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**Holland Township Board of Education  
Milford, NJ 08848**

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**Regular Board Meeting**

**Agenda**

**May 25, 2010**

**7:30 P.M.**

**A. Call to Order**

**B. Pledge of Allegiance**

**C. Welcome**

Welcome to a meeting of the Board of Education of the Township of Holland. Please be advised that this and all meetings of the Board are open to the public and media, consistent with the Open Public Meetings Act (Chapter 231 Laws of 1975); and that advance notice as required therein has been provided. This is a regular meeting of the Board of Education of the Township of Holland at which formal action may be taken. The public will have an opportunity to be heard as indicated on the Agenda, at points in the meeting provided for the public to address the Board.

**D. Roll Call**

McDowall\_\_\_\_ Moebus\_\_\_\_ Schneider \_\_\_\_ Scott \_\_\_\_ Somers\_\_\_\_

Soucie\_\_\_\_ Vandenburg\_\_\_\_ Geissler\_\_\_\_ Scheibener\_\_\_\_

**E. Correspondence/Presentations**

Presentation of Honor Roll Certificates

Chris Regan – HTS Teacher of the Year

Resolution for Thomas Friend

HTEA – Teacher Appreciation Day

Letter from PTO regarding portable AED

Letter from Joyce Criss

**F. Approval of Minutes of Previous Meetings**

April 27, 2010 Annual Reorganization and Regular Board Meeting & Executive Session #1 and Executive Session #2

May 11, 2010 Special Joint Board & Holland Township Committee Meeting

May 17, 2010 Special Board Meeting

McDowall\_\_\_\_Moebus\_\_\_\_Schneider\_\_\_\_Scott\_\_\_\_Somers\_\_\_\_

Soucie\_\_\_\_Vandenburg\_\_\_\_Geissler\_\_\_\_Scheibener\_\_\_\_

**G. Comments: Board President/Board Members****H. Comments: Superintendent****I. Comments: Principal****J. Comments: Public – Agenda Items Only****Superintendent Action Items****K. Education****1. Approve 2010-2013 District Technology Plan**

RESOLVED that the Holland Township Board of Education approves the 2010-2013 District Technology Plan which was approved by the Hunterdon County Coordinating Council on May 5, 2010. (Copy available in office.)

**2. Approve Submission of 2010-2011 Statement of Assurance of Comprehensive Equity Plan Implementation**

RESOLVED that the Holland Township Board of Education approves the submission of the Statement of Assurance of Comprehensive Equity Plan Implementation to the Department of Education.

McDowall\_\_\_\_Moebus\_\_\_\_Schneider\_\_\_\_Scott\_\_\_\_Somers\_\_\_\_

Soucie\_\_\_\_Vandenburg\_\_\_\_Geissler\_\_\_\_Scheibener\_\_\_\_

**L. Personnel**

1. Approve Staff Attendance at Conferences/Workshops L-1  
RESOLVED that the Holland Township Board of Education approves staff attendance at conferences.
2. Approve Staff Summaries of Approved Conferences/Workshops L-2  
RESOLVED that the Holland Township Board of Education accepts the staff summary sheets for BOE approved workshops.
3. Approve Child Study Team Summer Services  
RESOLVED that the Holland Township Board of Education approves Learning Disabilities Teacher Consultant at the rate of \$55.24/hour, the Social Worker at the rate of \$42.29/hour and the School Psychologist at the rate of \$50.07/hour to work in the summer not to exceed 10 days each. Rates subject to adjustment after settlement of contract.
4. Approve Summer Hours for Supervisor of Special Services  
RESOLVED that the Holland Township Board of Education approves the Supervisor of Special Services at the rate of \$59.49/hour to work in the summer not to exceed 10 days. Rate subject to adjustment after settlement of contract.
5. Approve Summer Speech Evaluations  
RESOLVED that the Holland Township Board of Education approves Rose Branosky at the rate of \$40.90/hour and Carol Stow at the rate of \$48.47/hour to complete Speech Evaluations beginning July 1, 2010 throughout the summer of 2010 not to exceed 10 hours. Rates subject to adjustment after settlement of contract.
6. Approve Summer Maintenance Employees  
RESOLVED that the Holland Township Board of Education approves the following as summer maintenance employees at an hourly rate of \$10, not to exceed 400 hours each:

<b>Summer Maintenance Employees</b>	
Michael Appezzato	Kevin lobst

7. Approve Substitute Summer Maintenance Employees

RESOLVED that the Holland Township Board of Education approves the following as substitute summer maintenance employees at an hourly rate of \$10:

<b>Summer Maintenance Substitutes</b>	
Spencer Beriont	Eileen Bertolotti
Jeffrey Jesiolowski	Betsy Nush
Kelly O'Such	Shane Scheibener

8. Approve Summer Grounds Maintenance Employee

RESOLVED that the Holland Township Board of Education approves Ken Langston as the summer grounds maintenance employee at an hourly rate of \$10, not to exceed 150 hours.

9. Approve Mechanic

RESOLVED that the Holland Township Board of Education approves Fred Bidwell as a Mechanic for the 2010-2011 school year. Compensation: \$1,500 yearly stipend as per negotiated contract. (Subject to adjustment after settlement of contract.)

10. Approve Substitute Supervisor of Custodians

RESOLVED that the Holland Township Board of Education approves Fred Bidwell as the Substitute Supervisor of Custodians. Compensation: \$600 yearly stipend as per negotiated contract. (Subject to adjustment after settlement of contract.)

11. Approve Substitutes for the 2010-2011 School Year

L-3

RESOLVED that the Holland Township Board of Education approves employment of substitute personnel for the 2010-2011 school year as per the enclosed listing.

12. Approve Unpaid Sick Day

RESOLVED that the Holland Township Board of Education approves an unpaid custodial sick day for Deborah Olah on May 3, 2010.

FURTHER RESOLVED that the following payroll check for Deborah Olah will be deducted for her unpaid custodial sick day on May 3, 2010.

13. Approve Unpaid Sick Day

RESOLVED that the Holland Township Board of Education approves an unpaid sick day for Phyllis Martin-Borrero on May 4, 2010.

FURTHER RESOLVED that the following payroll check for Phyllis Martin-Borrero will be deducted for her unpaid sick day on May 4, 2010.

14. Approve Unpaid Sick Days

RESOLVED that the Holland Township Board of Education approves unpaid sick days for Heather Sorge on May 10,11,12,13, 14, 2010.

FURTHER RESOLVED that the following payroll check for Heather Sorge will be deducted for her unpaid sick days on May 10,11,12,13,14, 2010.

15. Approve Unpaid Sick Day

RESOLVED that the Holland Township Board of Education approves an unpaid sick day for Ellen Grady on May 14, 2010.

FURTHER RESOLVED that the following payroll check for Ellen Grady will be deducted for her unpaid sick day on May 14, 2010.

16. Approve ½ Unpaid Sick Day

RESOLVED that the Holland Township Board of Education approves a ½ unpaid sick day for Amy Bashford on May 19, 2010.

FURTHER RESOLVED that the following payroll check for Amy Bashford will be deducted for her ½ unpaid sick day on May 19, 2010.

17. Approve Ski Club Director/Assistant

RESOLVED that the Holland Township Board of Education approves the following staff members for the 2010-2011 Ski Club:

Director	Chris McWilliams	6 trips & \$189/trip *
Assistant Director	Sarah Tainow	6 trips of 3 ½ hours @ \$40.77/hour*

\*(Subject to adjustment after settlement of contract.) Both director and assistant are paid from funds generated by all participants.

18. Approve 2010-2011 Substitute Coordinator

RESOLVED that the Holland Township Board of Education approves Carmelina Delasey as the Substitute Coordinator for the 2010-2011 school year at an annual salary of \$3,995. (Subject to adjustment after settlement of contract.)

19. Approve Substitute for the Substitute Coordinator

RESOLVED that the Holland Township Board of Education approves Joyce Criss as the substitute for the Substitute Coordinator for the 2010-2011 school year. Stipend will be \$25/day and will fill in for "Substitute Coordinator" when she is unable to.

20. Approve Bus Monitors 2010-2011 School Year

RESOLVED that the Holland Township Board of Education approves the following staff members as bus monitors:

Middle & Elementary AM	Tom Plasson	\$300
Middle & Elementary PM	Tom Welsh	\$300

21. Approve Aides at Tournament of Champions Practice

RESOLVED that the Holland Township Board of Education approves Sylvia Donaldson, Debbie Flood, and Eileen Bertolotti to continue to provide aide coverage for special education students during Tournament of Champions practice retroactive from May 20, 2010 to June 1, 2010 at the rate of \$19.44 or per their contracted rate.

22. Approve Police Presence at Post Graduation Dance

RESOLVED that the Holland Township Board of Education approves the hiring of one Holland Township police officer, in the amount of \$165, to be present at the Holland Township Graduation Dance at the Riverview Banquet Hall in Bloomsbury, NJ.

McDowall\_\_\_ Moebus\_\_\_ Schneider\_\_\_ Scott\_\_\_ Somers\_\_\_

Soucie\_\_\_ Vandenburg\_\_\_ Geissler\_\_\_ Scheibener\_\_\_

**M. Policy**

1. Approve Second Reading of Policy 1110 M-1  
 RESOLVED that the Holland Township Board of Education approves the second reading of Policy 1110 (Organizational Chart).

McDowall\_\_\_\_Moebus\_\_\_\_Schneider\_\_\_\_Scott\_\_\_\_Somers\_\_\_\_

Soucie\_\_\_\_Vandenburg\_\_\_\_ Geissler\_\_\_\_ Scheibener\_\_\_\_

**N. Finance & Facilities**

1. Approve Transfer of Funds for the 2009-2010 School Budget N-1  
 RESOLVED that the Holland Township Board of Education approves the report of line item transfers within the 2009-2010 school budget, pursuant to Policy # 3160.

2. Accept Monthly Financial Report N-2  
 RESOLVED that the Holland Township Board of Education accepts the monthly financial reports of the Board Secretary, Form A148, and the Treasurer, Form A149 for the month ending **MARCH 30, 2010**.  
 WHEREAS the Board of Education has received the Reports of the Secretary and Treasurer for the month of **March 2010**; and  
 WHEREAS these reports show the following balances on **March 30, 2010**

<u>Fund</u>	<u>Board Secretary Cash Balance</u>	<u>Treasurer Cash Balance</u>
<b>(10) General Fund</b>	\$1,441,507.84	\$1,441,507.84
<b>(10) Capital Reserve</b>	\$ 459,837.03	\$ 459,837.03
<b>(20) Special Revenue Fund</b>	\$ -204,433.39	\$ -204,433.39
<b>(30) Capital Projects Fund</b>	\$ .33	\$ .33
<b>(40) Debt Service Fund</b>	\$ 55,543.03	\$ 55,543.03
<b>TOTAL</b>	\$1,752,454.84	\$1,752,454.84

And, WHEREAS in compliance with N.J.A.C. 6:20-2A.10(d), the Secretary has certified that, as of the date in the report(s) no budgetary line item account has obligations and payments (contractual orders) which in total exceed the amount appropriated by the district board of education; NOW, THEREFORE BE IT

RESOLVED that the Holland Township Board of Education accepts the above referenced reports and certifications and orders that they be attached to and made part of the record of this meeting; and be it

FURTHER RESOLVED in compliance with N.J.A.C. 6:20-2A.10(e), the Holland Township Board of Education certifies that after review of the Secretary’s monthly financial reports (appropriations section) and upon consultation with the appropriate district officials, to the best of its knowledge, no major account for fund has been over expended in violation of N.J.A.C. 6:20-2A.10(a)(1), and that sufficient funds are available to meet the district’s financial obligations for the remainder of the year.

3. Approve Payment of Payroll

N-3

WHEREAS the Board Secretary has presented a payroll check register for **April 30, 2010** in the amount of \$316,384.01. With the recommendation that it be paid; Now therefore be it

RESOLVED, that the following bills be paid and an itemized list be filed with the minutes of this meeting.

<u>Fund Expense</u>	<u>Bill List Amount</u>
<b>(10) General Fund</b>	\$ 311,339.37
<b>(20) Special Revenue Fund</b>	\$ 5,044.64
<b>(30) Capital Projects Fund</b>	\$ 0
<b>(40) Debt Service Fund</b>	\$ 0
<b>TOTAL</b>	\$ 316,384.01

4. Approve Payment of the Bill List

N-4

WHEREAS the Board Secretary has presented a check register for **May 25, 2010** in the amount of \$883,087.47.

With the recommendation that it be paid; Now therefore be it RESOLVED, that the following bills be paid and an itemized list be filed with the minutes of this meeting.

<u>Fund Expense</u>	<u>Bill List Amount</u>
<b>(10) General Fund</b>	\$ 584,461.20
<b>(20) Special Revenue Fund</b>	\$ 16,647.52
<b>(30) Capital Projects Fund</b>	\$ 0
<b>(40) Debt Service Fund</b>	\$ 281,978.75
<b>TOTAL</b>	\$ 883,087.47

5. Natural Gas Supply Service Purchase and Sales Agreement

N-5

RESOLVED, the Holland Township Board of Education accepts the terms and conditions of the natural gas supply services and sales agreement between the Holland Township Board of Education and Hess the ACES Cooperative Pricing System.

6. Accept the Donation from the Holland Township PTO

RESOLVED, that the Holland Township Board of Education accepts the donation of the portable AED machine valued at \$2,155.33;  
And FURTHER RESOLVED thanks the PTO for their continued support to the Holland Township School.

7. Approve the Revised Legal Fees 2009/10 Budget Limit

RESOLVED that the Holland Township Board of Education approves the legal fees budget limit increase from \$35,000 to \$55,000 for the 2009/2010 budget year.

8. Approve the Unemployment Transfer for the Month of May 2010

RESOLVED that the Holland Township Board of Education approves transfer in the amount of \$40,000 from the general fund to the unemployment fund account for the month of May 2010.

9. Approve the IDEA Grant Carry Over for the 2008-2009 Grant Year

RESOLVED that the Holland Township Board of Education approves the IDEA Grant Carry-Over in the amount of \$1,208 for the 2008-2009 grant year for special education student purchased services;

FURTHER RESOLVED that the Holland Township Board of Education authorizes the submission of the Carry-Over Grant Application to the State Department of Education, Office of Grants Management for final approval.

10. School Lunch Program Contract 2010-2011

WHEREAS, the Holland Township Board of Education approves the continuation of the management contract with Maschio's Food Services for the 2010-2011 school year with a total management fee of \$7,750 for the time period September 1, 2010 through June 30, 2011,

FURTHER RESOLVED, the management fee of \$7,750 is a 0% increase from the 2009/10 management contract, and represents year three (3) of a five-year contract period;

FURTHER RESOLVED, the total revenue for all sources less program costs, including the administrative/management fee will be a loss no great than \$3,000. In the event the loss is greater than this amount, Maschio's shall be responsible for any shortfall.

11. School Lunch Prices 2010-2011 School Year

WHEREAS, the Holland Township Board of Education approves the following student and adult lunch prices for the 2010-2011 school year,

FURTHER RESOLVED the prices reflect a 0% increase from the 2008-2009 school year:

Student .....	\$2.50
Adult .....	\$3.00
Milk .....	\$0.60

12. Other Capital Project: Barrier Free Egress Improvement Project

RESOLVED, that the Holland Township Board of Education approves the change of project description for the Barrier Free Egress Improvement project from a "ROD Grant" eligible project to a "Other Capital Project" if the State of New Jersey does not award the Round Three (3) ROD Grant applicants the eligible project grant funds and issues a Preliminary/Final Eligible Cost letter by June 15, 2010 to the Holland Township School District;

WHEREAS, the Holland Township Board of Education awaits preliminary and final cost approval of the Round 3 ROD Grant application and for the Barrier Free Egress Improvement Project;

WHEREAS, the Holland Township Board of Education has applied for eligible State of New Jersey grant funds for the Barrier Free Egress Improvement Project through the Round Three (3) ROD grant application process;

RESOLVED, the Holland Township Board of Education must denote the project as an "Other Capital Project" and utilize capital reserve funds to fund the project one-hundred percent (100%) if a Preliminary and/or Final Eligibility Cost letter of approval from the State of New Jersey is not received by June 15, 2010;

FURTHER RESOLVED, the Barrier Free Egress Improvement Project is time-sensitive to be completed during the summer of 2010 for utilization in the 2010-2011 school year.

McDowall\_\_\_\_Moebus\_\_\_\_Schneider\_\_\_\_Scott\_\_\_\_Somers\_\_\_\_

Soucie\_\_\_\_Vandenburg\_\_\_\_Geissler\_\_\_\_Scheibener\_\_\_\_

**O. Communications Committee**

**P. Board Goals/Timelines**

**Q. Supplementary Matters**

Dedication of Middle School Media Center to Albert Foster

**R. Comments: Public – General**

**S. Executive Session**

**MOTION: Enter Executive Session**

WHEREAS the "Open Public Meetings Act" (Chapter 231 Laws of 1975) authorizes a public body to exclude the public from that portion of a meeting at which specified topics are to be discussed under circumstances where the public consideration of such topics will clearly endanger the public or where the personal privacy or guaranteed rights of individuals whose activities or affairs are to be discussed would clearly in danger of unwarranted invasion; be it

RESOLVED that the Board of Education of the Township of Holland now adjourns its public session to reconvene in Executive Session for the purpose of discussing the following:

- Personnel
- Negotiations

And be it further RESOLVED that the discussion in Executive Session be disclosed in the minutes to be released at the next regular meeting of the Board, provided the Board's consideration of the subject matter has been closed, or that such matters that adversely affect the rights of prospective, current, or past public officers or personnel of the board, such individuals have in writing requested the disclosure of such discussion at a public meeting and provided such a public disclosure will no longer clearly endanger the public interest.

McDowall\_\_\_\_Moebus\_\_\_\_Schneider\_\_\_\_Scott\_\_\_\_Somers\_\_\_\_

Soucie\_\_\_\_Vandenburg\_\_\_\_Geissler\_\_\_\_Scheibener\_\_\_\_

**MOTION: Enter Public Session**

McDowall\_\_\_\_Moebus\_\_\_\_Schneider\_\_\_\_Scott\_\_\_\_Somers\_\_\_\_

Soucie\_\_\_\_Vandenburg\_\_\_\_Geissler\_\_\_\_Scheibener\_\_\_\_

T. Adjournment