



# Holland Township School

**Regular Meeting**  
**May 24, 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. OATH OF OFFICE**

1. Member to the Holland Township Board of Education for (1) 3-Year Term Replacement, May 24, 2022 to December 31, 2022:

•John Bartruff, Jr.

**E. ORGANIZATION MEETING**

1. Appointment of Board Representatives: Motion made by Mr. Davis, seconded by Mr. Muller, John Bartruff, Jr. and Shannon Martin were nominated for the positions below. Affirmative vote AYES 6 NAYES 0 ABSTENTIONS 0 Motion passes in voice vote.

- Hunterdon County ESC Alternate: John Bartruff, Jr.
- Hunterdon County School Boards Alternate: Shannon Martin
- PTO Representative: John Bartruff, Jr.

**ROLL CALL**

Bartruff, Jr. – Present  
Davis – Present  
Hance – Present  
Martin – Present  
McGuire – Present  
Muller – Present  
Walker – Absent

6 members present. 1 member absent.

**F. PRESENTATIONS** 6<sup>th</sup> Grader Alyssa Deets gave a presentation to the Board requesting the addition of French to the Holland Township School Curriculum.

**G. CORRESPONDENCE**

**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



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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. Muller, upon the recommendation of the Superintendent of Schools the Holland Board of Education enter Executive Session at 7:13 to discuss Invasion of Individual Privacy Employee or Student.

2. Motion to Enter Public Session

Motion made by Mr. Davis, seconded by Mr. McGuire, upon the recommendation of the Superintendent of Schools the Holland Board return to Open Session at 8:19.

I. CONSENT AGENDA

Motion made by Mr. Davis, seconded by Ms. Hance, upon the recommendation of the Superintendent of Schools that the Holland Township Board of Education approve the consent agenda as follows:

Voice vote: AYES – 6    NAYES – 0    ABSTENTIONS - 0

Motion carries **6-0**.

**1. Approval of Minutes**

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

- April 12, 2022 Work Session Meeting Minutes
- April 12, 2022 Executive Session Meeting Minutes 7:03 -8:20
- April 12, 2022 Executive Session Meeting Minutes 8:57-9:35
- April 26, 2022 Regular Meeting Minutes
- April 26, 2022 Executive Session Meeting Minutes

**2. Bill List**

Upon the recommendation of the Superintendent of Schools, the Board approve the Bill List dated May 24, 2022, check numbers 11658 thru NO318 in the amount of \$668,614.38.

**3. Finance**

- 1) Upon the recommendation of the Superintendent of Schools, that the Board approve



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the transfers for the month ending April 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 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 March 31, 2022 and April 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 March 31, 2022 or April 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

#### **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.

J. **BOARD PRESIDENT REPORT** Board President Matt Davis acknowledged correspondence in support of Superintendent Stephanie Snyder and reiterated the Board's support of Ms. Snyder.

K. **SUPERINTENDENT REPORT** Ms. Snyder mentioned Ms. Ozgar's grant approval, thanked the PTO for the book fair and assemblies, and spoke about NJSLA.

L. **PRINCIPAL REPORT** Principal Sue Wardell spoke of Ms. Ozgar's financial literacy class, thanked Alyssa Deets for her presentation, thanked staff for NJSLA, and presented to the Board on new HIB law updates.

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

#### **N. EDUCATION**

Motion made by Mr. Davis, seconded by Ms. Hance, to approve the following items:

**Roll Call Vote: Bartruff, Jr. – Abs; Hance – Yes; Martin – Yes; McGuire – Yes; Muller – Yes; Davis – Yes**

Motion passes 5-0-1.

#### **1. Accept Superintendent's Harassment, Intimidation, Bullying Report**

ESOLVED that the Holland Township Board of Education accepts the Superintendent's Harassment, Intimidation, Bullying report for April 13, 2022 - May 12, 2022 and affirms the actions of the administration. (3 investigation, 0 found to be HIB).

#### **O. PERSONNEL**

Motion made by Mr. Davis, seconded by Mr. McGuire, to approve the following items:

**Roll Call Vote: Bartruff, Jr. – Yes; Hance – Yes; Martin – Yes; McGuire – Yes; Muller – Yes; Davis – Yes**

Motion passes 6-0.



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## **1. 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, 2022 - July 28, 2022; 4 days per week. Teachers and Nurses will work from 8:30 am - 1:00 pm.

### **Nurse (Schedule to be worked out between nurses. Only 1 nurse per day)**

T. J. Hirsch: Lori Matthews:

### **Speech Therapist**

Rose Branosky:

### **Special Education Teacher**

Preschool: ESC - Janine Boganski

Primary: Amy Bashford

Upper Elementary: John Horak

Middle School: Wade Chilmonik

Paraprofessionals: 8 - Provided by ESC

### **Occupational & Physical Therapist**

Alison Nickel

Maryann Huzar

Commission of the Blind

## **2. Approve Summer Custodian Personnel**

RESOLVED that upon the recommendation of the Superintendent the Holland Township Board of Education approves the following summer custodial employees at an hourly rate of \$15.00 per hour:

- Todd Lippincott
- Konnor Lippincott
- Bryce Parenti
- Andrew Galloway (Pending Criminal History)
- Travis Jones

## **3. Accept Resignation**

RESOLVED that upon the recommendation of the Superintendent the Holland Township Board of Education accepts with regret the resignation of Employee #2113 (Director of Building & Grounds) effective June 30, 2022.

## **4. Approve Non-Association Employees Contract for 2022-2023**

RESOLVED that upon the recommendation of the Superintendent the Holland Township Board of Education approves the following Non-Association Employees contract (3.4% salary increases) for the 2022-2023 school year:

- Employee #1841,Principal/Curriculum Coordinator \$112,261

## **5. Approve Summer Technology Assistance**



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RESOLVED that upon the recommendation of the Superintendent the Holland Township Board of Education approves the following summer technology assistance employees with an hourly rate of \$15.00 per hour not to exceed a total of 400 hours:

- Eileen Bertolotti
- Lisa Nolan

**6. Approve Educational Facilities Supervisor Job Description**

RESOLVED that upon the recommendation of the Superintendent the Holland Township Board of Education approves Educational Facilities Supervisor Job Description.

**7. Approve Special Education Transportation Aides for ESY**

RESOLVED that upon the recommendation of the Superintendent the Holland Township Board of Education approves all 2022 ESY Special Education Aides as transportation aides for the summer 2022 Special Education Extended School Year Program.

**8. Approve Educational Facilities Supervisor 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 Mr. Eric Carr, Educational Facilities Supervisor, from on or about July 1, 2022 through June 30, 2023, as per the contract terms and conditions.

**9. Annual Appointment of Officers**

RESOLVED that upon the recommendation of the Superintendent the Holland Township Board of Education appoints Eric Carr to the following appointments, from July 1, 2022 through June 30, 2023.

- Right to Know Coordinator
- Indoor Air Quality Compliance Officer
- AHERA Rep
- Safety Committee Coordinator
- Interior Pest Management Manager

**P. POLICY**

Motion made by Mr. Davis, seconded by Ms. Hance, to approve the following items:

**Roll Call Vote: Bartruff, Jr. – Yes; Hance – Yes; Martin – Yes; McGuire – Yes; Muller – Yes; Davis – Yes**

Motion passes 6-0.

**1. Approve First Reading of Policies**

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

- P 1648.14 (Safety Plan for Healthcare Settings in School Buildings - COVID-19) Abolished
- P 1648.15 (Recordkeeping for Healthcare)
- P 2415.04 (Title 1 - District - Wide Parent and Family Engagement)
- P 2415.50 (Title 1 - School Parent and Family Engagement)
- P 2416.01 (Postnatal Accommodations for Students)



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- P 2417 (Student Intervention and Referral Services)
- P 2461 (Special Education/Receiving Schools)
- R 2461.06 (Special Education/Receiving Schools - Appropriately Certified and Licensed Staff)
- R 2461.09 (Special Education/Receiving Schools - Statewide and District - Wide Assessment Programs)
- R 2461.10 (Special Education/Receiving Schools - Full Educational Opportunity)
- R 2461.12 (Special Education/Receiving Schools - Length of School Day and Academic Year)
- R 2461.14 (Special Education/Receiving Schools - Amending Policies, Procedures, the Services Provided, or the Location of Facilities)
- R 2461.15 (Special Education/Receiving Schools - Operation of an Extended Academic Year Program)
- R 2461.19 (Special Education/Receiving Schools - Behavior Modification Program)
- P 3161 (Examination for Cause)
- P 4161 (Examination for Cause)
- P 5512 (Harassment, Intimidation, and Bullying)
- P & R 7410 (Maintenance and Repair)
- P 8420 (Emergency and Crisis Situations)
- P & R 9320 (Cooperation with Law Enforcement Agencies)

## **Q. FINANCE AND FACILITIES**

Motion made by Mr. Davis, seconded by Ms. Martin, to approve the following items:

**Roll Call Vote: Bartruff, Jr. – Yes; Hance – Yes; Martin – Yes; McGuire – Yes; Muller – Yes; Davis – Yes**

Motion passes 6-0.

### **1. Professional Services**

RESOLVED upon the recommendation of the Superintendent the Holland Township Board of Education approves professional services provided by the following for the 2021-22 school year: Pursuant to 18A:18A.5, the Board of Education of the Township of Holland in the County of Hunterdon and the State of New Jersey awarded the following contracts for licensed professionals for the 2021-22 school year as listed below. These contracts are awarded without competitive bidding as a "professional service" under the provisions of the Public Procurement Law. The contract itself is available for public inspection at the Office of the Board Secretary, located at 714 Milford Warren Glenn Road County Road, Milford, New Jersey, between the hours of 9:00 AM-3:00 PM, Monday through Friday.

#### School Psychologist

Dr. Kris Stankiewicz

### **2. Approve ECTS Consulting Service Agreement**

RESOLVED, that upon the recommendation of the Superintendent, the Holland Township Board of Education approves the ECTS Consulting Service Agreement for the 22-23 school year.

### **3. Approve Penn Medicine**



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2022-2023 Contract for OT/PT Services RESOLVED, upon the recommendation of the Superintendent, the Holland Township Board of Education approved Penn Medicine FY 23 OT/PT services contract. Penn Medicine provides these services to SID # 7875264920 at the Marie Katzenbach School for Deaf students at a cost of \$93.00 per visit.

**4. Approve 2022-2023 (FY23) Tuition Contracts with Marie H. Katzenbach New Jersey School for the Deaf**

RESOLVED, upon the recommendation of the Superintendent, the Holland Township Board of Education approves the FY23 tuition contracts for SID # 7875264920 to attend the Marie H. Katzenbach New Jersey School for the Deaf. 2022-2023 School year tuition \$TBD Personal Assistant \$TBD

**5. Approve Special Education Receiving ES Tuition Contract for Warren Hills Regional School District**

RESOLVED, upon the recommendation of the Superintendent, the Holland Township Board of Education approves receiving a Special Education ES tuition contract with Warren Hills Regional for the 2022-2023 school year. Student SID #4133619587 Tuition will be \$22,272 with special services and consulting per IEP

**6. Approve Commission for the Blind and Visually Impaired (CBVI) Contract for 2022-2023 School year.**

RESOLVED, upon the recommendation of the Superintendent, the Holland Township Board of Education approve the Education Level 2 contract with CBVI for the FY 23 school year not to exceed \$5,000 for SID # 4738866897 for required services

**7. Approve 2022-2023 Itinerant Services Contract with Mountain Lakes Board of Education.**

RESOLVED, upon the recommendation of the Superintendent, the Holland Township Board of Education approves the FY 23 Itinerant Services for Students with Hearing Loss contract with Mountain Lakes Board of Education for SID #4902310234 for \$170.00 per 50 minutes. .

**8. Approve FY23 LLD Tuition Contracts with Pohatcong Township School**

RESOLVED, upon the recommendation of the Superintendent, the Holland Township Board of Education approves the FY23 receiving tuition contracts with Pohatcong Township School District. Holland Township School will provide student SID # 163708115 with LLD Special Education services:

Tuition \$18,470.00.

Special Education Aide \$ TBD Related services:

OT/PT and or speech if required from the IEP.

ESY \$2500.00

SID # 1637308115

SID # 8592621067

SID # 6632941575

SID # 7063516625

SID# 6803022544

**9. Approve 2022-2023 RECEIVING MD Tuition Contract with Milford School**

RESOLVED, upon the recommendation of the Superintendent, the Holland Township Board of Education approves an MD receiving a tuition contract with Milford School



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District School for the 2022-2023 school year. Tuition cost is \$22,272 Aide \$TBD plus related services per IEP to be determined.

**10. Approve 2022-2023 (FY23) Tuition Contracts with Morris Union Jointure Commission**

RESOLVED, upon the recommendation of the Superintendent, the Holland Township Board of Education approves the attached tuition contracts with Morris Union Jointure Commission to provide Special Education Services to SID #4501568792 for the 2022-2023 school year.

Tuition \$99, 824.

**11. Approve 2022-2023 (FY23) Full-Time Personal One-to-One Teacher Assistant contract with Morris Union Jointure Commission.**

RESOLVED, upon the recommendation of the Superintendent, the Holland Township Board of Education approves the attached FY23 Personal One-to-One Teacher Assistant contract with Morris Union Jointure Commission. The Aide will be servicing SID# 4501568792. The total cost of the contract is \$72,727.00.

**12. Approve 2022-2023 (FY23) Hunterdon County Educational Services Commission (HCESC) Para-professional contract.**

RESOLVED, upon the recommendation of the Superintendent, the Holland Township Board of Education approves the attached FY23 with HCESC to provide Paraprofessional services to Holland Township school per terms and conditions of the attached contract.

**13. Approve 2022-2023 (FY23) Medical Assistant contract with Hunterdon County Educational Services Commission (HCESC).**

RESOLVED, upon the recommendation of the Superintendent, the Holland Township Board of Education approves the attached FY23 Medical Assistant contract with HCESC to provide Medical Assistant to Holland Township school per terms and conditions in attached contract.

**14. Approve 2022-2023 (FY23) Services and Rates from Hunterdon County Educational Services Commission (HCESC)**

RESOLVED, upon the recommendation of the Superintendent, the Holland Township Board of Education approves the attached FY23 contracts for the following: Case Manager and Public School Services

**15. Approve 2022-2023 (FY23) Prescription and Vision Plan Rates**

RESOLVED, upon the recommendation of the Superintendent, the Holland Township Board of Education, approves the attached FY23 Renewal of Prescription and Vision rates for the Holland Township School.

**16. Approve Special Education Receiving ES Tuition Contracts for Kingwood Township School District**

RESOLVED, upon the recommendation of the Superintendent, the Holland Township Board of Education approves receiving Special Education ES tuition contracts with Kingwood Township School .

Student SID 5763171500 .

Tuition \$22,272 for the 2022-2023 school year tuition

ESY \$2500.00

**17. Approve Corrective Action Plan (CAP)**

RESOLVED, that upon the recommendation of the Superintendent the Holland





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Township Board of Education approve the Corrective Action Plan (CAP) for FY21 Audit Findings.

**18. Accept NGPF Nearpod License Grant**

RESOLVED, upon the recommendation of the Superintendent, the Holland Township Board of Education accepts the NGPF Nearpod License Grant. The grant will enhance both Social Studies and Financial Literacy at Holland School.

**R. SUPPLEMENTARY MATTERS**

**S. COMMENTS: PUBLIC - GENERAL**

**T. ADJOURNMENT**

**1. Motion to Adjourn**

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 8:48.

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.