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

**Regular Board Meeting
Agenda
December 20, 2011
7:00 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

Honor Roll Certificate Presentation
Board of Education Savings Bond Drawing
Results of Community Survey

F. Approval of Minutes of Previous Meetings

November 22, 2011 Regular and Executive Meeting

McDowall____ Moebus____ Schneider____ Scott____ Somers____

Soucie____Vandenburg____ Geissler____ Scheibener____

G. Comments: Board President/Board Members

**H. Comments: Superintendent
Anti-Bullying Report**

I. Comments: Principal

J. Comments: Public – Agenda Items Only

Superintendent Action Items

K. Education

1. Approve Special Education Parent Workshop (see Bd. File Portal)
RESOLVED that the Holland Township Board of Education approves the following Special Education Parent Workshop to be presented on April 3, 2012 by Alicia Stevenson at the rate of \$600.00. The “Parenting/Teaching a Challenging Child” workshop will also be open to all parents in the district.
2. Approve NJQSAC Statement of Assurance (see Bd. File Portal)
RESOLVED that the Holland Township Board of Education approves the completed NJQSAC Statement of Assurance for submission to the Department of Education.
3. Approve Functional Behavioral Assessment
RESOLVED that the Holland Township Board of Education approves a Functional Behavioral Assessment to be conducted by Laura Roth for student #119 not to exceed \$1,500.00 retroactive to December 12, 2011.

McDowall____Moebus____Schneider____Scott____Somers____

Soucie____Vandenburg____ Geissler____ Scheibener____

L. Personnel

1. Approve Staff Attendance at Conferences/Workshops

RESOLVED that the Holland Township Board of Education approves staff attendance at conferences. (see Bd. File Portal)

2. Approve Staff Summaries of Approved Conferences/Workshops

RESOLVED that the Holland Township Board of Education accepts the staff summary sheets for BOE approved workshops. (see Bd. File Portal)

3. Approve Unpaid Personal Leave

RESOLVED that the Holland Township Board of Education approves an unpaid day for Heather Sorge on February 16, 2012.

FURTHER RESOLVED that the following payroll check for Heather Sorge will be deducted for her unpaid day on February 16, 2012.

4. Approve Unpaid Personal Leave

RESOLVED that the Holland Township Board of Education approves unpaid days for Rose Branosky on February 2, 3, 7, 9, 10 and 14, 2012.

FURTHER RESOLVED that the following payroll check for Rose Branosky will be deducted for her unpaid days on February 2, 3, 7, 9, 10 and 14, 2012.

5. Approve Special Education Bus Aide

RESOLVED that the Holland Township Board of Education approves Sylvia Donaldson as a special education bus aide for student #122 retroactive from December 1, 2011 until the end of the current school year. Her duties include riding the PM bus approximately 35 minutes or until the end of the bus run five days per week at the rate of \$21.65 per hour.

6. Approve Special Education Bus Aide

RESOLVED that the Holland Township Board of Education approves Debbie Flood as a special education bus aide for student #122 retroactive from December 1, 2011 until the end of the current school year. Her duties include riding the AM bus approximately 50 minutes or until the end of the bus run five days per week at the rate of \$21.65 per hour.

7. Approve Special Education Bus Aide

RESOLVED that the Holland Township Board of Education approves Phyllis Martin-Borrero as a special education bus aide for student #80 retroactive

from October 28, 2011 until the end of the current school year. Her duties include riding the PM bus approximately 50 minutes or until the end of the bus run five days per week at the rate of \$20.92 per hour (Step 2 of 2009-2010 salary guide).

8. Approve Special Education Bus Aide

RESOLVED that the Holland Township Board of Education approves Louis Del Rosso as a special education bus aide for student #92 retroactive from September 1, 2011 until the end of the current school year. His duties include riding the PM bus approximately 50 minutes or until the end of the bus run five days per week at the rate of \$20.19 per hour.

9. Approve Substitute Aide, Library Clerk and Cafeteria Aide

RESOLVED that the Holland Township Board of Education approves Linda McIntyre as a substitute aide, library clerk and cafeteria aide for the 2011-2012 school year. (see Bd. File Portal)

10. Approve Substitute Aide, Library Clerk, Cafeteria Aide, and Secretary

RESOLVED that the Holland Township Board of Education approves Amanda Dech as a substitute aide, library clerk, cafeteria aide and substitute secretary for the 2011-2012 school year. (see Bd. File Portal)

11. Approve Substitute Aide

RESOLVED that the Holland Township Board of Education approves Casey Clark as a substitute aide for the 2011-2012 school year. (see Bd. File Portal)

12. Approve the Retirement of Pamela LaFevre (see Bd. File Portal)

RESOLVED that the Holland Township Board of Education accepts the resignation of Pamela LaFevre for the purpose of retirement, with regret, effective March 1, 2012.

13. Approve Contract Agreement with Hunterdon County Educational Services (ESC) for Purpose of Providing Teaching Assistants

RESOLVED that the Holland Township Board of Education approves the Contract Agreement with Hunterdon County Educational Services Commission (ESC) for the purpose of providing teacher assistants to Holland Township School District beginning January 3, 2012 until the end of the 2011-2012 school year.

14. Approve Retroactive Pay

RESOLVED that the Holland Township Board of Education approves retroactive pay for Patricia Palmer in the amount of \$400.20 from July 1, 2010 to December 31, 2010.

15. Approve Part Time Special Education Teacher (see Bd. File Portal)

RESOLVED that the Holland Township Board of Education approves Ms. Elizabeth C. Buchanan as part time special education teacher (19.6 hours per week). Ms. Buchanan will start on Step 7 MA (\$52,786) of the teacher salary guide – prorated.

McDowall____Moebus____Schneider____Scott____Somers____

Soucie____Vandenburg____Geissler____Scheibener____

M. Policy

1. Approve Second Reading of Policy 2431.4

RESOLVED that the Holland Township Board of Education approves the second reading of Policy 2431.2 (Prevention and Treatment of Concussions and Head Injuries).

McDowall____Moebus____Schneider____Scott____Somers____

Soucie____Vandenburg____Geissler____Scheibener____

N. Finance & Facilities

1. Approve Transfer of Funds for the 2011-2012 School Budget N-1

RESOLVED that the Holland Township Board of Education approves the report of line item transfers within the 2011-2012 school budget, pursuant to Policy # 3160 for October 2011.

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 October 2011;
WHEREAS the Board of Education has received the Reports of the Secretary and Treasurer for the month of October 2011; and
WHEREAS these reports show the following balances on October 2011.

<u>Fund</u>	<u>Board Secretary Cash Balance</u>	<u>Treasurer Cash Balance</u>
(10) General Fund	\$1,218,849.06	\$1,218,849.06
(10) Capital Reserve	\$ 150,491.19	\$ 150,491.19
(20) Special Revenue Fund	- \$ 8,282.44	- \$ 8,282.44
(30) Capital Projects Fund	\$ 308,777.84	\$ 308,777.84
(40) Debt Service Fund	\$. .36	\$. .36
TOTAL	\$1,669,836.01	\$1,669,836.01

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 Nov. 15 and Nov.30 Payroll Bill List N-3
 WHEREAS the Board Secretary has presented a payroll check register for November 15 and November 30, in the amount of \$584,191.97.
 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	\$ 578,021.34
(20) Special Revenue Fund	\$ 6,170.63
(30) Capital Projects Fund	\$
(40) Debt Service Fund	\$
TOTAL	\$ 584,191.97

4. Approve Payment of the Bill List N-4
 WHEREAS the Board Secretary has presented a check register for December 20, 2011 in the amount of \$126,171.22.
 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	\$116,976.72
(20) Special Revenue Fund	\$ 9,194.50
(30) Capital Projects Fund	\$ 0
(40) Debt Service Fund	\$ 0
TOTAL	\$ 126,171.22

5. Accept VFW Donation
 RESOLVED that the Holland Township Board of Education accept a \$100.00 donation received from VFW Post 7857, Frenchtown, NJ.

6. Accept the Prescription, Vision and Medical Plan Rates January 1, 2012 through June 30, 2013.

RESOLVED that the Holland Township Board of Education accepts the Prescription, Vision and Medical Plans rates for the period effective January 1, 2012 through June 30, 2013, as quoted by Brown & Brown Benefit Advisors.

RESOLVED that the Holland Township Board of Education accepts the Bollinger Prescription Plan renewal rate increase of 2.5%.

RESOLVED that the Holland Township Board of Education accepts the Direct Access medical rates listed below:

Single \$749.02

H/W \$1590.08

Family \$2161.11

P/C \$1394.62

RESOLVED that the Holland Township Board of Education accepts the Vision rates listed below:

Single \$7.18

Family \$15.43

7. Approve Out of District Transportation to Reed Academy

RESOLVED that the Holland Township Board of Education accepts the 2011-2012 transportation agreement to Reed Academy in the amount of \$23,842.00 for student number 22005.

8. Parent Paid Contract for 7th grade student for 2011-2012

RESOLVED that the Holland Township Board of Education approve the following Parent Paid Tuition Contract and accept the following student for the remaining 2011-2012 School Year:

Parent of	Student/Grade	Contract
Student#13006	(1) Grade 7	\$9339.00 (prorated)

McDowall____Moebus____Schneider____Scott____Somers____

Soucie____Vandenburg____ Geissler____ Scheibener____

O. Communications Committee
Survey Results Update/Presentation

P. Supplementary Matters

Q. Comments: Public – General

R. 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:

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____

S. Adjournment

