

Nov												
Dec												
Jan												
Feb												
March												
April												
May												
June												
* Investigation is in progress												

4.1.4. Superintendent Update

4.1.5. Public Hearing

4.1.5.1. 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 January 1 through June 30, 2022. 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, Trainings & Programs report (HIB-ITP).
(Attachment: SSDS 2021-2022 Period 2 Report)

4.1.5.2. Public Comments

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

4.2. School Business Administrator’s Report

5. REVIEW OF OFFICIAL CORRESPONDENCE

<u>Name</u>	<u>Date</u>	<u>Subject</u>
Melissa Patane-Schulter	6/15/2022	Notice of Resignation <i>(Attachment: Patane Resignation)</i>
Jodie King	6/16/2022	Notice of Resignation <i>(Attachment: King Resignation)</i>
Nicole Cahill	6/27/2022	Notice of Resignation <i>(Attachment: Cahill Resignation)</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. June 13, 2022 Regular Session Minutes (Attachment: 6 13 22 Regular Session Minutes)

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

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

8. REPORTS TO THE BOARD

8.1. Board President’s Report

8.1.1. Board Self-Assessment

8.2. NJ School Boards Association Update

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 2021-22 ES07 (*Attachment: 2020-21 ES07 Redacted*).

10. ACTION ITEMS

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

10.1.1. Motion to approve revised and/or new policies and regulations. (*Attachments: Alert 228 Policies and Alert 228 Regulations, Policy 0168 Update*)

- 10.1.1.1.** P 0168 - Recording Board Meetings
- 10.1.1.2.** P 0163 - Quorum (Revised)
- 10.1.1.3.** P 1511 - Board of Education Website Accessibility (M) (Revised)
- 10.1.1.4.** P 2415 - Every Student Succeeds Act (M) (Revised)
- 10.1.1.5.** P & R 2432 - School Sponsored Publications (Abolished)
- 10.1.1.6.** P 3216 - Dress and Grooming (Revised)
- 10.1.1.7.** P 3270 - Professional Responsibilities (Revised)

- 10.1.1.8. R 3270 - Lesson Plans and Plan Books (Revised)
- 10.1.1.9. P 4216 - Dress and Grooming (New)
- 10.1.1.10. P & R 5513 - Care of School Property (M) (Revised)
- 10.1.1.11. P 5517 - School District Issued Student Identification Cards (M) (Revised)
- 10.1.1.12. P 5722 - Student Journalism (M) (New)

- 10.1.2. **Motion to authorize** the Superintendent in conjunction with the Business Administrator/Board Secretary to approve line item transfers as necessary between board meetings and such transfers shall be reported to the Board of Education, ratified and duly recorded in the minutes of the next regular meeting, pursuant to N.J.S.A. 18A:22-8.1
- 10.1.3. **Motion to approve** Multidimensional Principal Performance Rubric (MPPR) as the district observation tool for Principals for the 2022-2023 school year.
- 10.1.4. **Motion to approve** Multidimensional Leader Performance Rubric (MLPR) as the district observation tool for Director of Special Services. Facilities Manager and Business Administrator for the 2022-2023 school year.
- 10.1.5. **Motion to approve** Danielson 2013 as the district observation tool for teachers for the 2022-2023 school year.

10.2. Human Resources - Personnel, Management & Community Relations

- 10.2.1. **Motion to approve** Maurica Hash as full time Preschool Teacher for the High Bridge School District at a level of BA+15 Step 1 at an annual salary of \$61,990.00 for the 2022-23 school year based on the 2021-2024 negotiated agreement.
- 10.2.2. **Motion to approve** Valerie Palmer as full time Superintendent/Elementary School Principal & Assistant Principal Administrative Assistant at an annual salary of \$37,000.00 for the 2022-2023 school year.
- 10.2.3. **Motion to approve** Megan Gulevski as full time Guidance Counselor for the High Bridge School District at a level of MA Step 1 at an annual salary of \$64,740.00 for the 2022-2023 school year based on the 2021-2024 negotiated agreement.
- 10.2.4. **Motion to rescind** the following offers for Summer Enrichment Camps.

Staff Name	Camp	Rate	Hours	Total
Melissa Patane	Mindfulness	\$32.00	16	\$512.00
Heidi Miller	Board Games	\$32.00	16	\$512.00

- 10.2.5. **Motion to approve** the following offers for Summer Enrichment Camps to be funded by ESSR funds.

Staff Name	Camp	Rate	Hours	Total
Heidi Miller	Mindfulness	\$32.00	16	\$512.00
Heather Piell	Board Games	\$32.00	16	\$512.00
Lauren Richardson	Board Games	\$32.00	16	\$512.00

- 10.2.6. **Motion to approve** the following staff members for additional support for the Summer Academic Camps due to increased enrollment numbers, to be funded by ESSR grant funds.

Name	Rate	Hours	Total
Nicole Locorotondo	\$32.00	56	\$1,792.00
Alyssa Markey	\$19.00	76	\$1,444.00

- 10.2.7. Motion to approve** Patricia Beard as paraprofessional aide for the 2022-2023 Extended School Year at an hourly rate of \$19.00 for a maximum of 76 hours, not to exceed \$1,444.00.
- 10.2.8. Motion to approve** Jana Brown as BD Teacher for 2022-2023 Extended School Year at the contracted hourly rate of \$32.00 for a maximum of 56 hours, not to exceed \$1,792.00.
- 10.2.9. Motion to approve** Melissa Betz and Katie Franks for Middle School SEL Morning Meeting Curriculum Updates at the contracted hourly rate of \$32.00 for a total of 124 hours, not to exceed a combined amount of \$3,968.00 (62 hours each / \$1,984.00 each) to be funded by Title IV Grant Funds.

10.2.10. Motion to approve course reimbursement for:

Staff	Course	College/University	Semester	Tuition
Judy LaGreca	Characteristic of Diverse Learners	Centenary University	Aug - Dec 2022	\$1,913.85

- 10.2.11. Motion to approve** the shared services agreement between High Bridge Board of Education and the Hunterdon County Educational Services Commission to provide services for School Business Administrator from July 1, 2022 through June 30, 2023. *(Attachment: HBBOE/HCESC Shared Services BA 22-23)*
- 10.2.12. Motion to approve** the shared services agreement between High Bridge Board of Education and the Hunterdon County Educational Services Commission to provide Payroll Services from July 1, 2022 through June 30, 2023. *(Attachment: HBBOE/HCESC Shared Services Payroll 22-23)*
- 10.2.13. Motion to approve** the following resolution authorizing state contract purchases:
 WHEREAS, Title 18A:18A-10 provides that, a board of education without advertising for bids, or after having rejected all bids obtained pursuant to advertising therefore, by resolution may purchase any goods or services pursuant to a contract or contracts for such goods or services entered into on behalf of the State by the Division of Purchase and Property, and;
 WHEREAS, the High Bridge School District has the need, on a timely basis, to procure goods and services utilizing state contracts, and;
 WHEREAS, the High Bridge School District desires to authorize its purchasing agent to make any and all purchases necessary to meet the needs of the school district throughout the school year.
 NOW, THEREFORE, BE IT RESOLVED, that the High Bridge School District Board of Education does hereby authorize Karolina Cywa, the district purchasing agent to make purchased of goods and services entered into on behalf by the State of New Jersey, Division of Purchase and Property utilizing its approved state contract vendor list.
- 10.2.14. Motion to approve list of contracts** Pursuant to PL 2015, Chapter 47 which the High Bridge Board of Education intends to renew, award, or permit to expire the following contracts previously awarded by the board of education. These contracts are, have been, and will continue to be in full compliance with all state and federal statutes and regulations; in particular, New Jersey Title 18A:18. et.seq, NJAC Chapter 23, and Federal Uniform Administrative Requirements 2CFR, Part 200. *(Attachment Contracts 2022-2023)*

10.2.15. ADOPTION OF K-8 CURRICULUM

RESOLVED that the Board approve the existing Pre-K-8 curricula for the High Bridge Public Schools.

10.2.16. TRAVEL LIMITATIONS

WHEREAS, a Board of Education may establish, for regular district business travel only, an annual school year threshold of \$1,500 per staff member where prior Board approval shall not be required unless this annual threshold for a staff member is exceeded in a given school year (July 1 through June 30).

10.2.17. BANK ACCOUNT SIGNATURES

Approval to authorize the following signatures on checks from the accounts maintained by the Board of Education:

Account	Signatures
Current (General Fund)	President or Vice President, Board Secretary & Treasurer (3)
Capital Reserve	President or Vice President, Board Secretary & Treasurer (3)
Maintenance Reserve	President or Vice President, Board Secretary & Treasurer (3)
Agency	President, Board Secretary, Treasurer (1)
Food Service	President, Board Secretary, Treasurer (1)
Payroll Account	President, Board Secretary or Treasurer (1)
Unemployment	President, Board Secretary or Treasurer (1)
Student Activity	Board Secretary, Elem. Or Middle School Principal (2)

10.2.18. BANK DEPOSITORY

BE IT RESOLVED that Peapack-Gladstone Bank, Califon, New Jersey, be designated as the depository of record for the High Bridge Board of Education accounts and further resolved that investments can be secured in any other bank holding a current certificate of eligibility from the New Jersey State Banking Association and further resolved that all checks drawn against the Current (General Fund) Checking Account are signed by at least one of the following:

President or Vice-President and countersigned by the Board Secretary and countersigned by the Treasurer of School Funds.

10.2.19. NEWSPAPERS AND LEGAL ADVERTISEMENTS

RESOLVED, that the Board of Education designate the Hunterdon County Democrat, The Review, Star Ledger, Courier News and The Express-Times, all of which circulate in the school district, as official newspapers for legal advertising, and be it further RESOLVED, that the Business Administrator/Board Secretary is authorized to select an appropriate newspaper for each legal advertisement.

10.2.20. RENEWAL OF COOPERATIVE AGREEMENTS WITH HCESC & MRCESC

RESOLVED, that the High Bridge Board of Education authorizes the School Business Administrator to renew cooperative pricing agreements with Hunterdon County Educational Services Commission and Middlesex Regional County Educational Services Commission.

10.2.21. SCHOOL FUNDS INVESTOR

Approval to designate School Funds Investor as Karolina Cywa, Board Secretary/Business Administrator pursuant to 17:12B-241.

10.2.22. CHART OF ACCOUNTS

BE IT RESOLVED that the High Bridge Board of Education adopt the Uniform Minimum Chart of Accounts for New Jersey Public Schools.

10.2.23. STUDENT RECORDS

BE IT RESOLVED that the Board of Education authorizes certified school personnel to collect and maintain pupil records as required by N.J.A.C. 6A:32-7.1 – 6A:32-8.3 and Board of Education Policy 8330 “Student Records”.

10.2.24. Motion to authorize renewal of bonds for School Business Administrator and Treasurer of School Monies in the amounts required by statute.

10.2.25. Motion to approve the affirmative action team to revise, update and perform the needs assessment checklist for the district Comprehensive Equity Plan effective for the 2022-2023 school year.

10.3. Educational Resources - Finance and Facilities

10.3.1. Motion to approve the following travel expenditure for workshops:

Staff/Bd Member	Workshop	Date	Registration Fee	Other	Mileage	Total
Gregory Hobaugh	Hunterdon County Superintendent’s Conference	October 6-7, 2022	\$206.00	\$1.25 (Toll)	\$27.72	\$234.97

10.3.2. Motion to approve the disposal of up to fifty (50) student desks and a 1980 wheel horse tractor (Inventory #100145).

10.3.3. Motion to authorize the Superintendent to submit an Alternate Method of Compliance request to the Hunterdon County Executive Superintendent that will allow use of a classroom for preschool that has toilet rooms outside of the classroom.

10.3.4. Payment of Bills

Audit of Invoices (*Attachment: 6 30 21 bill list*)

Approve invoices for Current Expenses in the following amounts:

Check Register	June 15 - June 30	\$ 266,083.23
Payroll	June 17	\$ 220,564.05
Payroll	June 30	<u>\$ 89,552.81</u>
	Total	\$ 576,200.09

10.3.5. Motion to authorize the Business Administrator/Board Secretary to issue “Not to exceed” purchase orders up to \$10,000 for the 2022-2023 school year.

10.3.6. Motion for Authorization to Pay Bills (P.L. 1982, C. 196)

RESOLVED, that the High Bridge Board of Education appoint Karolina Cywa, Business Administrator/Board Secretary as the individual responsible for approval and payment of bills for June 30, 2022 and the 2022-2023 school year, and be it further

RESOLVED, that all bills paid must be reviewed and approved by the Board of Education in accordance with Board Policy #6470, Payment Procedures and be it further RESOLVED, that the High Bridge Board of Education authorize Karolina Cywa, Business Administrator/Board Secretary to approve the payment of bills between board meetings pursuant to N.J.S.A. 18A:19-4.1. Such warrants shall be presented to the board at the next Regular Business Meeting for ratification.

10.3.7. Motion to approve the submission of the 2022-2023 IDEA and ESEA Grants for the following amounts:

IDEA Basic	\$97,154
IDEA Preschool	\$4,480
Title I A	\$46,746
Title II A	\$7,385
Title III	\$980
Title IV A	\$10,000

10.3.8. Motion to approve the Consulting Service Agreement with Educational Consortium for Telecommunications Savings regarding the application of discounts under the Emergency Connect Fund. (*Attachment: Consulting Service Agreement*)

10.3.9. School Alliance Insurance Fund - Resolution for Maintenance of Membership

WHEREAS, the High Bridge Board of Education, hereafter referred to as "Educational Facility" is a member of the School Alliance Insurance Fund, hereinafter referred to as "Fund"; and

WHEREAS, said renewal membership terminates as of July 1, 2022 at 12:01 a.m. standard time, unless earlier renewed by agreement between the Educational Facility and the Fund; and

WHEREAS, the Educational Facility is afforded the following types of coverages:

- Workers Compensation
- Supplemental Indemnity - Compensation
- Package - Property, Boiler & Machinery, General and Auto Liability, Environmental Impairment Liability, Cyber Liability
- Excess Liability (AL/GL)
- School Leaders Professional Liability
- Excess Liability (SLPL)

WHEREAS, the Educational Facility desires to maintain said membership; NOW THEREFORE, BE IT RESOLVED as follows:

1. The Educational Facility agrees to maintain its membership in the Fund for a period of three years beginning July 1, 2022, and ending July 1, 2025 at 12:01 a.m. eastern standard time, and to be subject to the coverages, operating procedures, bylaws, and other organizational and operational documents of the Fund presently existing or as from time to time amended by the Fund and/or the Department of Banking and Insurance.

2. The Educational Facility's Business Official, Karolina Cywa, is hereby appointed as the Educational Facility's Fund Commissioner and is authorized to execute the renewal Indemnity and Trust Agreement thereby evidencing annexed hereto and made a part hereof and to deliver same to the Fund the Educational Facility's renewal of its membership.

10.3.10. Electronic Payment resolution

WHEREAS, the Electronic Funds Transfer & Claimant Certification – Local Finance Notice 2018-13 allows for EFT payment technology.

NOW, THEREFORE, BE IT RESOLVED that the School Business Administrator may approve pay claims electronically. Furthermore, let it be resolved that the School Business Administrator shall ensure that controls are in place and adhered to.

10.3.11. Apple Resolution - Motion to approve Educational Services Commission of New Jersey (ESCNJ) for Apple Technology Products:

WHEREAS, the Educational Services Commission of New Jersey (ESCNJ), as Lead Agency for the ESCNJ cooperative pricing system (system identifier 65MCESCCPS), has awarded a contract for proprietary Apple technology products (Contract #MRESC 15/16-69) , renewed effective March 26, 2019 following the public solicitation of sealed bids pursuant to N.J.S.A. 18A:18A-15, N.J.S.A. 40A:11-13 and N.J.A.C. 5:34-9.1; and

WHEREAS, the High Bridge Board of Education is a member of the ESCNJ cooperative pricing system and is authorized to make purchases from contracts awarded by the ESCNJ pursuant to N.J.A.C. 5:34-7.1 et seq. ; and

WHEREAS, the Apple technology products covered by the ESCNJ contract sought by the High Bridge Board of Education are of such a specialized nature that only such products will meet the needs of the High Bridge Board of Education and

WHEREAS, the High Bridge Board of Education has heavily invested time and funds into the acquisition and integration of Apple products in local operations that will be wasted if non-Apple products were used to supplement the existing technology; and

WHEREAS, the use of non-Apple products would require either the wholesale replacement of the technology currently used by the High Bridge Board of Education or an unsupportable level of training, support and maintenance services that would utterly defeat the purpose of the public contracting laws;

NOW, THEREFORE, BE IT RESOLVED that the High Bridge Board of Education hereby authorizes the purchase of proprietary Apple technology products through ESCNJ Contract #MRESC 15/16-69 from Apple, Inc. 5505 W. Parmer Lane, MS 578-ROA Austin, TX 78727-6524, for individual purchases under \$6,000.

10.3.12. Approval of Professional Services – Motion to approve the following appointments:

WHEREAS, there exists a need for auditing services, architectural services, legal services, occupational services, physical therapy services, and,

WHEREAS, the Local Public Contracts Law N.J.S.A. 40A:11-1 et seq. requires that the resolution authorizing the award of contracts for “Professional Services” without competitive bids must be publicly advertised.

NOW THEREFORE, BE IT RESOLVED by the High Bridge Board of Education as follows:

10.3.12.1. Hunterdon County Educational Services Commission, Califon, NJ is appointed for Technology Support Services from July 1, 2022 through June 30, 2023 at the following rates:

- \$4,648/month 8 days per month, 7 hours per day
- \$917 per month for systems administration

These appointments are made without competitive biddings as “Professional Services” under the provisions of N.J.S.A. 40:11-1 et. seq. because such services are recognized professions licensed and regulated by law not allowing for competitive bids.

BE IT FURTHER RESOLVED, that a brief notice of this action shall be printed once in The Hunterdon Democrat as required by law, within ten (20) days of its passage, stating its nature, duration, service and amount, and that the resolution and contract are on file in the business office.

Board President calls for a motion and a second to approve 10.1-10.3.12:1

Motion:		Second:		
Name:	Yes	No	Abstain	Absent
Ben Bolger				
Erin Delgado				
Karyn Gove				
Robert Imhoff				
Colleen Poles				
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
- Personnel

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. ACTION ITEM

15.1.1. Motion to approve the June 13, 2021 Executive Session Minutes (*Attachment: 6 13 22 Executive Session Minutes*).

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

16. ADJOURNMENT

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