

**HIGH BRIDGE BOARD OF EDUCATION
WORK SESSION MEETING MINUTES
Monday, March 8, 2021**

1. OPENING OF MEETING - 6:30 PM *(meeting began at 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 on Google Meet due to current restrictions for COVID-19. Email comments directly to Cindy Sharkey: csharkey@hbschools.org. Please mute your microphone to reduce feedback and notify the board if you intend to record this meeting. The High Bridge Board of Education follows these standard procedures for remote meetings.

Date: Monday March 8, 2021

Time: 6:30 pm

No Formal action will be taken.

2. PLEDGE OF ALLEGIANCE

3. ROLL CALL by John Jennings, SBA / Board Secretary

- | | |
|-----------------------------|------------------------------|
| Erin Delgado <i>Present</i> | Robert Imhoff <i>Present</i> |
| Tori Thomsen <i>Present</i> | Colleen Poles <i>Present</i> |
| James Garner <i>Present</i> | Cindy Sharkey <i>Present</i> |
| Karyn Gove <i>Present</i> | |

Additional Members Present: Dr. Gregory Hobaugh, Superintendent *Present*

John Jennings, SBA / Board Secretary *Present*

Note Tori Thomsen joined the meeting at 6:44 PM

4. PRESENTATION & RECOGNITION ITEM

4.1. Superintendent's Report

4.1.1. Superintendent Update

Greg Hobaugh reviewed the following with the Board:

- *Finalized I-Ready Testing, will most likely have waiver for State Testing normally done in the Spring*
- *Commended Laura Pellegrino for Young Artist program*
- *Reviewed current snow day procedures given Covid*
- *Mentioned Teachers/Staff will be able to get Vaccines beginning March 15 per State Guidelines*
- *4th Grade Music lessons have commenced*
- *Read across America Challenge*
- *Completed Spring parent/teacher conferences virtual, may continue offering this format in the future if guidelines permit*
- *Middle School Boiler Replacement*

Regarding school reopening plans (next phase) Greg noted the administrative team explored all options. He noted that the High Bridge District has been able to stay open with its current schedule since early September;

while other surrounding districts had to close for certain periods. He thanked the staff for all their hard work and adherence to safety protocols that have allowed the District to maintain the current schedule uninterrupted. Greg discussed the Pro's and Con's of fully reopening the District. Greg stated his goal is to get students back in school for as much in-person instruction as possible and that the majority of parents in the district support this initiative. He noted the biggest hurdle to full instruction are the State/County Safety Protocols, specifically the 6 foot distance requirement. He stated he would review his plan with staff this week and then the Board at next Monday's Board of Education meeting. He would also look into what student extracurricular activities would be possible going forward.

Cindy Sharkey noted that the Board doesn't decide the schedule and that if any parents had questions/comments they should reach out to the principals/superintendent.

5. REVIEW OF OFFICIAL CORRESPONDENCE

<u>Name</u>	<u>Date</u>	<u>Subject</u>
Judy LaGreca	2/8/2021	2021-22 School Calendar <i>(Attachment: LaGreca Correspondence 2 8 21)</i>
Amye Paige McGaheran	3/2/2021	Notice of Retirement <i>(Attachment: McGaheran Notice of Retirement)</i>
Jason Morales	3/7/2021	Middle School Spring Sports <i>(Attachment: Morales email)</i>

Cindy Sharkey noted the correspondence received by the Board.

6. REPORTS TO THE BOARD

6.1. Board President's Report

6.1.1. Sample Resolution - Request for Vaccine Priority for Educators *(Attachment: Sample Resolution Vaccine Priority)*

Cindy Sharkey discussed the vaccine priority resolution and that while the State has opened up Vaccinations for teachers on March 15, it was still important for the Board to vote on this. She discussed the Feb 25th County Meeting. She noted that the Board needs to consider what post Covid meetings will be and if there will still be a virtual option. Suggested policy be reviewed by the District. Noted the timing of the Superintendent evaluation. Mentioned the May 15 Delegate meeting. She also asked the Board to please complete their financial disclosure forms in a timely manner. Robert Imhoff noted the importance of filing your financial disclosure forms. He noted all governance classes are being held on-line. He also asked the Superintendent about the Unsung Heros? Greg Hobaugh noted the 8th graders are working on it.

7. ACTION ITEMS

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

7.1.1. Revised and/or new policies and regulations. *(Attachments: Alert 217 Policy Recommendations, Alert 217 Regulations Recommendations, Alert 222 Policy Recommendations, Alert 222 Regulations Recommendation)*

- 7.1.1.1.** P 2431.3 - Practice and Pre-Season Heat-Acclimation for School-Sponsored Athletics & Extracurricular Activities (Revised)
- 7.1.1.2.** P 2610 - Educational Program Evaluation (M) (Revised)
- 7.1.1.3.** P 5337 - Service Animals (Revised)
- 7.1.1.4.** P 5756 - Transgender Students (M) (Revised)
- 7.1.1.5.** P 8860 - Memorials (Revised)
- 7.1.1.6.** P 2415.06 - Unsafe School Choice Option (M) (Revised)

- 7.1.1.7. R 2460.8 - Special Education – Free and Appropriate Public Education (M) (Revised)
 - 7.1.1.8. R 5530 - Substance Abuse (M) (Revised)
 - 7.1.1.9. P&R 5600 - Student Discipline/Code of Conduct (M) (Revised)
 - 7.1.1.10. P&R 5611 - Removal of Students for Firearms Offenses (M) (Revised)
 - 7.1.1.11. P&R 5612 - Assaults on District Board of Education Members or Employees (M) (Revised)
 - 7.1.1.12. P&R 5613 - Removal of Students for Assaults with Weapons Offenses (M) (Revised)
 - 7.1.1.13. P&R 8461 - Reporting Violence, Vandalism, Harassment, Intimidation, Bullying, Alcohol, and Other Drug Offenses (M) (Revised)
 - 7.1.1.14. P 0145 - Board Member Resignation and Removal (M) (Revised)
 - 7.1.1.15. P 0164.6 - Remote Public Board Meetings During A Declared Emergency (M) (New)
 - 7.1.1.16. R 1642 - Earned Sick Leave Law (M) (Revised)
 - 7.1.1.17. P 1643 - Family Leave (M) (New)
 - 7.1.1.18. P 3431.1 - Family Leave (M) (Abolished)
 - 7.1.1.19. P 4431.1 - Family Leave (M) (Abolished)
 - 7.1.1.20. P 3431.3 - New Jersey Family Leave Insurance Program (Abolished)
 - 7.1.1.21. P 4431.3 - New Jersey Family Leave Insurance Program (Abolished)
 - 7.1.1.22. P & R 5330.0 - Administration of Medical Cannabis (M) (Revised)
 - 7.1.1.23. P 7425 - Lead Testing of Water in Schools (M) (Revised)
 - 7.1.1.24. R 7425 - Lead Testing of Water in Schools (M) (New)
 - 7.1.1.25. P & R 7430 - School Safety (M) (Abolished)
 - 7.1.1.26. P 2415 - Every Student Succeeds Act (M) (Revised)
 - 7.1.1.27. P 2415.01 - Academic Standards, Academic Assessments, and Accountability (M) (Abolished)
 - 7.1.1.28. P 2415.02 - Title I – Fiscal Responsibilities (M) (Revised)
 - 7.1.1.29. P 2415.03 - Highly Qualified Teachers (M) (Abolished)
 - 7.1.1.30. P 2415.05 - Student Surveys, Analysis, and/or Evaluations (M) (Revised)
 - 7.1.1.31. P & R 2415.20 - Every Student Succeeds Act Complaints (M) (Revised)
 - 7.1.1.32. P 4125 - Employment of Support Staff Members (M) (Revised)
 - 7.1.1.33. P 6360 - Political Contributions (M) (Revised)
 - 7.1.1.34. P 8330 - Student Records (M) (Revised)
 - 7.1.1.35. P 9713 - Recruitment by Special Interest Groups (M) (Revised)
- 7.2. **Human Resources - Personnel, Management & Community Relations**
- 7.2.1. Employees for the hours above their contracted time necessary to attend state mandated suicide prevention training on February 10, 2021 and to complete additional online Safe Schools training.

Name	Hours	Hourly Rate	Total
Thea Anaston	2.5	\$29.11	\$72.78
Jacklyn Carruthers	2.5	\$29.11	\$72.78
Lauren DiLanno	2.5	\$29.11	\$72.78
Brenda Krushinski	2.5	\$29.11	\$72.78
Nicole Orzel	2.5	\$29.11	\$72.78
Laura Pellegrino	2.5	\$29.11	\$72.78
Kim Ziegler	2.5	\$29.11	\$72.78

7.2.2. Shared services agreement between High Bridge Board of Education and the Borough of High Bridge. *(Attachment: HBBOE/Borough of High Bridge Shared Services Agreement)*
 Greg Hobaugh reviewed the policy updates with the Board as well as the shared service agreement with High Bridge.

7.3. Educational Resources - Finance and Facilities

- 7.3.1. Payment of Bills
- 7.3.2. Line Item Transfers
- 7.3.3. Student 400240 with home instruction provided by LearnWell Tutoring beginning January 31, 2021 for 5 hours/week, at a contracted hourly rate of \$35.42 not to exceed \$1,000.00.
- 7.3.4. PEA Transfer for preschool playground funded by PEA Expansion Aid and approved by County and DOE. *(Attachment: PEA Transfer Form)*
- 7.3.5. Comcast Internet Renewal Service Agreement
- 7.3.6. Accept Donation of Furniture from Hunterdon Central High School
- 7.3.7. Donation/Disposal of Middle School Media Center Furniture
- 7.3.8. Recycle 51 outdated Chromebooks
- 7.3.9. The elimination of outstanding cafeteria balances for active students of \$446.85 and inactive students of \$387.84 for a total of \$834.49. *(Attachment: Patron Negative Balance)*

**7.3.10. APPROVAL OF TENTATIVE BUDGET
 2021-2022 School Budget**

1. Approval of the 2021-2022 Tentative School Budget:

WHEREAS, the 2021/2022 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 2020/2021 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 2021/2022 tentative General Fund budget and authorizes its submission to the Hunterdon County Superintendent of Schools for approval as follows:

Fund	Appropriations	Tax Levy
General Fund		
Special Revenue Fund		
Debt Service Fund		
Total Budget		

WHEREAS, the facility needs identified are eligible to be funded with Capital Reserve, and as such are required to be in the Long Range Facility Plan,
NOW THEREFORE BE IT RESOLVED, that the High Bridge Board of Education, in

the County of Hunterdon, New Jersey, approves the following capital projects and the withdrawal of \$xxx,xxx from the Capital Reserve account to provide funding for the following projects/equipment for the 2021-2022 school year:

Boiler Replacement Middle School \$xxx,xxx

WHEREAS, the High Bridge Board of Education recognizes school staff and Board members will incur travel expenses related to and within the scope of their current responsibilities and for travel that promotes the delivery of instruction or furthers the efficient operation of the school district; and

WHEREAS, N.J.A.C. 6A:23B-1.1 et seq. requires Board members to receive approval of these expenses by a majority of the full voting membership of the Board and staff members to receive prior approval of these expenses by the Superintendent of Schools and a majority of the full voting membership of the Board; and

WHEREAS, a Board of Education may establish, for regular district business travel only, an annual school year threshold of \$150 per staff member where prior Board approval shall not be required unless this annual threshold for a staff member is exceeded in a given school year (July 1 through June 30); and

WHEREAS, travel and related expenses not in compliance with N.J.A.C. 6A:23B-1.1 et seq., but deemed by the Board of Education to be necessary and unavoidable as noted on the approved Board of Education Out of District Travel and Reimbursement Forms; now

THEREFORE, BE IT RESOLVED, the Board of Education approves all travel not in compliance with N.J.A.C. 6A:23B-1.1 et seq. as being necessary and unavoidable as noted on the approved Board of Education Out of District Travel and Reimbursement Forms; and

BE IT FURTHER RESOLVED, the Board of Education approves travel and related expense reimbursements in accordance with N.J.A.C. 6A:23B-1.2(b), to a maximum expenditure of \$1,500 for all staff and board members.

John Jennings discussed the Finance and Facilities items with the Board. He noted that next week the Board would be voting on the Tentative Budget.

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. *Lynn Gresko commented by email about the Mandated Policy regarding medical cannabis. Kelly Baker commented by email that she would volunteer her services to help setting up vaccination appointments for staff. Jason Morales inquired about when/if the District would offer Spring Sports? George Columbus noted he shared the same sentiments as Jason Morales and would be happy to help in any way possible. Monique Patti inquired about sidewalks not being shoveled. The Board noted she should contact the town as the sidewalks she mentioned were not school property. She also inquired about the District reopening plans. Greg Hobaugh noted the District is not rushing in and is looking at all considerations. He noted the plan the District migrates to now*

might be in place in September. Pablo Delgado asked if the District would share the criteria used to determine whether spring sports will open? He also asked about potential travel arrangements and spectators at games? Greg Hobaugh noted that the spring sports offered are baseball and softball and they are more amenable to spectators given they are outside. He noted transportation is a consideration given social distance requirements.

9. EXECUTIVE/CLOSED SESSION

Board President calls for a motion at 8:05 pm Erin Delgado and a second Robert Imhoff, unanimously approved, in accordance with the Sunshine Law, Chapter 321, P.L. 1975, to discuss:

- Executive Session Minutes
- Negotiations
- Litigation

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

Board President calls for a motion at 9:05 pm Robert Imhoff and a second James Garner, unanimously approved, to reconvene public session.

11. ADJOURNMENT

Board President calls for a motion at 9:10 pm Karyn Gove and a second Erin Delgado, unanimously approved, to adjourn the meeting.

Respectively Submitted



John Jennings
Business Administrator/Board Secretary