

**HAMBURG BOARD OF EDUCATION
REGULAR MEETING
AGENDA
18 October 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. Jones	Mr. Brunke	Mr. Conklin	Mr. Dreifus	Mr. Frangipane	Mrs. Frayko	Mr. Gillen	Mrs. Schels	Mrs. 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 21st Century.

MOTION BY _____ SECONDED BY _____ to approve: The Regular meeting minutes of the 27 September 2022 Board meeting.

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

CORRESPONDENCE:

- Two letters from PFK O’Connor Davies, LLP auditors, dated 28 July 2022 and 30 August 2022 regarding the New Jersey Department of Agriculture’s 2020-21 Procurement Audit of the Food Service Operations at the Hamburg School. No audit recommendations were cited.

PRESENTATION TO THE BOARD

Student Spotlight

- Preschool – Aryana Evans & Riley Parrish
 - Kindergarten – Grayson Trotta
 - Grade 1 – Adrianna Galan-Sedlacik
 - Grade 2 – Jacob Ruit
 - Grade 3 – Alexis Hastrup & Tame Mansour
 - Grade 4 – Joseph Landrud
 - Grade 5 – Amelia Ruit
 - Grade 6 – Olivia Cubby & Lilia Mansour
 - Grade 7 – Evonne Zhang
 - Grade 8 – Matthew Geisendorfer
-
- HIB Self-Assessment [Mr. Baumgartner]

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 A.**
 - HVAC Project-
 - The tentative Bid Opening date of Wednesday 16 November 2022 and the bid specifications tentatively available on Friday 14 October 2022 was pushed back at our 3 October 2022 design review meeting at Parrett Somjen Architect’s [PSA] office.
 - Anticipate the final HVAC project design drawings from PSA by Friday 21 October 2022 and then the revised project bidding timeline will be developed.
 - The Board’s attorney has already reviewed the “frontend” specifications for the Health Monitoring Bid and these “frontend” specifications will be used for the upcoming bids this fall [HVAC, Shingle Roof and the Freezer Projects].

- **Roof Project-**
 - PSA started the design and site visits for the 1900's Building Shingle roof replacement, 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.
 - To schedule a design review meeting which may change the tentative Shingle Roof [1900's Building] bidding timelines.
 - The Main School Roof Project is in a holding pattern until the HVAC and the 1900's Building Shingle Roof project bids are opened to determine where we are with our referendum budget.

- **Restroom Project**
 - The Restroom Project construction is complete and the final Board actions will be under the Board Secretary Report.

- **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**
 - **LAARS Boiler Replacement Project**
 - Most of the boilers have been delivered and are currently being installed by Donnelly Energy.

 - **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.

 - **Refrigerator/Freezer Replacement Project**
 - 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.
 - To schedule a design review meeting with PSA that may change the tentative bidding timelines.
- **Main Entry/Health Monitoring Vestibule Project [Re-Bid]**
- The Board attorney has reviewed the "frontend" bid specifications and PSA will be making the necessary changes.
 - At the 3 October 2022 meeting with PSA, the Bid Opening date is scheduled for Wednesday 16 November 2022 and the bid specifications will be available on Friday 14 October 2022, which will coincide with the publication of the legal bid notice being published in the New Jersey Herald.
 - The change in the specifications from the original bid is for the bidder(s) to put an amount in their bid submittal, a price to deduct the glass store front and make a solid wall in the Main Entry Vestibule.

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 **30 September 2022**.
- d. To approve Transfers made by the Superintendent after the **27 September 2022** Board Meeting, with fund 10 debits totaling **\$410,300** depicted in **DOCUMENT E** 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 **30 September 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.

MOTION BY _____ SECONDED BY _____ to approve items a through f.

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

OLD BUSINESS

To continue the discussion from the 30 August 2022 Board meeting on the removal of the dead Ash Trees on school property. A quote was solicited from a State Contract tree contractor who was on-site on Monday 10 October 2022.

To review the expense log and reporting requirements for the people attending the New Jersey School Boards Workshop 24-26 October 2022—Lodging for Sunday October 23rd will be deducted from your expense log, with the lodging for Monday & Tuesday October 24th & 25th to be paid for by the Board. The conference ends at 4 pm on Wednesday October 26th. The workshop & hotel information will be distributed at the October 18th Board meeting.

MOTION BY _____ SECONDED BY _____ to adopt 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 “Gym Divider 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.

	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		
September 2022	0	0		
October 2022	0	0		

MOTION BY _____ SECONDED BY _____ to accept with gratitude: a \$400 donation from Weis Markets. This donation will be used in our Student Activity Account.

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

To Report:

	In-District	Out-of-District	Choice Non-Public	Charter
Preschool	41			
Kindergarten	28			
Grade 1	33			
Grade 2	25		1	
Grade 3	24		2	
Grade 4	23	1	2	
Grade 5	19		2	
Grade 6	14		2	6
Grade 7	16	1	2	4
Grade 8	21		5	15
Total	244	2	16	25

- Community Dinner – December 8, 2022

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Meeting opened to the public for comment at _____ P.M.

(VOICE VOTE)

Meeting closed to the public for comment at _____ P.M.

(VOICE VOTE)

EXECUTIVE SESSION

**MOTION BY _____ SECONDED BY _____ closed
the meeting to the public at _____ 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
- 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.

**MOTION BY _____ SECONDED BY _____ to exit
Executive Session at _____ P.M.**

MOTION TO ADJOURN MEETING

**MOTION BY _____ SECONDED BY _____ that the
Board adjourned the meeting at _____ P.M. [Voice Vote]**

FYI

- Board & Administrator, October 2022
- PTA Dates to Remember for October 2022
- PTA Bingo Plus Information Flyer
- Mr. Cupcake Fundraiser flyer