

HOLLAND TOWNSHIP SCHOOL DISTRICT

Work Session
September 19, 2023, 7:00 PM
Holland Township School - Auditorium
710 Milford Warren Glen Road
Milford, NJ 8848

AGENDA

A. **CALL TO ORDER-** 7:00pm by Laurie Hance

B. **FLAG SALUTE**

C. **WELCOME**

D. **ROLL CALL**

Davis_AB_

Giovannetti_X_

Hance_X_

Martin_X_

Moustakas_X_

Muller_X_

Walker_X_

E. **WORKSHOP DISCUSSION ITEMS**

F. **EXECUTIVE SESSION NONE**

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

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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 _____, seconded by _____, upon the recommendation of the Superintendent of Schools the Holland Board of Education enter Executive Session at _____ to discuss _____.

2. Motion to Enter Public Session

Motion made by _____, seconded by _____, upon the recommendation of the Superintendent of Schools the Holland Board return to Open Session at _____.

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, the Board approve the following minutes:

August 15, 2023 Work Session Meeting Minutes

August 22, 2023 Regular Board Meeting Minutes

2. Bill List

Upon the recommendation of the Superintendent of Schools, the Board approve the bill list dated August 31, 2023 check numbers 13023 thru NO831 in the amount of \$57,313.44 and September 26, 2023 check number _____ thru _____ in the amount of \$ _____.

3. Finance Not Available

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

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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.

- Stephanie Snyder/Hunterdon County Superintendent Meeting/Shawnee, PA/October 5-6, 2023/Hotel, Registration Mileage
- Jennifer Leap/Suicide Risk Detection/JP Case/October 17, 2023/Mileage
- Kristen Deniz/Suicide Risk Detection/JP Case/October 17, 2023/Mileage
- Colleen Tropeano/NJ Gifted Sharefest/October 10, 2023/The College of New Jersey/Registration - \$20.00/Mileage
- Diane Udovich/WRS Certified Teacher Conference/July 22-25, 2024/Boston, MA/\$669 Registration/Hotel/\$256.62 Mileage

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 *The following items were discussed: Superintendent thanked Ms. Jen Leap and Ms. Kristen Deniz for their organization of the October celebration weeks. The Huntington Learning Center item was discussed.*

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 August 15, 2023 - September 15, 2023 and affirms the actions of the administration. (0 investigation, 0 found to be HIB). (School Year 2023-2024 0 total investigations, 0 found to be HIB)

2. Approve Annual HIB Self-Assessment

RESOLVED that upon the recommendation of the Superintendent the Holland Township Board of Education approves the Annual HIB Self-Assessment for the 2022-2023 school year.

3. Approve Week of Respect - October 2-6, 2023

RESOLVED that upon the recommendation of the Superintendent the Holland Township Board of Education declares the week of October 2-6, 2023 as Week of Respect

4. Approve School Violence Awareness Week - October 16-20, 2023

RESOLVED that upon the recommendation of the Superintendent the Holland Township Board of Education declares the week of October 16-20, 2023 as School Violence Awareness Week.

5. Approve Red Ribbon Week - October 23-31, 2023

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RESOLVED that upon the recommendation of the Superintendent the Holland Township Board of Education declares the week of October 23-31, 2023 as Red Ribbon Week

6. Approve American Education Week - November 13-17, 2023

RESOLVED that upon the recommendation of the Superintendent the Holland Township Board of Education declares the week of November 13-17, 2023 as American Education Week

7. 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, September 21, 2023 the Holland Township School performed a school bus emergency evacuation drill for all bus routes. The drill was held at approximately 2:15 pm for both the elementary school students and the middle school students in the front of the school in the bus unloading area.

8. Approve Field Trips

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

- 3rd Grade - DaVinci Science Center - Allentown, PA
- 5th Grade - RVCC Planetarium - Branchburg, NJ

9. Approve Huntington Learning Center

RESOLVED upon the recommendation of the Superintendent the Holland Township Board of Education approves Huntington Learning Center of Flemington to provide tutoring services utilizing the High Impact Tutoring grant for the 2023-2024 school year.

J. PERSONNEL - DISCUSSION ONLY *The mentor/mentee item was discussed to explain statute mentor relationships for new teachers. Media Center volunteers were thanked for donating their time to the district.*

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:

- Emma Moustakas/Teacher/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 chaperons for Detention as per the negotiated contract for the 2023-2024 school year.

3. 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 2023-2024 school year:

- Margareta Dubalari
- Jena Detore

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- Mary Wiklanski
- Samantha Grundstrom
- Megan Davis
- Megan Simini
- Joyce Criss

4. Approve Mentors

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

- Mentor - Employee #630/Mentee Employee #2303
- Mentor - Employee #1509/Mentee Employee #2204
- Mentor - Employee #1703/Mentee Employee #2307

5. FURTHER RESOLVED, payments to the mentors and payroll deductions will be processed as per the guidelines in the 2023-2024 Mentoring Plan.

6. Approve Board Secretary

RESOLVED that upon the recommendation of the Superintendent the Holland Township Board of Education approves Ms. Deborah Olah as the Board Secretary for the 2023/2024 school year with a compensation of \$1,000.00 per month.

K. POLICY - DISCUSSION ONLY NONE

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

Roll Call Vote:

Giovanetti __Y__ Martin __Y__ Moustakas __Y__ Muller __Y__ Walker __Y__ Hance __Y__ Davis __AB__

L. FINANCE AND FACILITIES – *Discussion regarding the need to move items #2 and #5 this evening due to time restraints occurred. The remaining items were explained.*

Motion made by __Hance seconded by Muller, to approve the following items #2 and #5:

Roll Call Vote:

Giovanetti __Y__ Martin __Y__ Moustakas __Y__ Muller __Y__ Walker __Y__ Hance __Y__ Davis __AB__

1. Approve Blueprint 4 Greatness Leadership Contract

RESOLVED that upon the recommendation of the Superintendent the Holland Township Board of Education approves Blueprint 4 Greatness Leadership to provide student lead workshop sessions not to exceed \$10,000.00 for the 2023/2024 school year to be paid from grant funds.

2. 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 2023-2024 school year:

- Psychiatrist: Dr. Bryan Fennelly not to exceed \$1,000 per evaluation

3. Approve Cancellation or Reissuance of Outstanding Checks

RESOLVED that, upon the recommendation of the Superintendent, the Holland Township Board of Education approves cancellation or reissuance (where appropriate) of the following outstanding checks:

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Account/Check Number/Amount/Date/Reissue or Cancel

- General/#9406/\$540.00/10-15-19/C
- General/#9784/\$57.50/3-17-20/C
- General/#10254/\$31.71/9-22-20/C
- General/#10801/\$30.00/9-22-20/C
- General/#11354/\$89.00/12-21-21/C
- General/#11944/\$100.00/7-25-22/C
- General/#12162/\$43.80/10-18-22/C
- General/#12326/\$15.26/12-20-22/C
- General/#12327/\$38.21/12-20-22/C

4. Approve Special Ed Joint Transportation Agreement for the 2023-2024 School Year for the Marie Katzenbach School for the Deaf.

RESOLVED, upon the recommendation of the Superintendent, the Holland Township Board of Education approves the 2023-2024 Joint Transportation Agreement between the Holland Township Board of Education and the Delaware Valley Regional High School District in the amount of \$31, 966.00

5. Approve Coldwell Banker

RESOLVED that upon the recommendation of the Superintendent the Holland Township Board of Education approves Coldwell Banker as the listing agent for the property 718 Milford Warren Glen Road, Milford, NJ 08848 and approve the MLS listing of said property for rental purposes.

6. Accept FY23 Non Public Transportation Aid

RESOLVED that upon the recommendation of the Superintendent the Holland Township Board of Education accepts FY23 Non-public Transportation Aid in the amount of \$936 and to appropriate these funds from surplus into the 23/24 budget account #11-000-270-503 entitled "Non-Public AIL Payments".

7. Accept FY23 Extraordinary Aid

RESOLVED that upon the recommendation of the Superintendent the Holland Township Board of Education accepts FY23 Extraordinary Aid in the amount of \$246,335 and to appropriate these funds from surplus in the following line items in the 23/24 budget:

- 11-213-100-610 Resource Cntr Supplies \$2058
- 11-230-100-610 BSI Supplies \$32
- 11-000-216-610 Speech Supplies \$104
- 11-000-217-320 Extraordinary Purch Serv. \$198,639
- 11-000-262-520 Property Insurance. \$18,088
- 11-204-100-610. LLD Supplies \$113
- 11-212-100-610. MD Supplies. \$301
- 11-000-291-299. Sick Day Payout. \$27,000

8. Appropriate FY Supplemental Stabilization Aid

RESOLVED that upon the recommendation of the Superintendent the Holland Township Board of Education approves the appropriate FY23 Supplemental Stabilization Aid from surplus into the following line items of the 23/24 budget in the amount of \$140,779.

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- 11-110-100-101 Kindergarten Salaries. \$57,096
- 11-000-266-420 Security Purch Serv \$973
- 11-000-216-320 Related Services. \$50,246
- 11-000-217-320 Extraordinary Purch Services. \$26,779
- 11-000-219-300 CST Purchased Services \$3359
- 11-190-100-340 Instr Purch Tech Serv. \$2326

M. SUPPLEMENTARY MATTERS

~~1. General~~

~~2. Budget~~

3. *Regionalization- Potential recovery of \$40K in state aid if HTS engages in regionalization study, however, our BOE has not gained any traction with sending districts to Del Val with correspondence from our BOE president. Straw vote supported HTS BOE president to attend the Delaware Valley HS BOE mtg to read a statement regarding our desire to enter into a regionalization study with the sending districts so that all of the districts can benefit from the recovery of lost state aid. Straw Vote- 6 ayes.*

N. COMMENTS: PUBLIC – GENERAL- NONE

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O. ADJOURNMENT

1. Motion to Adjourn

Motion made by Muller, seconded by Hance, upon the recommendation of the Superintendent of Schools that the Holland Board of Education adjourn the meeting at 7:21 pm- 6 Ayes

Respectfully Submitted by Stephanie Snyder 9-20-23



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.