



**HIGH BRIDGE BOARD OF EDUCATION
REGULAR SESSION MEETING
Monday, September 16, 2024**

High Bridge School District Vision Statement
Creating an environment that fosters a love of learning and critical thinking.

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 16, 2024

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

Michael McCasland

Colleen Poles

Cynthia Sharkey

Karyn Gove

Additional Members Present:

Dr. Gregory Hobaugh, Superintendent

Caryn Rinehart, Acting Board Secretary

4. PRESENTATION & RECOGNITION ITEMS

4.1. Student Representative Report

4.2. Superintendent's Report

4.2.1. 2024-2025 Enrollment

Grade	Sections	District Enrollment	Choice	Tuition	Out-of-District	Total Enrollment
PS	5	50	-	-	-	50
K	2	30	-	-	-	30
1	3	44	-	-	-	44
2	1	25	-	-	-	25
3	2	31	-	-	-	31
4	2	33	-	-	-	33
Elementary School Total						213
5	2	27	-	-	-	27
6	2	29	-	-	-	29
7	2	37	-	-	-	37
8	2	37	1	-	-	38
Middle School Total						131
District Total	23	343	1	-	-	344

4.2.2. Staff Attendance for August 2024 (*Attachment: August 2024 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	07/10	07/18	07/08	07/09								
August	08/29	08/30	08/29	08/30								
Sept		09/05		09/05					2*			
Oct												
Nov												
Dec												
Jan												
Feb												
March												
April												
May												
June												
* Investigation is in progress												

4.2.4. Superintendent Update

5. REVIEW OF OFFICIAL CORRESPONDENCE

Name Date Subject

None at this time.

6. PUBLIC COMMENTS

This period of time provides an opportunity for the public to comment 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. While all comments will be considered and a response will be forthcoming if and when appropriate, School Board members will not respond to the speakers during the public comment portion of the meeting. Speakers with questions are encouraged to contact the Superintendent directly before or after the meeting.

7. BOARD OF EDUCATION DISCUSSION

8. ADOPTION OF MINUTES FROM PREVIOUS MEETING

8.1. August 19, 2024 Work Session Meeting Minutes (*Attachment: 8 19 24 Work Session Meeting Minutes Signed*)

8.2. August 26, 2024 Regular Session Meeting Minutes (*Attachment: 8 26 24 Regular Session Meeting Minutes Signed*)

The Board President calls for a motion and a second to approve 8.1.-8.2:

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

9. REPORTS TO THE BOARD

9.1. Board President's Report

9.1.1. Board of Education Self-Evaluation

9.1.2. Board of Education Goals

9.1.3. Student Achievement

9.1.4. Sustainability Committee Update - Karyn Gove

9.1.5. Negotiations Committee Update

9.1.6. School Security Committee Update

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

10. HIB REPORTS

None at this time.

11. ACTION ITEMS

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

11.1.1. Motion to approve High Bridge School District goals for 2024-2025. (*Attachment: District Goal 2024*)

11.1.2. Motion to approve the following policy and regulation updates: (*Attachment: Alert 233 Summary, Alert 233 Policy - Recommendations Highlighted, Alert 233 Regulations - Recommendations Highlighted*)

- 11.1.2.1.** P 0141 Board Member Number & Term (Revised)
- 11.1.2.2.** P 0141.1 Board Member Number & Term - Sending District (Revised)
- 11.1.2.3.** P 0141.2 Board Member Number & Term - Receiving District (Revised)
- 11.1.2.4.** P 0164.6 Remote Public Board Meetings During a Declared Emergency (M) (Abolished)
- 11.1.2.5.** P 2200 Curriculum Content (M) (Revised)
- 11.1.2.6.** P&R 3160 Physical Examination (M) (Revised)
- 11.1.2.7.** P&R 4160 Physical Examination (M) (Revised)
- 11.1.2.8.** R 5200 Attendance (M) (Revised)
- 11.1.2.9.** P 5337 Service Animals (Revised)
- 11.1.2.10.** P 5350 Student Suicide Prevention (M) (Revised)
- 11.1.2.11.** P 7231 Gifts From Vendors (M) (Abolished)
- 11.1.2.12.** P 8420 Emergency and Crisis Situations (M) (Revised)
- 11.1.2.13.** P&R 8467 Firearms and Weapons (M) (Revised)
- 11.1.2.14.** P 9181 Volunteer Athletic Coaches and Co-Curricular Activity Advisors/Assistants (Revised)

11.1.3. Motion to approve the following field trips:

Location	Grade	Cost	Cost Incurred By
Grow-A-Row	MS & 4th Grade Student Leadership	\$266.50 for Transportation	Student Leadership
Clinton Twp. Middle School - Michael Fowlin Presentation	8th	\$164.00 for transportation	BOE
Multiple Locations (<i>Attachment: Vocational Trips 24-25</i>)	ERI Vocational Classes	See Attached for Transportation Costs	BOE
Washington DC	8th	\$525.00 per student \$3,000 total for staff	Parents/Guardians BOE for Staff
Sandy Hook Education Program at NJ Sea Grant Consortium	7th	\$25.00 per student	Parents/Guardians
Clinton Twp. Middle School - Rachel's Challenge	7th	\$143.50 for Transportation	BOE

11.2. Human Resources - Personnel, Management & Community Relations

11.2.1. Motion to approve Rachel Katzenberger and Jessica Katzenberger as volunteer middle school volleyball coaches for the 2024-2025 school year.

11.2.2. Motion to approve Alyssa Oliver as Community & Parent Involvement Specialist (CPIS) / Parent Liaison for the 2024-2025 school year, compensated by a \$3,500.00 stipend, funded through the PEA Grant.

11.2.3. Motion to approve Caryn Rinehart as Acting Board Secretary, to serve on an emergency basis only for the 2024 - 2025 school year at an hourly rate of \$27.53.

11.2.4. Motion to approve course reimbursement for:

Staff	Course	College/University	Semester	Tuition
Ian Harris	Low-Pressure Black Seal License	The Training Center	Sept, 2024	\$600.00

11.3. Educational Resources - Finance and Facilities**11.3.1. Payment of Bills****Audit of Invoices**

Approve September 16, 2024 bill list: (*Attachment: 9 16 24 bill list*)

Check Register

	August 27, 2024 - September 16, 2024	\$129,824.95
Payroll	August 30, 2024	\$ 53,795.93
Payroll	September 13, 2024	<u>\$257,089.54</u>
	Total:	\$440,710.42

Payment of Bills Cafeteria account:

Northwest Refrigeration LLC

September 9, 2024	<u>\$8,276.98</u>
Total:	\$8,276.98

11.3.2. Financial Reports (*Attachment: August 2024 Board Secretary Signed - Fund 10, 20, 40 and August 2024 Treasurer's Report Signed*)**Report of the Board Secretary and Treasurer's Report for June 2024.**

Resolved, that the Board of Education accept the Board Secretary's and Treasurer's Financial Reports for the months of August 2024 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 August 2024, 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 16, 2024***Karolina Cywa***

Business Administrator

11.3.3. Motion to approve the partial allocation of 2023 - 2024 Extraordinary Aid as listed in the attachment (*Attachment: 23 - 24 EX Aid Allocations*)

11.3.4. Line Item Transfers for August 2024 (*Attachment: August 2024 Transfer Report - Signed*)

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

11.3.5. Motion to approve Travel Expenditure for Workshops:

Staff/Bd Member	Workshop	Date	Registration Fee	Mileage Tolls, Etc.	Total
Karolina Cywa	NJASBO Seminar - OPRA /Negotiations /Arbitration/ Fact Finding & Records Retention	09/12/2024	\$145.00	N/A	\$145.00
Karolina Cywa	NJASBO Seminar - DOL & DOT Refresher & Updates	10/17/2024	\$145.00	\$29.05	\$174.05
Karolina Cywa	NJASBO Seminar - Green Purchasing	11/12/2024	\$145.00	\$29.05	\$174.05
Karolina Cywa	NJASBO Seminar - Ethics & the BA	12/10/2024	\$145.00	\$29.05	\$174.05

11.3.6. USE OF FACILITIES

Motion to approve the following use of facilities request:

Organization	Dates	Day / Times	Location
Girl Scout Troop 80117	TBD	Monday, 3:30 pm - 5 pm	ES Art Room

The Board President calls for a motion and a second to approve 11.1-11.3.6.:

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

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. While all comments will be considered and a response will be forthcoming if and when appropriate, School Board members will not respond to the speakers during the public comment portion of the meeting. Speakers with questions are encouraged to contact the Superintendent directly before or after the meeting.

13. BOARD OF EDUCATION DISCUSSION

14. 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
- 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.

15. RECONVENE PUBLIC SESSION

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

16. ADOPTION OF EXECUTIVE MINUTES FROM PREVIOUS MEETING

16.1. August 19, 2024 Executive Session Meeting Minutes (*Attachment: 8 19 24 Executive Work Session Meeting Minutes Signed*)

16.2. August 26, 2024 Executive Session Meeting Minutes (*Attachment: 8 26 24 Executive Regular Session Meeting Minutes Signed*)

The Board President calls for a motion and a second to approve 16.1.-16.2:

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

17. ADJOURNMENT

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