

**MINUTES OF HAMBURG BOARD OF EDUCATION  
REORGANIZATIONAL MEETING MINUTES  
January 2, 2025**

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

The Board Secretary 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.”

**REORGANIZATION MEETING AGENDA**

The Board Secretary reviews with the Board, the Statement of Determination of the November 5, 2024 Annual School Election for the Board Members elected into office as listed in **DOCUMENT A**. The election results from this past election for a Three (3) year term are as follows:

Robert Walsh, Michael Frangipane, Kelly Tranes

The Board Secretary administers the oath to and swears in new elected Board members, as follows:

**Three Year Term [2025, 2026 and 2027]**

- Mr. Michael Frangipane and Mrs. Kelly Tranes
- Robert Walsh will be sworn in at the next meeting of the Board of Education pending fingerprint approval.

**MINUTES OF HAMBURG BOARD OF EDUCATION  
REORGANIZATIONAL MEETING MINUTES  
January 2, 2025**

**ROLL CALL**

**PRESENT:** Robert Jones, David Dreifus, Sheila Frayko, Lois Ferguson, Timothy Gillen, Tricia Schels, Kelly Tranes, Michael Frangipane

**ABSENT:** None

**MEMBERS OF THE PUBLIC:**

The Board Secretary asks for nominations for President.

Mr. Gillen nominated Mr. Jones as President.

Mr. Dreifus seconded the nomination.

On a motion by Mr. Gillen, duly seconded by Mr. Dreifus and unanimously approved by a voice vote the Board declared Mr. Jones President of the Hamburg Board of Education.

The meeting is turned over to the president.

The President asks for nominations for Vice President.

Mr. Gillen nominated Mrs. Frayko as Vice President.

Mr. Dreifus seconded the nomination.

On a motion by Mr. Gillen, duly seconded by Mr. Dreifus and unanimously approved by a voice vote the Board declared Mrs. Frayko Vice President of the Hamburg Board of Education.

**MINUTES OF HAMBURG BOARD OF EDUCATION  
REORGANIZATIONAL MEETING MINUTES  
January 2, 2025**

**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.

On a motion by Mr. Gillen, seconded by Mrs. Frayko, and carried unanimously by voice vote, the Board approved the Annual Designations a-d:

**ANNUAL DESIGNATIONS**

A) To designate the following banks as depositories:

TD Bank, Franklin, NJ

Provident Bank, Franklin, NJ

NJ Cash Management Fund, Trenton, NJ

B) To designate the following officers to sign against the accounts of the Board of Education as follows:

| <u>General/Bond/Flex Spend &amp; P/R Deduct</u> | <u>Activities</u> | <u>Food Service</u> | <u>Payroll</u> |
|---|-------------------|---------------------|----------------|
| President or Vice President                     | Secretary         | Secretary           | Treasurer or   |
| Secretary                                       | CSA or VP         | Treasurer           | Secretary      |
| Treasurer                                       |                   |                     |                |

**MINUTES OF HAMBURG BOARD OF EDUCATION  
REORGANIZATIONAL MEETING MINUTES  
January 2, 2025**

- C) To designate AXA/Equitable, Lincoln National Life Insurance Company and Lincoln Investment Planning, Inc. as 403(b)/Tax Shelter vendors/providers.
  
- D) To designate the New Jersey Herald and the Sunday Herald as the official newspaper for advertising and for public notices and njhire.com for various employment ads.

On a motion by Mrs. Frayko, duly seconded by Mr. Dreifus and carried unanimously by voice vote, the Board approved the 2025 Miscellaneous Annual Adoptions/Appointments A-F:

- A. To readopt the existing Board Bylaws and Policy Manual.
- B. To readopt any existing contracts and agreements to which the Board is a party and where continuation is not authorized by law.
- C. To review and to adopt the Board Member Code of Ethics (**DOCUMENT B**) and for the individual board members to sign an acknowledgement of receipt of the Board Members Code of Ethics.
- D. To adopt the existing Curriculum Guides and Curriculum textbooks.
- E. To establish a Petty Cash Account in the amount of \$200 and to appoint Barbara Hasbrouck as Custodian of the Petty Cash Account.
- F. To appoint the Business Administrator/Board Secretary as the Public Agency Compliance Officer (per Affirmative Action requirements).

On a motion by Mrs. Frayko, seconded by Mr. Dreifus, and carried unanimously by voice vote, the Board adjourned the meeting at 6:37 P.M.

Respectfully submitted,



Amanda Weaver  
Board Secretary