



HOLMDEL TOWNSHIP PUBLIC SCHOOLS

AGENDA
REGULAR BUSINESS MEETING
HOLMDEL HIGH SCHOOL
NOVEMBER 20, 2024 6:00 PM
PUBLIC MEETING APPROXIMATELY 7:00 P.M.

Mission Statement

The mission of the Holmdel Township School District is to provide a well-rounded and inclusive education that empowers all students to reach their full potential and thrive. We believe that excellence comes from building strong relationships, embracing a positive attitude toward growth, overcoming challenges with determination, and celebrating our unique differences. Through teamwork and cooperation, we aim to create an environment where students can succeed academically as life-long learners and responsible global citizens.

A. Call to Order

B. Open Public Meetings Act

Statement is hereby made that adequate notice of this meeting was given by:

- Posting written notice prominently on the bulletin board in the Office of the Board of Education, 65 McCampbell Road, Holmdel, New Jersey, the District’s website and sent to the four district schools.
- The mailing and/or hand delivery of said notice to the designated newspapers, Asbury Park Press, Star Ledger, the PLG, PSG, PSA, PTSO, SAB presidents and student representatives to the Board.
- Filing with the Clerk of Holmdel Township, Police Headquarters and Public Library.

C. Roll Call

D. Resolution for Executive Session

WHEREAS, the Open Public Meetings Act, specifically N.J.S.A. 10:4-12b, permits a public body to go into an Executive (Closed) Session during a public meeting to discuss certain matters specified in the statute; and

WHEREAS, the Board of Education has determined that it is necessary to go into an Executive Closed Session to discuss matters relating to certain items as permitted by N.J.S.A. 10:4-12b;

THEREFORE, BE IT RESOLVED, by the Board of Education of the Township of Holmdel that it shall adjourn into Closed Session at this time to discuss the following subject matter(s) without the presence of the public in accordance with the provisions of N.J.S.A. 10:4-12b and 10:4-13:

1. Student matters
2. Personnel matters
3. Matters falling within the attorney-client privilege

BE IT FURTHER RESOLVED, it is not yet possible to determine when the matters discussed in Closed Session will be made public; the matter(s) discussed will be made known to the public at such time as appropriate action is taken on said matter(s), and when disclosure will not result in unwarranted invasion of individual privacy or prejudice to the best interests of the Board of Education, provided such disclosures will not violate Federal, State, or local statutes or regulations and do not fall within the attorney-client privilege.

MOTION: _____ SECOND: _____ VOTE: _____

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E. Motion to Return to Public Session

MOTION: _____ SECOND: _____ VOTE: _____

F. Call to Order

G. Opening Statement

Meetings of the Board are open to the public and all members of the community should feel free to participate:

- There are two opportunities for the public to speak; the first is at the beginning of the meeting for agenda items only and the second is at the end of the meeting for other items.
- Any individual desiring to speak shall give his or her name, address, and the group, if any, that is represented.
- The presentation shall be as brief as possible but no more than three (3) minutes per individual.
- There are certain matters that may be brought before the board that cannot be immediately addressed in public. Such matters may be referred by the president to a board committee and/or to the Superintendent for consideration and/or resolution.
- The board vests in its president, or other presiding officer, authority to terminate the remarks of any individual if he/she deems it in the best interest of those present to do so.

H. Flag Salute

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

- Fall Sports Recognitions – Dr. J. Scott Cascone & Mr. Michael Casale

J. Report of the Student Representatives to the Board

K. Report of the Superintendent

L. Harassment, Intimidation and Bullying (H.I.B.) Report

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

N. Action Items

• **Approval of Minutes**

1. Approval of Minutes – Closed Executive Session – October 23, 2024

Resolved: That the Board approve the minutes of the following meeting: Closed Executive Session – October 23, 2024.

MOTION: _____ SECOND: _____ VOTE: _____

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2. Approval of Minutes – Committee of the Whole Meeting – October 23, 2024

Resolved: That the Board approve the minutes of the following meeting: Committee of the Whole Meeting – October 23, 2024.

MOTION: _____ SECOND: _____ VOTE: _____

3. Approval of Minutes – Closed Executive Session – October 30, 2024

Resolved: That the Board approve the minutes of the following meeting: Closed Executive Session – October 30, 2024.

MOTION: _____ SECOND: _____ VOTE: _____

4. Approval of Minutes – Regular Business Meeting – October 30, 2024

Resolved: That the Board approve the minutes of the following meeting: Regular Business Meeting – October 30, 2024.

MOTION: _____ SECOND: _____ VOTE: _____

- **Policy**
- **Superintendent’s Recommendations**

➤ *Personnel*

5. Acceptance of Retirement, Director of Community Programs and Student Transportations, District

WHEREAS: Ms. Lara Carducci has served the Holmdel Township Public Schools with distinction since June 2, 2014 and,

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

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

WHEREAS: Ms. Carducci has submitted a letter announcing her retirement from the Holmdel Township School District, effective July 1, 2025;

NOW THEREFORE BE IT RESOLVED:

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

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6. Acceptance of Resignation, English Teacher, Holmdel High School

Resolved: That the Board accept the resignation of Jessica Zezza, English Teacher, Holmdel High School, effective January 8, 2025.

MOTION: _____ SECOND: _____ VOTE: _____

7. Approval of Leaves of Absence

Resolved: That the Board approve the leave of absence as follows:

	Last Name	First Name	Leave Dates
a.	Andersen	Lauren	01/01/25-05/04/25
b.	Graham	Bryan	11/20/24-12/06/24

MOTION: _____ SECOND: _____ VOTE: _____

8. Approval of Appointment, Temporary Leave Replacement, Elementary Teacher, Indian Hill School

Resolved: That the Board approve the appointment of Michelle Beck, Temporary Leave Replacement, Elementary Teacher, Indian Hill School, at a salary of step 4-5MA(5), \$75,175.00, prorated, effective January 1, 2025 through June 10, 2025 pending criminal history review. [R. Bomenblit – LOA]

MOTION: _____ SECOND: _____ VOTE: _____

9. Approval of Appointment, Temporary Leave Replacement, Special Education Teacher, Indian Hill School

Resolved: That the Board approve the appointment of Barbara Magnusson, Temporary Leave Replacement, Special Education Teacher, Indian Hill School, at a salary of step 4-5MA(4), \$75,175.00, prorated, effective December 2, 2024 through April 11, 2025, pending criminal history. [N. Clifton – LOA]

MOTION: _____ SECOND: _____ VOTE: _____

10. Approval of Salary Adjustment, 2024/2025 School Year

Resolved: That the Board approve the salary adjustment effective December 2, 2024 as follows:

	Last Name	First Name	From	To
a.	Clifton	Nicole	6-7MA (7)	6-7MA+15 (7)
b.	Gesumaria	Angela	2-3BA (2)	2-3BA+15 (2)

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11. Approval of Change in Location/Assignment/Salary, 2024/2025 School Year

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

	Last Name	First Name	Position/Location from	Salary/Hours	Position/Location to	Salary	Effective
a.	DiModica	Christine	Secretary, Main Office - Village School	\$63,565.00	Secretary to Assistant Principal – W.R. Satz School	\$67,674.00	01/01/25
b.	Giarraffa	Nicholas	Night Custodian	\$55,559.68	Night Custodian-Sunday Shift	\$56,676.22	09/29/24 (retroactive)

MOTION: _____ SECOND: _____ VOTE: _____

12. Approval of Appointment, Staff Member, Holmdel High School Open House

Resolved: That the Board approve Edward Kinch to present at the Holmdel High School Open House on October 14, 2024, at the non-pupil contact rate of \$48 per hour, not to exceed 3 hours.

MOTION: _____ SECOND: _____ VOTE: _____

13. Approval of Schedule B Appointments, Holmdel High School, 2024/2025 School Year

Resolved: That the Board approve the Schedule B appointment, Holmdel High School, for the 2024/2025 school year as follows:

	Position	Season	Last Name	First Name	Stipend
a.	Assistant Co-Coach Wrestling	Winter	Keane	Michael	\$2,686.50
b.	Assistant Co-Coach Wrestling	Winter	Speidel*	James	\$2,686.50
c.	Poetry Out Loud	Full Year	Proscia	Danielle	\$755.00

**pending criminal history review*

MOTION: _____ SECOND: _____ VOTE: _____

14. Approval of Mentor Appointment, 2024/2025 School Year

Resolved: That the Board approve the appointment of the following teacher as a Mentor for a Provisional Staff Member at the State recommended rate shown below, for the 2024/2025 School Year, (mentor fees paid by provisional teacher and if necessary are prorated):

Novice Teacher	Novice Payment	Location	Mentor
Vawter, Christina	\$350.00	Indian Hill School	Treubig, Taryn

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15. Approval of Appointment, Substitutes, 2024/2025 School Year

Resolved: That the Board approve the appointment of substitutes for the 2024/2025 school year as follows:

	Last Name	First Name	Position	Effective
a.	Tafaro	Rosemary	Clerical	11/21/24
b.	Mucci	Antonia	Bus Monitor	11/18/24
c.	Veliz	Melissa	Bus Monitor	11/18/24
d.	Caamano	Susie	Nurse	12/01/24

MOTION: _____ SECOND: _____ VOTE: _____

16. Approval of Appointment, Volunteers, Wrestling, Holmdel High School, 2024/2025 School Year

Resolved: That the Board approve the appointment of volunteers, wrestling, Holmdel High School, for the 2024/2025 school year, pending criminal history review, as follows:

	Last Name	First Name
a.	Pavlinetz	Michael
b.	Reyes	Orlando

MOTION: _____ SECOND: _____ VOTE: _____

➤ ***Curriculum & Instruction***

17. Approval of Professional Development, District Personnel

Resolved: That the Board approve the professional development activities/meetings, as authorized by the Superintendent under Policy 6471 School District Travel, and in accordance with Regulation 6471 School District Travel, as follows:

	Date	Name	Location	Professional Development Activities/ Meetings	City, State	Cost/Fees
a.	01/09/2025	Crimoli, M	WRS	The Art of Dialogue - Chhange	Lincroft, NJ	\$60.00
b.	12/16/2024	Lazarchick, D	WRS	Building Thinking Classrooms	Glassboro, NJ	\$273.12
c.	11/22/2024	Palma, A	HHS	AMTNJ 6-12	Lincroft, NJ	\$219.00
d.	2024/2025	Simonelli, C	WRS	LEGAL ONE Understanding Bullying & School Climate	Virtual	\$125.00

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18. Approval of Student Trips

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

MOTION: _____ SECOND: _____ VOTE: _____

19. Approval of What’s Out There – Constellations, Sun, Moon Assembly at Indian Hill School on December 5, 2024

Resolved: That the Board approve the What’s Out There – Constellations, Sun, Moon assembly at Indian Hill School on December 5, 2024. On file in the Office of the Superintendent.

MOTION: _____ SECOND: _____ VOTE: _____

20. Approval to Contract with Atlas Curriculum Management System. Prorated Services January 1, 2025 – June 30, 2025. Recurring Services July 1, 2025 – June 30, 2026

Resolved: That the Board approve the contract with Atlas Curriculum Management System. Prorated services January 1, 2025 – June 30, 2025. Recurring services July 1, 2025 – June 30, 2026. On file in the Office of the Superintendent.

MOTION: _____ SECOND: _____ VOTE: _____

21. Approval to Contract with TeacherCoach, LLC to Provide 3 Executive, In-Person Group Coaching Sessions with 10 Additional Individual Executive Coaching Sessions Conducted Virtually

Resolved: That the Board approve to contract with TeacherCoach, LLC to provide 3 executive, in-person group coaching sessions with 10 additional individual executive coaching sessions conducted virtually. To be paid for with Title IIA Funds. On file in the Office of the Superintendent.

MOTION: _____ SECOND: _____ VOTE: _____

22. Approval of Students to Attend the Mid-Year Practice at St. John Vianney for Students Participating in the Diamond Challenge through EntreX at the University of Delaware

Resolved: That the Board approve students to attend the mid-year practice at St. John Vianney for students participating in the Diamond Challenge through EntreX at the University of Delaware. On file in the Office of the Superintendent.

MOTION: _____ SECOND: _____ VOTE: _____

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23. Approval of Affirmation of HIB Incident(s)

Whereas, pursuant to Board Policy and the requirements of N.J.S.A. 18A:37-15(b)(6)(c), at its meeting on October 30, 2024, the Superintendent reported the following HIB Incident(s) to the Board;

- A. 270601_WSM_10132024
- B. 270676_IH_10152024

Now, therefore, be it Resolved, that the Board approve the issuance of a written decision affirming the determination in the student HIB investigation.

MOTION: _____ SECOND: _____ VOTE: _____

➤ *Special Services*

24. Approval of New Hope I.B.H.C. for the 2024/2025 School Year

Resolved: That the Board approve New Hope I.B.H.C. to provide bedside instruction at the rate listed below for the 2024/2025 school year.

Name	Cost
New Hope I.B.H.C. ~ Marlboro, NJ	\$650/week

MOTION: _____ SECOND: _____ VOTE: _____

25. Approval of Home/Hospital Instruction

Resolved: That the Board approve home/hospital instruction services for the following student for the period indicated, as follows:

	SID	Services	Classification	Start Date	End Date	Cost Per Hour
a.	7538915849	Home Instruction	n/a	10/31/2024	12/2/2024	\$60
b.	3742533607	Hospital Instruction	n/a	11/11/2024	11/22/2024	\$650/week
c.	3742533607	Home Instruction	n/a	11/25/2024	6/18/2025	\$60

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26. Approval of Staff Members, Presentation, Special Education Parent Association Committee, (SEPAC)

Resolved: That the Board approve the following staff members to present to the Special Education Parent Association Committee (SEPAC) at a rate of \$75.00 per hour, not to exceed 2 hours, on November 12, 2024.

	Last Name	First Name
a.	Bligh	Laura
b.	McEvoy	Katherine

MOTION: _____ SECOND: _____ VOTE: _____

• **Business Administrator’s Recommendations**

Business Administrator/Board Secretary’s Certification

Michael R. Petrizzo, School Business Administrator/Board Secretary, certifies that no line item has been over expended in violation of N.J.A.C. 6A:23A-16.10 (c)3 and that sufficient funds are available to meet the district’s financial obligations for the remainder of the fiscal year.

27. Approval of Business Administrator/Board Secretary’s Financial Report – September 30, 2024

Resolved: That the Financial Report of the Business Administrator/Board Secretary for the month ending September 30, 2024 is hereby approved and the Business Administrator/Board Secretary instructed to file same.

MOTION: _____ SECOND: _____ VOTE: _____

28. Approval of Treasurer’s Financial Report – September 30, 2024

Resolved: That the Financial Report of the Treasurer of School Funds for the month ending September 30, 2024 is hereby approved and the Business Administrator/Board Secretary is instructed to file same. The report approved is in agreement with the report of the Business Administrator/Board Secretary.

MOTION: _____ SECOND: _____ VOTE: _____

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29. Resolution to Terminate All Participation Under the SHBP and SEHBP (including prescription drug plan and/or dental plan coverage)

BE IT RESOLVED:

1. The Holmdel Township Board of Education SHBP/SEHBP Employer Location Number 02290, hereby resolves to terminate its participation in the Program (Medical Plan, Prescription Drug Plan, and/or Dental Plan coverage) thereby canceling coverage provided by the SHBP and/or SEHBP (N.J.S.A. 52:14-17.25 et seq.) for all its active and retired employees.
2. We shall notify all active employees of the date of their termination of coverage under the Program.
3. We understand that the New Jersey Division of Pensions & Benefits (NJDPB) will notify retired employees of the cancellation of their coverage.
4. We understand that all COBRA participants will be notified by the NJDPB and advised to contact our office concerning a possible alternative health, prescription drug, and dental insurance plan.
5. We understand that this resolution shall take effect the first of the month following a 60-day period beginning with the receipt of the resolution by the State Health Benefits Commission or School Employees' Health Benefits Commission.

MOTION: _____ SECOND: _____ VOTE: _____

30. Approval to Award Contract to Aetna Health for the Provision of Health and Related Benefits

WHEREAS, the Holmdel Township Board of Education participated in the School Employees' Health Benefits Program ("SEHBP") for the provision of health and related benefits; and

WHEREAS, the Board's insurance broker solicited alternative carriers who could provide equal or better coverage; and

WHEREAS, Aetna provided a quote to the Board for a 12-month proposal to provide coverage to the Board that is equal to or better than the current SEHBP offerings;

WHEREAS, the Board has resolved to terminate its participation in the SEHBP and desires to award a contract to Aetna consistent with the quote provided;

THEREFORE, BE IT RESOLVED that the Board awards a contract to Aetna Health for the provision of health and related benefits consistent with its quote to the Board for a 12-month period effective February 1, 2025; and

BE IT FURTHER RESOLVED THAT Board officials and employees are authorized and directed to take all action necessary to effectuate the terms of this resolution including the provision of all necessary notices.

MOTION: _____ SECOND: _____ VOTE: _____

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31. Approval of Comprehensive Maintenance Plan and M-1 Form

WHEREAS, the Department of Education requires New Jersey School Districts to submit a three-year Comprehensive Maintenance Plan and M-1 form documenting required maintenance activities for each of its public school facilities, and

WHEREAS, the required maintenance activities for the various school facilities of the Holmdel Township Public Schools are consistent with these requirements, and

WHEREAS, all past and planned activities are reasonable to keep school facilities open and safe for use or in their original condition and to keep their system warranties valid,

NOW, THEREFORE BE IT RESOLVED that the Board approve the Comprehensive Maintenance Plan and M-1 form for the Holmdel Township Public Schools in compliance with Department of Education requirements, as on file in the Business Office.

MOTION: _____ SECOND: _____ VOTE: _____

32. A Resolution of Holmdel Township Public Schools Authorizing the Purchase of Electricity Supply Services for Public Use on an Online Auction Website

WHEREAS, Holmdel Public Schools has determined to move forward with the EMEX Reverse Auction in order procure electricity for Holmdel Public Schools; and

WHEREAS, the Local Government Electronic Procurement Act (P.L. 2018, c. 156) (the “Act”) authorizes the purchase of electricity supply service for public use through the use of an online auction service; and

WHEREAS, Holmdel Public Schools will utilize the online auction services of EMEX, LLC, a division of Mantis Innovation, an approved vendor pursuant to the Act; and

WHEREAS, EMEX, LLC, a division of Mantis Innovation, is compensated for all services rendered through the participating supplier that a contract is awarded to; and

WHEREAS, the auction will be conducted pursuant to the Act; and

WHEREAS, if the auction achieves a price of \$0.08044/kWh or less for a 12 month term, a price of \$0.08354/kWh or less for an 18 month term, a price of \$0.08355/kWh or less for a 24 month term; Holmdel Public Schools may award a contract to the winning supplier for the selected term.

NOW THEREFORE BE IT RESOLVED, that the Business Administrator of the Holmdel Public Schools be and he hereby is authorized to execute on behalf of the Holmdel Public Schools any electricity contract proffered by the participating supplier that submits the winning bid in the EMEX Reverse Auction if the auction achieves a price of \$0.08044/kWh or less for a 12 month term, a price of \$0.08354/kWh or less for an 18 month term, a price of \$0.08355/kWh or less for a 24 month term; Holmdel Public Schools may award a contract to the winning supplier for the selected term.

MOTION: _____ SECOND: _____ VOTE: _____

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33. A Resolution of Holmdel Township Public Schools Authorizing the Purchase of Natural Gas Supply Services for Public Use on an Online Auction Website

WHEREAS, Holmdel Public Schools has determined to move forward with the EMEX Reverse Auction in order procure natural gas for Holmdel Public Schools; and

WHEREAS, the Local Government Electronic Procurement Act (P.L. 2018, c. 156) (the “Act”) authorizes the purchase of natural gas supply service for public use through the use of an online auction service; and

WHEREAS, Holmdel Public Schools will utilize the online auction services of EMEX, LLC, a division of Mantis Innovation, an approved vendor pursuant to the Act; and

WHEREAS, EMEX, LLC, a division of Mantis Innovation, is compensated for all services rendered through the participating supplier that a contract is awarded to; and

WHEREAS, the auction will be conducted pursuant to the Act; and

WHEREAS, if the auction achieves a price of \$0.4848/therm or less for a 12 month term, a price of \$0.5146/therm or less for an 18 month term, a price of \$0.5350/therm or less for a 24 month term, a price of \$0.5692/therm or less for a 36 month term; Holmdel Public Schools may award a contract to the winning supplier for the selected term.

NOW THEREFORE BE IT RESOLVED, that the Business Administrator of the Holmdel Public Schools be and he hereby is authorized to execute on behalf of the Holmdel Public Schools any natural gas contract proffered by the participating supplier that submits the winning bid in the EMEX Reverse Auction if the auction achieves a price of \$0.4848/therm or less for a 12 month term, a price of \$0.5146/therm or less for an 18 month term, a price of \$0.5350/therm or less for a 24 month term, a price of \$0.5692/therm or less for a 36 month term; Holmdel Public Schools may award a contract to the winning supplier for the selected term.

MOTION: _____ SECOND: _____ VOTE: _____

34. Approval of Budget Transfer – 2024/2025

Resolved: That the Board approve the 2024/2025 Budget Transfer as listed on attachment T-25-01.

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35. Acceptance/Approval of Additional 2024/2025 Chapter 192-193 Funding

Resolved: That the Board accept/approve additional funding under the provision of Chapter 192-193 (2024/2025) as on file in the Business Office:

Chapter 192-193 Services	Amount
Additional Chapter 192-193 Funding	\$5,859.00
Revised 2024/2025 Entitlement (10/30/2024)	\$355,785.00

MOTION: _____ SECOND: _____ VOTE: _____

36. Approval of Bills Payment – November 20, 2024

Resolved: That the Board approve payment of the November 20, 2024 regular bills list in the amount of \$1,269,320.91 and as certified and approved.

MOTION: _____ SECOND: _____ VOTE: _____

O. Old Business

P. New Business

Q. Questions or Comments from the Public

R. Executive Session (if required)

S. Adjournment

HOLMDEL TOWNSHIP BOARD OF EDUCATION
TRANSFER REQUEST

Regular Business Meeting
November 20, 2024
Motion #34
T-25-01

Originated by: Jessica DeWysockie

From Account Number	Description	AMOUNT	To Account Number	Description	AMOUNT
Capital Reserve	Capital Reserve	<u>183,650.00</u>	12-000-401-450-00-02-00-00-050	Capital Outlay - Constructions Svcs	<u>183,650.00</u>
		<u>\$183,650.00</u>			<u>\$183,650.00</u>

Capital Reserve funds for shared service agreement with Township (lighting for field)

From Account Number	Description	AMOUNT	To Account Number	Description	AMOUNT
11-190-000-640-00-06-00-DT-080	Textbooks	7,668.00	11-000-221-320-01-08-00-00-080	Purchased Services	7,668.00
11-000-291-270-00-08-03-00-080	Health Benefits	350,000.00	11-000-270-511-01-08-01-00-080	Contracted Services	350,000.00
11-000-270-515-00-00-00-00-080	Contracted Services	120,000.00	11-000-270-503-00-00-00-00-080	Contracted Services	120,000.00
11-000-270-514-00-00-00-00-080	Contracted Services	24,506.00	11-000-270-503-00-00-00-00-080	Contracted Services	24,506.00
11-000-270-515-00-00-00-00-080	Contracted Services	34,000.00	11-000-270-514-00-00-00-00-080	Contracted Services	34,000.00
11-000-270-512-00-08-00-00-020	Contracted Services	<u>60,000.00</u>	11-000-270-511-01-08-01-00-080	Contracted Services	<u>60,000.00</u>
		<u>596,174.00</u>			<u>596,174.00</u>

Purchased services and contracted transportation services