

**HIGH BRIDGE BOARD OF EDUCATION
WORK SESSION MEETING MINUTES
Monday, April 17, 2023**

1. OPENING OF MEETING - 6:30 PM - *The meeting began at 6:30 p.m.*

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 for listening purposes only on Google Meet. The Board will only accept public participation from those who are physically in attendance, as per Policy 0168. Please notify the board if you intend to record this meeting.

Date: Monday, April 17, 2023

Time: 6:30 pm

No formal action will be taken.

2. PLEDGE OF ALLEGIANCE

3. ROLL CALL by Karolina Cywa, SBA / Board Secretary

Benjamin Bolger - *Present*

Erin Delgado - *Absent*

Karyn Gove - *Present*

Robert Imhoff - *Present*

Michael McCasland - *Present*

Colleen Poles - *Present*

Cynthia Sharkey - *Present*

Additional Members Present:

Dr. Gregory Hobaugh, Superintendent - *Present*

Karolina Cywa, SBA / Board Secretary - *Present*

4. PRESENTATION & RECOGNITION ITEM

4.1. Superintendent's Update

The Superintendent reviewed the following with the Board:

- *State testing will be held in the first week of May,*
- *at the next board meeting, the stabilization aid will be voted and High Bridge School District should receive 66% of the lost funds,*
- *the school collects applications for summer programs which will be funded with ESSER money,*
- *Elementary School collected 132 boxes of cereal which will be donated to Clinton Food Pantry,*
- *the field trips list was provided to the board,*
- *the newly hired preschool coach will be shared with another district,*

- sports will start tomorrow - softball and baseball,
- the new attendance policy will be in line with the high school policy,
- update on the climate change grant and what will be purchased with the money,
- Tuesday, June 13th will be the graduation,
- the updated calendar will be voted on,
- the Middle School boiler project is in progress,
- basketball hoop update - crew tried to straighten the pole but it didn't work so the town will purchase a new pole,

Dr. Hobaugh thanked Ms. Courtney Bursztyn for her hard work and awesome performance. He also noted that two HIB cases were not found as HIB and will be voted on next week.

5. REVIEW OF OFFICIAL CORRESPONDENCE

<u>Name</u>	<u>Date</u>	<u>Subject</u>
Lauren Richardson <i>(Attachment: Richardson Retirement 3 13 23)</i>	3/13/23	Notice of Retirement
Timothy Tuttle <i>(Attachment: Tuttle Correspondence 3 13 23)</i>	3/13/23	Rescind Notice of Retirement
Robyn Ulmer <i>(Attachment: Ulmer Correspondence 3 13 23)</i>	3/13/23	Fourth Grade Presentation
Nicole Poko <i>(Attachment: Poko Correspondence 3 13 23)</i>	3/13/23	Opposition to Controversial Guest Speaker
Douglas Walker <i>(Attachment: Walker Correspondence 3 13 23)</i>	3/13/23	Unintended Consequences
Leah Epstein <i>(Attachment: Epstein Correspondence 3 13 23)</i>	3/13/23	Controversial Guest Speaker
Michele Lee <i>(Attachment: Lee Correspondance 3 14 23)</i>	3/14/23	HB Schools Cut in State Funding 2023/2024
Nicole Poko <i>(Attachment: Poko Correspondence 3 14 23)</i>	3/14/23	Opposition to Controversial Guest Speaker
Carl Katzenberger <i>(Attachment: Katzenberger Correspondence 3 15 23)</i>	3/15/23	Request for Mileage Reimbursement for Coaches
Alan Schwartz <i>(Attachment: Schwartz Correspondence 3 24 23)</i>	3/24/23	HB Schools Cut in State Funding 2023/2024
Jen Darman <i>(Attachment: Darman Correspondence 3 30 23)</i>	3/30/23	Security Concerns

6. REPORTS TO THE BOARD

6.1. Board President's Report

6.1.1. Hunterdon County School Boards Association Meeting Update - Robert Imhoff

Mr. Robert Imhoff noted that April 27th is the next county meeting which will be held both in person and virtually. He informed the Board that "NJSchool Boards" dues went up.

6.1.2. Sustainability Committee Update

Ms. Karyn Gove informed the Board that the next meeting would be next Tuesday.

7. HIB REPORTS

WHEREAS, N.J.S.A. 18A:37-15(e) requires that at the next board of education meeting following its receipt of a HIB report, the board shall issue a decision, in writing, to affirm, reject, or modify the superintendent’s decision.

The Superintendent shall inform the parties of the Board’s determination in writing, as well as their right to appeal the determination to the Commissioner of Education, in accordance with the procedures set forth in law and regulation, no later than 90 days after the issuance of the board’s decision; or to file a complaint with the Division on Civil Rights within 180 days of the occurrence of any incident of harassment, intimidation, or bullying based on membership in a protected group as enumerated in the “Law Against Discrimination,” P.L.1945, c.169 (C.10:5-1 et seq.)

- 7.1. HIB Investigation Report 2022-23 MS07 (*Attachment: 22-23 MS07 Redacted*).
- 7.2. HIB Investigation Report 2022-23 ES03 (*Attachment: 22-23 ES03 Redacted*).

8. ACTION ITEMS

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

- 8.1.1. Revised 2022-23 school calendar, (*Attachment: Amended 2022-23 School Calendar*)
- 8.1.2. Class trips and transportation:

Grade	Location	Cost	Incurred By
3	NJ State Museum	\$33.00	Parents/Guardians
7	Liberty Science Center	\$40.00	Parents/Guardians
8	Kingwood Township School, Frenchtown, NJ - goHunterdon Electric Car Competition	TBD For Transportation	Parents/Guardians

- 8.1.3. Revised and/or new policies and regulations. (*Attachments: Alert 230 Policies, Alert 230 Regulations, and Regulation 5200 Attendance Recommendation*)
 - 8.1.3.1. P 0144 Board Member Orientation and Training (Revised)
 - 8.1.3.2. P & R 2520 Instructional Supplies (M) (Revised)
 - 8.1.3.3. P 3217 Use of Corporal Punishment (Revised)
 - 8.1.3.4. P 4217 Use of Corporal Punishment (New)
 - 8.1.3.5. P 5305 Health Services Personnel (M) (Revised)
 - 8.1.3.6. P & R 5308 Student Health Records (M) (Revised)
 - 8.1.3.7. P & R 5310 Health Services (M) (Revised)
 - 8.1.3.8. P 6112 Reimbursement of Federal and Other Grant Expenditures (M) (Revised)
 - 8.1.3.9. R 6115.01 Federal Awards/Funds Internal Controls – Allowability of Costs (M) (New)
 - 8.1.3.10. P 6115.04 Federal Funds – Duplication of Benefits (M) (New)
 - 8.1.3.11. P 6311 Contracts for Goods or Services Funded by Federal Grants (M) (Revised)
 - 8.1.3.12. P 7440 School District Security (M) (Revised)
 - 8.1.3.13. P 9100 Public Relations (Abolished)
 - 8.1.3.14. P 9140 Citizens Advisory Committees (Revised)

8.1.3.15. R 9140 Citizens Advisory Committee (M) (Abolished)

8.1.3.16. P5200 Attendance (M) (Revised)

8.2. Human Resources - Personnel, Management & Community Relations

- 8.2.1.** With best wishes, the retirement of first-grade teacher, Lauren Richardson. (*Attachment: Richardson Retirement 3 13 23*)
- 8.2.2.** Emma Alparone as BCBA for home instruction at the contracted rate of \$32.00 per hour, not to exceed twenty-four (24) hours, for a total of \$768.00.
- 8.2.3.** Rescind the remaining ten (10) hours of HBMS TV Production Advisor originally granted to Danielle Weber due to a leave of absence.
- 8.2.4.** Sherry Baranek as replacement HBMS TV Production Advisor for ten (10) hours at the contracted rate of \$19.00 per hour, not to exceed \$190.00.
- 8.2.5.** Bhavna Sharma as a 1:1 paraprofessional, in accordance with student IEPs, for the TREP\$ Club at the contracted hourly rate of \$19.00 for up to ten (10) hours, not to exceed \$190.00
- 8.2.6.** Christopher Ronkowitz as a substitute nurse at a per diem rate of \$150.00.
- 8.2.7.** Rachel Katzenberger as a volunteer coach for the Middle School Girls Softball team.
- 8.2.8.** Alyssa Oliver as part-time Preschool Instructional Coach for the High Bridge School District at a level of MA+30 Step 5 at a prorated annual salary of \$41,484.00 for the 2022-23 school year based on the 2021-2024 negotiated agreement, effective May 1, 2023.
- 8.2.9.** Voorhees High School students, Cassie Avallone and Maya Wurst, to provide free after-school STEAM enrichment workshops to interested fourth-grade students, meeting once a week for 3 weeks, under the supervision of Lynn Hughes. (*Attachment: STEAM Project Workshops*)
- 8.2.10.** Resignation of John (Jack) Cahill as part-time custodian, effective April 6, 2023.
- 8.2.11.** Chaperones for the 8th-grade trip to Washington, DC.

<u>Name</u>	<u>Date</u>	<u>Event</u>	<u>Rate</u>
Gregory Hobaugh	May 24-26, 2023	Washington DC	\$125/night = \$375
Richard Kolton	May 24-26, 2023	Washington DC	\$125/night = \$375
Coleen Conroy	May 24-26, 2023	Washington DC	\$115/night = \$345
Carl Katzenberger	May 24-26, 2023	Washington DC	\$115/night = \$345
Kayla Turner	May 24-26, 2023	Washington DC	\$115/night = \$345
Katy Morello - Nurse	May 24-26, 2023	Washington DC	\$150/day = \$450 \$150/night = \$450

8.3. Educational Resources - Finance and Facilities

8.3.1. Travel expenditure for workshops:

Staff/Bd Member	Workshop	Date	Registration Fee	Mileage	Other	Total
Megan Gulevski	Social Emotional Character Development	3/15/23	N/A	N/A	N/A	N/A
Christina Harding	Literary Conference: Spring	4/21/23	\$99.00	N/A	N/A	\$99.00

	Into Joyful Literacy Instruction					
Heidi Johnston	Handle With Care Recertification Training	4/28/23	\$525.00	N/A	\$32.00	\$557.00
Maria Monaco	Handle With Care Recertification Training	4/28/23	\$525.00	\$46.91	\$32.00	\$603.91

- 8.3.2. Shared services contract between High Bridge School District and the Hampton School District for the purpose of sharing the professional services of a Preschool Instructional Coach. *(Attachments: Preschool Instructional Coach HB Hampton Shared Services Agreement and Preschool Instructional Coach Detailed Cost Statement)*
- 8.3.3. NJDOE School Climate Change Pilot Grant funds in the amount of \$6,660.00.
- 8.3.4. Supplemental Stabilization Aid Request Pursuant to Senate Bill No. 3732 of 2023. *(Attachment: FY2023 Supplemental Stabilization Aid Request)*
- 8.3.5. **WHEREAS**, the Board is a party in a special education due process action before the Office of Administrative Law, bearing OAL Docket Numbers EDS 10185-22 and EDS 10186-22 and Agency Reference Numbers 2023-35042 and 2023-35051; and **WHEREAS**, the parties wish to amicably resolve the pending actions without any further legal proceedings, pursuant to the terms presented to the Board in a Settlement Agreement (“Agreement”); **NOW, THEREFORE, BE IT RESOLVED THAT** the Board of Education approves the Agreement of the within-referenced due process actions on the terms and conditions contained therein; and **BE IT FURTHER RESOLVED THAT** the Board President is authorized to execute the Agreement on behalf of the Board.
- 8.3.6. **Payment of Bills**
- 8.3.7. **Line Item Transfers for March 2023**
- 8.3.8. **Financial Reports**

9. 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. While all comments will be considered and a response will be forthcoming if and when appropriate, School Board members will not respond to the speakers during the public comment portion of the meeting. Speakers with questions are encouraged to contact the Superintendent directly before or after the meeting.

Ms. Michelle Leyesa, an 8th-grade student parent, wanted to verify/confirm the graduation date which is, Tuesday, June 13th.

Ms. Jennifer Dorman, the mother of the kindergarten and 3rd-grade students, expressed her concerns about school security and the recent school shootings. She requested more security for both schools.

Ms. Marilyn Andrade also expressed her concerns about school security and the possibility of making a school safe by having a police officer in the building.

Ms. Michelle Lee, another parent raised concerns about shooting and safety.

10. EXECUTIVE/CLOSED SESSION

Board President calls for a motion at 7:06 p.m. Robert Imhoff moved and a second **Karyn Gove unanimously approved**, in accordance with the Sunshine Law, Chapter 321, P.L. 1975, to discuss:

- HIB Appeal Hearing
- Security Procedure Concerns
- Budget
- Litigation
- 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.

11. RECONVENE PUBLIC SESSION

Board President calls for a motion at 9:33 p.m. Benjamin Bolger moved and a second **Colleen Poles unanimously approved** to reconvene the public session.

12. ADJOURNMENT

Board President calls for a motion at 3:34 p.m. Karyn Gove moved and a second **Robert Imhoff unanimously approved** to adjourn the meeting.

Respectfully submitted



Karolina Cywa

School Business Administrator/Board Secretary