

**HAMBURG BOARD OF EDUCATION
REGULAR MEETING
AGENDA
27 September 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 30 August 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:

- Thank you letter from Hamburg School Middle School Language Arts teachers. **[DOCUMENT A]**
- Thank you letter to Hamburg Borough Council and Hamburg Fire Department **[DOCUMENT B]**

PRESENTATION TO THE BOARD

Student Spotlight

- Preschool – Destinee Babcock
- Kindergarten – Benjamin Coursen
- Grade 1 – Campbell Pasquariello
- Grade 2 – Tristan Manla
- Grade 3 – Vincent Wolosik
- Grade 4 – Madison Dimitui
- Grade 5 – Dante Molinari
- Grade 6 – Kaleigh Landrud
- Grade 7 – Julian Holczer
- Grade 8 – Jessica Majtczak

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 C**.
 - To review the updated Referendum Project Timeline that was reviewed at the 6 September 2022 Building & Grounds Committee meeting. This revised timeline is extended by one (1) year for the anticipated Window Replacement Project in the 1900's Building under the Exterior Repair portion of the Referendum Project, pending funds available [**DOCUMENT D**].
 - **HVAC Project-**
 - Tentative Bid Opening date is Wednesday 16 November 2022 and the bid specifications tentatively available on Friday 14 October 2022.
 - As of 19 September 2022, to schedule the final design review meeting with PSA.
 - **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.

- The Main School Roof Project is in 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 only outstanding issues are punch list items and project closeout paperwork.
 - Under the Board Secretary Report to approve Payment Request #4.
- **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**
 - 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.
 - Anticipate the manufacturer to ship the boilers by the middle of September 2022.
 - **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.

MOTION BY _____ SECONDED BY _____ to approve: the increase of the following salaries effective 1 October 2022:

- Jennifer Albrecht - \$51,876.00*
 - Ann Bremer - \$40,204.00*
- *This is indicative of a \$6.12/hr. increase.

	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 August 2022**.
- d. To approve Transfers made by the Superintendent after the **30 August 2022** Board Meeting, with fund 10 debits totaling **\$227,400** depicted in **DOCUMENT H** 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 August 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: the update of the SY 2022-2023 calendar as depicted on **DOCUMENT O. [Page A or Page B]**

	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: contract services for student #6312024143 with Salem County Special Services School at an annual rate of \$58,959.00 plus transportation as depicted on **DOCUMENT P.**

	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 adopt the following resolution:

WHEREAS, in accord with N.J.S.A.18A:66-53.2b (Reemployment of retirees, reenrollment; subsequent retirement) which references that a retiree may exceed the two-year limit without re-enrolling in the pension system “unless so approved by the Commissioner of Education as being in the best interest of the school district...”, and

WHEREAS, the Hamburg School’s Chief School Administrator, under the advisement of Dr. Gayle Carrick, Executive County Superintendent, who instructed the Hamburg School’s Chief School Administrator to pursue all avenues in obtaining a part-time Business Administrator through a possible shared service with another district and to present all options to the Board, and

WHEREAS, the Hamburg School’s Chief School Administrator authorized two separate advertisements (November 2021 and June 2022) in the New Jersey Star Ledger that elicited two potential candidates (November 2021) and zero certified candidates (June 2022). The two potential candidates (November 2021), upon interview did not possess the skill sets necessary for the day to day fiscal and operational responsibilities of the Hamburg School, and

WHEREAS, the Hamburg School’s Chief School Administrator forwarded an email dated August 25, 2022 to all current standing Sussex County School Business Administrators seeking a shared services agreement for a part time Business Administrator. This email was met with zero responses as of the due date of September 9, 2022, and

NOW THEREFORE BE IT RESOLVED by the Hamburg Borough Board of Education that it hereby requests approval of the 1 January 2023 through 30 June 2023 Interim Business Administrator contract.

[DOCUMENTS Q and R]

	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 Outreach – Hamburg Borough Newsletter
- Paraprofessional Statement of Assurance Submission – **[DOCUMENT S]**
- Back-To-School Attendance [September 15, 2022] – 199 Parent Sign-ins
- Hamburg School Blood Drive
- Courtyard Windows – Pictures in packet
- Business Administrator – Increased hours – **[DOCUMENT T]**
- Merit Goal County Approval **[DOCUMENT U]**

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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, September 2022