

MINUTES OF REGULAR MEETING

July 27, 2021

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

PRESENT: Francis Brunke, David Dreifus, Michael Frangipane (arrived at 7:02 P.M.),
Timothy Gillen, Tricia Schels, Brianne Zicarelli, Robert Jones, President

ABSENT: John Conklin, Sheila Frayko, Vice President

2 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 TO THE BOARD – None

APPROVAL OF THE MINUTES

On motion by Mr. Dreifus, seconded by Mrs. Schels, and carried by the following voice vote, **approved the 22 June 2021 Board meeting minutes.**

Yes	-	7
No	-	0
Abstain	-	0

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EXECUTIVE SESSION

On motion by Mr. Gillen, seconded by Mr. Dreifus, and carried unanimously by voice vote, **closed the meeting to the public for comment at 7:08 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 – **CSA FY 2020-21 Evaluation**
- ☐ 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.

On motion by Mrs. Schels, seconded by Mr. Dreifus, and carried unanimously by voice vote, **that the Board returned to Regular Session at 7:22 P.M.**

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CORRESPONDENCE

None.

OPEN TO THE PUBLIC

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On motion by Mr. Dreifus seconded by Mr. Gillen, and carried unanimously by voice vote, **opened the meeting to the public for comment at 7:22 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 7:22 P.M.**

COMMITTEE REPORTS

State & County School Boards – Mr. Frangipane had no report.

Sussex County Educational Services Commission – Mr. Jones stated that he will be attending the Sussex County Educational Service Commission's meetings.

Liaison with the Hamburg Borough Council – No report.

Building & Grounds – Mr. Gillen updated the Board on the second Referendum Informational meeting held on 14 July 2021. A brief discussion ensued.

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Education & Policy –

On motion by Mrs. Schels, seconded by Mr. Dreifus, and carried unanimously by roll call vote, Approved the first reading of Alert 223 Policies and regulations as depicted on [DOCUMENT A].

P0131	Bylaws, Policies, and Regulations [Rev]
P1521	Educational Improvement Plans [M] {Abolished}
P1649	Federal Families First Coronavirus {COVID-19} Response Act [M] {Abolished}
P2421	Career and Technical Educational [Revised]
R2421	Vocational – Technical Education {Abolished}
P3134	Assignment of Extra Duties [Rev]
P&R3142	Nonrenewal of Nontenured Teaching Staff Member [Rev]
P&R3221	Evaluation of Teachers [M] [Rev]
P&R3222	Evaluation of Teaching Staff Members, Excluding Teachers and Administrators [M] [Rev]
P&R3223	Evaluation of Administrators, Excluding Principals, Vice-Principals, and Assistant Principals [M] [Rev]
P&R3224	Evaluation of Principals, Vice-Principals, and Assistant Principals [M] [Rev]
P&R4146	Nonrenewal of Nontenured Support Staff Member [Rev]
P&R 5460.02	Bridge Year Pilot Program [M] {New}
P&R6471	School District Travel {m} [Rev]
P8561	Procurement Procedures for School Nutrition Programs [M] [Rev]

Negotiations & Personnel –

On motion by Mr. Jones, seconded by Mr. Frangipane, and carried unanimously by roll call vote, approved items a-c:

- a. Antoinette Ratzer as Long-Term Substitute, MA Step 1 at \$64,932.00 effective 1 September 2021 through 31 December 2021. This position is eligible for single benefits.
- b. Alexandra Backle as part-time classroom aide, 4 hours per day, at a rate of \$14.30 per hour [not to exceed 20 hours per week with an annual salary of \$10,468] effective 1 September 2021. This position is not eligible for benefits.

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- c. Dawn Thomas as part-time classroom aide, 5 hours per day exclusive of a 30-minute unpaid lunch, at a rate of \$13.88 per hour [not to exceed 25 hours per week with an annual salary of \$12,701] effective 1 September 2021. This position is not eligible for benefits.

On motion by Mr. Jones, seconded by Mr. Gillen, and carried unanimously by roll call vote, **accepted with regret, the resignation of Catherine Blake, Guidance Counselor, effective 6 July 2021 as depicted on [DOCUMENT B].**

On motion by Mr. Jones, seconded by Mr. Gillen, and carried unanimously by roll call vote, **accepted with regret, the resignation of Klara Azzopardi, Speech Pathologist, effective 1 July 2021 as depicted on [DOCUMENT C].**

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 June 2021 bills in the amount of \$719,841.86 and the bills from July 1 to July 27, 2021 in the amount of \$418,475.30.**
- b. **Approved the bills for the Cafeteria Account in the amount of \$51,932.15.**
- c. **Accepted the Board Secretary's and Treasurer's Reports for 30 June 2021.**
- d. **Approved the Transfers made by the Superintendent after the 22 June 2021 Board Meeting, with fund 10 debits totaling \$28,700 as depicted on [DOCUMENT D] 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 30 June 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

30 June 2021
DATE

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OLD BUSINESS

The Board Secretary reviewed the list of School Board Members for the 2 November 2021 Annual Election, stating that Mr. Brunke, Mr. Frangipane and Mr. Conklin have filed nominating petitions with the Sussex County Clerk.

NEW BUSINESS

No New Business.

BOARD SECRETARY'S REPORT

The Board Secretary updated the Board on the status of the Telephone/Intercom Project (currently in progress); the Camera Project (anticipating to start in September/October 2021 due the supply chain delays) and the Lighting Upgrade and 1900's Building Boiler Replacement Project under the New Jersey Clean Energy Direct Install Program by Donnelly Energy (The boiler replacement is done and the lighting project is almost completed).

On motion by Mr. Dreifus, seconded by Mrs. Schels, and carried unanimously by roll call vote, **approved the submission of the FY 2021-22 ESEA and IDEA grant applications, declining Title 3 funds in the amount of \$200 as depicted on [DOCUMENT E].**

SUPERINTENDENT'S REPORT

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

On motion by Mr. Gillen, seconded by Mrs. Schels, and carried unanimously by roll call vote, as per the Superintendent's recommendation, **approved the 2021-22 Field Trip Blanket Approval List as depicted on [DOCUMENT G].**

On motion by Mr. Frangipane, seconded by Mr. Dreifus, and carried by the following roll call vote, as per the Superintendent's recommendation, **approved the Substitute Blanket List as depicted on [DOCUMENT H].**

On motion by Mr. Frangipane, seconded by Mrs. Schels, and carried by the following roll call vote, as per the Superintendent's recommendation, **approved Hamburg School's annual HIB Report Card as posted on the school's website and depicted on [DOCUMENT I].**

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Fire/Evacuation/Safety Drills:

Mrs. Sigman reported:

- Fire Safety Drill – 7/27/2021 – 2min 50 sec

On motion by Mr. Gillen, seconded by Mr. Dreifus, and carried unanimously by roll call vote, after some discussion, as per the Superintendent's recommendation, **approved the following Co-Curricular assignments:**

Activity	2021-2022	Stipend
AVA Coordinator	M. Blochinger	Level 6 - \$1688
Art Club	A. Pollison	Level 3 - \$1238
Safety Patrol	J. Tarantino	Level 1 - \$844
Newspaper	D. Smalley	Level 6 - \$1350
NJHS Advisor	M. Sealander	Level 6 - \$1463
Yearbook Advisor	M. Sealander	Level 6 - \$1913
Band Director	J. Tarantino	Level 6 - \$1463
Environmental Club	D. Kolb	Level 6 - \$1463
Grade 8 Advisor	D. Smalley	Level 6 - \$1848
Computer Tech/Robotics	M. Sealander	Level 3 - \$1575
Chorus	J. Tarantino	Level 6 - \$1463
Academic Club	P. Dean	Level 4 - \$1350
Sport	2021-2022	Stipend
Athletic Coordinator	B. Douglass	Level 6 - \$2139
Head Cross Country	S. Hoover	Level 3 - \$1238
Asst. Cross Country	P. Blauvelt	Level 1 - \$788
Head Soccer	S. Cullen	Level 1 - \$1575
Asst. Soccer	C. Freeswick	Level 1 - \$1350

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

- Michele Sealander – Teacher-in-Charge for the 2021-2022 school year @ \$1,000.
- Michele Sealander – Testing Coordinator for the 2021-2022 school year @ \$1,000.

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Mrs. Sigman reviewed the Referendum Presentation – [DOCUMENT J]. After considerable discussion it was the consensus of the Board to meet on 11 August 2021 to edit the power point presentation.

On motion by Mr. Gillen, seconded by Mrs. Zicarelli, and carried unanimously by roll call vote, as per the Superintendent's recommendation, **approved the extension of LDTC and Social Worker with Sussex County Educational Services Commission from 1 July 2021 through 31 August 2021 at a rate of \$82/hour for each position as depicted on [DOCUMENT L].**

On motion by Mr. Dreifus, seconded by Mrs. Schels, and carried unanimously by roll call vote, after some discussion, as per the Superintendent's recommendation, **approved the following FY 2021-22 Professional Services Annual Resolution, as follows:**

WHEREAS, there exists a need for various professional services, and

WHEREAS, the Public-School Contracts Law [NJSA 18:A-5] requires that a resolution authorizing the contracting of professional services without competitive bids as adopted:

NOW, THEREFORE, BE IT RESOLVED, by the Board of Education of the Borough of Hamburg that the following professional services be contracted by the Hamburg Borough Board of Education for the 2021-22 school year without competitive bidding as a professional service in accordance with 18A:18A-18 of the Public-School Contracts Law, not to exceed a contractual amount of \$200,000, as follows:

- **Bayada Pediatrics-Nursing Services-RN at \$63 per hour and LPN at \$53 per hour plus reimbursable expenses as depicted on [DOCUMENT M].**

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On motion by Mr. Frangipane, seconded by Mrs. Schels, and carried unanimously by voice vote, **opened the meeting to the public for comment at 8:15 P.M.**

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No one addressed the Board.

On motion by Mr. Gillen, seconded by Mrs. Schels, and carried unanimously by voice vote, **closed the meeting to the public for comment at 8:15 P.M.**

On motion by Mrs. Schels, seconded by Mrs. Zicarelli, and carried unanimously by voice vote, **that the Board adjourned the meeting at 8:15 P.M.**

Respectfully submitted,



William Sabo
Interim Business Administrator/
Board Secretary