



**HIGH BRIDGE BOARD OF EDUCATION
WORK SESSION MEETING MINUTES
Monday, October 7, 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, October 7, 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 - *Absent*

Erin Delgado - *Present*

Robert Imhoff - *Present*

Michael McCasland - *Present*

Colleen Poles - *Present*

Cynthia Sharkey - *Present*

Karyn Gove - *Present*

Additional Members Present:

Dr. Gregory Hobough, Superintendent - *Present*

Karolina Cywa, SBA / Board Secretary - *Present*

4. PRESENTATION & RECOGNITION ITEMS

4.1. Recognition of Joan Murray for her years of dedication to the district and to wish her well in retirement. (*Attachment: Murray Retirement Resolution*)

4.2. Superintendent's Report

4.2.1. Superintendent Update

Dr. Gregory Hobbaugh read Ms. Murray's recognition. Ms. Joan Murray, present via Google Meet, thanked the district for all the years of service and said it was a pleasure to work with and watch the students grow.

The Superintendent updated the board on the following:

- *the district goals include increasing math confidence - as the district replaced I-ready with the new IXL program*
- *the new staff evaluation process*
- *successful back-to-school night*
- *staff and student volleyball game that will be held on October 24th*
- *the Halloween Parade will be held on October 31st*
- *testing scores will be presented in November*
- *QSAC*
- *audit*
- *two HIB cases.*

5. REVIEW OF OFFICIAL CORRESPONDENCE

<u>Name</u>	<u>Date</u>	<u>Subject</u>
Kristin Evans	09/09/24	COVID Procedures

(Attachment: Evans Correspondence 9 9 24)

6. REPORTS TO THE BOARD

6.1. Board President's Report

- 6.1.1. Board of Education Self-Evaluation
- 6.1.2. Board of Education Goals
- 6.1.3. Student Achievement
- 6.1.4. Sustainability Committee Update - Karyn Gove
- 6.1.5. Negotiations Committee Update
- 6.1.6. School Security Committee Update
- 6.1.7. Hunterdon County School Boards Association Meeting Update - Robert Imhoff

Ms. Karyn Gove asked the other board members to review the self-evaluation and consider possible future board goals. Mr. Robert Imhoff proposed the advocacy goal (financial), and Ms. Cynthia Sharkey proposed a "certified board" recertification goal. The board decided to contact Ms. Patricia Rees from the New Jersey School Boards Association regarding the goal hints.

Mr. Robert Imhoff noted that the contract is ratified and will be voted on next week.

He also noted that the topic of the School Boards meeting held last Monday was AI, and the next meeting is scheduled for December 4th and the topic will be professional development.

Ms. Karyn Gove an update on the sustainability community and decided not to send the survey to the community. Mr. Robert Imhoff presented the estimated numbers of sending students to neighboring schools.

7. HIB REPORTS

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.)

7.1. Report 2024-2025 ES01 (*Attachment: 24-25 ES01 Redacted*).

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7.2. Report 2024-2025 ES02 (*Attachment: 24-25 ES02 Redacted*).

8. ACTION ITEMS

8.1. HBBOE and HBEA Agreement July 1, 2024 - June 30, 2027

BE IT RESOLVED that the High Bridge Board of Education, upon the recommendation of the Negotiations Committee, approves the Memorandum of Agreement between the High Bridge Board of Education and the High Bridge Education Association. (*Attachment: 2024 - 2027 HBBOE & HBEA MOA*)

BE IT ALSO RESOLVED that the High Bridge Board of Education approves the agreed-upon salary guides Appendix A, B, and C incorporated in the Agreement for the period of July 1, 2024, to June 30, 2027. (*Attachment: 2024 - 2027 Agreement and Salary Guides*)

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

8.2.1. 2024-2025 Nursing Services Plan (*Attachment: 24-25 Nursing Services Plan*).

8.2.2. Submission of the NJDOE School Self-Assessment for Determining Grades under the Anti-Bullying Bill of Rights Act for the 2024-2025 school year. (*Attachment: HIB Self Assessment ES - 2024, HIB Self Assessment MS - 2024*)

- 8.2.3.** 2024-2025 School Safety and Security Plan and the submission of the School Safety and Security Plan Annual Review Statement of Assurance. (*Attachments: SS&SP 2024-2025 and SS&SP 2024-2025 SOA*)

- 8.2.4.** Class trips and transportation:

Location	Grade	Cost	Cost Incurred By
Turtle Back Zoo West Orange, NJ	1	\$39.00 per student	Parents/Guardians Donation from HB PTO
Solitude House, High Bridge, NJ	7	N/A	N/A
Melicks Farm, Oldwick, NJ	PK	TBD	PEA Grant Funds

8.3. Human Resources - Personnel, Management & Community Relations

- 8.3.1.** Joseph Capone as volunteer middle school boys basketball coach for the 2023-24 school year, pending background check.
- 8.3.2.** Movement of Andrew Ziray from part-time to full-time Special Education Teacher at a level of BA Step 2 and a prorated annual salary of \$61,985.00 for the 2024-2025 school year based on the 2021-2024 negotiated agreement, salary to be redetermined once a new agreement is signed between the HBBOE and the HBEA, effective October 16, 2024.
- 8.3.3.** Employment of Joann Whiteley as part-time (50%) Preschool Teacher for the High Bridge School District at a level of MA Step 15 at an annual salary of \$43,245.00 for the 2024-2025 school year based on the 2021-2024 negotiated agreement, salary to be redetermined once a new agreement is signed between the HBBOE and the HBEA, effective October 16, 2024, and pending receipt of employment paperwork and required background check.
- 8.3.4.** Katrina Mendicino for PEAK training at the contracted rate of \$32.00 per hour for up to fifteen (15) hours, not to exceed \$480.00 to be funded through the IDEA Grant.
- 8.3.5.** Katrina Mendicino for SBT/FCT training at the contracted rate of \$32.00 per hour for up to a total of 12 hours not to exceed \$384.00 to be funded through the IDEA Grant.
- 8.3.6.** Recognize Carmine DeSapio, Venus Tile & Marble, Frenchtown, NJ for donating his work valued at \$500.00 to build shelves for a preschool outdoor shed.
- 8.3.7.** Amendment of Salary, Non-Affiliated Administrators and Non-Affiliated Staff, 2024 - 2025 School Year (*Attachment: 2024 - 2025 Amended Non-Affiliated Administrators and Non-Affiliated Staff Renewals*)

8.4. Educational Resources - Finance and Facilities

- 8.4.1.** Travel expenditure for workshops:

Staff/Bd Member	Workshop	Date	Registration Fee	Mileage	Other	Total
Robert Imhoff	2024 NJSBA Workshop	October 21 - 23, 2024	\$550.00	Mileage - \$129.72	Hotel - \$222.00	\$1,185.52

					Tolls - \$13.80 Parking - \$40.00 Meal Allowance - \$200.00 Transportation Allowance - \$30.00	
Anna Dieterly	Mental Health Toolbox for CST Professionals	October 29, 2024	N/A	\$29.14	N/A	\$29.14
Anna Dieterly	Order & Law - New Assessments for Legally Defensible IEPs	October 24 & 25, 2024	\$270.00	\$94.00	N/A	\$364.00
Gregory Hobaugh	NJOHSP Pediatric Disaster Response & Emergency Preparedness Training	November 13 & 14, 2024	N/A	\$99.83	Parking - \$20 Tolls - \$7.10 Meal Allowance - \$70.00	\$196.93
Emma Alparone	Order & Law - New Assessments for Legally Defensible IEPs	October 24, 2024	\$65.00	\$48.88	Tolls - \$3.06	\$116.94
Carol Przewozny	International Dyslexia Association Conference - Putting the Puzzle Pieces in Place	October 18, 2024	\$225.00	\$29.99	N/A	\$254.99
Kimberly Rieg	International Dyslexia Association Conference - Putting the Puzzle Pieces in Place	October 18, 2024	N/A	N/A	N/A	N/A
Amy Miller	Wilson Reading System Introduction Course (Online)	October 7-9, 2024	\$725.00	N/A	N/A	\$725.00

8.4.2. Referee's and umpire's rates for the 2024 - 2025 school year.

Game	A Game	A and B Games
Soccer/Volleyball/Basketball/Softball/Baseball	\$67.50	\$101.25

8.4.3. Payment of Bills

8.4.4. Line Item Transfers

8.4.5. 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.

Ms. Caitlin Bowring and Ms. Jennifer Rubino both said that the public needs to be informed about the survey.

Ms. Judy Lagreca wanted to mention that she wished that the board would vote on the contract today.

10. BOARD OF EDUCATION DISCUSSION

Mr. Robert Imhoff replied to Ms. Judy Lagreca's comment that he would contact her tomorrow.

Ms. Karyn Gove said that the public presentation to the community is in progress.

11. EXECUTIVE/CLOSED SESSION

The Board President calls for a motion at 8:36 p.m. *Erin Delgado* and a second *Michael McCasland* *unanimously approved*, in accordance with the Sunshine Law, Chapter 321, P.L. 1975, to discuss:

- Executive Session Minutes
- Negotiations

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 8:55 p.m. *Cynthia Sharkey* and a second *Erin Delgado* *unanimously approved* to reconvene the public session.

13. ADJOURNMENT

The Board President calls for a motion at 8:55 p.m. *Cynthia Sharkey* and a second *Erin Delgado* *unanimously approved* to adjourn the meeting.

Respectfully submitted,



Karolina Cywa

School Business Administrator/Board Secretary