

**MINUTES OF HAMBURG BOARD OF EDUCATION
REGULAR MEETING
JANUARY 23, 2025**

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

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

ABSENT: None

MEMBERS OF THE PUBLIC: Twelve

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.”

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

Three Year Term [2025, 2026 and 2027]

- Mr. Robert Walsh

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.

**MINUTES OF HAMBURG BOARD OF EDUCATION
REGULAR MEETING
JANUARY 23, 2025**

APPROVAL OF MINUTES

On a motion by Mrs. Frayko, seconded by Mr. Gillen and carried by a roll call vote, **approved the Regular meeting minutes of the December 19, 2024 Board Meeting (Document A)**

Yes	7
No	0
Abstain	2

On a motion by Mr. Gillen, seconded by Sheila Frayko and carried by a roll call vote, **approved the Reorganization meeting minutes of the January 2, 2025 Board Meeting (Document B)**

Yes	8
No	0
Abstain	1

PRESENTATIONS

- Student Spotlight
 - Preschool-Grade 1: Valerie Munoz Mora
 - Grades 2-4: Justin Carroll
 - Grades 5-8: Amber Koltzan

CORRESPONDENCE

- None

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 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. Gillen, seconded by Mr. Dreifus and carried by a voice vote the meeting was opened to the public at 6:40 P.M.

**MINUTES OF HAMBURG BOARD OF EDUCATION
REGULAR MEETING
JANUARY 23, 2025**

On a motion by Mr. Gillen, seconded by Mr. Dreifus and carried by a voice vote the meeting was closed to the public at 6:41 P.M.

COMMITTEE REPORTS

State & County School Boards – None at this time

Sussex County Educational Services Commission – Their new program is going well and all board members are welcome to attend the meetings.

Liaison with the Hamburg Borough Council – Their reorganization meeting was January 6th, 2025. Mr. John Burd will still be the liaison.

Building & Grounds

Ongoing Projects

- Phase 3 Referendum Foam Roof - we received 3 bids from our January 16th, 2025 bid opening (total cost of bids to include base and alternate):
 - A to Z Coatings \$252,700
 - JJD Urethane Company \$254,400
 - Hygrade Insulators \$299,875
 - Bids are still under review by our board attorney. We will plan on awarding the bid at our next board meeting.

Education & Policy

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

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

**MINUTES OF HAMBURG BOARD OF EDUCATION
REGULAR MEETING
JANUARY 23, 2025**

P 8454	Management of Pediculosis (Policy Update)
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

On a motion by Mrs. Schels, seconded by Mrs. Frayko, and carried unanimously by roll call vote, the Board approved the second reading of policies and regulations as follows (**DOCUMENT D**):

P 8500	Food Services
P 8505	Wellness Policy / Nutrient Standards for Meals and Other Foods
P 8506	School Lunch Program Biosecurity Plan
P 8507	Breakfast Offer versus Serve
P 8508	Lunch Offer versus Serve
P 8540	School Nutrition Programs
R 8540	Free and Reduced Rate Meals
P 8550	Outstanding Food Service Charges
P 8561	Procurement Procedures for School Nutrition Programs
P 8600	Transportations
R 8600	Student Transportation
P 8601	Student Supervision after School Dismissal
P 8630	Bus Driver / Bus Aide Responsibility
R 8630	Emergency School Bus Procedures
P 8670	Transportation of Disabled Students

**MINUTES OF HAMBURG BOARD OF EDUCATION
REGULAR MEETING
JANUARY 23, 2025**

Negotiations & Personnel

Finance Committee

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

- a) To approve the bills as presented in **DOCUMENT R**.
- b) To approve bills for the Cafeteria Account in the amount of **\$31,094.60 (DOCUMENT S)**;
- c) To accept the Board Secretary's and Treasurer's reports for December 31, 2024 **(DOCUMENT T)**;
- d) To approve Transfers made by the Superintendent for December 31, 2024, with fund 10 debits totaling **\$3,025.60** and fund 20 transfer of \$0 depicted in **DOCUMENT E** 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 December 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.

OLD BUSINESS

NEW BUSINESS

BOARD SECRETARY'S REPORT

Reviewed with the Board the timeline/deadline for the filling of the school Ethics Financial Disclosure Statements - March 3, 2025 (30 days from February 1st for Mr. Walsh) all other board members April 30, 2025.

Reviewed current budget timeline - preliminary budget overview to be provided at the February 20, 2025 board meeting. Budget must be submitted to the county on March 19, 2025, county response will be by April 21, 2025 and plan on having a special meeting on May 1, 2025 to hold a public hearing on the budget.

**MINUTES OF HAMBURG BOARD OF EDUCATION
REGULAR MEETING
JANUARY 23, 2025**

On a motion by Mr. Gillen, seconded by Mrs. Frayko, and carried unanimously by roll call vote, the Board approved items listed below:

- a) The increasing of the hourly rate for substitute aides, substitute custodians [minors] and any other substitute employees, effective January 1, 2025 to \$15.49 per hour, as required by the State of New Jersey’s minimum wage increase.
- b) To designate the Star Ledger as the official newspaper for advertising and for public notices.

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-e, and addendum item f:

- a) Safety Drill Report – January 2025

Type of Drill	Date	Time	Evacuation Time
Evacuation Fire Drill	12/17/2024	1:30pm	9 min

- b) Discipline / Suspensions

Grade	In School	Out of School	Days
8		X	2

- c) Harassment, Intimidation and Bullying (HIB) Report – January 2025

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
January	1	1	Y	Y	
TOTAL	7	4			

**MINUTES OF HAMBURG BOARD OF EDUCATION
REGULAR MEETING
JANUARY 23, 2025**

d) Professional Development

Staff Member	Date	Activity	Cost
Sylvester	1/8/25	Dreams Interest Session	\$0 - Virtual
Conklyn	1/8/25	Dreams Interest Session	\$0 - Virtual
Garris	1/8/25	Dreams Interest Session	\$0 - Virtual

e) Field Trip[s]

Date	Gr.	Destination	Cost
1/28/25	8	District Chorus All-day rehearsal	\$0-bus shared w/H' dystn
1/21/25	5	Walkkill Valley Spelling Bee @ WVRHS	\$0

f) Use of Facilities

Name	Dates
Walkkill Basketball	February 14 and 28, 2025

On a motion by Mrs. Frayko seconded by Mr. Dreifus, and carried unanimously by roll call vote, the Board approved the appointment of Mr. Baumgartner as the District's Wellness Policy Coordinator as per Policy 8505 (Wellness Policy / Nutrient Standards for Meals and Other Foods).

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

- a) Washington Township (Warren County) Dog License 2025 (**DOCUMENT F**)
- b) Bright and Beautiful Therapy Dog Renewal (**DOCUMENT G**)

Dr. Sigman reported on the following:

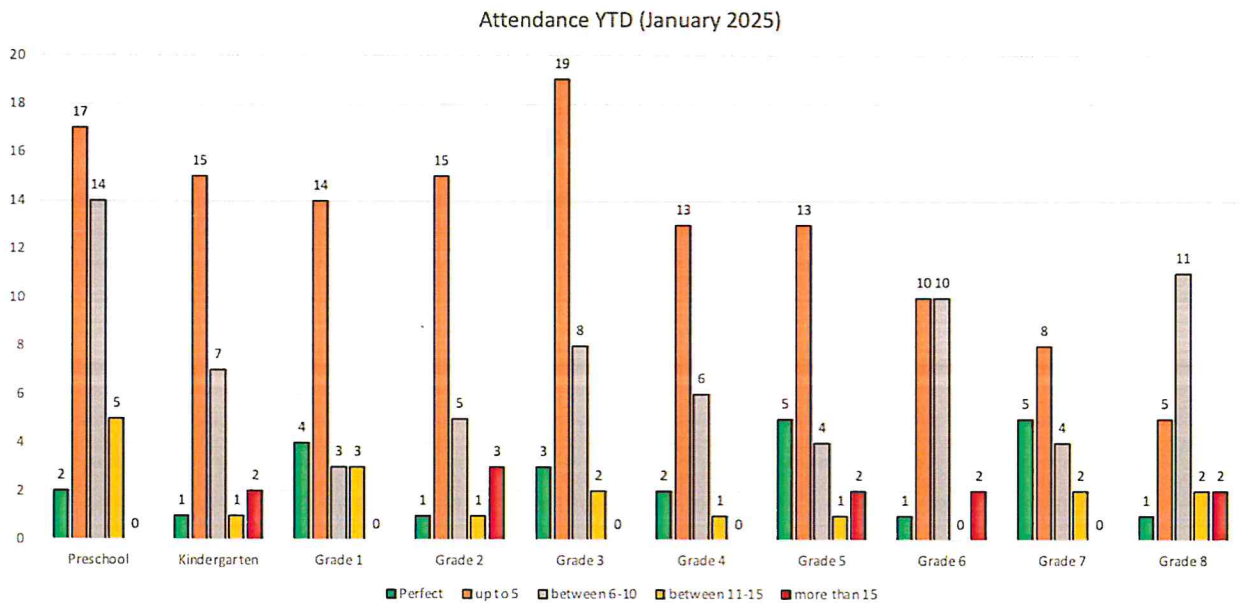
- Hamburg School Student Enrollment – January 2025 [Total = 255]

	In District	Out of District	Choice Non-Public	Charter
Preschool	38			
Kindergarten	26			
Grade 1	24			
Grade 2	25			

**MINUTES OF HAMBURG BOARD OF EDUCATION
REGULAR MEETING
JANUARY 23, 2025**

Grade 3	32			
Grade 4	22		1	
Grade 5	25		2	
Grade 6	23		2	3
Grade 7	19	1	2	1
Grade 8	21	1	2	4
Total	255	2	9	8

- Hamburg School Chronic Absenteeism – January 2025



- 2024-2025 Goals Update #2 (**DOCUMENT H**)
- Biannual Statement of Assurance Regarding the Use of Paraprofessional Staff (**DOCUMENT I**)
- Preschool influenza immunizations - 100% compliance
- NJDOE Approval Letter LIEP Plan 2024-2027 (**DOCUMENT J**)
- Hamburg BOE Committee Updates (2024-2025) (**DOCUMENT K**)
- Promising Practices Excerpt (**DOCUMENT L**)
- Civil Rights Data Record of Certification (**DOCUMENT M**)
- Title IX Regulations Update (**DOCUMENT N**)
- Security Grant Regret Letter (**DOCUMENT O**)
- Regionalization Study Outline Update (**DOCUMENT P**)

**MINUTES OF HAMBURG BOARD OF EDUCATION
REGULAR MEETING
JANUARY 23, 2025**

- State Assessment Comparison (2017-18 to 2023-24) (**DOCUMENT Q in the Google Drive**)
 - This complimentary LinkIt! report uses publicly available NJSLA data released by the state. The analyses compare our district's 5-year achievement and growth to various peer groups, including:
 - Districts with similar Free/Reduced Lunch populations
 - Districts in historical District Factor Group (DE)
 - Districts in Sussex County
 - All districts in New Jersey

The meeting was opened to the public by a voice vote at 7:15 P.M.

- No comments were heard

The meeting was closed to the public by a voice vote at 7:15 P.M.

On a motion by Mrs. Frayko, seconded by Mrs. Schels, and carried unanimously by voice vote, the Board adjourned the meeting at 7:44 P.M.

Respectfully submitted,



Amanda Weaver
Board Secretary

