
**Holland Township Board of Education
Milford, NJ 08848**

MINUTES

***Regular Board Meeting
September 22, 2009
7:30 P.M.***

Board Members Present: Thomas Friend, John McDowall, William Moebus, David Posselt, Yvonne Scott, Joseph Somers (7:41pm), William Soucie, John Geissler, Lorraine Scheibener

Board Members Absent: None

School Personnel Present: Abigail Postma, Business Administrator; Dr. George Petty Interim Superintendent

Public: Nancy Yard, Principal; Kathy Stannard, CST Supervisor; Ms. Averill, HTEA President; and Mr. Emil Suarez, New Superintendent

The meeting was called to order at 7:30 p.m. by Lorraine Scheibener, Board President, in accordance with the Open Public Meetings Act, NJSA 10:4-6, et seq.; followed by the flag salute. There was no other public present than as noted above

Correspondence/Presentations

Letter to the BOE from Mary Averill, HTEA President regarding mentor payments for the 2009-2010 school year:

MOTION by Mr. Moebus, seconded by Mr. Geissler to approve the addendum for personnel to extend the mentor agreement for board payment to mentors in the 2009-10 school year.

MOTION APPROVED UNANIMOUSLY

Revised Agenda:

MOTION by Mr. Moebus, seconded by Mr. McDowall to revise the agenda to include the addendum items:

Education Addendum Action:

1. Approve 2009-2010 Professional Development Plan J-3
RESOLVED that the Holland Township Board of Education approves the 2009-2010 Professional Development Plan which was approved by the Hunterdon County Professional Development Board on March 27, 2009.

Personnel Addendum Action:

16. Approve Staff Attendance at Workshop

Staff Member	Workshop Title	Location	Date	Cost
E. Bertolotti M. Rebimbas H. Sorge L. Niebuhr L. DelRosso L. Olah S. Gaffney E. Grady	Crisis Management For New Trainees	Kingwood, NJ	10/12/2009	\$185 each +Mileage
G. Wood S. Donaldson D. Risko	Crisis Management Recertification	Kingwood, NJ	10/12/2009	\$165 each +Mileage
W. Moebus	County School Board Meeting	Flemington, NJ	10/7/2009	Mileage

MOTION APPROVED UNANIMOUSLY

MEETING MINUTE APPROVAL

MOTION by Mr. Moebus, seconded by Mr. Geissler to approve the following minutes

August 25, 2009 Regular Board Meeting and Executive Session

AYES: *Friend, Moebus, Scott, Soucie, Geissler, Scheibener*

ABSTAIN: *McDowall, Posselt*

MOTION PASSES

Comments: Board President

President Scheibener announced the approval letter from the Executive County Superintendent for the change in date for Mr. Suarez's start date at the Holland Township School for October 17th.

President Scheibener thanked the board members for all their efforts at Community Day.

Comments: Superintendent

Dr. Petty reviewed items on the agenda, the Violence and Vandalism Report and congratulated the teachers who achieved additional college credits and moved on guide.

MOTION by Mr. Moebus, seconded by Mr. Geissler to amend the staff/boe conference list to include Mr. Somers and Ms. Scott to attend the October 7th HCSBA meeting.

MOTION APPROVED UNANIMOUSLY

Comments: Public – Agenda Items Only
None

Education

MOTION by Mr. McDowall, seconded by Mr. Moebus to approve the following action items, as recommended by the Superintendent;

1. Approve 2009-2010 Class/Field Trips J-1
RESOLVED that the Holland Township Board of Education approves the 2009-2010 class/field trips.
2. 2008-2009 Violence and Vandalism Report J-2
RESOLVED that the Holland Township Board of Education approves the Violence and Vandalism Report for the 2008-2009 school year.
3. School Violence Awareness Week
RESOLVED that the Holland Township Board of Education declares the week of October 19-23, 2009 as School Violence Awareness Week.
4. Approve 2009-2010 Professional Development Plan J-3
RESOLVED that the Holland Township Board of Education approves the 2009-2010 Professional Development Plan which was approved by the Hunterdon County Professional Development Board on March 27, 2009.

AYES: Friend, McDowall, Moebus, Posselt, Scott, Somers, Soucie, Geissler, Scheibener
MOTION PASSES

Personnel

MOTION by Mr. Geissler, seconded by Mr. Somers to approve the following action items, as recommended by the Superintendent;

1. Approve Staff Attendance at Conferences/Workshops K-1
RESOLVED that the Holland Township Board of Education approves staff attendance at conferences.
2. Approve Staff Summaries of Approved Conferences/Workshops K-2
RESOLVED that the Holland Township Board of Education accepts the staff summary sheets for BOE approved workshops.

3. Approve Revised Employment Contract for Interim Superintendent K-3
 RESOLVED that the Holland Township Board of Education approves the revised contract of employment between the Holland Township Board of Education and Dr. George Petty, Interim Superintendent, beginning July 1, 2009 through October 16, 2009 at a per diem rate of \$600 per day, as per the contract terms and conditions.

4. Approve Superintendent's Contract 2009-2013 K-4
 RESOLVED that the Holland Township Board of Education approves the employment contract and salary for the Superintendent, Emil J. Suarez, beginning October 17, 2009 through June 30, 2013;

WHEREAS the contract has been approved by the Assistant Commissioner of Education, Dr. Gerald Vernotica;

RESOLVED that the Holland Township Board of Education approves the 2009-2010 prorated salary of \$150,000.

5. Accept Resignation of Classroom Aide K-5
 RESOLVED that the Holland Township Board of Education accepts the resignation of Ryan Iobst, Classroom Aide, as of August 28, 2009.

6. Accept Resignation of Assistant Volleyball Director K-6
 RESOLVED that the Holland Township Board of Education accepts the resignation of Eileen Brown as the Assistant Volleyball Director.

7. Approve Assistant Volleyball Director K-7
 RESOLVED that the Holland Township Board of Education approves Stephanie Wargin as the Assistant Volleyball Director for the 2009-2010 school year. Stipend: \$1,367.

8. Approval Medical Leave K-8
 RESOLVED that the Holland Township Board of Education approves Maria Perna's medical leave from November 3, 2009 – January 3, 2010.

9. Approve Mentor
 RESOLVED that the Holland Township Board of Education approves the following staff member as a mentor for the 2009-2010 school year:

Mentor	Provisional Teacher	Stipend
Joan Lies	Wade Chilmonik	\$550

10. Approve Substitute Teacher/Aide K-9
 RESOLVED that the Holland Township Board of Education approves Janet Huber as a substitute teacher/aide.

11. Approve Substitute Teacher K-10
 RESOLVED that the Holland Township Board of Education approves Christina Dipaolo as a substitute teacher.

12. Approve Substitute Secretary K-11
 RESOLVED that the Holland Township Board of Education approves Connie Rockafellow as a substitute secretary.

13. Approve Substitute Custodian K-12
 RESOLVED that the Holland Township Board of Education approves Anthony Culcasi as a substitute custodian.

14. Approve Elizabeth Vocke's Movement on Salary Guide K-13
 RESOLVED that the Holland Township Board of Education approves Elizabeth Vocke's movement on the Salary Guide effective September 1, 2009 to Step 3 BA+15, \$45,164.

15. Approve Lauren Callahan's Movement on Salary Guide K-14
 RESOLVED that the Holland Township Board of Education approves Lauren Callahan's movement on the Salary Guide effective September 1, 2009 to Step 3 BA+15, \$45,164.

16. Approve Extension of Mentor Payments 2009-2010
 RESOLVED that the Holland Township Board of Education approves the extension of the mentor payment agreement through June 30, 2010.

17. Approve Staff Attendance at Workshops

Staff Member	Workshop Title	Location	Date	Cost
E. Bertolotti M. Rebimbas H. Sorge L. Niebuhr L. DelRosso L. Olah S. Gaffney E. Grady	Crisis Management For New Trainees	Kingwood, NJ	10/12/2009	\$185 each +Mileage
G. Wood S. Donaldson	Crisis Management	Kingwood, NJ	10/12/2009	\$165 each +Mileage

D. Risko	Recertification			
W. Moebus, Y. Scott, J. Somers	County School Board Meeting	Flemington, NJ	10/7/09	Mileage

AYES: Friend, McDowall, Moebus, Posselt, Scott, Somers, Soucie, Geissler, Scheibener
MOTION PASSES

Policy

Mr. Moebus updated the Board on the Strauss-Essmay services.

Finance & Facilities

MOTION by Mr. Posselt, seconded by Mr. Somers to approve the following action items, as recommended by the Superintendent;

1. Approve Transfer of Funds for the 2009-2010 School Budget M-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 M-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 **July 31, 2009**;
WHEREAS the Board of Education has received the Reports of the Secretary and Treasurer for the month of July 2009; and
WHEREAS these reports show the following balances on July 31, 2009

<u>Fund</u>	<u>Board Secretary Cash Balance</u>	<u>Treasurer Cash Balance</u>
(10) General Fund	\$1,484,972.06	\$1,484,972.06
(10) Capital Reserve	\$ 458,708.60	\$ 458,708.60
(20) Special Revenue Fund	-\$ 28,707.89	-\$ 28,707.89
(30) Capital Projects Fund	\$.33	\$.33
(40) Debt Service Fund	\$ 55,543.03	\$ 55,543.03
TOTAL	\$1,970,516.13	\$1,970,516.13

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. Approve Payment of the Bill List

M-3

WHEREAS the Board Secretary has presented a payroll check register for July 15, 2009 in the amount of \$99,494.79.

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	\$97,697.94
(20) Special Revenue Fund	\$ 1,796.85
(30) Capital Projects Fund	\$ 0
(40) Debt Service Fund	\$ 0
TOTAL	\$ 99,494.79

4. Approve Payment of the Bill List

M-4

WHEREAS the Board Secretary has presented a payroll check register for July 31, 2009 in the amount of \$92,852.10.

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	\$89,331.30
(20) Special Revenue Fund	\$ 3520.80
(30) Capital Projects Fund	\$ 0
(40) Debt Service Fund	\$ 0
TOTAL	\$ 92,852.10

5. Approve Payment of the Bill List

M-5

WHEREAS the Board Secretary has presented a payroll check register for August 14, 2009 in the amount of \$70,142.29.

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	\$68,369.74
(20) Special Revenue Fund	\$ 1772.55
(30) Capital Projects Fund	\$ 0
(40) Debt Service Fund	\$ 0
TOTAL	70,142.29

6. Approve Payment of the Bill List

M-6

WHEREAS the Board Secretary has presented a check register for August 31, 2009 in the amount of \$55,869.82.

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	\$55,869.82
(20) Special Revenue Fund	\$ 0
(30) Capital Projects Fund	\$ 0
(40) Debt Service Fund	\$ 0
TOTAL	\$ 55,869.82

7. Approve Payment of the Bill List

M-7

WHEREAS the Board Secretary has presented a check register for September 22, 2009 in the amount of \$612,166.68. 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	\$ 607,847.39
(20) Special Revenue Fund	\$ 4319.29
(30) Capital Projects Fund	\$ 0
(40) Debt Service Fund	\$ 0
TOTAL	\$ 612,166.68

8. Approve ARRA (American Reinvestment and Recovery Act – IDEA Fund Expenditures

RESOLVED that the Holland Township Board of Education accepts the ARRA (American Reinvestment and Recovery Act) IDEA Funds in the amounts of IDEA Basic \$139,955 and IDEA Preschool \$5,061; and

WHEREAS the funded grant program will be available through June 2011 for special education appropriations;

FURTHER RESOLVED the Holland Township Board of Education approves the submission of the grant with the following salary positions paid through the use of the ARRA – IDEA funds:

\$5,438, Extended SY Teacher 2009-10: Renee Delsordo

\$3,348, Extended SY Teacher Aide 2009-10: Shelli Deckert

\$26,133, School Year Paraprofessional 2009-10:

Sylvia Donaldson 100% contractual salary;

WHEREAS, the \$26,133 paraprofessional salary will be treated as local funds for the purpose of meeting the maintenance of fiscal effort, as supplanting funds for the general budget expenditures.

Discussion: Mr. Posselt reviewed the committee meeting minutes and announced to the BOE that a work session will be scheduled to review Capital Projects. He also reviewed the CORE Rebate program and how the solar panel rebate is expiring and the grant will be unable to be utilized by the district. He also reviewed with the board the unsafe/obsolete playground equipment to be removed as per safety code. The district looks to the Township for assistance in removal and potentially the PTO for purchase of new playground equipment.

AYES: Friend, McDowall, Moebus, Posselt, Scott, Somers, Soucie, Geissler, Scheibener
MOTION PASSES

Communications Committee

The committee thanked the staff and board members for their contributions to Community Day.

Board Goals/Timelines

Work Session to be announced for Capital Projects.

Negotiations to begin in December

Comments: Public – General

None

Adjournment

MOTION by Mr. Moebus, seconded by Mr. McDowall to adjourn the meeting at 8:15pm

MOTION APPROVED UNANIMOUSLY

Respectfully Submitted,

Abigail J. Postma, RSBA/Board Secretary