

**OGDENSBURG BOROUGH BOARD OF EDUCATION**

March 3, 2020 Agenda  
6:30 p.m. Regular Session

The Regular Session of the Ogdensburg Board of Education is called to order at \_\_\_\_\_ p.m. in the Library of the Ogdensburg School, 100 Main Street, Ogdensburg, New Jersey, 07439.

**OPEN PUBLIC MEETING NOTICE:** Read by \_\_\_\_\_:

"This is to advise the general public and to instruct that it be recorded in the Minutes that in compliance with Chapter 231 of the Public Laws of 1975, entitled the "Open Public Meetings Act", Ogdensburg Board of Education, caused notice of this meeting to be posted at the Office of Ogdensburg Board of Education, mailed to the newspapers circulated in the district and to the Municipal Clerk of the Borough of Ogdensburg, and be posted at the Ogdensburg Elementary School and the school website, setting forth the time, date, and location of this meeting."

**FLAG SALUTE**

**THE AMERICAN'S CREED**, by William Tyler Page, 1917

"I believe in the United States of America as a government of the people, by the people, for the people; whose just powers are derived from the consent of the governed, a democracy in a republic, a sovereign Nation of many sovereign States; a perfect union, one and inseparable; established upon those principles of freedom, equality, justice, and humanity for which American patriots sacrificed their lives and fortunes.

I therefore believe it is my duty to my country, to love it, to support its Constitution, to obey its laws, to respect its flag, and to defend it against all enemies."

**ROLL CALL:**

Ms. Corban \_\_\_\_\_ Ms. Walsh \_\_\_\_\_ Ms. Donegan \_\_\_\_\_  
Mr. Donegan \_\_\_\_\_ Mr. Conklin \_\_\_\_\_ Ms. Gough \_\_\_\_\_  
Ms. LaMonica \_\_\_\_\_

Also in attendance:  
Superintendent/Principal, Mr. David Astor  
Board Secretary, Mr. Rich Rennie

**PRESENTATION(S)**

- Honor Roll presentation (Cafeteria)
- Weekend Bag Program - Isobel Costello
- Budget / State Aid Information

## OPEN SESSION #1

### COMMITTEE REPORTS/DISCUSSIONS

#### Board Business:

Reminder, School Officials and Board Members must file the Personal/Relative and Financial Disclosure Statements pursuant to N.J.S.A. 18A:12-21 et seq. of the School Ethics Act. If you are required to file, you should have received an email from the NJ Ethics Commission.

Superintendent Evaluation tool should be open on NJSBA.org

Date for 2020-2021 District Goals setting is June 2nd (Part of regular Board meeting, Kathy from NJ School Boards will attend)

#### Personnel/Program:

#### Facilities/Finance:

### ADMINISTRATIVE REPORTS:

Drills for the previous month:

- Fire Drill: 2/4/2020
- Bomb Drill: 2/27/2020
- Bus Evacuation Drill: none (only twice per year)

HIB's for the previous month: 0

Would like to also mention that donations from Ogdensburg residents continue to come in for the Tree Restoration Project. In January, friends of the school donated \$1,640 to the school to help offset the cost of replacing the trees. In February, there was an additional \$325.00 collected.

### CORRESPONDENCE:

**COR 01:** Letter from Ms. Gengaro to Mr. Astor and the Ogdensburg BOE dated March 3, 2020

**COR 02:** Letter dated 2/6/2020 from the Ogdensburg Recreation Association (ORA), regarding the donation of basketball hoops for Ogdensburg's younger students.

**COR 03:** Letter from Ms. Patete to Mr. Astor and the Ogdensburg BOE dated 2/27/2020

### BOARD BUSINESS

MOTION presented by \_\_\_\_\_ and seconded by \_\_\_\_\_ to approve:

**BB 01:** Approval of Minutes: February 4, 2020 Regular Meeting

**BB 02: Adoption of 2020-2021 School Calendar**

OGDENSBURG SCHOOL DISTRICT						
Month	2020-2021 CALENDAR				Student Days	Teacher Days
August	31	Monday	Teacher - In service			
Sept	1	Tuesday	Teacher - In service			
Sept	2	Wednesday	First Day for Students (Early Dismissal)			
Sept	3	Thursday	Early Dismissal			
Sept	4	Friday	Full Day of School			
Sept	7	Monday	Labor Day - School/District Closed	20		22
Oct	12	Monday	School Closed - Teacher in service	21		22
Nov	5 & 6	Thur - Friday	School Closed - NJEA Conference			
Nov	25	Wednesday	Early Dismissal - Thanksgiving			
Nov	26 & 27	Thur-Friday	School/District Closed-Thanksgiving	17		17
Dec	23	Wednesday	Early Dismissal - Winter Recess			
Dec	24-31	Thursday - Thursday	School/District Closed - Winter Recess	17		17
Jan	1	Friday	School/District Closed - New Years			
Jan	4	Monday	School/District reopens			
Jan	18	Monday	Early Dismissal - MLK Day	20		20
Feb	15 & 16	Monday & Tuesday	School Closed - Pres. Day	18		18
March				23		23
April	1	Thursday	Early Dismissal - Teacher Inservice			
April	2-9	Friday-Friday	School Closed/Spring Recess	16		16
May	31	Monday	School/District Closed - Memorial Day	20		20
June	11	Friday	Tentative Last Day	9		9
				<b>181</b>		<b>184</b>

Ms. Corban \_\_\_\_\_ Ms. Walsh \_\_\_\_\_ Ms. Donegan \_\_\_\_\_  
Mr. Donegan \_\_\_\_\_ Mr. Conklin \_\_\_\_\_ Ms. Gough \_\_\_\_\_  
Ms. LaMonica \_\_\_\_\_

**PERSONNEL/PROGRAM**

MOTION presented by \_\_\_\_\_ and seconded by \_\_\_\_\_ to approve:

**P/P – 13** RESOLVED, that the Ogdensburg Board of Education, upon the recommendation of the Superintendent, affirms the Superintendent’s Harassment, Intimidation and Bullying Report for January 2020 as presented on March 3, 2020 with Board options to affirm, reject or modify the report.

**P/P - 14** First reading of District Policy 8505 -  
Wellness Policy / Nutrient Standards for Meals and Other Foods (M)

**P/P - 15** RESOLVED, that the Ogdensburg Board of Education, upon the recommendation of the Superintendent, approves offering a tuition-based inclusive general education preschool program during the summer. The program will run from from July 6, 2020 to July 30, 2020. No classes will be held on Fridays. The tuition will be \$20.00 per day with a 4 day (one week) minimum enrollment.

**P/P - 16** RESOLVED, that the Ogdensburg Board of Education, upon the recommendation of the Superintendent, approves the following Extended School Year Program for Summer 2020:

**ESY 2020 Dates: July 6 to 30**

- Preschool (including those entering Kindergarten): 8:30 to 12:00 (Monday through Thursday)
- MD program: 8:30 to 12:00 (Monday through Thursday)
- Grades K-4: 8:30 to 12:00 (Monday through Thursday)
- Grades 5-8: 9:00 to 11:00 (Tuesdays and Thursdays)

**P/P - 17** RESOLVED, that the Ogdensburg Board of Education, upon the recommendation of the Superintendent, approves the appointment of the following substitute teachers (to be called on an ‘as needed basis’) for the 2019-2020 school year at the rate of \$100.00 per day:

First Name	Last Name
Jean	McGowan

**P/P – 18** RESOLVED, that the Ogdensburg Board of Education, upon the recommendation of the Superintendent, approves the trip(s) for the 2019-2020 school year:

Mr. DeLear	Wallkill Valley High School	4/22/2020
Ms. Capriglione	LEGO Land	5/15/2020

**P/P - 19** RESOLVED, that the Ogdensburg Board of Education, upon the recommendation of the Superintendent, approves the appointment of Ms. Jen Hunter as a maternity fill in for Ms. Winton’s class for the remainder of the 2019-2020 school year. Ms. Hunter will be paid \$15.33 per hour for the first 20 days of the maternity fill in, and paid at the Step 1, BA daily rate of \$279.35 for the remainder of the days worked (Estimated start date 2/15/2020).

Ms. Corban \_\_\_\_\_ Ms. Walsh \_\_\_\_\_ Ms. Donegan \_\_\_\_\_  
 Mr. Donegan \_\_\_\_\_ Mr. Conklin \_\_\_\_\_ Ms. Gough \_\_\_\_\_  
 Ms. LaMonica \_\_\_\_\_

**FACILITIES/FINANCE**

MOTION presented by \_\_\_\_\_ and seconded by \_\_\_\_\_ to approve:

**F/F – 15** RESOLVED, that the Ogdensburg Board of Education approves the February 2020 Check Register for checks from 001247 through 015249 with February Payroll transfers of \$314,134.96 and accounts payable of \$120,172.72 for a total of \$434,307.68

**F/F – 16** RESOLVED that Ogdensburg Board of Education, pursuant to N.J.A.C. 6A:23A-16.10, accepts that as of January 2020 no line item account has encumbrances and expenditures, which in total exceed the line item appropriation in violation of N.J.A.C. 6A:23A-16.10.

**F/F - 17** RESOLVED that the Ogdensburg Board of Education accepts the Board Secretary’s and Treasurer’s monthly financial reports for January 2020

**F/F – 18** RESOLVED, that the Ogdensburg Board of Education accepts, in compliance with N.J.A.C 6A:23A-16.10, line item transfers for the month of January 2020, to ensure that no line items are over-expended, and the Board acknowledges that this/these transfer(s) may increase / decrease the maximum dollar limit established as part of the budget process for various budget lines.

**F/F - 19** RESOLVED, that the Ogdensburg Board of Education accepts, Pursuant to P.L. 2019, c.35., the attached budget calendar for the 2020-2021 budget per information from School Election and Budget Procedures Type II Districts (Attached)

**F/F – 20** BE IT RESOLVED, that the tentative budget be approved for the 2020/2021 School Year using state aid figures and the secretary to the board of education be authorized to submit the following tentative budget to the Executive County Superintendent of Schools for the approval in accordance with the statutory deadline (school district budget statements for revenues and appropriations being submitted to the County Offices are attached for review by the Board):

The Budget includes sufficient funds to provide curriculum and instruction which will enable all students to achieve the Core Curriculum Content Standards, and is in compliance with N.J.S.A. and N.J.A.C. title 6 and 6A.

<b>Appropriations</b>			
	General Current Expense		\$4,525,335
	Capital Outlay Expense		\$131,657
	Charter School Tuition		\$12,708
	Pre-School Expenses (Fund 20)		\$503,994
	Federal Grants (Fund 20)		\$96,936
	Repayment of Debt		\$0
		<b>Total</b>	<b>\$5,270,630</b>

<b>Revenues</b>			
	Local Tax Levy		\$2,552,809
	Tuition		\$3,240
	Miscellaneous Revenue / Interest		\$2,000
		<b>Revenue from Local Sources</b>	<b>\$2,558,049</b>
	<b>State Sources</b>		
	School Choice		\$300,292

	Transportation Aid		\$17,372
	Special Ed Aid		\$162,828
	Equalization Aid		\$1,369,767
	Security Aid		\$27,247
	Extraordinary Aid		\$14,013
	Adjustment Aid		\$74,635
		<b><i>Revenue from State Sources</i></b>	<b>\$1,966,154</b>
	Budgeted Fund Balance		\$20,497
	Withdrawal from Capital Reserve		\$125,000
	Pre-School Aid		\$503,994
	Federal		\$96,936
		<b>Total Revenue</b>	<b>\$5,270,630</b>

The proposed FY 2020-2021 budget includes no withdrawal from maintenance reserve, and a \$125,000 withdrawal from the capital reserve account for projects including: Paving of parking lot, exterior door replacements, updates to bathrooms, and univents.

**F/F – 21** WHEREAS, the Ogdensburg 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:

WHEREAS, N.J.A.C. 6A:23B-1.1 et seq. required 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, a Board of Education may establish, for regular district business travel only, and annual school year threshold of \$1,500 per staff member where prior Board approval shall not be required unless this annual threshold for a staff member is exceeded in a given school year (July 1 through June 30); and,

WHEREAS, travel and related expenses not in compliance with N.J.A.C. 6A:23B-1.1 et seq. but deemed by the Board of Education to be necessary and unavoidable as noted on the approved Board of Education Out of District Travel and Reimbursement Forms: now,

THEREFORE, be it resolved, that the Ogdensburg Board of Education approves all travel not in compliance with N.J.A.C. 6A23B-1.1 et seq. as being necessary and unavoidable as noted on the approved Board of Education Out of District and Reimbursement Forms; and

UPDATE: BE IT FURTHER RESOLVED, that the Ogdensburg Board of Education approves travel and related expense reimbursements (object '580') in accordance with N.J.A.C. 6A:23B-1.2(b), to a maximum expenditure of \$15,000 for all staff members in the General Fund; and, that the school business administrator shall track and record these costs to insure that the maximum amount is not exceeded.

Current expenditures for travel and related expenses for the 2019/2020 school year as follows:

Expenditures	\$4,922
Encumbrances	\$262
Funds Available	\$5,648

**F/F - 22** WHEREAS, the Ogdensburg BOE requested quotes to replace interior doors within the school, which yielded the following quotes for consideration (quotes also attached):

Contractor	Quote			
Weilgus and Sons	\$29,800	Wood Classroom Doors - 20 minute rated	Materials & install	Includes door hardware, closers and continuous hinges
R.D. Sales Door & Hardware	\$55,437	Wood Classroom Doors - 20 minute rated	Materials & install	Includes door hardware, closers and continuous hinges
NJ Door Works	\$50,000	Wood Classroom Doors - 20 minute rated	Materials & install	Includes door hardware, closers and continuous hinges

and;

WHEREAS, in accordance with the provisions of the Public Schools Contract Law, N.J.S.A. 18A:18A-1 et seq.;

NOW, THEREFORE BE IT RESOLVED, that the Ogdensburg Board of Education award the contract for the interior doors project to Weilgus and Sons - NJ, Inc. for a total investment of \$29,800



**F/F - 23** RESOLVED, that upon the recommendation of the Superintendent of Schools, the Ogdensburg Board of Education accepts the attached shared service agreement between the Ogdensburg Board of Education and the Hardyston Board of Education for Business Services at a yearly contracted rate of \$70,000 (which will be pro-rated through 6/30/2020).

Ms. Corban \_\_\_\_\_ Ms. Walsh \_\_\_\_\_ Ms. Donegan \_\_\_\_\_  
Mr. Donegan \_\_\_\_\_ Mr. Conklin \_\_\_\_\_ Ms. Gough \_\_\_\_\_  
Ms. LaMonica \_\_\_\_\_

**OPEN SESSION #2**

**EXECUTIVE SESSION**

MOTION presented by \_\_\_\_\_, and seconded by \_\_\_\_\_ to accept the following declaration of Executive Session as presented @ \_\_\_\_\_ p.m.:

BE IT RESOLVED that the Ogdensburg Board of Education adopts the following resolution:

"WHEREAS, The Open Public Meeting Act, Chapter 231, P.L. 1975 permits the exclusion of the public from a meeting in certain circumstances; and

WHEREAS, Ogdensburg Board of Education is of the opinion that such circumstances presently exist;

NOW, THEREFORE, BE IT RESOLVED by the Ogdensburg Board of Education, County of Sussex, State of New Jersey that a closed session of this Board of Education, where the public shall be excluded, will be held at this time for the purpose as stated below; and

BE IT FURTHER RESOLVED, that any action of the Board with regard to the closed session discussions shall be disclosed to the public at a later date and to the extent that the same is not prejudicial to the interests of the parties involved and would not result in a possible invasion of their right to privacy."

**Topics include:**

- Business Administrator performance and employment
- Superintendent performance and employment

Ms. Corban \_\_\_\_\_ Ms. Walsh \_\_\_\_\_ Ms. Donegan \_\_\_\_\_  
Mr. Donegan \_\_\_\_\_ Mr. Conklin \_\_\_\_\_ Ms. Gough \_\_\_\_\_  
Ms. LaMonica \_\_\_\_\_

**RE-ENTER PUBLIC SESSION**

MOTION presented by \_\_\_\_\_, and seconded by \_\_\_\_\_ that the  
Ogdensburg Board of Education returns to Public Session at \_\_\_\_\_ p.m.

Ms. Corban	_____	Ms. Walsh	_____	Ms. Donegan	_____
Mr. Donegan	_____	Mr. Conklin	_____	Ms. Gough	_____
Ms. LaMonica	_____				

**OTHER BOARD BUSINESS**

**ADJOURN**

MOTION presented by \_\_\_\_\_, and seconded by \_\_\_\_\_ that the  
Ogdensburg Board of Education adjourn at \_\_\_\_\_ p.m.

Ms. Corban	_____	Ms. Walsh	_____	Ms. Donegan	_____
Mr. Donegan	_____	Mr. Conklin	_____	Ms. Gough	_____
Ms. LaMonica	_____				