

**HIGH BRIDGE BOARD OF EDUCATION
REGULAR SESSION MEETING MINUTES
Tuesday, February 15, 2022**

1. OPENING OF MEETING - 6:30 PM *(meeting began at 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. Email comments directly to Cindy Sharkey: csharkey@hbschools.org. Please mute your microphone to reduce feedback and notify the board if you intend to record this meeting.

Date: Tuesday February 15, 2022

Time: 6:30 pm

Formal action will be taken.

2. PLEDGE OF ALLEGIANCE

3. ROLL CALL by John Jennings, SBA / Board Secretary

Benjamin Bolger <i>Present</i>	Erin Delgado <i>Present</i>
Robert Imhoff <i>Present</i>	Colleen Poles <i>Present</i>
Karyn Gove <i>Present</i>	Cindy Sharkey <i>Present</i>

Additional Members Present: Dr. Gregory Hobaugh, Superintendent *Present*
John Jennings, SBA / Board Secretary *Present*

4. PRESENTATION & RECOGNITION ITEMS

4.1. Motion to approve resolution in honor of Digby, Canine Companions service dog in training.
(Attachment: Digby Resolution)

4.2. Motion to approve resolutions recognizing the recipients of the 2021 Governor’s Educator of the Year Recognition Award:

HBES – Melissa Patane-Schulter *(Attachment: Patane Resolution)*

HBMS – Cecil Spencer Fader *(Attachment: Fader Resolution)*

Greg Hobaugh read each teacher award resolution. Both Melissa Pantane- Schulter and Cecil Spencer Fader thanked the District for the recognition. Cindy Sharkety asked if there would be an award Luncheon and Greg Hobaugh noted he is working on it.

Board President calls for a motion and a second to approve 4.1-4.2:

Motion: <i>Karyn Gove</i>	Second: <i>Erin Delgado</i>			
Name:	Yes	No	Abstain	Absent
Ben Bolger	X			
Erin Delgado	X			
Karyn Gove	X			
Robert Imhoff	X			

Colleen Poles	X			
Cindy Sharkey	X			

Motion passes 6-0-0-0

4.3. Superintendent's Report

4.3.1. 2021-2022 Enrollment

Grade	Sections	District Enrollment	Choice	Tuition	Out-of-District	Total Enrollment
PS	4	50	-	-	-	50
K	2	31	-	-	-	31
1	2	34	-	-	-	34
2	2	27	-	-	-	27
3	2	32	-	-	-	32
4	2	34	-	-	-	34
Elementary School Total						208
5	2	37	1	-	-	38
6	2	28	-	-	-	28
7	2	39	-	-	-	39
8	2	34	-	1	-	35
Middle School Total						140
District Total	22	346	1	1		348

4.3.2. Staff Attendance for January 2022 (*Attachment: January 2022 Staff Attendance*)

4.3.3. Monthly Report on Harassment, Intimidation, and Bullying Incidents/Suspensions and Security Drills

Month	Drills				Suspensions				HIB			
	HBES		HBMS		HBES		HBMS		HBES		HBMS	
	Fire	Security	Fire	Security	In	Out	In	Out	Investigated	Affirmed	Investigated	Affirmed
July	07/07	07/28	N/A	N/A								
August	08/02	08/03	N/A	N/A								
Sept	09/13	09/17	09/09	09/15						1		
Oct	10/14	10/27	10/05	10/08			1					
Nov	11/01	11/30	11/02	11/09					1	1		
Dec	12/01	12/6	12/01	12/02			1		1			
Jan	01/13	01/31	01/06	01/19								
Feb	02/02	2/11	02/02	02/08								
March												
April												
May												
June												

* Investigation is in progress

4.3.4. Superintendent Update

- District Goal Update

Greg Hobough reviewed the following with the Board

- 100th day of the school year is today
- Red to Yellow in the Covid Activity Report
- Ceiling Tile Update - Gym remains closed, tile tested negative for contaminants, secured contractor, process to secure tiles completed by the end of next week
- Girls Basketball Update
- Guidance Counselor Week
- Snow Day February 4th
- State requiring announcement of security drills sending correspondence
- Policy Alert will be sent out on Friday
- Gov Mask Mandate update

4.3.5. Business Administrator’s Update

- Budget 101 Presentation (*Attachment: Budget 101*)

John Jennings gave his presentation on Budget 101. He also noted that the timing of the budget has been compressed given the Governor has extended the announcement of school state aid from February 24th to March 8th. John also mentioned that cafeteria funds could not be used to replace the Gym/Cafeteria floor per NJ Dept of AG guidelines. He also mentioned that as of now there is no plan to continue SSO funding for the free lunch program to all students.

5. REVIEW OF OFFICIAL CORRESPONDENCE

<u>Name</u>	<u>Date</u>	<u>Subject</u>
Mia Baldwin	1/18/2022	Resignation from BOE
Mia Baldwin	2/14/2022	
<i>(Attachment: Baldwin Resignation & Baldwin Correspondence 2 14 22)</i>		
Michele Lee	2/10/2022	Mia Baldwin
<i>(Attachment: Lee Correspondence 2 10 22)</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. *No public comments*

7. ADOPTION OF MINUTES FROM PREVIOUS MEETING

7.1. January 10, 2022 Regular Meeting Minutes (*Attachment: 1 10 22 Regular Session Minutes*)

7.2. February 7, 2022 Work Session Minutes (*Attachment: 2 7 22 Work Session Minutes*)

Board President calls for a motion and a second to approve 7.1-7.2:

Motion: <i>Erin Delgado</i>		Second: <i>Karyn Gove</i>		
Name:	Yes	No	Abstain	Absent
Ben Bolger	X			
Erin Delgado	X			

Karyn Gove	X			
Robert Imhoff	X			
Colleen Poles	X			
Cindy Sharkey	X			

Motion passes 6-0-0-0

8. REPORTS TO THE BOARD

8.1. Board President's Report

8.1.1. Discussion of cannabis position statement (*Attachment HBBOE Cannabis Position Statement*)

8.1.2. Open High Bridge Board of Education seat (*Attachment: HBBOE Election Results Nov, 2021*)

8.1.3. Hunterdon County School Boards Association Meeting Update - Robert Imhoff
Cindy Sharkey noted Board Goals. She mentioned that the next board training session would be held on March 14th and the topic would be school budgets. She thanked Allan Schwartz for being the council's liaison with the High Bridge Board of Education. The Board discussed the open Board Seat Vacancy and to reach out to the leading write-in candidates as well as advertise to the public an interest in filling the seat. The Board also discussed preparing a cannabis position statement. Cindy Sharkey appointed Erin Delgado, Chair, Karyn Gove and Ben Bolger to the Position Committee to craft a Board Position Statement.

9. ACTION ITEMS

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

9.1.1. **Motion to approve** the 2022-2023 School Calendar (*Attachment: Proposed 2022-2023 School Calendar*)

9.1.2. **Motion to approve** the submission of the NJDOE English Language Learner Three-Year Plan for 2021-2024. (*Attachment: 21-24 ESL Three Year Plan*)

9.2. Human Resources - Personnel, Management & Community Relations

9.2.1. **Motion to approve** the resignation of school psychologist Melissa Ozaria effective March 25, 2022. (*Attachment: Ozaria Resignation*)

9.2.2. **Motion to approve** the resignation of part time special education teacher Amy Miller effective March 10, 2022. (*Attachment: Miller A Resignation*)

9.2.3. **Motion to approve** the redistribution of the Cheerleading Coach stipend as follows. Carley Marookian to receive \$969.50 and Coleen Conroy to receive \$294.50.

9.2.4. **Motion to approve** Patricia Beard and Jennifer Zuluaga as spanish speaking interpreters on an as needed basis, at the contracted hourly rate of \$19.00 per hour.

9.2.5. **Motion to approve** Maria Monaco to be a home instructor for the 2021-2022 school year at a rate of \$35.42 per hour.

9.2.6. **Motion to approve** the resignation of Emma Alparone from the co-curricular position of ES BSI Math Teacher effective March 1, 2022.

9.2.7. **Motion to approve** Samantha Richards as the replacement co-curricular ES BSI Math Teacher effective March 1, 2022 for the remaining 47 hours to be compensated at \$1,504.00 to be paid with Title funds.

- 9.2.8. **Motion to approve** Mimi Powers as interim replacement MS Unified Club advisor for the February 10 and 24, 2022 meeting dates to be compensated at the contracted ESS hourly rate of \$19.00 for a total of 1.5 hours.
- 9.2.9. **Motion to approve** Samantha Richards as replacement MS Unified Club advisor for the remaining meeting dates for a total of 3.75 hours to be compensated at \$32.00 per hours.
- 9.2.10. **Motion to accept** the resignation of Mia Baldwin from the High Bridge Board of Education, whose seat expires on December 31, 2024, effective January 18, 2022.
- 9.2.11. **Motion to approve** Centenary University student Christina Bubniak to observe our special education program in an elementary school setting for two (2) days for a total of four (4) hours.
- 9.2.12. **Motion to approve** Melissa Stowers as a substitute nurse to be compensated at the contracted daily rate of \$150.
- 9.2.13. **Motion to approve** Gail Giordano as cafeteria aide for the 2021-22 school year at \$4,725.41 per year (prorated) for two (2) hours per day at an hourly rate of \$13.90 effective February 22, 2022.

9.3. Educational Resources - Finance and Facilities

9.3.1. Motion to approve Travel Expenditures for Workshops:

Staff/Bd Member	Workshop	Date	Registration Fee	Mileage	Other	Total
Steve Weber	Rutgers: Combating Mold (Virtual)	2/9 & 2/10, 2022	\$285.00	N/A	N/A	\$285.00
Judy LaGreca	Dyslexia Foundation Virtual Conference	2/11/22	\$169.00	N/A	N/A	\$169.00
Lynn Gresko	NJSSNA Virtual Conference	3/19/22	\$99.00	N/A	N/A	\$99.00

9.3.2. Payment of Bills - Audit of Invoices (*Attachment: 2 15 22 bill list*)

Approve invoices for Current Expenses in the following amounts:

Check Register	Jan 11 - Feb 15	\$795,459.12
Payroll	January 14, 2022	\$255,857.76
Payroll	January 31, 2022	\$258,277.95
Payroll	February 15, 2022	<u>\$253,505.24</u>
Total		\$1,563,100.07

Payment of Bills Cafeteria account

Maschio's	January 10, 2022	\$ 13,135.74
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9.3.3. Financial Reports (*Attachment: Jan Board Secretary and Treasurers Reports- Signed Report of the Board Secretary and Treasurer's Report for January 2022*)

Resolved, that the Board of Education accept the Board Secretary's and Treasurer's Financial Reports for the month of January 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 month of January 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.

February 15, 2022

John Jennings
Business Administrator

9.3.4. Line Item Transfers for January 2022 (*Attachment: January 2022 Transfer Report-Signed*)

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

9.3.5. Motion to approve Extended School Year (ESY) to begin July 5, 2022 through August 4, 2022 for a total of 19 days. (Monday - Thursday).

9.3.6. Motion to accept the findings of the New Jersey Department of Agriculture Procurement Review of our Food Service Authority (SFA) completed by PKF O’Connor Davies for the Fiscal Year 2019-2020. (*Attachments: HB Board of Education Final Report FY20 and Closeout report no CAP needed*).

9.3.7. Special Education Medicaid Initiative (SEMI) Program Waiver

Motion to approve the following resolution waiving participation in the Special Education Medicaid Initiative (SEMI) Program.

Whereas, NJAC 6A:23A-5.3 provides that a school district may request a waiver of compliance with respect to the district’s participation in the Special Education Medicaid Initiative (SEMI) Program for the 2022-2023 school year, and

Whereas , the High Bridge Board of Education desires to apply for this waiver due to the fact that it projects having fewer than 40 Medicaid eligible classified students.

Now Therefore Be It Resolved that the High Bridge Board of Education hereby authorizes the Superintendent of Schools to submit to the Executive County Superintendent of Schools in the County of Hunterdon an appropriate waiver of the requirements of NJAC 6A:23A-5.3 for the 2022-2023 school year.

9.3.8. Use of Facilities

Motion to approve the following use of facilities request:

Organization	Dates	Times	Location
HBEA - Optical Academy	03/02/2022	12:30 - 6:30	ES Library

Board President calls for a motion and a second to approve 9.1-9.3.8:

Motion: <i>Robert Imhoff</i>		Second: <i>Karyn Gove</i>		
Name:	Yes	No	Abstain	Absent
Ben Bolger	X			

Erin Delgado	X			
Karyn Gove	X			
Robert Imhoff	X			
Colleen Poles	X			
Cindy Sharkey	X			

Motion passes 6-0-0-0

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.

Robert Imhoff read the following in response to Michelle Lee’s Letter in Public Correspondence . I really feel the need to address this because that letter is so very wrong on so many levels.

- To start, this email is factually inaccurate, and I am having a really hard time understanding why this email came from Michelle’s Borough of High Bridge email. This is not a Borough matter, and this was not authorized by the Council. If a school board member did this with their school account, they would be in violation of NJ School ethics.

- Dr. Hobaugh never asked any BOE member to resign. Nor should any superintendent ever say that. This correction makes most of her email irrelevant.

- I find it interesting that Michelle’s email states that Mia is a devoted, intelligent and engaged member of our community, which I 100% agree with. This statement is coming from the same person that in the last few weeks rejected several devoted, intelligent and engaged members of our community from serving on volunteer Boards throughout our community that are appointed by the Mayor and Council.

- Michelle’s statement on diversity is extremely disturbing. She accuses our superintendent of not getting High Bridge any points because Mia left the School Board, Mia’s own personal choice I might add. Michelle goes on to say that Greg’s action, which wasn’t even accurate, are short sighted and Michelle really questions the intention. Michelle’s insinuations are not accurate, totally unfounded, and certainly not welcome.

- Michelle’s statements about diversity are absolutely ironic, considering that Mayor and Council, within the past week, had an opportunity to reflect more diversity at the Council table and neglected to do so.

Karyn Gove and Erin Delgado stated they agreed with Robert Imhoff’s comments. John Jennings noted that Board minutes are not posted until they are approved by the Board.

Shannon O’Connor mentioned here interest in the Board Vacancy Position and that she is passionate about public education

Allan Schwartz said hellow and the Board is doing a great job. He stated he would reach out to Cindy to discuss the cannabis and the mayor’s letter.

11. EXECUTIVE/CLOSED SESSION

Board President calls for a motion at 7:52 pm Robert Imhoff and a second **Colleen Poles, unanimously approved**, 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 at 8:01 pm Karyn Gove and a second **Erin Delgado, unanimously approved**, to reconvene public session.

13. ACTION ITEM

13.1. Motion to approve the January 10, 2022 Executive Session Minutes (*Attachment: 1 10 22 Executive Session Minutes*)

13.2. Motion to approve the February 7, 2022 Executive Session Minutes (*Attachment: 2 7 22 Executive Session Minutes*)

Board President calls for a motion and a second to approve 13.1.-13.2.:

Motion: <i>Karyn Gove</i>		Second: <i>Erin Delgado</i>		
Name:	Yes	No	Abstain	Absent
Ben Bolger	<i>13.1</i>			
Erin Delgado	<i>13.1</i>			
Karyn Gove	<i>13.1</i>			
Robert Imhoff	<i>13.1</i>			
Colleen Poles	<i>13.1</i>			
Cindy Sharkey	<i>13.1</i>			

Motion 13.1 passes 6-0-0-0

Motion 13.2 was tabled until next board meeting

Greg Hobaugh mentioned next week's meeting would be in person. Cindy Sharkey read an email from Allan Schwartz. The Board discussed Mia Baldwin's resignation from the Board.

14. ADJOURNMENT

Board President calls for a motion at 8:15 pm Karyn Gove and a second **Robert Imhoff, unanimously approved**, to adjourn the meeting.

Respectfully Submitted,



John Jennings
Business Administrator/Board Secretary