

Holmdel Township Board of Education
BOE Buildings and Grounds Committee

Meeting Notes

July 20, 2010 – 5:30 PM

Central Office Conference Room

Present

Board Members: Mike Collins, Dennis Pavlik, Mike Sockol, Robin Wetmore

Administrators: Barbara Duncan, Michael Petrizzo, Bill Balicki

Indian Hill Vandalism – Regretfully, 28 windows were destroyed at Indian Hill School. The damages are estimated at \$15,000. The Grounds Department is in the process of repairing all of the damaged property. The matter is being investigated by the Holmdel Township Police Department.

World Language Lab – The District is prepping a new classroom to house the new World Language Lab (as donated by the Holmdel Foundation for Educational Excellence). Applications have been filed with Holmdel Township for necessary electrical permits.

Regular User Groups Meeting – In August, the District will hold a meeting with the presidents and schedulers of each Regular User Group.

At this meeting, Mrs. Duncan, Mr. Petrizzo, Mr. Balicki, Ms. Rispoli, and Mr. Westrol will outline the District's Regular User Group regulations (as stipulated in Board Regulation 1330). Also at this meeting, the Administration will explain District protocols to ensure successful facility usage during the 2010-2011 school year.

Board Regulation 1330 – In light of the failed FY 2010-2011 budget, the Buildings and Grounds Committee continues to support reducing custodial overtime and ensuring administrative efficiency where possible.

As such, the Committee supports the following amendment to Board Regulation 1330, as it refers to Regular User Groups:

Regular User Groups are subject to the following fees, as stipulated below.

Late Booking Fee – All user groups must contact the designated facility use coordinator by the close of business (4 p.m.) at least two (2) business days prior to a requested facility use date. Any request for a new or modified reservation made inside this two (2) day window will be fulfilled, subject to availability, with the assessment of a \$100 late booking fee.

Off-Hours Usage Fee – Subject to availability, user groups will be allotted facility usage time during regular custodial hours on Saturdays and Sundays (hours as established by the Director of Plant Operations). Any usage request outside of regular custodial hours will be subject to an off-hours usage fee. A completed facility use request form is required for such bookings.

Failure to pay an assessed fee will result in discipline as outlined in Section 21, "Discipline for Unauthorized Facility Use."

Safety Grant Program – The Committee recommends a safety grant application for Board approval on the July 28, 2010 agenda. The grant, in the amount of \$13,016.20, is offered by the District's insurance carrier sub fund. The money will help expand exterior surveillance cameras district-wide.

Facility Use Request – The Committee supports one (1) facility use request for Board approval on the July 28, 2010 agenda.

Monmouth County Parks System
HS Auditorium
8/18/10 4:00PM-10:00PM
\$1,810.00

Summer Cleaning – Summer cleaning and summer projects are proceeding district-wide. At Indian Hill School, all work has been completed. The HVAC/chiller will be shut down this summer at Indian Hill for energy conservation.

ENERGY STAR™ Partnership – As reported last month, the District has been federally recognized for its conservation efforts. As a result, the District will receive preferential treatment for certain grant applications. All four buildings qualify for this.

Energy Education – Energy Education will be recognizing the Holmdel Township Public Schools for conservation success. There will be an award presentation at a future board meeting, and the public will be advised via press release in due course.

Respectfully submitted,

Mike Collins
Chairman, Buildings and Grounds Committee