

**HAMBURG BOARD OF EDUCATION
REGULAR MEETING AGENDA
25 JANUARY 2024
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 and Executive meeting minutes of the 21 December 2023 Board meeting.

	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 meeting minutes of the 2 January 2024 Reorganization Board meeting.

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

CORRESPONDENCE

- High Impact Tutoring Grant Confirmation Email
- **Final** Eligible A Cost Determination letter dated **13 December 2023** from Mr. Bernard Piaia, Director, Office of School Facility Projects, regarding the Regular Operating District [ROD] Grant for the Window Replacement [Hallway Windows] Project at the Hamburg Boro School. **DOCUMENT A.**
- An email dated 21 December 2023 from the New Jersey Department of Agriculture informing the district of On-site Administrative Review of the Hamburg School’s breakfast and lunch programs on 13 February 2024. **DOCUMENT B.**

PRESENTATIONS

- **Student Spotlight**
 - Preschool-Grade 1: Ahab Malkawi
 - Grades 2-4: Julian Correa
 - Grades 5-8: Gemma Arxer

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 C**.

- **HVAC Re-bid Project**
 - Thassian Mechanical Contracting, Inc.
 - To update the Board on the **Thursday 18 January 2024** 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.

- Thassian is currently installing new HVAC units in the four (4) rooms in the 1900's Building impacted by the water intrusion.
 - Thassian has installed the condenser units on the 2000 wing's roof and the recently poured concrete pads around the school.
 - A storage container has been placed on the rear field/parking lot for Thassian to store his materials.
- Roof Project-1900's Building Shingle Roof- **Complete & Finalized**
- **Phase 2 Referendum Roof Project [1971 & 2000 wings]**
 - Parette Somjen Architects [PSA] was on site on 4 January 2024 taking core samples of the 1971 wing asphalt roof and the 2000 wing rubber roof. Currently, PSA is in the design phase of this project that includes minor roof repairs and the application of a liquid sealcoat to these roofs [anticipated going out to bid in March 2024]. Weather permitting, an infrared scan is to be performed on these roofs, prior to going out to bid.
 - The Main School Roof Project [**Phase 3-Foam Roof**] is in a holding pattern until the HVAC and the Phase 2 Roof projects are further along the timeline to determine where we are with our referendum budget.
- 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. It does not appear there will be enough funds to do the 1900's Building Window portion of the Exterior Repairs Project that was included in the \$4.2 million referendum.

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 to Nickerson 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 with Open Systems Integrators, Inc.
- **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]**
 - Wallkill Group, Inc.
 - The Main Entry/Health Monitoring Area Project is complete except for close out paperwork and miscellaneous punch list items. **Wallkill Group**

Education & Policy

MOTION BY _____ SECONDED BY _____ to approve:

the second reading of the following as depicted on **DOCUMENT D** (also found on the Google Drive).

P/R5530	Substance Abuse
P/R5533	Student Smoking
P5541	Anti-Hazing
P/R5550	Disaffected Students
P/R5560	Disruptive Students
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									

MOTION BY _____ SECONDED BY _____ to approve:

the first reading of a-b as depicted on **DOCUMENT E** (also found on the Google Drive):

a)

P/R5613	Removal of Students for Assaults with Weapons Offenses
P5615	Suspected Gang Activity
P5620	Expulsion
P5700	Student Rights
P5701	Plagiarism
P5710	Student Grievance

P/R5721	Independent Publications
P5722	Student Journalism
P/R5750	Equal Education Opportunity
P/R5751	Sexual Harassment of Students
P5752	Marital Status and Pregnancy
P5755	Equity in Educational Programs and Services
P5756	Transgender Students
P5770	Student Right to Privacy
P5820	Student Government
P/R5830	Student Fund Raising
P5842	Equal Access of Student Organizations
P/R5850	Social Events and Class Trips
P5860	Safety Patrol
P5880	Public Performances by Students

b)

R3160	Physical Examination (Teaching Staff) – Timeline Addition
R4160	Physical Examination (Support Staff) – Timeline Addition

	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-h:

- Barbara Hasbrouck, Confidential Administrative Assistant at an annual rate of \$51,000 (prorated) effective 26 January 2024. This position does qualify for benefits;
- a \$2,000/year stipend (prorated) for Barbara Hasbrouck for classroom coverage effective 26 January 2024.
- Julia Lora, as a part-time paraprofessional effective 26 January 2024 at \$20 per hour not to exceed 29 hours a week. This position does not qualify for benefits;
- a \$2,000/year stipend amount for sub-certified paraprofessional Julia Lora for classroom coverage effective 26 January 2024.
- rescind the part-time paraprofessional contract (Sept. 1, 2023) for Janelle VanTassel.

- f) Janelle VanTassel, as a part-time paraprofessional effective 26 January 2024 at \$20 per hour not to exceed 29 hours a week. This position does not qualify for benefits.
- g) rescind the part-time paraprofessional contract (Sept. 1, 2023) for Maureen Evans.
- h) Maureen Evans, as a part-time paraprofessional effective 26 January 2024 at \$22.02 per hour not to exceed 29 hours a week. This position does not qualify for benefits.

	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: a requested medical leave of absence for staff member ID #12092261 effective 26 February 2024 through 8 April 2024.

	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, with regret: the resignation of Deirdre Pettiford, paraprofessional. Last day in district will be 23 January 2024.

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 **\$12,027.71**.
- c) To accept the Board Secretary’s and Treasurer’s reports for **31 December 2023**.

SUPERINTENDENT'S REPORT

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

a) Safety Drill Report – January 2024

	Date	Time	Evacuation Time
Fire Evacuation Drill	0	0	0

b) Harassment, Intimidation and Bullying (HIB) Report – January 2024

Month	# Incidents Investigated	# Incidents HIB Confirmed	Remediation (Y/N)	Discipline (Y/N)
January 2024	1	0	NA	NA
December 2023	0	0	NA	NA
November 2023	3	2	Y	Y
October 2023	1	0	N	N
September 2023	0	0	NA	NA
SY 23-24 TOTAL	5	2	NA	NA

c) Discipline Report

Grade	In School	Out of School	# Days
0	0	0	0

d) Professional Development

Date	Staff	Activity/Location	Cost (Approx.)
2/6/2024	Mrs. Dora	Catching Up 1 st Gr. Students Online	\$279.00
3/8/2024	Mrs. Dora	Interventions to Accelerate Literacy Success: Dyslexia Online	\$279.00
3/18-19/2024	Dr. Sigman	Women In Leadership Conf. Somerset, NJ	\$419.00

MOTION BY _____ SECONDED BY _____ to approve: the amended PEA 2023-2024 District Enrollment and Planning Workbook as presented (**DOCUMENT K**).

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

To Report:

Hamburg School Student Enrollment – January 2024 [Total = **245**]

	In District	Out of District	Choice Non-Public	Charter
Preschool	40			
Kindergarten	23			
Grade 1	25			
Grade 2	35			
Grade 3	22		1	
Grade 4	23	1	2	
Grade 5	26	1	2	
Grade 6	19	1	2	0
Grade 7	17		2	8
Grade 8	15	1	3	6
Total	245	4	12	14

- Biannual Statement of Assurance Regarding the Use of Paraprofessional Staff (**DOCUMENT L**)
- NJSLA SY22-23 Regional Comparisons (**DOCUMENT M**)
- Superintendent Goals Quarterly Update (**DOCUMENT N**)

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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
- 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)**

FYI – Knightly Newspaper