

HOLLAND TOWNSHIP SCHOOL DISTRICT

Work Session
October 15, 2024 – 7:00 pm

Work Session
October 15, 2024, 7:00 PM
Holland Township School - Auditorium
710 Milford Warren Glen Road
Milford, NJ 8848

Board Meeting Minutes

A. CALL TO ORDER Mr. Davis 7:01 pm

B. FLAG SALUTE

C. WELCOME

D. ROLL CALL

Davis: Present

Friend: Absent

Giovannetti: Present

Hance: Present

Moustakas: Present

Muller: Present

Walker: Virtual

E. WORKSHOP DISCUSSION ITEMS

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~~

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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.~~

~~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:

1. Approval of Minutes

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

- September 17, 2024 Work Session Meeting Minutes
- September 17, 2024 Executive Work Session Meeting Minutes
- September 24, 2024 Regular Meeting Minutes
- September 24, 2024 Executive Regular Meeting Minutes

2. Bill List

Upon the recommendation of the Superintendent of Schools that the Board approve the Bill List dated _____ 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, 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 September 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 over expended and that as of this report sufficient funds are

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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 September 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.

- Erica Kastell/Comprehensive Assessment for Intervention/Virtual/\$335 Registration
- Kristen Deniz/Prevention Resources Fall Conference/Branchburg, NJ/Registration \$50.00/Mileage \$11.75
- Kristen Deniz/Legal One Getting to The Truth/Virtual/Registration \$100
- Kristen Deniz/Legal One Establishing HIB Systems, Protocols and Capacity/Virtual/Registration \$75.00
- Jennifer Leap/Prevention Resources Fall Conference/Branchburg, NJ/Registration \$50.00/Mileage \$18.51
- Jennifer Leap/Legal One Getting to The Truth/Virtual/Registration \$100
- Jennifer Leap/Legal One Establishing HIB Systems, Protocols and Capacity/Virtual/Registration \$75.00

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

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

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

Roll Call Vote:

Friend ____ Giovannetti ____ Hance ____ Muller ____ Walker ____ Moustakas ____ Davis ____

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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 12, 2024 to October 10, 2024 and affirms the actions of the administration. (0 investigation, 0 found to be HIB). (School Year 2024-2025 0 total investigations, 0 found to be HIB)

2. 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 2024-2025 School Year

3. Approve Field Trips

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

- 1st Grade - Echo Hill Park
- 8th Grade - Dorney Park
- Middle School - Urban Air
- Middle LLD - Del Val High School
- Middle LLD - Frenchtown Market

4. Approve Athletic Schedule

RESOLVED that upon the recommendation of the Superintendent the Holland Township Board of Education approves the Boys and Girls Basketball schedules for the 2024-2025 school year. The schedules are subject to change due to rescheduling and post season competition.

6. Approve Pre-Kindergarten Project Enrollment

RESOLVED that upon the recommendation of the Superintendent the Holland Township Board of Education approves the Pre-Kindergarten Projected Enrollment for the 2025-2026 school year to 75 students.

7. Approve Preschool Program Plan

RESOLVED that upon the recommendation of the Superintendent the Holland Township Board of Education approves 2025-2026 Three Year Preschool Program Plan and Annual Update.

8. Approve HTEA Parent Event

RESOLVED that upon the recommendation of the Superintendent the Holland Township Board of Education approves HTEA grant committee building use for a Math Literacy Parent event on November 21, 2024.

J. PERSONNEL- DISCUSSION ONLY

Roll Call Vote:

Friend _____ Giovannetti _____ Hance _____ Muller _____ Walker _____ Moustakas _____ Davis _____

1. Approve Substitutes

RESOLVED that upon the recommendation of the Superintendent the Holland Township Board of Education approves the following substitutes for the 2024-2025 school year:

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- Marie Knapp/Teacher
- Catherine DePaolo/Teacher/Aide

2. Approve Amended Superintendent's Contract

RESOLVED that upon the recommendation of the Superintendent, the Holland Township Board of Education approves an amended employment contract commencing July 1, 2024 through June 30, 2029 with a base salary of \$151,541 annually for the 2024-2025 school year, \$165,000 annually for the 2025-2026 school year, \$169,125 annually for the 2026-2027 school year, \$173,353 annually for the 2027-2028 school year, and \$177,686 annually for the 2028-2029 school year.

3. Rescind Extra and Co-Curricular Activities Directors

RESOLVED that upon the recommendation of the Superintendent the Holland Township Board of Education rescinds the following staff as extra and co-curricular activities directors, for the 2024/2025 school year as per negotiated contract.

Position/Staff Member/Stipend

Basketball - Boys/\$3,878/Kathy Harvey
Tournament of Champions/\$2,006 (Split Position)/Kaylee Qualteria

4. 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 2024/2025 school year as per negotiated contract. Pending Student Involvement and completion of season:

Position/Staff Member/Stipend

Basketball - Boys/\$3,878/Alan Schedlbauer
Tournament of Champions/\$2,006 (Split Position)/Lori Regep

5. Approve NJ Family Leave/NJ Family Leave Insurance Program

RESOLVED that upon the recommendation of the Superintendent the Holland Township Board of Education approves Employee #1862 FMLA & NJFLA leave request to begin on or about March 24, 2025 for the maximum 8 weeks (FMLA) and then 12 weeks (NJFLA). Employee #1862 will utilize 5 (5) sick days starting on or about March 17, 2025 until the end of the school year. Employee #1862 will finish NJFLA leave on or about September 22, 2025 until on or about December 1, 2025.

K. POLICY - DISCUSSION ONLY - NONE

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

Roll Call Vote:

Friend _____ Giovannetti _____ Hance _____ Muller _____ Walker _____ Moustakas _____ Davis _____

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L. FINANCE AND FACILITIES - DISCUSSION ONLY

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

Roll Call Vote:

Friend _____ Giovannetti _____ Hance _____ Muller _____ Walker _____ Moustakas _____ Davis _____

1. Approve Three-Year Comprehensive Maintenance Plan and form M1 for 2024-2025

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 2024-2025 school year, and the submission of the same to the New Jersey Department of Education. Forms are on file in the Business Office.

2. Site Survey Contract

Motion to award a professional services contract to Dykstra Walker Design Group to provide an updated topographical and infrastructure survey at a cost of \$2,500.

Parking lot project is Capital Maintenance Funded not eligible for Debt Service Aid

3. Approve MOA

~~RESOLVED that upon the recommendation of the Superintendent the Holland Township Board of Education approved the Memorandum of Agreement between the Holland Township Board of Education and Holland Township Education Association.~~

M. SUPPLEMENTARY MATTERS

1. General
2. Board Goals
3. SREP Update

N. COMMENTS: PUBLIC - GENERAL

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O. EXECUTIVE SESSION

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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 **Mr. Davis**, seconded by **Mr. Muller**, upon the recommendation of the Superintendent of Schools the Holland Board of Education enter Executive Session at **7:20 pm** to discuss litigation and personnel matters.

Ayes 6 Nays 0

2. Motion to Enter Public Session

Motion made by **Mr. Davis**, seconded by **Mr. Giovannetti**, upon the recommendation of the Superintendent of Schools the Holland Board return to Open Session at **7:33 pm**.

P. **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 **7:34 pm**.

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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,



Deborah Olah
Board Secretary

Matthew Davis
Board President