

HAMBURG BOARD OF EDUCATION
REGULAR MEETING
AGENDA
29 October 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. Jones	Mrs. Ambrose	Vacant	Mr. Christy	Vacant	Mrs. Davis	Mrs. Frayko	Mr. Gillen	Mr. Tobachnick
PRESENT									
ABSENT									

B. PRESENTATION TO THE BOARD -

Presentation of the **FY 2018-19** Comprehensive Annual Financial Report [CAFR] and the Auditor’s Management Report by Mrs. Valerie Dolan, Nisivoccia & LLP and the Board Secretary. [Note: As of Friday 18 October 2019, I have not received the reports from the auditors. As discussed at the BOE meeting, copies of these reports will be available at your seats and for the public. I will be at the NJSBA conference the week of 21 October 2019. If my office receives these documents while I am at the conference, Toni or Ann from my office will email these documents to your Hamburg BOE email address. wjs]

Meeting opened to the public for comment on the **FY 2018-19** Comprehensive Annual Financial Report at _____ P.M.

(VOICE VOTE)

Meeting closed to the public for comment on the **FY 2018-19** Comprehensive Annual Financial Report at _____ P.M.

(VOICE VOTE)

C. APPROVAL OF MINUTES

MOTION BY _____ SECONDED BY _____ to approve the Regular Meeting minutes of the 24 September 2019 Regular Board meeting.

	Mr. Jones	Mrs. Ambrose	Vacant	Mr. Christy	Vacant	Mrs. Davis	Mrs. Frayko	Mr. Gillen	Mr. Tobachnick
Yes									
No									
Abstain									

D. CORRESPONDENCE

To review the letter of interest from an individual who responded to the legal notices placed in the New Jersey Herald and the Sunday Herald by the due date of Friday 18 October 2019, as follows:

- A letter of interest from Mr. David Dreifus **[DOCUMENT A]**.

E. TO INTERVIEW INDIVIDUAL[S] WHO SUBMITTED A LETTER OF INTEREST TO FILL A VACANT BOARD SEAT(S)

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

- To review the projects discussed at the meeting held on Tuesday 15 October 2019 **DOCUMENT B.**

Education & Policy

Negotiations & Personnel

Finance Committee

Discussion of items 1 through 6:

1. To approve the bills as presented.
2. To approve bills for the Cafeteria Account in the amount of **\$341.28.**

3. To accept the Board Secretary’s and Treasurer’s reports for **30 September 2019**.
4. To approve Transfers made by the Superintendent after the **24 September 2019** Board Meeting, with fund 10 debits totaling **\$301,500** depicted in **DOCUMENT C** and the Board acknowledges that these transfers may increase/decrease the maximum dollar limit established as part of the 2019-20 budget process for various professional services.
5. Pursuant to N.J.A.C. 6A:23A-16.10, the Business Administrator/Board Secretary certifies that as of **30 September 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.

MOTION BY _____ SECONDED BY _____ to approve items 1 through 6.

	Mr. Jones	Mrs. Ambrose	Vacant	Mr. Christy	Vacant	Mrs. Davis	Mrs. Frayko	Mr. Gillen	Mr. Tobachnick
Yes									
No									
Abstain									

G. OLD BUSINESS

To review 18A:12-14, the Reduction of membership of a Board of Education **[DOCUMENT D]**

MOTION BY _____ SECONDED BY _____ to approve:
 the professional services proposal from Parette Somjen Architects for the roof and eave replacement of the Gymnasium at the Hamburg School, which includes the updating/filing of the Board’s Long Range Facility Plan [LRFP] with the Department of Education for flat fee of \$16,250 plus reimbursable expenses **[DOCUMENT I]**

	Mr. Jones	Mrs. Ambrose	Vacant	Mr. Christy	Vacant	Mrs. Davis	Mrs. Frayko	Mr. Gillen	Mr. Tobachnick
Yes									
No									
Abstain									

J. SUPERINTENDENT’S REPORT

1. MOTION BY _____ SECONDED BY _____ to approve/accept/appoint the following item(s) a-e:

- a. **Accept:** Resignation from Margaret McNeir, classroom aide effective 17 October 2019
- b. **Approve:** Combined Professional Development/Field Trip/Facility Use/Substitute Approval requests as depicted on **DOCUMENT J.**
- c. **Approve:**

Pamela Dean	Assistant Drama Director	Step 1	\$1126.00
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- d. **Approve:** Shared Services Agreement between Hardyston Township Board of Education and the Hamburg Board of Education for the purpose of utilizing school nursing services in emergent situations as depicted in **DOCUMENT K.**
- e. **Approve:** Shared Serviced Agreement between Franklin Borough Elementary Board of Education and the Hamburg Board of Education for the purpose of utilizing school nursing services in emergent situations as depicted in **DOCUMENT L.**

	Mr. Jones	Mrs. Ambrose	Vacant	Mr. Christy	Vacant	Mrs. Davis	Mrs. Frayko	Mr. Gillen	Mr. Tobachnick
Yes									
No									
Abstain									

**2. MOTION BY _____ SECONDED BY _____
to approve item a:**

a. Approve the second/final reading of:

R2464 – Gifted and Talented Students [revised]

P&R 1642 – Earned Sick Leave Law [M] [new]

P3159 – Teaching Staff Member/School District Reporting Responsibilities [M] [revised]

P&R 3218 – Use, Possession, or Distribution of Substances [M] [rev]

P&R 4218 – Use Possession, or Distribution of Substances [M] [rev]

P&R 5517 – School District Issued Student Identification Cards [rev]

P&R 6112 – Reimbursement of Federal and Other Grant Expenditures [M] [rev]

P&R 7440 – School District Security [M] [rev]

P 8630 – Bus Driver/Bus Aide Responsibility [M] [rev]

R 8630 – Emergency School Bus Procedures [M] [rev]

P 8670 – Transportation of Special Needs Students [M] [rev]

P 9210 – Parent Organizations [rev]

P 9400 – Media Relations [rev]

	Mr. Jones	Mrs. Ambrose	Vacant	Mr. Christy	Vacant	Mrs. Davis	Mrs. Frayko	Mr. Gillen	Mr. Tobachnick
Yes									
No									
Abstain									

3. Fire/Evacuation/Safety Drills

Shelter in Place – October 2, 2019

Fire Evacuation Drill – October 25, 2019 time TBD

**6. MOTION BY _____ SECONDED BY _____
to accept the results of the 2018-2019 Electronic Violence
and Vandalism Report and the bi-annual report of
Harassment, Intimidation and Bullying for the time period
of 1 January 2019 through 30 June 2019:**

Annual Violence and Vandalism Hearing for the 2018-2019 School Year

The week of October 21-25, 2019 is Violence Awareness in New Jersey schools. As part of our obligation to prevent violence in schools, this report details the activities that were conducted during the 2018-2019 school year and those planned for this academic year:

1. The Peer Leadership Group provides mentoring and tutoring services and act as role models for children under the leadership of guidance counselor, Ms. Blake.
2. Middle School students [30 total] attended the Center for Prevention's Anti-Bullying Summit on October 25, 2019. Each year, students in grades 6-8 from Hamburg School participate in presentations, and activities that identify violent or bullying behaviors and learn ways to put an end to and prevent violence and bullying in our school.
3. The New Jersey Child Assault Prevention [CAP] program held discussions with students on bullying and anti-bullying measures.
4. The Health curriculum that is covered each year addresses bullying and violence on several levels.
5. During the week of October 1-5, 2018 Hamburg students participated in New Jersey's Week of Respect during which special attention and class lessons were given to reinforce the importance of being respectful to each other, themselves and anyone with whom they interact both in school and in their community. Students and staff were encouraged to participate in wearing different colors on certain school days to show unity and commitment in preventing bullying. Middle School students also had the opportunity to "stomp out" bullying by popping balloons which contained positive messages. Students participated in Week of Respect activities during the week of October 7-11, 2019 this school year.
6. Red Ribbon week activities to reinforce staying drug free were conducted during the month of November.
7. The Hamburg PTA provides assembly programs which support positive messages about being kind towards others and preventing bullying.

7. To report:

- a. Spring 2019 School Performance Levels on the New Jersey Student Learning Assessment
- b. The implementation of the Share911 notification system that supports school/emergency personnel communication and accountability of student/staff. This notification system will meet the requirements of NJ Bill A764 also known as “Alyssa’s Law.”
- c. Clinical Practice (Montclair University), Brian McGuinness (Physical Education/Health) to work with Mr. Barry Douglass 3 days per week from 22 January 2020 through 7 May 2020.
- d. The distribution of the New Jersey Department of Education School Safety Specialist [SSS] Guide dated September 2019. Current Hamburg School Safety Specialist is Kimberly Sigman. Additional staff are to be certified. **[DOCUMENT M]**

K. OPEN TO THE PUBLIC

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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 – **Board Member candidate(s)**
- 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 _____
to exit Executive Session at _____ P.M.

MOTION TO ADJOURN MEETING

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

FYI

October 2019 Edition of Board & Administrator

Notes