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

**Regular Board Meeting
Agenda
January 24, 2012
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

Budget/Election Calendar
Garden Solar LLC, George Wetteland

F. Approval of Minutes of Previous Meetings

McDowall____ Moebus____ Schneider____ Scott____ Somers____

Soucie____ Vandenburg____ Geissler____ Scheibener____

G. Comments: Board President/Board Members

**H. Comments: Superintendent
HIB Report**

I. Comments: Principal

J. Comments: Public – Agenda Items Only

Superintendent Action Items

K. Education

1. Approve ACE, Gifted & Talented, Enrichment and Science Curriculum

RESOLVED that the Holland Township Board of Education approves the following curriculum as aligned with the 2009 NJCCCS:

- 1) ACE
- 2) Gifted & Talented
- 3) Enrichment
- 4) Science

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 the Retirement of Jan Kovacs (see Bd. File Portal)
RESOLVED that the Holland Township Board of Education accepts the resignation of Jan Kovacs for the purpose of retirement, with regret, effective March 1, 2012.
4. Approve Unpaid Personal Leave
RESOLVED that the Holland Township Board of Education approves unpaid .5 day for Sue Gunderman on February 9, 2012.
FURTHER RESOLVED that the following payroll check for Sue Gunderman will be deducted for her unpaid .5 day on February 9, 2012.
5. Approve Unpaid Personal Leave
RESOLVED that the Holland Township Board of Education approves unpaid .5 day for Irene Fennell on February 9, 2012.
FURTHER RESOLVED that the following payroll check for Irene Fennell will be deducted for her unpaid .5 day on February 9, 2012.
6. Accept Resignation (see Bd. File Portal)
RESOLVED that the Holland Township Board of Education accepts the resignation of Marissa C. Rebimbas, Elementary LLD Special Education teacher effective March 6, 2012.
7. Approve Substitute Aide (see Bd. File Portal)
RESOLVED that the Holland Township Board of Education approves Kalyn McHenry as a substitute aide for the 2011-2012 school year.
8. Approve Substitute Teacher and Teacher Aide (see Bd. File Portal)
RESOLVED that the Holland Township Board of Education approves Gina-Marie Regan as a substitute teacher and teacher aide for the 2011-12 school year.
9. Approve Maternity Leave/NJ Family Leave Insurance Program/ NJ Family Leave Act Request (see Bd. File Portal)
RESOLVED that the Holland Township Board of Education approves Amber Lazier's maternity leave utilizing New Jersey's Family Leave Insurance Program/NJFMLA/FMLA request from on or about May 4, 2012 through September 1, 2012. Seventeen sick days and three personal days will be used after the birth of her child on or about May 8, 2012.

10. Approve Appointment of 5th Grade Language Arts Teacher Maternity Leave Position

RESOLVED that the Holland Township Board of Education appoint Mrs. Kathy Slattery to fill the 5th Grade Language Arts Teacher maternity leave position on January 17, 2012 to on or about April 4, 2012. Mrs. Slattery will be paid as per as follows:

Regular per diem substitute rate \$80.00, as the first ten consecutive school days and effective on the eleventh consecutive day in the same position, the rate shall be paid 1.3 times the regular per diem substitute rate, and shall be retroactive to the first day.

On the 31st consecutive school day in the position the per diem amount will be 1/200th of step one of the teachers' salary guide (\$232.93).

11. Approve Home Instruction Tutor

RESOLVED that the Holland Township Board of Education appoint Elizabeth Buchanan as Home Instruction Tutor for student #119 retroactive to January 13, 2012.

12. Approve Home Instruction Tutor

RESOLVED that the Holland Township Board of Education appoint Amy Bashford as Home Instruction Tutor for student #123 retroactive to January 10, 2012.

13. Approve Unpaid Sick Days

RESOLVED that the Holland Township Board of Education approves 3.5 unpaid sick days for Maria Perna on January 11 (.5), January 12 (1), January 13 (1), and January 20 (1), 2012.

FURTHER RESOLVED that the following payroll for Maria Perna be deducted for her 3.5 sick days on January 11 (.5), January 12 (1), January 13 (1), January 20 (1), 2012.

14. Approve NJMLI Request

(see Bd. File Portal)

RESOLVED that the Holland Township Board of Education approves NJMLI leave for Darren Rogers beginning between February 1 and April 4, 2012.

15. Approve Transfer of Part Time Special Education Teacher to Full Time LLD Elementary Special Education Teacher

RESOLVED that the Holland Township Board of Education approves the transfer of Elizabeth Buchanan from part time Special Education teacher to full time LLD Elementary Special Education teacher. Effective date of transfer to be determined by the superintendent no later than March 6, 2012. Salary will be Step 7 MA (\$52,786).

McDowall____ Moebus____ Schneider____ Scott____ Somers____

Soucie____ Vandenburg____ Geissler____ Scheibener____

M. Policy

1. Approve First Reading of Policy 2431

RESOLVED that the Holland Township Board of Education approves the first reading of Policy 2431 (Athletic Competition).

2. Approve First Reading of Policy 0168

RESOLVED that the Holland Township Board of Education approves the first reading of Policy 0168 (Recording Board Meetings).

3. Approve First Reading of Policy 6424

RESOLVED that the Holland Township Board of Education approves the first reading of Policy 6424 (Emergency Contacts).

4. Approve First Reading of Policy 6472

RESOLVED that the Holland Township Board of Education approves the first reading of Policy 6472 (Tuition Assistance).

5. Approve First Reading of Policy 8505

RESOLVED that the Holland Township Board of Education approves the first reading of Policy 8505 (School Nutrition).

6. Approve First Reading of Policy 9180

RESOLVED that the Holland Township Board of Education approves the first reading of Policy 9180 (School Volunteers).

7. Approve First Reading of Policy 9181

RESOLVED that the Holland Township Board of Education approves the first reading of Policy 9181 (Volunteer Athletic Coaches and Co-Curricular Activity Advisors/Assistants).

8. Approve First Reading of Policy 5519

RESOLVED that the Holland Township Board of Education approves the first reading of Policy 5519 (Dating Violence at School).

9. Approve First Reading of Regulation 5519

RESOLVED that the Holland Township Board of Education approves the first reading of Regulation 5519 (Dating Violence at School).

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 for November within the 2011-2012 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 November 2011 ;

WHEREAS the Board of Education has received the Reports of the Secretary and Treasurer for the month of November 2011; and

WHEREAS these reports show the following balances on November 30, 2011

<u>Fund</u>	<u>Board Secretary Cash Balance</u>	<u>Treasurer Cash Balance</u>

(10) General Fund	\$1,751,971.18	\$1,751,971.18
(10) Capital Reserve	\$ 150,583.99	\$ 150,583.99
(20) Special Revenue Fund	\$- 34,275.02	\$- 34,275.02
(30) Capital Projects Fund	\$ 135,105.56	\$ 135,105.56
(40) Debt Service Fund	\$.36	\$.36
TOTAL	\$2,003,386.07	\$2,003,386.07

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 Dec. 15 and Dec. 23 Payroll Bill List

N-3

WHEREAS the Board Secretary has presented a payroll check register for Dec. 15 and Dec. 23 in the amount of \$650,611.24.

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	\$ 642,428.53

(20) Special Revenue Fund	\$ 8,182.71
(30) Capital Projects Fund	\$ 0
(40) Debt Service Fund	\$ 0
TOTAL	\$ 650,611.24

4. Approve Transfer of Funds for the 2011-2012 School Budget N-4
 RESOLVED that the Holland Township Board of Education approves the report of line item transfers for December within the 2011-2012 school budget, pursuant to Policy # 3160.
5. Accept Monthly Financial Report N- 5
 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 December 2011 ;
 WHEREAS the Board of Education has received the Reports of the Secretary and Treasurer for the month of December 2011; and
 WHEREAS these reports show the following balances on December 31, 2011

<u>Fund</u>	<u>Board Secretary Cash Balance</u>	<u>Treasurer Cash Balance</u>
(10) General Fund	\$ 1,217,172.85	\$ 1,217,172.85
(10) Capital Reserve	\$ 150,679.95	\$ 150,679.95
(20) Special Revenue Fund	\$ -\$14,513.93	\$ -\$14,513.93
(30) Capital Projects Fund	\$ 135,105.56	\$ 135,105.56
(40) Debt Service Fund	\$.36	\$.36
TOTAL	\$1,488,444.79	\$1,488,444.79

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.

6. Approve Payment of the Jan. 24, 2012 bill list N-6

WHEREAS the Board Secretary has presented a payroll check register for Jan. 24, 2012 in the amount of \$706,173.83.

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	\$ 611,953.41
(20) Special Revenue Fund	\$ 17,832.97
(30) Capital Projects Fund	\$ 76,387.45
(40) Debt Service Fund	\$ 0
TOTAL	\$ 706,173.83

7. Authorization to Implement the 2012-2013 Tuition Rates

BE IT RESOLVED that the Holland Township Board of Education implements the following Non-Resident and Resident Tuition Rates as follows:

Preschool (Resident) Regular Program Part Time.....\$ 2,000
Preschool (Resident Only) Regular Program PT: Qualified Reduced Lunch....\$1,500

Preschool (Resident Only) Regular Program PT: Qualified Free Lunch.....\$1,000
Preschool (Non-Resident) Regular Program Part Time.....\$ 2,250
Preschool (Non-Resident) Regular Program PT: Qualified Reduced Lunch....\$1,750
Preschool (Non-Resident) Regular Program PT: Qualified Free Lunch.....\$1,250

8. Approve Waiver for Special Education Medicaid Initiative (SEMI)

RESOLVED that the Holland Township Board of Education approves the filing of a waiver to exempt Holland Township School District’s participation in the Special Education Medicaid Initiative (SEMI) based on a projected district enrollment of less than 30 Medicaid eligible classified students;

FURTHER RESOLVED that the Holland Township Board of Education will submit the waiver to the Hunterdon County Office of Education for final approval.

9. Approve the Acceptance of S.E.E.D. Grant

RESOLVED that the Holland Township Board of Education approve the acceptance of a grant from Source of Excellence in Educational Development (S.E.E.D.) in the amount of \$325 to be applied toward Mrs. Bacskai’s Woodland Wildlife Refuge Assembly and author visit by Loren SpiottadeMare.

McDowall____ Moebus____ Schneider____ Scott____ Somers____

Soucie____ Vandenburg____ Geissler____ Scheibener____

O. Communications Committee

P. Supplementary Matters

Moving the School Board Election to November

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: 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____

S. Adjournment