

MINUTES OF REGULAR MEETING

July 31, 2018

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

PRESENT: Charlotte Ambrose, June Cade, Mathew Christy, Sandra Cunningham, Jennifer Davis, Timothy Gillen, Robert Jones, President

2 Members of the Public

ABSENT: Martina Cuevas, Sheila Frayko, Vice President

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."

PRESENTATION TO THE BOARD

None.

APPROVAL OF MINUTES

On motion by Mr. Christy, seconded by Mrs. Davis, and carried by the following voice vote, **approved the 19 June 2018 Regular Meeting minutes and the Executive Meeting minutes:**

Yes	-	5
No	-	0
Abstain	-	Mrs. Cuevas, Mr. Gillen

CORRESPONDENCE

Mr. Jones noted that the nominating petitions for the November 2018 Annual School Election were to be submitted by July 30, 2018.

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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. Cunningham, 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 Mr. Gillen, seconded by Mrs. Davis, 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 – No report.

Sussex County Educational Services Commission – Mrs. Ambrose attended the end of the year meeting and stated the Commission provided Child Study Team Services for 34 students from eight school districts in two counties. She also said the Commission provided OT/PT services and extended school year services for students.

Liaison with the Hamburg Borough Council – Mr. John Burd, Councilman, stated that Mr. Michael Postarido was recently hired as Police Director.

Building & Grounds – No report.

Education & Policy – Mrs. Ambrose stated that a meeting to discuss policies would be held on August 21, 2018 at 5 P.M.

Negotiations & Personnel –

Mr. Gillen stated the negotiation process was cordial. Once health benefits was settled all other negotiation items were resolved. He felt it was a fair agreement for the Board of Education and Hamburg Teacher Association.

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On motion by Mr. Gillen, seconded by Mrs. Cunningham, and carried by roll call vote, approved the 2018-2021 Collective Bargaining Agreement between the Hamburg Education Association and the Hamburg Board of Education as depicted on DOCUMENT NP1.

Finance Committee -

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

- a. Approved the June 2018 bills in the amount of \$626,086.47 and the bills from July 1 to July 31, 2018 in the amount of \$495,373.94.
- b. Approved the bills for the Cafeteria Account in the amount of \$14,517.36.
- c. Accepted the Board Secretary's and Treasurer's Reports for 30 June 2018.
- d. Approved the Transfers made by the Superintendent after the 19 June 2018 Board Meeting, with fund 10 debits totaling \$46,000 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 June 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

30 June 2018
DATE

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OLD BUSINESS

No old business.

NEW BUSINESS

Goal Setting for the 2018-2019 School Year.

Mr. Jones received Sample Board Goals from other districts. He reviewed the process for establishing Goals for 2018-2019.

Mr. Gillen would like to expand public relations for the many good things the district has to offer.

Mrs. Ambrose thought the student of the month was working well. She also thought we should place an announcement in the Advertiser.

Mrs. Cunningham would like to see student presentations in the newspaper. Mr. Jinks stated the New Jersey Herald will not publish but presentations will be sent to the Advertiser for publication.

Ms. Cade supported Mrs. Cunningham's suggestion

Mr. Christy said this initiative should be a part of Superintendent evaluation to demonstrate transparency.

Mr. Jinks stated he would present three goals to the Board at the August meeting.

On motion by Mr. Christy, seconded by Mr. Gillen, and carried unanimously by voice vote, **opened the meeting to the public to discuss Board Goals at 7:20 P.M.**

Mrs. Christy suggested that student presentations and work could be sent home to parents with water bills.

On motion by Mr. Gillen, seconded by Mr. Christy, and carried unanimously by voice vote, **closed the meeting to the public session at 7:22 P.M.**

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BOARD SECRETARY'S REPORT

On motion by Mr. Jones, 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, 22-25 October 2018, lodging for October 22-24, workshop registration fees, and reimbursement of mileage and meals, in accordance with Board policy, as follows:

(Individual Board members attending the conference abstained on their individual vote but approved all other attending the conference).

- Sandra Cunningham
- Timothy Gillen
- Robert Jones
- Roger Jinks
- Anthony Mistretta

On motion by Mr. Christy, seconded by Mr. Gillen, and carried unanimously by roll call vote, approved the appropriation of \$76,557 of surplus appropriated in FY 2018-19 to offset the revised/reissued FY 2018-19 State Aid figures dated 13 July 2018.

SUPERINTENDENT'S REPORT

On motion by Mr. Christy, seconded by Mrs. Davis, and carried unanimously by roll call vote, as per the Superintendent's recommendation, approved items 1 – 7:

1. Field Trips List [DOCUMENT B].
2. Substitute List for 2018-2019 [DOCUMENT C].
3. Facility Use [DOCUMENT D].
4. Professional Development [DOCUMENT E].
5. To add the following to the 2018-2019 Substitute List:
Harden, Amber
Kraszewski, Monica
Meola, Diane
Polay, Amy
Andolina, Emanuela
6. To add the following Professional Development/Regular District Business:
8/14/18 – Zierden – Northern regional Facilities Training, Morris Knolls, NJ
- \$0 cost plus related travel & Mileage

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10/9/18 – Braccioforte – ABCs of HIB, Newton, NJ
- \$40 cost plus related travel & Mileage

7. To add Girl Scout Troop 96645's building use*:
- Two [2] afternoons per month in the Faculty Conference Room from 3-4:30 pm
 - February 15, 2018 – Cafeteria for two [2] hours
 - March 1, 2018 – Gymnasium for two [2] hours
 - March 8, 2018 – Gymnasium/Sound System from 5-9 pm

*Conflicts to be worked out with the Main Office

On motion by Mrs. Cunningham, seconded by Mrs. Davis, and carried the following roll call vote, as per the Superintendent's recommendation, **accepted the Superintendent's report of one (1) substantiated instance of harassment, intimidation or bullying as reported to the Board of Education at the June 19, 2018 meeting:**

Yes	-	7
No	-	0
Abstain	-	Mr. Gillen

Mr. Jinks reported that there were zero (0) instances of harassment, intimidation or bullying investigated between 16 June 2018 and 21 June 2018.

Mr. Jinks reported:

Fire/Evacuation/Safety Drills:

Fire Evacuation Drill – 7/17/17 – 1 min. 54 sec.

On motion by Mr. Gillen, seconded by Mr. Christy, and carried unanimously by roll call vote, as per the Superintendent's recommendation, **approved the following:**

- Student # 00450 – {fourth grade inclusion} from Montague Township School District for the 2018-2019 Extended School Year from 9 July 2018 through 2 August 2018. Associated payroll costs will be paid for by the sending district as part of the tuition agreement - \$3,753.17 tuition and \$715.68 Aide.
- Student # 00350 {preschool-disabled/Gen Ed class} from Hampton Township School District for the 2018-2019 Extended School Year from 9 July 2018 through 2 August 2018. This placement required a 1:1 classroom aide who salary and

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associated payroll costs will be paid for by the sending district as part of the tuition agreement - \$2,183.70 tuition and \$701.92 Aide.

On motion by Mr. Gillen, seconded by Mrs. Cunningham, and carried unanimously by roll call vote, as per the Superintendent's recommendation, approved Student # 24390 to attend the Autism-Spectrum Disorder Program at Stanhope School for the 2018-2019 school year at a cost of \$24,173.00, a personal aide at a cost of \$13,604.50 plus transportation and related services.

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On motion by Mr. Christy, seconded by Mrs. Davis, and carried unanimously by voice vote, opened the meeting to the public at 7:37 P.M.

Councilman, John Burd, asked for an explanation for the adjusted state aid.

Mr. Jinks, CSA, gave an explanation for the reduced state aid.

On motion by Mr. Gillen, seconded by Mr. Christy, and carried unanimously by voice vote, closed the meeting to the public at 7:38 P.M.

EXECUTIVE SESSION

On motion by Mr. Christy, seconded by Mr. Gillen, and carried unanimously by voice vote, closed the meeting to the public at 7:38 P.M and go into Executive Session to discuss Superintendents Evaluation with no action to take place upon return from Executive Session.

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);

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

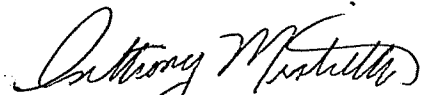
- Matters rendered confidential by state or federal law
- Personnel - CSA Evaluation
- Appointment of a public official
- Matters covered by the attorney-client privilege
- Pending or anticipated litigation
- Pending or anticipated contract negotiations
- Protection of the safety or property of the public
- 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 Mr. Gillen seconded by Mr. Christy, and carried unanimously by voice vote, that the Board returned to regular session at 7:47 P.M.

On motion by Mr. Gillen, seconded by Mr. Christy, and carried unanimously by voice vote, that the Board adjourned the meeting at 7:47 P.M.

Respectfully submitted,



Anthony Mistretta
Interim Business Administrator/
Board Secretary