

**HIGH BRIDGE BOARD OF EDUCATION
WORK SESSION MEETING MINUTES
Monday, April 11, 2022**

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. 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 April 11, 2022

Time: 6:30 pm

Formal action will not be taken.

2. PLEDGE OF ALLEGIANCE

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

Benjamin Bolger *Present* Erin Delgado *Present*

Robert Imhoff *Present* Colleen Poles *Present*

Karyn Gove *Present* Cindy Sharkey *Present*

Note Karyn Gove arrived at the meeting at 6:36 pm

Additional Members Present: Dr. Gregory Hobaugh, Superintendent *Present*
John Jennings, SBA / Board Secretary *Present*

Cindy Sharkey noted that the Board still has a vacancy and that anyone interested should reach out to the county superintendent if interested.

4. PRESENTATION & RECOGNITION ITEM

4.1. Superintendent's Report

4.1.1. Superintendent Update

Greg Hobaugh reviewed the following with the Board:

- *Superintendent Spring Convention May 18-20*
- *Middle School began Baseball and Soft practices. He noted the league expanded the number of teams participating*
- *NJSLA Testing*
- *May 2nd TREPS Marketplace*
- *Awarded \$1,500 for the Unified Club*
- *Lock-in - Parents run the program, looking at ending at 12:00 AM midnight*

4.1.1.1. Superintendent's Spring Convention

4.1.2. Business Administrator Update - John Jennings noted the following with the Board:

- *Tentative Budget approved by County BA and Superintendent and advertised in the local newspaper*
- *Apply for additional funding for chromebooks and laptops under the 3rd round of emergency connectivity funding*
- *New point of sale system for the cafeteria installed paid by cafeteria account*

5. REVIEW OF OFFICIAL CORRESPONDENCE

<u>Name</u>	<u>Date</u>	<u>Subject</u>
Barbara Mann <i>(Attachment: Mann Retirement 3 30 22)</i>	March 30, 2022	Notice of Retirement
Linda DeMarzo <i>(Attachment: DeMarzo Correspondence 3 21 22)</i>	March 21, 2022	School Budget
Jennifer Drake <i>(Attachment: Lock In Proposal)</i>	April 7, 2022	8th Lock In

6. REPORTS TO THE BOARD

6.1. Board President's Report

6.1.1. Hunterdon County School Boards Association Meeting Update - Robert Imhoff
Cindy Sharky noted the president's roundtable is May 4th. She also said that there is a training session at the April 25th Board Meeting with Gwen Thorton of NJSBA. The topic was supposed to be school regionalization with John Burns, but that there was a potential conflict. She asked the Board to submit additional topics for training given the potential conflict.

7. HIB REPORTS

None to report

8. ACTION ITEMS

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

8.1.1. The revised 2021-2022 School Calendar. *(Attachment: 2021-22 School Calendar Revised 4/25)*

8.1.2. The following class trips and transportation:

Grade	Location	Cost/Student	Incurred By
1	Turtle Back Zoo	TBD	Parents/Guardians
2	Echo Hill	TBD	Parents/Guardians
3	Waterloo Village	TBD	Parents/Guardians
4	Duke Farms	TBD	Parents/Guardians
4	Main Street, High Bridge Tisco Property	\$0.00	N/A
4 Environmental Club	Raritan River (Behind Gronsky's)	\$0.00	Parents will transport their children
8	Washington, DC	\$450.00	Parents/Guardians

8.2. Human Resources - Personnel, Management & Community Relations

- 8.2.1.** Maternity leave for Christina Harding beginning on/or about June 1, 2022 with a tentative return date of December 15, 2022. She will utilize sick days followed by unpaid days in accordance with FMLA. (*Attachment: Harding Maternity 3 25 22*)
- 8.2.2.** With best wishes, the retirement of preschool teacher Barbara Mann, effective July 1, 2022. (*Attachment: Mann Retirement 3 30 22*)
- 8.2.3.** Judith Pellegrino as a black seal substitute custodian at a rate of \$17.00 per hour.
- 8.2.4.** Christopher Ronkowitz as a substitute nurse at a per diem rate of \$150.00.
- 8.2.5.** Lisa Caravito as Assistant to the Business Administrator effective April 26, through June 30, 2022 at a prorated annual salary of \$55,000.00.
- 8.2.6.** Moira Hardesty to be compensated for training.
- 8.2.7.** Lisa Caravito to be compensated for training.
- 8.2.8.** Centenary University students Desiree Harrington, Jenna Baranek, Andrew Rusnak, and Emma Jones to observe our special education program in an elementary school setting for two (2) days for a total of four (4) hours each.

8.2.9. Course reimbursement for:

Staff	Course	College/University	Semester	Tuition
Judy LaGreca	Family, Society & Children with Special Needs	Centenary University	May - June, 2022	\$1,877.85

8.2.10. The following staff members as chaperones for the 8th grade trip to Washington, DC.

Name	Date	Event	Rate
Gregory Hobaugh	May 25-27,2022	Washington DC	\$125/night = \$375
Richard Kolton	May 25-27,2022	Washington DC	\$125/night = \$375
Coleen Conroy	May 25-27,2022	Washington DC	\$115/night = \$345
Carl Katzenberger	May 25-27,2022	Washington DC	\$115/night = \$345
Jemma Buccine	May 25-27,2022	Washington DC	\$115/night = \$345
TBD	May 25-27,2022	Washington DC	\$115/night = \$345
Katy Morello - Nurse	May 25-27,2022	Washington DC	\$150/day = \$450 \$150/night = \$450

Greg Hobaugh reviewed the student achievement and human resource items with the Board.

8.3. Educational Resources - Finance and Facilities

8.3.1. The following use of facilities request:

Organization	Event	Dates	Times	Location
Hope for All Learners	Inclusion Skateboarding Class	Saturdays only, April 23 through June 11, 2022.	2:00-4:00 pm	ES Blacktop
High Bridge Environmental Commission	High Bridge Historic Trees Hike	May 14, 2022	9:00 am - 1:00 pm	ES Main Parking Lot & Main Driveway
HB 8th Grade Lock-in committee	8th Grade Lock-in Event	June 10, 2022	5:00pm -1:00 am	MS gym, cafeteria, and restrooms

High Bridge Events Committee	HB Soap Box Derby	June 3, 2022	5:00-8:00 pm	ES Parking Lot
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8.3.2. The following travel expenditure for workshops:

Staff/Bd Member	Workshop	Date	Registration Fee	Mileage	Total
Joan Murray	Language Disorders vs Language Differences for English Language Learners - Virtual	5/13/2022	\$279.00	N/A	\$279.00
Melissa Patane	Governor's Educator of the Year Luncheon	05/06/2022	\$48.00	N/A	\$48.00
Spencer Fader	Governor's Educator of the Year Luncheon	05/06/2022	\$48.00	N/A	\$48.00
Lisa Fallon	Governor's Educator of the Year Luncheon	05/06/2022	\$48.00	N/A	\$48.00

8.3.3. Recycling of additional technology

8.3.4. Payment of Bills

8.3.5. Line Item Transfers

8.3.6. Financial Reports

John Jennings and Greg Hobaugh reviewed the education resource items with the Board.

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. *Jessica Tavaras asked will the 22-23 sexual education curriculum be discussed? Greg Hobaugh noted the current curriculum is on-line. Regarding any new standards, the District is awaiting guidance from the State on implementation.*

9. EXECUTIVE/CLOSED SESSION

Board President calls for a motion at 7:10 pm Karyn Gove and a second **Robert Imhoff, unanimously approved**, in accordance with the Sunshine Law, Chapter 321, P.L. 1975, to discuss:

- Executive Session Minutes
- 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 7:20 pm Erin Delgado and a second **Colleen Poles, unanimously approved**, to reconvene public session.

11. ADOPTION OF MINUTES FROM PREVIOUS EXECUTIVE SESSION

11.1.1. Regular Meeting Executive Session Minutes March 21, 2022

11.1.2. Work Session Executive Session Minutes April 11, 2022

12. ADJOURNMENT

Board President calls for a motion at 7:25 pm Robert Imhoff and a second Erin Delgado, unanimously approved, to adjourn the meeting.

Respectfully Submitted,

A handwritten signature in black ink, appearing to read "John Jennings", with a long horizontal flourish extending to the right.

John Jennings

Business Administrator/Board Secretary