

# HOLLAND TOWNSHIP SCHOOL DISTRICT

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Work Session  
August 15, 2023, 7:00 PM  
Holland Township School - Auditorium  
710 Milford Warren Glen Road  
Milford, NJ 8848

## Minutes

A. CALL TO ORDER- Matt Davis 7:02 pm

B. FLAG SALUTE

C. WELCOME

D. ROLL CALL

Davis\_\_X\_

Giovannetti\_VIRTUAL\_\_

Hance\_\_X\_

Martin\_\_X\_

Moustakas\_\_X\_

Muller\_\_X\_

Walker\_\_VIRTUAL\_

E. CORRESPONDENCE Matthew Davis thanked the following and accepted receipt

1. Deborah Croasdale
2. Rose Branosky on behalf of 29 HTEA members
3. Lisa Nolan

F. WORKSHOP DISCUSSION ITEMS

G. COMMENTS: PUBLIC - GENERAL

Please approach the podium, state your name, and address your comments to the board president. Because this is a meeting at which the board needs to conduct its business, each member of the public will be limited to three minutes. And please refrain from abusive, obscene, or defamatory remarks; we expect that everyone will hold themselves to the highest level of professional courtesy and personal respect, given our shared interests and goals. Please remember that the board has an obligation to protect the privacy of district employees and students

Gary Eastman- Who will be coaching the boys and girls soccer teams this year?

H. 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:

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- 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 Martin, upon the recommendation of the Superintendent of Schools the Holland Board of Education enter Executive Session at 7:05 PM to discuss personnel matters and collective bargaining.

2. Motion to Enter Public Session

Motion made by Davis, seconded by Hance, upon the recommendation of the Superintendent of Schools the Holland Board return to Open Session at 7:38pm

**I. CONSENT AGENDA - DISCUSSION ONLY**

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:

**Roll Call Vote:**

Giovanetti \_\_\_\_\_ Martin \_\_\_\_\_ Moustakas \_\_\_\_\_ Muller \_\_\_\_\_ Walker \_\_\_\_\_ Hance \_\_\_\_\_ Davis \_\_\_\_\_

**1. Approval of Minutes**

Upon the recommendation of the Superintendent of Schools, the Board approve the following minutes:

- June 20, 2023 Work Session Meeting Minutes
- June 20, 2023 Work Session Executive Meeting Minutes
- June 27, 2023 Regular Board Meeting Minutes
- June 27, 2023 Regular Board Executive Meeting Minutes
- August 1, 2023 Special Board Meeting Minutes

**2. Bill List**

Upon the recommendation of the Superintendent of Schools, the Board approve the Bill Lists dated:

- June 30, 2023 check numbers 12777 thru NO621 for the amount of \$563,657.17.
- July 31, 2023 check numbers \_\_\_\_\_ thru \_\_\_\_\_ for the amount of \_\_\_\_\_.

**3. Finance**

- 1) Upon the recommendation of the Superintendent of Schools that the Board approve the transfers for the month ending June 30, 2023 as submitted by the Superintendent,

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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 months ending June 30, 2023 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 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, Teresa O'Brien certification as required by N.J.A.C. 6:20-

2.13(d), that no line item account has been over expended as of June 30,2023 and that as of this date sufficient funds are available to meet the District's financial obligations for the remainder of the fiscal year

#### **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.

- Melanie Sloyer/Handle With Care Instructor Program/September 11-13, 2023/Hamilton, NJ/Registration & Mileage
- Jenna Langston/Handle With Care Instructor Re-Certification Program/September 15, 2023/Registration & Mileage
- Jim Muller/NJ School Board Convention/October 23-26, 2023/Atlantic City/Registration/Hotel
- Matthew Walker/NJ School Board Convention/October 23-26, 2023/Atlantic City/Registration/Hotel/Mileage

#### **J. SUPERINTENDENT REPORT**

1. QSAC Presentation and DIP Review

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

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**L. EDUCATION - DISCUSSION ONLY** Board and Superintendent reviewed each of the following items.

Motion made by \_\_\_\_, seconded by \_\_\_\_, to approve the following items:

#### **Roll Call Vote:**

Giovannetti\_\_\_\_Martin\_\_Moustakas\_\_Muller\_\_Walker\_\_\_\_Hance\_\_\_\_Davis\_\_\_\_\_

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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 June 9, 2023 – August 15, 2023 and affirms the actions of the administration. (0 investigation, 0 found to be HIB).

2. **Approve Superintendent's Student Safety Data System Report**

RESOLVED that the Holland Township Board of Education accepts the Superintendent's Student Safety Data System Report for January 1, 2023 to June 30, 2023.

3. **Approve Mentoring Plan** State Mandate

RESOLVED that upon the recommendation of the Superintendent the Holland Township Board of Education approves the Mentoring Plan for the 2023-2024 school year.

4. **Approve Professional Development Plan** State mandate

RESOLVED that upon the recommendation of the Superintendent the Holland Township Board of Education approves the Professional Development Plan for the 2023-2024 school year.

5. **Approve 2023-2024 Pandemic Response Plan**

RESOLVED that upon the recommendation of the Superintendent the Holland Township Board of Education approves the 2023-2024 Pandemic Response Plan.

6. **Approve Sports Participation Fee** same as last year

RESOLVED that upon the recommendation of the Superintendent the Holland Township Board of Education approves a \$75 per sport participation fee.

7. **Approve Vendors**

RESOLVED that upon the recommendation of the Superintendent the Holland Township Board of Education approves the following organizations/vendors as solicitors for the 2023-2024 school year:

- PTO (Parent Teacher Organization)
- S.E.E.D. (The Holland Township Education Foundation)
- BNL Photography
- American Heart Association -Jump Rope for Heart
- Lifetouch Yearbook

8. **Approve Shelly Klein Consulting, Reading Specialist** Continue for another year to provide in house mentoring to teachers in ELA

RESOLVED that upon the recommendation of the Superintendent the Holland Township Board of Education approves Shelly Klein Consulting, Reading Specialist for staff Professional Development for the 2023-2024 school year, not to exceed \$25,000.

9. **Approve HTS Health, Safety, and Learning Environment Protocols** Mandate for continued ESSR III funding

RESOLVED that upon the recommendation of the Superintendent the Holland Township Board of Education approves the Health, Safety, and Learning Environment Protocols for the 2023-2024 school year.

10. **Approve HTS LEA Guidance for Chapter 27** Needed if District in situation of virtual/remote instruction

RESOLVED that upon the recommendation of the Superintendent the Holland Township Board of Education approves the Holland Townships' Local Educational

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Agency Guidance for Chapter 27 Emergency Virtual or Remote Instruction Programs for the 2023-2024 School Year.

11. **Approve Hearts and Hands Professional Development & Educational Consulting, LLC** Aides district in providing families with guidance/assistance of educational topics of concern

RESOLVED that upon the recommendation of the Superintendent the Holland Township Board of Education approves Hearts and Hands Professional Development & Education Consulting, LLC Consulting Services to provide Professional Development and Parent Education in Social Emotional Learning through workshop sessions not to exceed \$15,000.00 for the 2023/2024 school year.

12. **Approve Paul J. Di Sarro Music Scholarship** Thank you for continued support of HTS performing Arts.

RESOLVED that upon the recommendation of the Superintendent the Holland Township Board of Education accepts the Paul J. DiSarro Music Scholarship in the amount of \$2,000 to be applied towards summer camp 2023. The Board recognizes and thanks the Di Sarro family for their continued and generous support of our school district.

13. **Approve PreSchool Material**

RESOLVED that upon the recommendation of the Superintendent the Holland Township Board of Education approves the following PreSchool material purchase (all prices are approximate):

- Teaching Strategies, LLC/\$15,061.05

14. **Approve Therapy Dogs**

RESOLVED that upon the recommendation of the Superintendent the Holland Township Board of Education approves Ms. Christine Galloway's dogs (Jake & Harry) as Therapy dogs for the 2023-2024 school year. All certificates and insurance documents provided to the school district.

15. **Approve Revised 2023-2024 School Year Calendar-TABLED**

RESOLVED that upon the recommendation of the Superintendent the Holland Township Board of Education approves the revised 2023-2024 school year calendar.

16. **Approve District Improvement Plan (DIP)** Result of QSAC review

RESOLVED that upon the recommendation of the Superintendent the Holland Township Board of Education approves the district's District Improvement Plan(DIP) based upon findings of 2022 NJQSAC missed indicators per the DPR.

17. **Approve Safety Drill**

RESOLVED that upon the recommendation of the Superintendent the Holland Township Board of Education approves a safety drill with the Holland Township Emergency Management Team on August 21, 2023.

18. **Approve National Junior Honor Society Application**

RESOLVED that upon the recommendation of the Superintendent the Holland Township Board of Education approves the application for a National Junior Honor Society Chapter with NASSP (National Association of 2nd School Principals).

19. **Approve Responsive Classrooms**

RESOLVED that upon the recommendation of the Superintendent the Holland Township Board of Education approves Responsive Classrooms K-8 social emotional learning and behavior management program.

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## M. PERSONNEL - DISCUSSION ONLY

Motion made by \_\_\_\_, seconded by \_\_\_\_, to approve the following items:

### Roll Call Vote:

Giovanetti\_\_\_\_Martin\_\_Moustakas\_\_Muller\_\_Walker\_\_\_\_Hance\_\_\_\_Davis\_\_\_\_\_

#### 1. Approve Substitutes

RESOLVED that upon the recommendation of the Superintendent the Holland Township Board of Education approves the following substitutes for the 2023-2024 school year:

- Debra DePaolo/Teacher/Aide/Secretary

#### 2. Approve ESY Personnel

RESOLVED that upon the recommendation of the Superintendent the Holland Township Board of Education approves the following personnel to work the Special Education Extended School Year (ESY). The program will be in effect from July 5, 2023 - July 31, 2023; 4 days per week.

#### Physical Therapist

Mary Kate Willing: \$62.05 per hour

#### 3. Approve Home Instruction

RESOLVED that upon the recommendation of the Superintendent the Holland Township Board of Education approves all employed teachers/substitutes for Home Instruction as per the negotiated contract for the 2023-2024 school year.

#### 4. Approve Title 1 Tutors

RESOLVED that upon the recommendation of the Superintendent the Holland Township Board of Education approves all employed teachers/substitutes for Title 1 Tutors as per the negotiated contract for the 2023-2024 school year.

#### 5. Approve Staff/ESC Paraprofessionals/Substitutes to Ride School Bus

RESOLVED that upon the recommendation of the Superintendent the Holland Township Board of Education approves all current employed Staff/Special Education ESC Paraprofessionals/Substitutes as supportive transportation aides for students with disabilities as per requirements set forth in the student's IEP, and as directed by the Supervisor of Special Services.

#### 6. Approve Chaperones

RESOLVED that upon the recommendation of the Superintendent the Holland Township Board of Education approves all employed Staff/ESC Paraprofessionals/Substitutes with certification or substitute certification to act as chaperones for school activities as per negotiated contract.

#### 7. Approve Principal Evaluation Framework

RESOLVED that upon the recommendation of the Superintendent the Holland Township Board of Education approves the Multidimensional Principal Performance Rubric, Lerner-Centered Initiatives, Ltd. to evaluate the building principal for the 2023-2024 school year.

#### 8. Approve Danielson Framework for Teaching Evaluation

RESOLVED that upon the recommendation of the Superintendent the Holland Township Board of Education approves the Danielson Framework for Teaching as the model for teacher evaluation for the 2023-2024 school year.

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## 9. Approve Annual Summative Teacher Evaluation

RESOLVED that upon the recommendation of the Superintendent the Holland Township Board of Education approves the Annual Summative for the Teacher Evaluation for the 2023-2024 school year.

## 10. Approve Observation/Evaluation Tools for Non Teaching Staff Members

RESOLVED that upon the recommendation of the Superintendent the Holland Township Board of Education approves observation/evaluation tools for the following non teaching staff members for the 2023-2024 school year:

- Guidance Counselor
- Speech Therapist
- Physical Therapist
- Occupational Therapist
- Learning Consultant (LDTC)
- Nurse
- School Psychologist
- Social Worker
- Media Specialist
- Behaviorist
- Educational Technology Coordinator/Integration Specialist

## 11. Approve Practicum Completion

RESOLVED that upon the recommendation of the Superintendent the Holland Township Board of Education approves Amy Gercie to complete her Practicum in School Nursing from Rowan University for one semester beginning September 5, 2023 and ending December 12, 2023. Ms. Gercie will spend her time in the Nurse's office with Ms. Hirsch

## 12. Approve Movement on Salary Guide

RESOLVED that upon the recommendation of the Superintendent the Holland Township Board of Education approves Employee #499 movement on the salary guide from 17BA+15 (\$70,145) to 17 BA+30 (\$72,170) effective September 1, 2023 as per HTEA Contract.

## 13. Approve Extra and Co-Curricular Activities Directors

RESOLVED that upon the recommendation of the Superintendent the Holland Township Board of Education approves the following staff as extra and co-curricular activities directors, for the 2023/2024 school year as per negotiated contract. Pending Student Involvement and completion of season:

### Position/Staff Member/Stipend

Athletic Director/\$4,114/Alan Schedlbauer

Band/\$4,012/Vacant

Basketball - Boys/\$3,878/Vacant

Basketball - Girls/\$3,878/Vacant

Baseball/\$2,155/John Horak

Chess Club/ \$478/Jason Kries

Chorale/\$2,004/Vacant

Choir/\$2,004/Vacant

Computer Club// \$1,755/Jason Kries

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Cross Country/\$2,155/Shelli Deckert  
Drama Club/\$2,969/Nancy Zrake  
Drama Club//\$2,969/Matt Bigelii  
Helping Hands/\$752/Jennifer Leap  
Lacrosse - Boys/\$2,155/Vacant  
Lacrosse - Girls/\$2,155/Vacant  
Law Adventure/\$1,149/Vacant  
Newsletter/\$1,916/John Horak  
Passport Club/\$478/Jason Kries  
Robotics/\$1,341/Jason Kries  
Science Club/\$1,755/Kayla Qualteria  
Soccer -Boys & CoEd/\$2,155/Vacant  
Soccer -Girls & CoEd/\$2,155/Vacant  
Softball/\$2,155/Nicole Miller  
Student Council Advisors/\$1,724(Split Position)/Jennifer Leap & Ryan Pfenning  
Tournament of Champions/\$2,006 (Split Position)/Isa Knapp & Keri Bender  
Volleyball/\$2,155/Jessika Beahm  
WHTS/\$1,503 (Split Position)/Jason Kries & Ryan Pfenning  
Yearbook Advisor/\$3,209

#### **14. Approve Department Chairpersons**

RESOLVED that upon the recommendation of the Superintendent the Holland Township Board of Education approves the following staff as Department Chairpersons, for the 2023/2024 school year as per negotiated contract.

#### **Department/Stipend/Staff Member**

Language Arts Literacy/\$1,670/Vacant  
Mathematics K-8/\$1,670/Vacant  
Physical Education K-8/1,670/Betsy Nush  
Science K-8/\$1,670/Jessika Beahm  
Social Studies/Financial Literacy/Civics K-8/\$1,670/Sandra Ozgar  
Visual /Performing Arts/Dance K-8/\$1,670/Tom Welsh

#### **15. Approve Volunteer**

RESOLVED that upon the recommendation of the Superintendent the Holland Township Board of Education approves Julie Nungester as a volunteer to assist Mrs. Shelli Deckert (Coach) with Cross County Team.

#### **N. POLICY - DISCUSSION ONLY**

Motion made by \_\_\_\_, seconded by \_\_\_\_, to approve the following items:

#### **Roll Call Vote:**

Giovanetti\_\_\_\_\_Martin\_\_\_Moustakas\_\_\_Muller\_\_\_Walker\_\_\_\_\_Hance\_\_\_\_\_Davis\_\_\_\_\_

#### **1. Approve Second Reading and Adoption of Policy**

RESOLVED that upon the recommendation of the Superintendent the Holland Township Board of Education approves the second reading and adoption of the following Policy:

- P9130 (Public Complaints and Grievances)



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## 2. Approved Policy and Regulation

RESOLVED that upon the recommendation of the Superintendent the Holland Township Board of Education suspends Bylaw 0131 and adopts new Policy 1642.01 (Sick Leave) and new Regulation 1642.01 (Sick Leave) and revised Policy 2419 (School Threat assessment Teams) and new Regulation 2419 (School Threat Assessment Teams) with one reading based on recently approved sick leave legislation that is effective immediately and recent New Jersey Department guidance provided to school districts that is effective September 1, 2023.

## O. FINANCE AND FACILITIES - DISCUSSION ONLY

Motion made by \_\_\_\_, seconded by \_\_\_\_, to approve the following items:

### Roll Call Vote:

Giovannetti\_\_\_\_Martin\_\_Moustakas\_\_Muller\_\_Walker\_\_\_\_Hance\_\_\_\_Davis\_\_\_\_\_

### 1. Approve 2023-2024 Hunterdon County ESC contract for Speech and Language Specialist

RESOLVED, upon the recommendation of the Superintendent, the Holland Township Board of Education approves the attached contract with HCESC to provide Speech and Language services to the Holland Township School per terms and conditions of the attached contract.

\$70,800.00 Salary

\$ TBD Health Benefits

### 2. Approve Bank Signers Change

RESOLVED, that upon the recommendation of the Superintendent, the Holland Township Board of Education approves the updated signers for the Holland Township School Bank Accounts. Deleting John Jack) Trent and adding Teresa O'Brien effective July 1, 2023.

### 3. Rescind Physical Therapist Shared Services Contract with Franklin Township School

RESOLVED, upon the recommendation of the Superintendent, the Holland Township Board of Education rescinds the Shared Services contract for the Physical Therapist Services with Franklin Township Schools.

### 4. Approve Physical Therapist Shared Services Contract with Union Township Board of Education

RESOLVED, upon the recommendation of the Superintendent, the Holland Township Board of Education approves the Shared Services contract for the Physical Therapist Services with Union Township Board of Education.

### 5. Approve Class III Special Law Enforcement Officer Contract with Township of Holland

RESOLVED, upon the recommendation of the Superintendent, the Holland Township Board of Education approves the Class III Special Law Enforcement Officer Contract with the Township of Holland.

### 6. Approve Submission and Acceptance of PEA Grant

RESOLVED that upon the recommendation of the Superintendent the Holland Township Board of Education approves the submission and acceptance of the Preschool Expansion Grant (PEA).

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## 7. Approve Submission of NJ Learning Acceleration Program

RESOLVED that upon the recommendation of the Superintendent the Holland Township Board of Education approves the submission of the New Jersey Learning Acceleration Program - High Impact Tutoring Competitive Grant application.

## P. SUPPLEMENTARY MATTERS

1. Board Goals- Reviewed BOE self evaluation(success of committee of the whole, relationships of the BOE/Superintendent, value of BOE) and discussed 3-4 possible goal areas to focus on(student achievement, community/BOE relationships, student safety).
2. Budget Calendar- Reviewed 2023-24 Budget calendar, BOE agree
3. Auditor Proposal BKC- Discussion, agreed to change.

## Q. COMMENTS: PUBLIC - GENERAL

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Jamie Travers- "I'm disturbed to hear that any faculty who are "not comfortable" with the sound of live gunfire ("live . . . sounds", as you put it) have the option to stay home and watch these practice events happen online. These are EXACTLY the people who need to be exposed to such uncomfortable situations as live gunfire . . . in person! If an event like that happens in real life and someone is in the school shooting, then these sensitive persons will need to have practiced with those real sounds so they know how to keep our kids as safe as possible! They won't be able to distance themselves from the uncomfortable sounds and stay safely home watching from Zoom"

## R. ADJOURNMENT

### 1. Motion to Adjourn

Motion made by Muller, seconded by Davis, upon the recommendation of the Superintendent of Schools that the Holland Board of Education adjourn the meeting at 8:45 pm.

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.

*Submitted by Stephanie Snyder 8/24/23*