

## WORK SESSION/BUSINESS MEETING – JANUARY 14, 2009

### 1. Call To Order

The Board of Education, Township of Holmdel, met in Work Session/Business Meeting on Wednesday, January 14, 2009, 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 Work Session/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 Work Session/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. Luccarelli, Tai, Collins and Shelton. Absent: Mr. Burke. Also present were Mrs. Barbara Duncan, Superintendent, Mr. Michael Petrizzo, CPA, 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, 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 - District Goal: Formative Assessments: Learnia presented by S. Alston

### 5. Approval of Minutes

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

Regular Business Meeting – December 17, 2008

MOTION: Dr. Tai SECOND: Ms. Garrity VOTE: 7-0-1  
Abstained: Ms. Hartnett  
Absent: Mr. Burke

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- 6 a. Questions from the Public (Agenda Items) – None
- 6b. Committee Reports Will be given during the Business Work Session
7. Committee of the Whole

(a) Recognition of National School Boards Month

Resolved: That the Board recognize January as National School Boards Month, as per attachment #2.

MOTION: Dr. Tai SECOND: Ms. Garrity VOTE: 8-0  
Absent: Mr. Burke

(b) Approval of Summer Academic Enrichment Program and Sports Camps

Resolved: That the Board approve the Summer Academic Enrichment Program and Sports Camps during the summer of 2009. [No cost to Board, funded by tuition.]

MOTION: Dr. Tai SECOND: Ms. Garrity VOTE: 8-0  
Absent: Mr. Burke

(c) Approval of Nurse for Washington Trip

Resolved: That the Board approve Pauline Raven as the nurse to accompany the W.R. Satz School students to Washington D.C. on June 3 through June 5, 2009, at a cost of \$2,000. [B]

MOTION: Dr. Tai SECOND: Ms. Garrity VOTE: 8-0  
Absent: Mr. Burke

(d) Adoption of Policy and Regulation – Second Reading

Resolved: That the Board adopt the following policy and regulation and hereby designate this as the second and final public reading, as per attachment #3:

Policy 3282	Corporate Sponsorships/Advertisements
Regulation 3282	Corporate Sponsorships/Advertisements

MOTION: Dr. Tai SECOND: Ms. Garrity VOTE: 8-0  
Absent: Mr. Burke

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(e) 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**

<b>Date</b>	<b>Name</b>	<b>Location</b>	<b>Workshop</b>	<b>City/State</b>	<b>Cost/ Mileage</b>
2/7/09	Adelung, Erin	Village School	Annual Midwinter Writing Conference IX	Piscataway, NJ	\$65.00
2/15/2009-2/19/09	Balicki, William	Director - District	Required Training for Position Energy Education	Fort Worth, TX	\$0.00
2/27/09	Bellis, Marilyn	Village School	18th Annual NJAGC Conference	West Windsor, NJ	\$155.90
2/27/09	Brennan, Annette	Village School	18th Annual NJAGC Conference	West Windsor, NJ	\$219.28
1/27/09	Cancellieri, Doreen	Village School	Asperger's Syndrome and High Functioning Autism	Parsippany, NJ	\$129.00
2/25/09	Cohen, Elliot	High School	Business Practice Firm Simulation Orientation	West Windsor, NJ	\$50.00
1/29/09 & 1/30/09 & 1/31/09	Conroy, Jennifer	High School - Coach	Soccer Clinic	Atlantic City, NJ	\$139.95
2/27/09	Constantarakos, Voula	Village School	Critical Issues in Promoting Speech and Language in Children with Autism Spectrum Disorders	Iselin, NJ	\$0.00
1/27/09	Constantarakos, Voula	Village School	Asperger's Syndrome and High Functioning Autism	Parsippany, NJ	\$0.00
1/22/09	Currie, Mary Beth	Administrator - Central Office	No Child Left Behind Implementation Training	Somerset, NJ	\$16.03

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2/26/09 & 2/27/09	Currie, Mary Beth	Administrator - Central Office	18th Annual NJAGC Conference	West Windsor, NJ	\$341.04
2/17/09	Dandorph, Todd	W.R. Satz School	Seminar How to Supervise People	Eatontown, NJ	\$149.00
2/7/09	Dante, Steven	High School	Annual Midwinter Writing Conference IX	Piscataway, NJ	\$55.00
2/25/09	Davidson, Michelle	High School	Business Practice Firm Simulation Orientation	West Windsor, NJ	\$50.00
1/23/09	Edwards, Jill	Village School	Aspiring School Leaders Seminar	Monroe, NJ	\$0.00
2/7/09	Edwards, Jill	Village School	Annual Midwinter Writing Conference IX	Piscataway, NJ	\$65.00
3/20/09	Gallimore, Mary Beth	Village School	Unlocking Suicidal Secrets: New Thoughts on Old Problems in Suicide Prevention	Eatontown, NJ	\$0.00
2/20/09	Goetke, Matthew	High School	NJMEA Music Convention	North Brunswick, NJ	\$155.00
1/27/09	Lawlor, Jo	Indian Hill School	Asperger's Syndrome and High Functioning Autism	Parsippany, NJ	\$0.00
2/27/09	Lieberman, Elizabeth	Village School	Promoting the Generalization and Maintenance of Skills in Learners with Autism and Related Disorders	Woodbridge, NJ	\$0.00
2/17/09	McNamara, Kevin	Indian Hill School	Seminar How to Supervise People	Eatontown, NJ	\$149.00
1/30/09	Melillo, Denise	High School	Helping Students Cope with Mental Health	Long Branch, NJ	\$0.00
2/27/09	Merces, Hayley	Village School	18th Annual NJAGC Conference	West Windsor, NJ	\$219.24
2/7/09	Moor, Beth Ann	Village School	Annual Midwinter Writing Conference IX	Piscataway, NJ	\$65.00
1/20/09	Petrizzo, Michael	Administrator- Central Office	Budget Preparation NJASBO Seminar	Jamesburg, NJ	\$100.00

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1/27/09	Radziwanowski, Ann	High School	Asperger's Syndrome and High Functioning Autism	Parsippany, NJ	\$129.00
2/27/09	Remuzzi, Jeanne	Village School	18th Annual NJAGC Conference	West Windsor, NJ	\$219.22
2/6/09	Semanchick, Elizabeth	Village School	Elementary Physical Education Activity and Idea Exchange	Manchester Twp, NJ	\$0.00
4/27/09	Singer, Tovah	Indian Hill School	PTSD in Children & Adolescents	Freehold, NJ	\$0.00
2/17/09	Stein, Steve	Head of Maintenance - District	Seminar How to Supervise People	Eatontown, NJ	\$149.00
2/17/09	Sturt, Gayle	High School	Seminar How to Supervise People	Eatontown, NJ	\$149.00
2/6/09	Sweeney, Megan	Village School	Elementary Physical Education Activity and Idea Exchange	Manchester Twp, NJ	\$0.00
1/27/09	Swift, Clare	Village School	Asperger's Syndrome and High Functioning Autism	Parsippany, NJ	\$129.00
2/17/09	Taylor, Steve	Village School	Seminar How to Supervise People	Eatontown, NJ	\$149.00
3/20/09	Tosk, Cheryl	W.R. Satz School	Unlocking Suicidal Secrets: New Thoughts on Old Problems in Suicide Prevention	Eatontown, NJ	\$0.00
2/17/09	Wiberg, William	High School	Seminar How to Supervise People	Eatontown, NJ	\$149.00
2/7/09	Alston, Susan	Administrator - High School	Annual Midwinter Writing Conference IX	Piscataway, NJ	\$55.00
2/7/09	Bellis, Marilyn	Indian Hill School	Annual Midwinter Writing Conference IX	Piscataway, NJ	\$83.40
2/25/09	Denton, Jane	W.R. Satz School	Eating Disorders in the School	Lincroft, NJ	\$25.00
2/7/09	Dorn, Rebecca Lee	Indian Hill School	Annual Midwinter Writing Conference IX	Piscataway, NJ	\$55.00

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2/5/09	Ledford, Dionne	Asst. Principal-Village	An Introduction to Teasing and Bullying	New Brunswick, NJ	\$0.00
2/7/09	Smith, Elizabeth	Indian Hill School	Annual Midwinter Writing Conference IX	Piscataway, NJ	\$55.00

MOTION: Dr. Tai SECOND: Ms. Garrity VOTE: 8-0  
Absent: Mr. Burke

(f) Approval of Out-of-District Travel – Board of Education Member

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]

1/23/09	Collins, Michael	Board Member	2009 School Public Relations Forum	Mercerville, NJ	\$95.94
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MOTION: Dr. Tai SECOND: Ms. Garrity VOTE: 7-0-1  
Abstained: Mr. Collins  
Absent: Mr. Burke

(g) Approval of Out-of-District Travel – Board of Education Member

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]

1/23/09	Shelton, Jim	Board Member	2009 School Public Relations Forum	Mercerville, NJ	\$96.85
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MOTION: Dr. Tai SECOND: Ms. Garrity VOTE: 7-0-1  
Abstained: Dr. Shelton  
Absent: Mr. Burke

(h) Approval of Out-of-District Travel – Board of Education Member

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]

1/23/09	Vander Woude, Ana	Board Member	2009 School Public Relations Forum	Mercerville, NJ	\$96.80
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MOTION: Dr. Tai SECOND: Ms. Garrity VOTE: 7-0-1  
Abstained: Mrs. Vander Woude  
Absent: Mr. Burke

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(i) Approval of Student Trips

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.

Resolved: That the Board approve a trip to New York, for the Junior Health Class to visit the Bodies Exhibition on March 24, 2009, at no cost to the Board of Education. Students will cover expenses. [B]

Resolved: That the Board approve a trip to New Hope, Pennsylvania, for the Holmdel High School Jazz Ensemble to attend the New Hope Solebury High School Jazz Festival on February 21, 2009, at no cost to the Board of Education. Students will cover expenses. [B]

Resolved: That the Board approve a trip to Villanova, Pennsylvania, for the Holmdel High School Jazz Ensemble to attend the Villanova Jazz Festival on March 15, 2009, at no cost to the Board of Education. Students will cover expenses. [B]

Resolved: That the Board approve a trip to Langhorne, Pennsylvania, for the Holmdel High School Jazz Ensemble to attend the Neshaminy High School Jazz Festival on April 17, 2009, at no cost to the Board of Education. Students will cover expenses. [B]

MOTION: Dr. Tai SECOND: Ms. Garrity VOTE: 8-0  
Absent: Mr. Burke

8. a. Report of the Superintendent

The Superintendent reported on the following:

**Highlights since our last board meeting:**

- The Foundation recently sent a mailing to all residents announcing the Mercedes-Benz car raffle that will be held on March 10, 2009. If you need additional raffle forms, they are available on our website in the Recent News section.
- Principal, Mr. Schillaci, reports that Indian Hill has a lot of very talented musical youngsters and that the band and chorus students did a wonderful job performing for families at their December concerts. Mr. Schillaci said they were fortunate to have had some Satz and High School music students perform for Indian Hill children and that it was great for his students to see what possibilities they have when they move up to the "big" schools.
- The annual Geography Bee took place at Indian Hill last week. Mrs. Bradley reports the competition ended with a nerve-wracking tie-breaker between the winner and runner-up. Congratulations to all who competed.

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- Indian Hill's science expert, Mr. Tom Woods, put together a great presentation about liquid nitrogen for the entire student body. It was described as "awesome to see"!
- Congratulations to three eighth grade students who were selected to be published in the Creative Communication anthology – A Celebration of Poets.
- Congratulations to the Satz students and their advisor Marian Amitrani for winning an award in the 2009 American Mathematics Competition AMC 8:
- The Poetry Out Loud Contest was held Tuesday, January 13, in the HHS auditorium. The students who participated were classroom winners and each recited two poems. The first place winner will now move on to the next level of competition at Two River Theater in Red Bank.
- The National Honor Society Induction ceremony will be held Thursday evening at Holmdel High School. This year they will be inducting 102 students; very impressive!

### Activities towards meeting district goals:

#### Character Education

- Village School has "kicked off" their school-wide character ed program where each month students will be honored for demonstrating six different pillars of good character: *Respect, Caring, Trustworthiness, Responsibility, Fairness, and Citizenship*. The students will receive a paper sneaker each time they are recognized. At the end of each month, names will be pulled out of a hat and those students will receive a prize. The more times a student is recognized, the more chances they have to win!

#### Differentiated Instruction

- Indian Hill continues to move forward with the Learnia training. All teachers have been trained and most of the students have completed the first test. The information received from the results will help drive discussion about differentiating instruction for individual students in all classes. Additionally, the BSI teachers and literacy coach have been working with classes to demonstrate differentiation in the area of literacy. Many of these activities will be set up in the Reading Room once all the supplies are in and ready to roll.

#### a-1 Report of Student Representatives to the Board

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

MOTION: Show of Hands to Accept – All approved.  
Absent: Mr. Burke



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b. Personnel

(1) Appointment of Personnel – Non-Certificated Staff

Resolved: That the Board approve the appointment of Lisa Schier to the position of Lunchroom/Playground Aide, Village School, retroactive to January 5, 2009 through June 30, 2009, Step 1 at a salary of \$14.68 per hour. [B - Replaces Kay Bauman - transferred.]

MOTION: Dr. Tai SECOND: Ms. Garrity VOTE: 8-0  
Absent: Mr. Burke

(2) Approval of Resignation

Resolved: That the Board approval the resignation of Christine A. Zarate, Bus Driver, effective January 30, 2009.

MOTION: Dr. Tai SECOND: Ms. Garrity VOTE: 8-0  
Absent: Mr. Burke

(3) Approval of Resignation – Schedule B Position

Resolved: That the Board approval the resignation of Robert Kreig from the Schedule B position of Golf Coach – Spring Season.

MOTION: Dr. Tai SECOND: Ms. Garrity VOTE: 8-0  
Absent: Mr. Burke

(4) Approval of Rescission - Schedule B Positions

Resolved: That the Board approval the rescission of Dana Morton as the Schedule B Band Evening Spring, Indian Hill School.

Resolved: That the Board approval the rescission of Dana Morton as the Schedule B Band Evening Winter, Indian Hill School.

MOTION: Dr. Tai SECOND: Ms. Garrity VOTE: 8-0  
Absent: Mr. Burke

(5) Appointment of Schedule B Positions

Resolved: That the Board approve the appointment of Catherine McCarthy to the Schedule B position of Band Evening Spring, Indian Hill School, at a stipend of \$349. [B]

Resolved: That the Board approve the appointment of Catherine McCarthy to the Schedule B position of Band Evening Winter, Indian Hill School, at a stipend of \$349. [B]

MOTION: Dr. Tai SECOND: Ms. Garrity VOTE: 8-0

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Absent: Mr. Burke

(6) Approval of Adjustment to Mentoring Fee

Resolved: That the Board approve the adjustment of the mentoring fee for Dan Griesbach (mentor to Lynn Blustein) from \$600 to \$1,000 to reflect additional time for mentoring. (Mentor fees are prorated and paid by the provisional teachers.)

MOTION: Dr. Tai SECOND: Ms. Garrity VOTE: 8-0  
Absent: Mr. Burke

(7) Approval of a Leave of Absence

Resolved: That the Board approve a leave of absence with benefits for Beth Catania, Grade 4 Teacher, Indian Hill School, as follows:

- Effective April 20, 2009 through June 18, 2009 using 43 sick days.

MOTION: Dr. Tai SECOND: Ms. Garrity VOTE: 8-0  
Absent: Mr. Burke

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

Resolved: That the Board approve the appointment of the following day-to-day substitute teachers, effective January 15, 2009, for the 2008-09 school year, pending the criminal history review of the State of NJ: [B]

- Cavalchire, John
- Dougherty, Mary
- Doyle, James
- Hart, Colin
- Sapozhnikov, Barbara Ann

Resolved: That the Board approve the appointment of the following day-to-day substitute lunchroom/playground aide, effective January 15, 2009, for the 2008-09 school year, pending the criminal history review of the State of NJ: [B]

- Shangle, Barbara

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Resolved: That the Board approve the appointment of the following day-to-day substitute lunchroom/playground aide, special education monitor and bus monitor, effective January 15, 2009, for the 2008-09 school year, pending the criminal history review of the State of NJ: [B]

- Adorno, Miriam

MOTION: Dr. Tai SECOND: Ms. Garrity VOTE: 8-0  
Absent: Mr. Burke

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: Dr. Tai SECOND: Ms. Garrity VOTE: 8-0  
Absent: Mr. Burke

(2) Approval of Consultant

Resolved: That the Board approve the addition of Kelly E. Wilder-Willis, Ph.D., Neurophysiologist, to the Child Study Team Consultant's List for the remainder of the 2008-2009 school year, as per the fees listed below:  
[B]

Complete Neuropsychological	\$1,200.00
Neuropsychological Assessment	800.00
WAIS-III/IV (Intellectual Evaluation)	400.00
Academic Achievement Evaluation	400.00
Consultant Services	120.00 per hour

MOTION: Dr. Tai SECOND: Ms. Garrity VOTE: 8-0  
Absent: Mr. Burke

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

a. Approval of Applications for Use of School Facilities – By Various Groups

Resolved: That the Board approve the attached Applications to Use School Facilities submitted by various groups listed below:

Group	School	Days	Dates	Show	Times	Cost Estimate
St Benedict School 165 Bethany Road Holmdel NJ 07733	High School	Thursday Friday Saturday Sunday	4-2-09 4-3-09 4-4-09 4-5-09	Rehearsal Play Play Play	4:00PM– 10:00PM 5:30PM– 9:30PM 5:30PM– 9:30PM 5:30PM– 9:30PM	\$3,921.00
Bayshore Dance Academy 7 Douglas Drive Holmdel NJ 07733	High School	Saturday Saturday	5-16-09 5-30-09	Rehearsal Recital	8:00AM- 4:00PM 9:00AM- 9:00PM	\$9,454.00
Colts Neck Dance 410 Route 34 Colts Neck NJ 07722	High School	Wednesday Saturday	6-17-09 6-20-09	Rehearsal Recital	10:00AM – 2:00PM 8:30AM - 11:00PM	\$10,688.00
Marlboro Dance School 36 South Foxcroft Dr Manalapan NJ 07726	High School	Friday Saturday	6-12-09 6-13-09	Rehearsal Recital	3:30PM – 8:30PM 12:00PM – 4:00PM	\$3,704.00
Dance With Melody 1371 Route 35 North Middletown NJ 07748	High School	Wednesday Saturday	6-3-09 6-6-09	Rehearsal Recital	3:00PM – 9:00PM 6:00AM – 10:00PM	\$9,415.00
A Touch of Dance PO Box 634 Matawan NJ 07747	High School	Wednesday Saturday	6-24-09 6-27-09	Rehearsal Recital	12:00PM – 11:00PM 9:00AM – 11:00PM	\$11,295.00
Arts in Motion Academy 25 Morristown Road Matawan NJ 07747	High School	Sunday	6-28-09	Recital	11:00AM– 10:00PM	\$5,962.00

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

MOTION: Ms. Garrity SECOND: Dr. Tai VOTE: 8-0  
Absent: Mr. Burke

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b. Approval of Discarding Surplus/Obsolete Library Books – Holmdel High School

Resolved: That the Board approve the discarding of the following surplus/obsolete library books no longer in use at Holmdel High School. Attachment 9-b.

MOTION: Ms. Garrity SECOND: Dr. Tai VOTE: 8-0  
Absent: Mr. Burke

c. Approval of Budget Transfers – 2008/2009

Resolved: That the Board approve the 2008/2009 budget transfers as listed on attachment T-09-12.

MOTION: Ms. Garrity SECOND: Dr. Tai VOTE: 8-0  
Absent: Mr. Burke

10. Old Business None

11. New Business

Mrs. Duncan reported out that President Luccarelli will be meeting with the Half Century Club to discuss the 2009/2010 Budget and other applicable matters.

12. Questions from the Public None

13. Business Work Session

I. Committee Report(s)

The following Committee Reports were given:

Special Education Committee	Mrs. Vander Woude
Community Relations Committee	Mrs. Vander Woude
Buildings & Grounds Committee	Mrs. Wetmore
Holmdel Foundation For Educational Excellence	Mrs. Wetmore
Township Recreation Committee	Mrs. Wetmore

14. Executive Session (if required) None

15. Adjournment

By a unanimous voice vote the meeting adjourned at 9:06 p.m.

Respectfully Submitted,



Michael R. Petrizzo, CPA  
Business Administrator/Board Secretary