

B. APPROVAL OF MINUTES

MOTION BY _____ SECONDED BY _____ to approve the Regular minutes and Executive minutes of the 18 December 2018 Board meeting.

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

MOTION BY _____ SECONDED BY _____ to approve the minutes of the 8 January 2019 Reorganizational Board meeting.

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

C. PRESENTATION TO THE BOARD –

Hamburg School Board of Education Student of the Month for January 2019:

- Pre-K-2 - Lily Okin
- 3- 5 - Yakila Dixon
- 6–8 – Rachel Collins

D. CORRESPONDENCE –

MOTION BY _____ SECONDED BY _____ to approve the 2019-20 rates for the Sussex County Educational Services Commission should the district utilize the services depicted in DOCUMENT A.

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

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

Liaison with the Hamburg Borough Council
Building & Grounds

MOTION BY _____ SECONDED BY _____ to authorize the Interim School Business Administrator to advertise to go out for bid for the Cafeteria A/C Project at Hamburg School for an amount not to exceed \$400,000

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

Education & Policy

a. **MOTION BY _____ SECONDED BY _____** to accept/approve/abolish the following:

- Changes to Policy 2430 – Co/Extra Curricular Athletic Eligibility

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

Negotiations & Personnel

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 **\$7,255.06**
- To accept the Board Secretary’s and Treasurer’s reports for **31 December 2018.**

- d. To approve Transfers made by the Superintendent after the **18 December 2018** Board Meeting, with fund 10 debits totaling **\$27,750** depicted on **DOCUMENT B** 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 Business Administrator/Board Secretary certifies that as of **31 December 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.

MOTION BY _____ SECONDED BY _____ to approve items a through f.

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

G. OLD BUSINESS -

H. NEW BUSINESS -

I. BOARD SECRETARY’S REPORT

The Board secretary review for the bidding/RFP timeline for solicitation of Proposals for the FY 2018 – 2019 Food Service Management Company (FSMC) contract.

The Hamburg Borough BOE went out for RFP for the FY 2018 -2019 Food Service Management Contract, utilizing the NJ Department of Agriculture RFP document for cost reimbursement price model. The legal notice was placed in the December 28, 2018 NJ Herald

newspaper. A walk through of the cafeteria occurred on January 8, 2019. There were no questions raised by the food service management companies regarding the Request for Proposal. The proposals were due in the Board of Education by 11:00 am on January 18, 2019. There were five companies who requested the RFP, Maschio’s Food Service was the only vendor to submit a proposal and attend the building walk through. (SODEXO Food Service Company sent a letter thanking the district for the opportunity to bid but did not submit a proposal.) The Board attorney is reviewing the bid for legal sufficiency. The evaluation committee of Mr. Mistretta, Mr. Cardinale and Mrs. Sigman reviewed and scored the proposal submitted by Maschio’s Food Service, Inc.

Motion_____ seconded by _____ to approve the following:

BE IT RESOLVED THAT THE BOARD OF EDUCATION of the Hamburg Borough School Board of Education upon recommendation of the Interim School Business Administrator hereby award and approve the contract with Maschio’s Food Service, Inc. for the 2018 – 2019 school year:

Maschio’s Food Service, Inc. fees are \$3,223.20 (for four months)

Guarantee – there is no guarantee and the projected loss is \$872.25 (for four months)

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

Review with the Board the timeline/deadline for the filing of the School Ethics/Financial Disclosure Statements.

Review the Department of Education FY 2019-20 budget calendar:

- By Wednesday **20 March 2019**, the FY 2019-20 Budget is due to Executive County Superintendent.
- Action on the proposed FY 2019-20 Budget will be on the agenda of the Tuesday **19 March 2019** Board meeting.

The Public Hearing will be held on **Tuesday 30 April 2019** at the regular meeting, like we have done over the last few years.

- At the **26 February 2019** Board meeting, we will need to schedule a Finance committee meeting to review the proposed FY 2019-20 budget in early March 2019—please note that the state aid amounts may be not be released until late in this budget calendar.

MOTION BY _____ SECONDED BY _____ to approve: the FY 2019-20 purchases to be made from the approved low bid vendors utilizing the Educational Data Services, Inc./West/Central New Jersey Cooperative Bidding Program with the Morris County Educational Services Commission as the lead agency, with the bid pricing being firm until 30 November 2019 as depicted on **DOCUMENT B2.**

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

Special Education Medicaid Incentive Program – There are not enough students to support the financial benefit for operating this program. Therefore, as in the past I am recommending the district authorize the Interim School Business Administrator to file the waiver to not participate in the program for 2019 – 2020.

MOTION BY _____ SECONDED BY _____ to approve the FY 2019-2020 SEMI WAIVER request.

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

Nisivoccia LLP, the audit firm, gave an audit presentation of the Comprehensive Annual Financial Report and the Auditor’s Management Report at the November Board of Education meeting. The Division of Pensions needed to add pension information to the audit before the audit

- b. MOTION BY _____ SECONDED BY _____ to re-approve: [due to the completion of negotiations] Shared services agreement between Wallkill Valley High School Board of Education and the Hamburg School Board of Education to jointly utilize the services of Learning Disabilities Teacher Consultant to provide services to Hamburg School effective 1 January 2019 through 30 June 2019 at a cost of \$39,962 [pro-rated].**

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

- c. Fire/Evacuation/Safety Drills – 12/19/18 – 3 min 25 sec
Shelter-In-Place Drill – 1/14/19 – 3 min 21 sec
Fire Evacuation Drill – 1/25/19 – 2 min 49 sec**

- d. MOTION BY _____ SECONDED BY _____ to accept the superintendent’s HIB report as presented at the 19 December 2018 Board meeting of one [1] reported instance of Harassment, Intimidation or Bullying was reported between 28 November 2018 and 12 December 2018.**

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

- e. To report that there were two (2) reported instances of Harassment, Intimidation or Bullying between 15 December 2018 and 25 January 2019**

K. 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.

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
- Personnel
- 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 _____
that the Board returned to Regular Session at _____ P.M.

MOTION TO ADJOURN MEETING

MOTION BY _____ SECONDED BY _____
that the Board adjourned the meeting at ____ P.M. [Voice Vote]

FYI

- BOE Contact Information & Committee List
- PTA Flyers
- PRIDE Assembly Invitation

Notes