
Holland Township Board of Education
Milford, NJ 08848

Regular Board Meeting
Meeting
November 22, 2016
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 – All Present

Bickhardt - Arrived 7:10
Scheibener - Arrived 7:30 PM

E. Correspondence/Presentations

- BKC Certified Public Accounts, PC, Presented the School Audit Year End June 2016

F. 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:

	Confidential Matters by Law or Court Order		Purchase Property		Personnel Matters
	Invasion of Individual Privacy Employee or Student		Investigation into Violations of Law		Suspension, Civil Penalty or Loss of a License or Permit
	Disclosure would Impair District's Right to Receive Funding		School/Public Security		
	Collective Bargaining	X	Pending, Ongoing or Anticipated 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.

Motion made by Soucie, seconded by Somers to enter Executive Session at 7:30 PM.

All – Yes

Motion made by Somers, seconded by Brennan to close Executive Session at 8:00 PM

All – Yes

G. MOTION: Enter Public Session

Motion made by Brennen, seconded by Somers to enter Public Session at 8:35 PM.

All - Yes

H. Correspondence/Presentations (Continued)

- Parent Letter – Ms. Bahrt
- Mr. Bailey provided a presentation on District PARCC Scores. Reviewed data and teacher usage to improve student performance.
- Ad Hoc Committee on Enrollment presented their finding related to school finance. Mrs. Scheibener complimented the Committee on their findings and exceeding district expectations.

I. Approval of Minutes of Previous Meetings

- October 18, 2016 Regular Meeting Minutes
- October 18, 2016 Executive Session Meeting Minutes

Motion made by Davis, seconded by Somers to approve the regular and executive meeting minutes dated October 18, 2016.

Vote:

All - Yes

J. Comments: Board President/Board Members

- Mrs. Scheibener welcomed the newest Board Member Brett Curry.
- Matt Davis provided an update to the School Boards Conference in Atlantic City. Acknowledged the staff and their achievement of the Silver Award. Mentioned the many farm to school initiatives and heard good things about Maschio's and their involvement in the programs.

K. Comments: Superintendent

- Mr. Bailey presented a budget process outline.
- Mr. Bailey informed the Board of their approval to submit a waiver for QUSAC.

L. Comments: Principal

- Mrs. Yard commented on the Thanksgiving dinner provided to the community and the exceptional assistance from staff and students.
- Food drive raised 2500 lbs. of food this year.
- Greenhouse temperature was monitored over the weekend off site over the internet.

M. Comments: Public – Agenda Items Only

The Holland Township Board of Education welcomes input from public entities and/or private persons as described in Policy #0167. At the discretion of the presiding officer, comments may be limited to three minutes in length.

- Denise Carney, HTEA President, requested the Board vote no to direct deposit for all employees. Some employees do not use direct deposit and like going to the bank and getting their check cashed. Mrs. Carney presented the Board a copy of a memo provided staff from the Business Administrator stating the move to direct deposit.

Superintendent Action Items

N. Education

1. Accept Superintendent's Harassment, Intimidation, Bullying Report N1
RESOLVED that the Holland Township Board of Education accepts the Superintendent's Harassment, Intimidation, Bullying report for October 12, 2016 – November 17, 2016 and affirms the actions taken by the administration.
2. Approve Acceptance of Dictionaries from Spring Mills Grange
RESOLVED that upon the recommendation of the Superintendent the Holland Township Board of Education accepts a donation of seventy-two (72) dictionaries from the Spring Mills Grange No. 120 National Grange's "Project Graduation" to be distributed to third grade students. The Board recognizes and thanks the Spring Mills Grange for their continued and generous support of our school district.
3. Approve PTO Donation N2
RESOLVED that upon the recommendation of the Superintendent the Holland Township Board of Education accepts a donation of a variety of kinesthetic equipment with a combined value of \$8,000. The Board recognizes and thanks the PTO for their continued and generous support of our school district.
4. Approve PTO Donation
RESOLVED that upon the recommendation of the Superintendent the Holland Township Board of Education accepts a donation of \$50.00 to be applied towards the Drama Club. The Board recognizes and thanks the PTO for their continued and generous support of our school district.
5. Approve S.E.E.D. Donation N3
RESOLVED that upon the recommendation of the Superintendent the Holland Township Board of Education accepts a donation of \$200.00 to be applied towards the growing dome. The Board recognizes and thanks the S.E.E.D. for their continued and generous support of our school district.
6. Approve Growing Spaces Greenhouses Grant N4

RESOLVED that upon the recommendation of the Superintendent the Holland Township Board of Education accepts the Growing Spaces In-kind grant for \$2,000 to be applied towards the Growing Dome. The Board recognizes and thanks the Growing Spaces Greenhouses for their continued and generous support of our school district.

7. Approve Reading Olympics

RESOLVED that upon the recommendation of the Superintendent the Holland Township Board of Education approves the North Hunterdon Regional Olympics Competition on Wednesday, March 22, 2017 from 5:00 pm – 8:30 pm.

8. Approve World Language Curriculum

RESOLVED that upon the recommendation of the Superintendent the Holland Township Board of Education approves the World Language Curriculum Grades K-8 aligned with Common Core Curriculum Standards.

9. Approve Math Curriculum

RESOLVED that upon the recommendation of the Superintendent the Holland Township Board of Education approves the Math Curriculum Grades K-8 updated to New Jersey Student Learning Standards.

10 Approve English Language Arts Curriculum

RESOLVED that upon the recommendation of the Superintendent the Holland Township Board of Education approves the English Language Arts Curriculum Grades K-8 updated to New Jersey Student Learning Standards.

11 Approve Field Trip

RESOLVED that upon the recommendation of the Superintendent the Holland Township Board of Education approves the following field trip:

2 nd Grade	
December 6, 2016	DaVinci Science Center Allentown, PA
April 3, 2017	Golden Dragon Acrobats Raritan Valley Community College
June 1, 2017	Red Mill Inn Clinton, NJ
6 th Grade	
December 21, 2016	Liberty Science Center Jersey City, NJ
Ski Club (5 th – 8 th Grade)	
January 3, 2017 (Replaces January 2, 2017)	Shawnee Mountain East Stroudsburg, PA
Chorus (5 th – 8 th Grade)	

June 1, 2017	Prudential Center Newark, NJ
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Vote:
Somers- Motion
Bickhardt – 2nd
All - Yes

O. Personnel

1. Approve Staff Travel

RESOLVED that upon the recommendation of the Superintendent of Schools the Holland Township Board of Education approves staff travel at conferences listed:

Name	Date	Name of Workshop	Location	Cost
Christine Detrick	May 12, 2017	Judy Freeman's Winners!	Whippany, NJ	\$209 Registration \$28.83 Mileage
Jill Conti	1/11/17	Do You Speak Fractions?	Rutgers	\$195 Registration Mileage
Cathy O'Rourke	1/11/17	Do You Speak Fractions?	Rutgers	\$195 Registration Mileage
Denise Carney	12/2/16 & 12/3/16	Sustainability Teachers Academy	Princeton, NJ	N/A
Name	Date	Name of Workshop	Location	Cost
Sarah Tainow	12/13/16	Algebra I Roundtable	Hunterdon Central	N/A
Jennifer Baker	1/11/17	Do you Speak Fractions?	Rutgers	\$195 Registration Mileage
Jennifer Baker	4/27/17	Visualizing Fractions	Rutgers	\$195 Registration Mileage

2. Approve Staff Summaries of Approved Conferences/Workshops O1

RESOLVED that upon the recommendation of the Superintendent the Holland Township Board of Education accepts the staff summary sheets for BOE approved workshops.

3. Approve Substitutes O2

RESOLVED that upon the recommendation of the Superintendent the Holland Township Board of Education approves the following substitutes for the 2016-2017 school year:

Name	Substitute Position
Kiele Eichlin	Teacher
Peter Kanakarlis	Teacher/Aide
Kristina Brophy	Teacher

4. Approve Resignation O3
RESOLVED that the Holland Township Board of Education accepts the resignation from Mrs. Barbara Doll (Academic Support Teacher), with regret for the purpose of retirement, effective January 1, 2017.

5. Approve Resignation O4
RESOLVED that the Holland Township Board of Education accepts the resignation from Mrs. Christine McWilliams (ACE/GT Teacher), with regret for the purpose of disability retirement, effective December 1, 2016.

6. Ratify Approval of Part Time Custodian O5
RESOLVED that upon the recommendation of the Superintendent the Holland Township Board of Education ratifies the hire of a Part Time Custodian and approves Mr. Alfons Mayer as a Part Time Custodian effective November 21, 2016. Mr. Mayer will be on Step 1 of the custodial salary guide. Mr. Mayer will work 3.50 hours per day, 17.50 hours per week at \$18.03 per hour with an annual salary of \$11,627.

Vote:

Soucie - Motion

Hance – 2nd

All - Yes

P. Policy

1. Approve Second Readings of Policies and Regulations P1
RESOLVED that upon the recommendation of the Superintendent the Holland Township Board of Education approves the second reading and adoption of the following Policies and Regulations:

- Policy 5339 (Screening for Dyslexia)
- Policy 7481 (Unmanned Aircraft Systems (UAS) also known as Drones)
- Policy and Regulation 8441 (Care of Injured and Ill Persons)
- Policy 8454 (Management of Pediculosis)
- Policy 8630 (Bus Driver/Bus Aide Responsibility)
- Regulation 8630 (Emergency School Bus Procedures)

2. Approve First Reading of Policy P2
RESOLVED that upon the recommendation of the Superintendent the Holland Township Board of Education approves the first reading of the following Policy:

- Policy 5514 (Student Use of Vehicles on School Grounds)

Vote:
Brennan - Motion
Johnson – 2nd
All - Yes

Q. Finance & Facilities

1. Approve Transfer of Funds for the 2016-2017 School Budget Q1
 RESOLVED that the Holland Township Board of Education approves the report of the September line item transfers within the 2016-2017 school budget, pursuant to Policy # 3160.

2. Accept Monthly Financial Report Q2
 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 September 30, 2016;
 WHEREAS the Board of Education has received the Reports of the Secretary and Treasurer for the month of September 2016; and
 WHEREAS these reports show the following balances on September 30, 2016.

<u>Fund</u>	<u>Board Secretary Cash Balance</u>	<u>Treasurer Cash Balance</u>
(10) General Fund	\$1,975,469.65	\$1,975,469.65
(10) Capital Reserve	\$1,004,194.63	\$1,004,194.63
(10) Maintenance Reserve	\$ 283,000.00	\$ 283,000.00
(10) Emergency Reserve	\$ 100,000.00	\$ 100,000.00
(20) Special Revenue Fund	\$ 113,434.74	\$ 113,434.74
(30) Capital Projects Fund	\$ 149,631.90	\$ 149,631.90
(40) Debt Service Fund	\$ 0	\$ 0
TOTAL	\$3,625,730.92	\$3,625,730.92

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 Bill List Q3

WHEREAS the Board Secretary has presented a check register for October 31 2016 in the amount of \$332,667.15.

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	\$ 332,667.15
(20) Special Revenue Fund	\$ 0
(30) Capital Projects Fund	\$ 0
(40) Debt Service Fund	\$ 0
TOTAL	\$ 332,667.15

4. Approve Payment of the Bill List Q4

WHEREAS the Board Secretary has presented a check register for November 22, 2016 in the amount of \$770,491.32.

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>
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(10) General Fund	\$742,162.08
(20) Special Revenue Fund	\$ 27,636.24
(30) Capital Projects Fund	\$ 693.00
(40) Debt Service Fund	\$ 0
TOTAL	\$770,491.32

5. Approve School Alliance Insurance Commissioner
 RESOLVED, that the Holland Township Board of Education appoints David Pawlowski as the School Alliance Insurance Fund Commissioner for the Holland Township School.

6. Approve Mandatory Direct Deposit
 Upon the recommendation of the Superintendent that the Holland Township Board of Education provide for the mandatory direct deposit of net pay for all employees of the Holland Township School District in a specific banking institution based on information provided by the employee under P.L. 2013, c.28.

7. Accept the Annual CAFR/Financial Audit Q5
 RESOLVED that the Holland Township Board of Education accepts the annual CAFR/Financial Audit for the fiscal year ended June 30, 2016, as prepared by the firm of Bedard, Kurowcki & Co. and, acknowledge that there are no recommendations for fiscal year end June 30, 2016;
 And, FURTHER RESOLVED the district adopts and approves the following corrective action plan statement that "*No Corrective Action Plan is required.*"

8. RESOLVED that upon the recommendation of the Superintendent of Schools the Holland Township Board of Education approve increasing the BKC / Solartricity audit from 7,500 to 10,000.

Vote:
Hance - Motion
Somers – 2nd
All - Yes

- R. Communications Committee
 - Mr. Davis mentioned the mascot imagery and legislative issues around the topic and recommended an Ad Hoc Committee to address the topic. Mrs. Scheibener suggested this topic be brought to the next meeting or discussed after the Re-organization of the Board.

- Mr. Davis mentioned his attendance at a workshop during School Boards that discussed the release of Executive Minutes under the OPRA. Mr. Bailey suggested he look into the process and legal aspects and report back to the board.
- Mr. McGuire mentioned the PTO Spirit wear with a Star Wars logo questioned the use.

S. Supplementary Matters

T. Comments Public - General

The Holland Township Board of Education welcomes input from public entities and/or private persons as described in Policy #0167. At the discretion of the presiding officer, comments may be limited to three minutes in length.

- Denise Carney, HTEA President – Thanked the Board for considering the Direct Deposit motion.

U. 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:

	Confidential Matters by Law or Court Order		Purchase Property	X	Personnel Matters
	Invasion of Individual Privacy Employee or Student		Investigation into Violations of Law		Suspension, Civil Penalty or Loss of a License or Permit
	Disclosure would Impair District's Right to Receive Funding		School/Public Security		
X	Collective Bargaining		Pending, Ongoing or Anticipated 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.

Motion made by Brennan, seconded by Davis to enter into Executive Session at 9:49 PM

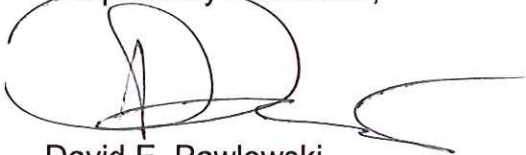
Vote:

All - Yes

V. Adjournment

Motion made by Somers, seconded by Soucie, upon the recommendation of the Superintendent of Schools that the Holland Township Board of Education adjourn the meeting at 12:04 AM.

Respectfully Submitted,



David E. Pawlowski
SBA/Board Secretary

PLEASE
SIGN HERE 