

HIGH BRIDGE BOARD OF EDUCATION
REGULAR SESSION MEETING
Monday, September 19, 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 in the Library of the High Bridge Elementary School, 40 Fairview Avenue, High Bridge, NJ 08829, alternatively the meeting will be available for listening purposes only on Google Meet. The Board will only accept public participation from those who are physically in attendance, as per Policy 0168. Please notify the board if you intend to record this meeting.

Date: Monday September 19, 2022

Time: 6:30 pm

Formal action will be taken.

2. PLEDGE OF ALLEGIANCE

3. ROLL CALL by Caryn Rinehart / Acting Board Secretary

Benjamin Bolger	Erin Delgado
Robert Imhoff	Colleen Poles
Karyn Gove	Cynthia Sharkey

Additional Member Present: Dr. Gregory Hobaugh, Superintendent
 Caryn Rinehart, Acting Board Secretary

4. PRESENTATION & RECOGNITION ITEMS

4.1. BSI Teachers Kim Zeigler and Lauren DiLanno to present reading data from Spring 2022 for elementary school students. (*Attachment: Board Presentation - Reading*)

4.2. Superintendent's Report

4.2.1. 2022-2023 Enrollment

Grade	Sections	District Enrollment	Choice	Tuition	Out-of-District	Total Enrollment
PS	5	63	-	-	-	63
K	2	25	-	-	-	25
1	2	32	-	-	-	32
2	2	32	-	-	-	32
3	2	28	-	-	-	28

4	2	32	-	-	-	32
Elementary School Total						212
5	2	35	-	-	-	35
6	2	37	1	-	1	39
7	2	30	-	-	-	30
8	2	41	1	-	-	42
Middle School Total						146
District Total	23	355	2	-	1	358

4.2.2. Staff Attendance for August 2022 (*Attachment: August 2022 Staff Attendance*)

4.2.3. Monthly Report on Harassment, Intimidation, & Bullying Incidents/Suspensions & 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	07/26	07/28	N/A	N/A								
August	08/03	08/04	N/A	N/A								
Sept	09/09	09/08	09/07	09/08								
Oct												
Nov												
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>
Erin Leeder	09/06/2022	Board Meeting August 29th

(Attachment: Leeder Correspondence 9 6 22)

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. August 29, 2022 Regular Session Meeting Minutes (*Attachment: 8 29 22 Regular Session Minutes*)

Board President calls for a motion and a second to approve 7:1.:

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

8. REPORTS TO THE BOARD

8.1. Board President's Report

9. ACTION ITEMS

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

9.1.1. **Motion to approve** High Bridge School District goals for 2022-23. (*Attachment: HB District Goals 2022 2023*)

9.1.2. **Motion to approve** the following field trips:

Location	Grade	Cost	Cost Incurred By
High Bridge Main Street/Tisco Property	4th	Free	
Michael Fowler Presentation, Clinton Township MS	8th	\$153.00 for Bus	High Bridge BOE
McCarter Theater	8th	\$40.00	Parents/Guardians
Various (<i>Attachment: Vocational Trips 2022-23</i>)	Voc	Busing Costs (<i>Attachment: Vocational Trips 2022-23</i>)	High Bridge BOE

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

9.2.1. **Motion to approve** High Bridge Board of Education goals for 2022-2023 school year. (*Attachment: High Bridge Board of Education Goals 2022-2023*)

9.2.2. **Motion to approve** the High Bridge School District 2022-2023 Chapter 27 Emergency Virtual or Remote Instruction Plan. (*Attachment: Chapter 27 Emergency Virtual or Remote Instruction Programs*)

- 9.2.3. 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 Sept, 2022*)
- 9.2.4. Motion to approve** High Bridge School District COVID-19 Protocols for 2022-23. (*Attachment: HBSD COVID-19 Protocols 22-23*)
- 9.2.5. Motion to approve** the contract with Work Family Connection. (*Attachment: Work Family Connection Contract*)
- 9.2.6. Motion to approve** reimbursement to part time custodian Justin Baranek for Black Seal license training at a prorated amount of \$372.
- 9.2.7. Motion to approve** Alison Manley as a part time special education teacher (.80) for the 2022-2023 school year at a level of BA Step 3 at a prorated annual salary of \$49,292.00, effective September 20, 2022.
- 9.2.8. Motion to approve** Heather Piell as a part time special education teacher (.80) for the 2022-2023 school year at a level of BA Step 2 at a prorated annual salary of \$48,892.00, effective September 20, 2022.
- 9.2.9. Motion to approve** the employment of Andrew Ziray as part time middle school special education teacher for the 2022-2023 school year at a level of BA Step 1 at a prorated annual salary of \$37, 581.30, pending receipt of employment paperwork and required background check, effective September 20, 2022.
- 9.2.10. Motion to approve** Jana Brown as Elementary School BSI Math Support at the contracted rate of \$32.00 per hour for 140 hours for a total not to exceed \$4,480.00 to be paid for by Title Funds.
- 9.2.11. Motion to approve** Emma Alparone as Elementary School BSI Writing Support at the contracted rate of \$32.00 per hour for 140 hours for a total not to exceed \$4,480.00 to be paid for by Title Funds.
- 9.2.12. Motion to approve** Caryn Rinehart for ES Homework Assistance at the contracted rate of \$32.00 per hour for 100 hours for a total not to exceed \$3,200.00 each to be paid for by Title Funds.
- 9.2.13. Motion to approve** Jerry Tolomeo as Middle School Athletic Director for the 2022-23 school year at the contracted rate of \$32.00 per hour for 75 hours for a total not to exceed \$2,400.00.
- 9.2.14. Motion to approve** HCESC to provide LDTC services by Marilyn Wechsler, twice a week, at an hourly rate of \$97.00 based on the Public School Services Contract, not to exceed 15 hours per week.
- 9.2.15. Motion to approve** transportation for students #20200044, #20200045, #20200043, and #20150035 identified as homeless to High Bridge as the district of origin as required by the McKinney Vento Homeless Assistance Act at a cost of \$242 per day by Hunterdon ESC contract for a maximum of 180 days or until permanent housing is secured.
- 9.2.16. Motion to approve** course reimbursement for:

Staff	Course	College/University	Semester	Tuition
Julia Monge	Characteristics of Diverse Learners	Centenary University	Aug.-Dec., 2022	\$2,008.50

Julia Monge	Seminar Clinical Appl to Learn Disabilities	Centenary University	Aug.-Dec., 2022	\$2,008.50
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9.3. Educational Resources - Finance and Facilities

9.3.1. Payment of Bills

Audit of Invoices

Approve September 19, 2022 bill list: (*Attachment: 9 19 22 bill list*)

Check Register	August 30 - September 19	\$ 184,489.14
Payroll	August 31	\$ 40,736.31
Payroll	September 15	<u>\$ 244,906.72</u>
	Total	\$ 470,132.17

9.3.2. Financial Reports (*Attachment: July 2022 Board Secretary and Treasurer's Report - Signed*)

Report of the Board Secretary and Treasurer's Report for July 2022

Resolved, that the Board of Education accept the Board Secretary's and Treasurer's Financial Reports for the month of July 2022 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 months of June 2022, 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.

September 19, 2022

Karolina Cywa

Business Administrator

9.3.3. Line Item Transfers for July 2022 (*Attachment: July Transfer Report-Signed*)

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

9.3.4. Motion to approve travel reimbursement as applicable under statute and code to employees for work-related travel that is directly related to and within the scope of employee's current work responsibilities, up to an amount that will not exceed budget dollars or State guidelines.

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

		in session. Wednesday/7:30pm-8:45 pm when basketball <u>is in</u> session.	
High Bridge PTO	09/27/2022	Tuesday, 7:00pm - 8:0pm	ES - Library

Board President calls for a motion and a second to approve 9.1-9.3.7.:

Motion:		Second:		
Name:	Yes	No	Abstain	Absent
Benjamin Bolger				
Erin Delgado				
Karyn Gove				
Robert Imhoff				
Colleen Poles				
Cynthia 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

Motion to approve the Executive Minutes

- 13.1.1.** August 29, 2022 Executive Session Minutes (*Attachment: 8 29 22 Executive Session Minutes*)

Board President calls for a motion and a second to approve 13.1.1.:

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

14. ADJOURNMENT

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