

**HAMBURG BOARD OF EDUCATION
REGULAR MEETING AGENDA
NOVEMBER 21, 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 **October 24, 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									

MOTION BY _____ SECONDED BY _____ to approve the Special meeting minutes of the **November 4, 2024** Board meeting (**DOCUMENT B**).

	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 Special meeting minutes of the **November 12, 2024** Board meeting (**DOCUMENT C**).

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

PRESENTATIONS

- **Student Spotlight**
 - Preschool-Grade 1: Charlotte Schenker
 - Grades 2-4: Grace Zicarelli
 - Grades 5-8: Olivia Cubby
- Presentation of the FY 2023-24 Annual Comprehensive Financial Report [ACFR] and the Auditor’s Management Report by Mrs. Valerie Dolan, Nisivoccia and the Board Secretary.
- Open the meeting to the Public on the FY 2023-24 Annual Comprehensive Financial Report [ACFR] and the Auditor’s Management Report.
- Close the meeting to the Public on the FY 2023-24 Annual Comprehensive Financial Report [ACFR] and the Auditor’s Management Report.

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

MOTION BY _____ SECONDED BY _____ to approve the following resolution in regard to the 1900s Building Window Project:

WHEREAS, The Board of Education of Hamburg in the County of Sussex, NJ (the “Board”), would like to proceed with a school facilities project consisting generally of Emergency Window Replacement at Hamburg School (the “Project):

WHEREAS, the Board now seeks to take the steps in order to proceed with the Project:

In accordance with the requirement of Section 6A:26-3 of the New Jersey Administrative Code, the Board hereby approves the Schematic & Final Plans prepared in connection with the Project and the Board further authorizes the submission of the same to Sussex County Superintendent of Schools and the New Jersey Department of Education for approval by Parette Somjen Architects. This project is designated “Other Capital” and the Board is not seeking state funding.

The Board hereby authorizes, if necessary, the amendment to its Long-Range Facilities Plan in order to reflect the proposed Project.

The School Administration and such other officers and agents of the Board as are necessary, including the Board attorney and architect, are hereby authorized to perform such other acts, to execute such other documents and to do such other things as are necessary to implement the determination of the Board set forth in this resolution, including the submission of Information to the New Jersey Department of Education as applicable to the proposed Project.

	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 the second reading of policy and regulations as follows (**DOCUMENT D**):

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									

MOTION BY _____ SECONDED BY _____ to approve the first reading of policy and regulations as follows (**DOCUMENT E**):

P/R 7513	Recreational Use of Playgrounds (Regulation Update)
P 7520	Loan of School Equipment
P 7522	School District Provided Technology Devices to Staff Members
P 7523	School District Provided Technology Devices to Students (Policy Update)
P 7540	Joint Use of Facilities (Policy Update)
P/R 7610	Vandalism
P 8130	School Organization
P/R 8140	School Enrollments (Regulation Update)

P 8210	School Year (Policy Update)
P/R 8220	School Day (Regulation Update)
P/R 8310	Public Records
P/R 8320	Personnel Records
P/R 8330	Student Records
P 8335	Family Education Rights and Privacy Act
P 8350	Records Retention
P/R 8420	Emergency Crisis Situations (Policy & Regulation Update)

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

Negotiations & Personnel

Finance Committee

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

- a) To approve the bills as presented on **DOCUMENT F**;
- 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 September 30, 2024 & October 31, 2024 on **DOCUMENT J & K**;
- d) To approve Transfers made by the Superintendent for October 31 2024, with fund 10 debits totaling **\$50,415** and fund 20 transfer of \$0 depicted in **DOCUMENT G** 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 October 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) Health & Safety Evaluation of School Buildings Checklist as depicted on (**DOCUMENT H**)
- b) FY 2023-24 Annual Comprehensive Financial Report [ACFR] and the Auditor’s Management Report as presented.
- c) Budget Calendar (**DOCUMENT I**)

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

To review the Statement of Determination for the November 5, 2024 Annual School Election [As of writing this agenda, I have not received the certified results from the County Clerk’s Office - AW].

To schedule the Annual Reorganizational Meeting between January 1st and 7th [recommending Thursday, January 2nd].

To discuss the 2025 Board meeting calendar.

SUPERINTENDENT’S REPORT

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

a) Safety Drill Report – November 2024

Type of Drill	Date	Time	Evacuation Time
Non-Fire Evacuation Drill	11/18/2024		
Fire Evacuation Drill	TBD	TBD	TBD

b) Discipline / Suspensions

Grade	In School	Out of School	Days
6th		X	1

c) Harassment, Intimidation and Bullying (HIB) Report – November 2024

Month	# Incidents Investigated	# Incidents HIB Confirmed	Remediation (Y/N)	Discipline (Y/N)
September	0	0	N/A	N/A
October	3	1	Y	Y
November	3*	TBD	TBD	TBD

* under investigation

d) Professional Development

Staff Member	Date	Activity	Cost
Conklyn	11/20/2024	Navigating the 504 Process	\$250.00
	12/6/2024		Virtual
	12/18/2025		
Garris	11/20/2024	Navigating the 504 Process	\$250.00
	12/6/2024		Virtual
	12/18/2025		

e) 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
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YES									
NO									
ABSTAIN									

MOTION BY _____ SECONDED BY _____ to approve EpiPen delegates and CPR certifications as follows:

EpiPen Delegates (1 Year)	CPR Certified (2 Year)
Boehner, Amanda	Boehner, Amanda 6/11/24
Clark, Michelle	Breitenbach, Amy 6/6/24
Outer, Ashley	Clark, Michelle 3/22/23
Ratzer, Antionette	Goens, Dana 6/6/24
Sealander, Michele	Landrud, Aimee 10/14/24
Garris, Melissa	Menendez, Krystal 6/6/24
Katrina Vinkman	Miller, Diane 3/13/23
Kimberly Sigman	Outer, Ashley 11/14/23
	Sanchez-Joyce, Evelyn 6/6/24
	Scrittore, Tara 6/6/24
	Sigman, Kimberly 6/6/24
	Steinbach, Rachel 9/24/23
	Thomas, Dawn 6/6/24
	Velazquez, Elizabeth 6/6/24

	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) Hamburg School’s School Safety and Security Plan SY 2024-2025 (**DOCUMENT L**);
- b) Samantha Fried, Ramapo College (Elementary Education major) to observe in Mrs. Danko’s Grade 4 classroom.

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

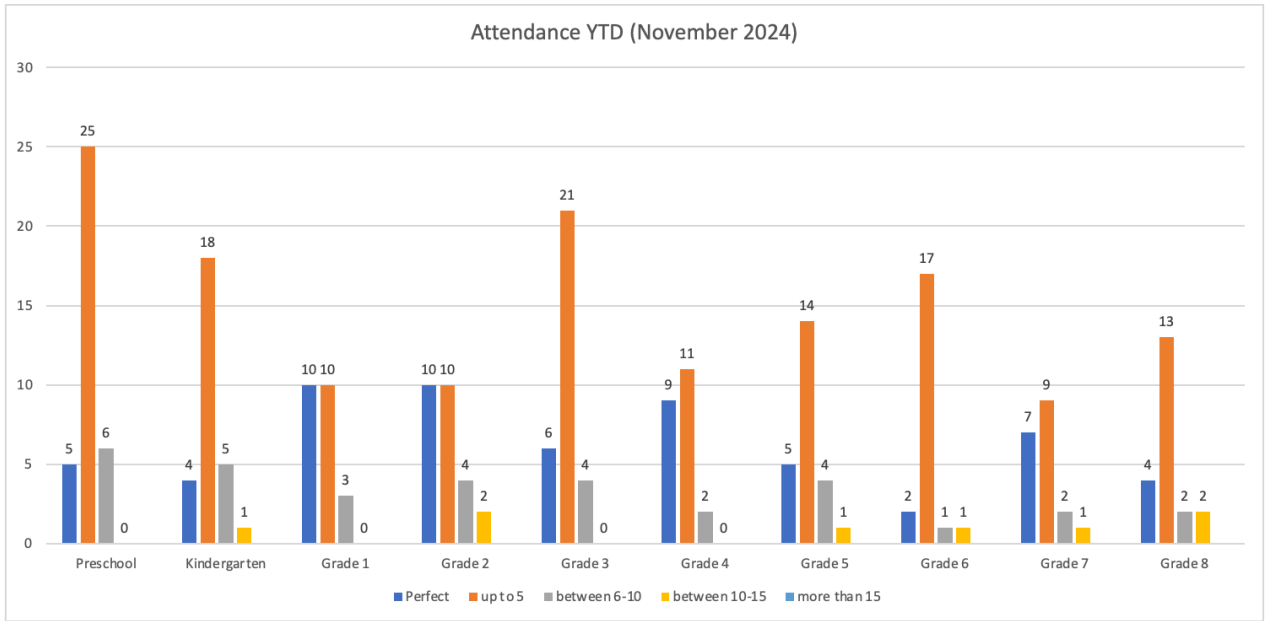
To Report:

Hamburg School Student Enrollment – November 2024 [Total = **252**]

	In District	Out of District	Choice Non-Public	Charter
Preschool	36			
Kindergarten	26			
Grade 1	24			
Grade 2	26			
Grade 3	31			
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	250	2	9	6

Hamburg School Chronic Absenteeism – November 2024

Grade	# Students w/ 5+ Absence	# Students w/ 5+ Tardy
Preschool	7	5
Kindergarten	6	4
Grade 1	3	5
Grade 2	7	2
Grade 3	4	3
Grade 4	2	2
Grade 5	5	0
Grade 6	4	4
Grade 7	5	1
Grade 8	7	1
Total	50	27



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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

- [] 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)**