



# Holland Township School

Work Session  
February 15, 2022, 7:00 PM  
Holland Township School - Auditorium  
710 Milford Warren Glen Road  
Milford, NJ 8848

## MINUTES

- A. CALL TO ORDER
- B. FLAG SALUTE
- C. WELCOME
- D. ROLL CALL

Davis – Present  
 Hackmann – Present  
 Hance – Present  
 McGuire – Absent  
 Muller – Present  
 Walker – Present

6 members present. 0 members absent.

### E. CORRESPONDENCE

- 1. Auditor Presentation

### F. WORKSHOP DISCUSSION ITEMS

### G. 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



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- 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 \_\_\_\_\_, seconded by \_\_\_\_\_, upon the recommendation of the Superintendent of Schools the Holland Board of Education enter Executive Session at \_\_\_\_\_ to discuss \_\_\_\_\_.

2. Motion to Enter Public Session

Motion made by \_\_\_\_\_, seconded by \_\_\_\_\_, upon the recommendation of the Superintendent of Schools the Holland Board return to Open Session at \_\_\_\_\_.

**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:

1. **Approval of Minutes**

Upon the recommendation of the Superintendent of Schools that the Board approve the Regular minutes of :

- January 4, 2022 Reorganization Meeting Minutes
- January 4, 2022 Executive Meeting Minutes
- January 25, 2022 Regular Board Meeting Minutes
- January 25, 2022 Executive Session Meeting Minutes Time 7:05
- January 25, 2022 Executive Session Meeting Minutes Time 8:27

2. **Bill List**

Upon the recommendation of the Superintendent of Schools that the Board approve the Bill List dated January 31, 2022 check numbers NO448 thru NO131 in the amount of \$323,735.63.

3. **Finance**

1) Upon the recommendation of the Superintendent of Schools that the Board approve the transfers for the month ending January 31, 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 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 January 31, 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 January 31, 2022 and



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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.

- Carol Stow/School Based SLP's/April 27, 2022 (Virtual)/\$279 Registration

5.

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

#### **J. EDUCATION - DISCUSSION ONLY**

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

**Roll Call Vote:** Hackmann\_\_Hance\_\_McGuire\_\_Muller\_\_Walker\_\_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 XXXXXXXX and affirms the actions of the administration.

#### **2. Approve 2022-2023 School Year Calendar**

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

#### **3. Approve FY22 (2022-2023) Preschool Tuition Rates**

RESOLVED, upon the recommendation of the Superintendent, the Holland Township Board of Education approves the following tuition rates for FY23.

- Preschool (Resident) Regular Program (Full-Time): \$6,000 or \$600 per month.
- Preschool (Resident) Regular Program (Full-time) Qualified Reduced Lunch: \$3,000 or \$300 per month
- Preschool (Resident) Regular Program (Full-time) Qualified Fee Lunch: \$1,500 or \$150 per month
- Preschool (Non Resident) Regular Program (Full-Time): \$6,500 or \$650 per month.
- Preschool (Resident) Regular Program (Part-Time): \$3,000 or \$300 per month.
- Preschool (Resident) Regular Program (Part-Time) Qualified Reduced Lunch: \$1,500 or \$150 per month
- Preschool (Resident) Regular Program (Part-time) Qualified Free Lunch: \$750 or \$75 per month
- Preschool (Non Resident) Regular Program (Part-Time): \$3,250 or \$325 per month.
- Preschool (Resident) Sibling Discount of 10% for second or additionally enrolled siblings

#### **4. Approve Athletic Schedule**

RESOLVED that upon the recommendation of the Superintendent the Holland Township Board of Education approves the Lacrosse (Boys & Girls), Baseball and Softball schedules for the 2021-2022 school year. The schedules are subject to change due to rescheduling and post season competition.

#### **5. Approve 8th Grade Graduation**



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RESOLVED that upon the recommendation of the Superintendent the Holland Township Board of Education approves June 10, 2022 with a raindate of June 13, 2022 for the 8th Grade graduation. The graduation ceremony will be held at Delaware Valley High School outside stadium.

## 6. Approve Rutgers Paraprofessional Behavior Support Coaching Project

RESOLVED that upon the recommendation of the Superintendent the Holland Township Board of Education approves the participation in the Rutgers Paraprofessional Behavior Support Coaching Project for the 2021/2022 school year.

## K. PERSONNEL - DISCUSSION ONLY

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

**Roll Call Vote:** Hackman\_\_\_Hance\_\_\_McGuire\_\_\_Muller\_\_\_Walker\_\_\_Davis\_\_\_

### 1. Accept Resignation

RESOLVED that upon the recommendation of the Superintendent the Holland Township Board of Education accepts with regret the resignation of Employee #587 (Paraprofessional) effective June 30, 2022 for purposes of retirement.

### 2. Accept Resignation

RESOLVED that upon the recommendation of the Superintendent the Holland Township Board of Education accepts with regret the resignation of Employee #507 (Paraprofessional) effective June 30, 2022 for purposes of retirement.

### 3. Accept Resignation

RESOLVED that upon the recommendation of the Superintendent the Holland Township Board of Education accepts with regret the resignation of Employee #985 (Administrative Assistant) effective June 1, 2022 for purposes of retirement.

### 4. 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 2021/2022 school year as per negotiated contract

#### Position/Staff Member/Stipend

Substitute Coordinator: Lori Regep/\$556.40 (May & June 2022)

Boys Lacrosse Coach: Patrick LaFevre/\$2,155

Girls Lacrosse Coach: Tiffany Kuhl/\$2,155 (pending criminal history)

Baseball Coach: John Horak/\$2,155

Softball Coach: Kelly Lauck/\$2,155 (pending criminal history and substitute certificate)

### 5. Approve Job Descriptions

RESOLVED that upon the recommendation of the Superintendent the Holland Township Board of Education approves the following job descriptions:

- Confidential Administrative Assistant - Main Office
- Confidential Administrative Assistant - Special Services

### 6. Approve of Long Term Substitute Teacher

RESOLVED that upon the recommendation of the Superintendent the Holland Township Board of Education approves Ms. Hope Dell as the Long Term Substitute Teacher to begin retroactive February 14, 2022 for the remaining 2021/2022 school year.

Ms. Dell will be paid as follows: Regular per diem substitute rate of \$110.00 per day for



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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 2021-2022 HTEA salary guide (\$270.65)

## **7. Approve Maternity Leave/NJ Family Leave Insurance Program/FMLA/NJ Family Leave Act**

RESOLVED that upon the recommendation of the Superintendent the Holland Township Board of Education approves Employee # 1879 maternity leave utilizing FMLA starting on or about May 16, 2022 through end of 2021/2022 school year. Employee #1879 will utilize 8.5 Sick Days and 2 Personal prior to her leave.

FURTHER RESOLVED that upon the recommendation of the Superintendent the Holland Township Board of Education approves Employee #1879 NJFLA leave request utilizing New Jersey's Family Leave Insurance Program to begin on or about September 12, 2022 with a return date on or about December 12, 2022.

## **L. POLICY - DISCUSSION ONLY**

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

**Roll Call Vote:** Hackmann \_\_\_ Hance \_\_\_ McGuire \_\_\_ Muller \_\_\_ Walker \_\_\_ Davis \_\_\_

### **1. Approve First Reading of Policies and Regulations**

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

- P2415.05 Students Surveys, Analysis, Evaluations, Examinations, Testing, or Treatment
- P&R 2431.4 Prevention and Treatment of Sports-Related Concussions and Head Injuries
- P2460.30 Additional/Compensatory Special Education and Related Services
- P&R2622 Student Assessment
- P3233 Political Activities
- P5541 Anti-Hazing
- P&R 5751 Sexual Harassment of Students
- P7540 Joint Use of Facilities
- P&R 8465 Bias Crimes and Bias Related Acts
- P9560 Administration of School Surveys

### **2. 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:

- P 8600 Transportation

## **M. FINANCE AND FACILITIES - DISCUSSION ONLY**

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

**Roll Call Vote:** Hackmann \_\_\_ Hance \_\_\_ McGuire \_\_\_ Muller \_\_\_ Walker \_\_\_ Davis \_\_\_

### **1. Approve Homebound Instruction contract with Silvergate Prep**



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RESOLVED, upon the recommendation of the Superintendent, the Holland Township Board of Education approves the homebound instruction contract with Silvergate Prep. The cost will be \$47.88 per hour for a total of 10 hours per week for the 2021/2022 school year on a as needed basis.

**2. Accept the Annual ACFR / Financial Audit**

RESOLVED, that upon the recommendation of the Superintendent, the Holland Township Board of Education approves the annual ACFR / Financial Audit for the fiscal year ended June 30, 2021 as prepared by the firm of Suplee, Clooney & Co. and acknowledge that there were no findings or recommendations.

**N. SUPPLEMENTARY MATTERS**

- 1. Strategic Plan
- 2. Board Vacancy
- 3. Masking Survey Results and discussion on removal of masks

**O. COMMENTS: PUBLIC - GENERAL**

**P. 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
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- 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 Mr. Davis, seconded by Mr. Hackmann, upon the recommendation of the Superintendent of Schools the Holland Board of Education enter Executive Session at 8:12 to discuss Confidential Matters by Law or Court Order and School/Public Security.
- 2. Motion to Enter Public Session Motion made by Mr. Davis, seconded by Mr. Muller, upon the recommendation of the Superintendent of Schools the Holland Board return to Open Session at 9:18.

**Q. ADJOURNMENT**

- 1. Motion to Adjourn



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Motion made by Mr. Muller, seconded by Mr. Davis, upon the recommendation of the Superintendent of Schools that the Holland Board of Education adjourn the meeting at 9:19.

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.