

**HAMBURG BOARD OF EDUCATION  
REGULAR MEETING AGENDA  
DECEMBER 19, 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 Executive meeting minutes of the **August 29, 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 Executive meeting minutes of the **September 26, 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 Executive meeting minutes of the **October 24, 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									

**MOTION BY \_\_\_\_\_ SECONDED BY \_\_\_\_\_** to approve the Executive meeting minutes of the **November 4, 2024** Board meeting (**DOCUMENT D**).

	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 Executive meeting minutes of the **November 12, 2024** Board meeting (**DOCUMENT E**).

	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 Regular and Executive meeting minutes of the **November 21, 2024** Board meeting (**DOCUMENT F**).

	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: Abigail Mele
  - Grades 2-4: Landon Arnold
  - Grades 5-8: Mirae Lee

**CORRESPONDENCE**

- Rutgers New Jersey State Policy Lab Letter (**DOCUMENT G**)

**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**

- **Phase 3 Referendum Foam Roof**
- **1900s Windows (Non-Referendum) (Storm Damage)**
- Project Update Report (**DOCUMENT H**)

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

- a) Final payment request application for the Referendum Roof Restoration Project at the Hamburg School, as submitted by Galia Construction, Inc. in the amount of \$43,448.64 (**DOCUMENT I**).
- b) Final payment request application for the HVAC Project at the Hamburg School, as submitted by Thassian Mechanical Contracting, Inc. in the amount of \$188,657.50 (**DOCUMENT J**).

	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 first reading of policy and regulations as follows (**DOCUMENT K**):

P/R 8431	Preparedness for Toxic Hazard
P/R 8441	Care of Injured and Ill Persons
P 8442	Reporting Accidents
P/R 8451	Control of Communicable Disease
P 8453	HIV / AIDS
P 8454	Management of Pediculosis ( <b>Policy Update</b> )
P/R 8461	Reporting Violence, Vandalism, HIB, Alcohol, and Drug Abuse)
P/R 8462	Reporting Potentially Missing or Abused Children
P/R 8464	Missing Children
P/R 8465	Bias Crimes and Bias Related Acts
P/R 8467	Weapons
P 8468	Crisis Response

	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 policy and regulations as follows (**DOCUMENT L**):

P/R 7513	Recreational Use of Playgrounds ( <b>*Policy/Regulation Update</b> )
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 ( <b>Policy Update</b> )
P 7540	Joint Use of Facilities ( <b>Policy Update</b> )

P/R 7610	Vandalism
P 8130	School Organization
P/R 8140	School Enrollments ( <b>Regulation Update</b> )
P 8210	School Year ( <b>Policy Update</b> )
P/R 8220	School Day ( <b>Regulation Update</b> )
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 ( <b>Policy &amp; Regulation Update</b> )

\* updated from Reading 1

	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-c:

- a) Samantha Wortche as a part-time paraprofessional effective 1 January 2025 at \$20 per hour not to exceed 29 hours a week. This position does not qualify for benefits;
- b) Brandy Sanges as a part-time paraprofessional effective 1 January 2025 at \$20 per hour not to exceed 29 hours a week. This position does not qualify for benefits;
- c) medical leave for staff ID # 94032368 beginning December 19, 2024 with anticipated return on February 28, 2025. The staff member will be utilizing sick leave.
- d) Jessica Smalley, as full-time leave replacement beginning 19 December 2025 through 3 March 2025, BA Step 1 @ \$65,609 [pro-rated]. This position is eligible for medical benefits only;
- e) Elizabeth Weite (Grand Canyon University) to complete student teaching experience for a minimum of 8 weeks. Placement will be with Ms. Kolb (Grade 3).

	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 M**
- b) To approve revised bills for the Cafeteria Account in the amount of **\$17,418.06 (DOCUMENT N)**;
- c) To accept the Board Secretary’s and Treasurer’s reports for November 30, 2024;
- d) To approve Transfers made by the Superintendent for November 30, 2024, with fund 10 debits totaling **\$13,272.94** and fund 20 transfer of \$0 depicted in **DOCUMENT O** 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 November 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 approve:**

- a) 2025 Board Meeting Dates (**DOCUMENT P**)
- b) 2023-2024 Audit Corrective Action Plan (**DOCUMENT Q**)

	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 - f:**

a) Safety Drill Report – December 2024

Type of Drill	Date	Time	Evacuation Time
Shelter in Place	12/3/2024	1:40	5 minutes

b) Discipline / Suspensions

Grade	In School	Out of School	Days
7th	X		2

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

Month	# Incidents Investigated	# Incidents HIB Confirmed	Remediation (Y/N)	Discipline (Y/N)	Preliminary Determination
September	0	0	N/A	N/A	
October	3	1	Y	Y	
November	3	2	Y	Y	
December	0	0	N/A	N/A	1

d) Professional Development

Staff Member	Date	Activity	Cost
Wentlejewski, Fran	January 23, 2025	Mastering School District Payroll (Tinton Falls, NJ)	\$199 + mileage
Decker, Samantha	February 18-20, 2025	Advanced Strategies for MSL Group Instruction (Virtual)	\$690
Scrittore, Tara	April 4-5, 2025	Orton Gillingham Academy Conference (Virtual)	\$225



e) Field Trip[s]

Date	Gr.	Destination	Cost
1/29/2025	MS	Wallkill Valley Regional High School	\$0 bus to be shared
5/9/2025	K	Brookhollow's Barnyard Boonton, NJ	\$502 plus cost of bus

f) Substitutes

Name	
*Lisa Conte	Paraprofessional
*Victoria French	Teacher & Paraprofessional
*Pending receipt of paperwork	

	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 Hamburg School's Food Services Biosecurity Management Plan (Revision: December 2024) as depicted in **DOCUMENT R**).

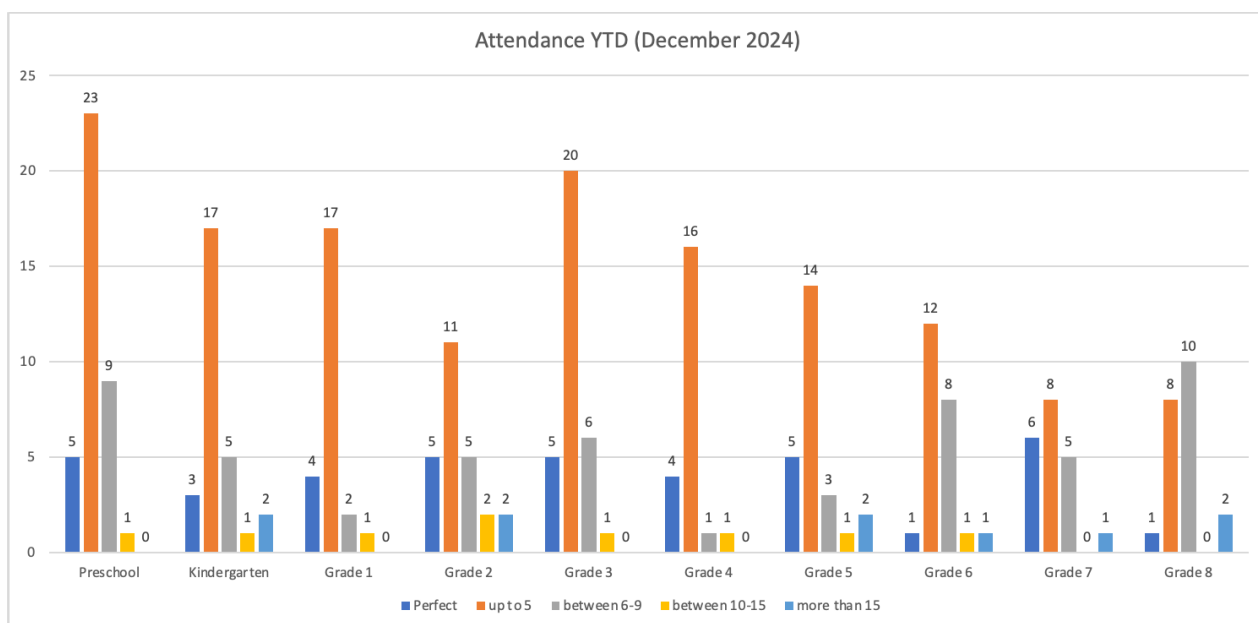
	Mr. Jones	Mr. Dreifus	Mrs. Ferguson	Mr. Frangipane	Mrs. Frayko	Mr. Gillen	Mrs. Grant	Mrs. Schels	Mrs. Tranes
YES									
NO									
ABSTAIN									

**To Report:**

Hamburg School Student Enrollment – December 2024 [Total = 258]

	In District	Out of District	Choice Non-Public	Charter
Preschool	38			
Kindergarten	28			
Grade 1	24			
Grade 2	25			
Grade 3	32			
Grade 4	22		1	
Grade 5	25		2	
Grade 6	23		2	2
Grade 7	20	1	2	0
Grade 8	21	1	2	4
<b>Total</b>	<b>258</b>	<b>2</b>	<b>9</b>	<b>6</b>

Hamburg School Chronic Absenteeism – December 2024



- NJDOE Promising Practices Broadcast (**DOCUMENT S**)
- Charter Enrollment Certification (**DOCUMENT T**)
- Verkada Guest Analytics (**DOCUMENT U**)

- Title 1 Comparability Approval (**DOCUMENT V**)
- Hamburg QSAC District Approval Plan - County Approval (**DOCUMENT W**)
- Hamburg QSAC District Approval Plan - State Approval (**DOCUMENT X**)
- 2025-2026 Application for State School Aid (ASSA) (**DOCUMENT Y**)

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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)