

**HIGH BRIDGE BOARD OF EDUCATION  
WORK SESSION MEETING  
Monday, September 14, 2020**

**1. 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: Hunterdon County Democrat, this meeting will convene in the Library of the High Bridge Elementary School, 40 Fairview Avenue, High Bridge, NJ 08829 and also on Google Meet due to current restrictions for COVID-19. Please note that you can email comments directly to Cindy Sharkey: [csharkey@hbschools.org](mailto:csharkey@hbschools.org). Please mute your microphone to reduce feedback. Please notify the board if you intend to record this meeting.

**Date:** Monday September 14, 2020

**Time:** 7:00 pm

**No Formal action will be taken.**

**2. PLEDGE OF ALLEGIANCE**

**3. ROLL CALL** by John Jennings, SBA / Board Secretary

Erin Delgado

Robert Imhoff

Michelle Corley

Tori Thomsen

James Garner

Cindy Sharkey, President

Karyn Gove, Vice. Pres.

Additional Members Present: Dr. Gregory Hobaugh, Superintendent

John Jennings, SBA / Board Secretary

**4. PRESENTATION & RECOGNITION ITEMS**

**4.1.** Melissa Patane-Schulter & Courtney Shiffman to present Google Classroom. Ms. Patane will also discuss some of the ways the students at the elementary school will be supported this year from an SEL and attendance perspective. (*Attachments: Mrs. Patane's Virtual Office & I&RS Procedures*)

**4.2.** Lisa Fallon to present on Wilson Training.

**4.3. Superintendent's Report**

**4.3.1.** Superintendent Update

**4.4.** School Business Administrator's Report

**4.4.1.** Food Service Update

**5. REVIEW OF OFFICIAL CORRESPONDENCE**

<u>Name</u>	<u>Date</u>	<u>Subject</u>
Monique Patti	09/02/2020	Plan Reassessment ( <i>Attachment: Patti Letter 9/2/20</i> )
Peter Schutz	07/31/2020	UVC Lights ( <i>Attachment: Schutz Letter 7/31/20</i> )
Peter Schutz	09/02/2020	UVC Lights ( <i>Attachment: Schutz Letter 09/02/20</i> )
Heather Valenta	09/11/2020	Enrollment ( <i>Attachment: Valenta Letter 09/11/20</i> )

## 6. REPORTS TO THE BOARD

### 6.1. Board President's Report

- 6.1.1. Board of Education Goals (*See attached: 2020-2021 HBBOE Goals*)

## 7. ACTION ITEMS

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

- 7.1.1. Board of Education goals for 2020-2021.
- 7.1.2. 2020-2021 Student Handbooks. (*Attachments: Elementary School Handbook 2020-21, Middle School Handbook 2020-21*)
- 7.1.3. High Bridge School District Chromebook Handbook for Remote Learning. (*Attachment: HBSD Chromebook Handbook*)
- 7.1.4. The acceptance of Student #5975705987 as per High Bridge School District Policy #5111.

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

- 7.2.1. Melissa Patane-Schulter, Katie Franks, Melissa Betz, Danielle Weber as Teacher(s) in Charge at a rate of \$115 per day, \$57.50 per half day.
- 7.2.2. Resignation of World Language Teacher Carla LaTorre effective October 21, 2020. (*Attachment: LaTorre Resignation*)
- 7.2.3. Brenda Krushinski to move from part time .50 to part time .62 at an annual salary of \$50,471.10, effective September 22, 2020.
- 7.2.4. Barbara Mann as Mentor for Melissa Valente. Mentoring fee to be paid by the mentee as per the New Jersey Teacher Mentoring Regulations.
- 7.2.5. Compensation to Melissa Ozoria for an additional 6.5 hours to complete the backlog of assessments due to COVID at a rate of \$43.72 per hour, for a total \$284.18.
- 7.2.6. Movement on the salary guide as of September 1, 2020 for Melissa Ozoria from MA Step 1 to MA+30 Step 1, pending receipt of required documentation, at an annual salary of \$65,555.00 based on the 2020-2021 Guide in accordance with the 2018-2021 Agreement between the HBBOE and HBEA.
- 7.2.7. Master Teacher Dr. Pamela Brillante for the Preschool Program, 12 hours per month at the rate of \$125.00/hour funded under PEA.
- 7.2.8. Christi Roling for an additional 10 days of summer pay at the rate of \$211.19/day.
- 7.2.9. Carley Marookian and Barbara Mann to conduct Preschool Meet & Greet at a rate of \$29.11/hr not to exceed 6 hours total.
- 7.2.10. Lisa Kerr and Sherry Kerr to conduct Kindergarten Assessments at a rate of \$29.11/hr not to exceed 17 hours each for a total of \$494.87 each.
- 7.2.11. Centenary University students to observe special education teachers during virtual and in person instruction for a total of 4 hours each as a required for Special Education Methods and Materials course.
- 7.2.12. Emma Alparone as BSI Mathematics Instructor not to exceed 140 hours at a rate of \$29.11 per hour for a total of \$4,075.40.
- 7.2.13. Emma Alparone as BSI Writing Instructor not to exceed 140 hours at a rate of \$29.11 per hour for a total of \$4,075.40.

- 7.2.14.** Creation of a Middle School Environmental Club as proposed by Kayla Oakes, Science Teacher. The club would run a fall and spring session with staff compensation at a rate of \$29.11/hr for an annual total of 44 hours, \$1,280.84 total. (*Attachment: Environmental Club Proposal*)
- 7.2.15.** Acceptance of a \$1,000.00 donation from High Bridge residents, Mr. & Mrs. James Conroy, to be used towards the purchase of technology.
- 7.2.16.** Compensation for the preparation and presentation of professional development technology training to district staff on various tools for teaching in a virtual environment.

<b><u>Staff Name</u></b>	<b><u>Presentation</u></b>	<b><u>Hours</u></b>	<b><u>Rate</u></b>	<b><u>Total</u></b>
Melissa Betz	Google Classroom, Google Meet, Live Streaming Setup	15	\$29.11	\$436.65
Christina Harding	Nearpod, Hyperdocs	6	\$29.11	\$174.66
Melissa Patane-Schulter	Google Slides	3	\$29.11	\$87.33
Lauren Richardson	Google Classroom, Google Meet, Live Streaming Setup	15	\$29.11	\$436.65
Courtney Shiffman	Google Classroom, Google Meet, Live Streaming Setup, Google Slides, Flipgrid	21	\$29.11	\$611.31
Danielle Weber	Google Classroom, Google Meet, Live Streaming Setup, Screencastify	18	\$29.11	\$523.98
Karin Weikert	Google Classroom, Google Meet, Live Streaming Setup	15	\$29.11	\$436.65

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

- 7.3.1.** Payment of Bills
- 7.3.2.** Financial Reports
- 7.3.3.** Line Item Transfers for August 2020
- 7.3.4. Travel Expenditure for Workshops**

<b>Staff/Bd Member</b>	<b>Workshop</b>	<b>Date</b>	<b>Registration Fee</b>	<b>Mileage</b>	<b>Total</b>
Regina Perron	Online Wilson Foundations Training Level 2	08/26/20	\$350.00	NA	\$350.00
Emma Alparone	Autism NJ Annual Conference	10/14/20	\$148	NA	\$148

### **7.3.5. Food Service**

Business Administrator to transfer from the general account to the food service account up to \$10,000 to cover operating expenses as a result of the COVID-19 Pandemic.

**7.3.6.** Cumberland Therapy Services, LLC from August 24 - December 22, 2020 to provide Speech Therapy at \$82.00 per hour, 21 hours per week.

**7.3.7. Transportation**

Choice Students attending Lebanon Township will have busing, route details to follow.

**8. 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.

**9. EXECUTIVE/CLOSED SESSION**

**Board President calls for a motion** \_\_\_\_\_ and a second \_\_\_\_\_, in accordance with the Sunshine Law, Chapter 321, P.L. 1975, to discuss:

- Executive Session Minutes

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.

**10. RECONVENE PUBLIC SESSION**

**Board President calls for a motion** \_\_\_\_\_ and a second \_\_\_\_\_ to reconvene public session.

**11. ADJOURNMENT**

**Board President calls for a motion** \_\_\_\_\_ and a second \_\_\_\_\_ to adjourn the meeting.