

**HIGH BRIDGE BOARD OF EDUCATION
WORK SESSION MEETING
MONDAY AUGUST 20, 2018**

1. OPENING OF MEETING - 7:00 PM

Required Notice of Open Public Meeting

Being duly posted and advertised in accordance with the Open Public Meetings Act, the Regular Monthly meeting was called to order at 7:00 p.m. in the High Bridge Elementary School Library. The following Board members were present: Erin Delgado, Karyn Gove, Vice President, Robert Imhoff, James Garner, and Cindy Sharkey, President. Michael Estrada was absent. Alan Schwartz joined at 7:40pm. Greg Hobaugh, Superintendent, and Christopher Jones Business Administrator/Board Secretary, were also present.

2. PLEDGE OF ALLEGIANCE

3. ROLL CALL

4. WORK SESSION AGENDA ITEMS

4.1. Presentation:

4.1.1. HBEA “New Year’s Celebration” - Lauren Richardson & Lisa Kerr

Lauren Richardson and Lisa Kerr presented a potentially new event to start the new school year. The event will be held at the elementary and the middle schools. They presented a flyer that gave an overview of the event.

4.1.2. HIB Presentation / Wingman - Katie Franks and Melissa Patane-Schulter

Greg Hobaugh gave an overview of HIB scorecards. Katie Franks and Melissa Patane-Schulter presented the HIB School Climate and HIB Self-Assessment Score. They said they are implementing a Wingman program that assigns students together in different grades. They outlined a plan to address school climate survey results.

4.2. Superintendent’s Report

Update from the Superintendent

District Goals Feedback

Greg Hobaugh gave an overview of the potential district goals for the board to review. Cindy Sharkey said the board will vote next week.

Lynn Hughes receiving EPA Award

Greg Hobaugh said Lynn Hughes received an award as 5th place in a national competition. He also said that the Middle School received a bronze Sustainable NJ award.

Middle School Building Update

Greg Hobaugh said the Middle School construction has been completed on time and under budget. He also gave an update on water damage at the middle school.

4.3. School Business Administrator's Report

Christopher Jones gave an update on potentially replacing the boilers. He will seek additional guidance from outside contractors.

5. REPORTS TO THE BOARD

5.1. Board President Update

5.1.1. August 27th meeting will begin in Executive Session

Cindy Sharkey said the next board meeting will start in Executive Session.

5.1.2. Board Goals

The board generally discussed potential goals for the 18-19 school year. Potential goals discussed were financial, community outreach, and board procedures.

Robert Imhoff gave an update on Hunterdon County school boards. He said they will be discussing shared services.

Cindy Sharkey generally discussed the High Bridge community day. She said the school board will be represented.

6. ACTION ITEMS

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

6.1.1. Mentoring Plan (Attachment: Mentoring)

6.1.2. Elementary School Handbook (Attachment: ES Handbook)

6.1.3. Elementary School Code of Conduct (Attachment: ES Code of Conduct)

6.1.4. Middle School Handbook (Attachment: MS Handbook)

6.1.5. Proposed field trip plan for the 2018-2019 school year (Attachment: Field Trip)

6.1.6. Revised and/or new policies and regulations:

6.1.6.1. P&R 1613 - Disclosure and Review of Applicant's Employment History (new)

6.1.6.2. P 5512 - Harassment, Intimidation and Bully (HIB) (revised)

6.1.6.3. P&R 5561 - Use of Physical Restraint and Seclusion Techniques for Students with Disabilities (revised)

6.1.6.4. P 8561 - Procurement Procedures for School Nutrition Programs (revised)

6.2. Human Resources - Personnel, Management & Community Relations

6.2.1. Course Reimbursement for:

6.2.1.1. Melissa Betz

- Course: Field Supervision Internship II
- College/University: Centenary University
- Semester: September 2018 to December 2018
- Tuition: \$1,401.00

- 6.2.1.2. Jemma Buccini
 - Course: Learning, Cognition and Development
 - College/University: Rutgers University
 - Semester: September 2018 to December 2018
 - Tuition: \$2,106.00
- 6.2.1.3. Carla Nowell
 - Course: Curriculum Development & Evaluation
 - College/University: Centenary University
 - Semester: August 2018 to December 2018
 - Tuition: \$1,401.00
- 6.2.1.4. Heidi Miller
 - Course: ABA Changing Behavior
 - College/University: Rutgers University
 - Semester: September 2018 to December 2018
 - Tuition: \$2,106.00
- 6.2.1.5. Christina Harding
 - Course: Curriculum Development & Evaluation
 - College/University: Centenary University
 - Semester: August 2018 to December 2018
 - Tuition: \$1,401.00
- 6.2.2. Discuss possible new stipend position - Central Detention Position, certified staff member for 1 hour per week over 38 weeks at a rate of \$29.11. Not to exceed \$1,106.18

Greg Hobaugh gave a general overview of the program. Richard Kolton said that it was recommended by the county to improve HIB survey results. He said this is the last step in a discipline process before suspension. Greg Hobaugh said he will include two hours in the next agenda.

- 6.2.3. Sending 3 teachers for Foundations training on September 18 to Clinton Public School at a cost of \$200.00 per teacher.
- 6.2.4. Appointment of Lauren DiLanno as part-time (.62) Elementary School BSI Teacher from August 27, 2018 through June 30, 2019 at a level MA, Step 2 salary of \$36,431.20.
- 6.2.5. Chaperones for Student Leadership Dances:

Staff Member	Dates	Rate
Courtney Shiffman	10/26/18	\$72.53 Each Date
	2/8/19	
	5/10/19	\$217.59 Total
Megan Roth	10/26/18	\$72.53 Each Date
	2/8/19	

	5/10/19	\$217.59 Total
Katie Franks	10/26/18 2/8/19 5/10/19	\$72.53 Each Date \$217.59 Total

6.2.6. Review two (2) stipend positions -

6.2.6.1. Elementary School - ELA - 4.5 hours per week for 40 weeks - \$5,239.80 - paid through Title IA grant funds

6.2.6.2. Middle School - Math - 4.5 hours per week for 40 weeks - \$5,239.80 - paid through Title IA grant funds

6.2.7. Part-time employees for the hours above their contracted time necessary to attend inservice days on 8/27, 8/28, & 8/29

Name	Hours	Rate	Total
Christine Cosgrove	11.25	\$29.11 per hr	\$327.49
Brenda Krushinski	11.25	\$29.11 per hr	\$327.49
Laura Pellegrino	11.25	\$29.11 per hr	\$327.49
Fran Daley	11.25	\$29.11 per hr	\$327.49
Lauren DiLanno	8.25	\$29.11 per hr	\$240.16
Thea Anaston	8.25	\$29.11 per hr	\$240.16
Jana Brown	8.25	\$29.11 per hr	\$240.16
Jacklyn Carruthers	8.25	\$29.11 per hr	\$240.16
Denise Cathro	8.25	\$29.11 per hr	\$240.16
Kathleen Fulse	8.25	\$29.11 per hr	\$240.16
Kim Ziegler	8.25	\$29.11 per hr	\$240.16
Sharon Wilson	2	\$9.90 per hr	\$19.80
Kathy Barth	2	\$11.33 per hr	\$22.66

6.3. Educational Resources - Finance and Facilities

6.3.1. Finance

6.3.1.1. Payment of Bills

- 6.3.1.2. Financial Reports
- 6.3.1.3. Transfer Report
- 6.3.1.4. Travel Expenditure for Workshops

Staff/Bd Member	Workshop/ Activity	Date	Registration Fee	Mileage	Other	Total
Greg Hobaugh	NJSBA - iSTEAM Army Education Tour	10/4/18	\$0	\$0	\$0	\$0
Emma Alparone	L2L Cohart - Required principal mentoring program	8 dates between 9/1/18 & 6/30/18	\$0	\$23.87 per date \$190.96	\$0	\$190.96

- 6.3.1.5. eRate approval
- 6.3.1.6. Transportation

6.3.2. Facilities

Facilities request:

Organization	Start Date	End Date	Day / Times	Location
Cub Scouts Pack 149 Den Meetings	9/4/18	6/15/19	Tues, Weds, Thurs 6:30 pm to 8:30 pm	ES Music Room
Cub Scouts Pack 149 Pack Meetings	9/17/18	6/10/18	Mondays 6:30 pm to 8:30 pm	ES Gym

7. NEW BUSINESS

8. 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.

Steven Kovacs - HBEA - Members of the HBEA negotiation committee are extremely frustrated with the process. He said the board slowed down the process at the prior negotiation meeting. He said it was frustrating that a counter proposal was not completed by the school board for the next negotiation meeting.

9. EXECUTIVE/CLOSED SESSION

Erin Delgado motioned, seconded by Alan Schwartz, unanimously approved, in accordance with the Sunshine Law, Chapter 321, P.L. 1975, to discuss:

- Litigation
- Negotiation
- Discuss Superintendent's Rehire

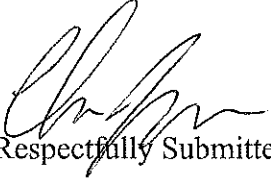
The matters discussed will be made public if and when the circumstances requiring confidentiality no longer exist; however, it is not presently known when such circumstances will exist.

10. RECONVENE PUBLIC SESSION

Erin Delgado motioned, seconded by Alan Schwartz, unanimously approved, to reconvene public session.

11. ADJOURNMENT

James Garner motioned, seconded by Erin Delgado, unanimously approved, to adjourn the meeting.



Respectfully Submitted,
Christopher Jones
Board Secretary