



# Holland Township School

Work Session  
August 16, 2022, 7:00 PM  
Holland Township School - Auditorium  
710 Milford Warren Glen Road  
Milford, NJ 8848

## MINUTES

A. **CALL TO ORDER** – Board President Matt Davis called the meeting to order at 7:03pm.

B. **FLAG SALUTE**

C. **WELCOME**

D. **ROLL CALL**

Bartruff, Jr. – Present

Davis – Present

Hance – Present

Martin – Present

McGuire – Absent

Muller – Absent

Walker – Present

E. **WORKSHOP DISCUSSION ITEMS**

F. **EXECUTIVE SESSION**

WHEREAS the “Open Public Meetings Act” (Chapter 231 Laws of 1975) authorizes a public body to exclude the public from that portion of a meeting at which specified topics are to be discussed under circumstances where the public consideration of such topics will clearly endanger the public or where the personal privacy or guaranteed rights of individuals whose activities or affairs are to be discussed would clearly in danger of unwarranted invasion; be it

RESOLVED that the Board of Education of the Township of Holland now adjourns its public session to reconvene in Executive Session for the purpose of discussing the following:

- Confidential Matters by Law or Court Order
- Purchase Property
- 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



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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 Mr. Davis, seconded by Mr. Walker, upon the recommendation of the Superintendent of Schools the Holland Board of Education enter Executive Session at 7:05 to discuss School/Public Security and Personnel Matters.

2. **Motion to Enter Public Session**

Motion made by Mr. Davis, seconded by Mr. Walker, upon the recommendation of the Superintendent of Schools the Holland Board return to Open Session at 7:31.

**G. BOARD PRESIDENT REPORT** – Board President Matt Davis spoke about his meetings with the Delaware Valley representatives and the township committee.

**H. SUPERINTENDENT REPORT** – Superintendent Stephanie Snyder led the Board and the public through the items on the Work Session agenda.

**I. CONSENT AGENDA - DISCUSSION ONLY**

1. **Approval of Minutes**

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

June 21, 2022 Work Session Meeting Minutes

June 28, 2022 Regular Board Meeting Minutes

June 28, 2022 Executive Session Meeting Minutes

2. **Bill List**

Upon the recommendation of the Superintendent of Schools, the Board approve the Bill Lists dated June 30, 2022 check numbers 11851 thru NO630 in the amount of \$506,558.72 and the bill list dated July 31, 2022 check numbers NO320 thru NO728 in the amount of \$497,683.80.

3. **Finance**

1) Upon the recommendation of the Superintendent of Schools, that the Board approve the transfers for the month ending June 30, 2022 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 of 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, 2022 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, John Trent 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, 2022 and that as of this date sufficient funds are available to meet the District's financial obligations for the remainder of the fiscal year.

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

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,



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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.

## **K. EDUCATION - DISCUSSION ONLY**

### **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 13, 2022 – August 12, 2022 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, 2022 to June 30, 2022.

### **3. Approve Mentoring Plan**

RESOLVED that upon the recommendation of the Superintendent the Holland Township Board of Education approves the Mentoring Plan for the 2022-2023 school year.

### **4. Approve Professional Development Plan**

RESOLVED that upon the recommendation of the Superintendent the Holland Township Board of Education approves the Professional Development Plan for the 2022-2023 school year.

### **5. Approve 2022-2023 Pandemic Response Plan**

RESOLVED that upon the recommendation of the Superintendent the Holland Township Board of Education approves the 2022-2023 Pandemic Response Plan

### **6. Approve Athletic Schedule**

RESOLVED that upon the recommendation of the Superintendent the Holland Township Board of Education approves the Soccer (Boys, Girls & CoEd), Volleyball, and Cross Country schedules for the 2022-2023 school year. The schedules are subject to change due to rescheduling and post season competition.

### **7. Approve Sports Participation Fee**

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

### **8. 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 2022-2023 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

## **L. PERSONNEL - DISCUSSION ONLY**

### **1. Approve Substitutes**



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RESOLVED that upon the recommendation of the Superintendent the Holland Township Board of Education approves the following substitutes for the 2022-2023 school year:

- Samantha Grundstrom: Teacher/Aide
- Jami Alberalla: Teacher/Aide
- Bryce Parenti: Custodian
- Andrew Galloway: Custodian
- Travis Jones: Custodian

## **2. Approve of Long Term Substitute Teacher**

RESOLVED that upon the recommendation of the Superintendent the Holland Township Board of Education approves Ms. Jami Alberalla as the Long Term Substitute Teacher to begin on or about September 9, 2022 and ending on or about December 12, 2022.

Ms. Alberalla will be paid as follows: Regular per diem substitute rate of \$110.00 per day for the first ten consecutive school days and effective on the eleventh consecutive day in the position, the rate shall be 1.3 times the regular per diem substitute rate (\$143.00), and shall be retro-active to the first day. On the 31st consecutive day in the position the per diem amount will be 1/200th of Step 1 of the 2022-2022 HTEA salary guide (\$277.60)

## **3. Approve ESY Substitutes**

RESOLVED that upon the recommendation of the Superintendent the Holland Township Board of Education approves all staff and substitutes as a Substitute Teacher/Aides for the Special Education Extended School Year (ESY). The program was in effect from July 5, 2022 – July 28, 2022, 4 days per week, 4 hours per day.

## **4. 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 2022-2023 school year.

## **5. 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 2022-2023 school year.

## **6. 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.

## **7. 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.

## **8. Approve Principal Evaluation Framework**

RESOLVED that upon the recommendation of the Superintendent the Holland



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Township Board of Education approves the Multidimensional Principal Performance Rubric, Lerner-Centered Initiatives, Ltd. to evaluate the building principal for the 2022-2023 school year.

## **9. 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 2022-2023 school year.

## **10. 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 2022-2023 school year.

## **11. 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 2022-2023 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

## **12. 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.

## **13. Approve Resignation**

RESOLVED that upon the recommendation of the Superintendent the Holland Township Board of Education accepts the resignation of Ms. Stephanie Kane as Co-Yearbook Advisor for the 2022-2023.

## **14. Approve Practicum Completion**

RESOLVED that upon the recommendation of the Superintendent the Holland Township Board of Education approves Brittany Kollmer to complete her Practicum in School Nursing from Rowan University for one semester beginning September 1, 2022 and ending December 16, 2022. Ms. Kollmer will spend her time in the Nurse's office with Ms. Hirsch.

## **15. Confirm Permission to Hire**

RESOLVED that upon the recommendation of the Superintendent the Holland Township Board of Education confirms the Superintendent selection to hire the following position for the 2022/2023 school year:

- Full Time Middle School Social Studies Teacher



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- Patrick Wynne, Step 1BA, \$55,520
- 16. • Elementary School Teacher
  - Taylor Hajcak, Step 2MA, \$61,083
- 17. • Learning Disabilities Teacher - Consultant (LDT-C)
  - Erica Calia-Kastell, \$96,000

**18. Approve Summer Enrichment Personnel**

RESOLVED that upon the recommendation of the Superintendent the Holland Township Board of Education approves the following personnel to work the Summer Enrichment Program:

- Jason Kries/Chess Club/\$50.20 per hour - 16 hours total

**M. POLICY - DISCUSSION ONLY**

**1. Approve First Reading of Policies and Regulation**

RESOLVED that upon the recommendation of the Superintendent the Holland Township Board of Education approves the first reading of the following Policies and Regulation:

- P0143.2 (High School Student Representative to the Board of Education)
- P0163 (Quorum)
- P1511 (Board of Education Website Accessibility)
- P2415 (Every Student Succeeds Act)
- P&R2432 (School Sponsored Publications) - Abolished
- P3216 (Dress and Grooming)
- P3270 (Professional Responsibilities)
- R3270 (Lesson Plans and Plan Books)
- P4216 (Dress and Grooming)
- P&R5513 (Care of School Property)
- P5517 (School District Issued Student Identification)
- P5722 (Student Journalism)

**2. Approve Second Reading and Adoption 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 & R 5410 (Promotion and Retention)

**N. FINANCE AND FACILITIES - DISCUSSION ONLY**

**1. Approve Joint Transportation Agreement and Bus Routes for the 2022-2023 School Year.**

RESOLVED, upon the recommendation of the Superintendent, the Holland Township Board of Education approves 2022-2023 Joint Transportation Agreement between the Holland Township Board of Education and the Delaware Valley Regional High School District in the amount of \$440,766.00 for the following transportation routes September 1, 2022 through June 30, 2023 and ESY in the amount of \$17,214.00.

H01 \$43,664



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- H02 \$41,902
- H03 \$44,140
- H04 \$39,295
- H05 \$42,128
- H06 \$44,420
- H07 \$45,461
- H08 \$43,764
- H09 \$39,140
- H10 \$56,852

## ESY TRANSPORTATION

- HEO1 \$2,293
- HEO2 \$4,053
- HEO3 \$3,412
- HSE03 \$7,456

FURTHER RESOLVED that the Holland Township Board of Education approves the cost for all the above noted Bus Routes.

### **2. Approve 2022-2023 Hunterdon County Educational Services Commission ESY PreK Teacher Contract**

RESOLVED, upon the recommendation of the Superintendent, the Hollland Township Board of Education approves the attached FY 23 with HCESC to provide ESY Pre K Teacher services to the Holland Township School per terms and conditions in the attached contract.

### **3. Approve Waiver**

RESOLVED, upon the recommendation of the Superintendent, the Holland Township Board of Education approves the submission of the "Toilet Room Facilities for Early Intervention, Pre-Kindergarten and Kindergarten Classrooms 2022-2023 School Year" and certifies that all requirements of N.J.A.C. 6A:26-6.3 and/or 6.4 have been met.

## **O. SUPPLEMENTARY MATTERS**

The following items were discussed by the Board:

1. Policy 5440 (Honoring Pupil Achievement)
2. SEHBP Rate Increase
3. Budget
4. 2022-2023 District Goals
5. 2022-2023 Board of Education Goals
6. Board Self Evaluation
7. Assessment Presentation

## **P. 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



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goals. Please remember that the board has an obligation to protect the privacy of district employees and students.

Resident Geoffrey Shrewsbury made a comment about school security.

## **Q. ADJOURNMENT**

### **1. Motion to Adjourn**

Motion made by Mr. Walker, seconded by Mr. Bartruff, upon the recommendation of the Superintendent of Schools that the Holland Board of Education adjourn the meeting at 8:59.

Respectfully submitted,

Jack Trent

School Business Administrator / Board Secretary

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.