

MINUTES OF REGULAR MEETING

December 19, 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

12 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 Mr. Christy, and carried by the following voice vote, **approved the 28 November 2017 Regular Meeting minutes:**

Yes	-	7
No	-	0
Abstain	-	2

PRESENTATION TO THE BOARD

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

Grade PreK – 2 recipient – Oliver Dreifus
Grade 3 - 5 recipient – William Gunderman
Grade 6 - 8 recipient – Daniel Lamlamay

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

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CORRESPONDENCE

None.

OPEN TO THE PUBLIC

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On motion by Mrs. Frayko, seconded by Mrs. Cuevas, and carried unanimously by voice vote, **opened the meeting to the public for comment at 7:08 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 for comment at 7:08 P.M.**

COMMITTEE REPORTS

State & County School Boards – Mr. Jinks reported on the 6 December 2017 presentation on school consolidation that was held at Sparta High School. A discussion ensued.

Sussex County Educational Services Commission – Mrs. Ambrose updated the Board on the Sussex County Educational Services Commission's emphasis on offering professional development training opportunities to member districts.

Liaison with the Hamburg Borough Council – Mrs. Frayko had no report.

Building & Grounds – Mr. Gillen had no report.

Education & Policy – Mr. Ambrose stated that an Education and Policy Committee meeting will be scheduled for January to review policy updates.

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Negotiations & Personnel –

On motion by Mrs. Frayko, seconded by Mrs. Cuevas, and carried unanimously by roll call vote, **accepted the resignation of Nicole LeRose, part-time classroom aide effective 31 December 2017.**

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 November 2017 bills in the amount of \$555,149.63 and the bills from December 1 to December 19, 2017 in the amount of \$544,080.98.**
- b. **Approved the bills for the Cafeteria Account in the amount of \$16,313.15.**
- c. **Accepted the Board Secretary's and Treasurer's Reports for 30 November 2017.**
- d. **Approved the Transfers made by the Superintendent after the 28 November 2017 Board Meeting, with fund 10 debits totaling \$5,000 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 30 November 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

30 November 2017
DATE

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OLD BUSINESS - No old business.

NEW BUSINESS – Mr. John Burd, Councilman, thanked the Board for all of their efforts and wished everyone a safe and happy holiday.

BOARDS SECRETARY'S REPORT

The Board Secretary reminded the Board that the Annual Reorganizational Meeting is scheduled for Tuesday 2 January 2018 at 7 P.M.

On motion by Mrs. Frayko, seconded by Mr. Christy, and carried unanimously by roll call vote, after a brief discussion, **adopted the FY 2017-20 New Jersey Schools Insurance Group Indemnity and Trust Agreement Resolution [DOCUMENT B]. Note: the BOE approved at its 21 June 2017 meeting to stay with the NJSIG.**

SUPERINTENDENT'S REPORT

On motion by Mrs. Frayko, seconded by Mrs. Cuevas, 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.**
- 2. Field Trips as depicted on DOCUMENT D.**
- 3. Building Use as depicted on DOCUMENT E.**

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 Equivalency Application regarding the three-year QSAC monitoring cycle as depicted on DOCUMENT F.**

Mr. Jinks reported:

Fire/Evacuation/Safety Drills:

Bomb Threat Drill – 12/15/17 – 1 min 15 sec
Fire - Evacuation Drill – 12/18/17 – 2 min 39 sec

On motion by Mrs. Frayko, seconded by Mrs. Cuevas, and carried unanimously by roll call vote, as per the Superintendent's recommendation, **approved student # 8290.1718 to attend**

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Franklin Borough School for the remainder of the 2017-18 school year at a cost of \$18,439.17 (pro-rated) beginning 4 December 2017.

On motion by Mr. Frayko, seconded by Mr. Christy, and carried unanimously by roll call vote, as per the Superintendent's recommendation, **accepted students (2) #25153 & #25153 at \$12,915 each for the time period of 1 January 2018 through 30 June 2018.**

On motion by Mrs. Frayko, seconded by Mr. Christy, and carried unanimously by voice vote, as per the Superintendent's recommendation, **accepted the Superintendent's HIB report as presented at the 28 November 2017 Board meeting of one (1) substantiated instance of HIB for the time period of 14 October through 21 November 2017.**

Mr. Jinks reported:

Teacher of the year – Ms. Rachel Windish
Educational Services Professional of the year – Ms. Cynthia Langenfeld

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

No one addressed the Board.

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

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EXECUTIVE SESSION

On motion by Mrs. Cuevas, seconded by Mrs. Frayko, and carried unanimously by voice vote, closed the meeting to the public at 7:29 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 – HIB Reporting
- Personnel
- Appointment of a public official
- Matters covered by the attorney-client privilege
- Pending or anticipated litigation
- Pending or anticipated contract negotiations – 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. Cuevas, and carried unanimously by voice vote, that the Board returned to regular session at 8:21 P.M.

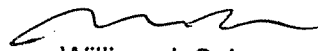
Mr. Jinks reported that there were two (2) HIB investigations conducted between 22 November and 15 December 2017. Based on the findings of the investigation, one claim was determined to be unsubstantiated and one claim was determined to be substantiated. Due to the findings of this investigation, it was determined that the accused must undergo sensitivity and awareness training related to harassment, intimidation and bullying. Also, additional character education lessons will be taught to the students to promote positive social interactions.

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On motion by Mrs. Frayko, seconded by Mr. Christy, and carried unanimously by voice vote, that the Board adjourned the meeting at 8:22 P.M.

Respectfully submitted,



William J. Sabo
Business Administrator/
Board Secretary