



HOLMDEL TOWNSHIP PUBLIC SCHOOLS

AGENDA
REGULAR BUSINESS MEETING
HOLMDEL HIGH SCHOOL
MAY 3, 2023 6:00 PM

Mission Statement

The mission of the Holmdel Township Public Schools is to provide comprehensive and caring educational environment that will develop the potential of every student into achievement. In partnership with our community, the School District will support all our students' efforts to meet and exceed the New Jersey Student Learning Standards, and to become responsible and resourceful citizens and lifelong learners.

A. Call to Order

The Board of Education, Township of Holmdel, met in a Regular Business Meeting on Wednesday, May 3, 2023 at Holmdel High School, 36 Crawfords Corner Road, Holmdel, New Jersey. The meeting was called to order at 6:00 p.m. by Mr. Reddy, Board President.

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

The following Board members were present: Mesdames: Briamonte, Tuccillo and Zhang. Messrs: Reddy, Wall, Buckley and Mann. Absent: Dr. Collur and Mr. DiMare. Also present, Dr. J. Scott Cascone, Superintendent of Schools, Mr. Michael R. Petrizzo, CPA, Business Administrator/Board Secretary and Mr. Paul Green, Board Attorney. Student Representatives to the Board, Ms. Trinity Han and Ms. Anugna Parvateneni were absent.

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

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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: Mrs. Tuccillo SECOND: Mr. Mann
Show of Hands to Accept – All Approved

At 6:02 PM, the meeting moved to Executive Session.

E. Motion to Return to Public Session

Resolved: That the Board of Education returns to public session.

MOTION: Mr. Wall SECOND: Mr. Buckley
Show of Hands to Accept – All Approved

At 6:57 PM, the meeting returned to public session.

F. Call to Order

The Board of Education, Township of Holmdel, met in Regular Business meeting on Wednesday, May 3, 2023 at Holmdel High School, 36 Crawfords Corner Road, Holmdel, New Jersey. The meeting was called to order at 6:57 p.m. by Mr. Reddy, Board President.

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. Roll Call/Flag Salute

The following Board members were present: Mesdames: Briamonte, Tuccillo and Zhang. Messrs: Reddy, Wall, Buckley, DiMare and Mann. Absent: Dr. Collur. Also present, Dr. J. Scott Cascone, Superintendent of Schools, Mr. Michael R. Petrizzo, CPA, Business Administrator/Board Secretary and Mr. Paul Green, Board Attorney. Student Representatives to the Board, Ms. Trinity Han and Ms. Anugna Parvateneni were absent.

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

- Public Hearing on the 2023/2024 School Year Budget

Dr. Cascone and Mr. Petrizzo provided an overview of this process, the approval received by the state and the applicable resolutions being approved tonight representing the formal adoption of the 2023/2024 budget.

J. Report of the Student Representatives to the Board - None

K. Report of the Superintendent - None

L. Harassment, Intimidation and Bullying (H.I.B.) Report - None

M. Committee Report(s) - None

N. Questions or Comments from the Public on Action Items Only - None

O. Action Items

- **Approval of Minutes** - None

- **Policy** - None

- **Superintendent's Recommendations**

1. Approval of Affirmation of HIB Incident

Whereas, pursuant to Board Policy and the requirements of N.J.S.A. 18A:37-15(b)(6)(c), at its meeting on February 15, 2023, the Superintendent reported the following HIB Incidents to the Board;

- A. 241193_HHS_01202023
Student ID 6031425340

Now, therefore, be it Resolved, that the Board approve the issuance of written decisions affirming the determinations in the following student HIB investigations:

MOTION: Mrs. Tuccillo SECOND: Mrs. Zhang VOTE: 8-0
Absent: Dr. Collur

- **Business Administrator's Recommendations**

2. Adoption of 2023/2024 School Year Budget and Tax Levy

WHEREAS, the Holmdel Township Board of Education adopted a tentative budget on March 15, 2023, and submitted it to the Executive County Superintendent of Schools for approval, and

WHEREAS, the tentative budget was approved by the Executive County Superintendent of Schools on April 20, 2023, and

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WHEREAS, the tentative budget was advertised in the legal section of the Asbury Park Press on April 28, 2023, and

WHEREAS, the final budget was presented to the public during a hearing held at the meeting of the Board of Education, 36 Crawfords Corner Road, Holmdel, NJ, on Wednesday, May 3, 2023.

NOW THEREFORE BE IT RESOLVED, that that Holmdel Township Board of Education hereby adopts the following final budget for school year 2023/2024:

	GENERAL	SPECIAL	DEBT	
	<u>FUND</u>	<u>REVENUE</u>	<u>SERVICE</u>	<u>TOTAL</u>
2023/2024 Total Expenditures	\$66,790,525	\$1,509,758	\$3,096,723	\$71,397,006
Less: Anticipated Revenues	7,749,339	1,509,758	622,186	9,881,283
Taxes to be Raised	\$59,041,186	\$ -	\$2,474,537	\$61,515,723

MOTION: Mrs. Tuccillo SECOND: Mrs. Zhang VOTE: 8-0
 Absent: Dr. Collur

3. Adjustment for Healthcare Costs

BE IT RESOLVED that the Holmdel Township Board of Education includes in the final budget the adjustment for increased costs of health benefits in the amount of \$795,331. The additional funds will be used to pay for the additional increases in health benefit premiums.

MOTION: Mrs. Tuccillo SECOND: Mrs. Zhang VOTE: 8-0
 Absent: Dr. Collur

4. Use of Banked Cap

BE IT RESOLVED that the Holmdel Township Board of Education includes in the final budget the adjustment for banked cap in accordance with N.J.A.C. 6A:23A-10.1(b). The district has fully exhausted all eligible statutory spending authority and must increase the base budget in the amount of \$750,000 for the purpose of transportation and security costs. The district intends to complete said purposes by June 2024.

MOTION: Mrs. Tuccillo SECOND: Mrs. Zhang VOTE: 8-0
 Absent: Dr. Collur

5. Maintenance Reserve Withdrawal

BE IT RESOLVED that as per N.J.A.C. 6A:23A-14.2(d), the general fund appropriations include a \$1,000,000 withdrawal from the Maintenance Reserve Account for use on required maintenance activities for a school facility as reported in the comprehensive maintenance plan pursuant to N.J.A.C. 6A:26-20.5.

MOTION: Mrs. Tuccillo SECOND: Mrs. Zhang VOTE: 8-0
 Absent: Dr. Collur

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6. Travel and Related Expense Reimbursement 2023/2024

WHEREAS, the Holmdel Township Board of Education recognizes school staff and Board members will incur travel expenses related to and within the scope of their current responsibilities and for travel that promotes the delivery of instruction or furthers the efficient operation of the school district; and

WHEREAS, N.J.A.C. 6A:23A-7.3 et seq. requires Board members to receive approval of these expenses by a majority of the full voting membership of the Board and staff members to receive prior approval of these expenses by the Superintendent of Schools and a majority of the full voting membership of the Board; and

WHEREAS, the Holmdel Township Board of Education established \$71,063 as the maximum travel amount for the current school year and has expended \$37,342 as of this date; now

THEREFORE, BE IT RESOLVED, the Holmdel Township Board of Education approves travel and related expense reimbursements in accordance with N.J.A.C. 6A:23A-7.3, to a maximum expenditure of \$66,812 for the 2023/2024 school year.

MOTION: Mrs. Tuccillo SECOND: Mrs. Zhang VOTE: 8-0
 Absent: Dr. Collur

7. Approval of Tax Levy Certification

RESOLVED, that the amount required for school purposes in the school district of Holmdel, County of Monmouth for the 2023/2024 school year is \$61,515,723 and is required to be levied for local school district purposes.

MOTION: Mrs. Tuccillo SECOND: Mrs. Zhang VOTE: 8-0
 Absent: Dr. Collur

8. Adoption of Tax Levy Schedule

RESOLVED, that the Holmdel Township Board of Education adopt the tax levy schedule for the 2023/2024 school year and authorize the School Business Administrator to submit the schedule to the Municipal Clerk for the collection of the local school district taxes for school district purposes (as per attachment).

MOTION: Mrs. Tuccillo SECOND: Mrs. Zhang VOTE: 8-0
 Absent: Dr. Collur

P. Old Business

- Mr. Wall asked what happens if the Township decides to provide the district with PILOT funding support or relief. Mr. Petrizzo advised that since our budget is now finalized, if the township decided to provide PILOT funding to the district, those funds would gladly be accepted and could be utilized one of two ways. One would be to consider it additional revenue or miscellaneous revenue. The other would be the district would not pay \$250,000 to the Township for security costs, resulting in appropriation savings for the district. The additional revenue and/or appropriation savings could then be utilized to fund our 2024/2025 budget.

Q. New Business - None

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R. Questions or Comments from the Public - None

S. Executive Session (if required) – None

T. Adjournment

Board President Reddy called for a motion to adjourn the meeting. Mr. Mann motioned, Mrs. Briamonte seconded and by a unanimous voice vote, the meeting adjourned at 7:10 p.m.

Respectfully Submitted,

Michael R. Petrizzo, CPA
Business Administrator/Board Secretary

Tax Levy/Payment Schedule Holmdel Township School District 2023/2024 School Year

	Request Number	General Fund	Debt Service	Total
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July 1, 2023	1	\$4,920,098.83	\$206,211.42	\$5,126,310.25
August 1, 2023	2	\$4,920,098.83	\$206,211.42	\$5,126,310.25
September 1, 2023	3	\$4,920,098.83	\$206,211.42	\$5,126,310.25
October 1, 2023	4	\$4,920,098.83	\$206,211.42	\$5,126,310.25
November 1, 2023	5	\$4,920,098.83	\$206,211.42	\$5,126,310.25
December 1, 2023	6	4,920,098.83	\$206,211.42	\$5,126,310.25
Total Second Half of 2023		\$29,520,593.00	\$1,237,268.50	\$30,757,861.50
January 1, 2024	7	\$5,904,118.60	\$247,453.70	\$6,151,572.30
February 1, 2024	8	\$5,904,118.60	\$247,453.70	\$6,151,572.30
March 1, 2024	9	\$5,904,118.60	\$247,453.70	\$6,151,572.30
April 1, 2024	10	\$5,904,118.60	\$247,453.70	\$6,151,572.30
May 1, 2024	11	\$5,904,118.60	\$247,453.70	\$6,151,572.30
Total First Half of 2024		\$29,520,593.00	\$1,237,268.50	\$30,757,861.50
Grand Total 2023/2024		\$59,041,186.00	\$2,474,537.00	\$61,515,723.00