

HIGH BRIDGE BOARD OF EDUCATION
REGULAR MONTHLY MEETING
Monday, July 30, 2018

1. OPENING OF MEETING - 6:00 PM

Being duly posted and advertised in accordance with the Open Public Meetings Act, the Regular Monthly meeting was called to order at 6:00 p.m. in the High Bridge Elementary School Library. The following Board members were present: Erin Delgado, Alan Schwartz, Karyn Gove, Vice President, Robert Imhoff, James Garner, Michael Estrada, and Cindy Sharkey, President. Greg Hobaugh, Superintendent, and Christopher Jones Business Administrator/Board Secretary, were also present.

2. PLEDGE OF ALLEGIANCE

3. ROLL CALL

4. PRESENTATION & RECOGNITION ITEMS

4.1. Superintendent's Report

4.1.1. Middle School Construction Update

Gregory Hobaugh said the project is on time. He thanked Richard Kolton for his work on the Middle School.

4.1.2. ELA Middle School Teacher

Greg Hobaugh introduced the new teacher.

4.1.3. Introduce Facilities Manager

Greg Hobaugh introduced the new Facilities Manager.

4.1.4. Discuss collections policy for late payment policy (preschool - Lunch)

Greg Hobaugh talked about potentially adding a late payment policy. Cindy Sharkey stated that we should have a late policy and that we should research further.

4.2. Monthly Report on Harassment, Intimidation, and Bullying Incidents

4.3. School Business Administrator's Report

Christopher Jones gave the following updates:

New Math series purchased - funded by paraprofessional cost savings

New Chromebook purchase - funded by technology budget and unused supply funds

Three rooms at Elementary School tiled

One room at Middle School tiled and basement tile extended hallway to media center

Sensory room creation both Schools-Grant Funded

A new financial system is installed and the telephone installation is on schedule

Financial Savings update:

- Printer and Copier strategy

- Boilers - The school district is revisiting replacement

- Shared Services

- Contract management

- Reduced Maintenance OT

Library and Makerspace redesign

1998 - Middle School Referendum - \$450K per year - 7% of tax levy (2026)

Administrator salaries per student are the lowest out of Voorhees-North Hunterdon sending districts

Full student send/receive relationships are possible in New Jersey. The risk is that the state eliminates the relationship and combines the two school districts. If that happens the tuition agreement is void and the total cost of the school district is split between towns. This has happened in multiple districts.

5. REVIEW OF OFFICIAL CORRESPONDENCE

<u>Name</u>	<u>Date</u>	<u>Subject</u>
Kelly Grube	7/11/18	FMLA (Attachment: Grube)

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.

Paula (parent) - She asked about HIB training for Girl Scouts. Greg Hobaugh said that we do not require training for outside organizations since it is not the responsibility of the school district. Her second question was what is responsibility of the media specialist. Greg Hobaugh said that her responsibility is the Makerspace and Research.

Michelle Lee - She wanted to apologize for bringing up comments on Facebook. She asked if we are looking at send/receive with other districts. Cindy Sharkey said we are talking to the local districts. Robert Imhoff said he is in discussion with the county regarding mergers of school districts. She also asked about the cost of feasibility study. Robert Imhoff stated an estimate of \$50,000.

7. ADOPTION OF MINUTES FROM PREVIOUS MEETING

7.1. June 25, 2018 Regular Meeting Minutes (**Attachment: 06 25 2018 BOE Mtg Minutes**)

7.2. June 19, 2018 Work Session Minutes (**Attachment: 06 19 2018 Work Session Minutes**)

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

Motion: Karyn Gove		Second: Robert Imhoff		
Name:	Yes	No	Abstain	Absent
Erin Delgado	x			
Michael Estrada	x			
James Garner	x		X 7.2	
Karyn Gove	x			
Robert Imhoff	x			
Alan Schwartz	x		X 7.1	
Cindy Sharkey	x			

7.1 Approved 6-0-1-0

7.2 Approved 6-0-1-0

8. REPORTS TO THE BOARD

8.1. Board President's Report

8.1.1. High Bridge Community Day

Cindy Sharkey said certain school board members will attend.

8.1.2. Review 2017-2018 Board of Education Goals

Cindy Sharkey said the goals were met for the year.

8.2. Shared Services Ad Hoc Committee

Robert Imhoff said the goal is to share services to reduce costs.

8.3. By Laws Ad Hoc Committee

Karyn Gove said the goal is to review the By Laws

8.4. Negotiations update

Alan Schwartz said that August 1st is a mediator meeting at the Elementary School.

Robert Imhoff asked about future state aid reductions. Greg Hobaugh said a reduction is not certain. Christopher Jones gave an update on replacing the boilers. Robert Imhoff said he wanted multiple opinions to ensure the risk is low if we do not replace the boilers. James Garner asked about the cost to maintain the boilers. Christopher Jones stated that we have a maintenance contract for preventive maintenance.

9. ACTION ITEMS

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

9.1.1. Update wellness policy 8505 to include encourage walking to school

9.2. Human Resources - Personnel, Management & Community Relations

9.2.1. Motion to approve course reimbursement for the following:

9.2.1.1. Melissa Betz

- Course: GED671 - Field Supervision Internship II
- College/University: Centenary
- Semester: Fall 2018
- Tuition: \$1401.00

- 9.2.2. **Motion to approve Nathan Eifler** to mow the grounds of the Elementary School not to exceed 20 hours per week at a rate of \$13.00 per hour.
- 9.2.3. **Motion to appoint Steven Weber as Supervisor of Buildings and Grounds** on or about October 1, 2018 to June 30, 2019 at a salary of \$64,000.00 (pro-rated).
- 9.2.4. **Motion to approve Kelly Grube** for FMLA leave from 8/27/18 to November 23, 2018.
- 9.2.5. **Motion to appoint Danielle Mort** as full-time **Middle School Teacher** from August 27, 2018 through June 30, 2019 at a level MA+15, Step 2 salary of \$60,060.00.
- 9.2.6. **Motion to approve Justin Baranek as Part-Time Middle School Evening Custodian** from September 1, 2018 through June 30, 2019 at a salary of \$10,000.00.
- 9.2.7. **Motion to Appoint Jana Brown as Part-Time BD teacher (.62)** from August 27, 2018 through June 30, 2019 at a level BA, Step 1 at a salary of \$33,858.20.
- 9.2.8. **Motion to approve Melissa Betz** for a required training for VHS (Virtual High School) for an accelerated math course as recommended by the High School for 5 hours at \$29.11 not to exceed \$145.55.
- 9.2.9. **Approve Melissa Betz and Katie Franks** for up to 24 hours (12 hours each) at \$29.11/hr to set up the formatting for the Wingman Social/Emotional learning program. Not to exceed \$698.64 total paid through Title IV A funding.
- 9.2.10. **Motion to approve Paige McGaheran as Young Author's Club Advisor** at a rate of \$1,047.96.
- 9.2.11. **Motion to rescind ESY Teacher** employment to **Courtney Shiffman**.
- 9.2.12. **Motion to approve Courtney Shiffman as ESY Paraprofessional**.
- 9.2.13. **Tuition Student Acceptance -**
- 9.2.13.1. **Motion to accept** the following student for the Regular School Year Program (BD Autistic Program) on a tuition basis:
Student #8717028079 from District - Holland Township
 Tuition \$37,826.00, Aide contracted by Holland with ESC
- 9.2.13.2. **Motion to accept** the following students for the Regular School Year Program (BD Autistic Program) on a tuition basis:
Student #7645076112 from District - Hampton School District
 Tuition \$37,826.00, Aide contracted by Hampton with ESC
- 9.2.14. **Maschio's Food Allergy Program**
Be it resolved that the BOARD OF EDUCATION of High Bridge School District upon the recommendation of the Superintendent approves the use of the Maschio's Food Services Food Allergy Management Plan for the 2018-2019 school year:
- The School Food Authority through it's contracted food services vendor Maschio's Food Services, shall provide substitute meals as requested for those students with life threatening food allergies and Celiac's disease.
- 9.2.15. **IDEA GRANT 2018-19**
Motion to accept and approve the IDEA Basic and Preschool Grant amended

application for the 2018-2019 School Year in the following amounts:

- Basic
 - \$85,000.00 - Physical and Occupational Therapy
 - \$8,281.00 - Instructional Supplies - Sensory Room
- Preschool \$4,088.00 - Preschool Physical and Occupational Therapy

- 9.2.16. Motion to approve** the Budgeted Increase in Capital Reserve for the 18-19 school year from \$413,068 to \$328,270 to compensate for the reduction in state aid.
- 9.2.17. Motion to approve** the acceptance of Extraordinary Aid for the 2017-2018 school year in the amount of \$297,986.
- 9.2.18. Motion to approve** the acceptance of \$1,740 of Nonpublic Transportation Aid from 2017-2018.
- 9.2.19. Motion to approve** submission of Unified Sports Grant Application for the 2018-2019 school year for a total of \$8,971.00 sponsored by Special Olympics.

9.3. Educational Resources - Finance and Facilities

9.3.1. c) USE OF FACILITIES

Motion to approve the following use of facilities request:

Organization	Start Date	End Date	Day / Times	Location
Girls Scout Troop # 80222	9/14/18	6/14/19	Friday 7:00 pm to 8:15 pm	ES Art Room
Girls on the Run	9/10/18	12/15/18	Tuesday & Thursday 3:10 pm to 4:45 pm	ES Room 302 / Field / Blacktop
HBEA PRIDE Committee	9/7/18 *Rain date 9/14/18	9/7/18	Friday 5:30 to 7:30 pm	ES Playground / Bathrooms
St. Joseph Church	9/16/18	5/19/19	Sunday 8:30 am to 11:00 pm	ES Classrooms
Hunterdon Huskies (HBAA)	9/17/18	11/17/18	Monday to Thursday 6:15 pm to 8:15 pm	ES Gym

Board President calls for a motion and a second to approve 9.:

Motion: Karyn Gove		Second: James Garner		
Name:	Yes	No	Abstain	Absent
Erin Delgado	x			

Michael Estrada	x			
James Garner	x			
Karyn Gove	x			
Robert Imhoff	x			
Alan Schwartz	x			
Cindy Sharkey	x			

9 Approved: 7-0-0-0

Greg Hobaugh gave an update on the PRIDE celebration.

10. 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.

Judy LaGreca - She asked about the statue for the Facilities Manager. Greg Hobaugh answered that it is a certified position.

Paula (parent) - She wants to plant some flowers outside of the garden. Greg Hobaugh said there is a Green Committee. He said she should send a letter to him with the request. She also said that she is sometimes confused by the financial information that is presented. Robert Imhoff said that the budget information is public and the administration is available during school hours for any questions.

Judy LaGreca - She said that the public can use OPRA requests. She also said that audio is used by other districts. She also said public attachments would be helpful.

12. EXECUTIVE/CLOSED SESSION

Karyn Gove motioned, seconded by Alan Schwartz, unanimously approved, to enter into executive session, in accordance with the Sunshine Law, Chapter 321, P.L. 1975, to discuss:

- Personnel
- Litigation
- Negotiation
- Superintendent Merit Goals Review
- Discussion regarding Superintendent's Renewal

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

Robert Imhoff motioned, seconded by Michael Estrada, unanimously approved, to reconvene public session.

14. ACTION ITEMS

**14.1. Motion to approve the June 19, 2018 & June 25, 2018 Executive Working Session Minutes
(Attachment: 06 19 2018 Executive Minutes & 06 25 2018 Executive Minutes)**

Motion:Robert Imhoff		Second:Erin Delgado		
Name:	Yes	No	Abstain	Absent
Erin Delgado	x			
Michael Estrada	x			
James Garner	x		6-19x	
Karyn Gove	x			
Robert Imhoff	x			
Alan Schwartz	x		6-25x	
Cindy Sharkey	x			

6-19-18 Approved 6-0-1-0

6-25-18 Approved 6-0-1-0

14.2. Motion to approve the Superintendent Merit Goals.

Board President calls for a motion and a second to adopt.:

Goal #1 at 3.33% Goal #2 at 3.33% Goal #3 at 2.5% Goal #4 at 2.5%

Motion:Karyn Gove/Robert Imhoff/Robert Imhoff/James Garner		Second:Robert Imhoff/Karen Gove/Michael Estrada/Robert Imhoff		
Name:	Yes	No	Abstain	Absent
Erin Delgado	x x x x			
Michael Estrada	x x x x			
James Garner	x x x x			
Karyn Gove	x x x x			
Robert Imhoff	x x x x			
Alan Schwartz	x x x x			
Cindy Sharkey	x x x x			

Goal #1 3.33% Approved 7-0-0-0

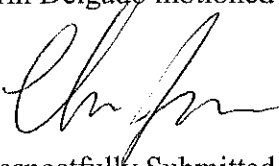
Goal #2 3.33% Approved 7-0-0-0

Goal #3 2.5% Approved 7-0-0-0

Goal #4 2.5% Approved 7-0-0-0

15. ADJOURNMENT

Erin Delgado motioned seconded by Alan Schwartz to adjourn the meeting. Unanimously approved.



Respectfully Submitted,
Christopher Jones
Board Secretary