

**MINUTES OF HAMBURG BOARD OF EDUCATION
REGULAR MEETING
August 28, 2025**

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

PRESENT: Robert Jones, President; David Dreifus, Sheila Frayko, Timothy Gillen, Tricia Schels, Robert Walsh

ABSENT: Lois Ferguson, Michael Frangipane, Kelly Tranes

MEMBERS OF THE PUBLIC: 3

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."

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.

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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 July 17, 2025 Board Meeting** (Document A)

Yes	4
No	0
Abstain	2

On a motion by Mrs. Frayko, seconded by Mr. Gillen and carried by a roll call vote, **approved the Executive session minutes of the July 17, 2025 Board Meeting** (Document B)

Yes	4
No	0
Abstain	2

PRESENTATIONS

CORRESPONDENCE

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. Dreifus, seconded by Mrs. Frayko and carried by a voice vote the meeting was opened to the public at 6:33 P.M.

Mr. Burd, the Hamburg Borough Council Liaison, spoke about Hamburg Day hosted by Hamburg Recreation Commission which was held on August 24th. Mr. Burd advised that it had a large turnout with many community members.

On a motion by Mr. Gillen, seconded by Mr. Dreifus and carried by a voice vote the meeting was closed to the public at 6:35 P.M.

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COMMITTEE REPORTS

State & County School Boards – Mr. Walsh mentioned there is debate about lowering standards for teachers.

Sussex County Educational Services Commission – Mr. Jones advised that no meeting was held in August.

Liaison with the Hamburg Borough Council – Mrs. Frayko reported that Councilman Haigg had a Zoom meeting with the Department of Transportation to address concerns regarding unsafe sidewalks along Route 23 and 94.

Building & Grounds

On a motion by Mr. Gillen, seconded by Mrs. Frayko, and carried unanimously by roll call vote, the Board approved payment Application #2 for the Foam Roof Restoration project at the Hamburg School, as submitted by JJD Urethane Company Inc. in the amount of \$175,022.68. **(DOCUMENT C)**.

On a motion by Mr. Gillen, seconded by Mrs. Frayko, and carried unanimously by roll call vote, the Board approved and authorized Amanda Weaver to sign AIA Document G701-2017 which includes Change Order Proposals PCO 001 (\$12,500), PCO 002 (\$28,671.86), PCO 003 (\$6,825.50) and PCO 004 (\$25,847.71) under 18A: 18A-7 to D&E Window and Door, LLC for the 1900s Emergency Window Repair (Storm Damage) Project. **(DOCUMENT R on Google Drive)**.

On a motion by Mr. Gillen, seconded by Mrs. Frayko, and carried unanimously by roll call vote, the Board approved payment Application #3 for the 1900s Emergency Window Repair (Storm Damage) Project at the Hamburg School, as submitted by D&E Window and Door LLC in the amount not to exceed \$70,152.82. **(DOCUMENT S on Google Drive)**.

Education & Policy

On a motion by Mrs. Schels, seconded by Mrs. Frayko, and carried unanimously by roll call vote, the Board approved the **second reading** of Policy 5511 (Dress and Grooming - Students) as amended in **DOCUMENT D**.

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On a motion by Mrs. Schels, seconded by Mrs. Frayko, and carried unanimously by roll call vote, the Board approved the first reading of Alert 235 as depicted in **DOCUMENT E**:

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

Negotiations & Personnel

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

- a) with regret, the resignation of Melissa Oldham (Paraprofessional) effective August 1, 2025;
- b) Contracted services with the Commission of the Blind & Visually Impaired, as depicted in **DOCUMENT F**.

On a motion by Mrs. Frayko, seconded by Mr. Dreifus, and carried by roll call vote, the Board approved the \$2,000 annual stipend amount for the following sub-certified paraprofessionals/staff members for classroom coverage effective September 1, 2025 as amended:

- Budzelova, Andrea

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- DeSino, Anthony
- Dolan, Kimberly
- Krieger, Olivia
- Pinos, Hilda
- Roberts, Lauren
- Hasbrouck, Barbara
- Wortche, Samantha
- Lora, Julia

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.
- 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 June 30, 2025 **(DOCUMENT G)**
- d) To approve Transfers made by the Superintendent for July 31, 2025, with fund 10 debits totaling **\$4,924.31**, fund 20 transfer of **\$3,172.13** depicted in **DOCUMENT H** 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 July 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.

On a motion by Mrs. Frayko, seconded by Mrs. Schels, and carried unanimously by roll call vote, the Board approved and accepted the submission of the 2025-2026 IDEA Basic and Preschool Grant application as follows:

IDEA Basic

100-500 (Other Purchased Services/Tuition): \$79,878

IDEA Preschool

200-300 (Prof & Tech Services/OT & PT): \$4,506

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

- a) 22,232 in Extraordinary Aid from the 24-25SY
- b) 25-26 SY Non Public Transportation Reimbursement Aid in the amount of \$2,729

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OLD BUSINESS Mr. Dreifus inquired about an update on the regionalization process after attending the Wallkill board meeting. Dr. Sigman responded saying that we should have the results in the early fall. Results will first be released to the superintendents and then the public.

NEW BUSINESS

BOARD SECRETARY'S REPORT

Dr. Sigman, Mr. Dreifus, and Mrs. Frayko will be attending the NJSBA Conference which will be held in Atlantic City October 20-23, 2025. The travel waiver covers October 20, October 21 and October 23, 2025. Reminder that there is a BOE meeting on October 23, 2025.

SUPERINTENDENT'S REPORT

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

a) Security Drills

Type of Drill	Date	Time	Evacuation Time
Fire Drill	July 9, 2025	11:48am	7 min 24 sec
Fire Drill	July 15, 2025	9:45am	2 min 5 sec
Shelter-in-Place	July 17, 2025	9:10am	2 min
Shelter-in-Place	July 22, 2025	12:17pm	8 min

b) Professional Development

Staff Member	Date	Activity	Cost
Sigman	August 21, 2025	Educator Evaluation Guidance: Flexibilities and Best Practices	\$0
Weaver	August 19, 2025	NJASBO New BA Academy: BA Reports & DOE Basics	\$50
Hasbrouck	August 27, 2025	Canva For Administrative Assistants & School Secretaries	\$55

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c) Substitutes

Elizabeth McKinney*	Paraprofessional	Marissa Shea*	Paraprofessional
Lynn Farina	Teacher & Paraprofessional	Emma Finamore*	Paraprofessional
Megan Vanatta	Paraprofessional		
*Pending receipt of completed paperwork			

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

- a) Annual Toilet Room Facilities for Kindergarten **(DOCUMENT I)**
- b) Application for Dual Use of Educational Space (Cafeteria) **(DOCUMENT J)**
- c) Preschool Room Size Waiver **(DOCUMENT K)**
- d) Memorandum of Agreement for SY 2025-2026 **(DOCUMENT L)**
- e) Field Trip Blanket List **(DOCUMENT M)**

On a motion by Mr. Gillen, seconded by Mrs. Frayko, and carried unanimously by roll call vote, the Board approved the interlocal agreement for shared services of Nurse with Hardyston School, as depicted in **DOCUMENT N**.

To Report:

- Sussex County Wellness Program **(DOCUMENT O)**
- School Register Summary – [Certified]
- Student Safety Data System (SSDS) – [Certified] **(DOCUMENT P)**
- NJSLA 5 Year Comparable **(DOCUMENT Q)**
- School Security Drill Statement of Assurance – [Certified]
- DOE Educator Evaluation Information System – [Certified]
- NJSMART Course Roster Staff/Student – [Released w/o errors]
- NJSMART SID and SMID uploads ready [Released w/o errors]

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Mr. Jones read the following statement, "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. Dreifus, seconded by Mrs. Frayko, and carried unanimously by voice vote, the Board meeting was opened to the public at 6:58 P.M.

No comments heard.

On a motion by Mr. Gillen, seconded by Mrs. Frayko, and carried unanimously by voice vote, the Board meeting was closed to the public at 6:58 P.M.

EXECUTIVE SESSION

On a motion by Mr. Gillen, seconded by Mrs. Frayko, and carried unanimously by voice vote, the Board approved the following Executive Session Resolution at 6:59 P.M.

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 (**HIB Appeals**)

☐ 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

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[] 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.

On a motion by Mr. Gillen, seconded by Mr. Jones, and carried unanimously by voice vote, the Board approved the motion to close the Executive Session at 8:51 P.M.

On motion by Mrs. Schels, seconded by Mr. Jones, and carried unanimously by voice vote, the Board approved the following resolution:

RESOLVED that the Hamburg Board of Education accept the recommendation of the Superintendent of Schools to approve the below- identified consent agenda items(s) numbered [HIB 22] Student #3640

The following item has been deemed to be matters of routine business and will be voted on by one motion:

1. Motion to approve the Harassment, Intimidation and Bullying / Suspension Reports:
Case Number - [HIB 22] Student #3640
 - Confirmed
 - Rejected
 - Amended

On motion by Mr. Gillen, seconded by Mr. Dreifus, and followed by a voice vote, the Board approved the following resolution:

RESOLVED that the Hamburg Board of Education accept the recommendation of the Superintendent of Schools to approve the below- identified consent agenda items(s) numbered [HIB 22] Student #4476

The following item has been deemed to be matters of routine business and will be voted on by one motion:

2. Motion to approve the Harassment, Intimidation and Bullying / Suspension Reports:
Case Number - [HIB 22] Student #4476
 - Confirmed
 - Rejected
 - Amended

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Yes	5
No	0
Abstain	1

On a motion by Mr. Gillen, seconded by Mrs. Frayko and carried unanimously by voice vote, the Board adjourned the meeting at 8:57 P.M.

Respectfully submitted,



Amanda Weaver
Board Secretary