



Holland Township School

Work Session
October 11, 2022, 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

Bartruff, Jr. – Present

Davis – Present

Hance – Present

Martin – Present

McGuire

Muller – Present

Walker – Present

6 Present, 1 Absent.

E. WORKSHOP DISCUSSION ITEMS

F. CONSENT AGENDA - DISCUSSION ONLY

1. Approval of Minutes

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

September 20, 2022 Work Session Meeting Minutes

September 20, 2022 Work Session Executive Meeting Minutes

September 27, 2022 Regular Board Meeting Minutes

September 27, 2022 Regular Board Meeting Executive Session Minutes

2. Bill List

Upon the recommendation of the Superintendent of Schools that the Board approve the Bill List dated October 18, 2022 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 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 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 _____ and she recommends in compliance



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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 _____ 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 he instructional needs of the School District or furthers the efficient operation of the School District, and is educationally necessary and fiscally prudent.

- Sandra Ozgar/October 10, 2022/ Middle School Civics Mandate Rutgers University/ Mileage
- Nicole Rasavage/October 20-21, 2022/ 40th Anniversary Autism Conference/Atlantic City, NJ

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

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.

No comments.

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 September 15, 2022 - October 6, 2022 and affirms the actions of the administration. (1 investigation, 0 found to be HIB).

2. Approve School Bus Emergency Evacuation Drill Statement

RESOLVED that the Holland Township Board of Education accepts the following statement for the School Bus Emergency Evacuation Drill as per 6A:27-11:2;

WHEREAS, on Thursday, October 20, 2022 (Raindate of Friday, October 21, 2022) the Holland Township School Principal, Mrs. Susan Wardell will oversee the school bus emergency evacuation drill for all bus routes. The drill will be held at approximately 2:20



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for both elementary school students and the middle school students in the front of the school at the bus unloading area.

3. Approve Nursing Service Plan

RESOLVED that upon the recommendation of the Superintendent the Holland Township Board of Education approves the Nursing Service Plan 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.:

- 1st Grade - Echo Hill Park
- 2nd Grade - Camp Tecumseh
- 5th Grade - RVCC Planetarium

5. Accept S.E.E.D. Donation

RESOLVED that upon the recommendation of the Superintendent the Holland Township Board of Education accepts the S.E.E.D. (Source for Excellence in Educational Development) Donation in the amount of \$400 to be applied towards 1st Grade's Dino Dig. The Board recognizes and thanks the S.E.E.D. (Source for Excellence in Educational Development) for their continued and generous support of our school district.

I. PERSONNEL - DISCUSSION ONLY

1. 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/Stipend

Girls Basketball - Alexandra Raulf//\$3,878

Band - Kevin Kuchinsky/\$4,012

2. Approve Unpaid FMLA/NJFLA/NJFLIA Leave

RESOLVED that upon the recommendation of the Superintendent the Holland Township Board of Education approves Employee 954 request for unpaid FMLA/NJFLA/NJFLIA leave beginning on or about November 1, 2022 not to exceed 12 weeks on an intermittent basis (pending physician's certification).

J. POLICY - DISCUSSION ONLY

1. Approve Policy

RESOLVED that upon the recommendation of the Superintendent the Holland Township Board of Education approves the bypass of two readings and approves the following Policy:

- 5512 HARASSMENT, INTIMIDATION, OR BULLYING

K. FINANCE AND FACILITIES - DISCUSSION ONLY



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1. 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 2022-2023 school year:

- Psychiatrist: Dr. Jay Kuris. - Estimated Fee of \$1,900 per evaluation

2. Approve Three-Year Comprehensive Maintenance Plan and form M1 for 2022-2023

RESOLVED, upon the recommendation of the Superintendent, the Holland Township Board of Education approves the Three- Year Comprehensive Maintenance Plan and Form M-1 for the 2022-2023 school year, and the submission of the same to the New Jersey Department of Education. Forms are on file in the Business Office.

3. Approve Shared Service Contract

RESOLVED that upon the recommendation of the Superintendent the Holland Township Board of Education approves the Shared Services Agreement for Class II Special Law Enforcement Officers between Holland Township School and the Township of Holland for the 2022-2023 school year.

L. SUPPLEMENTARY MATTERS – Superintendent Stephanie Snyder briefed the Board on the Health Service Report. Board President Matt Davis led a discussion on Public Comment Guidelines. The Board decided to keep public comment as-is, with one exception: For a comment to be considered public comment, it must come after the start of the meeting.

M. 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.

No comments.

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



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- 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 7:49 to discuss Legal and Financial Matters.

2. Motion to Enter Public Session

Motion made by Mr. Davis, seconded by Ms. Hance, upon the recommendation of the Superintendent of Schools the Holland Board return to Open Session at 8:15.

O. ADJOURNMENT

1. **Motion to Adjourn**

Motion made by Mr. Muller, seconded by Mr. Davis, upon the recommendation of the Superintendent of Schools that the Holland Board of Education adjourn the meeting at 8:21.

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.