

Minutes of Regular Board Meeting

The Board of Trustees Holland Township School

A Regular Board Meeting of the Board of Trustees of Holland Township School was held Tuesday, June 27, 2017, beginning at 7:00 PM in the Milford, NJ 08848.

A. CALL TO ORDER - 7:00 PM

B. FLAG SALUTE

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

Bickhardt_P__

Brennan_P__

Curry_P__

Davis_P__

Hance_AB__

Johnson_P__

McGuire_AB__

Somers_P__

Soucie_P__

E. CORRESPONDENCE

1. Thank you - Mrs. Donna Widmer

2. Resolution Honoring David Iobst – Mr. Soucie recited Matt Davis motion Brett Curry second to include in the official minutes.

WHEREAS, David Iobst has been a dedicated teacher at the Holland Township School for thirty (30) years; and

WHEREAS, David Iobst has served students in the district in many capacities including teaching science, reading, academic support and special education; and

WHEREAS, David Iobst collaborated with his team to create integrated units using the “schools without walls” concept; and

WHEREAS, David Iobst has taken his students on field trips to observe the

local watershed and monitor water quality ensuring that the students' learning connected to their local community; and
WHEREAS, David Iobst brought in the weather bug program to engage the students in relevant learning in the area of weather and climate; and
WHEREAS, David Iobst has been instrumental in establishing our middle school Earth Day Project involving the students as researchers and field biologists resulting in the support of many endangered species ;and
WHEREAS, David Iobst served as curriculum chairperson for the science department helping to ensure our students were well prepared for high school and making recommendations for curriculum development resources; and
WHEREAS, David Iobst established a positive rapport with his students and maintained open communication with parents; and
NOW, THEREFORE, BE IT RESOLVED that the Holland Township Board of Education expresses its thanks and appreciation to David Iobst, upon his retirement, for his service and dedication to the children of Holland Township; and
BE IT FURTHER RESOLVED, that a copy of this resolution be recorded in the official minutes of the June 27, 2017 Board of Education meeting and presented to David Iobst as a sincere token of praise and appreciation on behalf of everyone at the Holland Township School District.

F. CONSENT AGENDA

All in favor: All, Yes

1. **Approval of Minutes**

Upon the recommendation of the Superintendent of Schools that the Board approve the Regular minutes of May 23, 2017 and the Executive Session Minutes 1 and 2.

2. **Finance**

1) Upon the recommendation of the Superintendent of Schools that the Board approve the transfers for the month ending May 31, 2017 as submitted by the Superintendent, as authorized by N.J.S.A. 18A:22-8.1.

2) To accept the Holland Township Board of Education's certification that the Superintendent, David Bailey, recommends that the Board of Education accept the monthly financial reports of the Board Secretary and the Treasurer of School Moneys for the month ending May 31, 2017, and he recommends in compliance with N.J.A.C. 6:20-2.13(3) that the Board of Education certify that no major account or fund has been overexpended and that as of this report sufficient funds are available to meet the District's financial obligations for the remainder of the fiscal year.

3) Upon the recommendation of the Superintendent of Schools that the Board accept the School Business Administrator/Board Secretary's, David E. Pawlowski, certification as required by N.J.A.C. 6:20-2.13(d), that no line item account has been over expended as of May 31, 2017,

and that as of this date sufficient funds are available to meet the District's financial obligations for the remainder of the fiscal year.

3. **Bill List**

Upon the recommendation of the Superintendent of Schools that the Board approve the Bill List dated May 31, 2017 check numbers N0305 thru N0306 in the amount of \$624,349.73 and June 27, 2017, check numbers 06742 thru NO308 in the amount of \$621,357.92.

4. **School Lunch Prices for 2017-2018**

Upon the recommendation of the Superintendent of Schools that the board approve School Lunch prices for 2017-2018:

Student Lunch \$2.85

Adult Lunch \$3.50

Milk \$0.60

5. **Out of District Tuition Sent Special Education High Bridge**

Upon the recommendation of the Superintendent of Schools that the board approve out of district tuition

2017-2018 ESY Tuition \$4,498.00

2017-2018 School Year Tuition \$37, 826.00

6. **Travel and Related Expenses Reimbursement**

Upon the recommendation of the Superintendent of Schools that the Board approve work-related and related expenses reimbursement for the following staff members that is directly related to and within the scope of their current work responsibilities, promotes the delivery of instruction, and is critical to the instructional needs of the School District or furthers the efficient operation of the School District, and is educationally necessary and fiscally prudent.

- Josi Garcia: 8/1/17-8/3/17, Penn State National Autism Conference, State College, PA, \$175 Registration, \$294 Hotel, \$90 per day Stipend, \$59 per day Meals

- Josi Garcia: 8/14/17-8/16/17, Handle with Care Program, Barre, VT, \$1,250 Registration, \$345 Hotel, \$90 per day Stipend, \$74 per day Meals

- Jennifer Leap: 9/28/17 - 10/1/17, Yoga and Meditation Retreat Certificate Program, Garrison, NY, \$1,099 Registration, \$61.63 Mileage

- Carolyn Grundhauser, Diane Udovich, Sandra Phillips, Alison Wilt, Janet Huber, Deborah Croasdale, Laura Burke, Alantha Carter 8/16/17, Hunterdon County EdTech Fest, Readington, NJ, \$90 Stipend and Mileage

- Rosemary Martin & Kathy Lang, 10/22/17-10/24/17, Literacy for All, Providence, Rhode Island, \$395 Registration, \$147 per night Hotel, Mileage & \$59 Meals per day

7. **Approve Staff Summaries of Approved Conferences/Workshops**

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

G. BOARD PRESIDENT REPORT

- a. Mr. Soucie provided insight to the Young Voices Program at the Prudential Center. The center was at capacity. Kudos to Mr. Lerch for taking the kids and participating in the program.
- b. Graduation was wonderful ceremony. Every class unique in their own right but each one is truly tight knit and caring of each other. Really quality kids not just on the educational side. When they leave here not just well educated but really truly caring and respectful.

H. SUPERINTENDENT REPORT

1. Tournament of Champions – Carol Stow addressed the Board regarding
2. Hollands participation and history in the TOC.
Mr. Bailey provided the HIB report: 0 investigated, 0 identified – for the entire year 9 invest 2 identified for the year.
3. EVVRS Bi Annual Report and Harassment, Intimidation, Bullying – first half of the year, 6 HIB investigated, 2 determined to be HIB.
4. Annual HIB Self-Assessment: reviewed in Ed. Committee, review of curriculum, personnel, reporting procedures and much more. 0-3 scale, 3 is over and above the expectation. Scored 2 or 3 in all areas 69/78 overall, a little better this year than last year.

I. PRINCIPAL REPORT

Very successful field day, great day thanks to all the parents and staff for all their help
Graduated 47 students nice dance afterwards
Bacskai, Bertolotti and Yard, sat in on a radio program to talk about the growing dome.

J. COMMENTS: PUBLIC - AGENDA ITEMS ONLY

Carney – School closed during summer clarification. Clarification on Cap Reserve
Beriont – comments on the hires – reading specialist still don't have one, hiring Rutgers, good thing. More full time personnel in Basic Skills concerned. Part time guidance counselor step MA8, Supt. only a teacher, she was a K teacher replacement, and she's not renewed. Salary 55,825, if she was renewed 57706, hiring her at 58,362 with not experience. Current Guidance counselor making 61,000 floored at that. Supervisor making 103,000 from 84,125. Not sure how a 23% increase gets approved. Just because you have the cert doesn't not mean you can do the job. Hunterdon county dual role, Super also Pshch. Really have a problem of the hiring practices going on here. Encourage the Board to not hire.

K. EDUCATION

Motion Made by Brett Curry, seconded by Phillip Brennan

Role Call Vote: All Yes

1. **Accept Superintendent's Harassment, Intimidation, Bullying Report**
RESOLVED that upon the recommendation of the Superintendent the Holland Township Board of Education accepts the Superintendent's Harassment, Intimidation, Bullying report for May 17, 2017 - June 19, 2017.
2. **Accept Superintendent's EVVRS Bi Annual Report and Harassment, Intimidation, Bullying Bi Annual Report**
RESOLVED that upon the recommendation of the Superintendent the Holland Township Board of Education accepts the Superintendent's EVVRS Bi Annual Report and Harassment, Intimidation, Bullying report for January 1, 2017 to June 30, 2017.
3. **Approve Annual HIB Self-Assessment**
RESOLVED that upon the recommendation of the Superintendent the Holland Township Board of Education approves the Annual HIB Self-Assessment for the 2016-2017 school year.
4. **Approve Woman's Club Donation**
RESOLVED that upon the recommendation of the Superintendent the Holland Township Board of Education accepts the Woman's Club Donation in the amount of \$50 to be applied towards die cuts. The Board recognizes and thanks the Woman's Club for their continued and generous support of our school district.
5. **Approve Woman's Club Donation**
RESOLVED that upon the recommendation of the Superintendent the Holland Township Board of Education accepts the Woman's Club Donation in the amount of \$100 to be applied towards Tournament of Champions. The Board recognizes and thanks the Woman's Club for their continued and generous support of our school district.
6. **Approve Holland Township Historic Preservation Commission Donation**
RESOLVED that upon the recommendation of the Superintendent the Holland Township Board of Education accepts the Holland Township Preservation Commission donation of *Early Life and Traditions of Holland, NJ 1896-1902* book to be placed in the middle school library. The Board recognizes and thanks the Holland Township Historic Preservation Commission for their continued and generous support of our school district.
7. **Approve Summer Hours HIB Program & Curriculum Writing**
RESOLVED that upon the recommendation of the Superintendent the Holland Township Board of Education approves summer hours for the following employees for the purpose of curriculum writing and HIB Program:

Name/Hourly Rate/Subject/Hours (Not to Exceed)

Jean Leap/\$45.21/HIB Program/12 hours
Deborah Croasdale/\$56.10/Language Arts Literacy K-4/12 hours
Deborah Zdepski/\$43.99/Language Arts Literacy 5-8/12 hours
Jill Conti/\$57.81/Mathematics K-4/12 hours
Stephanie Kane/\$58.05/Mathematics 5-8/12 hours
Sandy Ozgar/\$47.89/Distance Learning/8 hours
Darren Rogers/\$54.28/Distance Learning/8 hours
Middle School Teacher To Be Determined/As Per Contract/Distance Learning/8 hours
Carrie Grundhauser/\$49.25/Distance Learning/8 hours
Jen Leap/\$45.21/Leading and Learning Together/6 hours
Denise Carney/\$43.99/Leading and Learning Together/6 hours
Joyce Dlugose/\$46.48/Leading and Learning Together/6 hours

8. **Approve Professional Development/Curriculum Writing**

RESOLVED that upon the recommendation of the Superintendent the Holland Township Board of Education approves the following teachers for 6 hours of professional development/curriculum writing in Math (new textbook training) on July 31, 2017 with the hourly rate of :

•Nancy Zrake: \$59.68/hr

9. **Approve CAP Grant Application**

RESOLVED that upon the recommendation of the Superintendent the Holland Township Board of Education approves the submission of the grant application for Child Assault Prevention (CAP) program for the 2017-2018 school Year.

L. **PERSONNEL**

Motion made by Edward Johnson, seconded by Matthew Davis

Role Call Vote:All Yes

Phillip Brennan, Abstention on L4

Johnson – looking for class size and sections also discussed return on investment regarding professional development. Never tied the PD to test scores continue to explore.

1. **Approve Substitutes**

RESOLVED that upon the recommendation of the Superintendent the Holland Township Board of Education approves the following substitutes for the 2017-2018 school year:

•Betty Bishop: Teacher, Aide, Library Clerk

2. **Tuition Reimbursement**

RESOLVED that upon the recommendation of the Superintendent the Holland Township Board of Education approves full tuition reimbursement for the 3 graduate classes through Fitchburg State University, MA (Cost per teacher \$975) as part of the Wilson

Certification process for the following five teachers:

- Allison Dolan
- Michelle Schwallie
- Colleen Speth
- Ryan Pfenning
- Diane Udovich

3. **Approve Department Chairpersons**

RESOLVED that upon the recommendation of the Superintendent the Holland Township Board of Education approves the following staff as Department Chairpersons, for the 2017/2018 school year as per negotiated contract:

Department/Staff Member/Stipend

Enrichment/Christine Detrick/\$1,534
Language Arts Literacy K-4/Deborah Croasdale\$1,534
Language Arts Literacy 5-8/Deborah Zdepski/\$1,534
Mathematics K-4/Jill Conti/\$1,534
Mathematics 5-8/Stephanie Kane/\$1,534
Physical Education K-8/Betsy Nush/\$1,534
Science K-4/Rosemary Martin/\$1,534
Science 5-4/Carolyn Grundhauser/\$1,534
Social Studies K-4/Lisa Nolan/\$1,534
Social Studies 5-8/Sandra Ozgar/\$1,534
Special Education K-8/Donna Luzzo/\$1,534
Visual and Performing Arts K-8/Tom Welsh/\$1,534

4. **Approve Extra and Co-Curricular Activities Directors**

RESOLVED that upon the recommendation of the Superintendent the Holland Township Board of Education approves the following staff as extra and co-curricular activities directors, for the 2017/2018 school year as per negotiated contract:

Position/Staff Member/Stipend

Athletic Director/Alan Schedlbauer/\$3,780
Band/Kevin Kuchinsky/\$3,686
Basketball - Girls/Alan Schedlbauer\$3,563
Basketball - Boys/Daniel Casserly/\$3,563
Bus Monitor (Split Position)/Wade Chilmonik & Tom Welsh/\$300 each
Choir/Craig Lerch/\$1,841
Chorale/Craig Lerch/\$1,841
Computer Club/Thomas D'Angelo/\$1,612
Cross Country/Shellie Deckert/\$1,980 (Volunteer Coach - Jennifer Brennan)
Drama Club/Nancy Zrake/\$2,728
Helping Hands/Jen Leap/\$691

Lacrosse/Michael Nugent/\$1,980 (Volunteer Coach - Matthew Nugent)
Robotics/Jason Kries/\$1,232
Science Club/Carolyn Grundhauser/\$1,612
Soccer - Boys/Alan Schedlbauer/\$1,980
Soccer - Girls/Lou Brooks (co-coach) & Kelly Hedlund (co-coach)
/\$990 each
Student Council Advisors (Split Position)/Jen Leap & Ryan
Pfenning/\$792 each
Technology Student Association (T.S.A)/Alantha Carter/\$1,669
Tournament of Champions (Split Position)/Carol Stow & Allison
Dolan/\$921.50 each
Yearbook Advisor/Sarah Tainow/\$2,948

5. **Approve Mechanic 2017-2017**

RESOLVED that upon the recommendation of the Superintendent the Holland Township Board of Education approves Mr. Brad Bidwell as Mechanic for the 2017/2018 school year. Compensation: \$1,500 yearly stipend as per negotiated contract.

6. **Approve Substitute Supervisor of Custodians 2017-2017**

RESOLVED that upon the recommendation of the Superintendent the Holland Township Board of Education approves Mr. John Jesiolowski as the Substitute Supervisor of Custodians for the 2017-2018 school year. Compensation: \$600 yearly stipend as per negotiated contract.

7. **Approve Resignation**

RESOLVED that upon the recommendation of the Superintendent the Holland Township Board of Education accepts the resignation of Mrs. Marissa Rebimbas (Part-Time Special Education Teacher), with regret effective August 31, 2017.

8. **Approve Resignation**

RESOLVED that upon the recommendation of the Superintendent the Holland Township Board of Education accepts the resignation of Mr. David Iobst (8th Grade Science Teacher), with regret for the purpose of retirement, effective July 1, 2017.

9. **Approve Staff Transfer for the 2017-2018 School Year**

RESOLVED that upon the recommendation of the Superintendent the Holland Township Board of Education approves the following staff transfer:

Staff Member/2016-2017 Assignment/2017-2018 Assignment
Rosemary Martin/5th Grade Teacher/Academic Support

10. **Approve Payment for Unused Personal Business Days**

RESOLVED that upon the recommendation of the Superintendent the Holland Township Board of Education approves the payment for unused personal business days for the following staff members:

Name/Days to be Paid/Rate Per Day/Amount Due

John Jesiolowski/3/\$80/\$240

Deborah Olah/3/\$80/\$240

Ed Pico/3/\$80/\$240

Carmelina Delasey/2/\$80/\$160

11. **Approve Rutgers Center for Literacy Development**

RESOLVED that upon the recommendation of the Superintendent the Holland Township Board of Education approves the Rutgers Center for Literacy Development Contact for the purpose of Professional Development in language arts for the 2017-2018 school year not to exceed \$12,000 (12 days at \$1,000 per day).

12. **POLICY**

**Motion made by Phillip Brennan, seconded by Brett Curry
Role Call Vote: All Yes**

Brennan – reviewed policy options and lunch programs.

13. **Approve Second Readings of Policies and Regulations**

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:

•2464 (Gifted and Talented Students)

14. **Approve First Reading of Policies and Regulations**

RESOLVED that upon the recommendation of the Superintendent the Holland Township Board of Education approves the first reading of the following Policies and Regulations:

•8505 (Local Wellness Policy/Nutrient Standards for Meals and Other Foods)

•8550 (Unpaid Meal Charges/Outstanding Food Service Charges)

M. **FINANCE AND FACILITIES**

Motion by Casey Bickhardt, seconded by Matthew Davis

Role Call Vote: All Yes

1. **Transfer of Surplus to Capital Reserve**

2. RESOLVED that upon the recommendation of the Superintendent of Schools that the Board approve transfer of surplus to capital reserve.

WHEREAS, NJSA 18A:21-1 and NJSA 18A:7G-13 permit a Board of Education to establish and/or deposit into certain reserve accounts at year end, and

WHEREAS, the aforementioned statutes authorize procedures under the authority of the Commissioner of Education, which permit a board of education to transfer anticipated excess current revenue or unexpended

appropriations into reserve accounts during the month of June by Board resolution, and

WHEREAS, the Holland Township Board of Education wishes to deposit anticipated current year surplus into a Capital Reserve account at year end, and

WHEREAS, the Holland Township Board of Education has determined that an amount not-to-exceed \$300,000 may be available for such purpose of transfer.

NOW, THEREFORE, BE IT RESOLVED by the Holland Township Board of Education that it hereby authorizes the District's School Business Administrator to make this transfer consistent with all applicable laws and regulations.

N. LED Project 16-17

1. Resolved that upon the recommendation of the Superintendent of Schools that the Holland Township Board of Education approve the contract with Tri-State LED in the amount of \$47,660 for the installation of LED lighting under the following Hunterdon County ESC Bid #HCESC-CAT-17-03 in the following areas:

Primary Gym
Multi Purpose Room
Gymnasium
Elementary Library / Classrooms / Hallways
3rd / 4th Grade Hallways
Northern Exteriors
7th and 8th Grade Stairways

Where as;
Holland Township Schools will receive Clean Energy Rebates of approximately \$7,000 to off-set costs in this project.

a. **Parking Lot Project Phase 1**

2. Resolved, upon recommendation of the Superintendent of Schools that the Holland Township Board of Education approve the contract with Speizle Architects for \$2,500. Speizle will meet with the County to determine what engineering improvements will be acceptable based on the needs of the Board of Education. Based on the feedback received from the County we will present to the BOE acceptable engineering improvements with the goal of meeting the BOE's traffic and circulation needs.

a. **SUPPLEMENTARY MATTERS - NONE**

3. **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.

Regan – HTEA – thrilled about the appointment of Ms. Wilk as the Supervisor of Student Services.

Beriont – If no money do they get anything to eat? (PB) yes. After the first 2 weeks, alternate lunch.

Carney – one of the Holland Aides set up the radio show for the School Bertolotti.

a. **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
- Pending, Ongoing or Anticipated Litigation

And be it further RESOLVED that the matters discussed in Executive Session will be made public when confidentiality is no longer required.

O. **Motion to Enter Executive Session**

Motion made by Brett Curry, seconded by Philip Brennan, upon the recommendation of the Superintendent of Schools the Holland Board of Education enter Executive Session at 7:56 PM to discuss personnel.

P. **Motion to Enter Public Session**

Motion made by Philip Brennan, seconded by Matthew Davis, upon the recommendation of the Superintendent of Schools the Holland Board return to Open Session at 10:15 PM.

Q. **ADJOURNMENT**

1. **Motion to Adjourn**

Motion made by Philip Brennan, seconded by Matthew Davis, upon the recommendation of the Superintendent of Schools that the Holland Board of Education adjourn the meeting at 10:15 PM.

Respectfully Submitted,

A handwritten signature in blue ink, consisting of several loops and a long horizontal stroke extending to the right.

David E. Pawlowski