

HOLLAND TOWNSHIP SCHOOL DISTRICT

Work Session – December 12, 2023

Work Session
December 12, 2023, 6:00 PM
Holland Township School - Auditorium
710 Milford Warren Glen Road
Milford, NJ 8848

Meeting

A. CALL TO ORDER by Mr. Davis at 6:09 pm

B. FLAG SALUTE

C. WELCOME

D. ROLL CALL

Davis: Present

Giovannetti: Present Virtual

Hance: Present at 7:00

Martin: Present

Moustakas: Present at 7:00

Muller: Absent

Walker: Present

E. 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

F. 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

HOLLAND TOWNSHIP SCHOOL DISTRICT

Work Session – December 12, 2023

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 Mrs. Martin, upon the recommendation of the Superintendent of Schools the Holland Board of Education enter Executive Session at 6:09 pm to discuss the HIB hearing.

4 Ayes

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 7:10 pm.

3. Motion made by Mr. Davis, seconded by Mrs. Martin to affirm the findings of the November 23, 2023 HIB report.

Roll Call Vote:

Giovannetti_y__Martin_y_Moustakas_Abstain__MullerAbsent__Walker_y____
Hance_Abstain____Davis__y____

F. WORKSHOP DISCUSSION ITEM

G. PRESENTATION

1. BKC CPA, PC Audit Presentation
2. Parette Somjen Architect - Follow Up LRFP

H. 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:

Giovannetti_____Martin__Moustakas__Muller__Walker_____Hance____Davis_____

1. Approval of Minutes

Upon the recommendation of the Superintendent of Schools, that the Board approve the following minutes;

- November 21, 2023 Work Session Meeting Minutes
- November 21, 2023 Work Session Executive Session Meeting Minutes
- November 28, 2023 Regular Board Meeting Minutes
- November 28, 2023 Regular Board Executive Session Meeting Minutes

2. Bill List

Upon the recommendation of the Superintendent of Schools that the Board approve the

HOLLAND TOWNSHIP SCHOOL DISTRICT

Work Session – December 12, 2023

Bill List dated December 19, 2023 check numbers ____ thru ____ in the amount of _____.

3. Finance

1) Upon the recommendation of the Superintendent of Schools that the Board approve the transfers for the month ending October 31, 2023 and November 30, 2023 as submitted by the Superintendent, as authorized by N.J.S.A. 18A:22-8.1.

2) To accept the Holland Township Board of Education's certification on October 31, 2023 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 October 31, 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 October 31, 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. Approve Staff Summaries of Approved Conferences/Workshops

Upon the recommendation of the Superintendent the Holland Township Board of Education accepts the staff summary sheets for BOE approved workshops.

I. 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, 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.

J. EDUCATION - DISCUSSION ONLY

Motion made by ____ seconded by ____, to approve the following items:

Roll Call Vote:

Giovanetti _____ Martin ___ Moustakas ___ Muller ___ Walker _____ Hance _____ Davis _____

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 November 17, 2023 - December 8, 2023 and affirms the actions of the administration. (0 investigation, 0 found to be HIB). (School Year 2022-2023 6 total investigations, 2 found to be HIB)

HOLLAND TOWNSHIP SCHOOL DISTRICT

Work Session – December 12, 2023

2. Approve 2024-2025 School Year Calendar

RESOLVED that upon the recommendation of the Superintendent the Holland Township Board of Education approves the 2024-2025 school year calendar.

K. PERSONNEL - DISCUSSION ONLY

Motion made by ____, seconded by ____, to approve the following items:

Roll Call Vote:

Giovannetti____ 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:

- Kathleen Harvey/Teacher/Aide

2. Approve Change in Hours

RESOLVED that upon the recommendation of the Superintendent the Holland Township Board of Education approves the change in hours for Mrs. Jami Alberalla from part time at 18 hours/week (FTE 0.50) Resource Teacher to full time Special Education Teacher effective January 1, 2024. Mrs. Alberalla's placement on the salary guide is unchanged however now she is eligible for benefits.

3. Approve Treasurer

RESOLVED that upon the recommendation of the Superintendent the Holland Township Board of Education approves the employment of Carla Albert as Treasurer for the 2023-2024 school year beginning on or about January 1, 2024, with a prorated salary of \$3,900.

4. Approve Special Education Teacher

RESOLVED that upon the recommendation of the Superintendent the Holland Township Board of Education approves the employment of Jessica Kile as Special Education Teacher for the 2023-2024 school year beginning on or about January 2, 2024.

FURTHER RESOLVED, Ms. Kile will be placed on Step 1BA of the 2023-2024 HTEA Salary Guide, \$57,095 (prorated).

5. Approve Unpaid FMLA/NJFLA/NJFLIA Leave

RESOLVED that upon the recommendation of the Superintendent the Holland Township Board of Education approves Employee #954's request for unpaid FMLA/NJFLA/NJFLIA leave beginning on or about January 15, 2024 not to exceed 12 weeks on an intermittent basis (pending physician's note).

L. POLICY - DISCUSSION ONLY

Motion made by ____, seconded by ____, to approve the following items:

HOLLAND TOWNSHIP SCHOOL DISTRICT

Work Session – December 12, 2023

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:

- P0144 (Board Member Orientation and Training)
- P & R 2430 (Co-Curricular Activities)
- P2431 (Athletic Competition)
- P8505 (Local Wellness Policy/Nutrient Standards for Meals and Other Foods)
- R9270 (Home Schooling and Equivalent Education)

M. FINANCE AND FACILITIES - DISCUSSION ONLY

Motion made by ___, seconded by ___, to approve the following items:

Roll Call Vote:

Giovanetti _____ Martin ___ Moustakas ___ Muller ___ Walker _____ Hance ___ Davis _____

1. Approve Prestige Education Consultants Contract 23-24

RESOLVED that upon the recommendation of the Superintendent, the Holland Township Board of Education approve the contract with Prestige Education Consultants for student 35303. Speech and language bilingual service in the amount of \$500.00.

2. Approve the Final Eligible Cost

RESOLVED that upon the recommendation of the Superintendent the Holland Township Board of Education approves the Final Eligible Cost determination in the letter dated November 30, 203 for State project# 2220-060-23-R501 entitled "HVAC Upgrades" with costs as follows:

- State Share (40%) - \$206,680
- District Share (60%) - \$310,020
- Total Project Cost - \$516,700

3. Accept the Annual Comprehensive Finance Report

Motion to approve the following resolution accepting June 30, 2023 ACFR:

RESOLVED that upon the recommendation of the Superintendent the Holland Township Board of Education accepts the June 30, 2023 Annual Comprehensive Financial Report (ACFR) as presented.

4. Accept the Audit Recommendations and Corrective Action Plan:

RESOLVED that upon the recommendation of the Superintendent the Holland Township Board of Education accepts the following Audit Recommendations and a negative Corrective Action Plan for fiscal year ending June 30, 2023:

HOLLAND TOWNSHIP SCHOOL DISTRICT

Work Session – December 12, 2023

Recommendations

- Administrative Practices & Procedures - No recommendation
- Financial Planning, Accounting & Reporting - Approval Signatures and receiving signatures certifying goods or services are to be evident on all applicable payment forms.
- School Purchasing Programs - No recommendation
- School Food Service - No recommendation
- Student Body Activities - No recommendation
- Application for State School Aid - No recommendation
- Pupil Transportation - No recommendation
- Facilities and Capital Assets - No recommendation
- Miscellaneous - No recommendation
- Follow-up on prior year findings - No recommendation

N. SUPPLEMENTARY MATTERS

November Facilities Report

O. 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.

Scott Johnson questioned the Algebra teacher

P. ADJOURNMENT

1. Motion to Adjourn

Motion made by Mrs. Hance, seconded by Mr. Walker, upon the recommendation of the Superintendent of Schools that the Holland Board of Education adjourn the meeting at 8:10 pm. 6 Ayes 0 Nays

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.

Respectfully Submitted,


Deborah Olah

Board Secretary