

Minutes of Regular Board Meeting

The Board of Education Holland Township School

A Regular Board Meeting of the Board of Education of Holland Township School was held Tuesday, September 22, 2020, beginning at 7:00 PM in the Milford, NJ 08848.

A. CALL TO ORDER

B. FLAG SALUTE

C. WELCOME

Welcome to a meeting of the Board of Education of the Township of Holland. Please be advised that this and all meetings of the Board are open to the public and media, consistent with the Open Public Meetings Act (Chapter 231 Laws of 1975); and that advance notice as required therein has been provided. This is a regular meeting of the Board of Education of the Township of Holland at which formal action may be taken. The public will have an opportunity to be heard as indicated on the Agenda, at points in the meeting provided for the public to address the Board.

D. ROLL CALL: 7:02

Davis __P__

Hackmann __P__

Hance __P__

McGuire ___

Muller __P__

Somers __P__

Walker __P__

Witucki __P__

7 members present. 1 member absent.

E. CORRESPONDENCE

None

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
- 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.

F.1. Motion to Enter Executive Session

Motion made by Muller, seconded by Walker, upon the recommendation of the Superintendent of Schools the Holland Board of Education enter Executive Session at 7:04 pm to discuss Personnel Matters.

F.2. Motion to Enter Public Session

Motion made by Hackmann, seconded by Hance, upon the recommendation of the Superintendent of Schools the Holland Board return to Open Session at 7:20 pm.

G. CONSENT AGENDA

Motion made by Somers, seconded by Witucki, upon the recommendation of the Superintendent of Schools that the Holland Township Board of Education approve the consent agenda items G.2 and G.3.

Affirmative Vote

7 AYES 0 NAYES 0 ABSTENTIONS

Motion carried 7-0 in voice vote.

G.1. Approval of Minutes

~~Upon the recommendation of the Superintendent of Schools that the Board approve the Regular minutes of August 25, 2020 meeting and the Executive minutes of August 25, 2020 meeting.~~

G.2. Bill List

Upon the recommendation of the Superintendent of Schools that the Board approve the Bill List dated **August 31, 2020** check numbers NO411 thru NO4120 in the amount of **\$61,273.03** and the **Bill List dated September 22, 2020** check numbers **10138 thru 10258** in the amount of **\$702,866.81**.

G.3. Finance

1) Upon the recommendation of the Superintendent of Schools that the Board approve the transfers for the month ending **August 31, 2020** 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, 2020** 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, Brian McCarthy 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, 2020** and that as of this date sufficient funds are available to meet the District's financial obligations for the remainder of the fiscal year.

H. BOARD PRESIDENT REPORT

None

I. SUPERINTENDENT REPORT

None

J. PRINCIPAL REPORT

Principal Susan Wardell noted that the school was reviewing new benchmarks for students. She noted that teachers continued to “catch up” and work during the recent early dismissals. She also thanked the community for making “school happen”, and noted latter was a “joint effort”.

K. COMMENTS: PUBLIC - AGENDA ITEMS ONLY

None

L. EDUCATION

Motion made by Hance, seconded by Somers, to approve items L.1 through L.8.

Roll Call Vote: Hance _Y_ McGuire _ Muller _Y_ Somers _Y_ Walker _Y_ Witucki _Y_
Hackmann _Y_ Davis _Y_

Motion carried 7-0 in roll call vote.

L.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 31, 2020 - September 15, 2020 and affirms the actions of the administration.

L.2. Approve Week of Respect - October 5-9, 2020

RESOLVED that upon the recommendation of the Superintendent the Holland Township Board of Education declares the week of October 5-9, 2020 as Week of Respect.

L.3. Approve School Violence Awareness Week - October 19-23, 2020

9RESOLVED that upon the recommendation of the Superintendent the Holland Township

Board of Education declares the week of October 19-23, 2020 as School Violence Awareness Week

L.4. Approve American Education Week - November 16-20, 2020

RESOLVED that upon the recommendation of the Superintendent the Holland Township Board of Education declares the week of November 16-20, 2020 as American Education Week

L.5. Approve Red Ribbon Week - October 23-31, 2020

RESOLVED that upon the recommendation of the Superintendent the Holland Township Board of Education declares the week of October 23-31, 2020 as Red Ribbon Week.

L.6. Approve Emergency Management and Response Plan

RESOLVED that upon the recommendation of the Superintendent the Holland Township Board of Education approves the Emergency Management and Response Plan for the 2020 - 2021 school year.

L.7. Approve School Day

RESOLVED that upon the recommendation of the Superintendent the Holland Township Board of Education Approves the following school start and end times for the 2020/2021 school year:

PreSchool Full Day - Early Dismissal - 8:30 am -12:20 pm

PreSchool Full Day - Delayed Opening - 9:50 am -2:15 pm

PreSchool Half Day AM Early Dismissal -8:30 am -10:15 am

PreSchool Half Day AM Delayed Opening-9:50 am -11:30 am

PreSchool Half Day PM Early Dismissal -10:25 am -12:20 pm

PreSchool Half Day PM Delayed Opening -12:35 am -2:15 pm

L.8. Approve Admission of Out-of-District Children of Employees

RESOLVED, upon the recommendation of the Superintendent, the Holland Township Board of Education approves the admission of out-of-district children of employees for the 2020-2021 school year under Policy 5111.

M. PERSONNEL

Motion made by Davis, seconded by Hackmann, to approve items M.1 through M.10.

Roll Call Vote: Hance Y McGuire Muller Y Somers Y Walker Y Witucki Y
Hackmann Y Davis

Motion carried 7-0 in roll call vote.

M.1. Approve Substitutes

RESOLVED that upon the recommendation of the Superintendent the Holland Township Board of Education approves the following substitutes for the 2020-2021 school year:

Isabella Cafro: Teacher and Aide

M.2. Rescind Movement on Salary Guide

RESOLVED that upon the recommendation of the Superintendent the Holland Township Board of Education rescinds Mrs. Sarah Tainow's movement on the salary guide from 20 MA (\$77,513) to 20 MA +30 (\$79,875) effective September 1, 2020 as per HTEA Contract.

M.3. Approve Staff Members for Home Instruction

RESOLVED that upon the recommendation of the Superintendent the Holland Township Board of Education approves all employed teachers for Home Instruction as per the negotiated contract for the 2020-2021 school year.

M.4. Approve Cafeteria Aide

RESOLVED that upon the recommendation of the Superintendent the Holland Township Board of Education approves Jessica Theesfeld (pending criminal history) as a Cafeteria Aide for the 2020-2021 school year working Monday - Friday 2 hours and 25 minutes daily) at a rate of \$7,297 per year

M.5. 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 chaperones for Detention as per the negotiated contract for the 2020-2021 school year.

M.6. Approve Observation/Evaluation Tools for Non-Teaching Staff Members

RESOLVED that upon the recommendation of the Superintendent the Holland Township Board of Education approves observation/evaluation tools for the following non-teaching staff members for the 2020-2021 school year:

Physical Therapist

Occupational Therapist

M.7. Approve Retirement

RESOLVED that upon the recommendation of the Superintendent the Holland Township Board of Education accepts the resignation of Mrs. Joyce Criss (Library Clerk), with regret for the purpose of retirement, effective retroactive to September 16, 2020.

M.8. Approve Extra and Co-Curricular Activities Directors

RESOLVED that upon the recommendation of the Superintendent the Holland Township Board of Education approved the following staff as extra and co-curricular activities directors, for the 2020/2021 school year as per negotiated contract:

Position/Staff Members/Stipend

- **Yearbook Advisor (Split Position):** Stephanie Kane and Tracy Kephart/\$1,604.50 each

M.9. Approve Unpaid FMLA Leave

RESOLVED that upon the recommendation of the Superintendent the Holland Township Board of Education approves Melanie Byrnes's request (pending physician certification) for unpaid FMLA leave beginning on or about October 28, 2020 not to exceed 12 weeks.

M.10. Approve New Substitute Rate

RESOLVED that upon the recommendation of the Superintendent the Holland Township

Board of Education approves the new Substitute Rate for Teachers/Aides/Secretaries to \$110 effective October 1, 2020.

N. **POLICY**

Motion by Davis, seconded by Hackmann, to temporarily suspend bylaw 131 allowing policy to be approved with one reading.

Affirmative Vote

7 AYES 0 NAYES 0 ABSTENTIONS

Motion carried 7-0 in voice vote.

Motion made by Davis, seconded by Hance, to approve the following items N.1 and N.2.

Roll Call Vote: Hance_Y__McGuire__Muller_Y__Somers_Y__Walker__Y__Witucki_Y__
Hackmann_Y__Davis__Y

Motion carried 7-0 in roll call vote.

N.1. **Approve Regulation**

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

- R1648.02 Remote Learning Options for Families

N.2. **Approve 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:

- P 2270(Religion in Schools)
- P 2431.3 (Heat Participation Policy for Student -Athlete Safety)
- P 2622 (Student Assessment)
- P & R 5111 (Eligibility of Resident/Nonresident Students)
- P & R 5200 (Attendance)
- P & R 5320 (Immunization)
- P & R 5330.04(Administering an Opioid Antidote)
- P 5610(Suspension)
- R 5610(Suspension Procedure)
- P 5620(Expulsion)
- P & R 8320(Personnel Records)

O. **FINANCE AND FACILITIES**

Motion made by Hackmann, seconded by Somers, to approve items O.1 through O.7.

Roll Call Vote: Hance_Y__McGuire__Muller_Y__Somers_Y__Walker__Y__Witucki_Y__
Hackmann_Y__Davis__Y

Motion carried 7-0 in roll call vote.

O.1. ACCEPT FY21 DIGITAL DIVIDE GRANT

RESOLVED, upon the recommendation of the Superintendent, the Holland Township Board of Education accepts the FY21 Digital Divide Grant of \$11,727.00

O.2. APPROVE PRESCHOOL TUITION CONTRACTS FOR 2020-2021

RESOLVED that upon the recommendation of the Superintendent the Holland Township Board of Education approves the following Preschool parent paid tuition contracts and accepts the following Preschool students for the 2020-2021 school year.

O.3. APPROVE 2020-2021 RECEIVING TUITION CONTRACT WITH ALEXANDRIA TOWNSHIP SCHOOLS

RESOLVED, upon the recommendation of the Superintendent, the Holland Township Board of Education approves the attached LLD Receiving Tuition contract with Alexandria Township Schools for the 2020-2021 school year. The contract tuition cost is \$18,108 plus related services per IEP of \$5,613.

O.4. APPROVE FY21 YMCA CONTRACT

RESOLVED, upon the recommendation of the Superintendent, the Holland Township Board of Education approves the attached 2020-2021 YMCA After School Program contract.

O.5.

Approve Joint Transportation Agreement and Bus Routes for the 2020-2021 School Year.

RESOLVED, upon the recommendation of the Superintendent, the Holland Township Board of Education approves 2020-2021 Joint Transportation Agreement between the Holland Township Board of Education and the Delaware Valley Regional High School District in the amount of \$457,675 for the following transportation routes September 1, 2020 through June 30, 2021.

H01 \$39,834 H02 \$34,974 H03 \$34,264 H04 \$36,466
H05 \$34,859 H06 \$33,488 H07 \$35,315 H08 \$34,264
H09 \$33,738 H10 \$33,743 H11 \$31,816

Special Education Transportation Routes for September 1, 2020 through June 30, 2021:

HSE1 \$20,857

HSEP PREK MID \$ 15,366

HSE3 MARIE KATZENBACH SCHOOL \$ 38,691

FURTHER RESOLVED that the Holland Township Board of Education approves detail report for all above noted Bus Routes.

O.6. Approve Educational Service Commission of New Jersey (ESCNJ) to Provide Instructional Services

RESOLVED, upon the recommendation of the Superintendent, the Holland Township Board of Education approves ESCNJ to provide inpatient instructional services to SID # 1685057558. ESCNJ, through Children's Specialized Hospital, will provide up to 5 hours of instructional services per week at a rate of \$69 per hour.

O.7. Accept 2019-2020 School Alliance Insurance Fund (SAIF) Safety Incentive Program Award

RESOLVED, upon the recommendation of the Superintendent, the Holland Township Board of Education accepts the 2019-2020 Safety Incentive Program Award of \$2500.00 The district will receive a credit of same toward our 2020-2021 assessment.

P. SUPPLEMENTARY MATTERS

Board member Joseph Somer attended a recent town meeting, and thanked the Police for their help at school to date.

Q. COMMENTS: PUBLIC - GENERAL

The Holland Township Board of Education welcomes input from public entities and/or private persons as described in Policy #0167. At the discretion of the presiding officer, comments may be limited to three minutes in length.

Geoffrey Shrewsbury commented on transportation litigation.

R. 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:

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- 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.

R.1. Motion to Enter Executive Session

Motion made by Walker seconded by Somers, upon the recommendation of the Superintendent of Schools the Holland Board of Education enter Executive Session at 7:35 pm to discuss Personnel Matters and Collective Bargaining.

R.2. Motion to Enter Public Session

Motion made by Davis, seconded by Hackmann, upon the recommendation of the Superintendent of Schools the Holland Board return to Open Session at 9:17 pm.

S. ADJOURNMENT

S.1. Motion to Adjourn

Motion made by Somers, seconded by Muller, upon the recommendation of the Superintendent of Schools that the Holland Board of Education adjourn the meeting at 9:17pm.

Respectfully submitted,

Brian P. McCarthy
Business Administrator / Board Secretary

September 24, 2020