

## REGULAR BUSINESS MEETING – FEBRUARY 25, 2009

### 1. Call To Order

The Board of Education, Township of Holmdel, met in Regular Business Meeting on Wednesday, February 25, 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 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 R. Petrizzo, CPA, Business Administrator/Board Secretary, Ms. Mary Beth Currie, Assistant Superintendent for Curriculum and Instruction and Mr. Martin Barger, Board Attorney. Nikhita Prasanna, student representative to the Board, was present. Absent: Spencer Tirella.

### 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: Financial enhancements – Michael Petrizzo and Peter Mikos

### 5. Approval of Minutes

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

Work Session/Business Meeting February 11, 2009

MOTION: Dr. Tai SECOND: Ms. Garrity VOTE: 7-0-2  
Abstained: Mr. Luccarelli and Dr. Shelton

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6 a. Questions from the Public (Agenda Items) – None

6b. Committee Reports

The following committee reports were given:

Curriculum and Instruction Committee	Dr. Tai
Budget and Finance Committee	Ms. Garrity

7. Committee of the Whole

(a) Approval of Adoption of Curriculum Guides

Resolved: That the Board approve the adoption of the following curriculum guides:  
[B]:

- Spanish, Grade 4
- Spanish, Grade 5

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

(b) Adoption of Policy – Second Reading

Resolved: That the Board adopt Policy 3500.1 – Energy Management Conservation and hereby designate this as the second and final public reading, as per attachment #2.

**TABLED**

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

Discussion: Dr. Shelton expressed issues with the Draft Policy. As a result, Dr. Shelton made a motion seconded by Mrs. Wetmore to table the resolution.

The following Roll Call vote was taken:

AYES: Mr. Luccarelli, Ms. Hartnett, Dr. Tai, Ms. Garrity,  
Mrs. Wetmore, Mr. Burke, Mrs. Vander Woude, Mr. Collins  
and Dr. Shelton

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(c) Acceptance of Donations

Resolved: That the Board accept with gratitude, a non-monetary donation of the following from Point of Impact, LLC, to be used at Holmdel High School, for the 2008-2009 school year: [D]

Two – JVC model BR-S800U – SVHS Video Recording Decks  
 Two – JVC model TM131SU – Color Video Monitors  
 One – JVC model RMG800U – Editing Control Unit

Resolved: That the Board accept with gratitude, a non-monetary donation of the following from Best Buy, to be used at the W.R. Satz School Media Center, for the 2008-2009 school year: [D]

52” LCD Television  
 Laptop  
 PC Video

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

(d) 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**

<b>Date</b>	<b>Name</b>	<b>Location</b>	<b>Workshop</b>	<b>City/State</b>	<b>Cost/ Mileage</b>
2/25/09	Gill, Meryl	Director - High School	Greater Philadelphia Teacher Job Fair	King of Prussia, PA	\$80.00
2/27/09	Alston, Susan	Supervisor - HS	Replacing Mary Beth Currie at the Rutgers Job Fair which already has been approved	New Brunswick, NJ	\$0.00
3/24/09	Alston, Susan	Supervisor - HS	NJ Social Studies Supervisor Association Meeting on Revised Standards	Monroe, NJ	\$0.00
3/27/09	Bandini, Regina	High School	Outreach 2009 College Seminar - Motivating Students to be College Ready	Lincroft, NJ	\$25.00
2/27/09	Bennett, Karen	Village School	18th Annual NJAGC Conference	West Windsor, NJ	\$197.00

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5/28/09	Bongiovanni, Kim	High School	Co-Teaching & Differentiation of Instruction	Eatontown, NJ	\$0.00
3/3/09	Cancellieri, Doreen	Village School	Observe Program and get Information for Autistic Students at the School for Children	Eatontown, NJ	\$0.00
4/24/09	Clemente, Lisa	Indian Hill School	Seminar: Auditory Processing Disorders	Edison, NJ	\$198.00
3/31/09	Cohen, Elliot	High School	NJCEF T3 Conference	New Brunswick, NJ	\$35.00
3/27/09	Conover-Pannone, Cheryl	High School	Outreach 2009 College Seminar - Motivating Students to be College Ready	Lincroft, NJ	\$25.00
3/31/09	Davidson, Michelle	High School	NJCEF T3 Conference	New Brunswick, NJ	\$35.00
3/27/09	Douma, Kara	High School	Outreach 2009 College Seminar - Motivating Students to be College Ready	Lincroft, NJ	\$25.00
3/3/09	Esposito, Janice	High School	Observe Program and get Information for Autistic Students at the School for Children	Eatontown, NJ	\$0.00
2/27/09	Giacobbe, Elizabeth	Principal - Village School	18th Annual NJAGC Conference	West Windsor, NJ	\$197.00
3/20/09	Gilligan, Lorraine	Village School	Reading Conference - NJ First Grade Forum	Union, NJ	\$150.00
3/6/09	Harris, Lori	Central Office	Review of Latest Pension Rules Workshop	Neptune, NJ	\$109.47
3/27/09	Katz, Richard	Administrator - HS	Outreach 2009 College Seminar - Motivating Students to be College Ready	Lincroft, NJ	\$25.00
4/23/09	Kerwick, Eileen	High School	NJSIAA Athletic Directors' Administrative Assistants Workshop	Mercerville, NJ	\$111.38
3/25/09	Knarr, Suzanne	High School	A Secondary Workshop Grading and Assessment in a Standards-Based Era	Monroe, NJ	\$150.00

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3/27/09	Kostka, Heather	High School	Outreach 2009 College Seminar - Motivating Students to be College Ready	Lincroft, NJ	\$25.00
2/27/09	Marino, Lisa	Asst. Principal- W.R. Satz	Replacing Brian Schillaci at the Rutgers Job Fair which already has been approved	Edison, NJ	\$27.84
3/27/09	Melillo, Denise	High School	Outreach 2009 College Seminar - Motivating Students to be College Ready	Lincroft, NJ	\$25.00
2/27/09	Moor, Beth Ann	Village School	18th Annual NJAGC Conference	West Windsor, NJ	\$197.00
6/3/09	Naperski, Lauren	Village School	The Power of Preschool Inclusion: Designing Your Classroom to Make It Work!	Eatontown, NJ	\$0.00
3/6/09	Panepinto, Jeanne	Central Office	Review of Latest Pension Rules Workshop	Neptune, NJ	\$108.11
3/27/09	Radziwanowski, Ann	High School	Outreach 2009 College Seminar - Motivating Students to be College Ready	Lincroft, NJ	\$25.00
3/3/09	Reyes, Sharon	High School	Observe Program and get Information for Autistic Students at the School for Children	Eatontown, NJ	\$0.00
3/27/09	Schwartz, Mary	Supervisor - HS	AMTNJ Mathematics and Science Job Fair	Edison, NJ	\$268.72
6/3/09	Siegel, Melissa	Village School	The Power of Preschool Inclusion: Designing Your Classroom to Make It Work!	Eatontown, NJ	\$0.00
3/25/09	Skalecki, Jeffrey	High School	A Secondary Workshop Grading and Assessment in a Standards-Based Era	Monroe, NJ	\$150.00
5/28/09	Soldi, Sharon	High School	Co-Teaching & Differentiation of Instruction	Eatontown, NJ	\$0.00
3/9/09	Bradley, Kathleen	Indian Hill School	Thinkfinity K-12 Science Teachers Workshop	Long Branch, NJ	\$0.00

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3/11/09 & 4/1/09	Devaney, Kara	Village School	Facilitating Inclusion through Differentiating Instruction in Literacy	Sewell, NJ	\$36.00
4/1/09	Giacobbe, Elizabeth	Principal - Village	The Stevenson Program	Clark, NJ	\$0.00
3/13/09	Lieberman, Beth	Village School	20 Practical Function Based Interventions Based on the Functional Behavior Assessment	Glassboro, NJ	\$0.00
6/3/09	Lieberman, Beth	Village School	Power of Preschool Inclusion: Designing Your Classroom to Make It Work!	Eatontown, NJ	\$0.00
5/1/09 & 5/2/09	Longo, Marjorie	Village School	NJ Speech - Language Hearing Association Convention	Atlantic City, NJ	\$317.00
2/25/09	Loughran, William	Principal – High School	Replacing Mary Beth Currie at the Greater Philadelphia Job Fair which already has been approved	Valley Forge, PA	\$0.00
3/9/09	MacConnell, Caren	Indian Hill School	Thinkfinity K-12 Science Teachers Workshop	Long Branch, NJ	\$0.00
3/23/09& 3/24/09	Magnotti, Melissa	W.R. Satz School	I&Rs Training	Princeton, NJ	\$0.00
3/18/09	Magnotti, Melissa	W.R. Satz School	NJASK Training	Jamesburg, NJ	\$0.00
3/11/09 & 4/1/09	Panzella, Jaime	Village School	Facilitating Inclusion through Differentiating Instruction in Literacy	Sewell, NJ	\$36.00
05/01/09 & 05/02/09	Thompson, Jean	W.R. Satz School	NJ Speech - Language Hearing Association Convention	Atlantic City, NJ	\$412.00
3/4/09	White, Wayne	Groundsman	2009 Central Jersey Turf & Ornamental Institute	Manalapan, NJ	\$40.00

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

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8. a. Report of the Superintendent

The Superintendent reported on the following current student enrollment - 3,363

Village School..... 919	Indian Hill School ..... 794
W. R. Satz School..... 551	High School.....1,099

**Highlights since our last board meeting:**

- One last reminder... you still have time to purchase tickets for the Mercedes Car Raffle sponsored by the Holmdel Foundation for Educational Excellence. The drawing will take place on March 10, 2009. Remember, the proceeds benefit all students of the Holmdel Township Public Schools.
- Congratulations to Village School students and staff – they raised \$23,851.93 for Jump Rope for Heart this year!
- Tomorrow morning, the students and staff of Indian Hill School will celebrate the reopening of their Reading Room, a place where best practices in literacy instruction will flourish. The event will kick-off with a media attended ribbon-cutting ceremony followed by an open house for teachers, students, and community representatives. With the generous support and financial contribution from the Holmdel Foundation for Educational Excellence, Indian Hill’s students will be able to participate in a wide array of literacy based learning centers, take part in small group guided reading, and engage in various writing activities designed to reinforce and extend the district’s curriculum objectives. Mrs. Atkinson, a teacher at Indian Hill School and one of the grant recipients, says, “It’s going to be wonderful to have a room that teachers can bring their classes to; a place where research-based, literacy learning stations are already established and ready to use.”
- Several sixth grade classes at Indian Hill had the opportunity to show off their science skills during a recent Science Fair. Parents and students from other classes were invited to join in on the festivities.
- Indian Hill also had their second round visit for “Heroes and Cool Kids.” The high school students met with sixth grade students to discuss issues revolving around bullying and sportsmanship. The teachers and students learned a lot and had a great time working together.
- The Indian Hill Talent Show was the best yet! Our talented children, directed by Ms. Watts and Mrs. Judd, put on an amazing show for a packed house. Congratulations to all of the children who participated in making this a wonderful event.
- Kudos to a group of students from the Satz Musical, *Into the Woods*, -- they will be performing for residents at an area nursing home on March 18 and 19.
- The February meet of the New Jersey Science League was held February 12 at the new BioTechnology High School in Freehold. Holmdel High School took first place in all six categories. Congratulations to all and specially their teachers!

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Dr. Blaha made an interesting observation - in Chem I, Chem II, and Physics II, our lowest score was higher than the highest non-Holmdel score! Pretty awesome!

- The Physics Olympiad is a national competition held by the AAPT (American Association of Physics Teachers) to determine the four students that will represent the United States in the International Physics Olympiad, this year to be held in Mexico. The first stage was held two weeks ago and, of the 3,500 students who competed, approximately 350 students made it to the second round. We had eight students compete in this first round, and two of them qualified for the second round.

### Activities towards meeting district goals:

#### Character Education

- Teachers at Village School continue to implement exciting new strategies for Morning Meetings that they learned at the Responsive Classroom training in January.

#### Differentiated Instruction

- Ms. Giacobbe continues to discuss differentiating instruction at grade-level meetings, turn-keying information she obtained at a workshop she attended.
- Students from Mr. Tetreault's English class at Satz School are participating in a project called, "make your world a better place." Some of the project ideas include recycling and raising money for the ASPCA and the Ronald McDonald House.

#### Technology

- Mr. Schillaci and Mr. Gattini have been collaborating on the needs for Indian Hill and have outlined an initial plan for discussion with the staff at the next faculty meeting. Additionally, a tie-in between technology and differentiated instruction has been Learnia. All teachers have completed the first test with their students, and they will be discussing results and where they are headed at the next round of grade-level meetings in March.
- Ms. Giacobbe is also meeting with Mr. Gattini to discuss further implementation of the Technology Literacy goal at Village School.

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

Nikhita Prasanna 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

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b. Personnel

(1) Approval of Presenter for the 2008-2009 Safe Driving Initiative Programs

Resolved: That the Board approve Edward Reckage as the presenter for the 2008-2009 Safe Driving Initiative Programs being held at Holmdel High School, for eight hours, at a rate of \$75 per hour, for a total of \$600. [T]

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

(2) Authorization of Suspension

Resolved: Be it resolved that the Board authorize the issuance of a one-week suspension without pay to Joann Cresci, Bus Driver, effective February 26, 2009 through March 4, 2009.

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

(3) Acceptance of Resignation – Schedule B

Resolved: That the Board accept the resignation of Howard Edwards as the Schedule B Strength and Conditioning Coach – Spring 2009, effective immediately.

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

(4) Appointment of Schedule B Positions

Resolved: That the Board approve the appointment of Andrew Carlstrom to the Schedule B position of Strength and Conditioning Coach – Spring 2009, at a stipend of \$1,566. [B]

Resolved: That the Board approve the appointment of Gregory Semenza to the Schedule B position of Golf Head Coach, at a stipend of \$3,763. [B]

Resolved: That the Board approve the appointment of Frank Papalia to the Schedule B position of Baseball Assistant Coach, at a stipend of \$5,017. [B]

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

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

Resolved: That the Board approve Christopher Arcchi for student teaching, effective March 16, 2009 through May 7, 2009, at Holmdel High School in the area of Physical Education. The cooperating teacher will be Howard Edwards.

Resolved: That the Board approve Nicolette Jaume for 40 hours of field experience, effective March 2, 2009 through June 5, 2009, at Indian Hill School in the area of Elementary Education. The cooperating teacher will be Mary Sullivan.

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

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

Resolved: That the Board approve the appointment of the following as day-to-day substitute teachers, effective February 26, 2009, for the 2008-09 school year, pending the criminal history review of the State of NJ: [B]

- Bonamassa, Marie
- Coppola, Ashley
- Fay, Tara
- Rubinstein, Ellen
- Silverstein, Serena

Resolved: That the Board approve the appointment of the following as a day-to-day substitute custodian, effective February 26, 2009, for the 2008-09 school year, pending the criminal history review of the State of NJ: [B]

- Shalaby, Jerice

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

c. Student Matters

(1) Approval of Student Placements

Resolved: That the Board approve the placement for the following students: 12502330, 9300910, 9900240, and 11502340, as per attachment #1.

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

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

a. Approval of New Jersey School Boards Association Insurance Group MOSSIF Subfund Application for 2009 Safety Grant Program

Resolved: That the Board hereby approves the submission of grant application for the 2009 Safety Grant Program through the New Jersey School Boards Association Insurance Group’s MOCSSIF Subfund for the purposes described in the application, in the amount of \$9,731.00 for the period July 1, 2009 through June 30, 2010.

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

b. Approval of Agreement Between Monmouth –Ocean Educational Services Commission and the Holmdel Township Board of Education for Transportation and Tuition to Monmouth Crossroads

Resolved: That the Board approve the agreement between Monmouth-Ocean Educational Services Commission and the Holmdel Township Board of Education to transport one Holmdel student to the Monmouth Crossroads Program, 100 Tornillo Way, Tinton Falls, NJ 07712. The agreement covers the purchase of a seat pro-rated from February 26, 2009 through June 30, 2009 at rate of \$5,360.00 and transportation at \$59.53 per day not to exceed \$2,679.00.

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

c. Approval of Application for Use of School Facilities by Camp Invention

Resolved: That the Board approve Application for Use of Facilities by Camp Invention as follows:

Camp Invention 565 White Pond Dr. Akron OH 44320	Indian Hill School	Mon- Fri	6-22-09 6-26-09	Camp	8:30 AM – 3:00 PM	\$2,862.50
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MOTION: Ms. Garrity SECOND: Dr. Tai VOTE: 9-0

d. Approval of Discarding Surplus Library Books at Village School

Resolved: That the Board approve the discarding of the following outdated, or damaged/unusable library books at Village School. Attachment 9-d.

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

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e. Approval of Monthly Certification – January 31, 2009

Resolved That pursuant to N.J.A.C.6A:23-2.11(e), we certify that as of January 31, 2009 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: Ms. Garrity SECOND: Dr. Tai VOTE: 9-0

f. Approval of Business Administrator/Board Secretary's Financial Report – January 31, 2009

Resolved: That the Financial Report of the Business Administrator/Board Secretary for the month ending January 31, 2009, is hereby approved and the Business Administrator/Board Secretary is instructed to file same.

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

g. Approval of Treasurer's Financial Report – January 31, 2009

Resolved: That the Financial Report of the Treasurer of School Funds for the month ending January 31, 2009 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: Ms. Garrity SECOND: Dr. Tai VOTE: 9-0

h. Approval of Budget Transfers – 2008/2009

Resolved: That the Board approve the 2008/2009 budget transfers as listed on attachment T-09-14.

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

i. Approval of Bills Payment

Resolved: That the Board approve payment of the February 25, 2009 regular bills list in the amount of \$764,435.20, and as certified and approved.

MOTION: Ms. Garrity SECOND: Dr. Tai VOTE: 8-0-1  
Abstained: Mr. Collins

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10. Old Business - None

11. New Business

Mrs. Vander Woude updated the Board on her workshop training she completed today and spoke about the positive experiences she had with the training.

12. Questions from the Public

The following members of the public spoke regarding non-public school student transportation and the concerns they had with the potential for these services not being provided for the 2009/2010 school year:

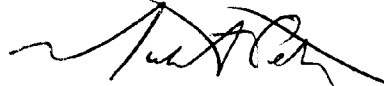
Mr. J. Rogan	Ms. M. Kaye
Mr. T. Wall	Mr. M. Rositta
Ms. D. Shane	Ms K. Pateli
Ms. K. Cosala	Mr. S. Monteforte
Mr. J. Bucko	Mr. V. Rockey
Ms. R. Drucker	Mr. A. Masotti
Mr. A. Passofori	Ms. H. Keaveny
Mr. J. Keraseli	

13. Executive Session (if required) None

14. Adjournment

By a unanimous voice vote the meeting was adjourned at 10:12 p.m.

Respectfully submitted,



Michael R. Petrizzo, CPA  
Business Administrator/Board Secretary