

HIGH BRIDGE BOARD OF EDUCATION
REGULAR SESSION MEETING
Monday, January 10, 2022

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. Email comments directly to Cindy Sharkey: csharkey@hbschools.org. Please mute your microphone to reduce feedback and notify the board if you intend to record this meeting. The High Bridge Board of Education follows these [standard procedures](#) for remote meetings.

Date: Monday, January 10, 2022

Time: 6:30 pm

Formal action will be taken.

2. PLEDGE OF ALLEGIANCE**3. OATH OF OFFICE TO NEW BOARD MEMBER**

The Board Secretary will issue the oath of office to the newly elected Board Member
(Attachments: Oath of Office, Code of Ethics, Ethics Acknowledgement of Receipt)

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

ROLL CALL by John Jennings, SBA / Board Secretary

Mia Baldwin

Ben Bolger

Erin Delgado

Karyn Gove

Robert Imhoff

Colleen Poles

Cindy Sharkey

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

5. PRESENTATION & RECOGNITION ITEMS**5.1. Superintendent's Report**

5.1.1. State of NJ Executive Department Proclamation of January 2022 as School Board Recognition Month *(Attachment: State of New Jersey Executive Department Proclamation)*

5.1.2. 2021-2022 Enrollment

Grade	Sections	District Enrollment	Choice	Tuition	Out-of-District	Total Enrollment
PS	4	49	-	-	-	49
K	2	31	-	-	-	31

1	2	34	-	-	-	34
2	2	27	-	-	-	27
3	2	32	-	-	-	32
4	2	34	-	-	-	34
Elementary School Total						207
5	2	37	1	-	-	38
6	2	28	-	-	-	28
7	2	39	-	-	-	39
8	2	34	-	1	-	35
Middle School Total						140
District Total	22	345	1	1		347

5.1.3. Staff Attendance for December 2021 (*Attachment: December 2021 Staff Attendance*)

5.1.4. 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	07/07	07/28	N/A	N/A								
August	08/02	08/03	N/A	N/A								
Sept	09/13	09/17	09/09	09/15						1		
Oct	10/14	10/27	10/05	10/08			1					
Nov	11/01	11/30	11/02	11/09					1	1		
Dec	12/01	12/6	12/01	12/02			1		1			
Jan			01/06									
Feb												
March												
April												
May												
June												

* Investigation is in progress

5.1.5. Superintendent Update

5.1.5.1. Public Hearing

5.1.5.1.1. Board President requests a motion to open Public Hearing

In accordance with the Anti-Bullying Bill of Rights Act (ABR) (P.L. 2010, c.122), a public hearing is being held to report all incidents of violence, vandalism, and harassment, intimidation and bullying for the reporting period September 1 through December 31, 2021. This information is also being reported to the New Jersey Department of Education (NJDOE) through the Student

Safety Data System (SSDS) and the Harassment, Intimidation and Bullying-Investigations, Training & Programs report (HIB-ITP). (*Attachment: SSDS 2021-22 Period 1 Report*)

5.1.5.1.2. Public Comments

5.1.5.1.3. Board President requests a motion to close Public Hearing and reconvene regular

Board President calls for a motion and a second to approve the submission of Period 1 HIB-ITP:

Motion:		Second:		
Name:	Yes	No	Abstain	Absent
Mia Baldwin				
Ben Bolger				
Erin Delgado				
Karyn Gove				
Robert Imhoff				
Colleen Poles				
Cindy Sharkey				

5.1.6. Business Administrator Report

5.1.6.1. Presentation on 2020-2021 Audit by Andrew Kucinski of Nisivoccia (*Attachment 2021 Board Presentation*)

6. REVIEW OF OFFICIAL CORRESPONDENCE

<u>Name</u>	<u>Date</u>	<u>Subject</u>
Laurel Gecek	1/05/22	Virtual Learning for Students Quarantining <i>(Attachment: Gecek Email 1 05 22)</i>
Tracy Morales	1/05/22	Possible Virtual Option <i>(Attachment: Morales Email 1 05 22)</i>

7. 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.

8. ADOPTION OF MINUTES FROM PREVIOUS MEETING

8.1. December 13, 2021 Regular Meeting Minutes (*Attachment: 12 13 21 Regular Session Minutes*)

8.2. January 4, 2022 Reorganization Meeting Minutes (*Attachment: 1 4 22 Reorganization Meeting Minutes*)

Board President calls for a motion and a second to approve 8.1 & 8.2:

Motion:		Second:		
Name:	Yes	No	Abstain	Absent
Mia Baldwin				
Ben Bolger				
Erin Delgado				
Karyn Gove				

Robert Imhoff				
Colleen Poles				
Cindy Sharkey				

9. REPORTS TO THE BOARD

9.1. Board President's Report

9.1.1. Hunterdon County School Boards Association Meeting Update - Robert Imhoff

10. HIB REPORTS

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.).

10.1. Board President calls for a motion and a second to affirm, reject, or modify, by voice vote, the superintendent's decision in HIB Report 2021-22 ES04 (*Attachment: 21-22 ES04 Redacted*).

11. ACTION ITEMS

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

11.1.1. Motion to approve the following class trips and transportation:

Grade	Location	Cost	Cost Incurred By
8	Voorhees High School Freshman Orientation	\$130.00 (Bus)	HBBOE
5-8	YMCA Camp Bernie	\$120/Student	ESSR III Grant Fund

11.2. Human Resources - Personnel, Management & Community Relations

11.2.1. Motion to approve the following employees for the hours above their contracted time necessary to attend scheduled inservice days on 12/15/21, 1/24/22, and 2/23/2022..

Name	Total Hours	Hourly Rate	Total
Heather Piell	2.25 (.75 per day)	\$32	\$72.00

11.2.2. Motion to approve the resignation of Maria Nardone as MS Unified Club Advisor.

11.2.3. Motions to approve the resignation of Christine Roling as ES Yearbook Co-Advisor and Courtney Bursztyn as sole advisor for the 2021-22 school year at a compensation rate of \$1,280.00.

11.2.4. Motion to approve the resignation of Middle School Physical Education teacher, Madison Conroy, effective Wednesday, February 23, 2022. (*Attachment: M. Conroy Resignation*)

11.2.5. Motion to approve movement on the salary guide as of February 1, 2022 for Courtney Bursztyn from BA Step 14 to BA+15 Step 14, at an annual salary of \$78,995.00 based on

the 2021-2022 Guide in accordance with the 2021-2024 Agreement between the HBBOE and HBEA.

11.2.6. Motion to approve the employment of Samantha Richards as a full time Special Education Teacher for the High Bridge School District at a level of MA Step 5 at an annual salary of \$65,130 (prorated), based on the 2021-2024 negotiated agreement for the 2021-2022 school year.

11.2.7. Motion to approve Jack Cahill as a substitute custodian at a rate of \$17.00 per hour.

11.2.8. Motion to approve Nicole Cahill and Lynn Gresko as school nurses to be compensated for hours outside of contracted day at the rate of \$32.00 per hour for the purpose of contact tracing.

11.2.9. Motion to approve the reimbursement of \$36 to Kayla Oakes for the difference of first registered class versus actual course taken.

11.2.10. Motion to approve the contract of Gregory A. Hobaugh, Ed.D., Superintendent of Schools

RESOLVED: Upon approval by the County Executive Superintendent and in accordance with N.J.A.C. 6A:23A-3.1, the Board of Education approves a five year contract of employment for Gregory Hobaugh, Ed.D., effective July 1, 2022 through June 30, 2027. The Superintendent’s annual salary for the 2022-2023 school year is established at \$156,952.50. (*Attachment: G Hobaugh 22-27*)

11.3. Educational Resources - Finance and Facilities

11.3.1. Payment of Bills

Audit of Invoices (*Attachment: 1 10 22 bill list*)

Approve invoices for Current Expenses in the following amounts:

Check Register	Dec. 14-Jan. 10	\$ 213,087.91
Payroll	December 15	\$ 253,082.16
Payroll	December 22	<u>\$ 257,846.76</u>
	Total	\$ 724,016.83

11.3.2. Motion to accept a donation in the amount of \$1,500.00 from the McCarthy Family for the upkeep and maintenance of Ray’s Reef aquarium in the elementary school entranceway.

11.3.3. Financial Reports (*Attachments: December Board Secretary and Treasurer Reports - Signed*)

Report of the Board Secretary and Treasurer’s Report for December 2021

Resolved, that the Board of Education accept the Board Secretary’s and Treasurer’s Financial Reports for the month of December 2021 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 month of December 2021, 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.

January 10, 2022

John Jennings
Business Administrator

11.3.4. Motion to approve Line Item Transfers for December 2021 (*Attachment: December Transfer Report*)

Resolved, that the Board of Education approve the budget transfers as listed in the attachment.

11.3.5. ACCEPTANCE OF THE ANNUAL COMPREHENSIVE FINANCIAL REPORT (ACFR)

Motion to approve, upon recommendation of the Superintendent, in concert with the Business Administrator/Board Secretary, the Board accepts and approves the 2020-2021 Audit and the ACFR for the fiscal year ended June 30, 2021 (*Note the name of the report was changed from CAFR*) (*Attachments; (High Bridge 2021 Audit DRAFT (1) and High Bridge 2021 Management Report DRAFT)*)

11.3.6. Motion to re-establish the Negotiations Committee

11.3.7. Motion to approve Travel Expenditure for Workshops:

Staff/Bd Member	Workshop	Date	Registration Fee	Mileage	Other	Total
Steven Weber	NJSBGA Conference / Expo	3/21-3/23/22	\$300.00	\$95.95	\$14.50 Tolls \$166.66 Hotel	\$577.06

11.3.8. Use of Facilities

Motion to approve the following use of facilities request:

Organization	Dates	Day / Times	Location
HB YB - Pictures	1/28/22	6:00-8:30pm	MS Cafe
HB YB - Pictures	1/29/22	8:30am-2:30pm	MS Cafe
HB PTO - Kids Night Out	1/21/22, 2/3/22, 2/25/22, 3/11/22	6:30-8:30 pm	MS Gym MS Cafe

Board President calls for a motion and a second to approve 11.1-10.3.8:

Motion:	Second:			
Name:	Yes	No	Abstain	Absent
Mia Baldwin				
Ben Bolger				
Erin Delgado				
Karyn Gove				
Robert Imhoff				

Colleen Poles				
Cindy Sharkey				

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
- Personnel
- Negotiations

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. ACTION ITEM

Motion to approve the Executive Minutes

14.1.1. December 13 2021 Regular Session Executive Minutes (*Attachment 12 13 21 Regular Session Minutes*)

14.1.2. January 4, 2022 Reorganization Meeting Executive Minutes (*Attachment 1 4 22 Reorganization Meeting Executive Session Minutes*)

Board President calls for a motion and a second to approve 14.1.1 & 14.1.2

Motion:	Second:			
Name:	Yes	No	Abstain	Absent
Mia Baldwin				
Ben Bolger				
Erin Delgado				
Karyn Gove				
Robert Imhoff				
Colleen Poles				
Cindy Sharkey				

15. RECONVENE PUBLIC SESSION

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

16. ADJOURNMENT

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