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

MINUTES

***February 2010 Regular Board Meeting ~
Postponed to
March 2, 2010
7:30 P.M.***

Board Members Present: Thomas Friend, John McDowall, William Moebus, Tanya Nalesnik (7:45pm) Yvonne Scott, Joseph Somers, William Soucie, John Geissler, Lorraine Scheibener

Board Members Absent: None

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

Public: 16 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

Student Presentation 8th Grade Social Studies (Ms. Ozgar)

New Jersey Middle School Association Video Contest Entry – “What Teachers Should know about Middle School Students”

Letter from Cynthia Yard

Executive Session

MOTION: Enter Executive Session by Mr. Geissler, 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:

- Negotiations

➤ Legal Matters

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

MOTION: Enter Public Session by Mr. Geissler seconded by Mr. Moebus at 8:15pm

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

Approval of Minutes of Previous Meetings

MOTION by Mr. McDowall, seconded by Mr. Moebus to approve the following:

January 26, 2010 Regular Board Meeting and Executive Session

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

ABSTAIN: Friend

MOTION PASSES

Comments: Superintendent

- Mr. Suarez reviewed the current enrollment
- Mr. Suarez updated the BOE on the power outage and commended the staff, Police/Fire Departments for all the assistance to maintaining the safe environment for the students.
- Mr. Suarez discussed the new website and updated on the Basketball Tournaments.

Comments: Principal

- Mrs. Yard the new and upcoming educational programs across the grade levels.
- Mrs. Yard presented the 2009 NJASK results
 - Mr. Somers inquired if the district could track student achievement over time. Mrs. Yard reviewed that a good trend could not be found due to the difference of vendors.
 - Mr. Suarez stated that next year there will be a capability to review the student scores year to year.

Comments: Public – Agenda Items Only ~ None

Superintendent Action Items

Education

MOTION by Mr. McDowall, seconded by Mr. Moebus to approve the following action items, as recommended by the Superintendent;

1. Approve PreK Report Card

K-1

RESOLVED that the Holland Township Board of Education approves the PreK Report Card.

2. Approve Professional Development Presenter

RESOLVED that the Holland Township Board of Education approves Joan Ricker as presenter for the Professional Development on the Kid Writing Program for \$450.00.

AYES: Friend, McDowall, Moebus, Nalesnik, Scott, Somers, Soucie, Geissler, Scheibener

MOTION PASSES

Personnel

MOTION by Mr. Geissler, seconded by Mr. McDowall to approve the following action items, as recommended by the Superintendent;

1. Approve Staff Attendance at Conferences/Workshops

L-1

RESOLVED that the Holland Township Board of Education approves staff attendance at conferences retroactive to February 23, 2010.

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. Gymnastics Club

RESOLVED that the Holland Township Board of Education approves the following staff members as director and assistant director of the Gymnastics Club:

Position	Staff Member	Stipend
Gymnastics Director	Betsy Nush	\$1,494
Assistant Gymnastics Director	Colleen Speth	\$1,202

4. Mathematics 5-8 Department Chairperson

RESOLVED that the Holland Township Board of Education approves Stephanie Kane as the Mathematics 5-8 Department Chairperson. Yearly stipend of \$1,422 prorated for the balance of the 2009-2010 school year.

5. Approve Cafeteria Aide

L-3

RESOLVED that the Holland Township Board of Education approves Claudia Wirkus as a cafeteria aide retroactive to March 1, 2010 through the end of the 2009-2010 school year at an hourly rate of \$12.38.

6. Approve Special Education Aide L-4
RESOLVED that the Holland Township Board of Education approves Stephen Schaible as a special education aide retroactive to March 1, 2010 through the end of the 2009-2010 school year at an hourly rate of \$19.44.
7. Approve Morning Student Drop Off Monitor
RESOLVED that the Holland Township Board of Education approves Phyllis Martin-Borrero as a Morning Student Drop Off Monitor retroactive to March 1, 2010 through the end of the 2009-2010 school year. Compensation: \$875/year – prorated for the balance of the 2009-2010 school year.
8. Approve Substitute Teacher
RESOLVED that the Holland Township Board of Education approves Stephen Schaible as a substitute teacher. (See Enclosure L-4)
9. Approve Attendance at 2010 Schools to Watch Conference
RESOLVED that the Holland Township Board of Education approves the following staff attendance at the 2010 Schools to Watch Conference in Arlington, Virginia, June 24-June 26, 2010: All expenses (*with the exception of one registration*) to be paid out of the Schools to Watch Grant.

Nancy Yard
Kathleen Stannard
Jennifer Marycz
Sandra Ozgar

10. Approve Professional Development Hours for Schools to Watch Presentation
RESOLVED that the Holland Township Board of Education approves three paid professional development hours for each of the following teachers to prepare for the New Jersey Middle School Association Annual Conference on March 19, 2010, to be paid out of the Schools to Watch Grant.

Denise Carney	\$40.77/hr x 3 hours	= \$122.31
Sandra Ozgar	\$40.77/hr x 3 hours	= \$122.31
Carrie Grundhauser	\$40.77/hr x 3 hours	= \$122.31
Jason Kries	\$40.77/hr x 3 hours	= \$122.31
Total		\$489.24

AYES: Friend, McDowall, Moebus, Scott, Somers, Soucie, Geissler, Scheibener

NAYS: Nalesnik

ABSTENTIONS: McDowall #1, Soucie #1

MOTION PASSES

Policy

MOTION by Mr. McDowall, seconded by Mr. Moebus to approve the following action items, as recommended by the Superintendent;

1. Approve Second Reading of Policy 3240 M-1
RESOLVED that the Holland Township Board of Education approves the second reading of Policy 3240 (Professional Development).
2. Approve Second Reading of Regulation 3240 M-2
RESOLVED that the Holland Township Board of Education approves the second reading of Regulation 3240 (Professional Development).
3. Approve Second Reading of Policy 2423 M-3
RESOLVED that the Holland Township Board of Education approves the second reading of Policy 2423 (Bilingual and ESL Education).
4. Approve Second Reading of Regulation 2423 M-4
RESOLVED that the Holland Township Board of Education approves the second reading of Regulation 2423 (Bilingual and ESL Education).
5. Approve Second Reading of Policy 2415.03 M-5
RESOLVED that the Holland Township Board of Education approves the second reading of Policy 2415.03 (Highly Qualified Teachers).
6. Approve First Reading of the new Holland Township School District's Policy Book
RESOLVED that the Holland Township Board of Education approves the first reading of the new Holland Township School District's Policy Book.

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

Finance & Facilities

MOTION by Mr. Somers, seconded by Mr. Moebus to approve the following action items, as recommended by the Superintendent;

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. Approve Transfer of February 2010 Funds: Unemployment Trust Account
RESOLVED that the Holland Township Board of Education approves the February monthly transfer of \$23,000 from the General Fund to the Unemployment Trust Fund to avail funds for the State of New Jersey Unemployment obligations.

3. 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 **January 2010**.

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

WHEREAS these reports show the following balances on **January 31, 2010**.

<u>Fund</u>	<u>Board Secretary Cash Balance</u>	<u>Treasurer Cash Balance</u>
(10) General Fund	\$1,709,102.10	\$1,709,102.10
(10) Capital Reserve	\$ 459,548.53	\$ 459,548.53
(20) Special Revenue Fund	\$- 110,667.73	\$- 110,667.73
(30) Capital Projects Fund	\$.33	\$.33
(40) Debt Service Fund	\$ 55,543.03	\$ 55,543.03
TOTAL	\$2,113,526.26	\$2,113,526.26

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.

4. Approve Payment of the Bill List

N-3

WHEREAS the Board Secretary has presented a payroll check register for Jan. 29, 2010 in the amount of \$322,988.71.

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	\$ 317,848.75
(20) Special Revenue Fund	\$ 5,139.96
(30) Capital Projects Fund	\$ 0
(40) Debt Service Fund	\$ 0
TOTAL	\$ 322,988.71

5. Approve Payment of the Bill List

N-4

WHEREAS the Board Secretary has presented a payroll/check register for February 23, 2010 in the amount of \$610,344.20.

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	\$ 590,248.32
(20) Special Revenue Fund	\$ 20,095.88
(30) Capital Projects Fund	\$ 0
(40) Debt Service Fund	\$ 0
TOTAL	\$ 610,344.20

6. Approve Hunterdon County Educational Services Commission Services

RESOLVED that the Holland Township Board of Education approves contracted services through the Hunterdon County Educational Services Commission for a Registered Nurse;

WHEREAS the nursing services will be for the school district on June 2, 3, 4, 2010 for the hours of 8am-3:30pm daily;

FURTHER RESOLVED the contracted rate for services will be \$38.00 per hour for a Registered Nurse for a total service fee of \$855.00.

AYES: Friend, McDowall, Moebus (Abstain #6 Check ESC), Nalesnik, Scott, Somers, Soucie, Geissler, Scheibener
MOTION PASSES

Communications Committee

Reviewed the committee activities and the Community Advisory Committee

Board Goals/Timelines

Reviewed the process for the upcoming review; President Scheibener will forward a copy of the evaluation to Board members.

Supplementary Matters

Mr. Geissler reviewed the process with Mr. Suarez of budgeting snow days into the school calendar for the 2010/11 school year.

Mr. Geissler also commented that the Education Committee will continue to track the NJASK scores through the committee.

Mr. Somers thanked the PTO for another excellent Casino Night and thanked the administration for their active roles.

MOTION by Mr. Moebus, seconded by Mr. Somers to suspend Bylaw 9130 in order for the Board of Education to meet on the same nights as Board Meetings to address the constrained budget timeline of planning and adopting the 2010/11 school budget if meetings become necessary.

MOTION APPROVED UNANIMOUSLY

2010-2011 Budget Review

- Reviewed with the administration the scenarios if State Aid is flat and reviewed a tax levy review at the different percentage increases.
- Reviewed the Health Benefits analysis and the budget amount of 12% increase
- Discussed the Tax Levy amounts and reviewed the impact on taxpayers on a 4% & 2% increase
- The board reviewed the issue of the quality of education dropping if cuts are made below a 4% or to a 2% tax levy increase.
- The board also discussed the issue of the township reducing the budget further after a potential budget defeat.
- The board conceded to have the administration develop a 2% tax levy budget, however, to review again after the release of state aid.
- The board conceded that the first page of reductions totaling \$426,884 in the 3/2/10 Budget Reduction Review on the yellow sheet will be the first round of reductions awaiting the final release of state aid.
- The board thanked the administration for their hard work to review potential reductions within the current budget.

Comments: Public – General ~

- Mr. Ken Grisewood, Ad Hoc Member to Finance & Facilities and resident commended the administration for their hard work during this budget time. He commented that the 2% tax levy is an uncomfortable, yet reasonable compromise to reduce the school budget. He also voiced his concerns to the public employees taking raises and not contributing to their health benefits, which is a luxury that should be cut across the State.
- Mr. Dan Bush on behalf of the soccer league stated he has volunteers to assist in the refurbishment of the school soccer fields. The soccer league is willing to provide dirt and volunteers to help fill holes and level the fields. Mr. Scheibener invited him to attend the Finance & Facilities meeting on March 25th to discuss at the committee level.

Adjournment

MOTION by Mr. Moebus, seconded by Mr. Somers to adjourn the meeting at 10:38pm.

MOTION APPROVED UNANIMOUSLY

Respectfully Submitted,

Abigail J. Postma, RSBA/Board Secretary