

**HIGH BRIDGE BOARD OF EDUCATION
REGULAR SESSION MEETING
Monday, February 12, 2024**

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, February 12, 2024

Time: 6:30 pm

Formal action will be taken.

2. PLEDGE OF ALLEGIANCE

3. ROLL CALL by Karolina Cywa, SBA / Board Secretary

Benjamin Bolger

Erin Delgado

Robert Imhoff

Michael McCasland

Colleen Poles

Cynthia Sharkey

Karyn Gove

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

4. PRESENTATION & RECOGNITION ITEMS

4.1. Motion to recognize High Bridge Middle School student, Ryan Rathbun, as the recipient of the Hunterdon County School Boards Association Unsung Hero Award for High Bridge.

4.2. Motion to approve resolutions recognizing the recipients of the 2023 Governor’s Educator of the Year Recognition Award:

- HBES – Kimberly Ziegler (*Attachment: Ziegler Resolution*)
- HBMS – Michael Doerwang (*Attachment: Doerwang Resolution*)

Board President calls for a motion and a second to approve 4.1-4.2:

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

4.3. Superintendent’s Report

4.3.1. 2023-2024 Enrollment

Grade	Sections	District Enrollment	Choice	Tuition	Out-of-District	Total Enrollment
PS	4	50	-	-	-	50
K	2	43	-	-	-	43
1	2	24	-	-	-	24
2	2	31	-	-	-	31
3	2	34	-	-	-	34
4	2	27	-	-	-	27
Elementary School Total						209
5	1	32	-	-	-	32
6	2	34	-	-	-	34
7	2	38	1	-	-	39
8	2	33	-	-	-	33
Middle School Total						138
District Total	21	346	1	-	-	347

4.3.2. Staff Attendance for January 2024 (*Attachment: January 2024 Staff Attendance*)

4.3.3. 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	07/06	07/31	07/05	07/11								
August	08/01	08/10	08/01	08/02								
Sept	09/06	09/14	09/06	09/14							1	
Oct	10/13	10/27	10/03	10/05				1				
Nov	11/21	11/06	11/14	11/06				1				

Dec	12/20	12/14	12/08	12/13				2				2	
Jan	1/12	1/26	1/11	1/25				1		1	1	1*	2
Feb	2/8		2/8										
March													
April													
May													
June													
* Investigation is in progress													

4.3.4. Superintendent Update

4.3.4.1. District Goal Update

5. REVIEW OF OFFICIAL CORRESPONDENCE

Name	Date	Subject
Qumareldeen Family	2/2/24	Request to Remain in District
<i>(Qumareldeen Correspondence 2 2 24)</i>		

6. PUBLIC COMMENTS

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.

7. BOARD OF EDUCATION DISCUSSION

8. ADOPTION OF MINUTES FROM PREVIOUS MEETING

- 8.1.** December 18, 2023 Regular Session Meeting Minutes (*Attachment: 12 18 23 Regular Session Minutes Signed*)
- 8.2.** January 2, 2024 Reorganizational/Work Session Meeting Minutes (*Attachment: 1 2 24 Reorganizational/Work Session Minutes Signed*)
- 8.3.** January 8, 2024 Regular Meeting Minutes (*Attachment: 1 8 24 Regular Session Minutes Signed*)

Board President calls for a motion and a second to approve 8.1.-8.3.:

Motion:	Second:			
Name:	Yes	No	Abstain	Absent
Benjamin Bolger				
Erin Delgado				
Robert Imhoff				
Michael McCasland				

Motion:		Second:		
Name:	Yes	No	Abstain	Absent
Colleen Poles				
Cynthia Sharkey				
Karyn Gove				

9. REPORTS TO THE BOARD

9.1. Board President’s Report

- 9.1.1. Policy Audit
- 9.1.2. Student Achievement
- 9.1.3. Shared Services Committee Update - Karyn Gove
- 9.1.4. Negotiations Committee Update
- 9.1.5. School Security Committee Update
- 9.1.6. Hunterdon County School Boards Association Meeting Update - Robert Imhoff

10. 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.).

- 10.1. Board President** calls for a motion and a second to affirm, reject, or modify, by voice vote, the superintendent’s decision in HIB Report 2023-24 MS04 (*Attachment: 22-23 MS04 Redacted*).

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.).

- 10.2. Board President** calls for a motion and a second to affirm, reject, or modify, by voice vote, the superintendent’s decision in HIB Report 2023-24 ES01 (*Attachment: 22-23 ES01 Redacted*).

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.).

- 10.3. Board President** calls for a motion and a second to affirm, reject, or modify, by voice vote, the superintendent’s decision in HIB Report 2023-24 MS05 (*Attachment: 22-23 MS05 Redacted*).

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.).

- 10.4. Board President** calls for a motion and a second to affirm, reject, or modify, by voice vote, the superintendent’s decision in HIB Report 2023-24 MS07 (*Attachment: 22-23 MS07 Redacted*).

11. ACTION ITEMS

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

- 11.1.1. Motion to approve** the Resolution Questioning and Opposing New Jersey State School Funding Cuts (*Attachment: Funding Resolution 2024*)

WHEREAS High Bridge is a quaint residential bedroom community located in Hunterdon County and is home to just over 3,500 residents with minimal businesses, industry and other ratables to offset the residential property tax; and the majority of the tax burden in High Bridge falls upon the residents of this small community; and

WHEREAS the State Aid numbers to local school districts are currently scheduled to be released in late February or early March 2024, and whereas, this is the fifth and final year of the full implementation of S2 (also known as Chapter Law 67), and the High Bridge School district has now realized significant cuts in State-Aid since the implementation of S2, despite New Jersey being legally obligated to provide adequate funding for all school districts; and

WHEREAS since the implementation of S2 the High Bridge School District State Aid cuts have amounted to over 50% of our State Aid. High Bridge School District has been one of the largest

percentages of State-Aid reduction since the implementation of S2 and we expect that upon full implementation of S2, High Bridge School District will have lost over 75% of its State Aid.

WHEREAS, the loss of the State Aid to High Bridge School District is significantly impacting our ability to provide an adequate education to our students; and coupled with the State imposed 2% cap on budget increases, unfunded State mandates and several State decisions that significantly impact the local School Boards, make it nearly impossible to maintain any levels of standardized learning.

WHEREAS, the High Bridge Board of Education believes that the State of New Jersey is responsible for providing Adequate Funding for all School Districts under the S2; and whereas S2 was supposed to help correct funding distribution and High Bridge, with its mostly residential base, was not overfunded, yet we have lost the majority of our aid and the continual loss of funding continues; and whereas we believe that the State of New Jersey is not meeting its responsibilities related to providing adequate funding to the children or residents of High Bridge.

NOW, THEREFORE, BE IT RESOLVED that the High Bridge Board of Education urges the Governor's Office, District 16 New Jersey State Senator Andrew Zwicker, New Jersey Assemblywoman Michelle Drulis, New Jersey Assemblyman Roy Frieman and New Jersey Minority Leader John DiMaio for immediate review and action on the funding mechanisms under S2 for High Bridge and provide financial relief to High Bridge in the amount of \$657,764. to compensate for an unprecedented cut of nearly 50% of our State funding over the last two fiscal years; and another anticipated loss of over \$300,000.00 to be determined this year and be it further

RESOLVED, that this resolution be delivered to Governor Phil Murphy and our Legislative Representatives; and to the New Jersey School Boards Association.

11.1.2. Motion to approve the following policy and regulation updates: *(Attachments: Policy Audit 2000 Programs, Regulation Audit 2000 Programs, and Policy 5111 Updated)*

- 11.1.2.1. Policy 2414 - Programs & Services for Students in High Poverty and in High Need School Districts (M)
- 11.1.2.2. Policy 2416 - Programs for Pregnant Students (M)
- 11.1.2.3. Policy 2416.01 - Postnatal Accommodations for Students
- 11.1.2.4. Policy 2421 - Career & Technical Education
- 11.1.2.5. Policy 2422 - Comprehensive Health & Physical Education (M)
- 11.1.2.6. Policy 2431.3 Heat Participation Policy for Student-Athlete Safety (M)
- 11.1.2.7. Policy 2440 - Summer Session
- 11.1.2.8. Policy 2631 - NJ Quality Single Account Continuum
- 11.1.2.9. Policy 2700 - Services to Nonpublic School Students (M)
- 11.1.2.10. Regulation 2415 - Title I Services (M)
- 11.1.2.11. Regulation 2431.1 - Medical Examination Prior to Participation
- 11.1.2.12. Regulation 2460.1 - Special Education Location, Identification & Referral (M)
- 11.1.2.13. Regulation 2460.5 - Special Education Exemption From Statewide Testing - ABOLISH

- 11.1.2.14. Regulation 2460.10 - Special Education Maintenance, Access To & Confidentiality of Student Records - ABOLISH
- 11.1.2.15. Regulation 2461.14 - Special Education In Service Training - ABOLISH
- 11.1.2.16. Regulation 2481 - Home or Out of School Instruction for a General Education Student for Reasons Other Than a Temporary or Chronic Health Condition (M)
- 11.1.2.17. Regulation 2622 - Student Assessment (M)
- 11.1.2.18. Policy 5111 - Eligibility of Resident/Nonresident Pupils (M)

11.1.3. Motion to approve the following class trips and transportation:

Location	Grade	Cost	Cost Incurred By
Clinton Township Middle School	8	\$144.00 for transportation	High Bridge Board of Education
High Bridge Post Office	PK	N/A	N/A
Sandy Hook Education Program at NJ Sea Grant Consortium	7th	\$25	Parents / Guardians

11.2. Human Resources - Personnel, Management & Community Relations

- 11.2.1. **Motion to approve** Arianne Grosky as Drama Club Assistant Director for up to twenty-five (25) hours at the contracted rate of \$19 per hour for a total not to exceed \$475.00.
- 11.2.2. **Motion to approve** Emma Alparone, Jana Brown, Heidi Johnston, and Nicole Locorotondo to co-assist with students in the drama club, in accordance with student IEPs at the contracted hourly rate of \$32.00 for up to thirty (30) hours total, not to exceed \$960.00. Total compensation will be shared between the positions.
- 11.2.3. **Motion to approve** Maryanne Laffert and Soma Das as 1:1 paraprofessionals, in accordance with student IEPs, for the Unified Club at the contracted hourly rate of \$19.00 for up to eight (8) hours each, not to exceed \$152.00 each.
- 11.2.4. **Motion to approve** Brooke McAlister as substitute 1:1 paraprofessional, in accordance with student IEPs, for the Unified Club at the contracted hourly rate of \$19.00 on an as-needed basis.
- 11.2.5. **Motion to approve** Katie Franks as a mentor to Kristin Weiland. The mentoring fee to be paid by the mentee as per the New Jersey Teacher Mentoring Regulations.
- 11.2.6. **Motion to approve** Michael Doerwang as substitute Middle School Girls Basketball Coach at the contracted hourly rate of \$32.00, for a maximum of six (6) hours, not to exceed \$192.00.
- 11.2.7. **Motion to approve** Valerie Palmer as substitute Administrative Assistant to the Elementary School Principal/Superintendent and Elementary School Vice Principal at an hourly rate of \$19.00, on an as-needed basis.
- 11.2.8. **Motion to approve** Raritan Valley Community College student, Emma Lankin, for up to fifty (50) observation hours with Occupational Therapist Bradley Cox for the remainder of the 2023-24 school year.

- 11.2.9. **Motion to approve** The College of New Jersey student, Faith Melick, for up to six (6) observation hours with Speech Pathologist, Joan Murray during the week of March 11, 2024.
- 11.2.10. **Motion to approve** unpaid medical leave for Brett Leister beginning January 29, 2024 through March 26, 2024.
- 11.2.11. **Motion to approve** the resignation of Brett Leister, Elementary School Physical Education Teacher, effective March 26, 2024.
- 11.2.12. **Motion to approve** the employment of Zachary Moyer as Elementary School Physical Education Teacher for the 2023-2024 school year at a level of BA Step 3 at a prorated annual salary of \$62,485.00, pending receipt of employment paperwork and required background check, effective on or about April 12, 2024.

11.2.13. **Motion to rescind** course reimbursement for:

Staff	Course	College/University	Semester	Tuition
Courtney Bursztyrn	EDTC 33531 Coding & Logical Thinking to Support Learning	Rowan University	Jan - Mar, 2024	\$2,352.72

11.3. **Educational Resources - Finance and Facilities**

11.3.1. **Motion to approve** Travel Expenditures for Workshops:

Staff/Bd Member	Workshop	Date	Registration Fee	Mileage	Other	Total
Erin Delgado	NJSBA Women in Leadership Conference: Balancing It All	April 19, 2024	\$99.00	\$48.79	N/A	\$147.79
Heidi Johnston	Handle With Care Recertification Training	April 12, 2024	\$525.00	N/A	\$32.00	\$557.00
Marisa Monaco	Handle With Care Recertification Training	April 12, 2024	\$525.00	\$47.38	\$32.00	\$604.38
Krista Pachuta	ELL Program Observation - Montgomery School District	2 days TBD	N/A	\$60.16	N/A	\$60.16

11.3.2. **Payment of Bills - Audit of Invoices** (*Attachment: 2 12 24 bill list*)

Approve invoices for Current Expenses in the following amounts:

Check Register	Jan 18 - Feb 21	\$ 363,243.86
Payroll	January 12, 2024	\$ 248,553.02
Payroll	January 31, 2024	\$ 241,112.67

Total: \$ 852,909.55

Payment of Bills Cafeteria account:

Maschio's	January 8, 2024	ch#1617	\$ 9,996.16
Northwest Refrigeration, LLC	January 29, 2024	ch#1618	\$ 493.00

Total: \$ 10,489.16

11.3.3. Financial Reports (*Attachment: December Board Secretary Report, December Board Secretary Report - Fund 10, Fund 20, Fund 40 and December Treasurers Reports - Signed*)

Report of the Board Secretary and Treasurer's Report for December 2023

Resolved, that the Board of Education accept the Board Secretary's and Treasurer's Financial Reports for the month of December 2023 as per the procedure instituted by the State Department of Education, wherein the required certification by the Board Secretary is adhered to in the attachment.

Certification of Fund Balances

Resolved, that pursuant to N.J.A.C. 6A:23A-16.10(b), the Board of Education certify for the month of December 2023, after review of the Secretary's monthly financial reports (appropriations section), and upon consultation with the appropriate district officials, shall certify in the minutes of the Board each month that no major account or fund has been over expended in violation of N.J.A.C.6A:23A-16:10(b) and that sufficient funds are available to meet the district's financial obligations for the remainder of the fiscal year.

February 5, 2024

Karolina Cywa

School Business Administrator/Board Secretary

11.3.4. Line Item Transfers for January 2024 (*Attachment: January 2024 Transfer Report - Signed*)

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

11.3.5. Motion to approve an addendum to the term of TDM Voice Services between Brightspeed Broadband, LLC. and High Bridge Board of Education effective February 1st, 2024, and no change in rate.

11.3.6. Motion to approve the submission (certification and project listing) and acceptance of the Emergent and Capital Maintenance Needs Grant Program for FY 2024 in the amount of \$8,116.

11.3.7. Motion to approve Extended School Year (ESY) to begin July 1, 2024 through August 8, 2024 (Monday - Thursday).

11.3.8. Special Education Medicaid Initiative (SEMI) Program Waiver

Motion to approve the following resolution waiving participation in the Special Education Medicaid Initiative (SEMI) Program.

Whereas, NJAC 6A:23A-5.3 provides that a school district may request a waiver of compliance with respect to the district's participation in the Special Education Medicaid Initiative (SEMI) Program for the 2024 - 2025 school year, and

Whereas, the High Bridge Board of Education desires to apply for this waiver due to the fact that it projects having fewer than 40 Medicaid-eligible classified students.

Now Therefore Be It Resolved that the High Bridge Board of Education hereby authorizes the Superintendent of Schools to submit to the Executive County Superintendent of Schools in the County of Hunterdon an appropriate waiver of the requirements of NJAC 6A:23A-5.3 for the 2024 - 2025 school year.

11.3.9. Use of Facilities

Motion to approve the following use of facilities request:

Organization	Dates	Day / Times	Location
Cub Scout Pack 149 Arrow of Light Ceremony (pending Cert of Liability)	3/24/24	Sunday, 12pm - 6pm	ES Outdoor Classroom
Catherine Terribile, High Bridge Resident	5/04/24	Saturday, 8am - 10pm	ES Parking Lot. Use of space for parking only (Engagement party at resident's home).
High Bridge PTO Special Ed Parents Advisory Group	2/15, 3/14, 4/11, 5/16, & 6/06/24	Thurs, 6pm - 7:30pm	ES Library

Board President calls for a motion and a second to approve 11.1-11.3.9:

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

12. PUBLIC COMMENTS

This period of time provides an opportunity for the public to comment 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.

13. BOARD OF EDUCATION DISCUSSION

14. 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
- Level 4 Grievance Update

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.

15. RECONVENE PUBLIC SESSION

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

16. ACTION ITEM

- 16.1. Motion to approve** the December 18, 2023 Executive Regular Session Minutes *(Attachment: 12 18 23 Executive Regular Session Minutes Signed)*
- 16.2. Motion to approve** the January 2, 2024 Executive Reorganizational/Work Session Minutes *(Attachment: 1 2 24 Executive Reorganizational/Work Session Minutes Signed)*
- 16.3. Motion to approve** the January 8, 2024 Executive Regular Session Minutes *(Attachment: 1 8 24 Executive Regular Session Minutes Signed)*

Board President calls for a motion and a second to approve 16.1.-16.3.:

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

17. ADJOURNMENT

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