

**HAMBURG BOARD OF EDUCATION  
REGULAR MEETING AGENDA  
AUGUST 29, 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 meeting minutes of the **July 25, 2024** Board meeting (**DOCUMENT A**).

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

**CORRESPONDENCE**

- Press Release - Promising Practices Schools (**DOCUMENT B**)

**PRESENTATIONS**

- None

**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)**

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

## COMMITTEE REPORTS

### State & County School Boards

### Sussex County Educational Services Commission

### Liaison with the Hamburg Borough Council

### Building & Grounds

#### Ongoing Projects (DOCUMENT C)

- **HVAC Re-bid Project** (Thassian Mechanical Contracting, Inc.) (Referendum)
  - Major construction continues
  - See referendum report for additional information
- **Phase 2 Referendum Roof Project [1971 & 2000 wings]** (Referendum)
  - Construction to begin last week of July 2024
  - See referendum report for additional information
- **Phase 3 Referendum foam roof [1956 & 1964 wings]** (Referendum)
  - The Main School Roof Project [Phase 3-Foam Roof] continues to be 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.
- **Exterior Repair Project** (Referendum)
  - 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.
- **Tike Track** (Non-Referendum PEA)
  - See buildings and grounds report for additional information
- **Sheds** (Non-Referendum partial PEA)
  - Delivered and installed
- **1900 Windows** (Non-Referendum) (Storm Damage)
  - Design phase has begun

#### Buildings & Grounds Supervisor Report (**DOCUMENT D**)

**MOTION BY \_\_\_\_\_ SECONDED BY \_\_\_\_\_ to approve** payment request Application #2 for the Referendum Roof Restoration Project at the Hamburg School, as submitted by Galia Construction, Inc. in the amount of \$221,644.50 (**DOCUMENT E**)

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

**Education & Policy**

**MOTION BY \_\_\_\_\_ SECONDED BY \_\_\_\_\_ to approve a-b:**

- a) the second reading of the Mathematics curriculum (includes updates aligned to the 2023 NJ Student Learning Standards) as depicted in **DOCUMENT F**;
- b) the first reading of the English Language Arts curriculum (includes updates aligned to the 2023 NJ Student Learning Standards) as depicted in **DOCUMENT G**.

	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 second reading of Strauss Esmay Policy Alert 233, as follows (**DOCUMENT H**):

P0141	Board Member Number and Term (Revised)
P0141.1	Board Member Number and Term - Sending District (Revised)
P0141.2	Board Member Number and Term - Receiving District (Revised)
<b>P0164.6</b>	<b>Remote Public Board Meeting During Declared Emergency (Abolished)</b>
P2200	Curriculum Content (Revised)
P/R 3160	Physical Examination (Revised)
P/R 4160	Physical Examination (Revised)
R5200	Attendance (Revised)

P5337	Service Animals (Revised)
P5350	Student Suicide Prevention (Revised)
<b>P7231</b>	<b>Gifts from Vendors (Abolished)</b>
P8420	Emergency and Crisis Situations (Revised)
P/R 8467	Firearms and Weapons (Revised)
P9181	Volunteer Athletic Coaches and CoCurricular Activity Advisors (Revised)

	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 Policy 5440 (Honoring Student Achievement) and Regulation 2624 (Grading System), as depicted in **DOCUMENT I.**

	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 adopt the following:**

SY 2024-25 Professional Services Annual Appointment Resolution, as follows, WHEREAS, there exists a need for various professional services, and WHEREAS, the Public School Contracts Laws [NJSA 18A:18A-5] requires that a resolution authorizing the contracting of professional services without competitive bids as adopted: NOW, THEREFORE, BE IT RESOLVED, by the Board of Education of the Borough of Hamburg that the following professional services be contracted by the Hamburg Borough Board of Education for the 2024-2025 school year without competitive bidding as a professional service in accordance with 18A:18A15 of the Public School Contracts Law, not to exceed a contractual amount of \$200,000, as follows: Always Capable, LLC at \$90 per hour for BCBA Services as depicted in **DOCUMENT J.**

	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 amend** the current contract for Brian Bobrowski, to include Buildings & Grounds Supervisor / Confidential Administrative Clerk (Business Office), at an annual salary of \$85,893, effective September 1, 2024. This position does 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/accept a-e:**

- a) The resignation, with regret, of Danielle Morgenroth (LDTC contracted through Sussex County ESC), effective August 30, 2024;
- b) Rachel Steinbach, Art Teacher, at BA Step 1 (3 days per week =  $\frac{3}{5}$ ) at an annual salary of \$39,365, effective September 1, 2024. This position does not qualify for benefits;
- c) Luis Barboza, Head Custodian, at an annual salary of \$62,000, effective September 1, 2024. This position does qualify for benefits;
- d) a \$2,000/year stipend amount for the following sub-certified paraprofessionals for classroom coverage effective September 1, 2024:
  - Budzelova, Andrea
  - DeSino, Anthony
  - Dolan, Kimberly
  - Krieger, Olivia
  - Pinos, Hilda
  - Roberts, Lauren
  - Smith, Donna

- e) Substitute teachers/paraprofessionals, as follows:
- Samantha Wortche - Paraprofessional (pending receipt of paperwork);
  - Brandy Sanges - Paraprofessional (pending receipt of paperwork);
  - Karen Niedergall - Teacher & Paraprofessional

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

**Finance Committee**

**MOTION BY \_\_\_\_\_ SECONDED BY \_\_\_\_\_ to approve a-f:**

- a) To approve the bills as presented on **DOCUMENT K**;
- 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 June 30 2024;
- d) To approve Transfers made by the Superintendent for the final June 30 2024 closing, with fund 10 debits totaling \$91,292.83 and fund 20 transfer of \$17,383.69 depicted on **DOCUMENT L** 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.
- e) Pursuant to N.J.A.C. 6A:23A-16.10, the Business Administrator/Board Secretary certifies that as of June 30 2024 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.

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

**OLD BUSINESS**

**NEW BUSINESS**

**BOARD SECRETARY’S REPORT**

**MOTION BY \_\_\_\_\_ SECONDED BY \_\_\_\_\_** to finalize the following individuals attending the Annual New Jersey School Boards Conference in Atlantic City, October 21-24 2024, lodging for October 21, 22, & 23, workshop registration fees, reimbursement of mileage & meals in accordance with Board policy, as follows:

- Mr. Jones
- Mr. Dreifus
- Dr. Sigman

	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 FY 2024-2025 tuition rates, as follows:

- Preschool/Kindergarten \$24,666
- Grades 1-5 \$28,784
- Grades 6-8 \$32,104
- PSD F/T \$39,192
- LLD-Mild/Moderate \$34,110

	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 following meal prices for the 2024-2025 school year:

- Student Breakfast \$2.25
- Adult Breakfast \$2.75
- Reduced Breakfast \$0.00
- Lunch Student Lunch \$3.75
- Adult Lunch \$4.25



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

**SUPERINTENDENT’S REPORT**

**MOTION BY \_\_\_\_\_ SECONDED BY \_\_\_\_\_ to approve a - b:**

a) Safety Drill Report – July/August 2024

Type of Drill	Date	Time	Evacuation Time
Fire Evacuation Drill	7.9.2024	11:48am	7 min 24 sec
Fire Evacuation Drill	7.22.2024	12:17pm	8 min

b) Use of Facilities

Vendor	Date	Time(s)	Event
YMCA*	9.5.2024 - 6.30.24	3:00-6:00 PM	Aftercare
*Cafeteria, Playground, Science Lab, Art Room, Gymnasium			

	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 following staff members to be on the Hamburg School Threat Assessment Team for the 2024-2025 school year.**

- Dr. Sigman, Chief School Administrator
- Mr. Baumgartner, Vice Principal
- Ms. Sylvester, School Psychologist
- Mrs. Conklyn, Social Worker/Assessor
- Ms. Garris, School Counselor/Assessor
- Ms. Sealander, Media Specialist/Technology Coor/Teacher in Charge
- Mrs. Veronica Danko, Grade 4 teacher

	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-e:

- a) Application for Dual Use of Educational Space (Cafeteria) (**DOCUMENT M**)
- b) Annual Toilet Room Facilities for Kindergarten (**DOCUMENT N**)
- c) Application for Dual Use of Educational Space (Stage) (**DOCUMENT O**)
- d) Preschool Room Size Waiver (**DOCUMENT P**)
- e) the SY 2024-2025 Substitute list, as depicted in **DOCUMENT Q**.

	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 items a-e:

- a) District Professional Development Plan (**DOCUMENT R**)
- b) District Mentoring Plan (**DOCUMENT S**)
- c) Memorandum of Agreement for SY 2024-2025 (**DOCUMENT T - to be distributed at the meeting**)
- d) Hamburg School Emergency Remote Instructional Plan SY 2024-2025 (**DOCUMENT U**)

	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 updates to job descriptions in items a-c:

- a) Confidential Administrative Clerk (**DOCUMENT V**)
- b) Buildings & Grounds Supervisor (**DOCUMENT W**)
- c) Head Custodian (**DOCUMENT X**)

	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-c:

- a) School Safety Specialist[s] – Mr. Baumgartner & Dr. Sigman
- b) Homeless Liaison – Mr. Baumgartner
- c) Affirmative Action Officer – Dr. Sigman

	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 – August 2024 [Total = **256**]

	In District	Out of District	Choice Non-Public	Charter
Preschool	35			
Kindergarten	25			
Grade 1	25			
Grade 2	26			
Grade 3	34			
Grade 4	22		1	
Grade 5	25		2	
Grade 6	24		2	2

Grade 7	19	1	2	0
Grade 8	21	1	2	4
Total	<b>256</b>	<b>2</b>	<b>9</b>	<b>6</b>

- Department of Community Affairs Awards Grants for School Regionalization Studies  
**(DOCUMENT Y)**

*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 Evaluation Follow Up)**
- 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 \_\_\_\_\_ PM**

**MOTION TO ADJOURN MEETING**

**MOTION BY \_\_\_\_\_ SECONDED BY \_\_\_\_\_ that the Board  
adjourned the meeting at \_\_\_\_\_ PM (Voice Vote)**