

REORGANIZATION MEETING – APRIL 30, 2008

1. Call To Order

The Board of Education, Township of Holmdel, met in Reorganization Meeting on Wednesday, April 30, 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. Michael Petrizzo President, pro-tem of the Board.

2. Open Public Meetings Act/Flag Salute

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.

3a. Result of Annual School Election – April 15, 2008

That the Board make the following Combined Statement of Results of the Annual School Election of the Holmdel Township Board of Education, held on April 15, 2008.
See Attachment 3-a.

3b. Oath of Office

Martin M. Barger, Board Attorney, gave the Oath of Office to the following newly elected Board members:

Michael L. Collins	3 year term
Barbara Garrity	3 year term
Jim Shelton	3 year term

Roll Call Information

<u>Board Members</u>	<u>Term Expires:</u>
Frank Luccarelli	2009
Ray M. Tai	2009
Robin G. Wetmore	2009
Gerald E. Burke	2010
Mary F. Hartnett	2010
Ana M. Vander Woude	2010
Michael L. Collins	2011
Barbara Garrity	2011
Jim Shelton	2011

4. Roll Call

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

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(Mr. Petrizzo) As President, pro-tem, I state that nominations are now in order for the position of President of the Holmdel Township Board of Education.

5a. Nomination and Election of President

Mr. Petrizzo as President, pro-tem, stated that nominations are now in order for the position of President of the Holmdel Township Board of Education

He asked for nominations for this position.

It was moved by Dr. Tai and seconded by Mrs. Wetmore that the name of Frank Luccarelli be placed in nomination for the Office of President (Title 18:15:1). Asking and hearing no other nominations, Mr. Petrizzo stated that he would entertain a motion to close nominations.

It was moved by Dr. Tai and seconded by Mrs. Wetmore that all nominations be closed.

Motion carried by voice vote of 9-0

Upon recognition that a single nomination had been made and the nominations had been closed, Mr. Petrizzo took the following roll call vote on Mr. Luccarelli's nomination :

AYES: Mesdames, Hartnett, Garrity, Wetmore, Vander Woude and Messrs: Luccarelli, Tai, Burke, Collins and Shelton.

Since Mr. Luccarelli received a majority of the votes, he was declared to be duly elected as President of the Holmdel Township Board of Education. Mr. Petrizzo turned over the conduct of the remainder of the meeting to Mr. Luccarelli.

(Mr. Petrizzo) As President, pro-tem, I turn over the conduct of the remainder of this meeting to the duly elected President.

5b. Nomination and Election of Vice-President

Mr. Luccarelli stated that the next order of business was the election of a Vice-President of the Board of Education. He asked for the nomination for this position.

It was moved by Ms. Garrity and seconded by Mr. Burke that the name of Mary Hartnett be placed in nomination for the Office of the Vice-President (Title 18:15.1). Asking and hearing no other nominations, Mr. Luccarelli stated that he would entertain a motion to close nominations.

It was moved by Ms. Garrity and seconded by Mr. Burke that all nominations be closed.

Motion carried by voice vote 9-0

Upon recognition that a single nomination had been made and the nominations had been closed, Mr. Luccarelli took the following roll call vote on Ms. Hartnett's nomination:

AYES: Mesdames, Hartnett, Garrity, Wetmore, Vander Woude and Messrs: Luccarelli, Tai, Burke, Collins and Shelton.

Since Ms. Hartnett received a majority of the votes, she was declared to be duly elected as Vice-President of the Holmdel Township Board of Education.

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(d) Approval of Summer Curriculum Projects for the 2008-2009 School Year

Resolved: That the Board approve the following Curriculum Projects for the 2008-2009 school year: [B]

Summer Curriculum Projects 2008

English

English I
English II
English III
English IV
Creative Expressions

Social Studies

Grade 7
Grade 8

World Languages

Spanish 1
Chinese 1
Chinese 2
Chinese 3
Chinese 4
Spanish Gr. 1-6

Business

Financial Markets
Dynamic Web Design

Mathematics

Honors Geometry
Honors Pre-Calculus
Algebra Grade 8

Science

Science Grade 1

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

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

Resolved: That the Board approve the following textbooks: [B]

Title: American History: Beginning Through Reconstruction
Course: Social Studies Grade 6
Authors: Dallek, Garcia, Ogle, and Ringer
Publisher: McDougal Littell
Cost: \$73.50 per book (280 copies)
Date: 2008

Title: History Alive! The Ancient World
Course: Social Studies Grade 8
Authors: Bower, Bert and Lodell, Jim
Publisher: Teachers' Curriculum Institute
Cost: \$52 per book (330 copies)
Date: 2004

Title: Algebra 1
Course: Algebra Grade 8
Authors: Burger, E and Chard, D. et al
Publisher: Holt
Cost: \$64.50 per book (150 copies)
Date: 2007

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Title: Science a Closer Look
 Course: Science Grade 1
 Authors: Hackett, J. and Moyer, R. et al
 Publisher: Macmillan/McGraw-Hill
 Cost: \$2,426.58 per sets (10 sets)
 Date: 2009

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

(f) Approval of Job Description

Resolved: That the Board approve the job description for Nurse Assistant – Special Education, as per attachment # 3.

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

(g) 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, in accordance with Chapter 15, that the following do not exceed the amount of \$2,500 per year: [B]

- Superintendent of Schools
- Business Administrator/Board Secretary
- Assistant Superintendents
- Administrators
- Technology Department
- Teachers shared between Schools

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]

Board Member

Date	Name	Location	Workshop	City/State	Cost/ Mileage
5/5/2008	Shelton, Jim	Board Member	3R's for New and "Not -so-New" Board Members (Resources, Relationships, & Responsibilities)	Lincroft, NJ	\$1.54
5/14/2008	Shelton, Jim	Board Member	New Board Member Orientation	Atlantic City, NJ	\$210.86

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]

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Board Member

Date	Name	Location	Workshop	City/State	Cost/ Mileage
5/5/2008	Collins, Michael	Board Member	3R's for New and "Not -so- New" Board Members (Resources, Relationships, & Respon- sibilities)	Lincroft, NJ	\$1.63
5/14/2008	Collins, Michael	Board Member	New Board Member Orientation	Atlantic City, NJ	\$212.56

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]

Board Member

Date	Name	Location	Workshop	City/State	Cost/ Mileage
5/5/2008	Vander Woude, Ana	Board Member	3R's for New and "Not -so- New" Board Members (Resources, Relationships, & Respon- sibilities)	Lincroft, NJ	\$3.84

Resolved: That the Board approve the out-of-district travel as authorized by the Superintendent under Policy 4233 Staff Member Expenses and in accordance with Regulation 4233 Staff Member Expenses, as listed below: [B]

District Personnel

Date	Name	Location	Workshop	City/State	Cost/ Mileage
6/3/2008	Soldi, Sharon	High School	Implementing Flexible Grouping in the Diverse Classroom	Eatontown, NJ	\$0.00
6/3/2008	Bongiovanni, Kim	High School	Implementing Flexible Grouping in the Diverse Classroom	Eatontown, NJ	\$0.00
5/1/2008	Gill, Meryl	Admin - District	Review of Early Childhood Curriculum	Dayton, NJ	\$0.00

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5/1/2008	Gallimore, Mary Beth	Village/High School	Review of Early Childhood Curriculum	Dayton, NJ	\$0.00
05/01/08, 10/03/08, 10/08/08	Moran-Kudisch, Cathleen	High School	Education Initiative Training (Designated Liaison)	Neptune, NJ	\$0.00
6/10/2008	Panepinto, Jeanne	Central Office	Year-End Training Systems 3000	Eatontown, NJ	\$6.41

MOTION: Mr. Collins SECOND: Dr. Tai VOTE: 6-0-3
 Abstained: Mrs. Vander Woude, Mr. Collins, Dr. Shelton

(h) Approval of Student Trip

Educational objectives, itinerary, rules and regulations regarding these trips are on file in the Office of the Superintendent of Schools and the appropriate Principal's Office.

Resolved: That the Board approve a trip to New York, for the Television Society to view a live MTV taping on May 6, 2008, in accordance with the information on file in the Office of the Superintendent with transportation costs of \$835 supported by the Board of Education. [B]

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

8. a. Report of the Superintendent

The Superintendent reported on the following:

Current student enrollment – students: 3,422

Village School.....924	Indian Hill School.....825
Wm. R. Satz School..... 569	High School.....1,104

Highlights since our last board meeting:

- I hope everyone had a restful spring break last week.
- Indian Hill's 6th graders just wrapped up with their final "Heroes and Cool Kids" meeting with the High School students. Everyone did a fantastic job to make this experience a great one in its first year in the district.
- Indian Hill also had two fantastic assembly programs. The first was for the 5th and 6th graders focusing on cyber bullying and cell phone use. Thank you to the Holmdel Police for working with the school in presenting this program. The second assembly was for the 4th graders to teach them about recycling. Both were excellent programs for the students!

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- The Holmdel Figure Skating club completed its season on April 26. That day they surpassed their previous best, with a team score of 57 points. They placed second in the state, behind Princeton Day School, and first in the Public School Division. The Holmdel High School Figure Skating Club has won the Public School Division Title for the 2007-2008 competitive year. The school will receive an engraved plaque in June. Congratulations for hard work and great performances go to the team and their advisor Tracey Abrams.
- If you haven't seen the Independent this week, please see the article where we recognized the Holmdel Police Honor Guard.

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

8 a-1 Report of Student Representatives to the Board

Both student representatives reported out on student events.

MOTION: Show of Hands to Accept – All approved

b. Personnel

(1) Appointment of Personnel – Certificated Staff

Resolved: That the Board approve the appointment of Gail Rosenberg to the position of .5 Temporary Leave Replacement Teacher of Students with Disabilities, Village School, effective May 12, 2008 through June 30, 2008, Step 15 MA + 15, at a salary of \$82,070 (prorated). [B – Replaces Elizabeth Sheehy – leave of absence.]

Resolved: That the Board approve the appointment of Denise Melillo to the position of Guidance Counselor, Holmdel High School, effective September 1, 2008 through June 30, 2009, Step 3 MA, at a salary of \$56,855. [B – replaces Kathleen Brogowski – retired.]

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

(2) Appointment of Personnel – Non-Certificated Staff

Resolved: That the Board approve the appointment of Margie Fazzolari to the position of Special Education Monitor, Village School, effective May 1, 2008 through June 30, 2008, at a salary of \$24.34 per hour. [B]

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

(3) Approval of Revision to a Leave of Absence

Resolved: That the Board approve a revision to a leave of absence with benefits for Kimberly Tuccillo, Village School special education teacher, as follows:

- Retroactive to April 28, 2008 through May 9, 2008 using nine sick days and one personal day
- NJ Family Leave Act effective May 12, 2008 through June 30, 2008

MOTION: Ms. Hartnett SECOND: Mr. Burke VOTE: 8-0-1
Abstained: Mrs. Vander Woude

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(4) Approval to Revision to Dates of Employment

Resolved: That the Board approve the revision to the dates of employment for Cara Masucci, Temporary Leave Replacement Speech and Language Specialist, Village School, retroactive to April 28, 2008 through June 30, 2008. [B – replaces Kimberly Tuccillo – leave of absence.]

MOTION: Ms. Hartnett SECOND: Mr. Burke VOTE: 8-0-1
Abstained: Mrs. Vander Woude

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

Resolved: That the Board approve the appointment of the following as day-to-day substitute teachers, effective May 1, 2008, for the 2007-08 school year, pending the criminal history review of the State of NJ: [B]

- Fodor, Monica
- Hicks, Angela
- Pant, Rachanna
- Rosenberg, Gail
- Sung, Hyeseong

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

c. Student Matters

(1) Approval of Student Placement

Resolved: That the Board approve the placement for the following student: 8200865, as per attachment #1.

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

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

a. Bank Resolutions

Resolved: That the following banks for the specific accounts, as listed, are hereby continued as depositories:

Wachovia Bank, Holmdel Branch

Athletic Account – HHS	2040361118929
Athletic Account - WRS	2040361162661
Student Body Activity Account – HHS	2040361068561
Student Body Activity Account – WRS	2040361164449
Student Body Activity Account – Village	2040361164368
Student Body Activity Account – IHS	2040361162742
Petty Cash -Administration Office	2085400047877

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

a. Bank Resolutions – Continued

Bank of America, Holmdel Branch

General Account	7280-10-0026
Payroll Account	7280-10-0018
Payroll Tax Account	7280-10-0034
Unemployment Tax Trust Account	7280-30-5574
Food Service Account	7280-10-0042
Holmdel Board of Education Prime Time	7280-10-1901
Village School Play Pavilion	0038-1266-1168

Resolved: That for investment purposes, the following banks/institutions are hereby approved and that the Business Administrator/Board Secretary be authorized to amend this initial list predicated on prevailing interest rates and investment activity when such additions and/or deletions present an investment enhancement for the Holmdel Township Board of Education:

Bank of America	Holmdel, NJ
Wachovia Bank	Holmdel, NJ
N.J. Cash Management Fund	Trenton, NJ
NJ/ARM	Princeton, NJ
FNC Securities, Inc.	Fairfield, NJ
Valley National Bank	Holmdel, NJ
Sovereign Bank	Holmdel, NJ
Commerce Bank	Holmdel NJ

Resolved: That the following warrant signatures (signatures may be original or facsimile) are hereby authorized for the accounts specified:

General Account Three (3) Signatures Required

1. Board President or Board Vice President
2. Business Administrator/Board Secretary
3. Treasurer of School Funds

Payroll Account - One (1) Signature Required

1. Treasurer of School Funds

Payroll Tax Account - Two (2) Signatures Required

1. Business Administrator/Board Secretary and
2. President or Vice President of the Board or Treasurer of School Funds

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

a. Bank Resolutions – Continued

Food Service Account - Two (2) Signatures Required

1. Business Administrator/Board Secretary and
2. President or Vice President of the Board or Treasurer of School Funds

Petty Cash Checking Account – Board Office – One (1) Signature Required

1. Business Administrator/Board Secretary or Superintendent of Schools

Holmdel High School Activity Account -Two (2) Signatures Required

1. High School Principal and
2. High School Assistant Principal or Business Administrator/Board Secretary

Holmdel High School Athletic Account – Two (2) Signatures Required

1. High School Principal and
2. Supervisor of Athletics or High School Assistant Principal

Wm. R. Satz School Student Activity Account –Two (2) Signatures Required

1. Wm. R. Satz Principal and
2. Assistant Principal or Business Administrator/Board Secretary

Wm. R. Satz School Athletic Account –Two (2) Signatures Required

1. Wm. R. Satz Principal and
2. Supervisor of Athletics or Assistant Principal

Indian Hill School Student Activity Account – Two (2) Signatures Required

1. Indian Hill School Principal and
2. Indian Hill School Assistant Principal or Business Administrator/Board Secretary

Village School Student Activity Account – Two (2) Signatures Required

1. Village School Principal and
2. Village School Assistant Principal or Business Administrator/Board Secretary

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

a. Bank Resolutions – Continued

Holmdel Board of Education Prime Time Program - Two (2) Signatures Required

1. Director of Prime Time Program and
2. Business Administrator/Board Secretary

Resolved: That the Business Administrator/Board Secretary is authorized to make transfers from the following savings accounts:

Interest Bearing Accounts:

- | | | |
|----|------------------------------|-------------------|
| 1. | (a) Unemployment Tax Account | Trust Account |
| | (b) Student Body Activities | Statement Savings |

into

- | | | |
|----|-----------------------------|-------------------------|
| 2. | (a) Payroll Agency Account | Checking and/or Invest. |
| | (b) Student Body Activities | Checking Account |

MOTION: Dr. Tai

SECOND: Mr. Burke

VOTE: 9-0

b. Designation of Advertising Media

Resolved: That the following resolution is hereby adopted:

WHEREAS, The Open Public Meetings Act (Chapter 231, P.L. 1975) N.J.S.A. 10:4.6 et seq. requires that certain notice of meeting be submitted to two newspapers, one of which shall be the official newspaper, and

WHEREAS, The second newspaper designated by this Board must be one which has the greatest likelihood of informing the public within the jurisdictional boundaries of the Board of Education of such meetings, now, therefore, be it

RESOLVED by the Board of Education of the Township of Holmdel as follows:

1. ***Asbury Park Press and or The Star-Ledger*** are hereby designated as the official newspaper to receive all notices of meetings.
2. ***The Independent*** is hereby designated as the second newspaper having the greatest likelihood of informing the public within the jurisdictional area of the Board of Education of notice of meetings designated to receive all notices of meetings as required by the Open Public Meeting Act.
3. ***The Asbury Park Press, The Star-Ledger and/or the Independent are hereby designated as the newspapers for legal advertisements.***

This resolution shall take effect immediately.

MOTION: Dr. Tai

SECOND: Mr. Burke

VOTE: 9-0

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

c. Designation of Board Meeting Nights

Resolved: That the following resolution is hereby adopted:

RESOLVED: That the Board of Education of the Township of Holmdel in accordance with the Schedule of Meetings, shall hold its Regular Meetings on the second and fourth Wednesday of each month, except as noted for summer and holiday periods.

Formal action may be taken at all meetings.

All meetings will be held at 8:00 p.m., prevailing time, at school sites to be determined. Except in July and August the meetings will be held at 7:30 p.m., prevailing time.

BE IT FURTHER RESOLVED that in accordance with provisions of the Open Public Meetings Act, Chapter 231, P.L. 1975, Annual Notice of said Regular Meetings be given in the form as required by said Open Public Meetings Act.

BE IT FURTHER RESOLVED that the Annual Notice of the Board's Regular Meetings schedule be posted publicly on the bulletin board at the Board of Education Office, 4 Crawford's Corner Road, the District website, Township of Holmdel, County of Monmouth, State of New Jersey, and said notice be sent to the *Asbury Park Press*, *The Star-Ledger* and the *Independent*, each of the district's four schools, Holmdel Police Headquarters, Holmdel Public Library and the Clerk of the Township of Holmdel within seven days of the date of this resolution. Attachment 9-c, Schedule of Board Meetings 2008-2009.

Discussion: The Board made adjustments to the proposed Board Meeting Nights. Subsequent to the discussion, a roll call vote was taken on the adjusted schedule of meetings.

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

d. Appointment of Board Secretary

Resolved: That the Board appoint Michael R. Petrizzo as the Board Secretary for the 2008-2009 school year.

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

e. Appointment of Authorized Agent for Federal and State Funds

Resolved: That the following resolution is hereby adopted:

BE IT RESOLVED that the Superintendent of Schools and the Business Administrator/Board Secretary or their designees, of the Holmdel Township Board of Education are hereby designated as the Board's authorized agents to file applications and requests for State and Federal Funds under existing State and Federal laws.

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

REORGANIZATION MEETING – APRIL 30, 2008

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

f. Appointment of School Board Attorney

Resolved: That the following resolution is hereby adopted:

RESOLUTION AUTHORIZING AN AGREEMENT FOR LEGAL SERVICES
ADOPTED BY THE HOLMDEL TOWNSHIP BOARD OF EDUCATION IN THE
COUNTY OF MONMOUTH.

WHEREAS, there exists a need for legal services for the Holmdel Township Board of Education;
and

WHEREAS, such legal services can be provided by the law firm of Reussille, Mausner,
Carotenuto, Barger, Kenny & Steel, L.L.C., and Martin M. Barger, Esq. as
designated licensed attorney for the firm, 365 Broad Street, P.O. Box 580, Red
Bank, NJ 07701, is so recognized as such; and

WHEREAS, funds in the amount of \$55,000 annually are available for this purpose;

NOW THEREFORE, BE IT RESOLVED, BY THE HOLMDEL TOWNSHIP BOARD
OF EDUCATION IN THE COUNTY OF MONMOUTH, AS FOLLOWS:

1. That the firm of Reussille, Mausner, Carotenuto, Barger, Kenny & Steel, L.L.C. is hereby
appointed as legal counsel at an annual retainer of \$27,000 and \$110 per hour for extra services for
the period July 1, 2008, to June 30, 2009.
2. The contract is awarded without competitive bidding as a "Professional Service" in accordance
with the Public School Contracts Law, N.J.S.A. 18A:18A (a)(1), because it is for services performed
by persons authorized by law to practice a recognized profession.
3. The contract shall be in conformance to the Political Contribution Disclosure Law N.J.S.A.
19:44-A-20.7.
4. A copy of this resolution as well as the contract shall be placed on file with the Secretary of the
Board.

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

g. Appointment of School Auditor

Resolved: That the Board approve the following resolution:

RESOLUTION AUTHORIZING AN AGREEMENT FOR AUDITING SERVICE ADOPTED BY
THE HOLMDEL TOWNSHIP BOARD OF EDUCATION IN THE COUNTY OF MONMOUTH.

WHEREAS, there exists a need for auditing services and to hire an auditor; and

WHEREAS, such auditing services can be provided only by a licensed auditor and the
firm of Hutchins, Farrell, Meyer & Allison, P.A., 912 Highway 33, Suite 2,
Freehold, NJ 07728 is so recognized as such

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

g. Appointment of School Auditor (continued)

WHEREAS, funds in the amount of \$29,500. are available for this purpose

BE IT RESOLVED BY THE HOLMDEL TOWNSHIP BOARD OF EDUCATION IN THE COUNTY OF MONMOUTH, AS FOLLOWS:

1. The auditing firm of Hutchins, Farrell, Meyer & Allison, P.A., 912 Highway 33, Suite 2, Freehold, NJ 07728, is hereby retained to provide auditing services necessary in conjunction with the performance of the 2007-2008 Annual School Audit.
2. The Board appoints Robert Allison, partner, to serve in the capacity of auditor.
3. The contract is awarded without competitive bidding as a "Professional Service" in accordance with the Public School Contracts Law, N.J.S.A. 18A:18A(a)(1), because it is for services performed by persons authorized by law to practice a recognized profession.
4. The contract shall be in conformance to the Political Contribution Disclosure Law N.J.S.A. 19:44-A-20.7.
5. A copy of this resolution as well as the contract shall be placed on file with the Secretary of the Board.

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

h. Appointment of Affirmative Action Officer

Resolved: That the Board appoint Mary Beth Currie as the affirmative action officer for the 2008-2009 school year.

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

i. Appointment of School Physician

Resolved: That Dr. Alan Cabasso is hereby reappointed School Physician for the 2008-2009 school year at an annual fee of \$18,000.

Note: The contract shall be in conformance to the Political Contribution Disclosure Law N.J.S.A. 19:44-A-20.7.

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

j. Appointment of Sewer Plant Operator

Resolved: That Raymond Stover is hereby reappointed Sewer Plant Operator for the 2008-2009 school year at an annual contracted service fee of \$17,500.

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

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

k. Approval of Resolution Authorizing The Procurement of Goods and Services Through State Agency for the 2008-2009 School Year

Resolved: WHEREAS, Title 18A:18A-10 provides that a board of education, without advertising for bids, or after having rejected all bids obtained pursuant to advertising therefore, by resolution may purchase any goods or services pursuant to a contract or contracts for such goods or services entered into on behalf of the State by the Division of Purchase and Property, and

WHEREAS, The Holmdel Township Board of Education has the need, on a timely basis, to procure goods and services utilizing state contracts, and

WHEREAS, The Holmdel Township Board of Education desires to authorize its purchasing agent for the 2008-2009 to make any and all purchases necessary to meet the needs of the school district throughout the school year.

NOW, THEREFORE, BE IT RESOLVED that the Holmdel Township Board of Education does hereby authorize the district purchasing agent to make purchases of goods and services entered into on behalf of the State by the Division of Purchase and Property utilizing various vendors that have State Contracts. The Purchasing Agent shall make known to the Board the Commodity/Service, Vendor, and State Contract Number utilized.

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

l. Approval of Board Policies and Regulations

Resolved: That the policies and regulations governing the actions of the Holmdel Township Board of Education, as on file in the Office of the Business Administrator/Board Secretary, are hereby readopted.

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

m. Approval of Uniform Minimum Chart of Accounts for 2008-2009

Resolved: That the Board adopt the Uniform Minimum Chart of Accounts for New Jersey Public Schools for the 2008-2009 school year.

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

n. Appointment of 504 Officer

Resolved: That the board appoint Eric Swensen as the "504" officer for the 2008-2009 school year.

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

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

o. Appointment of Title IX Officer

Resolved: That the Board appoint Randy Westrol as the Title IX compliance officer for the 2008-2009 school year.

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

p. Approval of New Jersey School Boards Association "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

1. I will uphold and enforce all laws, state board rules and regulations, and court orders pertaining to schools. Desired changes should 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 which 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 which 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. But 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 schools.
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 such complaints at public meetings only after failure of an administrative solution.

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

REORGANIZATION MEETING – APRIL 30, 2008

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

q. Appointment of Insurance (Property & Casualty) Agent of Record

Resolved: That the firm of Holmes and McDowell, 34 West Main Street, P.O. Box 348, Holmdel, NJ, is hereby reappointed Insurance Agent of Record for the 2008-2009 school year.

Note: The contract shall be in conformance to the Political Contribution Disclosure Law N.J.S.A. 19:44-A-20.7.

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

r. Appointment of Architect of Record

Resolved: That Michael V. Kerwin, President, of the firm of, SSP Architectural Group, 148 West End Avenue, P.O. Box, Somerville, NJ 08876, is hereby reappointed Architect of Record for the 2008-2009 school year.

Note: The contract shall be in conformance to the Political Contribution Disclosure Law N.J.S.A. 19:44-A-20.7.

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

s. Appointment of Treasurer of School Funds

Resolved: That Brian DeLucia is hereby reappointed Treasurer of School Funds for the 2008-2009 school year at an annual fee of \$5,150.

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

t. Appointment of Public Agency Compliance Officer

Resolved: That the Board appoint Peter W. Mikos as Public Agency Compliance Officer (PACO) for the 2008-2009 school year.

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

u. Approval of Tax Requisition Schedule 2008-2009

Resolved: That the Board hereby approve the tax requisition schedule for 2008-2009 school year as listed on attachment 9-u.

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

REORGANIZATION MEETING – APRIL 30, 2008

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

v. Approval of Employee Assistance Program for the 2008-2009 School Year

Resolved: That the Board renew the contract for the 2008-2009 school year with the CPC Behavioral Healthcare, for the Employee Assistant Program as follows: Attachment 9-v.

- Annual rate of \$900.00 which includes the cost of administration, brochures magnets, posters, and health fairs.
- Evaluation and short-term counseling of employees and immediate family members (maximum 6 sessions) \$95.00 per hour
- Critical Incident Debriefing \$150.00 per hour
- Employee Seminar/Groups (as requested) \$175.00 per hour

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

w. Approval of School Funds Investor

Resolved: That the Board designate the Business Administrator/Board Secretary, as its school funds investor pursuant to 17:12B-0241 for the 2008-2009 school year.

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

x. Approval of Parliamentary Procedures

Resolved: That the Board adopt Roberts Rules of Order as the official parliamentary procedure manual to be used to conduct meetings and appoint the board secretary and board attorney to act as the parliamentarian for the 2008-2009 school year.

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

y. Approval of the Following Appointments for the 2008-2009 School Year

Resolved: That the Board approve William Balicki, Director of Plant, Operations and Maintenance to the following appointments for the 2008-2009 school year.

Right-To-Know Officer	Indoor Air Quality Designated Person
AHERA Designated Person	ADA Compliance Officer
Safety Officer	Asbestos Management Officer
Integrated Pest Management Coordinator	Chemical Hygiene Officer

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

REORGANIZATION MEETING – APRIL 30, 2008

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

z. Approval of Tax Shelter Annuity Companies for the 2008-2009 School Year

Resolved: That the Board approve the following companies to provide Tax Shelter Annuity salary reduction agreements for the 2008-2009 school year.

Equitable	Fidelity
Prudential	Met Life
Valic	Siracusa

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

aa. Approval of Petty Cash Accounts

Resolved: That the Board, in accordance with Board Policy #3451, approve the following petty cash accounts and amounts for the 2008-2009 school year for the Administrative Offices and for each school office.

Central Administrative Offices	\$2,500.00
Holmdel High School	\$ 250.00
William R. Satz School	\$ 250.00
Indian Hill School	\$ 250.00
Village School	\$ 250.00
Special Education – Village School Office	\$ 500.00
Transportation Office	\$ 200.00

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

bb. Approval of Cooperative Bidding Program with Educational Data Services, Inc. for the 2008-2009 School Year

Resolved: That the Board approve Educational Data Services, Inc., as a New Jersey Cooperative Bidding Program for custodial, athletic and school supplies. The licensing and maintenance fee for the 2008-2009 school year will be \$7,700.

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

cc. Approval of Necessary Payment of Bills Between Board Meetings

Resolved: That the Board approve necessary payment of bills between Board meetings for the 2008-2009 school year.

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

dd. Approval of Budget Transfers

Resolved: That the Board approve the 2007-2008 budget transfers as listed on attachment T-08-18.

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

REORGANIZATION MEETING – APRIL 30, 2008

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

ee. Approval of Addendum to Bills Payment

Resolved: That the Board approve payment of an addendum to the March 26, 2008 regular bills list in the amount of \$70.00 and as certified and approved.

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

ff. Approval of Bills Payment

Resolved: That the Board approve payment of the April 30, 2008, regular bills list in the amount of \$960,113.89, and as certified and approved.

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

gg. Approval of Monthly Certification

Resolved That pursuant to N.J.A.C.6A:23-2.11(e), we certify that as of March 31, 2008 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: Dr. Tai SECOND: Mr. Burke VOTE: 9-0

hh. Approval of Business Administrator/Board Secretary's Financial Report

Resolved: That the Financial Report of the Business Administrator/Board Secretary for the month ending March 31, 2008, is hereby approved and the Business Administrator/Board Secretary is instructed to file same.

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

ii. Approval of Treasurer's Financial Report

Resolved: That the Financial Report of the Treasurer of School Funds for the month ending March 31, 2008, 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: Dr. Tai SECOND: Mr. Burke VOTE: 9-0

10. Old Business

Mrs. Wetmore said there would be two presentations to the Board on May 14, 2008. Teaming at Satz School and High School Alternate Rotating Scheduling.

REORGANIZATION MEETING – APRIL 30, 2008

11. New Business None

12. Questions from the Public

Ms. Shelia Franklin Guildstein asked for details regarding the spring and summer curriculum projects resolutions.

13. Executive Session (if required)

President Luccarelli called for an Executive Session at 8:48 p.m., to discuss matters involving personnel. Anticipating no further public action he stated that the Board would adjourn from Executive Session.

14. Adjournment

By a unanimous voice vote the meeting adjourned at 8:49 p.m.

Respectfully submitted,



Michael R. Petrizzo
Business Administrator/Board Secretary