HAMBURG BOARD OF EDUCATION

REGULAR MEETING AGENDA

29 JANUARY 2019

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

B. APPROVAL OF MINUTES

MOTION BY	SECONDED BY	to approve the
Regular min	utes 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 ______ second BY _____ to approve the minutes of the 8 January 2019 Reorganizational Board meeting.

	Mr.	Mrs.	Ms.	Mr.	Mrs.	Mrs.	Mrs.	Mr.	Mr.
	Jones	Ambrose	Cade	Christy	Cunningham	Davis	Frayko	Gillen	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 th	e Sussex County Educational	Services
Commission should the	district utilize the services de	epicted 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

F. COMMITTEE REPORTS

State & County School Boards

Sussex County Educational Services Commission

<u>Liaison with the Hamburg Borough Council</u> <u>Building & Grounds</u>

MOTION BY	SECONDED BY	tc
authorize the Interim S	School Business Administrator to	advertise to
go out for bid for the C	Cafeteria A/C Project at Hamburg	School for
an amount not to exce	ed \$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.	Mrs.	Ms.	Mr.	Mrs.	Mrs.	Mrs.	Mr.	Mr.
	Jones	Ambrose	Cade	Christy	Cunningham	Davis	Frayko	Gillen	Tobachnick
YES									
NO									
ABSTAIN									

Negotiations & Personnel

Finance Committee

Discussion of items A through F...

- a. To approve the bills as presented.
- b. To approve bills for the Cafeteria Account in the amount of \$7,255.06
- c. 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.	Mrs.	Ms.	Mr.	Mrs.	Mrs.	Mrs.	Mr.	Mr.
	Jones	Ambrose	Cade	Christy	Cunningham	Davis	Frayko	Gillen	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.	Mrs.	Ms.	Mr.	Mrs.	Mrs.	Mrs.	Mr.	Mr.
	Jones	Ambrose	Cade	Christy	Cunningham	Davis	Frayko	Gillen	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 purchase	s to be made from the approv	ved low bid vendors utilizing					
the Educational Data Services, Inc./West/Central New Jersey Cooperative							
Bidding Program v	with the Morris County Educat	tional Services Commission					
as the lead agency	,, with the bid pricing being fir	rm until 30 November 2019					
as depicted on DC	CUMENT B2.						

	Mr.	Mrs.	Ms.	Mr.	Mrs.	Mrs.	Mrs.	Mr.	Mr.
	Jones	Ambrose	Cade	Christy	Cunningham	Davis	Frayko	Gillen	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 SE	MI WAIVER request.	

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

could be finalized. The additional information has not been added but has not altered any of the financial balances information that was presented to the Board of Education at the November meeting. Therefore, I am recommending the approval of the following resolution:

	reco	ommendin	g the a	pproval	of the followi	ng resol	ution:		
	MOTION BY				SECONDED B	Y		to a	accept
					nancial Report				
	Rep	ort for Jun	e 30, 2	018 with	no recommen	ndations			
	Mr.	Mrs. Ambrose	Ms. Cade	Mr.	Mrs.	Mrs.	Mrs.	Mr. Gillen	Mr. Tobachnick
	Jones	Allibrose	Caue	Christy	Cunningham	Davis	Frayko	Gillen	TODACITIICK
YES									
NO									
ABSTAIN									
	MO	TION BY			SECONDED BY	v		to	nnrove
					SECONDED BY hourly employ				
		_	•						•
			•	January	1, 2019. (This	is to acc	ount for	the inc	rease in
	tne	minimum	wage)						
	Mr.	Mrs.	Ms.	Mr.	Mrs.	Mrs.	Mrs.	Mr.	Mr.
	Jones	Ambrose	Cade	Christy	Cunningham	Davis	Frayko	Gillen	Tobachnick
YES									
NO									
ABSTAIN									
		l		<u>I</u>					<u> </u>
	J.	SUPERII	NTEND	ENT'S RE	PORT				
	á	a. M	OTION	ВУ	SEC	CONDED	В		to
				items 1-3					
		1.	Prof	essional	Development	as denic	ted on <mark>C</mark>	OCUM	FNT C.
		2.			depicted on [-			
		3.		-	s depicted on				

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

b.	MOTION BY	SECONDED BY	to
	re-approve: [due to	the completion of negotiations] Shared
	services agreement b	etween Wallkill Valley High Sch	nool Board of
	Education and the Ha	amburg School Board of Educat	ion to jointly
	utilize the services of	Learning Disabilities Teacher C	onsultant to
	provide services to H	amburg School effective 1 Janu	ary 2019
	through 30 June 201	9 at a cost of \$39,962 [pro-rated	d].

	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 superinte	endent's HIB report as presented	l at the 19 December
	2018 Board r	neeting of one [1] reported insta	nce of Harassment,
	Intimidation	or Bullying was reported betwee	en 28 November 2018
	and 12 Decei	nber 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

f.	MOTION BY	SECONDED	BY	to
	approve the Uniform St	ate Memorandum	of Agreeme	nt between
	Education and Law Enfo	rcement Officials	for the 2018	-2019
	school year as depicted	on DOCUMENT F .	[complete o	opy will be
	available for review]			

	Mr. Jones	Mrs. Ambrose	Ms. Cade	Mr. Christy	Mrs. Cunningham	Mrs. Davis	Mrs. Frayko	Mr. Gillen	Mr. Tobachnick
V/50				,			,		
YES									
NO									
ABSTAIN									

g. MOTION BY ______ SECONDED BY ______ to approve a change in the calendar. Due to inclement weather on the regularly scheduled 1pm dismissal day in November the Hamburg Education Association asks that February 15 now be changed to 1pm dismissal as per HEA CBA.

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

h. MOTION BY _____ SECONDED BY _____ to approve:
Student #29112 to attend the Multiple Disabled Class at Sussex
Wantage School District for the 2018-2019 school year at a cost of \$35,081, a personal aide at a cost of \$23,263.16 plus transportation and related services.

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

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 co VOTE)	mment at	P.M . (VOIC
Meeting closed to the public for com VOTE)	nment at	P.M. (VOICE
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
[X] Personnel	
[] Appointment of a public official	
[] Matters covered by the attorney-clien	t privilege
[] Pending or anticipated litigation	
[] Pending or anticipated contract negotia	ations
[] Protection of the safety or property of	the public
[] Matters which would constitute an un	warranted invasion of privacy
[] Matters in which the release of inform	nation would impair a right to
receive	
Funds from the United States Governm	nent
[] Matters concerning collective negotia	tions and/or the negotiation of
terms and	
Conditions of employment of employee	es of the Board of Education
[] Possible imposition of a civil penalty o	r suspension
BE IT FURTHER RESOLVED that said the public when the reasons for discussing session no longer exist.	•
MOTION BY SECO	ONDED BY
that the Board returned to Regular Session	
RACTION TO A DIGUIDNI RAFFTING	
MOTION TO ADJOURN MEETING	
MOTION BY SECO	NDED BY
that the Board adjourned the meeting at	P.M. [Voice Vote]

<u>FYI</u>

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

Notes