

**HIGH BRIDGE BOARD OF EDUCATION
REGULAR SESSION MEETING
Monday, November 7, 2022**

1. OPENING OF MEETING - 6:30 PM - *Begin 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 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, November 7, 2022

Time: 6:30 pm

No Formal action will be taken.

2. PLEDGE OF ALLEGIANCE

3. ROLL CALL by Caryn Rinehart / Acting Board Secretary

Benjamin Bolger - <i>Arrived 6:37pm</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 Hobaugh, Superintendent
Caryn Rinehart, Acting Board Secretary

4. PRESENTATION & RECOGNITION ITEMS

4.1. Superintendent’s Report

4.1.1. Superintendent Update

Dr. Hobaugh reported on the following items:

- *NJSMART Scores - sent to families and staff*
- *Reviewed the details of the shared services agreement with Readington Township for curriculum updates.*
- *ES staff members Carley Marookian and Valerie Palmer have organized events for staff to participate in before or after school - Meditation Monday, Walking Wednesdays, & a Friday social.*
- *Hired a coach for the middle school boy’s basketball team.*
- *Observed the Week of Respect and Red Ribbon Week in October*

- *Celebrated Halloween with classroom parties and parade at the elementary school and parade with costume contest at the middle school. Thank you to Mayor Michelle Lee, Chief Bartman and members of the HBPD who participated as our guest judges.*
- *Thank you to Courtney Bursztyn for organizing the fun “Pumpkin Bones” scavenger hunt at the elementary school.*
- *Updated district policy 5512, Anti-Bullying as mandated.*
- *Parent-Teacher conferences are being held this week.*
- *Veterans Day recognition is on 11/9. Elementary school students and staff donated items to Veterans Haven North.*
- *NHV approved their 23-23 school year calendar. It was shared with HBEA and will be presented to HBBOE for approval once completed.*
- *The elementary school experienced an emergency closing on October 28 due to a clogged sewer line.*
- *A meeting with High Bridge Borough Administrator, Bonnie Fleming, is scheduled to discuss shared services.*
- *Hired a full time custodian to replace our retiring custodian/facilities manager.*
- *Offered stipend to building custodians.*
- *Reported on HIB incidents.*

5. REVIEW OF OFFICIAL CORRESPONDENCE

<u>Name</u>	<u>Date</u>	<u>Subject</u>
<i>None</i>		

6. REPORTS TO THE BOARD

6.1. Board President’s Report

Cindy Sharkey reported on the NJSBA Convention.

Reminded members that Election Day is Tuesday, November 8

Discussed ways to meet BOE goals to improve communication with the public and increase community interaction.

Karyn Gove reported that a shared services meeting is scheduled for December 1 and the delegate assembly will be meeting on November 19.

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

The November 17 meeting will be discussing ESSR Funds.

7. HIB REPORTS

7.1. 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.).

HIB Investigation Report 2022-23 MS01 (*Attachment: 2022-23 MS01 Redacted*).

HIB Investigation Report 2022-23 ES02 (*Attachment: 2022-23 ES02 Redacted*).

HIB Investigation Report 2022-23 MS02 (*Attachment: 2022-23 MS02 Redacted*).

8. ACTION ITEMS

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

8.1.1. 2022-2023 School Safety and Security Plan and the submission of the School Safety and Security Plan Annual Review Statement of Assurance. (*Attachments: SS&SP 2022-2023 and SS&SP 2022-23 SOA*)

8.1.2. 2022-2023 Mentoring Plan (*Attachment: 2022-23 Mentoring Plan*).

8.1.3. 2022-2023 Nursing Services Plan (*Attachment: 22-23 Nursing Services Plan*).

8.1.4. The following policy update: (*Attachment: P 5512 HIB Revised*)

8.1.4.1. P 5512 – Harassment, Intimidation, or Bullying (M) (Revised)

8.1.5. Submission of the projected preschool enrollment numbers for the 2023-24 school year. (*Attachment: 23-24 Projected Preschool Enrollment*)

8.1.6. Following class trips and transportation:

Location	Grade	Cost	Cost Incurred By
Voorhees High School	5-8 Choral Students	\$136.00 for transportation	High Bridge BOE
Voorhees High School	6-8 Instrumental Students	\$170.00 for transportation	High Bridge BOE
Roxy Ballet Presents The Nutcracker	3-4	\$1,768.00 for tickets & transportation	Funded by ESSR Funds
Turtle Back Zoo	1	\$13.00 *\$515.00 for transportation	Parents/Guardians *Transportation Costs to be funded by ESSR Funds
Washington DC	8	\$450.00	Parents/Guardians

8.2. Human Resources - Personnel, Management & Community Relations

8.2.1. Rescind the following staff and compensation from Title Funds for the 2022-2023 school year, dependent on state and health department guidelines.

Staff Member	Position	Hourly Rate	Total Hours	Total Compensation
Emma Alparone	ES BSI Writing Support	\$32.00	280	\$8,960.00
Jana Brown	MS BSI Writing Support	\$32.00	140	\$4,480

- 8.2.2.** Revised staff and compensation from Title Funds for the 2022-2023 school year, dependent on state and health department guidelines.

Staff Member	Position	Hourly Rate	Total Hours	Total Compensation
Emma Alparone	ES BSI Writing Support	\$32.00	140	\$4,480
Jana Brown	ES BSI Writing Support	\$32.00	140	\$4,480
Christina Harding	MS BSI Writing Support	\$32.00	140	\$4,480

- 8.2.3.** East Stroudsburg University student, Sarah Lynch, to observe our special education program in a middle school setting for a minimum of ten (10) hours.
- 8.2.4.** Centenary University student, Cora Hill, for clinical experience two (2) days a week for no less than fifteen (15) weeks with Tricia Morris and/or a special education teacher beginning on or about January 16, 2023.
- 8.2.5.** Rowan University student Janis Clark, for clinical experience for a minimum of 50 hours with Lynn Hughes beginning on or about January 17, 2023.
- 1.1.1.** Anna Dieterly as part time Learning Disabilities Teacher Consultant (LDTC) for the High Bridge School District at a level of MA+15 Step 9 at a prorated annual salary of \$45,105 for the 2022-23 school year based on the 2021-2024 negotiated agreement, effective on or about January 13, 2023.
- 8.2.6.** Judy LaGreca as mentor for Special Education teacher Amy Miller. Mentoring fee to be paid by the mentee as per the New Jersey Teacher Mentoring Regulations.
- 8.2.7.** Patricia Beard as a Spanish speaking interpreter on an as needed basis, at the contracted hourly rate of \$19.00 per hour.
- 8.2.8.** Alexander Hufford as Middle School Boys' Basketball Coach at the contracted stipend rate of \$2,183.00 for the 2022-23 season.
- 8.2.9.** Justin Baranek as full time custodian from November 16, 2022 through June 30, 2023 at a prorated annual salary of \$36,000.00.
- 8.2.10.** Carl Katzenberger & Timothy Loughney to receive a monthly stipend of \$500.00, effective November 16, 2022 (November will be prorated), for the additional job duties as outlined in the attached. (*Attachment: Stipend Building Custodian Duties*)
- 8.2.11.** The following appointments/reappointments for the 2022-2023 school year:

Appointment	Name
Right to Know Officer	Timothy Loughney - ES Carl Katzenberger - MS
Asbestos Hazard Emergency Response Act (AHERA) Representative & Management Coordinator	Timothy Loughney - ES Carl Katzenberger - MS
Toxic Hazard Preparedness Officer	Timothy Loughney - ES Carl Katzenberger - MS
Integrated Pest Management Officer	Timothy Loughney - ES

	Carl Katzenberger - MS
Air Quality Designee	Timothy Loughney - ES Carl Katzenberger - MS
Chemical Hygiene Officer	Timothy Loughney - ES Carl Katzenberger - MS
Anti-bullying Specialist – Elementary School	Megan Gulevski

8.2.12. Course reimbursement for:

Staff	Course	College/University	Semester	Tuition
Courtney Bursztyn	Leading for Effective Educational Technology	Rowan University	Sept.-Oct., 2022	\$2,183.46*
Courtney Bursztyn	Learning through Gamification	Rowan University	Nov.-Dec., 2022	\$2,183.46*

* Revised tuition amount - original BOE approval granted on August 29, 2022.

8.3. Educational Resources - Finance and Facilities

- 8.3.1.** Donation from Rick Hannigan, on behalf of the High Bridge High School Class of 1972, in the amount of \$500.00 to be used for the purchase of an outside wireless sound system.
- 8.3.2.** Krapf School Bus - NJN, Inc. for field trips and athletic events at the of \$85.00 per hour from Lot to Lot with a 3 hours minimum.
- 8.3.3.** Shared services agreement between High Bridge Board of Education and the Readington Township Board of Education to provide curriculum development and writing, to be funded with Title II grant monies. (*Attachment: High Bridge, Readington Shared Services Curriculum Agreement*)

8.3.4. Travel Expenditures for Workshops:

Staff/Bd Member	Workshop	Date	Registration Fee	Mileage	Other	Total
Courtney Bursztyn	Empowering Student Artists - Implementing 2020 NJSLS in Visual & Performing Arts	10/26	\$0.00	N/A	N/A	\$0.00

- 8.3.5.** Payment of Bills
- 8.3.6.** Financial Reports
- 8.3.7.** Line Item Transfers
- 8.3.8.** Submission of Comprehensive Maintenance Plan and M-1 Form for 2021-23 (*Attachments: High Bridge CMP 22-23 and M-1 Form 22-23*)

8.3.9. Use of Facilities

Organization	Date	Time	Location
Girl Scout Daisy Troop 80117	Start 11/21/22 and then every 1st Monday of the month till 6/05/23.	3:30pm-5:00pm	Elementary
Girl Scout Daisy Troop 80731	Start 12/05/22 - 6/06/23 (1st Monday of the month till).	6:00pm-7:00pm	Elementary

High Bridge PTO	Friday, 01/06 & 01/20/2023	6:30pm-8:00pm	Middle School,
Kids Nite Out	Friday, 02/03 & 02/24/2023	6:30pm-8:00pm	Gym/Cafe
High Bridge PTO	Friday, 02/10/2023	5:00pm-9:00pm	Elementary
Valentines Dance			

8.3.10. RESOLVED, that the Board of Education apply for Preschool Expansion Aid for the 2023-24 school year and subsequent years upon submission of a yearly update, which will allow the District to expand its existing preschool. The Preschool Expansion Plan provides a description of how the school district will implement each component of a high-quality preschool program, as detailed in the New Jersey Administrative Code 6A:13A and in the Preschool Program Implementation Guidelines. The District's plan is for the operation of a "targeted preschool program" for "at-risk" three and four year olds as defined in the N.J.A.C. 6A:13A.

BE IT FURTHER RESOLVED , that the Board of Education authorizes the administration to execute the necessary documents.

Dr. Hobough reviewed the action items.

9. 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 comments

10. EXECUTIVE/CLOSED SESSION - 7:23 pm

Board President calls for a motion at 7:23pm, Karyn Gove moved and a second by Erin Delgado, 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.

11. RECONVENE PUBLIC SESSION

Board President calls for a motion at 7:53 pm, Karyn Gove moved and a second by Colleen Poles to reconvene the public session. Motion passed unanimously.

12. ACTION ITEM

12.1.1. October 3, 2022 Work Session Executive Minutes (*Attachment: 10 3 22 Executive Session Minutes*)

12.1.2. October 11, 2022 Regular Meeting Executive Minutes (*Attachment: 10 11 22 Executive Session Minutes*)

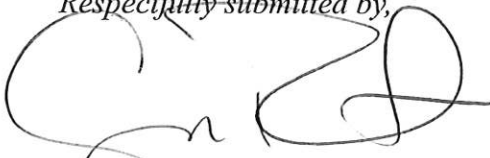
No discussion.

13. ADJOURNMENT

Board President calls for a motion at 7:55 pm, Erin Delgado moved and a second by Robert Imhoff to adjourn the meeting.

Motion approved. Meeting adjourned at 7:55 pm.

Respectfully submitted by,

A handwritten signature in black ink, appearing to read 'Caryn Rinehart', written in a cursive style.

Caryn Rinehart, Acting Board Secretary

