

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, May 22, 2018, beginning at 7:11 PM in the Milford, NJ 08848.

A. CALL TO ORDER

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 _A_
Davis _P_
Hance _A_
Johnson _P_
Scheibener _A_
Somers _P_
Witucki _P_

E. CORRESPONDENCE

1. Resolution Honoring Robin Nugent -Teacher of the Year

HOLLAND TOWNSHIP BOARD OF EDUCATION
RESOLUTION FOR MRS. NUGENT
2018 TEACHER OF THE YEAR

WHEREAS, it is fitting that the Holland Township Board of Education should recognize outstanding teachers who are devoted to providing the highest quality education for their students; and

WHEREAS, Mrs. Nugent has been identified by a committee of her peers, parents, and principal as an outstanding teacher and has distinguished herself as a professional of the highest dedication, ability, and integrity; and

WHEREAS, Mrs. Nugent has been teaching for eleven years in the Holland Township School District, was named the 2018 Teacher of the Year; and

WHEREAS, Mrs. Nugent has demonstrated a commitment to providing a first grade program

that supports each student's social, emotional, and cognitive growth; and

WHEREAS, Mrs. Nugent, has received praise from parents for her ability to communicate openly and to help their child as they adjust to school and for making each child feel special with many gifts to contribute; and

WHEREAS, Mrs. Nugent has been the advisor for middle school art and the school environment is enriched with the murals done by our students under her guidance; and

WHEREAS, it is fitting and proper that the Holland Township Board of Education recognize Mrs. Nugent on being named the 2018 Teacher of the Year, commend her exceptional service to the children of Holland Township School District and salute her professional expertise and personal excellence.

NOW THEREFORE, BE IT RESOLVED by the Holland Township Board of Education that we commend and congratulate Mrs. Nugent for being named the 2018 Holland Township School District Teacher of the Year.

BE IT FURTHER RESOLVED, that a copy of this resolution be recorded in the official minutes of the Board of Education and presented to Mrs. Nugent as a sincere token of praise and appreciation on behalf of everyone at the Holland Township School District.

2. Resolution Honoring Jennifer Leap - Educational Services Professional of the Year

HOLLAND TOWNSHIP BOARD OF EDUCATION RESOLUTION FOR JENNIFER LEAP 2018 TEACHER OF THE YEAR

WHEREAS, it is fitting that the Holland Township Board of Education should recognize outstanding educational professionals who are devoted to providing the highest quality education for their students; and

WHEREAS, Jennifer Leap has been identified by a committee of her peers, parents, and principal as an outstanding School Counselor, and has distinguished herself as a professional of the highest dedication, ability, and integrity; and

WHEREAS, Jennifer Leap was named the 2018 Educational Services Professional of the Year; and

WHEREAS, Jennifer Leap has demonstrated a commitment to providing a high level of counseling services to Holland Township students and is a valuable resource to parents and community members; and

WHEREAS, Jennifer Leap has established a character education program for our students and serves as a resource for classroom programs resulting in an improved school climate; and

WHEREAS Jennifer Leap has earned the highest respect of her colleagues here at Holland School and beyond by planning programs for respect week, advising the helping hands club

and peer helper club; and

WHEREAS, it is fitting and proper that the Holland Township Board of Education recognizes Jennifer Leap on being named the 2018 Educational Services Professional of the Year, commends her exceptional service to the children of Holland Township School District and salutes her professional expertise and personal excellence.

NOW THEREFORE, BE IT RESOLVED by the Holland Township Board of Education that we commend and congratulate Jennifer Leap for being named the 2018 Holland Township School District Educational Services Professional/Teacher of the Year:

BE IT FURTHER RESOLVED, that a copy of this resolution be recorded in the official minutes of the Board of Education and presented to Jennifer leap as a sincere token of praise and appreciation on behalf of everyone at the Holland Township School District.

. Motion by Davis, seconded Somers to accept these Resolutions and to record them in the minutes of the meeting.

Motion carried in a unanimous voice vote.

F. BOARD PRESIDENT REPORT

G. CONSENT AGENDA

Motion made by Bickhardt, seconded by Davis, 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: 6 No: 0 Abstentions: 0

1. Approval of Minutes

Upon the recommendation of the Superintendent of Schools that the Board approve the Regular minutes of April 24, 2018, Revised Executive Meeting minutes of February 27, 2018, Revised Regular Board Meeting Minutes of March 27, 2018.

2. Finance

1) Upon the recommendation of the Superintendent of Schools that the Board approve the transfers for the month ending March 31, 2018 and April 30, 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 Superintendent, William Shlala, 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 March 31, 2018 and April 30, 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 School Business Administrator/Board Secretary's, Julie Mumaw certification as required by N.J.A.C. 6:20-2.13(d), that no line item account has been over expended as of March 31, 2018 and April 30, 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 April 30, 2018 check number N0335, in the amount of \$310,305.46 and the bill list

dated May 22, 2018 check numbers N0337 THRU 07920 in the amount of \$721, 225.25.

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.

- Stephanie Bacskai: 7/11/18 - 7/12/18, iSTEM and Literature for NGSS, TCNJ, Registration, \$270
- Stephanie Bacskai: 7/23/18 - 7/26/18, STEM Workshop:Hydroponic&Aquaponic, TCNJ, Registration, \$640
- Jennifer Leap: 5/30/18, Mind Up Training, Kingwood Township School
- William G. Shlala: 9/27/18-9/28/18, Annual Hunterdon County Superintendent's Conference, Shawnee, PA, \$182.90 Registration & Hotel, Mileage
- Casey Bickhardt: 10/22/18 - 10/25/18, NJ School Board, Mileage, Hotel, Registration, \$850.00
- Phillip Brennan: 10/22/18 - 10/25/18, NJ School Board, Mileage, Hotel, Registration, \$850.00
- Brett Curry: 10/22/18 - 10/25/18, NJ School Board, Mileage, Hotel, Registration, \$850.00
- Matthew Davis: 10/22/18 - 10/25/18, NJ School Board, Mileage, Hotel, Registration, \$850.00
- Laurie Hance: 10/22/18 - 10/25/18, NJ School Board, Mileage, Hotel, Registration, \$850.00
- Edward Johnson: 10/22/18 - 10/25/18, NJ School Board, Mileage, Hotel, Registration, \$850.00
- Lorraine Scheibener: 10/22/18 - 10/25/18, NJ School Board, Mileage, Hotel, Registration, \$850.00
- Joseph Somers: 10/22/18 - 10/25/18, NJ School Board, Mileage, Hotel, Registration, \$850.00
- Caitlin Witucki: 10/22/18 - 10/25/18, NJ School Board, Mileage, Hotel, Registration, \$850.00
- William G. Shlala, 10/22/18 - 10/25/18, NJ School Board, Mileage, Hotel, Registration, \$850.00
- 5 Teachers 8/15/18, Hunterdon County EdTech Fest, JP Case Middle School Flemington, NJ, \$90 Stipend and Mileage
- Kathryn Wilk: 6/28/18-6/29/18, Section 504 Coordinators Institute, Lehigh University, Bethlehem PA, Registration \$545.00, Parking \$10.00
- Kristen Deniz: 9/25/18, 9/26/18, 10/9/18, Bullying 101 for Counselors, Monroe Township, NJ, Registration \$450.00, Mileage \$58.00
- Lauren Dalley: 9/25/18, 9/26/18, 10/9/18, Bullying 101 for Counselors, Monroe Township, NJ, Registration \$450.00, Mileage \$100.00
- Stephanie Kane: 5/24/18, Your PARCC Math Data, Monroe, NJ Registration \$149.00, Mileage \$29.33

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**

1. Superintendent reported that the 2018-19 Budget was approved by the County and the user friendly budget was posted on the district website.
The Superintendent that the district is purchasing more security cameras and looking at additional security solutions for the school. Security is a never ending process.

The Superintendent pointed out that one of the pol

I. PRINCIPAL REPORT

The Second Grade led a fundraiser for Habitat for Humanity: Project Build Each Other UP to teach the importance of giving back to others. Ben Escow from Habitat for Humanity met with the students to share the work of the organization.

Spring Concert – Music in the Parks – Choral and Show choir each group came in first place with an “Excellent” rating of all middle and junior high school contestants. Our Show Choir received the Overall Outstanding Choir Award of all choirs in middle school and junior high levels. Jake Maglio received the Outstanding Vocalist Award, judged against all competing middle, junior high and high school soloists.

Middle School Students took part in the Adopt a Species Program. The winner was: The Blue Spotted Salamander. We were able to donate \$125 to help preserve this species.

J. COMMENTS: PUBLIC - AGENDA ITEMS ONLYNone

K. EDUCATION

Roll Call Vote:

Bickhardt_Y_Brennan_Y_Curry___Davis_Y_Hance___Johnson_Y_Scheibener____
Somers__Y_Witucki__Y

Motion carried in a unanimous roll call vote.

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 April 17, 2018 - May 15, 2018 and affirms the actions of the administration.

2. Approve Field Trips

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

- Fairview Lake
- McCarter Theater

3. Approve School Bus Emergency Evacuation Drill Statement (as stipulated by 6A:27-11.2)

RESOLVED that upon the recommendation of the Superintendent the Holland Township Board of Education accepts the following statement for the School Bus Emergency Evacuation Drill as per 6A:27-11.2; WHEREAS, On Wednesday, May 2, 2018 the Holland Township School Principal Dr. Nancy Yard oversaw the school bus emergency evacuation drill for all bus routes. The drill was held at approximately 8:20 am for the elementary school students and at approximately 9:05 am for the middle school students in front of the school in the bus unloading area.

4. Approve PTO Donation

RESOLVED that upon the recommendation of the Superintendent the Holland Township Board of Education accepts the PTO donation to the Art Department and Enrichment program with a combined value of approximately \$2,065.09. The Board recognizes and thanks the PTO for their continued and generous support of our school district.

5. Approve High School Resolution

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

The Holland Township Board of Education values the long standing relationship between the sending districts of the area and Delaware Valley as the current High School District.

The Holland Township Board sadly acknowledges a breakdown in that long history of common planning with the unilateral adoption by the High School of a 2018-2019 calendar without regard to the opinions of the districts that make up the High School and constitute the membership of the High School.

The Holland Township Board is also concerned that the High School has determined to repeat the 2018-2019 calendar for an undetermined length of time.

The Holland Township Board is also concerned that the situation encountered this year with such an early spring recess will be repeated in coming years leading to students with unexcused absences and staff being penalized by loss of pay. Additionally we are concerned about 8th grade graduation.

The Holland Township Board of Education for the above reasons and for maintaining in general the past cooperative history encourages the High School to engage in a dialogue with the sending districts that are the constituent basis for the High School district and further encourage the High School to return to an attitude of cooperative planning.

6. **Approve Summer Committee**

RESOLVED that upon the recommendation of the Superintendent the Holland Township Board of

Education approves 4 teachers to develop a Code of Conduct Committee in the summer with a maximum of 4 days at their hourly rate.

L. **PERSONNEL**

Roll Call Vote:

Bickhardt_Y_Brennan_Y_Curry___Davis_Y_Hance_Johnson_Y_Scheibener_Somers_Y_
_Witucki_Y_

Motion carried in a unanimous roll call vote.

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 and the 2018-2019 school year:

•Tina Crotty: Teacher/Aide

2. **Approve Summer Hours for Librarian and Library Clerk**

RESOLVED that upon the recommendation of the Superintendent the Holland Township Board of Education approves summer hours for Librarian: Christine Detrick and Library Clerk: Joyce Criss not to exceed 25 each with the hourly rate of \$52.33 for Christine Detrick and \$24.57 for Joyce Criss. (Subject to adjustment after settlement of contract)

3. **Approve Resignation**

RESOLVED that upon the recommendation of the Superintendent the Holland Township Board of Education accepts Ms. Alantha Carter's letter of resignation with regret effective June 30, 2018.

4. **Approve Summer Substitute Custodian Rate**

RESOLVED that upon the recommendation of the Superintendent the Holland Township Board of Education approves increasing the Summer Substitute Custodian rate to \$12 per hour effective June 25, 2018.

5. **Approve Summer Technology Assistance**

RESOLVED that upon the recommendation of the Superintendent the Holland Township Board of Education approves the following summer technology assistance employees with an hourly rate of \$11.00 per hour not to exceed a total of 400 hours:

- Eileen Bertolotti
- Betsy Nush
- Trish Bertoldo

6. **Approve Summer Custodian Personnel**

RESOLVED that upon the recommendation of the Superintendent the Holland Township Board of Education approves the following summer custodial employees at an hourly rate of \$11.00 per hour:

- Kyle Lippincott
- Kyle Conti
- Dan Hett
- Chris Fleischman
- CJ Schaible (Alternate)

Further RESOLVED that the following are summer custodial substitutes at an hourly rate of \$12.00 per hour:

- Kurt Heeren
- Brian Williams
- Jean Dech
- Colin Makombe
- Kyle Nolan
- Jared Grassi

7. **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 four half days beginning June 1, 2018 until June 22, 2018.

M **POLICY**

. Roll Call Vote:

Bickhardt__Y_Brennan__Y_Curry___Davis_Y__Hance___Johnson_Y__Scheibener____
Somers__Y_ Witucki_Y_

Motion carried in a unanimous roll call vote.

1. **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:

- 1550 (Equal Employment/Anti-Discrimination Practices)
- 2431 (Athletic Competition)
- 2431.2 (Medical Examination Prior to Participation on a School-Sponsored Interscholastic or

Intramural Team or Squad)

- 5350 (Student Suicide Prevention)
- 5520 (Disorder and Demonstration)
- 5533 (Student Smoking)
- 5535 (Passive Breath Alcohol Sensor Device)
- 5561 (Use of Physical Restraint and Seclusion Techniques for Students with Disabilities)
- 8462 (Reporting Potentially Missing or Abused Children)
- 8561 (Procurement Procedures for School Nutrition Programs)

N. **FINANCE AND FACILITIES**

Roll Call Vote:

Bickhardt_Y Brennan_Y Curry___ Davis_Y Hance___ Johnson_Y Scheibener___
Somers_Y___ Witucki_Y_

Motion carried in a unanimous roll call vote.

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

RESOLVED that upon the recommendation of the Superintendent the Holland Township Board of Education approves 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 \$250,000 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.

2. **Transfer of Surplus to Maintenance Reserve**

RESOLVED that upon the recommendation of the Superintendent the Holland Township Board of Education approves the transfer of surplus to maintenance 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 Maintenance Reserve account at year end, and

WHEREAS, the Holland Township Board of Education has determined that an amount not-to-exceed \$250,000 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.

3. **Transfer of Surplus to Emergency Reserve**

RESOLVED that upon the recommendation of the Superintendent the Holland Township Board of Education approves transfer of surplus to emergency 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 Emergency Reserve account at year end, and

WHEREAS, the Holland Township Board of Education has determined that an amount not-to-exceed \$250,000 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.

4. **Accept REAP**

RESOLVED that upon the recommendation of the Superintendent the Holland Township Board of Education accepts the REAP Grant for 2017-2018 in the amount of \$45,364.00 to be used primarily towards technology.

O. **SUPPLEMENTARY MATTERS**

Ms. Bickhardt – meeting with PTO. Introduced SWAP – teachers can share their left over supplies at the end of the school year with other teachers.

Mr. Davis – NTSB met today and made recommendations with regards to use of shoulder harnesses versus lap belts and more intense testing of bus drivers. Would like to know if Del Val has any plans to enact these recommendations or wait until they become statute.

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.

Parent suggested and the BOE agreed that the Holland Township School Representatives to the Del Val BOE and the Del Val BOE President be approached about the Spring Break calendar. Holland Township BOE President Scheibener will be contacting them to express displeasure on the unilateral decision of an early Spring Break made by the Del Val Superintendent.

Regan – Shouldn't the staff be a part of the Superintendent search.

Cobb – Wanted an update on the Mac Lab, 18-19 calendar, new MS teacher and the Superintendent search.

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 Bickhardt, seconded by Somers, upon the recommendation of the Superintendent of Schools the Holland Board of Education enter Executive Session at 8:20 PM to discuss Personnel Matters, Collective Bargaining and Pending, Ongoing or Anticipated Litigation.

2. **Motion to Enter Public Session**

Motion made by Bickhardt, seconded by Davis, upon the recommendation of the Superintendent of Schools the Holland Board return to Open Session at 9:42 PM.

R. **ADJOURNMENT**

1. **Motion to Adjourn**

Motion made by Somers, seconded by Davis, upon the recommendation of the Superintendent of Schools that the Holland Board of Education adjourn the meeting at 9:45 PM.

Respectfully submitted,



Julie R. Mumaw, Interim SBA/BS

PLEASE
SIGN HERE 