allow the parent/guardian or other representative of the student the right to appear before him/her informally, to discuss the conduct which led to suspension from the activity.

If a student is suspended from school, she/he shall not be permitted to participate in any extra-curricular or co-curricular activities, as well as any other school events or activities which take place on the days of suspension (including intervening weekends).

SUSPENSION OF STUDENTS WITH DISABILITIES

SECTION 504/TITLE II ADA DISABILITY

Before discipline may be meted out for a student with a disability or suspected disability founded solely under §504 of the Rehabilitation Act of 1973 Title II of the Americans with Disabilities Act (hereinafter the ADA), the Intervention and Referral Services Committee (hereinafter the IRSC) must make a determination of whether the conduct underlying the charge(s) was a manifestation of the disability.

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1. If a nexus is found between the disability and the conduct underlying the charges, the proceeding must be discontinued and the matter placed under the jurisdiction of the IRSC for any further consideration. The IRSC must register a referral and bring about an evaluation of a student with a suspected disability or, if the student is already eligible under §504, it must consider possible program modification and disposition on a non-disciplinary basis.
2. If no nexus is found, yet a disability is indicated or has been identified, discipline may be imposed. Students whose sole disabilities are founded under §504 and for whom no nexus is found shall be disciplined in the same manner as their non-disabled peers.

Any penalty imposed may not be based on past behavior for which a nexus determination was not made.

The School District must continue to provide a free appropriate public education to students who have been suspended from school as required by the regulations implementing §504 until the end of the school year in which the student reaches the age of twenty-one (21).

IDEA DISABILITY

Before discipline may be meted out for a student classified or deemed to be known as having a disability under the Individuals with Disabilities Education Act (hereinafter IDEA) [a student with an educational disability], the Child Study Team must make a determination of whether the conduct underlying the charges was a manifestation of the disability:

1. If a nexus is found between the disability and the conduct, the disciplinary proceeding must be discontinued (except for weapons, drugs and dangerous behavior) and the matter placed under the jurisdiction of the CST for any further consideration. The CST must register a referral and bring about an evaluation in the case of a student who may be deemed to be known as having a disability or, if the student is already classified under IDEA, it must consider possible program modification and disposition on a non-disciplinary basis.
2. If no nexus is found, yet nonetheless a disability is indicated or has been identified, discipline may be imposed. The relevant disciplinary procedures applicable to children without disabilities may be applied in the same manner in which they would be applied to children without disabilities, as long as the child continues to receive a free appropriate public education during any such term of suspension.

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3. Where no nexus is found and no suspected disability is determined to exist, the matter shall be remanded to the building principal for a determination of penalty.

Any penalty imposed may not be based on past behavior for which a nexus determination was not made.

The School District must continue to provide a free appropriate public education to students who have been suspended from school.

Dangerous Students

To continue the suspension of a student classified or deemed to be known as having an educational disability under IDEA for more than ten (10) school days.

Declassified Students

In accordance with law, the CST must conduct a manifestation determination in the case of a student with an educational disability who has been declassified if the disciplinary matter involves behavioral problems.

I. Disciplinary Measures

The following shall constitute appropriate disciplinary measures authorized by this Student Code of Conduct:

1. Warnings (oral or written).
2. Detention or Lunch detention.
3. In-school suspension.
4. Confiscation
5. Suspension of driving privileges
6. Suspension of computer privileges
7. Suspension from school for up to ten (10) school days.
8. Suspension from school in excess of ten (10) days.
9. Suspension from school for at least one (1) year for possession of a weapon pursuant to the Gun-Free Schools Act of 1994 or, in the case of a student with a disability whose possession of a weapon is determined not to be related to his/her disability, placement in an interim alternative educational setting for a period of up to forty-five (45) days.
10. Placement in an interim alternative educational setting for a period of up to forty-five (45) days, in the case of a student with a disability whose known possession or use of illegal drugs, or sale or solicitation of the sale of a controlled substance at a school or a school function is determined not to be related to his/her disability.
11. Permanent suspension (Expulsion).

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J. Infractions with Penalty References

1. Disturbances which disrupt instruction. (1, 2, 3, 7)
2. Repeatedly disruptive and/or substantially interferes with the teacher's authority in class, giving rise to removal on four or more occasions per semester (7, 8)
3. Abusive language and/or indecent gestures directed at staff, students or visitors on school grounds or at school functions (1, 2, 3, 7)
4. Carelessness in failing to follow school rules and staff directions. (1, 2)
5. Dress or grooming which is inappropriate as described in this code (1, 2)
6. Possession or dissemination of obscene materials (1, 2, 3, 7)
7. Smoking or other tobacco use on campus or at school functions (1, 2, 7)
8. Cheating in any academic, extra-curricular or co-curricular activity. (1, 2, 3, 7, 8)
9. Abusive and/or indecent language and/or gestures directed at school employees or students on school grounds or at school functions, which provoke a fight (2, 3, 7)
10. Willful failure to obey the reasonable directives of school staff (insubordination), including directives not to engage in conduct otherwise referenced as an infraction in this code and for failing to notify a parent of assignment to detention (1, 2, 3, 7, 8)
11. Fighting between students where no dangerous instruments are involved and no person is injured in the altercation (2, 3, 7)
12. Fighting between students where harm is caused to one or more of the combatants (3, 7, 8, 11)
13. A fight involving the use or threatened use of a dangerous or deadly weapon (7, 8, 9, 11)
14. Any violent act against a teacher or other staff member, as described in this code (8, 11)

CODE OF CONDUCT

File Code: 5131

15. Any violent act against another student or person in the schools or at a school function, as described in this code (8, 11)
16. Possession of dangerous or deadly weapons on school property (9, 11)
17. Possession of illegal drugs, dangerous drugs, counterfeit drugs or alcohol, or a substance which the individual believes or represents to be such drugs or alcohol, at school or at school functions (7, 8, 10, 11)
18. Use of illegal drugs, dangerous drugs, counterfeit drugs or alcohol, or a substance which the individual believes or represents to be such drugs or alcohol, at school or while attending school functions (7, 8, 10, 11)
19. Sale or other distribution of illegal drugs, alcohol or counterfeit drugs, or a substance which the individual believes or represents to be such drugs or alcohol, at school or while at school functions (8, 10, 11)
20. Possession of fireworks on school property or at school functions (7, 8)
21. Use of fireworks while on school property or at school functions (7, 8, 9, 11)
22. Commission of conduct which, constitutes a crime while on school property or at a school function (7, 8, 11)
23. Gambling (3, 7)
24. Hazing (7, 8)
25. Lewd behavior (3, 7, 8)
26. Extortion (7, 8, 11)
27. Plagiarism (3, 7)

CODE OF CONDUCT

File Code: 5131

28. Arson (7, 8, 11)
29. Intentional destruction of school property (3, 7, 8, 11)
30. Theft of school property (7, 8, 11)
31. Mental or physical condition which endangers the health, safety and/or welfare of the student or others (3, 7, 8, 11)
32. Use or possession of beepers, cellular phones, lighters, light or laser pointers, use of text phones and/or picture phones to engage in cheating or violation of the privacy rights of others. (2, 3, 4)
33. Violation of computer use policy (1, 2, 3, 6, 7, 8)
34. Class, study hall, homeroom, teacher detention, administrative detention cuts. (2, 3)
35. Eating or drinking outside of lunch periods or where prohibited (1, 2)
36. Driving recklessly, speeding, failing to follow school crossing guard's directives on school grounds (3, 5, 7)
37. Activation of a false alarm, bomb threat or other disaster alarm (7, 8, 9, 10)
38. Forgery or fraud (3, 7, 8)
39. Harassment (sexual, racial, etc.) (2, 3, 7, 8, 9, 10)
40. Intimidation or coercion (3, 7, 8, 10)
41. Leaving campus without authorization (3, 7, 5)
42. Parking in unauthorized areas (1, 2, 3, 5)
43. Public displays of affection beyond hand holding (1, 2, 3)

CODE OF CONDUCT

File Code: 5131

- 44. Tardiness to class/school (1, 2, Lunch detention)
- 45. Unauthorized absence from school (1, 2, 3)
- 46. Theft of personal property (2, 3, 7, 8)
- 47. Trespassing while suspended from school (7, 8)
- 48. Driver's license violations arising from off campus conduct (5)
- 49. Hall Roaming (2, 3)
- 50. Unauthorized location (1, 2, 3)
- 51. Cafeteria behavior/throwing food (1, 2, 3, lunch detention)
- 52. Misuse of Cell Phones and Other Electronic Devices (2, 3, 4)

THE REPEATING OF AN INFRACTION MAY LEAD TO THE IMPOSITION OF THE NEXT MEASURE OF DISCIPLINE.

CHRONIC REPEATING OF INFRACTIONS MAY LEAD TO LONG-TERM SUSPENSION OR PERMANENT SUSPENSION (EXPULSION).

Source: Regular Public Meeting

Date: July 21, 2004

Revised: January 13, 2010

Revised:



HOLMDEL TOWNSHIP BOARD OF EDUCATION
HOLMDEL, NJ

TRANSFER REQUEST FORM

Originated by: Michael R. Petrizzo, CPA

Date: 8/31/2010

T-11-07

FROM			TO	
ACCOUNT NUMBER	AMOUNT		ACCOUNT NUMBER	AMOUNT
1 OTHER RESERVED FUNDS	148,297.00		11-000-261-420-02-01	148,297.00
2 OTHER RESERVED FUNDS	14,830.00	163,127.00	11-000-230-339-03	14,830.00
3 11-000-270-615-01	9,850.00		11-000-270-390-01	9,850.00

\$ 172,977.00

\$ 172,977.00

TECHNICAL ADJUSTMENT TO BUDGET TO ACCOUNT FOR THE FOLLOWING:

- 1 MAINTENANCE RESERVE FOR REPAIRS TO VILLAGE SCHOOL BRICKFACE PROJECT
- 2 MAINTENANCE RESERVE FOR ARCHITECT FEES RELATED TO REPAIRS TO VILLAGE SCHOOL BRICKFACE PROJECT
- 3 ADDITIONAL EXPENSES IN LINE ITEM FOR PUPIL TRANSPORTATION EFFICIENCY STUDY



HOLMDEL TOWNSHIP BOARD OF EDUCATION
Holmdel, NJ

TR: 7-11-07

TRANSFER REQUEST FORM

ORIGINATED BY William Balicki

DATE 10-7-10

FROM		TO			
ACCOUNT NUMBER	ACCOUNT DESCRIPTION	AMOUNT	ACCOUNT NUMBER	ACCOUNT DESCRIPTION	AMOUNT
11-000-262-300	Prof Tech	500.00	11-000-223-300-00	WORKSHOPS IN-HOUSE DW	500.00
02-000-00					
TOTAL		500.00	TOTAL		500.00

REASON FOR TRANSFER:

PEOSHIA PTK Class

PRINCIPAL/ADMINISTRATOR:

William K. Ball

DATE:

SCHOOL:

APPROVED BY:

DATE:

Board
Interoffice

OCT 15 2010



HOLMDEL TOWNSHIP BOARD OF EDUCATION
Holmdel, NJ

TR: 7-11-07

TRANSFER REQUEST FORM

ORIGINATED BY Robyn Wood

DATE 10/14/10

FROM		TO	
ACCOUNT NUMBER	ACCOUNT DESCRIPTION	ACCOUNT NUMBER	ACCOUNT DESCRIPTION
11-000-2161-420-03-24.50	Repair Equip.	11-190-100-410-03-04	US Federal Supplies
TOTAL		TOTAL	

REASON FOR TRANSFER: High School paper supplies

PRINCIPAL/ADMINISTRATOR: [Signature] DATE: 10/14/2010

SCHOOL: High School

APPROVED BY: _____ DATE: _____

Board
Interoffice

