

**HIGH BRIDGE BOARD OF EDUCATION  
REGULAR SESSION MEETING  
Monday, December 12, 2022**

**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, December 12, 2022

**Time:** 6:30 pm

**Formal action will be taken.**

**2. PLEDGE OF ALLEGIANCE****3. ROLL CALL** by Caryn Rinehart / Acting Board Secretary

Benjamin Bolger	Erin Delgado
Robert Imhoff	Colleen Poles
Karyn Gove	Cynthia Sharkey

Additional Member Present:           Dr. Gregory Hobaugh, Superintendent  
                                                          Caryn Rinehart, Acting Board Secretary

**4. PRESENTATION & RECOGNITION ITEMS****4.1. Superintendent's Report****4.1.1. 2022-2023 Enrollment**

Grade	Sections	District Enrollment	Choice	Tuition	Out-of-District	Total Enrollment
PS	5	62	-	-	-	62
K	2	24	-	-	-	24
1	2	33	-	-	-	33
2	2	30	-	-	-	30
3	2	27	-	-	-	27
4	2	31	-	-	-	31
<b>Elementary School Total</b>						<b>207</b>

5	2	34	-	-	-	34
6	2	38	1	-		39
7	2	31	-	-	-	31
8	2	40	1	-	-	41
<b>Middle School Total</b>						<b>145</b>
<b>District Total</b>	<b>23</b>	<b>349</b>	<b>2</b>	<b>-</b>	<b>1</b>	<b>352</b>

**4.1.2.** Staff Attendance for November 2022 (*Attachment: November 2022 Staff Attendance*)

**4.1.3.** Monthly Report on Harassment, Intimidation, and Bullying Incidents/Suspensions and Security Drills

Month	Drills				Suspensions				HIB			
	HBES		HBMS		HBES		HBMS		HBES		HBMS	
	Fire	Security	Fire	Security	In	Out	In	Out	Investigated	Affirmed	Investigated	Affirmed
July	07/26	07/28	N/A	N/A								
August	08/03	08/04	N/A	N/A								
Sept	09/09	09/08	09/07	09/08						1		
Oct	10/06	10/14	10/12	10/14					1		1	1
Nov	11/03	11/23	11/03	11/21							1	
Dec			12/01									
Jan												
Feb												
March												
April												
May												
June												

\* Investigation is in progress

**4.1.4.** Superintendent Update

**4.1.4.1.** Election Results (*Attachment: Election Results 2022*)

**4.1.5.** Business Administrator Report

**4.1.5.1** Presentation on 2021-2022 Audit by Andrew Kucinski of Nisivoccia (*Attachment Audit Presentation*)

## 5. REVIEW OF OFFICIAL CORRESPONDENCE

<u>Name</u>	<u>Date</u>	<u>Subject</u>
Weber, Steve	11/21/22	Meeting RSVP ( <i>Attachment: Weber, Steve Correspondence 11 21 22</i> )
Weber, Steve	11/29/22	Pay Day ( <i>Attachment: Weber, Steve Correspondence 11 29 22</i> )
Baranek, Sherry	12/2/22	Substitute Pay Rate

*(Attachment: Baranek, Sherry Correspondence 12 2 22)*

**6. 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.

**7. ADOPTION OF MINUTES FROM PREVIOUS MEETING**

**7.1.** November 21, 20122 Regular Session Minutes *(Attachment: 11 21 22 Regular Session Minutes)*

**Board President** calls for a motion and a second to approve 7.1:

Motion:		Second:		
Name:	Yes	No	Abstain	Absent
Benjamin Bolger				
Erin Delgado				
Karyn Gove				
Robert Imhoff				
Colleen Poles				
Cynthia Sharkey				

**8. REPORTS TO THE BOARD**

**8.1.** Board President’s Report

**8.1.1.** Sustainability Committee

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

**9. HIB REPORTS**

**9.1. 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.).

**Board President** calls for a motion and a second to affirm, reject, or modify, by voice vote, the superintendent’s decision in HIB Investigation Report 2022-23 MS03 *(Attachment: 2022-23 MS03 Redacted)*.

## 10. ACTION ITEMS

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

**10.1.1. Motion to approve** Middle School Athletics Travel Release Form. (*Attachment: High Bridge Middle School Athletics Travel Release Form*)

**10.1.2. Motion to approve** the following class trips and transportation:

Location	Grade	Cost	Cost Incurred By
Clinton Township Middle School - Natural Highs Presentation	7	\$102.00 for transportation	High Bridge Board of Education
Voorhees High School	8	\$204 for transportation	High Bridge Board of Education

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

**10.2.1. Motion to approve** Jeffrey Thompson for three (3) hours above contracted hour at a rate of \$32 per hour, for a total of \$96, to attend the December 10, 2022 High Bridge Tree Lighting Ceremony with the HBMS band.

**10.2.2. Motion to approve** Rosemarie Perna as Non-Instructional Paraprofessional Aide for middle school show choir, in accordance with student's IEP, for forty-five (45) minutes per week for up to twenty-seven (27) hours at the contracted hourly rate of \$19.00, not to exceed \$384.75.

**10.2.3. Motion to approve** Sherry Baranek as substitute Non-Instructional Paraprofessional Aide for middle school show choir, in accordance with student's IEP, on an as needed basis, at the contracted hourly rate of \$19.00.

**10.2.4. Motion to approve** Brooke Mcalister as Non-Instructional Paraprofessional Aide for middle school girls basketball, in accordance with student's IEP, to attend one practice per week and home games at a rate of \$19.00 per hour not to exceed 25 hours for a total up to \$475.00.

**10.2.5. Motion to approve** The College of New Jersey student, Anne Marie Coppola, to observe speech pathologist, Joan Murray, for five (5) hours during the week of January 9 through January 13, 2022.

**10.2.6. Motion to approve** Temple University student, Emma Waseleski, to observe speech pathologist, Joan Murray or Kristina Kroll, for up to fifteen (15) hours between December 15, 2022 and January 15, 2023.

**10.2.7. Motion to approve** Megan Gulevski and Lisa Kerr as certified chaperones for the Elementary School Winter Concert on December 15, 2022 at the contracted event rate of \$72.53 each.

**10.2.8. Motion to approve** Soma Das, Sowmya Kumar, and Bhavna Sharma as 1:1 paraprofessionals, in accordance with student IEPs, for the Elementary School Winter Concert on December 15, 2022 at the contracted hourly rate of \$19.00 for 1.5 hours, not to exceed \$28.50 each.

**10.2.9. Motion to approve** Heidi Johnston and Sharon Tryon as certified chaperones for the Middle School Winter Concert on December 20, 2022 at the contracted event rate of \$72.53 each.

- 10.2.10. Motion to approve** Soma Das and Brooke McAlister as 1:1 paraprofessionals, in accordance with student IEPs, for the Middle School Winter Concert on December 20, 2022 at the contracted hourly rate of \$19.00 for 2 hours, not to exceed \$38.00 each.
- 10.2.11. Motion to approve** Jessica Katzenberger as volunteer assistant girl's basketball coach for the 2022-23 season.
- 10.2.12. Motion to accept** the resignation of Nathan Eifler, part time custodian, effective January, 1, 2023. (*Attachment: Eifler Resignation*)
- 10.2.13. Motion to approve** the following staff for elementary school Theater Week, November 28 through December 2, 2022, to be funded by ESSR grant monies.

Staff Member	Rate	Total Hours/Days	Total Compensation
Coleen Conroy	\$32.00	15	\$480.00
Lisa Kerr	\$32.00	15	\$480.00
Courtney Burzstyn	\$32.00	15	\$480.00
Jeff Thompson	\$32.00	15	\$480.00
Arianne Grosky	\$72.53	5	\$362.65

- 10.2.14. Motion to rescind** the following staff and compensation from the following co-curricular stipend position(s) for the 2022-2023 school year.

Staff Member	Position	Hourly Rate	Total Hours	Total Compensation
Danielle Weber	MS Yearbook Co-Advisor	\$32	25	\$800.00

- 10.2.15. Motion to approve** the following revised staff and compensation for the following co-curricular stipend position(s) for the 2022-2023 school year.

Staff Member	Position	Hourly Rate	Total Hours	Total Compensation
Melissa Betz	MS Yearbook Co-Advisor	\$32	25	\$800

- 10.2.16. Motion to approve** course reimbursement for:

Staff	Course	College/University	Semester	Tuition
Christina Harding	Applied Linguistics	Centenary University	May - June, 2023	\$2,008.50
Julia Monge	Physiological Basis of Learning	Centenary University	Jan. - April, 2023	\$1,969.50
Judy LaGreca	Behavior Management	Centenary University	Jan. - April, 2023	\$2,008.50
Kim Sandorff	Applications of Contemporary Educational Practice	Centenary University	Jan. - Mar., 2023	\$1,969.50
Kim Sandorff	Assessment/Evaluation of Relevant Instructional Design Models.	Centenary University	Mar. - April, 2023	\$1,969.50
Kayla Turner	Assessment for Instruction in Special Education	Centenary University	Jan. - April, 2023	\$2,008.50

### 10.3. Educational Resources - Finance and Facilities

- 10.3.1. Motion to approve** the submission of the 2023-24 Annual Preschool Operational Plan Update. (*Attachment: 23-24 Annual Preschool Operational Plan Update*)
- 10.3.2. Motion to accept** the donation from the Sekula Family in the amount of \$6,500.00 to be used for improvements to the middle school basketball hoops.

**10.3.3. Motion to accept** an anonymous donation of gift cards in the amount of \$500 to be used towards district families in need during the holiday season.

**10.3.4. Motion to approve** the following travel expenditures for workshops:

Staff/Bd Member	Workshop	Date	Registration Fee	Mileage	Other	Total

**10.3.5. Motion to approve** the 2023 High Bridge Board of Education Meeting schedule.  
(Attachment: Proposed 2023 BOE Meetings 2023)

**10.3.6. Payment of Bills**

**Audit of Invoices** (Attachment: 12 12 22 Bill list)

**Approve** invoices for Current Expenses in the following amounts:

Check Register	Nov 15 - Dec 12	\$ 350,116.92
Payroll	November 15	\$ 243,534.70
Payroll	November 30	<u>\$ 252,678.03</u>
	Total	\$ 846,329.65

**10.3.7. Payment of Bills Cafeteria account**

**Approve** invoices for Expenses in the following amounts:

Service Plus, Inc.	November 28	\$ 322.95
Service Plus, Inc.	November 28	\$ 216.95
Service Plus, Inc.	December 02	<u>\$ 4,727.60</u>
	<b>Total:</b>	<b>\$ 5,267.50</b>

**10.3.8. Payment of Bills Unemployment account**

**Approve** invoices for Expenses in the following amounts:

State of NJ	December 8	<u>\$ 247.63</u>
	Total	\$ 247.63

**10.3.9. Motion to approve** Line Item Transfers for November 2022 (Attachment: November Transfer Report Signed)

**Resolved**, that the Board of Education approve the budget transfers as listed in the Attachment.

**10.3.10. Motion to approve** the submission (certification and project listing) and acceptance of the Emergent and Capital Maintenance Needs Grant Program in the amount of \$8,202.

**10.3.11. Motion to approve** the tuition contract for student attending Bethlehem Twp School District (Attachment: Bethlehem Twp TH Contract)

Student #	Program	Tuition	District Receiving
20170036	BD/Autism	\$25,000	Bethlehem Twp.

**10.3.12. ACES - Gas**

WHEREAS, the Alliance For Competitive Energy Services (hereinafter referred to as “ACES”), an alliance composed of the New Jersey School Boards Association

(hereinafter referred to as “NJSBA”), the New Jersey Association of School Administrators, and the New Jersey Association of School Business Officials, will from time to time during the Effective Period as defined below solicit bids from electric power suppliers for electric generation services through an energy aggregation program in which NJSBA will act as Lead Agency of the ACES Cooperative Pricing System #E8801-ACESCPS in accordance with the “Public School Contracts Law”, N.J.S.A. 18A:18A-1 et seq., and the Electric Discount and Energy Competition Act, N.J.S.A. 48:3-49 et seq. (“EDECA”) and the regulations promulgated thereunder; and

WHEREAS, the High Bridge School District is a Participating member of the ACES Cooperative Pricing System and is eligible thereby to obtain electric generation services for its own use through one or more contracts to be awarded to electric power suppliers following said bids for electric generation services pursuant to the aggregation program; and

WHEREAS, the Lead Agency will from time to time during the Effective Period (from date of adoption through May, 2028 hereinafter referred to as “Effective Period”) issue one or more Requests for Bids for electric generation services on behalf of the ACES Cooperative Pricing System pursuant to the Public School Contracts Law and EDECA; and

WHEREAS, due to significant volatility and the potential for price increases in the wholesale electric market, Participating Members will preauthorize the Lead Agency to award contracts for Electric Generation Service in each service territory to one or more electric power suppliers that submit bids which are reasonably forecasted to provide estimated savings to the Participating Member based upon its previous electric usage and utility provided Basic Generation Service rates; and

WHEREAS, the Lead Agency will only award contracts for said electric generation services to electric power suppliers that submit bids with pricing reasonably estimated to be lower than the utility-provided basic generation service; and

WHEREAS, the District agrees to purchase all electric power needed for its own use (exclusive of on-site electric generation sources) during the Effective Period through any electric power supplier(s) awarded a contract, it being understood that the term of any one contract shall be subject to the provisions of Public School Contracts Law;

WHEREAS, the Lead Agency will notify the Department of Community Affairs’ Division of Local Government Services by mail prior to the issuance a Request for Bids for electric generation services, with the understanding that if the Division of Local Government Services does not respond within 10 business days, it will be deemed to

have approved the issuance of the Request for Bids or the Request for Rebids.

NOW, therefore, be it RESOLVED that the District binds itself to the ACES Cooperative Pricing System ##E8801-ACESCPS to purchase all electric power needed for its own use (exclusive of on-site electric generation sources) during the Effective Period from the electric power supplier or suppliers awarded a contract for electric generation services by the Lead Agency; and, be it

FURTHER RESOLVED that the Lead Agency of the ACES Cooperative Pricing System is hereby authorized to execute a master performance agreement that obligates the district to purchase electricity at the terms and conditions stated therein with a third-party supplier or suppliers who have been awarded the contract or contracts by the Lead Agency on behalf of the participating members of the ACES Cooperative Pricing System #E8801-ACESCPS (or any CPS number to be assigned in the future), and provided further that all such contracts shall be at prices reasonably forecast and estimated by the Lead Agency to provide savings to the Districts relative to the price charged for basic generation service by the electric public utility that would otherwise provide such service; and, be it

FURTHER RESOLVED that ACES is authorized to continue to bid to obtain electric generation services at any time during the Effective Period on behalf of the ACES Cooperative Pricing System including, for example, a rebid if energy market conditions do not initially lead to a successful bid, on additional dates to be determined by the Lead Agency; and

FURTHER RESOLVED that this Resolution shall take effect immediately upon passage. The authorization provided to the NJSBA pursuant to the Local Public Contracts Laws (N.J.S.A. 40A:11-11(5)), and the Local Public and Public School Contracts Laws Administrative Code (N.J.A.C. 5:34-7.1 et seq.) shall be valid until May, 2028 (the Effective Period) at which time the Cooperative Pricing System will be subject to renewal. Any rescission or expiration of this resolution shall not affect any Agreements entered into prior to such rescission or expiration.

### **10.3.13. ACES - Electric**

WHEREAS, the Alliance For Competitive Energy Services (hereinafter referred to as “ACES”), an alliance composed of the New Jersey School Boards Association (hereinafter referred to as “NJSBA”), the New Jersey Association of School Administrators, and the New Jersey Association of School Business Officials, will from time to time during the Effective Period as defined below solicit bids from electric power suppliers for electric generation services through an energy aggregation program in which NJSBA will act as Lead Agency of the ACES Cooperative Pricing System #E8801-ACESCPS in accordance with the “Public School Contracts Law”, N.J.S.A.



18A:18A-1 et seq., and the Electric Discount and Energy Competition Act, N.J.S.A. 48:3-49 et seq. (“EDECA”) and the regulations promulgated thereunder; and

WHEREAS, the High Bridge School District is a Participating member of the ACES Cooperative Pricing System and is eligible thereby to obtain electric generation services for its own use through one or more contracts to be awarded to electric power suppliers following said bids for electric generation services pursuant to the aggregation program; and

WHEREAS, the Lead Agency will from time to time during the Effective Period (from date of adoption through May, 2028 hereinafter referred to as “Effective Period”) issue one or more Requests for Bids for electric generation services on behalf of the ACES Cooperative Pricing System pursuant to the Public School Contracts Law and EDECA; and

WHEREAS, due to significant volatility and the potential for price increases in the wholesale electric market, Participating Members will preauthorize the Lead Agency to award contracts for Electric Generation Service in each service territory to one or more electric power suppliers that submit bids which are reasonably forecasted to provide estimated savings to the Participating Member based upon its previous electric usage and utility provided Basic Generation Service rates; and

WHEREAS, the Lead Agency will only award contracts for said electric generation services to electric power suppliers that submit bids with pricing reasonably estimated to be lower than the utility-provided basic generation service; and

WHEREAS, the District agrees to purchase all electric power needed for its own use (exclusive of on-site electric generation sources) during the Effective Period through any electric power supplier(s) awarded a contract, it being understood that the term of any one contract shall be subject to the provisions of Public School Contracts Law;

WHEREAS, the Lead Agency will notify the Department of Community Affairs’ Division of Local Government Services by mail prior to the issuance a Request for Bids for electric generation services, with the understanding that if the Division of Local Government Services does not respond within 10 business days, it will be deemed to have approved the issuance of the Request for Bids or the Request for Rebids.

NOW, therefore, be it RESOLVED that the District binds itself to the ACES Cooperative Pricing System ##E8801-ACESCPS to purchase all electric power needed for its own use (exclusive of on-site electric generation sources) during the Effective Period from the electric power supplier or suppliers awarded a contract for electric generation services by the Lead Agency; and, be it

FURTHER RESOLVED that the Lead Agency of the ACES Cooperative Pricing System is hereby authorized to execute a master performance agreement that obligates the district to purchase electricity at the terms and conditions stated therein with a third-party supplier or suppliers who have been awarded the contract or contracts by the Lead Agency on behalf of the participating members of the ACES Cooperative Pricing System #E8801-ACESCPS (or any CPS number to be assigned in the future), and provided further that all such contracts shall be at prices reasonably forecast and estimated by the Lead Agency to provide savings to the Districts relative to the price charged for basic generation service by the electric public utility that would otherwise provide such service; and, be it

FURTHER RESOLVED that ACES is authorized to continue to bid to obtain electric generation services at any time during the Effective Period on behalf of the ACES Cooperative Pricing System including, for example, a rebid if energy market conditions do not initially lead to a successful bid, on additional dates to be determined by the Lead Agency; and

FURTHER RESOLVED that this Resolution shall take effect immediately upon passage. The authorization provided to the NJSBA pursuant to the Local Public Contracts Laws (N.J.S.A. 40A:11-11(5)), and the Local Public and Public School Contracts Laws Administrative Code (N.J.A.C. 5:34-7.1 et seq.) shall be valid until May, 2028 (the Effective Period) at which time the Cooperative Pricing System will be subject to renewal. Any rescission or expiration of this resolution shall not affect any Agreements entered into prior to such rescission or expiration.

**Board President** calls for a motion and a second to approve 10.1-10.2.13.:

Motion:		Second:		
Name:	Yes	No	Abstain	Absent
Benjamin Bolger				
Erin Delgado				
Karyn Gove				
Robert Imhoff				
Colleen Poles				
Cynthia Sharkey				

**11. 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.

**12. 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
- Personnel

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.

**13. RECONVENE PUBLIC SESSION**

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

**14. ACTION ITEM**

**Motion to approve** the Executive Minutes

**14.1.1.** November 21, 2022 Executive Session Minutes (*Attachment: 11 21 22 Executive Session Minutes*)

**Board President** calls for a motion and a second to approve 14.1.1:

Motion:		Second:		
Name:	Yes	No	Abstain	Absent
Benjamin Bolger				
Erin Delgado				
Karyn Gove				
Robert Imhoff				
Colleen Poles				
Cynthia Sharkey				

**15. ADJOURNMENT**

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