

**HIGH BRIDGE BOARD OF EDUCATION  
WORK SESSION MEETING MINUTES  
Monday, May 6, 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 - *The meeting began at 6:30 p.m.***

**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, May 6, 2024

**Time:** 6:30 pm

**No formal action will be taken.**

**2. PLEDGE OF ALLEGIANCE**

**3. ROLL CALL by Karolina Cywa, SBA / Board Secretary**

Benjamin Bolger - *Present*

Erin Delgado - *Present, arrived at 6:39 p.m.*

Robert Imhoff - *Present*

Michael McCasland - *Present*

Colleen Poles - *Present*

Cynthia Sharkey - *Present*

Karyn Gove - *Present*

Additional Members Present:

Dr. Gregory Hobaugh, Superintendent - *Present*

Karolina Cywa, SBA / Board Secretary - *Present*

**4. PRESENTATION ITEMS**

**4.1. Superintendent's Report**

**4.1.1. Superintendent Update**

*The superintendent updated the board that the final inspection report for the outdoor pavilion will be done on Friday.*

## 5. REVIEW OF OFFICIAL CORRESPONDENCE

<u>Name</u>	<u>Date</u>	<u>Subject</u>
Judy LaGreca	4/29/24	Letter to HBBOE from HBEA (Attachment: LaGreca Correspondence 4 29 24)
Ben Walck	4/30/2024	HBMS Baseball Coach (Attachment: Walck Correspondence 4 30 24)

*Mr. Robert Imhoff asked if the letter from Ms. Lagreca could violate the chain of command.*

## 6. REPORTS TO THE BOARD

### 6.1. Board President's Report

- 6.1.1.1. Policy Audit
- 6.1.1.2. Student Achievement
- 6.1.1.3. Sustainability Committee Update - Karyn Gove
- 6.1.1.4. Negotiations Committee Update
- 6.1.1.5. School Security Committee Update
- 6.1.1.6. Hunterdon County School Boards Association Meeting Update - Robert Imhoff

*Ms. Karyn Gove informed the Board that she reached out to Ms. Mary Melfi regarding the question on the ballot. Questions concerning exploring and regionalization.*

*Mr. Michael McCasland said he would update the board on the test scores at the next meeting.*

*The board discussed the question of whether or not residents should vote in the November election. Mr. Robert Imhoff said the formation of the question is the most important. If the residents vote to explore, the feasibility cost associated will be added, Ms. Cynthia Sharkey noted.*

*No updates on the negotiations.*

*Mr. Robert Imhoff informed the board that the next meeting will be held in Mountain Chalet on Thursday night. Ms. Karyn Gove noted that the Delegate's Assembly is coming up and read the resolutions that will be voted on.*

## 7. HIB REPORTS

## 8. ACTION ITEMS

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

#### 8.1.1. Motion to approve the following class trips and transportation:

<b>Grade</b>	<b>Location</b>	<b>Cost</b>	<b>Incurred By</b>
5	Echo Hill Park, Flemington, NJ	\$10.00	Parents/Guardians

### 8.2. Human Resources - Personnel, Management & Community Relations

- 8.2.1. Appoint tenured certificated staff members for the 2024-2025 school year. (Attachment: 2024-2025 All Staff Reappointments)
- 8.2.2. Appoint the certificated staff member(s) earning tenure during the 2024-2025 school year. (Attachment: 2024-2025 All Staff Reappointments)
- 8.2.3. Appoint non-tenured certificated staff members for the 2024-2025 school year (Attachment: 2024-2025 All Staff Reappointments)

- 8.2.4.** Appoint custodial staff, for the 2024-2025 school year. (*Attachment: 2024-2025 All Staff Reappointments*)
- 8.2.5.** Appoint cafeteria aides for the 2024-2025 school year(*Attachment: 2024-2025 All Staff Reappointments*)
- 8.2.6.** Appoint support staff non-association members for the 2024-2025 school year. (*Attachment: 2024-2025 All Staff Reappointments*)
- 8.2.7.** Appoint administrative staff members for the 2024-2025 school year. (*Attachment: 2024-2025 All Staff Reappointments*)
- 8.2.8.** Appoint Treasurer of School Monies for the 2024-2025 school year. (*Attachment: 2024-2025 All Staff Reappointments*)
- 8.2.9.** Summer custodian pay rate to \$18 per hour, effective June 1, 2024.
- 8.2.10.** Summer custodians, at the following pay rate, not to exceed 32 hours per week.

Name	Start Date	Pay Rate
Philip Apsley	6/14/24	\$18/hr
Mike Doerwang	6/14/24	\$18/hr

- 8.2.11.** TBD and TBD as chaperones for the middle school spring concert on May 14, 2024, at the contracted rate of \$72.53.
- 8.2.12.** TBD and TBD as chaperones for the elementary school spring concert on May 22, 2024, at the contracted rate of \$72.53.
- 8.2.13.** TBD as paraprofessional for the middle school spring concert on May 14, 2024, in accordance with students' IEP, to be compensated at the contracted rate of \$19.00 per hour, not to exceed two (2) hours for a total of \$38.00.

### **8.3. Educational Resources - Finance and Facilities**

#### **8.3.1. Travel expenditure for workshops:**

Staff/Bd Member	Workshop	Date	Registration Fee	Mileage	Other	Total
Christina Harding	Centenary University 2024 Literary Conference	June 7, 2024	\$95.00	N/A	N/A	\$95.00

- 8.3.2.** Donation of \$1,147.06 for a commemorative bench to be placed in front of the Middle School from the High Bridge High School Alumni Association.
- 8.3.3.** A donation of \$1,371.94 for playground equipment for both Elementary and Middle Schools from the High Bridge High School Alumni Association to be deposited to the Student Activity account.
- 8.3.4.** Payment of Bills
- 8.3.5.** Line Item Transfers
- 8.3.6.** Financial Reports

## **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. 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.

**10. BOARD OF EDUCATION DISCUSSION**

**11. EXECUTIVE/CLOSED SESSION**

**The Board President calls for a motion at 6:56 p.m. Cynthia Sharkey** and a second **Erin Delgado** *unanimously approved*, in accordance with the Sunshine Law, Chapter 321, P.L. 1975, to discuss:

- Personnel
- Collections
- Security

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**

**The Board President calls for a motion at 8:03 p.m. Robert Imhoff** and a second **Michael McCasland** *unanimously approved* to reconvene the public session.

**13. ADJOURNMENT**

**The Board President calls for a motion at 8:03 p.m. Erin Delgado** and a second **Benjamin Bolger** *unanimously approved* to adjourn the meeting.

Respectfully submitted



Karolina Cywa

School Business Administrator/Board Secretary