

**HIGH BRIDGE BOARD OF EDUCATION
REGULAR MONTHLY MEETING
Monday, May 10, 2021**

1. OPENING OF MEETING - 6:30 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 10, 2021

Time: 6:30 pm

Formal action will be taken.

2. PLEDGE OF ALLEGIANCE

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

Erin Delgado	Robert Imhoff
Tori Thomsen	Colleen Poles
James Garner	Cindy Sharkey
Karyn Gove	

Additional Members Present: Dr. Gregory Hobaugh, Superintendent
John Jennings, SBA / Board Secretary

4. PRESENTATION ITEMS

4.1. **Emma Alparone** and elementary school staff to present the new ELA series.

4.2. Superintendent’s Report

4.2.1. 2020-2021 Enrollment

Grade	Sections	District Enrollment	Choice	Tuition	Out-of-District	Total Enrollment
PS	3	32	-	-	-	32
K	2	37	-	-	-	37
1	2	27		-	-	27
2	2	31	-	-	-	31
3	2	34	-	-	-	34
4	2	39	1	-	-	40
Elementary School Total						201
5	2	27	-	-	-	27
6	2	41	-	-	-	41
7	2	38	-	1	-	39
8	2	44	1	-	-	45
Middle School Total						152

District Total	21	350	2	1		353
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4.2.2. Projected 2021-2022 Enrollment

Grade	Sections	District Enrollment	Choice	Tuition	Out-of-District	Total Enrollment
PS	4	48				48
K	2	30				30
1	2	37				37
2	2	27				27
3	2	31				31
4	2	34				34
Elementary School Total						207
5	2	40	1			41
6	2	27				27
7	2	41				41
8	2	39		1		40
Middle School Total						149
District Total	22	354	1	1		356

4.2.3. Staff Attendance for April 2021 (Attachment: April 2021 Staff Attendance)

4.2.4. Monthly Report on Harassment, Intimidation, and Bullying Incidents/Suspensions and Security Drills

	Drills				Suspensions				HIB			
	HBES		HBMS		HBES		HBMS		HBES		HBMS	
Month	Fire	Security	Fire	Security	In	Out	In	Out	Investigated	Affirmed	Investigated	Affirmed
July	NA	NA	NA	NA								
Aug	NA	NA	NA	NA								
Sept	A-9/15 B-9/17	A-9/22 B-9/24	A-9/14 B-9/17	A-9/21 B-9/24								
Oct	A-10/5 B-10/9	A-10/20 B-10/30	A-10/5 B-10/8	A-10/13 B-10/15								
Nov	A-11/16 B- **	A-11/9 B- **	A-11/9 B-11/12	A-11/17 B-11/19								
Dec	A-12/1 B-12/03	A-12/15 B-12/04	A-12/1 B-12/3	A-12/8 B-12/3								1
Jan	A-1/04 B-1/07	A-1/25 B-1-22	A-1/05 B-1/07	A-1/11 B-1/14								
Feb	A-2/16 B-2/25	A-2/23 B-2/26	A-2/16 B-2/12	A-2/23 B-2/25								

March	A-3/9 B-3/11	A-3/8 B-3/12	A-3/2 B-3/3	A-3/16 B-3/18								
April	1-4/12 2-4/12 3-4/20	1-4/14 2-4/19 3-4/19	1-4/13 2-4/13 3-4/19	1-4/15 2-4/15 3-4/21								1
May			5/3	5/6					1			
June												

* Investigation is in progress

**November drills were not completed for Group B students due to the holidays, weather & COVID closures on B days.

4.2.5. Superintendent Update

4.3. School Business Administrator’s Report.

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

7.1. April 26, 2021 Regular Meeting Minutes (*Attachment: 4 26 21 Regular Session Minutes*)

7.2. May 3, 2021 Work Session Minutes (*Attachment: 5 3 21 Work Session Minutes*)

Board President calls for a motion and a second to approve 7.1.-7.2.:

Motion:	Second:			
Name:	Yes	No	Abstain	Absent
Erin Delgado				
James Garner				
Karyn Gove				
Robert Imhoff				
Colleen Poles				
Tori Thomsen				
Cindy Sharkey				

8. REPORTS TO THE BOARD

8.1. Board President’s Report

8.1.1. COVID -19 Case Count (*Attachment: case count by municipality 5 7 21*)

9. HIB REPORTS

9.1. 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.).

Board President calls for a motion and a second to affirm, reject, or modify, by voice vote, the superintendent’s decision in HIB Investigation Report 2020-21 MS02 (*Attachment: 2020-21 MS02 Redacted*).

- 9.2. **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.).

Board President calls for a motion and a second to affirm, reject, or modify, by voice vote, the superintendent’s decision in HIB Investigation Report 2020-21 ES01 (*Attachment: 2020-21 ES01 Redacted*).

10. ACTION ITEMS

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

- 10.1.1. **Motion to approve** the following class trips and transportation:

Grade	Location	Cost	Cost incurred by
8th	YMCA Camp Bernie	\$70.00	Parent/Guardian

10.2. Human Resources - Personnel, Management & Community Relations

- 10.2.1. **Motion to reappoint** tenured certificated staff members for the 2021-2022 school year. (*Attachment: 2021-2022 All Staff Reappointments*)
- 10.2.2. **Motion to reappoint** the certificated staff members earning tenure during the 2021-2022 school year. (*Attachment: 2021-2022 All Staff Reappointments*)
- 10.2.3. **Motion to reappoint** non-tenured certificated staff members for the 2021-2022 school year. (*Attachment: 2021-2022 All Staff Reappointments*)
- 10.2.4. **Motion to appoint** custodial staff, for the 2021-2022 school year. (*Attachment: 2021-2022 All Staff Reappointments*)
- 10.2.5. **Motion to appoint** cafeteria aides for the 2021-2022 school year. (*Attachment: 2021-2022 All Staff Reappointments*)

- 10.2.6. Motion to reappoint** support staff non-association members for the 2021-2022 school Year. *(Attachment: 2021-2022 All Staff Reappointments)*
- 10.2.7. Motion to reappoint** support staff association members for the 2021-2022 school year. *(Attachment: 2021-2022 All Staff Reappointments)*
- 10.2.8. Motion to reappoint** administrative staff members for the 2021-2022 school year. *(Attachment: 2021-2022 All Staff Reappointments)*
- 10.2.9. Motion to appoint** Treasurer of School Monies for the 2021-2022 school year. *(Attachment: 2021-2022 All Staff Reappointments)*
- 10.2.10. Motion to approve** the shared services contract between High Bridge School District and Bethlehem School District for the purpose of sharing the professional services of a speech therapist. *(Attachment: HB BT Shared Services Agreement - Speech)*
- 10.2.11. Motion to approve** Staffing for 2021 Extended School Year. *(Attachment: ESY 2021 Staffing)*
- 10.2.12. Motion to approve** Coleen Conroy as a chaperone for the May 25, 2021 8th grade class trip to YMCA Camp Bernie at a rate of \$21.48 per hour for one (1) hour for compensation of time worked past contractual hours.
- 10.2.13. Motion to approve** the following chaperones for the May 25, 2021 8th grade class trip to YMCA Camp Bernie at a rate of \$29.11 per hour for one (1) hour for compensation of time worked past contractual hours.
 - Heidi Miller (if needed)
 - Kayla Oakes
 - Katie Franks
 - Carl Katzenberger
 - Lynn Gresko
 - Rich Kolton (no additional pay)
- 10.2.14. Motion to approve** the Summer Instrumental Music Program offered to students entering grades 4-9 beginning Monday, June 28, 2021 and running through to Thursday, July 29, 2021. Lessons will be held in person at the middle school. Fee for this program will be \$80.00 for five (5) 30 minute lessons, or \$16.00 per single 30 minute lesson. Jeff Thompson will be the coordinator/instructor for this activity and will be compensated at the co-curricular rate of \$29.11 per hour. *(Attachment: Summer Instrumental Music Lesson Proposal)*
- 10.2.15. Motion to approve** Eagle Scout project at the middle school submitted by Cameron Croghan. *(Attachment: Croghan Eagle Scout Project Proposal)*
- 10.2.16. Motion to approve** educationjobsnj.com as an official newspaper/advertisement.
- 10.2.17. Motion to approve** Tuition reimbursement for the following:

Staff	Course	College/University	Semester	Tuition
Danielle Weber	Field Supervision Internship	Centenary University	Fall, 2021	\$1,913.85
Christina Harding	Sociolinguistics for English Language Teaching	Centenary University	Fall, 2021	\$1,913.85

10.3. Educational Resources - Finance and Facilities

10.3.1. Payment of Bills

Audit of Invoices *(Attachment: 5 10 21 bill list)*

Approve invoices for Current Expenses in the following amounts:

Check Register	April 26 - May 10	\$ 104,575.20
Payroll	April 30	<u>\$ 243,521.77</u>
Total		\$ 348,096.97

- 10.3.2. **Line Item Transfers** for April 2021 (*Attachment: April Transfer Report - Signed*) **Resolved**, that the Board of Education approve the budget transfers as listed in the attachment.
- 10.3.3. **Motion to authorize** the Business Administrator/Board Secretary to issue “Not to exceed” purchases orders up to \$10,000.
- 10.3.4. **Motion to authorize** the Business Administrator, on behalf of the High Bridge Board of Education, to advertise and solicit proposals for Occupational Therapy Services.
- 10.3.5. **Motion to approve** the submission of the ESSER II Grant for the following: CRRSA-ESSER II \$111,976; Learning Acceleration \$25,000; Mental Health \$45,000
- 10.3.6. **Motion to approve** the continued participation in the NJSBA ACES Cooperative Pricing System #E8801 which runs through May 2023. (*Attachment: ACES Agreement 21*)
- 10.3.7. **Motion to approve** Daily Substitute Rates for 2021-2022 School Year

Substitute Paraprofessional	\$94.25
Substitute Teacher	\$95
Substitute Nurse	\$115
Teacher in Charge	\$115

- 10.3.8. **Food Service Renewal** (*Attachment: Maschio’s Contract 21-22*)
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 2021-22 school year as well as the District to apply for reimbursement for meals for the the summer of 2021 and the 2021-2022 school year under the Seamless Summer Option under the NJDA DFN guidelines:
 2021-2022 Yearly Management Fee: \$7,417.20
 Guarantees a “No-Cost Operation”

ESTABLISH SCHOOL LUNCH AND MILK PRICES FOR THE 2021-22 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 10.1-10.3.8.:

Motion:	Second:
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Name:	Yes	No	Abstain	Absent
Erin Delgado				
James Garner				
Karyn Gove				
Robert Imhoff				
Colleen Poles				
Tori Thomsen				
Cindy Sharkey				

11. NEW BUSINESS

12. 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.

13. 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:

- Executive Session Minutes
- BA Contract
- Negotiations
- Superintendent 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.

14. RECONVENE PUBLIC SESSION

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

15. ADOPTION OF MINUTES FROM PREVIOUS EXECUTIVE SESSION

15.1.1. April 26, 2021 Executive Session Minutes (*Attachments: 4 26 21 Executive Session Minutes*)

15.1.2. May 3, 2021 Executive Session Minutes (*Attachments: 5 3 21 Executive Session Minutes*)

Board President calls for a motion and a second to approve 15.1.1.-15.1.2:

Motion:	Second:			
Name:	Yes	No	Abstain	Absent
Erin Delgado				

James Garner				
Karyn Gove				
Robert Imhoff				
Colleen Poles				
Tori Thomsen				
Cindy Sharkey				

16. ADJOURNMENT

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