

**HAMBURG BOARD OF EDUCATION
REGULAR MEETING AGENDA
September 25, 2025
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. Schels	Mrs. Tranes	Mr. Walsh
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 **August 28, 2025** Board meeting (**DOCUMENT A**).

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

MOTION BY _____ SECONDED BY _____ to approve the executive meeting minutes of the **August 28, 2025** Board meeting (**DOCUMENT B**).

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

PRESENTATIONS

CORRESPONDENCE

- Hamburg Borough Letter of Support (**DOCUMENT C**).

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**)

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 payment Application #3 for the Foam Roof Restoration project at the Hamburg School, as submitted by JJD Urethane Company Inc. in the amount of \$19,937.12. **(DOCUMENT D).**

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

MOTION BY _____ SECONDED BY _____ to approve the following Change Orders (a-b):

- a) Change Order Proposal PCO 005 Rev1 under 18A: 18A-7 to **D&E Window and Door, LLC** to remobilize and install the (2) remaining single windows for the project for \$3,000. **(DOCUMENT E).**
- b) Change Order Proposal PCO 007 under 18A: 18A-7 to **D&E Window and Door, LLC** to move the uninstalled windows and all excess materials be stored in the 1900s building for \$3,074.02 **(DOCUMENT F).**

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

Education & Policy

MOTION BY _____ SECONDED BY _____ to approve the second reading of Alert 235 as depicted in **DOCUMENT G (located in Google Drive):**

ByLaw 0143	Board Member Election and Appointment
ByLaw 0173	Duties of Public School Accountant
ByLaw 0174	Legal Services

ByLaw 0177	Professional Services
Policy/Regulation 1570	Internal Controls
Policy 1620	Administrative Employment Contracts
Policy 1636.01	Notification of Promotion, New Job, & Transfer Opportunities
Policy 2422	Statutory Curricular Requirements
Policy 5229.01	Student Sun Protection
Policy/Regulation 6111	Special Education Medicaid Initiative(SEMI) Program
Policy/Regulation 6220	Budget Preparation

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

Negotiations & Personnel

MOTION BY _____ SECONDED BY _____ to approve the following SY 2025-2026 mentorships. Each mentor will earn a \$550 stipend payable by the Hamburg School.

- a) Tara Scrittore mentoring Meagan Carr (Kindergarten)
- b) Rachel Windish mentoring Jacqueline Messina (Special Education)

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

MOTION BY _____ SECONDED BY _____ to approve items a-b:

- a) Elizabeth Velazquez as a Before Care supervisor in accord to the Hamburg Education Collective Bargaining Agreement 2024-2027;
- b) Special Education consultation services with Always CapABLE at \$90 per hour as outlined in **DOCUMENT H**.

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

Finance Committee

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

- a) To approve the bills as presented **(DOCUMENT I)**.
- b) To approve bills for the Cafeteria Account in the amount of **\$23,533.86 (DOCUMENT J)**;
- c) To accept the Board Secretary's and Treasurer's reports for July 31, 2025 and August 31, 2025 **(DOCUMENT K {located on Google Drive})**
- d) To approve Transfers made by the Superintendent for August 31, 2025, with fund 10 debits totaling **\$35,840.58** depicted in **DOCUMENT L** and the Board acknowledges that these transfers may increase/decrease the maximum dollar limit established as part of the 2025-26 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, 2025 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. Schels	Mrs. Tranes	Mr. Walsh
YES									
NO									
ABSTAIN									

MOTION BY _____ SECONDED BY _____ to accept the award and approve the submission of the 2025-2026 ESEA Consolidated Grant application. Accepting the funding allocation \$55,441 for Title I, Title II and Title IV and refusing the allocation of Title III funds.

Title I-A: \$40,566
 Title II: \$4,875
 Title III: Refusing Funds
 Title IV Part A: \$10,000

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

OLD BUSINESS**NEW BUSINESS****BOARD SECRETARY'S REPORT**

- To review the expense log and reporting requirements for those attending the New Jersey School Boards Workshop.

SUPERINTENDENT'S REPORT

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

a) Security Drills

Type of Drill	Date	Time	Evacuation Time
Fire Drill	9.5.2025	10:02 am	2 min 53 sec
Shelter-in-Place	9.12.2025	9:42 am	11 min

b) Professional Development

Staff Member	Date	Activity	Cost
Barboza	Not to exceed 5	NJ Educational Facilities Management	\$483.00
Weaver	Not to exceed 10	NJASBO Monthly Professional Development	\$1,305.00
Osellame	Not to exceed 8	NJASBO Monthly Professional Development	\$1,170.00
Outer	11/14/2025	Using AI Tools to Improve Student Productivity	\$295.00
Blochinger	10/20/2025	NJCSS Annual Conference (Registration & Mileage)	\$139.63
Garris	9/26/2025	Sussex County School Counselor Association Meeting (Mileage)	\$15.23
Garris	10/13/2025	The Center for Prevention/Counseling Annual School Counselor In-Service	\$0
Carr	10/6/2025	Foundations Level K Virtual Launch Workshop	\$350.00
Outer	11/14/2025	Using AI Tools to Improve Student Learning	\$295.00
Sigman	10/20-23/2025	NJSBA Conference	\$1,356.75*
Dreifus	10/20-23/2025	NJSBA Conference	\$1,356.75*
Frayko	10/20-23/2025	NJSBA Conference	\$1,356.75*

*Includes hotel, registration, mileage, tolls/parking and meals/incidentals

c) Building Use

Date	Location	Organization	Times
Not to exceed 10	Library	Center for Prevention & Counseling	2:00-4:00pm
Not to exceed 12	Cafeteria	PTA Monthly Meetings	7:00-8:30pm
10/2/2025	Cafeteria & Restrooms	PTA Kids Bingo	6:30-10:00pm
11/3/25 - 3/20/26 Mon, Tues, Wed	Gym	Wallkill Youth Basketball	6:00-8:00pm

d) Field Trips

Date	Grade	Location	Cost
10/20/2025	PreK	Pennings Orchard	1635.00 plus cost of bus
11/11/2025	Band & Chorus	Sussex County Jr. Honors Music	\$240 participation Shared bus - \$0

e) Discipline / Suspensions

Grade	In School (ISS)	Out of School (OSS)	Days
7		X	5
7	X		1

f) Substitutes

Tami Bright	Aide
Camile Jacotte	School Nurse
*Pending receipt of completed paperwork	

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

To Report:

	In District	Out of District	Choice Non-Public	Charter
Preschool	43			
Kindergarten	17		3	
Grade 1	25			
Grade 2	22		1	
Grade 3	25		2	
Grade 4	32			
Grade 5	23		1	
Grade 6	22		4	2
Grade 7	26		1	2
Grade 8	19	2	2	2
Total	254	2	14	6

September Enrollment Timeline:

YEAR	September 2025	September 2024	September 2023
# Students	254	240	233

- Fitnessgram Reports (SY 2024-2025) (**DOCUMENT M**)
- Hamburg School Committees (SY 2025-2026) (**DOCUMENT N**)
- Regionalization Email Update (**DOCUMENT O**)

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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)**