

**MINUTES OF HAMBURG BOARD OF EDUCATION
REGULAR MEETING
SEPTEMBER 26, 2024**

At 6:30 P.M. held in the Cafeteria of Hamburg Elementary School

PRESENT: Robert Jones, President; David Dreifus, Lois Ferguson, Sheila Frayko, Jill Grant, Tricia Schels, Kelly Tranes

ABSENT: Michael Frangipane and Timothy Gillen

The President opened the meeting at 6:30 P.M. with the Flag Salute and Pledge of Allegiance, and a roll call, which was followed by the following statement:

“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.”

Mr. Jones read the Hamburg School’s 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

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On a motion by Mrs. Frayko, seconded by Mr. Dreifus and carried by roll call vote, **approved the Regular meeting minutes of the August 29, 2024 Board Meeting.**
(Document A)

Yes	6
No	0
Abstain	1

On a motion by Mrs. Schels, seconded by Mr. Dreifus and carried by roll call vote, **re-approved the Regular meeting minutes of the July 25, 2024 Board Meeting.**
(Document A)

Yes	5
No	0
Abstain	2

CORRESPONDENCE

- None

PRESENTATIONS

- Student Spotlight
 - Preschool-Grade 1: Maximus Smoroda
 - Grades 2-4: Noah Norman
 - Grades 5-8: Yussef Haidar
- 2023/2024 HIB Self-Assessment

OPEN TO THE PUBLIC

Mr. Jones read the following: 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

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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.

On a motion by Mr. Dreifus, seconded by Mrs. Schels and carried by a voice vote the meeting was opened to the public at 6:38 P.M.

No comments were made.

On a motion by Mrs. Frayko, seconded by Mr. Dreifus and carried by a voice vote the meeting was closed to the public at 6:38 P.M.

COMMITTEE REPORTS

State & County School Boards – Schools awarded the Blue Ribbon

Sussex County Educational Services Commission – No update, the next meeting is next Monday.

Liaison with the Hamburg Borough Council – Shared services, Police. Dr. Sigman spoke about the school and requested a meeting.

Building & Grounds

HVAC Re-bid Project (Thassian Mechanical Contracting, Inc.) (Referendum)

- Major construction continues
- See buildings and grounds report for additional information

● **Phase 2 Referendum Roof Project [1971 & 2000 wings] (Referendum)**

- Construction to begin last week of July 2024
- See buildings and grounds report for additional information

● **Phase 3 Referendum foam roof [1956 & 1964 wings] (Referendum)**

- The Main School Roof Project [Phase 3-Foam Roof]

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- See buildings and grounds report for additional information
- **Tike Track (Non-Referendum PEA)**
 - Substantially complete
- **1900 Windows (Non-Referendum) (Storm Damage)**
 - Design phase has begun

Buildings & Grounds Supervisor Report (DOCUMENT C)

On a motion by Mrs. Frayko, seconded by Mr. Dreifus and carried by roll call vote, the Board approved payment request Application #3 for the Referendum Roof Restoration Project at the Hamburg School, as submitted by Galia Construction, Inc. in the amount of \$115,947.50 (**DOCUMENT D**)

On a motion by Mrs. Frayko, seconded by Mr. Dreifus and carried by roll call vote, the Board approved payment request Application #12 for the HVAC Project at the Hamburg School, as submitted by Thassian Mechanical Contracting, Inc. in the amount of 63,754.50 (**DOCUMENT E**)

Education & Policy

On a motion by Mrs. Schels, seconded by Mrs. Frayko, and carried unanimously by roll call vote, the Board approved the second reading of the English Language Arts curriculum (includes updates aligned to the 2023 NJ Student Learning Standards) as depicted in **DOCUMENT F**.

On a motion by Mrs. Schels, seconded by Mr. Dreifus, and carried unanimously by a roll call vote, **approved** the first reading of policies and regulations as follows (**DOCUMENT G**):

P/R 7100	Long Range Facilities Planning
P/R 7101	Educational Adequacy of Capital Projects
P/R 7102	Site Selection and Acquisition
P 7130	School Closing

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P/R 7230	Gifts, Grants, and Donations
P7243	Supervision of Construction
P7300	Disposition of Property
P/R 7410	Maintenance and Repair
P/R 7420	Hygienic Management
P/R 7421	Indoor Air Quality Standards

On a motion by Mrs. Schels, seconded by Mr. Dreifus, and carried unanimously by roll call vote, the Board approved the second reading of Policy 5440 (Honoring Student Achievement) and Regulation 2624 (Grading System), as depicted in **DOCUMENT H.**

Negotiations & Personnel

On a motion by Mrs. Frayko, seconded by Mr. Dreifus, and carried unanimously by roll call vote, the Board accepted, with regret, the resignation of Donna Smith, paraprofessional.

On a motion by Mrs. Frayko, seconded by Mr. Dreifus, and carried unanimously by roll call vote, the Board amends the start date for Luis Barboza, Head Custodian, to October 14, 2024.

On a motion by Mrs. Frayko, seconded by Mrs. Schels, and carried unanimously by roll call vote, the Board approved items a-f:

- a) Co-Curricular: Ashley Outer, School Literary Magazine, at Step 1 (\$1,057) as noted in the HEA Collective Bargaining Agreement (2024-2027);
- b) Co-Curricular: Katrina Vinkman, Band, at Step 2 (\$1,394) as noted in the HEA Collective Bargaining Agreement (2024-2027);
- c) Longevity payment (\$1,300) for Michael Blochinger as noted in the HEA Collective Bargaining Agreement (2024-2027);

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- d) Mrs. Breitenbach to serve as official mentor to Mrs. Steinbach at a cost of \$550 to be paid by Hamburg School;
- e) Ms. Windish, to serve as unofficial mentor to Mrs. Antonucci at a cost of \$550 to be paid by Hamburg School;
- f) Mariah Martinez, substitute school nurse, pending paperwork.
- g) Suzanne Potter, substitute school nurse, pending paperwork.
- h) Allison Freeswick, substitute teacher & aide

Finance Committee

On a motion by Mr. Dreifus, seconded by Mrs. Frayko, and carried unanimously by roll call vote, the Board approved items a-f:

- a) To approve the bills as presented on **DOCUMENT I**;
- 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 July 31 2024;
- a) To approve Transfers made by the Superintendent for August 31 2024, with fund 10 debits totaling \$0 and fund 20 transfer of \$0 and the Board acknowledges that these transfers may increase/decrease the maximum dollar limit established as part of the 2024-25 budget process for various professional services.
- b) Pursuant to N.J.A.C. 6A:23A-16.10, the Business Administrator/Board Secretary certifies that as of August 31 2024 no budgetary line-item account has been over-expended violating N.J.A.C. 6A:23-2.12(a).
- c) 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.

OLD BUSINESS

NEW BUSINESS

To review the expense log and reporting requirements for the people attending the New Jersey School Boards Workshop October 21-23, 2024

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BOARD SECRETARY'S REPORT

On a motion by Mrs. Frayko, seconded by Mr. Dreifus, and carried unanimously by roll call vote, the Board approved items a-b:

- a) Parental Contract for Student Transportation Agreement for Student #7997438551 not to exceed \$3,859.20, for the period September 1, 2024 - June 30, 2025 (**DOCUMENT J**)
- b) Joint Transportation Agreement with Sussex County Regional Transportation Cooperative for the 2024-2025 school year with the following fee schedule (**DOCUMENT K**):

Schedule Of Fees

Administrative Fees

Special Education Routes:	4%
Public Routes:	2%
Non-Public Routes:	2%
Field Trips/Athletic Trips:	4%

SUPERINTENDENT'S REPORT

On a motion by Mrs. Frayko, seconded by Mr. Dreifus, and carried unanimously by roll call vote, the Board approved items a-b:

- a) Safety Drill Report – September 2024

Type of Drill	Date	Time	Evacuation Time
Fire Evacuation Drill	9.11.2024	1:110 pm	5 min 28 sec
Shelter-in-PlaceDrill	9.19.2024	11:35 am	8 min

- b) Use of Facilities

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Vendor	Date	Time(s)	Location	Event
Wallkill Valley Coalition		3:00-4:00 PM	Library	Coalition Meetings

On a motion by Mrs. Frayko, seconded by Mr. Dreifus, and carried unanimously by roll call vote, the Board approved the following Field Trip Approved List, as depicted in Document L.

On a motion by Mrs. Frayko, seconded by Mr. Dreifus, and carried unanimously by roll call vote, the Board approved the following Field Trips:

October 10, 2024	Pennings Orchard Warwick, NY	\$720 plus cost of transportation
October 17, 2024	MS Summit Sparta, NJ	Cost of transportation

On a motion by Mrs. Frayko, seconded by Mrs. Grant, and carried unanimously by roll call vote, the Board approved the Paraprofessional Statement of Assurance as depicted in DOCUMENT M.

Dr. Sigman reported on the following:

Hamburg School Student Enrollment – September 2024 [Total=240]

	In District	Out of District	Choice Non-Public	Charter
Preschool	36			
Kindergarten	24			
Grade 1	23			
Grade 2	22			
Grade 3	31			

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Grade 4	22		1	
Grade 5	23		2	
Grade 6	22		2	2
Grade 7	18	1	2	0
Grade 8	19	1	2	4
Total	240	2	9	6

- Hamburg School Committee Meeting (DOCUMENT N)
- Senior Program
- NJSLA Presentation (October 24, 2024)
- Chronic Absenteeism Improvement Plan (October 24, 2024)
- QSAC District Improvement Plan (October 24, 2024)

On a motion by Mrs. Frayko, seconded by Mrs. Schels, and carried unanimously by a roll call vote, the Board approved a step amendment for Krystal Menendez (Preschool Teacher) effective September 1, 2024 from Step 4 (\$69,404) to Step 14 (\$83,789).

On a motion by Mrs. Frayko, seconded by Mr. Dreifus, and carried unanimously by a roll call vote, the Board approved the submission of the 2025-2026 New Jersey Department of Education Pre-Kindergarten Projected Enrollment as depicted on **DOCUMENT AA** (attached).

On a motion by Mr. Dreifus, seconded by Mrs. Schels, and carried unanimously by a roll call vote, the Board approved instructional costs contracted with Educere for Student ID# **2029586** for SY 2024-2025 at a cost of \$2,744.50.

On a motion by Mrs. Frayko, seconded by Mr. Dreifus, and carried unanimously by a roll call vote, the Board approved items a-e:

a) Discipline

Grade	In School	Out of School	# Days
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4th		X	2
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b) Substitutes

Substitute Name	Position
Suzanne Potter	Substitute Nurse
Mariah Martinez	Substitute Nurse
Stephanie Douglas	Substitute Paraprofessional
Allison Freeswick	Substitute Teacher & Para

c) Field Trips

Date	Grade	Activity/Location	Cost
10/10/2024	PreK	Pennings Orchard	\$720 + Transportation (PEA Funded)
10/17/2024	Middle School	Sussex Tech Middle School Summit	Transportation

d) Use of Facilities

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Vendor	Date	Time(s)	Event
Wallkill Valley Travel Basketball	Sept 30- Oct 11	5:00-8:30 PM	Sports

e) Professional Development

Date	Staff	Activity/Locat ion	Cost (Approx.)
10/30/2024	Colyer, Lisa	Online: Catching Up Students Who've Fallen Behind in Reading and Writing (Grades 3-5)	\$259.00
10/30/2024	Kolb, Darby		\$259.00
10/30/2024	Outer, Ashley		\$259.00
10/30/2024	Smalley, Dorothy		\$259.00
10/21 - 10/24	Sigman, Kimberly	NJSBA Conference	\$1318.16*
10/21 - 10/24	Jones, Robert	NJSBA Conference	\$1318.16*
10/21 - 10/24	Dreifus, David	NJSBA Conference	\$1318.16*
*Includes hotel, registration, mileage, tolls/parking and meals/incidentals			

On a motion by Mrs. Frayko, seconded by Mrs. Schels, and carried unanimously by voice vote, the Board meeting was opened to the public at 7:17 P.M.

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- No comments were heard

On a motion by Mr. Dreifus, seconded by Mrs. Schels, and carried unanimously by voice vote, the Board closed the public session at 7:18 P.M.

On a motion by Mr. Dreifus, seconded by Mrs. Frayko, and carried unanimously by voice vote, the Board approved the following Executive Session Resolution at 7:18 P.M.

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

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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.

On a motion by Mrs. Frayko, seconded by Mr. Dreifus, and carried unanimously by voice vote, the Board approved the motion to close the Executive Session at 7:57 P.M.

On a motion by Mrs. Frayko, seconded by Mr. Dreifus, and carried unanimously by voice vote, the Board adjourned the meeting at 7:57 P.M.

Respectfully submitted,



Amanda Weaver
Board Secretary

