

**HIGH BRIDGE BOARD OF EDUCATION
WORK SESSION MEETING
Monday, October 4, 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. Please mute your microphone to reduce feedback. Please notify the board if you intend to record this meeting.

Date: Monday, October 4, 2021

Time: 6:30 pm

No 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

4. PRESENTATION & RECOGNITION ITEMS

4.1. Superintendent’s Report

4.1.1. Superintendent Update

4.1.2. Report on District Goals

4.1.2.1. Hispanic Heritage Month (*Attachment: 2021-2022 National Hispanic Heritage Month Activities & Heritage Month Guide*)

4.1.3. School Business Administrator’s Report

4.1.3.1. Middle School Boiler Update

4.1.3.2. Emergency Connectivity Fund Approval

5. REVIEW OF OFFICIAL CORRESPONDENCE

<u>Name</u>	<u>Date</u>	<u>Subject</u>
<i>None</i>		

6. REPORTS TO THE BOARD

6.1. Board President’s Report

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

6.1.2. 2021-2022 High Bridge Board of Education Goals. (*Attachment: HBBOE Goals 2021-22*)

7. HIB REPORTS

7.1. 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 2021-22 (*Attachment: 2021-22 ES01 Redacted*).

8. ACTION ITEMS

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

8.1.1. High Bridge School District Plan for 2021-2022 Virtual or Remote Instruction. (*Attachment: HBSD 2021-2022 Emergency Virtual or Remote Instruction*)

8.1.2. The following class trips and transportation:

Grade	Location	Cost	Cost Incurred By
4	Veteran’s Memorial Park High Bridge, NJ (Walking Trip)	N/A	N/A

8.1.3. Revised and/or new policies and regulations. (*Attachments: Policy Alert 224 Summary*)

- 8.1.3.1.** P 2422 Comprehensive Health and Physical Education (M) (Revised)
- 8.1.3.2.** P 2467 Surrogate Parents and Resource Family Parents (M) (Revised)
- 8.1.3.3.** P 5111 Eligibility of Resident/Nonresident Students (M) (Revised)
- 8.1.3.4.** P 5114 Children Displaced by Domestic Violence (Abolished)
- 8.1.3.5.** P 5116 Education of Homeless Children (Revised)
- 8.1.3.6.** P & R 7432 Eye Protection (M) (Revised)
- 8.1.3.7.** P 8420 Emergency and Crisis Situations (M) (Revised)
- 8.1.3.8.** R 8420.1 Fire and Fire Drills (M) (Revised)
- 8.1.3.9.** P 8540 School Nutrition Programs (M) (Revised)
- 8.1.3.10.** P 8550 Meal Charges/Outstanding Food Service Bill (M) (Revised)
- 8.1.3.11.** P 8600 Student Transportation (M) (Revised)
- 8.1.3.12.** P 8810 Religious Holidays (Abolished)
- 8.1.3.13.** P 6115.01 Federal Awards/Funds Internal Controls – Allowability of Costs (M) (New)
- 8.1.3.14.** P 6115.02 Federal Awards/Funds Internal Controls – Mandatory Disclosures (M) (New)
- 8.1.3.15.** P 6115.03 Federal Awards/Funds Internal Controls – Conflict of Interest (M) (New)
- 8.1.3.16.** P 6311 Contracts for Goods or Services Funded by Federal Grants (M) (Revised)
- 8.1.3.17.** P 1648 Restart and Recovery Plan (M) (Abolished)
- 8.1.3.18.** P 1648.02 Remote Learning Options for Families (M) (Abolished)

8.1.3.19. P 1648.03 Restart and Recovery Plan – Full-Time Remote Instruction (M) (Abolished)

8.1.3.20. P 1648.11 The Road Forward COVID-19 – Health and Safety (M) (New)

8.2. Human Resources - Personnel, Management & Community Relations

8.2.1. Employees for the hours above their contracted time necessary to attend scheduled inservice day on 10/01.

Name	Total Hours	Hourly Rate	Total
Lauren DiLanno	2.75	\$32	\$88.00
Thea Anaston	7.25	\$32	\$232.00
Jacklyn Carruthers	7.25	\$32	\$232.00
Kim Ziegler	2.75	\$32	\$88.00
Alison Manley	2.75	\$32	\$88.00
Amy Miller	2.75	\$32	\$88.00
Stacy Hubbard	2.75	\$32	\$88.00
Heather Goldschmidt	2.75	\$32	\$88.00
Kathryn Miller	2.75	\$32	\$88.00
Heather Piell	2.75	\$32	\$88.00

8.2.2. Spencer Fader as mentor to Heather Piell. Mentoring fee to be paid by the mentee as per the New Jersey Teacher Mentoring Regulations.

8.2.3. Centenary University students, Gabriel Brinkworth and Jeanne Roll, to observe two (2) special education class sessions each. Observations will be completed no later than November 16, 2021.

8.2.4. Resignation of Heather Valenta as Assistant to the Business Administrator, effective November 30, 2021. (*Attachment: Valenta Resignation*)

8.2.5. Six (6) staff members (TBD) as chaperones for a Halloween Activity night for grades 6th-8th on October 29th at the contracted rate of \$72.53.

8.3. Educational Resources - Finance and Facilities

8.3.1. Payment of Bills

8.3.2. Financial Reports

8.3.3. Line Item Transfers September 2021

8.3.4. HealthEquity (formerly Wageworks) FSA Funding Agreement (*Attachment: Funding High Bridge Board of Education*)

8.3.5. Submission of Comprehensive Maintenance Plan and M-1 for 2020-22 (*Attachments: High Bridge CMP 21-22 and High Bridge M-1 21-22*)

WHEREAS, the Department of Education requires New Jersey School Districts to submit three year maintenance plans documenting “required” maintenance activities for each of its public facilities, and

WHEREAS, the required maintenance activities as listed in the attached document for the various school facilities of High Bridge Board of Education are consistent with these requirements, and

WHEREAS, all past and planned activities are reasonable to keep school facilities open and safe for use or in their original condition and to keep their system warranties valid, **NOW THEREFORE BE IT RESOLVED**, that the High Bridge Board of Education hereby authorizes the School Business Administrator to submit the attached Comprehensive Maintenance Plan and M1 for the High Bridge Board of Education in compliance with the Department of Education requirements.

- 8.3.6.** Submission of the ARP IDEA Basic and Preschool Grant Applications for the following: ARP Basic \$16,701, ARP Preschool \$1,424
- 8.3.7.** Forgiveness of employee health cost contributions for 12 month employees of the HBEA.
- 8.3.8.** Soft drink and coffee sales to district staff from the Pre-Vocational Autistic and Behavioral Disabilities Programs at the Elementary and Middle Schools. Profits will go back into the program to replenish the drinks, maintain Coverp Cafe, and supply additional items to be made and sold to provide student behavioral incentives and to further enhance Life Skills while expanding the program pre-vocational activities, in preparation for Pre-Community Based Instruction (CBI) and Field Experience.

8.3.9. Transportation

Bus Routes for the 21/22 School Year:

Provider	Route #	Student ID#	Cost	Dates
Lebanon Twp	L12	9487501476	\$865	21/22 School Year
Lebanon Twp	L12	3039050759	\$865	21/22 School Year

8.3.10. USE OF FACILITIES

Organization	Dates	Day / Times	Location
Girl Scouts - Daisies	1st Wednesday of the Month	6:15-7:15	classroom

8.3.11. Travel Expenditure for Workshops

Staff/Bd Member	Workshop	Date	Registration Fee	Mileage	Total
Melissa Ozoria	Anti-Bullying Specialist Certification	10/22, 10/25, 11/17	\$540.00	NA	\$540.00

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:

- Executive Session Minutes
- Grievance (*Attachments*)

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.