

**HIGH BRIDGE BOARD OF EDUCATION  
WORK SESSION MEETING MINUTES  
Monday, September 13, 2021**

**1. OPENING OF MEETING - 6:30 PM** *Meeting began at 6:30 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 meeting will convene in the Library of the High Bridge Elementary School, 40 Fairview Avenue, High Bridge, NJ 08829, alternatively the meeting will be available on Google Meet. Please note that you can email comments directly to Cindy Sharkey: [csharkey@hbschools.org](mailto:csharkey@hbschools.org). Please mute your microphone to reduce feedback. Please notify the board if you intend to record this meeting.

**Date:** Monday September 13, 2021

**Time:** 6:30 pm

**No Formal action will be taken.**

**2. PLEDGE OF ALLEGIANCE**

**3. ROLL CALL** by John Jennings, SBA / Board Secretary

Erin Delgado *Present*

Robert Imhoff *Present*

Tori Thomsen *Present*

Colleen Poles *Present*

James Garner *Absent*

Cindy Sharkey *Present*

Karyn Gove *Present*

Additional Members Present: Dr. Gregory Hobaugh, Superintendent *Present*

John Jennings, SBA / Board Secretary *Present*

**4. PRESENTATION & RECOGNITION ITEMS**

**4.1. Superintendent's Report**

**4.1.1. Superintendent Update**

*Greg Hobaugh reviewed the following with the Board:*

- *Opening day of school, thanked the Teachers, Administrators and Custodians for all their hard work to make a successful school opening. Noted the complexities given the floods the night before school opening*
- *Back to School Night will be virtual for safety reasons, limit school exposure*
- *Discussed the State mandated Vaccination/Testing requirements. Mentioned the District chose Option 1 in which the State will provide a vendor for the school to conduct Covid Testing beginning October 18, at no cost to the District*
- *Home-Bound Instruction for one student*

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

- 4.2.1. Audit - John Jennings BA, noted Auditors were in the building last week conducting their field work. Will keep the board informed as to Audit findings/completion.**

- 4.2.2. Middle School Boiler Update - *John noted that bid documents were being reviewed/finalized and would be advertised in the next week.*
- 4.2.3. Connectivity Fund - *John noted a second round of applications for additional funds under the Emergency Connectivity Fund would become available at the end of September. The District planned to fill out an application requesting a combination of Laptops for teachers/staff and Chromebooks for students*

## 5. REVIEW OF OFFICIAL CORRESPONDENCE

<u>Name</u>	<u>Date</u>	<u>Subject</u>
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## 6. REPORTS TO THE BOARD

### 6.1. Board President's Report

*Cindy Sharkey noted that she and Karyn Gove would be attending the next County School Board meeting. She asked that all Board Members complete their Board Mandated Training. She noted she completed a video for Back to School Night welcoming students and parents.*

#### 6.1.1. Board of Education Goals

*Cindy Sharkey and the Board discussed Board Goals. Cindy noted she would like to finalize them for a vote at the next Regular Session Board Meeting. After discussion, the Board narrowed down the goals to three major themes:*

- *Public Relations - Including updating the community on Shared Services/Regionalization*
- *Student Well Being - Including Social Emotional Learning*
- *Professional Development - Including maintaining standing as a Certified Board as well as Board Professional Development with a focus on School Finance.*

*Cindy Sharkey also discussed the continuation of the Ad Hoc Committee chaired by Erin Delgado. Erin and Greg Hobough discussed the timing of the next meeting which would occur in the Oct./Nov. timeframe.*

## 7. ACTION ITEMS

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

- 7.1.1. Board of Education goals for 2021-22
- 7.1.2. 2021-2022 Student Handbooks. (*Attachments: ES Handbook 2021-22, MS Handbook 2021-22*)
- 7.1.3. Participation in Roxey Ballet's Dance and Communications: Connecting to Social-Emotional Learning 2 year residency program, which allows students to discover alternate forms of communication for SEL within dance activities. This is funded by a grant received by Roxey Ballet from the New Jersey State Council for the Arts and is at no cost to the district. (*Attachment: Roxey Ballet Residency Program*)

### 7.2. Human Resources - Personnel, Management & Community Relations

- 7.2.1. LEA Plan for Safe Return to In-Person Instruction and Continuity of Services Plan (*Attachment: HB Safe Return Plan - Revised Aug, 2021*)
- 7.2.2. High Bridge School District COVID-19 Protocols for 2021-2022 (*Attachment: HBSD COVID-19 Protocols 21-22*)

- 7.2.3. Contract with Work Family Connection (*Attachment: Work Family Connection Contract 2021-22*)
- 7.2.4. Compensation for 2021-22 co-curricular activities based on the 2021-24 negotiated contracted rate (*Attachment: 2021-2022 Co-Curricular Positions*)
- 7.2.5. Judy LaGreca, Kayla Oakes, and Christina Harding to share the Middle School Central Detention stipend position on an as needed basis for 2 hours per week at \$32.00 per hour for 38 weeks, not to exceed \$2,432.00 total.
- 7.2.6. Substitute nurse rate to \$150.00 per day
- 7.2.7. Kerry Kennedy as a substitute custodian pending receipt of employment paperwork and background check.
- 7.2.8. Melissa Betz as mentor to Madison Conroy. Mentoring fee to be paid by the mentee as per the New Jersey Teacher Mentoring Regulations.
- 7.2.9. Sharon Wilson as cafeteria aide for the 2021-22 school year at \$5907.50 per year for two and a half (2.5) hours per day for 170 days at an hourly rate of \$13.90.
- 7.2.10. Margaret Davidson, and Jacquelyn Gritz as cafeteria aides for the 2021-22 school year at \$4,725.41 per year for two (2) hours per day for 170 days at an hourly rate of \$13.90
- 7.2.11. Heather Piell as a part time (.62 FTE) Special Education Teacher for the High Bridge School District at a level of BA Step 1 at an annual salary of \$37,048.10, based on the 2021-24 negotiated agreement for the 2021-2022 school year
- 7.2.12. NJCU student Deana Aponte for clinical experience two (2) days a week for no less than fifteen (15) weeks with preschool teacher Carley Marookian
- 7.2.13. Christina Harding to take over 57 hours originally approved for Danielle Weber at the August meeting at the contracted hourly rate of \$32, not to exceed \$1824, for ELA curriculum review and updating to strengthen student resources, to be paid from Title IIA funds.
- 7.2.14. Compensation to Madison Conroy for six (6) hours outside her contracted time at the contracted rate of \$32 per hour to attend Lifelines Suicide Prevention Training on September 22, 2021
- 7.2.15. Course reimbursement for:

Staff	Course	College/University	Semester	Tuition
Danielle Weber	Field Supervision Internship II	Centenary University	Jan-May 2022	\$1,913.85
Christina Harding	Linguistics & Second Language Acquisition for Language Teachers	Centenary University	Jan-May, 2022	\$1,913.85
Kayla Oakes	Inclusive Practices	Centenary University	Aug-Dec, 2021	\$1,877.85

- 7.2.16. Employees for the hours above their contracted time necessary to attend scheduled inservice days on 8/30/21, 08/31/21, 09/01/21, 09/02/21, 9/3/21, 10/11/21, 11/17/21, 12/15/21, 01/24/22 and 02/23/22.

Name	Total Hours	Hourly Rate	Total
Lauren DiLanno	27.5	\$32	\$880
Thea Anaston	28.5	\$32	\$912

Jacklyn Carruthers	29	\$32	\$928
Kim Ziegler	27.5	\$32	\$880
Alison Manley	27.5	\$32	\$880
Amy Miller	27.5	\$32	\$880
Stacy Hubbard	11	\$32	\$352
Heather Goldschmidt	27.5	\$32	\$880
Kathryn Miller	27.5	\$32	\$880
Madison Conroy	14	\$32	\$448

*Greg Hobaugh discussed the Student Achievement and Human Resource items above with the Board.*

### 7.3. Educational Resources - Finance and Facilities

7.3.1. Disposal of the following obsolete science textbooks.

Title	Publish Date	Quantity
Glencoe Physical Science	1999	41
Glencoe iLife Science	2012	60

7.3.2. Payment of Bills

7.3.3. Financial Reports

7.3.4. Line Item Transfers

7.3.5. Travel Expenditure for Workshops:

Staff/Bd Member	Workshop	Date	Registration Fee	Mileage	Total
Kristina Kroll	ASHA Online Conference: Reading, Writing, & the SLP	Oct 13-25	\$249.00	N/A	\$249.00
Heidi Miller	Autism NJ Virtual Conference	Oct. 10 - Nov. 10	\$149.00	N/A	\$149.00
Marisa Monaco	Autism NJ Virtual Conference	Oct. 10 - Nov. 10	\$149.00	N/A	\$149.00
Emma Alparone	Autism NJ Virtual Conference	Oct. 10 - Nov. 10	\$149.00	N/A	\$149.00
Joan Murray	Strengthen your SLP Teletherapy Program - Virtual Digital	Oct, 2021	\$279.00	N/A	\$279.00
Alison Manley	Wilson Foundations Virtual Level K Workshop	Sept. 29	\$290.00	N/A	\$290.00
Joan Murray	Language Acquisition through Motor Planning Virtual Workshop	Oct. 5	\$79.00	N/A	\$109.00

*John Jennings and Greg Hobaugh discussed the Education Resource Items above with the Board.*

### 8. USE OF FACILITIES

Organization	Dates	Day / Times	Location
Hope for All Learners - Skateboarding Lessons	10/2/21 - 10/23/21	Sat 1 - 4pm	ES Blacktop

### 9. 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 Public Comments*

**10. EXECUTIVE/CLOSED SESSION**

**Board President calls for a motion at 7:30 pm Erin Delgado** and a second *Tori Thomsen, unanimously approved*, in accordance with the Sunshine Law, Chapter 321, P.L. 1975, to discuss:

- Executive Session Minutes

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.

**11. RECONVENE PUBLIC SESSION**

**Board President calls for a motion at 7:42 pm Robert Imhoff** and a second *Karyn Gove, unanimously approved*, to reconvene public session.

**12. ADJOURNMENT**

**Board President calls for a motion at 7:43 pm Karyn Gove** and a second *Erin Delgado, unanimously approved*, to adjourn the meeting.

Respectfully Submitted,



John Jennings  
Business Administrator/Board Secretary