

**HAMBURG BOARD OF EDUCATION
REGULAR MEETING AGENDA**

19 January 2023

6:30 PM in the Cafeteria

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	VACANT SEAT
PRESENT									
ABSENT									

MISSION STATEMENT

The mission of the 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 the 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.

APPROVAL OF MINUTES

MOTION BY _____ SECONDED BY _____ to approve the Regular meeting minutes and the Executive meeting minutes of the 20 December 2022 Board meeting.

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

MOTION BY _____ SECONDED BY _____ to approve the Re-organizational meeting minutes of the 3 January 2023 Board meeting.

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

CORRESPONDENCE

PRESENTATIONS

- Student Spotlight
 - Preschool – Oliviana DeSino
 - Kindergarten - Justin Carroll
 - Grade 1 – Spencer Greene
 - Grade 2 - Robert Pachella
 - Grade 3 - Andrew Tranes /Mirae Lee
 - Grade 4 – Jason Nostray Yafar
 - Grade 5 – Jamie Schels

- Grade 6 – Gemma Arxer
- Grade 7 - Damien Dimitui
- Grade 8 - Alyssandra Pena

- Start Strong Presentation - Fall 2022 - Mrs. Sigman (**DOCUMENT A**)

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 _____ PM (VOICE VOTE)

Meeting closed to the public for comment at _____ PM (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 Re-bid Project**
 - The HVAC Project Re-bid was advertised in the Friday 6 January 2023 edition of the New Jersey Herald, with a pre-bid meeting held on Wednesday 11 January 2023, with the bid opening to occur on Thursday 2 February 2023 at 3:30 p.m.

- **Main Entry/Health Monitoring Area Project [Re-Bid]**
 - Parette Somjen Architects [PSA] is in the process of issuing the start-up documentation to The Wallkill Group, Inc.
- **NJDOE Regular Operating District [ROD] Grant-**
 - PSA working on the NJDOE ROD Grant applications for the Pre-K Site Work Project and the Window Replacement Project at the Hamburg School.

Education & Policy

MOTION BY _____ SECONDED BY _____ to approve items a-g:

- a) Second reading for Policy & Regulations as depicted on **DOCUMENT D** and the Google Drive:

Policy/ Regulation	Policy/ Regulation Name
P3233	Political Activities
R3233	Political Activities
P3240	Professional Development for Teachers & School Leaders
R3240	Professional Development for Teachers & School Leaders
P3244	In Service Training
R3244	In Service Training
P3245	Research Projects by Staff Members
P3270	Professional Responsibilities
R3270	Professional Responsibilities
P3280	Liability for Student Welfare
R3280	Liability for Student Welfare
P3281	Inappropriate Staff Conduct
R3281	Inappropriate Staff Conduct
P3282	Use of Social Networking Sites
P3283	Electronic Communications between Teaching Staff & Students

P3310	Academic Freedom
P3321	Acceptable Use of Computer Networks/Computers & Resources by Staff
R3321	Acceptable Use of Computer Networks/Computers & Resources by Staff
P3322	Staff Use of Personal Cellular Telephones/Other Communication Devices
P3324	Right of Privacy - Teaching Staff Members

b) First reading for Alert 229 Policy & Regulations as depicted on **DOCUMENT E** and the Google Drive:

Policy/ Regulation	Policy/ Regulation Name
P0152	Board Officers (REVISED)
P0161	Call, Adjournment, and Cancellation (REVISED)
P0162	Notice of Board Meeting (REVISED)
P & R 2423	Bilingual and ESL Education (REVISED)
P2425	Emergency Virtual or Remote Instruction Program (REVISED)
R2425	Emergency Virtual or Remote Instruction Program (NEW)
P & R 5200	Attendance (REVISED)
P5512	Harassment, Intimidation, or Bullying (REVISED)
P8140	Student Enrollments (REVISED)
R8140	Enrollment Accounting (REVISED)
P & R 8330	Student Records (REVISED)
R8420.2	Bomb Threats (REVISED)
R8420.7	Lockdown Procedures (REVISED)
R8420.10	Active Shooter (REVISED)

c) Second reading - PreSchool Creative Curriculum (**DOCUMENT F**).

- d) First reading - Comprehensive Health & Physical Education Curriculum (**DOCUMENT G**).
- e) First reading - Social Studies Curriculum (**DOCUMENT H**).
- f) First reading - Civics Connections Curriculum (**DOCUMENT I**).
- g) Hamburg School Textbook Resource List 2023 (**DOCUMENT J**).

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

Negotiations & Personnel

MOTION BY _____ SECONDED BY _____ to approve a \$1000/year stipend (prorated) for Ana Concepcion, as a substitute certified paraprofessional.

	Mr. Jones	Mr. Brunke	Mr. Conklin	Mr. Dreifus	Mr. Frangipane	Mrs. Frayko	Mr. Gillen	Mrs. Schels	VACANT SEAT
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 \$18,697.20.
- c) To accept the Board Secretary's and Treasurer's reports for 30 December 2022.

- d) To approve Transfers made by the Superintendent after the 20 December 2022 Board Meeting, with fund 10 debits totaling \$42,000 depicted in **DOCUMENT K** 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 December 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	VACANT SEAT
YES									
NO									
ABSTAIN									

MOTION BY _____ SECONDED BY _____ to approve a & b:

- a) The Lakeland Bank’s Corporate Authorization Resolution adding the Vice Principal as a signer on the Activities Account as depicted on **DOCUMENT L**.
- b) The increasing of the hourly rate for substitute aides, substitute custodians [minors] and any other substitute employees, effective 1 January 2023 to \$14.13 per hour, as required by the State of New Jersey’s minimum wage increase.

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

OLD BUSINESS

NEW BUSINESS

To report a legal notice for the vacancies on the Hamburg Borough Board of Education was placed in the Friday 6 January 2023 edition of the New Jersey Herald (and sent to the Star Ledger), with a due date of Wednesday 22 February 2023.

BOARD SECRETARY'S REPORT

To review with the Board the timeline/deadline for the filing of the School Ethics/Financial Disclosure Statements.

To review the Department of Education FY 2023-24 budget calendar:

By Monday **20 March 2023**, the FY 2023-24 Budget is due to Executive County Superintendent. Need to schedule a Special Meeting for the week of March 13-17, 2023—Possibly Thursday 16 March 2023 but will need to have a snow date for Friday 17 March 2023?? [BOE members please review your calendars-wjs].

The Public Hearing will be held before the Thursday **27 April 2023** Regular Board meeting, like we have done over the last few years with the Snow Date of Monday 1 May 2023, as advertised in the Board's 2023 Annual Meeting Notice.

At the 23 February 2023 Board meeting, we will need to schedule a Finance Committee meeting to review the proposed FY 2023-24 budget in early March 2023—please note that the state aid amounts may not be released until late in this budget calendar.

SUPERINTENDENT’S REPORT

MOTION BY _____ SECONDED BY _____ to approve a-c:

a) Harassment, Intimidation, and Bullying (HIB) Report:

Month	# Incidents Investigated	# Incidents HIB Confirmed	Remediation (Y/N)	Discipline (Y/N)
July 2022	0	0	NA	NA
August 2022	0	0	NA	NA
September 2022	0	0	NA	NA
October 2022	0	0	NA	NA
November 2022	0	0	NA	NA
December 2022	0	0	NA	NA
January 2023	1	TBD	TBD	TBD

MOTION BY _____ SECONDED BY _____ to approve the following
Preschool initiatives / observations:

- Dr. Claribel Cabarcas from the National Institute for Early Education Research (NIEER) based out of Rutgers University to observe our PEA Preschool classrooms to conduct NJ Pre-K Quality Study on February 7, 8, and 9, 2023 (**DOCUMENT N**).
- Support the Wallkill Valley Coalition in acquiring an additional grant opportunity that would allow our Grades 6-8 students to participate in various summer activities (**DOCUMENT O**).
- To establish a partnership with Grow NJ Kids <<https://www.grownjkids.gov/>>, which is a state sponsored initiative to raise the quality of child care and early learning throughout New Jersey. This group gives early learning programs resources to assess and improve their programs, while providing parents with information that allows them to evaluate the quality of programs and make the best choices for their child. The goal is to create a system that encourages ongoing improvement.

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

Report

Hamburg School Student Enrollment – January 2023 (Total = **241** in district)

	In-District	Out of District	Choice Non-Public	Charter
Preschool	42			
Kindergarten	28			
Grade 1	33			

Grade 2	24		1	
Grade 3	22	1	2	
Grade 4	22	1	2	
Grade 5	18		2	
Grade 6	16		2	5
Grade 7	14	2	2	5
Grade 8	22		5	15
Total	241	4	16	25

- The following reports were successfully submitted:
 - Title 1 Comparability Report
 - School Fire Suppression Survey
 - Student Safety Data System (SSDS) - 1st window submission
 - Chapter 44 Application [EWEG]

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 - Update on Interim BA extension request

- Appointment of a public official
- Matters covered by the attorney-client privilege
- Pending or anticipated litigation - Case 2016-17 #3 update
- 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 _____ PM

MOTION TO ADJOURN MEETING

MOTION BY _____ SECONDED BY _____ that
the

Board adjourned the meeting at _____ PM (**Voice Vote**)

FYI

- Board & Administrator, January 2023
- PTA SuperBowl Fundraiser information