



HOLMDEL TOWNSHIP PUBLIC SCHOOLS

AGENDA
REGULAR BUSINESS MEETING
HOLMDEL HIGH SCHOOL
MAY 24, 2023 6:00 PM

Mission Statement

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 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 24, 2023 at Holmdel High School, 36 Crawford's 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: Tuccillo. Messrs: Reddy, Wall, Buckley, DiMare and Mann. Absent: Mrs. Briamonte, Dr. Collur and Mrs. Zhang. 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

AGENDA
REGULAR BUSINESS MEETING
HOLMDEL HIGH SCHOOL
MAY 24, 2023 6:00 PM

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 6:04 p.m., the meeting moved to Executive Session.

E. Motion to Return to Public Session

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

MOTION: Mrs. Tuccillo SECOND: Mr. Mann

Show of Hands to Accept – All Approved

At 7:19 p.m., the meeting returned to public session.

F. Call to Order

The Board of Education, Township of Holmdel, met in a Regular Business Meeting on Wednesday, May 24, 2023 at Holmdel High School, 36 Crawfords Corner Road, Holmdel, New Jersey. The meeting was called to order at 7:19 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, Collur, Tuccillo and Zhang. Messrs: Reddy, Wall, Buckley, DiMare and Mann. 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 present and both left the meeting at 8:43 p.m.

AGENDA
REGULAR BUSINESS MEETING
HOLMDEL HIGH SCHOOL
MAY 24, 2023 6:00 PM

The Board held a moment of silence for Regina Bandini, a former long-time faculty member who recently passed away.

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

- High School Girls Golf Team Recognition – Dr. J. Scott Cascone.
- Chartwells Food Service Presentation – Gene Sanchez, Scott Thibedeau and Chef Carey Brandsdorfer presented.

J. Report of the Student Representatives to the Board

Resolved: That the Reports of the student representatives are hereby accepted.

MOTION: Show of Hands to Accept – All Approved

K. Report of the Superintendent

Good Evening Members of the Board, Student Reps, Staff, Administration, students and members of the community. Thank you for being here tonight. We are coming up on the long holiday weekend and we will have an early dismissal tomorrow. We will be off Friday and Monday in observance of, what is obviously a very important holiday we observe in our nation, Memorial Day, where we acknowledge all of the brave men and women who have paid the ultimate sacrifice and died in their service to this country. While we enjoy the company of family members and friends and barbecues, I would just ask everyone in joining me and just taking a moment over the course of the weekend to just reflect and remember all those who have made that sacrifice and their families. When we come back from Memorial Day, we are moving towards the end of the year. I want to commend all of our students and staff who were involved in our administration of our much-beloved state testing. Our students performed well and grinded through it and we always appreciate them putting their noses to the grindstone and doing that work amidst their many other responsibilities. While we plan for our end of year commencements, graduation ceremonies and moving up ceremonies, we are actively preparing for, sort of, our next phase. While many of our staff members and students, sort of, depart for the summer, we also have quite a number of staff members and students who get back to work, whether that is through our extended school year program for our special education students or through our summer step-up program or our performing arts enrichment program. We have a lot going on and that is also amidst the absolutely herculean undertakings of our Buildings and Grounds departments as they really get into our buildings, deep clean those, a number of projects that will be ongoing. Not to the scale that we have seen in the past few years, but there is always work underway. Renovations, for example, at Village School, we are renovating the grade 2 and 3 library to create additional classroom spaces to, in turn, create additional classroom spaces to add two pre-k sections to Village School. There is a lot going on and I would just like to thank our Buildings & Grounds and Maintenance Departments, in advance, for all of the work they do and really balancing that out with how busy our buildings are.

With our spring sports seasons coming to a close, we have a number of teams that continue to engage in post-season play and we also, obviously, have a lot of concerts and plays. I had the pleasure and privilege of seeing the middle school play last week and I always enjoy watching our student performers.

Something I wanted to bring to the community's attention, which came across my desk this week, which I think is a real feather in the cap of our school district, our staff and our students, was a research study that was done by Harvard and Stanford. It was actually the second installment of what is called the Education

AGENDA
REGULAR BUSINESS MEETING
HOLMDEL HIGH SCHOOL
MAY 24, 2023 6:00 PM

Recovery Scorecard and this scorecard offers a comparable view of district-level learning loss that occurred as the result of the pandemic. The findings state that the average U.S. public school student in grades 3-8 lost the equivalent of a half of year of learning in math and a quarter of a year in reading and that is not the case in Holmdel. In fact, this study shows that Holmdel was the only school district, and I'm going to repeat that, the only school district in all of New Jersey that demonstrated academic gains during the pandemic, half a month in math and over one month in reading and, again, that's in grades 3-8. So, obviously, this premise of learning loss or sometimes referred to as schooling loss is something that's been on the minds of our community, of our Board and so I thought that the community would be reassured, and proud, of the efforts of our students and staff. Now, that's not to say that, as we presented transparently, that we don't have 'pockets' within the K-12 band where we have experienced some learning loss, but our youngest learners, the foundation of our school system, are performing and have recovered quite well. I think that's a testament to a number of things. Some of which occurred prior to my arrival in the district, which was the district's commitment and our teachers and the administrators' commitment to getting into school and getting our kids in as soon as possible, but also some of the outstanding programs that our Supervisor of Supplemental Services, Denise Wrubel, has brought in place through our summer step-ups. Of course, the teachers who have staffed those have really made that difference for our students so I thought that was worthy of acknowledgment for our district.

Just a final update, and I will be providing a more detailed update to the community at the June meeting, I wanted to provide a public update on our Strategic Action Plan. This is obviously an initiative that we've been working on, particularly over the course of the second half of the year, but upon my arrival, and even in my interview process, one of the things I talked about with the Board, was really what I felt was the need to develop a long-range plan for our district. Whereas, there hadn't necessarily, well, there were goals and there was, of course, the referendum, which had with it a certain degree of a vision, there wasn't necessarily a five year plan that had been formed by comprehensive stakeholder feedback that would enable us to focus our efforts over the course of the upcoming years. Focus them, in terms, of our budgetary conversations, focus them, in terms, of our professional development, our curriculum discussions and so the power of this work is real. Over the course of the last half of the year, we have been engaging in gathering feedback. That's been done through surveys, that's been done through a focus group, it's been done through looking at our own internal data, whether that's previous surveys we've administered or existing student achievement data and, from that data, emerged four strategic intents, sort of four categories, if you will. Those intents were, not surprisingly, teaching and learning, culture and climate, parent and community education, engagement and partnerships and finally organizational systems and, more specifically, sort of, human resources systems. Shortly, starting June 13th, the first of three task force meetings will occur. These task forces are made up of multiple different stakeholders, staff, administration, parents and we are still in the process of recruiting the final parents for those groups. Each of those task forces will develop detailed action plans that will then be forwarded to the Board for their consideration and, I should note, that, we actually do have a Board of Education representative on each of our task forces in order that the Board's lens and perspective is represented therein. We will be prepared, in June, to provide a pretty good update on where we are with that action planning. Over the course of the summer, that plan will be refined and be prepared to present to the public in September to help inform our district goal-setting, our Board goal-setting and all that we do in the district. This promises to be really important work, inclusive of all of our stakeholders and I look forward to presenting in greater detail on that at the June meeting and that, Mr. President, is the conclusion of my report.

AGENDA
REGULAR BUSINESS MEETING
HOLMDEL HIGH SCHOOL
MAY 24, 2023 6:00 PM

Dr. Cascone reported the following Enrollment Data as of May 24, 2023:

Village: 815	Indian Hill: 660
Satz: 523	High School: 953

Total Students: 2,951

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

MOTION: Show of Hands to Accept – All Approved

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

Dr. Cascone submits one HIB report into the record, with the qualification that, due to other matters on the Executive Session, that he did not have an opportunity to brief the Board on that report but ensures that he will do so at the subsequent closed agenda meeting in advance of the Board's affirmation vote.

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

- Mr. Dowd, Parent/Teacher, shared his comments and thoughts, congratulated Mr. Loughran for all of his accomplishments and wished him the best of luck in his retirement.
- Mrs. Simonelli, W.R. Satz Assistant Principal, shared her comments and thoughts, congratulated Mr. Loughran for all of his accomplishments and wished him the best of luck in his retirement.
- Mrs. Vitale, Indian Hill Principal, shared her comments and thoughts, congratulated Mr. Loughran for all of his accomplishments and wished him the best of luck in his retirement.
- Dr. Tetreault, W.R. Satz Media Specialist, shared his comments and thoughts as well as comments from other faculty members, congratulated Mr. Loughran for all of his accomplishments and wished him the best of luck in his retirement.
- Mrs. Brew, Parent, thanked and congratulated Mr. Loughran on all of his accomplishments and wished him the best of luck in his retirement. She also spoke about, thanked and congratulated Mrs. Campbell in her retirement.

N. Action Items

• Approval of Minutes

1. Approval of Minutes – Closed Executive Session – April 19, 2023

Resolved: That the Board approve the minutes of the following meeting: Closed Executive Session – April 19, 2023.

MOTION: Mrs. Tuccillo SECOND: Mrs. Briamonte VOTE: 9-0

2. Approval of Minutes – Committee of the Whole Meeting – April 19, 2023

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

AGENDA
REGULAR BUSINESS MEETING
HOLMDEL HIGH SCHOOL
MAY 24, 2023 6:00 PM

Meeting – April 19, 2023.

MOTION: Mrs. Tuccillo SECOND: Mrs. Briamonte VOTE: 9-0

3. Approval of Minutes – Closed Executive Session – April 26, 2023

Resolved: That the Board approve the minutes of the following meeting: Closed Executive Session – April 26, 2023.

MOTION: Mrs. Tuccillo SECOND: Mrs. Briamonte VOTE: 9-0

4. Approval of Minutes – Regular Business Meeting – April 26, 2023

Resolved: That the Board approve the minutes of the following meeting: Regular Business Meeting – April 26, 2023.

MOTION: Mrs. Tuccillo SECOND: Mrs. Briamonte VOTE: 9-0

- **Policy** - None

- **Superintendent’s Recommendations**

5. 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 per attachment.

MOTION: Mrs. Tuccillo SECOND: Mrs. Briamonte VOTE: 9-0

6. 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: Mrs. Tuccillo SECOND: Mrs. Briamonte VOTE: 9-0

7. Approval of Student Teacher/Clinical Practice/Observation/Field Experience

Resolved: That the Board approve the following Student Teacher/Clinical Practices/Observations/Field Experiences for the 2023/2024 school year as follows:

Student Name	College/ University	Type of Placement	Teacher Supervisor	School	Date Needed
Sarah Magno	Rutgers	Math	Dr. Jennifer Corboy	HHS	9/6 - 12/22/23
Alexia Apostolides	Seton Hall	Kindergarten	Rebecca Waddell	Village	9/6 - 12/8/2023

AGENDA
REGULAR BUSINESS MEETING
HOLMDEL HIGH SCHOOL
MAY 24, 2023 6:00 PM

					1/17 - 5/3/2024
--	--	--	--	--	-----------------

MOTION: Mrs. Tuccillo SECOND: Mrs. Briamonte VOTE: 9-0

8. Approval of Participation Agreement with Teen Arts New Jersey Arts High (formerly Monmouth County Arts Program) for the 2023/2024 School Year

Resolved: That the Board approve the 2023/2024 Participation Agreement with Teen Arts New Jersey Arts High (formerly Monmouth County Arts Program), as on file in the Office of the Superintendent.

MOTION: Mrs. Tuccillo SECOND: Mrs. Briamonte VOTE: 9-0

9. Acceptance of Monetary Donation from the Holmdel Foundation for Educational Excellence (HFEE)

Resolved: That the Board accept, with gratitude, a monetary donation from the Holmdel Foundation for Educational Excellence (HFEE), in the amount of \$16,128.87 to fund the 2023/2024 mini-grants, as on file in the Office of the Superintendent.

MOTION: Mrs. Tuccillo SECOND: Mrs. Briamonte VOTE: 9-0

10. Acceptance of Monetary Donation from the Holmdel Youth Activities Association (HYAA)

Resolved: That the Board accept, with gratitude, a monetary donation, from the HYAA, not to exceed \$1,277.00, to be designated for the Holmdel High School Athletic Activity Fund.

MOTION: Mrs. Tuccillo SECOND: Mrs. Briamonte VOTE: 9-0

11. Acceptance of Monetary Donation from the Holmdel Creative Arts Association (HCAA)

Resolved: That the Board accept, with gratitude, a monetary donation, from the HCAA, not to exceed \$1,000.00, to be designated for the Holmdel High School TV and Film Society to cover the annual Film Festival Awards.

MOTION: Mrs. Tuccillo SECOND: Mrs. Briamonte VOTE: 9-0

12. Approval of Home/Hospital Instruction

Resolved: That the Board approve home/hospital instruction services for students for the period indicated, as per attachment.

MOTION: Mrs. Tuccillo SECOND: Mrs. Briamonte VOTE: 9-0

13. Approval of Additional Location(s) for the 2022-2023 Community Based Instruction (CBI) and Structured Learning Experiences (SLE)

Resolved: That the Board approve additional location(s) for 2022/2023 Community Based (CBI) and Structured Learning Experience (SLE), as follows:

DSW (Designer Shoe Warehouse) – Holmdel

AGENDA
 REGULAR BUSINESS MEETING
 HOLMDEL HIGH SCHOOL
 MAY 24, 2023 6:00 PM

Lunch Break – Food Distribution Center, Red Bank
 Middletown Pancake House – Middletown
 JBJ Soul Kitchen – Red Bank
 Red Bank Veterinary – Tinton Falls
 Peppino’s Restaurant – Marlboro
 Blessing Bag Brigade – Atlantic Highlands (address change)

MOTION: Mrs. Tuccillo SECOND: Mrs. Briamonte VOTE: 9-0

14. Approval of Student Extraordinary Services

Resolved: That the Board approve the extraordinary services for the following student at the facility listed for the 2022/2023 school year as follows:

SID	Placement	Classification	Start Date	Cost Per Day
9154564759	SEARCH Day Program	Aut	2/15/2023	\$220.00

MOTION: Mrs. Tuccillo SECOND: Mrs. Briamonte VOTE: 9-0

15. Approval of Child Study Team Members to Conduct Summer Evaluations and Attend Meetings

Resolved: That the Board approve Child Study Team members to conduct evaluations and attend meetings on an as needed basis, at their contractual rate, during the summer of 2023, as per attachment.

MOTION: Mrs. Tuccillo SECOND: Mrs. Briamonte VOTE: 9-0

16. Approval of Beautiful Mind Psychological Services, LLC for the 2022/2023 School Year

Resolved: That the Board approve the following services provided by Beautiful Mind Psychological Services, LLC for the 2022/2023 School Year:

Name	Cost
Monolingual Psychological Evaluation (English)	\$350.00
Bilingual Psychological Evaluation (Polish)	\$700.00

MOTION: Mrs. Tuccillo SECOND: Mrs. Briamonte VOTE: 9-0

17. Approval of Affirmation of HIB incidents

Whereas, pursuant to Board Policy and the requirements of N.J.S.A. 18A:37-15(b)(6)(c), at its meeting on April 26, 2023, the Superintendent reported the following HIB Incidents to the Board;

A. 245993_WSM_03282023

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

AGENDA
REGULAR BUSINESS MEETING
HOLMDEL HIGH SCHOOL
MAY 24, 2023 6:00 PM

MOTION: Mrs. Tuccillo SECOND: Mrs. Briamonte VOTE: 9-0

18. Acceptance of Retirement, Principal, W.R. Satz School

WHEREAS: Mr. William Loughran has served the Holmdel Township Public Schools with distinction since September 1, 1988 and,

WHEREAS: Mr. Loughran has faithfully executed his duties with skill and competency; and,

WHEREAS: Mr. Loughran has earned the respect of his colleagues and community residents; and,

WHEREAS: Mr. Loughran has submitted a letter announcing his retirement from the Holmdel Township School District, effective July 1, 2023;

NOW THEREFORE BE IT RESOLVED:

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

DISCUSSION: Mr. Reddy, Mrs. Tuccillo, Mr. DiMare, Dr. Cascone, Mrs. Briamonte and Mrs. Zhang spoke about all of Mr. Loughran's accomplishments and wished him the best of luck in his retirement.

MOTION: Mrs. Tuccillo SECOND: Mrs. Briamonte VOTE: 8-0-1
Abstain: Mr. Wall

19. Acceptance of Retirement, First Grade Teacher, Village School

WHEREAS: Ms. Doreen MacFarlane has served the Holmdel Township Public Schools with distinction since July 19, 1995 and,

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

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

WHEREAS: Ms. MacFarlane has submitted a letter announcing her retirement from the Holmdel Township School District, effective July 1, 2023;

NOW THEREFORE BE IT RESOLVED:

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

DISCUSSION: Mrs. Tuccillo and Mr. DiMare spoke about her accomplishments and wished her the best of luck in her retirement.

MOTION: Mrs. Tuccillo SECOND: Mrs. Briamonte VOTE: 9-0

AGENDA
REGULAR BUSINESS MEETING
HOLMDEL HIGH SCHOOL
MAY 24, 2023 6:00 PM

20. Acceptance of Retirement, Kindergarten Teacher, Village School

WHEREAS: Ms. Gail Campbell has served the Holmdel Township Public Schools with distinction since July 19, 1995 and,

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

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

WHEREAS: Ms. Campbell has submitted a letter announcing her retirement from the Holmdel Township School District, effective July 1, 2023;

NOW THEREFORE BE IT RESOLVED:

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

DISCUSSION: Mrs. Tuccillo, Mr. Wall, Mr. Mann, Mr. Buckley and Mr. Reddy spoke about her accomplishments and wished her the best of luck in her retirement.

MOTION: Mrs. Tuccillo SECOND: Mrs. Briamonte VOTE: 9-0

21. Acceptance of Retirement, Custodian, Village School

WHEREAS: Ms. Donna Abrahamson has served the Holmdel Township Public Schools with distinction since August 30, 2004 and,

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

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

WHEREAS: Ms. Abrahamson has submitted a letter announcing her retirement from the Holmdel Township School District, effective July 1, 2023;

NOW THEREFORE BE IT RESOLVED:

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

MOTION: Mrs. Tuccillo SECOND: Mrs. Briamonte VOTE: 9-0

22. Acceptance of Resignation, Mathematics Teacher, Holmdel High School

Resolved: That the Board accept the resignation of Su Yin Hu, Mathematics Teacher, Holmdel High School effective July 1, 2023.

AGENDA
 REGULAR BUSINESS MEETING
 HOLMDEL HIGH SCHOOL
 MAY 24, 2023 6:00 PM

MOTION: Mrs. Tuccillo SECOND: Mrs. Briamonte VOTE: 9-0

23. Approval of Leaves of Absence

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

Last Name	First Name	Leave Dates*
Fetter	Erin	05/21/23-06/30/23
Joung	Jiwon	09/01/23-06/30/24
O'Keefe	Tracey	05/26/23-06/30/23
Wood	Elizabeth	09/01/23-11/26/23

**type of leave is on file in the Superintendent's office*

MOTION: Mrs. Tuccillo SECOND: Mrs. Briamonte VOTE: 9-0

24. Approval of Appointment, K-12 Supervisor of Mathematics and Business, District

Resolved: That the Board approve the appointment of Gwendolyn Lotter, K-12 Supervisor of Mathematics and Business, at a salary of \$123,000.00, prorated, effective on or before July 24, 2023 through June 30, 2024 pending criminal history review.

MOTION: Mrs. Tuccillo SECOND: Mrs. Briamonte VOTE: 9-0

25. Approval of Appointment, Licensed Clinical Therapist, Village School/Indian Hill School

Resolved: That the Board approve the appointment of Vincent Marrone, Licensed Clinical Therapist, Village School/Indian Hill School, at a salary of \$85,000.00, effective July 1, 2023 through June 30, 2024.

MOTION: Mrs. Tuccillo SECOND: Mrs. Briamonte VOTE: 9-0

26. Approval of Appointment, Licensed Clinical Therapist, W.R. Satz School/Holmdel High School

Resolved: That the Board approve the appointment of Michelle Reibrich Licensed Clinical Therapist, W.R. Satz School/Holmdel High School, at a salary of \$90,000.00, effective July 1, 2023 through June 30, 2024.

MOTION: Mrs. Tuccillo SECOND: Mrs. Briamonte VOTE: 9-0

27. Approval of Appointment, Learning Disability Teacher Consultant (LDTC), Village School

Resolved: That the Board approve the appointment of Michelle Osias, Learning Disability Teacher Consultant (LDTC), Village School, at a salary of step 10CST, \$93,756.00, effective September 1, 2023 through June 30, 2024. [J. Carducci – Resignation]

MOTION: Mrs. Tuccillo SECOND: Mrs. Briamonte VOTE: 9-0

28. Approval of Extension of Appointment, Temporary Leave Replacement, Elementary Teacher, Village School

AGENDA
REGULAR BUSINESS MEETING
HOLMDEL HIGH SCHOOL
MAY 24, 2023 6:00 PM

Resolved: That the Board approve to extend the appointment of Erica Kruger, Temporary Leave Replacement, Elementary Teacher, Village School, at a salary of step 4-5MA(5), \$70,375.00, prorated, effective June 3, 2023 through June 30, 2023.

MOTION: Mrs. Tuccillo SECOND: Mrs. Briamonte VOTE: 9-0

29. Approval of Extension of Appointment, Temporary Leave Replacement, Literacy Interventionist, Village School

Resolved: That the Board approve to extend the appointment of Manisha Deshpande, Temporary Leave Replacement, Literacy Interventionist, Village School, at a salary of step 4-5MA+30 (4), \$74,775.00, prorated, effective May 24, 2023 through June 30, 2023. [E. Fetter – LOA]

MOTION: Mrs. Tuccillo SECOND: Mrs. Briamonte VOTE: 9-0

30. Approval of Appointment, Positive Behavioral Student Support (PBSS) Staff, 2023/2024

Resolved: That the Board approve the appointment of the Positive Behavior Student Support (PBSS) Staff for the 2023/2024 school year not to exceed 8 hours, as per attachment.

MOTION: Mrs. Tuccillo SECOND: Mrs. Briamonte VOTE: 9-0

31. Approval of Appointment of Extended School Year (ESY) Staff, 2023/2024

Resolved: That the Board approve the appointment of the Extended School Year (ESY), Staff for the 2023/2024 school year, as per attachment.

MOTION: Mrs. Tuccillo SECOND: Mrs. Briamonte VOTE: 9-0

32. Approval of Appointment, Summer Step Up Program Staff, 2023/2024

Resolved: That the Board approve the appointment of the Summer Step Up Program Staff for the 2023/2024 School Year, as per attachment.

MOTION: Mrs. Tuccillo SECOND: Mrs. Briamonte VOTE: 9-0

33. Approval of Appointment, Strategic Plan Task Force Staff

Resolved: That the Board approve the appointment of the Strategic Plan Task Force Staff, effective June 13, 2023 through June 30, 2023, as per attachment.

MOTION: Mrs. Tuccillo SECOND: Mrs. Briamonte VOTE: 9-0

34. Approval of Job Description, School Safety Specialist

Resolved: That the Board approve the School Safety Specialist job description, as per attachment.

MOTION: Mrs. Tuccillo SECOND: Mrs. Briamonte VOTE: 9-0

35. Approval of Staff Transfers, 2023-2024 School Year

AGENDA
REGULAR BUSINESS MEETING
HOLMDEL HIGH SCHOOL
MAY 24, 2023 6:00 PM

Resolved: That the Board approve staff transfers for the 2023-2024 School Year, as per attachment.

MOTION: Mrs. Tuccillo SECOND: Mrs. Briamonte VOTE: 9-0

36. Approval of Extra Level of Staffing, Indian Hill School

Resolved: That the Board approve staff members for an extra level of staffing at Indian Hill School effective retroactive from May 15, 2023 through June 30, 2023 as per attachment:

MOTION: Mrs. Tuccillo SECOND: Mrs. Briamonte VOTE: 9-0

37. Approval of Salary Adjustment, 2023/2024 School Year

Resolved: That the Board approve salary adjustment effective 2023/2024 school year as follows:

Last Name	First Name	From	To
Simpson	Lauren	5BA+30	5MA

MOTION: Mrs. Tuccillo SECOND: Mrs. Briamonte VOTE: 9-0

38. Approval to Amend Flag Football Coaches Hours, Holmdel High School

Resolved: That the Board approve to amend the Flag Football Coaches, Holmdel High School hours from not to exceed 30 hours to not to exceed 50 hours.

MOTION: Mrs. Tuccillo SECOND: Mrs. Briamonte VOTE: 9-0

39. Approval of Administrative Paid Leave, Employee #6823

Resolved: That the Board approve employee #6823 on an administrative paid leave effective May 4, 2023 until further notice.

MOTION: Mrs. Tuccillo SECOND: Mrs. Briamonte VOTE: 9-0

40. Approval to Amend Administrative Paid Leave, Employee #5281

Resolved: That the Board approve to amend Administrative Paid Leave for Employee #5281 effective March 31, 2023 through May 25, 2023.

MOTION: Mrs. Tuccillo SECOND: Mrs. Briamonte VOTE: 9-0

41. Approval of Appointment, Volunteer, Village School, 2022/2023 School Year

Resolved: That the Board approve Juliana Guerino as a Volunteer at Village School effective May 25, 2023 through June 20, 2023.

MOTION: Mrs. Tuccillo SECOND: Mrs. Briamonte VOTE: 9-0

AGENDA
 REGULAR BUSINESS MEETING
 HOLMDEL HIGH SCHOOL
 MAY 24, 2023 6:00 PM

42. Approval of Appointment, Day-to-Day Substitutes, 2022/2023 School Year

Resolved: That the Board approve the appointment of day-to-day substitutes, as follows

Last Name	First Name	Substitute Position(s)	Effective Dates
Gleason	Paige	Teacher	05/01/23
Gradzki	Kristina	Teacher	06/02/23

MOTION: Mrs. Tuccillo SECOND: Mrs. Briamonte VOTE: 9-0

• **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.

43. Approval of Business Administrator/Board Secretary’s Financial Report – March 31, 2023

Resolved: That the Financial Report of the Business Administrator/Board Secretary for the month ending March 31, 2023 is hereby approved and the Business Administrator/Board Secretary instructed to file same.

MOTION: Mrs. Tuccillo SECOND: Mrs. Briamonte VOTE: 9-0

44. Approval of Treasurer’s Financial Report – March 31, 2023

Resolved: That the Financial Report of the Treasurer of School Funds for the month ending March 31, 2023 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: Mrs. Tuccillo SECOND: Mrs. Briamonte VOTE: 9-0

45. Approval to Authorize the Submission of the Preschool Facilities Project at Village School to the New Jersey Department of Education (NJDOE) for Review and Approval

Resolved: That the Board approve the submission of the Alterations at Village School to the New Jersey Department of Education, for review and Department approval of a “school facilities project” with Preschool Facilities Expansion state funding and amendment of the long-range facilities plan to be consistent with the project.

Further, the Board authorizes Spiegle Architectural Group Inc., to amend the long-range facilities plan and make the submission to the Department of Education on behalf of the district.

MOTION: Mrs. Tuccillo SECOND: Mrs. Briamonte VOTE: 9-0

AGENDA
REGULAR BUSINESS MEETING
HOLMDEL HIGH SCHOOL
MAY 24, 2023 6:00 PM

46. Approval of New Jersey Schools Insurance Group’s Monmouth Ocean Counties Shared Services Insurance Fund (MOCSSIF) Subfund Application for the 2023 Safety Grant Program

Resolved: That the Board hereby approves the submission of the grant application for the 2023 Safety Grant Program through the New Jersey Schools Insurance Group’s MOCSSIF Subfund, in the amount of \$16,305.00.

MOTION: Mrs. Tuccillo SECOND: Mrs. Briamonte VOTE: 9-0

47. Acceptance/Approval of Additional 2022/2023 Chapter 192-193 Funding

Resolved: That the Board accept/approve additional funding under the provision of Chapter 192-193 (2022/2023) as on file in the Business Office:

Chapter 192-193 Services	Amount
Additional Chapter 192-193 Funding	\$2,542.00
Revised 2022/2023 Entitlement (4/27/2023)	\$308,997.00

MOTION: Mrs. Tuccillo SECOND: Mrs. Briamonte VOTE: 9-0

48. Approval of Bills Payment – May 24, 2023

Resolved: That the Board approve payment of the May 24, 2023 regular bills list in the amount of \$1,512,345.10 and as certified and approved.

MOTION: Mrs. Tuccillo SECOND: Mrs. Briamonte VOTE: 9-0

O. Old Business

- Mr. Reddy referenced the retirements tonight and those on the previous agenda and shared that all those retirements add up to 179 years of total service amongst just six individuals.
- Mr. Wall referenced “Madalyn’s Law” or “Maddy’s Law”, which the Board discussed last year, and shared that this law is dedicated to Madalyn Massanbi, a 2016 Rumson-Fair Haven graduate who lost her life to menstrual Toxic Shock Syndrome. Madalyn’s mother, brother and other folks continue to fight for this law, which would require school districts to incorporate age-appropriate instruction (grades 4-12) on menstrual Toxic Shock Syndrome and requires installation of warning signage in certain women’s rooms to enhance public awareness of menstrual Toxic Shock Syndrome. Warning signs would also be installed on or near tampon dispensers. About a year ago, this was also incorporated into Holmdel School District’s curriculum and Mr. Wall referenced an event going on tonight, called ‘Butterflies for Maddy’. It’s the third annual fashion show fundraiser that benefits the ‘Don’t Shock Me” Foundation. Mr. Wall shared that the work continues and the reason he mentioned this is to bring awareness to this extremely important issue for young women in our schools and hopefully we’ll be hearing of the passage of Bill S3636 or Assembly (A-3567) called Madalyn’s Law and it’s Dawn Massabni’s legacy of love to her daughter, Maddy.
- Mr. Wall referenced the Senior Surveys we have done in the past and wanted to make sure we plan on administering this survey, utilizing Qualtrics, to our seniors since it is such a useful tool for administration. He shared we should work on the timing to be sure we have time to ponder it, perhaps revise the questions designed by administration and make sure we have it out on time so we make sure we get that data set back.

AGENDA
REGULAR BUSINESS MEETING
HOLMDEL HIGH SCHOOL
MAY 24, 2023 6:00 PM

Dr. Cascone advised that he and Dr. Kukoda have been working on this throughout the course of the year and Dr. Kukoda has created a survey that will be administered to students during Senior Week. Through that, we will also be collecting personal contact information to grow our alumni network and have a means to communicate with them going forward. Mr. Wall inquired about the possibility of extending that to Juniors and/or possible each of the grades and Dr. Cascone provided additional comments.

- Mr. Reddy referenced Mr. Wall's comments on the Senior Survey and why it is good feedback. He then referenced the Pediatric Concussion and Cardiac Heart Screening and shared that we will put this on the agenda for next year and Dr. Cascone shared that he is interested and working on getting it started back up again.

P. New Business

- Mr. Reddy referenced all the efforts of the following departments and thanked them (all) for the tremendous job they are doing.
 - Technology Department for keeping the network up and running.
 - Grounds Department for always keeping the field prepped and ready.
 - Custodians for always keeping the buildings clean.
- Mr. Wall referenced survey data and inquired if the Board would be interested in surveying the students/parents for their feedback. Dr. Cascone stated that we are at the point to get feedback (district-wide) regarding the change. Mrs. Tuccillo provided feedback regarding the survey options and shared that Administration should be careful giving parents 'too many' options for a change in start times, referencing the triple tier (transportation) and suggested we simply inquire whether parents would prefer an earlier start time for Village or Indian Hill, since start times will ultimately be based on transportation. Mr. DiMare inquired what the timelines are for the decision. Mr. Reddy and Mr. Wall had additional comments. Dr. Cascone responded that scheduling at the Middle School and High School is already complete and it was his understanding that the implementation of a possible High School Start Time Change is a lot to get done in 3 months and it was not on the table for September 2023. He also shared that we can definitely get a survey together and have it out in a couple of weeks.
- Mr. Wall referenced the topic of the ChatGPT and OpenAI and to what extent it will impact education going forward and shared this should be an item for Curriculum & Instruction and Administration to address in the upcoming months. Mrs. Tuccillo provided feedback with her experience.
- Mrs. Tuccillo thanked Mr. Casale and David (Athletic Trainer) for all of their efforts with all of our sports programs.
- Mrs. Tuccillo referenced getting feedback from the student athletes regarding the coaches.
- Mrs. Briamonte referenced the changes with SAT Testing (being digital) for 2024 and stated that the High School SAT course may need to be reviewed in the near future. Mrs. Tuccillo inquired about students with accommodations (504, for example) and how that will be handled and Dr. Cascone shared that we will definitely be looking into it.

Q. Questions or Comments from the Public

- Mrs. Perez, Parent, referenced the comments she made at the last meeting regarding books in the district and stated she's grateful to everyone for listening. She thanked Mrs. Roberts and the teachers for a great choral

AGENDA
REGULAR BUSINESS MEETING
HOLMDEL HIGH SCHOOL
MAY 24, 2023 6:00 PM

concert last night. As a parent, she stated she thinks the schools need to focus fostering healthy relationships and teaching students what matters in a healthy way. She referenced whether all of the books in the library are of a moral nature and shared that she wants to be sure that healthy material is available to them.

R. Executive Session (if required)

Mr. Reddy stated the need for the Board to go into Executive Session for Personnel Matters.

S. Adjournment

Board President Reddy called for a motion to adjourn the meeting. Mr. Wall motioned, Mrs. Tuccillo seconded and by a unanimous voice vote, the meeting adjourned at 9:16 p.m.

Respectfully Submitted,

Michael R. Petrizzo, CPA
Business Administrator/Board Secretary

Motion #5

	Date	Name	Location	Professional Development Activities/ Meetings	City, State	Cost/Fees
a.	6/27-28/2023	Buzzerio, G	Central Office	NJECC Google Training	Virtual	\$195.00
b.	8/6-15/2023	Fox, A	HHS	2023 Cambridge Teacher Seminar-English Literature	Cambridge, UK	\$1,425.00
c.	3/17/2023	Mellone, A	Indian Hill	Written Expression Development	Eatontown, NJ	\$11.94
d.	6/26-27/2023	Palme, J	Special Services	NJECC Google Training	Virtual	\$195.00
e.	6/26-29/2023	Rose, L	Supplemental Programs	NJECC Google Training	Virtual	\$195.00
f.	6/27-28/2023	Whitmore, E	Central Office	NJECC Google Training	Virtual	\$195.00

SID	SERVICES	CLASSIFICATION	START DATE	END DATE	COST PER HOUR
9154564759	Home Instruction	AUT	4/25/2023	6/20/2023	\$60
1940711967	Home Instruction	n/a	5/3/2023	5/16/2023	\$60
9824183229	Home Instruction	n/a	5/3/2023	5/16/2023	\$60
8688244374	Home Instruction	n/a	5/4/2023	TBD	\$60
5972417639	Home Instruction	n/a	5/4/2023	6/2/2023	\$60
7998307685	Home Instruction	n/a	5/4/2023	5/26/2023	\$60

Approval of Child Study Team Members to Conduct Summer Evaluations and Attend Meetings

Resolved: That the Board approve Child Study Team Members to conduct evaluations and attend meetings on an as needed basis, at their contractual rate, during the summer of 2023.

Last Name	First Name	Position
Gallagher	Mallory	School Psychologist
Galiano	Carol	School Psychologist
McDevitt	Suzanne	School Psychologist
Tapper	Elizabeth	School Psychologist
Dengler	Anne	Learning Disabilities Teacher Consultant
Gargano	Jaclyn	Learning Disabilities Teacher Consultant
Marzigliano	Cheryl	Learning Disabilities Teacher Consultant
Glennon	Mary	Social Worker
Salvador	Eric	Social Worker
Welter	Michael	Orientation & Mobility Specialist
Lieberman	Beth	Behavior Specialist
Anthony	Barbara	Speech Therapist
Bligh	Laura	Speech Therapist
Buerck	Lisa	Speech Therapist
Constantarakos	Voula	Speech Therapist
Gaffney	Erin	Speech Therapist
Seman	Allison	Speech Therapist
Thompson	Jean	Speech Therapist
Wall	Katheryne	Occupational Therapist
Abadiotakis	Elizabeth	Occupational Therapist

Positive Behavior Student Support Staff

Motion #30 - Board Agenda 5/24/23

Last	First	Non-Pupil Rate
Barbara	Christine	\$48.00
Clifton	Nicole	\$48.00
Crimoli	Marissa	\$48.00
Jennings	Stephanie	\$48.00

ESY Staff**Motion #31 - Board Agenda 5/24/23**

Last Name	First Name	Hourly Rate	Position
Brown	AnnMarie	\$62.30	Teacher
Buerck	Lisa	\$90.63	Speech
Flannelly	Frances	\$81.93	Nurse (PT)
Gaffney	Erin	\$70.13	Speech
Gallo	Lindsey	\$54.65	Nurse (PT)
Glennon	Mary	\$74.55	Social Skills Facilitator
Graham	John	\$93.85	Teacher
Griffin	Susan	\$53.00	Nurse (PT)
Krause	Robyn	\$54.65	Teacher
Lawrence	Amanda	\$67.26	Teacher
Lieberman	Elizabeth	\$92.98	Teacher
McCarthy	Eileen	\$53.61	Teacher
Polinger	Jennifer	\$60.91	Nurse (PT)
Rapcienski	Jamie	\$71.09	Teacher
Riegal	Doreen	\$92.98	Transition Coordinator
Saler	Daren	\$70.13	Teacher
Salzman	Gina	\$34.93	Deaf & Hard of Hearing
Sheehy	Elizabeth	\$89.15	Visually Impaired Teacher
Thompson	Jean	\$92.54	Speech
Wall	Katheryne	\$66.13	Occupational Therapist
Welter	Michael	\$93.41	PT / Orientation & Mobility
Allgeier	Jennifer	\$30.69	Paraprofessional
Anderson	Christine	\$34.54	Paraprofessional
Bauman	Kay	\$30.69	Paraprofessional
Brown	Patrice	\$34.54	Paraprofessional
Calia	Linda	\$33.09	Paraprofessional
D'Achille	Lisa	\$29.09	Paraprofessional
DeMeo	Jennifer	\$33.09	Paraprofessional
Dreuer	Robin	\$34.54	Paraprofessional
Fazzolari	Margie	\$34.54	Paraprofessional
Fulmer	Mary	\$34.54	Paraprofessional
Gargano	Angela	\$34.54	Paraprofessional
Martin	Ceil	\$31.69	Paraprofessional
McDevitt	Kerry	\$30.69	Paraprofessional
McKeon	Dianna	\$34.54	Paraprofessional
Meyer	Caitlin	\$30.69	Paraprofessional
Pagan	Allison	\$34.54	Paraprofessional
Puccio	Anne	\$34.54	Paraprofessional
Rubano	Gina	\$33.09	Paraprofessional
Salzman	Gina	\$34.54	PT Paraprofessional
Schelling	Julie	\$30.69	Paraprofessional
Spatola	Danielle	\$30.69	Paraprofessional
Troeller	Justine	\$33.09	Paraprofessional
Wiberg	Deborah	\$34.54	Paraprofessional
Yannello	Tina	\$34.54	Paraprofessional
Yuen	Christine	\$34.54	Paraprofessional
Dengler	William	\$30.69	PT Job coach
Henkin	Jon	\$28.10	PT Job coach
ESY Substitute Staff			
Masotti	Rosa	\$20.00	Paraprofessional Sub
Wood	Elizabeth	\$20.00	Paraprofessional Sub

Dengler	William	\$20.00	Paraprofessional Sub
Henkin	Jon	\$20.00	Paraprofessional Sub
Wood	Elizabeth	\$130 per day	Teacher Sub

Summer Step Up Staff

Motion #32 - Board Agenda 5/24/23

Last	First	Position*	Hourly
Barry	AnnMarie	Teacher	\$77.94
Bennett	Karen	Teacher	\$79.20
Camillo	Emily	Teacher	\$46.56
Dalli	Jessica	Teacher	\$48.19
Dangler	Harry	Teacher	\$79.57
Devivo	James	Teacher	\$59.59
Flynn	Jennifer	Teacher	\$75.94
Kimler	Jill	Teacher	\$76.69
Kinch	Edward	Teacher	\$73.06
Lazarchick	Danielle	Teacher	\$60.56
Mannuccia	Shannon	Teacher	\$54.70
McCarthy	Catherine	Teacher	\$79.57
McCarthy	Kevin	Teacher	\$79.94
McGuinness	Michaela	Teacher	\$48.19
McMahon	Leslie	Teacher	\$79.57
Mellone	Antonella	Teacher	\$56.26
Merla	Alicia	Teacher	\$48.19
Mirto	Gina	Teacher	\$57.89
Moor	Beth Ann	Teacher	\$65.52
Nigro	Christina	Teacher	\$48.19
Palma	Ann	Teacher	\$46.56
Riso	Christie	Teacher	\$81.20
Roberts	Katrina	Teacher	\$54.70
Saler	Katherine	Teacher	\$58.41
Silvestro	Lawrence	Teacher	\$53.07
Simpson	Lauren	Teacher	\$51.44
Vitale	Kevin	Teacher	\$56.48
Wojcik	Michelle	Teacher	\$48.19
Zeza	Jessica	Teacher	\$60.56

**All position funded by Title 1, Part A and ARP
ESSER*

			Motion#33
	Name	Non-Pupil Rate	
1	Rosette Andrews	\$48.00	
2	Kailyn DaSilva	\$48.00	
3	Lisa Imbro	\$48.00	
4	Katelin Leibner	\$48.00	
5	Jeannette Malizia	\$48.00	
6	Melissa Menges	\$48.00	
7	Nicole Ward	\$48.00	
8	Beth Wood	\$48.00	



HOLMDEL TOWNSHIP PUBLIC SCHOOLS

JOB DESCRIPTION:

School Safety Specialist

QUALIFICATIONS:

1. Possess High School Diploma
2. Applicant must possess or work towards, and maintain the School Safety Specialist Certification from the New Jersey Department of Education
3. Familiarity with School Safety Best Practices, Surveillance Technology and Cameras and working with various stakeholders in educational settings such as Administrators, faculty, staff and students;
4. Successfully completes required criminal history check and has proof of U.S. citizenship or legal resident alien status.
5. Such alternatives to the above qualifications as the Board may find appropriate and acceptable.

PREFERRED QUALIFICATIONS:

1. Have 5 or more years of experience in law enforcement or as school safety personnel;
2. Experience in planning School Safety Drills, is "CPI" or equivalent certified and has experience in investigating incidents in a school setting;

REPORTS TO: Superintendent and Building Principal

JOB GOALS: The basic functions of the School Safety Specialist are to make sure that Holmdel Schools are in compliance with the New Jersey State Department of Education's School Safety Regulations and Requirements. To make sure the district is using the best practices of the state Department of Education. To act as a liaison between the Holmdel Schools and the Holmdel Police Department.

PERFORMANCE RESPONSIBILITIES:

1. JOB DUTIES
 - a. District Level Responsibilities;
 - a. Obtain and maintain the School Safety Specialist Certification and use training to make sure district is using best security practices;
 - b. Serve as Liaison between District and SRO/Police;
 - c. Serve as a Liaison between District and State, County and Law enforcement including the Monmouth County Prosecutor's Office;

- d. Work as a Liaison between the District and local first responders and Emergency Management for the purpose of Security Drills and Events that require a multi-jurisdictional response;
 - e. Provide Response to emergency situations in all of our districts buildings, such as a 911 Inform or equivalent program response;
 - f. Assist in developing District's Drilling Calendar;
 - g. Assist in developing and reviewing the District's Safety Plans;
 - h. Maintain district CPI trainer certifications and deliver CPI training to district staff.
 - i. Work directly with District Technology Staff to make sure our surveillance system, student attendance system, emergency response systems and all district technology based security tools are working correctly and report all issues for the appropriate resolution;
 - j. Conduct investigations of incidents the request of the Superintendent's office;
 - k. Serve as a Member of the Districts Crisis Response Team;
 - l. Serve as a Member of the High School and Districts Behavioral Threat Assessment Team;
 - m. Assist District in "Securely" Investigations as requested;
 - n. Communicate with Superintendent about emerging issues identified by local, county and state law enforcement and work to create procedures and processes in line with best practices to mitigate risk;
 - o. Ability to train and educate new staff and district substitute teachers on Security Protocols;
 - p. Work with the Director of Special Education to identify and mitigate risks and develop best practices for security drills and emergency situations to provide for a safe environment for all students;
 - q. To investigate all residency and truancy issues;
 - r. Fulfill and assist with all other security requirements as needed by the Superintendent's office or Building Principals;
- b. Building Level Responsibilities
- a. Act as a liaison between the Holmdel High School and the School Resource Officer and SLEO 3 Personnel;
 - b. Work with Building Administration to review all security procedures so that they are in compliance with state guidelines and are consistent with the Department of Educations best practices;
 - c. Assist building administration in conducting monthly fire drills as well as state mandated security drills and ensure they are in compliance with state guidelines as well as the Department of Educations best practices;
 - d. Supervise areas of the building and parking lots to ensure students are acting in accordance with district policies and assist in handling disciplinary incidents as they occur;
 - e. Assist in the supervision and management during the arrival of students and staff in the parking lot;
 - f. Assist in the supervision and management during the dismissal of students and staff and ensure safe passage of students on school busses as they exit the complex;
 - g. Assist in the investigation of HIB incidents at the request of the building principal;

- h. Assist in the investigation of Securely incidents at the request of the building principal;
- i. Respond to emergency situations and provide best practices to mitigate risk and assist in a resolution of the incident;
- j. Work closely with the School Nurse regarding the health and safety of students and staff and be able to assist in emergency situations;
- k. Work closely with the Child Study Team and Guidance to best assist their students and mitigate risks;
- l. Investigate all matters necessary to keeping the school safe and secure;
- m. Assist Assistant Principal in matters of discipline when needed;
- n. Attends and participates in various Professional Development trainings and workshops to continue to learn about best practices for schools safety;
- o. Performs such tasks and assumes other responsibilities as the Principal or designee may assign;

2 PROFESSIONAL DEVELOPMENT

- a. Maintains the required Professional Development mandated by the State Department of Education's Office of School Safety and Preparedness to hold the States School Safety Specialist Certification in good standing;
- b. Works in collaboration with the IT Department to meet regularly to remain updated on best use practices for school surveillance technology;
- c. Remains updated on assessment techniques, advances in learning theory, improvements in instructional media, technology and materials, and statutory requirements.
- d. Maintains professional competence through readings, attendance at conferences, workshops, memberships in professional organizations and other relevant activities in accordance with district guidelines.
- e. Maintains active CPI instructor certification.
- f. Attends all staff meetings and/or district trainings, as necessary.

3. OTHER ASSIGNED DUTIES

- a. Performs all other tasks and assumes such other duties as designated by the Director of Special Services, Building Principal or Superintendent.

TERMS OF EMPLOYMENT: 10 months a year plus 20 days. Salary to be established by the Board.

EVALUATION: Performance of this job will be evaluated in accordance with the provisions of Board policy.

SOURCE: Regular Board Meeting

DATE: May 24, 2023

Transfers, 2023/2024 School Year**Motion #35 - Changes in Location**

<u>Last Name</u>	<u>First Name</u>	<u>Job Title</u>	<u>Location from</u>	<u>Location to</u>
Graham	Michael	Custodian	High School	Indian Hill School
Rose	Lauren	Secretary	Indian Hill	Central Office
Soffientini	Dolores	Secretary	High School	Indian Hill School
Drew	Katelin	Teacher	Indian Hill	W.R. Satz School
Isaacson	Matthew	Teacher	Village/Indian Hill	W.R. Satz School
Soukas	Constantina	Teacher	W.R. Satz School	High School
Soviero	Brianna	Teacher	Village School	W.R. Satz School

Extra Level of Staffing		
--------------------------------	--	--

Motion # 36 - May 24, Agenda		
------------------------------	--	--

Last Name	First Name	Proportion
Davidson	Michelle	0.6
Fox	Stephanie	0.2
Mellone	Antonella	0.2
Metzinger	Jennifer	0.16
Pietrocola	Robert	0.2
Rein	Amanda	0.2