

# HOLLAND TOWNSHIP SCHOOL DISTRICT

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**Work Session**  
**November 21, 2023, 7:00 PM**  
**Holland Township School - Auditorium**  
**710 Milford Warren Glen Road**  
**Milford, NJ 8848**

## **Minutes**

**A. CALL TO ORDER 7:01pm Mr. Davis**

**B. FLAG SALUTE**

**C. WELCOME**

**D. ROLL CALL**

Davis Virtual  
Giovannetti Present  
Hance Present  
Martin Present  
Moustakas Present  
Muller Present  
Walker Present

**E. WORKSHOP DISCUSSION ITEMS**

**F. PRESENTATION**

1. Regionalization by Porzio Law Group

**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:**

Giovannetti \_\_\_\_\_ Martin \_\_\_ Moustakas \_\_\_ Muller \_\_\_ Walker \_\_\_\_\_ Hance \_\_\_\_\_ Davis \_\_\_\_\_

**1. Approval of Minutes**

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

October 10, 2023 Work Session Meeting Minutes  
October 10, 2023 Executive Work Session Meeting Minutes  
October 17, 2023 Regular Board Meeting Minutes  
October 17, 2023 Executive Regular Meeting Minutes

**2. Bill List**

Upon the recommendation of the Superintendent of Schools that the Board approve the Bill List dated November 28, 2023 check numbers \_\_\_\_\_ thru \_\_\_\_\_ in the amount of \_\_\_\_\_.

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### **3. Finance**

1) Upon the recommendation of the Superintendent of Schools, the Board approve the transfers for the month ending August,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 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 August 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 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, 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 August 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:

- Geena Basile/Comprehensive Intervention for English Language Learners with Language Disorders/Online/\$279 Registration
- Colleen Speth/Public WRS Advanced Strategies for MLS Group/Virtual (3 days)/\$710 Registration

### **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.

## **H. 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.

## **I. EDUCATION - DISCUSSION ONLY**

Motion made by \_\_\_\_, seconded by \_\_\_\_, to approve the following items:

### **Roll Call Vote:**

Giovannetti\_\_\_\_Martin\_\_\_\_Moustakas\_\_\_\_Muller\_\_\_\_Walker\_\_\_\_Hance\_\_\_\_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 October 3, 2023 -

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November 17, 2023 and affirms the actions of the administration. (X investigations, X found to be HIB). (School Year 2023-2024 X total investigations, X found to be HIB)

## **2. Approve Field Trips**

RESOLVED that upon the recommendation of the Superintendent the Holland Township Board of Education approves the following field trips:

- 6th - 8th Grade - Camp Bernie
- Middle LLD Class - Frenchtown Café, Frenchtown, NJ
- Grade 8 - Del Val High School
- Grades 2-4 (Band) - Del Val High School
- Grades 5-8 (Band) - Del Val High School
- Grades 5-8 (Band) - Music in The Parks
- Tournament of Champions - Del Val High School

## **J. PERSONNEL - DISCUSSION ONLY**

Motion made by \_\_\_\_, seconded by \_\_\_\_, to approve the following items:

### **Roll Call Vote:**

Giovanetti\_\_\_\_ Martin\_\_ Moustakas\_\_ Muller\_\_ Walker\_\_\_\_ Hance\_\_\_\_ 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:

- Scott Hirsch/Custodian
- Jessica Kile/Teacher

### **2. Approve Student Teacher**

RESOLVED that upon the recommendation of the Superintendent the Holland Township Board of Education approves Marissa Young as a student teacher (Clinical Practice) from Montclair State University for one semester starting September 2024. Ms. Young will spend her time with Ms. Branosky.

### **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 2023/2024 school year as per negotiated contract. Pending Student Involvement and completion of season:

#### Position/Staff Member/Stipend

Drama Club Assistant w/Matt Bigelii/\$2,347/Kaylee Qualteria

### **4. Accept Resignation**

RESOLVED that upon the recommendation of the Superintendent the Holland Township Board of Education accepts with regret the resignation of Employee #996 effective December 31, 2023 for purposes of retirement.

## **K. POLICY - DISCUSSION ONLY**

Motion made by \_\_\_\_, seconded by \_\_\_\_, to approve the following items:

### **Roll Call Vote:**

Giovanetti\_\_\_\_ Martin\_\_ Moustakas\_\_ Muller\_\_ Walker\_\_\_\_ Hance\_\_\_\_ Davis\_\_\_\_

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## 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:

- P8505 (Local Wellness Policy/Nutrient Standards for Meals and Other Foods)
- R92701 (Home Schooling and Equivalent Education)

## 2. Approve Second Reading and Adoption of Policy

RESOLVED that upon the recommendation of the Superintendent the Holland Township Board of Education approves the second reading and adoption of the following Policy:

- P1524 - School Leadership Councils (ABOLISHED)
- P2270 - Religion in the Schools
- P3161 - Examination for Cause
- P & R 3212 - Attendance
- P3324 - Right of Privacy
- P & R 3432 - Sick Leave (ABOLISHED)
- P4161 - Examination for Cause
- P & R 4212 - Attendance
- P4324 - Right of Privacy
- P & R 4432 - Sick Leave (ABOLISHED)
- P & R 5111 - Eligibility of Resident/Nonresident Students
- P & R 5116 - Education of Homeless Children and Youth
- P & R 5460 D2 - Bridge Year Pilot Program (ABOLISHED)
- P6361 - Relations With Vendors for Abbott Districts (ABOLISHED)
- P8540 - School Nutrition Programs (ABOLISHED)
- P8550 - Meal Charges/Outstanding Food Service Bill (ABOLISHED)

## L. FINANCE AND FACILITIES - DISCUSSION ONLY

Motion made by \_\_\_\_, seconded by \_\_\_\_, to approve the following items:

### Roll Call Vote:

Giovannetti\_\_\_\_ Martin\_\_ Moustakas\_\_ Muller\_\_ Walker\_\_\_\_ Hance\_\_\_\_ Davis\_\_\_\_\_

### 1. Approve Parette Somjen Architects, LLC Proposal

RESOLVED that upon the recommendation of the Superintendent the Holland Township Board of Education approves a proposal Parette Somjen Architects, LLC for professional architectural and engineering services for HVAC improvements in the lower level in the 1973 addition for a total amount of \$12,700.

### 2. Approve Withdraw from Capital Reserve

RESOLVED that upon the recommendation of the Superintendent the Holland Township Board of Education approves a withdraw from Capital Reserve in the amount of \$12,700 for professional engineering services for the HVAC Improvements to the lower level of the 1973 addition.

## M. SUPPLEMENTARY MATTERS

1. Long Range Facilities Plan
2. Facilities Report - October
3. 2024-2025 School Calendar

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4. Board Members discussed texting on cell phones during board meetings. Using chrome books for meetings again. Personal email should not be used only school email. Both texts and emails can be subject to OPRA requests.

## 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 activities or affairs are to be discussed would clearly be 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 **Mrs. Hance** seconded by **Mr. Muller**, upon the recommendation of the Superintendent of Schools the Holland Board of Education enter Executive Session at **8:42 pm** to discuss Personnel matters and invasion of Individual Privacy Employee or Student. 7-Aye 0-Nay

### 2. Motion to Enter Public Session

Motion made by **Mrs. Hance** seconded by **Mr. Muller**, upon the recommendation of the Superintendent of Schools the Holland Board return to Open Session at 9:32 pm.

7-Aye 0-Nay

## P. ADJOURNMENT

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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 9:32 pm. 7-Aye 0-Nay

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

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Board President Signature