

**HIGH BRIDGE BOARD OF EDUCATION  
WORK SESSION MEETING MINUTES  
Monday, February 1, 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](mailto: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 1, 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 *Present*

Robert Imhoff *Present*

Tori Thomsen *Present*

Karyn Gove *Present*

James Garner *Present*

Cindy Sharkey *Present*

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

John Jennings, SBA / Board Secretary *Present*

**4. PRESENTATION & RECOGNITION ITEMS**

**4.1. Superintendent's Report**

**4.1.1. Superintendent Update**

*Greg Hobaugh reviewed the following with the Board:*

- *Strong assessments will be presented at next week's Board Meeting*
- *Young Artist Showcase*
- *Annual Fire Inspection results- no major items noted*
- *Hand sanitizers stations installed at both schools*
- *New basketball backboards ordered (using unspent budget from athletic budget lines)*
- *Gold Level Recognition*
- *Proposed Calendar for next year including back to school night which will be in person with a virtual option*
- *Eighth Grade Graduation*
- *Notified Board that one or both April Board Meetings will need to be moved to be in compliance with State Budget Calendar dates which was recently released*

*James Garner inquired about maintaining virtual learning if in-person instruction returns and if virtual snow days will continue as well. Greg Hobaugh noted it was early and was not sure if the DOE would allow virtual instruction to be an option when in-person instruction returns. Erin Delgado inquired about the start of the next school year, which includes two half days on Thursday and Friday, then off*

until the following Wednesday?. Greg Hobaugh noted that next year's proposed school calendar is consistent with prior years and works well, with the difference being next year's calendar includes a Jewish Holiday the day after labor day.

## 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. Interview candidates Colleen Poles and Dana DiRisio for open board position (Attachments: Poles Letter of Interest, DiRisio Letter of Interest)

Cindy Sharkey noted that one candidate (Dana DiRisio) withdrew her candidacy. Cindy Sharkey then proceeded to ask candidate Colleen Poles the following Questions:

- Please tell us a little about yourself and why you are interested in serving as a member of the High Bridge Board of Education? Colleen Poles replied she is a mother of two girls in the elementary school as well as a full time registered nurse. She stated she wants to get more involved with the schools and kids.
- We have several Board subcommittees that include Negotiations and Ad Hoc Committee, what committee do you think you would like to serve on? Colleen Poles replied that she didn't know much about the committees but would serve on any committee that the Board sees fit for her to do so.
- What do you feel is a Board member's primary responsibility? Colleen Poles replied making sure you are an advocate for the Board of Education and the Kids, see both sides.
- What specific experiences have you had with the High Bridge Schools? Colleen Poles replied her two children are in third grade and kindergarten. She has dealt with IEP Teachers but this would be the first time she would be getting involved at the BOE level.
- What do you see as key issues facing public education today and what issues do you feel are of the greatest concern in our High Bridge School System? Colleen Poles replied Covid is the biggest issue facing the district followed by the school budget.
- What is your impression of the amount of time it takes to be a board member? What do you feel will take the most time and effort if you are appointed to the board? Colleen Poles replied she is aware there are two board meetings a month and that she would need to spend some time before each meeting to familiarize herself with the agenda beforehand. She noted she would make herself available on Monday Meeting nights and that technology helps but in-person meetings are better.
- Is there anything else you would like to mention regarding your candidacy? Colleen Poles replied she would be as helpful as possible and willing to take on more responsibility.

Cindy Sharkey asked if anyone on the Board had a question for the candidate? No questions were asked.

Cindy noted that there were no other candidates for the Board Vacancy since the other candidate mentioned above withdrew her candidacy. She noted to Colleen Poles there is mandated board training and to make herself available at next Monday's Board meeting were a vote on her candidacy would take place.

## 7. ACTION ITEMS

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

- 7.1.1. 2020-2021 Nursing Services Plan (Attachments: 20-21 HBSD Nursing Services Plan and 20-21HBSD NSP Signature Page)
- 7.1.2. 2021-2022 School Calendar (Attachment: Proposed 2021-2022 School Calendar)

**7.2. Human Resources - Personnel, Management & Community Relations**

7.2.1. Resignation of Special Education teacher Christin Honickel. (*Attachment: Honickel Resignation*)

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

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

7.3.1. Payment of Bills

7.3.2. Financial Reports

7.3.3. Line Item Transfers for January 2021

7.3.4. 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*)

7.3.5. \$500 award from the Hunterdon Strong Community Challenge.

7.3.6. Donation of miscellaneous office supplies from community members Mr. & Mrs. John Musnuff.

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

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

7.3.9. Special Education Medicaid Initiative (SEMI) Program Waiver

*Greg Hobaugh and John Jennings reviewed the action items with the Board.*

**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. *Judy Lagreca, Teacher welcomed back Board Member James Garner who has been absent from the last few board meetings. She congratulated Christine Honickel, Teacher who is leaving the district for a new position. Judy suggested that the district add emergency days to the proposed school calendar, especially for snow days. She noted snow days are very challenging given students are distracted. She also inquired as to why there is a school day scheduled for the day after eight grade graduation.*

**9. EXECUTIVE/CLOSED SESSION**

**Board President calls for a motion at 7:24 pm Robert Imhoff and a second Erin Delgado, unanimously approved,** in accordance with the Sunshine Law, Chapter 321, P.L. 1975, to discuss:

- Negotiations 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.

**10. RECONVENE PUBLIC SESSION**

**Board President calls for a motion at 8:20 pm Karyn Gove and a second Erin Delgado, unanimously approved,** to reconvene public session.

*Greg Hobaugh noted that regarding the proposed school calendar, he discussed the proposed calendar with staff and reached out in good faith to get everyone's input. Karyn Gove mentioned she would like to have something put on next week's agenda during the executive session.*

**11. ADJOURNMENT**

**Board President calls for a motion at 8:28 pm Rober Imhoff and a second James Garner, unanimously approved, to adjourn the meeting.**

Respectfully Submitted

A handwritten signature in cursive script that reads "John Jennings". The signature is written in black ink and is positioned above the printed name and title.

John Jennings  
Business Administrator/Board Secretary