

**HIGH BRIDGE BOARD OF EDUCATION
WORK SESSION MEETING
Monday, October 3, 2022**

1. OPENING OF MEETING - 6:30 PM - *Meeting Opens at 6:30*

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 for listening purposes only on Google Meet. The Board will only accept public participation from those who are physically in attendance, as per Policy 0168. Please notify the board if you intend to record this meeting.

Date: Monday, October 3, 2022

Time: 6:30 pm

No formal action will be taken.

2. PLEDGE OF ALLEGIANCE

3. ROLL CALL by Caryn Rinehart / Acting Board Secretary

Benjamin Bolger - *Present* Erin Delgado - *Present*

Robert Imhoff - *Present* Colleen Poles - *Present*

Karyn Gove - *Present* Cynthia Sharkey - *Present*

Additional Member Present: Dr. Gregory Hobaugh, Superintendent
Caryn Rinehart, Acting Board Secretary

4. PRESENTATION & RECOGNITION ITEMS

4.1. Superintendent's Report

4.1.1. Superintendent Update

- *Bus evacuation drill was held at both buildings. These drills are state mandated even though we are a non transporting district. Students need to be familiar with emergency procedures because we do take class trips.*
- *The tree outside the elementary school was pruned. It was treated last year for emerald ash borer contamination. We are watching it but we may need to have it taken down.*
- *Thank you to Heidi Johnston for submitting the application for a grant from the Special Olympics for the Unified Club at the middle school. HBMS was awarded \$1,000.*

- *MOA was signed by all applicable district parties, Chief Bartman and will now be forwarded to the county for signatures.*
- *October 10 is Columbus Day/Indigenius people day. Students are off, staff members have an in-service day.*
- *Picture Day is October 4.*
- *Steve Weber was recognized for the paving project at the MS. It was completed on time, with minimal impact to daily school activity. They paved the side street, parking lot, basketball court, and pathway in the front.*
- *Dr. Hobaugh reported his findings regarding neighboring districts and plowing services, as requested by the BOE.*

4.1.2. Report on district goals

- *Dr. Hobaugh gave an update on the district goals -*
- *He secured permission to view and work with the administrative teams in other districts to see different observation models.*
- *Middle school staff is working on updating the handbook to align with the high school. The elementary school, in turn, will update theirs to align more with the middle school. Updated handbooks will be ready for BOE approval by the end of the year:*
- *Will be meeting with teachers to determine whether or not to update the math series or keep the current math program. Funding will be budgeted in December for approval in April.*

5. REVIEW OF OFFICIAL CORRESPONDENCE

<u>Name</u>	<u>Date</u>	<u>Subject</u>
Steven Weber	9/27/22	Notice of Retirement
<i>(Attachment: Weber S Retirement)</i>		

Cindy Sharkey commented that both schools look great and she thanked him for everything he's done.

6. REPORTS TO THE BOARD

6.1. Board President's Report

- *Cindy Sharkey reminded board members about mandated training, which needs to be completed by Dec 31 in order to keep our status as a certified board.*
- *Oct 10 is a professional development day for teachers so there is no BOE meeting. It is on Tuesday, October 11.*
- *Oct 13 is the next county meeting - would like to have all BOE members attend. There may be a virtual option. Invitations will be coming shortly.*
- *Cindy Sharkey was approached by a parent who asked about why official correspondence was not read aloud at the meeting. She explained that official correspondence does not get read out loud, however; the public is welcome to come to a meeting and read it in person.*

6.1.1. Hunterdon County School Boards Association Meeting Update - Robert Imhoff

- *Robert Imhoff reiterated that the meeting is next week and invites are coming soon.*

7. HIB REPORTS

- *Parent volunteer HIB training presentation was produced, along with a quiz. The presentation will be sent out to district parents tomorrow.*

7.1. WHEREAS, N.J.S.A. 18A:37-15(e) requires that at the next board of education meeting following its receipt of a HIB report, the board shall issue a decision, in writing, to affirm, reject, or modify the superintendent’s decision.

The Superintendent shall inform the parties of the Board’s determination in writing, as well as their right to appeal the determination to the Commissioner of Education, in accordance with the procedures set forth in law and regulation, no later than 90 days after the issuance of the board’s decision; or to file a complaint with the Division on Civil Rights within 180 days of the occurrence of any incident of harassment, intimidation, or bullying based on membership in a protected group as enumerated in the “Law Against Discrimination,” P.L.1945, c.169 (C.10:5-1 et seq.). *(Attachment: 2022-23 ES01 Redacted)*

- *Dr. Hobaugh gave a brief overview of the HIB incident.*

8. ACTION ITEMS

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

8.1.1. Submission of the NJDOE School Self-Assessment for Determining Grades under the Anti-Bullying Bill of Rights Act for the 2021-2022 school year. *(Attachment: HIB Self Assessment ES - 2022, HIB Self Assessment MS - 2022)*

- *A BOE member asked the question about why we scored ourselves with 2’s in some areas. Dr. Hobaugh explained that we met the expectations, but our guidance counselors felt improvements could be made.*
- *Our Guidance team will be going to NHV to articulate with surrounding districts.*
- *School Safety Team training is the other area in which we met - not exceeded. More training is going to be developed for the school safety team this year.*

8.1.2. Class trips and transportation:

Location	Grade	Cost	Cost Incurred By
Mayo Performing Arts Center	5th	\$18.00	Parents / Guardians

8.2. Human Resources - Personnel, Management & Community Relations

8.2.1. Andrew Ziray for hours above their contracted time necessary to attend scheduled inservice days on 9/23, 10/10, 11/16, 12/14, 1/20, and 2/22 at the contracted rate of \$32.00 per hour not to exceed 4 hours per inservice day.

- 8.2.2. Retirement of Steven Weber as Facilities Director, effective November 25, 2022.
(Attachment: Weber S Retirement)
- 8.2.3. Caryn Rinehart as Acting Board Secretary, to serve on an emergency basis only, from July 1, 2022 until the next reorganization meeting in January 2023 at an hourly rate of \$26.73.
- 8.2.4. Marisa Monaco and Lisa Kerr as homebound instructors at the contracted rate of \$35.42 per hour.
- 8.2.5. Marilyn (Micki) Wechsler as a mentor to Centenary University student, Julia Monge, in the Learning Disability Teacher-Consultant Field Experience Program.
- 8.2.6. Samantha Richards and Caryn Rinehart as co-advisors for Elementary School Homework Assistance at the contracted rate of \$32.00 per hour for 50 hours each for a total not to exceed \$1,600.00.

8.3. Educational Resources - Finance and Facilities

- 8.3.1. Payment of Bills
- 8.3.2. Financial Reports
- 8.3.3. Line Item Transfers
- 8.3.4. Acceptance of the 2022-2023 Unified Champion Schools Grant awarded to High Bridge Middle School by Special Olympics in the amount of \$1,000. (Attachment: SONJ UCS Award 22-23)
- 8.3.5. Soft drink and coffee sales to district staff from the Pre-Vocational Autistic and Behavioral Disabilities Programs at the Elementary and Middle Schools. Profits will go back into the program to replenish the drinks, maintain Coverp Cafe, and supply additional items to be made and sold to provide student behavioral incentives and to further enhance Life Skills while expanding the program pre-vocational activities, in preparation for Pre-Community Based Instruction (CBI) and Field Experience.

- *Dr. Hobough gave a brief overview of all the action items.*

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 7:10 pm, Robert Imhoff moved and a second was called by Karyn Gove in accordance with the Sunshine Law, Chapter 321, P.L. 1975, to discuss:

- Executive Session Minutes
- 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.

11. RECONVENE PUBLIC SESSION

Board President calls for a motion and a second to reconvene the public session.

At 7:52 p.m. Karyn Gove moved, seconded by Erin Delgado. Motion passed unanimously.

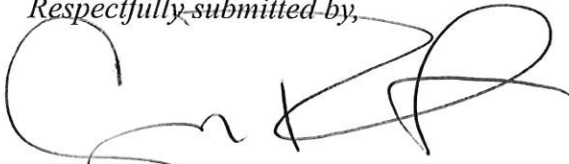
- *Robert Imhoff asked about the dates on the transcripts. BOE members reviewed their training requirements.*
- *Dr. Hobaugh reminded the board that Emma Alparone and Rich Kolton will be presenting test results at the October 11 meeting.*

12. ADJOURNMENT

Board President calls for a motion at 7:54 pm , Karyn Gove moved, and a second by Erin Delgado, to adjourn the meeting.

Motion approved. Meeting adjourned at 7:54 pm.

Respectfully submitted by,

A handwritten signature in black ink, appearing to read 'Caryn Rinehart', written over a horizontal line.

Caryn Rinehart, Acting Board Secretary

