MINUTES OF HAMBURG BOARD OF EDUCATION
REGULAR MEETING
October 15, 2026
6:30 PM in the Cafeteria

PRESENT: Sheila Frayko, Acting President; Lois Ferguson, Michael Frangipane, Timothy Gillen, Tricia Schels, Kelly Tranes, and David Dreifus

ABSENT: Robert Jones and Robert Walsh

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."

Mrs. Frayko 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. Frangipane seconded by Mrs. Schels, carried out by a roll call vote, **approved** the regular meeting minutes of **September 17, 2026,** Board meeting (**DOCUMENT A**).

Yes	5
No	0
Abstain	2

On a motion by Mr. Frangipane seconded by Mrs. Schels, carried out by a roll call vote, **approved** the regular meeting minutes of **September 17, 2026,** Board meeting (**DOCUMENT B**).

Yes	5
No	0
Abstain	2

PRESENTATIONS

- Student Spotlight
  - PreK - Grade 1 (Charlie Wagoner)
  - Grades 2-4 (Mila Lupo)
  - Grades 5-8 (Skye Haddock)
- Presentation of the (draft) FY 2025-2026 Annual Comprehensive Financial Report [ACFR] and Auditor's Management Report by Mr. Brian Ko, Nisivoccia.

  On a motion by Mr. Dreifus seconded by Mr. Gillen, carried by a roll call vote the Board opened the meeting to the Public on the (draft) FY 2025-2026 Annual Comprehensive Financial Report [ACFR] and the Auditor's Management Report.

  No comments were heard.

  On a motion by Mr. Gillen seconded by Mr. Dreifus, carried by a roll call vote the Board closed the meeting to the Public on the (draft) FY 2025-2026 Annual Comprehensive Financial Report [ACFR] and the Auditor's Management Report.

- HIB Self-Assessment by Mr. RJ Baumgartner.

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On a motion by My. Gillen seconded by Mr. Dreifus, carried by a roll call vote, the Board approved the submission of the School Self-Assessment for Determining Grades under the Anti Bullying Bill of Rights Acts for the 2026-2027 School Year as presented.

OPEN TO THE PUBLIC

Mrs. Frayko 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 Mr. Dreifus and carried by a voice vote, the Board opened the meeting to the public at 7:07 P.M.

No comments heard.

On a motion by Mr. Gillen seconded by Mr. Frangipane, and carried out by a voice vote, the Board closed the meeting to the public at 7:07 P.M.

COMMITTEE REPORTS

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

Sussex County Educational Services Commission – Building will be bought to expand programs.

Liaison with the Hamburg Borough Council – October 5th council meeting, Trunk or Treat and Costume Parade will occur on October 25 at Hamburg Park. Hamburg PTA is helping with gathering volunteers for the town recreation department.

Building & Grounds - Nothing to report currently.

Education & Policy - Nothing to report currently.

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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 1-9:

1. Samantha Sampson as substitute aide at $20/hour not to exceed 29 hours per week.
2. Jason Cahill as substitute aide at $20/hour not to exceed 29 hours per week.
3. Emine Erdinc as substitute aide at $20/hour not to exceed 29 hours per week.
4. Resignation of Kelli Williams, Paraprofessional, effective September 21, 2026.
5. Mentorship of Hannah Doyle, Special Education teacher, with Rachel Windish, tenured Special Education teacher, for the 2026-2027 school year. Mentor will earn a $550 stipend payable by the Hamburg School.
6. Jonathon Henderson as substitute custodian at $18/hour pending receipt of paperwork.
7. 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.
8. Staff member ID #0151 for a medical leave beginning October 6, 2026 through December 31, 2026. This staff member will be utilizing accumulated leave as per contract.
9. The following teachers as Homebound Instruction standby staff: Mrs. Smalley, Mrs. VanTeyens, Ms. Doyle.

Finance Committee

On a motion by Mr. Dreifus, seconded by Mr. Gillen, and carried unanimously by roll call vote, **the Board approved items 1-10:**

1. To re-approve the bills list as presented for July 2026 **(DOCUMENT C).**
2. To re-accept the Board Secretary's and Treasurer's reports for July 31, 2026 **(DOCUMENT D)**

3. To re-approve transfers made by the Superintendent for July 31, 2026, with fund 10 debits totaling $41,939.68 and fund 20 debits totaling $11,254.50 depicted in DOCUMENT E and the Board acknowledges that these transfers may increase/decrease the maximum dollar limit established as part of the 2026-27 budget process for various professional services.
4. Pursuant to N.J.A.C. 6A:23A-16.10, the Business Administrator/Board Secretary certifies that as of July 31, 2026 no budgetary line-item account has been over-expended violating N.J.A.C. 6A:23-2.12(a).
5. 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.
6. To approve the bills as presented for August 2026 **(DOCUMENT F).**
7. To accept the Board Secretary's and Treasurer's reports for August 31, 2026 **(DOCUMENT G)**
8. To approve Transfers made by the Superintendent for August 31, 2026, with fund 10 debits totaling $10,136.95 and fund 20 debits totaling $0 depicted in **(DOCUMENT H)** and the Board acknowledges that these transfers may increase/decrease the maximum dollar limit established as part of the 2026-27 budget process for various professional services.
9. Pursuant to N.J.A.C. 6A:23A-16.10, the Business Administrator/Board Secretary certifies that as of August 31, 2026 no budgetary line-item account has been over-expended violating N.J.A.C. 6A:23-2.12(a).
10. 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 - Mr. Lucas, School Security Officer, attended his first Board meeting in September. All Board members were pleased with the professionalism he demonstrated during the meeting. Mrs. Tranes mentioned a survey for feedback to be sent to the community. Mr. Dreifus mentioned a survey to receive feedback from students.

BOARD SECRETARY'S REPORT – Health benefits analysis will be presented at the November meeting.

On a motion by Mrs. Frayko, seconded by Mr. Dreifus, and carried unanimously by roll call vote, the Board **approved** items 1-5:

1. Comprehensive Maintenance Plan and the Annual Maintenance Budget Amount

Worksheet (Form M-1) as depicted on **(DOCUMENT I)**

2. FY 27-28 Budget Calendar **(DOCUMENT J)**
3. FY 26-27 Federal Grant Listing showing staff members whose salary is being defrayed by Title I and stipend defrayed by Title IV **(DOCUMENT K)**
4. FY 26-27 Standard Operating Procedure **(DOCUMENT L)**
5. Health and Safety Evaluation of School Buildings for the 2026-2027 school year **(DOCUMENT M)**

SUPERINTENDENTS REPORT

On a motion by Mr. Gillen, seconded by Mr. Dreifus, and carried unanimously by roll call vote, the Board **approved** items 1-4:

1. Security Drills

Type of Drill	Date	Time	Evacuation Time
Fire Evacuation	10/8/2026	9:59	
Bus Safety & Evacuation **(DOCUMENT W)**	10/8/2026	1:00-1:30	N/A

2. Professional Development

Staff Member	Date	Activity	Cost
Havens	10/17, 10/24, 10/31/2026	Information Systems	$513.00 {Virtual}
Havens	11/7, 11/14, 11/21/2026	Structural & Mechanical Systems	$513.00 {Virtual}}
Sigman / Sealander	10/23/2026	Warren/Hunterdon Technology Consortium	$0 plus related travel/mileage

Steinbach	10/14/2026	Star Lab Training, Somerville, NJ	$175 plus related travel/mileage
Landrud	2/5-6/2027	NJSSNA Conference, East Brunswick	$309 plus related travel/mileage
Dora	11/18/2026	Inclusion Do's & Dont's & Do Betters	$119-mileage not requested
Dora	12/3/2026	Understand & Supporting Students with PDA	$119-mileage not requested
Dora	1/13/2027	How to Evaluate & Support Students with ASD	$119-mileage not requested

3. Field Trips

Date	Grade	Location	Cost
11/10/2026	7-8 {4}	Vernon High School {SC Junior Honors Music}	$0 - bus shared with Hardyston/Franklin

4. Building Use

Organization	Date[s]	Room[s]	Time
Hamburg PTA	10/23/26	Gym & 1st floor bathrooms	4-10pm
Hamburg PTA	10/18/26	Lower field - Color Run	2-7pm
Hamburg PTA	10/8/26	Cafeteria & bathrooms-Family Bingo	6-8:30pm
Wallkil Youth Basketball	T & W	Gym & 1st floor bathrooms- Practice & Games	6-8pm

	12/1- 3/31/27		

On a motion by Mr. Gillen, seconded by Mr. Dreifus, and carried unanimously by roll call vote, the Board **approved** items 1-6:

1. 2026-2027 tenured highly effective staff alternative evaluation options of digital capture, staff inservice presentations, and peer observation.
2. Accept, with appreciation, donation from Weis Markets in the amount of $200. This donation will be used in our Student Activity Account.
3. Accept, with appreciation, donation from the Grant Family (Coleman cooler).
4. Epipen / Glucose / CPR delegates as noted in **(DOCUMENT V)**
5. Hamburg School Nursing Plan 2026-2027 **(DOCUMENT N)**
6. Student #7462428009 to attend the Stanhope School at a total of $52,001.18 (tuition, share aide & related services) plus transportation beginning 1 September 2026. **(DOCUMENT O)**

On a motion by Mr. Gillen, seconded by Mrs. Schels, and carried unanimously by roll call vote, the Board **approved** items 1-3:

1. QSAC DPR submission resolution **(DOCUMENT P)**
2. 2027-2028 PEA Enrollment and Planning submission resolution **(DOCUMENT Q)**
3. 2027-2028 Preschool Budget and Operational Plan (PBOP) submission resolution **(DOCUMENT R)**

To Report/Discuss:

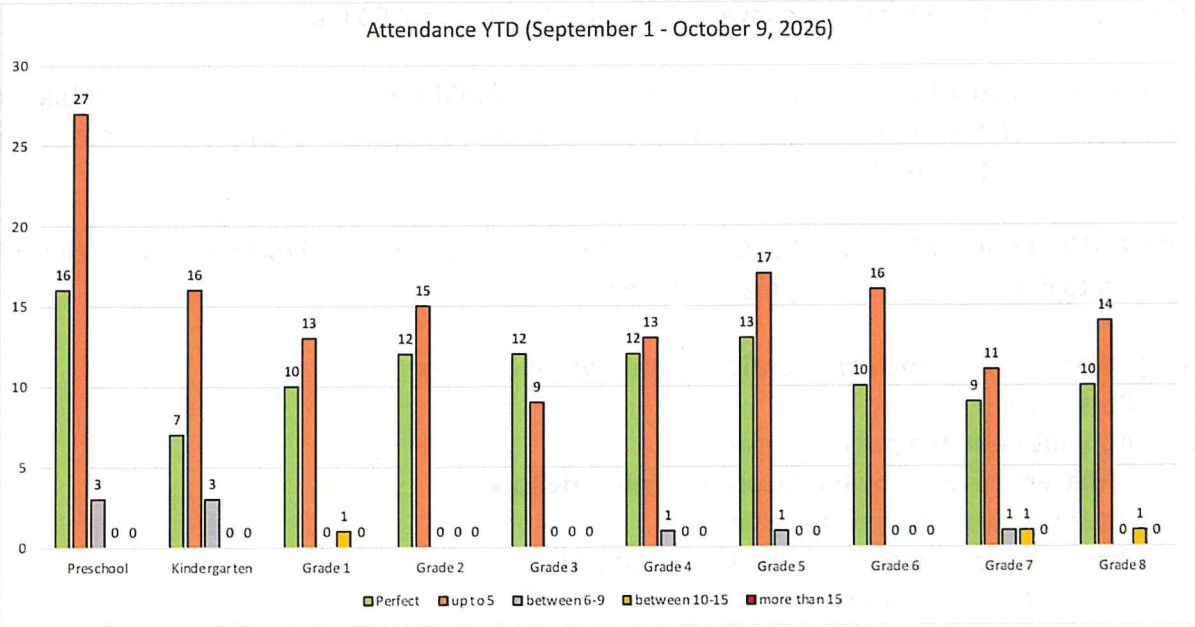
- NWEA Benchmark - Fall 2026 **(DOCUMENT S)**
- Administrative Goals Update - October 2026 **(DOCUMENT T)**
- Health Office Monthly Report - September 2026 **(DOCUMENT U)**
- Ethics Training - December 17, 2026 **(Kathleen Helewa)**

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Enrollment

	In District	Out of District	Choice Non-Public	Charter
Preschool	46			
Kindergarten	26			
Grade 1	24		2	
Grade 2	27		1	
Grade 3	21		2	
Grade 4	26		1	
Grade 5	31			
Grade 6	26		2	3
Grade 7	22	1	4	2
Grade 8	25	1	1	2
Total	274	2	13	7

Attendance (September 1 - October 9, 2026)



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On a motion by Mr. Dreifus, seconded by Mr. Frangipane and carried unanimously by voice vote, the Board opened the meeting for public comment at 7:52 P.M.

A Hamburg resident, Kristen Jameson, made a comment expressing interest on joining our board and provided her name to be added as a write in on the upcoming election.

A Hamburg teacher, Amy Breitenbach, made comments regarding climate surveys previously being provided to students. She also mentioned that the school will be holding a scarecrow contest the week before Halloween and the Halloween parade will be taking place.

On a motion by Mr. Gillen, seconded by Mr. Dreifus and carried unanimously by voice vote, the Board closed the meeting for public comment at 7:56 P.M.

EXECTUIVE 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 7:56 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 closed session to discuss the following matter(s) concerning:

[X] Matters rendered confidential by state or federal law
[ ] Personnel
[ ] Appointment of a public official
[X] 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

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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.

On a motion by Mr. Gillen, seconded by Mr. Dreifus and carried unanimously by voice vote, the Board approved the motion to close the Executive Session 8:35 P.M.

On a motion by Mr. Gillen, seconded by Mr. Frangipane and carried unanimously by voice vote, the Board approved the following Harassment, Intimidation and Bullying report as presented.

Month	# Incidents Investigated	# Incidents HIB Confirmed	Remediation (Y/N)	Discipline (Y/N)
September	0	0	NA	NA
October	4*	1	Y	Y

* includes incident(s) under investigation

On a motion by Mr. Dreifus, seconded by Mr. Frangipane and carried unanimously by voice vote, the Board adjourned the meeting at 8:36 P.M.

Respectfully submitted,

Amanda Weaver

Amanda Weaver
Board Secretary