

MINUTES OF HAMBURG BOARD OF EDUCATION
REGULAR MEETING
June 18, 2026
6:30 PM in the Cafeteria

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

ABSENT: Tricia Schels

Mrs. Frayko 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 Mr. Gillen, seconded by Mr. Frangipane, carried by a roll call vote, **approved** the regular meeting minutes of the **May 21, 2026** Board meeting (**DOCUMENT A**).

Yes	7
No	0
Abstain	1

On a motion by Mrs. Frayko, seconded by Mr. Gillen and carried by a roll call vote, **approved** the executive meeting minutes of the **May 21, 2026** Board meeting (**DOCUMENT B**).

Yes	7
No	0
Abstain	1

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

No comments heard.

On a motion by Mr. Gillen seconded by Mrs. Frayko, and carried by a voice vote, the Board closed the meeting to the public at 6:34 P.M.

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COMMITTEE REPORTS

State & County School Boards – Nothing to report currently.

Sussex County Educational Services Commission

Liaison with the Hamburg Borough Council – Paving of the township will occur. July 3rd is the 250th Celebration. Mr. John Burd won election for Mayor.

Building & Grounds - Damage to shed located on the Field.

Education & Policy-

On a motion by Mrs. Frayko, seconded by Mr. Gillen, and carried unanimously by roll call vote, the Board approved first reading of Policy Alert 237 as noted in **DOCUMENT C**:

N.J.A.C. 6A:8 – Standards and Assessment

- P 1230 Superintendent's Duties (M) (Revised)
- P 2200 Curriculum (M) (Revised)
- R 2200 Curriculum Content (M) (Abolished)
- P 2411 Career Education and Academic Counseling (M) (Revised)
- R 2411 Guidance Counseling (M) (Abolished)
- P 5460 High School Graduation (M) (Revised)
- P 5461 High School Diplomas (M) (New)

General Policy and Regulation Guide Updates

- P 0162 Notice of Board Meetings (Revised)
- P 0162.01 Legal Notices (M) (New)
- P 1643 Family Leave (M) (Revised)
- P 2260 Equity in School and Classroom Practices (M) (Revised)
- R 2460.30 Additional/Compensatory Special Education and

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Related Services (M) (Abolished)

- | | |
|---------------|--|
| P & R 5111.13 | Eligibility of Resident/Nonresident Students –
Choice School District (M) (New) |
| P 5111.4 | Admissions for Vocational Schools (M) (New) |
| P 5561 | Use of Physical Restraint and Seclusion Techniques
for Students with Disabilities (M) (Revised) |
| P 6112 | Reimbursement of Federal and Other Grant
Expenditures (M) (Revised) |
| R 6115.01 | Federal Awards/Funds Internal Controls –
Allowability of Costs (M) (Revised) |
| P 6115.02 | Federal Awards/Funds Internal Controls –
Mandatory Disclosures (M) (Revised) |
| P 6311 | Contracts for Goods or Services Funded
by Federal Grants (M) (Revised) |
| P 8561 | Procurement Procedures for School Nutrition
Programs (M) (Revised) |

On a motion by Mrs. Frayko, seconded by Mr. Gillen, and carried unanimously by roll call vote, the Board approved first reading of Grading Initiative Policy / Regulation updates as noted in **DOCUMENT D** as amended

- | | |
|--------|------------------------------|
| P 5410 | Promotion and Retention |
| P 5440 | Honoring Student Achievement |
| R 2330 | Homework |
| R 2624 | Grading System |
| R 5410 | Promotion and Retention |
| R 5420 | Reporting Student Progress |

On a motion by Mrs. Frayko, seconded by Mr. Gillen, and carried unanimously by roll call vote, the Board approved the Hamburg School Grading Handbook as presented in **DOCUMENT E**.

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Negotiations & Personnel

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

- a. Ronald Lucas as a Retired Police Officer (RPO) effective August 31, 2026 at a rate of \$50,000 annually. This position does carry health care benefits.
- b. Hannah Doyle as Special Education teacher effective August 31, 2026 at Step 1 BA (\$69,523). This position does carry health care benefits.
- c. Melissa Oldham as Confidential Administrative Assistant effective July 1, 2026 at a rate of \$56,000 annually. This position does carry health care benefits.
- d. Louise Murphy as Confidential Secretary substitute effective July 1, 2026 not to exceed \$31,000 annually. This position does not carry health care benefits.

On a motion by Mrs. Frayko, seconded by Mr. Gillen, and carried unanimously by roll call vote, the Board accepted with regret, the resignation of the following paraprofessionals:

- Stephen Ferguson
- Lauren Roberts

On a motion by Mrs. Frayko, seconded by Mr. Gillen, and carried unanimously by roll call vote, the Board **approved extended sick leave** for staff ID #****0880 beginning August 31, 2026 through October 16, 2026 utilizing accumulated sick days. Staff member is anticipated to return to duty on Monday, October 19, 2026.

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Finance Committee

On a motion by Mr. Dreifus, seconded by Mr. Gillen, and carried unanimously by roll call vote, **the Board approved items a-g:**

- a. To approve the bills as presented **(DOCUMENT G)**.
- b. To approve bills for the Cafeteria Account in the amount of **\$379.45**;
- c. To accept the Board Secretary's and Treasurer's reports for April 30, 2026 **(DOCUMENT H-1)**
- d. To accept the Board Secretary's and Treasurer's reports for May 31, 2026 **(DOCUMENT H-2)**
- e. To approve Transfers made by the Superintendent for May 31, 2026, with fund 10 debits totaling **\$23,133** and fund 20 debits totaling **\$3,142** depicted in **DOCUMENT I** 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.
- f. Pursuant to N.J.A.C. 6A:23A-16.10, the Business Administrator/Board Secretary certifies that as of May 31, 2026 no budgetary line-item account has been over-expended violating N.J.A.C. 6A:23-2.12(a).
- g. 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.

OLD BUSINESS

NEW BUSINESS

BOARD SECRETARY'S REPORT

On a motion by Mr. Gillen, seconded by Mrs. Frayko, and carried unanimously by roll call vote, **the Board approved the following Capital Reserve Resolution:**

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WHEREAS, NJSA 18A:21-2 and NJSA 18A:7G-13 permit a Board of Education to establish and/or deposit into certain reserve accounts at year end, and

WHEREAS, the aforementioned statutes authorize procedures, under the authority of the Commissioner of Education, which permit a board of education to transfer anticipated excess current revenue or unexpended appropriations into reserve accounts during the month of June by board resolution, and

WHEREAS, Hamburg Borough Board of Education wishes to deposit anticipated current year excess surplus into a Capital Reserve account at year end, and

WHEREAS, the Hamburg Borough Board of Education has determined that not to exceed \$1,000,000 is available for such purpose of transfer;

NOW THEREFORE BE IT RESOLVED by the Hamburg Borough Board of Education that it hereby authorizes the district's School Business Administrator to make this transfer consistent with all applicable laws and regulations.

On a motion by Mr. Gillen, seconded by Mr. Dreifus, and carried unanimously by roll call vote, the Board approved **to adopt the following Architect of Record (Document T):**

WHEREAS, the Board has determined that it needs to retain an architect to provide professional services as Architect of Record to the Board ("Services"); and

WHEREAS, the Provider is duly licensed by the State of New Jersey to provide the necessary Services; and

WHEREAS, the Board solicited multiple proposals from full service architectural firms, including Provider, to provide the Services; and

WHEREAS, the Board has determined EI Associate's proposal to be most advantageous to the Board; and

THEREFORE, it is the intention of the Board and the Provider to enter into an Agreement regarding the provision of the Services for the remainder of the 2025-2026 and the 2026-2027 school years.

On a motion by Mr. Gillen, seconded by Mr. Dreifus, and carried unanimously by roll call vote, the Board approved **adopt the following 26-27 Food Services Management Contract Renewal (Updated: *projected to guaranteed*):**

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To approve the FY 2026-2027 Food Service Management Company contract with Maschio's Food Services, Inc. for a flat management fee of \$10,700 based upon the estimated total cost of the contract of \$140,511.10 and guaranteed loss of \$20,000 as referenced on the projected FY 2026-2027 Projected Operating Statement [Form #23CRpublic, revised 3/2026], (**DOCUMENT U**), authorizes the Board President and the Business Administrator to submit and execute all documents regarding this renewal.

SUPERINTENDENTS REPORT

On a motion by Mrs. Frayko, seconded by Mr. Gillen, 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	5-29-26	3min 29sec	12 min
Fire Drill	6/12/2026	3min 45sec	14min
Shelter in Place with Severe Weather Stance	6/17/2026	12:20	15min

b. Professional Development

Staff Member	Date	Activity	CostG
Garris	6/4/26	SCSCA Meeting	\$0 plus related travel and/or mileage

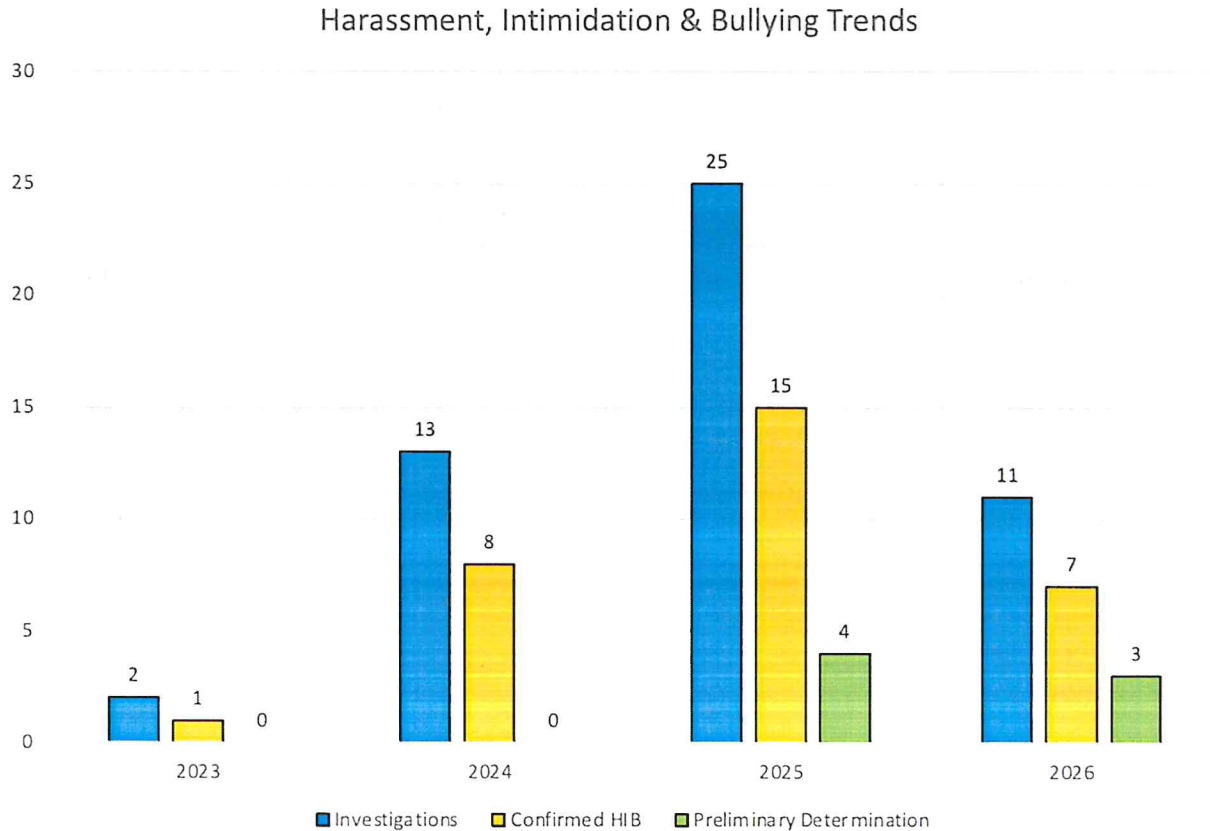
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c. Harassment, Intimidation, and Bullying:

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	NA	NA
April 2026	0	0	NA	NA
May 2026	1	1	Y	Y
June 2026	1	1	Y	Y
TOTAL	11	7		

Preliminary Determination = 3 (February, April & June)

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On a motion by Mrs. Frayko, seconded by Mr. Gillen, and carried unanimously by roll call vote, the Board **approved** the Hamburg School Comprehensive Equity Plan (2026-2027) pursuant to N.J.A.C. 6A:7 noted in DOCUMENT J.

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

- a. the agreement for Student #2032813 to attend Northern Hills Academy for the 26/27 SY @ a tuition of \$64,808, plus transportation, shared paraprofessional fees, and related services beginning September 2nd, 2026 (**DOCUMENT K**).
- b. the agreement for Student #7462428009 to attend Shepard School for the 26/27 SY @ a tuition of \$69,391.14 (includes ESY), plus shared paraprofessional fees, transportation, and related services beginning July 1st, 2026 (**DOCUMENT L**).

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On a motion by Mr. Gillen, seconded by Mr. Frangipane, and carried unanimously by roll call vote, the Board **approved** the Emergency Remote Instructional Plan (2026-2027) pursuant to N.J.S.A. 18A:7F-9(c) and N.J.A.C. 6A:32-13.1 and 13.2as noted in **DOCUMENT M**.

On a motion by Mrs. Frayko, seconded by Mr. Gillen, and carried unanimously by roll call vote, the Board **approved** the Lead Testing Program Statement of Assurance (SOA) for the 2025-2026 school year pursuant to N.J.A.C. 6A:26-12.4 regulations noted in **DOCUMENT N**

On a motion by Mrs. Frayko, seconded by Mr. Dreifus, and carried unanimously by roll call vote, the Board **approved** the Reunification Memorandum of Understanding as depicted in **DOCUMENT O**.

On a motion by Mr. Gillen, seconded by Mr. Dreifus, and carried unanimously by roll call vote, the Board **approved** the Hamburg School's administrative district goals for 2026-2027 as depicted in **DOCUMENT P**.

On a motion by Mr. Gillen, seconded by Mrs. Frayko, and carried unanimously by roll call vote, the Board **approved** a resolution Urging Relief from Rising Public School Employee Health Care Costs as depicted in **DOCUMENT V**.

To Report/Discuss:

- School Performance Reports Guide - Board Member Letter (DOCUMENT Q)
- School Security Statement of Assurance (DOCUMENT R)
- BOE Graduation Invitation 2026 (DOCUMENT S)

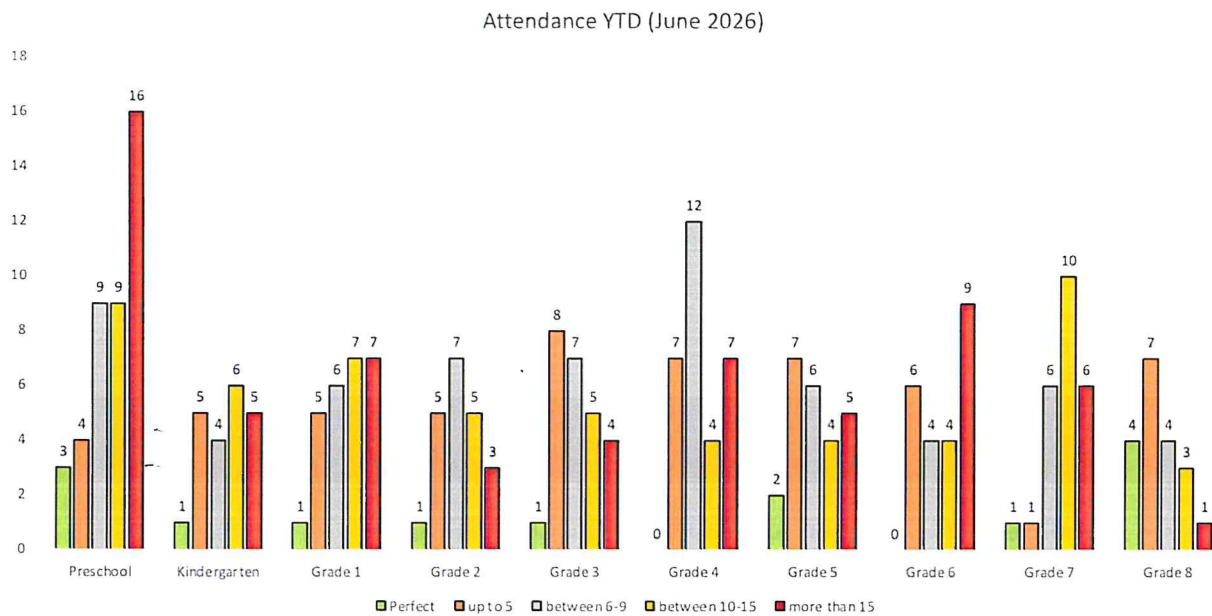
Enrollment:

	In District	Out of District	Choice Non-Public	Charter
Preschool	41			
Kindergarten	21		3	

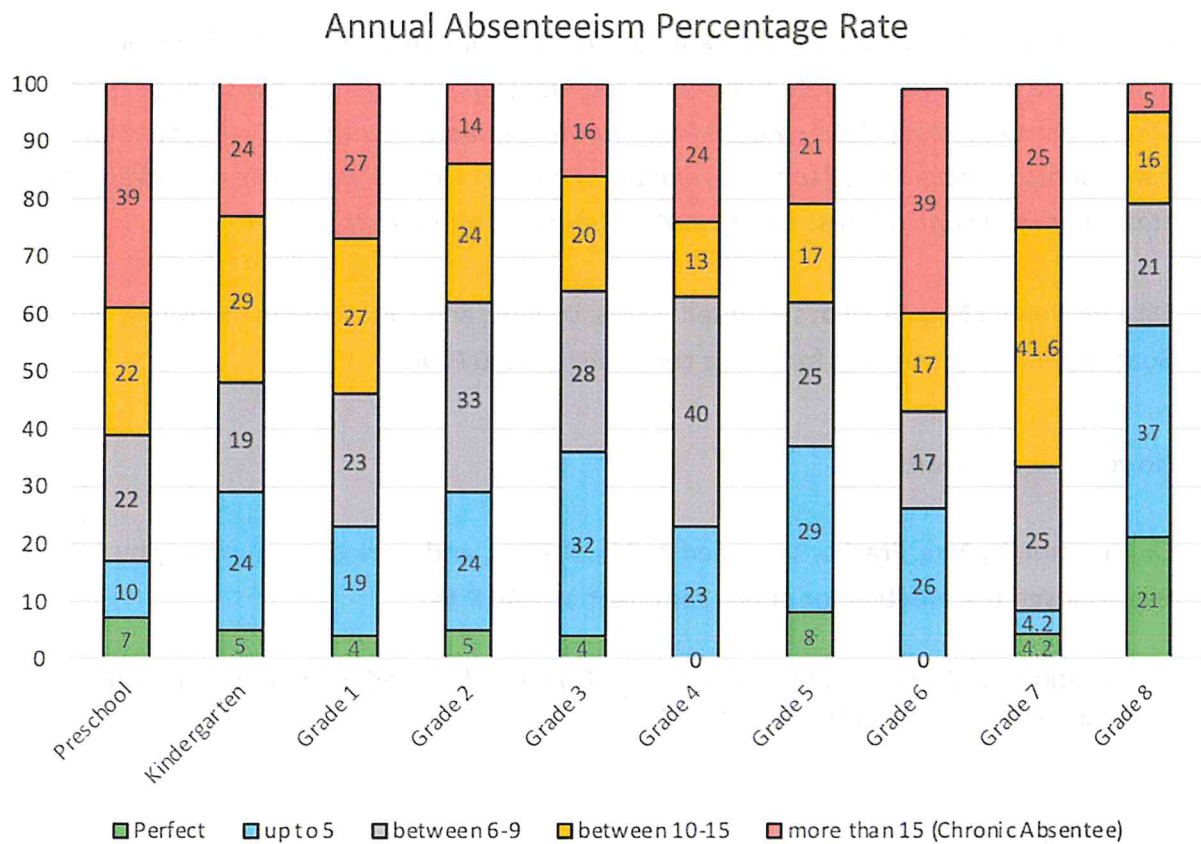
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Grade 1	26		1	
Grade 2	21		2	
Grade 3	25		2	
Grade 4	30			
Grade 5	24		1	
Grade 6	23	1	3	2
Grade 7	24		2	2
Grade 8	19	2	2	2
Total	254	3	16	6

Chronic Absenteeism:



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- **Absenteeism Graphs (September 3, 2025 - June 10, 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 7:40 P.M

No voices 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 7:40 P.M

On a motion by Mr. Frayko, seconded by Mr. Gillen and carried unanimously by voice vote, the Board adjourned the meeting at 7:41 P.M.

Respectfully submitted,

A handwritten signature in dark ink, appearing to read "Danielle Pra". The signature is fluid and cursive, with the first name "Danielle" written in a larger, more prominent script than the last name "Pra".

Danielle Pra
Board Secretary Pro Tempore