

REGULAR PUBLIC MEETING MAY 25, 2011

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1. Call to Order

The Board of Education, Township of Holmdel, met in Regular Business Meeting on Wednesday, May 25, 2011 in the Commons, Holmdel High School 36 Crawfords Corner Road, Holmdel, New Jersey. The meeting was called to order at 7:00 p.m., prevailing time, by Ms. Garrity, President of the Board.

2a. Opening Statement

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, 4 Crawfords Corner 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, Independent, 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.

2b. Open Public Meetings Act

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 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.
- 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.

3a. Roll Call/Flag Salute

The following Board members were present: Mesdames: Garrity, Wetmore, Liu and Vander Woude and Messrs: DeSario, Pavlik, Sockol and Tai. Absent: Mrs. Pascucci. Also present were Mrs. Barbara Duncan, Superintendent, Mr. Michael R. Petrizzo, CPA, Business Administrator/Board Secretary, Ms. Mary Beth Currie, Assistant Superintendent for Curriculum & Instruction and Mr. Martin Barger, Board Attorney. Mr. Alexander Ching and Ms. Isha Purang student representatives to the Board were present (both left the meeting at 8:44 p.m.).

3b. Reading of 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 Core Curriculum Content Standards, and to become responsible and resourceful citizens and life-long learners.

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4. Presentation(s) Student Recognition – W. R. Satz School and Holmdel High School

- 5a. Approval of Minutes – Confidential Executive Session – April 13, 2011

Resolved: That the Board approve the minutes of the following meeting(s):

Confidential Executive Session – April 13, 2011

MOTION: Dr Tai SECOND: Mrs. Wetmore VOTE: 7-0-1
Abstained: Mr. DeSario
Absent: Mrs. Pascucci

- 5b. Approval of Minutes – Special Business Meeting/State of the District and Budget Presentation – April 13, 2011

Resolved: That the Board approve the minutes of the following meeting(s):

Special Business Meeting/State of the District and Budget Presentation – April 13, 2011

MOTION: Dr Tai SECOND: Mrs. Wetmore VOTE: 7-0-1
Abstained: Mr. DeSario
Absent: Mrs. Pascucci

- 5c. Approval of Minutes – Confidential Executive Session – April 28, 2011

Resolved: That the Board approve the minutes of the following meeting(s):

Confidential Executive Session – April 28, 2011

MOTION: Dr Tai SECOND: Mrs. Wetmore VOTE: 6-0-2
Abstained: Mrs. Liu and Mr. DeSario
Absent: Mrs. Pascucci

- 5d. Approval of Minutes – Regular Business Meeting – April 28, 2011

Resolved: That the Board approve the minutes of the following meeting(s):

Regular Business Meeting – April 28, 2011

MOTION: Dr Tai SECOND: Mrs. Wetmore VOTE: 6-0-2
Abstained: Mrs. Liu and Mr. DeSario
Absent: Mrs. Pascucci

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

6b. Committee Reports(s)

The following committee reports were given by:

Dr. Tai	Curriculum & Instruction
Ms. Vander Woude	Labor Negotiations
Mr. Sockol	Budget & Finance
Mr. Pavlik	Buildings & Grounds
Mrs. Wetmore	Holmdel Foundation for Educational Excellence

7. Committee of the Whole

7a. Approval for Adoption of Curriculum Guides

Resolved: That the Board of Education adopts the following curriculum guide. As per attachment #1 [B].

Introduction to Music Theory

MOTION: Mrs. Wetmore SECOND: Mr. Sockol VOTE: 8-0
Absent: Mrs. Pascucci

7b. Acceptance of Donation

Resolved: That the Board accept with gratitude a non-monetary donation, for the purchase and installation of the classroom amenities for the completion of the Village School Rain Gardens from the Holmdel Foundation for Educational Excellence, not to exceed \$22,000. [D].

MOTION: Dr. Tai SECOND: Mr. Sockol VOTE: 8-0
Absent: Mrs. Pascucci

7c. Acceptance of Donation

Resolved: That the Board accept with gratitude, a non-monetary donation of student publications from Ken Smith, a 1972 graduate of Holmdel Intermediate School and a 1976 graduate of Holmdel High School. As follows: [D]

- The Zodiac (1969-70)
- New Morning (c. 1971)
- Holmdel High School Dedication (1973-75)
- The Inquisitor (1973-75)
- Smiley The Bear Fan Club (1975)

MOTION: Dr. Tai SECOND: Mr. Sockol VOTE: 8-0
Absent: Mrs. Pascucci

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7d. Acceptance of Donation

Resolved: That the Board accept with gratitude, a non-monetary donation valued at approximately \$300.00, for a field sign, in memory of Michael Germinario to be installed at the W. R. Satz School Softball Field.

MOTION: Dr. Tai SECOND: Mr. Sockol VOTE: 8-0
Absent: Mrs. Pascucci

7e. Approval of Student Trips

Resolved: That the Board approve the educational objectives, itinerary, rules and regulations regarding this trip are on file in the Office of the Superintendent of Schools and the appropriate Principal's Office.

Date of Trip	School	Teacher/ Advisor	Class/Club/ Group	Destination City/State	Time	Total Students	Total Chaperones	Total Cost
06/16/11	W. R. Satz	Howard, A, Marino, L.	Grades 7 & 8	Keansburg Water park Keansburg, NJ	9:30 a.m. – 12:30 p.m.	560	45 Staff	No cost to Board
06/10/11	Indian Hill	McGinty, S Saponaro, D.	Grade 4	Holmdel Pool Club	9:05 a.m. – 3:00 p.m.	280	20 Teachers 1 Nurse	No cost to Board
06/13/11	Indian Hill	McGinty, S. Saponaro, D.	Grade 5	Holmdel Pool Club	9:05 a.m. – 3:00 p.m.	240	9 Teachers 1 Nurse	No cost to Board
06/14/11	Indian Hill	McGinty, S. Saponaro, D.	Grade 6	Holmdel Pool Club	9:05 a.m. – 3:00 p.m.	252	10 Teachers 1 Nurse	No cost to Board
06/15/11	Indian Hill	McGinty, S. Saponaro, D.	Rain Date (if needed)	Holmdel Pool Club	9:05 a.m. – 3:00 p.m.	TBD	TBD	No cost to Board

MOTION: Mrs. Wetmore SECOND: Mr. Sockol VOTE: 8-0
Absent: Mrs. Pascucci

7f. Approval of Out-of-District Travel – Board Member, Mr. Victor DeSario

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

Date	Name	Location	Workshop	City/State	Cost
06/04/11	DeSario, V.	Board Member	New Board Member Orientation	Robbinsville, NJ	\$27.10

MOTION: Mrs. Wetmore SECOND: Mr. Pavlik VOTE: 7-0-1
Abstained: Mr. DeSario
Absent: Mrs. Pascucci

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7g. Approval of Out-of-District Travel – Board Member, Ms. Barbara Garrity

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

Date	Name	Location	Workshop	City/State	Cost
06/07/11	Garrity, B.	Board President	Spring School Forum 2011	Monroe Township, NJ	\$11.78
06/10/11	Garrity, B.	Board President	Strauss Esmay Assoc.	Lincroft, NJ	\$0.00

MOTION: Mrs. Wetmore SECOND: Mr. Pavlik VOTE: 7-0-1
 Abstained: Ms. Garrity
 Absent: Mrs. Pascucci

7h. Approval of Out-of-District Travel – District Personnel

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

District Personnel

Date	Name	Location	Workshop	City/State	Cost/ Mileage
05/26/11	Calvert, E.	Indian Hill School	MCSCA School Counselors Conference	Lakewood, NJ	\$0.00
05/31/11	Currie, M.	Central Office	Education Initiatives and the Common Core Standards	East Brunswick, NJ	\$10.04
06/08/11	Currie, M.	Central Office	The Role of the Principal in Creating Efficient & Effective Systems	Monroe, NJ	\$0.00
05/31/11	Duncan, B.	Central Office	Education Initiatives and the Common Core Standards	East Brunswick, NJ	\$0.00
06/03/11	Hoffman, D.	High School	NJASPERD Project Adventure Physical Education Symposium	Wayside, NJ	\$83.14
06/06/11	Mazzeo, G.	High School	School Visitation Monmouth Regional HS	Tinton Falls, NJ	\$0.00
06/01-03/11	Petrizzo, M.	Central Office	NJASBO 49 th Annual Conference	Atlantic City, NJ	\$550.00
06/13/11	Porto, D.	Central Office	FA Year End Training System 3000	Eatontown, NJ	\$6.98
06/16-17/11	Redding, K.	Village School	USC Javelin, Hurdles, Clinic	Greensboro, NC	\$0.00
06/09/11	Saler, M.	Central Office	Criminal History Review	Neptune, NJ	\$12.28

*Paid with Title II Funds or ARRA Grant

MOTION: Mrs. Wetmore SECOND: Mr. Sockol VOTE: 8-0
 Absent: Mrs. Pascucci

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7i. Approval of Amendment to Assistant Network Engineer Job Description

Resolved: That the Board approve the amended Assistant Network Engineer, Job Description. As per attachment # 2.

MOTION: Mrs. Wetmore SECOND: Mr. Sockol VOTE: 8-0
Absent: Mrs. Pascucci

7j. Approval of Job Description - Reading Specialist

Resolved: That the Board approve the job description for Reading Specialist, as per attachment #3.

MOTION: Mrs. Wetmore SECOND: Mr. Sockol VOTE: 8-0
Absent: Mrs. Pascucci

7k. Approval of Job Description – Technology Coach

Resolved: That the Board approve the job description for Technology Coach, as per attachment #4.

MOTION: Mrs. Wetmore SECOND: Mr. Sockol VOTE: 8-0
Absent: Mrs. Pascucci

~~7l. Approval of Job Description – Gifted and Talented Specialist~~

TABLED

~~Resolved: That the Board approve the job description for Gifted and Talented Specialist, as per attachment #5.~~

~~MOTION: Mr. Sockol SECOND: Mrs. Vander Woude VOTE: 8-0
Absent: Mrs. Pascucci~~

8a. Report of the Superintendent –

Highlights since our last board meeting:

Village School –Village School will be receiving a check in June for their trash contribution to Terracycle. Village has shipped out 14,583 pieces of trash that equals \$291.66. All proceeds will be used to continue to educate our children about "green initiatives".

Below, please find a letter from the Administrator of St. Benedict Church regarding the Feinstein Challenge. Village School brought in the following:

Food collected	=	\$2,275
Money collected	=	\$1634
Grand Total	=	\$3,909

**A letter from the Administrator of St. Benedict Church and coordinator of the Feinstein Challenge:
Cathy Warsaw:**

Please accept a special thank you to all who participated in the Feinstein Challenge. It's so amazing to be a part of such a coordinated effort to help the clients of our Food Pantry and work to earn a matching grant from the Feinstein Challenge.

*Today I mailed the results to Feinstein which are quite impressive: **Cash and Checks \$30,778, Pledges \$2,000 and Food Items valued at \$21,556 for a total of \$54,334.***

We will receive a check in August for up to \$35,000 for the matching grant.

A special thank you goes out to the following people:

Jen DeBiase, who worked with St. Benedict parent volunteers to come up with a marketing plan that was creative and extremely successful. All of the teachers and students worked hard to earn their homework passes.

Suzanne Niro, the PTA president for our neighboring Holmdel Village School who coordinated all Holmdel school efforts which were equally successful. The teachers and students there worked hard to earn class pizza parties.

Our SVDP Co-President Patty Dickens and Treasurer Dawn Guardino who coordinated our Hazlet school children and Sunday volunteers.

Denise Contino, our Religious Education coordinator and the RE teachers and students worked to coordinate their efforts.

The principal of St. Benedict School, Mary Ellen Lilly and the principal of Holmdel Village School, Brian Schillaci are to be commended for their cooperation and encouragement to all parents and children who participated. The superintendent of the Holmdel Township Schools Barbara Duncan is also to be commended as her promotion of the challenge brought volunteer students from all the Holmdel Schools.

Our neighboring high school St. John Vianney had their Christian Service volunteers counting, punching holes, cutting challenge cards and carrying many pounds of food throughout the months of this project.

There were book clubs, knitting groups, gyms, civic organizations, local stores, chiropractor & dentist offices, local fitness center, Boy Scouts, Cub Scouts, Girl Scouts, Daisies and Brownies who all worked to collect food and donations.

Finally I have to thank our ever generous pastor Fr. Dan Swift who passionately asked each week for contributions and the people of St. Benedict Parish who enthusiastically donated week after week the items that were requested.

This experience has brought everyone together to help feed the people of our community through the St. Benedict SVdP Food Pantry.

A St. Benedict School parent, Mary Ellen Farrell said it best when quoted in a local paper, "It is a wonderful example of how compassion combined with service to others can shape our world. I believe that participation in this challenge can build a stronger community. We will be an example to other communities by demonstrating how we are all partners in the ongoing efforts to fight hunger. In the end our food pantry will be overflowing, awareness will be raised, and our children will have learned better to love their neighbor. "

Amen to that and thank you one and all, Cathy Warshaw

Indian Hill – A 6th grader has become 2011 National Elementary Champion, the highest honor in scholastic chess at elementary level in US. Chris scored 6.5 out of 7 and finished first in K-6 championship section. This is our students' 5th National Championship title.

Indian Hill will be receiving a check in June for their trash contribution to Terracycle. Indian Hill has shipped out 17,845 pieces of trash that equals = \$356. All proceeds will be used to educate our children about "green initiatives".

W. R. Satz School –**Team - ROBOTUX****W R Satz: four (4) 8th grade students****W R Satz: one (1) 7th grade student****and one (1) Indian Hill: 6th Grade student**

I would like to acknowledge the hard work put in by six (6) Holmdel school students towards the First Lego League challenge run by First USA organization. The event has 6000+ teams all over the world in the FLL category. In 2010-2011, the Holmdel students created a neighborhood robotic team which designed and programmed a robot under the guidance of parent coaches. They learned intricate programming, had team meetings to work on different challenge missions for the "Body Forward" challenge hosted by FirstUSA. The Robotux team won the first place award in the team work category and was admitted to the state championship.

The participation in the FLL event taught the students' team work, engineering design, programming, research and presentation skills.

Holmdel High School***The Sting***

The Sting has been awarded first-place by the American Scholastic Press Association in its annual competition of high school newspapers. Total points awarded were 940 out of a possible 1000, the highest score awarded to *The Sting* since it began competing.

The National Science League exams were held on Monday, May 23rd and the results are:

Biology: HHS 1st Place: two students with 40/40.

Chemistry: HHS 3rd Place: four students with 40/40

Physics: HHS 2nd Place: five students with 40/40

This contest is held nationally at the end of the school year by the same group that hosts the Continental Math League and the scores are pooled from the top ten students. While many schools may have a couple of very good students in the various sciences, it is difficult to obtain ten high scores! As always, we are very proud of our student body!

This year there were fewer participating schools, but we still beat High Tech High in all categories!

Sports News

Boys Tennis defeated Hopewell Valley, 4.5-.5, to claim the Central Jersey III sectional championship!

Girls Softball defeated Princeton, 12-2, in the 1st-round of the state playoffs!

Boys Lacrosse defeated Sparta, 10-9, to advance to the 2nd round of their state tournament!

The Superintendent reported on the following current student enrollment: 3,245

Village School.....853

Indian Hill School 770

W.R. Satz School 560

High School.....1,062

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8a-1. Report of Student Representatives to the Board

Both Student Representatives reported out on student matters.

Resolved: That the Report of the Superintendent and Student Representatives are hereby accepted and filed by the Board Secretary.

MOTION: Show of Hands to Accept – All Approved.

Absent: Mrs. Pascucci

8b. Personnel

8b-1. Approval of Staff Members for the Curriculum Project Work for 2011/2012 School Year

Resolved: That the board approve the following staff members for the Curriculum Project Work for 2011/2012 school year the non-pupil contact employment rate per hour, as per contractual agreement. [B].

Algebra 1, 1A, 1B	C. McKeever
AP Biology	C. Conover-Pannone
AP Chemistry	J. Blaha and P. Lutz
AP French	L. Cogger and D. Garcia
AP Physics	R. Amitrani and P. Keller
AP Statistics	J. Gillon
Business Law	M. Davidson
Chemistry	B. Hoheb and T. Mester
College Biology	C. Conover-Pannone
Forensics	C. Conover- Pannone and S. Michaud
Graphic Design	G. Mazzeo
Honors Algebra 2	D. Bellavance and A. Wright
Honors Chemistry	J. Blaha and P. Lutz
Honors Spanish 4	J. McNamara and K. Taylor
Literacy/LA Gr. 1	K. Redding, M. Simpson and J. Edwards
Literacy/LA Gr. 2	K. Bennett, A. Gramcko and J. Edwards
Literacy/LA Gr. 3	E. Damji, ,M. Ferone and J. Edwards
Literacy/LA Gr. 4	D. Aquinas and M. Paglio
Literacy/LA Gr. 5	M. Bellis and R. Dorn
Literacy/LA Gr. 6	M. Bellis
Literacy/LA Gr. K	S. Kurey and K. Devaney
Math Gr. 1	K. Redding and M. Simpson
Math Gr. 2	H. Dangler and D. Gramcko
Math Gr. 7	M. Amatrani and J. Vallo
Math Gr. K	S. Kurey and K. Devaney
Physical Science	D. Griesbach and T. Mester
Physics	R. Amitrani, P. Keller and E. Kinch
Social Studies Gr. 1	D. Varga and K. Redding
Social Studies Gr. 2	H. Dangler and A. Gramcko
Social Studies Gr. 3	K. Bennett and M. Bellis
Social Studies Gr. 4	D. Aquinas and R. Waddell
Social Studies Gr. 5	R. Dorn and M. Bellis
Social Studies Gr. K	S. Kurey and K. Devaney
Technology Cycle Gr. 7 and 8	J. Rothauser and C. Rillo

MOTION: Dr.Tai SECOND: Mrs. Wetmore VOTE: 8-0
Absent: Mrs. Pascucci

8b-2. Acceptance of Resignation, Social Studies Teacher, Holmdel High School

Resolved: That the Board accept with regret, the resignation of Suzanne Williams, Social Studies Teacher, Holmdel High School, effective July 1, 2011.

MOTION: Dr. Tai SECOND: Mrs. Wetmore VOTE: 8-0
Absent: Mrs. Pascucci

8b-3. Approval of Administrative Consultant, Indian Hill School

Resolved: That the Board Approve Susan McGinty as Administrative Consultant for Indian Hill School, at a per diem rate of \$450.00 per day, effective July 1, 2011 through August 31, 2011, not to exceed 5 days.

Discussion: Mr. Sockol wanted to confirm that this was only for a number of days and not for the entire period.

Mrs. Duncan confirmed that it would not exceed 5 days.

MOTION: Mr. Sockol SECOND: Mr. Pavlik VOTE: 8-0
Absent: Mrs. Pascucci

8b-4. Appointment of Non-Tenured Staff 2011/2012 School Year

Resolved: That the Board approve the appointment of non-tenured staff for the 2011/2012 school year, as listed on attachment # 5 [B].

MOTION: Dr. Tai SECOND: Mrs. Wetmore VOTE: 8-0
Absent: Mrs. Pascucci

8b-5. Acceptance of Retirement, Elementary Teacher, Village School

WHEREAS: Ms. Sally Jean MacDonald has served the Holmdel Township Public Schools with distinction as a Grade 1, Elementary Teacher at the Village School, from September 1, 1989; and,

WHEREAS: Ms. Sally Jean MacDonald has consistently provided a multitude of appropriately designed activities that encourage the enrichment and maximizes the educational opportunities for each student; and,

WHEREAS: Ms. Sally Jean MacDonald has consistently met the needs and interests of her students; and,

WHEREAS: Ms. Sally Jean MacDonald has been a distinguished member of the Holmdel School District and has earned the respect and admiration of her colleagues, her students and the Holmdel community; and,

WHEREAS: Ms. Sally Jean MacDonald has submitted a letter announcing her retirement from the Holmdel Township Public Schools effective July 1, 2011; and,

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NOW THEREFORE BE IT RESOLVED:

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

MOTION: Dr. Tai SECOND: Mrs. Wetmore VOTE: 8-0
Absent: Mrs. Pascucci

8b-6. Acceptance of Retirement, Kindergarten Teacher, Village School

WHEREAS: Ms. Mary Shelton has served the Holmdel Township Public Schools with distinction as a Kindergarten Teacher at the Village School, from September 1, 1986; and,

WHEREAS: Ms. Mary Shelton has consistently provided a multitude of appropriately designed activities that encourage the enrichment and maximizes the educational opportunities for each student; and,

WHEREAS: Ms. Mary Shelton has consistently met the needs and interests of her students; and,

WHEREAS: Ms. Mary Shelton has been a distinguished member of the Holmdel School District and has earned the respect and admiration of her colleagues, her students and the Holmdel community; and,

WHEREAS: Ms. Mary Shelton has submitted a letter announcing her retirement from the Holmdel Township Public Schools effective July 1, 2011; and,

NOW THEREFORE BE IT RESOLVED:

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

MOTION: Dr. Tai SECOND: Mrs. Wetmore VOTE: 8-0
Absent: Mrs. Pascucci

8b-7. Acceptance of Retirement, In Class Support Teacher, Indian Hill School

WHEREAS: Ms. Judith Rose Dodge has served the Holmdel Township Public Schools with distinction as a Instructional Aide at the Village/Indian Hill/W. R. Satz School, from February 13, 1984 through June 30, 1993 and,

WHEREAS: Ms. Judith Rose Dodge has served the Holmdel Township Public Schools with distinction as a In Class Support Teacher at the Village/Indian Hill School, from September 1, 1993; and,

WHEREAS: Ms. Judith Rose Dodge has consistently provided a multitude of appropriately designed activities that encourage the enrichment and maximizes the educational opportunities for each student; and,

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WHEREAS: Ms. Judith Rose Dodge has consistently met the needs and interests of her students; and,

WHEREAS: Ms. Judith Rose Dodge has been a distinguished member of the Holmdel School District and has earned the respect and admiration of her colleagues, her students and the Holmdel community; and,

WHEREAS: Ms. Judith Rose Dodge has submitted a letter announcing her retirement from the Holmdel Township Public Schools effective July 1, 2011; and,

NOW THEREFORE BE IT RESOLVED:

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

MOTION: Dr. Tai SECOND: Mrs. Wetmore VOTE: 8-0
Absent: Mrs. Pascucci

8b-8. Acceptance of Disability Retirement, Secretary, Holmdel High School

WHEREAS: Mrs. Shirley Craparo has served the Holmdel Township Public Schools with distinction as a Temporary Leave Replacement Secretary to Guidance from February 21, 2001 through June, 1 2001; and,

WHEREAS: Mrs. Shirley Craparo has served the Holmdel Township Public Schools with distinction as a Secretary to the Assistant Principal since July 01, 2001; and,

WHEREAS: Mrs. Shirley Craparo has earned the respect of her colleagues and community residents; and

WHEREAS: Mrs. Shirley Craparo will be sadly missed by staff and colleagues; and,

WHEREAS: Mrs. Shirley Craparo has submitted a letter announcing her disability retirement from the Holmdel Township School District, effective June 1, 2011;

NOW THEREFORE BE IT RESOLVED:

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

MOTION: Dr. Tai SECOND: Mrs. Wetmore VOTE: 8-0
Absent: Mrs. Pascucci

8b-9. Approval of Leave of Absence, Achieve/Basic Skills Teacher, Indian Hill School

Resolved: That the Board approve a leave of absence for Jenna Atkinson, Achieve/Basic Skills Teacher, Indian Hill School, with benefits as follows:

- Effective September 1, 2011 through October 31, 2011 using 40 sick days and November 1, 2011 through November 4, 2011 using 4 personal days (utilized in conjunction with PFLA)
- Paid Family Leave Act (PFLA) effective November 1, 2011 through December 12, 2011 (paid by State of New Jersey; subject to State approval)
- New Jersey Family Leave Act (NJFLA) effective November 5, 2011 through December 15, 2011 (unpaid).

MOTION: Dr.Tai SECOND: Mrs. Wetmore VOTE: 8-0
Absent: Mrs. Pascucci

8b-10. Approval of Summer Academic Enrichment Program Staff

Resolved: That the Board approve the following personnel for the 2011 Summer Academic Enrichment Program. [B- No Cost to the Board - Salary is paid by Tuition of Students]

Summer Academic Enrichment Program Teachers
Rebecca Baldino
Robert Amitrani
Josephine Blaha
Erin Damji
Kara Devaney
Daniel Griesbach
Thomas Herman
Adam Joseph
Marilyn Kohlbecker
Beth Ann Moor
Jacqueline Peters
Melissa Shapter

MOTION: Dr.Tai SECOND: Mrs. Wetmore VOTE: 8-0
Absent: Mrs. Pascucci

8b-11. Approval of Salary Adjustment, Secretary to Humanities, Mathematics and Science, Holmdel High School

Resolved: That the Board approve the following salary adjustment for Robyn Ward, Secretary to Humanities, Mathematics and Science, Holmdel High School, as follows:

Effective May 26, 2011 – Office Service 15 credits - \$755

MOTION: Dr.Tai SECOND: Mrs. Wetmore VOTE: 8-0
Absent: Mrs. Pascucci

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8b-12. Approval of Transfer, Elementary Teacher, Grade 1, Village School to Kindergarten Teacher, Village School

Resolved: That the Board approve a transfer for Deirdre Varga from Elementary Teacher, Grade 1, Village School to Kindergarten Teacher, Village School, effective September 1, 2011 through June 30, 2012.

MOTION: Dr.Tai SECOND: Mrs. Wetmore VOTE: 8-0
Absent: Mrs. Pascucci

8b-13. Approval of Transfer, Special Education Teacher, Grade 6, Indian Hill School to Special Education Teacher, Grade 2, Village School

Resolved: That the Board approve a transfer for Stephanie Papazoglou from Special Education Teacher, Grade 6, Indian Hill School to Special Education Teacher, Grade 2, Village School, effective September 1, 2011 through June 30, 2012.

MOTION: Dr.Tai SECOND: Mrs. Wetmore VOTE: 8-0
Absent: Mrs. Pascucci

8b-14. Approval of Transfer, Special Education Teacher, Grade 3, Village School to Special Education Teacher, Grade 2, Village School

Resolved: That the Board approve a transfer for Ann Marie Barry from Special Education Teacher, Grade 3, Village School to Special Education Teacher, Grade 2, Village School, effective September 1, 2011 through June 30, 2012.

MOTION: Dr.Tai SECOND: Mrs. Wetmore VOTE: 8-0
Absent: Mrs. Pascucci

8b-15. Approval of Transfer, Special Education/Spanish Teacher, W. R. Satz School/Holmdel High School to Special Education/Spanish Teacher, W. R. Satz School

Resolved: That the Board approve a transfer for Andrea Lopez from Special Education/Spanish Teacher, W. R. Satz School/ Holmdel High School to Special Education/Spanish Teacher, W. R. Satz School, effective September 1, 2011 through June 30, 2012.

MOTION: Dr.Tai SECOND: Mrs. Wetmore VOTE: 8-0
Absent: Mrs. Pascucci

8b-16. Approval of Transfer, Technology Support Assistant, from Village School to W.R. Satz School

Resolved: That the Board approve the following transfers effective May 26, 2011 until further notice.

- Carlos Machado, Technology Support Assistant, from Village School to W.R. Satz School

MOTION: Dr.Tai SECOND: Mrs. Wetmore VOTE: 8-0
Absent: Mrs. Pascucci

8b-17. Approval of Transfer, Desktop Support, from Indian Hill School to W.R. Satz School

Resolved: That the Board approve the following transfers effective May 26, 2011 until further notice.

- Jerome Finneran, Desktop Support, from Indian Hill School to W.R. Satz School

MOTION: Dr.Tai SECOND: Mrs. Wetmore VOTE: 8-0
Absent: Mrs. Pascucci

8b-18. Approval of Student Teacher/Field Experience/Classroom Observation

Resolved: That the Board approve Melissa Menges, 30 hours of classroom observation in the area of Elementary Education at the Indian Hill School for Spring 2011. Cooperating teacher will be Colleen Jasperse.

MOTION: Dr.Tai SECOND: Mrs. Wetmore VOTE: 8-0
Absent: Mrs. Pascucci

8b-19. Approval of Student Teacher/Field Experience/Classroom Observation

Resolved: That the Board approve Amanda Bea, for student teaching in the area of Elementary Education at Village School from September 6, 2011 through December 16, 2011. Cooperating teacher will be Suzanne Kurey.

MOTION: Dr.Tai SECOND: Mrs. Wetmore VOTE: 8-0
Absent: Mrs. Pascucci

8b-20. Approval of Student Teacher/Field Experience/Classroom Observation

Resolved: That the Board approve David Ernst for student teaching in the area of PE/Health at W. R. Satz School from September 6, 2011 through December 16, 2011. Cooperating teacher will be Heather Bailey.

MOTION: Dr.Tai SECOND: Mrs. Wetmore VOTE: 8-0
Absent: Mrs. Pascucci

8b-21. Approval of Student Teacher/Field Experience/Classroom Observation

Resolved: That the Board approve Craig Haberstroh for student observation in the area of PE/Health at Holmdel High School from May 26, 2011 through June 15, 2011. Cooperating teacher will be Howard Edwards.

MOTION: Dr.Tai SECOND: Mrs. Wetmore VOTE: 8-0
Absent: Mrs. Pascucci

8b-22. Approval of Summer Sports Camp Program Head Athletic Coaches

Resolved: That the Board approve the following Summer Sports Camp Program Head Athletic Coaches for the 2011 Summer Sports Camp Program pending sufficient enrollment: [B - No Cost to the Board – Salary is Paid by Tuition of Students].

Name	Position
Sean Devaney	Boys Basketball
Karen Pharo	Field Hockey
Frank Papalia	Football
Sal Guastella	Boys Lacrosse
James Gelpke	Girls Softball
John Nacarolo	Boys Soccer
Charles Chelednik	Boys/Girls Tennis
Melinda Brenner	Girls Volleyball
Maurice Bell	Boys/Girls Track
Felix Crimoli	Boys Baseball

MOTION: Dr.Tai SECOND: Mrs. Wetmore VOTE: 8-0
Absent: Mrs. Pascucci

8b-23. Approval of Schedule B Position, Head Cheerleading Coach, Holmdel High School

Resolved: That the Board approve the appointment of Jennifer Ferriera, to the Schedule B Position of Head Cheerleading Coach, Fall Season, Holmdel High School, for the 2011/2012 school year, at a stipend of \$5,173.00 [B]

MOTION: Dr.Tai SECOND: Mrs. Wetmore VOTE: 8-0
Absent: Mrs. Pascucci

8b-24. Approval of Extended Leave of Absence, Bus Attendant, Transportation

Resolved: That the Board approve an Extended Leave of Absence for Elizabeth Hickey, Bus Attendant, Transportation, with benefits as follows:

Medical leave - retroactive to May 11, 2011 through June 30, 2011 (unpaid)

MOTION: Dr.Tai SECOND: Mrs. Wetmore VOTE: 8-0
Absent: Mrs. Pascucci

8b-25. Approval of Volunteer, District-Wide

Resolved: That the Board approve Jimmy Bilka, as a District-Wide Volunteer, effective May 26, 2011 through June 30, 2012.

MOTION: Dr.Tai SECOND: Mrs. Wetmore VOTE: 8-0
Absent: Mrs. Pascucci

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8b-26. Approval of Volunteer, Boys Lacrosse Team, Holmdel High School.

Resolved: That the Board approve Thomas Isherwood as a Volunteer for the Boys Lacrosse Team, Holmdel High School, for the Spring 2011 season.

MOTION: Dr.Tai SECOND: Mrs. Wetmore VOTE: 8-0
Absent: Mrs. Pascucci

8b-27. Approval of Volunteer, Boys Baseball Team, Holmdel High School

Resolved: That the Board approve Scott Farley as a Volunteer for the Boys Baseball Team, Holmdel High School, for the Spring 2011 season.

MOTION: Dr.Tai SECOND: Mrs. Wetmore VOTE: 8-0
Absent: Mrs. Pascucci

8b-28. Appointment of Day-To-Day Substitute Personnel

Resolved: That the Board approve the appointment of the following as Day-To-Day Substitute Special Education Monitor, effective May 26, 2011 through June 30, 2011. [B]

Florence McCarthy

MOTION: Dr.Tai SECOND: Mrs. Wetmore VOTE: 8-0
Absent: Mrs. Pascucci

8b-29. Appointment of Day-To-Day Substitute Personnel

Resolved: That the Board approve the appointment of the following as Day-To-Day Substitute Special Education Monitor, effective May 26, 2011 through June 30, 2011. [B]

Carol Montella

MOTION: Dr.Tai SECOND: Mrs. Wetmore VOTE: 8-0
Absent: Mrs. Pascucci

8b-30. Appointment of Day-To-Day Substitute Personnel

Resolved: That the Board approve the appointment of the following as Day-To-Day Substitute Special Education Monitor, effective May 26, 2011 through June 30, 2011. [B]

Lorraine Vadala

MOTION: Dr.Tai SECOND: Mrs. Wetmore VOTE: 8-0
Absent: Mrs. Pascucci

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8c. Student Matters

8c-1. Approval of Student Placements

Resolved: That the Board approve the placements for the following students:

**Department of Special Services
In-District Placements**

Meeting Date	Student ID	Services	Classification	Cost	School Year
4/15/2011	3181974556	Bedside Instruction	ED	\$47.00 per hour	2010-2011
N/A	4747798204	Home Instruction	N/A	\$56.00 per hour	2010-2011
N/A	2214127367	Home Instruction	N/A	\$56.00 per hour	2010-2011

**Department of Special Services
Out-of-District Placements**

Meeting Date	Student ID	Services	Classification	Cost	School Year
4/13/2011	2714296772	Bedside instruction	AT	\$35.00 per hour	2010-2011
9/29/2010	3003864701	Occupational Therapy	AT	\$150.00 per hour	2011-2012
9/29/2010	3003864701	ESY	AT	\$19,612.00	2011-2012
9/29/2010	3003864701	Out-of-District Contract	AT	\$98,060.00	2011-2012

MOTION: Dr. Tai SECOND: Mrs. Wetmore VOTE: 8-0
Absent: Mrs. Pascucci

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

9a. Approval to Authorize the Submission of Plans for the Office Repairs at Village Elementary School

Resolved: That the Board authorizes the submission of plans for the Office Repairs at the Village Elementary School to the NJDOE for review and approval. This project is being undertaken as another maintenance project and no state funds are being requested. The Board also authorizes amendment of its approved LRFP to include this project.

MOTION: Mr. Sockol SECOND: Mr. Pavlik VOTE: 8-0
Absent: Mrs. Pascucci

REGULAR PUBLIC MEETING MAY 25, 2011

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9b. Approval/Submission of the Amendment to the 2011 IDEA Consolidated Application

Resolved: That the Board approve the submission of the Amendment to the 2011 IDEA Consolidated Application creating a carry-over to the Non-Public area of funding. In addition, unexpended 2008/2009 non-public carryover switches over to public funding.

	Public Original 2010/2011	Unexpended 2008/2009 Non-Public Carry-Over Switch to Public	Public Total
Basic	\$611,201		\$611,201
Pre-School	\$30,035	\$358	\$30,393

	Non- Public Original 2010/2011	Non-Public Carry-Over 2009/2010	Non-Public Total
Basic	\$147,718	\$17,933	\$165,651
Pre-School	0	0	0

MOTION: Mr. Sockol SECOND: Mr. Pavlik VOTE: 8-0
Absent: Mrs. Pascucci

9c. Receipt of Bid #11-03 Roofing Repairs at Village Elementary School

Resolved: That the Board pursuant to requirements of Title 18:18A-4 received the following bids for Bid #11-03 Roofing Repairs at Village Elementary School:

Vendor	Base Bid #1	Base Bid #2A	Base Bid #2B	Base Bid #3	Alt Bid #1	Alt Bid #2A	Alt Bid #2B	Alt Bid #3
D.A. Nolt, Inc. 53 Cross Keys Rd. Berlin, NJ 08009	\$231,527.00	\$600,930.00	\$919,617.00	\$1,227,593.00	+\$20,368.00	+\$50,044.00	+\$77,145.00	+\$104,733.00
E.R. Barrett, Inc. 110 Paris St Newark, NJ 07105	\$171,305.00	\$315,280.00	\$284,436.00	\$270,100.00	+\$3,000.00	+\$6,000.00	+\$6,000.00	+\$5,000.00
Roof Management, Inc P.O. Box 933 Neptune, NJ 07754	\$223,900.00	\$559,900.00	\$889,900.00	\$1,274,900.00	+\$25,000.00	+\$60,370.00	+\$89,390.00	+\$120,250.00
Safeway Contracting 1087 Prospect Ave. Mountainside, NJ 07092	\$182,000.00	\$477,000.00	\$772,000.00	\$1,062,000.00	+\$15,000.00	+\$35,000.00	+\$55,000.00	+\$70,000.00
USA General Contractors 980 DeHart Pl. Elizabeth, NJ 07702	No Bid	No Bid	No Bid	\$1,385,000.00	No Bid	No Bid	No Bid	+\$50,000.00

MOTION: Mr. Sockol SECOND: Mr. Pavlik VOTE: 8-0
Absent: Mrs. Pascucci

9d. Rejection of Bid #11-03 Roofing Repairs at Village Elementary School

Resolved: That the Board hereby rejects Bid # 11-03 Roofing Repairs at the Village Elementary School due to bids exceeding the estimated cost for the project and authorizes the administration to re-bid this project.

MOTION: Mr. Sockol SECOND: Mr. Pavlik VOTE: 8-0
Absent: Mrs. Pascucci

9e. Approval of Monthly Certification, April 30, 2011

Resolved That pursuant to N.J.A.C.6A:23-2.11(e), we certify that as of April 30, 2011 after review of the Secretary's Monthly Financial Report (appropriations section) and, upon consultation with the appropriate district officials, that, to the best of our knowledge, no major account or fund has been over expended in violation of N.J.A.C.6A:23-2.11 (b); that no line item account has encumbrance and expenditures, which in total exceed the line item appropriation in violation of N.J.A.C.6A:23.11 (1), and that sufficient funds are available to meet the district's financial obligations for the remainder of the fiscal year.

MOTION: Mr. Sockol SECOND: Mr. Pavlik VOTE: 8-0
Absent: Mrs. Pascucci

9f. Approval of Business Administrator/Board Secretary's Financial Report, April 30, 2011

Resolved: That the Financial Report of the Business Administrator/Board Secretary for the month ending April 30, 2011, is hereby approved and the Business Administrator/Board Secretary is instructed to file same.

MOTION: Mr. Sockol SECOND: Mr. Pavlik VOTE: 8-0
Absent: Mrs. Pascucci

9g. Approval of Treasurer's Financial Report, April 30, 2011

Resolved: That the Financial Report of the Treasurer of School Funds for the month ending April 30, 2011, is hereby approved and the Business Administrator/Board Secretary is instructed to file same. The report is in agreement with the report of the Business Administrator/Board Secretary.

MOTION: Mr. Sockol SECOND: Mr. Pavlik VOTE: 8-0
Absent: Mrs. Pascucci

9h. Approval of Budget Transfers, 2010/2011

Resolved: That the Board approve the 2010/2011 Budget Transfers as listed on attachment T-11-16.

MOTION: Mr. Sockol SECOND: Mr. Pavlik VOTE: 8-0
Absent: Mrs. Pascucci

9i. Approval of Bills Payment – Mrs. Ana M. Vander Woude, Board Member

Resolved: That the Board approve payment of the May 25, 2011, regular bills list in the amount of \$52.27 to Mrs. Ana Vander Woude, and as certified and approved.

MOTION: Mrs. Wetmore SECOND: Mrs. Liu VOTE: 7-0-1
Abstained: Mrs. Vander Woude
Absent: Mrs. Pascucci

9j. Approval of Bills Payment – May 2011

Resolved: That the Board approve payment of the May 25, 2011 regular bills list in the amount of \$602,862.17 and as certified and approved.

MOTION: Mrs. Wetmore SECOND: Mrs. Liu VOTE: 8-0
Absent: Mrs. Pascucci

10. Old Business

- Policy Review

Ms. Garrity provided an explanation as to how they (Ms. Garrity, Mrs. Wetmore Mrs. Duncan & Mrs. Peart) recommended the process to distribute the applicable sections of the Board Policies to be reviewed by the various committees (i.e. Curriculum & Instruction, Budget and Finance, Buildings& Grounds, Special Services and Community Relations).

Mr. Sockol asked for clarity as to how the Board would be approving the Policies.

Mrs. Vander Woude asked for clarity as the new numbering system and inquired as to where the Nursing Policy resides.

Mrs. Wetmore further explained how the policies will be distributed (Ms. Peart will be the point person).

- Board Meeting Date Changes

<u>Original Date</u>		<u>Adjusted Date</u>
August 24, 2011	to	August 31, 2011
December 20, 2011	to	December 14, 2011

11. New Business

- Summer Four Day Work Week

Mrs. Duncan explained that the four day work week was implemented last year and it was a huge success, not only in realizing energy efficiencies/savings but with staff morale. Mrs. Duncan informed the Board that the four day work week will be implemented again this summer.

- Professional Development

Mrs. Duncan stated that staff teachers would benefit from two additional half days in the 2011/2012 school calendar to address professional development needs.

Ms. Currie provided further details as to why this is important and how it would be implemented in the 2nd and 4th quarter of the school year.

Mr. Sockol asked if it would be less of an impact on the students if it was one full day as opposed to two half days.

Mrs. Duncan and Ms. Currie explained that taking a full day off has a major impact on the school calendar.

Mrs. Vander Woude asked when in the 4th quarter, the 2nd half day would be implemented.

Ms. Currie stated that it has not been finalized yet but the goal would be as early in the 4th quarter as possible. The 2 ½ days would be finalized after getting input from the administrators and checking the school calendar.

- Mr. Pavlik spoke about his positive experience at the Village School Carnival and the Kindergarten orientation.
- Ms. Garrity requested that the Board start thinking about articles to publish.

Mr. Sockol recommended an article on all the facility improvements the District has been able to accomplish by utilizing efficiencies realized by various initiatives and investing these savings back into the District's facilities.

Ms. Vander Woude also spoke about another potential article on the use of ARRA funds.

- Mr. Sockol spoke **positively** about the Duncan Smith Theater and the Curriculum the District committed to the arts.
- Ms. Currie informed the Board about the new phase of Federal Funding for Race to the Top (greater than \$500 million) and New Jersey has a strong possibility of receiving the funds.

12. Questions from the Public - None

13. Executive Session (if required)

Ms. Garrity called for an Executive Session at 9:31 p.m. to discuss negotiations and student matters. Anticipating no further public action she stated that the Board would adjourn from Executive Session.

14. Adjournment

By a unanimous voice vote the meeting adjourned at 9:32 p.m.

Respectfully Submitted,

Michael R. Petrizzo, CPA
Business Administrator/Board Secretary

HOLMDEL TOWNSHIP PUBLIC SCHOOLS

CURRICULUM GUIDE



Introduction to Music Theory

*Ms. Mary Beth Currie
Assistant Superintendent
Curriculum and Instruction*

*Mr. Matthew J. Goetke
Director of Vocal Music
Holmdel High School*

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**PROPOSED COURSE OF STUDY
HOLMDEL TOWNSHIP PUBLIC SCHOOLS**

Course Title: Introduction to Music Theory

Curriculum Area: Fine and Performing Arts **Credits:** 2.5

Length of Course: Full Year ☐ Half Year ☒

New Course ☒ **Revision of Existing Course** ☐

Course Pre-Requisites: None

Course Description:

Introduction to Music Theory is designed to provide the groundwork for students wishing to understand the many aspects of reading, writing, and performing music. Students will, through various written and performance exercises, develop a knowledge of the written aspects of music (notes, chords, scales, composition, etc.) as well as the aural (dictation, ear training, sight-reading, etc.).

Course Philosophy:

1. To understand that music is a language
2. To develop individual auditory perception and facility in sight-reading
3. To experience various levels of music as a listener
4. To develop an understanding of musical forms and how they relate individually and throughout the world
5. To prepare students for further advanced study in the subject area

Course Goals:

To receive a passing grade, students enrolled in this course will demonstrate comprehension and skill development in the following areas:

1. The musical staff, note names and values, and their corresponding rests
2. Time signatures, repeat signs, and codas
3. Dynamics, tempos, articulations, and note alterations
4. Tetrachords, scales (major, minor, and chromatic), and key signatures
5. Intervals, triads, scale degree names, and dominant 7ths
6. Dictation, sight-reading, and ear training

Enduring Understandings: (List the enduring understandings for each unit.)

- Units 1 & 2 will incorporate the Enduring Understandings listed below.
 1. Music, as a language, allows one to communicate to other people.
 2. The ability to read music makes one a better musician.
 3. Specific musical knowledge enhances the aesthetic perception and experience of music.
 4. Music expands understanding of the world, its people, and one's self.
 5. Everyone can perform, create, and respond to music in meaningful ways.

Scope and Sequence

Unit # 1 – Principles of Music	Duration: 8 Weeks
Standards: 1.1 (The Creative Process) – All students will demonstrate an understanding of the elements and principles that govern the creation of works of art in dance, music, theatre, and visual art. 1.3 (Performance) – All students will synthesize those skills, media, methods, and technologies appropriate to creating, performing, and/or presenting works of art in dance, music, theatre, and visual art. 1.4 (Aesthetic Responses & Critique Methodologies) – All students will demonstrate and apply an understanding of arts philosophies, judgment, and analysis to works of art in dance, music, theatre, and visual art. 8.1 (Educational Technology) – All students will use digital tools to access, manage, evaluate, and synthesize information in order to solve problems individually and collaboratively and to create and communication knowledge. 9.1 (21st-Century Life & Career Skills) – All students will demonstrate the creative, critical thinking, collaboration, and problem-solving skills needed to function successfully as both global citizens and workers in diverse ethnic and organizational cultures. 9.4 (Career and Technical Education) – All students who complete a career and technical education program will acquire academic and technical skills for careers in emerging and established professions that lead to technical skill proficiency, credentials, certificates, licenses, and/or degrees.	1.1 (The Creative Process) – All students will demonstrate an understanding of the elements and principles that govern the creation of works of art in dance, music, theatre, and visual art. 1.3 (Performance) – All students will synthesize those skills, media, methods, and technologies appropriate to creating, performing, and/or presenting works of art in dance, music, theatre, and visual art. 1.4 (Aesthetic Responses & Critique Methodologies) – All students will demonstrate and apply an understanding of arts philosophies, judgment, and analysis to works of art in dance, music, theatre, and visual art. 8.1 (Educational Technology) – All students will use digital tools to access, manage, evaluate, and synthesize information in order to solve problems individually and collaboratively and to create and communication knowledge. 9.1 (21st-Century Life & Career Skills) – All students will demonstrate the creative, critical thinking, collaboration, and problem-solving skills needed to function successfully as both global citizens and workers in diverse ethnic and organizational cultures. 9.4 (Career and Technical Education) – All students who complete a career and technical education program will acquire academic and technical skills for careers in emerging and established professions that lead to technical skill proficiency, credentials, certificates, licenses, and/or degrees.
Enduring Understanding: 1. Music, as a language, allows one to communicate to other people. 2. The ability to read music makes one a better musician. 3. Specific musical knowledge enhances the aesthetic perception and experience of music. 4. Music expands understanding of the world, its people, and one's self. 5. Everyone can perform, create, and respond to music in meaningful ways.	Essential Question(s): 1. How can learning to read and write music form connections with other people? 2. How does musical knowledge affect music understanding? 3. Why are musical elements such as dynamics, articulations, and phrasing so integral to a musical performance? 4. Why is music notation so standardized throughout the world? 5. How does music reflect your personality? Is music tangible?

EVIDENCE OF STUDENT LEARNING	
Performance Tasks: Activities to provide evidence for student learning of content and cognitive skills. 1. Weekly written assignments, including but not limited to theory worksheets, score analysis, musical vocabulary, etc. 2. Weekly aural exercises in pitch matching and dictation.	Other Evidence of Master (Summative): Student proficiency (for a specific unit or multiple units) is defined for the individual at 80% or better; for the class: 80% of the students attain the established minimum standard; an exemplar or rubric should be referenced and included in the Evaluation Section 1. Sight reading assessment. 2. Dictation assessment. 3. Written summative exam of current material.
KNOWLEDGE AND SKILLS	
Knowledge: Students will know... Reference to NJCCCS, CLCS, TL for this unit. 1. Understanding nuanced stylistic differences among various genres of music is a component of musical fluency. 2. The ability to read and interpret music impacts musical fluency. 3. Recognition of fundamental elements within various arts disciplines is dependent on the ability to decipher cultural implications embedded in artworks. 4. Information accessed through the use of digital tools assists in generating solutions and making decisions. 5. The ability to recognize a problem and apply critical thinking and problem-solving skills to solve the problem is a lifelong skill that develops over time. 6. Communication with people from different cultural	Skills: Students will be able to ... Reference to NJCCCS, CLCS, TL for this unit. 1. 1.1.12.B.1 – Examine how aspects of meter, rhythm, tonality, intervals, chords, and harmonic progressions are organized and manipulated to establish unity and variety in genres of musical composition. 2. 1.3.12.B.2 – Analyze how the elements of music are manipulated in original or prepared musical scores. 3. 1.4.12.A.1 – Use contextual clues to differentiate between unique and common properties and to discern the cultural implications of works of dance, music, theatre, and visual arts. 4. 8.1.12.F.1 – Select and use specialized databases for advanced research to solve real-world problems. 5. 9.1.12.A.1 – Apply critical thinking and problem solving strategies during structured learning experiences. 6. 9.1.12.D.3 – Explain why the ability to communicate in

backgrounds is enhanced by the understanding of different cultural perspectives. 7. Academic concepts lay the foundation for the full range of career and postsecondary education opportunities within the career cluster.	another language in an appropriate cultural context is a valuable 21st-Century skill. 7. 9.4.12.C.(4).5 – Demonstrate knowledge or music theory to convey an understanding of fundamental themes and patterns.		
INSTRUCTIONAL PLAN			
Unit#	Sequence of instructional Topics*	Resources	Suggested Options for Differentiation
	Topic #1: The staff, notes, and pitches.	1. Alfred’s Essentials of Music Theory, Book 1 2. Alfred’s Essentials of Music Theory Teacher’s Activity Kit 3. Essentials of Music Theory: Software 4. Teacher-made exercises	1. Additional theory exercises and books 2. Individual assistance w/ teacher
	Topic #2: Note values, Time Signatures, and Rests	Same as above	Same as above
	Topic #3: Dots, Ties, and Slurs	Same as above	Same as above
	Topic #4: Repeat Signs & Endings, Eighth Notes and Rests	Same as above	Same as above
	Topic #5: Dynamics, Tempos, Articulations, and Codas	Same as above	Same as above
	Topic #6: Flats, Sharps, Naturals, and Enharmonics	Same as above	Same as above

Scope and Sequence

Unit #2 – Harmonic Principles and Compound Rhythms	Duration: 9 Weeks
Standards: 1.1 (The Creative Process) – All students will demonstrate an understanding of the elements and principles that govern the creation of works of art in dance, music, theatre, and visual art. 1.3 (Performance) – All students will synthesize those skills, media, methods, and technologies appropriate to creating, performing, and/or presenting works of art in dance, music, theatre, and visual art. 1.4 (Aesthetic Responses & Critique Methodologies) – All students will demonstrate and apply an understanding of arts philosophies, judgment, and analysis to works of art in dance, music, theatre, and visual art. 8.1 (Educational Technology) – All students will use digital tools to access, manage, evaluate, and synthesize information in order to solve problems individually and collaboratively and to create and communication knowledge. 9.1 (21st-Century Life & Career Skills) – All students will demonstrate the creative, critical thinking, collaboration, and problem-solving skills needed to function successfully as both global citizens and workers in diverse ethnic and organizational cultures. 9.4 (Career and Technical Education) – All students who complete a career and technical education program will acquire academic and technical skills for careers in emerging and established professions that lead to technical skill proficiency, credentials, certificates, licenses, and/or degrees.	Essential Question(s): 1. How can learning to read and write music form connections with other people? 2. How does musical knowledge affect music understanding? 3. Why are musical elements such as dynamics, articulations, and phrasing so integral to a musical performance? 4. Why is music notation so standardized throughout the world? 5. How does music reflect your personality? Is music tangible?
Enduring Understanding: 1. Music, as a language, allows one to communicate to other people. 2. The ability to read music makes one a better musician. 3. Specific musical knowledge enhances the aesthetic perception and experience of music. 4. Music expands understanding of the world, its people, and one's self. 5. Everyone can perform, create, and respond to music in meaningful ways.	

EVIDENCE OF STUDENT LEARNING

Performance Tasks: Activities to provide evidence for student learning of content and cognitive skills.

1. Weekly written assignments, including but not limited to theory worksheets, score analysis, musical vocabulary, etc.
2. Weekly aural exercises in pitch matching and dictation.

Other Evidence of Master (Summative): Student proficiency (for a specific unit or multiple units) is defined for the individual at 80% or better; for the class: 80% of the students attain the established minimum standard; an exemplar or rubric should be referenced and included in the Evaluation Section

1. Sight reading assessment.
2. Dictation assessment.
3. Written summative exam of current material.

KNOWLEDGE AND SKILLS

Knowledge: Students will know...
Reference to NJCCCS, CLCS, TL for this unit.

1. Understanding nuanced stylistic differences among various genres of music is a component of musical fluency.
2. Musical proficiency is characterized by the ability to sight-read advanced notation.
3. The ability to read and interpret music impacts musical fluency.
4. Recognition of fundamental elements within various arts disciplines is dependent on the ability to decipher cultural implications embedded in artworks.
5. Information accessed through the use of digital tools assists in generating solutions and making decisions.
6. The ability to recognize a problem and apply critical

Skills: Students will be able to ...
Reference to NJCCCS, CLCS, TL for this unit.

1. 1.1.12.B.1 – Examine how aspects of meter, rhythm, tonality, intervals, chords, and harmonic progressions are organized and manipulated to establish unity and variety in genres of musical composition.
2. 1.1.12.B.2 – Synthesize knowledge of the elements of music in the deconstruction and performance of complex musical scores from diverse cultural contexts.
3. 1.3.12.B.2 – Analyze how the elements of music are manipulated in original or prepared musical scores.
4. 1.4.12.A.1 – Use contextual clues to differentiate between unique and common properties and to discern the cultural implications of works of dance, music, theatre, and visual arts.
5. 8.1.12.F.1 – Select and use specialized databases for advanced research to solve real-world problems.
6. 9.1.12.A.1 – Apply critical thinking and problem solving

thinking and problem-solving skills to solve the problem is a lifelong still that develops over time. 7. Communication with people from different cultural backgrounds is enhanced by the understanding of different cultural perspectives. 8. Academic concepts lay the foundation for the full range of career and postsecondary education opportunities within the career cluster.	strategies during structured learning experiences. 7. 9.1.12.D.3 – Explain why the ability to communicate in another language in an appropriate cultural context is a valuable 21st-Century skill. 8. 9.4.12.C.(4).5 – Demonstrate knowledge or music theory to convey an understanding of fundamental themes and patterns.		
INSTRUCTIONAL PLAN			
Unit#	Sequence of instructional Topics*	Resources	Suggested Options for Differentiation
Topic #1: Tetrachords, Major Scales, Key Signatures	1. Alfred's Essentials of Music Theory, Book 2 2. Alfred's Essentials of Music Theory Teacher's Activity Kit 3. Essentials of Music Theory: Software 4. Teacher-made exercises	1. Alfred's Essentials of Music Theory, Book 2 2. Alfred's Essentials of Music Theory Teacher's Activity Kit 3. Essentials of Music Theory: Software 4. Teacher-made exercises	1. Additional theory exercises and books 2. Individual assistance w/ teacher
Topic #2: Chromatic Scales, Intervals, Circle of Fifths		Same as above	Same as above
Topic #3: Intervals, Solfege, Transposition		Same as above	Same as above
Topic #4: Sixteenth notes & rest, dotted eighths, Common & Cut Time		Same as above	Same as above
Topic #5: 3/8 & 6/8 Time, Triplets, Incomplete measures		Same as above	Same as above
Topic #6: Primary & Major Triads, Scale Degree Names, Dominant 7ths		Same as above	Same as above

Required Instructional Resources

1. Alfred's Essentials of Music Theory (Complete)
2. Alfred's Essentials of Music Theory Teacher's Activity Kit
3. Essentials of Music Theory: Software, Version 2.0 CD-ROM Lab Pack, Complete Volume (Supplemental)

Evaluation and Grading

50% - Written Assignments
25% - Written Exams
10% - Dictation
10% - Sight-Reading
05% - Ear-Training

New Jersey Core Curriculum Content Standards - Visual and Performing Arts

Standard 1.1 **The Creative Process:** All students will demonstrate an understanding of the elements and principles that govern the creation of works of art in dance, music, theatre, and visual art.

Strand

- A. Dance
- B. Music
- C. Theatre
- D. Visual Art

Standard

1.2 **History of the Arts and Culture:** All students will understand the role, development, and influence of the arts throughout history and across cultures.

Strand
Standard

A. **History of the Arts and Culture**
1.3 **Performance:** All students will synthesize those skills, media, methods, and technologies appropriate to creating, performing, and/or presenting works of art in dance, music, theatre, and visual art.

Strand

- A. Dance
- B. Music
- C. Theatre
- D. Visual Art

Standard

1.4 **Aesthetic Responses & Critique Methodologies:** All students will demonstrate and apply an understanding of arts philosophies, judgment, and analysis to works of art in dance, music, theatre, and visual art.

Strand

- A. Aesthetic Responses
- B. Critique Methodologies

New Jersey Core Curriculum Content Standards - 21st-Century Life and Career Skills

Standard

9.1 21st-Century Life & Career Skills: All students will demonstrate the creative, critical thinking, collaboration, and problem-solving skills needed to function successfully as both global citizens and workers in diverse ethnic and organizational cultures.

Strand

- A. Critical Thinking and Problem Solving
- B. Creativity and Innovation
- C. Collaboration, Teamwork, and Leadership
- D. Cross-Cultural Understanding and Interpersonal Communication
- E. Communication and Media Fluency
- F. Accountability, Productivity, and Ethics

Standard

9.2 Personal Financial Literacy: All students will develop skills and strategies that promote personal and financial responsibility related to financial planning, savings, investment, and charitable giving in the global economy.

Strand

- A. Income and Careers
- B. Money Management
- C. Credit and Debt Management
- D. Planning, Saving, and Investing
- E. Becoming a Critical Consumer
- F. Civic Financial Responsibility
- G. Risk Management and Insurance

Standard

9.3 Career Awareness, Exploration, and Preparation: All students will apply knowledge about and engage in the process of career awareness, exploration, and preparation in order to navigate the globally competitive work environment of the information age.

Strand

- A. Career Awareness
- B. Career Exploration
- C. Career Preparation

Standard

9.4 Career and Technical Education: All students who complete a career and technical education program will acquire academic and technical skills for careers in emerging and established professions that lead to technical skill proficiency, credentials, certificates, licenses, and/or degrees. (For descriptions of the 16 career clusters, see the Career Clusters Table.)

Strand

- A. Agriculture, Food, & Natural Resources Career Cluster
- B. Architecture & Construction Career Cluster
- C. Arts, A/V Technology, & Communications Career Cluster
- D. Business, Management & Administration Career Cluster
- E. Education & Training Career Cluster

Strand

F. Finance Career Cluster

Strand

G. Government & Public Administration Career Cluster

Strand

H. Health Science Career Cluster

Strand

I. Hospitality & Tourism Career Cluster

Strand

J. Human Services Career Cluster

Strand

K. Information Technology Career Cluster

Strand

L. Law, Public Safety, Corrections, & Security Career Cluster

Strand

M. Manufacturing Career Cluster

Strand

N. Marketing Career Cluster

Strand

O. Science, Technology, Engineering, & Mathematics Career Cluster

Strand

P. Transportation, Distribution, & Logistics Career Cluster

New Jersey Core Curriculum Content Standards – Technology Literacy

Standard

8.1 Educational Technology: All students will use digital tools to access, manage, evaluate, and synthesize information in order to solve problems individually and collaboratively and to create and communicate knowledge.

Strand

A. Technology Operations and Concepts

B. Creativity and Innovation

C. Communication and Collaboration

D. Digital Citizenship

E. Research and Information Literacy

F. Critical Thinking, Problem Solving, and Decision-Making

Standard

8.2 Technology Education, Engineering, and Design: All students will develop an understanding of the nature and impact of technology, engineering, technological design, and the designed world, as they relate to the individual, global society, and the environment.

Strand

A. Nature of Technology: Creativity and Innovation

B. Design: Critical Thinking, Problem Solving, and Decision-Making

C. Technological Citizenship, Ethics, and Society

D. Research and Information Fluency

E. Communication and Collaboration

F. Resources for a Technological World

G. The Designed World

Scope and Sequence Overview:

1	2	3	4	5	6	7	8	9
Principles of Music The format of music on the page, including pitches, rhythm, and primary musical alterations								
10	11	12	13	14	15	16	17	18
Harmonic Principles and Compound Rhythms The compositional aspects of music, including keys, scales, and triads The compound (secondary) rhythms in music								
								Final Exam Review

Submitted by: Matthew J. Goetke Date: 5/5/11

Board of Education Curriculum and Instruction Committee: Approved Date: 5/16/11

Board of Education: Approved Date: 5/25/11



HOLMDEL TOWNSHIP PUBLIC SCHOOLS

JOB DESCRIPTION:

ASSISTANT NETWORK ENGINEER

QUALIFICATIONS:

1. Possesses high school diploma (required), and Microsoft Certified Systems Engineer status in both desktop and server installation and configuration.
2. Demonstrates knowledge of hardware and software in a networked environment, as well as audio-visual equipment and other media.
3. Demonstrates effective problem solving, communications, organization, record keeping and interpersonal skills.
4. Successfully completes required criminal history proof of U.S. citizenship or legal resident status.
5. Such alternatives to the above qualifications as the Board may find appropriate and/or acceptable.

REPORTS TO: Director of Technology or designee

JOB GOAL: To assist the Network Engineer in the evaluation, deployment and maintenance of the district's hardware and software, so that the network remains operational, secure and full educational use of it may be made at all times.

PERFORMANCE DUTIES:

1. Work Performance/Work Traits
 - a. Reviews server application, security and systems logs.
 - b. Reviews tape back up and verification logs.
 - c. Resolves network operating system issues as it relates to network access, file permissions, printing and TCP/IP communication.
 - d. Assists in the maintenance of Active Directory, DNS, DHCP and login scripts.
 - e. Assists in the maintenance of Internet content filtering and logging.
 - f. Assists in the maintenance, support and training of student management system.
 - g. Diagnoses and repairs equipment on site or facilitates the repair of equipment at off-site locations as needed and maintains repair records.

- h. Assists in the maintenance of proxy, caching and security functions of Microsoft ISA Server
 - i. Assists in the maintenance of security rules and policies of Netscreen or similar hardware firewall appliance
 - j. Assists in the deployment and maintenance of SQL servers and the databases residing on them.
 - k. Assists in the generation of SQL server database reports using report management software such as Crystal Reports.
 - l. Assists the Network Engineer in the maintenance of the district's Citrix and virtualized environments.
 - m. Assists the Network Engineer in the deployment and maintenance of the district network and wireless infrastructure.
 - n. Distributes equipment to staff in accordance with established policy and practice.
 - o. Installs, configures and provides training on hardware and software as needed.
 - p. Assists in the maintenance of data backups and restoration.
 - q. Assists in the maintenance of virus protection and security policies in order to prevent internal and external network threats.
 - r. Manages desktop computers, hard drive imaging and remote deployment of software with MSIs.
 - s. Assists in the deployment and management of converging data, voice and video services.
 - t. Creates a high level of satisfaction with the staff and faculty.
 - u. Assists in the technical evaluation of new software.
 - v. Documents work and process and updates system manuals and logs.
 - w. Assists the Network Engineer or designee in the maintenance and utilization of equipment warranties and software licensing.
 - x. Assists the Network Engineer with the monitoring of back-up jobs and the restoration of files.
 - y. Assists the Network Engineer with the maintenance of internet content and spam filtering
2. School and Community Relations
- a. Cooperates and shares professionally with other members of the staff.
 - b. Keeps the Director of Technology and Network Engineer informed about his/her activities and accomplishments.
3. Professional Improvement
- a. Participates in staff development opportunities to enhance job-related skills and knowledge in accordance with district procedures and budget allocations.

- b. Conducts training sessions for district personnel on the use, maintenance and (simple) troubleshooting of equipment or other relevant topics when necessary.

4. Other Assigned Tasks

Performs such other duties and assumes such other tasks as may be assigned by the Superintendent of Schools or designee.

TERMS OF EMPLOYMENT: Twelve-month year. Salary as established by the Holmdel Township Board of Education.

EVALUATION: Performance will be evaluated in accordance with the provision of the Board's policy on the Evaluation of Certified Personnel.

SOURCE: Regular Board Meeting

DATE: January 22, 2003

REVISED: February 12, 2003

REVISED:



HOLMDEL TOWNSHIP PUBLIC SCHOOL

JOB DESCRIPTION:

READING SPECIALIST

QUALIFICATIONS:

1. New Jersey Certificate: Reading Specialist
2. New Jersey Certificate: Teacher of Elementary School
3. Minimum of five years' successful teaching experience
4. Demonstrates effective problem solving, communications, organization, planning, record keeping and human relations skills.
5. Successfully completes required criminal history check and has proof of U.S Citizenship or legal resident alien status.
6. Such alternatives as the Board may find appropriate and acceptable.

REPORTS TO: Principal or designated administrator.

JOB GOAL: To provide instructional services, in-service training, and support that will enable each student in the district to master the Language Arts skills appropriate to age, grade level, and individual capacity.

1. PERFORMANCE RESPONSIBILITIES:

- a. Develops and implements a diagnostic process to identify students in the primary grades in need of early intervention to develop appropriate grade level skills in Language Arts.
- b. Develops and implements individual instructional programs for the identified students.
- c. Implements the individual intervention and support programs that will enable the identified students to develop the appropriate strategies for success in Language Arts.
- d. Develops and implements a process for monitoring the progress of students in the program.
- e. Interprets identified students needs and progress in Language Arts to the classroom teacher and the parent.
- f. Confers with parents concerning individual students having special Language Arts problems and with parents generally about the Language Arts program.
- g. Develops and maintains records and reports as are necessary to the assessment of the programs effectiveness.
- h. Conducts in-service workshops and demonstrations with regard to methods and materials appropriate to various levels of Language Arts instruction.

DRAFT

- i. Models Language Arts instruction in elementary classrooms, and, upon request of principals and/or teachers, helps develop strategies to improve Language Arts instruction.
- j. Assists in developing recommendations for the adoption and use of varied instructional materials, including textbooks, reference works, kits, trade books, audiovisual/technological aids.
- k. Consults with members of the Child Study Team and Pupil Assistance Committee.
- l. Interprets, as appropriate, test results and statistical data concerning Language Arts to the administration, staff, and public.
- m. Establishes a broadly based Language Arts materials center, including a professional library on Language Arts.
- n. Assumes other appropriate professional responsibilities as delegated by the K-12 Humanities Supervisor / and/or principal.

2. Student Management

- a. Creates a classroom environment that is conducive to learning and appropriate to the maturity and interests of the students.
- b. Implements all relevant policies and rules governing student life and conduct.
- c. Develops reasonable rules of classroom behavior in accordance with district policy and guidelines, and maintains order in the classroom in a fair and just manner.

3. Professional Development

- a. Strives to maintain and enhance professional competence through professional reading as well as participation in workshops, conferences and appropriate staff development programs in accordance with district guidelines.
- b. Attends staff meetings as required.
- c. Serves on staff committees on a voluntary basis.

4. School/Community Relations

- a. Strives to establish cooperative relations and makes a reasonable effort to communicate with parents/guardians when necessary.
- b. Cooperates and shares professionally with members of the administration and other staff.
- c. Maintains confidentiality about students in accordance with state and federal law as well as district policy.
- d. Attends parent communication activities (i.e., Back to School Night, conferences) as designated in the negotiated agreement between the Holmdel Township Board of Education and the Holmdel Township Education Association.
- e. In accordance with prescribed state and federal law as well as with administrative procedures, informs parents of placement in the Achieve Improvement Program.
- f. Provides progress reports, on students assigned to the program to both classroom teachers and parents as required.
- g. Communicates with and assists teachers regarding objectives devised for each student and the materials being used to accomplish those objectives in their classrooms.

5. Other Assigned Duties

- a. Performs all other tasks and assumes such other duties as designated by the building principal or designated administrator.

DRAFT

TERMS OF EMPLOYMENT: Ten month year. Salary established in the Agreement between the Holmdel Township Board of Education and the Holmdel Township Education Association.

EVALUATION: Performance of the position will be evaluated in accordance with provisions of the Agreement between the Holmdel Township Board of Education and the Holmdel Township Education Association.

SOURCE: Regular Board Meeting

DATE: May 25, 2011

DRAFT

File Code: 2.200



HOLMDEL TOWNSHIP PUBLIC SCHOOL

JOB DESCRIPTION:

TECHNOLOGY COACH

QUALIFICATIONS:

1. Holds valid New Jersey teaching certificate, certificate of eligibility with advanced standing, or alternate route certification in accordance with state law and regulation.
2. Has demonstrated successful experience in implementing technology curriculum which enhanced student academic achievement.
3. Exhibits skills related to information technology for children and adolescents.
4. Demonstrates effective problem solving, communications, organization, planning, record keeping and human relations skills.
5. Successfully completes required criminal history check and has proof of U.S. Citizenship or legal resident alien status.
6. Such alternatives as the Board may find appropriate and acceptable.

REPORTS TO: Principal or designated administrator.

JOB GOAL: As coaches, these teachers will assist their peers in identifying ways that technology can strengthen classroom curriculum and enhance their students' academic achievement. They will also help their colleagues develop the necessary technology skills and instructional strategies needed to integrate technology into teaching and learning.

1. PERFORMANCE RESPONSIBILITIES:

- a. Develops and implements a diagnostic process to identify curriculum needs to develop appropriate grade level skills in technology.
- b. Develops and implements individual instructional programs for the identified students.
- c. Implements the individual intervention and support programs that will enable the identified students to develop the appropriate strategies for success in technology.
- d. Develops and implements a process for monitoring the progress of students.
- e. Interprets identified students needs and progress utilizing technology to the classroom teacher and the parent.
- f. Develops and maintains records and reports as are necessary to the assessment of the technology program's effectiveness.
- g. Conducts in-service workshops and demonstrations with regard to methods and materials appropriate to various levels of technology instruction.
- h. Provide regular support to the classroom teacher with demonstration lessons, co-teaching and peer observations.

DRAFT

- i. Models technology instruction in elementary classrooms, and, upon request of principals and/or teachers, helps develop strategies to improve instruction.
- j. Assists in developing recommendations for the adoption and use of varied instructional materials, including textbooks, reference works, kits, trade books, audiovisual/technological aids.
- k. Consults with members of the Child Study Team as needed.
- l. Interprets, as appropriate, test results and statistical data concerning technology to the administration, staff, and public.
- m. Assumes other appropriate professional responsibilities as delegated by the principal or designated administrator.

2. Student Management

- a. Support a classroom environment that is conducive to learning and appropriate to the maturity and interests of the students.
- b. Implements all relevant policies and rules governing student life and conduct.
- c. Support reasonable rules of classroom behavior in accordance with district policy and guidelines, and maintains order in the classroom in a fair and just manner.

3. Professional Development

- a. Strives to maintain and enhance professional competence through professional reading as well as participation in workshops, conferences and appropriate staff development programs in accordance with district guidelines.
- b. Attends staff meetings as required.
- c. Serves on staff committees on a voluntary basis.

4. School/Community Relations

- a. Strives to establish cooperative relations and makes a reasonable effort to communicate with parents/guardians when necessary.
- b. Cooperates and shares professionally with members of the administration and other staff.
- c. Maintains confidentiality about students in accordance with state and federal law as well as district policy.
- d. Attends parent communication activities (i.e., Back to School Night, conferences) as designated in the negotiated agreement between the Holmdel Township Board of Education and the Holmdel Township Education Association.
- e. Communicates with and assists teachers regarding objectives devised for students and the materials being used to accomplish those objectives in their classrooms.

5. Other Assigned Duties

- a. Performs all other tasks and assumes such other duties as designated by the building principal or designated administrator.

TERMS OF EMPLOYMENT: Ten month year. Salary established in the Agreement between the Holmdel Township Board of Education and the Holmdel Township Education Association.

DRAFT

EVALUATION: Performance of the position will be evaluated in accordance with provisions of the Agreement between the Holmdel Township Board of Education and the Holmdel Township Education Association.

SOURCE: Regular Board Meeting

DATE: May 25, 2011

**Staff Re-Appointment List Non-Tenured 2011-2012
May 25, 2011**

Attachment # 5

2011-2012 School Year				2012-2013 School Year		
Last Name	First Name	Tenure Date		Last Name	First Name	Tenure Date
Bals	Kevin	07/01/2011		Kessler	Gerilyn	08/24/2012
Bellavance	Danielle	09/02/2011		Gurney	David	09/02/2012
Colannino	Amanda	09/02/2011		Kaiserman	David	09/02/2012
Corboy	Jennifer	09/02/2011		Kousoulis	Marie	09/02/2012
Frank	Katie	09/02/2011		Marzigliano	Cheryl	09/02/2012
Gramcko	Amanda	09/02/2011		Papazoglou	Stephanie	09/02/2012
Lagoa	Joan	09/02/2011		Pasquale	Maria	09/02/2012
Moor	Beth Ann	09/02/2011		Taylor	A. Kathleen	09/02/2012
Naperski	Lauren	09/02/2011		Vona	Lori	09/02/2012
Rillo	Christen	10/30/2011				
Marino	Lisa	01/05/2012				
Rogers	Jennifer	02/05/2012				
Blustein	Lynn	03/07/2012				
Thompson	Jean	03/18/2012				
2013-2014 School Year				Non - Affiliated Administrators		
Last Name	First Name	Tenure Date		Last Name	First Name	
Arecchi	Christopher	09/02/2013		Balicki	William	
Cogger	Laurence	09/02/2013		Gattini	Anthony	
Ferreira	Jennifer	09/02/2013		Kuperman	Cynthia	
Hart (.4)	Colin	09/02/2013		Lelivelt	Steven	
Davis	Shannon	09/02/2013		Peart	Mandie	
Lopez	Andrea	09/02/2013				
Mazzeo	George	09/02/2013				
Mulhern	Kaitlyn	09/02/2013				
Rohrbach	Megan	09/02/2013				
Vallo	John	09/02/2013				

Attachment # 5

Staff Re-Appointment List Non-Tenured 2011-2012 - May 25, 2011

Maintenance		Lunchroom/Playground Aides		
Last Name	First Name	Last Name	First Name	
Angelos	James	Ackerson	Nancy	
Blair	Charles	Bauman	Kay	
Carter Jr.	Franklin	Bernich	Susan	
Chojnacki	Rachel	Boresky	Constance	
Ciszak	Dave	Bruncati	Noelia	
Cruz	Maria	Calia	Linda	
Dandorph	Todd	Caruso	Patricia	
Deak	Wayne	Condon	Ann	
Donnelly	Dennis	D'amato	Dawn	
Erickson	John	Dayback	Linda	
Errickson	Ronald	Demarco	Diane	
Fariello	Arthur	Disko	Donna	
Ferguson	Thelma	Grana	Grace	
Gabriel	Arnold	Herbert	Donna	
Graham	Bryan	Hoffman	Mary	
Graham	Michael	Hoganson	Elma	
Hughes	Kenneth	Kolakowski	Annette	
Knable	Thomas	Krawczuk	Julia	
Lagarra	Marianne	Lynch	Barbara	
Maline	Frank	Maldonado	Nibia	
Marino	Michael	Marino	Maryann	
Mccann	Richard	Martinez	Marian	
Mcnamara	Kevin	Mowery	Lisa	
Mumpower	Richard	Pittner	Diane	
Paul	Rachael	Quinn	Theresa	
Paul	Thomas	Rocco	Toni Ann	
Penszynski	Charles	Sardo	Dina	
Quintana	John	Schier	Lisa	
Ratcliffe	Richard	Troeller	Doreen	
Rogers	Steven	Bus Monitors		
		Last Name	First Name	
Schmidt	James	Ackerson	Nancy	
Shaw	Brendan	Bauman	Kay	
Sievers	Eric	Caruso	Patricia	
Souraeve	Alexandre	Condon	Ann	
Souraeve	Donna	Grana	Grace	
Stein	Steve	Hoganson	Elma	
Sturt	Gayle	Kolakowski	Annette	
Taylor	Steven	Krawczuk	Julia	
Thomas	Patrick	Marino	Maryann	
Valentin	Donna	Mowery	Lisa	
Vassell	Lionel	Security Monitors		
		Last Name	First Name	
White	Wayne	Bennett	Richard	
Wiberg	William	Christopulos	Evan	
Technology		Lucas	Patricia	
Last Name	First Name	Marinello	Virginia	
Finneran	Jerome	Peck	Susan	
Machado	Carlos			
Instructional Aides				
Last Name	First Name			
Atzingen	Robert			
Rath	Vivian			
Uhlemeyer (.4)	Carmela			
Whalen	Beverly			

HOLMDEL TOWNSHIP BOARD OF EDUCATION
HOLMDEL, NJ

TRANSFER REQUEST FORM

Originated by: Michael R. Petrizzo, CPA

Date: 4/30/2011

T-11-16

	FROM	
	ACCOUNT NUMBER	AMOUNT
1	11-120-100-101-00-02-01	3,752.00
2	11-240-100-101-00	14,357.00
3	11-000-270-390-00	3,000.00
3	11-000-270-420-00-00-00	3,500.00
3	11-000-270-503-00	3,000.00
3	11-000-270-593-00	30,685.00
3	11-000-270-615-04	3,917.00

	TO	
	ACCOUNT NUMBER	AMOUNT
	11-150-100-101-00-01	3,752.00
	11-214-100-106-00-01-00	14,357.00
	11-000-270-515-00	3,000.00
	11-000-270-515-00	3,500.00
	11-000-270-515-00	3,000.00
	11-000-270-515-00	30,685.00
	11-000-270-515-00	3,917.00

\$ 62,211.00

\$ 62,211.00

TECHNICAL ADJUSTMENT TO BUDGET TO ACCOUNT FOR THE FOLLOWING:

- 1 CONTRACTUAL SALARY OBLIGATIONS -HOME INSTRUCTION
- 2 CONTRACTUAL SALARY OBLIGATIONS -AUTISTIC MONITORS
- 3 ADDITIONAL EXPENSES IN LINE ITEM FOR TRANSPORTATION JOINTURES



HOLMDEL TOWNSHIP BOARD OF EDUCATION
Holmdel, NJ

TR:

31-171

TRANSFER REQUEST FORM

ORIGINATED BY Meryl Gill

DATE May 11, 2011

<u>FROM</u>		<u>TO</u>	
<u>ACCOUNT NUMBER</u>	<u>ACCOUNT DESCRIPTION</u>	<u>AMOUNT</u>	<u>AMOUNT</u>
11-000-100-566-00	Tuit Private NJ	\$ 75.00 ✓	
TOTAL		\$ 75.00 ✓	\$ 75.00

REASON FOR TRANSFER:

REASON FOR TRANSFER:
ADDITIONAL EXPENSES IN LINE ITEM FOR TUITION-COUNTY VOCATIONAL SCHOOL FOR

SPECIAL SERVICES

PRINCIPAL/ADMINISTRATOR:

27

DATE:

5

SCHOOL:

APPROVED BY:

DATE:

Board
Interoffice

A handwritten signature in dark ink, appearing to be "M. J." or similar, located at the bottom right of the page.



TR: T11-16


 ORIGINATED BY Seagorath

TRANSFER REQUEST FORM

DATE 5/6/11

FROM

To

<u>FROM</u>	<u>ACCOUNT NUMBER</u>	<u>ACCOUNT DESCRIPTION</u>	<u>AMOUNT</u>		<u>ACCOUNT NUMBER</u>	<u>ACCOUNT DESCRIPTION</u>	<u>AMOUNT</u>	<u>TO</u>
	11-000-240-	Travel / Prof	550 -		11-000-240-	Education	550 -	
	895-00-03	Travel Home.			600-01-03			
TOTAL			550 -		TOTAL		550 -	

REASON FOR TRANSFER:

Education Expense

PRINCIPAL/ADMINISTRATOR:

DATE:

11/9/5

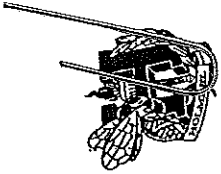
SCHOOL:

APPROVED BY:

DATE:

Board
Interoffice





HOLMDEL TOWNSHIP BOARD OF EDUCATION
Holmdel, NJ

TR: 7-11-16

TRANSFER REQUEST FORM

ORIGINATED BY [Signature]

DATE 5/2/11

FROM

TO

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	AMOUNT	ACCOUNT NUMBER	ACCOUNT DESCRIPTION	AMOUNT
11-000-218-895-00-08-26 x 8691	12AVE / 9667CV	1000.00	11-000-100-563-00-01 x 9336	Reg. Ed Tuition / DIST.	1000.00
11-000-100-566-00	TUITION-PRIVATE-SPEC SPEC	9190.00	11-000-100-563-00-01	REG ED TUITION	9190.00
TOTAL		10,190.00 ~~1000~~	TOTAL		10,190.00 ~~1000~~

REASON FOR TRANSFER:

ADDITIONAL REGULAR EDUCATION OUT-OF-DISTRICT TUITION FOR KD & CF

PRINCIPAL/ADMINISTRATOR: [Signature]

DATE: 5/2/11

SCHOOL: _____

APPROVED BY: _____

DATE: _____

Board ☐
Interoffice ☐



TR: 711-18

ORIGINATED BY Anthony Gattini

TRANSFER REQUEST FORM

DATE 5-16-11

FROM		TO	
ACCOUNT NUMBER	ACCOUNT DESCRIPTION	ACCOUNT NUMBER	ACCOUNT DESCRIPTION
11-190-100-320 -01-08-NT	purchased prof services	11-190-100-610 -01-08-NT	Network Supplies
TOTAL	\$1,400.00	TOTAL	\$1,400.00

REASON FOR TRANSFER:

Replacement for failing system - nothing on the shelf to use as a replacement or repair.

PRINCIPAL/ADMINISTRATOR:

DATE: 5-16-11

SCHOOL:

APPROVED BY:

DATE:

Board
Interface