

# MINUTES OF REGULAR MEETING

**April 26, 2022**

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

**PRESENT:** Francis Brunke, John Conklin, David Dreifus, Michael Frangipane, Timothy Gillen, Brianne Zicarelli, Sheila Frayko, Vice President, Robert Jones, President

**ABSENT:** Tricia Schels

3 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."

## **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 21<sup>st</sup> century.

## **Presentation to the Board:**

The Board Secretary discussed the proposed FY 2022-23 Budget **[DOCUMENT A]**. The Board Secretary stated that the Budget that was approved by the Board on 24 March 2022, was advertised on 21 April 2021 in the New Jersey Herald and was reviewed and approved by the Executive County Superintendent as submitted with no changes.

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There will be a 10.1 cent increase per \$100 of assessed valuation, over the 2021 tax rate with a reduction of one staff member in the proposed Budget. The proposed Budget includes four (4) Capital Outlay projects:

1. Replacement of Pre-School playground
2. The Enclosure of the Main Entry for a Health Monitoring area
3. Boiler Upgrade Project
4. Replacement of the exterior refrigerator/freezer

The Board Secretary reviewed a letter for Mr. Neil Cramer, Executive County Business Administrator dated 24 March 2022 informing the district of the reinstatement of the FY 22/23 Budget's Chapter 44 reduction of \$46,829 [Note: This reinstatement does not affect the tax levy of the 22/23 budget the Board approved on 24 March 2022, but rather this reinstatement adjustment will flow to the Board's "Banked Cap" to be used in subsequent budgets.]

On motion by Mr. Conklin, seconded by Mrs. Frayko, and carried unanimously by voice vote, **opened the meeting to the public for comment on the proposed FY 2022-23 Budget at 7:15 P.M.**

Mr. Jones stated: *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 state your name and address before making your statement to the Board.*

No one addressed the Board.

On motion by Mrs. Frayko, seconded by Mrs. Zicarelli, and carried unanimously by voice vote, **closed the meeting to the public for comment on the proposed FY 2022-23 Budget at 7:15 P.M.**

On motion by Mrs. Frayko, seconded by Mr. Dreifus, and carried unanimously by roll call vote, **adopted the budget for the 2022-23 school year for the Hamburg Borough Board of Education, as follows:**

**The proposed budget includes sufficient funds to provide curriculum and instruction which will enable all students to achieve the Core Curriculum Content Standards, and is in compliance with N.J.S.A. 18A and N.J.A.C. Title 6 and 6A.**

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## Expenditures

General Current Expense	\$ 6,895,569
Capital Outlay	\$ 375,130
Special Revenue Fund	\$ 636,790
Repayment of Debt	\$ 253,248
Transfer to Charter School	\$ 546,013

Total Expenditures \$ 8,706,750

## Revenue

### General Fund

..Budgeted Fund Balance	\$ 799,516
..Local Tax Levy	\$ 5,367,795
..Misc Revenue	\$ 2,000
..Tuition	\$ -
..State Aid	\$ 1,297,401
Withdraw from C/R	\$ 350,000
..Semi/Medicaid	\$ 0

### Special Revenue Fund

..State Aid	\$ 0
..Federal Aid	\$ 636,790

### Debt Service Fund

..Budgeted Fund Balance	\$ 0
..Local Tax Levy	\$ 167,144
..State Aid	\$ 86,104
Total Revenue	<u>\$ 8,706,750</u>

## **Presentation to the Board:**

Mrs. Sigman disclosed the 2020-21 Performance Report for the Hamburg School, considerable discussion ensued.

## **26 APRIL 2022 REGULAR MEETING AGENDA**

### **FY 2022-23 ANNUAL PERSONNEL APPOINTMENTS**

On motion by Mrs. Frayko, seconded by Mr. Gillen, and carried unanimously by roll call vote, approved the following FY 2022-23 Annual Personnel Appointments, A through C:

- A. Appointed the Affirmative Action Officer, the ADA Coordinator and the Temporary/Acting Board Secretary [if the Board Secretary is absent from a Board meeting] - Kimberly Sigman
- B. Appointed the Right-to-Know Officer, AHERA/Asbestos Management Officer, Integrated Pest Management Coordinator and Indoor Air Quality Designated Individual – Brian Bobrowski

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- C. Appointed the Treasurer of School Monies – Theresa Schlosser at a salary to be determined.**

## **FY 2022-23 ANNUAL DESIGNATIONS**

On motion by Mrs. Frayko, seconded by Mr. Frangipane, and carried unanimously by roll call vote, after some discussion, approved the following FY 2022-23 Annual Designations, A through C:

- A. Designated AXA/Equitable, Lincoln National Life Insurance Company and Lincoln Investment Planning, Inc. as 403(b)/Tax Shelter vendors/providers.**
- B. Designated the New Jersey Herald, the Star-Ledger and the Sunday Herald as the official newspaper for advertising and for public notices the Star Ledger for certain employment ads and/or notices and njhire.com for various employment ads.**
- C. Designated Chris Imbrie as surrogate parent for the 2022-23 school year.**

## **FY 2022-23 ANNUAL AUTHORIZATIONS**

On motion by Mrs. Frayko, seconded by Mr. Conklin, and carried unanimously by roll call vote, approved the following FY 2022-23 Annual Authorizations, A through F:

- A. Empowers the Chief School Administrator and Business Administrator/Board Secretary to implement the 2022-23 budget pursuant to the policies and regulations of the NJ State Department of Education and the Hamburg Borough Board of Education.**
- B. Permits the Business Administrator to audit and to approve any account and demand to be paid prior to presentation to the Board. Any such approval shall be presented to the Board for ratification at their next meeting as per NJSA 18A:19-4.1.**
- C. Authorizes the Business Administrator to make purchases up to the bid threshold, utilizing the quotation process and/or purchases from New Jersey State Contract Vendors and/or from board approved pricing cooperatives/consortiums approved awarded vendor lists [such as approved vendors from the West/Central New Jersey Cooperative Bid Program/Ed-**

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Data/Morris County Educational Services Commission the lead agency, the Educational Services Commission of New Jersey Cooperative Pricing System, the Hunterdon County Educational Services Commission's Pricing System, the Camden County Educational Services Commission Cooperative Pricing System, New Jersey School Boards Association Cooperative Pricing System, etc.].

- D. Authorizes the Business Administrator, on an as needed basis, to issue advance payment and/or partial payment to facilitate district requisitions.
- E. Authorizes the Superintendent and/or his/her designee to declare miscellaneous items no longer needed as surplus and to dispose of these items.
- F. Authorizes the Superintendent and/or the Business Administrator to enter into inter-local agreements with other school districts, municipalities and/or county governments for miscellaneous services, supplies or equipment.

## **FY 2022-23 MISCELLANEOUS ANNUAL ADOPTIONS/APPOINTMENTS**

On motion by Mrs. Frayko, seconded by Mr. Conklin, and carried unanimously by roll call vote, approved the following FY 2021-22 Miscellaneous Annual Adoptions/Appointments, A through D:

- A. Readopted the existing Board Bylaws and Policy Manual for the 2022-23 school year.
- B. Readopted any existing contracts and agreements to which the Board is a party and where continuation is not authorized by law.
- C. Adopted the existing Curriculum Guides and Curriculum textbooks.
- D. Established a Petty Cash Account in the amount of \$200 and to appoint Louise Murphy as Custodian of the Petty Cash Account.

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## APPROVAL OF THE MINUTES

On motion by Mrs. Frayko, seconded by Mr. Gillen, and carried by the following voice vote, **approved the Minutes of the 24 March 2022 Board meeting.**

Yes	-	6
No	-	0
Abstain	-	Mr. Brunke, Mr. Frangipane

CORRESPONDENCE - None

## 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. Gillen, seconded by Mrs. Frayko, and carried unanimously by voice vote, **opened the meeting to the public for comment at 7:32 P.M.**

No one addressed the Board.

On motion by Mr. Frangipane, seconded by Mr. Conklin, and carried unanimously by voice vote, **closed the meeting to the public for comment at 7:32 P.M.**

## COMMITTEE REPORTS

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

Sussex County Educational Services Commission – Mr. Jones stated that there will be a meeting on May 2, 2022.

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**Liaison with the Hamburg Borough Council** – Mrs. Frayko updated the Board on the recent Council meeting she attended.

## **Building & Grounds –**

The Board Secretary and Mr. Brian Bobrowski gave a Referendum Project Update [DOCUMENT B]

- **HVAC Project**-Parette Somjen Architects [PSA] is scheduled over the April 2022 Spring Break to start the onsite investigation.
  - Anticipating going out to bid in the Fall of 2022.
- **Roof Project**-PSA is scheduled to be on-site over the April 2022 Spring Break to start the onsite roof investigation [weather permitting].
  - Anticipate going out to bid in the Fall 2022.
- **Restroom Project**
  - Bid advertised on Friday 25 February 2022.
  - Bid Opening on Friday 25 March 2022.
  - To review the bids submitted [DOCUMENT C].
- **Exterior Repair Project**
  - Parette Somjen Architects sent the quotation packet out to 3 qualified contractors, as follows:
    - Friday 11 March 2022 the quotation packet sent out
    - Friday 25 March 2022 quotation due
    - To review the Exterior Masonry Repair Quotes received [DOCUMENT D].

On motion by Mr. Gillen, seconded by Mr. Frangipane, and carried unanimously by roll call vote, awarded the contract for the Exterior Masonry Repair quote, as released by Parette Somjen Architects, to Michael J. Malpere Co. Inc., in the amount of \$28,900 and to authorize the Interim Business Administrator to execute any and all documents regarding this contract and to authorize the Interim Business Administrator to execute change orders regarding this project.

On motion by Mr. Gillen, seconded by Mr. Conklin, and carried unanimously by roll call vote, after some discussion, approved the resolution awarding a contract for the Restroom Renovations as depicted on [DOCUMENT E].

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## Education & Policy –

On motion by Mrs. Frayko, seconded by Mr. Gillen, and carried unanimously by roll call vote, approved the second reading for Policies and Regulations on Alert 226 as depicted on [DOCUMENT F].

P2415.05	Student Surveys, Analysis, Evaluations, Examinations, Testing or Treatment [M] - Rev.
P&R 2431.4	Prevention and Treatment of Sports-Related Concussions and Head Injuries [M] - Rev
P2451	Adult High School [M] - Rev
R2460.30	Additional/Compensatory Special Education and Related Services [M] New
P2622	Student Assessment [M] Rev
P3233	Political Activities - Rev
P5541	Anti-Hazing [M] - Rev
P7540	Joint-Use of Facilities – Rev
P&R 8465	Bias Crimes and Bias-Related Acts [M] – Rev
P9560	Administration of School Surveys [M] - Rev

On motion by Mrs. Frayko, seconded by Mr. Gillen, and carried unanimously by roll call vote, approved the second reading of the following Policies and Regulations as depicted on [DOCUMENT G].

R2200	Curriculum Content
R2230	Course Guides
R2260	Affirmative Action Programs for School & Classroom Practices
R2330	Homework
R2340	Field Trips
R2361	Acceptable Use of Computer Networks, Computers, Resources
R2411	Guidance & Counseling
R2412	Home Instruction due to Health Conditions
R2414	Programs & Services for Students in High Poverty, et. al



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On motion by Mrs. Frayko, seconded by Mr. Dreifus, and carried unanimously by roll call vote, approved the first reading of the following Policies and Regulations as depicted on [DOCUMENT H].

R2415	Title I Services [M]
R2415.20	Every Child Succeeds Act [M]
R2417	Student Intervention and Referral Services [M]
R2418	Section 504 of the Rehabilitation Act of 1973 – Students [M]
R2423	Bilingual and ESL Education [M]
R2430	Co-Curricular Activities
R2431.1	Emergency Procedures for Athletic Practices and Competitions [M]
R2431.2	Medical Examination Prior to Participation on a School-Sponsored Interscholastic or Intramural Team or Squad [M]
R2431.4	Prevention and Treatment of Sports-Related Concussions and Head Injuries [M]
R2432	School-Sponsored Publications
R2440	Summer Session
R2460	Special Education [M]
R2460.1	Special Education – Location, Identification, and Referral [M]
R2460.15	Special Education – In-Service Training Needs for Professional and Paraprofessional Staff
R2460.16	Special Education – Instructional Material to Blind or Print-Disabled Students [M]
R2460.8	Special Education – Free and Appropriate Public Education [M]
R2460.9	Special Education – Transition from Early Intervention Programs to Preschool Programs [M]

## Negotiations & Personnel –

On motion by Mrs. Frayko, seconded by Mr. Gillen, and carried unanimously by roll call vote, approved items A-D:

- A. Marcia Podvey as part-time Occupational Therapist MA Step 16 at \$52,382 which reflects 3 days per week [3/5<sup>th</sup>] effective 1 July 2022. This position does not qualify for benefits
- B. Antionette Ratzer as Long-Term Substitute MA Step 1 at \$64,932.00 effective 1 May 2022 through 30 June 2022. This position qualifies for benefits.

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- C. Renee Arias as part-time Art Teacher BA Step 4 at \$39,908.00 which reflects 3 days per week [3/5<sup>th</sup>] effective 1 September 2022 through 30 June 2023. This position is not eligible for benefits.
- D. The following summer employment positions (not to exceed 40 hours) utilizing ESSER funding (Certified Teachers = \$50 per hour and \*\*Paraprofessionals = \$25 per hour):

Extended School Year (ESY) (July 5 – 29) Monday - Thursday	Michelle Clark Amy Breitenbach Susan Hearn **Dawn Thomas **Maureen Evans Laura Weingartner Kristen Genetelli Sarah Fairweather **Anthony DeSino
Summer Acceleration (July 5 – August 26) Monday - Thursday	Dorothy Smally Veronica Danko Rachel Windish **Maureen Evans
Summer Counseling (July 5 – August 26) Monday - Thursday	Christen Sylvester Brianna Wamback
Beyond the Summer Day (July 5 – August 26) Monday - Thursday	Dorothy Smalley Michelle Clark Amy Breitenbach **Dawn Thomas Laura Weingartner Rachel Windish Lisa Sears Kristin Genetelli
Educere (Retention Remediation) (July 5 – 29) Monday - Thursday	Pamela Dean Dorothy Smalley Dana Freeswick Veronica Danko Sarah Fairweather

On motion by Mrs. Frayko, seconded by Mr. Gillen, and carried unanimously by roll call vote, approved the FY 2022-23 staff routing list as depicted on [DOCUMENT I].

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## 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 March 2022 bills in the amount of \$689,840.33 and the bills from April 1 to April 26, 2022 in the amount of \$689,296.16.
- b. Approved the bills for the Cafeteria Account in the amount of \$11,920.66.
- c. Accepted the Board Secretary's and Treasurer's Reports for 31 March 2022.
- d. Approved the Transfers made by the Superintendent after the 24 March 2022 Board Meeting, with fund 10 debits totaling \$53,000 as depicted on [DOCUMENT J] 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 31 March 2022, 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 March 2022

DATE

## OLD BUSINESS

Mr. Jones reminded Board members to schedule their required training & the on-line training sessions are available on the New Jersey School Board's website.

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## NEW BUSINESS

Mr. Jones reported that the New Jersey School Board Association's Annual Conference will be held in Atlantic City this year [October 24-27, 2022].

Mr. Conklin discussed the possibility of Mrs. Sigman to schedule a student/ staff presentation on the harmfulness of using E-cigarettes. Additionally, a discussion was held regarding the offering of various lifesaving trainings (CPR, 1<sup>st</sup> Aid, etc.) to staff members. Mrs. Sigman will look into / try to schedule these presentations/ trainings.

## BOARD SECRETARY'S REPORT

The Board Secretary reported a potential interest income shortfall in FY 2021-22 but the shortfall should be made by increases in other revenue categories.

On motion by Mr. Gillen, seconded by Mrs. Frayko, and carried unanimously by roll call vote, **approve the FY 2022-2023 tuition rates, as follows [keeping the rates the same as the rates for FY 2021-22]**

• Kindergarten	\$18,633
• Grades 1-5	\$20,105
• Grades 6-8	\$23,708
• PSD F/T	\$12,860

The Board Secretary reported that the following 2022 seats are up for election at the November 2022 Annual School Elections. If people are interested in running for a board seat, they should go to the Sussex County Clerk's website [[www.sussexcountyclerk.com](http://www.sussexcountyclerk.com)] and obtain a nominating petition:

**3-Three Year Terms [Mrs. Frayko, Mr. Gillen and Mrs. Zicarelli] for 2023, 2024 & 2025.**

On motion by Mrs. Frayko, seconded by Mr. Gillen, and carried unanimously by roll call vote, after some discussion, **adopted Resolution # FY 22-23 FSMC#1: To approve the FY 2022-23 Food Service Management Company contract with Maschio's Food Services, Inc. for a flat management fee of \$9,064.35 based upon the estimated total cost of the contract of \$100,119.19 as referenced on the projected FY 2022-23 Projected Operating Statement [Form #23CR-public, revised 1/2022] [DOCUMENT K] and authorize the Board President and the Interim Business Administrator to submit and execute all documents regarding**

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this renewal. [Note: FY 2018-19 was the Base Year and FY 2022-23 is renewal #4 out of a maximum of 4 possible renewals—will have to go out to bid for FY 2023-24 Food Service Management services].

On motion by Mr. Gillen, seconded by Mr. Conklin, and carried unanimously by roll call vote, approved the submission of the FY 2022-23 New Jersey School Insurance Group [NJSIG] Safety Grant Application in the amount of \$3,600 for the boiler replacement project at the Hamburg Elementary School and to authorize the Interim Business Administrator to take the necessary actions to apply for and implement the grant application.

The Board Secretary discussed the Cafeteria Refrigerator/Freezer Replacement Project.

On motion by Mr. Gillen, seconded by Mr. Conklin, and carried unanimously by roll call vote, approved the proposal from Parette Somjen Architects to submit a project application to the NJ Department of Education, prepare drawing/specification and bid documents in the amount of \$12,400 for the Cooler & Freezer Replacement Project at the Hamburg School [DOCUMENT O].

On motion by Mrs. Frayko, seconded by Mr. Dreifus, and carried unanimously by roll call vote, adopted the Following Resolution:

**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 “Cooler & Freezer 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 and/or through the Food Service Account.

On motion by Mr. Gillen, seconded by Mr. Frangipane, and carried unanimously by roll call vote, approved the purchase of a Preschool Playground from Ben Shaffer Recreation in the amount of \$78,065.56 under the ESC of NJ Purchasing Co-op #ESCNJ 20-21/22, Co-Op 3 65MCESCCPS and the July 1, 2022 purchase order to be issued once The Preschool Education Aid application is approved for FY 2022-2023. [DOCUMENT O-1].

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The Board Secretary review some Ash Trees that were cut down on the school's property [DOCUMENT O-2] as a result of the Ash Bore Beetle and the distinct possibility that many more trees will have to be cut down. A discussion ensued.

## SUPERINTENDENT'S REPORT

On motion by Mrs. Frayko, seconded by Mr. Conklin, and carried unanimously by roll call vote, after some 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	2	2	Y	N
February 2022	1	1	Y	Y
March 2022	1	0	NA	NA
April 2022	1	0	NA	NA
May 2022				
June 2022				

### B. Safety Drill Report – March 2022

	Date	Time	Evacuation Time
Evacuation Fire Drill			
Shelter-in-Place	4/12/2022	11:28-12:21	
Lockdown			

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On motion by Mrs. Frayko, seconded by Mrs. Zicarelli, 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 Mrs. Frayko, seconded by Mr. Conklin, and carried unanimously by roll call vote, as per the Superintendent's recommendation, **the completion of out-of-school bedside tutoring by St. Clare's Hospital for student #29751 on 25 March 2022 and the start of out-of-school bedside tutoring by The Brookfield Educational Services Program @ Bridgeton Inpatient for student #29751 for 1 hour per day at the rate of \$37.00/hour, beginning on 28 March 2022.**

On motion by Mr. Frayko, seconded by Mr. Frangipane, and carried unanimously by roll call vote, as per the Superintendent's recommendation, **approved transportation for students #31710 & #32619 to Hamburg School from Lake Hiawatha at a rate of \$529.00/day.**

On motion by Mr. Gillen, seconded by Mrs. Frayko, and carried unanimously by roll call vote, as per the Superintendent's recommendation, **approved the changes to the 2021-2022 school year [DOCUMENT M]:**

**Last day: from Tuesday, June 14, 2022 to Friday, June 17, 2022**  
**Eighth Grade Graduation: Thursday, June 16, 2022**

On motion by Mr. Gillen, seconded by Mr. Conklin, and carried unanimously by roll call vote, as per the Superintendent's recommendation, after some discussion, **approved the purchase of an online curriculum management system subscription with Atlas [Rubicon®] at an annual cost of \$4,500 and supported professional development at a one-time cost of \$3,600 as noted on [DOCUMENT N].**

On motion by Mr. Gillen, seconded by Mrs. Frayko, and carried unanimously by roll call vote, **approved the Hamburg School job descriptions [attached to the minutes].**

<b>Administration</b>
<ul style="list-style-type: none"><li>• Business Administrator / BOE Secretary</li><li>• Chief School Administrator</li><li>• Child Study Team Coordinator</li><li>• Vice Principal</li></ul>
<b>Child Study Team</b>
<ul style="list-style-type: none"><li>• Guidance Counselor</li><li>• Learning Disabilities Teacher Consultant (LDTC)</li><li>• School Psychologist</li><li>• Social Worker</li></ul>

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<ul style="list-style-type: none"> <li>• Speech Language Therapist</li> </ul>
<b>Custodial</b>
<ul style="list-style-type: none"> <li>• Building &amp; Grounds Supervisor</li> <li>• Custodian</li> </ul>
<b>Instructional</b>
<ul style="list-style-type: none"> <li>• Basic Skills Teacher</li> <li>• Media Specialist</li> <li>• Teacher (Preschool – Grade 8)</li> <li>• Teacher (Special Area)</li> <li>• Teacher (Special Education)</li> </ul>
<b>Other</b>
<ul style="list-style-type: none"> <li>• Master Teacher</li> <li>• Mentor Teacher</li> <li>• Paraprofessional</li> <li>• School Nurse</li> <li>• Stipend – Co-Curricular</li> <li>• Stipend – Contact Tracer</li> <li>• Stipend – Data Manager</li> <li>• Stipend – Extended School Year</li> <li>• Stipend – Homebound Instructor</li> <li>• Stipend – Preschool Intervention Referral Specialist (PIRS)</li> <li>• Stipend – School Safety Specialist</li> <li>• Technology Coordinator</li> <li>• Treasurer of School Monies</li> </ul>
<b>Secretarial</b>
<ul style="list-style-type: none"> <li>• Confidential Administrative Assistant to the Chief School Administrator</li> <li>• Child Study Team Secretary</li> <li>• Confidential Administrative Clerk (Full Time)</li> <li>• Confidential Administrative Assistant to the Business Administrator (Part Time)</li> <li>• Confidential School Secretary</li> </ul>

Mrs. Sigman reported/discussed the following:

- Student Enrollment
- Suspensions
- Open House is scheduled for May 12, 2022 [1:30-2:30]



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Hamburg School Student Enrollment for April 2022 [259 in district]

Grade	In-District	Out-of-District	Choice/ Non-Public	Charter
Preschool	36			
Kindergarten	37			
Grade 1	27			
Grade 2	26			
Grade 3	22	1	2	
Grade 4	23		2	
Grade 5	20		2	1
Grade 6	19	1	1	4
Grade 7	19	1	8	16
Grade 8	30		6	6
Total	259	3	21	27

- Hamburg School Suspensions – April 2022**

Grade	In School	Out of School	# of Days
6		X	2
8	X		1

On motion by Mr. Dreifus, seconded by Mrs. Frayko, and carried unanimously by voice vote, **opened the meeting to the public for comment at 8:42 P.M.**

Mr. Jones stated: *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 state your name and address before making your statement to the Board.*

No one addressed the Board.

On motion by Mr. Gillen, seconded by Mr. Conklin, and carried unanimously by voice vote, **closed the meeting to the public for comment 8:42 P.M.**

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On motion by Mr. Dreifus, seconded by Mrs. Frayko, **closed the meeting to the public at 8:42 P.M.**

## EXECUTIVE SESSION

### 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 – **See Below**
- ☐ 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.

- CSA Evaluation
- CSA Merit Goal Updates and Approval – **[DOCUMENT EX1]**
- Board of Education Self-Evaluation & Annual Goals [NJSBA] **[DOCUMENT EX2]**
- Interim Business Administrator/Board Secretary update – **[DOCUMENT EX3]**

## MINUTES OF REGULAR MEETING

**April 26, 2022**

On motion by Mrs. Frayko, seconded by Mr. Conklin, and carried unanimously by voice vote, **that the Board returned to Regular Session at 9:03 P.M.**

On motion by Mr. Dreifus, seconded by Mr. Gillen, and carried unanimously by voice vote, **that the Board adjourned the meeting at 9:03 P.M.**

Respectfully submitted,



William Sabo  
Interim Business Administrator/  
Board Secretary