

**HIGH BRIDGE BOARD OF EDUCATION
REGULAR MONTHLY MEETING
MONDAY, SEPTEMBER 19, 2016**

Minutes

A.,B.,& C. OPENING OF MEETING, PLEDGE OF ALLEGIANCE, AND ROLL CALL

Being duly posted and advertised in accordance with the Open Public Meetings Act, the Work Session meeting was called to order at 7:04 p.m. in the High Bridge Elementary School Library. The following Board members were present: Michael Estrada, Karyn Gove, Stephen Johnson, Alan Schwartz, Cindy Sharkey and Robert Imhoff, President. Todd Honeycutt, Vice President, was absent. Also present was Gregory Hobaugh, Ed.D., Superintendent, and Heather Goguen, Business Administrator/Board Secretary.

11 members of the public were present.

D. RECOGNITION AND PRESENTATIONS

- A big thank you to Tara and Eric Borgh for the donation of mums and garden soil at both schools. The schools look beautiful thanks to your generosity!
- Michael Palumbo, Senior Manager with IP Keys Power Partners, will present on Demand Response.
- Dr. Hobaugh will present on spring 2016 PARCC results.

E. REVIEW OF OFFICIAL CORRESPONDENCE (Attachment 17-C-9-1)

<u>Name</u>	<u>Date</u>	<u>Subject</u>
Sarah Etzold	9/1/16	LOA

F. PUBLIC COMMENTS

This period of time provides an opportunity for the public to speak on any topic related to the High Bridge Public Schools. It is the policy of the Board of Education (Policy #0164) that all public comments on an issue shall be limited to three (3) minutes per person and no person may make more than one (1) comment per subject. Comments may be made on any subject pertaining to High Bridge Public Schools. Comments pertaining to Public Hearings should be saved for that section of the agenda. Comments should be addressed to the Board.

- None at this time

G. ADOPTION OF MINUTES FROM PREVIOUS MEETINGS

Based upon the recommendation of the School Business Administrator, Karyn Gove made a motion, seconded by Stephen Johnson to approve the following minutes:

Karyn Gove made a motion to amend the August 29th minutes, seconded by Stephen Johnson.

1. August 29, 2016 Regular Meeting Minutes (**Attachment #17-M-9-1**)
2. August 30, 2016 Regular Meeting Minutes (**Attachment #17-M-9-2**)

Roll Call:

Michael Estrada - Abstain	Stephen Johnson - Aye
Karyn Gove - Aye	Alan Schwartz - Aye
Todd Honeycutt, Vice Pres. - Absent	Cindy Sharkey - Aye
Robert Imhoff, President - Aye	

5 Ayes, 1 Absent, 1 Abstention ~ Motion Passes

H. REPORTS TO THE BOARD**1. Board President's Report**

- The first County School Boards Meeting of the year was on September 13th and the topic presented was Social Media.
- The next County School Boards Meeting is November 30th at Readington Middle School and the topic will be on school funding
- North Hunterdon Voorhees has a referendum on the ballot in November.
- Dr. Hobaugh's Green Team is expanding in order to achieve the Bronze level. Mr. Honeycutt and Mrs. Sharkey have agreed to participate on the team. Mrs. Hughes is also going to participate, and others from the community, staff and board are welcome to be on the Green Team as well.

• The following committees will replace the current ones, and a resolution is not necessary:

- a. Board Committees and Chairperson
- **Student Achievement** – Responsibilities: Curriculum, Instruction, Technology and Policy
Cindy Sharkey, Chairperson, Karyn Gove, Michael Estrada, Members.
 - Next meeting TBD
 - **Educational Resources** – Responsibilities: Finance and Facilities
Steve Johnson, Chairperson, Alan Schwartz, Robert Imhoff, Members
 - The committee met today and discussed the architect walking through the buildings and KPI
 - Next meeting TBD
 - **Human Resources** – Responsibilities: Personnel, Management and Community Relations
Todd Honeycutt, Chairperson, Cindy Sharkey, Robert Imhoff, Members
 - Next meeting TBD
 - **Negotiations** – **Alan Schwartz, Chairperson**, Stephen Johnson, Robert Imhoff, Members
 - Next meeting TBD

2. Superintendent's Report

- We are setting up a committee meeting schedule: We will meet the Monday before the board meeting. Student Achievement Committee will meet at 5:30, Human Resource Committee will meet at 6:30, and Educational Resource Committee will meet at 7:30. At certain times of the year, the committees may change the order in which they meet.

- October 3rd will be the next committee meeting date since Columbus Day, the Monday before the board meeting, is a holiday.
- We had a great opening day for staff and students. We also had two successful Back To School Nights.
- We had both of our Picture Days
- Fire drills and evacuation drills for September were conducted at both schools.
- We had a false alarm on Picture Day at the Elementary School.
- Office Shipps has started the LEAD (Law Enforcement Against Drugs) program with the 5th grade students.
- Student Leadership is going to Camp Bernie this week.
- We had Community Day for the town and many staff and board members participated in the Dunk Tank. It was well attended and was a great day for the town and students.
- Community Day for the school district will take place this Friday, September 23rd. Both schools will get together.
- Staff In-Service Day will be on September 21st.

a. **INFORMATION ITEMS:**

- 2016-2017 Begin year Enrollment (**Attachment #17-S-9-1**)
- Staff Attendance for August 2016 (**Attachment #17-S-9-2**)
- Monthly Report on Harassment, Intimidation, and Bullying Incidents
- Superintendent Update

b. **ACTION ITEMS:**

None at this time.

3. **School Business Administrator's Report**

a. **General Information Items**

- Completed annual Facilities checklists for Elementary and Middle Schools
- RK Environmental tested the Middle School Faculty Room and found superficial mold.
- Heather completed the KPI for per pupil costs and found that High Bridge is below the average of Hunterdon County.
- The architect visited the district on Thursday, September 13th

b. **Monthly Facilities Report (Attachment #17-BA-9-1)**

c. **Vandalism Report**

There was no vandalism.

4. **Superintendent's Report (Via e-mail)**

5. **Middle School Principal's Report (Via e-mail)**

6. **Elementary School Supervisor's Report (Via e-mail)**

K. ACTION ITEMS

1. CURRICULUM, INSTRUCTION AND TECHNOLOGY

Based upon the recommendation of the Curriculum, Instruction and Technology Committee in conjunction with the Superintendent, Cindy Sharkey made a motion, seconded by Karyn Gove to approve the following items:

a. **Motion to approve** the following class trips and transportation:

Grade	Location	Cost	Cost incurred by
4th grade	Solitude/Tisco Complex	None	N/A
4th grade	Veterans Memorial Park	None	N/A
K	West Portal Pumpkin Patch	\$10.00 per pupil	Parent/Guardian
8th grade	Voorhees High School - Freshman Orientation	\$110.00 transportation	BOE
4th grade GT (9 selected students)	Point Mountain/Mountain Top Farm	\$3.00 per pupil	BOE
Behavioral Disabilities/Autism and Multiply Disabilities class vocational trips as listed below:			
BD Class	High Bridge Laundromat and Cafe	0	n/a
BD Class	West Portal Pumpkin Patch	90.00 transportation	BOE
BD Class	Clinton ShopRite (5 trips throughout the year)	90.00 ea transportation	BOE
BD/MD Classes	Phillipsburg Mall	2 busses @ 125.00ea transportation	BOE
BD/MD Classes	Oakwood Lanes	2 busses @ 125.00ea transportation	BOE
BD/MD Classes	Grateful Bites	2 busses @	BOE

	Flemington, NJ	125.00ea transportation	
BD Class	Lowes Hardware Flemington, NJ	125.00 transportation	BOE
BD/MD Classes	Clinton Walmart	2 busses @ 90.00ea transportation	BOE
BD Class	Spruce Run Reservoir	90.00 transportation	BOE
BD Class	Town of Clinton	90.00 transportation	BOE

b. **Motion to approve** Science curriculum based upon the Next Generation Science standards.
(Shared as Google doc.)

Roll Call:

Michael Estrada - Aye	Stephen Johnson - Aye
Karyn Gove - Aye	Alan Schwartz - Aye
Todd Honeycutt, Vice Pres. - Absent	Cindy Sharkey - Aye
Robert Imhoff, President - Aye	

6 Ayes, 1 Absent, ~ Motion Passes

2. PERSONNEL

Based upon the recommendation of the Personnel Committee in conjunction with the Superintendent, Stephen Johnson made a motion, seconded by Michael Estrada to approve the following items:

- a) **Motion to accept**, the resignation of **Nancy Garcia-Owchariw** as part-time paraprofessional aide, effective August 24, 2016.
- b) **Motion to accept**, the resignation of **Laurie Perkalis** as part-time paraprofessional aide, effective August 24, 2016.
- c) **Motion to rescind**, the approval for employment of **Denice Eberle** as part-time paraprofessional aide effective August 24, 2016.
- d) **Motion to approve** the employment of **Joan LoIacono** as part-time paraprofessional aide from August 25, 2016 through June 30, 2017 at an annual salary of \$7,280.00.
- e) **Motion to approve** the employment of **Christine Cosgrove** as part-time paraprofessional aide from August 25, 2016 through June 30, 2017 at an annual salary of \$7,280.00.
- f) **Motion to approve**, **Anthony Watkoskey** as substitute custodian at the hourly custodial substitute rate of \$11.00.

- g) **Motion to approve** the following employees for participation in summer academies to be paid through Title II funds:

Name	Summer Academy	Hours	Rate	Total
Sherry Kerr	Journeys	11.5	\$29.11	\$334.77
Lisa Kerr	Journeys	11.5	\$29.11	\$334.77
Lauren Richardson	Journeys	11.5	\$29.11	\$334.77
Lynn Hickey	Journeys	11.5	\$29.11	\$334.77
Kim Ziegler	Journeys	6	\$29.11	\$174.66
Tricia Morris	Journeys	4	\$29.11	\$116.44
Kim Sandorff	Journeys	6.5	\$29.11	\$189.22
Courtney Shiffman	Enrichment	5.5 hrs	\$29.11	\$160.11
Karin Weikert	Enrichment	5.5 hrs	\$29.11	\$160.11
Lauren Richardson	Enrichment	5.5 hrs	\$29.11	\$160.11
Kim Terzuolo	Enrichment	5.5 hrs	\$29.11	\$160.11
Nicole DiGeronimo	Enrichment	5.5 hrs	\$29.11	\$160.11
Cathy Hoos	Enrichment	5.5 hrs	\$29.11	\$160.11
Melissa Patane	Enrichment	5.5 hrs	\$29.11	\$160.11
Lynn Hickey	All School Meeting	2 hrs	\$29.11	\$58.22
Lynn Hughes	All School Meeting	2 hrs	\$29.11	\$58.22
Nicole DiGeronimo	All School Meeting	2 hrs	\$29.11	\$58.22
Lauren Richardson	All School Meeting	2 hrs	\$29.11	\$58.22
Lisa Kerr	All School Meeting	2 hrs	\$29.11	\$58.22
Melissa Patane	All School Meeting	2 hrs	\$29.11	\$58.22
Sherry Kerr	All School Meeting	2 hrs	\$29.11	\$58.22
Jemma Buccine	Gifted & Talented Program/Curriculum	36 hrs	\$29.11	\$1,047.96
Judy LaGreca	Real Life Math Units	15	\$29.11	\$436.65
Brenda Krushinski	Real Life Math Units	15	\$29.11	\$436.65
Pat Tuma	Real Life Math Units	15	\$29.11	\$436.65
Melissa Betz	Real Life Math Units	15	\$29.11	\$436.65
Kelly Grube	ELA Literacy	60 hrs	\$29.11	\$1,746.60

	Initiative			
Steve Kovacs	Implement Next Generation Science Standards	60 hrs	\$29.11	\$1,746.60

- h) **Motion to approve Lynn Gresko** for her attendance at a Pediatric Emergencies workshop over the summer at the nurse sub rate of \$105.00.
- i) **Motion to approve** the following part-time employees for the hours above their contracted time necessary to attend inservice days on 8/25, 8/29, 8/30, and 8/31/16.

Name	Hours	Rate	Total
Cathy Hoos	16	\$29.11 per hr	\$465.76
Tricia Morris	6.5	\$29.11 per hr	\$189.22
Kim Ziegler	6.5	\$29.11 per hr	\$189.22
Emily Martin	16	\$29.11 per hr	\$465.76
Brenda Krushinski	16	\$29.11 per hr	\$465.76
Rachel Lazier	16	\$29.11 per hr	\$465.76
Christin Cosgrove	3	\$10.00 per hr	\$30.00
Michelle Garner	3	\$10.00 per hr	\$30.00
Divino Melliza III	3	\$10.00 per hr	\$30.00
Joan Mc Donough	3	\$10.00 per hr	\$30.00
Michelle Warburton	3	\$10.00 per hr	\$30.00
James Davidson	3	\$10.00 per hr	\$30.00
Nereida Paparella	3	\$10.00 per hr	\$30.00
Kathleen Barth	3	\$10.00 per hr	\$30.00
Thomas Eisenhart	3	\$10.00 per hr	\$30.00
Mylene Mariano	3	\$10.00 per hr	\$30.00
Dorothy Davidson	3	\$10.00 per hr	\$30.00
Kristen Evans	3	\$10.00 per hr	\$30.00
Nereida Paparella	3	\$10.00 per hr	\$30.00
Rosemarie Royer	3	\$10.00 per hr	\$30.00
Aimee Markey	3	\$10.00 per hr	\$30.00
Peter Maszczak	3	\$10.00 per hr	\$30.00
Catherine Hazlett	3	\$10.00 per hr	\$30.00
Veronica Plakotaris	3	\$12.60 per hr	\$37.80
Girolama Painter	3	\$10.00 per hr	\$30.00

- j) **Motion to approve** the following employees for participation in CPR training on 8/24/16

Name	Half Day or Full Day	Rate	Total
Lynn Hughes	Full Day	\$80.00	\$80.00
Kevin Jones	Full Day	\$80.00	\$80.00
Judy LaGreca	Half Day	\$40.00	\$40.00
Melissa Patane	Full Day	\$80.00	\$80.00
Sherry Kerr	Half Day	\$40.00	\$40.00
Steven Kovacs	Half Day	\$40.00	\$40.00
Kim Terzuolo	Half Day	\$40.00	\$40.00
Nicole Locorotondo	Half Day	\$40.00	\$40.00
Nicole DiGeronimo	Half Day	\$40.00	\$40.00
Brenda Krushinski	Half Day	\$40.00	\$40.00
Courtney Shiffman	Half Day	\$40.00	\$40.00
Nicole Cahill *	Full Day	\$105.00	\$105.00

* Facilitator for CPR

- k) **Motion to approve** the following employees for participation in CPR training on 9/13/16

Name	Half Day or Full Day	Rate	Total
Jerry Tolomeo	Half Day	\$40.00	\$40.00
Courtney Shiffman	Half Day	\$40.00	\$40.00
Judy LaGreca	Half Day	\$40.00	\$40.00
Jeff Thompson	Half Day	\$40.00	\$40.00
Carl Katzenberger	Half Day	\$40.00	\$40.00
Steven Kovacs	Half Day	\$40.00	\$40.00
Kim Terzuolo	Half Day	\$40.00	\$40.00
Nicole DiGeronimo	Half Day	\$40.00	\$40.00
Brenda Krushinski	Half Day	\$40.00	\$40.00
Courtney Shiffman	Half Day	\$40.00	\$40.00

- l) **Motion to approve** the following employees for completion of mandatory training through SafeSchools online program:

Name	Hours	Rate	Total
Christin Cosgrove	6.5	\$10.00	\$65.00
Girolama Painter	6	\$10.00	\$60.00
Jill DeFederico	6.5	\$12.93	\$80.05
Joan McDonough	6.25	\$10.93	\$68.31
Megan Powers	6	\$10.00	\$60.00
Andrea Damboise	6.25	\$10.00	\$62.50
Christine Roling	6.25	\$19.17	\$119.81
Darcy Salamon	6.25	\$10.00	\$62.50
Anthony Alfano	6.25	\$10.00	\$62.50
Kathleen Barth	6.25	\$10.00	\$62.50
Thomas Eisenhart	6	\$10.00	\$60.00
Mylene Mariano	6.25	\$10.00	\$60.00
Nereida Paparella	6.25	\$10.00	\$62.50
Rosemarie Royer	6.25	\$10.00	\$62.50
James Davidson	6.25	\$10.00	\$60.00
Aimee Market	6.25	\$10.00	\$62.50
Dominque Trepiccione	6.25	\$10.00	\$62.50
Divino Melliza III	6.25	\$10.00	\$62.50
Peter Maszczak	6.25	\$10.00	\$62.50
Michelle Garner	6	\$10.00	\$60.00
Catherine Hazlett	6.25	\$10.00	\$62.50
Veronica Plakotaris	6.25	\$12.60	\$78.75

- m) **Motion to approve** the following employees for participation in EdTech Fest on 8/17/16.

Name	Half Day / Full Day	Rate	Total
Jemma Buccine Schraeder	Full Day	\$80.00	\$80.00
Melissa Betz	Full Day	\$80.00	\$80.00
Judy LaGreca	Full Day	\$80.00	\$80.00
Kelly Grube	Full Day	\$80.00	\$80.00

- n) **Motion to approve** the following employees for participation in Rescue Chair training on 8/10/16.

Name	Hours	Rate	Total
Nicole Locorotondo	2	29.11	\$58.22
Lynn Gresko	2	29.11	\$58.22

- o) **Motion to approve** request for medical leave of absence for **Sarah Etzold** from September 20, 2016 through September 30, 2016 utilizing accumulated illness days.
- p) **Motion to approve** the employment of **Karin Stumpf** as leave replacement Guidance Counselor from September 20, 2016 through December 23, 2016 at a daily rate of \$80.00 for the first 20 days and then at a level BA1 per diem rate of \$252.53.
- q) **Motion to approve** the following employees to serve as teacher-in-charge as needed at the rate of \$115/full day; \$57.50/half day; \$15.00 arrival or dismissal coverage.
 - Melissa Patane
 - Katie Franks
 - Jerry Tolomeo
- r) **Motion to approve** the following employees to serve as mentors for novice teachers. Mentor fee of \$550.00 to be paid by the novice teacher to the mentor.

Novice Teacher	Mentor
Jemma Buccine Schraeder	Sharon Tryon
Christine Celfo	Lucille Arnold
Theresa Sostorecz	Lisa Kerr
Cecil Spencer Fader	Lynn Hughes

- s) **Motion to approve** the following to serve as Home Instructors for the 2016-2017 school year on an as needed basis to be paid at the hourly rate of \$35.42 in accordance with the negotiated agreement between the HBBOE and HBTA.

Staff Member	Marking Periods Available	Grade Level(s)
Kim Sandorff	MP1, MP2, MP3, MP4	K-3
Heidi Miller	MP1, MP2, MP3, MP4	K-8
Lynn Hughes	MP1, MP2, MP3, MP4	4H homeroom
Paige McGaheeran	MP1, MP2, MP3, MP4	K-8
Lisa Kerr	MP1, MP2, MP3, MP4	K-4
Marisa Monaco	MP1, MP2, MP3, MP4	K-8

- t) **Motion to approve** the following teacher for additional hours beyond their contracted day for their attendance at Community Day on 9/23/16:

Name	Hours	Rate	Total
Brenda Krushinski	3	\$29.11	\$87.33
Rachel Lazier	3	\$29.11	\$87.33
Chris Muller	3	\$29.11	\$87.33
Cathy Hoos	3	\$29.11	\$87.33

Kim Ziegler	3	\$29.11	\$87.33
Tricia Morris	3	\$29.11	\$87.33

- u) **Motion to approve** the following teacher for additional hours beyond their contracted day for their attendance at In-service Day on 9/21/16:

Name	Hours	Rate	Total
Brenda Krushinski	3	\$29.11	\$87.33
Rachel Lazier	3	\$29.11	\$87.33
Chris Muller	3	\$29.11	\$87.33
Cathy Hoos	3	\$29.11	\$87.33
Kim Ziegler	3	\$29.11	\$87.33
Tricia Morris	3	\$29.11	\$87.33

- v) **Motion to approve** the following for the overnight at Camp Bernie with Student Leadership fieldtrip:

Name	Position	Rate
Rich Kolton	Administrator	\$115.00
Courtney Shiffman	Teacher	\$ 80.00
Kevin Jones	Teacher	\$ 80.00
Nicole Locorotondo	Teacher	\$ 80.00

- w) **Motion to approve** the following substitute school nurses for the 2016-2017 school year:

- Ashley Pennucci - pending CHRC and receipt of certification
- Bonnie Adair - pending CHRC and receipt of certification

- x) **Motion to approve** the following merit based goals for **Dr. Gregory Hobough**, Superintendent, for the 2016-2017 school year as submitted to the Hunterdon County Executive Superintendent:

1. Qualitative Goal #1 – Improve staff morale by fostering volunteerism and providing more opportunities for collegiality. Amount: \$3,199 (**Attachment #17-P-9-1**)
2. Qualitative Goal #2 – Recommend NJDOE approved teacher evaluation instrument to increase certified staff effectiveness in the classroom. Amount: \$3,199 (**Attachment #17-P-9-2**)
3. Quantitative Goal #1 – Initiate the process of earning the Bronze certification from Sustainable Jersey for Schools Program within three interrelated components. Amount: \$4,261 (**Attachment #17-P-9-3**)
4. Quantitative Goal #2 - Improve student achievement at the district level by increased teacher accountability through district created assessment tools and other formats. Amount: \$4,261 (**Attachment #17-P-9-4**)

- y) **Motion to approve** the following merit based goals for **Heather Goguen**, School Business Administrator, for the 2016-2017 school year as submitted to the Hunterdon County Executive Superintendent:

1. Quantitative Goal #1 – High Bridge will enter into a Demand Response program and will pursue energy savings for the district. Amount: \$3,396.27 (**Attachment #17-P-9.5**)
 2. Qualitative Goal #1 - The High Bridge School District will receive the certification of excellence in financial reporting issued by the Association of School Business Officials International for the 2016-2017 CAFR. Amount: \$2,549.75 (**Attachment #17-P-9.6**)
 3. Qualitative Goal #2 – The High Bridge School District will receive the meritorious Budget Award issued by the Association of School Business Officials International for the 2016-2017 budget. Amount: \$2,549.75 (**Attachment #17-P-9.7**)
- z) **Motion to approve Heather Trepiccione** as co-curricular paraprofessional aide for the following activities:
- Volleyball for 6 hours per week for 8 weeks at an hourly rate of \$10.00, not to exceed \$480.00.
 - Basketball for 6 hours per week for 10 weeks at an hourly rate of \$10.00, not to exceed \$600.00.
- aa) **Motion to approve Carl Katzenberger** as co-curricular paraprofessional aide for the following activity:
- Lipsync for 3 hours at an hourly rate of \$10.00.
- bb) **Motion to approve Kaitlyn Escott**, graduate student at East Stroudsburg University and Voorhees High School special education teacher, to complete a “struggling reader project” for her Assessment and Evaluation of Literacy class working with two High Bridge Elementary students throughout the fall semester. Emma Alparone will serve as the cooperating administrator.
- cc) **Motion to approve** the emergent hire of **Nancy Turello** as part-time paraprofessional aide from September 26, 2016 through June 30, 2017 at the annual prorated salary of \$7,280.00 pending successful completion of criminal history review.
- dd) **Motion to approve** the following employees for participation in CPR training on 8/24/16

Name	Half Day or Full Day	Rate	Total
Lisa Kerr	Half Day	\$40.00	\$40.00
Heather Trepiccione	Half Day	\$40.00	\$40.00
Marissa Monaco	Half Day	\$40.00	\$40.00

- ee) **Motion to approve** the following employees for participation in CPR training on 9/13/16

Name	Half Day or Full Day	Rate	Total
Nicole Cahill *	Half Day	\$52.50	\$52.50
Sherry Kerr	Half Day	\$40.00	\$40.00
Nicole Locorotondo	Half Day	\$40.00	\$40.00
Jeff Thompson	Half Day	\$40.00	\$40.00

* CPR Facilitator

- ff) **Motion to approve** the following part-time employees for the hours above their contracted time necessary to attend inservice days on 8/25, 8/29, 8/30, and 8/31/16.

Name	Hours	Rate	Total
France Boudreau	3	\$10.00 per hr	\$30.00

gg)

Name	Summer Academy	Hours	Rate	Total
Kim Terzuolo	Enrichment	5.5 hrs	\$29.11	\$160.11

ion to rescind approval for the following employee for participation in summer academies paid through Title II funds:

- hh) **Motion to approve** the following employees for completion of mandatory training through SafeSchools online program:

Name	Hours	Rate	Total
Heather Trepiccione	6.0	\$12.92	\$77.52
Heather Trepiccione	1.0 (Coach training)	\$12.92	\$12.92
France Boudreau	6.25	\$10.48	\$65.50

- ii) **Motion to approve** the following employee for attending and facilitating new student orientation on 8/30/16:

Katherine Franks	2	\$29.11 per hr	\$58.22
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Roll Call:

Michael Estrada - Aye	Stephen Johnson - Aye
Karyn Gove - Aye	Alan Schwartz - Aye
Todd Honeycutt, Vice Pres. - Absent	Cindy Sharkey - Aye (Nay to "Y")
Robert Imhoff, President - Aye	

5 Ayes, 1 Absent, 1 Nay to 3.Y. ~ Motion Passes

3.POLICY

Nothing at this time

4. FINANCE/FACILITIES

Based upon the recommendation of the Finance Committee in conjunction with the Superintendent, Stephen Johnson made a motion, seconded by Alan Schwartz to approve the following items:

Stephen Johnson made a motion to amend the times for HB Youth Soccer, seconded by Alan Schwartz.

a) PAYMENT OF BILLS*

Audit of Invoices (Attachment #17-F-9-1)

i. **Approi. Approve** invoices for Current Expenses in the following amounts:

Check Register	August 29, 2016 to Sept 19	\$278,749.07
Payroll	August 30, 2016	\$ 45,030.97
Payroll	September 15, 2016	<u>\$243,032.67</u>
	Total 16/17	\$566,812.71

ii **Approve** invoices for Unemployment Account in the following amount:

Date	Vendor	Amount	Description	Check No.
8/30/16	NJ Dept of Labor	\$44.47	Unemployment	1124

b) FINANCIAL REPORTS (Attachment #17-F-9-2 and 17-F-9-3)

Report of the Board Secretary and Treasurer’s Report for July 2016

Resolved, that the Board of Education accept the Board Secretary’s and Treasurer’s Financial Reports for the months of July 2016 as per the procedure instituted by the State Department of Education, wherein the required certification by the Board Secretary is adhered to in the attachment.

Line Item Transfers for July 2016 (Attachment #17-F-9-4)

Resolved, that the Board of Education approve the budget transfers as listed in the attachment and request the Board Secretary to amend a copy of the list to the minutes.

Certification of Fund Balances

Resolved, that pursuant to N.J.A.C. 6A:23A-16.10(b), the Board of Education certify for the month end July 2016, after review of the Secretary’s monthly financial reports (appropriations section), and upon consultation with the appropriate district officials, shall certify in the minutes of the Board each month that no major account or fund has been over expended in violation of N.J.A.C. 6A:23A-16:10(b) and that sufficient funds are available to meet the district’s financial obligations for the remainder of the fiscal year and we request the Board Secretary to amend a copy of the Secretary’s Report to the minutes.

 Heather Goguen
 Business Administrator

 September 19, 2016

c) USE OF FACILITIES

Motion to approve the following use of facilities request:

Organization	Start Date	End Date	Day / Times	Location
High Bridge Youth Basketball	Nov. 1, 2016	March 11, 2017	various	ES & MS
High Bridge Youth Soccer	Sept. 23, 2016	Sept. 24, 2016	Friday 4:30 to 9 pm Sat. 7 to noon	MS

d) TRAVEL EXPENDITURE APPROVAL

Motion to approve workshop and related travel expenses as listed below:

Staff/Bd Member	Workshop/ Activity	Date	Registration Fee	Mileage	Other	Total
Jeremy Schilling	Lead Sampling in Schools	9/28/16	0	\$11.90		\$11.90
Ron Marinelli	Lead Sampling in Schools	9/28/16	0	0		0
Brande Grieder	Artemis Records Retention	12/13/16	0	17.24		\$17.24
Brande Grieder	Purchasing	3/16/17	0	17.24		\$17.24
Brande Grieder	Admin. Asst. Program	5/11/17	0	17.24		\$17.24
Heather Goguen	NJASBO training for BAs	10/19/16 11/17/16 12/13/16 1/19/17 3/16/17 4/25/17	650.00	109.37		\$759.37
Melissa Patane	Writing effective HIB reports	10/14/16	150.00	0		\$150.00
Jemma Buccine	Gifted & Talented NHVHS consortium	9/9/16	0	0		0
Heather Goguen	NJSB Convention	10/25, 10/26, 10/27/16	275.00	85.56	15.00 Prkng 10.50 Tolls 81.00 Meals 184.00 Hotel	\$651.06
Gregory Hobaugh	NJSB Convention	10/25, 10/26, 10/27/16	275.00	85.00	15.00 Prkng 10.50 Tolls 81.00 Meals 184.00 Hotel	\$650.50
Ron Marinelli	NJSB Convention	10/25/16		85.56		\$ 85.56
Gregory Hobaugh	Superintendent's Annual Conf	9/29, 9/30	172.95 *	25.18	* Includes lodging & meals	\$198.13
Ron Marinelli	School Security and Emergency Management	10/19/16	0	0		0

Lisa Fallon	3rd annual fall conference on dyslexia	9/30/16	100.00	0	0	\$100.00
Gregory Hobaugh	Nat'l Safe Schools Week	10/18/16	0	31.62		\$31.62
Melissa Patane-Schulter	Nat'l Safe Schools Week	10/18/16	0	0		0

- e) **Motion to dispose** of the outdated Computers, Monitors and typewriters as listed on attached via the Hunterdon County electronic recycling facility. (**Attachment #17-F-9-5**)

Roll Call:

- | | |
|-------------------------------------|------------------------------------|
| Michael Estrada - Aye | Stephen Johnson - Aye |
| Karyn Gove - Aye | Alan Schwartz - Aye (Abstain 4.c.) |
| Todd Honeycutt, Vice Pres. – Absent | Cindy Sharkey - Aye |
| Robert Imhoff, President - Aye | |

5 Ayes, 1 Absent, 1 Abstention (to 4.c.) ~ Motion Passes

L. NEW BUSINESS

- None at this time

M. PUBLIC COMMENTS

This period of time provides an opportunity for the public to speak on agenda topics only. It is the policy of the Board of Education (Policy #0164) that all public comments on an issue shall be limited to three (3) minutes per person and no person may make more than one (1) comment per subject. Comments should be addressed to the Board.

- A member of the staff in the public asked what KPI stood for. She was told that it stands for Key Performance Indicator.
- Another member of the staff in the public asked about the stipend costs and compared merit bonuses for the Superintendent and Business Administrator to paraprofessional salaries. She wanted to know why merit bonuses would be given out and how they would be measured. She wanted to know what the percentage is. She was told that merit goals were put into place because of the Superintendent caps, and this is a way to compensate and give an incentive for them to stay in the district. The percentage is based on the base salary.

N. EXECUTIVE/CLOSED SESSION

Based upon the recommendation of the Superintendent, Alan Schwartz requested a motion to approve the following resolution to enter into Executive Session at 9:23 p.m.; Cindy Sharkey seconded the motion.~ Unanimously Carried

- Negotiations Update
- August 29, 2016 Executive Session #1 and #2 Minutes (**Attachment #17-ES-9-1**)
- August 30, 2016 Executive Session (**Attachment #17-ES-9-2**)

The matters discussed will be made public if and when the circumstances requiring confidentiality no longer exist; however, it is not presently known when such circumstances will exist.

O. RECONVENE PUBLIC SESSION

Karyn Gove motioned to exit executive session and return to public session at 10:05 p.m. Stephen Johnson seconded the motion. Unanimously carried.

P. ACTION ITEMS

Based upon the recommendation of the Superintendent, Karyn Gove made a motion, seconded by Cindy Sharkey to approve the following items:

- **Motion to approve** the August 29, 2016 Executive Session #1 and #2 Minutes.
- **Motion to approve** the August 30, 2016 Executive Session.

Roll Call:

Michael Estrada – Abstain	Stephen Johnson - Aye
Karyn Gove - Aye	Alan Schwartz - Aye (Abstain 8/29 ES #1)
Todd Honeycutt, Vice Pres. - Absent	Cindy Sharkey - Aye
Robert Imhoff, President - Aye	

4 Ayes, 1 Absent, 2 Abstentions ~ Motion Passes

Q. ADJOURNMENT

Having no further business to come before the Board, Karyn Gove motioned to adjourn the meeting at 10:06 p.m. The motion was seconded by Michael Estrada. Unanimously carried.

Respectfully submitted,



Heather Goguen
Business Administrator/Board Secretary