

**HIGH BRIDGE BOARD OF EDUCATION
WORK SESSION MEETING
Monday, March 6, 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 Room 305 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 March 6, 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.** Presentation by High Bridge PTO to the High Bridge Board of Education, a plaque recognizing the elementary school sensory hallway in memory of Carla Nowell.
- 4.2.** Presentation by Stacey Brown and Sarah Pauch from the Readington School District on curriculum standards and updates to the district’s curriculum.
- 4.3. Superintendent’s Report**
 - 4.3.1.** Superintendent Update
 - 4.3.2.** Business Administrator Report
 - 4.3.2.1.** Budget 101 Presentation (*Attachment: Budget 101*)

5. REVIEW OF OFFICIAL CORRESPONDENCE

<u>Name</u>	<u>Date</u>	<u>Subject</u>
NONE		

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.)

HIB Investigation Report 2022-2023 MS06.

8. ACTION ITEMS

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

8.1.1. Class trips and transportation:

Grade	Location	Cost/Student	Incurred By
4th Grade	Duke Farms	\$16.00	Parents/Guardians

8.2. Human Resources - Personnel, Management & Community Relations

8.2.1. Rachel Katzenberger as a volunteer coach for the Middle School Girls Softball team.

8.2.2. Gary Provel as a substitute custodian for the 2022-23 school year at a rate of \$17.00 per hour, pending receipt of paperwork and background check.

8.2.3. Maternity leave for Heidi Johnson beginning on/or about June 5, 2023 with a tentative return date of November 13, 2023. She will utilize sick days followed by unpaid days in accordance with FMLA.

8.2.4. Summer custodian pay rate to \$16 per hour, effective June 15, 2023.

8.2.5. The following summer custodians, at the following pay rate, not to exceed 32 hours per week.

Name	Start Date	Pay Rate
Philip Apsley	7/1/23	\$16/hr
Mike Doerwang	6/19/23*	\$16/hr

*On or about, depending on the last day of school

8.3. Educational Resources - Finance and Facilities

8.3.1. Payment of Bills

8.3.2. Financial Reports

8.3.3. Line Item Transfers

8.3.4. Travel Expenditures for Workshops:

Staff/Bd Member	Workshop	Date	Registration Fee	Mileage	Other	Total
Melissa Betz	Social Emotional Character Development	3/15/2023	N/A	N/A	N/A	N/A
Katie Franks	Social Emotional Character Development	3/15/2023	N/A	N/A	N/A	N/A
Caryn Rinehart	CDK Accounting & Personnel End of Year Training	5/03/2023	N/A	N/A	N/A	N/A
Diane Charneski	CDK Accounting & Personnel End of Year Training	5/03/2023	N/A	N/A	N/A	N/A
Karolina Cywa	CDK Accounting & Personnel End of Year Training	5/03/2023	\$50	N/A	N/A	\$50
Gregory Hobough	Strauss Esmay Annual School Law & Policy Seminar	6/2/2023	N/A	N/A	N/A	N/A
Caryn Rinehart	Strauss Esmay Annual School Law & Policy Seminar	6/2/2023	N/A	\$52.55	N/A	\$52.55

8.3.5. USE OF FACILITIES

Organization	Dates	Day / Times	Location
HB Soap Box Derby Weigh Ins	6/02/2023	Friday, 5-8pm	ES–Parking Lot
HB 8th Grade Committee	3/27/2023	Monday, 6:30-8pm	ES–Library

8.3.6. Submission of 2023-2024 Preschool Budget Workbook

8.3.7. TENTATIVE BUDGET

2023-2024 Tentative School Budget:

WHEREAS, the 2023-2024 tentative budget includes sufficient funds to implement the proposed planning process as described in this district’s Annual Report pursuant to N.J.S.A. 18A:7A -11 and to provide curriculum and instruction which will enable all students to achieve the Core Curriculum Content Standards;

WHEREAS, the 2023-2024 tentative budget is in compliance with the requirements set forth in N.J.S.A. 18A and N.J.A.C. Title 6 and 6A;

THEREFORE, BE IT RESOLVED the High Bridge Board of Education approves the

2023/2024 tentative General Fund budget and authorizes its submission to the Hunterdon County Superintendent of Schools for approval.

9. PUBLIC COMMENTS

This period of time provides an opportunity for the public to speak on any topic related to the High This period of time provides an opportunity for the public to comment 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. 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:

- Executive Session Minutes
- Shared Services Contracts
- Budget

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.