

MINUTES OF REGULAR MEETING

August 29, 2017

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

PRESENT: Charlotte Ambrose, Karen Crosby, Martina Cuevas, Sandra Cunningham, Jennifer Davis, Timothy Gillen, Sheila Frayko, Vice President, Robert Jones, President

3 Members of the Public

ABSENT: Mathew Christy

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 Mrs. Davis, and carried by the following voice vote, **approved the 25 July 2017 Regular Meeting minutes and the Executive Meeting minutes:**

Yes	-	7
No	-	0
Abstain	-	Mrs. Cuevas

On motion by Mrs. Frayko, seconded by Mrs. Davis, and carried by the following voice vote, **approved the 15 August 2017 Special Meeting minutes:**

Yes	-	6
No	-	0
Abstain	-	Mrs. Cuevas, Mrs. Cunningham

MINUTES OF REGULAR MEETING

August 29, 2017

PRESENTATION TO THE BOARD

None.

CORRESPONDENCE

None.

OPEN TO THE PUBLIC

At this time, members of the public are invited to address the Board. Please note that public comments on the agenda items will be made in accordance with Policy 0167 – Public Presentation at Board Meetings. Each statement made by all participants may be limited to three minutes in duration. If you would like to address the Board, please raise your hand to be called upon. Once called, please stand and state your name and address before making your statement to the Board.

On motion by Mrs. Ambrose, seconded by Mrs. Davis, and carried unanimously by voice vote, **opened the meeting to the public for comment at 7:04 P.M.**

No one addressed the Board.

On motion by Mrs. Cunningham, seconded by Mrs. Cuevas, and carried unanimously by voice vote, **closed the meeting to the public for comment at 7:04 P.M.**

COMMITTEE REPORTS

State & County School Boards – Mr. Jones reported the September 28, 2017 Sussex County School Boards meeting will be held at the Sussex County Community College.

Sussex County Educational Services Commission – Mrs. Ambrose reported on the 28 August 2017 Sussex County Educational Services Commission meeting.

Liaison with the Hamburg Borough Council – Mrs. Frayko reported on the events that are scheduled for the Borough and thanked Councilmen Barr and Burd for answering questions about the school at a recent council meeting (Councilmen Barr and Burd are former Hamburg Board of Education members).

MINUTES OF REGULAR MEETING

August 29, 2017

Building & Grounds – Mr. Gillen reported on various projects completed at the school over the summer (lead in water testing/remediation and the Media Center Humidity Project) and complimented the custodial staff on how well the school looks.

Education & Policy – No Report.

Negotiations & Personnel – Mrs. Frayko reported that she and Mr. Jones will be meeting with representatives from the Franklin Borough Board of Education on 30 August 2018 to discuss renewing the Interlocal Agreement with Franklin that is expiring on 30 June 2018. A brief discussion ensued.

Finance Committee -

On motion by Mrs. Davis, seconded by Mrs. Frayko, and carried unanimously by roll call vote, after some discussion approved, accepted, announced and/or certified items a through f:

- a. Approved the July 2017 bills in the amount of \$369,790.81 and the bills from August 1 to August 29, 2017 in the amount of \$616,535.09.
- b. Approved the bills for the Cafeteria Account in the amount of \$185.00.
- c. Accepted the Board Secretary's and Treasurer's Reports for 31 July 2017.
- d. Approved the Transfers made by the Superintendent after the 25 July 2017 Board Meeting, with fund 10 debits totaling \$72,000 as depicted on DOCUMENT A and the Board acknowledges that these transfers may increase/decrease the maximum dollar limit established as part of the 2017-18 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 31 July 2017, 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

31 July 2017
DATE

MINUTES OF REGULAR MEETING

August 29, 2017

OLD BUSINESS – No old business.

NEW BUSINESS – No new business.

BOARDS SECRETARY'S REPORT

On motion by Mrs. Frayko, seconded by Mrs. Cunningham, and carried unanimously by roll call vote, approved the submission of the application for the FY 2017-2018 ESSA grant expenditures as depicted on DOCUMENT B, which depicts the FY 2017-18 ESSA/IDEA grant expenditure.

The Board Secretary reported the nominating petitions for the November 2017 Annual School Election that was submitted to the County Clerk by 31 July 2017 as follows:

- June Cade
- Robert Jones
- Jennifer Davis

On motion by Mrs. Frayko, seconded by Mrs. Davis, and carried unanimously by roll call vote, approved the following individuals to attend the Annual New Jersey School Boards Conference in Atlantic City, 23-26 October 2017, lodging for October 23-25, workshop registration fees, and reimbursement of mileage and meals, in accordance with Board policy as follows:

- Mathew Christy
- Sandra Cunningham
- Timothy Gillen
- Robert Jones
- Roger Jinks

On motion by Mrs. Frayko, seconded by Mrs. Davis, and carried unanimously by roll call vote, approved the following [DOCUMENT C] for the Media Center HVAC Improvement at the Hamburg School, Air Maintenance Solutions, Inc. is the contractor that performed the work:

- Accepted the project as complete and approved the first payment request #1 in the amount of \$54,400.90 as submitted by the contractor.
- Approved Change Order #1 in the amount of \$5,704 and Change Order #2 in the amount of (\$4,296).

MINUTES OF REGULAR MEETING

August 29, 2017

SUPERINTENDENT'S REPORT

On motion by Mrs. Frayko, seconded by Mrs. Cunningham, and carried unanimously by roll call vote, as per the Superintendent's recommendation, **approved items 1 – 3:**

1. **Professional Development as depicted on DOCUMENT D.**
2. **Substitutes as depicted on DOCUMENT E.**
3. **Facility Use as depicted on DOCUMENT F.**

On motion by Mrs. Frayko, seconded by Mrs. Davis, and carried unanimously by roll call vote, as per the Superintendent's recommendation, **approved items 1 – 2:**

1. **Student #4000350 to attend Hamburg School Pre-School Disabled Program from Hampton School District for the 2017-2018 school year at a rate of \$24,302.00. This placement requires a 1:1 classroom aide at \$13,085.50 and associated payroll costs along with any related services to be paid by the sending district as part of the tuition agreement.**
2. **Student #00335 to attend Hamburg School from Montague Township School District for the 2017-2018 school year at a rate of \$25,142.80. This placement requires a 1:1 classroom aide at \$13,085.50 and associated payroll costs along with any related services to be paid by the sending district as part of the tuition agreement.**

On motion by Mrs. Frayko, seconded by Mrs. Cuevas, and carried unanimously by roll call vote, as per the Superintendent's recommendation, **accepted the resignation of Dominga Tejada, classroom aide, effective immediately.**

Mr. Jinks reported:

Fire/Evacuation/Safety Drills:

Fire Evacuation Drill – N/A

On motion by Mrs. Frayko, seconded by Mrs. Cunningham, and carried unanimously by roll call vote, as per the Superintendent's recommendation, after some discussion, **approved the 2017 School Self-Assessment for Determining Grades under the Anti-Bullying Bill of Rights Act from 1 July 2016 through 30 June 2017 as depicted on DOCUMENT G.**

On motion by Mrs. Frayko, seconded by Mrs. Davis, and carried unanimously by roll call vote, as per the Superintendent's recommendation, **approved the 2017-2018 School Goal Action Plan as depicted on DOCUMENT H.**

MINUTES OF REGULAR MEETING

August 29, 2017

On motion by Mrs. Frayko, seconded by Mrs. Cunningham, and carried unanimously by roll call vote, as per the Superintendent's recommendation, approved the Marzano Focused Teacher Evaluation Model and the Marzano School Leader Evaluation Model as the district evaluation tools for the 2017-2018 school year.

On motion by Mr. Gillen, seconded by Mrs. Frayko, and carried unanimously by roll call vote, as per the Superintendent's recommendation, after some discussion, approved the following extra duty positions as follows:

Activity	Staff Member	Level	Salary
Athletic Coordinator	Barry Douglass	6	\$1848
Art Club	Elizabeth Wassel	3	\$1238
AVA Coordinator	Michael Blochinger	3	\$1463
Band	June Tarantino	5	\$1407
Boys Basketball	Rachel Windish	6	\$2139
Boys Basketball Assistant	Kate Field	4	\$1801
Girls Basketball			
Girls Basketball Assistant			
Chorus	June Tarantino	5	\$1407
Computer Tech Advisor	Sandra Hoover	3	\$1575
Cross Country	Karen Titus	3	\$1238
Cross Country Assistant	Sandra Hoover	2	\$900
Drama	June Tarantino	5	\$1856
Drama Assistant	Rachel Windish	3	\$1350
Eighth Grade Advisor	Dorothy Smalley	6	\$1181
Environmental Club	Darby Kolb	3	\$1238
National Junior Honor Society	Michele Sealander	3	\$1238
Safety Patrol	Dorothy Smalley	3	\$1069
School Newspaper	Dorothy Smalley	4	\$1238
Soccer	Michael Blochinger	6	\$2026
Soccer Assistant	Kate Field	2	\$1463
Track	Suzanne Williamson	4	\$1350
Track Assistant	Kate Field	1	\$788

MINUTES OF REGULAR MEETING

August 29, 2017

Volleyball	V. Danko	6	\$1463
Yearbook	Michele Sealander	6	\$1350

OPEN TO THE PUBLIC

~ At this time, members of the public are invited to address the Board. Please note that public comments on the agenda items will be made in accordance with Policy 0167 – Public Presentation at Board Meetings. Each statement made by all participants may be limited to three minutes in duration. If you would like to address the Board, please raise your hand to be called upon. Once called, please stand and state your name and address before making your statement to the Board.

On motion by Mrs. Frayko, seconded by Mrs. Davis, and carried unanimously by voice vote, **opened the meeting to the public at 7:28 P.M.**

Mr. Jinks commented on Mr. Tobachnick and his family traveling to South Carolina to view the recent total eclipse of the sun.

On motion by Mrs. Frayko, seconded by Mrs. Davis, and carried unanimously by voice vote, **closed the meeting to the public at 7:29 P.M.**

EXECUTIVE SESSION

No Executive Session.

On motion by Mrs. Frayko, seconded by Mrs. Cuevas, and carried unanimously by voice vote, **that the Board adjourned the meeting at 7:29 P.M.**

Respectfully submitted,



William J. Sabo
Business Administrator/
Board Secretary