

MINUTES OF REGULAR MEETING

February 23, 2021

AT 7:02 P.M. Held Electronically via Remote Access

PRESENT: Francis Brunke, John Conklin (logged on at 7:05 P.M.), David Dreifus, Michael Frangipane, Timothy Gillen, Tricia Schels, Brianne Zicarelli, Sheila Frayko, Vice President (logged on at 7:33 P.M.), Robert Jones, President

ABSENT: None

4 Members of the Public

The Board President **opened the meeting at 7:02 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

No Presentation.

APPROVAL OF THE MINUTES

On motion by Mr. Dreifus, seconded by Mrs. Zicarelli, and carried by the following voice vote, approved, with one correction, the 26 January 2021 Regular Session meeting and Executive Session meeting minutes.

Yes	-	7
No	-	0
Abstain	-	0

CORRESPONDENCE

No correspondence was received from the public.

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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 state your name and address before making your statement to the Board.

On motion by Mr. Frangipane, seconded by Mr. Gillen, 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 Mr. Gillen, seconded by Mr. Dreifus, 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 – Mr. Conklin had no report.

Sussex County Educational Services Commission – Mr. Jones had no report.

Liaison with the Hamburg Borough Council – Mrs. Frayko had no report.

Building & Grounds – Mr. Gillen had no report.

Mr. Dreifus inquired on the status of the Energy Upgrade Project with Donnelly Energy. The Board Secretary responded stating the boiler replacement in the 1900's building will start in late April/early May and the lighting replacement is scheduled to start right after school is let out in June 2021.

Education & Policy –

On motion by Mrs. Schels, seconded by Mr. Gillen, and carried unanimously by roll call vote, after some discussion between Mrs. Sigman and the Board, approved the second reading of Section 1000 [Administration] Policy & Regulations as depicted on [DOCUMENT D].

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Negotiations & Personnel – No Report.

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 a through f:

- a. Approved the January 2021 bills in the amount of \$597,611.61 and the bills from February 1 to February 23, 2021 in the amount of \$575,409.89.
- b. Approved the bills for the Cafeteria Account in the amount of \$120.60.
- c. Accepted the Board Secretary's and Treasurer's Reports for 31 January 2021.
- d. Approved the Transfers made by the Superintendent after the 26 January 2021 Board Meeting, with fund 10 debits totaling \$96,100 as depicted on [DOCUMENT B] and the Board acknowledges that these transfers may increase/decrease the maximum dollar limit established as part of the 2020-2021 budget process for various professional services.
- e. Pursuant to N.J.A.C. 6A:23A-16.10, the Board Administrator/Board Secretary certifies that as of 31 January 2021, no budgetary line item account has been over-expended violating N.J.A.C. 6A:23-2.12(a).
- f. 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 January 2021
DATE

OLD BUSINESS

The Board Secretary reviewed the various capital project cost estimates as prepared by Parette Somjen Architects that were mailed out to the full Board on 5 February 2021 [DOCUMENT C] and reviewed by the Board in committee meetings the week of 15 February 2021.

Various Board members commented in support of putting forward a referendum resolution to the voters of Hamburg for some facility upgrades.

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It was the consensus of the Board to move forward with a referendum project and to act on the following action items:

On motion by Mr. Gillen, seconded by Mrs. Zicarelli, and carried unanimously by roll call vote, adopted items 1 and 2:

1. The Resolution Authorizing Agreement for Certain Legal Services with McMannimon, Scotland & Baumann, LLC and authorize the execution of the contract Agreement as depicted in [DOCUMENT E].
2. The Resolution Approving Agreement for Municipal Advisor Services with Phoenix Advisors, LLC and authorize the execution of the Addendum to Appointment of Phoenix Advisors, LLC as Municipal Advisor to the Hamburg Borough Board of Education as depicted in [DOCUMENT F].

On motion by Mr. Dreifus, seconded by Mr. Gillen, and carried unanimously by roll call vote, approved the Projects to be included in the New Jersey Department of Education Application from Document C in the amount of \$4,201,800:

1. Roof Replacement - \$1,452,500*
 2. Cornice Replacement – \$88,200*
 3. Masonry Repair - \$303,900*
 12. Restroom Renovations – \$587,800
 14. Electrical Service Upgrades - \$174,500
 15. Unit Ventilator Replacement - \$1,594,900
- TOTAL \$4,201,800*

*- the estimates include miscellaneous and window/door replacement.

NEW BUSINESS - None

BOARD SECRETARY'S REPORT

The Board Secretary reported that as of 23 February 2021, the website for the filing of the School Ethics/Financial Disclosure Statements is not available. The Business Office will contact Board Members when the site is active.

The Board Secretary reminded the Board that a Special [virtual] Meeting is scheduled for Tuesday 16 March 2021 at 7 P.M. to approve the submission of the proposed FY 2021-22 Budget to the Executive County Superintendent for review and any and all business that may come before the Board.

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A Finance Committee Meeting was scheduled for 10 March 2021 at 7 P.M. to review the proposed FY 2021-22 Budget.

On motion by Mrs. Frayko, seconded by Mr. Dreifus, and carried unanimously by roll call vote, approved an amendment to the FY 2021-21 ESEA Title 1 grand salary defrayment as depicted on [DOCUMENT G].

On motion by Mr. Gillen, seconded by Mrs. Schels, and carried unanimously by roll call vote, approved the FY 2021-22 SEMI Waiver Request that was submitted to the Sussex County Department of Education on 13 February 2021 as depicted on [DOCUMENT H].

On motion by Mr. Dreifus, seconded by Mr. Frangipane, and carried unanimously by roll call vote, after some discussion, approved the following resolution:

Pursuant to N.J.A.C. 6A:23A-8.3 subsection c, districts under the regional limit may submit a request to exceed the district's adjusted February 1 per pupil administrative cost for the current year by up to 2.5% or the CPI, whichever is greater, by a request to the Executive County Superintendent in writing prior to the due date of the budget submission and be it resolved that the Hamburg Borough Board of Education approves the submission of a request to increase the current year's February 1st per pupil administrative cost by 2.5% or the CPI, whichever is greater and authorizes the Superintendent and the Interim Business Administrator to submit this request in writing to the Executive County Superintendent.

The Board Secretary reviewed the FY 2021-22 Internet Service Provider quotation process [posted on the internet via the Federal E-rate website] with a closing date of 29 January 2021. There were two proposals submitted for the base quotation of 100 mbps with the ability to scale up to 200/300 mbps during the term of the agreement, with pricing for a FY 2022-23 renewal, as follows: PenTeleData \$14,280 and Lumen \$18,694. The Evaluation Committee [Mrs. Sigman, Mr. Baumgartner and Mrs. Sealander] reviewed the two proposals submitted and PenTeleData scored the highest.

On motion by Mr. Dreifus, seconded by Mr. Conklin, and carried unanimously by roll call vote, approved the FY 2021-22 Internet Service Provider quotation as submitted by PenTeleData, to provide a 100 mbps internet service at an annual cost of \$14,280 [Note: The service can be scaled up at any time during the contract period as per PenTeleData's proposal].

On motion by Mr. Frangipane, seconded by Mr. Conklin, and carried unanimously by roll call vote, after some discussion, adopted the Resolution for Member Participation in a Cooperative Pricing System and approve the Cooperative Pricing System Agreement-66CCEPS with the Camden County Educational Services Commission as depicted on [DOCUMENT I].

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SUPERINTENDENT'S REPORT

On motion by Mr. Frangipane, seconded by Mrs. Frayko, and carried unanimously by roll call vote, as per the Superintendent's recommendation, **accepted the report of Zero [0] instances of Harassment, Intimidation or Bullying [HIB] between 22 January 2021 through 18 February 2021 as reported to the Board on 23 February 2021.**

On motion by Mr. Gillen, seconded by Mr. Conklin, and carried unanimously by roll call vote, as per the Superintendent's recommendation, **approved the combined Professional Development, Field Trip, Substitute and Building Use as depicted on [DOCUMENT J].**

On motion by Mr. Frangipane, seconded by Mr. Conklin, and carried by the following roll call vote, as per the Superintendent's recommendation, **approved Michele Sealander to utilize up to 275 summer technology hours for updates/improvements.**

On motion by Mr. Gillen, seconded by Mr. Conklin, and carried by the following roll call vote, per the Superintendent's recommendation, after some discussion, **accepted staff donations totaling \$412 to be used for a memory bench in the memory of Hamburg Borough Police Office Franco.**

On motion by Mrs. Frayko, seconded by Mr. Conklin, and carried by the following roll call vote, as per the Superintendent's recommendation, **approved medical leave for staff member #85538650 beginning 15 March 2021 through 30 April 2021 with a return date of 1 May 2021.**

On motion by Mr. Brunke, seconded by Mr. Conklin, and carried by the following roll call vote, as per the Superintendent's recommendation, **accepted with regret, the resignation of Ashley Green, classroom paraprofessional effective 10 March 2021.**

On motion by Mr. Gillen, seconded by Mr. Conklin, and carried by the following roll call vote, as per the Superintendent's recommendation, **approved Ashley Green as long-term substitute effective 11 March 2021 through 30 April 2021 at step BA1 [\$59,440 pro-rated]. This position does not qualify for health care benefits.**

On motion by Mr. Gillen, seconded by Mr. Dreifus, and carried by the following roll call vote, as per the Superintendent's recommendation, **approved the following professional development, 22 March 2021 Susan Cullen - Cutting-Edge Best Strategies for 2nd grade – Virtual \$279.**

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Mrs. Sigman reported:

Fire/Evacuation/Safety Drills

- 1/29/2021 – Shelter In-Place - 14 min
- 2/12/2021 – Shelter In-Place – 16 min

Mrs. Sigman reported that the CSA evaluation is being released by New Jersey School Boards Association and information is being inputted in by Mrs. Sigman, the CSA evaluation will be discussed at the March BOE meeting.

EXECUTIVE SESSION

On motion by Mr. Gillen, seconded by Mr. Conklin, and carried unanimously by voice vote, closed the meeting to the public at 8:08 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 – Interim Business Administrator
- 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

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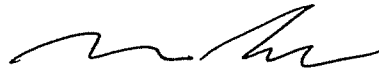
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BE IT FURTHER RESOLVED that said discussion may be disclosed to the public when the reasons for discussing and acting upon it in closed session no longer exist. Action may be taken upon return from executive session.

On motion by Mr. Frangipane, seconded by Mrs. Zicarelli, and carried unanimously by voice vote, that the Board returned to Regular Session at 8:19 P.M.

On motion by Mr. Frangipane, seconded by Mrs. Zicarelli, and carried unanimously by voice vote, that the Board adjourned the meeting at 8:19 P.M.

Respectfully submitted,



William Sabo
Interim Business Administrator/
Board Secretary