

# MINUTES OF REGULAR MEETING

September 26, 2017

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

PRESENT: Charlotte Ambrose, Mathew Christy, Martina Cuevas, Sandra Cunningham, Timothy Gillen, Sheila Frayko, Vice President, Robert Jones, President

6 Members of the Public

ABSENT: Karen Crosby, Jennifer Davis

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. Cunningham, and carried by the following voice vote, approved the 29 August 2017 Regular Meeting minutes:

Yes	-	6
No	-	0
Abstain	-	Mr. Christy

## PRESENTATION TO THE BOARD

The Hamburg School Board of Education Student of the Month for September 2017 honorees were:

Grade PreK – 2 recipient – Evonne Zhang  
Grade 3 - 5 recipient – Dionte Lawrence  
Grade 6 - 8 recipient – Samantha Fried

Mr. Jones presented each student with a certificate of recognition.

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## CORRESPONDENCE

Mr. Jinks read a letter from NJCAP advising Hamburg School that the district has been awarded funding to implement both the Elementary and Teen Programs, grades 3, 5 & 7.

## 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 Mr. Christy, and carried unanimously by voice vote, **opened the meeting to the public for comment at 7:10 P.M.**

No one addressed the Board.

On motion by Mr. Christy, seconded by Mrs. Frayko, and carried unanimously by voice vote, **closed the meeting to the public for comment at 7:10 P.M.**

## COMMITTEE REPORTS

**State & County School Boards** – Mr. Jones reported that Mr. Christy will be attending the Sussex County School Boards meeting on 28 September 2017.

**Sussex County Educational Services Commission** – Mrs. Ambrose reported on the activities at the Sussex County Educational Services Commission.

**Liaison with the Hamburg Borough Council** – Mrs. Frayko reported that the Mayor of Newton was invited to address the Hamburg Council regarding school consolidation. Some discussion ensued among the Board regarding school consolidation.

**Building & Grounds** – Mr. Gillen reported that quotes were quite favorable to pave the walkway to the lower fields behind the school and it is scheduled to start, weather permitting, on Monday 9 October 2017.

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## Education & Policy –

On motion by Mrs. Ambrose, seconded by Mrs. Frayko, and carried unanimously by roll call vote, adopted the updated Language Arts Curriculum (made available to Board members on 19 September 2017 via Google drive), and approved the updated Mathematics curriculum (made available to Board members on 25 September 2017 via Google drive).

## Negotiations & Personnel – No report.

## Finance Committee -

On motion by Mr. Christy, 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 August 2017 bills in the amount of \$611,730.76 and the bills from September 1 to September 26, 2017 in the amount of \$572,225.37.
- b. Approved the bills for the Cafeteria Account in the amount of \$570.00.
- c. Accepted the Board Secretary's and Treasurer's Reports for 31 August 2017.
- d. Approved the Transfers made by the Superintendent after the 29 August 2017 Board Meeting, with fund 10 debits totaling \$128,600 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 August 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 August 2017  
DATE

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**OLD BUSINESS** – No old business.

**NEW BUSINESS** – Mr. Jones reported that the Wallkill Valley Regional Board of Education will be holding another meeting with the sending districts on Saturday 4 November 2017 at 9 A.M.

## BOARDS SECRETARY'S REPORT

The Board Secretary stated that the Board auditors, Nisivoccia LLP, will be at the 17 October 2017 Board meeting to present the FY 2016-17 audit.

On motion by Mrs. Frayko, seconded by Mr. Christy, and carried unanimously by roll call vote, approved the final payment request #2 in the amount of \$5,263.20 for the Media Center HVAC Improvements at the Hamburg School as submitted by the contractor, Air Maintenance Solutions, Inc. and payment will be released upon approval by the architect.

On motion by Mr. Gillen, seconded by Mrs. Frayko, and carried unanimously by roll call vote, approved the following FY 2017-18 Agreements with the Northern Region Educational Services Commission for providing temporary (on an as needed basis) secretary, financial clerk and/or technology personnel as depicted on DOCUMENT B.

## 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 C and DOCUMENT AD 1.
2. Substitutes as depicted on DOCUMENT D.
3. Field Trips as depicted on DOCUMENT E.

On motion by Mrs. Frayko, seconded by Mr. Christy, and carried unanimously by roll call vote, as per the Superintendent's recommendation, approved items 1 – 4:

1. Rescinded the extra-duty position for Veronica Danko as Volleyball Advisor, Level 6, \$1,463 and Kate Field as Assistant Boys Basketball Coach, Level 4, \$1,801.
2. Approved the following extra-duty positions:

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Activity	Staff Member	Level	Salary
Boys Basketball Assistant	Sandra Hoover	1	\$1463
Girls Basketball Head Coach	Kate Field	3	\$1913
Girls Basketball Assistant	Pamela Dean	3	\$1688
Volleyball	Veronica Danko Natalia Rudneva	6	\$1463 (split)

3. Approved tuition contract with Sparta Township Schools for homeless student #27558 to attend Hamburg School in the amount of \$1,384.60 per month for the 2017-2018 school year.
4. Approved Susan Hearn to provide home instruction for student number 18290 effective 7 September 2017 at a rate of \$40 per hour not to exceed 10 hours per week.

Mr. Jinks reported:

#### Fire/Evacuation/Safety Drills:

Fire Evacuation Drill – 9/11/17 – 2 min 48 sec

Non-Fire Evacuation Drill – 9/21/17 – 3 min 27 sec

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

1. The 2017-2018 NJQSAC Statement of Assurance as depicted on DOCUMENT F.
2. The 2017-2018 Facilities Checklist as depicted on DOCUMENT G.
3. The participation of students in grades 6-8 in a cyber bullying research project being conducted by the Rutgers Discovery Informatics Institute of Rutgers University as depicted on DOCUMENT H.

Mr. Jinks reported that there were zero (0) reported instances of Harassment, Intimidation or Bullying between 7 September 2017 and 22 September 2017.

On motion by Mrs. Frayko, seconded by Mr. Christy, and carried unanimously by roll call vote, as per the Superintendent's recommendation, approved home instruction for student #24390 at a rate of \$40 per hour, not to exceed 10 hours per week and provided by Dana Freeswick, Jacqueline Hoglund and Rachel Windish, effective 26 September 2017.

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Mr. Jinks updated the Board on the recent Superintendents meeting from the Walkkill Valley region. Mr. Jinks stated that Walkkill Valley is planning on hosting a STEAM competition for its sending districts. A brief discussion ensued.

## OPEN TO THE PUBLIC

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On motion by Mr. Christy, seconded by Mrs. Frayko, and carried unanimously by voice vote, **opened the meeting to the public at 7:40 P.M.**

No one addressed the Board.

On motion by Mrs. Frayko, seconded by Mr. Christy, and carried unanimously by voice vote, **closed the meeting to the public at 7:40 P.M.**

## EXECUTIVE SESSION

On motion by Mrs. Frayko, seconded by Mr. Christy, and carried unanimously by voice vote, **closed the meeting to the public at 7:40 P.M.**

### 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 - M.B.
- Appointment of a public official
- Matters covered by the attorney-client privilege

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- Pending or anticipated litigation – Case# 2016-17 #2 update
- Pending or anticipated contract negotiations – Proposed FY 2018-23 Inter-local Agreement with the Franklin Borough Board of Education
- 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

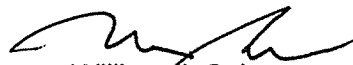
BE IT FURTHER RESOLVED that said discussion may be disclosed to the public when the reasons for discussing and acting upon it in closed session no longer exist.

On motion by Mrs. Frayko seconded by Mrs. Cunningham, and carried unanimously by voice vote, that the Board returned to regular session at 7:58 P.M.

On motion by Mrs. Cunningham, seconded by Mr. Christy, and carried unanimously by roll call vote, as per the Superintendent's recommendation, approved an unpaid child-rearing leave of absence for Mrs. Meghan Braccioforte, school counselor, for child-bearing reasons through June 30, 2018. (The actual start date of this leave is to be determined and once known, will be reported to the Board).

On motion by Mrs. Frayko, seconded by Mrs. Ambrose, and carried unanimously by voice vote, that the Board adjourned the meeting at 8:59 P.M.

Respectfully submitted,



William J. Sabo  
Business Administrator/  
Board Secretary