

**HAMBURG BOARD OF EDUCATION
REGULAR MEETING AGENDA**

21 DECEMBER 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. Dreifus	Mrs. Ferguson	Mr. Frangipane	Mrs. Frayko	Mr. Gillen	Mrs. Grant	Mrs. Schels	Mrs. Tranes
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 of the **30 November 2023** Board meeting.

	Mr. Jones	Mr. Dreifus	Mrs. Ferguson	Mr. Frangipane	Mrs. Frayko	Mr. Gillen	Mrs. Grant	Mrs. Schels	Mrs. Tranes
YES									
NO									
ABSTAIN									

CORRESPONDENCE

A Preliminary Eligible Cost Determination letter dated 13 November 2023 from Mr. Bernard Piaia, Director, Office of School Facility Projects, regarding the Regular Operating District [ROD] Grant for the Window Replacement Project at the Hamburg Boro School [Hallway Windows]

PRESENTATIONS

- **Student Spotlight**
 - Preschool – Myles Bond, Christian Cender
 - Kindergarten – Victoria Odrzywolska
 - First Grade – Keaton Suk
 - Second Grade – Anthony Frangipane
 - Third Grade – Ava Ferguson
 - Fourth Grade – Michael Frangipane
 - Fifth Grade – Cornelia Cruz
 - Sixth Grade – Jeweliauna Matta
 - Seventh Grade – Olivia Cubby
 - Eighth Grade – Radlee Calliste

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 the Board Secretary & Brian Bobrowski, as depicted on **DOCUMENT A.**

- **HVAC Re-bid Project**
 - Thassian Mechanical Contracting, Inc.
 - To update the Board on the **Tuesday 12 December 2023** job site meeting.
 - Thassian has informed the district that they will be working second shift throughout the school year, and they are aware of the work that needs to be completed in the 2000's wing before the end of May 2024.
 - Once the restoration work/flooring is installed in the 1900's Building, Thassian will be installing the new HVAC units in the four (4) room impacted by the water intrusion. Anticipate this occurring in December 2023. **The flooring contractor started the installation on Wednesday, 6 December 2023.**
 - In December 2023, Thassian will be installing the condenser units on the recently poured concrete pads.
 - A storage container has been placed on the rear field/parking lot for Thassian to store his materials.
 - To discuss the possible delay of the required electrical upgrade component that may not be delivered until September 2024

and Thassian is to have a status update for the December 12th job site meeting.

- Roof Project-1900's Building Shingle Roof- **Complete & Finalized**
- **Phase 2 Referendum Roof Project**
 - To discuss the 19 December 2023 B&G Committee meeting with Parette Somjen Architects, where the next phase of the Referendum Roofing Project was discussed.

The Main School Roof Project is in a holding pattern until the HVAC and the 1900's Building Shingle Roof projects are further along the timeline to determine where we are with our referendum budget.

PSA is researching various other roofing surface products that may be used on the rubber and/or the asphalt roof---the foam roof is the largest of the three remaining roofs on the Hamburg School.

Depending upon the estimated price for the roofing system recommended, the district may be able to get the asphalt and/or the rubber roof(s) done in August 2024. This is still in the early stages but will be brought before the Board once Parette Somjen Architects investigates further.

- Restroom Project—**Complete & Finalized**
- **Exterior Repair Project**
 - The 1900's Building Exterior Repair, window replacement portion of Exterior Repair Project is in a holding pattern until the timeline and cost for the HVAC Re-bid Project is further along and the Main School roofing type decision is made, to see if referendum funds are available.

Non-Referendum Projects

- **Gym Curtain Divider Project**
 - The NJDOE approval letter was received, and this project has been included in the FY 2023-24 Preschool Education Aid [PEA] application that was submitted to the NJDOE-Division of Early Childhood Education on 10 March 2023.
 - At the August 31st meeting, the Board accepted the FY 2023-24 PEA grant award. The PEA grant will only defray 18% of the cost of this

quote and the BOE approved the quote from Nickerson Corporation at the 30 October 2023 Board meeting.

- The Purchase Order has been issued and the installation will be scheduled once the curtain is fabricated.
- **Burglar System Replacement Project**
 - The purchase order has been sent out and the installation is being scheduled.
- **Preschool Playground Project**
 - The preschool playground project was completed in November 2022. The district has included in the FY 2023-24 Preschool Education Aid [PEA] application, that was submitted to the NJDOE-Division of Early Childhood Education on 10 March 2023, a ‘tike track’ to go around/next to the preschool playground and the purchase of a shed to finish the entire preschool playground project.
 - At the August 31st meeting, the Board accepted the FY 2023-24 PEA grant award.

The district is in the process of getting a quote for the “tike track” that will be funded in whole [or in part] by the 2023-24 PEA grant that will be brought to the Board.

The district is in the process of getting a quote for the shed that will be placed by the playground that will be funded in whole [or in part] by the 2023-24 PEA grant that will be brought to the Board and two (2) other sheds—one (1) will be placed next to the aforementioned PEA shed and one shed will be placed on the field in the rear of the school.

 - The Hamburg Borough Zoning Office has issued the permit for the shed locations.
- **Refrigerator/Freezer Replacement Project- Complete & Finalized**
- **Main Entry/Health Monitoring Area Project [Re-Bid]**
 - Walkkill Group, Inc.
 - The Main Entry/Health Monitoring Area Project is complete except for close out paperwork and miscellaneous punch list items. **Walkkill Group is coordinating the miscellaneous punch list items with their subcontractors.**
- **NJDOE Regular Operating District [ROD] Grant-**

- The NJDOE ROD Grant applications, as prepared by Parette Somjen Architects [PSA] for the Pre-K Site Work Project and the Window Replacement Project at the Hamburg have been submitted to the NJ Department of Education.
- **The Preliminary Eligible Cost Determination letter was received on 13 November 2023.**

MOTION BY _____ SECONDED BY _____ to approve Payment Requests for the following projects [Parette Somjen Architects [PSA] has asked the contractors to submit their payment request to PSA for review/approval by Monday December 18th and any additional payment requests received will be distributed at the Board meeting-wjs]:

- Payment Request # **TBD** for the **Referendum HVAC Re-bid Project** at the Hamburg School, as submitted by Thassian Mechanical Contracting, Inc. in the amount of **\$TBD**.
- Payment Request #**TBD** for the **Main Entry/Health Monitoring Project** at the Hamburg School, as submitted by Wallkill Group, Inc. in the amount of **\$TBD**.
- Payment Request #**TBD** for the **Gym Curtain Divider Project** at the Hamburg School, as submitted by Nickerson Corp., in the amount of **\$TBD**.
- Payment Request #**TBD** for the **Burglar System Replacement Project** at the Hamburg School, as submitted by, Open Systems Integrators, Inc. in the amount of **\$TBD**.

	Mr. Jones	Mr. Dreifus	Mrs. Ferguson	Mr. Frangipane	Mrs. Frayko	Mr. Gillen	Mrs. Schels	Mrs. Tranes	Vacant Seat
YES									
NO									
ABSTAIN									

Education & Policy

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

- a. The second reading of the following as depicted on **DOCUMENT B** (also found on the Google Drive).

P/R5420	Reporting Student Progress
P5440	Honoring Student Achievement
P5450	Athletic Awards
P/R5460.02	Bridge Year Pilot Program
P/R5500	Expectations for Student Conduct
P5511	Dress & Grooming
P5512	Harassment, Intimidation, and Bullying
P/R5513	Care of School Property
P5514	Student Use of Vehicles
P5516	Use of Electronic Communication *Recording Devices (ECDR)
P5516.01	Student Tracking Devices
P5517	School District Issued Student Identification Cards
P5520	Disorder and Demonstration
P/R5530	Substance Abuse

- b. The first reading of the following as depicted on **DOCUMENT C** (also found on the Google Drive).

P/R5533	Student Smoking
P5541	Anti-Hazing
P/R5550	Disaffected Students
P/R5560	Administration of Medical Cannabis
P/R5561	Use of Physical Restraint & Seclusion Techniques
P/R5570	Sportsmanship
P/R5600	Student Discipline/Code of Conduct
P/R5610	Suspension
P/R5611	Removal of Students for Firearms Offenses
P/R5612	Assaults on District Board of Education Members or Employees

	Mr. Jones	Mr. Dreifus	Mrs. Ferguson	Mr. Frangipane	Mrs. Frayko	Mr. Gillen	Mrs. Grant	Mrs. Schels	Mrs. Tranes
YES									
NO									
ABSTAIN									

Negotiations & Personnel

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

- a. Ms. Hearn to serve as mentor for Miss Cahill a cost of \$550, to be paid by Hamburg School.
- b. Ms. Windish to serve as mentor for Miss Sugar a cost of \$550, to be paid by Hamburg School.

	Mr. Jones	Mr. Dreifus	Mrs. Ferguson	Mr. Frangipane	Mrs. Frayko	Mr. Gillen	Mrs. Grant	Mrs. Schels	Mrs. Tranes
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 **30 November 2023**.
- d) To approve Transfers made by the Superintendent after the **30 November 2023** Regular Board Meeting, with fund 10 debits totaling \$ **110,000** depicted on **DOCUMENT D** and the Board acknowledges that these transfers may increase/decrease the maximum dollar limit established as part of the **2023-24** budget process for various professional services.

NO									
ABSTAIN									

SUPERINTENDENT’S REPORT

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

a. Safety Drill Report – December 2023

	Date	Time	Evacuation Time
Fire Evacuation Drill	12.8.2023	1:35	4min 22sec
Lock Down Drill	12.18.2023	1:30	

b. Harassment, Intimidation and Bullying (HIB) Report – December 2023

Month	# Incidents Investigated	# Incidents HIB Confirmed	Remediation (Y/N)	Discipline (Y/N)
December	0	0	NA	NA
November	3	2	Y	Y
October	1	0	N	N
September	0	0	NA	NA
SY 23-24 TOTAL			NA	NA

c. Discipline Report

Grade	In School	Out of School	# Days
6	X		1

d. Professional Development

Date	Staff	Activity/Location	Cost (Approx.)
3/17-20/2024	Bobrowski	Atlantic NJSBGA Expo Harrah’s City	\$325.00
3/17-20/2024	Sabo	Atlantic NJSBGA Expo Harrah’s City	\$325.00
1/31/2024	Genetelli	Strengthen Special Needs/Online	\$279.00
2/12-13/2024	Decker	Powerful Strategies RTI Program Virtual	\$545.00

2/12-13/2024	Roth	Powerful Strategies RTI Program Virtual	\$545.00
2/12-13/2024	Garris	Powerful Strategies RTI program Virtual	\$545.00

e. Field Trips

Date	Grade	Activity/Location	Cost
6/6/2024	8	High Point State Park/Sussex, NJ	\$0 + Transportation
2/1/2024	8	NJ State Elks Assoc. Program Long Branch, NJ	\$950.00 + Transportation

f. Substitute Paraprofessionals

Substitute Paraprofessionals	Position
*Julia Lora *pending receipt of paperwork	Teacher/Aide
*Lauren Roberts *pending receipt of paperwork	Teacher/Aide

	Mr. Jones	Mr. Dreifus	Mrs. Ferguson	Mr. Frangipane	Mrs. Frayko	Mr. Gillen	Mrs. Grant	Mrs. Schels	Mrs. Tranes
YES									
NO									
ABSTAIN									

MOTION BY _____ SECONDED BY _____ to accept a new student into our PSD program from another school district beginning 4 December 2023. Costs to be calculated on \$12,860 PSD tuition rate; 2 additional OT sessions (1:1); 2 additional speech sessions (1:1); and a shared paraprofessional.

	Mr. Jones	Mr. Dreifus	Mrs. Ferguson	Mr. Frangipane	Mrs. Frayko	Mr. Gillen	Mrs. Grant	Mrs. Schels	Mrs. Tranes
YES									
NO									
ABSTAIN									

MOTION BY _____ SECONDED BY _____ to approve: the substitute paraprofessional rate at \$125 per day.

	Mr. Jones	Mr. Dreifus	Mrs. Ferguson	Mr. Frangipane	Mrs. Frayko	Mr. Gillen	Mrs. Grant	Mrs. Schels	Mrs. Tranes
YES									
NO									
ABSTAIN									

MOTION BY _____ SECONDED BY _____ to approve: Learn Well to provide educational services to Hamburg student #8369713205 for a maximum of 10 hours plus 3.3 hours of prep per week at a rate of \$60/hour as of 13 December 2023 (new location) as depicted on **DOCUMENT G.**

To Report:

Hamburg School Student Enrollment – December 2023 [Total = **247**]

	In District	Out of District	Choice Non-Public	Charter
Preschool	39			
Kindergarten	23			
Grade 1	26			
Grade 2	36			
Grade 3	23		1	
Grade 4	23	1	2	
Grade 5	26	1	2	
Grade 6	19	1	2	

Grade 7	17		2	7
Grade 8	15	1	3	4
Total	247	4	12	11

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)

EXECUTIVE SESSION

MOTION BY _____ SECONDED BY _____ to adopt the following Executive Session Resolution at _____ PM

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 – **CSA Contract**
- Appointment of a public official
- Matters covered by the attorney-client privilege
- Pending or anticipated litigation- Case FY 2023-24-NJSIG#23PR00088H
- 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)

HAMBURG BOARD OF EDUCATION
REGULAR MEETING AGENDA

ADDENDUM

21 December 2023

6:30 P.M.

Substitutes

MOTION BY _____ SECONDED BY _____ to accept:

Substitute	Position
Alexis Sugar	Teacher/Aide

	Mr. Jones	Mr. Dreifus	Mrs. Ferguson	Mr. Frangipane	Mrs. Frayko	Mr. Gillen	Mrs. Grant	Mrs. Schels	Mrs. Tranes
Yes									
No									
Abstain									

MOTION BY _____ SECONDED BY _____ to accept: a new student into our PSD program from another school district beginning 2 January 2024. Costs to be calculated on \$12,860 PSD tuition rate; 2 additional speech sessions (1:1).

	Mr. Jones	Mr. Dreifus	Mrs. Ferguson	Mr. Frangipane	Mrs. Frayko	Mr. Gillen	Mrs. Grant	Mrs. Schels	Mrs. Tranes
Yes									
No									
Abstain									

MOTION BY _____ SECONDED BY _____ to accept:

Safety & Security Drill Report

Stance	Date	Time	Evacuation Time
Lockdown with HPD	Dec 18, 2023	1:17	N / A
Fire Alarm Evacuation	Dec 8, 2023	1:35	4 minutes 22 sec.
Fire Alarm Evacuation	Nov 30, 2023	4:03	3 minutes 38 sec.
Shelter in Place	Nov 30, 2023	2:11	N / A

	Mr. Jones	Mr. Dreifus	Mrs. Ferguson	Mr. Frangipane	Mrs. Frayko	Mr. Gillen	Mrs. Grant	Mrs. Schels	Mrs. Tranes
Yes									
No									
Abstain									