

**HIGH BRIDGE BOARD OF EDUCATION  
WORK SESSION MEETING  
Monday, April 17, 2023**

**1. OPENING OF MEETING - 6:30 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, 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, April 17, 2023

**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
- Erin Delgado
- Karyn Gove
- Robert Imhoff
- Michael McCasland
- Colleen Poles
- Cynthia Sharkey

Additional Members Present:           Dr. Gregory Hobaugh, Superintendent  
  Karolina Cywa, SBA / Board Secretary

**4. PRESENTATION & RECOGNITION ITEM**

**4.1.** Superintendent’s Update

**5. REVIEW OF OFFICIAL CORRESPONDENCE**

<u>Name</u>	<u>Date</u>	<u>Subject</u>
Lauren Richardson <i>(Attachment: Richardson Retirement 3 13 23)</i>	3/13/23	Notice of Retirement
Timothy Tuttle <i>(Attachment: Tuttle Correspondence 3 13 23)</i>	3/13/23	Rescind Notice of Retirement
Robyn Ulmer	3/13/23	Fourth Grade Presentation

<i>(Attachment: Ulmer Correspondence 3 13 23)</i>		
Nicole Poko	3/13/23	Opposition to Controversial Guest Speaker
<i>(Attachment: Poko Correspondence 3 13 23)</i>		
Douglas Walker	3/13/23	Unintended Consequences
<i>(Attachment: Walker Correspondence 3 13 23)</i>		
Leah Epstein	3/13/23	Controversial Guest Speaker
<i>(Attachment: Epstein Correspondence 3 13 23)</i>		
Michele Lee	3/14/23	HB Schools Cut in State Funding 2023/2024
<i>(Attachment: Lee Correspondance 3 14 23)</i>		
Nicole Poko	3/14/23	Opposition to Controversial Guest Speaker
<i>(Attachment: Poko Correspondence 3 14 23)</i>		
Carl Katzenberger	3/15/23	Request for Mileage Reimbursement for Coaches
<i>(Attachment: Katzenberger Correspondence 3 15 23)</i>		
Alan Schwartz	3/24/23	HB Schools Cut in State Funding 2023/2024
<i>(Attachment: Schwartz Correspondence 3 24 23)</i>		
Jen Darman	3/30/23	Security Concerns
<i>(Attachment: Darman Correspondence 3 30 23)</i>		

**6. REPORTS TO THE BOARD**

**6.1. Board President’s Report**

**6.1.1.** Hunterdon County School Boards Association Meeting Update - Robert Imhoff

**6.1.2.** Sustainability Committee Update

**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.** HIB Investigation Report 2022-23 MS07 (*Attachment: 22-23 MS07 Redacted*).

**7.2.** HIB Investigation Report 2022-23 ES03 (*Attachment: 22-23 ES03 Redacted*).

**8. ACTION ITEMS**

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

**8.1.1.** Revised 2022-23 school calendar, (*Attachment: Amended 2022-23 School Calendar*)

**8.1.2.** Class trips and transportation:

<b>Grade</b>	<b>Location</b>	<b>Cost</b>	<b>Incurred By</b>
3	NJ State Museum	\$33.00	Parents/Guardians
7	Liberty Science Center	\$40.00	Parents/Guardians

8	Kingwood Township School, Frenchtown, NJ - goHunterdon Electric Car Competition	TBD For Transportation	Parents/Guardians
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**8.1.3.** Revised and/or new policies and regulations. (*Attachments: Alert 230 Policies, Alert 230 Regulations, and Regulation 5200 Attendance Recommendation*)

- 8.1.3.1.** P 0144 Board Member Orientation and Training (Revised)
- 8.1.3.2.** P & R 2520 Instructional Supplies (M) (Revised)
- 8.1.3.3.** P 3217 Use of Corporal Punishment (Revised)
- 8.1.3.4.** P 4217 Use of Corporal Punishment (New)
- 8.1.3.5.** P 5305 Health Services Personnel (M) (Revised)
- 8.1.3.6.** P & R 5308 Student Health Records (M) (Revised)
- 8.1.3.7.** P & R 5310 Health Services (M) (Revised)
- 8.1.3.8.** P 6112 Reimbursement of Federal and Other Grant Expenditures (M) (Revised)
- 8.1.3.9.** R 6115.01 Federal Awards/Funds Internal Controls – Allowability of Costs (M) (New)
- 8.1.3.10.** P 6115.04 Federal Funds – Duplication of Benefits (M) (New)
- 8.1.3.11.** P 6311 Contracts for Goods or Services Funded by Federal Grants (M) (Revised)
- 8.1.3.12.** P 7440 School District Security (M) (Revised)
- 8.1.3.13.** P 9100 Public Relations (Abolished)
- 8.1.3.14.** P 9140 Citizens Advisory Committees (Revised)
- 8.1.3.15.** R 9140 Citizens Advisory Committee (M) (Abolished)
- 8.1.3.16.** P5200 Attendance (M) (Revised)

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

- 8.2.1.** With best wishes, the retirement of first grade teacher, Lauren Richardson. (*Attachment: Richardson Retirement 3 13 23*)
- 8.2.2.** Emma Alparone as BCBA for home instruction at the contracted rate of \$32.00 per hour, not to exceed twenty-four (24) hours, for a total of \$768.00.
- 8.2.3.** Rescind the remaining ten (10) hours of HBMS TV Production Advisor originally granted to Danielle Weber due to a leave of absence.
- 8.2.4.** Sherry Baranek as replacement HBMS TV Production Advisor for ten (10) hours at the contracted rate of \$19.00 per hour, not to exceed \$190.00.
- 8.2.5.** Bhavna Sharma as a 1:1 paraprofessional, in accordance with student IEPs, for the TREP\$ Club at the contracted hourly rate of \$19.00 for up to ten (10) hours, not to exceed \$190.00
- 8.2.6.** Christopher Ronkowitz as a substitute nurse at a per diem rate of \$150.00.
- 8.2.7.** Rachel Katzenberger as a volunteer coach for the Middle School Girls Softball team.
- 8.2.8.** Alyssa Oliver as part time Preschool Instructional Coach for the High Bridge School District at a level of MA+30 Step 5 at a prorated annual salary of \$41,484.00 for the 2022-23 school year based on the 2021-2024 negotiated agreement, effective May 1, 2023.
- 8.2.9.** Voorhees High School students, Cassie Avallone and Maya Wurst, to provide free after school STEAM enrichment workshops to interested fourth grade students, meeting once a

week for 3 weeks, under the supervision of Lynn Hughes. (*Attachment: STEAM Project Workshops*)

**8.2.10.** Resignation of John (Jack) Cahill as part-time custodian, effective April 6, 2023.

**8.2.11.** Chaperones for the 8th-grade trip to Washington, DC.

<u>Name</u>	<u>Date</u>	<u>Event</u>	<u>Rate</u>
Gregory Hobough	May 24-26, 2023	Washington DC	\$125/night = \$375
Richard Kolton	May 24-26, 2023	Washington DC	\$125/night = \$375
Coleen Conroy	May 24-26, 2023	Washington DC	\$115/night = \$345
Carl Katzenberger	May 24-26, 2023	Washington DC	\$115/night = \$345
Kayla Turner	May 24-26, 2023	Washington DC	\$115/night = \$345
Katy Morello - Nurse	May 24-26, 2023	Washington DC	\$150/day = \$450 \$150/night = \$450

### 8.3. Educational Resources - Finance and Facilities

**8.3.1.** Travel expenditure for workshops:

<b>Staff/Bd Member</b>	<b>Workshop</b>	<b>Date</b>	<b>Registration Fee</b>	<b>Mileage</b>	<b>Other</b>	<b>Total</b>
Megan Gulevski	Social Emotional Character Development	3/15/23	N/A	N/A	N/A	N/A
Christina Harding	Literary Conference: Spring Into Joyful Literacy Instruction	4/21/23	\$99.00	N/A	N/A	\$99.00
Heidi Johnston	Handle With Care Recertification Training	4/28/23	\$525.00	N/A	\$32.00	\$557.00
Maria Monaco	Handle With Care Recertification Training	4/28/23	\$525.00	\$46.91	\$32.00	\$603.91

**8.3.2.** Shared services contract between High Bridge School District and the Hampton School District for the purpose of sharing the professional services of a Preschool Instructional Coach. (*Attachments: Preschool Instructional Coach HB Hampton Shared Services Agreement and Preschool Instructional Coach Detailed Cost Statement*)

**8.3.3.** NJDOE School Climate Change Pilot Grant funds in the amount of \$6,660.00.

**8.3.4.** Supplemental Stabilization Aid Request Pursuant to Senate Bill No. 3732 of 2023. (*Attachment: FY2023 Supplemental Stabilization Aid Request*)

**8.3.5. WHEREAS**, the Board is a party in a special education due process action before the Office of Administrative Law, bearing OAL Docket Numbers EDS 10185-22 and EDS 10186-22 and Agency Reference Numbers 2023-35042 and 2023-35051; and **WHEREAS**, the parties wish to amicably resolve the pending actions without any further legal proceedings, pursuant to the terms presented to the Board in a Settlement Agreement (“Agreement”);

**NOW, THEREFORE, BE IT RESOLVED THAT** the Board of Education approves the Agreement of the within referenced due process actions on the terms and conditions contained therein; and

**BE IT FURTHER RESOLVED THAT** the Board President is authorized to execute the Agreement on behalf of the Board.

**8.3.6. Payment of Bills**

**8.3.7. Line Item Transfers for March 2023**

**8.3.8. 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. 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:

- HIB Appeal Hearing
- Security Procedure Concerns
- Budget
- Litigation
- 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.

**11. RECONVENE PUBLIC SESSION**

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

**12. ADJOURNMENT**

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