

**HIGH BRIDGE BOARD OF EDUCATION
WORK SESSION MEETING
MONDAY, MAY 7, 2018**

1,2,3 OPENING OF MEETING - 7:00 PM

Being duly posted and advertised in accordance with the Open Public Meetings Act, the Regular Monthly meeting was called to order at 7:00 p.m. in the High Bridge Elementary School Library. The following Board members were present: Erin Delgado, Karyn Gove, Vice President, James Garner, Michael Estrada, and Cindy Sharkey, President. Alan Schwartz and Robert Imhoff were absent. Greg Hobaugh, Superintendent, and Christopher Jones, Board Security, were also present.

1. WORK SESSION AGENDA ITEMS

1.1. Student Achievement – Responsibilities: Curriculum, Instruction, Technology and Policy

1.1.1. Eighth Grade Students promoting to Ninth Grade

1.1.2. Solar Car Races @ Kingwood Township School

1.1.3. Policy 8600 - Pupil Transportation

Greg Hobaugh updated the board on sustainable NJ integrated policy

Greg Hobaugh discussed a just released policy update

Cindy Sharkey discussed potentially using a new vendor for policy updates. Karyn Gove mentioned they discussed it during training.

Greg Hobaugh discussed the strategic action plan for the district. He updated the board on the accomplishments against goals. Erin Delgado asked for test trends. Greg Hobaugh said the results will be presented when ready. Michael Estrada asked for iReady implementation status for the Elementary School. Greg Hobaugh said they planned on phasing in K-1 next year.

1.2. Human Resources – Responsibilities: Personnel, Management and Community Relations

1.2.1. Course Reimbursement for:

1.2.1.1. Brittany Horvath

- Course: Curriculum Development & Evaluation
- College/University: Centenary University
- Semester: May 2018 to June 2018
- Tuition: \$1,756.80

1.2.1.2. Jemma Buccine

- Course: Psychology of Learning
- College/University: Rutgers University
- Semester: Jan 2018 to May 2018
- Tuition: \$2,106.00

1.2.1.3. Katie Franks

- Course: Computer Applications in Ed. Admin
- College/University: Kean University
- Semester: July 2018 to August 2018 (*2018-2019 fiscal year*)

- Tuition: \$2,106.00
- 1.2.1.4. Katie Franks**
- Course: Management of Educational Finance
 - College/University: Kean University
 - Semester: May 2018 to July 2018
 - Tuition: \$2,106.00
- 1.2.1.5. Carla Nowell**
- Course: Supervised Practicum Reading
 - College/University: Centenary University
 - Semester: July 2018 to August 2018 (2018-2019 fiscal year)
 - Tuition: \$1, 359.00

1.2.1.6. Staff Members to attend functions as listed:

Staff Member	Event	Hours	Total
Megan Roth	Washington DC	overnight (3)	\$285.00
Jemma Schraeder - Buccine	Washington DC	overnight (3)	\$285.00
Carla LaTorre	Washington DC	overnight (3)	\$285.00
Coleen Conroy	Washington DC	overnight (3)	\$285.00
Carl Katzenberger	Washington DC	overnight (3)	\$285.00
Richard Kolton	Washington DC	overnight (3)	\$345.00
Gregory Hobough	Washington DC	overnight (3)	\$345.00
Katherine Morello	Washington DC	overnight (3) + days (3)	\$315.00 \$315.00
		Total	\$630.00
Nicole DiGeronimo	Elementary School Concert	Event	\$72.53.
Lynn Hughes	Elementary School Concert	Event	\$72.53
Spencer Fader	Elementary School Concert	Event	\$72.53
Lisa Kerr	Elementary School Concert	Event	\$72.53
Heidi Miller	Middle School Concert - per IEP	Event	\$72.53
Jana Brown	Middle School Concert	Event	\$72.53
Mary Raefski	Middle School Concert	Event	\$72.53
Heidi Miller	Dinner Dance - per IEP	Event	\$72.53

1.2.2. Employment and salary for the 2018 Special Education Extended Summer Program Personnel as follows:

ESY SUBSTITUTES:		
Mary Raefski	Substitute Teacher/Aide 8:45-12:15	Sub Aide - \$10/hour Sub Teacher - \$70/day
Lauren Richardson	Substitute Teacher/Aide 8:45-12:15	Sub Aide - \$10/hour Sub Teacher - \$70/day
Lisa Kerr	Substitute Teacher/Aide 8:45-12:15	Sub Aide - \$10/hour Sub Teacher - \$70/day
Patti Palmer	Substitute Teacher/Aide 8:45-12:15	Sub Aide - \$10/hour Sub Teacher - \$70/day

TBA	Substitute Teacher/Aide 8:45-12:15	Sub Aide - \$10/hour Sub Teacher - \$70/day
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NAME	POSITION	SALARY
Donna Brown	ABA/Behavioral Support Teacher (Grades PS-6)	\$90/day for 23 days (\$2070)
Barbara Mann	PSD Teacher	\$90/day for 23 days (\$2070)
Dominique Trepiccione	1:1 Aide, PSD, 8:45 – 12:15	\$35/day for 23 days (\$805) (3.5 hrs/day)
Nicole Di Geronimo	1:1 Aide, PSD,, 8:45 – 12:15	\$35/day for 23 days (\$805) (3.5 hrs/day)
Marissa Monaco	Aut/BD Teacher – ES	\$90/day for 23 days (\$2070)
Gianna Crotty	1:1 Aide, Aut-ES Class 8:45 – 12:15	\$35/day for 23 days (\$805) (3.5 hrs/day)
Tina Crotty	1:1 Aide, Aut-ES Class 8:45 – 12:15	\$35/day for 23 days (\$805) (3.5 hrs/day)
Samantha Fallon	1:1 Aide, Aut-ES Class 8:45-12:45	\$35/day for 23 days (\$805) (3.5 hrs/day)
Christin Cosgrove	Elementary Resource Center Teacher	\$90/day for 23 days (\$2070)
Jillian Murray	Class Aide	\$35/day for 23 days (\$805) (3.5 hrs/day)
Nicole Locorotondo	Resource Center/MD Teacher (Gr.5-8)	\$90/day for 23 days (\$2070)
James Davidson	Class Aide, Resource Center-MS	\$35/day for 23 days (\$805) (3.5 hrs/day)
Nicole Tryon	1:1 Aide, MS RC/MD Class	\$35/day for 23 days (\$805) (3.5 hrs/day)
Heidi Miller	Aut/BD Teacher – MS (Gr. 4-7)	\$90/day for 23 days (\$2070)
Ernie Monaco	1:1 Aide, BD-MS Class 8:45 – 12:15	\$35/day for 23 days (\$805) (3.5 hrs/day)
Erica Buckley	1:1 Aide, Aut-ES Class 8:45 – 12:15	\$35/day for 23 days (\$805) (3.5 hrs/day)
Jill DeFederico	1:1 Aide, Aut-MS Class (Holland Twp)	Paid by sending district

ESY THERAPISTS:		
Allison Peck	Physical Therapist	Per Contract
Therapeutic Intervention	Occupational Therapist	Per Contract
Joan Murray	Speech/Language Therapy	\$2500 cap
Denise Cathro	Speech/Language Therapy	\$2500 cap

1.2.3. Summer employment of the Child Study Team members for summer referrals as follows:

CHILD STUDY TEAM SUMMER – Evaluations/Case Management			
Thea Anaston	Evaluations	Per contract	\$1800 cap
Jackie Carruthers	Evaluations	Per contract	\$2100 cap
Megan Roth	Evaluations / Case Management	Per contract	\$3500 cap
Denise Cathro	Evaluations / Case Management	Per contract	\$1750 cap
Joan Murray	Speech/Language Evaluations	Per contract	\$1750 cap
Lee Rozycki	CST Secretary	Per contract	\$3600 cap
ESC	CST Therapy/Evaluations (as needed)	Per contract	(see above caps)

School Based ABA Instruction Program

NAME	POSITION	SALARY
Marissa Monaco	Write ABA program/behavior plans; Analyze data; Adjust; Graph: Monitor Social Skills	\$2500 cap

Wilson Reading Program - Direct Instruction

NAME	POSITION	SALARY
Kim Terzuolo	Wilson Trained Provider	\$1600 cap

- 1.2.4. Teachers payment for their attendance of Summer IEP and Transition meetings based on their hourly rate with a total \$2,500 cap.
- 1.2.5. Christopher Jones NJASBO certification course for \$2,000.
- 1.2.6. Lisa Kerr and Sherry Kerr to conduct Kindergarten Assessments at a rate of \$29.11 not to exceed 17 hours each for a total of \$494.87 each.
- 1.2.7. Employment of Summer Custodial Staff from June 19, 2018 - August 31, 2018

Greg Hobough stated that there is an increase in summer rates for custodians. Christopher Jones stated the reason that we were having difficulty filling the positions and OT pay was increasing.

Name	Hours	Rate
Michael Doerwang - <i>July 2 start date</i>	8 hrs/day x 4 days/wk	\$13.00
Justin Baranek - <i>June 18 start date</i>	8 hrs/day x 4 days/wk	\$13.00
Heather Trepiccone - <i>June 18 start date</i>	8 hrs/day x 4 days/wk	\$13.00
Justin Mure - <i>June 11 Start Date</i>	8 hrs/day x 4 days/wk	\$13.00

- 1.2.8. Tenured certificated staff members for the 2018-2019 school year as listed on **(Attachment: 18-19 All Staff Reappointments)**.
- 1.2.9. The certificated staff members earning tenure during the 2018-2019 school year as listed on **(Attachment: 18-19 All Staff Reappointments)**.
- 1.2.10. Non-tenured certificated staff members for the 2018-2019 school year as listed on **(Attachment: 18-19 All Staff Reappointments)**
- 1.2.11. Custodial staff, for the 2018-2019 school year as listed on **(Attachment: 18-19 All Staff Reappointments)**.

- 1.2.12. Cafeteria aides for the 2018-2019 school year as listed on (**Attachment: 18-19 All Staff Reappointments**).
- 1.2.13. Support staff non-association members for the 2018-2019 school year as listed on Attachment (**Attachment: 18-19 All Staff Reappointments**).
- 1.2.14. Support staff association members for the 2018-2019 school year as listed on (**Attachment: 18-19 All Staff Reappointments**).
- 1.2.15. Administrative staff members for the 2018-2019 school year as listed on Attachment (**Attachment: 18-19 All Staff Reappointments**).
- 1.2.16. Treasurer of School Monies as listed on (**Attachment: 18-19 All Staff Reappointments**).
- 1.2.17. Superintendent to appoint staff during the months of July and August 2018, subject to ratification by the Board of Education at its regular meeting in August 2018.

1.3. Educational Resources– Responsibilities: Finance and Facilities

- 1.3.1. Pay Bills
- 1.3.2. Transfer Report
- 1.3.3. 2018-2019 Tuition Rates
 - Special Education:
 - Multiple Disabled/Emotionally Disabled/Autistic \$37,826.00
 - Resource Room \$36,347.00
 - Preschool Disabled \$31,587.00
 - Summer ESY Multiple Disabled/Emotionally Disabled \$ 4,498.00
 - Summer ESY Resource Center \$ 4,322.00
 - Summer ESY Preschool \$ 3,756.00

Christopher Jones stated that the tuition rates will stay flat year over year.

- 1.3.4. **Tuition Student Acceptance - BD Autistic Program**
 Student #8717028079, District - Holland Township
 Tuition \$4,498.00, Aide contracted by Holland with ESC
- 1.3.5. **Out of District Placement and daily bussing to/from school**
 Student # 6392975006 at New Roads School, Somerset County
ESY Costs:
 Tuition- \$8,753.40
 Bus- \$9,270.00 (Projection)

 Student # 6392975006 at New Roads School, Somerset County
2018-2019 School Year Costs:
 Tuition-\$52,520.40
 Bus- \$55,620.00 (Projection)

1.3.6. Professional Services –

- 1.3.6.1. Nisivoccia, Mt. Arlington, New Jersey is appointed for auditing and accounting services from July 1, 2018 - June 30, 2019 with billing rates as follows:

Annual Audit Services	\$21,500
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1.3.6.2. FKA Architects, Oakland, New Jersey, is appointed for architectural services from July 1, 2018 - June 30, 2019 at the following rates:

- Principal \$ 175/hour
- Associate \$145/hour
- Project Manager \$110/hour
- Job Captain \$100/hour
- CAD Draftsperson \$80/hour
- Clerical \$60/hour

1.3.6.3. The firm of Busch Law Group, LLC, Metuchen, New Jersey, as Board Attorneys from July 1, 2018- June 30, 2019 at \$165 for partners and counsel, \$145 for associates, and \$100 for paralegals an hour.

1.3.6.4. Robin Ballard of Schenck, Price, Smith & King, LLC, Florham Park, New Jersey, as Special Counsel from July 1, 2018- June 30, 2019 at an hourly rate of \$170 and associates at \$165 an hour.

1.3.6.5. Nancy Lenahan of Therapeutic Intervention, Inc., is appointed for Occupational Therapy Services at the following rates:

- In District OT Services \$91.50/hour
 Home Based Therapy \$105/hour
 Evaluations \$375/hour

1.3.6.6. Greenbrook Family Medicine is appointed for School Physician Services at the following rates:
 Hepatitis B vaccines \$45/ vaccine dose
 Student Drug testing (7 drug/alcohol/ecstasy) @ \$80/incident
 Employee Influenza vaccines are billed to the employee's insurance or paid by the employee
 Part time/substitute employee pre-employment mantoux testing is \$25/employee to be paid by the employee

1.3.6.7. Scarinci, Hollenbeck, LLC, Lyndhurst, New Jersey, as Negotiations Counsel from July 1, 2018- June 30, 2019 at an hourly rate of \$165, associates at \$160 and paralegals at \$100 an hour.

1.3.7. Use of facilities request

Organization	Start Date	End Date	Day/Time	Location
High Bridge Borough	7/9/18	7/20/18	M-F / 9am-1pm	ES outdoor grounds

1.3.8. Travel Expenditure

Staff/Bd Member	Workshop/ Activity	Date	Registration Fee	Mileage	Hotel	Tolls	Total
Christopher Jones	NJASBO Conference	6/5 - 6/8/18	\$275.00	\$38.44	\$430.53	\$2.45	\$746.42
Gregory Hobaugh	Legal Meeting	6/1/17		\$24.49			\$24.49

1.3.9. Final Budget

Christopher Jones explained that miscellaneous revenue has to be a separate item in the budget.

General Operating Expense	\$8,714,008
Miscellaneous Revenue	\$162,428
Special Revenue Grant	\$137,128
Repayment of Debt	\$526,935
Total Expenditures:	\$ 9,485,199

1.3.10. Year End Closing

Authorize the Business Administrator, as claims auditor, to review and make payment on bills incurred during July 2018. Bill List to be ratified at the next scheduled meeting of the Board.

1.3.11. Before & Aftercare Programs

Work Family Connections to operate Before and After School Programs at High Bridge Elementary School for the 2018-2019 school year in accordance with the Use and Occupancy Agreement as presented.

2. 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.

Judy LaGreca - She was asked to speak upon someone else who could not attend the meeting. Last year there were some issue with class trips and part time workers. There was a grievance. She believes that no more PT staff would be allowed to go on anymore class trips. For overnight trips, the pay is different. It would not affect PT staff for overnight trips. She was told that PT teachers were not allowed but the district would save money. There are two administrators this year and she wants PT employees to again be considered. The employee does not think the district is in compliance with law.

3. EXECUTIVE/CLOSED SESSION

Karyn Gove motioned, seconded by James Garner, unanimously approved, to enter into Executive Session in accordance with the Sunshine Law, Chapter 321, P.L. 1975, to discuss:

- Negotiations
- Litigation
- Personnel

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.

Christopher Jones left the meeting at 8:40pm

4. RECONVENE PUBLIC SESSION

Michael Estrada motioned, seconded by Karyn Gove, unanimously approved, to reconvene public session.

5. EXECUTIVE/CLOSED SESSION

Karyn Gove motioned, seconded by Michael Estrada, unanimously approved, to enter into Executive Session in accordance with the Sunshine Law, Chapter 321, P.L. 1975, to discuss:

- Personnel

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.

6. RECONVENE PUBLIC SESSION

Jim Garner motioned, seconded by Karyn Gove, unanimously approved, to reconvene public session.

7. ADJOURNMENT

Jim Garner motioned, seconded by Karen Gove, unanimously approved, to adjourn meeting.

Respectfully submitted,



Christopher Jones
Business Administrator/Board Secretary