

MINUTES OF REGULAR MEETING

July 26, 2016

AT 7:00 P.M. AT THE HAMBURG ELEMENTARY SCHOOL

PRESENT: Charlotte Ambrose, Mathew Christy, Sandra Cunningham, Jennifer Davis, Stephanie Douglas, Timothy Gillen, Sheila Frayko, Vice President, Robert Jones, President

3 Members of the Public

ABSENT: Martina Cuevas

Mr. Jones, President, **opened the meeting at 7:00 P.M.**, with the Flag Salute and Pledge of Allegiance, which was followed by the following statement:

"This meeting is being conducted in compliance with the Open Public Meeting Act-Chapter 231-Public Laws of 1975. Advance written notice of at least 48 hours was given specifying the time, date, and to the extent known, the agenda and stating whether formal action may or may not be taken and has been properly posted at the school, mailed to the Clerk/Administrator, mailed to the N.J. Herald, the Sunday Herald and the Star Ledger."

APPROVAL OF MINUTES

On motion by Mrs. Frayko, seconded by Mr. Christy, and carried by the following voice vote, **approved the 21 June 2016 Regular Meeting minutes:**

Yes	-	7
No	-	0
Abstain	-	Mrs. Davis

PRESENTATION TO THE BOARD

None at this time.

CORRESPONDENCE

Mr. Jones read a letter from Dr. Rosalie S. Lamonte, Executive County Superintendent, congratulating Mr. Jinks on being named Superintendent of the Year by the Sussex County Superintendent's Association.

MINUTES OF REGULAR MEETING

July 26, 2016

OPEN TO THE PUBLIC

On motion by Mrs. Frayko, seconded by Mrs. Davis, and carried unanimously by voice vote, **opened the meeting to the public for agenda items at 7:02 P.M.**

Mrs. Amy Christy addressed the Board regarding the newspaper advisor appointment.

Mr. Jinks responded.

On motion by Mr. Christy, seconded by Mrs. Cunningham, and carried unanimously by voice vote, **closed the meeting to the public for agenda items at 7:03 P.M.**

COMMITTEE REPORTS

State & County School Boards – No report.

Sussex County Educational Services Commission – Mrs. Ambrose reported on the 27 June 2016 Sussex County Educational Services Commission Board meeting.

Liaison with the Hamburg Borough Council – No report.

Building & Grounds – Mr. Gillen and Mr. Jinks reported on the Building and Grounds Committee meeting that was held prior to the Board meeting. A discussion occurred regarding the status of the Front Entry Improvement Project. Additionally a conversation ensued on some possible delays with the project not being completed by the end of August due to the lead time on the Front Entry windows and doors; the additional drainage piping and the re-routing of the new pipe to a new inlet in the circular driveway and; the addition of a new concrete wall to replace the interlocking paver block wall. Mr. Jinks reviewed the options/proposals for a new school sign.

Education & Policy –

On motion by Mrs. Ambrose, seconded by Mrs. Frayko, and carried unanimously by roll call vote, **approved 209 Policy Alert, Policy & Regulations.**

Mr. Jinks discussed the new procedures for reviewing the Board's Policy updates because of being on-line with Straus Esmay.

Negotiations & Personnel – No report.

MINUTES OF REGULAR MEETING

July 26, 2016

Finance Committee -

On motion by Mr. Christy, seconded by Mrs. Frayko, and carried unanimously by roll call vote, approved, accepted, announced and/or certified the following:

- a. Approved the June 2016 bills in the amount of \$624,359.27 and the bills from July 1 to July 26, 2016 in the amount of \$397,536.06.
- b. Approved the bills for the Cafeteria Account in the amount of \$10,117.35.
- c. Accepted the Board Secretary's and Treasurer's Reports for 30 June 2016.
- d. Approved the Transfers made by the Superintendent after the 30 June 2016 Board Meeting, with fund 10 debits totaling \$62,400 as depicted on DOCUMENT A and the Board acknowledges that these transfers may increase/decrease the maximum dollar limit established as part of the 2015-16 budget process for various professional services.
- e. Pursuant to N.J.A.C. 6A:23A-16.10, the Board Administrator/Board Secretary certifies that as of 30 June 2016, no budgetary line item account has been over-expended violating N.J.A.C. 6A:23-2.12(a).
- f. Pursuant to N.J.A.C. 6A:23A-16.10, the Board of Education certifies that no major account has been over-expended and that sufficient funds are available to meet the district's financial obligations for the remainder of the fiscal year.



Business Administrator/Board Secretary

30 June 2016
DATE

OLD BUSINESS

The Board Secretary updated the Board on the 11 July 2016 Land Use meeting regarding the Front Entry Improvement Project, stating the project was approved as submitted. A brief discussion ensued.

NEW BUSINESS

Mr. Christy and the members of the AD Hoc Communications Committee scheduled a committee meeting for 23 August 2016 at 6 P.M.

MINUTES OF REGULAR MEETING

July 26, 2016

BOARD SECRETARY'S REPORT

On motion by Mrs. Frayko seconded by Mrs. Cunningham, and carried unanimously by roll call vote, approved the following individuals to attend the Annual New Jersey School Boards Conference in Atlantic City, 25-27 October 2016, lodging for October 25 & 26, workshop registration fees, and reimbursement of mileage & meals, in accordance with the Board policy, as follows:

- o Sandra Cunningham
- o Stephanie Douglas
- o Timothy Gillen
- o Robert Jones
- o Roger Jinks

The Board Secretary reviewed the required training programs that are available to Board members, as provided by the New Jersey School Boards Association (DOCUMENT A-1).

On motion by Mrs. Frayko seconded by Mr. Christy, and carried unanimously by roll call vote, approved the submission of the FY 2016-17 NCLB/IDEA grant applications as depicted on DOCUMENT B and to decline Title 3 fund in the amount of \$243.

On motion by Mr. Gillen seconded by Mrs. Davis, and carried unanimously by roll call vote, approved payment request # 1 in the amount of \$58,445.90, as submitted by Alexander the Great, Inc. for the Front Entry Improvement Project at the Hamburg School (DOCUMENT B-1).

The Board Secretary discussed the need to move forward with a Department of Education (1900) Facility Application for a project to replace the windows, doors, and fascia of the three story wing as well as possible structural repairs to the masonry/steel exterior at the Hamburg School. Considerable discussion ensued among the board and this item will be on the August 2016 agenda for further discussion.

SUPERINTENDENT'S REPORT

On motion by Mrs. Frayko, seconded by Mr. Christy, and carried unanimously by roll call vote, after some discussion, as per the Superintendent's recommendation, approved:

- Adopting the up-dated Science Curriculum (made available to Board Members on 19 July 2016 via Google Drive.)
- Rescinding the contract for Classroom Aide, Lisa Deutsch for the 2016-2017 school year.

MINUTES OF REGULAR MEETING

July 26, 2016

- Approved Leo LaBarge as Special Ed Teacher from 5 July to 28 July 2016 in the Hamburg School Extended Year Program at a rate of \$34.97 per hour not to exceed 37.5 hours per week.

On motion by Mrs. Frayko, seconded by Mrs. Cunningham, and carried unanimously by roll call vote, as per the Superintendent's recommendation, **approved:**

- Professional Development Visitations as depicted on DOCUMENT C.
- Field Trips as depicted on DOCUMENT D.
- Building Use as depicted on DOCUMENT E.
- Tuition Contract Agreement as depicted on DOCUMENT F.
- The Extra Duty Positions for the 2016-2017 school year as follows:

Activity	Staff Member	Level	Salary
Athletic Coordinator	Barry Douglass	6	\$1848
Art Club	Elizabeth Wassel	2	\$1126
AVA Coordinator	Michael Blochinger	2	\$1350
Band	June Tarantino	4	\$1350
Boys Basketball	Rachel Windish	6	\$2139
Girls Basketball	Michael Blochinger	6	\$2139
Girls Basketball Assistant	Pamela Dean	2	\$1575
Chorus	June Tarantino	4	\$1350
Computer Tech Advisor	Sandra Hoover	2	\$1463
Cross Country	Karen Titus	2	\$1126
Cross Country Assistant	Sandra Hoover	1	\$788
Drama	June Tarantino	4	\$1801
Drama Assistant	Rachel Windish	2	\$1238
Eighth Grade Advisor	Dorothy Smalley	6	\$1181
Environmental Club	Darby Kolb	2	\$1126
National Junior Honor Society	Michele Sealander	2	\$1126
Safety Patrol	Dorothy Smalley	2	\$956

MINUTES OF REGULAR MEETING

July 26, 2016

School Newspaper	Dorothy Smalley	3	\$1126
Soccer	Michael Blochinger	6	\$2026
Track	Karen Titus	5	\$1407
Track Assistant	Suzanne Williamson	4	\$1126
Volleyball	V. Danko & N. Rudneva	6	\$1463 (split)
Yearbook	Michele Sealander	6	\$1350

On motion by Mrs. Frayko, seconded by Mrs. Cunningham, and carried unanimously by roll call vote, as per the Superintendent's recommendation, accepted the Superintendent's report of zero (0) incidents of HIB as reported to the Board on 21 June 2016.

Mr. Jinks reported the following drills:

Fire Evacuation Drill – 7/19/16 – 2 min. 11 sec.

Mr. Jinks discussed the overnight trip to the Pocono Environmental Center on September 29 & 30, 2016.

OPEN TO THE PUBLIC

On motion by Mrs. Frayko, seconded by Mrs. Davis, and carried unanimously by voice vote, opened the meeting to the public at 8:03 P.M.

Mrs. Amy Breitenbach addressed the Board regarding the Staff Co-curricular/Athletic appointments.

Mr. Brian Tobachnick addressed the Board regarding the new Science Curriculum.

Mr. Jinks responded.

Mrs. Amy Christy addressed the Board regarding the money that may be spent on the 1900 building's exterior as opposed to the monies being spent elsewhere in the school.

Mr. Jinks responded.

On motion by Mrs. Frayko, seconded by Mrs. Davis, and carried unanimously by voice vote, closed the meeting to the public at 8:16 P.M.

Mr. Jinks excused himself from the meeting at 8:16 P.M.

MINUTES OF REGULAR MEETING

July 26, 2016

EXECUTIVE SESSION

On motion by Mrs. Frayko, seconded by Mr. Christy, and carried unanimously by voice vote, closed the meeting to the public at 8:16 P.M. and adopted the following resolution:

TO EXECUTIVE SESSION

WHEREAS, pursuant to N.J.S.A. 10:4-12(b), the Board of Education may exclude the public from that portion of a public meeting at which the Board discusses any of the matters described at N.J.S.A. 10:4-12(b)(1)-(9);

NOW, THEREFORE, BE IT RESOLVED that the Board of Education shall forthwith enter into closed session to discuss the following matter(s) concerning:


- Matters rendered confidential by state or federal law
- Personnel - Superintendent Evaluation
- Appointment of a public official
- Matters covered by the attorney-client privilege
- Pending or anticipated litigation
- Pending or anticipated contract negotiations
- Protection of the safety or property of the public
- Matters which would constitute an unwarranted invasion of privacy
- Matters in which the release of information would impair a right to receive funds from the United States Government
- Matters concerning collective negotiations and/or the negotiation of terms and conditions of employment of employees of the Board of Education
- Possible imposition of a civil penalty or suspension

BE IT FURTHER RESOLVED that said discussion may be disclosed to the public when the reasons for discussing and acting upon it in closed session no longer exist.

On motion by Mrs. Frayko, seconded by Mrs. Davis, and carried unanimously by voice vote, that the Board returned to regular session at 8:42 P.M.

On motion by Mrs. Frayko, seconded by Mrs. Davis, and carried unanimously by voice vote, that the Board adjourned the meeting at 8:42 P.M.

Respectfully submitted,



William J. Sabo
Business Administrator/
Board Secretary