# HAMBURG BOARD OF EDUCATION REGULAR MEETING AGENDA 30 August 2022 7:00 p.m. To be held in the Cafeteria

#### A. Flag Salute & Pledge of Allegiance

#### STATEMENT----OPEN PUBLIC MEETING

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, the Star-Ledger and the Sunday Herald.

#### **ROLL CALL:**

	Mr.	Mr.	Mr.	Mr.	Mr.	Mrs.	Mr.	Mrs.	Mrs.
	Jones	Brunke	Conklin	Dreifus	Frangipane	Frayko	Gillen	Schels	Zicarelli
PRESENT									
ABSENT									

#### **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 to meet with success and grand achievements in the 21<sup>st</sup> Century.

<b>MOTION BY</b>			SECON	DED BY		to approve: The Regular meeting				
minutes of t	he 26 .	July 202	2 Board	meeting	ξ.					
	Mr.	Mr.	Mr.	Mr.	Mr.	Mrs.	Mr.	Mrs.	Mrs.	
	Jones	Brunke	Conklin	Dreifus	Frangipane	Frayko	Gillen	Schels	Zicarelli	
YES										
NO										
ABSTAIN										
MOTION BY			SECONI	DED RV		to annr	ove: Th	e revisi	nn to Regula	
meeting mir					_	-			=	
Check Regist	ter of \$	5/4/,/2	1.66 and	I the Jun	ie 1-21, 202	22 Check	Regist	er of \$ 6	5/1,999./6.	
	Mr	Mr.	Mr	Mr.	Mr.	Mrs.	NAr	Mrs.	Mrs.	
	Mr.	Brunke	Mr. Conklin	Dreifus			Mr. Gillen	Schels	Zicarelli	
YES	Jones	brunke	COHKIIII	Dielius	Frangipane	Frayko	Gillett	Scrieis	Zicareiii	
NO										
ABSTAIN										
CORRESPON •	A letto Facilit the Bo	er from i	ning dat ong-Ran	ed 9 Au	Departmen gust 2022 a ty Plan for t	pprovin	g a min	or ame		
PRESENTATI	ON TO	THF BO	DARD							
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	DUCU	MENT A	•							
MOTION BY			SEC	ONDED	BY		to	annrov	e: a	
partnership										
Hamburg Bo				y Coanti	JII IIICIUSIVE	oi ciass	or OOIII s	supports	5 101	
	N 4 :-	N.A	N 4 ·-	N.A	D.4.	N 4 :	N 4 :-	0.4:	Man	
	Mr.	Mr.	Mr.	Mr.	Mr.	Mrs.	Mr.	Mrs.	Mrs.	
VEC	Jones	Brunke	Conklin	Dreifus	Frangipane	Frayko	Gillen	Schels	Zicarelli	
YES										
NO		1		1	1					

ABSTAIN

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

Meeting opened to the public for comment at	P.M.
(VOICE VOTE)	
Meeting closed to the public for comment at	P.M.
(VOICE VOTE)	

#### **COMMITTEE REPORTS**

#### **State & County School Boards**

**Sussex County Educational Services Commission** 

**Liaison with the Hamburg Borough Council** 

# **Building & Grounds**

 Referendum Project Update by Board Secretary & Brian Bobrowski as depicted on DOCUMENT B.

# HVAC Project-

- Tentative Bid Opening date is Wednesday 16 November 2022 and the bid specifications tentatively available on Friday 14 October 2022.
- The 85% completion design review meeting occurred at the Offices of Parette Somjen Architects [PSA] on Tuesday 9 August 2022, with PSA returning back to the Hamburg School over the next few weeks to finalize various measurements.
- VAT removal contractor is scheduled for early August 2022 to remove VAT tile in 2 classrooms where the bookshelves will be removed [this has to be done now or when the HVAC Referendum work occurs]; two (2) other classroom's tile completely removed that butt up against the HVAC units that will be removed and three (3) small

rooms in the 1900's Building---this removable work was complete in early August 2022 and the finish tile contractor is to have the floors tiled by Friday August 19<sup>th</sup>.

#### Roof Project-.

- Anticipate going out to bid in the Fall/Winter 2022-2023 for the Main School roof-PSA in the investigative stage for this portion of the Referendum Roof Project.
- PSA started the design for the 1900's Building roof replacement [shingle roof], which includes the removal of the two (2) chimneys, fascia replacement, gutters, etc.
- 1900's Building Roof Project-Tentative Bid Opening date is Wednesday 14 December 2022 and the bid specifications tentatively available on Friday 11 November 2022.

#### Restroom Project

- Job site meeting with PSA and Goksu Construction occurred on Tuesday 16 August 2022.
- Goksu feels most of the finish work will be completed by 1 September 2022.
- Under the Board Secretary Report to approve Payment Request #3.

#### o **Exterior Repair Project**

The 1900's Building Exterior Repair, window replacement portion of Exterior Repair Project is in a holding pattern until the bids for the HVAC Project have been received/analyzed/contract issued and the Main School roofing type decision is made.

# • Non-Referendum Projects

# o LAARS Boiler Replacement Project

- JCP&L approved the Board's application on 21 March 2022 to replace
   5 LAARS Boilers under the NJ Clean Energy-Direct Install Program with Donnelly Energy being the authorized contractor.
- 17 August 2022 email update from Donnelly Energy--anticipate the manufacturer to ship the boilers by the middle of September 2022.

# o Preschool Playground Project

- The playground equipment has been ordered & waiting on the contractor for the installation date.
- Due to supply chain issues, looks like an October 2022 installation date.

# <u>Refrigerator/Freezer Replacement Project</u>

- PSA has been on-site to finalize the field measurements for the Refrigerator/Freezer Project and is working with their design consultant.
- PSA has submitted the New Jersey Department of Education's Project application.
- Tentative Bid Opening date is Wednesday 14 December 2022 and the bid specifications tentatively available on Friday 11 November 2022.

# Main Entry/Health Monitoring Vestibule Project [Re-Bid]

■ Tentative Bid Opening date is Wednesday 16 November 2022 and the bid specifications tentatively available on Friday 14 October 2022.

MOTION BY	SECONDED BY	to approve: Parette
Somjen Architects [PSA	A] the authority to prepare all plan	ns, specifications, drawings and
necessary bid related o	locuments including the analysis c	of the bids received and
construction oversite f	or <u>the Cafeteria Refrigerator/Free</u>	zer Replacement Project and the
Re-bid of the Main Ent	ry/Health Monitoring Vestibule Pr	oject at the Hamburg
Elementary School in a	ccordance with the terms & condi	itions of the FY 2022-23 contract
with PSA; to delegate t	he authority to the Interim Schoo	l Business Administrator for
supervision of these pr	ojects and; the Interim Business A	Administrator ensures that funds
are available for this p	rofessional service as funded by th	ne Board's FY 2022-23 Budget
and/or the Capital Res	erve Account.	

	Mr.	Mr.	Mr.	Mr.	Mr.	Mrs.	Mr.	Mrs.	Mrs.
	Jones	Brunke	Conklin	Dreifus	Frangipane	Frayko	Gillen	Schels	Zicarelli
YES									
NO									
ABSTAIN									

# **Education & Policy**

MOTION BY	SECONDED BY	to approve: the second reading for
Policies and Regulations	in Alert 228 as depicted in	<b>DOCUMENTC</b> which can be found in
the Google Drive:		

#	Policy/Regulation Name					
P0143.2	High School Student Representative to the BOE [M] [Does not					
	apply]					
P0163	Quorum [Rev]					
P1511	Board of Education Website Accessibility [M] [Rev]					
P2415	Every Student Succeeds Act [M] {Rev]					
P&R2432	School-Sponsored Publications [Abolished]					
P3216	Dress & Grooming [Policy presented as 2 <sup>nd</sup> reading from June					
	2022]					
P3270	Professional Responsibilities [Rev]					
R3270	Lesson Plans and Plan Books [Rev]					
P4216	Dress and Grooming [Support Staff – included as 2 <sup>nd</sup> reading from					
	June 2022]					
P&R5513	Care of School Property [M] [Rev]					
P5517	School-District Issued Student Identification Cards [M] [Rev]					
P5722	Student Journalism [M] [Rev]					

	Mr.	Mr.	Mr.	Mr.	Mr.	Mrs.	Mr.	Mrs.	Mrs.
	Jones	Brunke	Conklin	Dreifus	Frangipane	Frayko	Gillen	Schels	Zicarelli
YES									
NO									
ABSTAIN									

# **Negotiations & Personnel**

MOTION BY	_ SECONDED BY	to approve: an interlocal agreement for
shared services of Worl	d Language teacher #7	3879850 with Lafayette Township School.
This shared services agr	eement would include	instruction for Hamburg Borough [3 days]
and Lafayette Township	[2 days] at a rate of \$7	79,612 [Step MA11]. This position does
include health benefits	to be shared between	the two districts [Hamburg = 3/5 and
Lafayette = 2/5 respons	ibility]. DOCUMENT D.	

	Mr. Jones	Mr. Brunke	Mr. Conklin	Mr. Dreifus	Mr. Frangipane	Mrs. Frayko	Mr. Gillen	Mrs. Schels	Mrs. Zicarelli
YES									
NO									
ABSTAIN									

MOTION BY\_\_\_\_\_\_ seconded by \_\_\_\_\_\_ to approve: the increase of the Hamburg Borough School's paraprofessional start rate to \$20.00 per hour; this increase is inclusive of a \$6.12 increase for all existing paraprofessionals effective 1 September 2022.

	Mr.	Mr.	Mr.	Mr.	Mr.	Mrs.	Mr.	Mrs.	Mrs.
	Jones	Brunke	Conklin	Dreifus	Frangipane	Frayko	Gillen	Schels	Zicarelli
YES									
NO									
ABSTAIN									

# MOTION BY \_\_\_\_\_ to approve:

• Kristal Eisenhauer\* as part-time classroom aide, not to exceed 29 hours per week at a rate of \$20.00 per hour effective 1 September 2022. This position does not qualify for benefits.

<sup>\*</sup>Pending completion of district-required paperwork

	Mr.	Mr.	Mr.	Mr.	Mr.	Mrs.	Mr.	Mrs.	Mrs.
	Jones	Brunke	Conklin	Dreifus	Frangipane	Frayko	Gillen	Schels	Zicarelli
YES									
NO									
ABSTAIN									

MOTION BY \_\_\_\_\_\_ SECONDED BY \_\_\_\_\_\_ to rescind: the 2022-2023 co-

curricular contract for Head Track Coach for Suzanne Williamson

	Mr. Jones	Mr. Brunke	Mr. Conklin	Mr. Dreifus	Mr. Frangipane	Mrs. Frayko	Mr. Gillen	Mrs. Schels	Mrs. Zicarelli
YES									
NO									
ABSTAIN									

#### **Finance Committee**

Discussion of items A through F...

- a. To approve the bills as presented.
- b. To approve bills for the Cafeteria Account in the amount of \$0.
- c. To accept the Board Secretary's and Treasurer's reports for **31 July 2022.**
- d. To approve Transfers made by the Superintendent after the **26 July 2022**Board Meeting, with fund 10 debits totaling **\$46,000** depicted in

  DOCUMENT F and the Board acknowledges that these transfers may increase/decrease the maximum dollar limit established as part of the 2022-23 budget process for various professional services.
- e. Pursuant to N.J.A.C. 6A:23A-16.10, the Business Administrator/Board Secretary certifies that as of **31 July 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.

to approve items a through f.

	Mr.	Mr.	Mr.	Mr.	Mr.	Mrs.	Mr.	Mrs.	Mrs.
	Jones	Brunke	Conklin	Dreifus	Frangipane	Frayko	Gillen	Schels	Zicarelli
YES									
NO									
ABSTAIN									

#### **OLD BUSINESS**

To discuss the removal of the dead Ash Trees on school property.

# **BOARD SECRETARY'S REPORT**

MOTION BY	SECONDED BY	to approve: Payment Request #3 in the
amount of \$81,85	6.22, as submitted by Gok	su Construction, LLC, for the Restroom
Renovation Refere	endum Project at the Ham	burg School [DOCUMENT G].

	Mr. Jones	Mr. Brunke	Mr. Conklin	Mr. Dreifus	Mr. Frangipane	Mrs. Frayko	Mr. Gillen	Mrs. Schels	Mrs. Zicarelli
YES									
NO									
ABSTAIN									

## **SUPERINTENDENT'S REPORT**

MOTION BY	SECONDED BY	to approve
items A & B:		

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

Month	# Incidents Investigated	# Incidents HIB Confirmed	Remediation (Y/N)	Discipline (Y/N)
July 2022	0	0		
August 2022	0	0		

# B. Safety Drill/Stance Report – July 2022

	Date	Time	<b>Evacuation Time</b>	
Shelter-In-Place	7/28/2022	12:16pm	7min	

	Mr. Jones	Mr. Brunke	Mr. Conklin	Mr. Frangipane	Mrs. Frayko	Mr. Gillen	Mrs. Schels	Mrs. Zicarelli
YES								
NO								
ABSTAIN								

<b>MOTION BY</b>		SECONDED BY to approve: the combined								
Professional Development/Field Trip/Substitute and Facility Use as depicted in										
<b>DOCUMENT</b>	Н.	•		• •		•		·		
					<del>_</del>					
	Mr.	Mr.	Mr.	Mr.	Mr.	Mrs.	Mr.	Mrs.	Mrs.	
	Jones	Brunke	Conklin	Dreifus	Frangipane	Frayko	Gillen	Schels	Zicarelli	
YES										
NO										
ABSTAIN										
<b>MOTION BY</b>			SECO	NDED B	Y		to app	r <mark>ove:</mark> th	e Shared-	
									nburg Board	
of Education	for th	e purpo	se of uti	ilizing sc	hool nursin	g servic	es in en	nergent	situations as	
depicted on						8				
acpicted on	DOCO									
	Mr.	Mr.	Mr.	Mr.	Mr.	Mrs.	Mr.	Mrs.	Mrs.	
	Jones	Brunke	Conklin	Dreifus	Frangipane	Frayko	Gillen	Schels	Zicarelli	
YES	301103	Branke	COTILITIES	5101145	Transipane	114,10	Gilleri	3011013	Zioureiii	
NO										
ABSTAIN										
7.50.7	<u> </u>	l			<u> </u>	<u> </u>				
			65.66				_			
MOTION BY										
Services Agr	eemer	it betwe	en the f	ranklin	Board of Ed	ducation	and th	e Hamb	urg Board of	
Education for	or the p	ourpose	of utiliz	ing scho	ol nursing i	n emerg	gent situ	uations a	as depicted	
on <b>DOCUME</b>	NT J.									
	Mr.	Mr.	Mr.	Mr.	Mr.	Mrs.	Mr.	Mrs.	Mrs.	
	lones	_	Conklin		Franginane		Gillen	Schels	7icarelli	

YES NO

ABSTAIN

MOTION BY	SECONDED BY	to approve items a-b:
11011011 D1	JECONDED DI	to approve items a si

- a) Student #6312024143 to attend the Windsor School for the 2022-2023 school year beginning 5 July 2022 through 22 July 2022 at a cost of \$335.00/day \$4690.00 [14 days] inclusive of any needed services, plus transportation.
- b) Student #9230033251 to attend the Windsor School for the 2022-2023 school year beginning 5 July 2022 23 July 2023 at a cost of \$70,350.00 [210 days] inclusive of any needed services, plus transportation.

	Mr.	Mr.	Mr.	Mr.	Mr.	Mrs.	Mr.	Mrs.	Mrs.
	Jones	Brunke	Conklin	Dreifus	Frangipane	Frayko	Gillen	Schels	Zicarelli
YES									
NO									
ABSTAIN									

MOTION BY	SECONDED BY	to approve: transportation
for students #31710 8	& #32619 to Hamburg School f	from Newton at a rate of \$620.00/day
[\$310/student]		

	Mr.	Mr.	Mr.	Mr.	Mr.	Mrs.	Mr.	Mrs.	Mrs.
	Jones	Brunke	Conklin	Dreifus	Frangipane	Frayko	Gillen	Schels	Zicarelli
YES									
NO									
ABSTAIN									

MOTION BY\_\_\_\_\_\_ to approve: the use of Marzano Focused Teacher Evaluation Model and the Marzano School Leader Evaluation Model as the district evaluation tools for the 2022-2023 school year.

	Mr.	Mr.	Mr.	Mr.	Mr.	Mrs.	Mr.	Mrs.	Mrs.
	Jones	Brunke	Conklin	Dreifus	Frangipane	Frayko	Gillen	Schels	Zicarelli
YES									
NO									
ABSTAIN									

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Jersey Scho for the 202			· ·	[NJSBA]	as the distr	ict's Sup	perinter	ndent ev	valuation t
Of the 202	.2 2025	SCHOOL )	cai.						
	N 4 m	N 4 m	N 4 m	Mr.	D.A.	N A wa	D.4.e	Mrs.	Nana
	Mr. Jones	Mr. Brunke	Mr. Conklin	Dreifus	Mr. Frangipane	Mrs. Frayko	Mr. Gillen	Schels	Mrs. Zicarelli
YES					2 0 12 2	, .			
NO									
ABSTAIN									
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Tillelpai V									
	Mr.	Mr.	Mr.	Mr.	Mr.	Mrs.	Mr.	Mrs.	Mrs.
VEC	Jones	Brunke	Conklin	Dreifus	Frangipane	Frayko	Gillen	Schels	Zicarelli
YES									

MOTION BY		SECO	NDED BY	/	to anni	ove the	ΔKC	
ABSTAIN								

Registration #SS26042303 [Echo's Chocolate Moose] as the Hamburg Borough School's therapy dog for the 2022-2023 school year.

	Mr.	Mr.	Mr.	Mr.	Mr.	Mrs.	Mr.	Mrs.	Mrs.
	Jones	Brunke	Conklin	Dreifus	Frangipane	Frayko	Gillen	Schels	Zicarelli
YES									
NO									
ABSTAIN									

#### To Report:

	In-District	Out-of-District	Choice	Charter
			Non-Public	
Preschool	40			
Kindergarten	27			
Grade 1	34			
Grade 2	26		1	
Grade 3	23		2	
Grade 4	23	1	2	
Grade 5	20		1	
Grade 6	15		2	6
Grade 7	15	1	2	4
Grade 8	21		5	15
Total	244	2	15	25

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

Meeting opened to the public for (VOICE VOTE)	comment at	P.M.	
Meeting closed to the public for c (VOICE VOTE)	comment at	P.M.	
EXECUTIVE SESSION			
MOTION BY the meeting to the public at	SECONDED BY P.M.		_ closed

## **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:

мо	exist.  MOTION BY  Executive Session atP.M.  TION TO ADJOURN MEETING  MOTION BY	SECONDED BY	to exit
	exist.  MOTION BY	SECONDED BY	_
	_	and acting upon it in closed sess	ion no longer
	Conditions of employment of emploid [ ] Possible imposition of a civil penalt BE IT FURTHER RESOLVED that sawhen the reasons for discussing a	ty or suspension aid discussion may be disclosed	•
	Funds from the United States Gove [ ] Matters concerning collective nego	otiations and/or the negotiation of te	erms and
	[ ] Matters in which the release of info	ormation would impair a right to rec	eive
	[ ] Matters which would constitute an	•	
	<ul><li>Pending or anticipated contract ne</li><li>Protection of the safety or propert</li></ul>	•	
	[ ] Pending or anticipated litigation		
	[] Matters covered by the attorney-cl	lient privilege	
	[ ] Appointment of a public official		
	[ ] Personnel		

# <u> FYI</u>

- Board & Administrator, August 2022
- Hamburg School 2022-2023 Calendar & Handbook