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***Official Minutes of the  
Holland Township Board of Education  
Milford, NJ 08848***

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**Regular Board Meeting: October 18, 2011 7:30 P.M.**

**Time and Place**

The Regular Board Meeting was held on October 18, 2011 by the Board of Education of the Holland Township School District, Hunterdon County, in the Auditorium of the Holland Township Elementary School, 714 Milford-Warren Glen Road, Milford, New Jersey 08848

**Sunshine Notice**

In accordance with the provisions of the New Jersey Open Public Meetings Act, Chapter 231 Laws of 1975, adequate notice of this meeting was provided through the public notice on May 19<sup>th</sup>, 2011 by:

- A. Faxing to the Hunterdon Democrat and Express Times
- B. Posting on the District Website and the bulletin board in the main hallway of the school
- C. Filing with the Clerk of the Township of Holland

**Call to Order**

The meeting was called to order at 7:34 p.m. by Board President Scheibener.

**Roll Call**

Board Members Present:	McDowall, Moebus, Schneider, Somers, Vandenburg, Geissler, Scheibener
Absent:	Scott, Soucie
School Personnel Present:	Mr. Suarez, Superintendent, Mrs. Postma, SBA/Brd Sec., Dr. Yard, Principal, Dr. Stannard, CST Supervisor
Public Present:	27 Visitors

**Comments: Public – Agenda Items Only**

- o None

**MOTION: Enter Executive Session**

**MOTION** by Mr. Schneider, seconded by Mr. Moebus to enter Executive Session at 7:35 p.m.;

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 Update***

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.

**MOTION: Enter Public Session**

**MOTION** by Mr. Moebus, seconded by Mr. Somers to enter Public Session

**MOTION APPROVED UNANIMOUSLY**

Board President Scheibener announced the receipt of the Fact Finder’s Report as part of the Fact Finding process of Negotiations between the Holland Township Board of Education and the Holland Township Education Association. She also read the following on behalf of the Holland Township Board of Education:

The Holland Township Board of Education is committed to providing students with the best education possible which is fiscally responsible and reflects the diverse needs of the community. All members of the Holland Township Board of Education respect and value the work our teachers, aides, clerks, secretaries, and custodians do

for our students, school, and community. We recognize that our staff members are dedicated to providing our students with an educational environment and experience that provide them with a foundation for success.

The Board of Education is in the difficult position of negotiating a contract that we believe is fair to our staff and responsive to the economic needs of the community. The current state of negotiations is not about failing to recognize the care, commitment, and dedication that our staff demonstrates daily. It continues to be about responding to the current state of the economy at the national, state, and most importantly the local level. It is imperative that the Board of Education remains sensitive to the economic challenges that face our community members. The Board of Education believes that it has negotiated in good faith while attempting to balance the interests of the community with appropriate contractual terms and conditions.

The Holland Township Board of Education's negotiations team has been negotiating in good faith with the Holland Township Education Association since January 2010. After more than one year of face-to-face negotiations, the Board of Education and the HTEA mutually agreed to file for impasse and enter into the process of mediation.

After three sessions of mediation, the mediator assigned by the NJ Public Employees Relations Commission ended mediation and directed both sides to enter into the fact-finding process.

During the mediation and fact-finding processes, members and officers of Holland Township Education Association have been attending board meetings. At many of these meetings HTEA representatives provided comments and/or prepared statements to the Board of Education during the "comments from the public" portion of the meeting.

Each time the HTEA made a statement at a board meeting, the Board of Education listened and accepted the statement without response or comment. Although the Board of Education would have liked to respond, we felt that it was important not to engage in a public debate on the merits of the Board or HTEA positions during the negotiations process.

Recently, the Holland Township Education Association mailed a flyer to parents designed to demonstrate their commitment to our students and our community, thus attempting to garner support for their position in negotiations.

Therefore, after many months of silence the Board of Education feels compelled to respond.

To expand on some of the information provided in the flyer the Board of Education offers the following:

- The HTEA indicated that their members have accumulated more than 4,002 days of unused sick time.

It should be noted that the contract between the Board of Education and the HTEA provides for the severance payout of accumulated sick leave after 20 years of service in district for teachers and 15 years of service in district for support staff. An eligible teacher or support staff member is entitled to a maximum of \$25,000 in sick leave severance upon leaving the district based on a formula outlined in the contract.

- The HTEA indicated that 34% of teachers hold graduate degrees and several paraprofessionals are college graduates.

The contract between the BOE and the HTEA provides for tuition reimbursement for graduate and undergraduate courses taken by members of the bargaining unit. An individual is limited to reimbursement for up to 15 credits per year. The maximum payment by the Board for all graduate and undergraduate courses taken by members of the bargaining unit is \$55,000 annually. Also, the teachers' salary guide included in the contract provides for additional salary for a BA +15, BA +30, Masters Degree, MA +30.

- The HTEA indicates that there exists a low faculty turnover rate.

The Board of Education also acknowledges that there is a low faculty turnover rate. Board of Education members believe that there are many factors that contribute to the low turnover rate including a positive working environment created by the administration and board, hard working, well behaved students, and supportive parents striving for excellence.

Members of the Board of Education are also members of the community. Many of us are volunteers in local organizations and activities and spend countless hours sharing our talents and serving the community. We too, are committed to our school district and the students we educate.

On Wednesday, September 14, the Board of Education and the HTEA met with the state appointed fact-finder. The Board of Education and the HTEA presented their demands and background information for the settlement of the contract. The Fact-Finder then reviewed that information and produced a Fact-Finding Report that was received by both parties on September 29, 2011, and posted on the district website on Tuesday, October 11.

#### CLOSING STATEMENT

##### ACCEPTANCE OF FACT-FINDER'S REPORT

The Holland Township Board of Education has reviewed and discussed the fact-finders report. In the report the Fact-Finder indicates that all outstanding issues other than salary have been resolved and that he recommends the following increases:

2.5% in 2010-2011

2.2% in 2011-2012

2.2% in 2012-2013

During the discussion of the report the BOE considered the fact that the HTEA has agreed to a substantial change in the health benefits program provided by the Board and state statute requires a significant increase in employee contributions towards their benefits. The cost savings realized through the change in health benefits program and the increase in employee contributions towards benefits will help in offsetting the cost of the salary increases.

Therefore, taking into consideration the saving gained through the change in health benefits plan and the increased contributions mandated by the state, the Holland Township Board of Education will accept the Fact-Finders report.

The acceptance of the Fact-Finders report is a step towards arriving at a tentative agreement that can be presented to the members of the HTEA and the Board of Education for ratification.

**MOTION** by Mr. Geissler, seconded by Mr. McDowall, Therefore, Be it resolved that the Holland Township Board of Education accept the Fact-Finders report written by Mr. John Biondi, the State appointed Fact-Finder

**MOTION APPROVED UNANIMOUSLY**

#### **Correspondence/Presentations**

- Board President Scheibener announced receipt of a letter from Governor Chris Christie

#### **Approval of Minutes of Previous Meetings**

**MOTION** by Mr. Moebus seconded by Mr. Schneider to approve the following Minutes from the previous meeting(s):

#### **September 27, 2011 Regular Board Meeting and Executive Meeting**

**AYES:** *McDowall, Moebus, Schneider, Somers, Vandenburg, Geissler, Scheibener*

**MOTION APPROVED**

#### **Approval of Addendum**

**MOTION** by Mr. Moebus seconded by Mr. Somers to approve the following Addendum:

#### **Rescind Resolutions**

RESOLVED that the Holland Township Board of Education rescinds the following resolutions from the August 23, 2011 and September 27, 2011 Board Agendas.

#### **Education**

1. **Approve Emergency Management and Response Plan**

RESOLVED that the Holland Township Board of Education approves the Emergency Management and Response Plan.

## Personnel

1. Approve Department Chairperson Visual and Performing Arts

RESOLVED that the Holland Township Board of Education approves the following staff member as Visual and Performing Arts Chairperson as per the 2009-2010 negotiated contract:

Visual and Performing Arts	Thomas Welsh	\$1,422
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2. Approve Co-Director for the Tournament of Champions

RESOLVED that the Holland Township Board of Education approves Linda Breslin as Co-Director for Tournament of Champions.

3. Approve Coach for Boys Basketball

RESOLVED that the Holland Township Board of Education approves Matt LaCourte as Boys Basketball Coach at a stipend rate of \$3,302.

4. Ratify and Approve Volunteer Soccer Coach

RESOLVED that the Holland Township Board of Education ratifies and approves Matt LaCourte as a volunteer soccer coach.

5. Approve Additional Hours for Child Study Team Speech Evaluations

RESOLVED that the Holland Township Board of Education approves additional summer services for Carol Stow to perform Child Study Team Speech evaluations retroactive to July 13, 2011 at the rate of \$48.47/hour not to exceed 14 hours. Rates subject to adjustment after settlement contract.

6. Approve Custodian

RESOLVED that the Holland Township Board of Education approves the appointment of Dean Croasdale as custodian beginning October 1, 2011. Mr. Croasdale will start on Step 1 (\$35,250) of the custodial salary guide.

7. Approve Part Time Special Education Teacher

RESOLVED that the Holland Township Board of Education approves Ms. Heather Bazarnicki as part time special education teacher (19.6 hours per week). Ms. Bazarnicki will start on Step 1 BA (\$44,052) of the teacher salary guide – prorated.

8. Approve Additional Child Study Team Summer Services

RESOLVED that the Holland Township Board of Education approves additional summer services for the Learning Disabilities Teacher Consultant at a rate of \$55.24/hour and the School Psychologist at a rate of \$50.07/hour not to exceed 14 hours each. Rates subject to adjustment after settlement contract.

9. Approve Increase for School Treasurer

RESOLVED that the Holland Township Board of Education approves an increase for Ms. Patti Fischer of 2% (\$62.06)

10. Approve Additional Time for Cafeteria Aide

RESOLVED that the Holland Township Board of Education approve additional time for Claudia Wirkus from 1 ¾ hours to 2 ½ hours per day to perform copying duties.

Approve Resolutions

RESOLVED that the Holland Township Board of Education approves the following resolutions.

Education

1. Approve Emergency Management and Response Plan

RESOLVED that the Holland Township Board of Education approves the Emergency Management and Response Plan for the 2011-2012 school year.

Personnel

1. Approve Department Chairperson Visual and Performing Arts 2011-2012

RESOLVED that the Holland Township Board of Education approves the following staff member as Visual and Performing Arts Chairperson for the 2011-2012 school year as per the 2009-2010 negotiated contract:

Visual and Performing Arts	Thomas Welsh	\$1,422
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2. Approve Co-Director for the Tournament of Champions 2011-2012

RESOLVED that the Holland Township Board of Education approves Linda Breslin as Co-Director for the Tournament of Champions for the 2011-2012 school year.

3. Approve Boys Basketball Coach 2011-2012  
RESOLVED that the Holland Township Board of Education approves Matt LaCourte as Boys Basketball Coach for the 2011-2012 school year at a stipend rate of \$3,302.
4. Ratify and Approve Volunteer Soccer Coach 2011-2012  
RESOLVED that the Holland Township Board of Education ratifies and approves Matt LaCourte as a volunteer soccer coach for the 2011-2012 school year.
5. Approve Additional Hours for Child Study Team Speech Evaluation 2011-2012  
RESOLVED that the Holland Township Board of Education approves additional summer services for Carol Stow to perform Child Study Team Speech evaluations retroactive to July 13, 2011 at the rate of \$48.47/hour not to exceed 14 hours for the 2011-2012 school year. Rates subject to adjustment after settlement contract.
6. Approve Custodian 2011-2012  
RESOLVED that the Holland Township Board of Education approves the appointment of Dean Croasdale as custodian beginning October 1, 2011 through June 30, 2012. Mr. Croasdale will start on Step 1 (\$35,250) of the custodial salary guide.
7. Approve Part Time Special Education Teacher 2011-2012  
RESOLVED that the Holland Township Board of Education approves Ms. Heather Bazarnicki as part time special education teacher (19.6 hours per week) for the 2011-2012 school year. Ms. Bazarnicki will start on Step 1 BA (\$44,052) of the teacher salary guide – prorated.
8. Approve Additional Child Study Team Summer Services 2011-2012  
RESOLVED that the Holland Township Board of Education approves additional summer services for the Learning Disabilities Teacher Consultant at a rate of \$55.24/hour and the School Psychologist at a rate of \$50.07/hour not to exceed 14 hours each for the 2011-2012 school year. Rates subject to adjustment after settlement contract.
9. Approve Increase for School Treasurer 2011-2012  
RESOLVED that the Holland Township Board of Education approves an increase for Ms. Patti Fischer of 2% (\$62.06) for the 2011-2012 school year.

10. Approve Additional Time for Cafeteria Aide 2011-2012

RESOLVED that the Holland Township Board of Education approve an increase in hours for Claudia Wirkus from 1 ¾ hours to 2 ½ hours per day to perform copying duties for the 2011-2012 school year .

**AYES:** *McDowall, Moebus, Schneider, Somers, Vandenburg, Geissler, Scheibener*  
**MOTION APPROVED**

**MOTION** by Mr. Moebus seconded by Mr. McDowall to approve all the following Addendum Items, as written:

Rescind Resolutions

RESOLVED that the Holland Township Board of Education rescinds the following resolutions from the August 23, 2011 and September 27, 2011 Board Agendas.

Education

2. Approve Emergency Management and Response Plan

RESOLVED that the Holland Township Board of Education approves the Emergency Management and Response Plan.

Personnel

11. Approve Department Chairperson Visual and Performing Arts

RESOLVED that the Holland Township Board of Education approves the following staff member as Visual and Performing Arts Chairperson as per the 2009-2010 negotiated contract:

Visual and Performing Arts	Thomas Welsh	\$1,422
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12. Approve Co-Director for the Tournament of Champions

RESOLVED that the Holland Township Board of Education approves Linda Breslin as Co-Director for Tournament of Champions.

13. Approve Coach for Boys Basketball

RESOLVED that the Holland Township Board of Education approves Matt LaCourte as Boys Basketball Coach at a stipend rate of \$3,302.

14. Ratify and Approve Volunteer Soccer Coach

RESOLVED that the Holland Township Board of Education ratifies and approves Matt LaCourte as a volunteer soccer coach.

15. Approve Additional Hours for Child Study Team Speech Evaluations

RESOLVED that the Holland Township Board of Education approves additional summer services for Carol Stow to perform Child Study Team Speech evaluations retroactive to July 13, 2011 at the rate of \$48.47/hour not to exceed 14 hours. Rates subject to adjustment after settlement contract.

16. Approve Custodian

RESOLVED that the Holland Township Board of Education approves the appointment of Dean Croasdale as custodian beginning October 1, 2011. Mr. Croasdale will start on Step 1 (\$35,250) of the custodial salary guide.

17. Approve Part Time Special Education Teacher

RESOLVED that the Holland Township Board of Education approves Ms. Heather Bazarnicki as part time special education teacher (19.6 hours per week). Ms. Bazarnicki will start on Step 1 BA (\$44,052) of the teacher salary guide – prorated.

18. Approve Additional Child Study Team Summer Services

RESOLVED that the Holland Township Board of Education approves additional summer services for the Learning Disabilities Teacher Consultant at a rate of \$55.24/hour and the School Psychologist at a rate of \$50.07/hour not to exceed 14 hours each. Rates subject to adjustment after settlement contract.

19. Approve Increase for School Treasurer

RESOLVED that the Holland Township Board of Education approves an increase for Ms. Patti Fischer of 2% (\$62.06)

20. Approve Additional Time for Cafeteria Aide

RESOLVED that the Holland Township Board of Education approve additional time for Claudia Wirkus from 1 ¾ hours to 2 ½ hours per day to perform copying duties.

### Approve Resolutions

RESOLVED that the Holland Township Board of Education approves the following resolutions.

### Education

#### 2. Approve Emergency Management and Response Plan

RESOLVED that the Holland Township Board of Education approves the Emergency Management and Response Plan for the 2011-2012 school year.

### Personnel

#### 11. Approve Department Chairperson Visual and Performing Arts 2011-2012

RESOLVED that the Holland Township Board of Education approves the following staff member as Visual and Performing Arts Chairperson for the 2011-2012 school year as per the 2009-2010 negotiated contract:

Visual and Performing Arts	Thomas Welsh	\$1,422
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#### 12. Approve Co-Director for the Tournament of Champions 2011-2012

RESOLVED that the Holland Township Board of Education approves Linda Breslin as Co-Director for the Tournament of Champions for the 2011-2012 school year.

#### 13. Approve Boys Basketball Coach 2011-2012

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#### 14. Ratify and Approve Volunteer Soccer Coach 2011-2012

RESOLVED that the Holland Township Board of Education ratifies and approves Matt LaCourte as a volunteer soccer coach for the 2011-2012 school year.

#### 15. Approve Additional Hours for Child Study Team Speech Evaluation 2011-2012

RESOLVED that the Holland Township Board of Education approves additional summer services for Carol Stow to perform Child Study Team Speech evaluations retroactive to July 13, 2011 at the rate of \$48.47/hour not to exceed

14 hours for the 2011-2012 school year. Rates subject to adjustment after settlement contract.

16. Approve Custodian 2011-2012

RESOLVED that the Holland Township Board of Education approves the appointment of Dean Croasdale as custodian beginning October 1, 2011 through June 30, 2012. Mr. Croasdale will start on Step 1 (\$35,250) of the custodial salary guide.

17. Approve Part Time Special Education Teacher 2011-2012

RESOLVED that the Holland Township Board of Education approves Ms. Heather Bazarnicki as part time special education teacher (19.6 hours per week) for the 2011-2012 school year. Ms. Bazarnicki will start on Step 1 BA (\$44,052) of the teacher salary guide – prorated.

18. Approve Additional Child Study Team Summer Services 2011-2012

RESOLVED that the Holland Township Board of Education approves additional summer services for the Learning Disabilities Teacher Consultant at a rate of \$55.24/hour and the School Psychologist at a rate of \$50.07/hour not to exceed 14 hours each for the 2011-2012 school year. Rates subject to adjustment after settlement contract.

19. Approve Increase for School Treasurer 2011-2012

RESOLVED that the Holland Township Board of Education approves an increase for Ms. Patti Fischer of 2% (\$62.06) for the 2011-2012 school year.

20. Approve Additional Time for Cafeteria Aide 2011-2012

RESOLVED that the Holland Township Board of Education approve an increase in hours for Claudia Wirkus from 1 ¾ hours to 2 ½ hours per day to perform copying duties for the 2011-2012 school year .

**AYES:** McDowall, Moebus, Schneider, Somers, Vandenburg, Geissler, Scheibener  
**MOTION APPROVED**

**Comments: Board President/Board Members**

- Board President stated that the NJSBA Convention Badges and Packet are now available for the members attending this years convention.

- Board Member Somers added that there is an available school fundraiser through Stop N Shop; registration is required and through your personal discount card, the school district can earn cash rewards.

**Comments: Superintendent**

- *Superintendent/BOE Update:*
  - I. Enrollment Update
    - Pre-K - Four: 324
    - Five - Eight: 324
    - Total Enrollment: 648 (-1)
  - II. We had a school security drill here on Tuesday, 10/11. We completed an evacuation other than fire and evacuated the students to our secondary staging area.
  - III. The School Safety and Security Team met on Tuesday, 10/11 also. The committee is comprised of staff, administration, parents, and Chief Harris.
  - IV. The Department of Education is now requiring us to notify the County Superintendent of the date we will be performing a school security drill.
  - V. Jim Stryker and I met with George Wettland and representatives from Garden Solar. This is the firm that proposes to build the Solar Energy Field on the property adjacent to the school property. The discussion focused on the possibility of the district entering into a PPA for the purchase of electricity from Garden Solar.
  - VI. Educational Issues/Updates
    - 1. School Choice- A student that attends a K-8 district that is a School Choice District is not eligible to attend the Regional High School unless the Regional High School is a choice district.
    - 2. The Department of Education has notified districts that the revisions for NJQSAC have been approved and we will have

to submit our Statement of Assurances to the Department of Education by January 15, 2012.

**Comments: Principal**

- a) Principal Dr. Yard announced the student Respect Week and the student activities centered around the program
- b) She also announced the earnings of the Norwescap Program, "Step Up to the Plate" thorough the student activities. They earned over 16,000 lbs of food for the needy.

***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 the Acceptance of Dictionaries from the Spring Mills Grange

(see Bd. File Portal)

RESOLVED that the Holland Township Board of Education accepts a donation of forty-six (46) dictionaries from the Spring Mills Grange No. 120 National Grange's "Project Dictionary" to be distributed to the current (2011-2012) third grade students.

2. Approve Acceptance of Catholic Charities Scholarship (see Bd. File Portal)

RESOLVED that the Holland Township Board of Education approves the acceptance of a \$5007 scholarship from Catholic Charities Diocese of Metuchen to be applied toward the NJ CAP "No More Bullies" Program.

3. American Education Week

RESOLVED that the Holland Township Board of Education approves the week of November 13-18, 2011 as American Education Week.

4. Approve Educational Services by Somerset Medical Center

RESOLVED that the Holland Township Board of Education approves the agreement for Educational Services with Somerset Medical Center for the School Year 2011-2012, authorizing five (5) hours per week of instruction for Student #120 at a rate of \$47.00 per hour for the 2011-2012 school year.

5. Approve the Memorandum of Agreement with Law Enforcement

RESOLVED that the Holland Township Board of Education approves the Memorandum of Agreement between the Holland Township School District and Law Enforcement for the 2011-12 school year.

**AYES:** McDowall (*abstain #4*), Moebus, Schneider, Somers, Vandenburg, Geissler, Scheibener

**MOTION PASSES**

**Personnel**

**MOTION** by Mr. Geissler, seconded by Mr. Moebus to approve the following Action Items as recommended by the Superintendent;

1. Approve Staff Attendance at Conferences/Workshops (see Bd. File Portal)  
RESOLVED that the Holland Township Board of Education approves staff attendance at conferences.
2. Approve Staff Summaries Conferences/Workshops (see Bd. File Portal)  
RESOLVED that the Holland Township Board of Education accepts the staff summary sheets for BOE approved workshops.
3. Approve Day without Pay (see Bd. File Portal)  
RESOLVED that the Holland Township Board of Education approves the following day Wednesday, November 23, 2011 for Mrs. Pamela LaFevre without pay.
4. Approve Substitute Teacher (see Bd. File Portal)  
RESOLVED that the Holland Township Board of Education approves Angela Caccesse as a substitute teacher/aide for the 2011-2012 school year.
5. Approve Nursing Service Plan (see Bd. File Portal)  
RESOLVED that the Holland Township Board of Education approves the Nursing Service Plan for the 2011-2012 school year.

6. Approve the Following General Education tutors and hours for the 2011-2012 school year

RESOLVED that the Holland Township Board of Education approves the following before and after school general education tutors and hours for the 2011-2012 school year.

Teacher	Grade Level/Subject	Rate	Min Per Session	# of sessions	Total
Deb Croasdale	3-4 Math	\$43.26	35	40	1,009.40
Tom Welsh	3-4 LA	\$40.77	35	40	951.30
Lindsey Brychta	5-6 Math	\$40.77	35	40	951.30
Amber Lazier	5-6 LA	\$40.77	35	40	951.30
Stephanie Kane	7-Math	\$44.86	35	40	1,046.73
Barbara Doll	7-LA	\$40.77	35	40	951.30
Sarah Tainow	8-Math	\$40.91	35	40	954.57
<b>Total General Education</b>		<b>\$6,815.90</b>			

7. Approve the following Special Education tutors and hours for the 2011-2012 school year

RESOLVED that the Holland Township Board of Education approves the following before and after school special education tutors and hours for the 2011-2012 school year.

Teacher	Grade Level/Subject	Rate	Min Per Session	# of sessions	Total
Wade Chilmonik	3-4 LA	\$40.77	35	40	\$951.30
Renee Dech	3-4 Math	\$60.42	35	40	\$1,409.80
Renee Dech	5-6 LA	\$60.42	35	40	\$1,409.80
Wade Chilmonik	5-6 Math	\$40.77	35	40	\$951.30
Nancy Zrake	7-LA	\$46.75	35	40	\$1,090.83
Colleen Speth	7-Math	\$40.77	35	40	\$951.30
Denise Carney	8-LA	\$40.77	35	40	\$951.30
Denise Carney	8-Math	\$40.77	35	40	\$951.30
<b>Total Special Education</b>		<b>\$8,666.93</b>			

8. Approve Appointment of Science Teacher Leave Position

RESOLVED that the Holland Township Board of Education appoint Mrs. Tanya Brooks to fill the 8<sup>th</sup> Grade Science Teacher leave position from on or about November 9, 2011 to on or about December 22, 2011. Mrs. Brooks 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 31<sup>st</sup> consecutive school day in the position the per diem amount will be 1/200<sup>th</sup> of step one of the teachers' salary guide (\$220.26).

9. Approve Tanya Brooks to Fill 5<sup>th</sup> Grade Teacher

RESOLVED that the Holland Township Board of Education approve Mrs. Tanya Brooks to fill in as 5<sup>th</sup> Grade Teacher retroactive from September 8, 2011 to October 3, 2011. Mrs. Brooks will be paid as per Board Policy 3125 as follows:

Regular per diem substitute rate of \$80.00 per day for the first ten consecutive school days and effective on the eleventh consecutive day in the position, the rate shall be 1.3 times the regular per diem substitute rate (104.00), and shall be retroactive to the first day.

**AYES:** *McDowall, Moebus, Schneider, Somers, Vandenburg, Geissler, Scheibener*  
**MOTION PASSES**

**Policy**

**MOTION** by Mr. Moebus, seconded by Mr. Schneider to approve the following Action Items as recommended by the Superintendent;

1. Approve Second Reading of Policy 9191

(see Bd. File Portal)

RESOLVED that the Holland Township Board of Education approves the second reading of Policy 9191 (Booster Clubs).

2. Approve Second Reading of Bylaw 0142 (see Bd. File Portal)  
 RESOLVED that the Holland Township Board of Education approves the second reading of Policy 0142 (Board Member Qualifications, Prohibited Acts and Code of Ethics).

**AYES:** *McDowall, Moebus, Schneider, Somers, Vandenburg, 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 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.
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 August 2011;  
 WHEREAS the Board of Education has received the Reports of the Secretary and Treasurer for the month of July 2011; and WHEREAS these reports show the following balances on August 2011

<b>FUND</b>	<b>Board Secretary Balance</b>	<b>Treasurer Balance</b>
(10) General Fund	\$ 1,094,322.67	\$ 1,094,322.67
(10) Capital Reserve	\$ 150,302.66	\$ 150,302.66
(20) Special Revenue Fund	\$ 496.90	\$ 496.90
(30) Capital Projects Fund	\$ 281,958.50	\$ 281,958.50
(40) Debt Service Fund	\$ .36	\$ .36
TOTAL	\$ 1,527,081.09	\$ 1,527,081.09

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 Sept. 15 and Sept. 30 Bill List N-3

WHEREAS the Board Secretary has presented a check register for September 15 and September 30 in the amount of \$585,505.88.

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.

FUND EXPENSE	BILL LIST AMOUNT
(10) General Fund	\$ 579,960.58
(20) Special Revenue Fund	\$ 5545.30
(30) Capital Projects Fund	\$ 0
(40) Debt Service Fund	\$ 0
TOTAL	\$ 585,505.88

4. Approve Payment of the Bill List N-4

WHEREAS the Board Secretary has presented a check register for October 18, 2011 in the amount of \$343,225.91.

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.

FUND EXPENSE	BILL LIST AMOUNT
(10) General Fund	\$ 343,075.91
(20) Special Revenue Fund	\$ 150.00
(30) Capital Projects Fund	\$ 0
(40) Debt Service Fund	\$ 0
TOTAL	\$ 343,225.91

5. Capital Projects Change Order EL-01: Various Rehabilitation Capital Projects High Point Electric N-5  
 RESOLVED that the Holland Township Board of Education approves the Various Rehabilitation Capital Projects Change Order for Electrical Contractor, High Point Electric, Change Order EL-01 for purpose of revising the date of Substantial Completion from September 30, 2011 to October 31, 2011 as part of the Various Capital Rehabilitation Project DOE #2220-060-10-1004/SDA Grant G5-4277.
  
6. Capital Projects Change Order GC-03: Various Rehabilitation Capital Projects Hahr Construction N-6  
 RESOLVED that the Holland Township Board of Education approves the Various Rehabilitation Capital Projects Change Order for General Contractor, Hahr Construction, Change Order GC-03 for purpose of revising the date of Substantial Completion from September 30, 2011 to October 31, 2011 as part of the Various Capital Rehabilitation Project DOE #2220-060-10-1004/SDA Grant G5-4277.
  
7. Participation Agreement for Cooperative Purchasing of Telecommunication Services N-7  
 RESOLVED that the Holland Township Board of Education agrees to participate in the Alliance for Competitive Telecommunications with the Middlesex Regional Educational Services Commission (MRESC) Cooperative Pricing System 65MCESCCPS and the New Jersey Association of School Business Officials (NJASBO). The MRESC shall be the lead Agency for this program. All current and future members of the MRESC Cooperative Pricing system are invited to participate in the Alliance for Competitive Telecommunications, which is intended to fulfill school districts obligation under 18A:55-3 and offer other co-op members a competitive pricing model;

WHEREAS, the Co-op Member (Holland Township School District hereby referred to as Co-op Member) shall provide the awarded vendor with accurate data, i.e. telephone line numbers, locations and any other appropriate information necessary for the provision of service;

WHEREAS, the Co-op Member may accept the contract award to the successful vendor(s) for such services as may be needed if it is advantageous to do so. The Co-op Member shall not withdraw from this agreement if they award a contract to the named vendor(s);

WHEREAS, the Co-op Member understands that the services to be provided under this cooperative purchasing agreement may include dial tone/local calls (where available), regional toll calls, long distance toll calls and voice over internet protocol (VOIP) when such option is chosen by the participating Co-op Member.

WHEREAS, All fees for the work of the MRESC and the expenses of NJASBO will be incorporated into the price for services as provided by the successful vendor(s). A 3% fee has been established and will be incorporated in the bid specifications.

8. Approve Three -Year Comp Maintenance Plan and M-1 for 2011/12 N-8  
RESOLVED that the Holland Township Board of Education approves the Three-Year Comprehensive Maintenance Plan and M-1 Form for the 2011-2012 school year and submission of the same to the NJ State Department of Education.

**AYES:** *McDowall, Moebus, Schneider, Somers, Vandenburg, Geissler, Scheibener*  
**MOTION PASSES**

### **Communications Committee**

Minutes from prior meeting reviewed and the committee plans to present the results of the survey to the BOE

### **Supplementary Matters**

- Board Committee Meeting Schedule: Discussion to review adjustment of schedule

- Delaware Valley Regional High School Superintendent Search Meeting: BOE participation sought
- Strategic Planning: Folders to be distributed
- November 17<sup>th</sup> : Veteran's Day Celebration of Thanksgiving

**Comments: Public – General:**

Chris Regan, HTEA President thanked the BOE for accepting the Fact-Finders Report and stated how the union looks to move forward with the negotiations. She also announced that the HTEA is working with the NJEA to develop the salary guides.

**ADJOURNMENT:**

**MOTION** by Mr. Schneider, seconded by Mr. Moebus to adjourn the meeting at 8:55p.m.

**MOTION APPROVED UNANIMOUSLY**

Respectfully Submitted,

Abigail Postma, RSBA/Board Secretary