

HIGH BRIDGE BOARD OF EDUCATION

WORK SESSION MEETING

MONDAY, APRIL 16 2018

A. OPENING OF MEETING - 7:00 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: The Hunterdon County Democrat. This work session meeting will convene at 7:00 pm on Monday April 16, 2018, in the Library of the High Bridge Elementary School, 40 Fairview Avenue, High Bridge, NJ 08829. No action will be taken.

B. PLEDGE OF ALLEGIANCE

C. ROLL CALL by Christopher Jones, Business Administrator/Board Secretary

Erin Delgado

Robert Imhoff

Michael Estrada

Alan Schwartz

Karyn Gove, Vice Pres.

Cindy Sharkey, President

Additional Members Present: Dr. Gregory Hobaugh, Superintendent
Christopher Jones, Business Administrator/Board Secretary

D. DISCUSSION ITEM

- Katie Franks & Melissa Betz presentation on the progress of two of the Middle School building goals.

E. WORK SESSION AGENDA ITEMS

- **Board of Education**
 - Discussion of Candidates for Open Board Seat
 - Review Board of Education Brochure
- **Student Achievement** – Responsibilities: Curriculum, Instruction, Technology and Policy
 - Nicole DiGeronimo participated in a Target Healthier Generation and won a \$1,000.00 gift card! Congratulations and Thank you Nicole.
 - Solar Car Race - *Teams must qualify in order to attend Kingwood Township. They must qualify at Kingwood Township to attend finals.*
 - Potential solar car race up to 16 students and 2 teachers to attend Junior Solar Sprints at Kingwood Township Middle School. Bus expense only will be incurred by BOE.
 - Finals will held at a later date location is still to be determined and travel expense will be incurred by parent / guardian.

- **Human Resources – Responsibilities: Personnel, Management and Community Relations**
 - Resignation of part time custodian
 - Intern to work with Melissa Patane-Schulter next school year
 - Staff Members attending overnight Camp Bernie
 - Staff Members to chaperone special education students for school dance
 - 1:1 paraprofessional to attend baseball practices
 - Potential hours for PARCC administration not to exceed 6 hours

- **Educational Resources – Responsibilities: Finance and Facilities**
 - Travel Expenditures for workshops

Staff/Bd Member	Workshop /Activity	Date	Registration Fee	Mileage	Other	Total
Gregory Hobaugh	Strauss Esmay Annual Seminar	6/1/18	0	\$34.91	0	\$34.91
Heidi Miller	Handle With Care Restraint Training	5/30/18	\$450.00	\$17.17	0	\$467.17
Maria Monaco	Handle With Care Restraint Training	5/30/18	\$450.00	\$21.08	0	\$471.08
Gregory Hobaugh	NJSPRA Workshop	5/3/18	\$85.00	\$16.55	0	\$101.55
Cindy Sharkey	NJSPRA Workshop	5/3/18	\$85.00	\$31.81	0	\$116.81
Gregory Hobaugh	CSA Evaluation Process	4/23/18	0	0	0	0
Melissa Patane-Schulter	HC School Counselor Assoc Spring Meeting	4/17/18	\$20.00	0	0	\$20.00
Katie Franks	HC School Counselor Assoc Spring Meeting	4/17/18	\$20.00	0	0	\$20.00

- Budget
 - Capital Reserve update
- Annual School Reorganization
 - Procedural - Roberts Rules
 - Doctrine of Necessity
 - Appointment of Board Officials - Listed Below:

Board Secretary	Christopher Jones
Affirmative Action Officer	Richard Kolton
Chief Equity Officer	Richard Kolton

Gender Equity Officer	Richard Kolton
504 Committee Coordinator	Richard Kolton
Homeless Liaison	Katherine Franks
Liaison to DCP&P	Katherine Franks
Title IX Coordinator	Gregory Hobaugh
Basic Skills Contact Person	Gregory Hobaugh
Purchasing Agency Compliance Officer for Affirmative Action (PACO)	Christopher Jones
Right to Know Officer	Ron Marinelli
Asbestos Hazard Emergency Response Act (AHERA) Representative & Management Coordinator	Ron Marinelli
Safety Committee Coordinator	Gregory Hobaugh
Toxic Hazard Preparedness Officer	Ron Marinelli
Attendance Officer	Chief Brett Bartman
School Physician	Green Brook Family Medicine
Integrated Pest Management Officer	Ron Marinelli
Purchasing Agent	Christopher Jones
Air Quality Designee	Ron Marinelli
Safety & Health Designee	Gregory Hobaugh
Custodian of Records (OPRA)	Christopher Jones
Chemical Hygiene Officer	Ron Marinelli
Substance Awareness Coordinator	Gregory Hobaugh
Anti-bullying Specialist – Elementary School	Melissa Patane-Schulter
Anti-bullying Specialist – Middle School	Katherine Franks
Anti-bullying Coordinator	Gregory Hobaugh
School Safety Specialist	Gregory Hobaugh

- Authorizations and Adoptions of the Board
 - Policy Manual
 - Advertisements
 - Pay bills
 - Transfers
 - Contracts - Listed below:
 - Waiting for more information: Audit, Law Firms, FKA, Phone System, Copier System, Internet

Audiological Evaluations:	<ol style="list-style-type: none"> 1. Hunterdon Medical Center (Speech and Hearing Dept) 2. Hackettstown Hospital (Speech and Hearing Dept)
Augmentative Communication Evaluation, Assistive Technology Evaluations & Consultants	<ol style="list-style-type: none"> 1. Mountainside Children's Specialized Hospital 2. Advancing Opportunities (formerly CP Agency of NJ), Ewing, NJ. 3. C.A.T.I.E.S. – College of New Jersey, Ewing, NJ 4. ESC Hunterdon County 5. Warren County Special Services
Bilingual Consultant/Evaluations	<ol style="list-style-type: none"> 1. Cross County Clinical & Educational Services 2. Supreme Consultants, Rutherford, NJ
Central Auditory Processing Evaluation	<ol style="list-style-type: none"> 1. Craig I. Barth, M.A., CCC-A, Morristown 2. Shaila Nanjundiah, AudD CCC-A/MS CCC-SLP of Audio Pedics, LLC, Bloomsbury
CST Services: Education Evaluation Psychological Evaluation Speech/Language Evaluation/Therapy	<ol style="list-style-type: none"> 1. Child Development Center, Goryeb Children's Hospital at Morristown Memorial Hospital. 2. Morristown Memorial 3. ESC Hunterdon Co/Somerset Co. 4. Invo HealthCare Associates, Inc., Jamison, PA
Deaf/Hearing Impaired	<ol style="list-style-type: none"> 1. Lake Drive School, Mountain Lakes, NJ 2. Bilingual Child Study Team, Inc./State approved teams.
Functional Behavioral Assessments	<ol style="list-style-type: none"> 1. Behavior Therapy Associates, PA, Somerset, NJ 2. CNNH – The Center for Neurological and Neurodevelopmental Health, Rochelle Park, NJ 3. Douglas Developmental Disabilities Center, New Brunswick, NJ 4. Rutgers Behavioral Health, new Brunswick, NJ 5. Autism Family Cooperative of New Jersey, Hampton, NJ
Neurological Evaluations	<ol style="list-style-type: none"> 1. Trevor DeSouza, MD, Pediatric Neurology Assoc. Morristown, NJ 2. Morristown Memorial
Neurodevelopmental Pediatrician	<ol style="list-style-type: none"> 1. Janice Prontnicki, MD, Children's Specialized Hospital, Mountainside, NJ 2. Kapila Seshadri, MD, Neurodevelopmental Disabilities, New Brunswick, NJ 3. Developmental Pediatric Associates, Flemington, NJ 4. Morristown Memorial
Occupational Therapy	Therapeutic Intervention, Inc. - Nancy Lenahan
Neuropsychiatric Evaluations	<ol style="list-style-type: none"> 1. Dr. Dale Jacobs, Summit, NJ 2. Dr. Kristen Carlo, Cranbury, NJ
Physical Therapy	Allison Peck
Private Schools – Out-of-District Placements	Any State approved school
Psychiatric Evaluations	<ol style="list-style-type: none"> 1. Psychiatric Associates of Hunterdon, Flemington, NJ 2. Alexander Road Associates, Princeton, NJ (Dr. William Hayes) 3. Dr. Kristen Carlo, Cranbury, NJ 4. Dr. Jay Kuris Counseling Center, Flemington, NJ

Restraint Training	Handle With Care
Special Education Consultations/Evaluations	<ol style="list-style-type: none"> 1. CP Agency of New Jersey 2. The College of New Jersey 3. Hunterdon County ESC 4. Morris-Union Jointure 5. Warren County Special Services 6. Somerset County Special Services 7. Middlesex County Special Services 8. Commission of the Blind
Visually Disabled Services	Commission for the Blind and Visually Impaired Toms River, NJ
Transportation	<p>Delaware Valley Regional High School Joint Transportation Easton Coach Hunterdon Educational Services Commission Warren County Educational Services Commission Middlesex Educational Services Commission First Student Bus Company North Hunterdon/Voorhees Regional High School Perkomeon U.S. Coachways Warren County Special Services Snyder Bus Company</p>
Payroll Services	R&L Data
Building/Grounds support	Borough of High Bridge
Boiler Services	Elliott Lewis
Grease Trap Cleaning	Russell Reid
Bleacher, B-Ball Backstop, & Gym Divider Curtains Maintenance	Gym Door Repairs, Inc.
HVAC	Elliott Lewis
Electrical	Wire's Electric
Elevator Services	Morris County Elevator
Playground Maintenance	Mulch Express
Boiler Water Services	Butler Engineering
Fire/Burglar Alarm Services	Kistler & O'Brien
Burglar Alarm Monitoring	Security Service
Kitchen Equipment Maintenance	Hobart
Building Automation Controls Maintenance	Ecotrol
Continuing Disclosure Agent	Phoenix Advisors
Substitute Service	Source 4 Teachers
Paraprofessionals	Mission One
Pest Management Service	Stank LLC Environmental Pest Control

Environmental Compliance Services	R. K. Occupational & Environmental Analysis, Inc.
Website Hosting	Zumu Software
Parent Notification System	Edulink/intouch Notification Systems Honeywell Instant Alert
Student Information System	Genesis Educational Services
Software, Support – Café POS System	CC Productions
Email Support	Gmail
Financial & Personnel System	CDK
School Insurance Agent / Risk Management Consultant	Brown and Brown
FSA Provider	Wageworks
Ancillary Insurance Agency of Record	Brown and Brown
E-Rate Consultant	Educational Consortium for Telecommunications Savings

- K-8 Curriculum
- 5 year curriculum cycle
- Textbooks
- Tuition Rates
- Petty Cash (\$150)
 - Business Administrator, Superintendent, Principals
- (Temp) Qualified Purchasing Agent
- Procurement through state agencies
- Travel limitations (\$1,500)
- Bank Account Signatures
- Bank Depository
- School funds investor
- Chart of accounts
- Tax payment schedule
- Cooperative Agreements
- Pupil records
- Plans and procedures
- Substitute rates
 - Substitute Teacher - \$95.00 day
 - Substitute Nurse - \$105.00 day
 - Substitute Administrator - \$115.00 day
 - Substitute Custodian - \$13/hour

- **Negotiations**
 - Update

F. 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.

G. NEW BUSINESS

H. EXECUTIVE/CLOSED SESSION

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

- HIB Appeal Discussion / Decision
- Negotiations
- Pending Litigation
- Mission One
- New board member procedure

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.

I. RECONVENE PUBLIC SESSION

J. ADJOURNMENT