

**HIGH BRIDGE BOARD OF EDUCATION
REGULAR MONTHLY MEETING
Monday, May 18, 2020**

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 meeting will convene on Google Meet due to current restrictions for COVID-19. Please note that you can email comments directly to Cindy Sharkey: csharkey@hbschools.org. Please mute your microphone to reduce feedback.

Date: Monday May 18, 2020

Time: 7:00 pm

Formal action will be taken.

2. PLEDGE OF ALLEGIANCE

3. ROLL CALL by John Jennings, SBA / Board Secretary

Erin Delgado

Robert Imhoff

Michelle Corley

James Garner

Cindy Sharkey, President

Karyn Gove, Vice. Pres.

Additional Members Present: Dr. Gregory Hobough, Superintendent

John Jennings, SBA / Board Secretary

4. PRESENTATION ITEMS

4.1. Superintendent's Report

4.1.1. 2019-2020 Enrollment

Grade	Sections	District Enrollment	Choice	Tuition	Out-of-District	Total Enrollment
PS	2	25	-	-	-	25
K	2	30	1	-	-	31
1	2	34	-	-	-	34
2	2	33	-	-	-	33
3	2	41	1	-	-	42
4	2	32	-	-	-	32
Elementary School Total						197
5	2	40	-	-	-	40
6	2	38	-	1	-	39
7	2	44	-	-	-	44
8	2	47	-	-	-	47
Middle School Total						170
District Total	20	364	2	1		367

4.1.2. Projected 2020-2021 Enrollment

Grade	Sections	District Enrollment	Choice	Tuition	Out-of-District	Total Enrollment
PS	3	36				36
K	2	26				26
1	2	30	1			31
2	2	34				34
3	2	33				33
4	2	41	1			42
Elementary School Total						202
5	2	31				31
6	2	40				40
7	2	38		1		39
8	2	43				43
Middle School Total						153
District Total	21	352	2	1		355

4.1.3. Staff Attendance for April 2020 (Attachment: April 2020 Staff Attendance)

4.1.4. 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	N/A	N/A	07/03	07/30								
August	N/A	N/A	08/01	08/06								
Sept	09/06	09/10 09/12	09/05	09/10 09/12			1					
Oct	10/15	10/24	10/02	10/04					1			
Nov	11/04	11/21	11/01	11/14						1	2	
Dec	12/12	12/10	12/11	12/09							3**	1**
Jan	01/02	1/24	01/06	01/13							1	
Feb	02/18	02/03	02/03	02/03			3			1		1
March	03/02	N/A	03/02	03/04								
April	N/A	N/A	N/A	N/A								
May												

June												
* Investigation is in progress **19-20 MS03 is shown as 2 incidents												

4.1.5. Superintendent Update

4.2. School Business Administrator’s Report.

4.2.1. Water Infiltration Project (*Water Infiltration Project Pros-Cons*)

5. REVIEW OF OFFICIAL CORRESPONDENCE

<u>Name</u>	<u>Date</u>	<u>Subject</u>
<i>none</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.

7. ADOPTION OF MINUTES FROM PREVIOUS MEETING

Motion to approve:

7.1. April 27, 2020 Regular Meeting Minutes (*Attachment: 4 27 20 Regular Session Minutes*)

7.2. May 11, 2020 Regular and Work Session Minutes (*Attachment: 5 11 20 Regular and Work Session Minutes*)

Board President calls for a motion and a second to approve 7:

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

8. REPORTS TO THE BOARD

8.1. Board President’s Report

9. ACTION ITEMS

9.1. Human Resources - Personnel, Management & Community Relations

9.1.1. Motion to approve Summer Custodians

Custodian	Start Date	Pay Rate
Michael Doerwang	6/17/2020	\$14/hour
Heather Trepiccione	6/1/2020	\$14/hour

9.1.2. Motion to approve Carol Miller, Nathan Eifler and Justin Baranak as Substitute Summer Custodians at a rate of \$14/hour.

9.1.3. Motion to approve Tuition reimbursement for the following:

Staff	Course	College/University	Semester	Tuition
Jemma Buccine-Schraeder	The Gifted Child	Rutgers University	May-July, 2020	\$2154.00
Christina Harding	Diagnosis & Correction Reading & Writing	Centenary University		\$1,889.85

9.2. Educational Resources - Finance and Facilities

9.2.1. Payment of Bills

Audit of Invoices (*Attachment: 5 18 20 bill list*)

Approve invoices for Current Expenses in the following amounts:

Check Register	April 28 - May 18	\$ 63,559.50
Payroll	April 30	\$ 231,706.55
	May 15	<u>\$ 236,240.15</u>
	Total	\$ 531,506.20

Payment of Bills Cafeteria account -

Maschio's	May 8	<u>\$ 4,002.03</u>
		\$ 4,002.03

9.2.2. Financial Reports (*Attachments: March Board Secretary and Treasurer Reports*)

Report of the Board Secretary and Treasurer's Report for March 2020

Resolved, that the Board of Education accept the Board Secretary's and Treasurer's Financial Reports for the month of March 2020 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 March 2020, 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.

May 11, 2020

John Jennings
Business Administrator

9.2.3. Line Item Transfers for April 2020 (*Attachment: April Transfer Report - Signed*)
Resolved, that the Board of Education approve the budget transfers as listed in the attachment.

9.2.4. Motion to authorize the Business Administrator/Board Secretary to issue "Not to exceed" purchases orders up to \$10,000.

- 9.2.5. **Motion to reject** all bids related to the Elementary School Water Infiltration Project as the District is abandoning the project pursuant to NJSA 18A:18A-22.
- 9.2.6. **Motion to approve** new Textbooks for Social Studies; Grades 5th and 6th World History (Pearson), Grades 7th and 8th American History (Pearson) both copyrighted 2019.
- 9.2.7. **Motion to approve** an amendment of the current Long Range Facilities Plan to include the ES Gym Floor replacement.
- 9.2.8. **Motion to approve** Substitute Teacher Rates for 2020-2021 School Year

The Superintendent recommends that the Board of Education approve the recommendation to set the rates for the 2020-2021 school year as follows:

- Substitute Aide - \$78.00/day
- Substitute Teacher - \$95.00/day
- Substitute Nurse - \$115.00/day
- Substitute Administrator - \$115.00/day

- 9.2.9. **Motion to approve** Cumberland Therapy Services, LLC to provide Speech Therapy at \$82/hour.
- 9.2.10. **Food Service Renewal** (*Attachment: Maschio’s Contract 20-21*)

BE IT RESOLVED THAT the High Bridge Board of Education, upon the recommendation of the Superintendent, hereby award and approve the renewal contract with Maschio’s Food Services, Inc. for the 2020-21 school year:

Yearly Management Fee: \$7,346.56
 Guarantees a “No-Cost Operation”

- ESTABLISH SCHOOL LUNCH AND MILK PRICES FOR THE 2020-21 SCHOOL YEAR:
- Student Lunch \$3.05
- Reduced Student Lunch \$.40
- Adult Lunch \$3.95
- Student Breakfast \$1.50
- Reduced Student Breakfast \$.30
- Adult Breakfast \$1.90
- Milk \$.60

Board President calls for a motion and a second to approve 9.1-9.2.10.:

Motion:		Second:		
Name:	Yes	No	Abstain	Absent
Michelle Corley				
Erin Delgado				
James Garner				
Karyn Gov e				
Robert Imhoff				
Cindy Sharkey				

10. NEW BUSINESS

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.

12. 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:

- BA Contract

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 calls for a motion _____ and a second _____ to reconvene public session.

14. ACTION ITEM

Motion to approve the Executive Minutes

14.1.1. April 27, 2020 Executive Session Minutes (*Attachments: 4 27 20 Executive Session Minutes*)

14.1.2. May 11, 2020 Executive Session Minutes (*Attachments: 5 11 20 Executive Session Minutes*)

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

15. ADJOURNMENT

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