

HIGH BRIDGE BOARD OF EDUCATION
WORK SESSION MEETING
Monday, June 3, 2019

1. 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 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 regular meeting will convene in the Library of the High Bridge Elementary School, 40 Fairview Avenue, High Bridge, NJ 08829.

Date: Monday June 3, 2019

Time: 7:00 pm

Formal action will be taken.

2. PLEDGE OF ALLEGIANCE

3. ROLL CALL by Christopher Jones, SBA / Board Secretary

Erin Delgado

Robert Imhoff

Michelle Corley

Mindy Manahan

James Garner

Cindy Sharkey, President

Karyn Gove, Vice. Pres.

Additional Members Present: Dr. Gregory Hobaugh, Superintendent

Christopher Jones, SBA / Board Secretary

4. PRESENTATION & RECOGNITION ITEMS

4.1. Emma Alparone, Lauren Richardson, Tricia Morris to present on Elementary School Writing Program.

5. 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.

6. REPORTS TO THE BOARD

6.1. Board President's Report

6.1.1. Board of Education Goals

6.1.2. Ad Hoc Committee Changes

6.1.3. Shared Services

7. ACTION ITEMS

7.1. Resolution to Approve HBBOE and HBEA Agreement July 1, 2018 - June 30, 2021

Be it resolved that the High Bridge Board of Education, upon the recommendation of the Negotiations Committee, approves the Memorandum of Agreement dated February 28, 2018 between the High Bridge Board of Education and the High Bridge Education Association. Exhibit A. (*Attachment: Signed MOA*)

Be it also resolved that the High Bridge Board of Education approves the agreed upon salary guides Appendix A,B, and C incorporated in the amended Agreement for the period of July 1, 2018 to June 30, 2021. Exhibit B. (*Attachment: Final Agreement and Salary Guides*)

Be it also resolved that the High Bridge Board of Education approves the amended Agreement for the period of July 1, 2018 to June 30, 2021 and authorizes the Board President to execute the Agreement. Exhibit B. (*Attachment: Final Agreement and Salary Guides*)

7.2. High Bridge Elementary School Emergency Wall Repair Project

7.2.1. Motion to approve that upon the recommendation of the Superintendent, the board approves the submission of the project application to the New Jersey Department of Education for the High Bridge Elementary School Emergency Wall Repair Project. The District is not seeking State Funding for this project.

7.2.2. Motion to approve that upon the recommendation of the Superintendent, the board authorize the amendment of the current Long Range Facilities Plan to Include the High Bridge Elementary School Emergency Wall Repair Project.

Board President calls for a motion and a second to approve 7.1-7.2.2.:

Motion:		Second:		
Name:	Yes	No	Abstain	Absent
Michelle Corley				
Erin Delgado				
James Garner				
Karyn Gove				
Robert Imhoff				
Mindy Manahan				
Cindy Sharkey				

Commencement of the Work Session

8. ACTION ITEMS

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

8.1.1. Following class trips and transportation:

Grade	Location	Cost	Cost incurred by
1st	Union Forge Park	\$0.00	N/A

8.1.2. Eighth grade students eligible for promotion to ninth grade.

8.2. Human Resources - Personnel, Management & Community Relations

8.2.1. Staff for hours above their contracted time for the Middle School Picnic, June 3, 2019:

Name	Hours	Rate	Total
Brenda Krushinski	3.75	\$29.11	\$109.16
Kathleen Fulse	2.75	\$29.11	\$80.05
Jana Brown	2.75	\$29.11	\$80.05

8.2.2. Co-curricular and athletic advisors and compensation for the 2019-2020 school year as follows:

Activity	Staff Member	Grade(s)	Hours	Compensation
Athletic Director	Jerry Tolomeo	5-8	-	\$1,043.00
Co-Ed Cross Country	Diane Alexanderson	5-8	-	\$1,517.00
Girls' Volleyball	Carl Katzenberger	5-8	-	\$1,517.00
Boys' Basketball		5-8	-	\$2,183.00
Girls' Basketball	Carl Katzenberger	5-8	-	\$2,620.00
Girls' Softball	Carl Katzenberger	5-8	-	\$1,517.00
Boys' Baseball		5-8	-	\$1,264.00
Cheerleading	Danielle Weber	5-8	-	\$1,264.00
Student Leadership	Courtney Shiffman Coleen Conroy Megan Roth	5-8	-	\$3,561.00 total
Homework Club - MS General Education	Jemma Buccine	5-8	20 hours total	\$582.20
Homework Assistance - MS Special Education	Megan Roth	5-8	20 hours total	\$582.20
Literary Magazine	Danielle Weber	5-8	20 hours total	\$582.20
HBMS TV Production	Jeff Thompson TBD	8	120 hours total	\$3,493.20
Drama Club	Courtney Shiffman Jeff Thompson	5-8	90 hours total	\$2,6120 total
Jazz Band - MS	Jeff Thompson	5-8	30 hours total	\$873.30
Show Choir - MS	Courtney Shiffman	5-8	30 hours total	\$873.30
Yearbook - MS		5-8	50 hours total	\$1,455.50
Reading Olympics	Spencer Fader	5-6	15 hours total	\$436.65
Yearbook - ES	Christi Roling	PS - 4	40 hours total	\$1164.40
Environmental Club - Spring	Lynn Hughes Spencer Fader	4	22 hours total	\$640.42 total
Environmental Club - Fall	Lynn Hughes Spencer Fader	4	22 hours total	\$640.42 total

Young Authors' Club		4	22 hours total	\$640.42
Elementary School Band	Jeff Thompson	4	6 hours total	\$174.66
Elementary School Choir	Courtney Shiffman	4	6 hours total	\$174.66
Grant Coordinator	Mary Fran Daley	District		\$2,500.00

- 8.2.3.** Movement on the salary guide as of September 1, 2019 for Heidi Miller from MA to MA+15, salary to be determined once a new agreement is signed between the HBBOE and the HBEA.
- 8.2.4.** Movement on the salary guide as of September 1, 2019 for Kevin Jones from BA to MA, pending receipt of required documentation, salary to be determined once a new agreement is signed between the HBBOE and the HBEA.
- 8.2.5.** Movement on the salary guide as of September 1, 2019 for Carla Nowell from BA+30 to MA, pending receipt of required documentation, salary to be determined once a new agreement is signed between the HBBOE and the HBEA.
- 8.2.6.** Heidi Miller as a certified 1:1 as per student IEP for graduation ceremony on June 14, 2019 at a rate of \$29.11 per hour for 3 hours for a total of \$87.33.
- 8.2.7. 2019-2020 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.

8.2.8. ESY Staff

8.3. Educational Resources - Finance and Facilities

8.3.1. Payment of Bills

8.3.2. Line Item Transfers

8.3.3. TEXTBOOKS

8.3.4. Superintendent to submit an Alternate Method of Compliance request to the Hunterdon County Executive Superintendent that will allow use of a classroom for preschool that has toilet rooms outside of the classroom.

8.3.5. HIGH BRIDGE SCHOOL DISTRICT PLANS & PROCEDURES

BE IT RESOLVED that the High Bridge Board of Education approves the following plans and procedures for the 2019-2020 school year.

8.3.5.1. Integrated Pest Management (IPM) ES

8.3.5.2. Integrated Pest Management (IPM) MS

8.3.5.3. Crisis Intervention Procedures Manual

8.3.5.4. Purchasing Manual

8.3.5.5. Indoor Air Quality

8.3.5.6. School Safety and Security Plan

8.3.6. SUBSTITUTE TEACHER RATES OF PAY FOR THE 2019-2020 SCHOOL YEAR

The Superintendent recommends that the Board of Education approve the recommendation to set the rates for the 2019-2020 school year as follows:

Substitute Aide - \$78.00 day

Substitute Teacher - \$95.00 day

Substitute Nurse - \$105.00 day

Substitute Administrator - \$115.00 day

8.3.7. 2019-2020 Tuition Rates

Approve the following Special Education tuition rates:

Multiple Disabled/Emotionally Disabled/Autistic	\$37,826.00
Resource Room	\$36,347.00
Preschool Disabled	\$31,587.00
Summer ESY Multiple Disabled/Emotionally Disabled	\$ 4,498.00
Summer ESY Resource Center	\$ 4,322.00
Summer ESY Preschool	\$ 3,756.00

8.3.8. ESS Renewal and Addendum

8.3.9. New Copier Contract

8.3.10. Approval of Professional Services – the following appointments:

WHEREAS, there exists a need for auditing services, architectural services, legal services, occupational services, physical therapy 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:

8.3.10.1. Nisivoccia, Mt. Arlington, New Jersey is appointed for auditing and accounting services from July 1, 2019 - June 30, 2020 with billing rates as follows:

Annual Audit Services \$21,500

8.3.10.2. FKA Architects, Oakland, New Jersey, is appointed for architectural services from July 1, 2019 - June 30, 2020 at the following rates:

- Principal \$ 175/hour
- Associate \$145/hour
- Project Manager \$110/hour
- Job Captain \$100/hour
- CAD Draftsperson \$80/hour
- Clerical \$60/hour

8.3.10.3. The firm of Busch Law Group, LLC, Metuchen, New Jersey, as Board Attorneys from July 1, 2019- June 30, 2020 at \$165 for partners and counsel, \$145 for associates, and \$100 for paralegals an hour.

8.3.10.4. Robin Ballard of Schenck, Price, Smith & King, LLC, Florham Park, New Jersey, as Special Counsel from July 1, 2019- June 30, 2020 at an hourly rate of \$170 and associates at \$165 an hour.

- 8.3.10.5.** Allison Peck - Physical Therapy
- 8.3.10.6.** Nancy Lenahan of Therapeutic Intervention, Inc., is appointed for Occupational Therapy Services at the following rates:

In District OT Services	\$91.50/hour
Home Based Therapy	\$105/hour
Evaluations	\$375/hour
- 8.3.10.7.** Greenbrook Family Medicine is appointed for School Physician Services 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.
- 8.3.10.8.** Scarinci, Hollenbeck, LLC, Lyndhurst, New Jersey, as Negotiations Counsel
 - 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.

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.

10. EXECUTIVE/CLOSED SESSION

Board President calls for a motion _____ and a second _____, in accordance with the Sunshine Law, Chapter 321, P.L. 1975, to discuss:

- Administration Evaluations

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 public session.

12. ADJOURNMENT

Board President calls for a motion _____ and a second _____ to adjourn the meeting.