



Holland Township School

Work Session
September 21, 2021, 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

Hackmann

Hance - Present

McGuire – Present

Muller - Present

Schilder - Present

Walker

4 members present, 3 members absent.

E. WORKSHOP DISCUSSION ITEMS

F. CONSENT AGENDA - DISCUSSION ONLY

1. Approval of Minutes

Upon the recommendation of the Superintendent of Schools that the Board approve the Regular minutes of August 17, 2021 and August 24, 2021.

2. Bill List

Upon the recommendation of the Superintendent of Schools that the Board approve the Bill List dated August 31, 2021 check number NO831 in the amount of \$55,259.72.

3. Finance

1) Upon the recommendation of the Superintendent of Schools that the Board approve the transfers for the month ending July 31, 2021 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 July 31, 2021 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



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required by N.J.A.C. 6:20-2.13(d), that no line item account has been over expended as of July 31, 2021 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.

- Carrie Grundhauser/NJ Science Convention/Princeton, NJ /October 2021/Registration Fee \$180 + Mileage
- Stephanie Snyder/Special Education Directors' Toolkit/November 19, 2021/Virtual/Registration Fee \$150
- Jennifer Leap/LGBTQ Youth/October 19, 2021, Webinar, \$119.99
- Kristen Deniz/LGBTQ Youth/October 19, 2021, Webinar, \$119.99

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 August 12, 2021 – September 17, 2021, and affirms the actions of the administration. (0 investigation, 0 found to be HIB).

2. Approve Week of Respect - October 4-8, 2021

RESOLVED that upon the recommendation of the Superintendent the Holland Township Board of Education declares the week of October 4-8, 2021 as Week of Respect.

3. Approve School Violence Awareness Week - October 18-22, 2021

RESOLVED that upon the recommendation of the Superintendent the Holland Township Board of Education declares the week of October 18-22, 2021 as School Violence Awareness Week

4. Approve Red Ribbon Week - October 25-30, 2021

RESOLVED that upon the recommendation of the Superintendent the Holland Township Board of Education declares the week of October 25-30, 2021 as Red Ribbon Week

5. Approve American Education Week - November 15-19, 2021

RESOLVED that upon the recommendation of the Superintendent the Holland Township Board of Education declares the week of November 15-19, 2021 as American Education Week



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6. Approve Emergency Management and Response Plan

RESOLVED that upon the recommendation of the Superintendent the Holland Township Board of Education approves the Emergency Management and Response Plan for the 2021 -2022 school year.

7. Approve Professional Services

RESOLVED upon the recommendation of the Superintendent the Holland Township Board of Education approves professional services provided by the following for the 2021-2022 school year:

- Pediatric Neuropsychology:
 - Morris Psychological Group, P.A. - Estimated Fee of \$3,800 per evaluation

8. Accepts 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 2021. The Board recognizes and thanks the Di Sarro family for their continued and generous support of our school district

9. Approve and Accept Submission

RESOLVED, upon the recommendation of the Superintendent the Holland Township Board of Education approves and accepts the submission of ARP IDEA Application.

I. PERSONNEL - DISCUSSION ONLY

1. Approve Substitutes

RESOLVED that upon the recommendation of the Superintendent the Holland Township

Board of Education approves the following substitutes for the 2021-2022 school year:

- April Walker: Teacher/Aide/Cafeteria Aide
- Dana Stem: Aide/Cafeteria 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 chaperones for Detention as per the negotiated contract for the 2021-2022 school year.

3. 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 September 13, 2021 and ending on or about December 13, 2021.

Ms. Dell will be paid as follows: Regular per diem substitute rate of \$110.00 per day for 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 2020-2021 HTEA salary guide (\$263.90) (Subject to adjustment after settlement of contract)



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4. Approve Increase Cafeteria Aides Hours

RESOLVED that upon the recommendation of the Superintendent the Holland Township Board of Education approves the increase in hours for Lana Templeton, Jessica Theesfeld and Sherry Scott as Cafeteria Aides for the 2021-2022 school year on an as needed basis retroactive to September 15, 2021.

Further RESOLVED, Ms. Templeton, Ms. Theesfeld and Ms. Scott will complete timesheets for any additional time.

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 staff as extra and co-curricular activities directors, for the 2021/2022 school year as per negotiated contract (rate are subject to adjustment after settlement of contract) Pending Student Involvement and completion of season:

Position/Staff Member/Stipend

Volleyball: Isabella Caftro/\$2,155 (Replaces Dana Stem's BOE Approval of 8/24/21)

6. Approve Volunteer

RESOLVED that upon the recommendation of the Superintendent the Holland Township Board of Education approves Alan Harvey as a volunteer to assist Mr. Chris Croasdale (Coach) with Girls Soccer Team.

7. Approve Unpaid NJFLA/NJFLIA Leave

RESOLVED that upon the recommendation of the Superintendent the Holland Township Board of Education approves Lisa Nolan's request for unpaid NJFLA/NJFLIA leave beginning on or about September 7, 2021 not to exceed 12 weeks on an intermittent basis.

8. 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 2021/2022 school year as per negotiated contract (subject to adjustment after settlement of contract):

Department/Staff Member/Stipend

Mathematics K-8/Sarah Tainow and Stephanie Kane/\$1,670 (Split Position)

Physical Education K-8/Betsy Nush/\$1,670

Science K-8/Carolyn Grundhauser/\$1,670

Social Studies/Financial Literacy/Civics K-8/Sandra Ozgar/\$1,670

Visual /Performing Arts/Dance K-8/Tom Welsh/\$1,670

9. 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 2021-2022 school year at an hourly rate of \$47.88 (rate subject to be adjusted after settlement of contract).

10. 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 for the 2021-2022 school year:

- Mary Carpenter



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- Mary Wiklanski
- Christina Heilig
- Misty Lapham
- Liz Rogers

11. Approve Unpaid Day

RESOLVED that upon the recommendation of the Superintendent the Holland Township Board of Education approves Michael Yard for one (1) unpaid day, Monday, September 20, 2021.

FURTHER RESOLVED that the following payroll check for Michael Yard will be deducted for his one (1) unpaid day for Monday, September 20, 2021.

J. POLICY - DISCUSSION ONLY

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:

- P 1648 Restart and Recovery Plan (M) (Abolished)
- P 1648.02 Remote Learning Options for Families (M) (Abolished)
- P 1648.03 Restart and Recovery Plan – Full-Time Remote **Instruction (M) (Abolished)**
- P 1648.11 The Road Forward COVID-19 – Health and Safety (M) (New)
- P 1648.13 School Employee Vaccination Requirements
- P 2422 Comprehensive Health and Physical Education (M) (Revised)
- P 2467 Surrogate Parents and Resource Family Parents (M) (Revised)
- P 5111 Eligibility of Resident/Nonresident Students (M) (Revised)
- P 5114 Children Displaced by Domestic Violence (Abolished)
- P 5116 Education of Homeless Children (Revised)
- **P 6115.01 Federal Awards/Funds Internal Controls – Allowability of Costs (M) (New)**
- P 6115.02 Federal Awards/Funds Internal Controls – Mandatory **Disclosures (M) (New)**
- P 6115.03 Federal Awards/Funds Internal Controls – Conflict of **Interest (M) (New)**
- P 6311 Contracts for Goods or Services Funded by Federal **Grants (M) (Revised)**
- P & R 7432 Eye Protection (M) (Revised)
- P 8420 Emergency and Crisis Situations (M) (Revised)
- R 8420.1 Fire and Fire Drills (M) (Revised)
- P 8540 School Nutrition Programs (M) (Revised)
- P 8550 Meal Charges/Outstanding Food Service Bill (M)(Revised)
- P 8600 Student Transportation (M) (Revised)
- P 8810 Religious Holidays (Abolished)



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K. FINANCE AND FACILITIES - DISCUSSION ONLY

1. APPROVE PRESCHOOL TUITION CONTRACTS FOR THE 2021-2022 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 2020-2021 school year.

L. SUPPLEMENTARY MATTERS

Superintendent Stephanie Snyder spoke to the Board about the Start Strong Assessments, maternity leaves, the American Rescue Plan, and the transportation consortium.

M. COMMENTS: PUBLIC – GENERAL

An online commentator addressed the mask mandate and requested the Board take steps to have them removed. Superintendent Stephanie Snyder pointed out this is an Executive Order from the Governor and parents can contact their political representation about the Executive Order.

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. Muller, seconded by Ms. Hance, upon the recommendation of the



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Superintendent of Schools the Holland Board of Education enter Executive Session at 7:38 to discuss Personnel Matters and Pending, Ongoing, or Anticipated Litigation.

Mr. Walker arrived at 7:51.

2. Motion to Enter Public Session.

Motion made by Ms. Hance, seconded by Mr. Walker, upon the recommendation of the Superintendent of Schools the Holland Board return to Open Session at 8:09.

O. ADJOURNMENT

1. Motion to Adjourn

Motion made by Ms. Hance, seconded by Mr. Walker, upon the recommendation of the Superintendent of Schools that the Holland Board of Education adjourn the meeting at 8:10.

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.

Respectfully Submitted,

Jack Trent
Business Administrator/ Board Secretary