

MINUTES OF REGULAR MEETING

August 25, 2020

AT 7:00 P.M. Held in the Hamburg School Cafeteria

PRESENT: Francis Brunke, David Dreifus, Timothy Gillen, Brianne Zicarelli, Robert Jones, President

ABSENT: Jennifer Davis, Tricia Shels, Sheila Frayko, Vice President, Vacant Board Seat

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 Mr. Dreifus, seconded by Mrs. Zicarelli, and carried by the following voice vote, approved the minutes of the 28 July 2020 Regular Board meeting.

Yes	-	5
No	-	0
Abstain	-	0

CORRESPONDENCE

Mr. Jones and Mrs. Sigman reviewed:

- Executive County Interim Superintendent – Dr. Lamonte (Hamburg School Restart Plan Approval) dated 11 August 2020 [DOCUMENT A].
- Alyssa Law Compliance [DOCUMENT B].
- School Security Drill Statement of Assurance [DOCUMENT C].

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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. Gillen, seconded by Mr. Dreifus, and carried unanimously by voice vote, **opened the meeting to the public for comment at 7:03 P.M.**

No one addressed the Board.

On motion by Mr. Gillen, seconded by Mr. Dreifus, and carried unanimously by voice vote, **closed the meeting to the public for comment at 7:03 P.M.**

COMMITTEE REPORTS

State & County School Boards – Mr. Jones discussed the Hamburg Board of Education's attendance at the Sussex County School Board's monthly meeting and asked for the Board members to rotate attendance.

Sussex County Educational Services Commission – Mr. Jones reported that the Sussex County Educational Services Commission's meeting have been virtual all summer.

Liaison with the Hamburg Borough Council – No report.

Building & Grounds – Mr. Gillen reported that the foam roof warranty holder (Carlisle Roofing) has agreed to provide the materials for the roof repairs and has authorized Hygrade Roofing from Phillipsburg to do the repair work (the Board will pay for the labor); the gym roof work is completed and the closeout paperwork is being compiled; and the New Jersey Department of Education is reviewing the project applications for the Camera System and the Direct Install Energy Upgrade projects.

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Education & Policy –

On motion by Mr. Gillen, seconded by Mr. Dreifus, and carried unanimously by roll call vote, after some discussion, approved the second reading of the Policy 1648 (Restart and Recovery Plan) as depicted on [DOCUMENT D].

On motion by Mr. Gillen, seconded by Mrs. Zicarelli, and carried unanimously by roll call vote, approved the first reading of the following policies and regulations as depicted on [DOCUMENT E]:

- P1649 (Federal Families First Coronavirus (COVID-19) Response Act).
- P2270 (Religion in Schools).
- P2431.3 (Heat Participation Policy for Student Athlete Safety).
- P2622 (Student Assessment).
- P&R5111 (Eligibility of Resident/Nonresident Students).
- P&R5200 (Attendance).
- P&R5320 (Immunization).
- P&R5330.04 (Administering an Opioid Antidote).
- P5610 (Suspension).
- P5610 (Suspension Procedures).
- P5620 (Expulsion).
- P&R8320 (Personnel Records).

On motion by Mr. Gillen, seconded by Mrs. Zicarelli, and carried unanimously by roll call vote, approved updated preschool testing assessment (DayC-2) materials at a cost of \$515.00.

Negotiations & Personnel –

On motion by Mr. Dreifus, seconded by Mrs. Zicarelli, and carried unanimously by roll call vote, approved Pamela Blauvelt as Grade 4 maternity leave replacement teacher from 30 September 2020 through 5 February 2021 at Step BA1 (\$59,440.00 pro-rated). This position is eligible for benefits.

On motion by Mr. Gillen, seconded by Mrs. Zicarelli, and carried unanimously by roll call vote, accepted the resignation from Heather McDevitt, classroom aide effective 31 August 2020.

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On motion by Mr. Gillen, seconded by Mr. Dreifus, and carried unanimously by roll call vote, after some discussion, approved Heather McDevitt as Special Education maternity leave replacement teacher from 1 September 2020 through 2 October 2020 at Step BA 1 (59,440.00 pro-rated). This position is not eligible for health benefits.

On motion by Mr. Gillen, seconded by Mrs. Zicarelli, and carried unanimously by roll call vote, approved a medical leave of absence for employee #89082958 beginning 2 September 2020 through 17 December 2020.

On motion by Mr. Gillen, seconded by Mr. Dreifus, and carried unanimously by roll call vote, approved Jason Havel as custodial substitute for the 2020-2021 school year at a rate of \$14.50 per hour, not to exceed 29.5 hours per week.

On motion by Mr. Gillen, seconded by Mr. Dreifus, and carried unanimously by roll call vote, approved that up to 4 unused personal days for the 2019-2020 academic year be allowed to accumulate and shall take the status of unused sick days in the following year for the Hamburg Education Association staff as a non-precedent setting practice.

Finance Committee –

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

1. Approved the July 2020 bills in the amount of \$460,329.47 and the bills from August 1 to August 25, 2020 in the amount of \$268,146.68.
2. Approved the bills for the Cafeteria Account in the amount of \$45.45.
3. Accepted the Board Secretary's and Treasurer's Reports for 31 July 2020.
4. Approved the Transfers made by the Superintendent after the 28 July 2020 Board Meeting, with fund 10 debits totaling \$4,500 as depicted on [DOCUMENT F] and the Board acknowledges that these transfers may increase/decrease the maximum dollar limit established as part of the 2020-21 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 July 2020, 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 July 2020
DATE

OLD BUSINESS

The Business Administrator reported a legal notice for the vacancy on the Hamburg School Board of Education was placed in the Thursday 6 August 2020 edition of the New Jersey Herald and the 16 August 2020 edition of the Sunday Herald (and sent to the Star Ledger), with a due date of Tuesday 8 September 2020. This vacancy notice will also be on Hamburg School's website.

A brief discussion occurred on the revised FY 2020-21 State Aid that was recently released. It was noted that the Hamburg Borough BOE did not have a reduction in FY 2020-21 State Aid that the FY 2020-21 budget was built upon.

NEW BUSINESS

No new Business.

BOARD SECRETARY'S REPORT

On motion by Mr. Dreifus, seconded by Mrs. Zicarelli, and carried unanimously by roll call vote, approved attendance at the October 20-22, 2020 New Jersey School Board Association's Virtual Workshop at a group rate of \$900 for up to 25 people.

The Board Secretary updated the Board on the Gym Roof & Eave Replacement Project stating the construction is completed and the contractor is working on punch list items.

On motion by Mr. Gillen, seconded by Mr. Dreifus, and carried unanimously by roll call vote, approved Payment Request #2 in the amount of \$33,641.40 as submitted by GC Dynatech Construction, LLC. for the Gym Roof & Eave Replacement Project at the Hamburg School (attached to the minutes).

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SUPERINTENDENT'S REPORT

Mrs. Kimberly Sigman did a presentation of the proposed Hamburg School Restart and Recovery Plan.

On motion by Mr. Gillen, seconded by Mr. Dreifus, and carried unanimously by roll call vote, as per the Superintendent's recommendation, after some discussion, **approved the Staff Member ID # 12092261 to increase step on salary guide from BA5 (\$64,450) to MA5 (\$67,770).**

On motion by Mr. Gillen, seconded by Mrs. Zicarelli, and carried by the following roll call vote, as per the Superintendent's recommendation, after some discussion, **approved [revised instruction contracts for the following:**

- **Student #9230033251 to attend Northern Hills Academy beginning 3 September 2020 at a cost of \$49,850.00 for the 2020-2021 school year.**
- **Student #9230033251 for paraprofessional services while attending Northern Hills Academy beginning 3 September 2020 at a cost of \$26,853.00 for the 2020-2021 school year.**

On motion by Mr. Gillen, seconded by Mrs. Zicarelli, and carried by the following roll call vote, as per the Superintendent's recommendation, after some discussion, **approved [revised instruction contracts for the following:**

- **Student #9230033251 to attend Northern Hills Academy for the 2020 extended school year at a cost of \$9,727.00 as per student IEP.**
- **Student # 9230033251 for paraprofessional services while attending Northern Hills Academy for the 2020 extended school year at a cost of \$5,291.00 as per the student IEP.**

On motion by Mr. Gillen, seconded by Mrs. Zicarelli, and carried by the following roll call vote, as per the Superintendent's recommendation, **approved the 2020-2021 school appropriate web site list as depicted on [DOCUMENT G].**

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On motion by Mr. Gillen, seconded by Mrs. Zicarelli, and carried by the following roll call vote, as per the Superintendent's recommendation, after some discussion, **approved/accepted the following district goals as depicted on [DOCUMENT H]:**

- **Goal #1: Hamburg School will continue to collaborate with the school districts in its region to align and further develop curricular programs and shared curricular vision.**
- **Goal#2: Hamburg School will develop, administer, and evaluate a comprehensive climate survey of parents, staff, and community. Topics should include, but are not limited to: communication, security, curriculum, and technology.**
- **Goal #3: Hamburg School will implement and maintain a professional development academy of opportunities to support online learning for students, parents and staff.**

On motion by Mr. Dreifus, seconded by Mrs. Zicarelli, and carried unanimously by roll call vote, as per the Superintendent's recommendation, after some discussion, **approved the combined Professional Development/Field Trip/Facility Use as depicted on [DOCUMENT I].**

Mrs. Kimberly Sigman reported as per **[DOCUMENT J]** from Dr. Rosalie Lamonte, the Hamburg School will be closed for in-person instruction on Tuesday, November 3, 2020. Instruction will be delivered to all students via remote learning on that day. Parent-teacher conferences will be held in the afternoon and evening hours. Some discussion ensued.

As of 25 August 2020, student enrollment is 265 with 45 remote learning (17%).

On motion by Mr. Gillen, seconded by Mrs. Zicarelli, and carried by the following roll call vote, as per the Superintendent's recommendation, **approved Shared Services Agreement between Franklin Board of Education and the Hamburg Board of Education for the purpose of utilizing school nursing services in emergent situations as depicted on [DOCUMENT K].**

Mrs. Kimberly Sigman reported Personal Protective Equipment, a thermal scan, sneeze guards for secretarial stations, desk shields, and additional sneeze guards are in place throughout the school.

There was some discussion on Hamburg School enrollment and Sussex County Charter School enrollment.

On motion by Mr. Gillen, seconded by Mr. Dreifus, and carried by the following roll call vote, as per the Superintendent's recommendation, **accepted, with regret, he resignation of Alexandra Backle, paraprofessional, effective 24 August 2020.**

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On motion by Mr. Gillen, seconded by Mr. Dreifus, and carried by the following roll call vote, as per the Superintendent's recommendation, after some discussion, **approved Shared Services Agreement between Sussex County Educational Services Commission and the Hamburg Board of Education for the purpose of employing a Learning Disabilities Teacher Consultant at a rate of \$82.00 per hour effective 1 September 2020 through 27 October 2020.**

A discussion was held on the maintenance of the softball/baseball infield to be done by the organization requesting use of the field.

OPEN TO THE PUBLIC

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On motion by Mr. Dreifus, seconded by Mrs. Zicarelli, and carried unanimously by voice vote, **opened the meeting to the public for comment at 7:54 P.M.**

No one addressed the Board.

On motion by Mr. Dreifus, seconded by Mrs. Zicarelli, and carried unanimously by voice vote, **closed the meeting to the public for comment at 7:54 P.M.**

EXECUTIVE SESSION

On motion by Mr. Gillen, seconded by Mr. Dreifus, and carried unanimously by voice vote, **closed the meeting to the public at 7:54 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:

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- Matters rendered confidential by state or federal law
- Personnel
- Appointment of a public official
- Matters covered by the attorney-client privilege – Update case #2016-17 #3
- 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.

On motion by Mr. Dreifus, seconded by Mr. Gillen, and carried unanimously by voice vote, **that the Board returned to Regular Session at 8:11 P.M.**

On motion by Mrs. Zicarelli, seconded by Mr. Dreifus, and carried unanimously by voice vote, **that the Board adjourned the meeting at 8:11 P.M.**

Respectfully submitted,



William Sabo
Interim Business Administrator/
Board Secretary