

**MINUTES OF HAMBURG BOARD OF EDUCATION  
REORGANIZATIONAL MEETING  
January 6, 2026  
6:30 PM in the Cafeteria**

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 4, 2025 Annual School Election for the Board Members elected into office as listed in **DOCUMENT A**. The election results from this past election for Three (3) year term are as follows:

Mrs. Sheila Frayko, Mrs. Lois Ferguson and Mr. Timothy Gillen

The Board Secretary administered the oath to and swore in new elected Board members, as follows:

**Three Year Term [2026, 2027 and 2028]**

- Mrs. Sheila Frayko, Mrs. Lois Ferguson and Mr. Timothy S. Gillen

**ROLL CALL**

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

**ABSENT:** None

**MEMBERS OF THE PUBLIC:** None

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The Board Secretary asks for nominations for President.

Mrs. Frayko nominated Mr. Jones as President.

Mr. Gillen seconded the nomination.

On a motion by Mrs. Frayko, duly seconded by Mr. Gillen 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 Present asks for nominations for Vice President.

Mr. Jones nominated Mrs. Frayko as Vice President.

Mr. Gillen seconded the nomination.

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

**Mr. Jones read the Hamburg Schools 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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**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.*

**No public present.**

On a motion by Mrs. Frayko, seconded by Mr. Dreifus, and carried unanimously by voice vote, the Board approved the Annual Designations [ A through 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			

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, the Sunday Herald and the Star Ledger as the official newspaper for advertising and for public notices and njschooljobs.com for various employment ads.

On a motion by Mrs. Frayko, seconded by Mr. Dreifus, and carried unanimously by voice vote, the Board approved the 2026 Miscellaneous Annual Adoptions/Appointments [A-through G]:

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- 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).
- G. To designate Danielle Pra as Board Secretary pro tempore during any absence or leave of the Board Secretary.

**COMMITTEE REPORTS**

**State & County School Boards** - Mr. Walsh commented on the regionalization zoom meeting.

**Sussex County Educational Services Commission** - Mr. Jones had nothing to report at this time.

**Liaison with the Hamburg Borough Council** - Mrs. Frayko commented that the Reorganizational meeting was January 5. Mr. Burd will be the school's liaison. Hamburg Borough is part of the Hometown Heroes Banner Program. Honoring local veterans and service members with banners displayed

**Building & Grounds**

**Education & Policy**

**Finance Committee** - Meeting for Budget via Zoom on January 28 at 7:00 P.M

**OLD BUSINESS**

**NEW BUSINESS**

**BOARD SECRETARY'S REPORT**

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On a motion by Mr. Gillen seconded by Mrs. Frayko, and carried unanimously by voice vote, the Board approved the 25-26 RSY Agreement and Rate Sheet for Speech Therapy Services with the Warren County Special Services School District as depicted on **DOCUMENT C**.

To discuss additional Trane integration with the Board (**DOCUMENTS D & E**).

**SUPERINTENDENT'S REPORT -**

Dr. Sigman reported on the HVAC/water intrusion issue in room 117.

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On a motion by Mr. Gillen, seconded by Mr. Dreifus and carried unanimously by voice vote, the Board approved the following Executive Session Resolution at 6:51P.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
- Personnel
- Appointment of a public official
- Matters covered by the attorney-client privilege (Attorney Correspondence)
- 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.

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On a motion by Mr. Gillen, seconded by Mrs. Schels, and carried unanimously by voice vote, the Board approved the motion to close the Executive Session at 7:08 P.M.

On a motion by Mr. Gillen, seconded by Mr. Dreifus and carried unanimously by voice vote, the Board adjourned the meeting at 7:08 P.M.

Respectfully submitted,



Amanda Weaver  
Board Secretary