

**HIGH BRIDGE BOARD OF EDUCATION
REGULAR SESSION MEETING MINUTES
Monday, November 15, 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 in the Library of the High Bridge Elementary School, 40 Fairview Avenue, High Bridge, NJ 08829, alternatively the meeting will be available on Google Meet. Please note that you can email comments directly to Cindy Sharkey: csharkey@hbschools.org. Please mute your microphone to reduce feedback. Please notify the board if you intend to record this meeting

Date: Monday November 15, 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*

Colleen Poles *Present*

James Garner *Present*

Cindy Sharkey *Present*

Karyn Gove *Present*

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

John Jennings Business Administrator/Board Secretary *Present*

4. PRESENTATION & RECOGNITION ITEMS

4.1. Recognition of High Bridge Middle School Girls' Volleyball Team on winning the North Hunterdon Conference Championship. *Greg Hobaugh introduced the 2021 HB Volleyball Team and Coach Carl congratulated them on an outstanding undefeated season. Carl Katzenberger thanked the parents for allowing him to coach their children as well as their support at all the matches. He also stated this group of players was a special team that he will remember for a long time.*

4.2. Superintendent's Report

4.2.1. 2021-2022 Enrollment

Grade	Sections	District Enrollment	Choice	Tuition	Out-of-District	Total Enrollment
PS	4	49	-	-	-	49
K	2	31	-	-	-	31
1	2	34	-	-	-	34
2	2	27	-	-	-	27
3	2	32	-	-	-	32

4	2	34	-	-	-	34
Elementary School Total						207
5	2	37	1	-	-	38
6	2	28	-	-	-	28
7	2	39	-	-	-	39
8	2	34	-	1	-	35
Middle School Total						140
District Total	22	345	1	1		347

4.2.2. Staff Attendance for October 2021 (*Attachment: October 2021 Staff Attendance*)

4.2.3. 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	07/07	07/28	N/A	N/A								
August	08/02	08/03	N/A	N/A								
Sept	09/13	09/17	09/09	09/15						1		
Oct	10/14	10/27	10/05	10/08								
Nov	11/01		11/02	11/09								
Dec												
Jan												
Feb												
March												
April												
May												
June												

* Investigation is in progress

4.2.4. Superintendent Update

Greg Hobaugh reviewed the following with the Board;

- Introduced Moira Hardesty as the new assistant to the BA
- Wednesday First ED Professional Development Day in which they will discuss teaching holidays to students so everyone is on the same page
- The Video Club presentation will be at the December Board Meeting. It's a new club to the District
- Official Notice from County Elections Ben Bolger was the leading write-in candidate for the open position. Greg will reach out to him to begin the onboarding process.

- Greg discussed the parent/teacher conference attendance in person and virtual. He noted that the district intends to offer both options going forward. He noted that staff are required to be in school for the conferences.
- Review policy updates on school vaccination and harassment

5. REVIEW OF OFFICIAL CORRESPONDENCE

<u>Name</u>	<u>Date</u>	<u>Subject</u>
Lee Jones	11/10/21	ES Building Project Plans (Attachment: 11 15 21 Meeting Correspondence)

Cindy Sharkey commented that this was old information on the elementary school addition completed in the mid 1990's

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. *No public comments*

7. ADOPTION OF MINUTES FROM PREVIOUS MEETING

7.1. October 12, 2021 Regular Meeting Minutes (Attachment: 10 12 21 Regular Session Meeting Minutes)

7.2. November 8, 2021 Work Session Meeting Minutes (Attachment: 11 08 21 Work Session Meeting Minutes)

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

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

Motion 7.1 passes 6-0-1-0

Motion 7.2 passes 5-0-2-0

8. REPORTS TO THE BOARD

8.1. Board President's Report Cindy Sharkey noted she gave an update to the Board last week. She asked the Board to give ideas on topics for the NJSBA training dates. The Board discussed topics which included Goal Setting, Student Achievement, Board members roles, Parliamentary procedures

8.1.1. Hunterdon County School Boards Association Meeting Update - Robert Imhoff Robert Imhoff discussed the topic at the recent county school board meeting which was Social

Emotional Learning. Robert also discussed the Leap Grant process in which the State funds the costs to school districts to study regionalization. He noted that the District risks losing State Aid over time if the District chooses not to move forward with the regionalization plan. Robert stated he did not think the district should ever commit to a study that would result in a loss in State Aid.

8.1.2. NJSBA Training Dates

- February 7, 2022
- March 4, 2022
- April 25, 2022

8.1.3. Field Services Topics (*Attachment: FSR Programs Oct 2021*)

9. ACTION ITEMS

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

9.1.1. Motion to approve the submission of the NJDOE School Self-Assessment for Determining Grades under the Anti-Bullying Bill of Rights Act for the 2020-2021 school year. (*Attachment: HIB Self Assessment ES - 2021 Submission, HIB Self Assessment MS - 2021 Submission*)

9.1.2. Motion to approve the 2021-2022 School Safety and Security Plan. (*Attachment: SS&SP 2021-2022*)

9.1.3. Motion to approve the submission of the School Safety and Security Plan Annual Review Statement of Assurance. (*Attachment: SS&SP 2021-20 SOA*)

9.1.4. Motion to approve the 2021-2022 Mentoring Plan (*Attachment: 2021-22 Mentoring Plan*)

9.1.5. Motion to approve the updated LEA Plan for Safe Return to In-Person Instruction and Continuity of Services Plan. (*Attachment: HB Safe Return Plan - Revised Nov, 2021*)

9.1.6. Motion to approve the updated High Bridge School District COVID-19 Protocols for 2021-2022. (*Attachment: HBSD COVID-19 Protocols 21-22 Revised 11 2021*)

9.1.7. Motion to approve Mindfulness Movement Class, a 45 minute after school SEL program provided by Hunterdon Medical Center at no cost to the district. Classes would meet on November 16, 23, 30 and December 7. (*Attachment: Mindfulness Movement Permission Slip*)

9.1.8. Motion to approve revised and/or new policies and regulations. (*Attachments: Alert 225 Policies Recommendations & Alert 225 Regulations Recommendations*)

9.1.8.1. P 1648.13 School Employee Vaccination Requirements (M) (New)

9.1.8.2. P 1648.14 Safety Plan for Healthcare Settings in School Buildings – COVID-19 (M) (New)

9.1.8.3. P 2425 Emergency Virtual or Remote Instruction Program (M) (New)

9.1.8.4. P & R 5751 Sexual Harassment of Students (M) (Revised)

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

Grade	Location	Cost	Cost Incurred By
6	YMCA Camp Bernie	\$75.00	Parent/Guardian

9.2. Human Resources - Personnel, Management & Community Relations

Payroll	October 15	\$ 253,355.46
Payroll	October 29	\$ 258,093.63
Payroll	November 15	<u>\$ 256,431.45</u>
		\$1,171,237.30

Approve invoices for Expenses in the following amounts:

CDW-G	October 4, 2021	\$ 152.06
Maschio's	October 18, 2021	\$ 15,835.32
Shop Rite	October 26, 2021	<u>\$ 65.32</u>
	Total	\$ 16,052.70

9.3.3. Financial Reports (*Attachments: October 2021 Board Secretary and Treasurer Report*)

Report of the Board Secretary and Treasurer's Report for October 2021

Resolved, that the Board of Education accept the Board Secretary's and Treasurer's Financial Reports for the month of October 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 October 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.

November 15, 2021

John Jennings
Business Administrator

9.3.4. MIDDLE SCHOOL BOILER REPLACEMENT PROJECT

Sealed Bid responses were opened Thursday, October 14, 2021 at 2:00 PM at the Elementary School Media Center. John Jennings, Gregory Hobaugh, Steven Weber and Michael Bieri (School Architect from FKA Architects) were present. The following are the results: (*Attachment Bid Recommendation-FKA Architect*)

<u>Company</u>	<u>Bid Amount</u>
K&D Contractors, LLC	\$462,500
Reiner	\$495,450
Estock Piping	\$502,538

DeSesa Engineering Co., Inc.	\$527,600
SRJ Mechanical LLC	\$564,000
Pennetta Industrial Automation, LLC	\$622,000
CD Vanderbeck & Son	\$667,890
Framan Mechanical	\$775,000
Bill Leary A/C & Heating	No Bid
Donnelly Energy	No Bid
William Smith, LLC	No Bid

Motion to award to K&D Contractors for the Bid amount of \$462,500

- 9.3.5. Motion to approve** Line Item Transfers for October 2021 (*Attachment: October Transfer Report - Signed*)
- 9.3.6. Motion to approve** Electronics Recycling (*Attachment: Technology Recycling List 11/2/2021*)
- 9.3.7. Use of Facilities**

Motion to approve the following use of facilities requests:

Organization	Date	Time	Location
HB PTO	December 17, 2021	5-9 pm	ES Gym
HB PTO	11/16, 12/14, 1/18, 2/15, 3/15, 4/12, 5/17, 6 /7	7-8 pm	ES Library
Girls on the Run	Sunday, November 14th	10am-2pm	MS Parking Lot
Huskies Cheer	November 13 & November 14	8am-4pm	ES Gym
Girl Scout Troop 80594	12/7, 12/14, 1/04, 1/11, 2/8, 2/15, 3/1, 3/08, 4/05, 4/12	3:30-4:30	ES Art Room

- 9.3.8. Motion to approve** the Consulting Service Agreement with Educational Consortium for Telecommunications Savings (E-Rate) for July 1, 2022 to June 30, 2023 (*Attachment: ECTS FY 22 Service Agreement*)
- 9.3.9. Motion to approve** the 21-22 Budget Calendar for the 2022-2023 budget year. (*Attachment: 22-23 Budget Calendar*)
- 9.3.10. Motion to approve** the carryover of the 2020-2021 funds for ESEA and IDEA Grants to 21-22 for the following amounts:
- Title IA: \$7,135
- Title IIA: \$2,591
- Title IV Part A: \$3,112
- IDEA Basic : \$30,258
- IDEA Preschool: \$3,252

9.3.11. Motion to approve the submission of the American Rescue Plan ESSER III Grants for the following:

ESSER III	\$251,658
Accelerated Learning Coaching and Educator Support	\$ 50,000
Evidence-Based Summer Learning and Enrichment	\$ 40,000
Evidence-Based Comprehensive Beyond the School Day	\$ 40,000
NJTSS Mental Health Support Staffing	\$ 45,000

9.3.12. Motion to approve the submission of a Sustainable Jersey for School Grant Application
WHEREAS, Sustainability means using resources wisely, saving money and reducing our impact on the environment, all of which will ensure the future health, safety, and prosperity of our children; and;

WHEREAS, The High Bridge Board of Education seeks to support and work with school staff and administrators, students and parents to ensure a safe and healthy environment for students by encouraging our school community to implement sustainable, energy-smart, eco-friendly and cost-effective solutions.

WHEREAS, High Bridge Board of Education is participating in the Sustainable Jersey for Schools Program; and

WHEREAS, one of the purposes of the Sustainable Jersey for Schools Program is to provide resources to school districts to make progress on sustainability issues, and they have created a grant program called the Sustainable Jersey for Schools Small Grants Program;

THEREFORE, the High Bridge Board of Education has determined that the High Bridge School District should apply for the aforementioned grant program. The Grant will cover the costs of new heating controls at both of our schools.

THEREFORE, BE IT RESOLVED, that of the High Bridge Board of Education, State of New Jersey, authorize the submission of the aforementioned Sustainable Jersey for Schools Grant.

9.3.13. RESOLVED, that the Board of Education apply for Preschool Expansion Aid for the 2022-23 school year and subsequent years upon submission of a yearly update, which will allow the District to expand its existing preschool. The Preschool Expansion Plan provides a description of how the school district will implement each component of a high-quality preschool program, as detailed in the New Jersey Administrative Code 6A:13A and in the Preschool Program Implementation Guidelines. The District's plan is for the operation of a "targeted preschool program" for "at-risk" three and four year olds as defined in the N.J.A.C. 6A:13A. **BE IT FURTHER RESOLVED** , that the Board of Education authorizes the administration to execute the necessary documents.

Board President calls for a motion and a second to approve 9.1-9.3.13.:

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

James Garner	X			
Karyn Gove	X			
Robert Imhoff	X			
Colleen Poles	X			
Tori Thomsen	X			
Cindy Sharkey	X			

Motion passes 7-0-0-0

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 7:05 pm Karyn Gove and a second **Erin Delgado, unanimously approved**, in accordance with the Sunshine Law, Chapter 321, P.L. 1975, to discuss:

- Executive Session Minutes

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 7:15 pm Robert Imhoff and a second **Tori Thomsen, unanimously approved**, to reconvene public session.

13. ACTION ITEM

13.1.1. Motion to approve October 12, 2021 Executive Minutes (*Attachment: 10 12 21 Executive Session Minutes*)

13.1.2. Motion to approve November 8, 2021 Work Session Minutes (*Attachment: 11 08 21 Executive Session Minutes Note the date was changed to 8 from 15 on the agenda to correct a typographical error.*)

Motion: <i>Karyn Gove</i>		Second: <i>Erin Delgado</i>		
Name:	Yes	No	Abstain	Absent
Erin Delgado	X			
James Garner	<i>13.1.1</i>		<i>13.1.2</i>	
Karyn Gove	X			
Robert Imhoff	X			
Colleen Poles	X			
Tori Thomsen			X	
Cindy Sharkey	X			

Motion 13.1.1 passes 6-0-1-0

Motion 13.1.2 passes 5-0-2-0

14. ADJOURNMENT

Board President calls for a motion at 7:15 pm Erin Delgado and a second *Tori Thomsen*, unanimously approved, to adjourn the meeting.

Respectfully submitted,

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

John Jennings
Business Administrator/Board Secretary