

HIGH BRIDGE BOARD OF EDUCATION

REGULAR MONTHLY MEETING

MONDAY, JULY 18, 2016

A. OPENING OF MEETING - 7:00 PM

Required Notice of Open Public Meeting

Being duly posted at the following locations: High Bridge Middle School and Elementary School front doors, High Bridge Borough Hall Office; and advertised, in accordance with the Open Public Meeting Act, in the following newspapers: Hunterdon County Democrat. This regular meeting will convene at 7:00 pm on Monday, July 18, 2016, in the Library of the High Bridge Elementary School, 40 Fairview Avenue, High Bridge, NJ 08829. Formal action will be taken if needed.

B. PLEDGE OF ALLEGIANCE

C. ROLL CALL by Heather Goguen, Business Administrator/Board Secretary

Michael Estrada	Stephen Johnson
Karyn Gove	Alan Schwartz
Todd Honeycutt, Vice Pres.	Cindy Sharkey
Robert Imhoff, President	

Additional Members Present: Dr. Gregory Hobaugh, Superintendent
Heather Goguen, Business Administrator/Board Secretary

D. PRESENTATION ITEM AND PUBLIC HEARING ON SCHOOL SELF-ASSESSMENT UNDER ANTI-BULLYING BILL OF RIGHTS

1. Mrs. Katie Franks and Ms. Melissa Patane will present the results of the district climate survey.
2. HIB Self-Assessment under Anti-Bullying Bill of Rights (**Attachment #17-PH-7-1**)
 - a. **Request a motion to open** a public hearing to offer the opportunity for public comments and/or questions regarding the schools' Harassment Intimidation and Bullying Self-Assessment for Determining Grades for the 2015-2016 school year.
 - b. **Public Comments** – pertaining to Anti-Bullying Bill of Rights Assessment only.
 - c. **Request a motion** to close the Public Hearing and reconvene regular monthly meeting.
 - d. **Request a motion to approve** the schools' Self-Assessment for Determining Grades under the Anti-Bullying Bill of Rights Act and to authorize the Superintendent to submit same to the New Jersey Department of Education.

Roll Call:

Michael Estrada	Stephen Johnson
Karyn Gove	Alan Schwartz
Todd Honeycutt, Vice Pres.	Cindy Sharkey
Robert Imhoff, President	

E. REVIEW OF OFFICIAL CORRESPONDENCE

<u>Name</u>	<u>Date</u>	<u>Subject</u>
None at this time		

F. 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.

G. ADOPTION OF MINUTES FROM PREVIOUS MEETINGS

1. June 27, 2016 Regular Meeting Minutes (**Attachment #17-M-7-1**)

Roll Call:

Michael Estrada	Stephen Johnson
Karyn Gove	Alan Schwartz
Todd Honeycutt, Vice Pres.	Cindy Sharkey
Robert Imhoff, President	

H. REPORTS TO THE BOARD**1. Board President's Report**

- a. Restructure of BOE Committees
- b. Board and District Goals for 2016-2017
 - a) Motion to approve Board and District Goals for the 2016-2017 school year.
(Attachment #17-B-7-1)
- c. Board Committees and Chairperson
 - **Community Relations – Todd Honeycutt, Chairperson,** Cindy Sharkey, Robert Imhoff
 - Next meeting TBD
 - **Curriculum, Instruction and Technology – Michael Estrada, Chairperson,** Karyn Gove, Robert Imhoff
 - Next Generation Science Standards
 - Next meeting TBD
 - **Personnel and Management – Karyn Gove, Chairperson,** Todd Honeycutt, Robert Imhoff
 - Interviews ongoing for K and 4th grade leave replacements
 - Receiving Aide Candidates from outdoor sign posting
 - Next meeting TBD

- **Policy – Cindy Sharkey, Chairperson,** Michael Estrada, Robert Imhoff
 - Next meeting TBD
 - Policy Alert #209 Issued – need to schedule meeting to review.
- **Finance/Facilities – Stephen Johnson, Chairperson,** Alan Schwartz, Robert Imhoff
 - Next meeting TBD
- **Negotiations – Alan Schwartz, Chairperson,** Stephen Johnson, Robert Imhoff
 - Next meeting TBD

2. Superintendent’s Report

a. INFORMATION ITEMS:

- 1) 2016-2017 Projected Enrollment (**Attachment #17-S-7-1**)
- 2) Staff Attendance for June 2016 (**Attachment #17-S-7-2**)
- 3) Monthly Report on Harassment, Intimidation, and Bullying Incidents
- 4) Superintendent Update

3. School Business Administrator’s Report

a. General Information Items

- 1) Update on Summer Projects

b. Vandalism Report

There was no vandalism.

4. Superintendent’s Report (Via e-mail)

5. Middle School Principal’s Report (Via e-mail)

6. Elementary School Supervisor’s Report (Via e-mail)

K. ACTION ITEMS

1. CURRICULUM, INSTRUCTION AND TECHNOLOGY

Based upon the recommendation of the Superintendent, request a motion to approve the following items:

None at this time

Roll Call:

Michael Estrada	Stephen Johnson
Karyn Gove	Alan Schwartz
Todd Honeycutt, Vice Pres.	Cindy Sharkey
Robert Imhoff, President	

2. PERSONNEL

Based upon the recommendation of the Superintendent, request a motion to approve the following items:

- a) **Motion to amend** the employment contract for **Jemma Buccine Schraeder**, full-time Basic Skills Instruction / Gifted & Talented teacher to Level BA+15, Step 1 for an annual salary of \$51,805.
- b) **Motion to approve** a request for a maternity leave of absence for **Katherine Franks** commencing on or about October 3, 2016 with a return date of January 3, 2017. During this absence she will be utilizing four (4) illness days prior to childbirth and twenty (20) illness days after childbirth, followed by thirty (30) unpaid days in accordance with FMLA.

b) **Motion to approve** the summer employment of Child Study Team members for summer referrals as follows:

Name	Position	Hourly Rate	CAP
Megan Roth – School Psychologist	Evaluations/Case Management	TBD	\$1500 cap
Lee Rozycki – CST Secretary	CST Support	TBD	\$4200 cap

c) **Motion to approve** course reimbursement for the following:

i. Carla Nowell

- Course: Communications and Literacy in Special Education
- College/University: Centenary University
- Semester: Fall 2016
- Credits: 3 Graduate
- Tuition: \$1321.00

d) **Motion to approve** the emergent hire of **Justin Mure** as part-time Summer Custodian from July 11, 2016 through August 30, 2016 at an hourly rate of \$11.00, not to exceed 23 hours per week, pending criminal history background clearance.

e) **Motion to approve** co-curricular activities and the advisors and coaches for the 2016-2017 school year as follows:

Activity	Staff Member(s)	Grade	# Hrs.	Compensation
Art Club (Fall)	Chris Muller	5-8	10	291.10
Art Club (Spring)	Chris Muller	4	10	291.10
Elementary School Chorus	Courtney Shiffman	4	10	291.10
Middle School Show Choir	Courtney Shiffman	5-8	30	873.30
HBES Memory Book	Christi Roling	PS-4	28	815.08
Athletic Director	Jerry Tolomeo	5-8		1043.00

Environmental Club (Fall)	Lynn Hughes Sarah Etzold	4	Total compensation not to exceed 22 hours ÷ 2 advisors Total: 640.42	
Environmental Club (Spring)	Lynn Hughes Sarah Etzold	4	Total compensation not to exceed 22 hours ÷ 2 advisors Total: 640.42	
Young Authors' Club	Lynn Hughes Sarah Etzold	4	Total compensation not to exceed 36 hours ÷ 2 advisors Total: 1047.96	
Student Leadership	Katie Drude Courtney Shiffman Kevin Jones	5-8	Total compensation not to exceed 3561.00	
MS Yearbook	Rachel Lazier Brenda Krushinski	8	Total compensation not to exceed 50 hours ÷ 2 advisors Total: 1455.50	
Drama Club	Courtney Shiffman Jeff Thompson	5-8	Total compensation not to exceed 75 hours ÷ 2 advisors Total: 2183.25	
Jazz Band	Jeff Thompson	5-8	30	873.30
Elem. School Band	Jeff Thompson	4	10	291.10
Morning Broadcast	Jeff Thompson Carl Katzenberger	8	Total compensation not to exceed 120 hours ÷ 2 advisors Total: \$3493.20	
Homework Club	Nicole Locorotondo	5-8	20	582.20
Homework Assistance	Jemma Buccine	5-8	20	582.20
Reading Olympics	Nicole Locorotondo	5-8	25	727.75

Activity	Staff Member(s)	Grade	Compensation	
Cross Country	Diane Alexanderson	5-8	1,517.00	
Girls' Basketball	Lisa Kerr	5-8	2,183.00	
Boys' Basketball	Carl Katzenberger	5-8	2,620.00	
Cheerleading	Nicole Locorotondo	5-8	1,264.00	
Volleyball	Carl Katzenberger	5-8	1,517.00	
Boys' Baseball	Gary Mills	5-8	1,264.00	
Girls' Softball	Carl Katzenberger	5-8	1,517.00	

f) **Motion to approve** the Superintendent to appoint staff during the months of July and August, 2016, subject to ratification by the Board of Education at its regular meeting on August 29, 2016.

Roll Call:

Michael Estrada	Stephen Johnson
Karyn Gove	Alan Schwartz
Todd Honeycutt, Vice Pres.	Cindy Sharkey
Robert Imhoff, President	

3. POLICY

Nothing at this time.

4. FINANCE/FACILITIES

a) **USE OF FACILITIES**

Motion to approve the following use of facilities request:

Organization	Start Date	End Date	Day / Times	Location
Girls on the Run (Advisor: Kim Terzuolo)	9/13/16	11/21/16	Tuesdays and Thursdays 3:10 p.m. to 4:45 p.m.	ES

b) **TRAVEL EXPENDITURE APPROVAL (Attachment #17-F-7-1)**

Motion to approve workshop and related travel expenses listed on attached as recommended by the Superintendent, in consultation with the School Business Administrator/Board Secretary.

c) **PURCHASE OF APPLE TECHNOLOGY PRODUCTS**

Motion to approve Hunterdon County Educational Services Commission for Apple Technology Products:

WHEREAS, the Hunterdon County Educational Services Commission (“HCESC”), as Lead Agency for the HCESC cooperative pricing system (system identifier 34HUNCCP), has awarded a contract for proprietary Apple technology products (bid number HCESC-TEC-16-01), effective March 25, 2016 following the public solicitation of sealed bids pursuant to N.J.S.A. 18A:18A-15, N.J.S.A. 40A:11-13 and N.J.A.C. 5:34-9.1; and

WHEREAS, the High Bridge Board of Education is a member of the HCESC cooperative pricing system and is authorized to make purchases from contracts awarded by the HCESC pursuant to N.J.A.C. 5:34-7.1 et seq.; and

WHEREAS, the Apple technology products covered by the HCESC contract sought by the High Bridge Board of Education are of such a specialized nature that only such products will meet the needs of the High Bridge Board of Education and

WHEREAS, the High Bridge Board of Education has heavily invested time and funds into the acquisition and integration of Apple products in local operations that will be wasted if non-Apple products were used to supplement the existing technology; and

WHEREAS, the use of non-Apple products would require either the wholesale replacement of the technology currently used by the High Bridge Board of Education or an unsupportable level of training, support and maintenance services that would utterly defeat the purpose of the public contracting laws;

NOW, THEREFORE, BE IT RESOLVED that the High Bridge Board of Education hereby authorizes the purchase of proprietary Apple technology products through HCESC Contract (HCESC-TEC-16-01) from *Apple, Inc. 5505 W. Parmer Lane, MS 578-ROA Austin, TX 78727-6524*, for the following items:

- 2 - iPad Air 2 WiFi 64 GB Silver
- 2 - iPad Air 2 Cases
- 2 – I Pad Air / Air 2 Pro Screen Protective Glass (Tempered)

Roll Call:

Michael Estrada	Stephen Johnson
Karyn Gove	Alan Schwartz
Todd Honeycutt, Vice Pres.	Cindy Sharkey
Robert Imhoff, President	

L. NEW BUSINESS

M. PUBLIC COMMENTS

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N. EXECUTIVE/CLOSED SESSION

Motion to adjourn to Executive Session in accordance with the Sunshine Law, Chapter 321, P.L. 1975, to discuss:

- June 27, 2016 Executive Session Minutes (**Attachment #17-ES-7-1**)
- Superintendent’s 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.

O. RECONVENE PUBLIC SESSION

P. ACTION ITEMS

Roll Call:

Michael Estrada	Stephen Johnson
Karyn Gove	Alan Schwartz
Todd Honeycutt	Cindy Sharkey
Robert Imhoff	

Q. HIGH BRIDGE BOE BOOK CLUB

Next Chapter – Five Habits of High-Impact School Boards

R. ADJOURNMENT