

# HOLLAND TOWNSHIP SCHOOL DISTRICT

Work Session  
December 10, 2024 – 7:00 pm

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**Work Session**  
**December 10, 2024, 7:00 PM**  
**Holland Township School - Auditorium**  
**710 Milford Warren Glen Road**  
**Milford, NJ 8848**

## Meeting Minutes

A. CALL TO ORDER 7:06 pm Mr. Davis

B. FLAG SALUTE

C. WELCOME

D. ROLL CALL

Davis Y

Friend Absent

Giovannetti Virtual

Hance Y

Moustakas Virtual

Muller Y

Walker Absent

E. WORKSHOP DISCUSSION ITEMS- None

F. 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:

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

#### 1. Approval of Minutes

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

November 19, 2024 Work Session Meeting Minutes

November 19, 2024 Executive Session Meeting Minutes

November 26, 2024 Regular Board Meeting Minutes

November 26, 2024 Executive Session Meeting Minutes

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## **2. Bill List**

Upon the recommendation of the Superintendent of Schools that the Board approve the Bill List dated December 17, 2024 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 November 30, 2024 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 November 30, 2024 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 November 30, 2024 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.

- Matthew Bigelli/Seeing Stars Workshop/January 7-10, 2025/ \$949  
Registration/Virtual

## **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-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.

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## H. EDUCATION - DISCUSSION ONLY-None

### Roll Call Vote:

Friend \_\_\_\_\_ Giovannetti \_\_\_\_\_ Hance \_\_\_\_\_ Muller \_\_\_\_\_ Walker \_\_\_\_\_ Moustakas \_\_\_\_\_ 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 November 12, 2024 to December 5, 2024 and affirms the actions of the administration. (0 investigation, 0 found to be HIB). (School Year 2024-2025 2 total investigations, 2 found to be HIB)

#### 2. Approve VFW Donation

RESOLVED that upon the recommendation of the Superintendent the Holland Township Board of Education accepts \$125 donation from the Frenchtown Milford Post 7857 VFW to add quality materials to the libraries related to history. The Board recognizes and thanks the Frenchtown Milford Post 7857 VFW for their continued and generous support of our school district.

#### 3. Approve Donation

RESOLVED that upon the recommendation of the Superintendent the Holland Township Board of Education accepts \$200 donation from the Rotary Club of North Hunterdon to pay for book postage to North Carolina from book drive. The Board recognizes and thanks the Rotary Club of North Hunterdon for their continued and generous support of our school district.

## I. PERSONNEL

### Roll Call Vote:

Friend \_\_\_ Abs \_\_\_ Giovannetti \_\_\_ Y \_\_\_ Hance \_\_\_ Y \_\_\_ Muller \_\_\_ Y \_\_\_ Walker \_\_\_ Abs \_\_\_ Moustakas \_\_\_ Y \_\_\_ Davis \_\_\_ Y \_\_\_

Motion made by **Mr. Davis** seconded by **Mr. Moustakas** to approve the following items: I2 and I3.

#### 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:

- Ileana Constantin: Teacher/Aide

#### 2. Approve Non-Association Employee Contracts for 2024-2025

RESOLVED that upon the recommendation of the Superintendent the Holland Township Board of Education approves the following Non-Association Employees contracts (3.40% salary increases) for the 2024-2025 school year:

- Employee #2200, Supervisor of Building & Grounds: \$103,508
- Employee #516, P/T Operations/Payroll Administrative Assistant: \$59,010 @ .53=\$31,275 + \$700 Longevity=\$31,975

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- Employee #721, Administrative Assistant: \$62,437 + \$600 Longevity = \$63,037
- Employee #2342, Treasurer: \$4,033
- Employee #888, Main Office Confidential Secretary: \$51,391
- Employee #548, Maintenance/Network Technician: \$115,077 plus \$600 Longevity = \$115,677
- Employee #575, SBA Administrative Assistant: \$79,939 plus \$1,700 Longevity = \$81,639
- Employee #1600, CST Confidential Secretary, \$45,415
- Employee #1841, Principal/Curriculum Coordinator, \$119,792

### **3. Approve Negotiated Contract for 2024-2027**

RESOLVED that upon the recommendation of the Superintendent the Holland Township Board of Education hereby ratifies the Negotiated Contract between the Holland Township Board of Education and the Holland Township Education Association covering the period from July 1, 2024 through June 30, 2027.

### **J. POLICY - DISCUSSION ONLY-None**

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

#### **Roll Call Vote:**

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

### **K. FINANCE AND FACILITIES - DISCUSSION ONLY-None**

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

#### **Roll Call Vote:**

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

### **L. SUPPLEMENTARY MATTERS**

#### 1. General

*Staff Breakfast December 20, 2024*

*Thank you to Jodie Smith for helping with the annual breakfast*

#### 2. Budget

### **M. COMMENTS: PUBLIC – GENERAL-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

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goals. Please remember that the board has an obligation to protect the privacy of district employees and students.

## 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~~
- ~~\_\_\_ 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 \_\_\_\_\_, 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 \_\_\_\_\_.~~

## 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 7:14 pm.

Ayes 5 Nays 0 Motion Carries


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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,

  
Board Secretary

\_\_\_\_\_  
Board President