

HOLLAND TOWNSHIP SCHOOL DISTRICT

Work Session
February 20, 2024, 7:00 PM
Holland Township School - Auditorium
710 Milford Warren Glen Road
Milford, NJ 8848

Meeting Minutes

A. CALL TO ORDER Matt Davis 7:01 pm

B. FLAG SALUTE

C. WELCOME

D. ROLL CALL

Davis: Present

Friend: Present

Giovannetti: Present

Hance: Present

Moustakas: Present

Muller: Present

Walker: Zoom Entered live 8:15 pm

E. WORKSHOP DISCUSSION ITEMS

F. 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

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- 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 **7:02 pm** to discuss invasion of individual privacy employee or student.

Ayes 7 0 Nays

2. Motion to Enter Public Session

Motion made by **Mr. Davis**, seconded by **Mrs.Hance**, upon the recommendation of the Superintendent of Schools the Holland Board return to Open Session at **7:58 pm**.

Ayes 7 0 Nays

G. CONSENT AGENDA - DISCUSSION ONLY

Motion made by _____, seconded by _____, upon the recommendation of the Superintendent of Schools that the Holland Township Board of Education approve the consent agenda as follows:

Roll Call Vote:

Friend _____ Giovannetti _____ Hance _____ Muller _____ Walker _____ Moustakas _____
Davis _____

1. Approval of Minutes

Upon the recommendation of the Superintendent of Schools, that the Board approve the minutes of the:

January 23, 2024 Regular Board Meeting Minutes

January 23, 2024, Executive Session Meeting Minutes

2. Bill List

Upon the recommendation of the Superintendent of Schools, that the Board approve the Bill List dated January 24, 2024 to February 27, 2024, check numbers _____ thru _____ in the amount of _____

3. Finance

1) Upon the recommendation of the Superintendent of Schools that the Board approve the transfers for the month ending December 31, 2023 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

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Moneys for the months ending December 31, 2023 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 over expended 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, Teresa O'Brien certification as required by N.J.A.C. 6:20-2.13(d), that no line item account has been over expended as of December 31, 2023 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.

- Eric Carr/"I Love U Guys Foundation" Regional Exercise (REX)/Raritan Valley Community College/March 27, 2024 and March 28, 28, 2024/Mileage \$50.29
- Stephanie Snyder/"I Love U Guys Foundation" Regional Exercise (REX)/Raritan Valley Community College/March 27, 2024 and March 28, 28, 2024
- Alan DiEsso/"I Love U Guys Foundation" Regional Exercise (REX)/Raritan Valley Community College/March 27, 2024 and March 28, 28, 2024

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

Motion made by __, seconded by __, to approve the following items:

Roll Call Vote:

Friend____Giovannetti____Hance____Muller____Walker____Moustakas____
Davis____

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 January 18, 2024 - February 14, 2024 and affirms the actions of the administration. (0 investigation, 0 found to be HIB). (School Year 2023-2024 9 total investigations, 4 found to be HIB)

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2. Approve Athletic Schedule

RESOLVED that upon the recommendation of the Superintendent the Holland Township Board of Education approves the Softball and Baseball schedules for the 2023-2024 school year. The schedules are subject to change due to rescheduling and post season competition.

3. Approve Revised 2023-2024 School Year Calendar

RESOLVED that upon the recommendation of the Superintendent the Holland Township Board of Education approves the revised 2023-2024 school year calendar.
Add early dismissal to calendar Mach 15, 2024

J. PERSONNEL

Motion made by ____, seconded by ____, to approve the following items:

Roll Call Vote:

Friend____Giovannetti____Hance____Muller____Walker____Moustakas____
Davis_____

1. Approve Substitutes

RESOLVED that upon the recommendation of the Superintendent the Holland Township Board of Education approves the following substitutes for the 2023-2024 school year:

- Nancy Holzworth/Custodian
- Carter Gordon/Custodian

2. Approve Maternity Leave/NJ Family Leave Insurance Program/FMLA/NJ Family Leave Act

RESOLVED that upon the recommendation of the Superintendent the Holland Township Board of Education approves Employee #1519 maternity leave utilizing FMLA/NJFLA starting on or about August 22, 2024 for the maximum allowable time.

Employee #1519 will utilize 3 Personal and 3 Family Illness Days prior to her leave.

Employee #1519 will then go on unpaid leave for the remaining 2024/2025 school year with a return to work date on the first day for staff for the 2025/2026 school year.

3. Approve Maternity Leave/NJ Family Leave Insurance Program/FMLA/NJ Family Leave Act

RESOLVED that upon the recommendation of the Superintendent the Holland Township Board of Education approves Employee #1854 maternity leave utilizing FMLA/NJFLA starting on or about May 17, 2024 until the end of the school year

4. Approve Additional Hours

RESOLVED that upon the recommendation of the Superintendent the Holland Township Board of Education approves a maximum of 10 additional hours for Mr. Craig

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Lerch as Chorus/Choir Director needed for the Del Val Art's Festival at an hourly rate of \$58.94.

5. Approve Student Observer

RESOLVED that upon the recommendation of the Superintendent the Holland Township Board of Education approves Jessica Huber as a student observer (Clinical Practice) from Commonwealth University of Pennsylvania in Nicole Carr's Kindergarten classroom.

6. Approve Contract Termination Notice

RESOLVED that upon the recommendation of the Superintendent the Holland Township Board of Education approves the contract termination of Employee #2302 effective May 14, 2024, which includes 60 days' notice per terms of contract

7. Approve Movement on Salary Guide

RESOLVED that upon the recommendation of the Superintendent the Holland Township Board of Education approves Employee #603 movement on the salary guide from 21BA+15 (\$76,310) to 21MA (\$80,698) retroactive to February 1, 2024 as per HTEA Contract.

8. Approve Movement on Salary Guide

RESOLVED that upon the recommendation of the Superintendent the Holland Township Board of Education approves Employee #549 movement on the salary guide from 18BA+15 (\$70,145) to 18MA (\$74,533) retroactive to February 1, 2024 as per HTEA Contract.

K. POLICY - DISCUSSION ONLY - None

Motion made by ____, seconded by ____, to approve the following items:

Roll Call Vote:

Friend____Giovannetti____Hance____Muller____Walker____Moustakas____
Davis____

L. FINANCE AND FACILITIES - DISCUSSION ONLY

Motion made by ____, seconded by ____, to approve the following items:

Roll Call Vote:

Friend____Giovannetti____Hance____Muller____Walker____Moustakas____
Davis____

1. Approve 23-24 Receiving Autistic Tuition Contract with Milford School

RESOLVED, upon the recommendation of the Superintendent, the Holland Township Board of Education approves a tuition contract to receive a student into the Autism Program from Milford Public School effective January 17, 2024 for the remaining 2023-2024 school year for student #SID1711212291.
Tuition cost is \$23,220.00 (prorated on \$38,700)

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Special Education Aide with benefits \$24,250.08
Total \$47,470.08.

2. Approve Joint Transportation 2023-2024 Agreement for HTS Midday PreK and For Keeps Program Runs

RESOLVED, upon the recommendation of the Superintendent, the Holland Township Board of Education approves the 23-24 joint transportation agreement between the Holland Township Board of Education and the Delaware Valley Regional High School District for the amount of \$42,694.40.

HPKA \$16,601

HSE04 \$26,096.40

3. Designate Capital Reserve Funds

Motion to designate \$316,541 of Capital Reserve Funds for the local share of State Project #2220-060-23-R501, HVAC System Upgrades.

4. Accept Final Eligible Costs – HVAC project Upgrades

Whereas, the New Jersey Department of Education has determined that State Project #2220-060-23-R501, HVAC System Upgrades in the amount of \$516,700 qualifies as a school facilities project eligible for State support under the Regular Operating District Grant pursuant to the Educational Facilities Construction and Financing Act, P.L. 2000, c. 72 and the New Jersey Department of Education implementing regulations at N.J.A.C. 6A:26-1 et seq.; and

Whereas, the New Jersey Department of Education has approved Final Eligible Costs for this project to be calculated at the District's Aid Percentage (DAP) of 4.0043% or 40.000%, whichever is greater.

Therefore, the Holland Township Board of Education, accepts State Share Final Eligible Costs of \$206,680, and agrees to locally fund the excess costs; and

Whereas, the Holland Township Board of Education has selected to construct the school facilities project #2220-060-23-R501, HVAC System Upgrades; and

Therefore, Be It Resolved, the Holland Township Board of Education elects State funding support in the form of a Grant for State Project #2220-00-23-R501, HVAC Project Upgrades.

5. Execute Grant Agreement

Motion that the Holland Township Board of Education approve "Authorizing execution and delivery of the Grant Agreement ", Section 15, in the amount of \$206,680 for the School Facilities Project #2220-060-23-R501 for the purpose of

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HVAC System Upgrades.

6. Delegation of Authority

Motion that the Holland Township Board of Education approve the "Delegation of Authority" to Teresa O'Brien, Business Administrator, for supervision of the School Facilities Project #2220-060-23-R501, HVAC Project Systems.

7. Approve Special Education Medicaid Initiative (SEMI) Program Waiver

Motion to approve the following resolution requesting a waiver of requirements for the Special Education Medicaid Initiative (SEMI) Program

WHEREAS, N.J.A.C. 6A:23A-5.3 provides that a school district may request a waiver of compliance with respect to the district's participation in the Special Education Medicaid Initiative (SEMI) Program for the 2024-2025; and

WHEREAS the Holland Township Board of Education desires to apply for this waiver due to the fact that it projects having fewer than 40 Medicaid eligible classified students 2024-2025 budget year;

NOW THEREFORE BE IT RESOLVED that the Holland Township School Board of Education hereby authorizes the Superintendent to submit to the Executive County Superintendent of Schools in the County of Hunterdon an appropriate waiver of the requirements of NJAC 6A23A-5.3 for the 2024-2025 school year.

8. Award Bid to Ben Shaffer Recreation Inc

Motion to award a contract to Ben Shaffer Recreation, Inc. to furnish and install a playground for children ages 2-5 in accordance with the Educational Services Commission of NJ Co-op #65MCESCCPS and funded by Preschool Expansion Aid as follows:

Bid #: ESCNJ 20/21-22 - Playground Structure/installed	\$58,240.28
Bid #: ESCNJ 20/21-02 – Wood carpet/installed	\$ 3,560.05
Total	\$61,800.33

9. Motion to Authorize

Motion to authorize the business administrator to use competitive contracting for the procurement of a Food Service Management Company in accordance with N.J.S.A. 18A:18A-4.1-4.5.

M. SUPPLEMENTARY MATTERS

1. Board Goals Update *Move to next meeting*
2. 2024 Board Appointments
Hunterdon County ESC Mr. Muller
Alternate: Mr. Walker

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*Hunterdon County School Boards Mrs. Hance
Alternate: Mr. Davis*

*New Jersey School Boards: Mr. Davis
Alternate: None*

*HTS PTO
Mr. Walker
Alternate: Mr. Friend*

3. 2024 Board Calendar
Rearrange time lines
4. Summer Enrichment Program
5. Community Outreach PTO/Town Committee

N. COMMENTS: PUBLIC – GENERAL- None

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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. Walker**, upon the recommendation of the Superintendent of Schools the Holland Board of Education enter Executive Session at **8:16 pm** to discuss Personnel and budget.

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 **9:30 pm**.

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 **9:30 pm**.

Ayes 7 Nays 0 Motion Carries

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,



Deborah Olah
Board Secretary