

**HIGH BRIDGE BOARD OF EDUCATION  
WORK SESSION MEETING  
Monday, September 17, 2018**

**1. OPENING OF MEETING - 7:00 PM**

**Required Notice of Open Public Meeting**

Being duly posted and advertised, in accordance with the Open Public Meeting Act, the Regular Monthly meeting was called to order at 7:00 pm on Monday, September 17, 2018, in the Library of the High Bridge Elementary School, 40 Fairview Avenue, High Bridge, NJ 08829. Erin Delgado, Michael Estrada, Alan Schwartz, Karyn Gove, Vice President, Robert Imhoff, James Garner, and Cindy Sharkey, President. Greg Hobough, 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**

*Greg Hobough said there will be interviews for the assistant to the superintendent open position this week. He also mentioned training to be completed this Friday with the School District Guidance Counselors. He said that next month's meeting will have some of the attachments printed out for the audience. He said there will be a report on District goals at the next meeting.*

**4.1.1. Information Items:**

2018-2019 Enrollment

Grade	# of Sections	District Enrollment	Choice	Tuition	Out-of-District	Total Enrollment
PS	3	21	-		-	21
K	2	30	-		-	30
1	2	30	-		-	30
2	2	42	-		-	42
3	2	31	-		-	31
4	2	40	1		-	41
<b>Elementary School Total</b>						<b>195</b>
5	2	40	-		-	40
6	2	44	-		-	44
7	2	53	-	-	-	53
8	2	39	1	1	1	42
<b>Middle School Total</b>						<b>179</b>

District	21	370	2	1	1	374
Total						

- 4.2. Staff Attendance for August 2018
- 4.3. Monthly Report on Harassment, Intimidation, and Bullying Incidents
  - 4.3.1. One investigated report (9/12/18) at Elementary School - not HIB
  - 4.3.2. One investigated report (9/17/18) at Elementary School - not HIB
- 4.4. **Report on District Goals - July 2018 through September 2018**
- 4.5. **School Business Administrator's Report**
  - 4.5.1. Facilities Update
  - 4.5.2. Financial System Update
    - 4.5.2.1. Payroll
    - 4.5.2.2. Board Secretary's Report
    - 4.5.2.3. Audit

## 5. REPORTS TO THE BOARD

### 5.1. Board President's Report

*Cindy Sharkey said the NJSBA workshop will take place October 22-25 in Atlantic City. She also mentioned there will be four board members present at the High Bridge Community Day. Greg Hobaugh advised that we will not have to advertise for the board members presence.*

### 5.2. Shared Services Report

*Robert Imhoff said he is setting up meetings to start a process of sharing services. He gave an update on the Hunterdon County board meeting. He said the speaker at the meeting thought that eventually the state will move to county school districts. He also said that the state makes it very difficult to exit out of a shared services agreement.*

### 5.3. Ad-hoc Bylaws Policy Report

*Cindy Sharkey asked that the 40 Bylaws be printed out for the next meeting for the committee to review.*

### 5.4. Negotiations Report

*Alan Schwartz said the committee presented a new agreement proposal and they are just waiting on response.*

## 6. ACTION ITEMS

### 6.1. Student Achievement - Curriculum, Instruction, Technology & Policy

- 6.1.1. Student Leadership representatives to YMCA Camp Bernie for team building and leadership activities on November 1 - 2, 2018 cost will be covered by Municipal Alliance grant.
- 6.1.2. Selected 7 & 8th grade students to attend a music festival in October at Rowan University. Transportation to the festival will be provided by Voorhees High School. The cost will be \$12.00 incurred by the guardians.
- 6.1.3. School Safety and Security Plan

6.1.4. Cultural Arts tentative plan for 2018-2019.

6.2. **Human Resources - Personnel, Management & Community Relations**

6.2.1. Denise Garcia Centenary University student to observe 3 hours of classes in assistive technology in the Elementary and Middle Schools.

6.2.2. Chaperones for Student Leadership trip to Camp Bernie November 1 - 2, 2018 to be paid the substitute rate for the overnight:

Staff Member	Rate
Courtney Shiffman	\$95.00
Megan Roth	\$95.00
Katie Franks	\$95.00
Rich Kolton	\$115.00

6.2.3. Resignation of Brande Grieder, Assistant to the Superintendent as of October 26, 2018.

6.2.4. Carla LaTorre as a volunteer for the Volleyball season.

6.2.5. Brenda Krushinski for Math stipend position for 4.5 hours per week for 40 weeks at a rate of \$29.11 per hour not to exceed \$5,239.80 paid through Title IA grant funds.

6.2.6. Christin Cosgrove for ELA stipend position for 4.5 hours per week for 40 weeks at a rate of \$29.11 per hour not to exceed \$5,239.80 paid through Title IA grant funds.

6.2.7. Following as substitute custodians:

Name	Rate
Ryan Cahill	\$13.00
Matt Krisantis	\$13.00
Tony Watkoskey	\$13.00
Edward Neuhauser	\$13.00

6.2.8. Resignation of Ryan Lagomarsino as the Boys Basketball Coach.

6.2.9. Mike Doerwang, Jerry Tolomeo, and Lynn Gresko to share the Middle School Central Detention stipend position for 2 hours per week at \$29.11 per hour for 38 weeks, not to exceed \$2,212.36 total.

6.2.10. Donna Brown to attend Wilson Level 1 training at a cost of \$2,300.00.

6.2.11. Following teachers to attend the music festival at Rowan University for additional hours outside of contracted day.

Name	Rate	Hours	Total
Courtney Shiffman	\$29.11	3.5 hours	\$101.89
TBD	\$29.11	3.5 hours	\$101.89

6.2.12. Following teachers to be home instructors for the 2018-2019 school year at a rate of \$35.42 per hour.

Nicole Locorotondo
Lynn Hughes (4th grade only)
Marisa Monaco

**6.3. Educational Resources - Finance and Facilities**

- 6.3.1. Payment of Bills
- 6.3.2. Kathy Barth and Sharon Wilson for inventory management up to \$750.
- 6.3.3. Recycling of outdated and unused televisions and VCRs.
- 6.3.4. Ed Data Contract
- 6.3.5. Travel Expenditure

Workshop and related travel expenses as listed below:

Staff/Bd Member	Workshop/ Activity	Date	Registration Fee	Mileage	Other	Total
Christina Harding	Reading & Writing Conference	October 26, 2018	\$180.00	\$11.81	\$12.00 (parking/tolls)	\$203.81
Danielle Weber	Reading & Writing Conference	October 26, 2018	\$180.00	\$11.81	\$12.00 (parking/tolls)	\$203.81
Christopher Jones	NJSBA Convention	10/22, 10/23, 10/24, 10/25/18				
Gregory Hobough	NJSBA Convention	10/22, 10/23, 10/24, 10/25/18				
Cindy Sharkey	NJSBA Convention	10/23, 10/24, 10/25/18				
James Garner	NJSBA Convention	10/22, 10/23, 10/24/18				
Robert Imhoff	NJSBA Convention					
Christopher Jones	NJASBO Training	9/27, 10/3, 11/1, 11/29, 12/6, 12/11, 1/15, 1/30, 2/5, 3/21, 3/27, 4/11, 5/14				
Heather Valenta	NJASBO Training	1/15, 2/5, 4/11, 5/7				
Coleen Conroy	NJSBA-Sustainable Awards Ceremony					

- 6.3.6. Business Administrator/Board Secretary to approve the payment of bills between board meetings pursuant to N.J.S.A. 18A:19-4.1. Such warrants shall be presented to the board at the next Regular Business Meeting for ratification.
- 6.3.7. The Superintendent in conjunction with the Business Administrator/Board Secretary to approve line item transfers as necessary between board meetings and such transfers shall be reported to the Board of Education, ratified and duly recorded in the minutes of the next regular meeting, pursuant to N.J.S.A 18A:22-8.1.
- 6.3.8. Apple Product Purchases
- 6.3.9. Transportation - Bus Routes for the 18/19 School Year:

**6.3.10. Use Of Facilities**

Following use of facilities request:

Organization	Start Date	End Date	Day / Times	Location
CCI Puppy Training	10/2/18	6/4/19	Tuesdays 4:30 - 5:30 pm	ES
HB Youth Basketball	11/5/18	3/16/19	Mon - Sat 6:30 - 9:00 pm	ES & MS

**7. NEW BUSINESS**

**8. 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.

*Michelle Lee - She asked if the school district uses the same auditor as the city.*

*Christopher Jones said that we do not use the same auditor.*

*Kelly Mayer - She requested for an alternate lunch for her child. Greg Hobaugh said for Ms. Mayer to contact Emma Alparone regarding the lunch.*

**9. EXECUTIVE/CLOSED SESSION**

Alan Schwartz motioned, seconded by Erin Delgado, unanimously approved, in accordance with the Sunshine Law, Chapter 321, P.L. 1975, to discuss:

- Litigation
- Negotiations
- Superintendent Contract

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.

**10. RECONVENE PUBLIC SESSION**

Erin Delgado motioned, seconded by James Garner, unanimously approved, to reconvene public session.

**11. ADJOURNMENT**

Robert Imhoff motioned, seconded by Michael Estrada, unanimously approved, to adjourn.

*Submitted,  
BA/BS*