



Holland Township School

**Work Session
October 12, 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 – Present
Hackmann – Present
Hance – Present
McGuire – Present
Muller – Present
Schilder – Present
Walker – Present

7 members present. 0 members absent.

E. **WORKSHOP DISCUSSION ITEMS**

F. **SUPERINTENDENT REPORT**- Superintendent Stephanie Snyder discussed with the Board adding a new vendor for paraprofessionals, the strategic plan schedule, and the current COVID status for the school.

G. **CONSENT AGENDA - DISCUSSION ONLY**

1. **Approval of Minutes**

Upon the recommendation of the Superintendent of Schools that the Board approve the Regular minutes of September 28, 2021 board meeting.

September 21, 2021 Work Session Meeting Minutes
September 21, 2021 Executive Session Meeting Minutes
September 28, 2021 Regular Board Meeting Minutes
September 28, 2021 Executive Session Meeting Minutes

2. **Bill List**

Upon the recommendation of the Superintendent of Schools that the Board approve the Bill List dated October 19, 2021 check numbers N1015 thru 11225 in the amount of \$544,198.78.



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3. Finance

1) Upon the recommendation of the Superintendent of Schools that the Board approve the transfers for the month ending August 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 August 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 required by N.J.A.C. 6:20-

2.13(d), that no line item account has been over expended as of August 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.

- Rose Branosky/Practical Early Intervention Strategies That Work/Allentown, PA /October 27, 2021/Registration Fee \$279

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

I. 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 17, 2021 - October 8, 2021 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 Friday, October 22, 2021 (Raindate of Monday, October 25, 2021) 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 for both elementary school students and the middle school students in the front of the school at the bus unloading area.



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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 2021-2022 School Year.

4. Approve Memorandums of Agreements

RESOLVED that upon the recommendation of the Superintendent the Holland Township Board of Education approves the following Memorandums of Agreements:

- 2021-2022 Uniformed State Memorandum of Agreement between Holland Township School District, Holland Township Police Department and Law Enforcement Officials
- 2021-2022 Memorandum of Agreement between Holland Township School District, Holland Township Police Department and Law Enforcement Officials Regarding 18A:41-9 Access to School Surveillance Equipment
- 2021-2022 School Resource Officer Program Agreement between Holland Township School District and Holland Township Police Department

J. PERSONNEL - DISCUSSION ONLY

1. Approve K-8 Enrichment/Gifted & Talented Teacher

RESOLVED that upon the recommendation of the Superintendent the Holland Township Board of Education approves Mrs. Christine Galloway as K-8 Enrichment/Gifted & Talented Teacher to begin on or about November 22, 2021.

FURTHER RESOLVED Mrs. Galloway will be placed on Step 3MA with a salary of \$58,343 (prorated) (Subject to adjustment after settlement of contract).

2. Approve Unpaid Days

RESOLVED that upon the recommendation of the Superintendent the Holland Township Board of Education approves Carolyn Grundhauser's request for two (2) unpaid days Monday, March 14, 2022 and Tuesday, March 15, 2022.

FURTHER RESOLVED that the following payroll check for Carolyn Grundhauser will be deducted for her two (2) unpaid days, Monday, March 14, 2022 and Tuesday, March 15, 2022.

K. 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:

- 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)



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- 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)

2. 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:

- 2425 Emergency Virtual or Remote Instruction Program

L. FINANCE AND FACILITIES - DISCUSSION ONLY

1. Accept 2020-2021 School Alliance Insurance Fund (SAIF) Safety Incentive Program Award

RESOLVED, upon the recommendation of the Superintendent, the Holland Township Board of Education accepts the 2020-2021 Safety Incentive Program Award of \$2500.000. The district will receive a credit of same toward our 2021-2022 assessment.

M. SUPPLEMENTARY MATTERS

N. COMMENTS: PUBLIC – GENERAL

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 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



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- 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. Hackmann, upon the recommendation of the Superintendent of Schools the Holland Board of Education enter Executive Session at 7:17 to discuss Personnel Matters and Pending, Ongoing or Anticipated Litigation.

2. Motion to Enter Public Session

Motion made by Mr. Davis, seconded by Mr. Hackmann, upon the recommendation of the Superintendent of Schools the Holland Board return to Open Session at 8:01.

P. ADJOURNMENT

1. Motion to Adjourn

Motion made by Mr. Muller, seconded by Mr. Schilder, upon the recommendation of the Superintendent of Schools that the Holland Board of Education adjourn the meeting at 8:02.

Respectfully Submitted,

Jack Trent
Board Secretary / Business Administrator

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.