



Holland Township School

Work Session
March 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

5 members present. 1 member absent.

Mr. Walker arrived at 7:07pm.

E. WORKSHOP DISCUSSION ITEMS

Board President Matt Davis and Vice President Laurie Hance led a discussion on the budget.

F. CONSENT AGENDA - DISCUSSION ONLY

1. Approval of Minutes

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

February 15, 2022 Work Session Minutes

February 22, 2022 Regular Meeting Minutes

February 15, 2022 Executive Work Session Minutes

February 22, 2022 Executive Regular Meeting Minutes 7:04-8:31

February 22, 2022 Executive Regular Meeting Minutes 8:43-9:06

2. Bill List

Upon the recommendation of the Superintendent of Schools that the Board approve the Payroll Bill Lists dated Feb. 15, Feb.22 and Feb.28 check numbers NO215, NO222 and NO228 in the amount of \$743,490.73.



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3. Finance

1) Upon the recommendation of the Superintendent of Schools, that the Board approve the transfers for the month ending February 28, 2022 as submitted by the Superintendent, as authorized by N.J.S.A. 18A:22-8.1.

(Below is not available yet)

2) To accept the Holland Township Board of Education's certificate 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 February 28, 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 February 28, 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

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.

- Diane Udovich/International Dyslexia Association / Virtual / Registration \$50/
April 22,2022

5. 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.

G. COMMENTS: PUBLIC - AGENDA ITEMS ONLY

H. 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 February 17, 2022 - March 9, 2022 and affirms the actions of the administration

2. Approve HTEA Donation

RESOLVED that upon the recommendation of the Superintendent the Holland Township Board of Education accepts a donation of books to the library with an approximate value of \$800 from the Holland Township Education Association (HTEA). The Board recognizes, and thanks the HTEA for their continued and generous support of our school district.

3. Accept Student

RESOLVED that upon the recommendation of the Superintendent the Holland



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Township Board of Education accepts Employee #1828 daughter into Kindergarten for the 2022-2023 school year tuition free per Policy 5111.

4. Approve Graduate Student

RESOLVED that upon the request of the Superintendent the Holland Township Board of Education approves Graduate Student Supervision in Speech-Language Pathology from Indiana University of Pennsylvania for the 2022-2023 school year.

5. Approve PTO Donation

RESOLVED that upon the recommendation of the Superintendent the Holland Township Board of Education accepts a donation \$1,041.27 from the Holland Township PTO towards the purchase of a tetherball. The Board recognizes, and thanks the Holland Township PTO for their continued and generous support of our school district.

6. Approve PTO Donation

RESOLVED that upon the recommendation of the Superintendent the Holland Township Board of Education accepts a donation \$2,208.28 from the Holland Township PTO towards the purchase of a recess equipment. The Board recognizes, and thanks the Holland Township PTO for their continued and generous support of our school district.

I. PERSONNEL - DISCUSSION ONLY

1. Approve Substitute

RESOLVED that upon the recommendation of the Superintendent the Holland Township Board of Education approves the following substitute for the 2021-2022 school year:

- Bryce Parenti: Teacher/Aide

2. Approve Volunteer

RESOLVED that upon the recommendation of the Superintendent the Holland Township Board of Education approves Al Parenti as a volunteer to assist John Horak (Coach) with Boys Baseball.

3. Approve Confidential Administrative Assistant - CST Contract

RESOLVED that upon the recommendation of the Superintendent the Holland Township Board of Education approves executing the contract of employment between the Holland Township Board of Education and Ms. Lori Regep Confidential Administrative Assistant - CST from July 1, 2022 through June 30, 2023, as per the contract terms and conditions.

4. Approve Confidential Administrative Assistant - Main Office Contract

RESOLVED that upon the recommendation of the Superintendent the Holland Township Board of Education approves executing the contract of employment between the Holland Township Board of Education and Ms. Nancy Holzworth Confidential Administrative Assistant - Main Office from July 1, 2022 through June 30, 2023, as per the contract terms and conditions.

5. Approve Extra and Co-Curricular Activities Directors

RESOLVED that upon the recommendation of the Superintendent the Holland Township Board of Education approves the following as extra and co-curricular activities directors, for the 2021/2022 school year as per negotiated contract:

Position/Staff Members/Stipend



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- Chorale/Craig Lerch/\$2,004 Prorated (Pending Student Involvement)
- Choir/Craig Lerch/\$2,004 Prorated (Pending Student Involvement)

J. POLICY - DISCUSSION ONLY

1. 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:

- 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
- 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

K. FINANCE AND FACILITIES - DISCUSSION ONLY

1. Approve Tentative 2022-2023 (FY23) Budget and Submission to County DOE

DISTRICT BUDGET STATEMENT 2022-2023

Motion made by _____, seconded by _____, upon the recommendation of the Superintendent of Schools that the Board approve the following resolution:

BE IT SO RESOLVED, to approve the tentative 2022-2023 School District Budget for submission to the Hunterdon County Department of Education as follows:

General Fund Operating Budget: \$12,186,922
Special Revenue Fund (Grants and Entitlements): \$200,480

BE IT FURTHER RESOLVED, to acknowledge that the 2022-2023 School District Budget as described above results in tax levies as follows:

General Fund (Tax Levy) \$10,349,255

The School District has proposed programs and services in addition to the New Jersey Student Learning Standards adopted by the State Board of Education.

WHEREAS, School District Policy #6371-N.J.A.C. 6:A23A-7 provides that the Board of Education shall establish in the annual budget a maximum expenditure amount that may be allotted for such travel and expenses reimbursement for the 2022-2023 school year.



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NOW, THEREFORE, BE IT RESOLVED, that the Holland Township Board of Education hereby established the School District travel maximum for the school year at the sum of \$65,000.00

Regular business travel maximum is \$1,500 per person.

BE IT FURTHER RESOLVED, that the School Business Administrator shall track and record these costs to insure that the maximum amount is not exceeded.

L. SUPPLEMENTARY MATTERS – Board President Matt Davis spoke about his meeting with Bill Prouty, Alexandria Township Board President, and the regionalization bill.

M. COMMENTS: PUBLIC – GENERAL – Holland Township School Employee Sylvia Donaldson made a statement on the aides and Holland Township resident John Bartroff made a statement on the budget.

N. 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

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. McGuire, upon the recommendation of the Superintendent of Schools the Holland Board of Education enter Executive Session at 8:59 to discuss Personnel Matters.

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 10:04.

O. ADJOURNMENT



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1. Motion to Adjourn

Motion made by Mr. Muller, seconded by Mr. Mr. Davis, upon the recommendation of the Superintendent of Schools that the Holland Board of Education adjourn the meeting at 10:04.

Respectfully submitted,

A handwritten signature in blue ink, appearing to read "Jack Trent".

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.