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

MINUTES

***Special Board Meeting
Budget Review and Tentative Budget Approval
March 18, 2010
7:30 P.M.***

Board Members Present: John McDowall, William Moebus, Tanya Nalesnik (7:42pm), Yvonne Scott (7:38pm), Joseph Somers, William Soucie, John Geissler, Lorraine Scheibener

Board Members Absent: Thomas Friend

School Personnel Present: Mr. Emil Suarez, Superintendent; Abigail Postma, Brd.Sec/SBA, Nancy Yard, Principal, Kathy Stannard, CST Supervisor

Public: 38 Visitors

The meeting was called to order at 7:30 p.m. by Lorraine Scheibener, Board President, in accordance with the Open Public Meetings Act, NJSA 10:4-6, et seq.; followed by the flag salute. There was no other public present than as noted above

Correspondence/Presentations

None

Executive Session

MOTION: Enter Executive Session by Mr. McDowall, seconded by Mr. Somers

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
- Student Matters
- Potential Litigation

And be in 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.

AYES: McDowall, Moebus, Somers, Soucie, Geissler, Scheibener
MOTION PASSES

Nalesnik (7:42pm) and Scott (7:38) present during Executive Session

MOTION: Enter Public Session by Mr. McDowall, seconded by Mr. Moebus
AYES: McDowall, Moebus, Nalesnik, Scott, Somers, Soucie, Geissler, Scheibener
MOTION PASSES

Comments: Public – Agenda Items Only ~ None

2010-2011 School Budget Resolutions

MOTION by Mr. Moebus, seconded by Mr. Somers to move I-1 through I-3 as supporting resolutions to the tentative budget approval; discussion follows:

I-1 Resolution

BE IT RESOLVED that the Holland Township Board of Education approves the following resolution:

WHEREAS pursuant to the provisions of N.J.A.C. 6A:23A-7.3 (b) the Holland Township Board of Education shall establish, in the annual school budget, a maximum expenditure account that may be allotted for such travel and expense reimbursement for the 2010-2011 school year;

BE IT RESOLVED, that the Holland Township Board of Education hereby establishes the school district maximum within the 2010-2011 tentative budget at the sum of \$65,000; and

BE IT FURTHER RESOLVED, that included in this amount is a maximum regular business travel amount of \$1,500 per employee; and

BE IT FURTHER RESOLVED, that the Holland Township Board of Education established a maximum school district travel amount of \$65,000 for the 2009-2010 budget and \$10,832 has been approved to be expended as of February 2010; and

NOW THEREFORE BE IT RESOLVED, that the School Business Administrator shall track and record these costs to insure that the maximum amounts are not exceeded.

I-2 Resolution

BE IT RESOLVED, the Holland Township Board of Education approves the following line items within the 2010-2011 tentative budget:

Professional Services:

<i>Attorney</i>	\$10,000
<i>Auditor</i>	\$17,000
<i>School Physician</i>	\$ 5,500
<i>Neurologist Evaluations</i>	\$ 3,000
<i>Psychologist Evaluations</i>	\$ 3,000
<i>Audiologist Evaluations</i>	\$ 3,000
<i>Speech Evaluations</i>	\$ 3,000
<i>Behaviorist Evaluations</i>	\$ 3,000
<i>Summitt Speech Special Education Svcs</i>	\$14,000
<i>Douglas Outreach Special Education Svcs</i>	\$25,000
<i>Occupational Therapist</i>	\$75,000
<i>Physical Therapist</i>	\$30,000

I-3 RESOLUTION

BE IT RESOLVED that the Holland Township Board of Education approves the following resolution:

WHEREAS, the 2010-2011 tentative budget includes sufficient funds to implement the proposed planning process as described in this district's Annual Report pursuant to N.J.S.A. 18A and N.J.A.C. Title 6 and 6A and to provide curriculum and instruction which will enable all students to achieve the Core Curriculum Content Standards;

BE IT RESOLVED the Holland Township Board of Education approves the 2010-2011 tentative budget in the amount of \$9,686,324 and authorizes its submission to the Hunterdon County Executive County Superintendent for approval as follows:

	BUDGET	LOCAL TAX LEVY
General Fund:	\$9,686,324	\$8,146,999
Special Revenue Fund:	\$ 170,052	\$0
Debt Service Fund:	\$ 287,695	\$ 287,694

WHEREAS the 2010-2011 Budget Expenditures are as follows:

General Fund: \$9,686,324
TOTAL GENERAL FUND: \$9,686,324

Debt Service Fund:

Interest on Bond: \$22,695

Principal: \$265,000

Special Revenue Grants Fund: \$170,052

BE IT FURTHER RESOLVED the 2010-2011 Budget is supported by the following Revenue:

Budgeted Fund Balance Gen: \$110,444

Regular Interest: \$10,000

Rental Income: \$5,000

State of New Jersey Aid: 1,432,736 (Reduced by SDA Assessment \$18,855)

General Fund Tax Levy: \$8,146,999

Debt Service Tax Levy: \$287,694

Budget Fund Bal Debt Svc:\$1

Special Revenue (Grants) \$170,052

FURTHER RESOLVED to accept the New Jersey State Aide for the 2010-2011 school budget in the following amounts by category:

Special Education Aid \$97,860

Equalization Aid \$1,334,876

Reduction of Assessment of SDA Funds (\$18,855)

TOTAL: \$1,413,881

RESOLVED that there should be raised for General Funds \$ 8,146,999 in taxes for the ensuing school year, 2010-2011, as represented as the ballot question in the School Election April 20,2010.

WHEREAS, the Holland Township School District has proposed programs and services in addition to the Core Curriculum Content Standards adopted by the State Board of Education and information on this budget and the programs and services it provides is available from the school district business office;

WHEREAS, the Debt Service includes budgeted fund balance in the amount of \$1.00 to offset the tax debt. The \$1.00 reflects a portion of the excess surplus from the original building project (2001), as per the June 30, 2009 audit.

Budget Discussion:

- Mr. Suarez presented the budget analysis.
- Mrs. Scheibener clarified that the Board of Education was in concession to developing a budget based on a 2% tax levy increase after the budget work session in February; however, after the release of the state aid, a further review of the tax levy should be discussed based on the loss of \$511,909 state funds.

- Mr. Suarez and Mrs. Postma reviewed the details of the potential \$511,909 reductions for the school budget. Mrs. Postma reviewed and clarified the allowable tax levy cap and how the district could approve a higher than 4% cap based on the allowance of raising additional funds due to the significant loss of state aid.
- Mr. Suarez reviewed the offset of additional budgeted fund balance (surplus) to enable funds in the 2010-11 budget. Mrs. Postma discussed how additional budgeted fund balance could be detrimental to building the 2011-12 budget, as the budget already cannot support the \$110,000 funds due to the 2010/11 budget lacking any type of savings or contingencies, budgeting a low increase for health benefits and appropriating all NCLB and IDEA grant funds.
- Mr. Suarez and Mrs. Postma reviewed that the Board should decide the base of tax levy increase; the decision should be based on the fact that the State review may not allow an additional increase in levy after the budget is submitted for approval, so the board should seriously consider the 4% increase and, if necessary or as a board concession, decrease the levy at the budget hearing.
- Mr. Soucie stated that a negotiated agreement from the union to freeze salaries for the 10/11 school year could save the elimination of teaching and other jobs.
- Mr. Geissler discussed the potential revenue from sales of the home located on school grounds and how the funds could be appropriated in future budgets.

Hand Vote on each item in the budget reduction detail:

	Yes/No
Appropriate Additional Fund Balance –	1/7 No
Library Clerk Eliminate 1 –	6/2 Pass
Social Worker Reduction -	8/0 Pass
Speech Therapist Reduction -	8/0 Pass
Eliminate Additional Teacher Aide -	1/7 No
Eliminate Summer Computer Cleaning -	8/0 Pass
Eliminate 2 Additional Summer Maint -	0/8 No
Eliminate Summer Library Hours -	8/0 Pass
Eliminate 100% Extracurricular/Athletics	1/7 No
Eliminate 50% Extracurricular/Athletics	3/5 No

The overall reductions are as follows:

Supervisor of Curriculum and Instruction Position	\$71,849
Elimination of Part Time Custodian	\$14,475
Elimination of 2 Teacher Aides	\$81,661
1.5% Health Benefits Contribution Reduced from HB	\$71,597
Eliminate 2 Teachers	\$149,677
Eliminate Part Time Secretary Position	\$13,970
Eliminate 2 Summer Custodians	\$8,000
Reduce Tutoring	\$8,000
Reduce Curriculum Chairs to One	\$8,548
Eliminate 1 Library Clerk	\$34,634

Reduce Social Worker 60%-50%	\$32,565
Reduce Speech Therapist 60%-50%	\$12,453
Eliminate Summer Computer Cleaning Hours	\$1,980
Eliminate Summer Library Hours	<u>\$2,500</u>
Total Reductions:	\$511,909

- Mr. Somers inquired on the importance of the extracurricular and athletics programs at a time when teachers are being reduced: Mr. Suarez stated that those programs are an educational component for the student to learn special interests and an extension of the gifted/talented programs.
- Ms. Nalesnik stated that a no raise for teachers could help save teachers jobs and it is the duty to our tax payers to seek tax relief within our school budgets.

MOTION APPROVED UNANIMOUSLY

Supplementary Matters

Mr. Geissler reviewed the potential income of selling the home on the property.

MOTION by Geissler, seconded by Nalesnik for the current administration to seek additional information on the property value, costs to subdivide, and allowable income for the district.

MOTION PASSES UNANIMOUSLY

Comments: Public – General

Bobby Beriont, Adamic Hill, Holland Township stated that these are tough times with difficult decisions and that it is wise of the Board of Education to go to the 4% tax levy increase based on the deep cuts already made to the educational programs given the loss of state aid. She stated that the current administration should be recommending the overall budget reductions and allowing the administration to review what is best, educationally, for the district, given the overall budget cuts.

Executive Session

MOTION: Enter Executive Session by Mr. Moebus, seconded by Mr. Somers

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 be 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

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.

AYES: McDowall, Moebus, Nalesnik, Scott, Somers, Soucie, Geissler, Scheibener
MOTION PASSES

MOTION: Enter Public Session by Mr. Soucie, seconded by Mr. Somers

AYES: McDowall, Moebus, Nalesnik, Scott, Somers, Soucie, Geissler, Scheibener
MOTION PASSES

Communications Update: Developing the budget newsletter and “get the vote out” planning.

Adjournment

MOTION by Mr. Moebus, seconded by Mr. McDowall to adjourn the meeting.

MOTION APPROVED UNANIMOUSLY

Respectfully Submitted,

Abigail J. Postma, RSBA/Board Secretary