

**MINUTES OF HAMBURG BOARD OF EDUCATION**  
**REGULAR MEETING**  
**March 24, 2026**  
6:30 PM in the Cafeteria

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

**ABSENT:** Lois Ferguson and Robert Walsh

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. Dreifus, carried by a roll call vote, **approved the Regular meeting minutes of the February 19, 2026 Board meeting (DOCUMENT A).**

Yes	6
No	0
Abstain	1

On a motion by Mrs. Frayko, seconded by Mr. Dreifus and carried by a roll call vote, **approved the Executive session minutes of the February 19, 2026 Board meeting (DOCUMENT B).**

Yes	6
No	0
Abstain	1

**PRESENTATIONS**

- Student Spotlight
  - PreK - Grade 1 (Matthew Madera)
  - Grades 2-4 (Grace Zicarelli)
  - Grades 5-8 (Joseph Landrud)
  
- Sussex County Unsung Hero (Jacob Ramos, Jr.)

On a motion by Mr. Gillen, seconded by Mrs. Frayko and carried by a roll call vote, the Board adopted the following resolution of the Hamburg School Board of Education honoring Jacob Ramos Jr. as a 2026 Sussex County Unsung Hero:

**WHEREAS**, the Sussex County School Boards Association, in collaboration with the New Jersey School Boards Association, recognizes Unsung Heroes from each school district in Sussex County to celebrate those whose character and impact define the heart of our schools; and

**WHEREAS**, the Unsung Hero Award honors students who make outstanding contributions to their schools and communities but are often overlooked by traditional recognition programs—students who have modeled good citizenship, a spirit of quiet strength, and a commitment to "**Elevating Character: Strength Beyond the Spotlight**" that inspires others; and

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**WHEREAS**, these Unsung Heroes may have organized community programs, selflessly supported their peers, or achieved significant academic success while overcoming difficult personal challenges, disabilities, or language barriers; and

**WHEREAS**, Jacob Ramos Jr. has overcome seemingly insurmountable obstacles to reach their full potential, serving both the school community and the community at large as a beacon of resilience and integrity; and

**WHEREAS**, on **Monday, March 23, 2026**, Jacob Ramos Jr. was formally recognized for these achievements at the 2026 Sussex County Unsung Hero Awards Ceremony held at **Sparta High School**;

**NOW, THEREFORE, BE IT RESOLVED**, that the Hamburg School Board of Education officially recognizes Jacob Ramos Jr. as an Unsung Hero of Sussex County and the Hamburg School District; and

**BE IT FURTHER RESOLVED**, that this Resolution is presented to Jacob Ramos Jr. as a sincere token of the Hamburg School Board of Education's congratulations and best wishes for continued success as they continue to lead by example.

**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 Mrs. Frayko seconded by Mr. Dreifus, and carried by a voice vote, the Board opened the meeting to the public at 6:44 P.M.  
No comments were heard.

On a motion by Mrs. Frayko, seconded by Mr. Gillen, and carried by a voice vote, the Board closed the meeting to the public at 6:44 P.M.

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**COMMITTEE REPORTS**

**State & County School Boards** – Mr. Walsh was not in attendance.

**Sussex County Educational Services Commission** - Mr. Jones mentioned their preliminary budget and leasing the vacant building to increase student population.

**Liaison with the Hamburg Borough Council** – Mrs. Frayko mentioned that the town received a grant for generators

**Building & Grounds**

On a motion by Mr. Gillen seconded by Mrs. Frayko, and carried by a voice vote, the Board approved the Trane proposals (**DOCUMENT M**) for the Boiler Plant Integration (\$51,179) and HV-2 Replacement (\$180,250) as proprietary purchases and further authorizes these purchases as necessary to complete the District’s referendum projects. The School Business Administrator is authorized to execute all required documents and issue purchase orders.

**Education & Policy**

On a motion by Mrs. Schels, seconded by Mrs. Frayko, and carried unanimously by roll call vote, the Board approved the submission of the Pre-Kindergarten Projected Enrollment for the 26-27 school year to the NJ Department of Education, Division of Early Childhood Education (**DOCUMENT C**).

On a motion by Mrs. Schels, seconded by Mrs. Frayko, and carried unanimously by roll call vote, the Board approved to abolish policy and regulations as follows:

P3362	Sexual Harassment	Abolished
R3362	Sexual Harassment of Teaching Staff Members Complaint Procedure	Abolished
P4352	Sexual Harassment	Abolished

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R4352	Sexual Harassment of Support Staff Members Complaint Procedure	Abolished
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**Negotiations & Personnel**

On a motion by Mrs. Frayko, seconded by Mr. Dreifus, and carried unanimously by roll call vote, the Board approved Kate Field (Grade 2) as official mentor for Marisa Maggio (Grade 1) for a period of one year. The Hamburg School will pay the \$550 mentorship fee.

**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) a) To approve the bills as presented (**DOCUMENT D**).
- b) b) To approve bills for the Cafeteria Account in the amount of **\$13,217.37** (**DOCUMENT E**);
- c) c) To accept the Board Secretary’s and Treasurer’s reports for February 28, 2026 (**DOCUMENT F**)
- d) d) To approve Transfers made by the Superintendent for February 28, 2026, with fund 10 debits totaling **\$60,329.24** and fund 20 debits totaling **\$0** depicted in **DOCUMENT G** 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) e) Pursuant to N.J.A.C. 6A:23A-16.10, the Business Administrator/Board Secretary certifies that as of February 28, 2026 no budgetary line-item account has been over-expended violating N.J.A.C. 6A:23-2.12(a).
- f) 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.

**FY 2026-2027 BUDGET ADOPTION**

**TENTATIVE BUDGET**

On a motion by Mr. Dreifus, seconded by Mrs. Frayko, and carried unanimously by roll call vote, the Board adopted the following resolutions to submit the tentative FY 2026-2027 budget to the Executive County Superintendent.

The Superintendent recommends approval to adopt the Tentative Budget for FY 2026-2027:

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BE IT RESOLVED that the tentative budget be approved for the 2026-27 School Year using the 2026-2027 state aid figures and the School Business Administrator/Board Secretary be authorized to submit the following tentative budget to the Executive County Superintendent of Schools for approval in accordance with the statutory deadline:

	<u>General Fund</u>	<u>Special Revenues</u>	<u>Debt Service</u>	<u>Total</u>
2026-2027 Total Expenditures	\$8,342,538	\$990,192	\$255,350	\$9,588,080
Less: Anticipated Revenues	\$2,225,732	\$990,192	\$97,429	\$3,313,353
Taxes to be Raised	\$6,116,806		\$157,921	\$6,274,727

And to advertise said tentative budget on the district’s website in accordance with the form required by the State Department of Education and according to law; and

BE IT FURTHER RESOLVED, that a public hearing be held at the Hamburg Board of Education located at 30 Linwood Avenue Hamburg, NJ on April 30, 2026 at 6:30 p.m. for the purpose of conducting a public hearing on the budget for the 2026-2027 School Year.

**Use of Prebudget Year Tax Levy and Enrollment Adjustment**

BE IT RESOLVED that the Hamburg Board of Education includes in the proposed budget an enrollment adjustment as calculated in the budget software and pursuant to N.J.S.A. 18A:7F-38 subsection (b)2 and N.J.A.C. 6A:23A-11.2 subsection (b), above 2% in the amount of \$26,856. The district intends to utilize this adjustment for maintaining instructional programs and preserve small class sizes in response to increased enrollment.

**Use of Health Care Adjustment**

BE IT RESOLVED that the Hamburg Board of Education includes in the proposed budget a

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Health Care Costs adjustment as calculated in the budget software and pursuant to N.J.S.A. 18A:7F-38 subsection (d) in the amount of \$90,775. The additional funds will be used to pay for the additional increases in health care premiums.

**Travel and Related Expense Reimbursement 2026-2027**

WHEREAS, the Hamburg Board of Education recognizes school staff and Board members will incur travel expenses related to and within the scope of their current responsibilities and for travel that promotes the delivery of instruction or furthers the efficient operation of the school district; and

WHEREAS, N.J.A.C. 6A:23A-7.3 et seq. requires Board members to receive approval of these expenses by a majority of the full voting membership of the Board and staff members to receive prior approval of these expenses by the Superintendent of Schools and a majority of the full voting membership of the Board; and

WHEREAS, the Hamburg Board of Education established \$21,128 as the maximum travel amount for the 2025-2026 school year and has expended \$4,260.49 as of this date; now

THEREFORE, BE IT RESOLVED, the Board of Education approves travel and related expense reimbursements in accordance with N.J.A.C. 6A:23A-7.3, to a maximum expenditure of \$8,844 for the 2026-2027 school year.

**OLD BUSINESS**

**NEW BUSINESS**

**BOARD SECRETARY'S REPORT** - All board members are to file the 2026 School Ethics Commission personal/relative and financial disclosure.

On a motion by Mrs. Frayko, seconded by Mr. Gillen, and carried unanimously by roll call vote, the Board approved the following resolution authorizing submission of Shared Services Agreement for School Business Administrator Services (**DOCUMENT H**):

WHEREAS, the Hamburg Borough Board of Education requires temporary School Business Administrator services during the approved leave of its School Business Administrator; and

WHEREAS, the Lenape Valley Regional High School Board of Education employs a duly qualified School Business Administrator and is willing to provide such services on a shared services basis; and

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WHEREAS, the Uniform Shared Services and Consolidation Act, N.J.S.A. 40A:65-1 et seq., and N.J.S.A. 18A:17-24.1 and N.J.S.A. 18A:17-14.1 authorize boards of education to enter into agreements for the sharing or subcontracting of School Business Administrator services;

NOW, THEREFORE, BE IT RESOLVED, that the Hamburg Borough Board of Education hereby authorizes the submission of a proposed Shared Services Agreement, including Exhibit A – Shared Services Plan, with the Lenape Valley Regional High School Board of Education to the Executive County Superintendent of Schools for review and approval; and

BE IT FURTHER RESOLVED, that the School Business Administrator is authorized to take any and all action necessary to effectuate the submission of said agreement.

On a motion by Mrs. Frayko, seconded by Mr. Dreifus, and carried unanimously by roll call vote, the Board approved the FY 2026-2027 Agreement and Rate Sheet for Ancillary Educational Services with the Sussex County Educational Services Commission as depicted on **(DOCUMENT I)**.

**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-d:

- a. continue the appointment of Mrs. Kris Imbrie, LCSW, DVS as surrogate parent for the 2026-27 school year;
- b. approve Ms. Emily Dora as substitute teacher pending the completion of paperwork;
- c. approve a \$2000/year stipend (prorated) for Mrs. Ashley Zuidema-Brancaccio, as a substitute certified paraprofessional effective April 1, 2026.
- d. Professional Development [virtual] for Rachel Windish on 11 May 2026, [Math Learning Disabilities] at a cost of \$295.00

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

Be it resolved that the Board of Education approve the submission of the New Jersey Division of Early Childhood FY 26-27 District Budget Planning Workbook to the New Jersey Department of Early Childhood as depicted on **DOCUMENT N**.

Acknowledged the following students as winners of the Hamburg Borough Stormwater Pollution Solutions Contest:

- Maya McMichael - Grade 7
- Scarlett Enriquez - Grade 4

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- Charlotte “Charlee” Schenker - Grade 2

On a motion by Mr. Gillen, seconded by Mr. Frangipane, and carried unanimously by roll call vote, the Board approved items

a) Security Drills

Type of Drill	Date	Time	Evacuation Time
Fire Evacuation Drill	2.17.2026	2:06 PM	2 min 55 sec
Fire Evacuation Drill	3.10.2026	2:00 PM	3 min 50 ec

b) Professional Development

Staff Member	Date	Activity	Cost
Garris	2/23/2026	LinkIt! Product Update: New Mental Health Screeners	\$0 - Virtual
Thomas, Stiles, Mazur	3/6/2026	Paraprofessional Professional Development, North Warren Regional High School	\$0
Conklyn	3/11/2026	Regular District Business, Kinnelon, NJ	\$0 plus related travel & mileage

c) Field Trips

Date	Grade	Location	Cost
3/30/2026	8	Wallkill Valley High School, Hamburg	\$0 - shared bus
4/17/2026	8	High Point RHS- STEM	\$0 - shared bus
5/14/2026	K	Hamburg Fire House - Walking trip	\$0
5/27/2026	3	Museum Village, Monroe, NY	\$364.00 plus cost of bus
6/1/2026	8	Sussex County Courthouse, Newton, NJ	\$0 plus cost of bus
6/11/2026	5	Statue of Liberty/Liberty Island, Jersey City NJ	\$537.70 plus cost of bus

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d) Harassment, Intimidation, and Bullying:

Month	# Incidents Investigated	# Incidents HIB Confirmed	Remediation (Y/N)	Discipline (Y/N)
September 2025	0	0	NA	NA
October 2025	0	0	NA	NA
November 2025	4	3	Y	Y
December 2025	3	2	Y	Y
January 2026	2	0	Y	N
February 2026	0	0	NA	NA
March 2026	0	0	N/A	N/A

Preliminary Determination = 1 (February 2026)

e) Substitutes

Name	Position[s]
Corinne Crowley	Teacher & Paraprofessional
Yvette Saldana*	Teacher & Paraprofessional
Christine Cedeno*	Paraprofessional
*Pending completion of paperwork	

On a motion by Mr. Gillen, seconded by Mrs. Frayko, and carried unanimously by roll call vote, the Board approved amendments to the Hamburg School 2025-2026 calendar as noted in **DOCUMENT J**.

On a motion by Mr. Gillen, seconded by Mrs. Frayko, and carried unanimously by roll call vote, the Board approved the Hamburg School 2026-2027 calendar as noted in **DOCUMENT K**.

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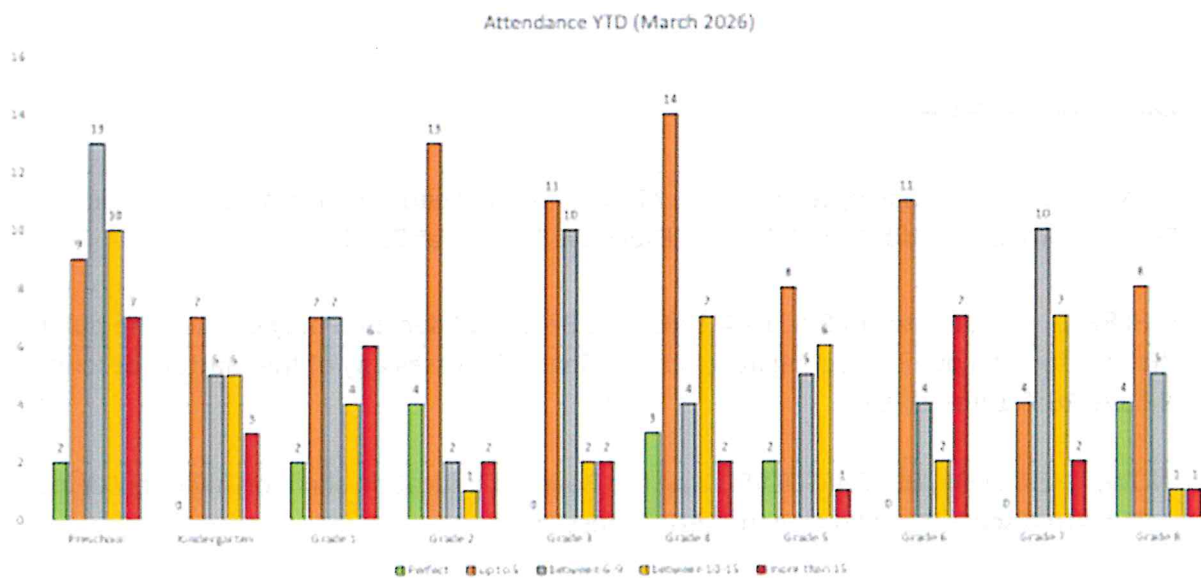
**To Report/Discuss:**

- NWEA Winter Benchmark Navigator Analytics Report (**DOCUMENT L**)

**Enrollment:**

	In District	Out of District	Choice Non-Public	Charter
Preschool	41			
Kindergarten	20		3	
Grade 1	26		1	
Grade 2	22		2	
Grade 3	25		2	
Grade 4	30			
Grade 5	22		1	
Grade 6	24		3	2
Grade 7	23		2	2
Grade 8	19	2	2	2
<b>Total</b>	<b>252</b>	<b>2</b>	<b>16</b>	<b>6</b>

**Chronic Absenteeism**



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- **Absenteeism Graph** (September 3, 2025 - March 20, 2026)

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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 Mrs. Frayko, seconded by Mr. Dreifus, and carried unanimously by voice vote, the Board opened the meeting for public comment at 7:20 P.M

No comments were heard.

On a motion by Mrs. Frayko, seconded by Mr. Dreifus, and carried unanimously by voice vote, the Board closed the meeting for public comment at 7:20 P.M

**EXECUTIVE SESSION**

On a motion by Mr. Gillen, seconded by Mr. Dreifus, and carried unanimously by voice vote, the Board approved to adopt the following Executive Session at 7:21P.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

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- 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

On a motion by Mrs. Frayko, seconded by Mr. Dreifus, and carried unanimously by voice vote, the Board approved the motion to close the Executive Session at 8:17 P.M.

On a motion by Mr. Frayko, seconded by Mr. Dreifus and carried unanimously by voice vote, the Board adjourned the meeting at 8:17 P.M.

Respectfully submitted,



Amanda Weaver  
Board Secretary