



Holland Township School

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

MINUTES

A. **CALL TO ORDER** – The meeting was called to order at 7:00.

B. **FLAG SALUTE**

C. **WELCOME**

D. **ROLL CALL**

Bartruff, Jr. – Present

Davis – Present

Hance – Present

Martin – Present (7:02)

McGuire – Present

Muller – Present

Walker – Present

7 Present, 0 Absent.

E. **WORKSHOP DISCUSSION ITEMS** - None

F. **CORRESPONDENCE/PRESENTATION** – New Jersey School Boards representative Gwen Thornton gave a presentation on Regionalization studies.

G. **CONSENT AGENDA - DISCUSSION ONLY** – Superintendent Stephanie Snyder led a discussion on the agenda items.

1. **Approval of Minutes**

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

October 11, 2022 Work Session Meeting Minutes

October 18, 2022 Regular Board Meeting Minutes

October 11, 2022 Work Session Executive Meeting Minutes

2. **Bill List**

Upon the recommendation of the Superintendent of Schools that the Board approve the Bill List dated November 22, 2022 check numbers ____ thru ____ in the amount of

_____.

3. **Finance**

1) Upon the recommendation of the Superintendent of Schools, the Board approve the transfers for the month ending September 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 certificate that the Superintendent, Stephanie Snyder, recommends that the Board of Education accept



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the monthly financial reports of the Board Secretary and the Treasurer of School Moneys for the months ending September 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, 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 September 31, 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.

H. COMMENTS: PUBLIC - AGENDA ITEMS ONLY - None

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.

I. 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 October 6, 2022 - November 8, 2022 and affirms the actions of the administration. (1 investigation, 1 found to be HIB). (School Year 2022-2023 2 total investigations, 1 found to be HIB)

2. Approve QSAC Equivalency Application

RESOLVED that upon the recommendation of the Superintendent the Holland Township Board of Education approves the New Jersey Department of Education Equivalency Application N.J.A.C. 6A:5. for the Quality Single Accountability Continuum (QSAC) District Performance Review (DPR).

3. Approve IPM Plan and Policy

RESOLVED that upon the recommendation of the Superintendent the Holland Township Board of Education approves the School Integrated Pest Management Plan and Policy for the 2022-2023 school year.

4. Approve Field Trips

RESOLVED that upon the recommendation of the Superintendent the Holland Township Board of Education approves the following field trips for the 2022-2023 School Year:

- Tournament of Champions - Del Val High School
- Grades 6-8 - Camp Bernie
- 8th Grade - Del Val High School

5. Approve School Safety and Security Plan Annual Review Statement of Assurance

RESOLVED that upon the recommendation of the Superintendent the Holland



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Township Board of Education approves the School Safety and Security Plan Annual Review Statement of Assurance for the 2022-2023 school year. The School Safety and Security Plan Annual Review Statement of Assurance will be submitted to the County Office of Education.

6. Approve Revised HTS Health, Safety, and Learning Environment Protocols

RESOLVED that upon the recommendation of the Superintendent the Holland Township Board of Education approves the Revised Health, Safety, and Learning Environment Protocols for the 2022-2023 school year

7. APPROVE SMEKENS EDUCATION SOLUTION

RESOLVED that upon the recommendation of the Superintendent the Holland Township Board of Education approves Smekens Education Solutions, Inc, (Remote Coaching) for staff Professional Development for the 2022-2023 school year, not to exceed \$2,600.

J. PERSONNEL - DISCUSSION ONLY

1. Approve Student Teacher

RESOLVED that upon the recommendation of the Superintendent the Holland Township Board of Education approves Geena Basile as a student teacher (Clinical Practice) from Indiana University of Pennsylvania for one semester starting January 2023. Ms. Basile will split her time between Ms. Stow and Ms. Branosky.

2. Accept Resignation

RESOLVED that upon the recommendation of the Superintendent the Holland Township Board of Education accepts with regret the resignation of Employee #551 effective June 30, 2023 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 #1877 effective retroactive November 4, 2022.

4. Approve Volunteer

RESOLVED that upon the recommendation of the Superintendent the Holland Township Board of Education approves Isa Knapp as a volunteer to assist Alexandra Raulf (Coach) with the Girls Basketball Team.

5. Approve Substitutes

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

•John Croasdale: Custodian

6. 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 2022/2023 school year as per negotiated contract. Pending Student Involvement and completion of season:

Position/Staff Member Local #/Stipend

Boys Lacrosse - Tom Weaver/\$2,155 (pending criminal history)

Baseball - Patrick Wynne/\$2,155

7. Approve Waiver of Stipend



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WHEREAS, Frank Simini, Girls' Volleyball Coach, has made it known to the Holland Township Board of Education his desire to waive the \$2,155 stipend for the position; and

WHEREAS, Frank Simini has requested that the stipend be redirected half to the volley program at Holland to support any needed equipment such as balls, training aids, etc. and the other half to Ms. Jessika Beahm (volunteer),

NOW, THEREFORE, BE IT RESOLVED that the Holland Township Board of Education approves the waiver of stipend request from Girls' Volleyball coach Frank Simini and the \$2,155 stipend be used half to support any needed equipment such as balls, training aids, etc. and the other half to Ms. Jessika Beahm.

8. Approve Home Instruction

RESOLVED that upon the recommendation of the Superintendent the Holland Township Board of Education approves Ms. Rosemary Carnali as Home Instruction Tutor on an as needed basis for the 2022-2023 school year at an hourly rate of \$47.88.

K. POLICY - DISCUSSION ONLY

L. FINANCE AND FACILITIES - DISCUSSION ONLY

1. Increase Substitute Rates

RESOLVED upon the recommendation of the Superintendent the Holland Township Board of Educations increases the following substitute rates effective November 28, 2022:

- Custodian Rate to \$18 per hour
- Teacher/Aide: \$140 full day
- Teacher/Aide: \$70 1/2 day

M. SUPPLEMENTARY MATTERS – The Board discussed the following items:

1. General – Staff breakfast on 12/23/22.
2. Budget
 - a. HVAC
 - b. Safety Upgrade Elementary Playground Equipment
3. Building & Grounds Report - October 2022
4. 2023-2024 School Calendar

N. 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.

O. 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



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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. Bartruff, upon the recommendation of the Superintendent of Schools the Holland Board of Education enter Executive Session at 8:18 to discuss Personnel Matters and Purchase Property.

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 9:02.

P. ADJOURNMENT

1. **Motion to Adjourn**

Motion made by Mr. Muller, seconded by Mr. Walker, upon the recommendation of the Superintendent of Schools that the Holland Board of Education adjourn the meeting at 9:03.

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.