

MINUTES OF REGULAR MEETING

December 13, 2021

At 7:02 P.M. Held in the Cafeteria
of the Hamburg Elementary School

PRESENT: John Conklin, David Dreifus, Michael Frangipane, Timothy Gillen, Tricia Schels, Brianne Zicarelli, Sheila Frayko, Vice President, Robert Jones, President

ABSENT: Francis Brunke

5 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."

Mr. Jones read the Hamburg School's Mission Statement:

The mission of Hamburg Public School District is to provide an education, which will enable students to acquire the knowledge, skills, and values necessary to become contributing members of society.

The educational program will enable each student to develop emotionally, socially, psychologically, and cognitively within his or her abilities and interests.

The mission of the Hamburg Public School District, therefore, is to develop an educational program that is under constant evaluation, allows all students to achieve New Jersey Student Learning Standards at all grade levels, and is dedicated to providing experiences relative to the demands of modern society in an effort to best prepare our students for success and grand achievements in the 21st century.

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P/R5751	Sexual Harassment of Students (MANDATED – REVISED)
P8420.1	Emergency and Crisis Situations (MANDATED – REVISED)
R8420.1	Fire and Fire Drills (MANDATED – REVISED)
P2000	Table of Contents (UPDATE)
P2110	Philosophy of Education: District Mission Statement (UPDATE)
P2132	School District Goals and Objectives (UPDATE)
P2200	Curriculum Content (UPDATE)
P2210	Curriculum Development (UPDATE)
P2220	Adoption of Courses (UPDATE)
P2230	Course Guides (UPDATE)
P2240	Controversial Issues (UPDATE)
P2260	Affirmative Action Program for School and Classroom Practices (UPDATE)
P2270	Religion in the Schools (UPDATE)

On motion by Mrs. Schels, seconded by Mrs. Frayko, and carried unanimously by roll call vote, approved the first reading of the following policies [2000 Program Series] depicted on [DOCUMENT D]:

Policy	Policy Name
2310	Student Grouping (UPDATE)
2312	Class Size
2230	Homework
2340	Field Trips
2360	Use of Technology
2361	Acceptable Use of Computer Networks/Computers and Resources
2363	Student Use of Privately-Owned Tech
2411	Guidance Counseling
2412	Home Instruction (UPDATE)
2414	Programs & Services (Poverty) (UPDATE)
2415	Every Student Succeeds Act
2415.01	Academic Standards, Academic Assessments, and Accountability (DELETE)
2415.02	Title I (Fiscal)
2415.03	Highly Qualified Teachers (DELETE)
2415.04	Title I (Parental Involvement) (UPDATE)
2415.05	Student Surveys
2415.06	Unsafe School Choice
2415.20	ESSA Complaints
2415.30	Title I – Stability (Foster)

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Negotiations & Personnel –

No Report.

Finance Committee –

On motion by Mr. Dreifus, seconded by Mrs. Zicarelli, and carried unanimously by roll call vote, after some discussion approved, accepted, announced and/or certified items a through f:

- a. Approved the November 2021 bills in the amount of \$680,474.29 and the bills from December 1 to December 13, 2021 in the amount of \$405,316.44.
- b. Approved the bills for the Cafeteria Account in the amount of \$11,818.39.
- c. Accepted the Board Secretary's and Treasurer's Reports for 30 November 2021.
- d. Approved the Transfers made by the Superintendent after the 16 November 2021 Board Meeting, with fund 10 debits totaling \$183,100 as depicted on [DOCUMENT F] and the Board acknowledges that these transfers may increase/decrease the maximum dollar limit established as part of the 2021-2022 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 November 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 November 2021
DATE

OLD BUSINESS

No Old Business.

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NEW BUSINESS

Mr. Frangipane discussed the issues at the recent PTA bingo night (face masks being worn and smoking on the school grounds). Considerable discussion ensued among the Board and Mrs. Sigman.

BOARD SECRETARY'S REPORT

The Board Secretary reported, reviewed & updated the following:

- **Reported the Annual Reorganizational Meeting is scheduled for Tuesday 4 January 2022, with a snow date of Wednesday 5 January 2022.**
- **Reviewed the proposed 2022 Board meeting calendar that will be on the 4 January 2022 agenda for Board approval [DOCUMENT G].**
- **Updated the Board on the \$4.2 Million bond sale that occurred on Wednesday 8 December 2021 [DOCUMENT F-1].**
- **Reported that the Hamburg Borough Board of Education's received a \$4,986 allocation under the New Jersey Schools Development Authority's direct appropriation to New Jersey Schools to provide funding for projects related to emergent and capital maintenance needs [DOCUMENT H].**

On motion by Mr. Gillen, seconded by Mrs. Frayko, and carried unanimously by roll call vote, approved the work to modify/upgrade the existing door access system at the Hamburg School from RFP Solutions, Inc. under the Camden County Educational Services Commission Cooperative Pricing Agreement #66CCEPS, Bid # CCESC FY20-06, in the amount of \$20,256.56 [DOCUMENT I], and authorize the Interim Business Administrator to execute any change orders that may be needed to complete this project and to use the \$4,986 funding from the New Jersey Schools Development Authority [SDA] to defray a portion of this expense and authorize the Interim Business Administrator to execute and submit any and all required paperwork with respect to this SDA funding.

On motion by Mr. Gillen, seconded by Mrs. Frayko, and carried unanimously by roll call vote, approve the FY 2021-22 Federal Grant-ESEA/IDEA expenditures [modified due to staffing changes] as depicted on [DOCUMENT J].

On motion by Mr. Gillen, seconded by Mrs. Frayko, and carried unanimously by roll call vote, approve the submission of the Elementary & Secondary School Emergency Relief Fund

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III [ESSER3] application, with a project period of 11 March 2021 through 30 September 2024, as depicted on [DOCUMENT K].

The following three (3) items are to clarify the 26 October 2021 Board Actions:

On motion by Mr. Gillen, seconded by Mr. Conklin, and carried unanimously by roll call vote, **adopted the following:**

- 1) RESOLVED, that the Hamburg Board of Education, in the County of Sussex, New Jersey authorizes Parette Somjen Architects to submit all necessary plans and paperwork to the Department of Education concerning the "Preschool Playground Project at the Hamburg School" to serve as an application to the Office of School Facilities and an amendment to the District's Long-Range Facility Plan, if required;**

and

BE IT FURTHER RESOLVED, this project shall be an "Other Capital" project and the Board of Education is NOT seeking State funding but will fund the Project through the District's Reserve Account and/or through the Preschool Expansion Grant.

- 2) RESOLVED, that the Hamburg Board of Education, in the County of Sussex, New Jersey authorizes Parette Somjen Architects to submit all necessary plans and paperwork to the Department of Education concerning the "Boiler Replacement Project at the Hamburg School" to serve as an application to the Office of School Facilities and an amendment to the District's Long-Range Facility Plan, if required;**

and

BE IT FURTHER RESOLVED, this project shall be an "Other Capital" project and the Board of Education is NOT seeking State funding but will fund the Project through the District's Reserve Account.

- 3) RESOLVED, that the Hamburg Board of Education, in the County of Sussex, New Jersey authorizes Parette Somjen Architects to submit all necessary plans and paperwork to the Department of Education concerning the "Health Monitoring Area-Main Entry Vestibule Project at the Hamburg School" to serve as an application to the Office of School Facilities and an amendment to the District's Long-Range Facility Plan, if required;**

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and

BE IT FURTHER RESOLVED, this project shall be an "Other Capital" project and the Board of Education is NOT seeking State funding but will fund the Project through the District's Reserve Account and/or through ESSER 2 funding.

The Board Secretary discussed the 9 December 2021 e-mail from the N.J. Division of Pensions & Benefits on the February 2022 Premium Rate Holiday – no health benefits payment due for February 2022 (attached to the minutes).

SUPERINTENDENT'S REPORT

On motion by Mrs. Frayko, seconded by Mr. Frangipane, and carried unanimously by roll call vote, after considerable discussion, as per the Superintendent's recommendation, **approved** items a-b:

a. Harassment, Intimidation, and Bullying [HIB] Report:

Month	# of Incidents Investigated	# of Incidents HIB Confirmed	Remediation [Y/N]	Discipline [Y/N]
July 2021	0	0		
August 2021	0	0		
September 2021	1	1	Y	Y
October 2021	4	2	Y	Y
November 2021	1	0	Y	Y
December 2021	1	0	Y	Y
January 2022				
February 2022				
March 2022				
April 2022				
May 2022				
June 2022				

b. Safety Drill Report – December 2021

	Date	Time	Evacuation Time
Fire Drill			
Safety Drill – Non-Evacuation Drill			

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On motion by Mr. Frayko, seconded by Mr. Frangipane, 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 L].**

On motion by Mr. Frayko, seconded by Mrs. Zicarelli, and carried unanimously by roll call vote, as per the Superintendent's recommendation, after some discussion, **approved Antoinette Ratzer as Long-Term Substitute, MA Step 1 at \$64,932 effective 1 January 2022 through 30 April 2022. This position is eligible for single medical benefits.**

Mrs. Sigman reported/discussed the following:

- Governor's Teacher of the Year recipient – Mrs. Kate Field
- Educational Services Professional recipient – Ms. Christen Sylvester
- Pre-K walk through Invitation – prior to January 25, 2022 @ 6:30 PM – Meet in the cafeteria before the Board meeting.

Hamburg School Suspensions – December 2021

Grade	In School	Out of School	# of Days
5		X	3
5		X	2
5		X	2
5		X	3
6	X		1

Hamburg School Student Enrollment for December 2021

Grade	In-District	Out-of-District	Choice/ Non-Public	Charter
Preschool	31			
Kindergarten	37			
Grade 1	25			
Grade 2	25			
Grade 3	20	1	2	
Grade 4	22		2	
Grade 5	22		2	1
Grade 6	17	1	1	4
Grade 7	19	1	8	15
Grade 8	31		6	7
Total	249	3	21	27

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Mr. Baumgartner, Vice Principle reported on:

- Covid Protocols and Contract Tracers and Communications
- Dismissal Discussion – [DOCUMENT M]

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. Dreifus, seconded by Mr. Zicarelli, and carried unanimously by voice vote, **opened the meeting to the public for comment at 8:41 P.M.**

No one addressed the Board.


On motion by Mr. Dreifus, seconded by Mr. Conklin, and carried unanimously by voice vote, **closed the meeting to the public for comment at 8:41 P.M.**

EXECUTIVE SESSION

No Executive Session

On motion by Mrs. Frayko, seconded by Mr. Conklin, and carried unanimously by voice vote, **that the Board adjourned the meeting at 8:41 P.M.**

Respectfully submitted,


William Sabo
Interim Business Administrator/
Board Secretary