

MINUTES OF REGULAR MEETING

May 21, 2019

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

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

ABSENT: Jennifer Davis

20 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."

PRESENTATION TO THE BOARD

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

Grade PreK – 2 recipient – Abigail VanEeuwen
Grade 3 – 6 recipient – Hope DelGuidice
Grade 6 – 8 recipient – Joseph Haas

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

Mrs. Michele Sealander, teacher, presented a grant she received from Thor Labs in the amount of \$4,500. The grant is for a Hydroponics Lab and Robotics Program. She explained how each grade level would participate in the program – see attached.

Mrs. Amy Breitenbach, Pre K teacher, and Mrs. Sharon Triolo, Pre K teacher, gave a Power Point Presentation on extending the Pre-K program to full time for the 2019-20 school year. They stated that there would be no additional cost for staff if the Board implemented the program. Several questions were raised regarding any additional costs for furniture, and curriculum alignment with state requirements. A follow-up meeting to answer the questions would be presented to the Board of Education at a later date – see attached.

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Mrs. Kimberly Sigman, Vice Principal, gave a Power Point Presentation entitled "Hamburg School Looking Ahead". She covered a multitude of topics – security and safety, class size for the 2019-20, Intervention, technology and curricular writing to name a few – see attached.

Mr. Robert Jones recognized Mrs. Charlotte Ambrose for 30 years of service as a Board member. He stated she will be recognized by the New Jersey School Board Association at a meeting on May 29, 2019 and any Board member who would like to attend can sign up through NJSBA website.

APPROVAL OF THE MINUTES

On motion by Mrs. Frayko, seconded by Mr. Christy, and carried by the following voice vote, approved the Budget Hearing and Regular minutes of the 25 April 2019 Board meeting.

Yes	-	5
No	-	0
Abstain	-	Robert Jones, President Charlotte Ambrose, Sandra Cunningham

CORRESPONDENCE

Mr. Mistretta, the Interim Business Administrator, stated he received a letter from Wallkill Group contesting the bid submitted by Berto Construction, Inc.

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 Mr. Christy, and carried unanimously by voice vote, opened the meeting to the public for comment at 8:25 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 8:25 P.M.

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COMMITTEE REPORTS

State & County School Boards – Mr. Jones stated he would be attending the NJSBA meeting on May 29, 2019.

Sussex County Educational Services Commission – Mrs. Ambrose stated that the Superintendent of Schools evaluation had been completed. She also said graduation was scheduled for June 21, 2019. In addition, she reviewed the Project Search program that is offered to special needs students to participate in a program at Newton Hospital with the possibility of being hired to work at the hospital at the end of the program. The next meeting is scheduled for June 3, 2019.

Liaison with the Hamburg Borough Council – Mrs. Frayko stated the Mr. Burd presented the 2019-20 school budget to the Mayor and town council.

Building & Grounds –

On motion by Mr. Gillen, seconded by Mrs. Frayko, and carried unanimously by roll call vote, **tabled Berto Construction Inc. for sidewalk and stairs replacement at Hamburg School in the amount of \$184,814 pending attorney review.**

Mr. Gillen stated there would be a meeting for the installation of the HVAC system in the cafeteria on May 29. He also gave an update on the installation of the drop ceiling in the superintendent office and main office; the replacement of a hand rail by the Board office stairwell and the repair of the elevator.

Mr. Mistretta gave an update on the odor in the stairwell.

Education & Policy – Mrs. Cunningham said a meeting is scheduled for June 18, 2019 at 6 P.M.

Negotiations & Personnel – None.

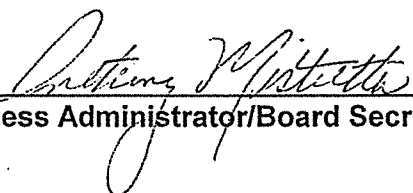
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Finance Committee –

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 April 2019 bills in the amount of \$571,440.08 and the bills from May 1 to May 21, 2019 in the amount of \$522,938.49.
- b. Approved the bills for the Cafeteria Account in the amount of \$18,685.42.
- c. Accepted the Board Secretary's and Treasurer's Reports for 30 April 2019.
- d. Approved the Transfers made by the Superintendent after the 25 April 2019 Board Meeting, with fund 10 debits totaling \$12,200 as depicted on DOCUMENT A and the Board acknowledges that these transfers may increase/decrease the
- e. maximum dollar limit established as part of the 2018-19 budget process for various professional services.
- f. Pursuant to N.J.A.C. 6A:23A-16.10, the Board Administrator/Board Secretary certifies that as of 30 April 2019, no budgetary line item account has been over-expended violating N.J.A.C. 6A:23-2.12(a).
- g. 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

30 April 2019
DATE

OLD BUSINESS

No old Business.

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NEW BUSINESS

Mrs. Cade said she recently attended a Leadership Conference meeting. The presenter suggested to get more involvement from the public that awards to students and personnel not be given at the beginning of the meeting.

BOARD SECRETARY'S REPORT

On motion by Mrs. Frayko, seconded by Mr. Gillen, and carried unanimously by roll call vote, approved Board members and administrators to attend the New Jersey School Boards Association Conference, to be held Monday 21 October 2019 to Thursday 24 October 2019 and for the Board to pay for/reimburse registration fees, mileage, lodging, meals and incidental costs, in accordance with Board policy. [Note: The State has approved lodging for October 21, 22, & 23, 2019. All room reservations must be pre-paid by mid-September 2019 and all cancellations must be processed prior by early October 2019 (no refunds will be issued after that date)].

On motion by Mr. Jones, seconded by Mrs. Frayko, and carried unanimously by roll call vote, adopted the following:

Be it resolved that the amount of district taxes needed to meet the obligations of the Hamburg Borough Board of Education from 1 July 2019 to 30 June 2020 is \$4,856,078 and Hamburg Borough is hereby requested to put into the hands of the Business Administrator the monthly dollar amount as depicted on DOCUMENT B, by the 15th of each month, commencing on 15 July 2019 and authorize the Business Administrator to work with the municipality if there is a need to deviate from the tax requisition schedule.

On motion by Mr. Jones, seconded by Mrs. Frayko, and carried unanimously by roll call vote, approved the FY 2019-2020 Cafeteria Price List [DOCUMENT C].

On motion by Mr. Jones, seconded by Mrs. Frayko, and carried unanimously by roll call vote, approved the 2019-2020 District Summary Award Letters for purchases to be made through the Morris County Educational Services Commission/Ed-Data Cooperative [DOCUMENT D].

On motion by Mr. Jones, seconded by Mrs. Frayko, and carried unanimously by roll call vote, approved the Lakeland Bank resolutions to change the Business Administrator/Board Secretary from Mr. Anthony Mistretta to Mr. William J. Sabo effective 1 July 2019 [DOCUMENT E].

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On motion by Mrs. Frayko, seconded by Mr. Tobachnick, and carried unanimously by roll call vote, **approved the following:**

Pursuant to PL 2015, Chapter 47 the Hamburg Board of Education intends to renew, award, or permit to expire the following contracts previously awarded by the board of education. These contracts are, have been, and will continue to be in full compliance with all state and federal statutes and regulations; in particular, New Jersey Title 18A:18. et.seq, NJAC Chapter 23, and Federal Uniform Administrative Requirements 2CFR, Part200.

- Maschio's Food Service, Inc.
- Horizon Dental/Fortitude Insurance Group
- New Jersey Schools Insurance Group/Bollinger/Morville Agency
- Alliance for Competitive Energy Services
- Educational Consortium for Telecommunications Savings
- Educational Data Services, Inc./Morris County ESC
- Hunterdon County Educational Services Commission
- The Educational Services Commission of New Jersey
- Sussex County Regional Transportation Cooperative
- Cleary, Giacobbe, Alfieri & Jacobs
- Nisivoccia LLC
- Parette Somjen Architects LLC
- J & B Therapy, LLC
- Mary Ellen Diffily, Physical Therapist
- Gurbir S. Saluja, M.D.
- Applied Behavioral Consulting LLC
- CDK Systems, Inc.
- ABCODE Security
- Cologix, Inc.
- Otis Elevator Company
- Bayada Home Health Care, Inc.
- Ardor Health Solutions
- T.A. Mountford Co.
- R & L DataCenter, Inc.
- Northern Hills Academy
- Vernon Township Board of Ed.
- Stanhope Borough Board of Ed.

On motion by Mrs. Frayko, seconded by Mr. Christy, and carried unanimously by roll call vote, **approved the recommendation of the Interim School Business Administrator to award the contract with Maschio's Food Service, Inc. for the 2019-2020 school year: the FSMC flat fee in the amount of \$8,219 and a limited loss guaranteed of \$6,700.**

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SUPERINTENDENT'S REPORT

Mr. Cardinale, Interim Chief School Administrator, thanked the staff for their presentations to the Board this evening.

On motion by Mrs. Frayko, seconded by Mr. Christy, and carried unanimously by roll call vote, as per the Superintendent's recommendation, **approved/accepted/appointed the following items 1-3 & 5:**

1. Letter of resignation from Natalia Rudneva, World Language teacher effective 30 June 2019.
2. The resignation letter from Heather McDevitt, classroom aide effective 31 May 2019.
3. Heather McDevitt as replacement Grade 3 teacher for Carey Roth at Step 1, \$57,746 [pro-rated] from 31 May 2019 through 19 June 2019. [Due to the 90 day wait period for medical/dental benefits this position will not be eligible].
5. Substitute
Field Trips
Professional Development 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/accepted/appointed item 4:**

Yes	-	7
No	-	0
Abstain	-	Brian Tobachnick

4. The stipend in the amount of \$2,400.00 for the month of May 2019 to Kimberly Sigman.

On motion by Mrs. Frayko, seconded by Mr. Christy, and carried unanimously by roll call vote, as per the Superintendent's recommendation, **accepted the Superintendent's report of two (2) reported instances of HIB as presented to the Board on 25 April 2019.**

Mr. Mario Cardinale reported that there were two (2) reported instances of Harassment, Intimidation or Bullying between 26 April 2019 and 17 May 2019.

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On motion by Mr. Gillen, seconded by Mr. Christy, and carried unanimously by roll call vote, as per the Superintendent's recommendation, approved the following:

- Super Science Programs for Kids to use the cafeteria and/or library from 8 July 2019 to 12 July 2019 from 8:30 am – 3pm.
- Letter of Agreement between the Center for Prevention and Counseling and Hamburg School as depicted on DOCUMENT G.
- The Five-Year Curricular Plan as depicted on DOCUMENT H.

Mr. Cardinale reported:

Fire/Evacuation/Safety Drills:

Fire Evacuation Drill – 4/29/19 - 2 min 33 sec

On motion by Mr. Gillen, seconded by Mr. Christy, and carried unanimously by roll call vote, as per the Superintendent's recommendation, approved the following co-curricular positions:

Activity	Staff Member	Level	Salary
Athletic Coordinator	Barry Douglass	6	\$2139
Art Club	Elizabeth Wassel	5	\$1407
AVA Coordinator	Michael Blochinger	5	\$1632
Band	June Tarantino	6	\$1463
Boys Basketball			
Boys Basketball Assistant			
Girls Basketball	Dorothy Smalley	6	\$2139
Girls Basketball Assistant			
Chorus	June Tarantino	6	\$1463
Computer Tech Advisor	Sandra Hoover	5	\$1745
Cross Country	Karen Titus	5	\$1407
Cross Country Assistant	Sandra Hoover	4	\$1126
Drama	June Tarantino	6	\$1913
Drama Assistant	Elizabeth Wassel	2	\$1238
Eighth Grade Advisor	Dorothy Smalley	6	\$1848

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Environmental Club	Darby Kolb	5	\$1407
National Junior Honor Society	Michele Sealander	5	\$1407
Safety Patrol	Dorothy Smalley	5	\$1238
School Newspaper	Dorothy Smalley	6	\$1350
Soccer	Michael Blochinger	6	\$2026
Soccer Assistant	Susan Cullen	1	\$1350
Track	Suzanne Williamson	6	\$1463
Track Assistant			
Volleyball	V. Danko	6	\$1463
Yearbook	Michele Sealander	6	\$1913

On motion by Mr. Gillen, seconded by Mrs. Frayko, and carried unanimously by roll call vote, as per the Superintendent's recommendation, approved the following:

1. Staff for the Hamburg School Extended School Year Program (July 8-August 1)

- Amy Breitenbach** Special Education Teacher @ \$37.93/hour, not to exceed 40 hours
- Michelle Clark** Special Education Teacher @ \$37.93/hour, not to exceed 40 hours
- Susan Hearn** Special Education Teacher @ \$37.93/hour, not to exceed 40 hours
- Heather McDevitt** Classroom aide @ \$13.70/hour, not to exceed 40 hours
- Michele Sealander** Classroom aide @ \$17.13/hour, not to exceed 40 hours

2. Additional Staff for Summer Duties

- Sandy Hoover** Computer Technician @ \$26.53/hour, not to exceed 50 hours.
- Veronica Danko** Office Assistant to check in deliveries @ \$13.71/hour, not to exceed 50 hours
- Elizabeth Wassel** Office Assistant to check in deliveries @ \$13.71/hour, not to exceed 50 hours

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3. Substitute/Summer custodians for the balance of the 18-19 school year as well as the 19-20 school year: (summer hours include an 8-hour workday inclusive of a 30-minute lunch break and two 15-minute breaks).
Summer & 19-20 salaries:

Dorothy Smalley	Substitute Custodian @ \$13.27/hour
Jennifer Smalley	Substitute Custodian @ \$13.27/hour
Jessica Smalley	Substitute Custodian @ \$12.88/hour

Mario Cardinale advised the Board that Ryan Myslinski, a Centenary College student, will observe Mrs. Amy Breitenbach's classes as part of his studies for his certification as a "Teacher of Students with Disabilities".

On motion by Mr. Christy, seconded by Mrs. Ambrose, and carried unanimously by roll call vote, as per the Superintendent's recommendation, approved the following [for Extended School Year program 8 July – 1 August]:

Ashley Green	Classroom aide @ \$18.78/hour, not to exceed 40 Hours
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Mrs. Kimberly Sigman, Vice Principal, reported that the Jump Rope for Heart fundraiser earned the American Heart Association \$955. The money raised was by 17 individuals. We had two students that both raised \$200 apiece. These two students were Jake Klein and Evan Guerrini.

Mrs. Kimberly Sigman, Vice Principal, reported the results of the third grade reading program:

5th place with 200 points is Leo Gunderman
4th place with 203 points is Gino Preziosi
3rd place with 207 points is Gabriel Perrotto-Wald
2nd place with 224 points if Evonne Zhang
And in FIRST PLACE with 236 points is Morgan Taylor

Great job to all the third graders. Keep on reading.

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

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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 Mr. Christy, and carried unanimously by voice vote, **opened the meeting to the public for comment at 8:54 P.M.**

No one addressed the Board.

On motion by Mrs. Frayko, seconded by Mr. Christy, and carried unanimously by voice vote, **closed the meeting to the public for comment at 8:54 P.M.**

EXECUTIVE SESSION

On motion by Mr. Christy, seconded by Mrs. Frayko, and carried unanimously by voice vote, **closed the meeting to the public at 8:55 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 - Contracts
- 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

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- [] 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 Mr. Gillen, and carried unanimously by voice vote, **that the Board returned to Regular Session at 9:30 P.M.**

On motion by Mr. Gillen, seconded by Mrs. Frayko, and carried unanimously by roll call vote, **rejected all bids for Sidewalk and Stairs Replacement at Hamburg School.**

WHEREAS, pursuant to N.J.S.A. 18A:18A-1, et seq., the Hamburg Board of Education advertised and solicited bids for Sidewalk and Stair Replacement at the Hamburg School; and

WHEREAS, the Board received bids from the following:

Wallkill Group, Inc.	\$224,000
A-Tech Concrete, Co	\$244,000
Berto Construction, Inc.	\$184,814

WHEREAS, the Bid Documents provided that the Board could reject all bids for any reason; and

WHEREAS, pursuant to N.J.S.A. 18A:18A-22, a board of education may reject all bids if the board of education wants to substantially revise the specifications for the

goods and services and when the purposes or provisions or both of N.S.S.18A:18A-1 et seq. are being violated and in order to substantially revise the bid specifications for the project.

WHEREAS, the Board has determined that it is necessary to reject all bids submitted for Sidewalk and Stair Replacement at the Hamburg School pursuant to N.J.S.A. 18A:18A-22.

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NOW, THEREFORE BE IT RESOLVED, by the Hamburg Board of Education that the Board hereby rejects all bids submitted for Sidewalk and Stair Replacement at the Hamburg School pursuant to N.J.S.A. 18A:18A-22.

On motion by Mrs. Frayko, seconded by Mr. Christy, and carried unanimously by voice vote, that the Board adjourned the meeting at 9:35 P.M.

Respectfully submitted,



Anthony Mistretta
Interim Business Administrator/
Board Secretary