

## REGULAR BUSINESS MEETING – SEPTEMBER 21, 2011

### 1. Call to Order

The Board of Education, Township of Holmdel, met in Regular Business Meeting on Wednesday, September 21, 2011 in the library of the W.R. Satz School, 24 Crawfords Corner Road, Holmdel New Jersey. The meeting was called to order at 8:00 p.m., by Ms. Garrity, President of the Board.

### 2a. Opening Statement

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

- Posting written notice prominently on the bulletin board in the Office of the Board of Education, 4 Crawfords Corner Road, Holmdel, New Jersey, the District's website and sent to the four district schools.
- The mailing and/or hand delivery of said notice to the designated newspapers, Asbury Park Press, Independent, the PLG, PSG, PSA, PTSO, SAB presidents and student representatives to the Board.
- Filing with the Clerk of Holmdel Township, Police Headquarters and Public Library.

### 2b. Open Public Meetings Act

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

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

### 3a. Roll Call/Flag Salute

The following Board members were present: Mesdames: Garrity, Wetmore, Liu, Pascucci, and Vander Woude and Messrs: DeSario, Pavlik, Sockol and 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 & Instruction and Mr. Martin Barger, Board Attorney. Also present were Mr. Alexander Ching and Ms. Isha Purang student representatives 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 – Code of Ethics – Strauss-Esmay, Philip Nicaastro, Esq.

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5. Approval of Minutes - None

6a. Questions from the Public (Agenda Items)

- Mr. Graw, Pop Warner President, inquired about item 7j. (Adoption of Regulation 1330 – First and Final Reading) and asked why Holmdel Pop Warner was not identified as a regular user group. Mr. Petrizzo explained that the Board agreed to approve the Special Request criteria in Regulation 1330 and charge Holmdel Pop Warner the same fee as the Holmdel Football Association for this season. Mr. Petrizzo also explained that during the 2011/2012 school year, the Board intends to review Policy/Regulation to determine criteria for approving regular user group status.
- Mr. Graw also requested that when the Board is going through the review process that they consider assessing penalties/fees for groups that overbook usage.

6b. Committee Reports(s)

Curriculum & Instruction – Dr. Tai  
 Special Services – Mrs. Pascucci  
 Community Relations – Mrs. Liu  
 Budget & Finance – Mr. Sockol

7. Committee of the Whole

7a. Approval of Student Trip

Resolved: That the Board approve the 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.

Date of Trip	School	Teacher/ Advisor	Class/Club/ Group	Destination City/State	Time	Total Students	Total Chaperones	Total Cost
10/6/11 10/7/11	High School	Cole, J. & Blustein, L.	AP Environmental Science	Sandy Hook & Deal Beach, NJ	8:00 a.m. - 1:45 p.m.	38	2 Teachers	\$400.00
10/09/11	High School	Lazar, A.	Key Club	Jackson, NJ	7:30 a.m. – 3:00 p.m.	30	2 Teachers	No cost to Board
09/26/11	High School	Lewis, J.	Shore Math League	Marlboro, NJ	2:45 p.m. – 5:00 p.m.	12	1 Teacher	No cost to Board
10/17/11	High School	Lewis, J.	Shore Math League	Middletown, NJ	2:45 p.m. – 5:00 p.m.	12	1 Teacher	No cost to Board
10/24/11	High School	Schroeter, M. & Cole, J.	Marine Science	Shark River Estuary	8:00 a.m. – 1:45 p.m.	33	2 Teachers	No cost to Board
10/25/11	High School	Schroeter, M. & Cole, J.	Marine Science	Shark River Estuary	8:00 a.m. – 1:45 p.m.	33	2 Teachers	No cost to Board

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

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7b. Approval of Out-of-District Travel – Board Member, Ms. Barbara Garrity

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]

Date	Name	Location	Workshop	City/State	Cost
10/06/11	Garrity, B.	Board Member	Monmouth county CSBA Meeting	Neptune, NJ	\$5.70

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

7c. 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/Meeting	City/State	Cost
10/18/11	Alston, S.	Administrator High School	ESL Supervisor Training NJDOE	Edison, NJ	\$0.00
10/27/11, 02/02/12, 05/17/12	Alston, S.	Administrator K-12	NJ Council For Social Studies, NJSS Supervisor Association. NJPSA	Monroe, NJ	\$80.00
10/12/11	Bals, K.	Administrator High School	Tech Conference for School Leaders (NJPSA)	Monroe, NJ	\$0.00
10/12/11	Barth, M.	W. R. Satz School	New Jersey Science Teachers Convention	Somerset, NJ	\$125.00
10/13/11, 10/14/11, 11/17/11, 11/18/11, 12/12/11, 4/16/12	Bellis, M.	Indian Hill School	Sheltered Instruction Training	Union, NJ	\$0.00
09/30/11	Bruce, J.	W. R. Satz School	2011/12 Harassment, Intimidation & Bullying Prevention training	Toms River, NJ	*\$75.00
10/21/11	Burke, D.	Indian Hill School	The NJ Commission for the Blind and Visually Impaired NJ-CBVI Annual Teachers Conference	West Windsor, NJ	\$0.00
11/18/11	Campanelli, D.	W. R. Satz School	Writing Defensible IEP	Long Branch, NJ	*\$195.00
11/18/11	Colannino, A.	Village School	Writing Defensible IEP	Long Branch, NJ	*\$195.00
11/17/11, 11/18/11	Constantarakos, V.	Village School	American Speech Language & Hearing Conf.	San Diego, CA	\$0.00
11/18/11	Coticelli, D.	Village School	Writing Defensible IEP	Long Branch, NJ	*\$195.00
10/18/11, 10/21/11, 10/18/11, 10/19/11	Currie, M. B. Loughran, W. Peart, M., Gill, M.	Administrators	Fierce Conversations Workshop & Train the Trainer	New York, NY	*\$6000.00 Team Total

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<b>Date</b>	<b>Name</b>	<b>Location</b>	<b>Workshop/Meeting</b>	<b>City/State</b>	<b>Cost</b>
10/12/11	Flynn, J.	W. R. Satz School	New Jersey Science Teachers Convention	Somerset, NJ	\$125.00
11/18/11	Gallimore, M. B.	Village School	Writing Defensible IEP	Long Branch, NJ	*\$195.00
11/18/11	Gill, M.	Administrator K-12	Writing Defensible IEP	Long Branch, NJ	*\$149.00
10/11/11	Hoheb, E.	High School	2011 NJ Science Convention	Somerset, NJ	\$142.03
11/18/11	Hughes, D.	Indian Hill School	Writing Defensible IEP	Long Branch, NJ	*\$195.00
10/12/11, 11/16/11, 01/11/12, 02/08/12, 03/14/12, 04/04/12, 05/09/12	Jaume, E.	Central Office	Power School User Group	Rahway, NJ	\$85.93
10/20/11	Kohlbecker, M.	High School	Coping with Defiant/Disruptive Students	Eatontown, NJ	\$0.00
12/08/11	Kohlbecker, M.	High School	Teaching Reading in the Content Areas Science and Social Studies	Eatontown, NJ	\$0.00
05/09/12	Kohlbecker, M.	High School	Putting Brian Research to Work	Eatontown, NJ	\$0.00
05/24/12	Kohlbecker, M.	High School	Supporting Struggling Middle School Readers	Eatontown, NJ	\$0.00
09/30/11	Magnotti, M.	W. R. Satz School	2011/12 Harassment, Intimidation & Bullying Prevention Training	Toms River, NJ	*\$75.00
11/18/11	Marzigliano, C.	Indian Hill School	Writing Defensible IEP	Long Branch, NJ	*\$149.00
09/21/11	McCracken, J.	High School	Dept. of Education Holocaust Commission Meeting	Trenton, NJ	\$0.00
10/11/11	Mester, T. A.	High School	2011 NJ Science Convention	Somerset, NJ	\$125.00
10/06/11	Papazoglou, S.	Village School	Best Practices for Including Students with Asperger Disorder	Eatontown, NJ	\$0.00
10/06/11	Pasquale, M.	Village School	Best Practices for Including Students with Asperger Disorder	Eatontown, NJ	\$0.00
10/13/11, 10/14/11, 11/17/11, 11/18/11, 12/12/11, 04/16/12	Peters, J.	High School	SIOP Training	Union, NJ	\$108.72
10/06/11	Rogers, J.	W. R. Satz School	Best Practices for Including Students with Asperger Disorder	Eatontown, NJ	\$0.00
10/11/11	Sass, J.	W. R. Satz School	New Jersey Science Teachers Convention	Somerset, NJ	\$143.28
10/14/11	Seman, A.	Village School	Developmental Phonological Disorders	Union, NJ	*\$150.00

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Date	Name	Location	Workshop/Meeting	City/State	Cost
10/20/11	Semenza, G.	High School	NJSIAA Golf Coaches Clinic	West Windsor, NJ	\$90.85
10/14/11	Tosk, C.	W. R. Satz School	Child Development Ages 6-12	Piscataway, NJ	*\$100.00
10/20/11	Tosk, C.	W. R. Satz School	Strategies for Teachers of Students with Visual Impairment	Mercer County, NJ	\$0.00
10/31/11	Tosk, C.	W. R. Satz School	Legal & Ethical Issues in Developmental Disability	New Brunswick, NJ	*\$100.00
11/18/11	Tosk, C.	W. R. Satz School	Writing Defensible IEP	Long Branch, NJ	*\$195.00
11/18/11	Vento, D.	Village School	Writing Defensible IEP	Long Branch, NJ	*\$195.00

\*Paid with Title II Funds or ARRA, IDEA Grants

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

7d. Approval of Prime-Time Budget – 2011/2012 School Year

Resolved: That the Board approve the Prime-Time Budget for the 2011/2012 school year, as on file in the Office of the Business Administrator/Board Secretary. [The Prime-Time Program is self-funded through tuition revenue.]

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

7e. Approval of Holmdel Township Administrators’ Association (HTAA) Collective Bargaining Agreement

**BE IT RESOLVED:** That the Holmdel Township Board of Education hereby approves the terms set forth in collective bargaining agreement between the Board and the Holmdel Township Administrators Association for the contract term of July 1, 2011 through June 30, 2014.

**BE IT FURTHER RESOLVED:** That the Board hereby authorizes the Board President and Secretary to execute the collective bargaining agreement on behalf of the full Board of Education.

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

7f. Approval of Textbooks/Supplemental Resource Books and Materials

Resolved That the Board of Education approve the following Textbooks/Supplemental Resources Books and Materials [B]:

Title: World History: Ancient Civilizations Through the Renaissance  
 Publisher: Holt McDougal  
 Course: Social Studies, Gr. 6  
 Cost: \$65.25 per book (270 books needed)

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

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7g. Adoption of Curriculum Guides

Resolved That the Board of Education adopts the following Curriculum Guides [B]:

Algebra 1	Language Arts Literacy: Reading Gr. 5
Algebra 1A	Language Arts Literacy: Reading Gr. 6
Algebra 1B	Language Arts Literacy: Writing Gr. 5
AP Biology	Language Arts Literacy: Writing Gr. 6
AP Statistics	Mathematics, Gr. K
Business and Personal Law	Mathematics, Gr. 1
College Biology/LAB – Dual Enrollment	Mathematics, Gr. 2
Forensic Science	Physics
Honors Algebra 2	Social Studies, Gr. 2
Honors Spanish 4	Social Studies, Gr. 5
Language Arts Literacy: Reading Gr. 2	Social Studies, Gr. 6
Language Arts Literacy: Reading Gr. 3	Technology, Gr. 7
Language Arts Literacy: Reading Gr. 4	Technology, Gr. 8

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

7h. Acceptance of Donation

Resolved: That the Board accept with gratitude, a non-monetary donation of \$10,953.42 to fund the purchase of 3 PUP954-WL6-6’ Personalized Central Park Bench, Blue at a value of \$3,697.80 and 4 Digital Sound Field Systems for classroom use at a value of \$7,255.62, from the Holmdel High School Parent/Teacher/Student Organization, to be used at Holmdel High School. [D]

MOTION: Dr. Tai SECOND: Mr. Sockol VOTE: 9-0

7i. Acceptance of Donation

Resolved: That the Board accept with gratitude, a non-monetary donation of \$24,507.84 to fund the items listed below, from the Parent School Association, Village School. [D]

Readers’ Workshop Supplies	\$8,457.12
Student Durables	\$4,968.60
Smart Board	\$2,600.00
Laminating Machine and Supplies	\$2,169.62
FM System	\$4,911.56
Entrance Mat for Kindergarten Doorway	\$1,400.94
<b>Total</b>	<b>\$24,507.84</b>

MOTION: Dr. Tai SECOND: Mr. Sockol VOTE: 9-0

7j. Adoption of Regulation 1330 – First and Final Reading

Resolved: That the Board adopt Regulation 1330 Use of School Facilities, and hereby designate this as the first and final public reading, as per attachment #7j.

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

8a. Report of the Superintendent

**REPORT OF THE SHELTER** – Thank you to all the district employees who served as school ambassadors for the FEMA shelter which was a great success. Special thanks to Jody Karcher and her staff, Gail Sturt, Ken Hughes, Steve Stein, and Bill Wiberg.

All of the back to school nights are completed and were a great success.

**WEEK OF RESPECT October 3 - 7**

**District**

- All district staff, volunteers, cafeteria workers, etc. will receive the mandated anti-bullying training on 10/10 (our PD Day).
- Mandated training is underway with Strauss Esmay for the Anti-bullying Coordinator (Eric Swensen) and anti-bullying specialists for each school.
- The district’s website has contact information on the anti-bullying specialists for each school and other information. We will be updating this information as it becomes available.
- During the Week of Respect (October 3-7), each school will conduct morning announcements (in addition to the already-in-place morning meetings that take place in elementary schools).

**HHS**

- At grade level student meetings at the HS, students were informed about the anti-bullying mandate.

**WRS**

- Satz will continue reading a word and definition of the day to promote a common language amongst the students and staff.
- Satz counselors along with its Tech Ed teacher will be staging and taping different social scenarios using the students as subjects. The homeroom teachers will then share these videos with their classes to elicit responses and class discussions about bullying, harassment and respect. Some scenarios will be involving conflicts and others will be students just interacting with their peers. The students will be asked to provide their own interpretations of what is happening and how to resolve any conflicts that they observed.

**IH**

- Indian Hill will be doing grade level assemblies with its guidance counselor on the subject of anti-violence, kindness and building a caring community.

**VS**

Village will be having an assembly program for students (during the day) and parents/children (afterschool) revolving around its “bucket filling” initiative.

The Superintendent reported on the following current student enrollment- 3,172.00

Village School.....841  
Indian Hill School ....738

W.R. Satz School.....559  
High School .....1049

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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

8b. Personnel

8b.-1 Approval of Transfer for Instructional Aide

Resolved: That the Board approve the following Instructional Aide Transfer, retroactive to September 1, 2011:

Employee Name	From	To
Vivian Rath	Indian Hill School	W.R. Satz School

MOTION: Dr. Tai SECOND: Mrs. Wetmore VOTE: 9-0

8b.-2 Appointment of Schedule B Position, Music Director/Production, W. R. Satz School

Resolved: That the Board approve the appointment of Megan Rohrbach to the Schedule B Position of Music Director/Production, W. R. Satz School, for the 2011/2012 school year, at a stipend of \$3,293.00. [B]

MOTION: Dr. Tai SECOND: Mrs. Wetmore VOTE: 9-0

8b.-3 Appointment of Part-Time School Nurse, District

Resolved: That the Board approve the appointment of Michele Forman to the position of .4 School Nurse, District, effective September 26, 2011 through June 30, 2012, step 1 BA, at a salary of \$48,055 (prorated), pending criminal history review [New] - [B]

MOTION: Dr. Tai SECOND: Mrs. Wetmore VOTE: 9-0

8b.-4 Appointment of Day-To-Day Substitute Teachers

Resolved: That the Board approve the appointment of the following as Day-to-Day Substitute Teachers, effective September 22, 2011 through June 30, 2012. [B]

William Carl  
Daniel Franke  
Cecelia Mercedes  
Robert Micheliche

MOTION: Dr. Tai SECOND: Mrs. Wetmore VOTE: 9-0



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8b.-5 Appointment of Day-To-Day Substitute Lunchroom/Playground Aide and Clerical

Resolved: That the Board approve the appointment of the following as a Day-to-Day Substitute Lunchroom/Playground Aide and Clerical Substitute, effective September 22, 2011 through June 30, 2012. [B]

Sara Lepore

MOTION: Dr. Tai SECOND: Mrs. Wetmore VOTE: 9-0

8b.-6 Appointment of Day-To-Day Substitute Nurses

Resolved: That the Board approve the appointment of the following as Day-to-Day Substitute Nurses, effective September 22, 2011 through June 30, 2012, pending mandatory training. [B]

Kerry Brody  
Marilyn Closs  
Pauline Raven  
Ileana Tuozzo

MOTION: Dr. Tai SECOND: Mrs. Wetmore VOTE: 9-0

8b.-7 Approval of Extra Hours, .1 Special Education/Math Teacher, W. R. Satz School

Resolved: That the Board approve Lauren Hartigan for extra hours as a .1 Special Education/Math Teacher, W. R. Satz School, step 3 BA, currently at a salary of \$49,055 (prorated), effective retroactive to September 19, 2011 through June 30, 2012. [B]

MOTION: Dr. Tai SECOND: Mrs. Wetmore VOTE: 9-0

8b.-8 Approval to Amend Extra Hours

Resolved: That the Board approve to amend extra hours for the following Special Education Monitors: [New] [B]

Employee Name	From	To
Catherine Pacillo	3 hours per month, at a salary of \$27.17 per hour, effective September 1, 2011 through December 21, 2011.	6 hours per month, at a salary of \$27.17 per hour, effective September 1, 2011 through November 30, 2011.
Kelly Ann Bucior	3 hours per month, at a salary of \$27.17 per hour, effective September 1, 2011 through December 21, 2011.	6 hours per month, at a salary of \$27.17 per hour, effective September 1, 2011 through November 30, 2011.

MOTION: Dr. Tai SECOND: Mrs. Wetmore VOTE: 9-0

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8b.-9 Adjustment in Increment Level

Resolved: That the Board approve the following Adjustment in Increment Level retroactive to September 1, 2011:

Employee	From	TO: Effective 9/1/2011
Rebecca Baldino	11MA+15	11MA+30

MOTION: Dr. Tai SECOND: Mrs. Wetmore VOTE: 9-0

8b.-10 Appointment of Teachers as Mentors for Provisional Staff

Resolved: That the Board approves payment for the following Teachers as Mentors to Provisional Staff Members at the State recommended rate shown below (mentor fees paid by provisional teacher and if necessary are prorated).

Provisional Teacher	Mentor	Total Fee
Jaclyn Mercandetti (Traditional Route) 09/01/11-12/19/11	Maria Chesler	\$192.50
Taryn Moran (Traditional Route) 09/01/11 – 06/30/12	Mary Sullivan	\$550.00
Randi Weiss (Traditional Route) 10/07/11-12/16/11	Jami Kenney	\$137.50
Melissa Burdick (Traditional Route) 09/01/11-12/06/11	Kevin McCarthy	\$165.00
Jaclyn Klask (Traditional Route) 09/01/11-12/19/11	Maria Farinella	\$192.50
Tara Goldheimer (Traditional Route) 09/01/11-03/01/12	Marilyn Kohlbecker	\$330.00

MOTION: Dr. Tai SECOND: Mrs. Wetmore VOTE: 9-0

8b.-11 Approval of Change in Hours, Special Education Monitor, Village School

Resolved: That the Board approve a Change in Hours for Mary Rothman, Special Education Monitor, Village School, effective retroactive to September 19, 2011 through June 30, 2012:

From: 5.7 hours, Monday through Friday  
To: 5.96 hours Monday through Friday

MOTION: Dr. Tai SECOND: Mrs. Wetmore VOTE: 9-0

8b.-12 Approval of Hours for Lunchroom/Playground Aides

Resolved: That the Board approve the following hours for the Lunchroom/Playground Aides for the 2011/2012 school year:

Last Name	First Name	Daily Hours	Days per Week	School
Ackerson	Nancy	3.25	5	W.R. Satz School
Bauman	Kay	2.75	5	Indian Hill School
Bernich	Susan	2.00	5	Village School
Boresky	Constance	2.75	5	Indian Hill School
Bruncati	Noelia	2.00	5	Village School
Calia	Linda	2.50	5	W.R. Satz School
Caruso	Patricia	2.00	5	Village School
Condon	Ann	2.00	5	Village School

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Last Name	First Name	Daily Hours	Days per Week	School
D'amato	Dawn	2.75	5	Indian Hill School
Dayback	Linda	2.00	5	Village School
Disko	Donna	2.00	5	Village School
Grana	Grace	2.00	5	Village School
Herbert	Donna	2.50	5	W.R. Satz School
Hoffman	Mary	2.00	5	Village School
Hoganson	Elma	2.75	5	Indian Hill School
Kolakowski	Annette	2.75	5	Indian Hill School
Krawczuk	Julia	2.75	5	Indian Hill School
Lynch	Barbara	2.75	5	Indian Hill School
Maldonado	Nibia	2.75	5	Indian Hill School
Marino	Maryann	2.00	5	Village School
Martinez	Marian	2.00	5	Village School
Mowery	Lisa	3.25	5	W.R. Satz School
Pittner	Diane	2.75	5	Indian Hill School
Protentis	Andrea	2.00	5	Village School
Quinn	Theresa	2.75	5	Indian Hill School
Rocco	Toni Ann	2.00	5	Village School
Sardo	Dina	2.00	5	Village School
Schier	Lisa	2.00	5	Village School
Troeller	Doreen	2.00	5	Village School

MOTION: Dr. Tai SECOND: Mrs. Wetmore VOTE: 9-0

8b.-13 Approval of Hours for Bus Monitors

Resolved: That the Board approve the following Hours for the Bus Monitors for the 2011/2012 school year:

Last Name	First Name	Daily	Days per Week	School
Ackerson	Nancy	3.25	5	W.R. Satz School
Bauman	Kay	1.00	5	Indian Hill School
Caruso	Patricia	1.00	5	Village School
Condon	Ann	2.00	5	Village School
Grana	Grace	2.00	5	Village School
Hoganson	Elma	2.00	5	Indian Hill School
Kolakowski	Annette	2.00	5	Indian Hill School
Krawczuk	Julia	2.00	5	Indian Hill School
Marino	Maryann	2.00	5	Village School
Mowery	Lisa	3.25	5	W.R. Satz School

MOTION: Dr. Tai SECOND: Mrs. Wetmore VOTE: 9-0

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~~8b.-14 Approval of Volunteer for the Boys Soccer Team, Holmdel High School~~

**TABLED** Resolved: That the Board approve Eric Hinds as a Volunteer for the Boys Soccer Team, Holmdel High School, for the Fall 2011 season.

MOTION: Mrs. Wetmore SECOND: Mrs. Pascucci VOTE: 9-0

8c. Student Matters

8c.-1 Approval of Contract with Commission for the Blind

Resolved: That the Board approve 2011/12 Contract with Commission for the Blind for a special education student, who attends a non-public school, in the amount of \$1,700.00, this amount will be paid with non-public IDEA funds.

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

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

9a. Approval of Termination - Durham Bus Company for Special Education Student Transportation Services Bid #12-03

Resolved: That the Board approve Termination of Services with Durham Bus Company for Bid #12-03 Special Education Student Transportation Services, due to failure to comply with Bid Specifications. Durham Bus Company is hereby terminated. Effective September 19, 2011.

MOTION: Mrs. Wetmore SECOND: Mrs. Liu VOTE: 9-0

9b. Award of Bid for Special Education Student Transportation Services Bid #12-03

Resolved: That the Board pursuant to requirements of Title 18:18A-4 award Special Education Student Transportation Services Bid #12-03 to Keyport Auto Body at a rate of \$202.00 per diem and an aide (on an as needed basis) at a rate of \$35.00 per diem. Effective September 19, 2011.

Discussion: Mr. Sockol asked for clarity regarding the statement "on an as needed basis" within the resolution. Mr. Petrizzo explained that the contracted bus aides are currently needed (and being utilized) to provide the required services until the hiring process is finalized for the three new bus aides.

MOTION: Mrs. Wetmore SECOND: Mrs. Liu VOTE: 9-0

9c. Approval of Discarding Textbooks at Holmdel High School

Resolved: That the Board approve the Discarding of Textbooks that are in poor condition by Holmdel High School.

Title	Author	Publisher	Copyright Date	Reason
Warriners Grammar/Composition	Warriner	Holt McDougal	1982	Poor condition

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Merriam Webster Thesaurus	Merriam-Webster	Mass Market Paperback	1989	Poor condition
American Heritage Dictionary	Houghton Mifflin	Houghton Mifflin	2001	Poor condition
Roget's Thesaurus	Roget	Mass Market Paperback	1961	Poor condition
Merriam Webster School Thesaurus	Merriam-Webster	Mass Market Paperback	1988	Poor condition
Treasury of Literature	Harcourt	Harcourt	1995	Poor condition
Mama's Bank Account(Forbes)	Forbes	Houghton Mifflin	1971	Poor condition

MOTION: Mrs. Wetmore SECOND: Mrs. Liu VOTE: 9-0

9d. Approval of Monthly Certification –July 31, 2011

Resolved That pursuant to N.J.A.C.6A:23-2.11(e), we certify that as of July 31, 2011 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: Mrs. Liu VOTE: 9-0

9e. Approval of Business Administrator/Board Secretary's Financial Report- July 31, 2011

Resolved: That the Financial Report of the Business Administrator/Board Secretary for the month ending July 31, 2011, is hereby approved and the Business Administrator/Board Secretary is instructed to file same.

MOTION: Mrs. Wetmore SECOND: Mrs. Liu VOTE: 9-0

9f. Approval of Treasurer's Financial Report- July 31, 2011

Resolved: That the Financial Report of the Treasurer of School Funds for the month ending July 31, 2011, 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: Mrs. Liu VOTE: 9-0

REGULAR BUSINESS MEETING – SEPTEMBER 21, 2011

9g. Approval of Budget Transfers, 2011/2012

Resolved: That the Board approve the 2011/2012 Budget Transfers as listed on attachment T-12-03.

MOTION: Mrs. Wetmore SECOND: Mrs. Liu VOTE: 9-0

9h. Approval of Bills Payment – September 2011

Resolved: That the Board approve payment of the September 21, 2011 regular bills list in the amount of \$1,285,870.49 and as certified and approved.

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

10. Old Business

- Board Goals 2011/2012 – The draft goals were reviewed by the Board. Mr. Sockol inquired how these goals align with QSAC. Mrs. Duncan stated that even though the entire QSAC review is being reassessed by the state, since these goals represent good Governance, the district should not have any issues with QSAC.

After discussion was completed, the following roll call vote was taken:

Resolved: That the Board adopt/approve the following 2011/2012 Board Goals:

1. District Goals – The Board of Education will monitor the District’s progress toward achieving the 2011/12 District Goals. Progress will be reported on a regular basis to the Board of Education.
2. Policy Manual Review -- The Board of Education will complete a thorough review and revision of the District’s policy manual, and adopt the resulting new updated policy manual.
3. The Board of Education is committed to open communications and information-sharing among Board members, and between the Board and the Superintendent.
4. The Board of Education will continue to build positive relations with the Holmdel community by exploring and implementing measures to improve community involvement and outreach.
5. Board of Education members are encouraged to increase their knowledge and skills as Board members, taking advantage of resources offered by the state and county school board associations.

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

REGULAR BUSINESS MEETING – SEPTEMBER 21, 2011

- Mid-Year Retreat Date – After general discussion among the Board regarding potential dates, the following date was selected;
  - Tuesday, January 17<sup>th</sup>, 2012 at 7:00 PM.
- Ms. Garrity reminded the Board that they need to ensure compliance with the new criminal history record check requirements for all Board members.
- Mrs. Wetmore requested that Mrs. Duncan include future HBOE article topics and policy review timelines in the Board-O-Gram packages mailed to the Board on Friday's.

11. New Business

- Mrs. Liu and Mr. Sockol requested feedback from the Board regarding the State of the District (SOD) presentation. The following suggestions were made;
  - Last year's format was great, but the presentation was too long.
  - Should attempt to find ways to showcase the students and teachers
  - Should consider identifying different venues to present the SOD
- Mrs. Liu provided positive feedback regarding the Summer Institute for the Gifted (SIG) after school at Indian Hill School.

12. Questions from Public

- Mr. O'Neal asked why the Board tabled resolution 8b-14 (Approval of Volunteer for the Boys Soccer Team, Holmdel High School) and did not approve Eric Hinds as the Volunteer Soccer coach. Ms. Garrity expressed the Board's concerns as to why the Board was not taking action on the agenda item.
- Mr. Hinds expressed his disappointment with the Board for not taking action on his appointment tonight. He also stated that the Board no longer needed to make a decision because he was removing himself from consideration.

13. Executive Session (if required) – N/A

14. Adjournment

By a unanimous voice vote the meeting adjourned at 10:21 p.m.

Respectfully Submitted,

Michael R. Petrizzo, CPA  
Business Administrator/Board Secretary