

**HIGH BRIDGE BOARD OF EDUCATION
WORK SESSION
Monday, September 16, 2019**

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 convened in the Library of the High Bridge Elementary School, 40 Fairview Avenue, High Bridge, NJ 08829.

Date: Monday September 16, 2019

Time: 7:00 pm

No Formal action will be taken.

2. PLEDGE OF ALLEGIANCE

3. ROLL CALL by Christopher Jones, SBA / Board Secretary

- | | |
|------------------------------|--|
| Erin Delgado | Robert Imhoff |
| Michelle Corley | Mindy Manahan - <i>arrived at 7:04pm</i> |
| James Garner - <i>Absent</i> | Cindy Sharkey, President |
| Karyn Gove, Vice. Pres. | |

Additional Members Present: Dr. Gregory Hobough, Superintendent
Christopher Jones, SBA / Board Secretary

4. REVIEW OF OFFICIAL CORRESPONDENCE

<u>Name</u>	<u>Date</u>	<u>Subject</u>
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5. REPORTS TO THE BOARD

5.1. Board President's Report

5.1.1. Board of Education Goals (*See attached: Proposed 2019-2010 BOE Goals*)

Cindy Sharkey gave the following updates:

- *The next three board meetings will start at 6pm for board certification.*
- *October 30th is the next president's roundtable.*
- *This Thursday is back to school night at the middle school.*

5.1.2. Strategic Planning Ad Hoc update - *September 23rd meeting open to the public at 6pm*

5.1.3. Shared Services Ad Hoc Committee update - *Robert Imhoff met with the V-NH sending regions.*

6. ACTION ITEMS

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

6.1.1. Revised and/or new policies and regulations:

Greg Hobough reviewed the below policies:

6.1.1.1. 1642 - Earned Sick Leave Law – Policy & Regulation (M)

6.1.1.2. 3159 – Teaching Staff Member/School District Reporting Responsibilities – Policy (M)

- 6.1.1.3. 3218 – Use, Possession, or Distribution of Substances – Policy & Regulation (M)
 - 6.1.1.4. 4218 - Use, Possession, or Distribution of Substances – Policy & Regulation (M)
 - 6.1.1.5. 4219 - Commercial Driver’s License Controlled Substance and Alcohol Use Testing – Policy (M)
 - 6.1.1.6. 5517 – School District Issued Student Identification Cards - Policy
 - 6.1.1.7. 6112 - Reimbursement of Federal and Other Grant Expenditures Policy & Regulation (M)
 - 6.1.1.8. 7440 - School District Security – Policy & Regulation (M)
 - 6.1.1.9. 8600 – Student Transportation – Policy (M)
 - 6.1.1.10. 8600 – Student Transportation - Regulation
 - 6.1.1.11. 8630 – Bus Driver/Bus Aide Responsibility - Policy (M)
 - 6.1.1.12. 8630 - Emergency School Bus Procedures - Regulation (M)
 - 6.1.1.13. 8670 – Transportation of Special Needs Students - Policy (M)
 - 6.1.1.14. 9210 – Parent Organizations – Policy
 - 6.1.1.15. 9400 – Media Relations - Policy
- 6.1.2. Class trips and transportation:

Grade	Location	Cost/Student	Incurred By
4th	Solitude House, Solitude Dam & Tisco Property	Free	N/A
8th Grade Choir - Boys	Tenor/Bass Festival at Rowan University	\$12.00	Parent/Guardian
MS Grade TBD	Grow-A-Row	Free	Student Leadership

6.2. Human Resources - Personnel, Management & Community Relations

- 6.2.1. Substitute nurse coverage as needed at all field trips for the 19/20 school year at a rate of \$105/day.
- 6.2.2. Rachel Katzenberger as volunteer Girls Volleyball Coach for the 2019 season.
- 6.2.3. Unpaid leave of absence in accordance with FMLA for Joan Murray beginning September 23, 2019.
- 6.2.4. Coleen Conroy for an additional 11 hours of summer work at her hourly rate of \$23.03.
- 6.2.5. Danielle Weber as Mentor for Kayla Oakes.
- 6.2.6. Brenda Krushinski as Mentor for Tyler Matthijssen.
- 6.2.7. Jemma Buccine and Christina Harding as advisors for the MS TREP\$ program at a rate of \$29.11 per hour not to exceed a total of 28 hours for a total of \$815.08.
- 6.2.8. Coleen Conroy to serve as TREP\$ Program Coordinator at the rate of \$29.11 per hour not to exceed a total of 14 hours for a total of \$407.54.
- 6.2.9. Melissa Betz as MS Breakfast Program Supervisor for 15 minutes per day at a rate of \$29.11 per hour for 176 days for a total compensation rate of \$1,280.84. Sustainable NJ Schools grant will cover \$600.00. Michael Doerwang and Jemma Buccine as Substitute Supervisors for the MS Breakfast Program.
- 6.2.10. Jemma Buccine, Gerald Tolomeo, Michael Doerwang and Lynn Gresko to share the Middle School Central Detention stipend position for 2 hours per week at \$29.11 per hour for 38 weeks, not to exceed \$2,212.36 total.

- 6.2.11. Danielle Weber as MS Writing BSI Instructor not to exceed 140 total hours at at rate of \$29.11 for a total of \$4,075.40 to be paid from Title I funds.
- 6.2.12. Melissa Betz and Judy LaGreca as Co-MS Math BSI Instructors not to exceed 140 total hours at at rate of \$29.11 for a total of \$4,075.40 to be paid from Title I funds.
- 6.2.13. Centenary University undergraduate students Julia Anthony, Lily Battell, Samantha Hess, Katie O’Shea, to observe Special Education classes in the Elementary and Middle Schools for a total of 4 hours each beginning on or about September 24, 2019. They are also requesting to observe General Education Mathematics classes PS, K-8 for 10 hours total and facilitate a remedial math lesson during the semester.
- 6.2.14. Emma Alparone as ES Writing BSI Instructor not to exceed 140 total hours at at rate of \$29.11 for a total of \$4,075.40 to be paid from Title I funds.
- 6.2.15. Christin Honickel as ES Math BSI Instructors not to exceed 140 total hours at at rate of \$29.11 for a total of \$4,075.40 to be paid from Title I funds.
- 6.2.16. Jana Brown and Paige McGaheran as Co-Advisors for the ES Homework Club not to exceed 140 total hours at a rate of \$29.11 for a total of \$4,075.40 to be paid by Title I funds.
- 6.2.17. Courtney Shiffman to be compensated for hours above contracted hours to attend the Tenor/Bass Festival at Rowan University on October 23, 2019 at a rate of \$29.11 for 3 hours (5:45am - 8:15am and 3:30pm - 4:00pm) for a total rate of \$87.33.
- 6.2.18. Second position of Full Time Preschool Teacher.
- 6.2.19. Gill St. Bernard’s School students as volunteers to assist Fran Daley in the preparation and set up of the middle school library. They will be supervised by Fran Daley. Dates to be determined pending BOE approval.
- 6.2.20. Course reimbursement for:
 - 6.2.20.1. Jemma Buccine
 - Course: Statistical Methods I
 - College/University: Rutgers University
 - Semester: Fall 2019
 - Tuition: \$2,217.00

6.3. Educational Resources - Finance and Facilities

- 6.3.1. Payment of Bills
- 6.3.2. Financial Reports
- 6.3.3. Line Item Transfers
- 6.3.4. Destroy Books
- 6.3.5. **USE OF FACILITIES**

Facilities requests:

Organization	Start Date	End Date	Day / Times	Location
Girl Scout Daisy Troop	10/21/19	6/15/20	Mondays 3:30-5 pm	ES Art room
Girl Scouts	10/10/19	10/10/19	Thursday 6:30-8:30 pm	ES Library

6.3.6. Travel Expenditure for Workshops

Staff/Bd Member	Workshop	Date	Registration Fee	Mileage	Total
Danielle Weber	Annual Conference on Reading & Writing at Rutgers University	10/25/2019	\$180.00	\$41.70 (Mileage and Parking)	\$221.70
Christina Harding	Annual Conference on Reading & Writing at Rutgers University	10/25/2019	\$180.00		\$180.00

- 6.4. Krapf busing company
- 6.5. Grant Applicant Payment Procedure
- 6.6. Accept Verizon gift
- 6.7. Preschool aid application
- 6.8. Breakfast prices
- 6.9. Updated Hotel prices for NJSBA
- 6.10. Substitute custodians - Move to human resources
- 6.11. Transportation -

Bus Routes for the 19/20 School Year:

Provider	Route #	Student ID#	Cost
WCSS	1837	20170023	\$250/day

7. NEW BUSINESS**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.

Lisa Kerr - She said thank you to the board for their support

9. EXECUTIVE/CLOSED SESSION

Robert Imhoff motioned, seconded by Erin Delgado, unanimously approved, in accordance with the Sunshine Law, Chapter 321, P.L. 1975, to discuss:

- Shared Services
- Support Staff Contract

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

Karyn Gove motioned, seconded by Erin Delgado, unanimously approved, to reconvene public session.

11. ADJOURNMENT

Erin Delgado motioned, seconded by Mindy Manahan, unanimously approved, to adjourn the meeting.

Meeting adjourned 8:27pm.

Respectfully submitted,



Christopher Jones

Business Administrator/Board Secretary

