

**HAMBURG BOARD OF EDUCATION**  
**REGULAR MEETING**  
**AGENDA**  
**30 October 2018**  
**7:00 p.m.**

**A. Flag Salute & Pledge of Allegiance**

**STATEMENT----OPEN PUBLIC MEETING**

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 New Jersey Herald, the Star-Ledger and the Sunday Herald.

**ROLL CALL:**

	Mr. Jones	Mrs. Ambrose	Ms. Cade	Mr. Christy	Mrs. Cuevas	Mrs. Cunningham	Mrs. Davis	Mrs. Frayko	Mr. Gillen
PRESENT									
ABSENT									

**B. PRESENTATION TO THE BOARD –**

Students of the Month for October 2018:

- Gino Preziosi
- Sierra Latronica
- Annette Nathan

**Presentation of the 2017 -2018 Comprehensive Annual Financial Report [CAFR] and the Auditor’s Management Report by Kathy Mantell, Nisivoccia & LLP and the Board Secretary**

**Meeting opened to the public for comment on the FY 2017 -2018 Comprehensive Annual Financial Report at \_\_\_\_\_ P.M.**

**(VOICE VOTE)**

**Meeting closed to the public for comment on the FY 2017 – 2018 Comprehensive Annual Financial Report at \_\_\_\_\_ P.M.**

**(VOICE VOTE)**

**C. APPROVAL OF MINUTES**

**MOTION BY \_\_\_\_\_ SECONDED BY \_\_\_\_\_ to approve the minutes of the 25 September 2018 Regular Board meeting.**

	Mr. Jones	Mrs. Ambrose	Ms. Cade	Mr. Christy	Mrs. Cuevas	Mrs. Cunningham	Mrs. Davis	Mrs. Frayko	Mr. Gillen
YES									
NO									
ABSTAIN									

**D. CORRESPONDENCE –**

- Letter from Hardyston Board of Education

**E. OPEN TO THE PUBLIC (for discussion of agenda items only)**

*~ 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.*

Meeting opened to the public for comment at \_\_\_\_\_ P.M.  
**(VOICE VOTE)**

Meeting closed to the public for comment at \_\_\_\_\_ P.M.  
**(VOICE VOTE)**

**F. COMMITTEE REPORTS**

**State & County School Boards**

**Sussex County Educational Services Commission**

**Negotiations & Personnel**

- To accept the 60-day notice of resignation from Roger A. Jinks, Jr. effective 9 October 2018. [in packet]

**Liaison with the Hamburg Borough Council**

**Building & Grounds**

**Education & Policy**

**Finance Committee**

Discussion of items A through F:

- To approve the bills as presented.
- To approve bills for the Cafeteria Account in the amount of \$6,043.61.
- To accept the Board Secretary's and Treasurer's reports for **30 September 2018**.
- To approve Transfers made by the Superintendent after the **30 September 2018** Board Meeting, with fund 10 debits totaling **\$1,755** 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.



**J. SUPERINTENDENT’S REPORT**

**A. MOTION BY \_\_\_\_\_ SECONDED BY \_\_\_\_\_ to approve/accept/appoint the following item(s):**

1. Substitute Teachers/Aides – **DOCUMENT C**
2. Professional Visitation – **DOCUMENT D**
3. Field Trips – **DOCUMENT E**

	Mr. Jones	Mrs. Ambrose	Ms. Cade	Mr. Christy	Mrs. Cuevas	Mrs. Cunningham	Mrs. Davis	Mrs. Frayko	Mr. Gillen
YES									
NO									
ABSTAIN									

**B. MOTION BY \_\_\_\_\_ SECONDED BY \_\_\_\_\_ to accept/approve:**

- Health and Safety Evaluation of School Buildings Checklist – **DOCUMENT F**

	Mr. Jones	Mrs. Ambrose	Ms. Cade	Mr. Christy	Mrs. Cuevas	Mrs. Cunningham	Mrs. Davis	Mrs. Frayko	Mr. Gillen
YES									
NO									
ABSTAIN									

**C.** To report there were zero [0] reported instances of Harassment, Intimidation or Bullying between 22 September 2018 and 25 October 2018.

**D. MOTION BY \_\_\_\_\_ SECONDED BY \_\_\_\_\_ to accept the superintendent’s report of zero (0) instances of HIB as presented to the Board on 25 September 2018.**

	Mr. Jones	Mrs. Ambrose	Ms. Cade	Mr. Christy	Mrs. Cuevas	Mrs. Cunningham	Mrs. Davis	Mrs. Frayko	Mr. Gillen
YES									
NO									
ABSTAIN									

E. Fire/Evacuation/Safety Drills  
 Non-Fire Evacuation Drill – 10/22/18 – 3min 45sec

F. **MOTION BY \_\_\_\_\_ SECONDED BY \_\_\_\_\_ to approve the following:**

**ANNUAL VIOLENCE AND VANDALISM HEARING FOR THE 2017-2018 School Year**

The week of October 15-19, 2018 is Violence Awareness in New Jersey schools. As part of our obligation to prevent violence in schools, this report details the activities that were conducted during the 2017-2018 school year and those planned for this academic year.

1. The Peer Leadership Group provides mentoring and tutoring services and act as role-models for children under the leadership of the school guidance counselor, Mrs. Braccioforte.
2. The entire middle school attended the Center for Prevention’s Anti-bullying Summit on October 18, 2017. Each year, all students in grades 6-8 from Hamburg School participate in presentations and activities that identify violent or bullying behaviors and learn ways to put an end to and prevent violence and bullying in our school. Again this year, all students in grade 6-8 will be attending the Summit on Wednesday, October 19, 2018 at Sparta High School.
3. The New Jersey Child Assault Prevention (CAP) program will hold discussions with students on bullying and anti-bullying measures. During the 17-18 school year, students in grades 3, 5 and 7 participated in the CAP program in March.
4. The Health curriculum that is covered each year addresses bullying and violence on several levels.
5. During the week of October 2-6, 2017, Hamburg students participated in the New Jersey’s Seventh Annual Week of Respect during which special attention and class lessons were given to reinforce the importance of being respectful to each other, themselves and anyone with whom they interact both in school and in their community.

Student and staff were encouraged to participate in wearing different colors on certain school days to show unity and commitment in preventing bullying. Middle school students also had the opportunity to 'stomp-out' bullying by popping balloons which contained positive messages. Students participated in Week of Respect activities during the week of October 1-5, 2018 this school year.

6. Red Ribbon week activities to reinforce staying drug free were conducted during the month of November.
7. The Hamburg PTA provides assembly programs which support positive messages about being kind towards others and preventing bullying.
8. Materials received from the New Jersey Bar Association are implemented during instruction and provide teachers with guidelines on conflict resolution, respect for others and peer mediation.
9. Law enforcement is invited into the school to provide school safety and anti-violence discussions to students.
10. The school culture and climate committee meets regularly throughout the school year to discuss the positive activities that take place at Hamburg School and plan activities to enhance the educational experience.
11. Hamburg Pride assemblies are held throughout each year and focus on themes of respect, trustworthiness, responsibility, fairness, caring and citizenship, the six pillars of good character.

### **Violence, Vandalism and Substance Abuse**

As per Public Law 6A:16-5.3, each school district shall report incidents of violence, vandalism and substance abuse two times per year. Those incidents shall also be reported to the NJ Department of Education via the department's Electronic Violence and Vandalism Reporting System (EVVRS).

As reported to the Department of Education for the second reporting period of January 1, 2018 through June 30, 2018 of the 2017-2018 school year, there were (0) incidents of violence or vandalism which rose to the standards established by the Department of Education.

### **Harassment, Intimidation and Bullying**

As per Public Law N.J.S.A.18A:7E-3, each school district shall report incidents of harassment, intimidation or bullying two times per year.

As reported to the Board of Education at their meetings from February 2018 through July 2018 there were two (2) confirmed instances of harassment, intimidation and bullying reported to Andrea DiFabrizio, School HIB Specialist, and/or Kimberly

Sigman, the District HIB Coordinator. Through investigation it was determined that each instance of harassment, intimidation or bullying was confirmed. The accused were disciplined in accordance with Hamburg Board of Education Policy 5600 Student Discipline/Code of Conduct. The victims and accused also received counseling and sensitivity/awareness training.

*As reported to the Department of Education, there were two (2) incidents of harassment, intimidation or bullying during the 2017-2018 school year for the time period of January 1, 2018 through June 30, 2018.*

**Motion to open the meeting to the public for the discussion of the results of the 2017-2018 Electronic Violence and Vandalism Report and discussion of the bi-annual Report of Harassment, Intimidation and Bullying for the time period of January 1, 2018 through June 30, 2018.**

**Motion to accept the results of the 2017-2018 Electronic Violence and Vandalism Report and the bi-annual Report of Harassment, Intimidation and Bullying for the time period of January 1, 2018 through June 30, 2018.**

	Mr. Jones	Mrs. Ambrose	Ms. Cade	Mr. Christy	Mrs. Cuevas	Mrs. Cunningham	Mrs. Davis	Mrs. Frayko	Mr. Gillen
YES									
NO									
ABSTAIN									

- G. To approve students # 2018.1 and 2018.2 [displaced from hurricane Michael] to attend the Hamburg School grades 1 & 4 at a tuition of \$918/month [pro-rated] each from 29 October 2018 – 21 December 2018.

	Mr. Jones	Mrs. Ambrose	Ms. Cade	Mr. Christy	Mrs. Cuevas	Mrs. Cunningham	Mrs. Davis	Mrs. Frayko	Mr. Gillen
YES									
NO									
ABSTAIN									

**H. MOTION BY \_\_\_\_\_ SECONDED BY \_\_\_\_\_ to approve:**

**Dorothy Smalley – Head Girls Basketball Coach – Step 6 - \$2139  
Dorothy Smalley – Asst. Girls Basketball Coach – Step 6 - \$1913**



	Mr. Jones	Mrs. Ambrose	Ms. Cade	Mr. Christy	Mrs. Cuevas	Mrs. Cunningham	Mrs. Davis	Mrs. Frayko	Mr. Gillen
YES									
NO									
ABSTAIN									

**K. OPEN TO THE PUBLIC**

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Meeting opened to the public for comment at \_\_\_\_\_ P.M.  
**(VOICE VOTE)**

Meeting closed to the public for comment at \_\_\_\_\_ P.M.  
**(VOICE VOTE)**

**L. EXECUTIVE SESSION**

**MOTION BY \_\_\_\_\_ SECONDED BY \_\_\_\_\_**  
**closed the meeting to the public at \_\_\_\_\_ 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 report
- Personnel – replacement of CSA
- 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.

**MOTION BY \_\_\_\_\_ SECONDED BY \_\_\_\_\_ to exit Executive Session at \_\_\_\_\_ P.M.**

**MOTION TO ADJOURN MEETING**

**MOTION BY \_\_\_\_\_ SECONDED BY \_\_\_\_\_ that the Board adjourned the meeting at \_\_\_\_\_ P.M. [Voice Vote]**

*FYI*

◆ Board & Administrator, October 2018 edition

*Notes*

**HAMBURG BOARD OF EDUCATION**  
**REGULAR MEETING AGENDA**

**ADDENDUM**

**30 October 2018**

**7:00 p.m.**

**J. SUPERINTENDENT'S REPORT**

**A.**

2. To add the following Professional Visitations:

March 14-16	Wassel Dean	2019 NAEA National Convention Boston, MA	\$484.00/each Plus related mileage & travel
12/12/18	Smalley	Making the Best Use of Personalized Learning	\$259.00 Plus related mileage & travel
12/17/18	Smalley	Effectively Dealing with Disruptive Students	\$269.00 Plus related mileage & travel

**H.** To approve Michele Clark as Head Boy's Basketball Coach  
Step 1 @ \$1688.00

To approve Suzanne Williamson as Assistant Boys' Basketball Coach.  
Step 1 @ \$1463.00