

MINUTES OF REGULAR MEETING

February 26, 2019

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

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

ABSENT: None

13 Members of the Public

The Board 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 New Jersey Herald and the Sunday Herald and the Star Ledger."

APPROVAL OF THE MINUTES

On motion by Mrs. Frayko, seconded by Mrs. Cunningham, and carried by the following voice vote, **approved the Regular minutes and Executive minutes of the 7 February 2019 Board meeting.**

Yes	-	8
No	-	0
Abstain	-	Mrs. Frayko

PRESENTATION TO THE BOARD

The Hamburg School Board of Education Student of the Month for February 2019 honorees were:

Grade PreK – 2 recipient – Lily Okin
Grade 3 – 6 recipient – Yakila Dixon - absent
Grade 6 – 8 recipient – Emily Cubby

Mr. Jones presented the students with a certificate of recognition.

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CORRESPONDENCE

None.

OPEN TO THE PUBLIC

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On motion by Mrs. Frayko, seconded by Mr. Christy, and carried unanimously by voice vote, **opened the meeting to the public for comment at 7:08 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 7:08 P.M.**

COMMITTEE REPORTS

State & County School Boards – Mr. Jones stated he would be attending a meeting and will report to the Board at the next meeting.

Sussex County Educational Services Commission – Mrs. Ambrose stated the Strategic Planning Session 1 was successful. There were BOE members, district personnel, 2 members of the Sussex County Prosecutor's Office, 1 Freeholder and parent, on the committee.

The Committee identified the following strengths: quality programs, highly qualified certified staff, strong leadership, excellent financial position, knowledgeable on diverse areas of education, professional development for distract staff and Sussex County staff.

The committee identified the following challenges: transportation, changing regulations from NJDOE, lack of space for gym/library, staff turnover and marketing.

Liaison with the Hamburg Borough Council – Mrs. Frayko stated she will attend the next meeting and report to the Board at the next meeting.

Building & Grounds – Mr. Gillen stated the committee discussed the timelines for the cafeteria HVAC project. He also said the committee discussed the following projects for 2019-2020

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school year: new boiler, replacement of sidewalk and drainage system by the preschool playground and installation of a drop ceiling in the secretary and superintendent office.

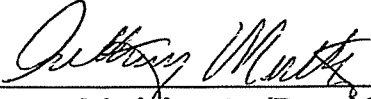
Education & Policy – Mrs. Cunningham stated the committee discussed many policies that were to be approved at this evenings meeting. Some of the topics were: Removal of Students for Firearms Offenses; Commercial Driver's License Controlled Substance and Alcohol Use Testing; Administering an Opiod Antidote; Service Animals; Transgender Students and procurement Procedures for School Nutrition Programs to name a few.

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 January 2019 bills in the amount of \$614,737.62 and the bills from February 1 to February 26, 2019 in the amount of \$584,567.58.
- b. Approved the bills for the Cafeteria Account in the amount of \$8,496.57.
- c. Accepted the Board Secretary's and Treasurer's Reports for 31 January 2019.
- d. Approved the Transfers made by the Superintendent after the 30 January 2019 (held on February 7, 2019) Board Meeting, with fund 10 debits totaling \$20,150 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 January 2019, 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 January 2019
DATE

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OLD BUSINESS

Mr. Christy asked why it took so long to inform the Board of Education and Community of the change of calendar for February 15, 2019 from a full day to a half day.

Mr. Tobachnick stated he would further pursue a mock Board of Education Meeting for students now that he knows the staff would like to participate in the meeting.

NEW BUSINESS

No new Business.

BOARD SECRETARY'S REPORT

On motion by Mrs. Frayko, seconded by Mr. Christy and carried unanimously by roll call vote, approved the FY 2018-19 Internet Service Provider quotation as submitted by Cologix Inc., to provide a 100 mbps internet service at an annual cost of \$25,560, with the same second year renewal price for FY 2019-20, pending attorney review of Cologix's contract documentation. [Note: The service can be scaled up to 200 mbps at an annual cost of \$35,760 at any time during the contract period].

SUPERINTENDENT'S REPORT

On motion by Mrs. Cunningham, seconded by Mrs. Frayko, and carried unanimously by roll call vote, approved Professional Development as depicted on DOCUMENT B.

On motion by Mrs. Frayko, seconded by Mrs. Davis, and carried by the following roll call vote, approved the stipend in the amount of \$2,000.00 per month for the months of February and March 2019 to Kimberly Sigman:

Yes	-	8
No	-	0
Abstain	-	Mr. Tobachnick

On motion by Mrs. Frayko, seconded by Mr. Christy, and carried unanimously by roll call vote, accepted the Superintendent's HIB report as presented at the 29 January 2019 [snow date 7 February 2019] Board meeting of one [1] substantiated and one [1] unsubstantiated instance of HIB and [1] unsubstantiated for the time period of 15 December 2018 and 25 January 2019.

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Mr. Cardinale reported that there were three (3) reported instances of Harassment, Intimidation or Bullying between 4 January 2019 and 20 February 2019 [One mistakenly left off January 2019 agenda].

On motion by Mrs. Frayko, seconded by Mrs. Davis, and carried unanimously by roll call vote, accepted the following items:

1. The 2019-2020 school year calendar as depicted on DOCUMENT C with exception of the Teacher Conference dates which will be determined at the March meeting.
2. The job description for Coordinator of Building and Grounds as depicted on DOCUMENT D. [Once approved this position will be posted].

On motion by Mrs. Frayko, seconded by Mr. Christy, and carried unanimously by roll call vote, accepted/approved the following:

- 4/30/19 Allen – Restorative Discipline \$259 plus related travel & mileage
- Student Athletic Code of Conduct – DOCUMENTS A1
- Grade 8 Discipline Agreement – DOCUMENT AD2

On motion by Mrs. Cunningham, seconded by Mrs. Frayko, and carried unanimously by roll call vote, approved the following: [Reading one of one]

P2415.06 - Unsafe School Choice Option [M] [Rev]
R2460.8 - Special Education-Free & Appropriate Public Education [M] [Rev]
R5530 - Substance Abuse [M] [Rev]
P&R 5600 - Student Discipline/Code of Conduct [M] [Rev]
P&R5611 - Removal of Students for Firearms Offenses [M] [Rev]
P&R5612 - Assaults on District Board of Education Members or Employees [M] [Rev]
P&R5613 - Removal of Students for Assaults with Weapons Offenses [M] [Rev]
P&R8461 - Reporting Violence, Vandalism, Harassment, Intimidation, Bullying, Alcohol, and Other Drug Offenses [M] [Rev]

On motion by Mrs. Frayko, seconded by Mrs. Cunningham, and carried unanimously by roll call vote, approved the following: [Reading one of two]

P0141.1 -Board Member and Term-Sending District [Rev.]
P0141.2 -Board Member and Term-Receiving District [Rev]
P2422 - Health and Physical Education [M] [Rev]
P2431.3 - Practice and Pre-Season Heat-Acclimation for School-Sponsored Athletics and Extra-Curricular Activities [Rev]
P2610 - Educational Program Evaluation [M] [Rev]

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P4219 - Commercial Driver's License Controlled Substance and Alcohol Use Testing [M] [Rev]
P&R5111 - Eligibility of Resident/nonresident Students [M] [Rev]
P&R5330.04 - Administering an Opioid Antidote [M] [Rev]
P5337 - Service Animals
P5756 - Transgender Students [M] [Rev]
P&R7440 - School District Security [M] [Rev]
P8561 - Procurement Procedures for School Nutrition Programs [M] [Rev]
P8860 - Memorials [Rev]

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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 7:58 P.M.**

Mrs. June Tarantino thanked the Board for allowing her to attend a workshop.

On motion by Mr. Christy, seconded by Mrs. Frayko, and carried unanimously by voice vote, **closed the meeting to the public for comment at 7:59 P.M.**

EXECUTIVE SESSION

On motion by Mrs. Frayko, seconded by Mrs. Davis, and carried unanimously by voice vote, **closed the meeting to the public at 8:00 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);

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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 - Tuition
- Appointment of a public official
- Matters covered by the attorney-client privilege
- Pending or anticipated litigation
- Pending or anticipated contract negotiations – Food Service

- 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. Action may be taken upon return from executive session.

On motion by Mrs. Frayko, seconded by Mrs. Davis, and carried unanimously by voice vote, **that the Board returned to Regular Session at 8:17 P.M.**

Mr. Cardinale stated the Mallory Army presentation was successful and he would reach out to New Jersey School Board Association for a speaker to address the Board of Education on the topic.

On motion by Mrs. Frayko, seconded by Mrs. Davis, and carried unanimously by voice vote, **that the Board adjourned the meeting at 8:18 P.M.**

Respectfully submitted,


Anthony Mistretta
Interim Business Administrator/
Board Secretary