

MINUTES OF REGULAR MEETING

March 20, 2018

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

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

9 Members of the Public

ABSENT: None

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. Cunningham, seconded by Mrs. Ambrose, and carried by the following voice vote, **approved the 27 February 2018 Regular Meeting minutes:**

Yes	-	8
No	-	0
Abstain	-	Mrs. Frayko

PRESENTATION TO THE BOARD

The Hamburg School Board of Education Student of the Month for March 2018 honorees were:

Grade PreK – 2 recipient – Jeweliauna Matta
Grade 3 - 5 recipient – Daniel Collins
Grade 6 - 8 recipient – Natalie Armstrong

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

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CORRESPONDENCE

Mr. Jones summarized a letter dated 26 February 2018 from Dr. Rosalie Lamonte, Interim Executive County Superintendent approving the Hamburg Borough Board of Education's FY 2018-19 Special Education Medicaid Initiative [SEMI] waiver request.

Mr. Jones reported that the Walkkill Valley Regional Board of Education retreat on 14 April 2018 has been postponed and will be rescheduled.

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 Mr. Christy, seconded by Mrs. Davis, 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 – No report.

Sussex County Educational Services Commission – Mrs. Ambrose reported on the activities occurring at the Northern Hills Academy, stating that the current enrollment is at 48 students, a 9 student increase from last year.

Liaison with the Hamburg Borough Council – Mrs. Frayko reported that Hamburg Day will be held on 9 September 2018.

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Building & Grounds – Mr. Gillen reported that there will be a Building & Grounds meeting on 19 April 2018 at 4 P.M.

Education & Policy – No report.

Negotiations & Personnel – Mrs. Frayko stated that the negotiations with the Hamburg Education Association are on-going.

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 February 2018 bills in the amount of \$572,725.43 and the bills from March 1 to March 20, 2018 in the amount of \$529,486.32.
- b. Approved the bills for the Cafeteria Account in the amount of \$1,250.00.
- c. Accepted the Board Secretary's and Treasurer's Reports for 28 February 2018.
- d. Approved the Transfers made by the Superintendent after the 27 February 2018 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 28 February 2018, 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

28 February 2018
DATE

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FY 2018-19 BUDGET ADOPTION

Mr. Jinks and the Board Secretary discussed the proposed FY 2018-19 budget [Due to the State aid being released on Thursday 15 March 2018, the FY 2018-19 Budget documents were distributed at the Board meeting]. The proposed 2018 tax impact is 7.6 cents per \$100 of assessed value. A discussion ensued on the use of additional tax levy (Banked Cap); the reasons why various budget lines increased and; the use of capital reserve monies for a recently identified cafeteria humidity issue.

OPEN TO THE PUBLIC (on the proposed FY 2018-19 budget)

On motion by Mrs. Frayko, seconded by Mr. Christy, and carried unanimously by voice vote, **opened to the public for comment at 7:45 P.M.**

Mr. John Burd, Councilman, addressed the Board regarding the proposed FY 2018-19 budget. Mr. Jinks and the Board Secretary responded.

On motion by Mrs. Frayko, seconded by Mr. Christy, and carried unanimously by voice vote, **closed to the public for comment at 7:49 P.M.**

On motion by Mrs. Frayko, seconded by Mrs. Cunningham, and carried unanimously by roll call vote, **adopted the resolution to submit the proposed FY 2018-19 budget to the Executive County Superintendent as depicted on DOCUMENT E.**

OLD BUSINESS - No old business.

NEW BUSINESS – No new business.

BOARDS SECRETARY'S REPORT

The Board Secretary discussed the time line for the Fixed Price Request For Proposal for the FY 2018-19 Food Service Management Company contract as follows:

Walk through – Monday 26 March 2018
Questions or Communication – By 11 A.M. Thursday 29 March 2018
Bid opening – 11 A.M. Tuesday 17 April 2018

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On motion by Mrs. Frayko, seconded by Mrs. Davis, and carried unanimously by roll call vote, approved the FY 2018-19 Workshop, Meetings & Travel Budgets and the Professional Service, Athletic & Activity Budgets as depicted on DOCUMENT B. [Note: These items were lifted from the proposed FY 2018-19 budget].

On motion by Mr. Gillen, seconded by Mrs. Frayko, and carried unanimously by roll call vote, approved the Resolution to Purchase Natural Gas and Electric Services through the Alliance for Competitive Energy [ACES] Cooperative Bid Pricing System [this obligates the Board to purchase Natural Gas and Electric from the ACES cooperative through May 2023], as depicted on DOCUMENTS C & D.

On motion by Mrs. Frayko seconded by Mrs. Cunningham, and carried unanimously by roll call vote, approved the FY 2018-19 Joint Resolutions for Participation of Transportation Services [4% & 2%] with the Sussex County Regional Transportation Cooperative [Hopatcong Borough Board of Education as the lead agency] for all of the Board's student transportation needs [DOCUMENT F].

SUPERINTENDENT'S REPORT

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 – 3:

1. Professional Development as depicted on DOCUMENT G.
2. Facility Use as depicted on DOCUMENT H.
3. Substitutes as depicted on DOCUMENT I.

Mr. Jinks reported:

Fire/Evacuation/Safety Drills:

Faculty Table Top Safety/Security Meeting – March 19, 2018

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 HIB report as presented at the 31 January 2018 Board meeting of zero (0) reported instances of Harassment, Intimidation or Bullying between 25 January 2018 and 22 February 2018.

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Mr. Jinks reported:

1. There were zero (0) reported instances of Harassment, Intimidation or Bullying between 23 February 2018 and 16 March 2018.
2. In accordance with Policy 7203 Gifts, Grants and Donations; the Hamburg School has received monetary gifts totaling \$1,000 from ThorLabs to purchase items for the S.T.E.A.M. lab.

On motion by Mrs. Davis, seconded by Mrs. Frayko, and carried unanimously by roll call vote, as per the Superintendent's recommendation, after some discussion **approved the following calendar changes as of 30 March 2018:**

- School will be in session April 5 & 6, 2018 (formerly spring break).
- The last day of school for students – June 21, 2018
- The last day of school for staff – June 22, 2018
- Any additional emergency closing days will be made up as follows – April 4, 3, 2 then March 30, 2018.

Mr. Jinks reported that the school play "Anne Jr." is scheduled for April 12 & 13, 2018.

OPEN TO THE PUBLIC

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On motion by Mrs. Frayko, seconded by Mrs. Davis, and carried unanimously by voice vote, **opened the meeting to the public at 8:14 P.M.**

No one addressed the Board.

On motion by Mrs. Frayko, seconded by Mrs. Davis, and carried unanimously by voice vote, **closed the meeting to the public at 8:14 P.M.**

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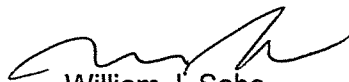
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EXECUTIVE SESSION

No Executive Session.

On motion by Mrs. Frayko, seconded by Mr. Christy, and carried unanimously by voice vote, that the Board adjourned the meeting at 8:14 P.M.

Respectfully submitted,



William J. Sabo
Business Administrator/
Board Secretary