

Minutes of Regular Board Meeting

The Board of Education Holland Township School

A Regular Board Meeting of the Board of Trustees of Holland Township School was held Tuesday, November 27, 2018, beginning at 7:00 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_P__

Hance_P__

Johnson_P__

Kirkpatrick_P__

McGuire_P__

Scheibener_P__

Somers_P__

Witucki_P__

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 Davis, seconded by Somers, upon the recommendation of the Superintendent of Schools the Holland Board of Education to enter Executive Session at 7:04 pm to discuss: Personnel Matters; Collective Bargaining; Pending, Ongoing or Anticipated Litigation.

2. **Motion to Enter Public Session**

Motion made by Johnson, seconded by Witucki, upon the recommendation of the Superintendent of Schools the Holland Board to return to Public Session at 8:05 pm.

F. **CORRESPONDENCE**

No Correspondence.

G. **BOARD PRESIDENT REPORT** – Board President Lorraine Scheibener highlighted that she and Board member Joe Somers attended NJSBA conference.

II. **CONSENT AGENDA**

Motion made by Somers, seconded by McGuire, 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

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, Work Session minutes of November 13, 2018 and the Executive Meeting minutes of November 13, 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 the transfers for the month ending 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 she 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, 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 November 27, 2018 Bill List check numbers 08432 thru 08548 in the amount of \$785,004.61.

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 are 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 , \$85 Registration, \$112.00 Lodging, \$74.40 Mileage
- Stephanie Bacskai: 6/1/19-6/2/19, 2019 Green Eggs & Sand Workshop, Stone Harbor, NJ , \$85 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. SUPERINTENDENT REPORT

1. Grievance Hearing: HTEA members Carney and Phillips presented grievance to the Board.
2. The Superintendent thanked Principle Nancy Yard for her contribution to Holland Township School and noted her upcoming retirement.
3. The Superintendent attended a conference about the Opioid Epidemic in Hunterdon County.
4. Superintendent Stephanie Snyder and School Business Administrator Brian McCarthy will attend School Safety conferences on 11/28.

J. PRINCIPAL REPORT

Principal Nancy Yard thanked the 4th grade class for participation in Food Drive.

K. COMMENTS: PUBLIC - AGENDA ITEMS ONLY

No Public Comments

L. EDUCATION

Motioned by Davis, seconded by Hance to approve items 1 through 5.

Roll Call Vote:

Bickhardt_Y_Davis_Y_Hance_Y_Johnson_Y_Kirkpatrick_Y_McGuire__Y_Scheibener_Y_Somers_Y_Witucki_Y__

Motioned carried 9-0 in 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 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 School Board Goals

RESOLVED that upon the recommendation of the Superintendent the Holland Township Board of Education approves the 2018-2019 School' Board 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 commemorating 911 from the Juan Ricardo to be used by social studies department. The Board recognizes and thanks Juan Ricardo for continued and generous support of our school district.

M. PERSONNEL

Motioned by Johnson, seconded by Witucki to approve items 1 through 6.

Roll Call Vote:

Bickhardt_Y_Davis_Y_Hance_Y_Johnson_Y_Kirkpatrick_Y_McGuire_Y_Scheibener_Y_Somers_Y__
Witucki_Y__

Motioned carried 9-0 in 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:

- 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).

5. Approve Reduction in Hours

RESOLVED that upon the recommendation of the Superintendent the Holland Township Board of Education approves the reduction of hours for Mrs. Josi Garcia from 24.5 hours weekly to 15 hours weekly beginning January 2, 2019.

6. Approve Home Instruction

RESOLVED that upon the recommendation of the Superintendent the Holland Township Board of Education approves Mrs. Vicki Stamets as Home Instruction Tutor for student #19016, for a total of 5 hours per week at an hourly rate of \$43.99 beginning November 28, 2018 with an end date to be determined.

N. POLICY

Motioned by Hance, seconded by Kirkpatrick to approve item 1.

Roll Call Vote:

Bickhardt_Y_Davis_Y_Hance_Y_Johnson_Y_Kirkpatrick_Y_McGuire_Y_Scheibener_Y_Somers_Y__
Witucki_Y__

Motion carried 9-0 in roll call vote.

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)

O. FINANCE AND FACILITIES

Motioned by Bickhardt, seconded by Witucki to approve items 1 through 7.

Roll Call Vote:

Bickhardt_Y_Davis_Y_Hance_Y_Johnson_Y_Kirkpatrick_Y_McGuire_Y_Scheibener__Y_Somers_Y_Witucki_Y_

Motioned carried 9-0 in roll call vote.

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, at \$250.00 per month effective 11/12/18, and accepts the following Preschool student number 29017 for the 2018-2019 school year.

5. Approve Genesis Student Information System Contract

RESOLVED that upon the recommendation of the Superintendent of the Holland Township Board of Education approve Genesis Student Information System contract for the 2019/2020 School Year at a cost of \$8025.00, with a one-time setup fee of \$1500.00.

6. Approve Genesis Staff Management System Contract

RESOLVED that upon the recommendation of the Superintendent of the Holland Township Board of Education approve Genesis Staff Management System contract for the 2019-2020 school year at an annual cost of \$5,000.00, with a one-time set up fee of \$1500.00

7. Approve Blackboard Inc. Website Contract

RESOLVED that upon the recommendation of the Superintendent of the Holland Township Board of Education approve Blackboard Inc. Website contract, an initial set-up cost of \$6,118.99 for the period of 12/1/2018 to 6/30/2018, and annual renewal cost of \$1200 FY20 and FY21.

P. SUPPLEMENTARY MATTERS

Motioned by Davis, seconded by McGuire to approve item 1.

Roll Call Vote:

Bickhardt_Y_Davis_Y_Hance_Y_Johnson_Y_Kirkpatrick_Y_McGuire_Y_Scheibener__Y_Somers_Y_Witucki_Y_

1. RESOLVED that upon the recommendation of the Superintendent of the Holland Township Board of Education Move to approve a resolution to deny the legal settlement for the ongoing transportation litigation.

Motioned carried 9-0 in roll call vote.

Q. 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.

Teachers Nolan and Bacskai made statements about Waiver payments.

R. **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 Somers, upon the recommendation of the Superintendent of Schools the Holland Board of Education enter Executive Session at 8:25 pm to discuss Personnel Matters.

2. **Motion to Enter Public Session**

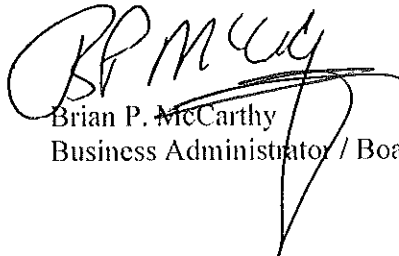
Motion made by Johnson, seconded by Somers, upon the recommendation of the Superintendent of Schools the Holland Board to return to Public Session at 9:00 pm.

S. **ADJOURNMENT**

1. **Motion to Adjourn**

Motion made by Davis, seconded by McGuire, upon the recommendation of the Superintendent of Schools that the Holland Board of Education adjourn the meeting at 9:01 pm.

Respectfully Submitted,



Brian P. McCarthy
Business Administrator / Board Secretary

Date: November 28, 2018