

**HIGH BRIDGE BOARD OF EDUCATION
REGULAR SESSION MEETING
Tuesday, October 11, 2022**

1. OPENING OF MEETING - 6:30 PM - Meeting opened at 6:30

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: Tuesday October 11, 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 - <i>Present</i>	Erin Delgado - <i>Present</i>
Robert Imhoff - <i>Present</i>	Colleen Poles - <i>Present</i>
Karyn Gove - <i>Present</i>	Cynthia Sharkey - <i>Present</i>

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

4. PRESENTATION & RECOGNITION ITEMS

4.1. NJSLA Test Scores presented by Emma Alparone and Richard Kolton. (*Attachment: BOE Presentation 2021-22 NJSLA Results*)

*Emma Alparone and Richard Kolton presented data on the 2021-22 NJSLA test results.
Emma Alparone presented 3rd and 4th grade ELA and Math data.
Richard Kolton presented the 5th through 8th grade ELA, Math (including Algebra), and Science data.*

High Bridge student scores were compared to the state averages. The district recognizes there are learning gaps and is working towards closing those gaps. We brought in a new reading program (K-5), and continue targeting intervention for math and writing, utilizing data sources to improve instruction, strengthening the focus on higher level problem solving skills in math and increasing the rigor in vocabulary instruction.

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	31	-	-	-	31
Elementary School Total						211
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	354	2	-	1	357

Dr. Hobaugh noted that he and Rich Kolton reviewed the enrollment numbers over the past ten years and on average, the number of students hasn’t changed that much.

4.2.2. Staff Attendance for September 2022 (Attachment: September 2022 Staff Attendance)

4.2.3. Monthly Report on Harassment, Intimidation, and Bullying Incidents/Suspensions and 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						1		
Oct	10/06											
Nov												
Dec												
Jan												
Feb												
March												
April												

May												
June												
* Investigation is in progress												

4.2.4. Superintendent Update

4.2.4.1. Report on district goals (*Attachment: Strategic Action Plan 22-23*)

5. REVIEW OF OFFICIAL CORRESPONDENCE

<u>Name</u>	<u>Date</u>	<u>Subject</u>
Steven Weber <i>(Attachment: Weber S Retirement)</i>	9/27/22	Notice of Retirement
Jessica Taveras <i>(Taveras Correspondence 10 4 22)</i>	10/04/22	Questions

No comments

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 comments

7. ADOPTION OF MINUTES FROM PREVIOUS MEETING

- 7.1. September 12, 2022 Work Session Meeting Minutes (*Attachment: 9 12 22 Work Session Minutes*)
- 7.2. September 19, 2022 Regular Session Meeting Minutes (*Attachment: 9 19 22 Regular Session Minutes*)

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

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

8. REPORTS TO THE BOARD

8.1. Board President’s Report

8.1.1. Virtual Participation at BOE Meetings

Cindy Sharkey noted she was asked again by a parent about virtual participation at Board of Education meetings. She reiterated the board's stance on only allowing participation in public comments to those in attendance and urged the community to follow the chain of command.

8.1.2. Hunterdon County School Boards Association Meeting Update - Robert Imhoff
Meeting on Thursday, October 13 and the topic is school security.

Gregory Hobaugh, Cindy Sharkey, and Robert Imhoff will be in attendance at the NJSBA Conference at the end of the month so if there are any topics that look interesting to the other board members, please let her know and she will try to attend those presentations.

Robert Imhoff commented that he attended the September 22 High Bridge Council meeting. Councilman Schwartz talked about attending the BOE meeting and expressed interest in reaching an agreement for plowing services for the future. Did we ever get an answer as to why it was canceled? According to Dr. Hobaugh, it was due to the lack of manpower as per the email received. Robert Imhoff stated the council apparently wasn't aware of the cancellation and repeated that the district should look into renewing the shared services for the 23-24 school year:

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, *Karyn Gove* and a second *Erin Delgado*, **unanimously approved**, to **affirm**, reject, or modify, by voice vote, the superintendent's decision in HIB Investigation Report 2021-22 (*Attachment: 2022-23 ES01 Redacted*).

Dr. Hobaugh noted the legal change to affirmed HIB procedures in that a copy of the final reports are now to be kept in the file of the affirmed accuser.

10. ACTION ITEMS

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

10.1.1. Motion to approve the submission of the NJDOE School Self-Assessment for Determining Grades under the Anti-Bullying Bill of Rights Act for the 2021-2022 school year. *(Attachment: HIB Self Assessment ES - 2022, HIB Self Assessment MS - 2022)*

10.1.2. Motion to approve the following class trips and transportation:

Location	Grade	Cost	Cost Incurred By
Mayo Performing Arts Center	5th	\$18.00	Parents / Guardians
West Portal Pumpkin Patch, West Portal, NJ	K	\$26.00	Parents / Guardians
Veterans Memorial Park, High Bridge, NJ	4th	N/A	N/A - Walking Trip

10.2. Human Resources - Personnel, Management & Community Relations

- 10.2.1. Motion to approve** Andrew Ziray for hours above their contracted time necessary to attend scheduled inservice days on 9/23, 10/10, 11/16, 12/14, 1/20, and 2/22 at the contracted rate of \$32.00 per hour not to exceed 4 hours per inservice day.
- 10.2.2. Motion to approve** the retirement of Steven Weber as Facilities Director, effective November 25, 2022. *(Attachment: Weber S Retirement)*
- 10.2.3. Motion to approve** Caryn Rinehart as Acting Board Secretary, to serve on an emergency basis only, from July 1, 2022 until the next reorganization meeting in January 2023 at an hourly rate of \$26.73.
- 10.2.4. Motion to approve** Marisa Monaco and Lisa Kerr as homebound instructors at the contracted rate of \$35.42 per hour.
- 10.2.5. Motion to approve** Marilyn (Micki) Wechsler as a mentor to Centenary University student, Julia Monge, in the Learning Disability Teacher-Consultant Field Experience Program.
- 10.2.6. Motion to approve** Samantha Richards and Caryn Rinehart as co-advisors for Elementary School Homework Assistance at the contracted rate of \$32.00 per hour for 50 hours each for a total not to exceed \$1,600.00.
- 10.2.7. Motion to approve** Katie Franks and Megan Gulevski as co-advisors for the emPOWERing Girls pilot program for girls grades 6-8, at the contracted hourly rate of \$32.00 for a total of ten (10) hours per advisor; not to exceed \$320.00 to be funded by Title 4 grant monies.
- 10.2.8. Motion to approve** Christina Harding to return from family leave as of November 1, 2022.
- 10.2.9. Motion to approve** Bhavna Sharma as Non-Instructional Paraprofessional Aide for Elementary School Video Club in accordance with student's IEP at a rate of \$19.00 per hour not to exceed eight (8) hours.

10.3. Educational Resources - Finance and Facilities

10.3.1. Payment of Bills

Audit of Invoices

Approve October 11, 2022 bill list: *(Attachment: 10 11 22 bill list)*

Check Register	September 20 - October 11	\$ 276,989.68
Payroll	September 30	<u>\$ 245,453.81</u>
	Total	\$ 522,443.49

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

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

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

October 06, 2022

Karolina Cywa

Business Administrator

10.3.3. Line Item Transfers August 2022 (*Attachment: August 2022 Transfer Report*)

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

10.3.4. Motion to approve the acceptance of the 2022-2023 Unified Champion Schools Grant awarded to High Bridge Middle School by Special Olympics in the amount of \$1,000. (*Attachment: SONJ UCS Award 22-23*)

10.3.5. Motion to approve soft drink and coffee sales to district staff from the Pre-Vocational Autistic and Behavioral Disabilities Programs at the Elementary and Middle Schools. Profits will go back into the program to replenish the drinks, maintain Coverp Cafe, and supply additional items to be made and sold to provide student behavioral incentives and to further enhance Life Skills while expanding the program pre-vocational activities, in preparation for Pre-Community Based Instruction (CBI) and Field Experience.

Board President calls for a motion and a second to approve 10.1-10.3.5.:

Motion: Robert Imhoff		Second: Karyn Gove		
Name:	Yes	No	Abstain	Absent
Benjamin Bolger	X			

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

11. 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.

No comment

12. EXECUTIVE/CLOSED SESSION 7:42

Board President calls for a motion at 7:42 pm, Erin Delgado moved and second Karyn Gove 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.

13. RECONVENE PUBLIC SESSION - 7:59

Board President calls for a motion at 7:59 pm, Karyn Gove moved and a second Erin Delgado to reconvene the public session.

14. ACTION ITEM

Motion to approve the Executive Minutes

14.1.1. September 12, 2022 (*Attachment: 9 12 22 Executive Session Minutes*)

14.1.2. September 19, 2022 (*Attachment: 9 19 22 Executive Session Minutes*)

Board President calls for a motion and a second to approve 14.1.1 and 14.1.2:

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

Cynthia Sharkey	X			
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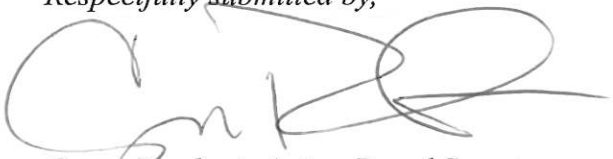
Dr. Hobough added that an informal poll was done at the middle school and he is happy to report that the Staff vs 8th Grade volleyball game will be returning. All staff are invited to participate. More details to follow.

15. ADJOURNMENT - 8:02

Board President calls for a motion at 8:02 pm, karyn Gove moved, and a second by Robert Imhoff, to adjourn the meeting.

Motion approved. Meeting adjourned at 8:02 pm.

Respectfully submitted by,



Caryn Rinehart, Acting Board Secretary