

# MINUTES OF REGULAR MEETING

September 25, 2018

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

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

16 Members of the Public

ABSENT: Timothy Gillen

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

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

Grade PreK - 2 recipient – Rileigh Rossi  
Grade 3 – 5 recipient – Heather Brunke  
Grade 6 - 8 recipient – Jeanevyia Ronelus

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

# MINUTES OF REGULAR MEETING

September 25, 2018

## APPROVAL OF MINUTES

On motion by Ms. Cade, seconded by Mrs. Davis, and carried by the following voice vote, approved the 28 August 2018 Regular Meeting minutes and the Executive Meeting minutes:

Yes	-	6
No	-	0
Abstain	-	Mrs. Ambrose, Mr. Christy

## 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. Frayko, seconded by Mrs. Davis, 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 – No report.

Sussex County Educational Services Commission – Mrs. Ambrose said the meeting was held at Northern Hills Academy. She stated the commission is providing services to various schools in Sussex County in addition to having fortyfive students in classes. She mentioned that there were currently five full time speech therapists on staff and a paraprofessional training session would be held on October 8, 2018.

# MINUTES OF REGULAR MEETING

September 25, 2018

**Liaison with the Hamburg Borough Council** – Mrs. Frayko said there would be another cleanup program with eighth graders. She also stated that the new police administrator met with Mr. Jinks, Superintendent. In addition, she mentioned that work was being done on the castle in preparation for Halloween.

**Building & Grounds** – Mr. Jinks stated that the architect submitted a proposal to the Office of School Facilities of the Department of Education for the air conditioning for the cafeteria. He said a committee meeting would be held in the near future regarding the project.

## **Education & Policy** –

On motion by Mrs. Ambrose, seconded by Mrs. Frayko, and carried unanimously by roll call vote, approved the Second Reading of the following:

- P & R 1613 P & R Disclosure and Review of Applicant's Employment History (M) [New]
- R5512 R Harassment, Intimidation, and Bullying Investigation Procedure (M) – [Abolish]
- P & R 5561 P & R Use of Physical Restraint and Seclusion Techniques for Student with Disabilities (M) – [Revised]

**Negotiations & Personnel** – No report.

## **Finance Committee** -

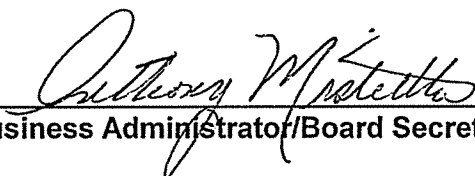
On motion by Mr. Christy, seconded by Mrs. Frayko, and carried unanimously by roll call vote, after some discussion approved, accepted, announced and/or certified items a through f:

- a. Approved the August 2018 bills in the amount of \$478,267.99 and the bills from September 1 to September 25, 2018 in the amount of \$569,539.091.
- b. Approved the bills for the Cafeteria Account in the amount of \$68.60.
- c. Accepted the Board Secretary's and Treasurer's Reports for 31 August 2018.
- d. Approved the Transfers made by the Superintendent after the 28 August 2018 Board Meeting, with fund 10 debits totaling \$256,420 as depicted on DOCUMENT A and the Board acknowledges that these transfers may increase/decrease the maximum dollar limit established as part of the 2018-19 budget process for various professional services.

# MINUTES OF REGULAR MEETING

September 25, 2018

- e. Pursuant to N.J.A.C. 6A:23A-16.10, the Board Administrator/Board Secretary certifies that as of 31 August 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

31 August 2018  
DATE

## OLD BUSINESS

Mrs. Tarantino, Music Teacher, handed a document to Mr. Jones containing the faculty input for Goals and Objectives for the District. The document would be reviewed by the committee and the committee will give a report to the Board at a future meeting.

## NEW BUSINESS

No new business.

## BOARD SECRETARY'S REPORT

The Board Secretary told the Board members that are going to the NJSBA workshop that the information would be sent to those attending.

## 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 – 4:**

1. Substitute Teachers/Aides [DOCUMENT B].
2. Facility Use [DOCUMENT C].

# MINUTES OF REGULAR MEETING

September 25, 2018

3. Professional Development [DOCUMENT D] and 10/8/18 Tarantino – NJSMA Columbus Day Workshop – Mountain Lakes, NJ, \$90 plus related mileage and travel.
4. Field Trips [DOCUMENT E] and:

10/17/18	K	Heaven Hill Farm*	\$243.00 + bus
12/4/18	Band	WVRHS	\$0 + bus
11/14/18	Select Band	Kittatinny HS	\$0 + bus

Mr. Jinks reported that there were zero (0) reported instances of Harassment, Intimidation or Bullying between 6 September 2018 and 21 September 2018.

On motion by Mrs. Cunningham, seconded by Mr. Christy, and carried unanimously by roll call vote, as per the Superintendent's recommendation, **approved the 2017-2018 School Self-Assessment for Determining Grades under the *Anti-Bullying Bills of Rights Act* as depicted on DOCUMENT F.**

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 as the district evaluation tools for the 2018-2019 school year.**

Mr. Jinks reported:

**Fire/Evacuation/Safety Drills:**

**Shelter-in-Place – 6 September 2018 – 4 min 20 sec**

**Fire Evacuation Drill 17 September 2018 – 2 min 23 sec**

Mr. Jinks shared a thank you note from the kindergarten expressing appreciation for their Class of 2027 t-shirts.

Mr. Jinks discussed the Fall 2018 Borough of Hamburg Newsletter which included news about Hamburg School and Mr. Jinks thanked Mrs. Sigman for working with the Borough Hall to arrange this sharing of information.

Mr. Burd, Councilman, mentioned that the Kindergarten class picture in the town newsletter was sent to the households.

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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 for comment at 7:19 P.M.**

No one addressed the Board.

On motion by Mrs. Frayko, seconded by Mrs. Cunningham, and carried unanimously by voice vote, **closed the meeting to the public for comment at 7:19 P.M.**

## EXECUTIVE SESSION

**No Executive Session.**

On motion by Mrs. Frayko, seconded by Mrs. Cunningham, and carried unanimously by voice vote, **that the Board adjourned the meeting at 7:19 P.M.**

Respectfully submitted,

  
Anthony Mistretta  
Interim Business Administrator/  
Board Secretary