

MINUTES OF REGULAR MEETING

July 30, 2019

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

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

ABSENT: Charlotte Ambrose, Brian Tobachnick

3 Members of the Public

The Board President opened the meeting at 7:03 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

None.

APPROVAL OF THE MINUTES

On motion by Mrs. Frayko, seconded by Mrs. Davis, and carried by the following voice vote, approved the minutes of the 18 June 2019 Regular Board meeting.

Yes	-	5
No	-	0
Abstain	-	Ms. Cade, Mrs. Cunningham

On motion by Mr. Gillen, seconded by Mrs. Cunningham, and carried by the following voice vote, approved the minutes of the 25 June 2019 Special Board meeting.

Yes	-	7
No	-	0
Abstain	-	0

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CORRESPONDENCE

No correspondence.

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 Mr. Christy, seconded by Mrs. Davis, and carried unanimously by voice vote, **opened the meeting to the public for comment at 7:05 P.M.**

No one addressed the Board.

On motion by Mrs. Cunningham, seconded by Mr. Christy, and carried unanimously by voice vote, **closed the meeting to the public for comment at 7:05 P.M.**

COMMITTEE REPORTS

State & County School Boards – No Report.

Sussex County Educational Services Commission – No Report.

Liaison with the Hamburg Borough Council –No Report.

Building & Grounds – No Report.

Education & Policy – No Report.

Negotiations & Personnel – Mrs. Frayko said that Executive Session will be needed to discuss the proposed Superintendent and Vice Principal contracts.

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Finance Committee –

On motion by Mr. Christy, seconded by Mrs. Cunningham, and carried unanimously by roll call vote, after some discussion approved, accepted, announced and/or certified items 1 through 6:

1. Approved the June 2019 bills in the amount of \$716,056.14 and the bills from July 1 to July 30, 2019 in the amount of \$382,864.04.
2. Approved the bills for the Cafeteria Account in the amount of \$6,306.76.
3. Accepted the Board Secretary's and Treasurer's Reports for 30 June 2019.
4. Approved the Transfers made by the Superintendent after the 18 June 2019 Board Meeting, with fund 10 debits totaling \$127,985 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.
5. Pursuant to N.J.A.C. 6A:23A-16.10, the Board Administrator/Board Secretary certifies that as of 30 June 2019, no budgetary line item account has been over-expended violating N.J.A.C. 6A:23-2.12(a).
6. 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 June 2019
DATE

OLD BUSINESS

No Old Business.

NEW BUSINESS

No New Business.

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BOARD SECRETARY'S REPORT

The Business Administrator reported recent changes in the law [effective 1 July 2019] that increased the mileage reimbursement from \$.31 to \$.35 per mile for traveling by personal automobile on official school business and the increase of the minimum wage to \$8.45 to \$10.00 per hour.

On motion by Mrs. Frayko, seconded by Mrs. Cunningham, and carried unanimously by roll call vote, approved the Business Administrator to attend 5 workshops sponsored by the New Jersey Association of School Business Officials [NJASBO] through the NJASBO Professional Development In-Service Program in the amount of \$100 per workshop.

On motion by Mrs. Frayko, seconded by Mrs. Cunningham, and carried unanimously by roll call vote, approved the submission of the electronic application(s) for the FY 2019-20 Federal ESEA & IDEA Grants and to approve/accept the ESEA & IDEA grant expenditures as depicted on DOCUMENT B, with the declining of Title 3 funds in the amount of \$185.

The Board Secretary updated the Board on the Cafeteria HVAC Project at the Hamburg School.

On motion by Mrs. Frayko, seconded by Mrs. Cunningham, and carried unanimously by roll call vote, approved payment request #3, as submitted by Echelon Services, Inc. for the Cafeteria HVAC Project at the Hamburg School, in the amount of \$37,879.63 and payment will be released upon approval by the architect as depicted on DOCUMENT C.

On motion by Mr. Gillen, seconded by Mrs. Frayko, and carried unanimously by roll call vote, approved Change Order #1 in the amount of \$9,711 with Echelon Services, Inc. for the Cafeteria HVAC Project at the Hamburg School as depicted on DOCUMENT D.

SUPERINTENDENT'S REPORT

On motion by Mrs. Frayko, seconded by Mr. Christy, and carried unanimously by roll call vote, as per the Superintendent's recommendation, after some discussion, approved/accepted/appointed the following items a-c & f:

- a. Letter of resignation from Elizabeth Wassel, art teacher effective 1 September 2019.
- b. The Superintendent's report of one [1] instance of HIB as presented to the Board on 18 June 2019.

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- c. The HIB Report Card as shown on the Hamburg School's website Board of Education page.
- f. Suzanne Venezia as part-time Classroom Aide, 3.75 hours per day at a rate of \$12.88 per hour (annual salary of \$8,839) effective 1 September 2019. This position is not eligible for benefits.

On motion by Mrs. Frayko, seconded by Mr. Christy, and carried by the following roll call vote, as per the Superintendent's recommendation, after some discussion, approved/accepted/appointed the following items d & e:

- d. The stipend in the amount of \$2,400 for the month of July 2019 to Kimberly Sigman.
- e. The stipend in the amount of \$2,400 for the month of August 2019 to Kimberly Sigman [to be paid out in September 2019].

Yes	-	6
No	-	Ms. Cade
Abstain	-	0

On motion by Mrs. Cunningham, seconded by Mrs. Davis, and carried unanimously by roll call vote, as per the Superintendent's recommendation, approved/accepted/appointed/changed the following items a-b:

- a. To increase Sandra Hoover, Elementary Teacher from 50% to 80% [4 days per week] effective 1 September 2019.
- b. The shared services agreement between the Wallkill Valley Regional High School Board of Education to jointly unitize the service of a Learning Disabilities Teacher Consultant to provide services to Hamburg School effective 1 July 2019 through 30 June 2020 at a cost of 40% of the consultant's annual salary [\$40, 395.60] plus 40% of Health Insurance or Health Insurance waiver cost as depicted on DOCUMENT D1.

Mr. Kreamer reported:

Fire/Evacuation/Safety Drills: None for July 2019

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On motion by Mrs. Frayko, seconded by Mr. Christy, and carried by the following roll call vote, as per the Superintendent's recommendation, after some discussion, **approved changing the World Language from French to Spanish implemented through Rosetta Stone, effective 1 September 2019.**

Yes	-	6
No	-	Ms. Cade
Abstain	-	0

On motion by Mr. Gillen, seconded by Mrs. Davis, and carried unanimously by roll call vote, as per the Superintendent's recommendation, **approved a-b:**

- a. **Field Trips, Substitutes and Professional Development for the 2019-2020 school year as depicted on DOCUMENT E.**
- b. **Blanket Substitute and Field Trip Lists for the 2019-2020 school year as depicted on DOCUMENT F.**

On motion by Mr. Gillen, seconded by Mrs. Cunningham, and carried unanimously by roll call vote, as per the Superintendent's recommendation, **approved Catherine Blake as Full-time School Counselor at MA Step 5 at \$66,877 effective 1 September 2019. This position qualifies for benefits.**

Mr. Kraemer discussed the recent closing of the KEEP Program and its effect on the Hamburg Elementary School to offer a before/after school child care program. The local YMCA has expressed an interest in offering a before/after school program. Mr. Kraemer and Mrs. Sigman will be meeting with representatives from the YMCA to discuss this further.

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On motion by Mrs. Frayko, seconded by Mrs. Davis, and carried unanimously by voice vote, **opened the meeting to the public for comment at 7:29 P.M.**

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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 7:29 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 7:29 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 – Proposed CSA contract & proposed VP contract
- 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. Action may be taken upon return from executive session.

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On motion by Mrs. Frayko, seconded by Mrs. Davis, and carried unanimously by voice vote, that the Board returned to Regular Session at 7:37 P.M.

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

Respectfully submitted,



William Sabo
Interim Business Administrator/
Board Secretary