

MINUTES OF REGULAR MEETING

January 28, 2020

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

PRESENT: David Dreifus, Timothy Gillen, Tricia Schels, Brian Tobachnick, Sheila Frayko, Vice President, Robert Jones, President

ABSENT: Jennifer Davis, 2 Vacant Seats

4 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

Mr. R.J. Baumgartner, Vice Principal introduced an 8th grader, Ms. Isabella Yakkey, who gave a student achievement report on school activities from the student body.

APPROVAL OF MINUTES

On motion by Mrs. Frayko, seconded by Mr. Tobachnick, carried by the following roll call vote, **approved the minutes of the 7 January 2020 Re-organization meeting [and the Regular Board meeting that was cancelled on 17 December 2019 but held after the 7 January 2020 Re-organization meeting] and the Executive Meeting minutes from 7 January 2020:**

Yes	-	6
No	-	0
Abstain	-	0

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CORRESPONDENCE

Mr. Jones summarized the following:

- A 10 January 2020 letter from the Sussex County Regional Cooperative informing member district's that its administrative fees will increase to 4% for student transportation for its trip service.
- A thank you card from Mrs. Charlotte Ambrose.
- A 6 January 2020 letter from the New Jersey Department of Education approving the Hamburg School Long-Range Facilities Plan.
- A 16 January 2020 letter from the New Jersey Department of Education approving the Roof and Eave Replacement Project.

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. Gillen, and carried unanimously by voice vote, **opened the meeting to the public for comment at 7:04 P.M.**

No one addressed the Board.

On motion by Mrs. Frayko, seconded by Mr. Gillen, and carried unanimously by voice vote, **closed the meeting to the public for comment at 7:04 P.M.**

COMMITTEE REPORTS

State & County School Boards – Mr. Jones stated that there is a Sussex County School Boards meeting on January 30, 2020 at the Franklin Borough School.

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Sussex County Educational Services Commission – No report.

Liaison with the Hamburg Borough Council – Mrs. Frayko discussed the 13 January 2020 Land Use Board meeting she attended whereby the Falcon Ridge Homeowners Association requested approval of the installation of recycling/compacting unit.

Mr. Tobachnick discussed the recent passing of a Gun Law Resolution by the Hamburg Borough Council. A brief discussion ensued.

Building & Grounds – A discussion occurred regarding the closing out of the Cafeteria Air Conditioning Project. The Board Secretary stated that Echelon Services, Inc. has completed the cafeteria air conditioning but is working on air balancing issues in the cafeteria.

Education & Policy – No report.

Negotiations & Personnel – No report.

Finance Committee –

On motion by Mr. Tobachnick, seconded by Mr. Gillen, and carried unanimously by roll call vote, after some discussion approved, accepted, announced and/or certified items 1 through 6 by the following roll call vote:

1. Approved the December 2019 bills in the amount of \$542,692.77 and the bills from January 1 to January 28, 2020 in the amount of \$595,770.50.
2. Approved the bills for the Cafeteria Account in the amount of \$9,473.92.
3. Accepted the Board Secretary's and Treasurer's Reports for 31 December 2019.
4. Approved the Transfers made by the Superintendent on 31 December 2019, with fund 10 debits totaling \$21,000 as depicted on [DOCUMENT A] 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 Board Administrator/Board Secretary certifies that as of 31 December 2019, no budgetary line item account has been over-expended violating N.J.A.C. 6A:23-2.12(a).

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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

31 December 2019
DATE

Yes	-	6
No	-	0
Abstain	-	0

OLD BUSINESS

The Board Secretary reported that a legal notice for the two vacancies on the Hamburg Borough Board of Education was placed in the Sunday 12 January 2020 edition of the Sunday Herald and the Wednesday 15 January 2020 edition of the New Jersey Herald (and sent to the Star Ledger), with a due date of Thursday 13 February 2020.

The Board Secretary reviewed with the Board the various seats that will be on the ballot for the 3 November 2020 Annual School Election as depicted on [DOCUMENT B]. A brief discussion ensued.

NEW BUSINESS – None

BOARD SECRETARY'S REPORT

The Board Secretary reminded the Board to file their School Ethics Disclosures as soon as possible.

The Board Secretary reviewed the 10 January 2020 letter from PKF O'Connor Davis, LLP regarding the NJ Department of Agriculture's Procurement Review of the School Food Service Authority's School Nutrition Program in accordance with the Federal Regulations (2 part 200.317-200.200.326) for the Fiscal year 2017-2018 and the Corrective Action Plan for the one Recommendation that was cited in this report as depicted on [DOCUMENT C].

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On motion by Mr. Gillen, seconded by Mrs. Frayko, and carried by the following roll call vote, after some discussion, **approved submission of the Corrective Action Plan for the one recommendation as cited in the 10 January 2020 FY 2017-18 Food Service Procurement Audit report.**

On motion by Mr. Gillen, seconded by Mrs. Frayko, and carried by the following roll call vote, **approved the FY 2020-21 Public/Itinerant Program Rates for the Sussex County Educational Services Commission as depicted on [DOCUMENT D].**

On motion by Mr. Gillen, seconded by Mrs. Frayko, and carried by the following roll call vote, **approved payment request # 5, as submitted by Echelon Services, Inc. for the Cafeteria HVAC Project at the Hamburg School, in the amount of \$14,095.63 [DOCUMENT D-1].**

On motion by Mr. Gillen, seconded by Mrs. Frayko, and carried by the following roll call vote, **approved the FY 2020-21 purchases to be made from the approved low bid vendors utilizing the Educational Data Services, Inc./West/Central New Jersey Cooperative Bidding Program with the Morris County Educational Services Commission as lead agency, with the bid pricing being firm until 30 November 2020.**

The Board Secretary discussed the Special Education Medicaid Incentive (SEMI) waiver process. Once the New Jersey Department of Education releases the projected FY 2020-21 student count, a SEMI waiver letter will be sent to the Sussex County Department of Education and the SEMI waiver resolution will be on the agenda of the 18 February 2020 Board meeting.

Note: There is a break in the document #'s due to not receiving the projected student count FY 2020-21 from the New Jersey Department of Education.

A brief discussion occurred on the timing of the release of State aid for FY 2020-21 and it was the consensus of the Finance Committee to meet on Wednesday 4 March 2020 at 6 P.M. to discuss the proposed FY 2020-21 Budget.

SUPERINTENDENT'S REPORT

On motion by Mrs. Frayko, seconded by Mr. Gillen, and carried unanimously by roll call vote, as per the Superintendent's recommendation, **accepted the resignation of staff member [ID# 65176893], World Language teacher effective 2 March 2020.**

On motion by Mr. Gillen, seconded by Mrs. Frayko, and carried unanimously by roll call vote, as per the Superintendent's recommendation, **approved combined Professional Development/Field Trip/Facility Use/Substitute approval requests as depicted on [DOCUMENT F].**

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On motion by Mrs. Frayko, seconded by Mr. Gillen, and carried unanimously by roll call vote, as per the Superintendent's recommendation, approved **Judith Clark as part-time classroom aide, 5.5 hours per day inclusive of a ½ hour unpaid lunch at a rate of \$12.88/hour [annual salary of \$11,786.00/year prorated] effective 29 January 2020.**

Mrs. Kimberly Sigman reported:

**Fire Evacuation Drill – 12/20/19 – 2 min. 36 sec.
Fire Evacuation Drill – 1/16/2020 – 3 min. 41 sec.
Tabletop Security Meeting – 1/16/2020**

On motion by Mrs. Frayko, seconded by Mr. Gillen, and carried unanimously by roll call vote, as per the Superintendent's recommendation, **reported two (2) instances of HIB between 14 December 2019 and 23 January 2020. [HIB004 & HIB005].**

Mrs. Kimberly Sigman reported:

- The Bridges Competition has been rescheduled for April 30 at High Point High School.
- Hamburg School is planning a celebration event to support the 100th Anniversary of the Borough of Hamburg in March 2020.
- Governor's Educator of the Year [GEOY] 2020-2021
 - Michele Sealander – Teacher of the Year
 - Maureen Evans – Educational Services Professional

Mrs. Sigman reported on the Goals for FY 2019-20 [DOCUMENT G]:

- Goal #1 – The Hamburg School will collaborate with the schools in our region to align our curricular programs and develop a shared curricular vision.
- Goal #2 – The Hamburg School will enhance relationships between the school community and greater community.
- Goal #3 – The Hamburg School will use the most advanced educational technology available to enhance student learning.

There was some discussion among the Board and Mrs. Sigman on the Goals.

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On motion by Mrs. Frayko, seconded by Mr. Tobachnick, and carried unanimously by voice vote, **opened the meeting to the public for comment at 7:55 P.M.**

No one addressed the Board.

On motion by Mrs. Frayko, seconded by Mr. Gillen, and carried unanimously by voice vote, **closed the meeting to the public for comment at 7:55 P.M.**

EXECUTIVE SESSION

On motion by Mrs. Frayko, seconded by Mr. Gillen, and carried unanimously by voice vote, **closed the meeting to the public at 7:55 P.M.**

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
- Appointment of a public official
- Matters covered by the attorney-client privilege
- Pending or anticipated litigation – **Update on Case 2015-16#1**
- 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

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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 8:15 P.M.**

Note: Case 2015-16#1 and ID #18540716 are the same issue.

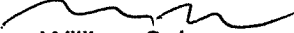
On motion by Mrs. Frayko, seconded by Mr. Dreifus, and carried unanimously by roll call vote, **approved the following resolution:**

BE IT RESOLVED that the Hamburg Board of Education approves the Settlement Agreement in the case of ID #18540716 v. Hamburg Board of Education, *et al.*

A brief discussion occurred on the pending retirement of Mr. Robert Zierden.

On motion by Mrs. Frayko, seconded by Mr. Tobachnick, and carried unanimously by voice vote, **that the Board adjourned the meeting at 8:20 P.M.**

Respectfully submitted,


William Sabo
Interim Business Administrator/
Board Secretary