

Minutes of Work Session

The Board of Education Holland Township School

A Work Session of the Board of Trustees of Holland Township School was held Tuesday, November 13, 2018, beginning at 7:08 PM in the Milford, NJ 08848.

A. CALL TO ORDER

B. FLAG SALUTE

C. WELCOME

Welcome to a special 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 special meeting of the Board of Education of the Township of Holland at which no formal action will 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 ___

Davis ___

Hance __ P__

Johnson __ P__

Kirkpatrick P__

McGuire P__

Scheibener ___

Somers P__

Witucki __ P (7:18 pm)

E. 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 McGuire, seconded by Somers, upon the recommendation of the Superintendent of Schools the Holland Board of Education enter Executive Session at to discuss Personnel Matters; Pending, Ongoing or Anticipated Litigation at 7:15 pm.
2. Motion to Enter Public Session
Motion made by McGuire, seconded by Somers, upon the recommendation of the Superintendent of Schools the Holland Board return to Open Session at 8:10 pm. _____.

F. WORKSHOP DISCUSSION ITEMS

1. 2018-2019 Board Goals
The Superintendent and Board discussed the creation of Board Goals for 2018-2019 from topic lists provided by both the Superintendent and Mr. Somers. Members of the Board agreed that two goals would be:
 - a. To engage in professional development as a board of education with the focus on the areas of board self-assessment, member role identification, engaging with the community organizations and exploring BOE committee structures.
 - b. Create a Strategic Facilities Maintenance and Grounds plan to include yearly maintenance goals, fiscal planning and long range building projects.
2. Hunterdon County School Safety Summit - November 28, 2018
The Superintendent and Business Administrator will be attending this School Safety Summit meeting on the evening of November 28th. Board members are invited to attend.
3. Genesis - Student Information System
The Superintendent shared information on the benefits for the district to move to this Student Information System (SIS), and to replace the current Power School - Student Information System for FY20.
The Superintendent also discussed the benefits of adding Genesis Staff Management ASP Services for Staff Evaluations, as related to QSAC. Benefits of

SIS include:

- a. Digital Lesson Planning.
- b. Flexible Gradebook for Staff.
- c. Improved "School to Home" communication.
- d. Current (up to date), accurate, State data reporting capabilities.

4. Blackboard - Website program

The Business Administrator discussed the advantages of migrating to this ADA compliant website, and how the technology would enable the district to improve visibility and communication with all stakeholders in the district. Latter website company is used by all sending districts to DVRHS, and DVRHS.

5. Delaware Valley High School's Academy and College Enrollment Program Information Night

The Superintendent shared the invitational letter with Board members for 11/29 evening program.

G. 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.

No comments by Public regarding Agenda Items were made.

H. CONSENT AGENDA - DISCUSSION ONLY

1. Approval of Minutes

Upon the recommendation of the Superintendent of Schools that the Board approve the Regular minutes of October 16, 2018 and Executive Meeting minutes of October 16, 2018.

2. Finance

1) Upon the recommendation of the Superintendent of Schools that the Board approve the transfers for the month ending September 30, 2018 and October 31, 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, Stephanie Snyder, 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 September 30, 2018 and October 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 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, Brian McCarthy certification as required by N.J.A.C. 6:20-2.13(d), that no line item account has

been over expended as of September 30, 2018, and October 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 October 31, 2018 check numbers N0346 thru N0347 in the amount of \$320,076.95 and the bill list dated November 27, 2018 in the amount of \$ _____.

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.

- Christine Haffling: 6/1/19-6/2/19, 2019 Green Eggs & Sand Workshop, Stone Harbor, NJ , \$75 Registration, \$112.00 Lodging, \$74.40 Mileage
- Stephanie Bacskai: 6/1/19-6/2/19, 2019 Green Eggs & Sand Workshop, Stone Harbor, NJ , \$75 Registration, \$112.00 Lodging

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.

I. **EDUCATION - DISCUSSION ONLY**

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 October 10, 2018 - November 13, 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:

- Crayola Factory
- Gettysburg
- Hershey Park
- Baltimore Dinner Cruise
- Delaware Valley Regional High School

3. **Approve 2018-2019 District/School Goals**

RESOLVED that upon the recommendation of the Superintendent the Holland Township Board of Education approves the 2018-2019 District/School Goals.

4. **Approve the Acceptance of Tower Garden**

RESOLVED that upon the recommendation of the Superintendent the Holland Township Board of Education accepts a donation of a Tower Garden from the Schluter Family to be used by third grade students. The Board recognizes and thanks the Schluter Family for their continued and generous support of our school district.

5. **Approve the Acceptance of Newspapers and Magazines**

RESOLVED that upon the recommendation of the Superintendent the Holland Township Board of Education accepts a donation of newspapers and magazines commemorative 911 from the Juan Ricardo to be used by social studies department. The Board recognizes and thanks the Juan Ricardo for their continued and generous support of our school district.

J. **PERSONNEL - DISCUSSION ONLY**

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:

- Mary Fitzsimmons: Aide/Library Clerk/Secretary/Cafeteria Aide
- Linda Bellini: Aide/Library Clerk/Secretary/Cafeteria Aide
- Justin Moyer: Custodian
- Denem Teague: Aide/Library Clerk/Cafeteria Aide

2. **Approve Resignation**

RESOLVED that upon the recommendation of the Superintendent the Holland Township Board of Education approves with regret the resignation of Mr. Justin Moyer (2nd Shift Custodian) effective November 16, 2018.

3. **Approve Resignation**

RESOLVED that upon the recommendation of the Superintendent the Holland Township Board of Education approves with regret the resignation of Dr. Nancy Yard (Principal/Curriculum Coordinator) effective February 1, 2019.

4. **Approval of Boys Basketball Coach**

RESOLVED that upon the recommendation of the Superintendent the Holland Township Board of Education approves Mr. Daniel Casserly as boys basketball coach for the 2018-2019 school year with a stipend of \$3,563 (subject to adjustment after settlement of contract).

K. **POLICY - DISCUSSION ONLY**

1. **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:

- 8561(Procurement Procedures for School Nutrition Programs)

L. **FINANCE AND FACILITIES - DISCUSSION ONLY**

1. **Approve Personal Assistant Tuition Agreement**

RESOLVED that upon the recommendation of the Superintendent the Holland Township Board of Education approves the personal assistant tuition agreement with Marie Katzenbach School for the Deaf . Student number 28008 in the amount of \$30,917.00.

2. **Approve Three-Year Comprehensive Maintenance Plan and M1 for 2018-2019**

Resolved that upon the recommendation of the Superintendent the Holland Township Board of Education approves the Three-Year Comprehensive Maintenance Plan and Form M-1 for the 2018-2019 school year, and the submission of same to the New Jersey Department of Education. Forms are on file in Business Office.

3. **Approve Disposal of Obsolete/Broken Computers/Printers and removal from Fixed Asset Inventory**

Resolved that upon the recommendation of the Superintendent the Holland Township Board of Education approves the disposal of obsolete/broken computer and printer equipment, and the removal of same from the Fixed Asset Inventory of the District. All hard drives in computers have been destroyed.

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

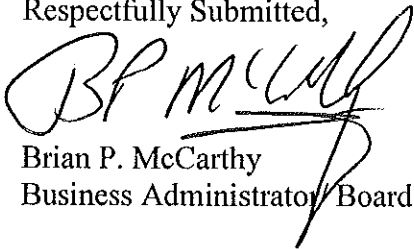
RESOLVED that upon the recommendation of the Superintendent that the Holland Township Board of Education approves the following Preschool parent paid tuition contract and accepts the following Preschool student number 29017 for the 2018-2019 school year.

M. **ADJOURNMENT**

Motion to Adjourn

Motion made by McGuire, seconded by Somers, upon the recommendation of the Superintendent of Schools that the Holland Board of Education adjourn the meeting at 9:14 pm.

Respectfully Submitted,



Brian P. McCarthy
Business Administrator / Board Secretary