

MINUTES OF REGULAR MEETING

November 27, 2018

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

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

12 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. Frayko, seconded by Mr. Christy, and carried by the following voice vote, **approved the 30 October 2018 and November 7, 2018 Regular Meeting and Executive Session Meeting minutes:**

Yes	-	8
No	-	0
Abstain	-	Mrs. Davis

PRESENTATION TO THE BOARD

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

Grade PreK - 2 recipient – Jacob Ramos - absent
Grade 3 – 5 recipient – Jasmine Simmons
Grade 6 - 8 recipient – Annette Nathan

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

MINUTES OF REGULAR MEETING

November 27, 2018

CORRESPONDENCE

The Board Secretary reviewed a notice from Alliance Competitive Energy Services (ACES) informing the Board of an award of contract that will change gas supplies from UGI Energy Services to Elizabeth Town Gas, effective December 2018 through March 2019. Effective April 2019 Direct Energy Business will fulfill the contract through December 2021.

The Board Secretary reviewed a notice from New Jersey Energy Choice Program informing the Board of an award of contract that will change electrical suppliers from JCP&L to East Coast Power & Gas of New Jersey and/or Plymouth Rock Energy LLC., effective December 2018.

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 7:09 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 for comment at 7:09 P.M.**

COMMITTEE REPORTS

State & County School Boards – No report.

Sussex County Educational Services Commission – Mrs. Ambrose stated Ms. Romano was asked to be the Community Liaison for the Sussex County Crisis Intervention Team and participate in a 40-hour training with the Sussex County Prevention Office. She also reported that school security has been upgraded at both the front and rear doors along with a new security system for the staff to have new access codes to enter the building. In addition, she stated three districts were receiving Preschool Expansion Grants and the SCESC has offered professional workshops to districts.

MINUTES OF REGULAR MEETING

November 27, 2018

Liaison with the Hamburg Borough Council – Mrs. Frayko stated she gave her report at the November 7, 2018 meeting.

Building & Grounds –

On motion by Mr. Gillen, and seconded by Mr. Christy, and carried unanimously by roll call vote, approved the following resolution:

RESOLVED, upon the recommendation of the Superintendent, that the Hamburg Board of Education, in the County of Sussex, New Jersey authorizes Parette Somjen Architects to submit all necessary plans and paperwork to the Department of Education concerning the “Cafeteria HVAC at Hamburg School” to serve as an application to the office of School Facilities and an amendment to the District’s Long Range Facility Plan; and

BE IT FURTHER RESOLVED, this project shall be an “Other Capital” project and the Board of Education is NOT seeking State funding but will fund the Project through the District’s Capital Reserve Account.

Education & Policy – No report.

Negotiations & Personnel –

On motion by Mr. Frayko, seconded by Mr. Gillen, and carried unanimously by roll call vote, approved Mr. Mario Cardinale as Interim Chief School Administrator for the Hamburg School District from November 28, 2018 to June 30, 2019 pending approval of revisions to the contract by the Executive County Superintendent of Schools for Sussex County.

On motion by Mr. Frayko, seconded by Mrs. Cunningham, and carried unanimously by roll call vote, accepted the letter of retirement from Mrs. Diane Lillis, classroom teacher, effective 1 July 2019.

Finance Committee -

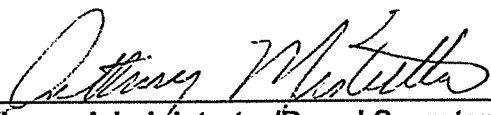
On motion by Mr. Christy, seconded by Mrs. Frayko, and carried unanimously by roll call vote, after some discussion approved, accepted, announced and/or certified items a through f:

- a. Approved the October 2018 bills in the amount of \$638,013.86 and the bills from November 1 to November 27, 2018 in the amount of \$578,074.95.

MINUTES OF REGULAR MEETING

November 27, 2018

- b. Approved the bills for the Cafeteria Account in the amount of \$9,047.02.
- c. Accepted the Board Secretary's and Treasurer's Reports for 31 October 2018.
- d. Approved the Transfers made by the Superintendent after the October 2018 Board Meeting, with fund 10 debits totaling \$1,500 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.
- e. Pursuant to N.J.A.C. 6A:23A-16.10, the Board Administrator/Board Secretary certifies that as of 31 October 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 October 2018
DATE

OLD BUSINESS

No old business.

NEW BUSINESS

No new business.

BOARD SECRETARY'S REPORT

The Board Secretary reviewed the Statement of Determination for the 6 November 2018 Annual School Election as depicted on **DOCUMENT B**. Mr. Mistretta recognized the three successful candidates – Mrs. Cunningham, Mr. Christy and Mr. Tobachnick.

MINUTES OF REGULAR MEETING

November 27, 2018

On motion by Mrs. Frayko, seconded by Mr. Christy, and carried unanimously by roll call vote, **approved the Annual Reorganizational Meeting for Tuesday, January 8, 2019 at 7:00 P.M in the library.**

The Board Secretary discussed the proposed 2019 meeting calendar and it was the consensus of the Board in keeping the same format that has been in place for the last several years.

On motion by Mr. Jones, seconded by Mrs. Ambrose, and carried unanimously by roll call vote, **to change from November 26, 2019 to November 19, 2019 as the date to hold the November 2019 Board of Education Meeting.**

On motion by Mr. Christy, seconded by Mrs. Cunningham, and carried unanimously by roll call vote, **approved the 2019 Board meeting calendar.**

On motion by Mrs. Frayko, seconded by Mrs. Davis, and carried unanimously by roll call vote, **approved the Commodity Resale Agreement for gasoline and diesel fuel, from 1 January 2019 through 31 December 2023 with the Hardyston Township of Hardyston and the Hamburg Board of Education as depicted on DOCUMENT C.**

On motion by Mrs. Ambrose, seconded by Mrs. Davis, and carried unanimously by roll call vote, **approved the modification to the FY 2018-2019 NCLB and IDEA Grants to reflect the budgeting of Title IV carry-over funds in the amount of \$2,413.19.**

On motion by Mrs. Frayko, seconded by Mrs. Cunningham, and carried unanimously by roll call vote, **approved Mr. Mario Cardinale, Interim Chief School Administrator, to sign as the designated officer on the student activities account.**

SUPERINTENDENT'S REPORT

On motion by Mrs. Frayko, seconded by Mrs. Davis, and carried unanimously by roll call vote, as per the Superintendent's recommendation, **approved items 1 – 3:**

- 1. Professional Development as depicted on DOCUMENT D and DOCUMENT AD1.**
- 2. Substitutes as depicted on DOCUMENT E.**
- 3. Field Trips as depicted on DOCUMENT F.**

On motion by Mrs. Frayko, seconded by Mr. Christy, and carried by the following roll call vote, as per the Superintendent's recommendation, **approved the shared services agreement between the Wallkill Valley High School Board of Education and the Hamburg School**

MINUTES OF REGULAR MEETING

November 27, 2018

Board of Education to jointly utilized the services of a Learning Disabilities Teacher Consultant to provide services to Hamburg School effective January 1, 2019 through June 30, 2019 at an estimated cost of \$39,150 (pro-rated).

Yes	-	8
No	-	Mrs. Cuevas
Abstain	-	0

Mr. Jinks reported:

Fire/Evacuation/Safety Drills:

Fire Evacuation Drill – 11/7/18 – 3 min 21 sec

Bomb Threat Drill - 11/19/18

Mr. Jinks reported there were zero [0] reported instances of Harassment, Intimidation of Bullying between 26 October 2018 and 21 November 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 30 October 2018 Board meeting of zero (0) instances of HIB for the time period of 22 September 2018 and 25 October 2018.**

On motion by Mrs. Frayko, seconded by Mr. Christy, and carried unanimously by roll call vote, as per the Superintendent's recommendation, **accepted Hamburg School's 2018-2019 Nursing Services Plan as depicted on DOCUMENT AD2.**

On motion by Mrs. Cunningham, seconded by Mrs. Davis, and carried unanimously by roll call vote, as per the Superintendent's recommendation, **approved Suzanne Williamson as Assistant Track Coach, Level 5 at \$1,294.00.**

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MINUTES OF REGULAR MEETING

November 27, 2018

On motion by Mrs. Cunningham, seconded by Mrs. Ambrose, and carried unanimously by voice vote, **opened the meeting to the public for comment at 7:33 P.M.**

Mrs. Ambrose stated the TREP event is scheduled for December 14, 2018.

Mr. John Burd, liaison for Town Council, stated the district will miss Mr. Jinks and requested a summary of the resume for Mr. Cardinale, the Interim Chief School Administrator. He also asked if the Board had set up a process for searching for a new Superintendent of Schools.

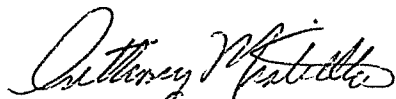
On motion by Mrs. Frayko, seconded by Mrs. Cunningham, and carried unanimously by voice vote, **closed the meeting to the public for comment at 7:37 P.M.**

EXECUTIVE SESSION

No Executive Session.

On motion by Mrs. Frayko, seconded by Mrs. Davis, and carried unanimously by voice vote, **that the Board adjourned the meeting at 7:37 P.M.**

Respectfully submitted,



Anthony Mistretta
Interim Business Administrator/
Board Secretary