

**HIGH BRIDGE BOARD OF EDUCATION  
REGULAR MONTHLY MEETING  
Monday, June 13, 2022**

**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. Email comments directly to Cindy Sharkey:

[csharkey@hbschools.org](mailto:csharkey@hbschools.org). Please mute your microphone to reduce feedback and notify the board if you intend to record this meeting. The High Bridge Board of Education follows these standard procedures for remote meetings.

**Date:** Monday, June 13, 2022

**Time:** 6:30 pm

**Formal action will be taken.**

**2. PLEDGE OF ALLEGIANCE**

**3. ROLL CALL** by Caryn Rinehart, Acting Board Secretary

Benjamin Bolger - *Absent*

Erin Delgado - *Absent*

Robert Imhoff - *Present*

Colleen Poles - *Present*

Karyn Gove - *Present*

Cindy Sharkey - *Present*

Additional Member Present:

Dr. Gregory Hobaugh, Superintendent

Caryn Rinehart, Acting Board Secretary

**4. PRESENTATION & RECOGNITION ITEMS**

*Board President requested a motion to approve the recognition of Young Authors - Robert Imhoff moved, Karyn Gove seconded. Motion passed 4-0 (2 absentees)*

- 4.1. Motion to recognize** the 2022 Tri-County Young Authors Contest Winners: First Place Personal Narrative - Caitlyn Banach, "I Was Born to Dance", Second Place Personal Essay - Hazel Kovacsofky, "Plastic Straws - Good or Bad?", Second Place Short Story - Eden Sytsema, "My Sister Saved My Life!", Third Place Essay - Laran Wagga, "What Makes the Better Pet?" and Honorable Mention Essay - Emma Chen, "Save Our Planet".

*Lynn Hughes explained the Tri-County Authors program and the selection process. Credits the High Bridge Elementary teachers and district curriculum for fostering a love of writing which contributes to the success of the fourth grade students in this program.*

- 4.2. **Motion to recognize** Lisa Fallon for her years of dedication to the district and to wish her well in retirement. *(Attachment: Fallon Retirement Resolution)*
- 4.3. **Motion to recognize** Lynn Gresko for her years of dedication to the district and to wish her well in retirement. *(Attachment: Gresko Retirement Resolution)*
- 4.4. **Motion to recognize** Barbara Mann for her years of dedication to the district and to wish her well in retirement. *(Attachment: Mann Retirement Resolution)*
- 4.5. **Motion to recognize** Dorothy (Lee) Rozycki for her years of dedication to the district and to wish her well in retirement. *(Attachment: Rozycki Retirement Resolution)*

*Dr. Hobough presented each of the retirees with resolutions and congratulations on their retirements.*

**Board President** calls for a motion and a second to approve 4.1-4.5:

Motion: <i>Karyn Gove</i>		Second: <i>Colleen Poles</i>		
Name:	Yes	No	Abstain	Absent
Ben Bolger				X
Erin Delgado	X			X
Karyn Gove	X			
Robert Imhoff	X			
Colleen Poles	X			
Cindy Sharkey	X			

**4.6. Superintendent’s Report**

**4.6.1. 2022-23 Enrollment**

Grade	Sections	District Enrollment	Choice	Tuition	Out-of-District	Total Enrollment
PS	4	49	-	-	-	49
K	2	33	-	-	-	33
1	2	32	-	-	1	33
2	2	26	-	-	-	26
3	2	33	-	-	-	33
4	2	34	-	-	-	34
<b>Elementary School Total</b>						<b>208</b>
5	2	37	1	-	1	39
6	2	28	-	-	1	29
7	2	39	-	-	-	39
8	2	34	-	1	-	35
<b>Middle School Total</b>						<b>142</b>
<b>District Total</b>	<b>22</b>	<b>345</b>	<b>1</b>	<b>1</b>	<b>3</b>	<b>350</b>

**4.6.2. 2022-23 Projected Enrollment**

Grade	Sections	District Enrollment	Choice	Tuition	Out-of-District	Total Enrollment
PS	5	60	-	-	-	60
K	2	21	-	-	-	21
1	2	34	-	-	-	34
2	2	32	-	-	-	32
3	2	27	-	-	-	27
4	2	33	-	-	-	33
<b>Elementary School Total</b>						<b>207</b>
5	2	34	-	-	-	34
6	2	37	1	-	1	39
7	2	28	-	-	-	28
8	2	39	1	-	-	40
<b>Middle School Total</b>						<b>141</b>
<b>District Total</b>	<b>23</b>	<b>345</b>	<b>2</b>	<b>-</b>	<b>1</b>	<b>348</b>

**4.6.3.** Staff Attendance for May 2022 (*Attachment: May 2022 Staff Attendance*)

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

Month	Drills				Suspensions				HIB			
	HBES		HBMS		HBES		HBMS		HBES		HBMS	
	Fire	Security	Fire	Security	In	Out	In	Out	Investigated	Affirmed	Investigated	Affirmed
July	07/07	07/28	N/A	N/A								
August	08/02	08/03	N/A	N/A								
Sept	09/13	09/17	09/09	09/15						1		
Oct	10/14	10/27	10/05	10/08			1					
Nov	11/01	11/30	11/02	11/09					1	1		
Dec	12/01	12/06	12/01	12/02			1		1			
Jan	01/13	01/31	01/06	01/19								
Feb	02/02	02/11	02/02	02/08								
March	03/07	03/25	03/02	03/04					1			1
April	04/01	04/14	04/01	04/08			1					
May	05/12	05/26	05/11	05/20					1			
June	06/08	06/01	06/03	06/01								

\* Investigation is in progress

**4.7.** Superintendent Update

*Dr. Hobough discussed the following:*

- *Congratulations to all the retirees*

- *Field Days for MS was today, 6/13. ES will be 6/14*
- *Friday, 6/17 is MS graduation*
- *John Jennings' last day in district was 6/13*
- *Administrative team will be meeting to review the new administrative structure.*
- *June 17 was supposed to be the last day of school, but due to the snow days, Monday, 6/20 is the last day of classes. 6/17 and 6/20 are both early dismissal days for students.*
- *District is offering summer programs funded by ESSR funds*

**4.8. School Business Administrator's Report - None**

**5. REVIEW OF OFFICIAL CORRESPONDENCE**

<u>Name</u>	<u>Date</u>	<u>Subject</u>
Judy LaGreca	5/16/2022	Board Meetings
<i>(Attachment: LaGreca Correspondence 5/16/22)</i>		
Nicole Cahill	5/20/2022	Meeting Minutes
<i>(Attachment: Cahill Correspondence 5/20/22)</i>		
Dorothy Rozycki	5/24/2022	Follow Up Information
<i>(Attachment: Rozycki Correspondence 5/24/22)</i>		
Christine Roling	5/26/2022	Notice of Resignation
<i>(Attachment: Roling Resignation 5/26/22)</i>		
Nicole Cahill	6/3/22	Nursing Concerns
<i>(Attachment Cahill Correspondence 6 3 22)</i>		
Caitlin Reilly	6/09/22	Notice of Resignation
<i>(Attachment: Reilly Resignation 6/09/22)</i>		

**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.

- *Lynn Gresko spoke in support of hiring a full time nurse for the middle school.*

**7. ADOPTION OF MINUTES FROM PREVIOUS MEETING**

**7.1.** May 16, 2022 Regular Session Minutes *(Attachment 5 16 22 Regular Session Minutes)*

**7.2.** June 6, 2022 Work Session Meeting Minutes *(Attachment: 6 6 22 Work Session Minutes)*

**Board President** calls for a motion and a second to approve 7.1-7.2:

Motion: <i>Karyn Gove</i>		Second: <i>Robert Imhoff</i>		
Name:	Yes	No	Abstain	Absent
Ben Bolger				X
Erin Delgado				X
Karyn Gove	X			

Robert Imhoff	X			
Colleen Poles	X			
Cindy Sharkey	X			

## 8. REPORTS TO THE BOARD

### 8.1. Board President's Report

#### 8.1.1. Continuation of virtual option to meetings

*Karyn Gove gave an update on the roundtable presentation given by Gwen Thorton on grants available for consolidation feasibility studies. Robert Imhoff noted that there is more information available on the NJSBA website.*

*Updates to policies regarding virtual meetings were provided to board by Strauss Esmay. Board will discuss options.*

*Board President reminded the board that graduation is Friday, June 17 and board evaluations are coming up.*

*Robert Imhoff asked for topics for upcoming county meetings as agendas will be set for the upcoming year in September.*

## 9. ACTION ITEMS

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

**9.1.1. Motion to approve** the list of eighth grade students eligible for promotion to ninth grade. *(Attachment: HBMS Class of 2022)*

**9.1.2. Motion to approve** revised and/or new policies and regulations. *(Attachments: Alert 227 Policy Recommendations, Alert 227 Regulations Recommendations)*

**9.1.2.1.** P 1648.14 Safety Plan for Healthcare Settings in School Buildings - COVID-19 (Abolished)

**9.1.2.2.** P 1648.15 Recordkeeping for Healthcare Settings in School Buildings - COVID-19 (New)

**9.1.2.3.** P 2417 Student Intervention and Referral Services (M) (Revised)

**9.1.2.4.** P 3161 Examination for Cause (Revised)

**9.1.2.5.** P 4161 Examination for Cause (Revised)

**9.1.2.6.** P 5512 Harassment, Intimidation, and Bullying (M) (Revised)

**9.1.2.7.** P&R 7410 Maintenance and Repair (M) (Revised)

**9.1.2.8.** R 7410.01 Facilities Maintenance, Repair Scheduling, and Accounting (M) (Revised)

**9.1.2.9.** P 8420 Emergency and Crisis Situation (M) (Revised)

**9.1.2.10.** P&R 9320 Cooperation with Law Enforcement Agencies (M) (Revised)

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

**9.2.1. Motion to approve** the resignation of Christine Roling as Superintendent/Elementary School Principal and Assistant Principal Administrative Assistant effective June 30, 2022.

**9.2.2. Motion to approve** updated staffing for 2022-2023 Extended School Year. *(Attachment: ESY 2022 Staffing- Updated June, 2022)*

- 9.2.3. Motion to approve** the following staff members for Summer Enrichment Camps to be funded by ESSR funds.

Staff Name	Camp	Rate	Hours	Total
Jana Brown	Mindfulness	\$32.00	16	\$512.00
Melissa Patane	Mindfulness	\$32.00	16	\$512.00
Katie Franks	SEL Service & Community Building	\$32.00	16	\$512.00
Melissa Betz	SEL Service & Community Building	\$32.00	16	\$512.00
Marisa Monaco	Board Games	\$32.00	16	\$512.00
Heidi Miller	Board Games	\$32.00	16	\$512.00

- 9.2.4. Motion to approve** the following staff members for additional support for the Summer Academic Camps due to increased enrollment numbers, to be funded by ESSR grant funds.

Name	Rate	Hours	Total
Marisa Monaco	\$32.00	76	\$2,432.00
Jana Brown	\$32.00	36	\$1,152.00
Heidi Miller	\$32.00	76	\$2,432.00
Courtney Bursztyrn	\$32.00	76	\$2,432.00
Christina Chandler	\$19.00	76	\$1,444.00
Elizabeth Strange	\$19.00	76	\$1,444.00

- 9.2.5. Motion to approve** Julia Monge as full time Preschool Teacher for the High Bridge School District at a level of BA+15 Step 3 at an annual salary of \$62,990.00 for the 2022-23 school year based on the 2021-2024 negotiated agreement.
- 9.2.6. Motion to approve** Tanya Cavallo as full time Preschool Teacher for the High Bridge School District at a level of BA Step at an annual salary of \$62,265.00 for the 2022-23 school year based on the 2021-2024 negotiated agreement.
- 9.2.7. Motion to approve** Kaitlin Polnik as part time Learning Disabilities Teacher Consultant (LDTC) for the High Bridge School District as a level of MA Step 3 at an annual salary of \$39,444.00 for the 2022-23 school year based on the 2021-2024 negotiated agreement.
- 9.2.8. Motion to approve** compensation to Diane Wanko for up to nine (9) days of training at the per diem rate of \$211.54 for a total not to exceed \$1,903.86.
- 9.2.9. Motion to approve** Caryn Rinehart as Acting Board Secretary, to serve on an emergency basis only, from this date until the next reorganization meeting in January 2023 at an hourly rate of \$25.19.

- 9.2.10. Motion to approve** compensation to Melissa Volturo for up to three (3) days of training at the per diem rate of \$256.12 for a total not to exceed \$768.36.
- 9.2.11. Motion to approve** Centenary University student Cora Hill to complete her clinical practicum beginning on or about August 29, 2022 and ending on or about December 16, 2022 with Tricia Morris, first grade teacher.
- 9.2.12. Motion to approve** shared services contract between High Bridge School District and Bethlehem School District for the purpose of sharing the professional services of a speech therapist. (*Attachments: 22-23 HB BT Shared Services Agreement-Speech and 22-23 Detailed Cost Statement Speech - Kroll*)
- 9.2.13. Motion to approve** shared services contract between High Bridge School District and Hampton School District for the purpose of sharing the professional services of an art teacher. (*Attachments: HB Hampton Shared Services Agreement - Art and Detailed Cost Statement Art - Kouriatis*)
- 9.2.14. Motion to approve** the Superintendent to appoint staff during the months of July and August, 2022, subject to ratification by the Board of Education at its regular meeting in August, 2022.
- 9.2.15. Motion to approve** the following appointments/reappointments for the 2022-2023 school year:

Board Secretary	Karolina Cywa
Affirmative Action Officer	Richard Kolton
Chief Equity Officer	Richard Kolton
Gender Equity Officer	Emma Alparone
504 Committee Coordinator	Emma Alparone
Homeless Liaison	Katherine Franks
Liaison to DCPD	Katherine Franks
Title IX Coordinator	Emma Alparone
Basic Skills Contact Person	Emma Alparone
Purchasing Agency Compliance Officer for Affirmative Action (PACO)	Karolina Cywa
Right to Know Officer	Steve Weber
Asbestos Hazard Emergency Response Act (AHERA) Representative & Management Coordinator	Steve Weber
Safety Committee Coordinator	Gregory Hobough
Toxic Hazard Preparedness Officer	Steve Weber
Attendance Officer	Gregory Hobough
School Physician	Green Brook Family Medicine
School Insurance Agent / Risk Management Consultant	Brown and Brown
Official Newspapers	Hunterdon County Democrat Star Ledger

	The Review Courier News The Express Times Njschooljobs.com educationjobsnj.com
Payroll Services	R&L Payroll Services, Inc.
Accounting Software System	CDK Systems
Personnel Software System	CDK Systems
School Auditor	Nisivoccia, LLP
Policy Service Provider	Strauss Esmay
FSA Provider	Healthequity
Treasurer of School Monies	Judy Favino
Ancillary Insurance Agency of Record	Brown and Brown
E-Rate Consultant	Educational Consortium for Telecommunications Savings
Integrated Pest Management Officer	Steve Weber
Architect	FKA Architects
Board Attorneys	The Busch Law Group Schenck Price Smith & King LLP Scarinci & Hollenbeck Attorneys
Temporary Purchasing Agent	Karolina Cywa
Air Quality Designee	Steve Weber
Safety & Health Designee	Gregory Hobaugh
Custodian of Records (OPRA)	Karolina Cywa
Chemical Hygiene Officer	Steve Weber
Substance Awareness Coordinator	Gregory Hobaugh
Anti-bullying Specialist – Elementary School	Melissa Patane-Schulter
Anti-bullying Specialist – Middle School	Katherine Franks
Anti-bullying Coordinator	Gregory Hobaugh
School Safety Specialist	Gregory Hobaugh

**9.2.16. Motion to approve** contract between High Bridge School District and HCESC for Karolina Cywa to provide School Business Administrator services, pending county approval. (*Attachment: HCESC High Bridge BA Services 2022-23*)

**9.2.17. Motion to approve** contract between High Bridge School District and independent contractor, Katie Provel, Speech Therapist, to provide Speech/Language evaluation services for ESY program from July 5, 2022 through August 4, 2022 . (*Attachment: Provel Contract ESY 2022-23*)



### 9.3. Educational Resources - Finance and Facilities

#### 9.3.1. Motion to approve the disposal of the following obsolete science textbooks.

Title	Publish Date
Glencoe/McGraw-Hill Physical Science	1999
Glencoe/McGraw-Hill Earth Science	1999
Glencoe/McGraw-Hill Life Science	1999
McGraw-Hill iScience	2012

#### 9.3.2. Payment of Bills

##### Audit of Invoices (*Attachment: 6 13 22 bill list*)

Approve invoices for Current Expenses in the following amounts:

Check Register	May 18 - June 13	\$ 119,050.97
Payroll	May 27	\$ 257,111.54
Payroll	June 9	\$ <u>248,552.40</u>
	Total	\$ 624,714.91

##### Payment of Bills Cafeteria account -

Vendor	Date	Check #	Amount
Payschools	June 03	1532	\$ 2,180.00
E&A Supply	June 07	1533	\$ 1,068.45
Maschio's	June 08	1534	\$ <u>16,275.13</u>
			\$ 19,523.58

#### 9.3.3. Financial Reports (*Attachments: May Board Secretary and Treasurer Reports - Signed*)

##### Report of the Board Secretary and Treasurer's Report for May 2022

**Resolved**, that the Board of Education accept the Board Secretary's and Treasurer's Financial Reports for the months of May 2022 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 May 2022, 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.

June 13, 2022

John Jennings  
Business Administrator

**9.3.4. Resolution Approving the Bid Threshold**

**WHEREAS**, the State Treasurer, in consultation with the Governor and pursuant to N.J.S.A. 52:34-7 and N.J.S.A. 18A:18A-3(b) has increased the bid threshold amount for school districts which do not have a Qualified Purchasing Agent, from \$29,000 to **\$32,000**, effective July 1, 2020;

**WHEREAS**, the High Bridge Board of Education would like to take advantage of the maximum statutory bid threshold amount of **\$32,000** for school districts who do not have a qualified purchasing agent;

**NOW, THEREFORE BE IT RESOLVED** that the High Bridge Board of Education establishes and sets the bid threshold amount of **\$32,000** for the Board of Education, and further authorizes John Jennings/Business Administrator to award contracts, in full accordance with N.J.S.A. 18:A:18A-3 (a), for those purchased that do not exceed in the aggregate the new established bid threshold amount.

**9.3.5. Line Item Transfers for May 2022 (Attachment: May Transfer Report)**

**Resolved**, that the Board of Education approve the budget transfers as listed in the attachment.

**9.3.6. USE OF FACILITIES**

**Motion to approve the following use of facilities request:**

<b>Organization</b>	<b>Dates</b>	<b>Time</b>	<b>Location</b>
Huskies	August 8-10, 2022 August 15-17, 2022	9 am - 6 pm 9 am - 12 pm	ES Gym

**9.3.7. TEXTBOOKS (Attachment: 2022-23 District Textbook List)**

**RESOLVED**, that the Board of Education approves textbooks for the High Bridge Public Schools as per the attached list and requests the Secretary to addend a copy of the list to the minutes.

**9.3.8. TRANSFERS TO MAINTENANCE RESERVE AND CAPITAL RESERVE**

**WHEREAS**, NJSA 18A:21-2, NJSA 18A:7G-31, and NJSA 18A:7F-41 permit a Board of Education to establish and/or deposit into certain reserve accounts at year end,  
And

**WHEREAS**, the aforementioned statutes authorize procedures, under the authority of The Commissioner of Education, which permit a board of education to transfer unanticipated excess current revenue or unexpended appropriations into reserve accounts during the month of June by board resolution, and

**WHEREAS**, the High Bridge Board of Education wishes to transfer an amount not to exceed \$50,000 unanticipated excess current year revenue or unexpended appropriations from the general fund into a Maintenance Reserve account and an amount not to exceed \$1,000,000 unanticipated excess current year revenue or unexpended appropriations from the general fund into a Capital Reserve account at year end, and

**WHEREAS**, the High Bridge Board of Education has determined that a total amount not to exceed \$1,050,000 is available for such purpose of such transfers;

**NOW THEREFORE BE IT RESOLVED** by the High Bridge Board of Education that it hereby authorizes the district’s School Business Administrator to make this transfer consistent with all applicable laws and regulations.

- 9.3.9. Motion to approve** tuition contracts for two Homeless Students for the follow:  
(Attachment Homeless Tuition Contracts - Redacted)

Student	District	Tuition Period	Amount
<b>D.J.J.R</b>	<b>Middlesex Borough</b>	<b>1/7/22 to 6/30/22</b>	<b>\$9,219.6</b>
<b>G.B.R.C</b>	<b>Middlesex Borough</b>	<b>2/1/22 to 6/30/22</b>	<b>\$7,683.00</b>

- 9.3.10. Motion to authorize** the Superintendent to submit an Alternate Method of Compliance request to the Hunterdon County Executive Superintendent that will allow use of classrooms for preschool that have toilet rooms outside of the classroom.

- 9.3.11. APPROVE HIGH BRIDGE SCHOOL DISTRICT PLANS & PROCEDURES**

BE IT RESOLVED that the High Bridge Board of Education approves the following plans and procedures for the 2022-2023 school year.

- 9.3.11.1. Purchasing Manual** (Attachment: High Bridge Purchasing Manual 22-23)

- 9.3.12. Motion to approve** ESS for paraprofessional services. (Attachment: ESS Paraprofessional Renewal 22-23)

- 9.3.13. Motion to approve** ESS for substitute services. (Attachment: ESS Substitute Renewal 22-23)

- 9.3.14. 2022-2023 Anticipated contracts to be renewed, awarded, or to expire during the school year - P.L. 2015, c. 47**

Pursuant to PL 2015, Chapter 47 the High Bridge Board of Education intends to renew, award, or permit to expire the following contracts previously awarded by the board of education. These contracts are, have been, and will continue to be in full compliance with all state and federal statutes and regulations; in particular, New Jersey Title 18A:18. et.seq, NJAC Chapter 6A:23A, and Federal Procurement Regulations 2CFR Part 200.317 et. Seq.

Transportation	Easton Coach Hunterdon Educational Services Commission First Student Bus Company Warren County Special Services Snyder Bus Company
Restraint Training	Handle With Care
Visually Disabled Services	Commission for the Blind and Visually Impaired
Payroll Services	R&L Data
Building/Grounds support	Borough of High Bridge
Boiler Maintenance Service	Metz

Grease Trap Cleaning	Russell Reid
Bleacher, B-Ball Backstop, & Gym Divider Curtains Maintenance	Gym Door Repairs, Inc.
HVAC Maintenance Service	Metz
Electrical	Wire's Electric
Elevator Services	Morris County Elevator
Playground Maintenance	Downes Mulch
Boiler Water Services	Butler Engineering
Fire/Burglar Alarm Services	FAST Sonitrol Security
Kitchen Equipment Maintenance	Northwest Refrigeration Service Plus Kitchen Appl
Building Automation Controls Maintenance	Metz
Continuing Disclosure Agent	Phoenix Advisors
Cobra Administrator	Ameriflex
Health Benefits Provider	Horizon
Vision Benefits Provider	Guardian & Horizon
Dental Benefits Provider	Guardian
Long Term Disability Providers	Guardian & Prudential
Life Insurance Provider	Guardian
Short Term Disability Provider	Aflac
Employee Assistance Program	Aetna
403(b) Providers	AXA/Equitable, Security Benefit, Lincoln
TSA Consulting Group	Retirement Plan Administrative Services
Substitute Service	ESS Northeast LLC
Paraprofessionals	ESS Support Services LLC
PEA Master Teacher	Dr. Pamela Brillante
Pest Management Service	Safe Schools Integrated Pest Management
Environmental Compliance Services	R. K. Occupational & Environmental Analysis, Inc. Garden State Environmental AHERA Consultants
Educational Supply Service	Educational Data Services, Inc.
Website Hosting	Zumu Software
Parent Notification System	School Messenger
Student Information System	Genesis Educational Services
Software, Support – Café POS System	Payschools
Email Support	Gmail

**9.3.15. Approval of Professional Services – Motion to approve the following appointments:**  
**WHEREAS**, there exists a need for auditing services, architectural services, legal services, occupational services, physical therapy services, speech 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:

- 9.3.15.1.** Chaudry Law LLC Iselin, New Jersey, as Negotiations Counsel from July 1, 2022- June 30, 2023 with all services billed at the hourly rate of \$165 per hour and be conducted by the Partner.
- 9.3.15.2.** The Firm of Busch Law Group, LLC, Metuchen, New Jersey, as Board Attorneys from July 1, 2022- June 30, 2023 at \$168 for partners and counsel, \$148 for associates, and \$100 for paralegals an hour.
- 9.3.15.3.** Robin Ballard of Schenck, Price, Smith & King, LLC, Florham Park, New Jersey, as Special Counsel from July 1, 2022- June 30, 2023 at an hourly rate of \$180 and associates at \$170 an hour.
- 9.3.15.4.** The firm Advancing Opportunities as Assistive Technology Services from July 1, 2022 to June 30, 2023 at the following rates:
- |                          |                     |
|--------------------------|---------------------|
| AAC Support and Training | \$200 Per Hour      |
| AT Support and Training  | \$180 Per Hour      |
| AAC Evaluation           | \$1,400 Per Service |
| AT Evaluation            | \$1,200 Per Service |
- 9.3.15.5.** Allison Peck is appointed for Physical Therapy Services from July 1, 2022 to June 30-2023 at the following rates:
- |                  |           |
|------------------|-----------|
| Evaluations      | \$264     |
| Annual Reviews   | \$176     |
| Therapy Services | \$88/hour |
- 9.3.15.6.** Nancy Lenahan of Therapeutic Intervention, Inc., is appointed for Occupational Therapy Services from July 1, 2022 to June 30, 2023 at the following rates:
- |                         |                     |
|-------------------------|---------------------|
| In District OT Services | \$97.50/Hour        |
| Home Based Therapy      | \$112.00/Visit      |
| Evaluations             | \$400.00/Evaluation |
- 9.3.15.7.** Greenbrook Family Medicine is appointed for School Physician Services from July 1, 2022 - June 30, 2023 at the following rates:  
Review of Sport Physicals, consultations, review of policies, nurse consultation are included in the annual \$1,750.00 fee.  
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.

These appointments are made without competitive biddings as “Professional Services” under the provisions of N.J.S.A. 40:11-1 et. seq. because such services are recognized professions licensed and regulated by law not allowing for competitive bids.

BE IT FURTHER RESOLVED, that a brief notice of this action shall be printed once in The Hunterdon Democrat as required by law, within ten (20) days of its passage, stating its nature, duration, service and amount, and that the resolution and contract are on file in the business office.

**Board President** calls for a motion and a second to approve 9.1-9.3.15.7.:

Motion: <i>Robert Imhoff</i>		Second: <i>Colleen Poles</i>		
Name:	Yes	No	Abstain	Absent
Ben Bolger				X
Erin Delgado				X
Karyn Gove	X			
Robert Imhoff	X			
Colleen Poles	X			
Cindy Sharkey	X			

**10. NEW BUSINESS - None**

**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 Public Comments*

**12. EXECUTIVE/CLOSED SESSION**

**Board President** calls for a motion at 7:13 pm *Karyn Gove* and a second, *Robert Imhoff*, *unanimously approved 4-0 (2 absentees)* in accordance with the Sunshine Law, Chapter 321, P.L. 1975, to discuss:

- Executive Session Minutes
- Superintendent Evaluation

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** called for a motion at 7:56 pm, *Robert Imhoff* moved and a second *Karyn Gove*, *unanimously approved* to reconvene public session.

**14. ADOPTION OF MINUTES FROM PREVIOUS EXECUTIVE SESSION**

**14.1.1.** May 16, 2022 Executive Session Minutes (*Attachment: 5 16 2 Executive Session Minutes*)

**14.1.2.** June 6, 2022 Executive Session Minutes (*Attachment: 6 6 22 Executive Session Minutes*)

**Board President** calls for a motion and a second to approve 14.1.1.:

Motion: <i>Karyn Gove</i>		Second: <i>Colleen Poles</i>		
Name:	Yes	No	Abstain	Absent
Ben Bolger				X
Erin Delgado				X
Karyn Gove	X			
Robert Imhoff	X			
Colleen Poles	X			
Cindy Sharkey	X			

**15. ADJOURNMENT**

**Board President called for a motion** at 8:00 pm moved by *Karyn Gove* and a second *Colleen Poles*, *unanimously approved*, to adjourn the meeting.

*Respectfully submitted,*

*Caryn Rinehart, Acting Board Secretary*



