

**HIGH BRIDGE BOARD OF EDUCATION**  
**REGULAR SESSION MEETING**  
**Monday, November 15, 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 in the Library of the High Bridge Elementary School, 40 Fairview Avenue, High Bridge, NJ 08829, alternatively the meeting will be available on Google Meet. Please note that you can email comments directly to Cindy Sharkey: [csharkey@hbschools.org](mailto:csharkey@hbschools.org). Please mute your microphone to reduce feedback. Please notify the board if you intend to record this meeting

**Date:** Monday November 15, 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 Business Administrator/Board Secretary

**4. PRESENTATION & RECOGNITION ITEMS**

**4.1. Recognition** of High Bridge Middle School Girls' Volleyball Team on winning the North Hunterdon Conference Championship.

**4.2. Superintendent's Report****4.2.1. 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
<b>Elementary School Total</b>						<b>207</b>
5	2	37	1	-	-	38
6	2	28	-	-	-	28

7	2	39	-	-	-	39
8	2	34	-	1	-	35
<b>Middle School Total</b>						<b>140</b>
<b>District Total</b>	<b>22</b>	<b>345</b>	<b>1</b>	<b>1</b>		<b>347</b>

4.2.2. Staff Attendance for October 2021 (*Attachment: October 2021 Staff Attendance*)

4.2.3. 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								
Nov	11/01		11/02	11/09								
Dec												
Jan												
Feb												
March												
April												
May												
June												

\* Investigation is in progress

4.2.4. Superintendent Update

**5. REVIEW OF OFFICIAL CORRESPONDENCE**

<u>Name</u>	<u>Date</u>	<u>Subject</u>
Lee Jones	11/10/21	ES Building Project Plans ( <i>Attachment: 11 15 21 Meeting Correspondence</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. October 12, 2021 Regular Meeting Minutes (*Attachment: 10 12 21 Regular Session Meeting Minutes*)

7.2. November 8, 2021 Work Session Meeting Minutes (*Attachment: 11 08 21 Work Session Meeting 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. Hunterdon County School Boards Association Meeting Update - Robert Imhoff

8.1.2. NJSBA Training Dates

- February 7, 2022
- March 4, 2022
- April 25, 2022

8.1.3. Field Services Topics (*Attachment: FSR Programs Oct 2021*)

## 9. ACTION ITEMS

### 9.1. Student Achievement - Curriculum, Instruction, Technology & Policy

9.1.1. **Motion to approve** the submission of the NJDOE School Self-Assessment for Determining Grades under the Anti-Bullying Bill of Rights Act for the 2020-2021 school year. (*Attachment: HIB Self Assessment ES - 2021 Submission, HIB Self Assessment MS - 2021 Submission*)

9.1.2. **Motion to approve** the 2021-2022 School Safety and Security Plan. (*Attachment: SS&SP 2021-2022*)

9.1.3. **Motion to approve** the submission of the School Safety and Security Plan Annual Review Statement of Assurance. (*Attachment: SS&SP 2021-20 SOA*)

9.1.4. **Motion to approve** the 2021-2022 Mentoring Plan (*Attachment: 2021-22 Mentoring Plan*)

9.1.5. **Motion to approve** the updated LEA Plan for Safe Return to In-Person Instruction and Continuity of Services Plan. (*Attachment: HB Safe Return Plan - Revised Nov, 2021*)

9.1.6. **Motion to approve** the updated High Bridge School District COVID-19 Protocols for 2021-2022. (*Attachment: HBSD COVID-19 Protocols 21-22 Revised 11 2021*)

9.1.7. **Motion to approve** Mindfulness Movement Class, a 45 minute after school SEL program provided by Hunterdon Medical Center at no cost to the district. Classes would meet on November 16, 23, 30 and December 7. (*Attachment: Mindfulness Movement Permission Slip*)

9.1.8. **Motion to approve** revised and/or new policies and regulations. (*Attachments: Alert 225 Policies Recommendations & Alert 225 Regulations Recommendations*)

- 9.1.8.1. P 1648.13 School Employee Vaccination Requirements (M) (New)
- 9.1.8.2. P 1648.14 Safety Plan for Healthcare Settings in School Buildings – COVID-19 (M) (New)
- 9.1.8.3. P 2425 Emergency Virtual or Remote Instruction Program (M) (New)
- 9.1.8.4. P & R 5751 Sexual Harassment of Students (M) (Revised)

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

Grade	Location	Cost	Cost Incurred By
6	YMCA Camp Bernie	\$75.00	Parent/Guardian

9.2. **Human Resources - Personnel, Management & Community Relations**

- 9.2.1. **Motion to approve** the employment of Moira Hardesty as Assistant to the Business Administrator effective November 16, 2021 through June 30, 2022 at a prorated annual salary of \$55,000.00.
- 9.2.2. **Motion to approve** Heather Valenta as Business Office Transition Consultant at a rate of \$27.02 not to exceed 10 hours for a total of \$270.20.
- 9.2.3. **Motion to approve** Nicole Cahill and Lynn Gresko as school nurses for after school co-curricular activities as needed in accordance with students' medical plan. Compensation will be at the contracted rate of \$32.00 per hour.
- 9.2.4. **Motion to approve** William Scott as Boys' Basketball coach at the stipend rate of \$2,183.00, pending background check and certification.
- 9.2.5. **Motion to approve** Heidi Miller as a homebound instructor at the contracted rate of \$35.42 per hour.
- 9.2.6. **Motion to approve** Bhava Sharma and Patty Beard as paraprofessional aides for after school co-curricular activities in accordance with students' IEP. Compensation will be at the contracted rate of \$14.50 per hour.
- 9.2.7. **Motion to approve** the resignation of Melissa Ozoria as MS Unified Club Advisor and to accept Maria Nardone as replacement Unified Club Advisor for 18 hours at the contracted rate of \$32 per hour for a total not to exceed \$576.00.
- 9.2.8. **Motion to approve** Alison Manley for one (1) hour above contracted time at a rate of \$32.00 per hour necessary to attend Wilson Training on September 29, 2021.
- 9.2.9. **Motion to approve** Amy Miller for 0.5 hour above contracted time at a rate of \$32.00 per hour necessary to attend Wilson Just Words Training on October 22, 2021.
- 9.2.10. **Motion to approve** Gregory A. Hobough, Ed.D. as COVID-19 Safety Coordinator.
- 9.2.11. **Motion to approve** intermittent unpaid leave for Judy LaGreca in accordance with FMLA beginning November 11, 2021.
- 9.2.12. **Motion to approve** Jessica Katzenberger as a volunteer middle school girls basketball coach.
- 9.2.13. **Motion to approve** Amy Miller as Reading Olympics advisor for a total of 15 hours, not to exceed \$480.00.

9.3. **Educational Resources - Finance and Facilities**

9.3.1. **Motion to approve** Travel Expenditures for Workshops:

Staff/Bd	Workshop	Date	Registration	Mileage	Other	Total
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<b>Member</b>			<b>Fee</b>			
Marisa Monaco	Handle with Care	1/6/22	\$450.00	\$18.27	\$32 (1 Hour)	\$500.27
Heidi Miller	Handle with Care	1/6/22	\$450.00	N/A	\$32 (1 Hour)	\$482.00
Melissa Patane	HCSCA Membership		\$20.00	N/A	N/A	\$20.00

### 9.3.2. Payment of Bills

#### **Audit of Invoices** (*Attachment: 11 15 21 bill list*)

**Approve** invoices for Current Expenses in the following amounts:

Check Register	Oct 13 - Nov 15	\$ 406,356.76
Payroll	October 15	\$ 253,355.46
Payroll	October 29	\$ 258,093.63
Payroll	November 15	<u>\$ 256,431.45</u>
		\$1,171,237.30

**Approve** invoices for Expenses in the following amounts:

CDW-G	October 4, 2021	\$ 152.06
Maschio's	October 18, 2021	\$ 15,835.32
Shop Rite	October 26, 2021	<u>\$ 65.32</u>
	<b>Total</b>	<b>\$ 16,052.70</b>

### 9.3.3. Financial Reports (*Attachments: October 2021 Board Secretary and Treasurer Report*)

#### **Report of the Board Secretary and Treasurer's Report for October 2021**

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

November 15, 2021

John Jennings  
Business Administrator

### 9.3.4. MIDDLE SCHOOL BOILER REPLACEMENT PROJECT

Sealed Bid responses were opened Thursday, October 14, 2021 at 2:00 PM at the Elementary School Media Center. John Jennings, Gregory Hobaugh, Steven Weber and

Michael Bieri (School Architect from FKA Architects) were present. The following are the results: *(Attachment Bid Recommendation-FKA Architect)*

<b><u>Company</u></b>	<b><u>Bid Amount</u></b>
K&D Contractors, LLC	\$462,500
Reiner	\$495,450
Estock Piping	\$502,538
DeSesa Engineering Co., Inc.	\$527,600
SRJ Mechanical LLC	\$564,000
Pennetta Industrial Automation, LLC	\$622,000
CD Vanderbeck & Son	\$667,890
Framan Mechanical	\$775,000
Bill Leary A/C & Heating	No Bid
Donnelly Energy	No Bid
William Smith, LLC	No Bid

**Motion to award** to K&D Contractors for the Bid amount of \$462,500

**9.3.5. Motion to approve** Line Item Transfers for October 2021 *(Attachment: October Transfer Report - Signed)*

**9.3.6. Motion to approve** Electronics Recycling *(Attachment: Technology Recycling List 11/2/2021)*

**9.3.7. Use of Facilities**

**Motion to approve the following use of facilities requests:**

<b>Organization</b>	<b>Date</b>	<b>Time</b>	<b>Location</b>
HB PTO	December 17, 2021	5-9 pm	ES Gym
HB PTO	11/16, 12/14, 1/18, 2/15, 3/15, 4/12, 5/17, 6 /7	7-8 pm	ES Library
Girls on the Run	Sunday, November 14th	10am-2pm	MS Parking Lot
Huskies Cheer	November 13 & November 14	8am-4pm	ES Gym
Girl Scout Troop 80594	12/7, 12/14, 1/04, 1/11, 2/8, 2/15, 3/1, 3/08, 4/05, 4/12	3:30-4:30	ES Art Room

**9.3.8. Motion to approve** the Consulting Service Agreement with Educational Consortium for Telecommunications Savings (E-Rate) for July 1, 2022 to June 30, 2023 *(Attachment: ECTS FY 22 Service Agreement)*

- 9.3.9. Motion to approve** the 21-22 Budget Calendar for the 2022-2023 budget year.  
(Attachment: 22-23 Budget Calendar)
- 9.3.10. Motion to approve** the carryover of the 2020-2021 funds for ESEA and IDEA Grants to 21-22 for the following amounts:  
Title IA: \$7,135  
Title IIA: \$2,591  
Title IV Part A: \$3,112  
IDEA Basic : \$30,258  
IDEA Preschool: \$3,252
- 9.3.11. Motion to approve** the submission of the American Rescue Plan ESSER III Grants for the following:
- |  |           |
|--|-----------|
| ESSER III  | \$251,658 |
| Accelerated Learning Coaching and Educator Support | \$ 50,000 |
| Evidence-Based Summer Learning and Enrichment      | \$ 40,000 |
| Evidence-Based Comprehensive Beyond the School Day | \$ 40,000 |
| NJTSS Mental Health Support Staffing               | \$ 45,000 |
- 9.3.12. Motion to approve the** submission of a Sustainable Jersey for School Grant Application  
**WHEREAS**, Sustainability means using resources wisely, saving money and reducing our impact on the environment, all of which will ensure the future health, safety, and prosperity of our children; and;  
**WHEREAS**, The High Bridge Board of Education seeks to support and work with school staff and administrators, students and parents to ensure a safe and healthy environment for students by encouraging our school community to implement sustainable, energy-smart, eco-friendly and cost-effective solutions.  
**WHEREAS**, High Bridge Board of Education is participating in the Sustainable Jersey for Schools Program; and  
**WHEREAS**, one of the purposes of the Sustainable Jersey for Schools Program is to provide resources to school districts to make progress on sustainability issues, and they have created a grant program called the Sustainable Jersey for Schools Small Grants Program;  
**THEREFORE**, the High Bridge Board of Education has determined that the High Bridge School District should apply for the aforementioned grant program. The Grant will cover the costs of new heating controls at both of our schools.  
**THEREFORE, BE IT RESOLVED**, that of the High Bridge Board of Education, State of New Jersey, authorize the submission of the aforementioned Sustainable Jersey for Schools Grant.
- 9.3.13. RESOLVED**, that the Board of Education apply for Preschool Expansion Aid for the 2022-23 school year and subsequent years upon submission of a yearly update, which will allow the District to expand its existing preschool. The Preschool Expansion Plan provides a description of how the school district will implement each component of a high-quality preschool program, as detailed in the New Jersey Administrative Code 6A:13A and in the Preschool Program Implementation Guidelines. The District's plan is

for the operation of a "targeted preschool program" for "at-risk" three and four year olds as defined in the N.J.A.C. 6A:13A. **BE IT FURTHER RESOLVED** , that the Board of Education authorizes the administration to execute the necessary documents.

**Board President** calls for a motion and a second to approve 9.1-9.3.13.:

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

**10. 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.

**11. 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

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.

**12. RECONVENE PUBLIC SESSION**

**Board President calls for a motion** \_\_\_\_\_ and a second \_\_\_\_\_ to reconvene public session.

**13. ACTION ITEM**

**13.1.1. Motion to approve** October 12, 2021 Executive Minutes (*Attachment: 10 12 21 Executive Session Minutes*)

**13.1.2. Motion to approve** November 15, 2021 Work Session Minutes (*Attachment: 11 08 21 Executive Session Minutes*)

Motion:		Second:		
Name:	Yes	No	Abstain	Absent

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

**14. ADJOURNMENT**

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