



HOLMDEL TOWNSHIP SCHOOLS BOARD OF EDUCATION MEETING

AGENDA
REGULAR BUSINESS MEETING
INDIAN HILL SCHOOL
JANUARY 29, 2020 7:00 PM

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 Student Learning Standards, and to become responsible and resourceful citizens and lifelong learners.

A. Call to Order

The Board of Education, Township of Holmdel, met in a Regular Business Meeting on Wednesday, January 29, 2020 in the Indian Hill School, 735 Holmdel Road, Holmdel, New Jersey. Ms. Flynn, President of the Board, called the meeting to order at 7:05 p.m.

B. 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, 65 McCampbell 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.

C. 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 at the beginning of the meeting 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.
- There are certain matters that may be brought before the board that cannot be immediately addressed in public. Such matters may be referred by the president to a board committee and/or to the Superintendent for consideration and/or resolution.
- 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.

D. Roll Call/Flag Salute

The following Board members were present: Mesdames: Flynn, Briamonte, Collins and Urbanski. Messrs: Sockol, Foster, Hammer, Reddy and Wall. Also present, Dr. Robert McGarry, Superintendent, Mr. Michael

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R. Petrizzo, CPA, Business Administrator/Board Secretary and Mr. Paul Green, Board Attorney. Student Representatives to the Board, Ms. Hannah Lin and Mr. Jide Anifowoshe were present.

E. Presentation(s)/Public Hearing(s)

- W.R. Satz School Dance Class Performance
- Standardized Assessment Peer District Analysis - Winter 2020
- 2018/2019 Comprehensive Annual Financial Report and Single Audit – PKF O’Connor Davies, LLP
- Brown & Brown Benefit Advisors Health Benefit Presentation

F. Report of the Student Representatives to the Board

Resolved: That the Report of the student representatives is hereby accepted.

MOTION: Show of Hands to Accept - All Approved

G. Report of the Superintendent

Good evening, everyone and xīn nián kuài lè- Happy Chinese New Year!

Before I share some highlights from across the district, I want to take a moment to recognize the individuals seated here on the deus. January is School Board Recognition Month in New Jersey, a time to raise public awareness of the roles and responsibilities of local boards of education and to thank school board members for their efforts. School board members devote countless hours to their communities and public education, on behalf of children and they do this without receiving any compensation!

Please join me in a show of gratitude to the members of the Holmdel Township Board of Education for their work on behalf of the children of our community.

January has been a busy month across the district - and this week in particular as the school year comes to the official halfway mark. While the school year is now old, we are still witnessing the introduction of new initiatives, like the “Check-In/Check Out” program at Village. In alignment with our district’s Social Emotional Learning goal, like all of our schools, Village has moved forward with deepening staff’s understanding of Social and Emotional Learning core competencies and beliefs. At the most recent faculty meeting administration and guidance led staff through a review of Village School’s goals for increasing connectivity between faculty and staff members and the importance of self-care. As our SEL consultant has shared with us since our first training, “connection before content” is an important part of effective SEL.

The Village Check-In Check-Out program is designed to support students who need a little extra help with managing behavior, staying focused or proactively handling social situations with peers. Students check in with an adult at the beginning of each day to be sure they are prepared for class and ready to learn. Throughout the day, students check in with teachers and receive points on a card related to how closely they meet their goals. Then at the end of the day, students check out with an adult who totals up the points, and discusses the day with the student.

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Also new and in partnership with the Holmdel Police Department, IH is introducing the Law Enforcement Against Drugs (LEAD) program exclusively for our 6th grade classes. This program is beginning this week and will be facilitated by our School Resource Officer, the newly- minted Sergeant Jon Martin, and Indian Hill's counselor, Stephanie Jennings. We are excited to provide our students with this opportunity.

Sometimes new initiatives come from our very own students like Mikayla Klotsman, a student in Mrs. Reichwein's 4th grade class who came up with the idea to write and perform a play based on the fables and fairy tales the class was reading in their Literacy unit. Mikayla was able to get her entire class involved in the production which ended up being performed for another group of 4th grade students and teachers. We are so proud of the students' initiative and efforts and we love when students exhibit the qualities of innovate to elevate.

Speaking of outstanding performances, congratulations to the staff and crew of Satz's production of "Annie, Jr." - the show was outstanding and the large crowd each evening roared its approval! Special thanks to our directors - Mrs. Connolly, Mr. Hurst and Dr. Tetreault - for their hard work in showcasing our students. Bravo!

A special congratulations to the 2020 Holmdel High School Inductees of our National Honor Society Chapter. Our Chapter will proudly represent the Holmdel Community on February 8th at Camp Sunshine's Annual Polar Plunge Fundraiser. Proceeds will help provide for families with children suffering from life-threatening illnesses.

Kudos to the HHS PEER Leadership Program for collaborating with 7th, 8th & 9th graders on the importance of Digital Citizenship. PEER Leaders will be hosting the 2nd "Hello Hornets" event in February to continue their collaboration with new and transfer students at HHS.

Speaking of new, this month our TV Studio classes moved into their new home and they are loving all of the new equipment and space. Tomorrow our new Graphic Arts room will open to all of the new Semester 2 students. Thank you to all of our staff who have worked so hard in transforming an old space into a state of the art Engineering and Communications Wing!

Thanks to our administrative and professional staff for your leadership and participation in the January 24th in-service day. There were over 30 sessions offered to support our staff's professional development aligned with our district goals of data driven, differentiated instruction as well as social and emotional learning and wellness for students and staff. It was a tremendous day of learning and self-care for all!

Village staff asked that I thank Mr. Welter and the students in the STRIVE program for their efforts in helping to organize the Lost & Found. Thanks to their diligence, our staff have been able to cycle their classes through the area to retrieve misplaced books, clothing and supplies. Without their patience in collecting, organizing and communicating with staff members - many of our students would have never been able to so effectively reclaim their lost items.

Congratulations to Akarsh Kollu, the winner of Indian Hill's Geography Bee for the third year in a row. We are so proud of Akarsh and all the students who participated. Good luck to him with the online qualifying test!!

Congratulations to the following students in Mrs. Gish's class who were the winners from the Young Writers Spooky Saga's contest of 2019: Cheryl Nolan, Emma Jackstadt, Maya Burrage-Nasr, Amy Adachie, and Aider Rukin.

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Congratulations to our 6th grade students who attended the YMCA Model UN Conference in Hershey Park and won the following awards:

- Sydney Sun- Premier Press Member
- Sophia Barwicz- Premier First Year Delegate
- Jayden Francis- Outstanding Country Research Paper

Congratulations to Sophia Gao who successfully auditioned for the Central Jersey Music Educators Association Region Orchestra on Saturday, and won a spot in the String Orchestra. This is a huge accomplishment, and we are super proud of her hard work and dedication to her instrument. The concert is set for February 29.

A big congratulations to our January Hornets of the Month:

- 4th grade: Payton Zarraga; Vincenzo Amodio
- 5th grade: Rita Fan: Adam Brown
- 6th grade: Shivali Sethi: Remy Mander

Congratulations to the following Satz students for earning recognition in the CJMEA Regional Symphonic Band for Flute: Jodie Chung, Olivia Kim, Lina Wang and Rebecca Wang.

Congratulations to the following students who won awards at YMCA Model UN program earlier this month: Devon Roth was chosen to speak at closing ceremony; Jack Powers was awarded “Premier Diplomat” recognition while Alexia Zambito earned “Premier Diplomat” and “Outstanding Country Research Paper honors”, and Lauren Laudi, Sophia Laudi, and Sirina Ganne were also each awarded “Outstanding Country Research Paper honors”.

Congratulations to the following students who earned medals at the Science Olympiad tournament earlier this month: Sahil Chaudhri for Circuit Lab and Mousetrap Vehicle; Alexander Rokkos for Circuit Lab; Andrey Potylitsin for Mousetrap Vehicle; Jenna Yiu for Write-it Do it and Allison Hu for Write-it Do it.

Congratulations to our Satz “Students of the Season (Winter)” Ghalia Ghazal, Tyler Reddy, Julia Saporito and Zephan Alam.

Congratulations to Satz student Nidhi Nair, who is a semifinalist in NASA’s national contest to name its upcoming Mars 2020 Space Rover. Nidhi suggested the name “RIDE” after the famous female astronaut Sally Ride.

Holmdel High School’s Poetry Out Loud Competition took place on January 14, 2020. After two grueling rounds of recitations, Emily Baylock took 1st place and will represent Holmdel at the regional competition on February 4th at the Count Basie Theater, while Tierney Maurer and Evelyn Salvia took 2nd and 3rd place respectively.

HHS’s Mock Trial Team took second place in the county on January 23, 2020. Congrats to all participants for a great season!

Thank you to the Village School’s PSA for their support in raising funds for our school, be it through Box Top collection, collection of items or for encouraging parents to register through Amazon Smile, your ongoing support and commitment to our students is appreciated.

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A continued thanks to Indian Hill’s parent group for tirelessly always trying ways to support our staff and students. A special thank you to Meagan Rogers-Solomon for organizing the student partnership with Arbor Terrace that has allowed our students the opportunity to communicate with residents at the senior community.

A hearty thanks to the Satz PSG, on behalf of the students, for your weekly Snack Shack offerings, especially the pretzels!!

Thank you to the HHS PTSO for their support in raising funds for our school through the course of the year. The monthly PTSO Bake Sales are not only a great fundraiser, but also a big hit with students looking for a much needed snack at the end of the day, before heading to various afterschool activities. Your support and commitment to the school community is always appreciated.

And thank you to the HYAA for all of the donations on the agenda tonight.

Lastly, parents should check their email tomorrow for the Winter MAP Assessment Report. MAP Growth assessments determine each child’s instructional level and measure academic progress from September to January in the areas of reading and mathematics. As always, the results will be used to continue to guide instructional practices, to provide targeted academic support, and to determine student eligibility for district programs and services.

I look forward to seeing everyone on Saturday as we celebrate the Year of the Rat.

The Superintendent reported the following current student enrollment: 2,987

Village School.....782 W.R. Satz School..... 526
 Indian Hill School742 High School.....937

Resolved: That the Superintendent’s report is hereby accepted and filed by the Board Secretary.

MOTION: Show of Hands to Accept – All Approved

H. Harassment, Intimidation and Bullying (H.I.B.) Report (12/19/2019 – 1/29/2020)

School	# of Incidents	Substantiated	Unsubstantiated
Village School	0		
Indian Hill School	0		
W.R. Satz School	0		
Holmdel High School	2		2

I. Committee Report(s)

Before a matter is placed on the agenda at a public meeting, the administration reviews the matter with the Superintendent of Schools. Members of Board committees then work with the Superintendent to ensure a full review of these matters and after committee review and discussion, administrative recommendations are placed on the agenda for action at a public meeting. In rare instances, matters are presented to the Board of Education for discussion at the same meeting that final action may be taken.

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- Mr. Foster – Budget & Finance
- Mr. Wall – Labor Negotiations/Personnel
- Mrs. Briamonte – Buildings, Grounds & Safety
- Mrs. Collins – Curriculum, Instruction & Special Services

J. Questions or Comments from the Public on Action Items Only

- Mrs. Tuccilo, parent, asked questions regarding the proposed calendar for 2020/2021 school year. Dr. McGarry responded accordingly.

K. Action Items

• Approval of Minutes:

1. Approval of Minutes – Closed Executive Session Meeting

Resolved: That the Board approve the minutes of the following meeting: Closed Executive Session Meeting – December 18, 2019.

MOTION: Mr. Sockol SECOND: Mrs. Collins VOTE: 7-0-2
Abstained: Mr. Hammer and Mrs. Urbanski

2. Approval of Minutes – Regular Business Meeting

Resolved: That the Board approve the minutes of the following meeting: Regular Business Meeting – December 18, 2019.

MOTION: Mr. Sockol SECOND: Mrs. Collins VOTE: 7-0-2
Abstained: Mr. Hammer and Mrs. Urbanski

3. Approval of Minutes – Reorganization Meeting

Resolved: That the Board approve the minutes of the following meeting: Reorganization Meeting – January 8, 2020.

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

• Policy:

4. Approval of New Jersey School Boards Association “Code of Ethics” Training Session

The Board of Education Members have discussed the School Ethics Act and the Board Member Code of Ethics as required under N.J.A.C. 6A:32-3.2.

Ms. Flynn had each Board Member read the Code of Ethics.

Resolved: That the New Jersey School Boards Association “Code of Ethics” shall be considered the official Code of Ethics of the Holmdel Township Board of Education:

CODE OF ETHICS

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1. I will uphold and enforce all laws, rules and regulations of the State Board of Education, and court orders pertaining to schools. Desired changes shall be brought about only through legal and ethical procedures.
2. I will make decisions in terms of the educational welfare of children and will seek to develop and maintain public schools that meet the individual needs of all children regardless of their ability, race, creed, sex, or social standing.
3. I will confine my board action to policy making, planning, and appraisal, and I will help to frame policies and plans only after the board has consulted those who will be affected by them.
4. I will carry out my responsibility, not to administer the schools, but, together with my fellow board members, to see that they are well run.
5. I will recognize that authority rests with the board of education and will make no personal promises nor take any private action that may compromise the board.
6. I will refuse to surrender my independent judgment to special interest or partisan political groups or to use the schools for personal gain or for the gain of friends.
7. I will hold confidential all matters pertaining to the schools which, if disclosed, would needlessly injure individuals or the schools. In all other matters, I will provide accurate information and, in concert with my fellow board members, interpret to the staff the aspirations of the community for its school.
8. I will vote to appoint the best qualified personnel available after consideration of the recommendation of the chief administrative officer.
9. I will support and protect school personnel in proper performance of their duties.
10. I will refer all complaints to the chief administrative officer and will act on the complaints at public meetings only after failure of an administrative solution.

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

• **Superintendent's Recommendations**

5. Approval of Out-of-District Travel, District Personnel

Resolved: That the Board approve the out-of-district travel for professional development activities or professional development meetings, as authorized by the Superintendent under Policy 6471 School District Travel, and in accordance with Regulation 6471 Staff Member Expenses, as per attachment. [B]

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

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6. Approval of Student Trips

Resolved: That the Board approve the list of student trips and the educational objectives, itineraries, rules and regulations set forth for each that are on file in the Office of the Superintendent of Schools and the Office of the appropriate School Principal.

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

7. Approval of Staff Members to Write/Revise Assessments

Resolved: That the Board approve staff members to write/revise assessments for the 2019/2020 school year at the non-pupil contract rate, as follows: [B]

Name
Rebecca Baldino
Jami Kenney

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

8. Approval of Presenters for Staff Professional Development

Resolved: That the Board approve the following presenters for staff professional development for the 2019/2020 school year at the rate of \$75.00 per hour, as follows: [B]

Name	Name
Brianna Brennan	Kailyn Liebner
Stacey Campbell	Melissa Menges
Kailyn DaSilva	Giulia Picascia
Nicole Fiorletti	Jessica Scarpitto
Allyson Heim	Jackie Stern
Kathleen Klinger	Meredith Thomas

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

9. Approval of Consultants for Professional Development

Resolved: That the Board approve consultants for professional development services for staff for the 2019/2020 school year, as follows: [B]

Name	Workshop	Amount* (not to exceed)
Indieflix	Angst screening	\$1,000.00**

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Tracey Knerr	DI Math	\$1,600.00*
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*Funded by Title II-A
**Funded by Title IV-A

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

10. Approval of Additional 2019/2020 Location for the Community Based Instruction (CBI) and Structured Learning Experience (SLE)

Resolved: That the Board approve the 2019/2020 Community Based Instruction (CBI) and Structured Learning Experience (SLE) location, as follows:

Name	Location
Sloan-Kettering Monmouth	Middletown, NJ

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

11. Acceptance/Approval of 2019/2020 NJ Child Assault Prevention Grant (CAP)

Resolved: That the Board accept/approve grant valued at \$904.00 for the 2019/2020 school year to implement the Elementary CAP program and CAP's Bullying Prevention Program.

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

12. Acceptance of Non-Monetary Donation from the Holmdel Youth Activities Association (HYAA) to Village School.

Resolved: That the Board accept with gratitude, a non-monetary donation from the Holmdel Youth Activities Association (HYAA) value not to exceed \$7,500.00 for volleyball system. [D]

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

13. Acceptance of Non-Monetary Donation from the Holmdel Youth Activities Association (HYAA) to Holmdel High School

Resolved: That the Board accept with gratitude, a non-monetary donation from the Holmdel Youth Activities Association (HYAA) value not to exceed \$1,076.25 for reversible practice jerseys for boys and girls basketball. [D]

MOTION: Mr. Sockol SECOND: Mr. Reddy VOTE: 9-0

14. Acceptance of Non-Monetary Donation from the Holmdel Youth Activities Association (HYAA) to Holmdel High School

Resolved: That the Board accept with gratitude, a non-monetary donation from the Holmdel Youth Activities Association (HYAA) value not to exceed \$4,000.00 of a softball shed to be used for the HYAA softball teams and coaches. [D]

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

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15. Acceptance of Non-Monetary Donation from the Holmdel Youth Activities Association (HYAA) to Holmdel High School

Resolved: That the Board accept with gratitude, a non-monetary donation from the Holmdel Youth Activities Association (HYAA) value not to exceed \$578.00 for pitching screens for the High School softball program. [D]

MOTION: Mr. Sockol SECOND: Mr. Reddy VOTE: 9-0

16. Approval of Home/Bedside Instruction

Resolved: That the Board approve home/bedside instruction services for the following students for the period indicated:

SID	Services	Classification	Start Date	End Date	Cost per hour
8830599676	Home Instruction	n/a	01/02/20	01/28/20	\$57.00
8749902924	Beside Instruction	n/a	01/10/20	02/21/20	\$57.00
1921549739	Home Instruction	n/a	01/14/20	02/14/20	\$57.00

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

17. Acceptance of Retirement, Teacher, W.R. Satz School

WHEREAS: Ms. Kathleen Howard has served the Holmdel Township Public Schools with distinction since September 1, 1987 and,

WHEREAS: Ms. Howard has faithfully executed her duties with skill and competency; and,

WHEREAS: Ms. Howard has earned the respect of her colleagues and community residents; and,

WHEREAS: Ms. Howard has submitted a letter announcing her retirement from the Holmdel Township School District, effective July 1, 2020;

NOW THEREFORE BE IT RESOLVED:

That the Holmdel Township Board of Education accepts Ms. Howard's retirement with deep gratitude for Ms. Howard's dedication, loyalty and outstanding services performed and further extend to Ms. Howard its best wishes for a happy and healthy retirement.

MOTION: Mr. Sockol SECOND: Mr. Reddy VOTE: 9-0

18. Acceptance of Retirement, Special Education Teacher, W.R. Satz School

WHEREAS: Mr. Michael Santiago has served the Holmdel Township Public Schools with distinction since September 1, 2004 and,

WHEREAS: Mr. Santiago has faithfully executed his duties with skill and competency; and,

WHEREAS: Mr. Santiago has earned the respect of his colleagues and community residents; and,

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WHEREAS: Mr. Santiago has submitted a letter announcing his retirement from the Holmdel Township School District, effective July 1, 2020;

NOW THEREFORE BE IT RESOLVED:

That the Holmdel Township Board of Education accepts Mr. Santiago's retirement with deep gratitude for Mr. Santiago's dedication, loyalty and outstanding services performed and further extend to Mr. Santiago its best wishes for a happy and healthy retirement.

MOTION: Mr. Sockol SECOND: Mr. Reddy VOTE: 9-0

19. Acceptance of Retirement, Special Education Monitor, Village School

WHEREAS: Ms. Susan Cheh has served the Holmdel Township Public Schools with distinction since October 8, 2008 and,

WHEREAS: Ms. Cheh has faithfully executed her duties with skill and competency; and,

WHEREAS: Ms. Cheh has earned the respect of her colleagues and community residents; and,

WHEREAS: Ms. Cheh has submitted a letter announcing her retirement from the Holmdel Township School District, effective January 1, 2020;

NOW THEREFORE BE IT RESOLVED:

That the Holmdel Township Board of Education accepts Ms. Cheh's retirement with deep gratitude for Ms. Cheh's dedication, loyalty and outstanding services performed and further extend to Ms. Cheh its best wishes for a happy and healthy retirement.

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

20. Acceptance of Resignation, School Nurse, Holmdel High School

Resolved: That the Board accept the resignation of Susan Komosinski, School Nurse, Holmdel High School, effective February 17, 2020.

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

21. Approval of Termination, Employee #6700

Resolved: That the Board approve a termination of the employment contract for employee #6700 effective January 2, 2020.

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

22. Approval of Leave of Absence

Resolved: That the Board approve leaves of absences as follows: [B]

Last Name	First Name	Leave Dates*
Blair	Charles	01/19/20-01/29/20 (extended)
Denton	Jane	02/01/20-03/31/20 (extended)

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Saler	Katherine	04/13/20-06/30/20
Treubig	Taryn	01/21/20-05/27/20 (revised)

**type of leave is on file in the Superintendent's office*

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

23. Approval of Appointment, Assistant Business Administrator/Assistant Board Secretary, District

Resolved: That the Board approve the appointment of Jessica DeWysockie as Assistant Business Administrator/Assistant Board Secretary, District, at a salary of \$118,000.00 (prorated), effective May 1, 2020 or sooner through June 30, 2020, pending criminal history review. [D. Mancuso - Resignation] [B]

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

24. Approval of Appointment, Special Education Monitor, Village School

Resolved: That the Board approve the appointment of Justine Troeller, Special Education Monitor, Village School, at a salary of \$24.20 per hour for 6.5 hours Monday through Friday, effective retroactively from January 2, 2020 through June 30, 2020. Salary for the 2019/2020 school year to be dependent upon completion of negotiations with HTEA. [S. Cheh - Retirement] [B]

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

25. Approval of Appointment, AM/PM Bus Monitor, Indian Hill School

Resolved: That the Board approve the appointment of Kami DeSilva, AM/PM Bus Monitor, Indian Hill School, at a salary of \$24.20 per hour for 2 hours per day, Monday through Friday, effective retroactively from January 8, 2020 through June 30, 2020. Salary for the 2019/2020 school year to be dependent upon completion of negotiations with HTEA. [B]

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

26. Approval of Appointment, Temporary Leave Replacement, Special Education Teacher, Village School

Resolved: That the Board approve the appointment of Desiree Fernandez, Temporary Leave Replacement, Special Education Teacher, Village School, step 1MA+30, at a salary of \$65,875.00 prorated, effective retroactive from January 15, 2020 through March 4, 2020. Salary for the 2019/2020 school year to be dependent upon completion of negotiations with HTEA. [C. Scott – Paid Leave]

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

27. Approval of Changes in Location/Assignment

Resolved: That the Board approve changes in Location/Assignment, as follows:

Last Name	First Name	Position/Hours From	Location From	Position/Hours to	Location to	Effective
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Ennis	Marc	Custodian Night Shift	High School	Custodian Sunday Night Shift	High School	12/19/19
Martin	Ceil	Lunchroom/Playground Aide	Village School	Lunchroom/Playground Aide	W.R. Satz School	01/21/20
Rochford	Jessica	Lunchroom/Playground Aide	W.R. Satz School	Lunchroom/Playground Aide	Village School	01/21/20

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

28. Approval of Extra Level of Staffing

Resolved: That the Board approve staff members for an extra level of staffing at Indian Hill School, as follows: [B]

Last Name	First Name	Proportion	Effective Date
George	Cathleene	.20	01/06/20-02/04/20
McCarthy	Kevin	.23	01/06/20-02/04/20

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

29. Approval to Amend Schedule B Appointment

Resolved: That the Board approve to amend a Schedule B appointment for the 2019/2020 school year, as follows:

Last Name	First Name	Position From	Position To	Stipend
Fisher	Kelly	Unified Sports Co-Coach	Unified Sports Co-Coach – Fall/Spring	\$800.00

*Salary for the 2019/2020 school year to be dependent upon completion of negotiations with HTEA.

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

30. Approval of Schedule B Appointments

Resolved: That the Board approve the Schedule B appointment for the 2019/2020 school year, as follows: [B]

Last Name	First Name	Position	Location	Stipend*
Scarpitta	Marisa	Unified Sports Co-Coach – Winter	Village	\$400.00

*Salary for the 2019/2020 school year to be dependent upon completion of negotiations with HTEA.

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

31. Approval of Appointment, Day-to-Day Substitutes, 2019/2020 School Year

Resolved: That the Board approve the appointment of day-to-day substitutes, as follows [B]

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Last Name	First Name	Substitute Position(s)	Effective Dates
Ahne	Anne	Teacher	12/21/19
Campo	Valeria	Teacher, Clerical	01/23/20
Costantino	Alex	Teacher	01/21/20
Fischer	Colleen	Teacher, Clerical	01/06/20
Schetelich	Gary	Teacher	02/01/20

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

32. Approval of Job Description, Structured Learning Experience Teacher

Resolved: That the Board approve a job description for a Structured Learning Experience Teacher, as per attachment. [New] [B]

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

33. Approval of Tuition Contract

Resolved: That the Board approve a tuition contract with the Middletown Township Board of Education for student #551725, eligible under the McKinney-Vento Act, for September 2019 through December 2019, at a cost of \$6,237.52.

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

34. Adoption of the 2020/2021 School Calendar

Resolved: That the Board adopt the 2020/2021 school calendar as on file in the Office of the Superintendent.

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

35. Acceptance of Harassment, Intimidation and Bullying (HIB) Report

Resolved: That the Board move to accept the Report on Harassment, Intimidation and Bullying (HIB) as reported to the Board on December 18, 2019.

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

• **Business Administrator's Recommendations**

36. Acceptance/Approval of 2018/2019 Comprehensive Annual Financial Report (CAFR), Single Audit and Corrective Action Plan

Resolved: That the Board accept/approve the Comprehensive Annual Financial Report (CAFR), Single Audit and Corrective Action Plan as prepared by PKF O'Connor Davies, for the fiscal year July 1, 2018 through June 30, 2019.

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

37. Acceptance/Approval of Additional 2019/2020 Chapter 192-193 Funding

Resolved: That the Board accept/approve additional funding under the provision of Chapter 192-193 (2019/2020) as on file in the Business Office:

Chapter 192-193 Services	Amount
Additional Chapter 192-193 Funding	\$ 973.00
Revised 2019/2020 Entitlement (1/17/2020)	\$302,020.00

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

38. Approval of Monthly Certification – December 31, 2019

Resolved: That pursuant to N.J.A.C.6A:23-2.11(e), we certify that as of December 31, 2019 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: Mr. Sockol SECOND: Mrs. Collins VOTE: 9-0

39. Approval of Business Administrator/Board Secretary's Financial Report – December 31, 2019

Resolved: That the Financial Report of the Business Administrator/Board Secretary for the month ending December 31, 2019 is hereby approved and the Business Administrator/Board Secretary instructed to file same.

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

40. Approval of Treasurer's Financial Report – December 31, 2019

Resolved: That the Financial Report of the Treasurer of School Funds for the month ending December 31, 2019 is hereby approved and the Business Administrator/Board Secretary is instructed to file same. The report approved is in agreement with the report of the Business Administrator/Board Secretary.

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

41. Approval of Budget Transfers – 2019/2020

Resolved: That the Board approve the 2019/2020 Budget Transfers as listed on attachment T-20-08.

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

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42. Approval of Bills Payment – January 29, 2020

Resolved: That the Board approve payment of the January 29, 2020 regular bills list in the amount of \$2,595,154.97 and as certified and approved.

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

L. Old Business - None

M. New Business

- Mr. Sockol referenced School Resource Officer (SRO) Martin, recognized his efforts as an SRO, and congratulated him on his promotion to Sergeant.
- Mr. Sockol referenced the calendar for the 2020/2021 school year and asked Dr. McGarry if there was any flexibility with adjusting the back end of the calendar with graduation date. Dr McGarry responded accordingly.
- Mrs. Urbanski referenced the placement tests and asked if Dr. McGarry can send notice to the parents/families to remind them of the upcoming tests.
- Ms. Flynn referenced the calendar for the 2020/2021 school year and stated that everything should be done with the best interest of the students and the proposed 2020/2021 calendar was developed based on the ongoing construction schedule.
- Mr. Wall referenced a 2018 study by the Centers for Disease Control and Prevention (CDC) which, if accurate, indicates that 1 in 5 High School students are vaping and referenced the issues/challenges/health concerns regarding the vaping epidemic along with other drug issues (i.e. Heroin, Fentanyl).

N. Questions or Comments from the Public

- Mrs. Brew, parent, referenced Project Graduation, which needs to be considered when reviewing the proposed calendar for the 2020/2021 school year.
- Mrs. Tuccilo, parent, referenced the Health Benefits presentation and referenced the cost of benefits and impact of employee benefit contributions.
- Mr. Wang, parent, inquired if the data presentation will be posted to the district website and if additional data could be analyzed.

O. Executive Session (if required)

Board President Flynn stated the Board needed to go into Executive Session to discuss student and legal matters and would return from Executive Session to vote on agenda item #35 (Acceptance of Harassment, Intimidation and Bullying (HIB) Report). At 9:32 p.m., Mr. Sockol motioned, Mrs. Briamonte seconded and by unanimous voice vote, the Board entered into Executive Session.

At 10:25 p.m., the Board returned from Executive Session. The following Board members were present: Mesdames: Flynn, Briamonte, Collins and Urbanski. Messrs: Sockol, Foster, Hammer, Reddy and Wall. Also present, Dr. Robert McGarry, Superintendent, Mr. Michael R. Petrizzo, CPA, Business Administrator/Board Secretary and Mr. Paul Green, Board Attorney. Student Representatives to the Board, Ms. Hannah Lin and Mr. Jide Anifowashe were absent.

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There was a roll call vote on agenda item #35 (Acceptance of Harassment, Intimidation and Bullying (HIB) Report).

P. Adjournment

Board President Flynn called for a motion to adjourn the meeting. Mr. Sockol motioned, Mr. Reddy seconded and by a unanimous voice vote, the meeting adjourned at 10:28 p.m.

Respectfully Submitted,

Michael R. Petrizzo, CPA
Business Administrator/Board Secretary

Date	Name	Location	Professional Development Activities/Meetings	City, State	Cost/Fees
02/24/20	Abadiotakis, E.	Village School	Colts Neck School District Moves Program Visit	Colts Neck, NJ	\$0.00
02/14/20	Babik, C.	Village School	World Language Articulation Meeting	Shrewsbury, NJ	\$0.00
02/14/20	Bazley, K.	Indian Hill School	World Language Articulation Meeting	Shrewsbury, NJ	\$0.00
03/12/20	Conroy, C.	W.R. Satz School	Engagement by Design: Creating Learning Environments Where Students Thrive	Piscataway, NJ	\$155.00
03/31/20	Conroy, C.	W.R. Satz School	Equity in the Modern Classroom	Lincroft, NJ	\$199.00
03/24/20	Cooke, M.	Village School	Guided Math Conference	Clark, NJ	\$305.06
02/26/20	DaSilva, K.	Indian Hill School	Effectively Dealing with Disruptive Students	Freehold, NJ	\$279.00
03/31/20	Farese, A.	High School	Equity in the Modern Classroom	Lincroft, NJ	\$199.00
01/10/20	Ferrarese, M.	Indian Hill School	Response to Intervention	West Long Branch, NJ	\$0.00
04/29/20	Fetter, E.	Village School	Intervention Strategies to Make Sense of Comprehension	Philadelphia, PA	\$254.57
01/28/20	Fittipaldi, R.	Village School	Tools of the Mind	Matawan, NJ	\$0.00
02/20/20	Gill, M.	District	Extraordinary Issues and Hot Topics	Robbinsville, NJ	\$0.00
02/26/20	Gill, M.	District	Staff and Community Relations	Robbinsville, NJ	\$0.00
04/01/20	Graham, J.	W.R. Satz School	Technology Implementation in Community Based Instruction	Trenton, NJ	\$0.00
03/02/20	Graham, J.	W.R. Satz School	Job Coaching for Community Employment	Trenton, NJ	\$0.00
03/09/20	Gurney, D.	High School	Equity in the Modern Classroom	Lincroft, NJ	\$199.00
02/25/20 - 02/26/20	Jacoby, L.	Indian Hill School	NJ Association for Health, Physical Education Recreation and Dance Annual Teacher Conference	Long Branch, NJ	\$190.00
01/16/20	Lelivelt, S.	District	Technology Council Meeting	Freehold, NJ	\$0.00
03/03/20	Lelivelt, S.	District	2020 Statewide Assessment District Test Coordinator and District Technology Coordinator Training	Freehold, NJ	\$26.00
03/13/20	Loughran, W.	W.R. Satz School	NJ Middle Level Conference	Union, NJ	\$139.00
03/06/20	McMahon, L.	Indian Hill School	NJ Speech Language Hearing Association/ NJ International Dyslexia Association Conference	Garwood, NJ	\$210.50*
02/04/20 - 02/05/20	McMahon, L.	Indian Hill School	Leveled Literacy Intervention	Colts Neck, NJ	\$245.00
02/04/20 - 02/05/20	Metzinger, J.	Indian Hill School	Leveled Literacy Intervention	Colts Neck, NJ	\$253.31
01/28/20	Naperski, L.	Village School	Strategies for Students Who Start Behind	West Orange, NJ	\$285.35
02/07/20	Phelps, C.	High School	Monmouth University Counselor Brunch	West Long Branch, NJ	\$0.00
02/14/20	Rafferty, C.	W.R. Satz School	World Language Articulation Meeting	Shrewsbury, NJ	\$0.00
02/26/20	Reckage, K.	Indian Hill School	Effectively Dealing with Disruptive Students	Freehold, NJ	\$279.00
02/04/20 - 02/05/20	Remuzzi, J.	Village School	Leveled Literacy Intervention	Colts Neck, NJ	\$245.00
03/20/20	Riegal, D.	High School	Hidden Dangers - Keeping Children/Adults Safe	Waretown, NJ	\$0.00
01/10/20	Riggi, J.	High School	Monmouth County Curriculum Consortium Winter Summit	West Long Branch, NJ	\$0.00
01/10/20	Schillaci, B.	High School	Monmouth County Curriculum Consortium Winter Summit	West Long Branch, NJ	\$0.00
02/14/20	Simonelli, C.	W.R. Satz School	World Language Articulation Meeting	Shrewsbury, NJ	\$0.00
01/28/20	Smith, E.	Village School	Strategies for Students Who Start Behind	West Orange, NJ	\$259.00
04/29/20	Smith, E.	Village School	Intervention Strategies to Make Sense of Comprehension	Philadelphia, PA	\$254.57
02/24/20	Swift, C.	Village School	Colts Neck School District Moves Program Visit	Colts Neck, NJ	\$0.00
01/28/20	Vierschilling, J.	Village School	Strategies for Students Who Start Behind	West Orange, NJ	\$270.59
02/14/20	Villacres, C.	W.R. Satz School	World Language Articulation Meeting	Shrewsbury, NJ	\$0.00
02/25/20 - 02/26/20	Wagner, C.	Indian Hill School	NJ Association for Health, Physical Education Recreation and Dance Annual Teacher Conference	Long Branch, NJ	\$190.00
01/28/20	Wright, E.	District	Tools of the Mind	Matawan, NJ	\$0.00
03/20/20	Wrubel, D.	District	NJ Association for Gifted Children	West Windsor, NJ	\$176.92
*Funded by Title 1A					



HOLMDEL TOWNSHIP PUBLIC SCHOOL JOB DESCRIPTION:

Structured Learning Experience Teacher

QUALIFICATIONS:

1. Holds valid standard New Jersey teaching certificate.
2. Successful completion of the New Jersey Department of Education required Structured Learning Experience coursework.
3. A minimum of 5 years of successful full-time experience as a classroom teacher preferred.
4. This position requires flexible working hours to adequately access community, agency and parent organizations important to internships.
5. A valid driver's license with current insurance and valid vehicle registration.
6. Demonstrates effective problem solving, communications, organization, planning, record keeping and human relations skills.
7. Demonstrates ability to build relationships and cultivate natural supports for young workers.
8. Successfully completes required criminal history check and has proof of U.S. Citizenship or legal resident alien status.
9. Such alternatives as the Board may find appropriate and acceptable.

REPORTS TO: Principal, and/or designee

JOB GOAL: To support the district's instructional program by participating in the planning and implementation of internship experiences for students.

PERFORMANCE RESPONSIBILITIES:

1. Instructional Planning
 - a. Prepare for classes assigned and show evidence of preparation upon request of administrative and supervisory personnel.
 - b. Take all necessary and reasonable precaution to protect supplies, equipment, materials and facilities needed to implement effectively the planned instructional program.
2. Instruction
 - a. Meet and instruct students in accordance with established school philosophy, goals, curriculum, procedures and previously devised schedules.
 - b. Strive to maximize the educational achievement of each student.
 - c. Employ a variety of instructional techniques and media, which are appropriate to the achievement of the program goals and objectives.

- d. Assess student progress relative to the course curriculum and internship experience.
 - e. Maintain accurate and complete records as required by district policy and administrative regulations.
3. Student Management
- a. Create a classroom environment that is conducive to learning and appropriate to the maturity and interests of the students.
 - b. Implement all relevant policies and rules governing student life and conduct.
 - c. Develop reasonable rules of classroom behavior in accordance with district policy and guidelines, and maintains order in the classroom in a fair and just manner.
4. Assessment and Career Counseling
- a. Coordinate development of career awareness and exploration activities.
 - b. Collaborate with guidance for student participation in internship experiences.
5. Internship Planning
- a. Disseminate transition information to teachers and administration.
 - b. Present in-service training.
 - c. Assist families, parents, students and school counselors with access to internship opportunities.
 - d. Identify, establish, and maintain links with community agencies and businesses.
 - e. Initiate and maintain collaboration between and among different local education agencies.
 - f. Assist in planning and placement decisions.
 - g. Assist teachers and Principal, and/or designee, in developing overall plan for the district's internship program and curriculum.
 - h. Monitor adherence to federal laws.
 - i. Survey area businesses and local resources for possible internship sites and activities.
 - j. Develop checklists, job materials and media necessary to implement transition programs.
 - k. Maintain data on district internship activities and job placement.
 - l. Act as a contact person for parents, teachers, school counselors, supervisors and employers.
 - m. Conduct regular evaluations on program effectiveness.
 - n. Serve as a member of the district's community partnerships committee.
 - o. Assist directors/supervisors in developing parent informational sessions and resources for internship experiences.
 - p. Seek information on available grants for structured learning experience programs.
6. Education and Community Training
- a. Coordinate school and community work-based learning opportunities.
 - b. Identify job placements.
 - c. Conduct periodic site visits with community employers, prepares reports and provides feedback to all.
 - d. Provide staff development and training to support students effectively.

- e. Maintain necessary paperwork required by district policy and New Jersey Administrative Code for Structured Learning Experiences.
- f. Resolve staff, students, and work site difficulties or concerns.

7. Public Relations

- a. Disseminate information to employers and the school community.
- b. Provide awareness activities to employers, teachers, parents, students, and service organizations.
- c. Develop business partnerships.
- d. Promote work-based learning opportunities with businesses and recruit businesses.
- e. Serve on variety of committees.
- f. Coordinate/sponsor internship fairs.

8. Professional Development

- a. Strive to maintain and enhance professional competence through professional reading as well as participation in workshops, conferences and appropriate staff development programs in accordance with district guidelines.
- b. Attend staff meetings as required.
- c. Serve on staff committees on a voluntary basis.

9. School/Community Relations

- a. Strive to establish cooperative relations and makes a reasonable effort to communicate with parents/guardians.
- b. Cooperate and share professionally with members of the administration and other staff
- c. Maintain confidentiality about students in accordance with state and federal law as well as district policy.
- d. Attend parent communication activities (i.e., Back to School Night, conferences) as designated in the negotiated agreement between the Holmdel Township Board of Education and the Holmdel Township Education Association.

10. Other Assigned Duties

- a. Perform all other tasks and assumes such other duties as designated by the Principal, and/or designee.

TERMS OF EMPLOYMENT: Ten month year. Salary established in the Agreement between the Holmdel Township Board of Education and the Holmdel Township Education Association. Summer hours to be agreed upon by the Principal, and/or designee.

EVALUATION: Performance of the position will be evaluated in accordance with provisions of the Agreement between the Holmdel Township Board of Education and the Holmdel Township Education Association.

SOURCE: Regular Board Meeting

DATE:

HOLMDEL TOWNSHIP BOARD OF EDUCATION				Regular Business Meeting	
HOLMDEL, NJ				January 29, 2020	
TRANSFER REQUEST				Motion # 41	
				T-20-08	
Originated by: William Loughran			Date: 01/6/2020		
From Account Number	Description	AMOUNT	To Account Number	Description	AMOUNT
11-190-100-610-01-03-00-00-030	Supplies	300.00	11-000-261-420-03-03-00-00-030	Repair Services	300.00
		\$ 300.00			\$ 300.00
Funds required for repair services.					
Originated by: Brian Schillaci			Date: 01/6/2020		
From Account Number	Description	AMOUNT	To Account Number	Description	AMOUNT
11-190-100-610-01-04-00-00-020	Supplies	80.00	11-000-223-890-00-08-Z4-00-020	Memberships	80.00
		\$ 80.00			\$ 80.00
Funds required for memberships.					
Originated by: Shane Fallon			Date: 01/09/2020		
From Account Number	Description	AMOUNT	To Account Number	Description	AMOUNT
11-402-100-100-00-04-01-00-020	Schedule B Salaries	1,850.00	11-000-221-390-04-00-00-00-020	Professional Services	1,850.00
		\$ 1,850.00			\$ 1,850.00
Funds required for professional services.					
Originated by: William Loughran			Date: 01/17/2020		
From Account Number	Description	AMOUNT	To Account Number	Description	AMOUNT
11-190-100-640-00-04-WL-00-020	Textbooks	2,000.00	11-190-100-610-03-03-00-00-030	Supplies	2,000.00
		\$ 2,000.00			\$ 2,000.00
Funds required for program supplies.					
Originated by: Dineen Seeley			Date: 01/22/2020		
From Account Number	Description	AMOUNT	To Account Number	Description	AMOUNT
11-190-100-640-00-06-DT-00-080	Textbooks	6,520.00	11-190-100-610-01-06-EQ-00-080	Supplies	6,520.00
		\$ 6,520.00			\$ 6,520.00
Funds required for supplies.					
Originated by: Meryl Gill			Date: 01/22/2020		
From Account Number	Description	AMOUNT	To Account Number	Description	AMOUNT
11-000-219-895-00-08-Z5-00-080	Prof Development	4,000.00	11-000-223-800-00-08-Z5-00-080	Workshops	4,000.00
11-000-213-800-00-08-07-00-080	Nursing Services	4,000.00	11-213-100-610-06-18-00-00-050	Supplies	4,000.00
		\$ 8,000.00			\$ 8,000.00
Funds required for IEP mandated services/supplies.					