

**HIGH BRIDGE BOARD OF EDUCATION
REGULAR SESSION MEETING MINUTES
Monday, February 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 February 8, 2021

Time: 6:30 pm

Formal action will be taken.

2. PLEDGE OF ALLEGIANCE

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

Erin Delgado *Present*

Robert Imhoff *Present*

Tori Thomsen *Present*

Karyn Gove *Present* *joined at 6:40 pm*

James Garner *Present*

Cindy Sharkey *Present*

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

John Jennings, SBA / Board Secretary *Present*

Roll Call (not on original agenda) was added to Minutes by John Jennings Board Secretary, which results in each number moving down one as compared to the original agenda.

4. PRESENTATION & RECOGNITION ITEMS

4.1. Motion to approve a resolution recognizing Michelle Corley for her service as a board member.

(Attachment: Corley Resolution)

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

Motion: <i>Erin Delgado</i>		Second: <i>Robert Imhoff</i>		
Name:	Yes	No	Abstain	Absent
Erin Delgado	X			
James Garner	X			
Karyn Gove				X
Robert Imhoff	X			
Tori Thomsen	X			
Cindy Sharkey	X			

Motion passes 5-0-0-1

Greg Hobaugh read the resolution recognizing Michelle Corley for her service as a Board Member for the High Bridge School District. Michele Corley commented it was great serving on the Board, she learned a lot and it was interesting to see how decisions are being made. She

noted that the Board cares a lot about the students. Cindy Sharkey thanked Michelle for her service as a Board Member and noted she will be missed.

4.2. Motion to approve resolutions recognizing the recipients of the 2020 Governor’s Educator of the Year Recognition Award:

HBES – Courtney Shiffman (*Attachment: Shiffman Resolution*)

HBMS – Coleen Conroy (*Attachment: Conroy Resolution*)

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

Motion: <i>Erin Delgado</i>		Second: <i>James Garner</i>		
Name:	Yes	No	Abstain	Absent
Erin Delgado	X			
James Garner	X			
Karyn Gove	X			
Robert Imhoff	X			
Tori Thomsen	X			
Cindy Sharkey	X			

Motion passes 6-0-0-0

Greg Hobbaugh read both resolutions recognizing Courtney Shiffmann and Coleen Conroy as recipients of the 2020 Governor’s Educator of the Year. Courtney Shiffman thanked everyone for the award and noted she enjoys working at the High Bridge School District. Coleen Conroy thanked everyone for the award. Various members of the Board congratulated both recipients for their awards and dedication to the school district.

4.3. Middle School BSI Teachers to present Start Strong test results (Grades 5-8).

Greg Hobbaugh introduced the presenters Danielle Weber, Melissa Betz, Christina Harding and Cecil Fader. The four presented the Start Strong Test Results to the Board. Cindy Sharkey thanked the teachers for their presentation. She asked why there aren’t more students enrolled in the program? The teachers responded that they are not sure why but Covid may have an impact. Erin Delgado asked how do the number of students in the program this year compare to prior years? The teachers responded that the numbers as whole appear to be similar to those of prior years. Greg Hobbaugh thanked the teachers for their presentation and that it was important for the community to see the services being offered by the school district.

4.4. Superintendent’s Report

4.4.1. 2020-2021 Enrollment

Grade	Sections	District Enrollment	Choice	Tuition	Out-of-District	Total Enrollment
PS	3	30	-	-	-	30
K	2	37	-	-	-	37
1	2	25		-	-	25
2	2	31	-	-	-	31
3	2	33	-	-	-	33
4	2	39	1	-	-	40
Elementary School Total						196

5	2	27	-	-	-	27
6	2	41	-	-	-	41
7	2	38	-	1	-	39
8	2	43	1	-	-	44
Middle School Total						151
District Total	21	344	2	1		347

4.4.2. Staff Attendance for January 2021 (*Attachment: January 2021 Staff Attendance*)

4.4.3. 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	NA	NA	NA	NA								
Aug	NA	NA	NA	NA								
Sept	A-9/15 B-9/17	A-9/22 B-9/24	A-9/14 B-9/17	A-9/21 B-9/24								
Oct	A-10/5 B-10/9	A-10/20 B-10/30	A-10/5 B-10/8	A-10/13 B-10/15								
Nov	A-11/16 B- **	A-11/9 B- **	A-11/9 B-11/12	A-11/17 B-11/19								
Dec	A-12/1 B-12/03	A-12/15 B-12/04	A-12/1 B-12/3	A-12/8 B-12/3						1		
Jan	A-1/04 B-1/07	A-1/25 B-1-22	A-1/05 B-1/07	A-1/11 B-1/14								
Feb												
March												
April												
May												
June												

* Investigation is in progress

**November drills were not completed for Group B students due to the holidays, weather & COVID closures on B days.

4.4.4. Superintendent Update

Greg Hobaugh noted the following in his update:

- Thanked the custodial staff for their efforts cleaning up after the snowstorms
- Early Dismissal, Delayed opening not an option given current school hybrid operating schedule
- Snow day on February 2nd, will need to add school day to calendar will update later in the month

- Holding a meeting with faculty to discuss the impact of Covid on Teaching
- Greg, Rich and John Jennings met preliminarily to discuss Boiler at the Middle School

4.4.5. Public Hearing

4.4.5.1. Board President requests a motion to open Public Hearing **at 7:15 pm Karyn Gove and a second Erin Delagao, Unanimously approved.**

In accordance with the Anti-Bullying Bill of Rights Act (ABR) (P.L. 2010, c.122), a public hearing is being held to report all incidents of violence, vandalism, and harassment, intimidation and bullying for the reporting period September 1 through December 31, 2020. This information is also being reported to the New Jersey Department of Education (NJDOE) through the Student Safety Data System (SSDS) and the Harassment, Intimidation and Bullying-Investigations, Training & Programs report (HIB-ITP). (*Attachment: SSDS 2020-21 Period 1 Report*)

4.4.5.2. Public Comments *No Public Comments.* Greg Hobaugh noted that in this reporting period (there are two reporting periods for the entire school year) there was one case of bullying (Cyber) in the middle school. He noted that the district emphasises staff training which was front loaded (Sept thru Dec.) in the school year.

4.4.5.3. Board President requests a motion to close Public Hearing and reconvene regular Session **at 7:21 pm Karyn Gove and a second Tori Thomsen, Unanimously approved.**

Board President calls for a motion and a second to approve the submission of Period 1 HIB-ITP:

Motion: Karyn Gove	Second: Robert Imhoff			
Name:	Yes	No	Abstain	Absent
Erin Delgado	X			
James Garner	X			
Karyn Gove	X			
Robert Imhoff	X			
Tori Thomsen	X			
Cindy Sharkey	X			

Motion passes 6-0-0-0

5. REVIEW OF OFFICIAL CORRESPONDENCE

<u>Name</u>	<u>Date</u>	<u>Subject</u>
none		

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. *Judy LaGreca sent an email regarding the school calendar noting the need for emergency days. Nicole Groover and Jesica DeRose sent emails asking when the school would return to in-person instruction 5 days a week. Greg Hobaugh noted he wants to bring students back but the biggest hurdle is the 6 foot social distancing requirement. Given the county is still operating in the Orange, it is a requirement from the State/County Health. Additionally, all contract*

tracing now falls on the nurses in the district which puts a strain on the district. He noted that once the county moves to and remains in the yellow, the district will begin to transition to 5 day a week instruction. The district wants to ensure that once it moves to 5 days a week, the district can maintain that level of instruction. Another unnamed parent made a comment about the BSI presentation.

7. ADOPTION OF MINUTES FROM PREVIOUS MEETING

7.1. January 11, 2021 Regular Meeting Minutes (*Attachment: 1 11 21 Regular Session Minutes*)

7.2. February 1, 2021 Work Session Minutes (*Attachment: 2 1 21 Work Session Minutes*)

Board President calls for a motion and a second to approve 7.1-7.2:

Motion: <i>Robert Imhoff</i>		Second: <i>Tori Thomsen</i>		
Name:	Yes	No	Abstain	Absent
Erin Delgado	X			
James Garner	7.2		7.1	
Karyn Gove	X			
Robert Imhoff	X			
Tori Thomsen	7.2		7.1	
Cindy Sharkey	X			

7.1 passes 4-0-2-0

7.2 passes 6-0-0-0

Note that Tori Thomsen originally voted yes to 7.1 but changed her vote to abstain as she was not present at the January 11th meeting.

8. REPORTS TO THE BOARD

8.1. Board President's Report

8.1.1. COVID -19 Case Count (*Attachment: casecountbymunicipality 2 4 21*) Cindy Sharkey noted there were 157 cases in High Bridge, up from 121. She noted the next County School Board Meeting is February 26th.

8.2. New Board Member Candidate

Motion to approve the appointment of Colleen Poles to the High Bridge Board of Education, whose seat expires on December 31, 2021, effective February 8, 2021, pending background check.

Board President calls for a motion and a second to approve 8.2:

Motion: <i>Karyn Gove</i>		Second: <i>James Garner</i>		
Name:	Yes	No	Abstain	Absent
Erin Delgado	X			
James Garner	X			
Karyn Gove	X			
Robert Imhoff	X			
Tori Thomsen	X			
Cindy Sharkey	X			

Motion passes 6-0-0-0, Colleen Poles appointed to High Bridge Board of Education.

8.3. OATH OF OFFICE TO NEW BOARD MEMBER

The Board Secretary will issue the oath of office to newly elected Board Member

John Jennings Board Secretary, witnessed Collen Poles recite the Oath of Office.

9. ACTION ITEMS

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

9.1.1. Motion to approve the 2020-2021 Nursing Services Plan (*Attachments: 20-21 HBSD Nursing Services Plan and 20-21 HBSD NSP Signature Page*)

9.1.2. Motion to approve the 2021-2022 School Calendar (*Attachment: Proposed 2021-2022 School Calendar*)

9.2. Human Resources - Personnel, Management & Community Relations

9.2.1. Motion to approve Michelle Gomez and Lynn Hughes as co-advisers for the spring session of the Elementary School Environmental Club at the contracted hourly rate of \$29.11 not to exceed 11 hours each (22 hours total) for a compensation rate of \$320.21 each (\$640.42 total).

9.2.2. Motion to approve the resignation of Special Education teacher Christin Honickel effective March 29, 2021.

9.2.3. Motion to approve Heidi Miller and Nicole Locorotondo to be home instructors for the 2020-2021 school year at a rate of \$35.42 per hour.

9.2.4. Motion to approve Superintendent to appoint staff during the period between board meetings, subject to ratification by the Board of Education at its next regular meeting.

9.3. Educational Resources - Finance and Facilities

9.3.1. Payment of Bills - Audit of Invoices (*Attachment: 2 8 21 bill list*)

Approve invoices for Current Expenses in the following amounts:

Check Register	Jan 12 - Feb 8	\$ 332,280.10
Payroll	January 15	\$ 244,498.95
Payroll	January 31	<u>\$ 243,440.25</u>
	Total	\$ 820,219.30

Payment of Bills Cafeteria account

Maschio's	December 15	\$ 4,499.36
Maschios'	January 12	<u>\$ 3,630.69</u>
		\$ 8,130.05

9.3.2. Financial Reports (*Attachment: Jan Board Secretary and Treasurers Reports- Signed Report of the Board Secretary and Treasurer's Report for January 2021*)
Resolved, that the Board of Education accept the Board Secretary's and Treasurer's Financial Reports for the month of January 2021 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 January 2021, 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 8, 2021

John Jennings
Business Administrator

9.3.3. Line Item Transfers for January 2021 (*Attachment: January 2021 Transfer Report-Signed*)

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

9.3.4. Motion to approve the acceptance of a grant awarded to the High Bridge School District from Sustainable Jersey Grants Cycle funded by the Gardinier Environmental Fund in the amount of \$10,000 to benefit the District's energy efficiency program. (*Attachment: Letter with grant award*)

9.3.5. Motion to approve the acceptance of a \$500 award from the Hunterdon Strong Community Challenge.

9.3.6. Motion to accept the donation of miscellaneous office supplies from community members Mr. & Mrs. John Musnuff.

9.3.7. Maschio's Emergency SSO Breakfast Contract (*Attachment: Emergency SSO Breakfast Contract 20-21*)

Be it resolved that the BOARD OF EDUCATION of High Bridge School District, upon the recommendation of the Business Administrator, approves the contract modification of Maschio's Base Year Food Service Agreement in order for the district to provide and apply for reimbursement for emergency meals being provided under the Seamless Summer Option under the NJDA DFN guidelines.

9.3.8. Motion to approve Extended School Year (ESY) to begin July 6, 2021 through August 12, 2021 for a total of 23 days. (Monday - Thursday).

9.3.9. 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 2021-2022 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 2021-2022 school year.

Board President calls for a motion and a second to approve 9.1-9.3.9.:

Motion: <i>Karyn Gove</i>		Second: <i>Tori Thomsen</i>		
Name:	Yes	No	Abstain	Absent
Erin Delgado	X			
James Garner	X			
Karyn Gove	X			
Robert Imhoff	X			
Tori Thomsen	X			

Cindy Sharkey	X			
Colleen Poles	X			

Motion passes 7-0-0-0

Erin Delgado asked about the calendar regarding the Oct 1 day off which Greg Hobaugh respond its a in-service staff training day.

10. 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. *No Public Comments*

11. EXECUTIVE/CLOSED SESSION

Board President calls for a motion at 7:49 pm James Garner and a second Erin Delgado, *unanimously approved*, in accordance with the Sunshine Law, Chapter 321, P.L. 1975, to discuss:

- Executive Session Minutes
- Negotiations Update
- Shared Services (Attachment: High Bridge Resolution 033 2019)
- Legal Correspondence (Attachment: Verified Complaint)

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.

12. RECONVENE PUBLIC SESSION

Board President calls for a motion at 9:14 pm Robert Imhoff and a second James Garner, *unanimously approved* to reconvene public session. Erin Delgado did not return to the public session.

13. ACTION ITEM

13.1. Motion to approve the January 11, 2021 Executive Session Minutes (Attachment: 1 11 21 Executive Session Minutes)

13.2. Motion to approve the February 1, 2021 Executive Session Minutes (Attachment: 2 1 21 Executive Session Minutes)

Board President calls for a motion and a second to approve 13.1.-13.2.:

Motion:	Second:			
Name:	Yes	No	Abstain	Absent
Erin Delgado				X
James Garner	13.2		13.1	
Karyn Gove	X			
Robert Imhoff	X			
Tori Thomsen	13.2		13.1	
Cindy Sharkey	X			
Colleen Poles			X	

13.1 does not pass (lack of quorum) 3-0-3-1, will be put on the next Board Meeting agenda for approval

13.2 passes 5-0-1-1

Cindy Sharkey asked that an update Board Contact list be distributed.

14. ADJOURNMENT

February 8, 2021

Board President calls for a motion at 9:20 pm Karyn Gove and a second *Tori Thomsen, unanimously approved*, to adjourn the meeting.

Respectively Submitted,

A handwritten signature in cursive script that reads "John Jennings".

John Jennings
Business Administrator/Board Secretary