



Holland Township School

Work Session
September 20, 2022, 7:00 PM
Holland Township School - Auditorium
710 Milford Warren Glen Road
Milford, NJ 8848

MINUTES

A. **CALL TO ORDER** – Board President Matt Davis called the meeting to order at 7:03.

B. **FLAG SALUTE**

C. **WELCOME**

D. **ROLL CALL**

Bartruff, Jr. – Present

Davis – Present

Hance – Present

Martin – Present

McGuire

Muller

Walker – Present (*arrived 7:07*)

E. **School Ethics Commission Resolution of Suspension I/M/O Matthew Walker**

Whereas, Matthew Walker (Respondent) is a school official, as defined in the School Ethics Act (Act), serving as a member of the Township of Holland Board of Education (Board), located in Hunterdon County, at all times relevant to the matter at issue in the above-captioned matter; and

Whereas, by amended decision dated June 28, 2022, the School Ethics Commission (Commission) found that Respondent failed to comply with the annual training mandate (deadline was December 31, 2021) in violation of N.J.S.A. 18A:12-33 and N.J.A.C. 6A:28-4.1; and

Whereas, the Commission recommended that the Commissioner of Education impose a penalty of removal, with such removal to become effective immediately upon adoption by the Commissioner of Education. However, if Respondent completed training before the Commissioner of Education adopted a final decision (which was forty-five (45) days after the Commission's decision was mailed), then the Commission recommended that the Commissioner of Education, in lieu of removal, impose a thirty (30) day suspension, with such suspension to become effective immediately upon adoption by the Commissioner of Education; and

Whereas, following issuance of the Commission's June 28, 2022, amended decision, Respondent completed mandated training; and

Whereas, by decision dated August 12, 2022, the Commissioner of Education found that Respondent failed to timely honor an obligation placed upon board of education members by law, concurred with the penalty recommended by the Commission, and ordered a thirty (30) day suspension from the Board; and

Whereas, N.J.A.C. 6A:28-10.12(d) provides that, for a penalty of censure, suspension or



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removal, a Resolution shall be adopted at the Commission’s next meeting following issuance of the Commissioner’s decision, and the Resolution shall be read at the next public meeting of the Board following its adoption, and shall be posted in such places as the Board posts its public notices for a period of no less than thirty (30) days; and

Now Therefore Be It Resolved that the Commission adopts this Resolution stating that Respondent is hereby SUSPENDED FOR THIRTY DAYS (from August 12, 2022, through September 11, 2022) for having been found to have violated N.J.S.A. 18A:12-33 of the Act, and its implementing regulation, namely N.J.A.C. 6A:28-4.1; and

Be It Further Resolved that the Board is ordered to read this Resolution at its next regularly scheduled public meeting, and to post it in such places as the Board posts its public notices for a period of no less than thirty (30) days.

Be It Further Resolved, that the Board shall provide the Commission with the minutes, once adopted, from the meeting at which it reads the within Resolution.

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
- 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. Bartroff, upon the recommendation of the Superintendent of Schools the Holland Board of Education enter Executive Session at 7:08 to discuss School/Public Security.

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 8:16.

H. CONSENT AGENDA - DISCUSSION ONLY



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1. Approval of Minutes

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

August 16, 2022 Work Session Meeting Minutes

August 16, 2022 Executive Work Session Meeting Minutes

August 23, 2022 Regular Board Meeting Minutes

August 23, 2022 Executive Regular Session Meeting Minutes _

February 15, 2022 Work Session Meeting Minutes (Amended)

February 22, 2022 Regular Board Meeting Minutes (Amended)

March 15, 2022 Work Session Meeting Minutes (Amended)

2. Bill List

Upon the recommendation of the Superintendent of Schools, the Board approve the Bills List dated :

August 31, 2022 check number NO831 in the amount of \$58,218.10

September 27, 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 July 31, 2022 and August 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 certificate, 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 July 31, 2022 and August 31, 2022 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 July 30, 2022 and August 31, 2022 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.

- Employee #1604/The Dyslexia Foundation Fall Conference/Virtual/ October 14, 2022/\$175 Registration
- Employee #634/Strategies to Support Students w Reading & Language Deficits/Virtual/\$279 Registration
- Matthew Walker: 10/24/22-10/26/22, NJ School Boards Conference, Atlantic City, Registration, Hotel, Tolls, Parking, Mileage



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- James Muller: 10/24/22-10/26/22, NJ School Boards Conference, Atlantic City, Registration, Hotel, Tolls, Parking, Mileage

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.

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

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 August 12, 2022 – September 15, 2022, and affirms the actions of the administration. (0 investigation, 0 found to be HIB)

2. Approve Week of Respect - October 3-7, 2022

RESOLVED that upon the recommendation of the Superintendent the Holland Township Board of Education declares the week of October 3-7, 2022 as Week of Respect.

3. Approve School Violence Awareness Week - October 17-21, 2022

RESOLVED that upon the recommendation of the Superintendent the Holland Township Board of Education declares the week of October 17-21, 2022 as School Violence Awareness Week.

4. Approve Red Ribbon Week - October 24-28, 2022

RESOLVED that upon the recommendation of the Superintendent the Holland Township Board of Education declares the week of October 24-28, 2022 as Red Ribbon Week.

5. Approve American Education Week - November 14-18, 2022

RESOLVED that upon the recommendation of the Superintendent the Holland Township Board of Education declares the week of November 14-18, 2022 as American Education Week

6. Approve Paul J. Di Sarro Music Scholarship

RESOLVED that upon the recommendation of the Superintendent the Holland Township Board of Education accepts the Paul J. DiSarro Music Scholarship in the amount of \$2,000 to be applied towards summer camp 2022. The Board recognizes and thanks the Di Sarro family for their continued and generous support of our school district.

7. Approve Annual HIB Self-Assessment

RESOLVED that upon the recommendation of the Superintendent the Holland Township Board of Education approves the Annual HIB Self-Assessment for the 2021-2022 school year.

K. PERSONNEL - DISCUSSION ONLY



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1. 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:

- David Syring: Teacher/Aide
- Samantha Lebelt: Teacher/Aide

2. Approve Staff Members for Detention

RESOLVED that upon the recommendation of the Superintendent the Holland Township Board of Education approves all employed teachers to act as chaperons for Detention as per the negotiated contract for the 2022-2023 school year.

3. 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

Yearbook Co Adviser - Employee #567//\$1,604.50 (to replace Employee #551)

Chorale - Former Employee #559/\$2,004

Choir - Former Employee #559/\$2,004

4. Approve Volunteer

RESOLVED that upon the recommendation of the Superintendent the Holland Township Board of Education approves Employee #2201 as a volunteer to assist Frank Simini(Coach) with Volleyball Team.

5. Approve Department Chairpersons

RESOLVED that upon the recommendation of the Superintendent the Holland Township Board of Education approves the following staff as Department Chairpersons, for the 2022/2023 school year as per negotiated contract.

Department/Staff Member/Stipend

Language Arts Literacy/Employee #521/\$1,670

Mathematics K-8/Employee #551/\$1,670

Physical Education K-8/Employee #573/\$1,670

Social Studies/Financial Literacy/Civics K-8/Employee #577/\$1,670

Visual /Performing Arts/Dance K-8/Employee #303/\$1,670

6. Approve Media Center Volunteers

RESOLVED that upon the recommendation of the Superintendent the Holland Township Board of Education approves the following as Media Center Volunteers fo the 2022-2023 school year:

- Mary Wiklanski
- Lindsey McDonald
- Megan Simini
- Maira Fajardo
- Jena Detore



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- Tomasina McGuire
- Megan Davis
- Varlene Herrington
- Margareta Dubalari
- Heather Lykes
- Samantha Grundstrom
- Teresa Rapatski

7. Approve Mentors

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

- Mentor - Employee #1841/Mentee Employee #2201
- Mentor - Employee #521/Mentee Employee #2202
- Mentor - Employee #549/Mentee Employee #2203
- Mentor - Employee #1604/Mentee Employee #2204
- Mentor - Employee #528/Mentee Employee #2207

8. FURTHER RESOLVED, payments to the mentor and payroll deductions will be processed as per the guidelines in the 2022-2023 Mentoring Plan.

9. Approve Student Teacher

RESOLVED that upon the recommendation of the Superintendent the Holland Township Board of Education approves Lisa MacKinnon as a student teacher (Clinical Practice) from Ramapo College.

L. 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::

- P0163 (Quorum)
- P1511 (Board of Education Website Accessibility)
- P2415 (Every Student Succeeds Act)
- P&R2432 (School Sponsored Publications)
- Abolished • P&R5513 (Care of School Property)
- P5517 (School District Issued Student Identification)
- P5440 (Honoring Pupil Achievement)
- P5722 (Student Journalism)

M. FINANCE AND FACILITIES - DISCUSSION ONLY

1. APPROVE PRESCHOOL TUITION CONTRACTS FOR THE 2022-2023 SCHOOL YEAR

RESOLVED, that upon the recommendation of the Superintendent, the Holland Township Board of Education approves the following Preschool parent paid tuition contracts and accepts the following Preschool students for the 2022-2023 school year.

2. Approve Food Service Management Company Contract for 2022-2023 School Year



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RESOLVED, upon the recommendation of the Superintendent, that the Holland Township Board of Education award and approve the contract with Maschio's Food Service Inc. to provide food service for the 2022-2023 school year. The Management and Administrative fee for the 22-23 school year will be \$9803.85 payable in 10 monthly installments of \$980.38 for the contract period September 1, 2022 thru June 30, 2023. Be it further resolved, Mashio's guarantees a loss not to exceed \$10, 000.00 including the management fee for the contract period.

3. Approve Joint 2022-2023 School Related Activities Joint Transportation

Agreement

RESOLVED, upon the recommendation of the Superintendent, the Holland Township Board of Education approves the revised 2022-2023 Joint transportation agreement between the Holland Township Board of Education and the Delaware Valley Regional High School District in the amount of \$553,611.00.

- HO1 \$43,664
- HO2 \$41,902
- HO3 \$44,140
- HO4 \$39,295
- HO5 \$42,128
- HO6 \$44,420
- HO7 \$45,461
- HO8 \$43,764
- HO9 \$39,140
- H10 \$56,852
- HSE01 \$17,499
- HESO2 \$64,007 New Providence
- HES03 \$31,339 Katzenbach

Along with the joint agreement for School Related Activities
 Athletic Trips first 60 miles are billed at \$2.75 per mile and an additional \$1.45 per mile
 Drive: First hour \$68 hour additional \$34 per additional hour
 No minimum charges assessed
 Class Trips mileage billed at \$2.75 per mile
 Drive: First hour \$68 hour billed at \$34 per additional hour

4. Accept 2021-2022 School Alliance Insurance Fund (SAIF) Safety Incentive Program Reward

RESOLVED upon the recommendation of the Superintendent, the Holland Township Board of Education accepts the 2021-2022 Safety Incentive Program Award of \$1,500.00. The district will receive a credit of the same towards our 2022-2023 assessment.

N. SUPPLEMENTARY MATTERS

Superintendent Stephanie Snyder and Board President Matt Davis led a discussion on the potential of using ESSER funds for a Type III officer. Mr. Davis also discussed a calendar of future discussions for the Board.

O. COMMENTS: PUBLIC - GENERAL



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P. **ADJOURNMENT**

1. **Motion to Adjourn**

Motion made by Mr. Davis, seconded by Ms. Hance, upon the recommendation of the Superintendent of Schools that the Holland Board of Education adjourn the meeting at 8:45.

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.