

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, December 18, 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 X

Davis X

Hance X

Johnson X

Kirkpatrick

McGuire

Scheibener X

Somers X

Witucki X

E. CORRESPONDENCE

No Correspondence

F. 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

X 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 Somers, seconded by Davis, upon the recommendation of the Superintendent of Schools the Holland Board of Education enter Executive Session at 7:10 pm to discuss Personnel Matters.

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 8:05 pm.

G. **BOARD PRESIDENT REPORT**

President Lorraine Scheibener apologized for not being able to attend 12/21 Staff breakfast, as she will be out of town.

H. **CONSENT AGENDA**

Motion made by Somers, 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: 7 No: 0 Abstentions: 0

1. **Approval of Minutes**

Upon the recommendation of the Superintendent of Schools that the Board approve the Regular minutes of November 27, 2018 meeting and the Executive Meeting minutes of November 27, 2018.

2. **Finance**

1) Upon the recommendation of the Superintendent of Schools that the Board approve the transfers for the month ending November 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, 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 November 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 November 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 November 30, 2018 check numbers 08549 thru N0351, in the amount of \$314,409.44 and the bill list dated December 18, 2018 check numbers 08550 thru 08620 in the amount of \$ 667,169.46.

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.

- Rose Branosky: 1/22/19, 101 Therapy Strategies to Increase Your Effectiveness as Speech Language Pathologist, Allentown, PA, \$269 Registration
- Stephanie Bacskai: 1/19/19, Future City Regional State Tournament, Rutgers University - Piscataway, \$49.25 hour
- Stephanie Bacskai: 3/16/19, Odyssey of the Mind Regional Tournament, J.P. Case Middle School - Flemington, \$49.25 hour
- Kathryn Wilk: 2/12/19, Special Education Summit, Monroe Township, \$149 Registration, \$35.34 Mileage

I. SUPERINTENDENT REPORT

Superintendent Stephanie Snyder thanked Ed Johnson for his service to Board of Education. She also noted that the Holiday concert was “impressive” and wished all “Happy Holidays”.

1. RESOLUTION HONORING EDWARD JOHNSON

Motioned by Somers, seconded by Hance to approve resolution.

WHEREAS, Edward Johnson served on the Holland Township Board of Education from 2016 to 2018; and

WHEREAS, the Holland Township School Board benefitted from the commitment and expertise of Edward Johnson as he served on the committees for Communications, Policy, Finance and Facilities, Executive, and Negotiations, and including the position of Chair of the Personnel Committee; and served as Board Vice President; and

WHEREAS, Edward Johnson always put our students and their needs first and consistently looked at matters from the student experience prospective as he shaped ideas and decisions to benefit our district; and

WHEREAS, Edward Johnson has demonstrated dedication and commitment to the students, staff, parents, and community members of Holland Township as evidenced by the countless hours that he provided as a member of the Holland Township School Board;

NOW, THEREFORE, BE IT RESOLVED that the Holland Township Board of Education expresses its thanks and appreciation to Edward Johnson, for his leadership and selfless commitment to our district and students; and

BE IT FURTHER RESOLVED, that a copy of this resolution be recorded in the official minutes of the December 18, 2018, Board of Education meeting and presented Edward Johnson as a sincere token of appreciation on behalf of the Holland Township School District.

All in favor: Yes: 7 No: 0 Abstentions: 0

2. RESOLUTION HONORING KAREN KIRKPATRICK

Motioned by Davis, seconded by Bickhardt to approve resolution.

WHEREAS, Karen Kirkpatrick served on the Holland Township Board of Education from August 28, 2018 to December 31, 2018; and

WHEREAS, the Holland Township School Board benefitted from the commitment and expertise of Karen Kirkpatrick as she served on the committees for Communications, Policy, and Education Committees, and

WHEREAS, Karen Kirkpatrick always put our students and their needs first and consistently looked at matters from the student experience prospective as she shaped ideas and decisions to benefit our district; and

WHEREAS, Karen Kirkpatrick has demonstrated dedication and commitment to the students, staff, parents, and community members of Holland Township as evidenced by the countless hours that she provided as a member of the Holland Township School Board;

NOW, THEREFORE, BE IT RESOLVED that the Holland Township Board of Education expresses its thanks and appreciation to Karen Kirkpatrick, for her leadership and selfless commitment to our

district and students; and

BE IT FURTHER RESOLVED, that a copy of this resolution be recorded in the official minutes of the December 18, 2018, Board of Education meeting and presented Karen Kirkpatrick as a sincere token of appreciation on behalf of the Holland Township School District.

All in favor: Yes: 7 No: 0 Abstentions: 0

J. **PRINCIPAL REPORT**

Dr. Nancy Yard also thanked Ed Johnson for his service to the school, and thanked the Oak Hill Golf club for donation of gifts. She also recognized staff members Kuchinsky and Lerch for their efforts with Winter concert. In addition, the Holiday Lunch was very successful.

K. **COMMENTS: PUBLIC - AGENDA ITEMS ONLY**

No Public comments on agenda items.

L. **EDUCATION**

Motioned by Davis and seconded by Somers to approve items 1 through 3.

Roll Call Vote:

Bickhardt_Y_Davis_Y_Hance_Y_Johnson_Y_Kirkpatrick_McGuire_Scheibener_Y_Somers_Y_Witucki_Y

Motioned carried 7-0 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 November 12, 2018 - December 11, 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:

- Dino Dig
- Franklin Institute
- Hoffman Park
- Holland Township Recycling Center
- Lost River Caverns
- Bounce Factory
- Raptor Trust & Environmental Center
- Del Val High School
- Kutztown University
- Dorney Park
- Growing Free Farm
- Polytech Lab
- Nuture Nature Center
- Gravity Vault
- Future City Competition
- Kingwood Township School

3. **Approve S.E.E.D Donation**

RESOLVED that upon the recommendation of the Superintendent the Holland Township Board of Education accepts the S.E.E.D. (Source for Excellence in Educational Development) donation of a wireless microphone system to Drama Club valued at \$3,911.67. The Board recognizes and thanks the S.E.E.D. for their continued and generous support of our school district.

M **PERSONNEL**

Motioned by Johnson, seconded by Somers to approve items 1 through 3.

Roll Call Vote:

Bickhardt_Y_Davis_Y_Hance_Y_Johnson_Y_Kirkpatrick_McGuire_Scheibener_Y_Somers_Y_Witucki_Y

Motioned carried 7-0 in roll call vote.

1. Appointment of Officer

RESOLVED that upon the recommendation of the Superintendent the Holland Township Board of Education appoints the following official, for the period November 28, 2018 through June 30, 2019:

•504 Officer: Stephanie Snyder

2. Approve Tenure

RESOLVED that upon the recommendation of the Superintendent the Holland Township Board of Education approves granting tenure to staff as per the attached list.

3. Approve Custodian

RESOLVED that upon the recommendation of the Superintendent the Holland Township Board of Education approves Mr. Anthony Mestre (pending criminal history) as a Full Time Custodian effective on or about January 21, 2019. Mr. Mestre will be placed on Step 1 (\$37,933) of the custodial salary guide (subject to change upon negotiations completion) and in addition will receive a 4% shift differential for working second shift.

N. POLICY

No Action items.

Roll Call Vote:

Bickhardt_Davis_Hance_Johnson_Kirkpatrick_McGuire_Scheibener_Somers_Witucki

O. FINANCE AND FACILITIES

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

Roll Call Vote:

Bickhardt_Y_Davis_Y_Hance_Y_Johnson_Y_Kirkpatrick_McGuire_Scheibener_Y_Somers_Y_Witucki_Y

Motioned carried 7-0 in roll call vote.

1. Approve Spieze Architecture Group Proposal

RESOLVED that upon the recommendation of the Superintendent, the Holland Township Board of Education approve contract proposal up to \$13,600 for engineering services related to Parking Lot expansion. The proposal amount is \$7,600, with an additional \$6,000 fee, if the entire ROW needs to be surveyed pending Deed Search.

2. Approve Morris-Union Jointure Commission Tuition Contract

RESOLVED that upon the recommendation of the Superintendent, the Holland Township Board of Education approves Tuition contract for student, SID # 4501568792, at Morris-Union Jointure Commission - Development Learning Center – New Providence, commencing January 2, 2019 for the 2018-2019 school year. Annual tuition: \$92,222.00 (Pro-rated \$55,333.20); Annual full time Teacher Assistant: \$70,900.00 (Pro-rated \$44,540.00).

3. Approve Independence Elevator Proposal

RESOLVED that upon the recommendation of the Superintendent, the Holland Township Board of Education approve Independence Elevator Proposal of \$24,375 to repair LULA Lift #5 (1973

Building) controls.

4. **Approve ESC Contract 2018-2019**

RESOLVED that upon the recommendation of the Superintendent the Holland Township Board of Education approves the contract with Hunterdon County Educational Commission for Child Study Team Services for the 2018-2019 school year.

5. **Approve McCloskey Contract**

RESOLVED that upon the recommendation of the Superintendent the Holland Township Board of Education approves Contract #HCESC-SER-12A, HVAC Services from McCloskey Mechanical Contractors, Inc. in the estimated amount of \$122,100.20.

P. **SUPPLEMENTARY MATTERS**

Board Member Joe Somers commented on attending Greenwich Board of Education "Committee as a Whole Meeting.

Board President Lorraine Scheibener commented that Frenchtown had similar structure.

Superintendent Stephanie Snyder suggested that our NJSBA representative could talk to Board about "Committee as a Whole" design.

Board member Casey Bickhardt commented on the benefits to this Board meeting format.

Board member Laurie Hance commented on recent help by Girl Scouts to school.

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.

1. Parent Lauren Dyot commented on new "Code of Conduct" policy.


2. Parent Stacey Kluesner commented on the "Code of Conduct" policy as it related to students with disabilities.

R. **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 8:30 pm.

Respectfully Submitted,



Brian P. McCarthy
Business Administrator / Board Secretary

Date: December 20, 2018