

REGULAR BUSINESS MEETING – NOVEMBER 19, 2008

1. Call To Order

The Board of Education, Township of Holmdel, met in Regular Business Meeting on Wednesday, November 19, 2008, in the library of the 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 Mr. Frank Luccarelli, President of the Board.

2. Open Public Meetings Act

In accordance with Chapter 231, P.L. 1975, adequate notice of this Regular Business Meeting was given on May 19, 2008 by posting written notice thereof prominently on the bulletin board in the Office of the Board of Education, 4 Crawfords Corner Road, Holmdel, New Jersey, the district website, and sent to the four district schools. At the same time, notice of said Regular Business Meeting was communicated to the *Asbury Park Press* and the *Middletown Independent*, PLG, PSG, PSO, PTSO, SAB presidents, the student representatives to the Board, Holmdel Police Headquarters and the Clerk of the Township of Holmdel.

3a. Roll Call and Flag Salute

The following Board members were present: Mesdames Garrity, Hartnett, Vander Woude, and Wetmore and Messrs. Burke, Luccarelli, Tai, Collins and Shelton. Also present were Mrs. Barbara Duncan, Superintendent, Mr. Michael Petrizzo, Business Administrator/ Board Secretary, Ms. Mary Beth Currie, Assistant Superintendent for Curriculum and Instruction and Mr. Martin Barger, Board Attorney. Spencer Tirella, Student Representative to the Board was present. Absent: Nikhita Prasanna.

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 - None

5. Approval of Minutes

Resolved: That the Board approve the minutes of the following meeting:

Regular Business Meeting – October 29, 2008

MOTION: Mr. Collins SECOND: Mr. Burke VOTE: 6-0-3
Abstained: Ms. Garrity, Mrs. Wetmore and Dr. Shelton

REGULAR BUSINESS MEETING – NOVEMBER 19, 2008

6 a. Questions from the Public (Agenda Items) –

Dr. Anthony Patrice – Read a prepared statement addressing issues with the High School Baseball Coach and the reasons why he should not be rehired.

Mr. Anthony Fernicola – Inquired if the district is still in the habit of giving “tenure” to coaches.

Mrs. Rebecca Pruitt – Stated her concern about statements made against the High School Baseball Coach and that it was a form of bullying and she is not sure how he will be able to do his job under the current circumstances. She went on to speak in support of the High School Baseball Coach.

Mrs. Toni Brescia - Spoke in support for the High School Baseball Coach.

6b. Committee Reports

The following committee reports were given:

Curriculum and Instruction Committee
Special Education Committee

Ms. Garrity
Mrs. Vander Woude

7. Committee of the Whole

(a) Acceptance of Grants

Resolved: That the Board accept with gratitude a grant of \$500, from the ExxonMobile Educational Alliance Program, awarded to Zafar Ahmed, AAYS Enterprises, LLC, to enhance the curriculum at Village School. [G]

Resolved: That the Board accept with gratitude a grant of \$500, from the ExxonMobile Educational Alliance Program, awarded to Math and Science Department, to be used toward transportation to explore career opportunities in math and science. [G]

MOTION: Dr. Tai SECOND: Ms. Garrity VOTE: 9-0

(b) Approval of Adoption of Textbooks/Supplemental Resource Books and Materials

Resolved: That the Board approve the adoption of the following supplemental resource materials for the W.R. Satz School: [B]

- Among the Hidden, Grade 7

MOTION: Dr. Tai SECOND: Ms. Garrity VOTE: 9-0

REGULAR BUSINESS MEETING – NOVEMBER 19, 2008

(c) Approval of Adoption of New Course

Resolved: That the Board approve the adoption of the following course for the fall of 2009-2010: [B]

Course: Computer Animation
 Grade Level: High School
 Projected Date: Fall 2009-2010

MOTION: Dr. Tai SECOND: Ms. Garrity VOTE: 9-0

(d) Approval of Student Trip

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.

Resolved: That the Board approve a trip to the Kimmel Center, Philadelphia, PA, for the Symphonic Band to see a rehearsal of the Philadelphia Orchestra on December 10, 2008, at no cost to the Board of Education. Students will cover expenses.

MOTION: Dr. Tai SECOND: Ms. Garrity VOTE: 9-0

(e) Approval of Out-of-District Travel

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
1/16/09 & 1/17/09 & 1/18/09	Bligh, Laura	Village School	The Prompt Institute to attend a three day training	New York, NY	\$650.00
12/5/08	Lieberman, Beth	Village School	Using Behavior Analysis as a Guide for Language Assessment	Cherry Hill, NJ	\$200.00
12/23/08	Mikos, Peter	Administrator - Central Office	NJASBO Workshop - Budget Preparation	Mt. Laurel, NJ	\$138.14
2/19/09 & 2/20/09	Morton, Dana	Indian Hill School	Music! Just Imagine 2009 NJMEA Conference	East Brunswick, NJ	\$205.00

REGULAR BUSINESS MEETING – NOVEMBER 19, 2008

1/27/09 & 1/28/09 & 3/05/09	Naperski, Lauren	Village School	Preschool/Early Childhood Workshop	Dayton, NJ	\$42.00
1/27/09 & 1/28/09 & 3/05/09	Siegel, Melissa	Village School	Preschool/Early Childhood Workshop	Dayton, NJ	\$42.00
4/3/09	Alston, Susan	Supervisor - HS	41st Annual Conference on Reading & Writing	Somerset, NJ	\$195.00
2/10/09	Atkinson, Jenna	Indian Hill School	Writing Workshop Grades 3-5	Newark, NJ	\$159.00
1/29/09	Bals, Kevin	Assistant Principal - High School	Administrator Training - Teasing and Bullying (Date Change from 11/12/08) Approved 9/24/08	New Brunswick, NJ	\$29.84
12/15/08	Currie, Mary Beth	Administrator - District	The New PD Standards into Practice (Training)	Freehold, NJ	\$7.50
12/15/08	Edwards, Jill	Village School	Attending the Local Professional Development Committee Meeting	Holmdel, NJ	\$0.00
1/27/09 & 01/28/09	Ledford, Dionne	Village School	Program-Wide Approaches for Addressing Young Children's Challenging Behavior	Dayton, NJ	\$42.00
12/4/08	Loughran, Bill	Principal - High School	IPM Training	Piscataway, NJ	\$0.00
12/15/08	Lutz, Patricia	High School	The New PD Standards into Practice (Training)	Freehold, NJ	\$13.92
11/21/08	Saler, Michelle	Central Office	Recruiting and Hiring for Diversity in Monmouth County Schools	Freehold, NJ	\$0.00
12/2/08	Simonelli, Chantal	Indian Hill School	Attending the Local Professional Development Committee Meeting	Holmdel, NJ	\$0.00

MOTION: Dr. Tai SECOND: Ms. Garrity VOTE: 9-0

REGULAR BUSINESS MEETING – NOVEMBER 19, 2008

8. a. Report of the Superintendent

The Superintendent reported on the following:

Highlights since our last board meeting:

- The Holmdel Foundation reports that the annual giving is in full swing and doing well. Also, the car raffle is on going and a mass mailing will be done in January to everyone in the district.
- Parent-teacher conferences at the district schools began last week and will continue through this week.
- Last weekend I attended the Friday evening performance of *Our Town*, which was the first production performed on the newly refurbished stage at the Satz School. The students did a wonderful job. Thank you to the teachers, administrators, and staff who supported the children and made this production possible.
- I encourage all those who can to attend the walk for Courtney Dayback on Saturday, November 22, 2008 at 9:00 a.m. at Cross Farms.

Activities towards meeting district goals:

Differentiated Instruction:

- Susan Alston and Liz Giacobbe presented a workshop to administrators on “Understanding by Design.” This information, which allows teachers to develop units of study that meet the diverse learning styles of their students, will be turn-keyed to the Village faculty at an upcoming faculty meeting.

Character Education

- Many classes at Village are taking the Character Ed program beyond their classroom walls and making service learning projects. Mrs. Varga’s 1st grade helped clean up the beach in October. Mrs. Shapter is organizing care packages to soldiers in Iraq in conjunction with other first grade classes, and the second grade teachers are organizing a “Giving Tree” where 2nd grade students can select the name of a child in Monmouth County and purchase a gift for the holidays.

a-1 Report of Student Representatives to the Board

Spencer Tirella, student representative reported out on student events.

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

MOTION: Show of Hands to Accept – All approved

REGULAR BUSINESS MEETING – NOVEMBER 19, 2008

b. Personnel

(1) Appointment of Personnel – Certificated Staff

Resolved: That the Board approve the appointment of Jennifer Rogers to the position of English Teacher, W.R. Satz School, effective February 4, 2009 through June 30, 2009, Step 2 BA, at a salary of \$47,955 (prorated). [B – Replaces Phyllis Rogers – retired.]

MOTION: Dr. Tai SECOND: Ms. Garrity VOTE: 9-0

(2) Appointment of Schedule B Position

Resolved: That the Board approve the appointment of Edward Reckage to the Schedule B position of Head Baseball Coach – Spring Season, Holmdel High School, at a stipend of \$7,526. [B]

MOTION: Mr. Burke SECOND: Dr. Tai VOTE: :5-3-1

AYES: Luccarelli, Hartnett, Tai, Burke and Shelton

NAYS: Garrity, Collins and Vander Woude

ABSTAINED: Mrs. Wetmore

(3) Approval of Leave of Absence

Resolved: That the Board approve a leave of absence with benefits for Kristen Savare, Grade 2 Teacher, Village School, as follows:

- Effective January 5, 2009 through April 1, 2009 (a.m.) using 60.5 sick days and April 1, 2009 through April 14, 2009 (p.m.) using 3.5 personal days
- Federal Family and Medical Leave Act without pay effective April 15, 2009 and return on June 1, 2009

MOTION: Dr. Tai SECOND: Ms. Garrity VOTE: 9-0

(4) Approval of Extension to a Leave of Absence

Resolved: That the Board approve an extension to a leave of absence for Carmen Lima, Lunchroom/Playground Aide, Village School, as follows:

- Medical Leave Act without pay effective January 5, 2009 and return on April 27, 2009

MOTION: Dr. Tai SECOND: Ms. Garrity VOTE: 9-0

REGULAR BUSINESS MEETING – NOVEMBER 19, 2008

(5) Approval of Adjustments to Increment Level

Resolved: That the Board approve the following adjustment in increment level: [B]

- Bongiovanni, Kimberly
From 11 BA
To: 11 BA + 15
Retroactive to November 1, 2008

- Corboy, Jennifer
From 1 BA
To: 1 BA + 15
Retroactive to September 1, 2008

MOTION: Dr. Tai SECOND: Ms. Garrity VOTE: 9-0

(6) Approval of Student Teacher/Field Experience/Observation

Resolved: That the Board approve Christopher Keegan for student teaching, effective January 5, 2009 through April 24, 2009, at the W.R. Satz School in the area of Social Studies. The cooperating teacher will be Barbara Burns.

MOTION: Dr. Tai SECOND: Ms. Garrity VOTE: 9-0

(7) Appointment of Day-To-Day Substitute Personnel

Resolved: That the Board approve the appointment of the following as day-to-day substitute teachers, effective November 20, 2008, for the 2008-09 school year, pending the criminal history review of the State of NJ: [B]

- Chen, Hui Wen
- Litwak, Fern
- Rossy, Nicole

MOTION: Dr. Tai SECOND: Ms. Garrity VOTE: 9-0

c. Student Matters

(1) Approval of Student Placement

Resolved: That the Board approve the placement for the following student: 8201285, as per attachment #1.

MOTION: Ms. Garrity SECOND: Dr. Tai VOTE: 9-0

REGULAR BUSINESS MEETING – NOVEMBER 19, 2008

(2) Approval of STRIVE Program

Resolved: That the Board approve the students who participate in the STRIVE Program to visit with Brighton Gardens Assitive Living facility. The students will provide assistance to the residents and participate in an “Adopt-a-Grandparent” Program, effective December 3, 2008 from 9:00 a.m. – 12:30 p.m., every other Wednesday, until further notice.

MOTION: Ms. Garrity SECOND: Dr. Tai VOTE: 9-0

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

a. Approval/Acceptance of 403(b) Plan Document for Public Education Organizations

Resolved: That the Board approve/accepts the 403(b) Plan Document for Public Education as follows:

WHEREAS, in response to recently released IRS regulations establishing a requirement for written documentation of the 403(b) tax-sheltered program offered to employees of the Holmdel Township Public Schools (the “District);

WHEREAS, the District wishes to adopt the 403(b) Plan Document, a copy of which is attached to this resolution; and,

WHEREAS, this document is based upon model language is released by the IRS for such purpose;

THEREFORE BE IT RESOLVED, that the Board does hereby adopt the 403(b) Plan Document for Public Education Organizations (the “Plan”), which will conform to the regulations of Section 403(b) of the Internal Revenue Service Code and applicable regulations; and,

BE IT FURTHER RESOLVED, that it is the intention of the Board that the 403(b) program will conform with all federal and state statutory and regulatory requirements applicable to 403(b) plans, except that the program set forth above shall not be subject to the requirements of Title I of ERISA because the district is exempt from such requirements; and,

BE IT FURTHER RESOLVED, that the board authorizes the Business Administrator to act upon the Board’s behalf with respect to this plan and to take any and all actions necessary or desirable to implement, maintain, and administer the plan set forth above in accordance with the Board’s intentions and all applicable state and federal laws.

MOTION: Ms. Garrity SECOND: Mrs. Wetmore VOTE: 9-0

REGULAR BUSINESS MEETING – NOVEMBER 19, 2008

b. Acceptance of 2007/2008 Audit (CAFR)

Resolved: That the Board accept the Comprehensive Annual Financial Report (CAFR) and single audit as prepared by Hutchins, Farrell, Meyer & Allison, P.A., for the fiscal year July 1, 2007 through June 30, 2008.

MOTION: Ms. Garrity SECOND: Mrs. Wetmore VOTE: 9-0

c. Approval of Budget Transfers – 2008/2009

Resolved: That the Board approve the 2008/2009 budget transfers as listed on attachment T-09-10.

MOTION: Ms. Garrity SECOND: Mrs. Wetmore VOTE: 9-0

d. Approval of Bills Payment

Resolved: That the Board approve payment of the November 19, 2008 regular bills list in the amount of \$714,443.15, and as certified and approved.

MOTION: Ms. Garrity SECOND: Mr. Burke VOTE: 9-0

10. Old Business

Mrs. Vander Woude gave an update on the Thanksgiving Feast at Wm. R. Satz provided by the students.

The full Board discussed the draft Corporate Sponsorships/Advertisements Policy and Regulation. This policy will be on the December 17, 2008 Board meeting for first reading approval.

11. New Business

2009/2010 draft calendar discussion – After full Board discussion, draft A was approved by the Board.

Ms. Garrity reported out regarding information obtained from the School Boards Convention/Training she attended in late October.

12. Questions from the Public

Denise King (HTEA President) read a prepared statement in support of the High School Baseball Coach.

REGULAR BUSINESS MEETING – NOVEMBER 19, 2008

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

14. Adjournment

By a unanimous voice vote the meeting adjourned at 9:12 p.m.

Respectfully submitted,

A handwritten signature in black ink, appearing to read "Michael R. Petrizzo", written in a cursive style.

Michael R. Petrizzo
Business Administrator/Board Secretary