



Holland Township School

REGULAR BOARD MEETING

FEBRUARY 27, 2018

MILFORD, NJ 08848

7:00 PM

AGENDA

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___
Curry___
Davis___
Hance___
Johnson___
Somers___
Witucki___
Brennan___
Scheibener___

E. **CORRESPONDENCE**

F. **BOARD PRESIDENT REPORT**

G. **CONSENT AGENDA**

Motion made by _____, seconded by _____, 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: _____ **No:** _____ **Abstentions:** _____

1. **Approval of Minutes**

Upon the recommendation of the Superintendent of Schools that the Board approve the Regular Board Meeting Minutes of January 23, 2018

2. **Finance**

1) Upon the recommendation of the Superintendent of Schools that the Board approve the transfers for the month ending January 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 Interim 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 January 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

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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 Interim School Business Administrator/Board Secretary's, Victoria L. Stevens certification as required by N.J.A.C. 6:20-2.13(d), that no line item account has been over expended as of January 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 January 31, 2018 check numbers N0323 thru N0325, and 07598-07599 in the amount of \$647,314.98 and the bill list dated February 27, 2018 check numbers 07600-07699 in the amount of \$812,240.78.

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.

- Joyce Dlugose: 3/20/18-3/21/18, Tri State ACA Conference, Atlantic City
- Ed Pico: 3/11/18-3/14/18, 2018 NJSBGA Expso, Atlantic City, \$200 Registration, \$250.21 Hotel, \$66.34 Mileage
- Carol Stow: 4/18/18, SLPs: Enhance Therapy Effectiveness for Auditory Process Disorder, Memory Deficits, ADD and Language Processing, \$249 Registration

H. SUPERINTENDENT REPORT

1.

I. PRINCIPAL REPORT

J. COMMENTS: PUBLIC - AGENDA ITEMS ONLY

K. EDUCATION

Role Call Vote:

Bickhardt___Curry___Davis___Hance___Johnson___Somers___Witucki___Brennan___Scheibener___

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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 January 18, 2018 - February 20, 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:

- Parkland High School
- The Bounce Factory
- Gettysburg, PA
- Hershey, PA
- Kutztown, PA
- Dorney Park

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- Del Val Arts Festival
- Kingwood Township School

3. **Approve Calendar for 2018-2019 School Year**

RESOLVED that upon the recommendation of the Superintendent the Holland Township Board of Education approves the 2018-2019 calendar.

4. **Approve Donation**

RESOLVED that upon the recommendation of the Superintendent the Holland Township Board of Education accepts a donation in the amount of \$100 from Frenchtown-Milford VFW to go towards the Library. The Board recognizes and thanks the Frenchtown-Milford VFW for their generous support of our school district.

5. **Approve Opdyke Lumber Donation**

RESOLVED that upon the recommendation of the Superintendent the Holland Township Board of Education accepts the Opdyke Lumber donation of lumber material used for the solar oven project. The Board recognizes and thanks the Opdyke Lumber for their continued and generous support of our school district.

6. **Approve Home Depot Donation**

RESOLVED that upon the recommendation of the Superintendent the Holland Township Board of Education accepts the a donation in the amount of \$75 from Home Depot to be used for the solar oven project. The Board recognizes and thanks the Home Depot for their continued and generous support of our school district.

7. **Approve PTO Donation**

RESOLVED that upon the recommendation of the Superintendent the Holland Township Board of Education accepts the PTO donation of recess equipment for both the elementary and middle school with a combined value of approximately \$2,000. The Board recognizes and thanks the PTO for their continued and generous support of our school district.

8. **Approve Open POD**

RESOLVED that upon the recommendation of the Superintendent the Holland Township Board of Education approves the Hunterdon County Division of Public Health use of school facility as Point of Distribution (POD) for medication during a potential health event. The organization would bring in their own staff and supplies to distribute medication to the public.

9. **Approve Closed POD**

RESOLVED that upon the recommendation of the Superintendent the Holland Township Board of Education approves the Hunterdon County Division of Public Health to provide free medication, to staff members and their families, during a public health emergency. Holland Township School Operations Manager will pick up the medication and the school nurse will then contact staff and distribute.

10. **Approve Math Materials**

RESOLVED that upon the recommendation of the Superintendent the Holland Township Board of Education approves the following Math material purchase:

- Grades K-4: Pearson enVisonmath 2.0, \$59,561.88

L. **PERSONNEL**

Role Call Vote:

Bickhardt___Curry___Davis___Hance___Johnson___Somers___Witucki___Brennan___Scheibener___

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1. Approve Substitutes

RESOLVED that upon the recommendation of the Superintendent the Holland Township Board of Education approves the following substitutes for the 2016-2017 school year:

- Jared Grassi: Custodian
- Vicki Stamets: Teacher/Aide
- Nancy Holzworth: Teacher/Aide
- Joseph Colontone: Teacher/Aide

2. Approve Staff Members as Tournament of Champions Aides

RESOLVED that upon the recommendation of the Superintendent the Holland Township Board of Education approves all employed aides on an as needed basis to act as aides to accompany students with IEP's to Tournament of Champions practice two times a week from April 17, 2018 to end May 2018 for approximately 1 hour per session at an hourly rate as per the HTEA Contract (total not to exceed \$2,200.00)

3. Approve Maternity Leave/NJ Family Leave Insurance Program/FMLA/NJ Family Leave Act

RESOLVED that upon the recommendation of the Superintendent the Holland Township Board of Education approves Stephanie Godshalk's maternity leave utilizing New Jersey's Family Leave Insurance Program/NJFMLA/FMLA request starting on or about May 24, 2018 through on or about November 26, 2018.

4. 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 March 1, 2018 until March 31, 2018.

5. Approve Unpaid Days

RESOLVED that upon the recommendation of the Superintendent the Holland Township Board of Education approves unpaid intermittent medical leave for Sherri Karcher's (Cafeteria Aide) beginning Tuesday, February 20, 2018 until June 30, 2018.

6. Approve Extra and Co-Curricular Activities

RESOLVED that upon the recommendation of the Superintendent the Holland Township Board of Education approves the following as coaches for the 2018/2018 school year as per the HTEA Contract:

- Position: Baseball/Name: Nancy Holzworth (Pending Sub Certification)/Stipend: \$1,980
- Position: Baseball(Volunteer)/Name: Bradley Bidwell
- Position: Softball/Name: Katelynn Yard/Stipend: \$1,980
- Position: Softball (Volunteer)/ Name: Lori Matthews

7. Approve Club

RESOLVED that upon the recommendation of the Superintendent the Holland Township Board of Education approves the Lacrosse Club.

FURTHER RESOLVED the Holland Township Board of Education approves Mrs. Megan Monti as the club adviser with a stipend not to exceed \$1,600.00.

8. Approve Club Volunteer

RESOLVED that upon the recommendation of the Superintendent the Holland Township Board of Education approves Mrs. Jill Boethig as a volunteer to Lacrosse Club.

9. Approve Proposal

RESOLVED that upon the recommendation of the Superintendent the Holland Township Board of Education approves the proposal with Frontline Education for the implementation and prorated

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subscription of the Recruiting and Hiring Solution Program with a estimated total of \$3,189.33.

M POLICY

Role Call Vote:

Bickhardt___Curry___Davis___Hance___Johnson___Somers___Witucki___Brennan___Scheibener___

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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:

- P 0169..02 (Board Member Use of Social Networks)
- P 3437 (Military Leave)
- P 4437 (Military Leave)
- P 5516.01 (Student Tracking Devices)
- R 7101 (Educational Adequacy of Capital Projects)
- P 7425 (Lead Testing of Water in Schools)
- P&R 7440 (School District Security)
- P&R 7441 (Electronic Surveillance in School Buildings and on School Grounds)
- P 8630 (Bus Driver/Bus Aide Responsibility)
- R 8630 (Emergency School Bus Procedures)
- P 9242 (Use of Electronic Signatures)

N. FINANCE AND FACILITIES

Role Call Vote:

Bickhardt___Curry___Davis___Hance___Johnson___Somers___Witucki___Brennan___Scheibener___

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1. Approve Milford Borough School District Preschool Disabled Contract 17-18

RESOLVED, that upon the recommendation of the Superintendent the Holland Township Board of Education approves the contract with Milford Borough School District for the remaining 17-18 school year for child 3084964720 in the amount of \$21,400.00. (prorated)

2. Approve Contract with New Jersey School Boards Association

RESOLVED, that upon the recommendation of the Superintendent the Holland Township Board of Education approves a contract with NJSBA for collective negotiations assistance at a rate of \$150.00 per hour.

3. Approve Master Plan Services Proposal

RESOLVED that upon the recommendation of the Superintendent the Holland Township Board of Education approved the Master Plan Services Proposal submitted by Spiezle Architectural Group for a lump sum fee of \$7900.00 plus reimbursable. The Master Plan would look 5 to 10 years out and would include the evaluation of the existing facility conditions, updating the Long Range Facility Plan and providing an assessment report to identify the district's needs.

4. Approve Phase II of Parking Lot Project

RESOLVED that upon the recommendation of the Superintendent the Holland Township Board of Education approve Phase II of the Parking Lot Project from Spiezle Architectural Group with a cost of \$17,500.

O. SUPPLEMENTARY MATTERS

P. COMMENTS: PUBLIC - GENERAL

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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.

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 _____, seconded by _____, upon the recommendation of the Superintendent of Schools the Holland Board of Education enter Executive Session at _____ to discuss _____.

2. Motion to Enter Public Session

Motion made by _____, seconded by _____, upon the recommendation of the Superintendent of Schools the Holland Board return to Open Session at _____.

R. ADJOURNMENT

1. Motion to Adjourn

Motion made by _____, seconded by _____, upon the recommendation of the Superintendent of Schools that the Holland Board of Education adjourn the meeting at _____.

NOTE: SUPPORTING DOCUMENTATION OF A NON-CONFIDENTIAL NATURE SHALL BE ACCESSIBLE TO THE PUBLIC FOR INSPECTION AT THE MEETING AND IS AVAILABLE UPON REQUEST AT THE EARLIEST CONVENIENCE IN ACCORDANCE WITH THE PROVISIONS OF THE OPEN PUBLIC RECORDS ACT N.J.S.A. 47:1A ET SEQ.