HIGH BRIDGE BOARD OF EDUCATION WORK SESSION MEETING MINUTES Monday, September 11, 2023

1. OPENING OF MEETING - 6:30 PM - *The meeting began at 6:30 p.m.* **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, September 11, 2023 Time: 6:30 pm No formal action will be taken.

2. PLEDGE OF ALLEGIANCE

3. ROLL CALL by Karolina Cywa, SBA / Board Secretary

Benjamin Bolger - Present Erin Delgado - Present Karyn Gove - Present Robert Imhoff - Present Michael McCasland - Present Colleen Poles - Present Cynthia Sharkey - Present

Additional Members Present:Dr. Gregory Hobaugh, Superintendent - PresentKarolina Cywa, SBA / Board Secretary - Present

4. PRESENTATION AND RECOGNITION ITEMS

4.1. Superintendent's Report

- **4.1.1.** Superintendent Update
 - **4.1.1.1.** HBES No Place For Hate Recognition

The superintendent gave an update to the Board which included:

- the district goals,
- *drills that are required by the State,*
- back to school night that is scheduled for September 14th and 21st,
- cross country that is starting September 14th,

Dr. Gregory Hobaugh added that test results will be sent to parents in October. He thanked the staff for the successful start school year. He informed the board that the PTO's budget passed and PTO wanted to buy a basketball board. He noted that this Friday is the 50th reunion for High Bridge graduates which is going to be an exciting event.

5. REVIEW OF OFFICIAL CORRESPONDENCE

<u>Name</u>	Date	<u>Subject</u>
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None

6. **REPORTS TO THE BOARD**

- **6.1.** Board President's Report
 - 6.1.1. High Bridge Board of Education Goals

The board president and the board accepted the board goals which included:

- focus on student achievement
- audit of the board policies.
- 6.1.2. Negotiations Committee Update

Mr. Robert Imhoff informed the board about next week's meeting.

6.1.3. School Security Committee Update

Mr. Robert Imhoff noted that he is waiting for Homeland Security's audit to be done and then he will be able to schedule a security meeting.

6.1.4. Hunterdon County School Boards Association Meeting Update - Robert Imhoff *Mr. Robert Imhoff recommended the superintendent attend the meeting because the main topic is state aid loss.*

Ms. Erin Delgado asked if there should be a follow-up regarding the campaign letter.

7. ACTION ITEMS

- 7.1. Student Achievement Curriculum, Instruction, Technology & Policy
 - **7.1.1.** High Bridge School District goals for 2023-24. (*Attachment: HB District Goals 2023-2024*)
 - 7.1.2. Field trips:

Location	Grade	Cost	Cost Incurred By
Raritan River for Environmental Club	4th	N/A	N/A
Duke Farms	4th	Transportation TBD	Parents / Guardians
Michael Fowler Presentation - CTMS	8th	\$162.00 for transportation	BOE
Various (Attachment: 23-24 Vocational Class Trips)	Vocational Class	TBD	BOE - Transportation Costs Parent / Guardian All Other Costs
Solitude House Museum	7th	N/A	N/A

- 7.2. Human Resources Personnel, Management & Community Relations
 - **7.2.1.** Lisa Kerr and Sherry Kerr for five (5) hours each of Kindergarten Entry Assessment (KEA) GOLD training at the contracted rate of \$32.00 per hour for a total of \$160.00 each.
 - **7.2.2.** Megan Gulevski for 6.5 hours of School Behavioral Threat Assessment & Management Training, at the contracted rate of \$32 per hour for a total of \$208.00, to be paid through ESSR funds.
 - **7.2.3.** Resignation of Alison Manley as a part-time special education teacher effective October 27, 2023. *(Attachment: Manley Resignation 8 30 23)*
 - **7.2.4.** Jerry Morrison as a substitute custodian for the 2023-24 school year at a rate of \$17.00 per hour, pending receipt of paperwork and background check.
 - **7.2.5.** Amy Miller for 2 hours in-service at Hunterdon County Vocational School District at the contracted rate of \$32.00 billed to HCVSD.
 - **7.2.6.** Maternity leave for Heather Balliet beginning on/or about December 18, 2023, with a tentative return date of March 18, 2024. She will utilize sick days, followed by unpaid days in accordance with FMLA. (*Attachment: Balliet Maternity Leave Request*)
 - 7.2.7. Course reimbursement for:

Staff	Course	College/University	Semester	Tuition
Maurica Hash*	GED 602 - Ethical Issues	Centenary University	Aug - Dec, 2023	\$2,185.95

*This request replaces the tuition reimbursement request for course GED 625 - Current Issues in Special Education previously approved at the August 28, 2023 meeting, due to the cancellation of the original class.

7.3. Educational Resources - Finance and Facilities

- **7.3.1.** Contract with Work Family Connection. (*Attachment: Use and Occupancy 2023 2024 Work-Family Connection Contract*)
- 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	Mileage Tolls, Etc.	Total
			Fee		
Alyssa Oliver	NJSBA Workshop	Oct 24-25, 2023	N/A	N/A	N/A
Alyssa Oliver	Preschool	Sept. 25-29,	N/A	\$374.12	\$374.12
	Instructional Coach	2023			
	Seminar				
Caryn Rinehart	Strauss Esmay	Oct 16, 2023	\$145.00	\$79.38	\$224.38
	NJFLA & FMLA				
	Professional				
	Development				
	Program				
Diane Charneski	Strauss Esmay	Oct 16, 2023	\$145.00	\$79.38	\$224.38
	NJFLA & FMLA				

	Professional Development Program				
Heather Balliet	Wilson Reading System Professional Learning - Virtual	Sept 12-14, 2023	\$650.00	N/A	\$650.00

7.3.6. USE OF FACILITIES

Motion to approve the following use of facilities request:

Organization	Dates	Day / Times	Location
HBYB-Youth Basketball	11/14/23 - 3/16/24	M-F 6:30 pm - 8:30 pm Saturdays, 8:00 am - 4:00 pm	ES & MS Gym
HB Cub Scout Pack 149	10/05/23 - 6/06/24	Thursdays, 5:30 pm - 8:00 pm	ES - Art Room

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. While all comments will be considered and a response will be forthcoming if and when appropriate, School Board members will not respond to the speakers during the public comment portion of the meeting. Speakers with questions are encouraged to contact the Superintendent directly before or after the meeting.

9. EXECUTIVE/CLOSED SESSION

The Board President calls for a motion *at 7:00 p.m. Karyn Gove* and a second *Benjamin Bolger unanimously approved*, in accordance with the Sunshine Law, Chapter 321, P.L. 1975, to discuss:

- Parental Appeal of HIB (Attachment: 22-23 MS09 Redacted)
- 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.

10. RECONVENE PUBLIC SESSION

The Board President calls for a motion at 8:00 p.m. Karyn Gove and a second Erin Delgado unanimously approved to reconvene the public session.

11. ADJOURNMENT

The Board President calls for a motion at 8:01 p.m. Erin Delgado and a second Colleen Poles unanimously approved to adjourn the meeting.

Respectfully submitted

Karolina Clfwa

Karolina Cywa School Business Administrator/Board Secretary