

## WORK SESSION/BUSINESS MEETING MARCH 12, 2008

### 1. Call To Order

The Board of Education, Township of Holmdel, met in Work Session/Business Meeting on Wednesday, March 12, 2008, in the library of the Wm. R. Satz School, 24 Crawfords Corner Road, Holmdel, New Jersey. The meeting was called to order at 8:00 p.m., prevailing time, by Mr. Frank Luccarelli, President of the Board.

### 2. Open Public Meetings Act

In accordance with Chapter 231, P.L. 1975, adequate notice of this Regular Business Meeting was given on May 17, 2007, 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.

### 3. Roll Call and Flag Salute

The following Board members were present: Mesdames Garrity, Hartnett, Strickland, Pascucci, Vander Woude, and Wetmore and: Messrs. Burke, Luccarelli, and Tai. Also present were Mrs. Barbara Duncan, Superintendent, Mr. Michael Petrizzo, Business Administrator/Board Secretary, Ms. Mary Beth Currie, Assistant Superintendent for Curriculum and Instruction and Mr. Martin Barger, Board Attorney. John Blakeslee student representative to the Board was present. Spencer Tirella was absent.

### 4. Presentation First Reading of 2008-2009 Proposed Budget

### 5. Approval of Minutes

Resolved: That The Board approve the minutes of the following meetings:

Work Session/Business Meeting February 13, 2008

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

Regular Business Meeting February 27, 2008

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

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

### 6b. Committee Reports Will be given during the Business Work Session

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7. Committee of the Whole

(a) Approval of Consultant

Resolved: That the Board approve Cheryl Fredericks as a consultant to provide ESL services on an as-needed basis, Village School and Indian Hill School, effective March 13, 2008, for the 2007-2008 school year, at a per diem rate of \$227.55. [B]

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

(b) Approval of Out-of-District Travel

Resolved: That the Board approve the out-of-district travel as authorized by the Superintendent under Policy 4133 Staff Member Expenses and in accordance with Regulation 4133 Staff Member Expenses, as listed below: [B]

<b>Date</b>	<b>Name</b>	<b>Location</b>	<b>Workshop</b>	<b>City/State</b>	<b>Cost</b>
4/18/2008	Balicki, William	District	Early Return to Work Policies	Oakhurst, NJ	\$38.18
4/17/2008	Bellis, Marilyn	Indian Hill School	Stevenson Reading Program	Toms River, NJ	\$98.23
5/5/2008	Redding, Kaci	Village School	I Get It! Boosting Reading Comprehension Rutgers University	Somerset, NJ	\$0.00
5/5/2008	Malinowski, Shannon	Village School	I Get It! Boosting Reading Comprehension Rutgers University	Somerset, NJ	\$0.00
4/8/2008	White, Wayne	Head Groundsman	Athletic Field/Sports Turf Day	Eatontown, NJ	\$35.00
4/8/2008	Quintana, John	Groundsman	Athletic Field/Sports Turf Day	Eatontown, NJ	\$35.00
4/30/2008	Swensen, Eric	Admin - HS	Affirmative Action Workshop	Freehold, NJ	\$0.00
5/2/2008	Kostka, Heather	High School	Good Ideas Conference	Lakewood, NJ	\$0.00
5/2/2008	Fleming-Commisso	High School	Good Ideas Conference	Lakewood, NJ	\$0.00
3/28/2008	Loughran, William	Admin - HS	Middle States - AFG Chair Training Workshop	Philadelphia, PA	\$0.00
04/03-04/08	Michaud, Suzanne	High School	Monmouth Junior Science Symposium	West Long Branch, NJ	\$0.00
5/16/2008	Currie, Mary Beth	Admin - Dist	Leadership Symposium	Philadelphia, PA	\$0.00
6/11/2008	Lawlor, Jo	Indian Hill School	Teaching Social Skills in the School Setting	Eatontown, NJ	\$0.00

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4/17/2008	Kerwick, Eileen	High School	NJSIAA Annual Athletic Director's Administrative Assistant workshop	Mercerville, NJ	\$70.00
04/01 - 05/01/08	Ratcliffe, Richard	Custodian - HS	Black Seal - Boiler Operator course	Neptune, NJ	\$135.00
7/7-11/2008	Giacobbe, Elizabeth	Principal - Village	NJPSA: 2008 Principals Ctr. For Education Leadership	Princeton, NJ	\$1,975.00
03/13-14/08	Chu, Juliet	W.R. Satz/HS	Chinese Language Conference 2008 Advancing the K-12 Pipeline	San Francisco, CA	\$0.00
3/14, 4/2, 4/9, 2008	Loughran, William	Admin - HS	Art Education Series	Monroe Township, NJ	\$350.00
4/9/2008	Radziwanowski, Ann	High School	Developing Social and Emotional Character Development	Pine Hill, NJ	\$0.00
5/2/2008	Clores, Joseph	High School	Monmouth County Counselors' Good Ideas Conference	Lakewood, NJ	\$0.00
3/19/2008	Saponaro, Donato	Indian Hill	YMCA sponsored speaking engagement from Commissioner of NJ	Long Branch, NJ	\$18.50
3/17/2008	Swensen, Eric	Admin - HS	Shore Regional High School "Innovative Program"	Long Branch, NJ	\$0.00
3/17/2008	Schwartz, Mary	Admin - HS	Shore Regional High School "Innovative Program"	Long Branch, NJ	\$0.00
3/17/2008	Alston, Susan	Admin - HS	Shore Regional High School "Innovative Program"	Long Branch, NJ	\$0.00
03/25-26/08	Jaume, Elena	Central Office	Power School On-line Course at Holmdel High School	Holmdel, NJ	\$600.00

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

8. a. Report of the Superintendent

The Superintendent reported on the following current student enrollment-                      3,417

Village School..... 923  
 Indian Hill School.....825

Wm. R. Satz School..... 567  
 High School..... 1,102

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### Highlights since our last board meeting:

- I want to give you an update on the high school principal search. We had eight excellent candidates who met the search committee this week. We will now move on to level two of the process. I wish to thank the committee for their time and attention to this very important process.
- Village School had a week-long celebration for read Across America. The hallways at Village were suddenly transformed into popular children's book covers; both the teachers and students put forth a lot of effort to make the doors look spectacular! The week started with two great assemblies where the principal and the vice principal, who were both dressed as the Cat in the Hat, read to the students. Immediately following the assembly, the students were greeted by a "Community Hero." Soldiers, police officers, doctors, and fire fighters all came to read to the children.
- Congratulations to HHS students for being two of only 400 students nationwide who competed in round two of the Physics Olympiad exam. One student then went on to become a semifinalist in the US Physics Olympiad. He will compete for one of twenty spots in the US Physics Olympiad Camp, from which four students will be chosen to represent the United States in Hanoi.
- One of our HHS students has been chosen as the Monmouth County recipient for the "Star Ledger Scholar" for 2008. Each year the Star Ledger awards twelve students, one from each county, as a Star Ledger Scholar. The students are each awarded \$12,000 over four years to be applied to any college they go to. (They also get written up in a special issue of the Star Ledger sometime in May.)

From this group, they pick one to award the Mort Pye Scholarship, which is a four-year full tuition scholarship to any college in the country (this has not yet been announced).

Last year, as well, one of our students was the Monmouth County Star Ledger Scholar. To have two students in a row to be awarded this honor is just incredible. (As in the Siemens Award!)

- Congratulations to a senior for her outstanding performance at a Forensics tournament held recently at Freehold Township High School. She took first place in the category of original oratory. She also earned third place in the impromptu category. This tournament was attended by 25 schools from New York and New Jersey.
- Music Department News: Congratulations to the all students who earned recognition in the All-Shore Jazz Band, All-shore Band, Region Intermediate Band, and All-State Band. Way to go, everyone!
- Congratulations to the Science League team, who continue to dominate in county competition. Through the first two meets (including one held right here at HHS!), the squad finished at or near the top in first place in Biology 1 and 2, Chemistry 1 and 2, and Physics 1 and 2. Additionally, two students earned perfect scores.

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- Five students from HHS are part of the top 10% of all students nationwide who will participate in the semifinal round of the US Biology Olympiad later this month. This year's International Biology Olympiad will be in Mumbai, India. Five out of the twelve HHS students who took the exam made the first cut (top 10% in the country, about 5,000 participants)
- Congratulations to HHS senior who won the HHS Poetry Out Loud competition. She advanced to the Region 2 competition held at the Two Rivers Theatre in Red Bank.
- Congratulations to the HHS Chess Team, who finished the regular season undefeated and advanced to the Championship Round at Freehold Raceway Mall on March 5<sup>th</sup>, where they finished in second place overall.

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

MOTION: Show of Hands to Accept – All approved

b. Personnel

(1) Appointment of Partial Positions

Resolved: That the Board approve the appointment each of the following personnel to the position of an additional .2 Mathematics Teacher, Holmdel High School, effective March 31, 2008 through June 30, 2008. [B – Replaces Clarence Clayton - retired.]

- John Bird Step 17 MA + 30 Salary: \$91,550 (prorated)
- Christine McKeever Step 17 MA + 30 Salary: \$91,550 (prorated)
- Melissa Nasta Step 7 BA + 15 Salary: \$52,150 (prorated)
- Susan Ring Step 16 MA + 30 Salary: \$87,735 (prorated)
- Barbara Weinshenker Step 17 MA + 30 Salary: \$91,550 +  
\$1,000 Longevity (prorated)

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

(2) Approval of Leave of Absence

Resolved: That the Board approve the leave of absence with benefits for Elizabeth A. Sheehy, Village School teacher, as follows:

- Effective May 27, 2008 through June 30, 2008 using 18 sick days.

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

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(3) Approval of Extension to Leave of Absence

Resolved: That the Board approve an extended leave of absence without benefits for Julia Krawczuk, Lunchroom/Playground Aide at Indian Hill School, as follows:

- Federal Family and Medical Leave Act without pay, effective January 29, 2008 and returning to work on April 14, 2008.

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

(4) Approval of Adjustments to Increment Level

Resolved: That the Board approve the following adjustments in increment level, retroactive to February 1, 2008: [B]

- Broadhurst, Carolyn  
From: 8 BA  
To: 8 BA + 15
- Corriveau, Melissa  
From: 3 BA + 30  
To: 3 MA
- Peters, Jacqueline  
From: 12 MA + 15  
To: 12 MA + 30
- Wagner, Barbara  
From: 13 MA  
To: 13 MA + 15

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

(5) Approval of Revision of Start Dates

Resolved: That the Board approve the revision of start date for Shannon Lane, Temporary Leave Replacement Athletic Trainer, Holmdel High School, as follows: [B]

From: February 8, 2008 or sooner  
To: March 10, 2008

Resolved: That the Board approve the revision of start date for Shannon Lane, Schedule B Temporary Leave Replacement Athletic Trainer, as follows: [B]

From: February 8, 2008 or sooner  
To: March 10, 2008

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

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(6) Acceptance of Resignation

Resolved: That the Board accept the resignation of Stephanie Coulon, Lunchroom/  
Playground Aide, Indian Hill School, effective March 18, 2008.

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

(7) Appointment of Homebound Instructor

Resolved: That the Board approve the appointment of the following as a homebound  
instructor, effective March 13, 2008, for the 2007-08 school year, pending the  
criminal history review of the State of NJ: [B]

- Massa, James

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

(8) Acceptance of Retirement

WHEREAS: Ms. Barbara Weinshenker has served the Holmdel Township Public Schools  
with distinction as a Mathematics Teacher, at Holmdel High School, since  
February 1982; and,

WHEREAS: Ms. Weinshenker has consistently provided a multitude of appropriately  
designed activities that encourage the enrichment and maximize the  
educational opportunities for each student; and,

WHEREAS: Ms. Weinshenker has consistently met the needs and interests of her students;  
and,

WHEREAS: Ms. Weinshenker has been a distinguished member of the Holmdel School  
District and has earned the respect and admiration of her colleagues, her  
students and the Holmdel community; and,

WHEREAS: Ms. Weinshenker has submitted a letter announcing her retirement from the  
Holmdel Township Public Schools effective July 1, 2008; and,

NOW THEREFORE BE IT RESOLVED:

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

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

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

Resolved: That the Board approve the appointment of the following as day-to-day substitute teachers, effective March 13, 2008, for the 2007-08 school year, pending the criminal history review of the State of NJ: [B]

- Daroci, Zelinda
- Napolitano, Lori
- Tosk, Jarrett

Resolved: That the Board approve the appointment of the following as a day-to-day substitute nurse, effective March 13, 2008, for the 2007-08 school year, pending the criminal history review of the State of NJ: [B]

- Raven, Pauline

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

c. Student Matters

(1) Approval of Student Placements

Resolved: That the Board approve the placements for the following students: 9301125, 19802318, 19802319, and 19800029 as per attachment #1.

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

(2) Approval of Consultant

Resolved: That the Board approve the following child study team consultant for the 2007-2008 school year, as listed below. [B]

Dr. Ankur Desai	Psychiatrist	Office Visit: \$250.00
400 West Main Street	Office: (732) 677-3148	In School: \$300.00
Freehold, NJ -7728	Fax: (732) 677-3149	

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

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

a. Adoption of the Proposed School Budget for the 2008-2009 School Year

Resolved: That the Board adopt the Proposed School Budget for the 2008-2009 School Year as follows:

1. Total General Fund	\$50,051,557
2. Total Special Revenue	\$ 1,199,638
3. Total Debt Service Fund	<u>\$ 3,119,351</u>
Total	\$54,370,546

And to advertise said proposed budget in the Asbury Park Press in accordance with the form suggested by the State Department of Education and according to law.

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

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b. Approval of Proposed General Fund Tax Levy 2008-2009

Resolved: That the Board approve the following proposed amount to be raised by taxes, which will be on the April 15, 2008 school election ballot:

For General Fund	\$45,845,732
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The complete proposed budget package will be submitted to the County Superintendent of Schools for review and approval as required by statute.

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

c. Approval of Public Hearing Date

Resolved: That the Board schedule a Public Hearing on Wednesday, March 26, 2008 at 8:00 p.m., in the Library of the Wm. R. Satz School, 24 Crawfords Corner Road, Holmdel, New Jersey, for the purpose of conducting a formal public hearing on the proposed budget for the 2008-2009 school year.

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

d. Approval of Additional Chapter 192-193 Funding

Resolved: That the Board approve additional funding under the provision of Chapter 192-193 (2007-2008) as follows as per attachment 9-d.

Chapter 192-193 Funding

Additional Chapter 192-193 Funding	\$ 498.00
Revised (2007-2008) Entitlement (2/20/08)	\$275,593.00

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

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

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 March 2008 through June 30, 2008 at rate of \$5,320.00 and transportation at \$39.99 per day not to exceed \$2,520.00.

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

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f. Approval of Budget Transfers

Resolved: That the Board approve the 2007-2008 budget transfers as listed on attachment T-08-15.

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

10. Old Business –

Mr. Barger commented that does not recommend placing Draft Minutes on the web. He recommends waiting until the Board approved the minutes and then put them on the web-site.

11. New Business – None

12. Questions from the Public

Mr. John Ruscin asked once the Board of Education minutes have been approved, will they be posted to the web-site.

Dr. Jim Shelton noted as a follow-up to the two previous presentations (teaming and Gifted and Talented), it would be good practice to include the teaching faculty in the development of the presentations.

Mr. Mike Collins asked if the present meeting at the High School scheduled for tonight was cancelled. He also inquired if there will be an additional Board of Education meeting held on April 16, 2008.

Ms. Ann Bontempo inquired if the nurses have the same privileges as teachers regarding duty free lunches. She also stated, when this happens who covers during that time in case of an emergency.

13. Business Work Session

I. Committee Reports(s)

The following committee reports were given:

Township Recreation Meeting	Mrs. Wetmore
Budget and Finance committee	Ms. Garrity
Special Education Committee	Mr. Burke

II. 2007-2008 Calendar Revision

The superintendent discussed the options.

III. Request for Proposals (RFP) Sponsorship Promoter Services Bid.

Discussion pursued with the full Board regarding inventory placement for potential advertising opportunities. General consensus was to move forward with the RFP and have the respective companies provide details of the advertising opportunities available to the district.

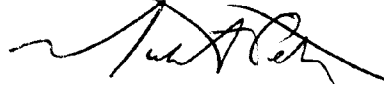
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14. Executive Session (if required)

President Luccarelli called for an Executive session at 10:10 p.m., to discuss matters involving personnel. Anticipating no further public action he stated that the board would adjourn from Executive Session .

15. Adjournment – by a unanimous voice vote the meeting adjourned at 10:40 p.m.

Respectfully submitted,

A handwritten signature in black ink, appearing to read "Michael R. Petrizzo", written over a horizontal line.

Michael R. Petrizzo  
Business Administrator/Board Secretary