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

**Regular Board Meeting
Agenda
September 28, 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

Sedge Island Trip and Turtle Program – Science Club Students
Education Jobs Act – Letter from NJDOE

F. Approval of Minutes of Previous Meetings

August 24, 2010 Regular Board Meeting and Executive Session

McDowall____Moebus____Schneider____Scott____Somers____

Soucie____Vandenburg____ Geissler____ Scheibener____

G. Comments: Board President/Board Members**H. Comments: Superintendent**

2009-2010 Violence and Vandalism Report

I. Comments: Principal**J. Comments: Public – Agenda Items Only****Superintendent Action Items****K. Education****1. Approve 2009-2010 Violence and Vandalism Report**

RESOLVED that the Holland Township Board of Education approves the Violence and Vandalism Report for the 2009-2010 school year.

2. School Violence Awareness Week

RESOLVED that the Holland Township Board of Education declares the week of October 18-22, 2010 as School Violence Awareness Week.

3. Approve 2010-2011 Class/Field Trips

K-1

RESOLVED that the Holland Township Board of Education approves the 2010-2011 class/field trips.

McDowall____Moebus____Schneider____Scott____Somers____

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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 Maternity Leave/NJ Family Leave Insurance Program/NJ Family Leave Act Request L-3
RESOLVED that the Holland Township Board of Education approves Claudia Orellana-Hidalgo's maternity leave/New Jersey's Family Leave Insurance Program/NJ Family Leave request for on or about December 16, 2010 through March 15, 2011. Six weeks will be covered under the New Jersey Family Leave Insurance Program and the remaining days under the NJ Family Leave Act.
4. Approve Substitute Teacher L-4
RESOLVED that the Holland Township Board of Education approves Casey Clark as a substitute teacher pending receipt of substitute certificate.
5. Approve Substitute Teacher L-5
RESOLVED that the Holland Township Board of Education approves Melanie Martin as a substitute teacher.
6. Approve Substitute Teacher/Class Aide L-6
RESOLVED that the Holland Township Board of Education approves Carol Bastow as a substitute teacher and classroom aide.
7. Approve Substitute Teacher L-7
RESOLVED that the Holland Township Board of Education approves Kathi Slattery as a substitute teacher.
8. Approve Substitute Teacher/Secretary/Class & Caf e Aide/Library Clerk L-8
RESOLVED that the Holland Township Board of Education approves Karen Stavac as a substitute teacher, secretary, class and cafeteria aide and library clerk.

9. Approve Substitute Speech Teacher L-9
RESOLVED that the Holland Township Board of Education approves Susan Samela as a substitute speech teacher.
10. Approve Substitute Teacher/Secretary/Class Aide/Library Clerk L-10
RESOLVED that the Holland Township Board of Education approves Teresa Klapper as a substitute teacher, secretary, classroom aide and library clerk.
11. Approve Reappointment of Classroom Aide
RESOLVED that the Holland Township Board of Education approves the reappointment of Jean Collaro as a full-time special education aide beginning October 1, 2010 at an hourly rate of \$19.44/hour (Step 1 of 2009-2010 Salary Guide).
12. Approve Substitute Teacher/Classroom Aide L-11
RESOLVED that the Holland Township Board of Education approves Kevin Iobst as a substitute teacher/Classroom Aide.

McDowall___ Moebus___ Schneider___ Scott___ Somers___

Soucie___ Vandenburg___ Geissler___ Scheibener___

M. Policy

1. Approve First Reading of Bylaw 0146 M-1
RESOLVED that the Holland Township Board of Education approves the first reading of Bylaw 0146 (Board Member Authority).
2. Approve First Reading of Bylaw 0173 M-2
RESOLVED that the Holland Township Board of Education approves the first reading of Bylaw 0173 (Duties of Public School Accountant).
3. Approve First Reading of Policy 3144 M-3
RESOLVED that the Holland Township Board of Education approves the first reading of Policy 3144 (Certification of Tenure Charges).

4. Approve First Reading of Policy 4159 M-4
RESOLVED that the Holland Township Board of Education approves the first reading of Policy 4159 (Support Staff Member/School District Reporting Responsibilities).
5. Approve First Reading of Policy 5516 M-5
RESOLVED that the Holland Township Board of Education approves the first reading of Policy 5516 (Use of Electronic Communication and Recording Devices (ECRD)).
6. Approve First Reading of Policy 6112 M-6
RESOLVED that the Holland Township Board of Education approves the first reading of Policy 6112 (Reimbursement of Federal and Other Grant Expenditures).
7. Approve First Reading of Policy 6830 M-7
RESOLVED that the Holland Township Board of Education approves the first reading of Policy 6830 (Audit and Comprehensive Annual Financial Report).
8. Approve First Reading of Policy 8310 M-8
RESOLVED that the Holland Township Board of Education approves the first reading of Policy 8310 (Public Records).
9. Approve First Reading of Policy 2431.4 M-9
RESOLVED that the Holland Township Board of Education approves the first reading of Policy 2431.4 (Concussion Testing and Return-To-Play).

McDowall____Moebus____Schneider____Scott____Somers____

Soucie____Vandenburg____Geissler____Scheibener____

N. Finance & Facilities

1. Approve Transfer of Funds for the 2010-2011 School Budget N-1
RESOLVED that the Holland Township Board of Education approves the report of line item transfers within the 2010-2011 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 July 31, 2010;

WHEREAS the Board of Education has received the Reports of the Secretary and Treasurer for the month of July 2010; and

WHEREAS these reports show the following balances on

<u>Fund</u>	<u>Board Secretary Cash Balance</u>	<u>Treasurer Cash Balance</u>
(10) General Fund	\$1,393,445.49	\$1,393,445.49
(10) Capital Reserve	\$ 460,439.67	\$ 460,439.67
(20) Special Revenue Fund	\$- 14,715.03	\$- 14,715.03
(30) Capital Projects Fund	\$ 0	\$ 0
(40) Debt Service Fund	\$ 1.36	\$ 1.36
TOTAL	\$1,839,171.49	\$1,839,171.49

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 the Bill List

N-3

WHEREAS the Board Secretary has presented a payroll/bill check register for August 31, 2010 in the amount of \$51,345.40.

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>
(10) General Fund	\$ 51,345.40
(20) Special Revenue Fund	
(30) Capital Projects Fund	
(40) Debt Service Fund	
TOTAL	\$ 51,345.40

4. Approve Payment of the Bill List

N-4

WHEREAS the Board Secretary has presented a payroll/bill check register for September 28, 2010 in the amount of \$664,924.01.

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>
(10) General Fund	\$ 660,554.34
(20) Special Revenue Fund	\$ 4,369.67
(30) Capital Projects Fund	\$ 0
(40) Debt Service Fund	\$ 0
TOTAL	\$ 664,924.01

5. Approve Fragile X Consultative Services

RESOLVED that the Holland Township Board of Education approves Marcia Brayden, PhdPC, Fragile X Specialist, to deliver consultative services to student #94 at the rate of \$150.00 per hour, not to exceed 20 hours or \$3,000.00 for the 2010-2011 school year.

6. Approve Out-of-District Placement N-6

RESOLVED that the Holland Township Board of Education approves full-time special education out-of-district placement for student #73 at Celebrate the Children in Dover, NJ at a rate of \$360.20/day or \$64,836.00/year retroactive to September 13, 2010.

BE IT FURTHER RESOLVED that the Holland Township Board of Education approves a full-time aide contracted through Celebrate the Children for student #73 at at a rate of \$149.51/day or \$26,912.00/year retroactive to September 13, 2010.

7. Approve Annual Facilities Checklist ~ Health & Safety Evaluation N-7

RESOLVED that the Holland Township Board of Education approves the Annual Facilities Checklist: Health & Safety Evaluation of the School Building as part of the NJQSAC Evaluation: Operations DPR.

8. Accept the Regional Maintenance Shared Services Arrangement with Delaware Valley Regional High School

RESOLVED that the Holland Township Board of Education approves the Regional Maintenance Shared Services Arrangement with Delaware Valley Regional High School at the following rates:

- Licensed Electrical and HVAC Services.....\$60.00 per hour
- Assistant Electrical and HVAC Services.....\$50.00 per hour
- Billed portal to portal plus mileage
- Parts, Equipment, and Materials.....Reimbursable at Cost

9. Accept the Final Eligible Costs (FEC) for ROD Grants N-8

RESOLVED that the Holland Township Board of Education accepts the Final Eligible Costs for State Project Nos. 2220-060-10-1001, 2220-060-10-1002, 2220-060-10-1003, and 2220-060-10-1004;

WHEREAS the Holland Township Board of Education did not appeal the determination of the Preliminary Eligible Costs (PEC) for the State Projects and Therefore, the PEC becomes the FEC;

WHEREAS the FEC establishes the maximum dollar amount of eligible costs, seeking a grant (ROD Grants) pursuant to the Educational Facilities Construction and Financing Act (EFCFA), P.L. 2000, c. 72, as amended;

FURTHER RESOLVED the FEC is as follows:

2220-060-10-1001: FEC -	\$4,909,113.00 (Total Project Costs)
State Share	\$1,963,645.00
Local Share	\$2,945,468.00
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2220-060-10-1002: FEC -	\$1,048,900.00
State Share	\$ 419,560.00
Local Share	\$ 629,340.00
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2220-060-10-1003: FEC -	\$5,537,000.00
State Share	\$2,214,800.00
Local Share	\$3,322,200.00
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2220-060-10-1004: FEC -	\$ 675,800.00
State Share	\$ 270,320.00
Local Share	\$ 405,480.00

10. Approve Trip Summary of Bus Routes 2010-2011 School Year N-9

RESOLVED that the Holland Township Board of Education approves the 2010-2011 Delaware Valley Regional High School transportation jointure bus route trip summary for routes Holland Township School District Routes: H1-7 A&B and SP 04 AM and PM.

11. Approve Additional ABA Services

RESOLVED that the Holland Township Board of Education approves Jeanette Murphy to provide additional ABA services on an as-needed basis at an hourly rate of \$65.00, not to exceed 30 hours for the school year.

McDowall___ Moebus___ Schneider___ Scott___ Somers___

Soucie___ Vandenburg___ Geissler___ Scheibener___

O. Communications Committee

P. Board Goals/Timelines

Review current Board goals
Review Board's timelines

1. Approve 2010-2011 Board of Education Goals P-1

RESOLVED that the Holland Township Board of Education approves the 2010-2011 Board of Education Goals.

McDowall____Moebus____Schneider____Scott____Somers____

Soucie____Vandenburg____ Geissler____ Scheibener____

Q. Supplementary Matters

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:

- Negotiations
- Litigation

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