

Minutes of Regular Board Meeting

Holland Township School

A Regular Board Meeting of the Board of Trustees of Holland Township School was held Tuesday, August 28, 2018, beginning at 7:03 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__
Davis_A__
Hance_P__
Johnson_P__
Scheibener_P__
Somers_P__
Witucki_P__

E. **CORRESPONDENCE**

BOE interviewed the two volunteer BOE candidates to replace two members who resigned. Karen Kirkpatrick and Tim McGuire.
Motion by Bickhardt, seconded by Hance to accept them as BOE replacements.
Motion carried with a unanimous voice vote.
Board Secretary delivered the Oath of Office to both candidates. They took their seats at the Board Table for the commencement of the meeting.

F. **BOARD PRESIDENT REPORT**

Community Day for Holland Township is scheduled for September 8, 2018. Volunteer BOE members needed to man the School District Booth.
The BOE will discuss Board Goals at the September meeting.

G. **CONSENT AGENDA**

Motion made by Hance, 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: 6 No: 0 Abstentions: 1 (McGuire)

1. **Approval of Minutes**

Upon the recommendation of the Superintendent of Schools that the Board approve the Regular minutes of June 26, 2018, Executive Meeting minutes of June 26, 2018 #1, Executive Meeting minutes of June 26, 2018 #2, Special Board Meeting minutes of July 31, 2018 and Executive Meeting minutes of July 31, 2018.

2. **Finance**

1) Upon the recommendation of the Superintendent of Schools that the Board approve the transfers for the month ending June 30, 2018 and July 31, 2018 as submitted by the Superintendent, as authorized by

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 June 30, 2018, and July 31, 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 over expended 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 June 30, 2018 and July 31, 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 June 30, 2018 check numbers N0342 thru N0343 in the amount of \$428,202.39 the bill list dated July 31, 2018 check numbers 08015 thru 08031 in the amount of \$480,540.29 and the August 28, 2018 bill list check number 08032 thru 08220 in the amount of \$1,058,925.32

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.

•T.J. Hirsch: 10/17/18, School Health Conference, Somerset, NJ, \$175 Registration, \$21.63 Mileage

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

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H. **SUPERINTENDENT REPORT**

1. Introduced the new Superintendent, Stephanie Snyder and the new Business Administrator, Brian McCarthy. Spoke about the new ruling regarding Rice Letters. Teaches had "Restraint" training today. Informed the BOE about the purchase of security equipment for the school. Updated the BOE on the parking lot and the HVAC system in the Kindergarten Section.

I. **PRINCIPAL REPORT**Principal was not in attendance

J. **COMMENTS: PUBLIC - AGENDA ITEMS ONLY**None

K. **EDUCATION**

Motion by Somers, seconded by Hance to approve the following resolutions.

Roll Call Vote:

Bickhardt_Y_Hance__Y_Kirkpatrick_Y_McGuire_Y_Scheibener__Y__

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 July 2018.

2. **Approve Field Trips**

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- Gravity Rock Climbing
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6. **Approve Professional Development Plan**

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RESOLVED that upon the recommendation of the Superintendent the Holland Township Board of Education approves the following organizations/vendors as solicitors for the 2018-2019 school year:

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- American Heart Association -Jump Rope for Heart

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9. **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 Contract for the purpose of Professional Development in language arts (K-5 and Academic Support Teachers) for the 2018-2019 school year not to exceed \$20,000 (20 days at \$1,000 per day). This professional development is paid with Title II Grant.

10. **Approve STEM Consultation and Professional Development**

RESOLVED that upon the recommendation of the Superintendent the Holland Township Board of Education approves the Mr. Christopher M. Anderson for the purpose of STEM Consultation and Professional Development for the 2018-2019 school year not to exceed \$4,050 (6 days at \$675 per day).

11. **Approve CBVI Contract for 2018-2019 School Year**

RESOLVED that upon the recommendation of the Superintendent the Holland Township Board of Education approves an Education Level 2 Contract with the CBVI (Commission for the Blind and Visually Impaired) for the 2018-2019 school year not to exceed \$4,500.00 for Student #27014 for

required services.

L. **PERSONNEL**

Motion by Somers, seconded by Witucki to approve the following resolutions.

Roll Call Vote:

Bickhardt_Y Hance_Y Kirkpatrick_Y McGuire_T Scheibener_Y 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 2018-2019 school year:

- Lori Matthews: Custodian
- Margaret Fishbourne: Teacher/Aide
- Sherri Karcher: Aide/Cafeteria Aide

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RESOLVED that upon the recommendation of the Superintendent the Holland Township Board of Education approves Sherry Scott as Cafeteria Aide (upon criminal history and employer verification check) for the 2018-2019 school year from 11:16 am to 12:50 pm at a rate of \$4,692.00 per year (subject to adjustment after settlement of contract).

8. **Approve CPR Training**

RESOLVED that upon the recommendation of the Superintendent the Holland Township Board of Education approves the Holland Township Volunteer Fire Company and Mr. Tom Welsh to conduct a CPR renewal course at a rate of \$60 per person for 2 staff members.

9. **Approve Additional Day**

RESOLVED that upon the recommendation of the Superintendent the Holland Township Board of Education approves Mrs. Julie Mumaw for up to 3 work days at a rate \$500 per day not to exceed \$1,500 to begin September 1, 2018 and ending September 7, 2018. This will ensure a smooth and orderly transition of the Business Administrator position.

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 -- No one was previously named or Riced.
- 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 Somers, seconded by Bickhardt, upon the recommendation of the Superintendent of Schools the Holland Board of Education enter Executive Session at 7:40 PM to discuss Personnel.

2. Motion to Enter Public Session

Motion made by Bickhardt, seconded by Somers, upon the recommendation of the Superintendent of Schools the Holland Board return to Open Session at 8:08 PM.

M FINANCE AND FACILITIES

Motion by Bickhardt, seconded by Witucki to approve the following resolutions.

Roll Call Vote:

Bickhardt Y Hance Y Kirkpatrick Y McGuire Y Scheibener Y Somers Y Witucki Y
McGuire, Scheibener and Somers voted No on item M11.

1. Approve Transfer

RESOLVED that upon the recommendation of the Superintendent the Holland Township Board of Education approves the transfer of \$10,000 from Title IV A to Title II A.

2. ACES Contract Renewals for Gas and Electric

RESOLVED that upon the recommendation of the Superintendent the Holland Township Board of Education approves the ACES renewal contracts for electric HTS 1819E and for gas HTS 1819G valid until May 2023.

3. Approve Bank Resolution

RESOLVED that upon the recommendation of the Superintendent the Holland Township Board of Education approves the updated Certified Copies of the Investors Bank resolutions to approved the new account signers and signature addendum cards effective September 1, 2018.

4. **Approve Preschool Tuition Contracts for 2018-2019**

RESOLVED that upon the recommendation of the Superintendent the Holland Township Board of Education approves the following Preschool parent paid tuition contracts and accepts the following Preschool students for the 2018-2019 school year.

5. **BOBCAT SKID STEER LOADER**

RESOLVED that upon the recommendation of the Superintendent that the Holland Township Board of Education approves the purchase of a 49 HP Bobcat Skid-Steer Loader at a cost of \$31,950.06 through the ESCNJ COOP Grounds Equipment Bid for the maintenance department of Holland Township School.

6. **DELAWARE VALLEY TRANSPORTATION COST 2018-2019**

RESOLVED that upon the recommendation of the Superintendent that the Holland Township Board of Education approves the cost of transportation with Delaware Valley Regional High School District.

Regular Routes \$ 278,905.00

HTS PK Middle \$ 13,982.00

High Bridge \$ 32,541.00

Katzenbach \$ 65,566.00

HES Sped \$ 19,237.00

Grand Total \$ 410,232.00

7. **Extraordinary Aid**

Upon the recommendation of the Superintendent that the Holland Township Board of Education accept the following Extraordinary Aid and appropriate it to the follow account:

Account 11-000-217-320-000-000 Extraordinary Special Ed Services: \$61,558.00.

WHEREAS, N.J.A.C. 6A:23A-13.3(d)6 provides that a District Board of Education may at any time without Commissioner approval appropriate surplus generated from state revenue, such as extraordinary aid, that has been excluded from the excess surplus calculation, in the prior year, and August 29, 2018;

WHEREAS, the Holland Township Board of Education has received \$ 61,558.00 of Extraordinary Aid for 2017-2018;

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

8. **REAP GRANT 2018-2019**

RESOLVED that upon the recommendation of the Superintendent the Holland Township Board of Education accepts the award of the 2018-2019 REAP Grant in the amount of \$44,710.00 to be utilized during the period July 1, 2018 through September 30, 2019.

9. **SALE OF OLD SMART BOARDS**

RESOLVED that upon the recommendation of the Superintendent that the Holland Township Board of Education approves the sale 39 working smart boards.

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D. **ROLL CALL**

Bickhardt_P__

Davis_A__

Hance_P__

Johnson_P__

Scheibener_P__

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E. **CORRESPONDENCE**

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Karen Kirkpatrick and Tim McGuire.

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9. **SALE OF OLD SMART BOARDS**

RESOLVED that upon the recommendation of the Superintendent that the Holland Township Board of Education approves the sale 39 working smart boards.

- \$50.00 each (\$1950)
- Thirty five 77 inch Smart Boards
- Four 64 inch Smart Boards

10. **Access Control Systems**

RESOLVED that upon the recommendation of the Superintendent the Holland Township Board of Education approves the purchase of a Monitored Access Control System from Sonitrol at a cost of \$22,022.78 with annual licensing fee of \$804.00.

11. **Mac Computers**

RESOLVED that upon the recommendation of the Superintendent the Holland Township Board of Education approves the purchase of 25 IMAC Computers at a rate of \$1,515.84 each for a total cost of \$37,896.00.

12. **KATZENBACH SCHOOL FOR THE DEAF OUT OF DISTRICT PLACEMENT 2018-2019**

RESOLVED that upon the recommendation of the Superintendent the Holland Township Board of Education approves out of district placement tuition for student 28008 to the Katzenbach School for the Deaf in the amount of \$52,438.00

N. **SUPPLEMENTARY MATTERS**

1. **Approve Resolution**

RESOLVED that upon the recommendation of the Superintendent the Holland Township Board of Education approves the discussion of a resolution to Board of Education - Reduction of Membership.

RESOLVED, upon the recommendation of the Holland Township School District Board of Education to reduce the number of school board members from nine to seven and to have this resolution placed on the November 2018 ballot.

Roll Call Vote: 4 Ayes, 2 Abstentions (Kirkpatrick, Hance), 1 No, (McGuire)
Motion carried. Resolution will be sent to the Hunterdon County Clerk.

There was also discussion on having Committee of the Whole meetings for the 2018-2019 school year.

O. **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.

Shrewsbury – Referenced an article on Opioids that was issued from the Hunterdon County Medical Center. Spoke about the need for an armed Resource Officer in the School Building.

Referenced the school bus letters sent out for the school year 2018-2019, and that his daughter's stop has not been changed.

Q. **ADJOURNMENT**

1. **Motion to Adjourn**

Motion made by Somers, seconded by Hance, upon the recommendation of the Superintendent of Schools that the Holland Board of Education adjourn the meeting at 8:50 PM.

Respectfully Submitted,



Julie R. Mumaw

Interim Business Administrator/ Board Secretary

Date: August 30, 2018