

**HAMBURG BOARD OF EDUCATION  
REGULAR MEETING AGENDA  
OCTOBER 24, 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 **September 26, 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**

- None

**PRESENTATIONS**

- **Student Spotlight**
  - Preschool-Grade 1: Michael Martino
  - Grades 2-4: Carla Quinto
  - Grades 5-8: Alchemy Marciano
- **Presentations**
  - NJSLA Results: Spring 2023 (**DOCUMENT B**)
  - Chronic Absenteeism Improvement Plan (**DOCUMENT C - Folder in Google Drive**)
  - QSAC District Improvement Plan (**DOCUMENT D - Folder in Google Drive**)

**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									
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**COMMITTEE REPORTS**

**State & County School Boards**

**Sussex County Educational Services Commission**

**Liaison with the Hamburg Borough Council**

**Building & Grounds**

**Ongoing Projects**

- **HVAC Re-bid Project** (Thassian Mechanical Contracting, Inc.) (Referendum)
  - Punch list phase of project
  - See buildings and grounds report for additional information
  
- **Phase 2 Referendum Roof Project [1971 & 2000 wings]** (Referendum)
  - Punch list phase of project
  - 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]
  - See buildings and grounds report for additional information
  
- **1900 Windows** (Non-Referendum) (Storm Damage)
  - Quotes have been received - under review by PSA

Buildings & Grounds Supervisor Report (**DOCUMENT E**)

**Education & Policy**

**MOTION BY \_\_\_\_\_ SECONDED BY \_\_\_\_\_ to approve** the second reading of policy and regulations as follows (**DOCUMENT F**):

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
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

	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 and regulations as follows (**DOCUMENT G**):

P/R 7422	School Integrated Pest Management Plan
P/R 7424	Bed Bugs
P/R 7425	Lead Testing of Water in Schools
P/R 7430	School Safety
P/R 7432	Eye Protection
P7433	Hazardous Substances
P7434	Smoking in School Buildings and on School Grounds
P7435	Alcoholic Beverages on School Premises
P7436	Drug Free Workplace
P/R 7440	School District Security
P/R 7441	Electronic Surveillance in School Buildings and on School Grounds
P7450	Property Inventory
P7460	Energy Conservation
P7480	Motor Vehicles on School Property
P7481	Unmanned Aircraft Systems (Drones)
P7490	Animals on School Property
P/R7510	Use of School Facilities

	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 accept**, with regret, the resignation of Brian Bobrowski effective November 14, 2024 (last day in district).

	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-b:**

- a) Barbara Hasbrouck, substitute teacher stipend of \$2,000 for SY 2024-2025;
- b) Katrina Vinkman, individual instrumental music lessons, at \$25 per hour (not to exceed \$1000).

	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 rescind** the contract with Richard Rennie (Ogdensburg), in providing Business Services as a shared service (original resolution dated June 20, 2024), effective October 31, 2024.

	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 H**;
- 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 August 31 2024;
- d) To approve Transfers made by the Superintendent for September 30 2024, with fund 10 debits totaling **\$100,372.80** and fund 20 transfer of \$0 depicted in **DOCUMENT P** 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.
- e) 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).
- 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 approve a-b:**

- a) the Comprehensive Maintenance Plan and the Annual Maintenance Budget Amount Worksheet (Form M-1) as depicted on (**DOCUMENT I**).
- b) the Resolution regarding New Jersey School Funding Formula Reform (**Document J**)

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

**SUPERINTENDENT’S REPORT**

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

a) Safety Drill Report – October 2024

Type of Drill	Date	Time	Evacuation Time
Shelter in Place	10.4.2024	1:25pm	4 min
Fire Evacuation Drill	10.9.2024	2:00pm	4 min 48 sec

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

Month	# Incidents Investigated	# Incidents HIB Confirmed	Remediation (Y/N)	Discipline (Y/N)
September	0	0	N/A	N/A
October	2	1	Y	Y

c) Professional Development

Staff Member	Date	Activity	Cost
Amanda Weaver	1.23.2025	Mastering School Payroll	\$199.00
Dean	10.30.2024	Catching Up ELA (3-5)	\$295.00 Virtual
Smalley	10.30.2024	Catching Up ELA (3-5)	\$295.00 Virtual
Kolb	10.30.2024	Catching Up ELA (3-5)	\$295.00 Virtual
Colyer	10.30.2024	Catching Up ELA (3-5)	\$295.00 Virtual
Smalley	12.3.2024	Catching Up ELA (6-12)	\$295.00 Virtual

d) Field Trip[s]

Date	Destination	Cost
11/12/2024	Vernon HS - SC Junior Honors Music	\$0* *Bus to be shared w/Hardyston

	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:** Prime Healthcare Services - St. Clare's, LLC to provide educational services to Hamburg student #2031642 for 1 hour per day at a rate of \$55/hour as of 18 October 2024 as depicted on **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** the Spring 2024 NJSLA district reporting, as presented.

	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 2024-2025 school year School Nursing Plan and the Nurse's Routing Standing Orders as depicted on **DOCUMENT K**.

	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 2024-2025 certified Crisis Prevention Institute (CPI) trained staff as depicted on **DOCUMENT L**.**

	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-b:**

- a) Elizabeth Weite (Grand Canyon University) to complete practicum field experience for 15 hours. Placement will be special education staff (Mrs. Outer and Ms. Windish);
- b) Olivia Krieger (Grand Canyon University) to complete practicum field experience for 15 hours. Placement will be with middle school staff (Ms. Hearn, Mrs. Dean and Mr. Blochinger).

	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 Antoinette Ratzer as a member of the Behavioral Threat Assessment Team for SY 2024-2025.**

	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 CoCurricular stipends:**

Staff Member	Activity	Step	Stipend
Allen, Marianne	Asst. Drama	2	\$1845
Hilda Pinos	Girls BB (Head)	1	\$1845

Olivia Krieger	Girls BB (Asst)	1	\$1619
TBD	Boys BB (Head)		
TBD	Boys BB (Asst)		
TBD	Academic Club		

	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 – October 2024 [Total = **245**]

	In District	Out of District	Choice Non-Public	Charter
Preschool	36			
Kindergarten	25			
Grade 1	23			
Grade 2	25			
Grade 3	31			
Grade 4	22		1	
Grade 5	24		2	
Grade 6	22		2	2
Grade 7	18	1	2	0
Grade 8	19	1	2	4
Total	<b>245</b>	<b>2</b>	<b>9</b>	<b>6</b>

- Regionalization Steering Committee Update (**DOCUMENT M**)
- District Goals - BOE Update #1 (**N - Folder in Google Drive**)
- NWEA Fall 2024 District Snapshot (**DOCUMENT O**)
- Community Clean Up Recap (**N - Folder in Google Drive**)

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*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
- 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)**



**BOARD SECRETARY’S REPORT**

**MOTION BY \_\_\_\_\_ SECONDED BY \_\_\_\_\_ to approve** an Emergency Contract under 18A: 18A-7 to **D&E Window and Door, LLC** for the 1900s Building Window Project with a base quote of \$134,700 and an Alternate No 1. quote of \$27,400 for a total contract amount of \$162,100 depicted in **DOCUMENT R.**

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

**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 - (HIB)**
- 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
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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**