

## REGULAR BUSINESS MEETING – JULY 23, 2008

### 1. Call To Order

The Board of Education, Township of Holmdel, met in Regular Business Meeting on Wednesday, July 23, 2008, in the library of the Wm. R. Satz School, 24 Crawford's Corner Road, Holmdel, New Jersey. The meeting was called to order at 7:30 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 Crawford's 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, Vander Woude, and Wetmore and Messrs. Luccarelli, Tai, and Shelton. Absent: Mr. Burke and Mr. Collins. 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, student representative was present. Nikhita Prasanna, student representative to the Board was absent.

### 4. Presentation

Energy Conservation Services presented by Mr. Mike Bitar, of Energy Education, Inc.

### 5. Approval of Minutes

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

Regular Business Meeting June 25, 2008

MOTION: Mrs. Wetmore SECOND: Ms. Garrity VOTE: 6-0-1

Abstained: Ms. Hartnett

Absent: Mr. Burke and Mr. Collins

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

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6b. Committee Reports

The following committee reports were given:

Curriculum and Instruction Committee	Dr. Tai
Budget and Finance Committee	Ms. Garrity
Special Education Committee	Mrs. Vander Woude
Community Relations Committee	Mrs. Vander Woude

7. Committee of the Whole

(a) Approval of Adoption of Three Year Mentoring Plan

Resolved: That the Board approve the Three Year Mentoring Plan for the years 2008-2011, as developed by the Local Professional Development Committee. [B]

MOTION: Dr. Tai SECOND: Ms. Garrity VOTE: 6-1

Dr. Shelton moved to table the motion in order to give him time to read the mentoring plan before voting on approval, saying that he could understand not tabling if there were some urgency for adoption. The motion to table failed for lack of second.

Ms. Garrity noted that the C & I Committee had reviewed the plan and recommended the Board adopt it.

Absent: Mr. Burke and Mr. Collins

NAY: Dr. Shelton

(b) Approval of 2007-2008 Nursing Services Plan

Resolved: That the Board approve the 2007-2008 Nursing Services Plan, as required by the NJAC 6A:16-2.1 (b) and 2.1 (b) 1, as on file in the Office of the Superintendent of Schools.

MOTION: Dr. Tai SECOND: Ms. Garrity VOTE: 7-0  
Absent: Mr. Burke and Mr. Collins

(c) Adoption of Policy and Regulation – Second Reading

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

- Policy 5118 Non-Resident
- Regulation 5118 Non-Resident

MOTION: Dr. Tai SECOND: Ms. Garrity VOTE: 7-0  
Absent: Mr. Burke and Mr. Collins

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(d) Revisions to Regulation

Resolved: That the Board approve the revisions to the following regulation as per Attachment #4:

-- Regulation 1330 Use of School Facilities

MOTION: Dr. Tai SECOND: Ms. Garrity VOTE: 7-0  
Absent: Mr. Burke and Mr. Collins

(e) Approval of Membership to the New Jersey State Interscholastic Athletic Association

Resolved: That the Board approve Holmdel High School as a member of the New Jersey State Interscholastic Athletic Association, to participate in the approved interschool athletic program by the NJSIAA, for the 2008-2009 school year, as provided for in Chapter 172 Laws 1979 (*N.J.S.A. 18A:11-3, et seq.*).

MOTION: Dr. Tai SECOND: Ms. Garrity VOTE: 7-0  
Absent: Mr. Burke and Mr. Collins

(f) Approval of Job Description

Resolved: That the Board approve the job description for Confidential Secretary to the Assistant Business Administrator/Assistant Board Secretary, as per attachment # 5.

MOTION: Dr. Tai SECOND: Ms. Garrity VOTE: 7-0  
Absent: Mr. Burke and Mr. Collins

(g) Approval of Adoption of Curriculum Guide

Resolved: That the Board approve the adoption of the following curriculum guide:

AP Latin

MOTION: Dr. Tai SECOND: Ms. Garrity VOTE: 7-0  
Absent: Mr. Burke and Mr. Collins

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

Resolved: That the Board approve the adoption of the following textbooks/supplemental resource books and materials [B]:

Title: Stossel in the Classroom – DVD  
Course: Social Studies Grade 7 & 8  
Authors: ABC News Productions Inc.  
Cost: Free  
Date: 2007

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Title: The Hidden Child – DVD  
Course: Social Studies Grades 7 & 8  
Author: Dahme, Maud  
Publisher: NJN Public Television  
Cost: \$15.00  
Date: 2006  
Title: Geometry  
Course: Honors Geometry  
Authors: Jurgensen, R. et al  
Publisher: McDougall Littell  
Cost: \$68.10 per book (50 books)  
Date: 2000

MOTION: Dr. Tai SECOND: Ms. Garrity VOTE: 7-0  
Absent: Mr. Burke and Mr. Collins

(i) Acceptance of Donations

Resolved: That the Board accept with gratitude, a non-monetary donation of the following, from the Holmdel Schools Music Association, for the 2008-2009 school year: [D]

**Village School**

Music Ace Software and Network License for 20 computers	\$704.00
Total for Village School	\$704.00

**Indian Hill School**

<i>Music Express</i> Magazine	\$195.00
Classroom Set Subscription	
Jazz for Young People Curriculum Kit	\$299.95
Jazz Age Edition Posters Set	\$59.95
Remo Sound Shapes and Arthur Hull Sound Shapes with Mallets (2 Sets)	\$127.70
Basic Beat Egg Shakers (10)	\$15.00
Guitar Chord Poster	\$6.85
Amigo 3/4 Size Classical Guitar (4)	\$336.40
West Music Phosphor Bronze Acoustic Light Guitar Strings (10)	\$50.00
Fender White Medium Gauge Picks (3 Sets of 12)	\$11.97
Total for Indian Hill School	\$1,102.82
<b>Grand Total</b>	<b>\$1,806.82</b>

Resolved: That the Board accept with gratitude, a non-monetary donation of the following, from the Holmdel Creative Art Association, for the 2008-2009 school year: [D]

Laminator Heatseal (for Graphic Arts)	\$189.35
Storage boxes for Satz plays	\$137.50
<b>Grand Total:</b>	<b>\$326.85</b>

MOTION: Mrs. Wetmore SECOND: Dr. Tai VOTE: 7-0  
Absent: Mr. Burke and Mr. Collins

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(j) Approval of Rescission of Donation

Resolved: That the Board rescind a donation in the amount of \$250.00 from the Holmdel Creative Art Association, which was originally accepted by the Board on April 11, 2007.

MOTION: Dr. Tai SECOND: Ms. Garrity VOTE: 7-0  
Absent: Mr. Burke and Mr. Collins

(k) Approval of Establishment of Schedule B Position

Resolved: That the Board approve the establishment of Director of Supplemental Music Group (Orchestra) Schedule B Position, with a stipend of \$1,411, as per the job description for Director of Supplemental Music Group. [B]

MOTION: Dr. Tai SECOND: Ms. Garrity VOTE: 7-0  
Absent: Mr. Burke and Mr. Collins

(l) Approval of Out-of-District Travel – Board Member

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

**Board Personnel**

Date	Name	Location	Workshop	City/State	Cost/ Mileage
7/28/08	Burke, Gerald	Board Member	Quality Single Accountability Continuum (QSAC)	On-Line	\$35.00

MOTION: Dr. Tai SECOND: Ms. Garrity VOTE: 7-0  
Absent: Mr. Burke and Mr. Collins

(m) 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**

Date	Name	Location	Workshop	City/State	Cost/ Mileage
9/17/2008	Traynor, Carol	Central Office	Systems 3000 Part 1 Training	Eatontown, NJ	\$9.19

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10/15/2008	Barth, Melissa	W.R. Satz School	NJ Science Convention	Somerset, NJ	\$107.27
10/15/2008	Flynn, Jennifer	W.R. Satz School	NJ Science Convention	Somerset, NJ	\$107.27
10/14/08	Sass, John	W.R. Satz School	NJ Science Convention	Somerset, NJ	\$108.92
10/14/08	Blaha, Josephine	High School	NJ Science Convention	Somerset, NJ	\$110.30
12/4/08 and 2/6/09	Monteiro, Sue	High School	Special Needs Students 2 part series workshop	Edison, NJ	\$175.00
12/4/08 and 2/6/09	Peters, Jackie	High School	Special Needs Students 2 part series workshop (no cost for Board Member)	Edison, NJ	\$0.00
9/17/08	Jaume, Elena	Central Office	Systems 3000 Part 1 Training	Eatontown, NJ	\$16.76
8/12/08	Martino, Elena	Central Office	NCLB Technical Assistant Session	Neptune, NJ	\$0.00
8/12/08	Jaume, Elena	Central Office	NCLB Technical Assistant Session	Neptune, NJ	\$18.82
8/29/08	Balicki, William	District	Refresher AHERA Class	Ocean, NJ	\$135.00
9/12/08	Stein, Steve	Maintenance	Seminar Building Codes in NJ	Edison, NJ	\$457.70
10/16 and 17 2008	Malizia, Jeannette	High School	SIOP Training	Union, NJ	\$0.00
10/23 and 24 2008	Malizia, Jeannette	High School	SIOP Training	Union, NJ	\$0.00
12/12/08	Malizia, Jeannette	High School	SIOP Training	Union, NJ	\$0.00
4/10/09	Malizia, Jeannette	High School	SIOP Training	Union, NJ	\$0.00
5/8/09	Malizia, Jeannette	High School	SIOP Training	Union, NJ	\$0.00
8/21/08	Mester, Theodore	High School	Safety Course - Chemical Hygiene	Lincroft, NJ	\$204.18
9/17/08	Saler, Michelle	Central Office	Systems 3000 Part 1 Training	Eatontown, NJ	\$14.98
9/26/08	Sweetman, Jean	High School	Wechsler Adult intelligence Scale, Fourth Edition (WAIS-IV)	Lakewood, NJ	\$100.00
9/26/08	Galiano, Carol	Village School	Wechsler Adult intelligence Scale, Fourth Edition (WAIS-IV)	Lakewood, NJ	\$100.00
10/20/08	Calvert, Eileen	Indian Hill School	Annual Fall Conference, NJSCA	Long Branch, NJ	\$155.00

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10/29/08	Caffrey, Suzanne	High School	Annual School Health Conference	Edison, NJ	\$206.72
9/18/2008	Currie, Mary Beth	Admin - District	Conference Curriculum Showcase	Trenton, NJ	\$7.00
8/12/08 - 8/14/08	King, Denise	W.R. Satz School	Art Education Institute	Lincroft, NJ	\$170.00

MOTION: Dr. Tai SECOND: Ms. Garrity VOTE: 7-0  
 Absent: Mr. Burke and Mr. Collins

(n) Approval of Student Trips

Resolved: That the Board approve approximately 16 members of the Basketball Team to attend the Susquehanna Valley Basketball Camp, Selinsgrove, Pennsylvania from July 27 – 31, 2008 at a tuition cost of \$365 per camper. (No cost to the Board for transportation or tuition.)

Resolved: That the Board approve approximately 14 members of the Girls Volleyball Team to attend Pennsylvania State Volleyball Camp, Pennsylvania State University, Pennsylvania on July 25 – 27, 2008 at a tuition cost of \$210 per team member. (No cost to the Board for transportation or tuition.)

MOTION: Dr. Tai SECOND: Ms. Garrity VOTE: 7-0  
 Absent: Mr. Burke and Mr. Collins

8. a. Report of the Superintendent

The Superintendent reported on the following current student enrollment - 3,294

Village School..... 862	Indian Hill School..... 771
W. R. Satz School..... 546	High School.....1,115

**Highlights since our last board meeting:**

- Last month I reported on the Merck Scholars and mentioned Holmdel had one student among the 26 students from New Jersey honored. However, Holmdel High School actually had two Merck Scholars. Congratulations to our second student who scored third in the state on the Chemistry test. She, too, was recognized at the ceremony and luncheon at Merck Research Laboratories in Rahway.
- I would like to share with you the District’s Mission Statement as developed by the Community Relations Committee:

*Mission: A Commitment to Excellence*

*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*

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*our students' efforts to meet and exceed the New Jersey Core Curriculum Standards, and to become responsible and resourceful citizens and life-long learners.*

If anyone has comments or suggestions, please email me.

- Mr. Loughran reports that 115 students, grades 9-12, and 20 staff members at Holmdel High School earned perfect attendance for the 2007-2008 school year!
- The results of the Advanced Placement Tests taken this spring have arrived! 90% of the students who attempted the exams received a score of 3 or higher. 43% received a 5 which is the highest possible score. Further, 49.5% of the 2008 graduating class passed at least one AP exam during their high school career. The passing rate is consistent with past performance. Of even greater significance is the number of students in the 2008 graduating class who passed at least one exam during their high school career. It is the highest that we have seen in at least four years.

### Trends:

In 2001, student enrollment at HHS was 1,039 and 131 students took 394 test with 24% receiving a score of 5.

In 2008, student enrollment at HHS was 1,115 and 238 students took 520 test with 43% receiving a score of 5.

More students are attempting a challenging exam and more students are exceeding expectations!

- Dr. Schwartz reports that all AP courses (such as Calculus BC, Chemistry and Biology) being taught by new or different teachers in 2008-09 have been approved by the AP audit and all other course have been renewed.
- I am pleased to share with you that ARISE has selected Meryl Gill, Director of Special Services, as "Teacher of the Year."

### **Activities towards meeting district goals:**

#### **Differentiated Instruction**

- We have completed two of the modules for professional development offered by Pearson as a bonus for our enrollment as an early user of Learnia. The two sessions addressed using the standards to direct instruction and balancing assessments in the classroom. The third module will be given on July 29 and will address differentiated instruction. The workshops have been attended by various administrators.
- Some Indian Hill School teachers attended a workshop about differentiated instruction this summer. They will bring this information back to their individual classes and share what they learned with their colleagues at grade-level meetings.
- Many of our administrators attended the Principals' Leadership Conference at Princeton University earlier this month pertaining to differentiated instruction.

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### Character Education

- Various teachers from Village and Indian Hill schools are attending a week-long training session on Responsive Classroom. These teachers will bring this information back to their individual classes and share what they learned with their colleagues in the fall.

### Technology

- Indian Hill has ordered new computers with the generous donation received from the PLG and will be setting up several “4-computer classrooms” for teachers to use with their students in all areas of the curriculum.

Mr. Spencer Tirella, student representative reported out on student events.

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

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

#### b. Personnel

##### (1) Appointment of Personnel – Certificated Staff

Resolved: That the Board approve the appointment of Amanda Colannino to the position of Teacher of Students with Disabilities, Indian Hill School, effective September 1, 2008 through June 30, 2009, Step 7 MA + 15, at a salary of \$63,202. [B – New Position]

Resolved: That the Board approve the appointment of Jennifer Scott to the position of Temporary Leave Replacement English Teacher, Grade 8, W.R. Satz School, effective September 1, 2008 through February 3, 2009, Step 2 BA, at a salary of \$47,955 (prorated). [B – Replaces Lisa Imbro – on a leave of absence.]

Resolved: That the Board approve the appointment of Shannon Hodges to the position of Temporary Leave Replacement Elementary Teacher, Grade 3, Village School, effective September 1, 2008 through December 23, 2008, Step 2 BA, at a salary of \$47,955 (prorated). [B – Replaces Sandra Klinger-Rossi – on a leave of absence.]

Resolved: That the Board approve the appointment of Denis LaPlante to the position of Temporary Leave Replacement Social Studies Teacher, Holmdel High School, effective October 10, 2008 through February 3, 2009, Step 1 MA, at a salary of \$55,855 (prorated). [B – Replaces Sherryl McBride – on a leave of absence.]

Resolved: That the Board approve the appointment of Vivian Rath, to the position of .5 Teacher of Students with Disabilities, Indian Hill School, effective September 1, 2008 through June 30, 2009, Step 1 BA +15, at a salary of \$49,555 (prorated). [B – New Position]

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Resolved: That the Board approve the appointment of Nicole Dechert, to the position of Temporary Leave Replacement Teacher of Students with Disabilities – In-Class Support, Indian Hill School, effective September 1, 2008 through June 30, 2009, Step 2 BA +15, at a salary of \$50,055. [B – Replaces Antoinette Pierro – on a leave of absence]

MOTION: Mrs. Wetmore SECOND: Dr. Tai VOTE: 7-0  
Absent: Mr. Burke and Mr. Collins

### (2) Appointment of Personnel – Non-Certificated Staff

Resolved: That the Board approve the appointment of Noelia Bruncati to the position of Lunchroom/Playground Aide, Village School, effective September 1, 2008 through June 30, 2009, at a salary of \$14.68 per hour. [B- Replaces Eileen Levantino]

Resolved: That the Board approve the appointment of Rachael Paul to the position of Night Custodian, Holmdel High School, effective July 24, 2008 through June 30, 2009, Step 1, at a salary of \$17.68 per hour plus a night differential of \$.65 per hour. [B – Replaces Gayle Sturt – promoted]

Resolved: That the Board approve the appointment of Brendan Shaw to the position of Night Custodian, Village School, effective August 15, 2008 through June 30, 2009, Step 1, at a salary of \$17.68 per hour plus a night differential of \$.65 per hour. [B – Replaces Jane Landi]

MOTION: Mrs. Wetmore SECOND: Dr. Tai VOTE: 7-0  
Absent: Mr. Burke and Mr. Collins

### (3) Approval of Transfers

Resolved: That the Board approve a transfer for Jenna Atkinson, from 5<sup>th</sup> Grade Teacher, Indian Hill to Basic Skills Teacher, Indian Hill School, effective September 1, 2008 through June 30, 2009. [B – Replaces Marilyn Bellis - transferred]

Resolved: That the Board approve a transfer for Kimberly Scarangelo-Antoniotti from Teacher of the Handicapped – Autism Program, Village School to Teacher of the Handicapped – Learning/Language Disabilities Program, Village School, effective September 1, 2008 through June 30, 2009. [B – New Position]

Resolved: That the Board approve a transfer for John Rothausser, from Technology Education Teacher, W.R. Satz School to Library Media Specialist, W.R. Satz School, effective September 1, 2008 through June 30, 2009. [B – Replaces Jaffa Weisberg]

MOTION: Mrs. Wetmore SECOND: Dr. Tai VOTE: 7-0  
Absent: Mr. Burke and Mr. Collins

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(4) Approval of Change in Assignment

Resolved: That the Board approve a change in assignment for Vivian Rath, from full time Instructional Aide to .5 Instructional Aide, Indian Hill School, effective September 1, 2008 through June 30, 2009. [B]

MOTION: Mrs. Wetmore SECOND: Dr. Tai VOTE: 7-0  
Absent: Mr. Burke and Mr. Collins

(5) Approval of Change in Title

Resolved: That the Board approve the change in title for Jeanne Panepinto from Confidential Secretary to Business Administrator, to Confidential Secretary to the Assistant Business Administrator/Assistant Board Secretary, effective immediately.

MOTION: Mrs. Wetmore SECOND: Dr. Tai VOTE: 7-0  
Absent: Mr. Burke and Mr. Collins

(6) Acceptance of Rescission - Schedule B Position

Resolved: That the Board rescind the appointment of John Koryat, as the Schedule B Director Music/Orchestra, W.R. Satz School, effective immediately.

MOTION: Mrs. Wetmore SECOND: Dr. Tai VOTE: 7-0  
Absent: Mr. Burke and Mr. Collins

(7) Appointment of Schedule B Positions

Resolved: That the Board approve the appointment of Thomas Herman to the Schedule B position of Cross Country Assistant Coach, Holmdel High School, for the fall of 2008, at a stipend of \$3,448. [B]

Resolved: That the Board approve the appointment of William Beining to the Schedule B position of Football Assistant Coach, Holmdel High School, for the fall of 2008, at a stipend of \$5,956. [B]

Resolved: That the Board approve the appointment of George Peterson to the Schedule B position of Football Assistant Coach, Holmdel High School, for the fall of 2008, at a stipend of \$5,956. [B]

Resolved: That the Board approve the appointment of John Koryat to the Schedule B position of Director Supplemental Music-Jazz Band, William R. Satz School, for the 2008-2009 school year, at a stipend of \$1,411. [B]

MOTION: Mrs. Wetmore SECOND: Dr. Tai VOTE: 7-0  
Absent: Mr. Burke and Mr. Collins

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(8) Approval of Summer Personnel

Resolved: That the Board approve the appointment of the following personnel for the 2008 Summer Child Study Team: [Salary to reflect the Holmdel Child Study Team Association Agreement.]

Barbara Rosen                      Speech & Language Specialist    [Prorated Salary]  
Jo Lawlor                              Speech & Language Specialist    [Prorated Salary]

Resolved: That the Board approve William Baronowsky, Media Specialist, Holmdel High School, to work two days during the summer, not to exceed five hours per day, for a total of ten hours, at a salary of \$45.00 per hour (summer non-pupil contact rate), to assist with the reconfiguration of the High School Library. [B]

MOTION: Mrs. Wetmore    SECOND: Dr. Tai    VOTE: 7-0  
Absent: Mr. Burke and Mr. Collins

(9) Approval of Extra Hours

Resolved: That the board approve extra hours for Suzanne Caffrey, School Nurse, Holmdel High School, to provide assistance to special education students for extra-curricular activities, on an as-needed basis, Step 17 BA at a salary of \$81,000 (prorated), for the 2008-2009 school year. [B]

Resolved: That the board approve extra hours for Jane Denton, School Nurse, W.R. Satz School, to assist with special education students who require assistance, on an as-needed basis, Step 10 MA at a salary of \$67,475 (prorated), for the 2008-2009 school year. [B]

Resolved: That the Board approve extra hours for the following Special Education Monitors, to provide assistance to special education students for extra-curricular activities, on an as-needed basis, at a salary of \$25.51 per hour, for the 2008-2009 school year: [B]

- DeMarco, Christine
- Fanciullo, Josephine
- Pagnotta, Beatrice
- Reyes, Sharon

MOTION: Mrs. Wetmore    SECOND: Dr. Tai    VOTE: 7-0  
Absent: Mr. Burke and Mr. Collins

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(10) Approval of Adjustments to Increment Level

Resolved: That the Board approve the following adjustments in increment level, effective September 1, 2008: [B]

- Lewis, Jason  
From: 14 BA + 30  
To: 14 MA + 15
  
- McMahon, Leslie  
From: 8 MA + 15  
To: 8 MA + 30

MOTION: Mrs. Wetmore SECOND: Dr. Tai VOTE: 7-0  
Absent: Mr. Burke and Mr. Collins

(11) Appointment of Homebound Instructors

Resolved: That the Board approve the appointment of the following personnel as homebound instructors, for the 2008-2009 school year, pending the criminal history review of the State of NJ: [B]

- Pasternak, Edward
- Villasenor, Jeffrey
- Singh, Neil
- DiStefano, Kristen
- Kraemer, Nathan
- Schwartzman, Paige

MOTION: Mrs. Wetmore SECOND: Dr. Tai VOTE: 7-0  
Absent: Mr. Burke and Mr. Collins

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

Resolved: That the Board approve the appointment of the following as a day-to-day substitute custodian, effective July 24, 2008, for the 2008-09 school year, pending the criminal history review of the State of NJ: [B]

- Leonard, Michael

MOTION: Mrs. Wetmore SECOND: Dr. Tai VOTE: 7-0  
Absent: Mr. Burke and Mr. Collins

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### c. Student Matters

#### (1) Approval of Student Placements

Resolved: That the Board approve the placement for the following students:  
18800412, 11500320, 10300405, 21800021, 17801275, 19800202,  
18800240, 15803495, 9900130, 9900060, 9900030, 9900100, 9900150,  
9900230, 9300590, 9900090, 9900240, 9900120, 9900173, and 17801275  
as per attachment #1.

MOTION: Dr. Tai SECOND: Ms. Garrity VOTE: 7-0  
Absent: Mr. Burke and Mr. Collins

#### (2) Approval of Consultants

Resolved: That the Board approve the Child Study Team Consultant List for the  
2008-2009 school year, as listed on Attachment # 2. [B]

MOTION: Dr. Tai SECOND: Ms. Garrity VOTE: 7-0  
Absent: Mr. Burke and Mr. Collins

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

#### a. Approval of Renewal of Food Service Agreement – 2008/2009 School Year

Resolved: That the Board approves the renewal submitted for food service  
management services and that Compass Group USA, Inc., by and through  
its Chartwells Division located at 3 International Drive Rye Brook, NY  
0573 be awarded the contract for the 2008-2009 school year under the  
following arrangements:

1. The Board agrees not to participate in any of the Child Nutrition Programs for the 2008-2009 school year.
2. The Food Service Management Company management fee of \$.1471 per meal/meal equivalent is included in the \$ 25,000 guaranteed surplus to the district.
3. Should Compass Group USA, Inc. not provide the district with a \$25,000 surplus program, their maximum liability is up to their management fee.
4. Total meals are calculated by dividing total cash receipts, including snack vending sales (only from machines operated by Chartwells), by \$2.00 to arrive at an equivalent meal count. The per meal Management Fee of \$.1471 will be multiplied by total meals.
5. The Food Service Management Company guarantees the Local Education Agency a minimum a \$25,000 surplus (profit) for school year 2008/2009. This guarantee is contingent upon the guarantee requirements as stated below.

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a. Approval of Renewal of Food Service Agreement – 2008/2009 School Year  
(continued)

- The number of days meals are served during the school year will not be less than 181 days at the high school, 181 days at the middle school and 181 days at the elementary schools.
- The number of serving periods, locations, serving times and types of service will not change materially.
- The student enrollment for the Term of the Agreement will not be less than 3,391 students.
- The level of wages, salaries and fringe benefits will not exceed those included in Chartwells' proposal.
- Certain variable District expenses must be identified and capped so as not to exceed current rates. The District will charge back and cap \$13,236 to the program for on-going contract monitoring
- The actual costs charged to the Food Service budget by the District shall not exceed the projected operating expenses as set forth in Chartwells' original proposal.
- The selling prices of Menu Pattern Meals and a la carte selections will not be less than those included in the proposal.
- Service will not be interrupted as a result of fire, work stoppage, strike or school closing.

In the event the foregoing conditions are not met during the school year, the \$25,000 surplus obligation shall be reduced by an amount equivalent to any increased cost or loss of revenue.

MOTION: Mrs. Wetmore SECOND: Ms. Garrity VOTE: 7-0  
Absent: Mr. Burke and Mr. Collins

b. Approval of Renewal for Comprehensive Contract Monitoring, Compliance and Managing the District's Food Services Operations

Resolved: That the Board approve a renewal contract with Edvocate, Inc., Toms River, NJ, for comprehensive contract monitoring, compliance and managing the district's food services operations at a fee of \$13,236.00 annually. Attachment 9-b.

MOTION: Mrs. Wetmore SECOND: Ms. Garrity VOTE: 7-0  
Absent: Mr. Burke and Mr. Collins

**REGULAR BUSINESS MEETING – JULY 23, 2008**

c. Receipt of Quotes for Village School Playground Equipment

Resolved: That the Board pursuant to requirements of Title 18A:18A-5c received the following quotes for Village School Playground Equipment:

<b>Vendor</b>	<b>Quote Total</b>
Progressive Products and Materials Distributors, Inc. P.O. Box 862 Worcester, PA 19490-4213	\$14,460.00
Barbarto Landscaping 1600 Railroad Ave Holbrook, NY 11741	\$33,000.00

MOTION: Mrs. Wetmore SECOND: Ms. Garrity VOTE: 7-0  
Absent: Mr. Burke and Mr. Collins

d. Award of Quote for Village School Playground Equipment

Whereas, In accordance with N.J.S.A. 18A:18A-5c. states, in part “that if bids have been advertised pursuant N.J.S.A. 18A:18A-4 on two occasions and (1) no bids have been received on both occasions in response to the advertisement... any such contract may then be negotiated”. The Board at its May 28, 2008 Regular Business Meeting approved the Business Administrator/Board Secretary to negotiate with all interested parties on Village School Playground Equipment.

d. Award of Quote for Village School Playground Equipment (continued)

Resolved: That the Board award the Quote for Village School Playground Equipment to:

<b>Vendor</b>	<b>Quote Total</b>
Progressive Products and Materials Distributors, Inc. P.O. Box 862 Worcester, PA 19490-4213	\$14,460.00

MOTION: Mrs. Wetmore SECOND: Ms. Garrity VOTE: 7-0  
Absent: Mr. Burke and Mr. Collins

**REGUALR BUSINESS MEETING – JULY 23, 2008**

e. Approval of Transportation Contract

Resolved: That the Board approve a transportation agreement with the Monmouth Ocean Educational Services Commission, 20 County Road, 527 East Colts Neck, NJ 07702 to reflect the costs listed below for the transportation of Special Education Students for the 2008-2009 extended school year.

<u>School</u>	<u>Dates</u>	<u>No. of Students</u>	<u>Cost</u>
Alpha School, Lakewood, NJ	7/7/08 thru 8/15/08	1	\$6,685.20
Douglas Developmental Center, Rutgers, New Brunswick, NJ	6/23/08 thru 8/11/08	1	\$3,696.00
Bayshore Jointure Commission, Union Beach, NJ	7/1/08 thru 8/4/08	1	\$1,445.10
Harbor School, Eatontown, NJ	7/7/08 thru 8/15/08	1	\$2,272.20
Camp Echo and Jet Program, Wickatunk, NJ	7/7/08 thru 8/7/08	2	\$2,205.00
CPC Highpoint, Morganville, NJ	7/7/08 thru 8/8/08	3	\$5,696.25

MOTION: Mrs. Wetmore SECOND: Ms. Garrity VOTE: 7-0  
Absent: Mr. Burke and Mr. Collins

f. Approval of Budget Transfers – 2008/2009

Resolved: That the Board approve the 2008/2009 budget transfers as listed on attachment T-09-03.

MOTION: Mrs. Wetmore SECOND: Ms. Garrity VOTE: 7-0  
Absent: Mr. Burke and Mr. Collins

g. Approval of Mileage Reimbursement Rate for HTEA and HTAA Employees

Resolved: That the Board approve the following mileage reimbursement rate change to 58.5¢ per mile to be in accordance with the Internal Revenue Service current business mileage reimbursement rate effective July 1, 2008, for HTEA and HTAA Employees.

MOTION: Mrs. Wetmore SECOND: Ms. Garrity VOTE: 7-0  
Absent: Mr. Burke and Mr. Collins

h. Approval of Addendum to Bills Payment

Resolved: That the Board approve payment of an addendum to the June 25, 2008 regular bills list in the amount of \$450,689.42, and as certified and approved.

MOTION: Ms. Garrity SECOND: Dr. Tai VOTE: 7-0  
Absent: Mr. Burke and Mr. Collins

## REGULAR BUSINESS MEETING – JULY 23, 2008

### i. Approval of Bills Payment

Resolved: That the Board approve payment of the July 23, 2008, regular bills list in the amount of \$486,927.41, and as certified and approved.

MOTION: Ms. Garrity SECOND: Dr. Tai VOTE: 7-0  
Absent: Mr. Burke and Mr. Collins

### 10. Old Business

Advertising (Basic) Package Proposed by CMA – Michael Petrizzo

Discussion:

Dr. Shelton expressed reluctance for the Board to commit spaces frequently seen by students' eyes for commercial purposes rather than for academic and co-curricular purposes. He questioned whether the proposal is financially material. Ms. Garrity related that she formerly had similar reservations, but noted that the advertising would be confined to High School and Roggy Field spaces, and that she had become convinced that announcement spaces in other areas of the High School for academic and co-curricular purposes is adequate. Mrs. Wetmore related that the High School administrators were in favor of the plan.

Mr. Luccarelli asked if CMA will offer additional packages once the basic four element packages are sold out.

Dr. Tai asked why the Sports Area sign is larger (4 x 6) than the Roggy Field sign (3 x 5).

On motion of Ms. Garrity, seconded by Mrs. Wetmore, the following roll call vote was taken:

Advertising (Basic) Package Proposed by CMA

MOTION: Ms. Garrity SECOND: Mrs. Wetmore VOTE: 6-1  
Absent: Mr. Burke and Mr. Collins  
NAY: Dr. Shelton

### 11. New Business

Leadership Book for board Members – Mary Beth Currie

Mrs. Duncan updated the Board that in 2009/2010 we will be monitored by QSAC. Ms. Garrity and Mr. Collins will serve on the Superintendent's QSAC committee as Board of Education representatives for the area of Board Governance. Mrs. Wetmore will be the Board representative for the Middle States review of the High School.

**REGUALR BUSINESS MEETING – JULY 23, 2008**

12. Questions from the Public None
13. Executive Session (if required) None
14. Adjournment

By a unanimous voice vote the meeting adjourned at 8:58 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