

**HAMBURG BOARD OF EDUCATION
REGULAR MEETING AGENDA
October 23, 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 **September 25, 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 **September 25, 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

- Student Spotlight
 - PreK - Grade 1 (Charlotte Blauvelt)
 - Grades 2-4 (Zachary Roberts)
 - Grades 5-8 (Selena Haidar)
- Presentation of the FY 2024-2025 Annual Comprehensive Financial Report [ACFR] and the Auditor's Management Report by Mrs. Valerie Dolan, Nisivoccia.
- Open the meeting to the Public on the FY 2024-2025 Annual Comprehensive Financial Report [ACFR] and the Auditor's Management Report.
- Close the meeting to the Public on the FY 2024-2025 Annual Comprehensive Financial Report [ACFR] and the Auditor's Management Report.
- HIB Self-Assessment by Mr. RJ Baumgartner

CORRESPONDENCE**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 the following resolution for Hamburg School's Long Range Facility Plan (**DOCUMENT C**):

WHEREAS, the Hamburg Board of Education ("Board") seeks to proceed with the submission of a Major Amendment to the District's current LRFP in accordance with the requirements of the New Jersey Department of Education (NJDOE);

NOW, THEREFORE, BE IT RESOLVED, that the Board hereby authorizes the submission of a Major Amendment to the School District's LRFP;

BE IT FURTHER RESOLVED, that the Board authorizes the Board Secretary to engage Parette Somjen Architects, LLC, the Board's appointed architect of record, to prepare and submit the LRFP Major Amendment on behalf of the District to the New Jersey Department of Education.

	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 reaffirm Hamburg School's policies and regulations through Strauss Esmay for SY 2025-2026. All policies and regulations are hosted on the school's website on the Board of Education page.

	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 Katrina Vinkman, after school instrumental and chorus music lessons, at \$25 per hour (not to exceed \$1,000). This will be funded through Title IV.

	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, with regret, the retirement of Marianne Allen effective January 1, 2026. Staff member's last day of employment will be December 23, 2025.

	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 maternity leave return date for Staff ID #2293 as December 1, 2025.

	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 D located on Google Drive)**.
- 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 September 30, 2025 **(DOCUMENT E located on Google Drive)**
- d) To approve Transfers made by the Superintendent for September 30, 2025, with fund 10 debits totaling **\$870.00** and fund 20 debits totaling **\$985.00** depicted in **DOCUMENT F** 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 September 30, 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 Funding for Optimal Comprehensive Universal Screeners (FOCUS) Cohort 2 Grant. Accepting the funding allocation \$1,050.

	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 NJ State Health Benefits Plan increases (**DOCUMENT G**)

MOTION BY _____ SECONDED BY _____ to approve the following items a-e:

- Comprehensive Maintenance Plan and the Annual Maintenance Budget Amount Worksheet (Form M-1) as depicted on (**DOCUMENT H**)
- 26-27 Budget Calendar (**DOCUMENT I**)
- FY 25-26 Federal Grant Listing showing staff members whose salary is being defrayed by Title I and stipend defrayed by Title IV (**DOCUMENT J**)
- FY 25-26 Standard Operating Procedure (**DOCUMENT K located on Google Drive**)
- Health and Safety Evaluation of School Buildings for the 2025-2026 school year and the submission of the Statement of Assurance (**DOCUMENT L located on Google Drive**)

	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 FY 2024-2025 Annual Comprehensive Financial Report [ACFR] and the Auditor's Management Report as presented (DOCUMENTS M & N located on Google Drive**).**

	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 adopt the following FY 2025-26 Professional Services Annual Appointment Resolution, as follows:

WHEREAS, there exists a need for various professional services, and WHEREAS, the Public School Contracts Law (NJS 18A:18A-5) requires that a resolution authorizing the contracting of professional services without competitive bids as adopted:

NOW, THEREFORE, BE IT RESOLVED, by the Board of Education of the Borough of Hamburg that the following professional services be contracted by the Hamburg Borough Board of Education for the 2025-26 school year without competitive bidding as a professional service in accordance with 18A:18A 15 of the Public School Contracts Law, not to exceed a contractual amount of \$200,000, as follows:

Parette Somjen, Greg Somjen, Board Architect (**DOCUMENT O located on Google Drive**).

	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 adopt the following resolution to increase the bid threshold effective July 1, 2025 through October 1st, 2025:

WHEREAS, the State Treasurer, in consultation with the Governor and pursuant to N.J.S.A. 52:34-7 and N.J.S.A. 18A:18A-3 (b) has increased the bid threshold amount for school districts whose School Business Administrator/Board Secretary does not possess a Qualified Purchasing Agent Certificate, from \$32,000, to \$39,000, effective July 1, 2025;

WHEREAS, the Hamburg Board of Education would like to take advantage of the maximum statutory bid threshold amount of \$39,000;

NOW, THEREFORE BE IT RESOLVED that the Hamburg Board of Education, pursuant to N.J.S.A. 18A:18A-3 (a), establishes and sets the bid threshold amount of \$39,000 for the school district, and further authorizes the School Business Administrator/Board Secretary, to award contracts,

in full accordance with N.J.S.A. 18A:18A-3 (a), for those purchases that do not exceed in the aggregate of the newly established bid threshold amount.

Furthermore, for contracts in the aggregate that are less than the bid threshold but fifteen (15%) or more of the amount, the School Business Administrator/Board Secretary shall award contracts after soliciting at least two competitive quotations.

The School Business Administrator/Board Secretary, pursuant to N.J.S.A. 18A:18A-37 (c), is authorized to award contracts that are in the aggregate less than fifteen (15%) percent of the bid threshold without soliciting competitive quotations.

	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 adopt the following resolution to increase the bid threshold effective October 2, 2025:

WHEREAS, Amanda Weaver, School Business Administrator/Board Secretary, possesses a Qualified Purchasing Agent (QPA) certificate;

WHEREAS, the State Treasurer, in consultation with the Governor and pursuant to N.J.S.A. 52:34-7 and N.J.S.A. 18A:18A-3 (b), has increased the bid threshold amount for school districts with a Qualified Purchasing Agent, from \$44,000 to \$53,000, effective July 1, 2025;

NOW, THEREFORE BE IT RESOLVED that the (Name of Board of Education), pursuant to N.J.S.A. 18A:18A-3 (a), establishes and sets the bid threshold amount of \$53,000 for the school district, and further authorizes the School Business Administrator/Board Secretary, the Qualified Purchasing Agent, to award contracts, in full accordance with N.J.S.A. 18A:18A-3 (a), for those purchases that do not exceed in the aggregate of the newly established bid threshold amount.

Furthermore, for contracts in the aggregate that are less than the bid threshold but fifteen (15%) or more of the amount, the School Business Administrator/Board Secretary shall award contracts after soliciting at least two competitive quotations.

The School Business Administrator/Board Secretary, pursuant to N.J.S.A. 18A:18A-37 (c), is authorized to award contracts that are in the aggregate less than fifteen (15%) percent of the bid threshold without soliciting competitive quotations.

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

SUPERINTENDENT'S REPORT

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

a) Security Drills

Type of Drill	Date	Time	Evacuation Time
Fire Drill			
Bus Evacuation Drill Hamburg School Hamburg, NJ 07419 Route # 001 Mr. RJ Baumgartner, supervised	10.15.2025	1:00PM	

b) Professional Development

Staff Member	Date	Activity	Cost
Garris	10/13/2025	The Center for Prevention/Counseling Annual School Counselor In-Service *amended from 9/25/25 board meeting to include mileage	\$4.32
Sylvester	10/13/2025	Improving Chronic Absenteeism & Addressing Peer-to-Peer Racism, Sparta, NJ	\$0 Plus related travel & mileage
Scrittore	10/24/2025	Future Educator's Day, Hackettstown, NJ	\$0 no mileage requested
Velazquez	10/24/2025	Empowering Language Learning with Innovation and Integrity, East Stroudsburg, PA	\$60.00 plus related travel & mileage

c) Building Use

Date	Location	Organization	Times
Not to exceed 12	Cafeteria	Hamburg PTA Meeting	7:30-8:30 pm
10/24/2025	Gym & bathrooms	PTA Halloween Dance	6:30-8:30 pm

d) Field Trips

Date	Grade	Location	Cost
10/15/2025	7	Sussex Technical School	\$219.55 Sharing bus w/Franklin
11/10/2025	PK	Pennings Orchard - RESCHEDULED	\$1635.00 plus cost of bus

e) Discipline / Suspensions:

Grade	In School (ISS)	Out of School (OSS)	Days
7		X	2

f) Harassment, Intimidation, and Bullying:

Month	# Incidents Investigated	# Incidents HIB Confirmed	Remediation (Y/N)	Discipline (Y/N)
September	0	0	0	0
October	0	0	0	0

g) Substitutes

Name	Position[s]
*Lily Tobachnik	Paraprofessional & Teacher
Melissa Oldham	Paraprofessional
*Upon 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									

MOTION BY _____ SECONDED BY _____ to approve the 2025-2026 teacher highly effective alternative evaluation options of digital capture & staff inservice presentations.

	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 SY 2025-2026 Hamburg School Professional Development Plan (DOCUMENT P**).**

	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 SY 2025-2026 state assessment security plan (DOCUMENT Q**).**

	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) EpiPen delegates and CPR certifications (**DOCUMENT V**)
- b) the 2025-2026 school year School Nursing Plan and the Nurse's Routing Standing Orders as depicted on **DOCUMENT R located on Google Drive**.

	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 Sussex County Community College Reunification Memorandum of Understanding (**DOCUMENT S**).

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

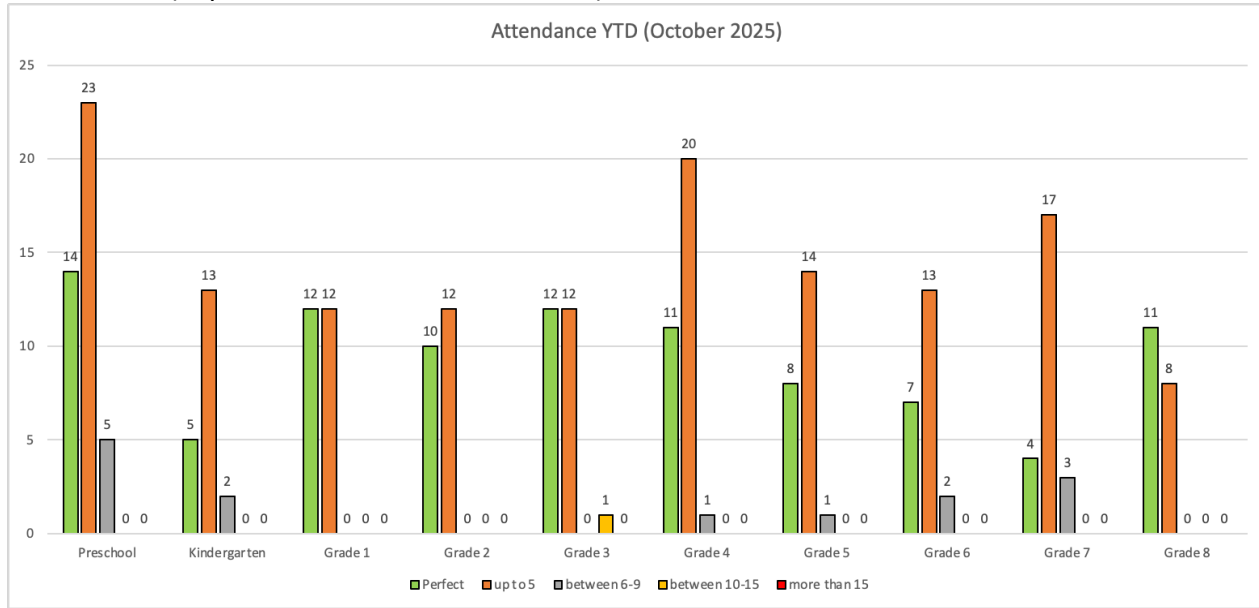
To

Report:

- **Enrollment**

	In District	Out of District	Choice Non-Public	Charter
Preschool	42			
Kindergarten	20		3	
Grade 1	24			
Grade 2	22		1	
Grade 3	25		2	
Grade 4	32			
Grade 5	23		1	
Grade 6	22		4	2
Grade 7	24		1	2
Grade 8	19	2	2	2
Total	253	2	14	6

● **Attendance (September 3 - October 16, 2025)**



- October 13 Inservice Recap (**DOCUMENT T**)
- Walkkill Valley Regionalization Feasibility Study (Draft) (**DOCUMENT U**)

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)

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)