

Minutes of Regular Board Meeting

Holland Township School

A Regular Board Meeting of the Board of Trustees of Holland Township School was held Tuesday, March 27, 2018, beginning at 7:15 PM in the Milford, NJ 08848.

A **CALL TO ORDER** President Lorraine Scheibener called the meeting to order at 7:15 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__
Curry __ P__
Davis __ P__
Hance __ P__
Johnson __ P__
Somers __ P__
Witucki __ P__
Brennan __ P__
Scheibener __ P__

E **CORRESPONDENCE**

Comments concerning adjusting the school calendar for the snow days. Days will be added in June.

F **BOARD PRESIDENT REPORT**

G **CONSENT AGENDA**

Motion made by Davis, seconded by Somers, upon the recommendation of the Superintendent of Schools that the Holland Township Board of Education approve the consent agenda as follows:

All in favor: Yes: 9 No: 0 Abstentions: 0 Motion carried.

1. **Approval of Minutes**

Upon the recommendation of the Superintendent of the Holland Township Board of Education approves the Regular session minutes of February 27,2018, and the Executive session minutes of February 27, 2018.

2. **Finance**

1) Upon the recommendation of the Superintendent of Schools that the Board approve the transfers for the month ending February 28, 2018 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 Interim Superintendent, William Shlala, recommends that the Board of Education accept the monthly financial reports of the Board Secretary and the Treasurer of School Money for the month ending February 28, 2018 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 Interim School Business Administrator/Board Secretary's, Victoria L. Stevens certification as required by N.J.A.C. 6:20-2.13(d), that no line item account has been over expended as of February 28, 2018 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 February 28, 2018 check number N0327 in the amount of \$313,222.94 and the March 27, 2018 bill list check numbers N0328 -NO329 07700-07755- in the amount of \$417,608.11.

4. **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.

- Deborah Olah: 5/2/18, CDK Accounting User End of Year
- Deborah Olah: 5/9/18, CDK Personnel End of Year Meeting
- Carol Cole: 5/9/18, CDK Personnel End of Year Meeting
- Carmelina Delasey: 5/9/18, CDK Personnel End of Year Meeting, \$50 Registration

5. **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.

H SUPERINTENDENT REPORT

I **PRINCIPAL REPORT** - Nancy Yard

J **COMMENTS: PUBLIC - AGENDA ITEMS ONLY**

K **EDUCATION**

Motion by Curry, seconded by Bickhardt to approve the following education items:

Roll Call Vote:

Bickhardt -Y; Curry -Y ; Davis - Y- no to items 1 through 5; Hance - Y, no to items 6 and 7; Johnson – Y; Somers – Y; Witucki – Y; Brennan – Y; Scheibener – Y.

Motion carried

1. **Accept Superintendent's Harassment, Intimidation, Bullying Report**

RESOLVED that the Holland Township Board of Education accepts the Superintendent's Harassment, Intimidation, Bullying report for February 20, 2018 - March 15, 23018 and affirms the actions of the administration.

2. **Approve Field Trips**

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

•Hunterdon County Parks

3. **Approve Science Materials**

RESOLVED that upon the recommendation of the Superintendent the Holland Township Board of Education approves the following Science material purchase:

•Grades K-4: McGraw Hill Education, \$31,242.84

•Grades 5-8: Houghton Mifflin Harcourt, \$39,806.02

4. **Approve CBVI Contract for 2017-2018 School Year**

RESOLVED that upon the recommendation of the Superintendent the Holland Township Board of Education approves an updated Education Level 1 and Education Level 2 Contract with the CBVI (Commission for the Blind and Visually Impaired) for the remainder of the 2017-2018 school year not to exceed \$2,946.86 for Student #27014 for required services.

5. **Approve Bonnie Plant Donation**

RESOLVED that upon the recommendation of the Superintendent the Holland Township Board of Education accepts the Bonnie Plant donation of 70 mega cabbage plants for 2nd Grade students. The Board recognizes and thanks the Bonnie Plant for their continued and generous support of our school district.

6. **Approved Revision of the 2017-2018 School Calendar**

RESOLVED that upon the recommendation of the Superintendent the Holland Township

Board of Education approves the revision of the 2017-2018 school calendar as follows:

- Thursday, June 21, 2018 the last day of school for students
- Friday, June 22, 2018 the last day of school for staff
- Wednesday, June 20, 2018 and Thursday, June 21, 2018 - early dismissal days

7. **Approve Eighth Grade Graduation**

RESOLVED that upon the recommendation of the Superintendent the Holland Township Board of Education approves Thursday, June 21, 2018 for the eighth grade graduation. Graduation will begin at 6:30 p.m.

L **PERSONNEL**

Motion by Johnson, seconded by Somers to approve the following personnel items:

Roll Call Vote:

Bickhardt -Y; Curry - Y; Davis-Y; Hance -Y; Johnson-Y; Somers-Y; Witucki-Y;
Brennan -Y; Scheibener-Y.

Motion carried.

1. **Approve Unpaid Day**

RESOLVED that upon the recommendation of Superintendent the Holland Township Board of Education approves one (1) unpaid day for Claudia Wirkus, Friday, March 2, 2018.

FURTHER RESOLVED that the following payroll check for Claudia Wirkus will be deducted for her one (1) unpaid day for Friday, March 2, 2018.

2. **Approve Unpaid Day**

RESOLVED that upon the recommendation of the Superintendent the Holland Township Board of Education approves Joyce Criss's request for unpaid days not to exceed three half days beginning April 1, 2018 until April 30, 2018.

3. **Approve Unpaid Day**

RESOLVED that upon the recommendation of the Superintendent the Holland Township Board of Education approves Janet Huber's request for four (4) unpaid days Tuesday, May 22, 2018 - Friday, May 25, 2018.

FURTHER RESOLVED that the following payroll check for Janet Huber will be deducted for her four (4) unpaid days, Tuesday, May 22, 2018 - Friday, May 25, 2018.

4. **Approve Additional Days**

RESOLVED that upon the recommendation of the Superintendent the Holland Township Board of Education approves Mrs. Julie Mumaw for up to 6 work days at a rate \$500 per day not to exceed \$3,000 retroactive to begin March 19, 2018. This will ensure a smooth and orderly transition of the Budget process.

5. **Approve Unpaid FMLA/NJFLA/NJFLIA Leave**

RESOLVED that upon the recommendation of the Superintendent the Holland Township Board of Education approves Carol Cole's request (pending document completion) for unpaid FMLA/NJFLA/NJFLIA leave beginning on or about (retroactive) March 6, 2018

not to exceed 12 weeks on an intermittent basis.

6. **Approve Home Instruction**

RESOLVED that upon the recommendation of the Superintendent the Holland Township Board of Education approves Mrs. Nicole Carr as Home Instruction Tutor for student #26028, for a total of 5 hours per week for approximately 1 week at an hourly rate of \$53.99 each beginning March 12, 2018.

M POLICY

No action items will address the walk out.

N FINANCE AND FACILITIES

Motion by Bickhardt, seconded by Hance to approve the following Finance and Facilities items:

Roll Call Vote:

Bickhardt – Y; Curry-Y; Davis-Y; Hance-Y; Johnson –Y; Somers-Y; Witucki-Y; Brennan-Y; Scheibener –Y.

Motion carried.

1. **Approve State Aide for the 18-19 School Year**

RESOLVED, that upon the recommendation of the Superintendent of School that the Holland Township Board of Education accept the 2018-2019 State Aid in the amount of \$1,867,862.00 minus \$15,049 adjustment for debt service for SDA funding for an adjusted total amount of \$1,852,813.00.

Equalization Aide: \$1, 291, 479

School Choice Aide: \$104,144

Transportation Aide: \$89, 430

Special Education Categorical Aide: \$373,356

Security Aide: \$9453

Total Aide: \$1,867,862

2. **Approve Bid Packet Transportation**

RESOLVED, that upon the recommendation of the Superintendent of Schools the Holland Township Board of Education authorizes the Business Administrator to prepare bid packet for transportation should a unified start and end time be established.

3. **Approve Proposal for Auditor**

RESOLVED, that upon the recommendation of the Superintendent of School that the Holland Township Board of Education authorizes the Business Administrator to solicit for proposal for Professional Services for Auditor for the 2018-2019 school year.

O SUPPLEMENTARY MATTERS

P 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.

Q 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.

1. Motion to Enter Executive Session

Motion made by Davis, seconded by Curry, upon the recommendation of the Superintendent of Schools the Holland Board of Education enter Executive Session at 8:20 pm to discuss Personnel Matters and pending, ongoing or anticipated litigation.

2. Motion to Enter Public Session

Motion made by Edward Johnson, seconded by Brett Curry, upon the recommendation of the Superintendent of Schools the Holland Board return to Open Session at 9:16 p.m.

R ADJOURNMENT

1. Motion to Adjourn

Motion made by Edward Johnson, seconded by Brett Curry, upon the recommendation of the Superintendent of Schools that the Holland Board of Education adjourn the meeting at 9:18pm.

Respectfully Submitted,


Julie Mumaw Interim SBA