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**Official Minutes of the  
Holland Township Board of Education  
Milford, NJ 08848**

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**Regular June Board Meeting: June 22, 2010, 7:30 P.M.**

**Roll Call**

Board Members Present: McDowall, Moebus, Schneider, Scott (7:37pm),  
Somers, Soucie, Vandenburg, Geissler, Scheibener

School Personnel Present: Mr. Suarez, Superintendent, Mrs. Postma, SBA/Brd  
Sec.; Nancy Yard, Principal; Kathy Stannard, Supv. of  
Special Services

Public Present: 27

**Correspondence/Presentations**

Elementary Art Presentation

**MOTION** by Mr. Geissler seconded by Mr. Somers to approve the following Resolution:

***RESOLUTION FOR MARY VAN LIEU***

*WHEREAS, Mary VanLieu has been a dedicated teacher and administrator at the Holland Township School for 38 years; and*

*WHEREAS, Mary VanLieu has taught over thirty years Kindergarten, First Grade, Third Grade, Sixth Grade Language Arts, Reading Recovery, and Basic Skills Improvement, three years as Director of Special Services, and five years as Supervisor of Curriculum and Instruction; and*

*WHEREAS, Mary VanLieu has participated in many school and Department of Education activities and has coordinated the No Child Left Behind, Title I, National Assessment of Educational Progress, and NJ State Testing programs; and*

*WHEREAS, Mary VanLieu implemented the "Star Reader" program for students in Grades K-4 and encouraged all students to participate.*

*NOW, THEREFORE, BE IT RESOLVED that the Holland Township Board of Education expresses its thanks and appreciation to Mary VanLieu, as she retires, for her service and dedication to the children of Holland Township; and*

*BE IT FURTHER RESOLVED that a copy of this resolution shall be presented to Mary VanLieu and spread upon the minutes of the June 22, 2010 meeting of the Holland Township Board of Education.*

**MOTION APPROVED UNANIMOUSLY**

**MOTION** by Mr. Geissler, seconded by Mr. Somers to approve the following Resolution:

**RESOLUTION FOR DEDICATION OF MEDIA CENTER**

**ALBERT "AL" FOSTER**

*WHEREAS, ALBERT "AL" FOSTER, THE FORMER LIBRARIAN OF THE HOLLAND TOWNSHIP SCHOOL, PASSED AWAY IN APRIL 2010; AND*

*WHEREAS, MR. FOSTER SERVED THE DISTRICT AS LIBRARIAN FOR 31 YEARS FROM 1960 THROUGH 1991; AND*

*WHEREAS, WHILE THE LIBRARIAN FOR THE HOLLAND TOWNSHIP SCHOOL, MR. FOSTER WAS KNOWN FOR INSTILLING THE LOVE OF READING AND LEARNING IN THE STUDENTS OF THE DISTRICT; AND*

*WHEREAS, MR. FOSTER WAS ALSO KNOWN FOR HIS DEDICATION TO, AND SUPPORT FOR, THE STUDENTS OF THE HOLLAND TOWNSHIP SCHOOL; AND*

*WHEREAS, MR. FOSTER ALSO SERVED THE HOLLAND TOWNSHIP COMMUNITY AS AN ACTIVE MEMBER OF THE LIONS CLUB AND AS A LITTLE LEAGUE COACH; AND*

*WHEREAS, IT WOULD BE A FITTING TRIBUTE TO NAME THE MIDDLE SCHOOL MEDIA CENTER IN HONOR OF MR. FOSTER WHO MADE PROVIDING THE DISTRICT WITH QUALITY LIBRARY SERVICES AND SERVING OUR STUDENTS WITH DISTINCTION HIS LIFE'S WORK;*

*NOW, THEREFORE, BE IT RESOLVED, THAT THE HOLLAND TOWNSHIP BOARD OF EDUCATION ON THIS 22<sup>ND</sup> DAY OF JUNE IN THE YEAR 2010 HEREBY DEDICATES AND NAMES THE MIDDLE SCHOOL MEDIA CENTER "THE ALBERT "AL" FOSTER MEDIA CENTER" IN HONOR OF HIS LEGACY; AND*

*BE IT FURTHER RESOLVED THAT THE HOLLAND TOWNSHIP BOARD OF EDUCATION, WITH THE ASSISTANCE OF THE HOLLAND TOWNSHIP EDUCATION ASSOCIATION AND THE HOLLAND TOWNSHIP RETIRED TEACHERS ASSOCIATION, ARE AUTHORIZED AND EMPOWERED TO TAKE THE ACTIONS NECESSARY AND APPROPRIATE TO EFFECTUATE THIS DEDICATION AND NAMING.*

**MOTION APPROVED UNANIMOUSLY**

Budget Review Presentation: Emil Suarez, Superintendent  
Chris Regan – Teacher of the Year Recognition  
Letter from Chief of Police David VanGilson  
Letter from Noelle and Michael Henderson

**Approval of Minutes of Previous Meetings**

**MOTION** by Mr. Moebus, seconded by Mr. Schneider to approve the following Minutes from the previous meeting(s):

May 25, 2010 Regular Board Meeting and Executive Session

**AYES:** McDowall, Moebus, Schneider, Scott, Somers, Soucie, Vandenburg,  
Geissler, Scheibener

**ADDENDUM:**

**MOTION** by Mr. Somers, seconded by Mr. McDowall to approve the following Addendum:

**N. Finance & Facilities**

**28. Property Lease Renewal**

RESOLVED that the Holland Township Board of Education approves an extension beginning July 1, 2010 through August 31, 2010 of the current house lease agreement between the Holland Township Board of Education and Kenneth Langston at the rate of \$500 per month.

**MOTION APPROVED UNANIMOUSLY**

**Comments: Board President/Board Members**

- President Scheibener complimented our Teacher of the Year, Chris Regan and thanked her for a job well done.
- President Scheibener also complimented Kathy Stannard and Nancy Yard on completing their doctorates.
- Mr. Somers noted the successful “Tournament of Champions” program and thanked the staff and administration for the well planning of the events and program.

**Comments: Superintendent**

- Mr. Suarez reviewed the current Enrollment: 666
- Mr. Suarez reported on the “Active Shooter Drill” and complimented the successful program.
- Mr. Suarez reported on the first lockdown drill with staff and students and complimented the staff on a job well-done.
- Updated the board on the finality of the student incident of an inappropriate message posted on a bathroom wall.
- Technology Update: Strauss Essmay has almost concluded the policy on-line service and staff will have training over the summer months.
- Congratulations to Orli Spierer and Zach Lewis, 8<sup>th</sup> grade students with the highest academic average. A ceremony was held in their honor at DVRHS.
- Reviewed the upcoming Calendar of Events

**Comments: Principal**

- Mrs. Yard highlighted the successful 8<sup>th</sup> grade class trip events

- o Mrs. Yard reviewed upcoming student programs and extended an invitation to the BOE for the graduation ceremony for the Eighth Grade

**Comments: Public – Agenda Items Only**

- o Ms. Chris Regan thanked the administration and board of education for her recognition as Teacher of the Year.

**Superintendent Action Items**

**Education**

**MOTION** by Mr. McDowall, seconded by Mr. Moebus to approve the following Action Items as recommended by the Superintendent;

1. Approve Special Education ESY Field Trip  
RESOLVED that the Holland Township Board of Education approves the following field trip, transportation and supply costs for the Special Education extended school year program:  
Jimmy's Ice Cream: July 16, 2010 :      Transportation Cost Not to Exceed \$450  
Ice Cream Cost \$39.65
2. Approve Placement of Student Teacher for Fall 2010-2011 School Year  
RESOLVED that the Holland Township Board of Education approves the placement of Felician College student, Casey Clark as a student teacher in Jill Conti's third grade classroom during her assignment from September 2, 2010 through December 17, 2010.
3. Approve 5-year Curriculum Revision and Textbook Replacement Plan      K-1  
RESOLVED that the Holland Township Board of Education approves the 5-year Curriculum Revision and Textbook Replacement Plan.
4. Approve NJQSAC (NJ Quality Single Accountability Continuum) Committee      K-2  
RESOLVED that the Holland Township Board of Education approves the NJQSAC Committee.
5. Approve Revised First Grade Report Card      K-3  
RESOLVED that the Holland Township Board of Education approves the revised First Grade Report Card.

6. Approve 2010-2011 Professional Development Plan

RESOLVED that the Holland Township Board of Education approves the 2010-2011 Professional Development Plan. Copy available in main office.

**AYES:** *McDowall, Moebus, Schneider, Scott, Somers, Soucie, Vandenburg, Geissler, Scheibener*

**Personnel**

**MOTION** by Mr. Geissler, seconded by Mr. Moebus to approve the following Action Items as recommended by the Superintendent;

1. Approve Staff Attendance at Conferences/Workshops L-1

RESOLVED that the Holland Township Board of Education approves staff attendance at conferences.

2. Approve Staff Summaries of Approved Conferences/Workshops L-2

RESOLVED that the Holland Township Board of Education accepts the staff summary sheets for BOE approved workshops.

3. Approve Superintendent's Salary Increase Waiver

WHEREAS, the Board of Education and Emil J. Suarez, Superintendent of Schools are parties to a Contract for Employment for the period of October 17, 2009 through June 30, 2012 and

WHEREAS, Article IV of the Contract for Employment contains fixed percentage salary increases for each year of the Contract; and

WHEREAS, the Contract for Employment provides for Superintendent Suarez to receive a 3.5% salary increase for the 2010-2011 school year; and

WHEREAS, due to the current economic difficulties facing the Holland Township School District and the community at large, Superintendent Suarez has declared that he wishes to forego his salary increase for the 2010-2011 school year.

NOW, THEREFORE, BE IT RESOLVED, that Superintendent Suarez's offer to forego his salary increase for the 2010-2011 school year is gratefully accepted; and

BE IT FURTHER RESOLVED, that the absence of an increase to Superintendent Suarez's salary shall not be treated as or deemed to be a reduction in salary for any purposes.

4. Approve Payment for Unused Personal Business Days

RESOLVED that the Holland Township Board of Education approves payment for unused personal business days for the following staff members:

<b>Name</b>	<b>Days Left</b>	<b>Payment Per Day</b>	<b>Amount Due</b>
VanLieu, Mary	2.0	\$100	\$200
Harrison, Harold	1.0	\$80	\$80
McBride, Kenneth	1.0	\$80	\$80
Jesiolowski, John	3.0	\$30	\$90
Fennell, Irene	1.0	\$80	\$80
Grundhauser, Carolyn	2.0	\$80	\$160
Hoffman, Kristin	3.0	\$80	\$240
Kane, Stephanie	1.0	\$80	\$80
Loftus, Carol	1.0	\$80	\$80
Ozgar, Sandra	1.0	\$80	\$80
Ulmes, Susan	2.0	\$80	\$160
Widmer, Donna	3.0	\$80	\$240
Detrick, Christine	1.5	\$80	\$120
Gunderman, Sue	1.0	\$80	\$80
Hilke, Michelle	.5	\$80	\$40
McWilliams, Chris	1.0	\$80	\$80
Petro, Maureen	1.0	\$50	\$50
Plasson, Thomas	1.5	\$80	\$120
Schedlbauer, Alan	2.0	\$80	\$160
Wargin, Stephanie	3.0	\$80	\$240
Patullo, Marilou	1.0	\$70	\$70
Risko, Debra	1.0	\$70	\$70

5. Approve Mentor

RESOLVED that the Holland Township Board of Education approves the following staff member as a mentor for the 2010-2011 school year:

Mentor	Provisional Teacher	Stipend (Prorated for 20 weeks of the 2010-2011 school year)
Sandra Ozgar	Irene Fennell	\$550

6. Accept Resignation of Michelle Hilke L-3

RESOLVED that the Holland Township Board of Education accepts the resignation of Michelle Hilke effective July 1, 2010.

7. Approve Unpaid Days

RESOLVED that the Holland Township Board of Education approves unpaid custodial days for Deborah Olah on May 6, 2010 and June 1 & 14, 2010.

FURTHER RESOLVED that the following payroll check for Deborah Olah will be deducted for her unpaid days on May 6, 2010 and June 1 & 14, 2010.

8. Approve Department Chairpersons

RESOLVED that the Holland Township Board of Education approves the following staff as Department Chairpersons, per the 2009-2010 negotiated agreement:

Department	Staff Member	Stipend *
Visual and Performing Arts K-8	Pamela LaFevre	\$1,422
Language Arts Literacy K-8	Trudy Slawik	\$1,422
Mathematics K-8	Stephanie Kane	\$1,422
Physical Education K-8	Elizabeth Lukas	\$1,422
Social Studies K-8	Sandra Ozgar	\$1,422
Science K-8	Carolyn Grundhauser	\$1,422
Special Education K-8	Stephanie Wargin	\$1,422

Enrichment K-8	Christine McWilliams	\$1,422
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***\*Subject to adjustment after settlement of contract***

9. Approve Mini Course Directors

RESOLVED that the Holland Township Board of Education approves the following staff as mini course directors, per 2009-2010 negotiated agreement:

<b>Position</b>	<b>Staff Member</b>	<b>Stipend *</b>
Basketball – Boys	Alan Schedlbauer	\$3,302
Basketball – Girls	Darren Rogers	\$3,302
Baseball	Darren Rogers	\$1,835
Soccer	Alan Schedlbauer	\$1,835
Softball	Lauren Broderick	\$1,835
Volleyball	Lauren Broderick	\$1,708
Athletic Director	Elizabeth Lukas	\$3,297
Band	Kevin Kuchinsky	\$1,708
Chorale	Craig Lerch	\$ 853
Choir (Show)	Craig Lerch	\$ 853
Computer Club	Jason Kries	\$1,494
Drama Club (2)	Janet Kovacs Denise Carney	\$2,528
Gymnastics	Betsy Nush	\$1,494
Helping Hands	Rosemary Martin	\$ 640
Intramural Basketball (Track)	Elizabeth Lukas	\$ 640
Robotics	Christine McWilliams	\$1,142
Photographer	Christine Heimsch	\$ 598
Science Club (2)	Carrie Grundhauser	\$1,494
Student Council Advisor (2)	Sarah Tainow Stephanie Wargin	\$1,468
Tournament of Champions (2)	Joanne Winn Joan Lies	\$1,708
WHTS (2)	Pamela LaFevre	\$1,280
Yearbook Advisor	Trudy Slawik	\$2,732

***\* Subject to adjustment after settlement of contract.***

10. Approve Staff Transfers for 2010-2011 School Year

RESOLVED that the Holland Township Board of Education approves the following staff transfers:

Staff Member	2009-2010 Assignment	2010-2011 Assignment
Amber Lazier	Academic Support	Fourth Grade
Wade Chilmonik	Resource Room	Academic Support 3,4 & part of 5
Linda Breslin	Special Education Preschool	Special Education Grade 4
Maria Perna	Academic Support 3 & 4	Academic Support K-2

11. Approve Principal/Curriculum Coordinator Job Description

L-4

RESOLVED that the Holland Township Board of Education approves the Principal/Curriculum Coordinator job description.

12. Approve Change of Title

RESOLVED that the Holland Township Board of Education approves changing title of Principal to Principal/Curriculum Coordinator.

13. Approve Unpaid Day

RESOLVED that the Holland Township Board of Education approves an unpaid day for Lisa Croce on June 16, 2010.

FURTHER RESOLVED that the following payroll check for Lisa Croce will be deducted for her unpaid day on June 16, 2010.

14. Approve Substitute Teacher

RESOLVED that the Holland Township Board of Education approves Alan Schedlbauer as a substitute teacher for the 2010-2011 school year.

15. Approve Summer Enrichment Teacher Hours and Salaries

RESOLVED that the Holland Township Board of Education approves the summer enrichment hours and salaries for the following staff: (*salaries subject to adjustment after settlement of contract*)

Betsy Nush                      5.0 hours @ 40.77/hr                      \$203.85

Stacy Hess	7.5 hours @ 40.77/hr	\$305.78
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<b>Total</b>		<b>\$509.63</b>
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16. Approve Summer Tutoring

RESOLVED that the Holland Township Board of Education approves summer tutoring hours for the following staff (*salaries subject to adjustment after settlement of contract*)

Stacy Hess	28.5 hours @40.77/hr	\$1,161.95
Lauren Broderick	38.0 hours @40.77/hr	\$1,549.26
David lobst	57.0 hours @59.28/hr	\$3,378.96

<b>Total</b>		<b>\$6,090.17</b>
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17. Approve Curriculum Planning Summer Hours for Teachers

RESOLVED that the Holland Township Board of Education approves curriculum planning summer hours for the following staff members. 6 hours each for the following salary totals: (*salaries subject to adjustment after settlement of contract*)

Kindergarten

Nicole Carr	\$40.77/hr	\$244.62
Christine Regan	\$43.72/hr	\$262.32
Elizabeth Vocke	\$40.77/hr	\$244.62
Amy Brown	\$49.07/hr	\$294.42

First Grade

Mary Averill	\$41.71/hr	\$250.26
Joelle Croasdale	\$40.77/hr	\$244.62
Robin Nugent	\$40.77/hr	\$244.62

Second Grade

Joyce Dlugose	\$40.77/hr	\$244.62
Lisa Nolan	\$40.77/hr	\$244.62
Susan Ulmes	\$53.77/hr	\$322.62

Third Grade

Jill Conti	\$45.45/hr	\$272.70
Renee Dech	\$60.42/hr	\$362.52
Cathy O'Rourke	\$48.24/hr	\$289.44
Laura Hughes	\$40.77/hr	\$244.62

Fourth Grade

Deborah Croasdale	\$43.26/hr	\$259.56
Donna Widmer	\$46.75/hr	\$280.50
Stacy Hess	\$40.77/hr	\$244.62
Amber Lazier	\$40.77/hr	\$244.62

Fifth Grade

Rosemary Martin	\$40.77/hr	\$244.62
Jennifer Marycz	\$40.77/hr	\$244.62
Kathy Lang	\$40.77/hr	\$244.62
New Teacher	\$40.77/hr	\$244.62

Sixth Grade

Lauren Broderick	\$40.77/hr	\$244.62
Lindsey Brychta	\$40.77/hr	\$244.62
Carol Loftus	\$55.78/hr	\$334.68
Irene Fennell	\$40.77/hr	\$244.62

Seventh Grade

Carolyn Grundhauser	\$40.77/hr	\$244.62
Stephanie Kane	\$44.86/hr	\$269.16
Janet Kovacs	\$49.01/hr	\$294.06
Darren Rogers	\$40.77/hr	\$244.62

Eighth Grade

Sarah Tainow	\$40.91/hr	\$245.46
Dave Iobst	\$59.28/hr	\$355.68
Sandy Ozgar	\$40.77/hr	\$244.62
Trudy Slawik	\$50.07/hr	\$300.42
<b>Total</b>		<b>\$9,041.58</b>

18. Approve Curriculum Planning Summer Hours for Teachers

RESOLVED that the Holland Township Board of Education approves curriculum reviewing/writing hours for the following staff members. 24 hours each (except where noted) for the following salary totals (*salaries subject to adjustment after settlement of contract*)

Dave lobst	\$59.28/hr	=	\$1,422.72
Sandy Ozgar	\$40.77/hr @ 18 hours	=	\$ 733.86
Irene Fennell	\$40.77/hr @ 6 hours	=	\$ 244.62
Trudy Slawik	\$50.07/hr	=	\$1,201.68
Stephanie Kane	\$44.86/hr	=	\$1,076.64
Joyce Dlugose	\$40.77/hr	=	\$ 978.48
Deborah Croasdale	\$43.26/hr	=	\$1,038.24
Donna Widmer:	\$46.75/hr	=	\$1,122.00
Cathy O'Rourke	\$48.24/hr	=	\$1,157.76
<b>Total</b>			<b>\$8,976.00</b>

19. Approve ½ Unpaid Sick Day

RESOLVED that the Holland Township Board of Education approves a ½ unpaid sick day for Amy Bashford on June 18, 2010.

**DISCUSSION:** *Mr. Geissler acknowledged the willingness for a pay freeze in item#3 and Administration and BOE revised #12 to be #11 (reversal of order of approval for # 11/12)*

**AYES:** *McDowall, Moebus, Schneider, Scott, Somers, Soucie, Vandenburg, Geissler, Scheibener*

**Policy**

**MOTION** by Mr. Moebus, seconded by Mr. Schneider to approve the following Action Item as recommended by the Superintendent;

1. Approve First Reading of Policy 5111 M-1  
RESOLVED that the Holland Township Board of Education approves the first reading of Policy 5111 (Eligibility of Resident/NonResident Pupils).
2. Approve First Reading of Policy 6360 M-2  
RESOLVED that the Holland Township Board of Education approves the first reading of Policy 6360 (Political Contributions).

3. Approve First Reading of Policy 6422 M-3  
RESOLVED that the Holland Township Board of Education approves the first reading of Policy 6422 (Budget Transfers).
4. Approve First Reading of Policy 6740 M-4  
RESOLVED that the Holland Township Board of Education approves the first reading of Policy 6740 (Reserve Accounts).
5. Approve First Reading of Policy 8420 M-5  
RESOLVED that the Holland Township Board of Education approves the first reading of Policy 8420 (Emergency and Crisis Situations).
6. Approve First Reading of Regulation R8420.1 M-6  
RESOLVED that the Holland Township Board of Education approves the first reading of Regulation R8420.1 (Fire and Fire Drills).

**AYES:** *McDowall, Moebus, Schneider, Scott, Somers, Soucie, Vandenburg, Geissler, Scheibener*

### **Finance & Facilities**

**MOTION** by Mr. Somers, seconded by Mr. Moebus to approve the following Action Items as recommended by the Superintendent;

1. Approve Transfer of Funds for the 2009-2010 School Budget N-1  
RESOLVED that the Holland Township Board of Education approves the report of line item transfers within the 2009-2010 school budget, pursuant to Policy # 3160.
2. Accept Monthly Financial Report N-2  
RESOLVED that the Holland Township Board of Education accepts the monthly financial reports of the Board Secretary, Form A148, and the Treasurer, Form A149 for the month ending **April 30, 2010**;  
WHEREAS the Board of Education has received the Reports of the Secretary and Treasurer for the month of **April 2010**; and  
WHEREAS these reports show the following balances on **April 30, 2010**

<u>Fund</u>	<u>Board Secretary Cash Balance</u>	<u>Treasurer Cash Balance</u>
<b>(10) General Fund</b>	\$719,261.45	\$719,261.45
<b>(10) Capital Reserve</b>	\$459,990.72	\$459,990.72
<b>(20) Special Revenue Fund</b>	\$-244,107.10	\$-244,107.10
<b>(30) Capital Projects Fund</b>	\$ .33	\$ .33
<b>(40) Debt Service Fund</b>	\$ 55,543.03	\$ 55,543.03
<b>TOTAL</b>	\$990,688.43	\$990,688.43

And, WHEREAS in compliance with N.J.A.C. 6:20-2A.10(d), the Secretary has certified that, as of the date in the report(s) no budgetary line item account has obligations and payments (contractual orders) which in total exceed the amount appropriated by the district board of education; NOW, THEREFORE BE IT

RESOLVED that the Holland Township Board of Education accepts the above referenced reports and certifications and orders that they be attached to and made part of the record of this meeting; and be it

FURTHER RESOLVED in compliance with N.J.A.C. 6:20-2A.10(e), the Holland Township Board of Education certifies that after review of the Secretary's monthly financial reports (appropriations section) and upon consultation with the appropriate district officials, to the best of its knowledge, no major account for fund has been over expended in violation of N.J.A.C. 6:20-2A.10(a)(1), and that sufficient funds are available to meet the district's financial obligations for the remainder of the year.

3. Accept Monthly Financial Report

N-3

RESOLVED that the Holland Township Board of Education accepts the monthly financial reports of the Board Secretary, Form A148, and the Treasurer, Form A149 for the month ending **May 31, 2010**;

WHEREAS the Board of Education has received the Reports of the Secretary and Treasurer for the month of **May 2010**; and  
 WHEREAS these reports show the following balances on **May 31, 2010**

<u>Fund</u>	<u>Board Secretary Cash Balance</u>	<u>Treasurer Cash Balance</u>
<b>(10) General Fund</b>	\$1,215,974.19	\$1,215,974.19
<b>(10) Capital Reserve</b>	\$ 460,138.22	\$ 460,138.22
<b>(20) Special Revenue Fund</b>	-\$41,690.92	-\$41,690.92
<b>(30) Capital Projects Fund</b>	\$ .33	\$ .33
<b>(40) Debt Service Fund</b>	\$ 1.03	\$ 1.03
<b>TOTAL</b>	\$1,634,422.85	\$1,634,422.85

And, WHEREAS in compliance with N.J.A.C. 6:20-2A.10(d), the Secretary has certified that, as of the date in the report(s) no budgetary line item account has obligations and payments (contractual orders) which in total exceed the amount appropriated by the district board of education; NOW, THEREFORE BE IT

RESOLVED that the Holland Township Board of Education accepts the above referenced reports and certifications and orders that they be attached to and made part of the record of this meeting; and be it

FURTHER RESOLVED in compliance with N.J.A.C. 6:20-2A.10(e), the Holland Township Board of Education certifies that after review of the Secretary's monthly financial reports (appropriations section) and upon consultation with the appropriate district officials, to the best of its knowledge, no major account for fund has been over expended in violation of N.J.A.C. 6:20-2A.10(a)(1), and that sufficient funds are available to meet the district's financial obligations for the remainder of the year.

4. Approve Payment of the Payroll Register/Bill List

N-4

WHEREAS the Board Secretary has presented a Payroll and Bill check register for May 26, 2010 in the amount of \$369,462.87.

With the recommendation that it be paid; Now therefore be it

RESOLVED, that the following bills be paid and an itemized list be filed with the minutes of this meeting.

<u>Fund Expense</u>	<u>Bill List Amount</u>
(10) General Fund	\$ 365,383.57
(20) Special Revenue Fund	\$ 4,079.30
(30) Capital Projects Fund	\$ 0
(40) Debt Service Fund	\$ 0
<b>TOTAL</b>	<b>\$ 369,462.87</b>

5. Approve Payment of the Bill List

N-5

WHEREAS the Board Secretary has presented a Bill check register for June 22, 2010 in the amount of \$561,941.78.

With the recommendation that it be paid; Now therefore be it

RESOLVED, that the following bills be paid and an itemized list be filed with the minutes of this meeting.

<u>Fund Expense</u>	<u>Bill List Amount</u>
(10) General Fund	\$ 553,447.83
(20) Special Revenue Fund	\$ 8493.95
(30) Capital Projects Fund	\$ 0
(40) Debt Service Fund	\$ 0
<b>TOTAL</b>	<b>\$ 561,941.78</b>

6. Professional Services Contracts

N-6

WHEREAS the Holland Township Board of Education is in need of other required services,

WHEREAS NJSA 18A:18A-5a(1) and Chapter 440 of the laws of 1999 specifically exempt professional services contracts from competitive bids;

NOW THEREFORE BE IT RESOLVED that the Board Secretary is authorized to execute contracts for the following professional services, from July 1, 2010 through June 30, 2011:

<i>Physical Therapy</i>	<i>Children's Therapy</i>	<i>\$94.00 per hour</i>
<i>Occupational Therapy</i>	<i>Children's Therapy</i>	<i>\$78.11 per hour</i>
<i>Behaviorist</i>	<i>Jeanette Murphy</i>	<i>\$65.00 per hour</i>
<i>Teacher of the Deaf</i>	<i>Summit Speech School</i>	<i>\$145.00 per hour</i>

7. Health Benefits Contribution: P.L.2010, c.2.

WHEREAS, P.L. 2010, c. 2 has been enacted and amends various statutes, including N.J.S.A 18A:16-17, and now requires, inter alia, that upon the expiration of any applicable binding collective negotiations agreement in force on May 21, 2010, employees of a local board of education shall pay 1.5 percent of base salary, through the withholding of the contribution from pay or salary, for health care benefits coverage; and

WHEREAS, the Holland Township Board of Education intends to implement the requirements of the new law;

NOW, THEREFORE, BE IT RESOLVED, upon the recommendation of the Superintendent, that the Holland Township Business Administrator is hereby authorized and directed to take all actions necessary to implement the contribution requirements imposed by P.L. 2010, c.2, including withholding the contribution of 1.5 percent of base salary for health care benefits coverage for all Holland Township school district employees covered by the enactment of P.L. 2010, c. 2; and

BE IT FURTHER RESOLVED, that the Holland Township Business Administrator is further authorized and directed to take all actions necessary to implement the contribution requirements imposed by P.L. 2010, c.2 with respect to withholding the appropriate contributions of Holland Township school district employees who have waived coverage of health benefits, but chosen to participate in the prescription program.

8. School Alliance Insurance Fund Renewal of Membership

N-7

RESOLVED that the Holland Township Board of Education accepts the School Alliance Insurance Fund Renewal of Membership;

WHEREAS, the Holland Township Board of Education, hereafter referred to as "Educational Facility" is a member of the School Alliance Insurance Fund, hereinafter referred to as "Fund"; and

WHEREAS, said renewal membership terminates as of July 1, 2010 at 12:01a.m. eastern standard time, unless earlier renewed by agreement between the Educational Facility and the Fund; and

WHEREAS, the Educational Facility is afforded the following types of coverage's: School Board Legal, Workers Compensation, Supplemental Workers Compensation, Umbrella \$5M, and Package: General Liability, Property, Crime, Auto, and Environmental;

WHEREAS, the Educational Facility desires to renew said membership;

NOW THEREFORE BE IT RESOLVED as follows:

1. The Educational Facility agrees to renew its membership in the Fund for a period of three years beginning July 1, 2010 and ending July 1, 2013 at 12:01 a.m. eastern standard time, and to be subject to the coverage's, operating procedures, bylaws, and other organizational and operational documents of the Fund presently existing or as from time to time amended by the Fund and/or the Department of Banking and Insurance.
2. The Educational Facility's Business Official, Abigail Postma, RSBA is hereby appointed as the Educational Facilities Fund Commissioner and is authorized to execute the renewal Indemnity and Trust Agreement thereby evidencing annexed hereto and made a part hereof and to deliver same to the Fund the Educational Facility's renewal of its membership.

9. School Alliance Insurance Fund Indemnity and Trust Renewal Agreement

RESOLVED that the Holland Township Board of Education accepts the School Alliance Insurance Fund Indemnity and Trust Renewal Agreement;

WHEREAS the Fund seeks to provide its members with insurance coverage;

WHEREAS two or more educational facilities have collectively formed a joint insurance fund as is authorized and described in N.J.S.A. 18AB-1 et. Seq. and the regulations promulgated pursuant thereto; and

WHEREAS the Educational Facility is currently a member of said Fund; and

WHEREAS, the Educational Facility has resolved to renew said membership;

NOW, THEREFORE it is agreed as follows:

1. The Educational Facility hereby renews its membership in the Fund for a three (3) year period, beginning July 1, 2010, and ending July 1, 2013 at 12:01 a.m. eastern standard time.
2. The Educational Facility agrees to participate in the Fund with respect to the types of insurance stated in the Renewal of Membership Resolution.

3. The Educational Facility hereby ratifies and reaffirms the bylaws and other organizational and operational documents of the Fund and as from time to time amended by the Fund and/or the Department of Banking and Insurance in accordance with the applicable statutes and regulations as if each and every one of said documents were re-executed contemporaneously herewith.
4. The Educational Facility agrees to be a participating member of the Fund for the period herein provided for and to comply with all the rules and regulations and obligations associated with the said membership.
5. In consideration of renewal of membership in the Fund, the Educational Facility agrees that for those types of insurance in which it participates, the Educational Facility shall jointly and severally assume and discharge the liability of each and every member of the Fund all of whom, as a condition of membership in the Fund, shall execute a verbatim counterpart to this Agreement. By execution hereof the full faith and credit of the Educational Facility is pledged to the punctual payment of any sums which shall become due to the Fund in accordance with the bylaws thereof, this Agreement or any applicable statute or regulation.
6. If the Fund, in the enforcement of any part of this Agreement, shall incur necessary expense or become obligated to pay attorney's fees and/or court costs, the Educational Facility agrees to reimburse the Fund for all such reasonable expenses, fees, and costs on demand.
7. The Educational Facility and the Fund agree that the Fund shall hold all monies paid by the Educational Facility to the Fund as fiduciaries for the benefits of the Fund claimants all in accordance with applicable statutes and/or regulations.
8. The Fund shall establish and maintain Trust Accounts in accordance with N.J.S.A. 18A:18B-1 et. seq., and such other statutes and regulations as may be applicable.
9. The Business Official designated in the Resolution to Renew Membership is hereby authorized to execute the Agreement to renew membership.

10. INSURANCE RENEWAL RATES 2010/11: Selective, Maksin, SAIF

RESOLVED that the Holland Township Board of Education approves the following insurance rates of renewal for the 2010/2011 budget year:

<b>COVERAGE</b>	<b>2009/10 RATE</b>	<b>2010/11 RENEWAL RATE</b>	<b>Diff</b>

Surety Bonds (2): Selective Insurance	\$760	\$760	\$0
Student Accident: Maksin	\$1,870	\$1,870	\$0
School Board Legal: SAIF (\$5000 Ded)	\$8,489	\$8,948	\$459
Workers Compensation: SAIF	\$60,169	\$62,199	\$2,030
Supplemental Workers Comp: SAIF	\$2,645	\$2,725	\$80
Umbrella - \$5M: SAIF	\$2,421	\$2,421	\$0
Package: SAIF: Gen Liability, Property, Crime, Auto, Enviro	\$31,874	\$32,968	\$1,094
<b>TOTAL PACKAGE</b>	<b>\$108,228</b>	<b>\$111,891</b>	<b>\$3,663 3.4%</b>

11. DELTA DENTAL AMENDMENT AND RENEWAL 2010-2012 N-8

RESOLVED that the Holland Township Board of Education approves the Amendment to the Agreement and Renewal for July 1, 2010 through June 30, 2012;

IT IS AGREED that in accordance with Article VI, Section 3 of the Contract between Delta Dental of New Jersey, Inc. and the Holland Township Board of Education, said Contract is hereby amended effective July 1, 2010 with the following *changes*:

*Article III, Section 8 is amended to read:*

*Subscription charges under this Contract shall be as follows:*

<u>COVERAGE</u>	<u>MONTHLY CHARGES</u>
<i>One Party</i>	<i>\$ 48.25</i>
<i>Two Party</i>	<i>\$ 96.24</i>
<i>Three Party</i>	<i>\$160.63</i>

*Article I, Section 3 is amended to read:*

3. *The "Anniversary Date" of this Contract is July 1, 2012, and the first day of July of each subsequent year for as long as this Contract shall remain in full force.*

FURTHER RESOLVED, except as herein amended, all terms and provisions of the Contract shall remain in full force.

12. Annual Temporary Facility Approvals for 2010/11 School Year

RESOLVED that the Holland Township Board of Education approves the request of the Annual Temporary Facility for the 2010/11 school year for the following location:

*Kindergarten Toilet: Alternate Method of Compliance for the 2010/11 school year*

WHEREAS the Holland Township Board of Education elects to use the alternate method of compliance in accordance with N.J.A.C. 6A: 26-6.2(h)4ii, by providing toilet rooms adjacent to or outside the classroom in lieu of individual toilet rooms in each classroom;

WHEREAS the kindergarten students of Holland Township School District shall be supervised by the Kindergarten Teacher(s) escorting the class to the lavatory during breaks in instruction, before and after lunch and at the end of the day;

And FURTHER RESOLVED the Holland Township Board of Education will submit the request for approval by the Hunterdon County Executive Superintendent:

13. Authorization of Budget Account Transfers

RESOLVED that the Holland Township Board of Education authorizes the School Business Administrator upon approval by the Superintendent to make line item transfers in the 2009/10 school budget that may be necessary prior to closing the fiscal year and in the 2009-2010 school budget that may be necessary during the month of July 2010 to conform with law and regulations, and that all transfers be presented for Board approval at the next regularly scheduled meeting.

14. Authorization of Payment of the Bills: July 2010

RESOLVED that the Holland Township Board of Education authorizes the School Business Administrator to pay the necessary monthly bills for the month of July 2010, and that all payments be presented for Board approval at the next regularly scheduled meeting.

15. 2010-2011 Extended School Year Transportation

N-9

RESOLVED that the Holland Township Board of Education approves the joint transportation agreement between the Holland Township Board of Education and Delaware Valley Regional High School for the following Special Education Extended School Year Routes for 2010/11 summer programs:

SP3: \$3,586.68

SP4: \$4,464.18

16. Use of Facilities Fee Adjustments

RESOLVED that the Holland Township Board of Education approves the following adjustments in fees for use of the facility, as per Regulation R7510;

Per four (4) hour period, portion thereof \$35

Additional cost per room when custodians are not normally scheduled to be present, Per Hour, or portion thereof:

During the Week \$20

Saturday \$45

Sunday \$55

17. Use of Facilities Contract: YMCA Before/After School Program N-10

RESOLVED that the Holland Township Board of Education approves the contract with Hunterdon County YMCA to provide Before and After School Programs for the 2010/11 school year;

FURTHER RESOLVED that the Holland Township Board of Education charges the use of facility fee, as per Policy 7510, \$35 per day for the 2010/11 school calendar year.

18. Cooperative Pricing Agreement with Hunterdon County ESC N-11

RESOLVED that the Holland Township Board of Education approves the Cooperative Pricing Agreement between the Board of Education and the Hunterdon County Educational Services Commission.

19. ARRA Grant Purchase Order Approval: Hewlett Packard State Contract #70262

RESOLVED that the Holland Township Board of Education approves following purchases from HP State Contract #70262 utilizing ARRA Grant funds:

(13) HP ProBook 4720s Notebook PC \$11,609 Special Education Student PC:  
\$11,609

(8) HP ProBook 4720s Notebook PC Special Education Staff PC  
\$7,144

20. Approve the Unemployment Transfer for the Month of June 2010

RESOLVED that the Holland Township Board of Education approves transfer in the amount of \$20,000 from the general fund to the unemployment fund account for the month of June 2010.

21. Approve Purchase of Language Arts Grades 6-8 Textbooks

RESOLVED that the Holland Township Board of Education approves the purchase from Holt McDougal/Houghton Mifflin Harcourt for the purchase of Language Arts Textbooks/Holt Elements of Literature 2009 for Grade 6-8 as per proposal summary of materials April 19, 2010 in the amount of \$30,429., pending available funds in the 2009/10 school budget.

22. Approve Purchase of SuccessMaker Software

RESOLVED that the Holland Township Board of Education approves the purchase of the curriculum software program SuccessMaker through NCS Pearson in the amount of \$34,225, pending available funds in the 2009/10 school budget;

FUTHER RESOLVED the curriculum program purchase will include twenty-five (25) Reading and Math Grades K-8 curriculum concurrent licenses, a twelve (12) Month Software Maintenance with direct response support included, and two (2) Individual On-Site training periods and one (1) SuccessMaker Software Integration on Server, up to 35 computers, as per quote April 22, 2010.

23. Other Capital Project: Barrier Free Egress Improvement Project

RESOLVED, that the Holland Township Board of Education approves the change of project description for the Barrier Free Egress Improvement project from a "ROD Grant" eligible project to a "Other Capital Project" due to the State of New Jersey not awarding the Round Three (3) ROD Grant applicants to the Holland Township School District by the required deadline to complete the project;

WHEREAS, the Holland Township Board of Education awaits preliminary and final cost approval of the "Other Capital Project" for the Barrier Free Egress Improvement Project;

RESOLVED, the Holland Township Board of Education denotes the project as an "Other Capital Project" and will utilize capital reserve funds to fund the project one-hundred percent (100%) pending the Department of Education preliminary and final eligibility cost approval;

FURTHER RESOLVED, the Barrier Free Egress Improvement Project is time-sensitive to be completed during the summer of 2010 for utilization in the 2010-2011 school year.

24. Approval Acceptance of Out of District LEA Special Education Student N-12

RESOLVED that the Holland Township Board of Education accepts a special education student from the Pohatcong School District, into the Extended School Year Program with a received tuition contract rate of \$1,500 for the 2010 Extended School Year commencing July 6, 2010 ending July 30, 2010;

FURTHER RESOLVED that the Pohatcong School District will provide the required full time personal aide for the student; the personal aide is employed by the Pohatcong School District;

RESOLVED that all other related services for the student will be billed directly to Pohatcong School District, with the exception of 3 hours and 40 minutes of speech per week included in the contract;

FURTHER RESOLVED the contract includes the following statement of services provided by Pohatcong School District, the "Sending District"

***The POHATCONG TOWNSHIP SCHOOL DISTRICT, Sending District, will provide:***

- *1:1 Full Time Personal Aide*
- *Instructional Supplies: Specialized supplies for this student to be billed to the Pohatcong Township School District*
- *Any related services (OT, PT) billed directly to Pohatcong Township School District*
- *Holland Township School District will provide 3 hours and 40 minutes (5 periods per week) of Speech per week included in current tuition rate; additional Speech, if required, will be billed in addition to the contract rate.*
- *Holland Township School District will call for substitute coverage in the event Pohatcong Township School District's aide is absent and bill Pohatcong Township School District for reimbursement of the substitute coverage.*

25. Approval Acceptance of Out of District LEA Special Education Student N-13

RESOLVED that the Holland Township Board of Education accepts a special education student from the Pohatcong School District, into the LLD Special Education Program with a received tuition contract rate of \$18,000 for the 2010-2011 School Year commencing September 1, 2010 ending June 30, 2011;

FURTHER RESOLVED that the Pohatcong School District will provide the required full time personal aide for the student; the personal aide is employed by the Pohatcong School District;

RESOLVED that all other related services for the student will be billed directly to Pohatcong School District, with the exception of 3 hours and 40 minutes of speech per week included in the contract;

FURTHER RESOLVED the contract includes the following statement of services provided by Pohatcong School District, the "Sending District"

***The POHATCONG TOWNSHIP SCHOOL DISTRICT, Sending District, will provide:***

- *1:1 Full Time Personal Aide*
- *Instructional Supplies: Specialized supplies for this student to be billed to the Pohatcong Township School District*
- *Any related services (OT, PT) billed directly to Pohatcong Township School District*
- *Holland Township School District will provide 3 hours and 40 minutes (5 periods per week) of Speech per week which is included in current tuition rate; additional Speech, if required, will be billed in addition to the contract rate.*
- *Substitute coverage to be billed to Pohatcong for one period per day to cover Pohatcong Township School District personal aide's lunch period.*
- *Holland Township School District will call for substitute coverage in the event Pohatcong Township School District's aide is absent and bill Pohatcong Township School District for reimbursement of substitute coverage.*

**26. Appropriation of Unbudgeted Tuition Revenue**

WHEREAS, NJSA 18A:38-19 and 18A:46-21 permit a Board of Education to appropriate unbudgeted and underbudgeted tuition revenue generated from a school district-specific program, which is not part of a formal sending-receiving relationship pursuant to N.J.S.A. 18A:38-19 and 18A:46-21;

WHEREAS, the Holland Township Board of Education wishes to appropriate unbudgeted current year tuition revenue at year end, and

WHEREAS, the Holland Township Board of Education has determined an amount of \$15,000 as available for such purpose of appropriation to budget line 11 190 100 640 Textbooks;

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

**27. Approve Acceptance of Textbook Donation**

RESOLVED that the Holland Township Board of Education approves the donation of twenty Spanish textbooks, *En Espanol*, (McDougal Little; 2000) from Delaware Valley Regional High School

**28. House Lease Extension**

RESOLVED that the Holland Township Board of Education approves an extension beginning July 1, 2010 through August 31, 2010 of the current house

lease agreement between the Holland Township Board of Education and Kenneth Langston at the rate of \$500 per month.

**AYES:** McDowall, Moebus (*Abstain #5 and #18 for checks to ESC*), Schneider, Scott (*Abstain #23*), Somers, Soucie, Vandenburg, Geissler, Scheibener

### **Communications Committee**

Commented on current preparation and planning for the Community Day Booth.

### **Supplementary Matters**

1. Report on 2009-10 District Goals
2. 2010-2011 Board and Committee Goal

**Comments: Public – General:** NONE

### **Executive Session**

**MOTION** by Mr. Moebus, seconded by Mr. McDowall to approve Entering into ***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: ***Negotiations Update and Student Issues***

And be it further RESOLVED that the discussion in Executive Session be disclosed in the minutes to be released at the next regular meeting of the Board, provided the Board’s consideration of the subject matter has been closed, or that such matters that adversely affect the rights of prospective, current, or past public officers or personnel of the board, such individuals have in writing requested the disclosure of such discussion at a public meeting and provided such a public disclosure will no longer clearly endanger the public interest.

**AYES:** McDowall, Moebus, Schneider, Scott, Somers, Soucie, Vandenburg, Geissler, Scheibener

**MOTION** by Mr. Somers, seconded by Mr. Moebus to move to **Public Session**  
**AYES:** *McDowall, Moebus, Schneider, Scott, Somers, Soucie, Vandenburg,*  
*Geissler, Scheibener*

**ADJOURNMENT:**

**MOTION** by Mr. Moebus, seconded by Mr. McDowall to adjourn the meeting at 9:45pm.  
**MOTION APPROVED UNANIMOUSLY**

Respectfully Submitted,

Abigail Postma, RSBA/Board Secretary