

**HIGH BRIDGE BOARD OF EDUCATION
REGULAR MONTHLY MEETING
Monday, February 11, 2019**

1. OPENING OF MEETING - 7:00 PM

Required Notice of Open Public Meeting

Being duly posted at the following locations: High Bridge Middle School and Elementary School main offices, High Bridge Borough Hall Office; and advertised, in accordance with the Open Public Meeting Act, in the following newspaper: Hunterdon County Democrat, this regular meeting will convene in the Library of the High Bridge Elementary School, 40 Fairview Avenue, High Bridge, NJ 08829.

The following board members were in attendance: Erin Delgado, Robert Imhoff, Michelle Corley, Mindy Manahan, James Garner,, Karyn Gove, Vice. Pres. (Acting President). Cindy Sharkey and Robert Imhoff were absent. Also present: Dr. Gregory Hobough, Superintendent Christopher Jones, SBA / Board Secretary

Date: Monday February 11, 2019

Time: 7:00 pm

Formal action will be taken.

2. PLEDGE OF ALLEGIANCE

3. ROLL CALL by Christopher Jones, SBA / Board Secretary

Erin Delgado	Robert Imhoff
Michelle Corley	Mindy Manahan
James Garner	Cindy Sharkey, President
Karyn Gove, Vice. Pres.	

Additional Members Present: Dr. Gregory Hobough, Superintendent
Christopher Jones, SBA / Board Secretary

4. PRESENTATION & RECOGNITION ITEMS

4.1. *Erin Delgado motioned, seconded by Michelle Corley, unanimously approved, resolutions recognizing the recipients of the 2018 Governor’s Educator of the Year Recognition Award:*

HBES – Maria Monaco (*Attachment #1: Monaco Resolution*)

HBMS – Melissa Betz (*Attachment #2: Betz Resolution*)

Greg Hobough recognized Melissa Betz for leadership and innovation. He highlighted her students high math scores and work with the high school regarding articulation.

Greg Hobough recognized Maria Monaco for her hard work and dedication to the students. He recognized the district’s ability to keep her students in the district and keep the High Bridge experience.

4.2. Motion to approve a resolution in honor of Maple, Canine Companions for Independence Service Dog in training. (*Attachment: Maple III Resolution*)

4.3. Superintendent’s Report

4.3.1. Information Items:

2018-2019 Enrollment

Grade	Sections	District Enrollment	Choice	Tuition	Out-of-District	Total Enrollment
PS	3	18	-	-	-	18

K	2	31	-	-	-	31
1	2	31	-	-	-	31
2	2	42	-	-	-	42
3	2	32	-	-	-	32
4	2	40	1	-	-	41
Elementary School Total						195
5	2	39	-	1	-	40
6	2	45	-	1	-	46
7	2	52	-	-	-	52
8	2	37	1	1	-	39
Middle School Total						177
District Total	21	367	2	3	0	372

4.3.2. Staff Attendance for January 2019 (*Attachment: January Staff Attendance*)

4.3.3. Monthly Report on Harassment, Intimidation, and Bullying Incidents/Suspensions and Security Drills

2018-2019 School Year										
Month	HBES		HBMS		HBES	HBMS	HBES		HBMS	
	Drills				Suspensions		HIB			
	Fire/Security		Fire/Security		In/Out	In/Out	Investigated/ Violation Affirmed		Investigated/ Violation Affirmed	
July	7/24	7/31								
August	8/9	8/8								
September	9/7	9/5	9/4	9/5			2			1
October	10/16	10/19	10/1	10/16					2	
November	11/19	11/1	11/7	11/5					1	
December	12/01	12/14	12/01	12/11		2			4	
January	01/04	01/30	01/07	01/09		2			1*	
February	02/05		02/04	02/05		1				
March										
April										
May										
June										

*Investigation is in progress

4.3.4. Superintendent Update

Greg Hobough gave the following updates:

- *The staff presented the Wingman program to Hunterdon County*
- *The teachers had an ELA meeting with the high school and integrating technology (Class Craft)*
- *27th the staff will attending training...*

- *There was a frozen walk to school with a penguin. There was over 80% participation*
- *Science Assembly*
- *There were dances held at the elementary and middle schools*
- *There was a FAC meeting held last week*
- *Working with vendors to change the doors*
- *One entrance is closed at the elementary school until*
- *There was a HIB investigation at the middle school*

4.4. School Business Administrator’s Report.

4.4.1. Mid Year Budget Review

Christopher Jones gave the following update:

- *Mid Year budget review was held at the Hunterdon County office*
 - *The school district administrative costs per pupil are below the state average*
 - *The county advised to use banked cap for the increase in health insurance costs*

5. REVIEW OF OFFICIAL CORRESPONDENCE

<u>Name</u>	<u>Date</u>	<u>Subject</u>
None		

6. 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.

No comments

7. ADOPTION OF MINUTES FROM PREVIOUS MEETING

7.1. January 14, 2019 Regular Meeting Minutes (*Attachment: 1 14 19 Meeting Minutes*)

7.2. February 4, 2019 Work Session Minutes (*Attachment: 2 4 19 Work Session Minutes*)

Board President calls for a motion and a second to approve as amended 7:

Motion: McCorley		Second:		
Name:	Yes	No	Abstain	Absent
Michelle Corley	x			
Erin Delgado	x			
James Garner	x			
Karyn Gove	x			
Robert Imhoff				
Mindy Manahan	x			
Cindy Sharkey				

8. REPORTS TO THE BOARD

Board President's Report

Karyn Gove gave the following updates:

- She attended the Hunterdon County NJSBA meeting where there were presentations on cost savings
- She attended a NJSBA training how to make meetings more effective
- At the next school board meeting there will be discussion regarding progress on the School Board goals

9. ACTION ITEMS

9.1. Student Achievement - Curriculum, Instruction, Technology & Policy

9.1.1. Motion to approve the following class trips and transportation:

Grade	Location	Cost	Cost incurred by
6th Grade	Splash Floating Classroom	\$32.00	Parent / Guardian
5th Grade	YMCA Camp Bernie	\$120.00	Parent / Guardian

9.2. Human Resources - Personnel, Management & Community Relations

9.2.1. Motion to approve the following staff as chaperones for the Middle School dance on February 8, 2019

Name	Rate
Michael Doerwang	\$72.53
Jana Brown	\$72.53
Coleen Conroy	\$72.53
Heidi Miller - BD/Special Ed (1:1 per IEP)	\$72.53
Mary Raefski - MD (1:1 per IEP)	\$72.53

- 9.2.2. **Motion to approve** Kathleen Fulse for hours above her contracted hours to attend ELA Articulation on February 7, 2019 at a rate of \$29.11 per hour for 2.25 hours for a total of \$65.50.
- 9.2.3. **Motion to approve** intermittent leave for Lynn Gresko under the NJ SAFE Act beginning December 11, 2018.
- 9.2.4. **Motion to approve** Steve Weber as a substitute custodian in the absence of any other available substitute custodian at a rate of \$13.00 per hour.
- 9.2.5. **Motion to approve** Kelly O'Brien, Mercer County Community College student, for 25 total hours of observation with Kim Terzuolo, Lynn Hughes and/or Kevin Jones.
- 9.2.6. **Motion to approve** Centenary University undergraduate students Devon Emerik, Bethaney Mantineo and Liza Cruz to observe Special Education classes in the Elementary and Middle Schools for a total of 4 hours each beginning on or about March 4, 2019.
- 9.2.7. **Motion to approve** the resignation of Nicole DiGeronimo from the stipend positions of Coach for Middle School Unified Club and Drama Club practice assistant/performance chaperone.

- 9.2.8. Motion to approve** Jana Brown as Middle School Unified Club Coach at a rate of \$29.11 not to exceed 14 hours for a total of \$407.54.
- 9.2.9. Motion to approve** Danielle Weber as a primary certified staff to assist with Drama Club General Practices at a rate of \$29.11 not to exceed a total of 53 hours in aggregate.
- 9.2.10. Motion to approve** a request from Katherine Franks to move on salary guide from MA+15 to MA+30 based upon submission of transcripts documenting successful completion of graduate coursework, retroactive to 2/1/19. Salary to be determined once a new agreement is signed between the HBBOE and the HBEA.
- 9.2.11. Motion to approve** the employment of Leslie Chong as long term maternity leave replacement Guidance Counselor beginning February 25, 2019 which includes 5 days of transition and continuing to the end of the 2018-2019 school year. The non-tenured rate will be paid as per the ESS contracted rate of \$125.00 per day.
- 9.2.12. Motion to approve** Melissa Betz, Melissa Patane-Schulter and Danielle Weber 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.
- 9.2.13. Motion to approve** Lynn Hughes to host Raritan Valley Community College second year nursing students Samantha Wescott, Daniella Sherman, Cindy Meija, Katie Mosca and Janet Ondieki presenting a nutrition lesson as part of the Service Learning Program to 4th grade students. RVCC students to visit in early/mid March.

9.3. Educational Resources - Finance and Facilities

9.3.1. Payment of Bills

Audit of Invoices (*Attachment: 2 11 19 bill list*)

Approve invoices for Current Expenses in the following amounts:

Check Register	January 15 - February 11	\$247,016.99
Payroll	January 15	\$231,328.34
Payroll	January 31	<u>\$231,647.68</u>
	Total	\$709,993.01

9.3.2. Financial Reports (*Attachment: 2018 July-November Board Secretary and Treasurer Reports*) (*Attachment: 2018 12 Board Secretary and Treasurer Report*)

Report of the Board Secretary and Treasurer's Report for July to December 2018

Resolved, that the Board of Education accept the Board Secretary's and Treasurer's Financial Reports for the months of July to December 2018 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.

Certification of Fund Balances

Resolved, that pursuant to N.J.A.C. 6A:23A-16.10(b), the Board of Education certify for the months of July to December 2018, 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.

February 11, 2019

Christopher Jones
Business Administrator

9.3.3. Line Item Transfers for January 2019 (*Attachment: 2019 01 Transfer Report-Signed*)
Resolved, that the Board of Education approve the budget transfers as listed in the attachment.

9.3.4. Travel Expenditure for Workshops

Staff/Bd Member	Workshop/ Activity	Date	Registration Fee	Mileage	Other	Total
Caryn Rinehart	NJASBO Training	5/9/19	\$100.00		0	\$100.00
Lynn Gresko	NJSSNA Annual Conference	03/29-03/30	\$229.00	\$41.16		\$270.16
Laura Pellegrino	Hunterdon Art Museum Young Artists Showcase Participation Fee	3/12-3/24/2019	\$150.00			\$150.00

9.3.5. Tuition Student Acceptance

9.3.5.1. Motion to accept the following students for the Regular School Year Program (BD Autistic Program) on a tuition basis:

Student #2039010122 from District - Clinton Public
Prorated Tuition \$37,826.00

9.3.5.2. Motion to accept the following students for the Regular School Year Program (BD Autistic Program) on a tuition basis:

Student #5180332358 from District - Clinton Public
Prorated Tuition \$37,826.00

9.3.5.3. Motion to approve a lottery preschool student for the remainder of the 18/19 school year. Tuition will be prorated.

9.3.6. Motion to approve the Preschool tuition rate at \$2,400.00 for the 2019-2020 school year.

9.3.7. Motion to approve Extended School Year (ESY) to begin July 1, 2019 through August 8, 2019 for a total of 23 days. (July 4, 2019 program will be closed for the holiday).

9.3.8. Motion to approve the Three-year Preschool Program Plan (Early Launch Learning Initiative [ELLI]) for the 2019-2020 school year in the amount of \$6,600.00 to be submitted to the New Jersey Department of Early Childhood in accordance with N.J.A.C. 6A:13A .

9.3.9. Motion to approve the updated High Bridge Board of Education meeting schedule for the below dates:

WORK SESSION DATES:

April 15, 2019 Work Session

REGULAR MEETING DATES:

April 29, 2019 Regular Session - Budget Public Hearing and Presentation -
Formal Final Budget Approval

9.3.10. Special Education Medicaid Initiative (SEMI) Program Waiver

Motion to approve the following resolution waiving participation in the Special Education Medicaid Initiative (SEMI) Program.

Whereas, NJAC 6A:23A-5.3 provides that a school district may request a waiver of compliance with respect to the district’s participation in the Special Education Medicaid Initiative (SEMI) Program for the 2019-2020 school year, and

Whereas, the High Bridge Board of Education desires to apply for this waiver due to the fact that it projects having fewer than 40 Medicaid eligible classified students.

Now Therefore Be It Resolved, that the High Bridge Board of Education hereby authorizes the Superintendent of Schools to submit to the Executive County Superintendent of Schools in the County of Hunterdon an appropriate waiver of the requirements of NJAC 6A:23A-5.3 for the 2019-2020 school year.

Adopted:

9.3.11. Motion to approve, upon the recommendation of the Superintendent, the professional services of Dr. Louis Centolanza for the purpose of conducting an independent investigation pursuant to Board Policy 5512, Section G, at the hourly rate of \$100, said services to commence immediately and to include the provision of a final report and meeting with the Board, and to terminate thereupon, unless additional services are authorized by the Board.

9.3.12. Approval of Professional Services – Motion to approve the following appointment: WHEREAS, there exists a need for psychiatric evaluation services, and, WHEREAS, the Local Public Contracts Law N.J.S.A. 40A:11-1 et seq. requires that the resolution authorizing the award of contracts for “Professional Services” without competitive bids must be publicly advertised.

NOW THEREFORE, BE IT RESOLVED by the High Bridge Board of Education as follows:

9.3.12.1. Sheri Novotny, MD of Robert Wood Johnson Medical Group is appointed for Psychiatric Evaluation Services at the following rates:

Evaluation: \$500

Extended Time: \$100

Review of Records: \$150

Written Report: \$250

9.3.13. Use of Facilities

Motion to approve the following facilities request:

Organization	Event	Date	Location
Girls on the Run	Spring Session	Tuesdays & Thursdays	ES Room 302,

		3/4/19 - 6/11/19	Blacktop & field
8th Grade Parents	8th Grade Lock In	April 12-13	MS Gym & Caf
8th Grade Parents	8th Grade Activity Organization Meeting	Feb 6 & 12 March 6 & 20	MS Music Room

Board President calls for a motion and a second to approve 9.1. - 9.3.13.:

Motion: Garner		Second: Delgado		
Name:	Yes	No	Abstain	Absent
Michelle Corley	x			
Erin Delgado	x			
James Garner	x			
Karyn Gove	x			
Robert Imhoff				
Mindy Manahan	x			
Cindy Sharkey				

10. NEW BUSINESS

No new business

11. 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.

No comments

12. EXECUTIVE/CLOSED SESSION

Board President calls for a motion _____ Delgado _____ and a second _____ Garner _____, in accordance with the Sunshine Law, Chapter 321, P.L. 1975, to discuss:

- Negotiations
- 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.

13. RECONVENE PUBLIC SESSION

Board President calls for a motion _____ Delgado _____ and a second _____ Garner _____ to reconvene public session.

14. ACTION ITEM

Motion to approve the Executive Minutes as amended,

14.1.1. January 14, 2019 Executive Minutes (*Attachments: 01 14 19 Executive Session Minutes*)

14.1.2. February 4, 2019 Work Session Executive Minutes (*Attachments: 2 4 19 Executive Session Minutes*)

14.1.3. *Change board meeting to 6pm on March 4*

Motion: Garner		Second: Manahan		
Name:	Yes	No	Abstain	Absent
Michelle Corley	x			
Erin Delgado				
James Garner	x			
Karyn Gove	x			
Robert Imhoff				
Mindy Manahan	x			
Cindy Sharkey				

15. ADJOURNMENT

Board President calls for a motion _____ Delgado _____ **and a second** _____ McCorley _____ **to adjourn the meeting.**

Respectfully submitted,

Christopher Jones

Business Administrator/Board Secretary