

HIGH BRIDGE BOARD OF EDUCATION

REORGANIZATIONAL/REGULAR BUSINESS MEETING AGENDA

TUESDAY, JANUARY 3, 2017

REORGANIZATION

A. OPENING OF MEETING - 7:00 PM

Heather Goguen, Board Secretary, will preside over meeting until which time a board president is elected.

Required Notice of Open Public Meeting

Being duly posted at the following locations: High Bridge Middle School and Elementary School front doors, High Bridge Borough Hall Office; and advertised, in accordance with the Open Public Meeting Act, in the following newspapers: Hunterdon County Democrat. This regular meeting will convene at 7:00 pm on Tuesday, January 3, 2017, in the Library of the High Bridge Elementary School, 40 Fairview Avenue, High Bridge, NJ 08829. Formal action will be taken if needed.

B. PLEDGE OF ALLEGIANCE

C. OFFICIAL RESULTS OF ANNUAL SCHOOL BOARD ELECTION (Attachment #17-RO-1.1)

	<u># Votes</u>	<u>Term</u>
Karyn Gove	1015	3 year term
Todd Honeycutt	997	3 year term

D. OATH OF OFFICE TO NEW BOARD MEMBERS

The Board Secretary will issue the oath of office to the newly elected Board members. (Attachment #17-RO-1.2)

E. ROLL CALL by Heather Goguen, Board Secretary

Michael Estrada	Stephen Johnson
Karyn Gove	Alan Schwartz
Todd Honeycutt	Cindy Sharkey
Robert Imhoff	

F. HIGH BRIDGE BOARD OF EDUCATION TRUSTEES AND EXPIRATION OF TERMS OF OFFICE:

<u>Trustee</u>	<u>Expiration of Term</u>
Robert Imhoff	2017
Cindy Sharkey	2017
Michael Estrada	2018
Stephen Johnson	2018
Alan Schwartz	2018
Todd Honeycutt	2019
Karyn Gove	2019

G. ORGANIZATION OF THE BOARD

1. ELECTION OF OFFICERS

a. NOMINATIONS FOR PRESIDENT

- 1) Business Administrator calls for nominations:
 - Motion to nominate _____ for Board President.
 - Motion to nominate _____ for Board President.
 - Motion to nominate _____ for Board President.
- 2) Motion that nominations be closed
- 3) Board vote

Roll Call:

Michael Estrada	Stephen Johnson
Karyn Gove	Alan Schwartz
Todd Honeycutt	Cindy Sharkey
Robert Imhoff	

2. ELECTED PRESIDENT ASSUMES THE CHAIR

3. ELECTION OF VICE PRESIDENT

- 1) President calls for nominations
 - Motion to nominate _____ for Board Vice President.
 - Motion to nominate _____ for Board Vice President.
 - Motion to nominate _____ for Board Vice President.
- 2) Motion that nominations be closed
- 3) Board vote

Roll Call:

Michael Estrada	Stephen Johnson
Karyn Gove	Alan Schwartz
Todd Honeycutt	Cindy Sharkey
Robert Imhoff	

H. ADOPTION OF THE CODE OF SCHOOL ETHICS (Attachment #17-RO-1.3)

In accordance with Bylaw 0142 “Code of Ethics” and N.J.S.A. 18A:12-21 – 18A:12-25, the Board of Education shall discuss the Board Member Code of Ethics annually at a regularly scheduled public meeting. Each member shall sign documentation that he/she has received a copy of it and has read and understood it.

Sign and return copy to Board Secretary.

I. ORGANIZATIONAL BUSINESS

1. CALENDAR OF MEETING DATES FOR 2017

Motion to approve the High Bridge Board of Education below listed schedule of meeting dates for 2017 to be held on the 4th Wednesday of the month (unless otherwise stated) beginning at 7:00 p.m. in the High Bridge Elementary School Library:

- January 23, 2017
- February 22, 2017
- March 22, 2017
- April 26, 2017
- May 31, 2017
- June 28, 2017
- July 26, 2017
- August 30, 2017
- September 27, 2017
- October 18, 2017
- November 15, 2017
- December 20, 2017

Note: Action is taken at all Public Work/Business Session Meetings. Executive session meetings may precede and/or follow the work/business session meetings. Meeting location, dates & times subject to change. Notices for all meetings (scheduled, non-scheduled, cancelled or changed) are posted in the business office, the Elementary School main office, the Middle School main office, The High Bridge Town Hall, and on the High Bridge District website.

2. APPOINTMENT OF DELEGATE AND ALTERNATE DELEGATE FOR HUNTERDON COUNTY SCHOOL BOARDS ASSOCIATION

Motion to approve _____ as the delegate and _____ as the alternate delegate for Hunterdon County School Boards Association.

3. APPOINTMENT OF DELEGATE AND ALTERNATE DELEGATE FOR NEW JERSEY SCHOOL BOARDS ASSOCIATION

Motion to approve _____ as the delegate and _____ as the alternate delegate for New Jersey School Boards Association.

4. APPOINTMENT OF DISTRICT REPRESENTATIVE FOR HUNTERDON COUNTY EDUCATIONAL SERVICES COMMISSION

Motion to approve _____ as the district representative for Hunterdon County Educational Services Commission.

Roll Call:

Michael Estrada
Karyn Gove
Todd Honeycutt
Robert Imhoff

Stephen Johnson
Alan Schwartz
Cindy Sharkey

REGULAR BUSINESS

J. RECOGNITION ITEMS (None at this time)

K. REVIEW OF OFFICIAL CORRESPONDENCE (Attachment #17-C-1.1)

<u>Name</u>	<u>Date</u>	<u>Subject</u>
Work-Family Connection	12/2016	Donation to High Bridge PTO

L. 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.

M. ADOPTION OF MINUTES FROM PREVIOUS MEETINGS

December 12, 2016 Regular Meeting Minutes (Attachment #17-M-1.1)

N. REPORTS TO THE BOARD**1. Board President's Report****a. Board Committees and Chairperson**

Student Achievement – Responsibilities: Curriculum, Instruction, Technology and Policy

Cindy Sharkey, Chairperson, Karyn Gove, Michael Estrada, Members.

- Next meeting January 17, 2017

Educational Resources – Responsibilities: Finance and Facilities

Steve Johnson, Chairperson, Alan Schwartz, Robert Imhoff, Members

- Next meeting January 17, 2017

Human Resources – Responsibilities: Personnel, Management and Community Relations

Todd Honeycutt, Chairperson, Cindy Sharkey, Robert Imhoff, Members

- Next meeting January 17, 2017

Negotiations – **Alan Schwartz, Chairperson**, Stephen Johnson, Robert Imhoff, Members

- Next meeting TBD

O. ACTION ITEMS**1. Superintendent's Report****a. INFORMATION ITEMS:**

- Superintendent Update

b. ACTION ITEMS:

- None at this time.

2. School Business Administrator's Report**a. General Information Items**

- Business Office Update

b. Vandalism Report

- There was no vandalism.

3. Superintendent's Report (Via e-mail)**4. Middle School Principal's Report (Via e-mail)****5. Elementary School Supervisor's Report (Via e-mail)**

P. ACTION ITEMS**1. STUDENT ACHIEVEMENT – Curriculum, Instruction, Technology and Policy**

Based upon the recommendation of the Superintendent, request a motion to approve the following items:

- a. **None at this time**

2. HUMAN RESOURCES – Personnel, Management and Community Relations

Based upon the recommendation of the Superintendent, request a motion to approve the following items:

- a) **Motion to accept** the resignation of Christopher Muller as Art Club Advisor effective immediately.
- b) **Motion to accept** the resignation of Deanna Fischer as part-time paraprofessional aide, effective January 13, 2017.
- c) **Motion to accept** the resignation of Christin Cosgrove as part-time paraprofessional aide, effective December 23, 2016.
- d) **Motion to approve** course reimbursement for the following:
- i. **Jeremy Schilling**
 - Course: Environmental Stewardship Code Compliance and Sustainability
 - College/University: Rutgers
 - Semester: Winter
 - Credits: N/A
 - Tuition: \$778.00
- e) **Motion to approve** Lucille Arnold and Courtney Shiffman as PLC for Teachers Teaching Teachers - New Teacher (non-tenured) support group for 6 hours at a rate of \$29.11 per hour, using Title II funds.
- f) **Motion to authorize** the Business Administrator, on behalf of the High Bridge Board of Education, to advertise and solicit bids through the Request For Proposal process for the outsourcing of Paraprofessionals.

Roll Call:

Michael Estrada	Stephen Johnson
Karyn Gove	Alan Schwartz
Todd Honeycutt, Vice Pres.	Cindy Sharkey
Robert Imhoff, President	

3. EDUCATIONAL RESOURCES – Finance and Facilitiesa) **USE OF FACILITIES**

Motion to approve the following use of facilities request:

None at this time.

b) TRAVEL EXPENDITURE APPROVAL

Motion to approve workshop and related travel expenses listed below as recommended by the Superintendent, in consultation with the School Business Administrator/Board Secretary.

Staff/Bd Member	Workshop/Activity	Date	Registration Fee	Mileage	Other	Total
Tricia Morris	Wilson Foundations Level 2	January 11, 2017	125.00	n/a	\$47.50 - half day sub rate	\$172.50
Kimberly Ziegler	Wilson Foundations Level 2	January 11, 2017	125.00	n/a	\$47.50 - half day sub rate	\$172.50

- c) **Motion to approve** the Board Attorney/Retainer Agreement with Schenck, Price, Smith & King, LLP as Special Counsel in matters of Special Education for the period January 1, 2016 through June 30, 2017.
- d) **Motion to approve** the Preschool tuition rate at \$2,400.00 for the 2017-2018 school year.
- e) **Motion to acknowledge**, with gratitude, a donation in the amount of \$100.00 from Work-Family Connection to High Bridge PTO.

Roll Call:

Michael Estrada	Stephen Johnson
Karyn Gove	Alan Schwartz
Todd Honeycutt, Vice Pres.	Cindy Sharkey
Robert Imhoff, President	

Q. NEW BUSINESS

R. 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.

S. EXECUTIVE/CLOSED SESSION

Motion to adjourn to Executive Session in accordance with the Sunshine Law, Chapter 321, P.L. 1975, to discuss:

- November 14, 2016 Executive Session Minutes (**Attachment #17-ES-1.1**)
- Personnel
- 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.

T. RECONVENE PUBLIC SESSION

U. ACTION ITEMS

Roll Call:

Michael Estrada

Karyn Gove

Todd Honeycutt

Robert Imhoff

Stephen Johnson

Alan Schwartz

Cindy Sharkey

V. ADJOURNMENT